



A Proud and Progressive Village for All People



Village of Glendale Heights, IL

Annual Budget

Fiscal Year 2024/25



VILLAGE OF GLENDALE HEIGHTS, IL

Fiscal Year 2024/25

Annual Budget

VILLAGE BOARD OF TRUSTEES

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Village President

Marie Schmidt
Village Clerk

Mohammad Siddiqi
District 2

William Schmidt
District 1

Chester Pojack
District 5

Storino, Ramello & Durkin
Appointed Village Counsel

Michael Light
District 3

Pat Maritato
Deputy Mayor/District 4

Mary Schroeder
District 6

Christopher B. Burke
Village Appointed Engineers

VILLAGE DEPARTMENT DIRECTORS

Douglas Flint
Acting Village Administrator

William Poling
Finance Director/Treasurer

George Pappas
Chief of Police

Keith Knautz
Leisure Services Director

Peter Cahill
Human Resources Manager

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READER'S GUIDE TO UNDERSTANDING THE BUDGET

This reader's guide is to assist in understanding the various sections of a complex budget document. The budget is divided into various sections, which are detailed with explanations below.

BUDGET MESSAGE

This is a message from the Village Administrator and the Finance Director about the challenges, opportunities and uncertainties the Village faces in preparing the annual operating budget. The message highlights the Village's budget priorities and the principles adhered to in developing the budget.

STRATEGIC PLAN

Strategic planning is an effective way to identify and confirm an organization's vision for the future and set organizational purpose and direction by incorporating clear priorities and measurable goals. In October 2022, the Village of Glendale Heights ("the Village") engaged the Northern Illinois University Center for Governmental Studies ("NIU-CGS") to guide and facilitate the development of a strategic plan. The 2022 process involved broad stakeholder input including community focus groups, interviews, demographic analysis, and a community survey. These inputs were shared and considered prior to, and during, the Village's strategic planning workshop in the fall of 2022.

VILLAGE OVERVIEW

The Village Overview section gives general information about the Village of Glendale Heights including an organization chart, its mission statement, government profile, location, history, demographics and community economics.

BUDGET OVERVIEW

The Budget Overview details the overall budget process and gives a basic understanding of how the Village creates and presents a budget. It also summarizes the Village's fund structure and provides detailed explanations of the major revenue sources of the Village.

BUDGET SUMMARIES

The Budget Summaries present the Village's Operating Budget in table and chart form. The Village presents this financial information in several different ways and compares current year information to prior years in order to gain a better understanding of the flow of funds and to note significant changes year after year. Also in this section is information on staffing levels and changes in fund balances for each of the Village's funds.

READER'S GUIDE TO UNDERSTANDING THE BUDGET

BUDGET NARRATIVES

The Budget Narratives are divided by fund, then department, then division, if applicable. Each fund, as well as each department/division within each fund, will have a budget narrative. These narratives start with a description of the department/division and detail the prior year accomplishments and goals and objectives for each division. In addition, this section will also include an explanation of budget highlights for the 2024/25 fiscal year.

CAPITAL IMPROVEMENT PROGRAM

The Capital Improvements Program is a comprehensive 5-year plan for the development of the Village's capital facilities, infrastructure and equipment. A summary of the capital projects will be listed by fund. The budget for the Capital Improvements Program is developed and incorporated into the Annual Budget that is presented to the Village Board for approval on an annual basis.

APPENDIX

The Appendix of this document includes a brief narrative of the Village's financial policies as well as a glossary and a list of common acronyms used in this document.

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ANNUAL BUDGET

December 31, 2024

The Honorable Mayor and Board of Trustees
Residents of the Village of Glendale Heights

The Fiscal Year 2024/2025 (FY2025) Budget is hereby presented for the fiscal year May 1, 2024 to April 30, 2025. The annual budget is the policy document that sets the financial course for the Village and defines the services we provide to the community. State law requires the Board of Trustees to annually adopt an appropriations ordinance prior to July 31 each year and restricts the spending authority for all Village departments to the adopted appropriations. The following principles guide the planning and spending decisions when compiling the annual budget:

- Provide quality municipal services while improving efficiency and effectiveness with available resources.
- Provide safety and security for the Village's residents.
- Provide for development and redevelopment in the Village.
- Provide funding for the maintenance of the Village's roads, water and sewer infrastructure and municipal facilities.
- Provide financial sustainability by being able to manage the Village's finances, through various economic cycles, without having to significantly impact the services provided to the Village's residents.

Responsibility for both the accuracy of the data and completeness and fairness of the presentation, including all disclosures, rests with the Village and its management. To the best of our knowledge and belief, the enclosed data are accurate, complete and reliable in all material respects. All disclosures necessary to enable the reader to gain an understanding of the Village's budget activities have been included.

The budget document is an important tool for sound fiscal management. As provided for in the appropriation adoption ordinance, the legal level of control is by department or division. A budgetary system of monitoring and control has been established to ensure accountability and budgetary compliance.

A primary mission of the annual budget is to emphasize delivering essential Village services in the most efficient manner possible. The Village has taken a number of steps over the past several years to improve upon its fiscal condition. Since its adoption in 2013, the Village has been able to exceed the Fund Balance Reserve Policy, which established a minimum reserve level of four months. Independent auditors reported to the Village Board in November that the fiscal year 2024 ending reserve balance was at a level of 9.3 months, which is more than the level set by



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policy, and more than double the level recommended by the Government Finance Officers Association (GFOA).

Fiscal Year	General Fund Balance*	Equivalent Months
2016	\$11,242,615	6.7
2017	\$12,388,501	7.1
2018	\$13,345,430	7.4
2019	\$12,280,957	6.3
2020	\$10,975,133	5.6
2021	\$16,054,846	7.8
2022	\$22,736,563	10.5
2023	\$22,652,823	10.5
2024	\$25,652,823	9.3

*Source: Village Annual Comprehensive Financial Report.

Revenue growth and the diligent management of Village expenditures will continue to be the focus in future years in order to maintain service levels and necessary infrastructure maintenance and improvements throughout the Village.

The total 2024/25 budget for all funds of the Village is included in this document. The total operating and capital budget is \$85,067,744, a decrease of 13.5% from the final budget of \$98,390,682 in 2023/24. The primary reason for this decrease in expenditures relates to major projects being undertaken at the Wastewater Treatment Plant (WWTP). All budgeted funds are balanced, utilizing current revenue sources or accumulated fund equity.

LONG-TERM FINANCIAL PLANNING

The Village Board is regularly updated on the financial status of the Village, both through monthly staff reports, and in other discussions. The Village has a history of sound planning and financial practices, as evidenced and re-affirmed by an excellent Aa3 credit rating from Moody's Investors Service.

The Capital Improvements Program (CIP) is the Village's comprehensive multi-year plan for the development of the Village's capital facilities, infrastructure and improvements. Capital projects include all vehicles, in addition to projects that cost more than \$10,000 over the life of the project. The plan outlines the capital projects that are expected to take place over the next three to five years and is designed to draw attention to capital improvements that will be made when and where they are needed. Each year, projects are reviewed for need and cost, and are incorporated in the annual budget to the extent that funds are available.

The Village's first Comprehensive Plan was prepared by outside consultants and was adopted in 1972. The Comprehensive Plan is intended to guide the long-range development of the Village. A broad range of development related issues are discussed in the plan, including transportation, land use, and economic development. The general guidance provided by the plan is considered when new developments are proposed and when specific programs are considered for implementation by the Village. During 2019, the Village Board approved changes to the Future Land Use Map to recognize the impact of large Business Parks up and down the North Avenue corridor. Over time, it is expected that the policies in the plan may need to be adapted to meet changing conditions. Many of the policies of the plan are proposed with this need for flexibility in mind.

The Village of Glendale Heights has a strong focus on economic development, which continues to be one of the Village President and Village Board's highest priorities. Increased economic development improves property values, increases the tax base through property tax and sales tax, and lessens the tax burden on all property owners, as well as gives area residents more opportunities for employment and to shop and dine locally.

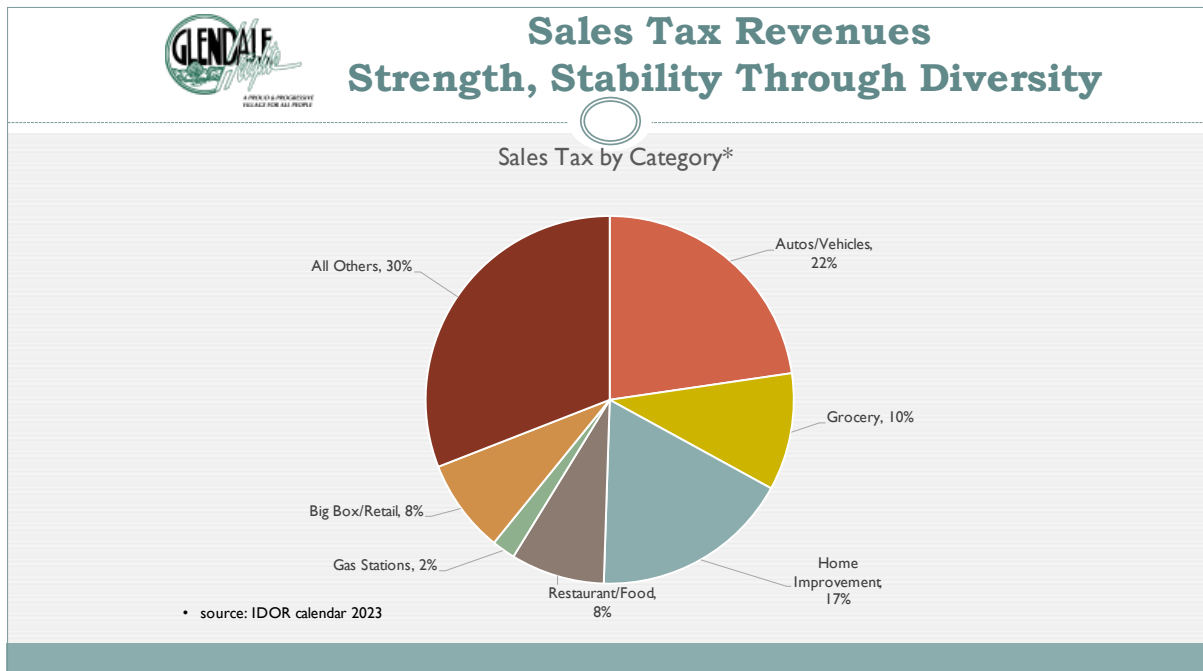
The Village has two main commercial corridors, Army Trail Road and North Avenue, as well as two additional corridors of Glen Ellyn Road and Bloomingdale Road. There has been significant development and redevelopment along these corridors and the Village is focused on continuing these efforts and improvements.

Annually, the Village revisits its strategic plan related to the Community Development Block Grant (CDBG) program. This plan guides the programs that the Village will undertake each year. In addition, the Village must prepare an Annual Action Plan that describes the actions to be taken in a specific program year. To ensure public participation, the Village issues public notices, holds a public hearing, and accepts public comment. The Village has been extremely successful in recent years in obtaining CDBG funding.

The Village also has in place several financial policy documents, covering areas such as, capital replacement, technology, debt issuance, cash management and investments, and budget development and adjustment. More information regarding these policies can be found in the Appendix of this document.

REVIEW OF BUDGET YEAR 2023/24

In the 2023/24 approved budget, the Village experienced a 19.9% increase in General Fund revenues along with a 32.7% increase in expenditures. These revenue and expenditure increases are the direct result of 3 funds (Recreation, Golf and Founders' Day) which were closed out and included as part of the General Fund. The Village's revenues have continued to remain stable, in spite of the effects of the Coronavirus pandemic, thanks to a diverse sales tax base.



2023/24 ACTUAL RESULTS

General Fund revenues, which were budgeted at \$39,337,476, ended the fiscal year at \$39,803,592, or approximately \$466 thousand over budget, which is 1.2%. This excess was due almost all in part to investment income, as interest rates remained higher and for much longer than expected. Spending, as always, is monitored closely and because of this, actual General Fund expenditures came in at \$1.6 million under budget, as a few capital/maintenance projects were deferred, and from position vacancies in a few Village Departments.

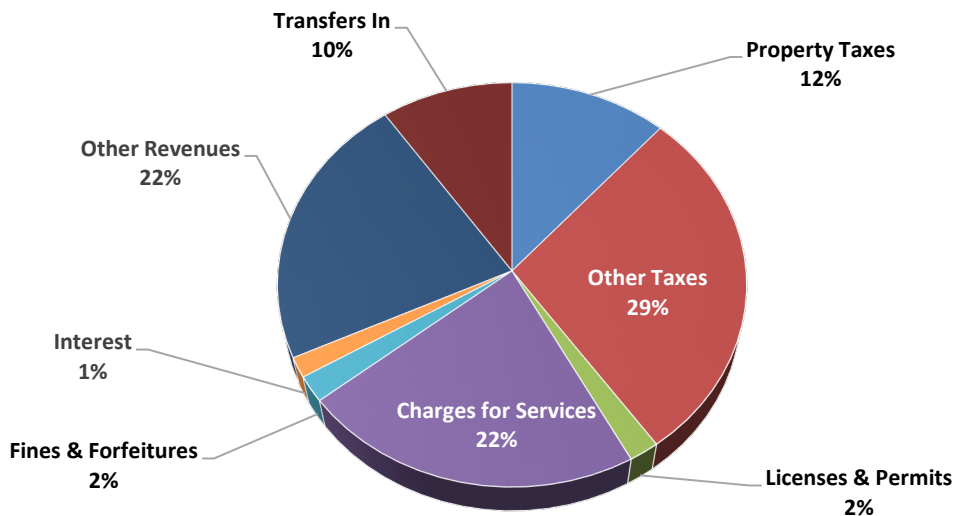
2024/25 OPERATING BUDGET OVERVIEW

In the 2024/25 budget, the Village is anticipating a decrease of \$366,208 or 0.9% in net General Fund revenues from the 2023/24 budget and a \$1,850,063 decrease or 4.3% in net expenditures. The decline in revenues comes mostly from pessimistic outlook regarding interest rates. The expenditure decreases are due to a reduction in transfers to the Capital Projects Fund.

As is the case every year, departments are strongly encouraged to be vigilant in their use of the resources available, and are challenged to be innovative with methods of service delivery and cost savings/cost containment options.

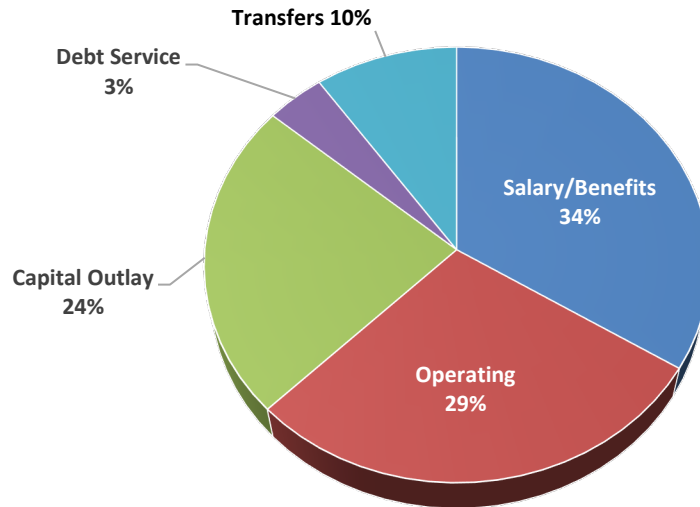
The chart below summarizes 2024/25 proposed budgeted revenues by source for all funds:

2024/25 Total Revenues \$85,735,223



The expenditure budget, which includes inter-fund transfers and capital projects, for 2024/25 totals \$85,067,744. This represents a 13.5% decrease from the 2023/24 operating budget. The 2024/25 operating budget for all funds, including transfers and capital projects, shows revenues exceeding expenditures/expenses by \$667,479. The main reason for this is attributable to fewer capital project expenditures. The following chart summarizes the 2024/25 budgeted expenditures/expenses by object for all funds:

2024/25 Total Operating Expenditures \$85,067,744



PROPERTY TAXES

After enduring eight consecutive years of decline in equalized assessed valuation (EAV), the Village in 2023 realized its eighth straight year of increase. The table below reflects EAV data from 2009 to 2023.

EAV Year	Bloomington Township	Milton Township	Total EAV	Total Tax Levy
2009	\$777,264,498	\$87,788,830	\$865,053,328	\$7,392,775
2010	\$719,855,091	\$84,612,200	\$804,467,291	\$7,124,848
2011	\$628,692,838	\$79,746,218	\$708,439,056	\$6,953,015
2012	\$552,920,588	\$71,111,172	\$624,031,760	\$7,019,803
2013	\$503,062,830	\$67,036,524	\$570,099,354	\$7,150,874
2014	\$491,677,596	\$58,715,660	\$550,393,256	\$7,570,245
2015	\$489,182,429	\$57,117,636	\$546,300,065	\$7,566,545
2016	\$524,940,939	\$59,301,202	\$584,242,141	\$7,566,000
2017	\$561,198,861	\$61,527,636	\$622,726,497	\$7,944,224
2018	\$604,964,040	\$66,427,785	\$671,391,825	\$7,944,224
2019	\$678,698,446	\$72,708,186	\$751,406,632	\$7,944,224
2020	\$696,232,137	\$74,653,687	\$770,885,824	\$7,944,224
2021	\$712,560,494	\$83,795,549	\$796,356,043	\$8,354,907
2022	\$762,916,351	\$87,356,310	\$850,272,661	\$8,354,907
2023	\$844,325,188	\$93,561,572	\$937,886,760	\$8,410,968



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For 2023, increases in the EAV were 10.7% and 7.1% for Bloomingdale and Milton Townships, respectively. Up until 2014, the Village's tax levy had remained at, or less than the levy in 2008. In 2018, the State of Illinois reduced the Local Government Distributive Fund (LGDF) by 5%. LGDF monies come from personal and corporate income taxes paid to the State, and are shared back with local governments based on population. A five percent reduction in the LGDF amounts to a \$283,655 negative impact on Village revenues expressed in current dollars. Additionally, the State continues to withhold 1.5% of monies from Home Rule Sales Tax and Excise Tax (otherwise known as Telecommunications Tax) and keeping those funds; calling it an Administrative Collection Fee. The impact of this fee takes away approximately \$120,000 from the Village.

For 2024, the Village did not impose an increase in the Property Tax levy, despite the potential threat of expenditure pressures.

A substantial portion of the property tax levy (22.0%) is for outstanding debt service. These amounts are all determined based on the amount of principal and interest payments that will be paid during the budget year. When bonds are issued, other revenue sources are sometimes dedicated to pay off the bonds. For example, bond issues for water and sewer infrastructure improvements are funded with water and sewer receipts. When there are other revenue sources dedicated to the bond issues, these amounts are abated from the property tax levy and the overall levy is then reduced. A total of 29.1% (\$752,550) of the total 2023 tax levy allocated to debt service (\$2,580,850) is being abated.

PERSONNEL

As part of a long-term strategic plan, the Village Board continues to support staffing levels throughout all Departments that match tasks and responsibilities with available funding resources. Some departments have undergone restructuring in the last few years; a more recent case of restructuring occurred at the beginning of the 2022 fiscal year, when the Recreation, Golf Course, Senior Center operations combined to form a new Leisure Services Department. Since 2007, the Village has decreased the full-time employment of the Village to 180 from 224, mainly through natural attrition. The trend in employee counts is shown in the table on the next page.

Fiscal Year	Number of Full Time Positions*
2007	224
2008	223
2009	216
2010	206
2011	201
2012	195
2013	195
2014	195
2015	197
2016	187
2017	192
2018	188
2019	186
2020	184
2021	186
2022	176
2023	183
2024	180

*source – Human Resources monthly staff reports.

Total personnel expenditures/expenses, which includes benefits, represents 54.0% of the total operating costs (excluding capital outlay, debt service and operating transfers) for all funds.

CAPITAL IMPROVEMENTS PROJECTS

Having completed in 2014 an aggressive bond and build program, which began in 2007, the Village has pivoted its attention towards utility infrastructure (water and sewer), and the Wastewater Treatment Facility, resulting in part from State imposed mandates involving Phosphorus reduction. In July 2022, the Village completed improvements at Camera Park, which is a 64-acre community park, and the largest in the Villages' park system. The Village also completed an addition/renovation project at the Linda Jackson Center for Senior Citizens. Funding for these projects came from State grants, along with matching funds from the Village.

SUMMARY

Over the last few years, the Village has enjoyed sustained growth, especially with respect to major revenues such as Sales and Home Rule Sales taxes, Real Estate Transfer Taxes, and Building Permits.

Several potential significant events will take place in the upcoming year that will put pressures on the financial resources of the Village. Among these are:

- Elimination of the Grocery Sales Tax
- Persistent Inflation
- Potential settlements resulting from ongoing litigation
- Increases in Medical Insurance premiums
- Union Negotiations
- Pension Obligations
- State imposed mandates regarding the reduction of phosphorous levels at the Waste Water Treatment Plant
- Continued Supply Chain Issues

Providing predictable, stable and high quality services to our residents and businesses continues to be our main focus. We believe this budget establishes a financial foundation for the Village Board to accomplish their goals. Our ongoing, combined efforts will ensure the Village of Glendale Heights can continue to provide the traditional high level of service to the residents and businesses of Glendale Heights.

PUBLIC HEARING AND NOTICE OF AVAILABILITY OF BUDGET

Copies of the tentative Appropriations Ordinance were made available for public inspection at least ten (10) days prior to the passage of the annual Appropriations Ordinance, and notice of this availability was published in a newspaper having general circulation within the Village. Not less than one week after publication the Appropriations Ordinance is available for public inspection and prior to final action on the budget, one public hearing was held on the tentative Appropriations Ordinance by the Board of Trustees. Notice of the public hearing was given at least one week prior to the time of the public hearing date.

AWARD

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the Village of Glendale Heights, Illinois for its annual budget for the fiscal year beginning May 1, 2023. In order to receive this award, a government unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communication device. This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.



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ACKNOWLEDGMENTS

The Village's budget is the culmination of the time and hard work of many people. We would like to extend our sincere appreciation to the Village President and entire Board of Trustees, as well as all members of the Executive and Managerial Staff for their tireless dedication and assistance during the budget process.

Critically reviewing, assessing and adjusting policies and practices can be challenging. Nevertheless, if the community is to continue to progress and to remain financially stable, this process is necessary in order to achieve the goals as set forth by the Village Board.

Respectfully submitted,

Douglas R. Flint

Douglas R. Flint
Acting Village Administrator

William A. Poling

William Poling
Finance Director



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**Village of Glendale Heights
Illinois**

For the Fiscal Year Beginning

May 01, 2023

Christopher P. Morrell

Executive Director

Strategic Planning

The Village of Glendale Heights commissioned the Center for Governmental Studies (CGS) at Northern Illinois University to conduct a multi-mode survey (online, mail, and telephone reminder calls) of residents. The purpose of the survey was to determine residents' opinions of living in the Village, Village provided services, and the areas the Village should focus their attention on in the next three years. The survey was conducted from April 18, 2022 to July 22, 2022. A total of 502 completed surveys was received.

Findings

Quality of Life in the Village of Glendale Heights

- More than two-thirds (67.0%) of residents rate the Village of Glendale Heights excellent (20.2%) or good (46.8%) as a place to live.
- The majority (69.7%) of respondents rate the ease of walking in the Village excellent (22.2%) or good (47.5%). More than one-half (56.7%) of respondents rate the ease of bicycling in the Village excellent (22.0%) or good (34.7%).
- More than one-half (56.0%) of respondents rate the overall appearance of the Village excellent (18.0%) or good (38.0%).
- Six out of ten (60.0%) respondents rate the variety of special events in the Village excellent (11.1%) or good (48.9%).
- The residents believe the three most important issues the Village of Glendale Heights faces are high taxes (37.8%), crime/safety (27.3%), and street maintenance/repair (17.3%).

Village of Glendale Heights Provided Services

An importance-satisfaction analysis was conducted. The ratings of importance and the ratings of satisfaction of the services provided by the Village were looked at together. The analysis provides information on how much emphasis the Village should place on each service. The seven services below are rated by respondents as high importance and low satisfaction and are identified as "improvement opportunity" areas.

- Neighborhood Street Maintenance and Repair
- Business Attraction and Retention
- Stormwater Management
- Property Maintenance Regulation
- Senior Citizens Programming and Services
- Recreation Programming
- Initiatives to Maintain the Environment

The four services below are rated by respondents as high importance and high satisfaction and are identified as areas to “keep up the good work”.

- Sanitary Sewer Maintenance and Repair
- Water System Maintenance and Repair
- Police Services
- Garbage, Recycling and Yard Waste Pickup

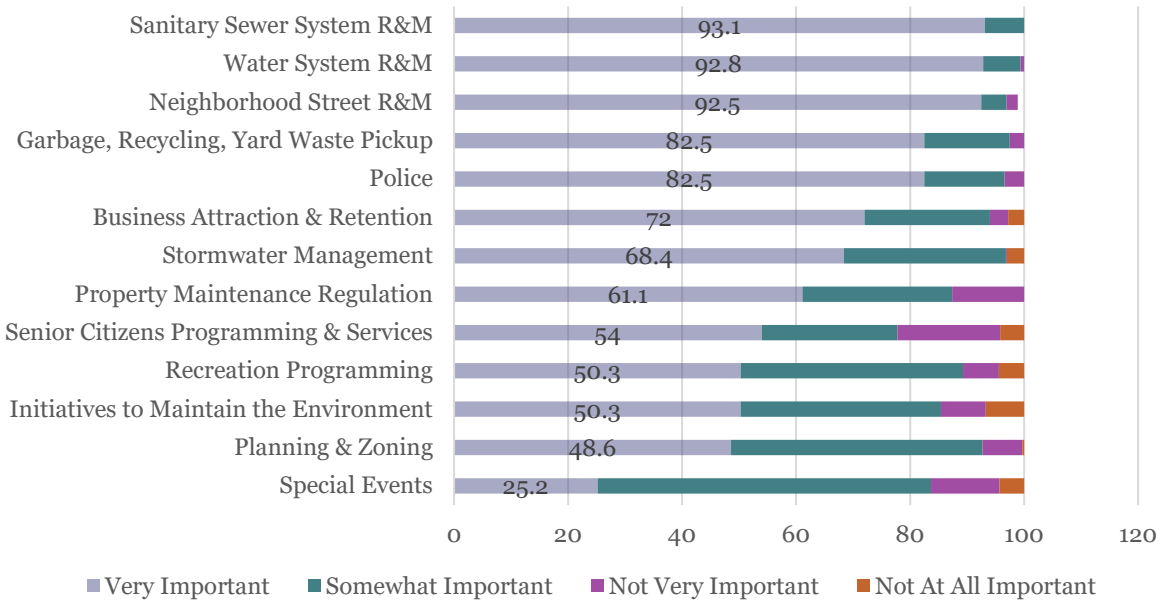
Quality of Life	Rating the Village as a Place to Live	Excellent	Good	Fair	Poor
		20.2%	46.8%	27.8%	5.2%
	Rating the Ease of Walking in the Village	22.2%	47.5%	20.0%	10.3%
	Rating the Ease of Bicycling in the Village	22.0%	34.7%	29.9%	13.4%
	Rating Overall Appearance of the Village	18.0%	38.0%	38.4%	5.6%
	Rating Variety of Special Events in the Village	11.1%	48.9%	28.3%	11.7%

The respondents were then asked what the three most important issues the Village of Glendale Heights faces and what should be done to solve each issue.

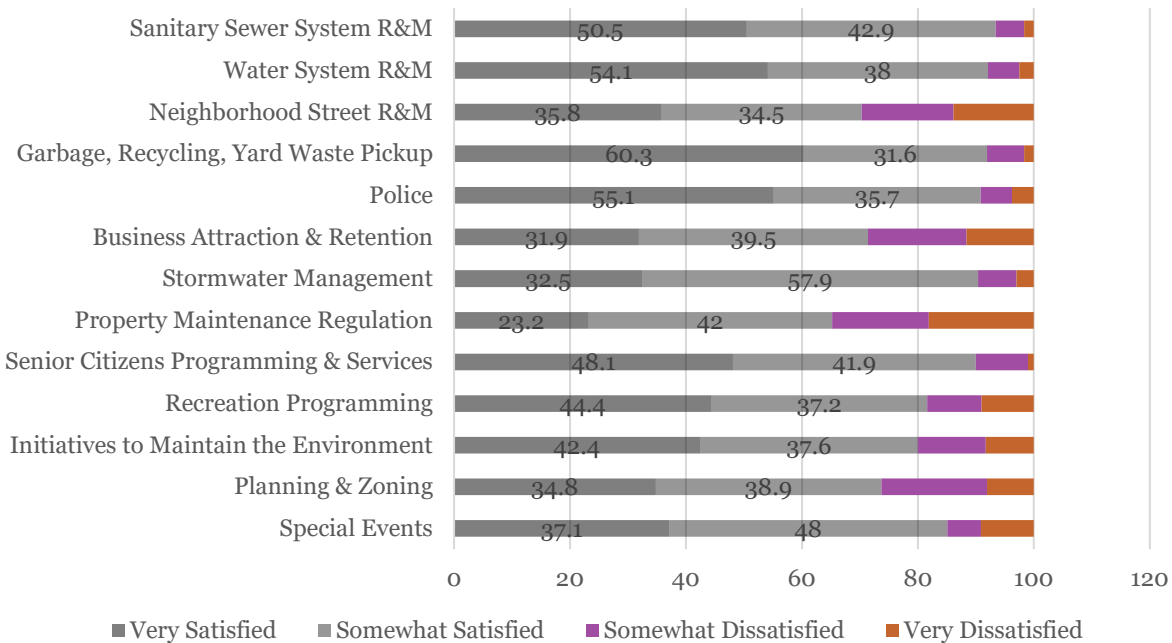
The respondents believe the three most important issues the Village of Glendale Heights faces are high taxes (37.8%), crime/safety (27.3%), and street maintenance/repair (17.3%)

Issue	Solutions
High Taxes	Control Spending Attract more businesses Find alternative revenue sources (e.g., cannabis dispensary)
Crime/Safety	Hire more police Increase police presence Add more security cameras
Street Maintenance/Repair	Periodically inspect roads Repair roads as soon as they start to deteriorate Spend funds/money

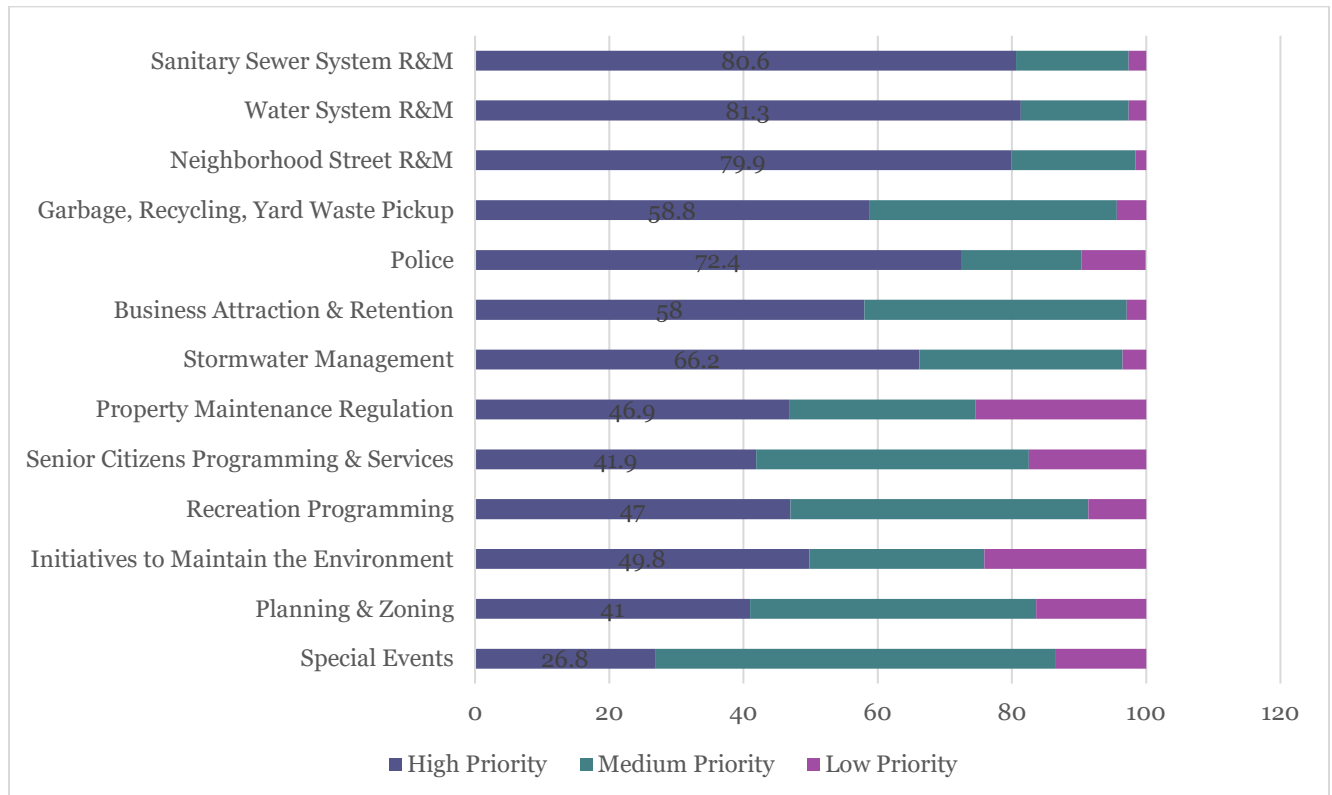
Importance of Village Provided Services



Satisfaction with Village Provided Services



In the next three years, how much of a priority should the Village place on each of the following areas.



Conclusions and Recommendations

Most residents are satisfied with the Village of Glendale Heights as a place to live. The residents comment the Village services are good, it is safe, it is quiet/peaceful, and it is convenient.

The respondents believe the Village is doing a good job of providing the following services: sanitary sewer maintenance and repair, water system maintenance and repair, police, and garbage, recycling, yard waste pickup. However, according to the respondents, neighborhood street maintenance and repair, business attraction and retention, stormwater management, property maintenance regulation, senior citizens programming and services, recreation programming, and initiatives to maintain the environment need improvement. The Village government should focus on improving these areas.

The respondents think that the Village should place more effort on police services, street maintenance and repair and water system maintenance and repair in the next three years. The Village should focus on improving nuisance enforcement since this was rated low by residents.



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The Village should focus on improving the following three aspects of street maintenance and repair since they are rated low by respondents: the surface conditions of neighborhood streets, conditions of street pavement and curbs in their neighborhoods, and conditions of sidewalks.

The majority of respondents think it is important to attract new businesses to the Village. The type of business respondents would most like to see the Village of Glendale Heights work to attract is a restaurant. The Village government should consider attracting this type of restaurant.

Most respondents who contacted the Village in the past 24 months were satisfied with the customer service they received. They believe the staff were knowledgeable and courteous, and that the staff responded in a timely manner. The Village government should continue to provide the current level of customer service.

The majority of respondents feel welcomed, included, and safe in the Village and are satisfied with the job the Village of Glendale Heights is doing in addressing diversity, equity, and inclusion. However, Hispanics are less likely than non-Hispanics to feel they belong. The Village should further study why Hispanics feel this way.

Most respondents are satisfied with the job the Village of Glendale Heights is doing in communicating to residents. The Village should continue to provide information using a variety of communication methods.

Executive Summary

Strategic planning is an effective way to identify and confirm an organization's vision for the future and set organizational purpose and direction by incorporating clear priorities and measurable goals. In October 2022, the Village of Glendale Heights ("the Village") engaged the Northern Illinois University Center for Governmental Studies ("NIU-CGS") to guide and facilitate the development of a strategic plan. The 2022 process involved broad stakeholder input including community focus groups, interviews, demographic analysis, and a community survey. These inputs were shared and considered prior to, and during, the Village's strategic planning workshop in the fall of 2022.

This report provides a summary of the process and presents the consensus strategic directions and goals for the Village. From April 2022 through October 2022, the NIU-CGS team collected stakeholder input that was shared with the Village Board at its strategic planning workshop in October 2022. These findings were used during the workshop to assist Village leadership in making informed decisions related to the Village's strategic vision, future services, and policies for the community. Ultimately, workshop participants created strategic goals focusing on where the Village wants to go as an organization and community in both the short and long term. As

was discussed and reviewed during the workshop, executive-level strategic planning sessions are a good staple for progressive organizations and are recommended to be done regularly.

Strategic Goals/Initiatives

After a series of environmental scanning discussions regarding the Village's visions for the future and an evaluation of the Village's current strengths, weaknesses, opportunities, and challenges, participants were asked to identify short- and long-term goals. After a list of goals was developed, participants were then asked to classify each goal according to a matrix model of time and complexity. Agreed upon criteria were used to classify a goal as short or long term and as complex or routine (please see full report for defined criteria).

After the strategic planning workshop, the Village's Board members were asked to identify, via an online ranking exercise, which goals should be given the highest priority. In total, the group developed six short term routine goals, eight short term complex goals, two long term routine goals, and nine long term complex goals. The top goals from each of these four categories are highlighted as a process "snapshot," representing the most important strategic goals or priority areas for the Board and staff to address in the months and years ahead.

Representative High-ranking Goals: 2022-23 Glendale Heights

Short Term Complex

- Expand and enhance economic development activities and strategies to attract sales tax generating businesses.
- Fully fund training for new staff and meet proper staffing levels.
- Develop 10-year road program to address needed maintenance and infrastructure requirements.

Short Term Routine

- Create and support a harmonious work environment that builds camaraderie.
- Create an organizational development program/identify training and staff development opportunities.
- Monitor, strengthen, and maintain the Village's financial stability; ensure stable finances by identifying new funding opportunities and diversifying revenue.

Long Term Routine*

- Develop a community engagement and involvement program to invite/entice people of different generations to become leaders of the Village.
- Develop unique, different, diverse recreation activities and special events.

Long Term Complex

- Continue to work on plans and actions to develop a central business district.



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- Continue investments in infrastructure improvements; follow-through/implement our long-term road repair/maintenance program.
- Advocate for the placement/construction of a dedicated high school campus within Village borders.

*Only two long term routine goals were created.

Strategic Priority Areas

Ultimately, five key strategic priority areas were identified as an outcome of the entirety of the strategic planning process, and they highlight activities and initiatives that the Village should focus on in both the short and long term. The strategic priority areas identified as a result of the strategic planning process are illustrated below and defined in the full report. They include:

Fiscal Stewardship
Organizational Development and Performance
Communication, Engagement, and Governance
Economic Growth and Community Development
Infrastructure and Core Services

Data source: NIU Center for Governmental Studies

VILLAGE PROFILE

The Village of Glendale Heights is a home rule municipality under the Constitution of the State of Illinois (the “State”). On July 13, 1959, the court declared the Village of Glendale Heights organized, and the first election was held on August 2. Harold Reskin was the founding father and the first developer of the Village of Glendale Heights.

The Village is governed by a Village President and Board of Trustees. The Village President and Village Clerk are elected at large for four-year terms. Six trustees are elected by district and serve staggered four-year terms. Serving under the Village President is the appointed Village Administrator who directs the management of the Village and six appointed department directors, including the Assistant Village Administrator, Chief of Police, Public Works Director, Community Development Director, Leisure Services Director, and Finance Director. The Village



President also appoints consulting firms that serve as Village Attorney and Village Engineer. The Village provides a full range of services including police protection, public works, building permits, inspection and community development, recreation and social events, health, human



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and senior services, water, sewer, and wastewater treatment, and other general government services.

Village employees are represented by five separate bargaining unit contracts. Patrol Officers and Sergeants of the Village's Police Department are represented by the Fraternal Order of Police ("FOP") in two separate bargaining units. The Village's public works, parks and facilities employees are represented by Teamsters Local 700 in two separate bargaining units. These contracts were all recently renewed through April 30, 2027. Clerical staff and certain other employees are represented by the American Federation of State, County and Municipal Employees, Local 3768 ("AFSCME") in one bargaining unit. This contract is current through April 30, 2025.

An annual budget is prepared by fund/department and is adopted by the Village Board thus providing the planning and operating tool that guides management's use of resources. The Village's FY 2025 budget anticipates total expenses of \$73,079,533, excluding the Police Pension fund and other financing uses. Anticipated revenues, excluding the Police Pension Fund and other financing sources total \$73,001,746. Fund balance unrestricted reserves of \$77,787 are expected to be used to meet the remaining portion of budgeted expenses.

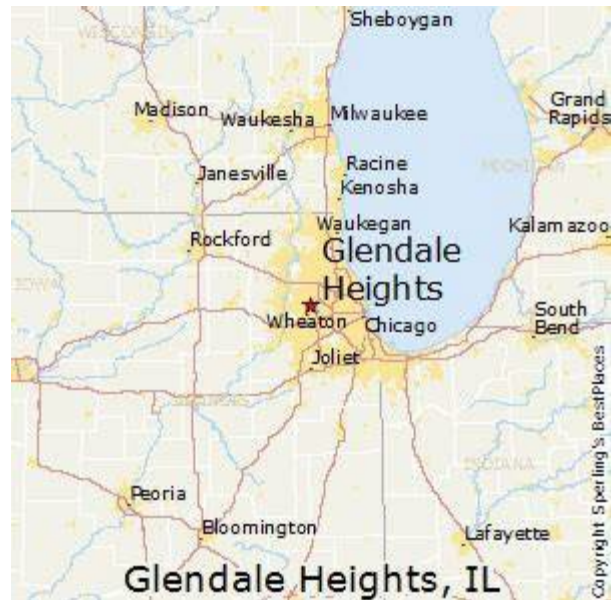
The legal authority and limits for spending are derived from a separately adopted annual appropriations ordinance. The ordinance is predicated from the annual budget and is approved prior to the end of the first quarter of the fiscal year as provided in State Statute.

INFORMATION USEFUL IN ASSESSING THE VILLAGE'S ECONOMIC CONDITION

The information presented in the financial statements is perhaps best understood when it is considered from the broader perspective of the specific environment within which the Village operates.

Local Economy

The Village is in the Chicago metropolitan area and benefits from the regions' diverse economy which is the foundation of a community's fiscal health. Understanding the broader economy in which the Village operates is critical in assessing the financial condition and interpreting the financial position.



Major Initiatives and Accomplishments

- For the fiscal year that ended April 30, 2024, total assets grew by more than \$24 million from \$221 million to a total \$245 million, while total revenues increased to \$66 million compared to the prior fiscal year, at \$58 million. The Villages' primary fund, which is the General Fund, reported a reserve balance of \$25 million. Reserves are a level of 9 month's equivalent expenditures, exceeding the Village's policy of 4 months and the level recommended by the Government Finance Officers Association (GFOA) of 2 months.
- A total of \$4.57 million in Federal American Rescue Plan Act (ARPA) funds have been provided to the Village. The Village Board has pledged 100% of this money for water, sewer and wastewater Treatment infrastructure needs, which is one of the eligible uses for these funds.
- Residents will be pleased to know that for the second consecutive year, the 2023 Village Tax Levy contains no increase from the prior year. Overall, the Village's share of property taxes amounts to slightly more than 10% of the overall property tax burden.
- Looking ahead to 2024, the Finance Department expects to roll out a suite of totally new financial management software applications. Among the upgrades will be a new utility billing module which will greatly improve the customer experience, enabling residents to see their water consumption, set usage alerts, and introduce more present-day payment acceptance options. We are quite excited about these enhancements, which will likely launch in the 1st quarter of 2025.
- The Glendale Heights Police Department continues to maintain the Commission on Accreditation of Law Enforcement Agencies (CALEA) Accreditation, having earned their first accreditation in 2008 and was most recently re-accredited for the sixth time in 2022. CALEA Accreditation serves as the Gold Standard for Public Safety Agencies. The police department is one of about 800 law enforcement agencies in the country who earned CALEA Accreditation status. CALEA standards are rigorous, and ensure the

department is following best practices in law enforcement. Part of the CALEA standards require the police department to review each incident in which force is used ensuring that officers are using the appropriate response for the situation and within legal parameters. CALEA standards also ensure citizen complaints are investigated thoroughly and timely. In October 2022, CALEA assessors performed a remote compliance review of the police department standards. The police department met all CALEA mandated standards and was found to be in full compliance with all the CALEA requirements.

- Officers have doubled the amount of foot patrols this year as compared to last year. With over 2,000-foot patrols, officers enhanced community relationships and interactions, strengthening community policing efforts. This year the police department deployed an additional 17 Flock license plate reader camera systems throughout the community to detect and capture evidence, input hot alerts for investigative leads, and receive real time alerts on vehicles related to criminal actions. The police department now has 27 Flock cameras deployed throughout the community.
- The police department also introduced a Bloodhound unit to better serve the community, thanks to local Cannabis Dispensary Ivy Hall. This Bloodhound unit will be utilized to track criminal suspects, persons with dementia, along with locating missing and runaway children.
- Major change in the Community Development Department took place in 2023, impacting all of the functions of the Department, through the implementation of new Enterprise Resource Planning software called Cloudpermit. Cloudpermit will allow the department to bring all departmental activities in a fully-online and digitized environment. This will allow staff to retrieve information faster, resulting in improved workflow times and reduced expenditures for operational resources. Cloudpermit is expected to be fully operational late 2024.
- The Village has committed to increasing sidewalk improvements by nearly doubling budget funding. With the increased funding, six streets were improved through the contracted Sidewalk Removal and Replacement Program with over 20,000 square feet of damaged or hazardous sidewalks being replaced.
- In 2023 the Recreation Division added Movies and Concerts in the Park to the special event offerings. The Summer Concert Series was a huge success with a variety of music offered all summer long. The Department looks forward to bringing back the Concert in the Park series in 2024.
- The gym floor at the Sports Hub was refinished in the fall of 2023. Included with the refinishing were the addition of lines for both basketball and pickleball. The Hub offers pickleball on weekdays.
- In the fall of 2023, the turf field project began at Camera Park. This field change will convert the Camera lighted soccer field to artificial turf. This field will assure that

recreation participants and public members can have a field that is playable in all weather conditions with minimal wear. This project is expected to be completed in late fall of 2024.

- In addition to the turf soccer field, infield work was completed at both the Nazos Park baseball diamonds. Regrading, replacing material and improving the fence areas of each of these ball diamonds should offer players at Nazos Park quality baseball diamonds for many years to come.

The Village's industrial and commercial districts are the foundation of its fiscal health because State shared sales tax revenue is one of the Village's largest sources of revenue. Businesses located throughout the community include a wide variety of food stores, restaurants, merchandise, and professional services for residents, as well as neighbors in nearby towns. There is over one million square feet of retail space located primarily in twenty-one shopping centers in the Village, plus some large standalone retailers such as Target, Home Depot, Menards, and four large automobile dealerships.

COMMUNITY RESOURCES

Elementary education is primarily provided by Marquardt School District 15 and Queen Bee School District 16. Secondary education is provided by Glenbard High School District 87.

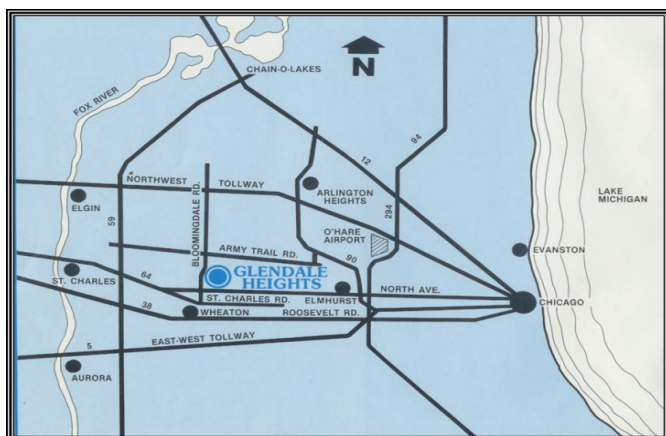
The Village is served by the Glenside Public Library District. The Library operates a central facility that serves a population of over 34,000 residents in Glendale Heights and Glen Ellyn Countryside.

Fire protection and ambulance services are provided by the Glenside Fire Protection District, Bloomingdale Fire Protection District, and Carol Stream Fire Protection District, all of which are separate units of government.

LOCATION

One of Glendale Heights' key assets is its location on the regional highway network. The Village is easily accessible via Interstate 290 (Eisenhower Expressway), located less than two miles to the north and east of the Village, and Interstate 355 (North-South Toll Way), located less than one mile to the east of the Village. State Route 64 (North Avenue) crosses the southern section of the Village and State Route 20 (Lake Street) is located just to the north of the Village. O'Hare International Airport is approximately 15 miles northeast of the Village. The Village has nine business parks totaling 465 acres predominately located along the Chicago Central and Pacific Railroad corridor.

The Village of Glendale Heights is located approximately 40 miles northwest of the City of Chicago, in DuPage County. One of Glendale Heights' key assets is its location on the regional highway network. The Village is easily accessible via Interstate 290 (Eisenhower Expressway), located less than two miles to the north and east of the Village, and Interstate 355 (North-South Toll Way), located less than one mile to the east of the Village. State Route 64 (North Avenue) crosses the southern section of the Village and State Route 20 (Lake Street) is located just to the north of the Village. O'Hare International Airport is approximately 15 miles northeast of the Village. The Village has nine business parks totaling 465 acres predominately located along the Chicago Central and Pacific Railroad corridor. The total incorporated land area is approximately six (6) square miles, with a total of twenty-two (22) parks that make up the total of three hundred and two (302) acres of zoned parks or forest preserves.

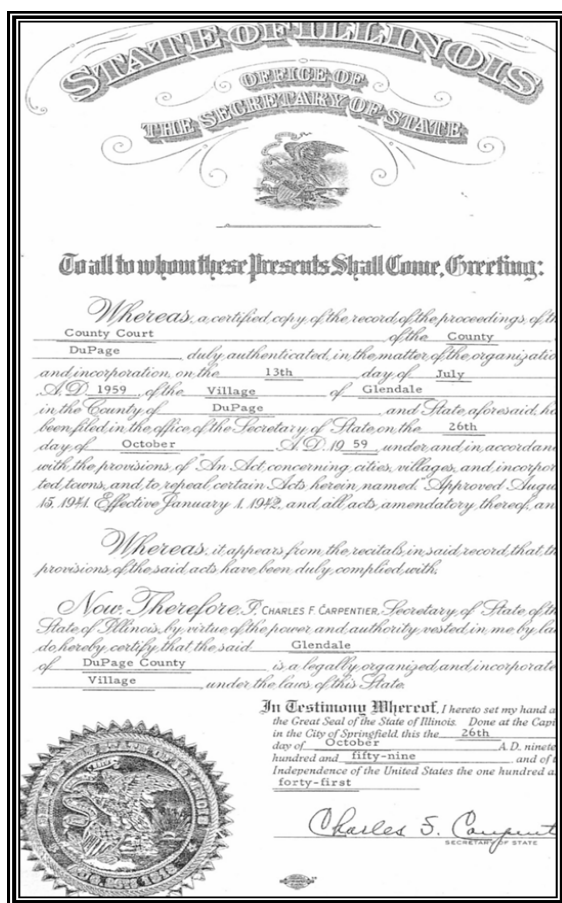


CLIMATE

Average Annual Rainfall:	36.00 inches
Average Annual Snowfall:	38.00 inches
Average Temperature (in degrees Fahrenheit):	
	High/Low
January	29.4/12.4
February	34.0/16.6
March	45.3/26.2
April	59.5/37.0
May	71.0/47.0
June	80.9/56.9
July	84.7/61.6
August	83.0/60.2
September	75.7/52.1
October	63.7/40.7
November	47.5/29.8
December	34.2/18.4

HISTORY

Until 1958 the area that is now Glendale Heights was largely rural with the exception of small pockets of subdivisions, on the east side of Bloomingdale Road, north of North Avenue, Glen Ellyn Countryside had been subdivided in 1951. During 1958, Midland Enterprises, operated by Charles and Harold Reskin, bought two farms on Glen Ellyn Road, north of North Avenue. The first houses were built that year on Glen Ellyn Road and Larry Lane near Fullerton Avenue.

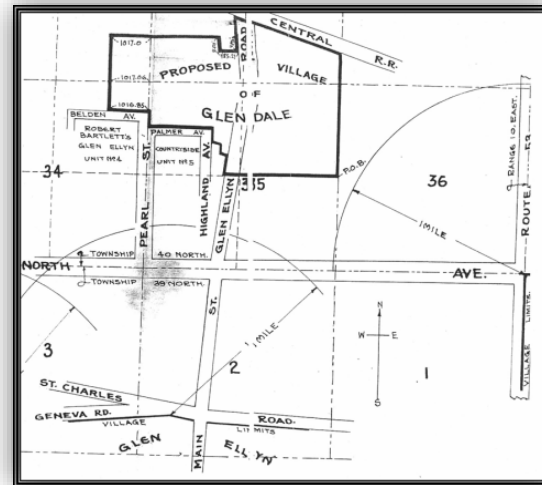


By early summer of 1959 with a population of 104, a petition to incorporate was circulated and filed on June 16, 1959. On July 13, 1959 the court declared the Village organized and the first election was held on August 2, 1959. The first meeting of the Village board was September 1, 1959 at the home of the newly elected Village President Anthony Larry. Though incorporated as Glendale, the name was changed to Glendale Heights in March 1960 because of a conflict with another Glendale in southern Illinois. The name chosen as "Glendale" is appropriate, as it reflects a close geographic identity with two neighbors, Glen Ellyn to the south and Bloomingdale to the north. "Heights" describes the unique topography of the Village as it rests on two distinct elevations with a 100-foot variation.

Today, Glendale Heights is a mature residential suburban community. Over the years, the Village has experienced welcomed and significant growth, both in population and within the business community. Its landscape is dotted with ranch

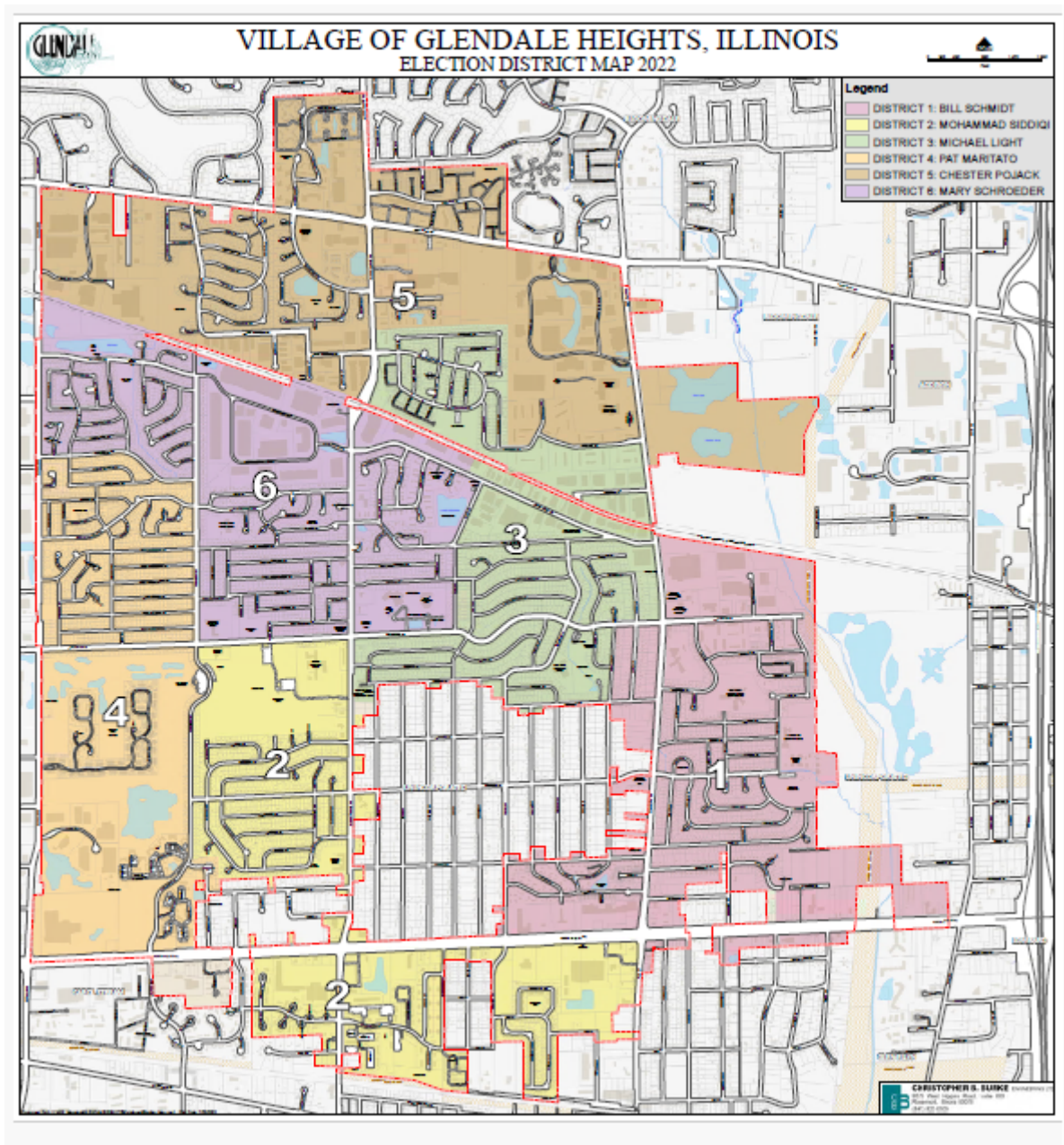
homes, split levels, apartments, condominiums, shopping centers, churches, industrial business parks, beautiful community and neighborhood parks, modern service facilities and two excellent elementary school systems.

The Village has seen continuous investment and reinvestment in the community with many areas being upgraded and repurposed, including the addition of DuPage Dodge, Popeye's, Burger King, Army Trail Road Shell, Panda Express, Starbucks, Dunkin Donuts, Crumbl Cookies and the development of several outlots in front of existing shopping centers to maximize retail potential. The modern business and industrial parks offer opportunities for a variety of business tenants and the Village is proud of its ongoing partnership with UChicago Medicine Advent Health GlenOaks, which has continued to upgrade its facilities to provide cutting edge care to its patients. The Village has an aggressive road repair program and makes ongoing improvements to the Village owned park system and Glendale Lakes Golf Club. With the consistent public and private investment over the years, the Village of Glendale Heights remains an attractive and vibrant community.



The current official population of the Village is 33,176 as of the 2020 census. The Village of Glendale Heights is dedicated to maintaining its progressive atmosphere, while offering its residents superior community amenities and services that respect the concerns of residents, while striving to provide a safe, viable community in which to live.

DISTRICT MAP



President: Chodri Ma Khokhar, at-Large

Village Clerk: Marie Schmidt, at-Large

District 1: Trustee William Schmidt

District 2: Trustee, Mohammad Siddiqi

District 3: Trustee Michael Light

District 4: Trustee Pat Maritato

District 5: Trustee Chester Pojack

District 6: Trustee Mary Schroeder



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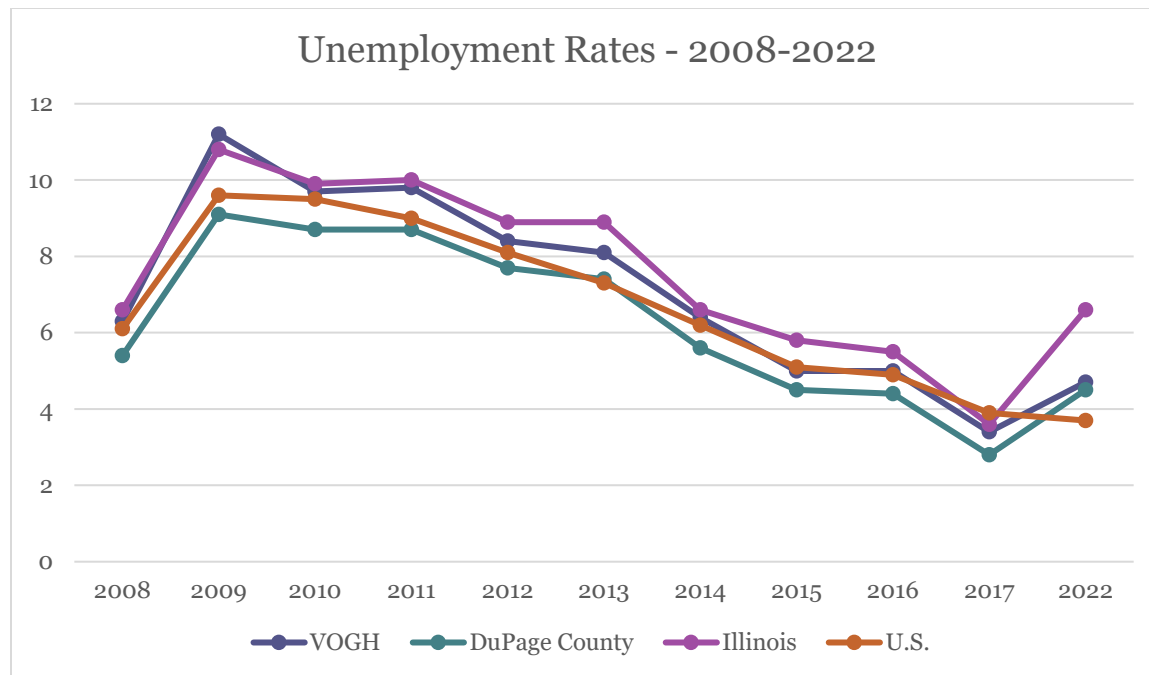
VILLAGE PROFILE AT A GLANCE

DEMOGRAPHIC	2010		2020		PERCENT CHANGE
	NUMBER	PERCENT OF TOTAL	NUMBER	PERCENT OF TOTAL	
POPULATION	34,208	100%	33,176	100%	-3.0%
AGE:					
Under 5 Years	2,646	7.7%	2,327	6.9%	-0.8%
5 to 19 Years	7,396	21.6%	6,277	18.5%	-3.1%
20 to 34 Years	8,777	25.7%	8,630	25.5%	-0.2%
35 to 64 Years	12,912	37.7%	12,392	36.6%	-1.1%
65+ Years	2,477	7.2%	4,237	12.5%	5.3%
Median Age	32		35		
GENDER:					
Male	17,407	50.9%	16,906	51.0%	0.1%
Female	16,801	49.1%	16,270	49.0%	-0.1%
RACE:					
White Alone	17,953	52.5%	12,145	36.6%	-15.9%
Black or African American Alone	2,005	5.9%	2,412	7.3%	1.4%
American Indian and Alaskan Native Alone	206	0.6%	424	1.3%	0.7%
Asian Alone	7,575	22.1%	8,378	25.3%	3.2%
Native Hawaiian or Other Pacific Native Alone	24	0.1%	32	0.1%	0.0%
Some Other Race Alone	5,271	15.4%	5,596	16.9%	1.5%
2 or More Races	1,174	3.4%	4,189	12.6%	9.2%
HISPANIC ORIGIN:					
Persons of Hispanic or Latino Origin	10,512	30.7%	10,889	50.7%	20.0%
Persons Not of Hispanic or Latino Origin	23,696	69.3%	10,599	49.3%	-20.0%
INCOME LEVEL OF RESIDENTS:					
Median Family Income	68,183		77,582		12.1%
Per Capita Income	36,307		41,317		12.1%
Unemployment Percentage	10.20%				
EDUCATION:					
Level in Years of Formal Schooling	14.7		14.9		20.0%
School Enrollment	14,146		12,958		-9.2%
HOUSING CHARACTERISTICS:					
Total Housing Units	11,864	100.0%	11,874	100.0%	0.1%
Occupied	11,257	94.9%	11,414	96.1%	1.3%
Vacant	607	5.1%	460	3.9%	-1.2%
Owner Occupied	7,605	64.1%	5,679	49.8%	-16.2%

SOURCE: US Census Bureau, 2020 Census and 2010 Census

FISCAL YEAR 2024/25

COMMUNITY ECONOMIC PROFILE



Over 18,341 people are employed by the more than 484 businesses operating in Glendale Heights. The employees are drawn from a pool of 2.8 million workers who reside within a 60-minute commute of the Village. As the nation now sees the benefit of low unemployment rates, the State of Illinois and Village mimic similar trends due to a healthier economy.

2020 Employment by Job Type for Civilian Population (Age 16+)	Glendale Heights, IL		Illinois	United States
White Collar	11,495	73.40%	75.39%	74.72%
Blue Collar	4,165	26.60%	24.61%	25.28%
Sales and Office	5,581	32.55%	27.14%	26.38%
Professional and Related	3,227	18.82%	21.63%	21.78%
Production, Transportation and Material Moving	2,756	16.07%	13.78%	12.88%
Management, Business and Financial Operations	2,687	15.67%	17.01%	16.09%
Service	1,478	8.62%	12.54%	13.50%
Construction, Extraction and Maintenance	1,409	8.22%	7.70%	8.85%
Farming, Fishing and Forestry	9	0.05%	0.20%	0.51%

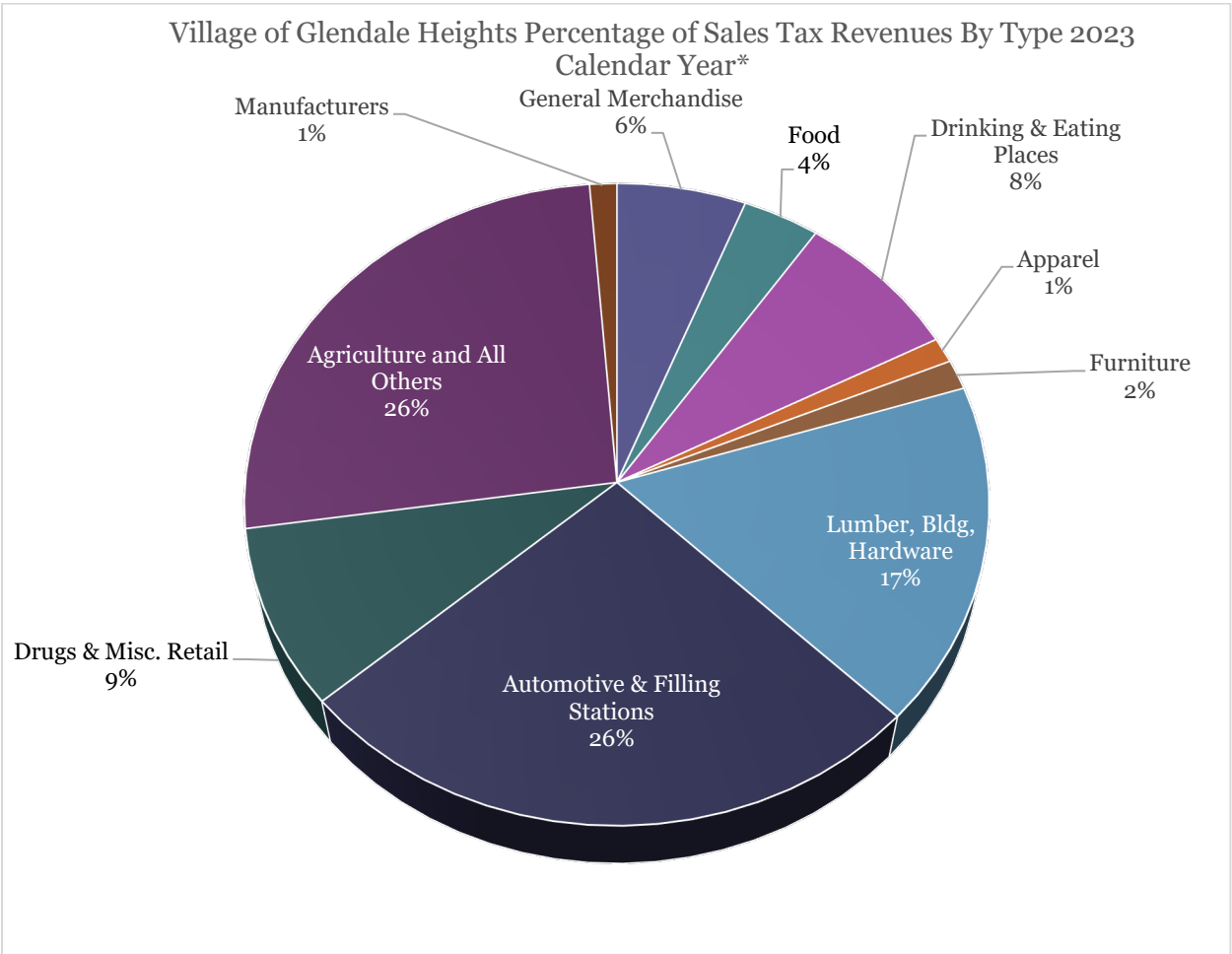
In addition to promoting economic development activity, the Community Development Department also monitors existing property in the Village to help protect and improve property values, as well as the safety of its residents. Staff identifies property maintenance violations; licenses and inspects rental property; conducts real estate transfer inspections; responds to resident complaints; acts as the liaison to the Plan Commission and Property Enhancement

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Committee; processes business licenses, video gaming licenses and entertainment permits; ensures compliance with stormwater management requirements, and conducts a variety of other duties.

It is essential for the Village to be interactive with local businesses, both existing and potential, in order to remain an exceptional place to live for residents. It is also important because a large portion of the Village's revenue stream is derived from taxes. These taxes are crucial to the Village's operating budget in order to provide exceptional services to residents. The following chart reflects the current tax rates of those doing business within the Village.

Retail, Sales Tax	State	6.25%
DuPage County	Home Rule Sales Tax	1.25%
	Regional Transportation Authority	0.75%
	Total	8.25%
Food and Beverage Tax		1.00%
Amusement Tax (if a cover charge)		10.00%
Amusement Tax (if no cover charge)		1.00%
"Push" Tax – Video Gaming		\$0.01
Hotel & Motel Tax		7.00%
Automobile Renting Tax		1.00%
Electric Utility Tax		4.00% (average)
Excise Tax		6.00%
Natural Gas Utility Tax		5.00%
Municipal Natural Gas Use Tax (per therm)		\$0.05
Real Estate Transfer Tax (per \$1,000 selling price)		\$3.00
County Motor Fuel Tax (per gallon)		\$0.04
Local Gas Tax (per gallon)		\$0.04
Cannabis Sales Tax		3.00%



*source – Illinois Department of Revenue.

THE BUDGET PROCESS

The Village operates under an annual budget spanning one fiscal year, May 1st through April 30th. This document contains the Annual Operating and Capital Budget for the fiscal year 2024/25. The budget is a policy document that requires action and adoption by the Village Board.

The budget process for the Village of Glendale Heights involves its citizens, the Village President, Trustees, Village Administrator, members of the Executive Staff, supervisors and many others throughout the organization. Each person plays a critical role in the development of the budget for the upcoming year. Although much of the time and effort in preparing the budget takes place during the months of January through March, the development, implementation, monitoring and review of the Village's budget is part of a comprehensive process that occurs throughout the entire year.

The goal each year of the Executive/Managerial Staff is to present a balanced budget to the Village Board for review and adoption. A balanced budget is a budget in which revenues meet or exceed expenditures and cash reserves or fund balance is not considered a revenue source. The Village made strategic drawdowns of cash reserves or fund balance for fulfilling level debt service commitments made in conjunction with bonded debt incurred in 2009 and 2010, and also for selective capital/infrastructure projects. As of FY2024, this was no longer necessary, as portions of debt service were paid off.

The Village's annual budget is prepared on a May 1 through April 30 fiscal year basis. During the first 5-6 months of the fiscal year, the Finance Department initiates a process of monitoring the Village's revenues and expenditures and discussing and identifying any significant variances with each Department. The Village's current budgetary control is established at the Department/Division level and a budget is adopted for every fund. Total expenditures may not exceed the total amount appropriated for each fund unless a budget amendment is approved by the Village Board.

BUDGET PREPARATION

Preparation of the annual budget typically begins in January. The Finance Director provides each department with budget worksheets, an economic outlook, preliminary budget estimates and specific directives for developing their budgets. Each department then prepares a budget for each segment under that department's scope of responsibility. Budgets are required to be completed and entered into the Village's budget system by the mid to late February.

The preliminary request budget is prepared by the Finance Department for review by Village Administration and all members of the Executive Staff. Included in the request budget are revenue projections for each Fund which are used for controlling requested expenditures. It is the goal of the Village Administrator and Executive Staff to present a balanced recommended budget to the Village Board. Any new programs or modification requests (expenditures not

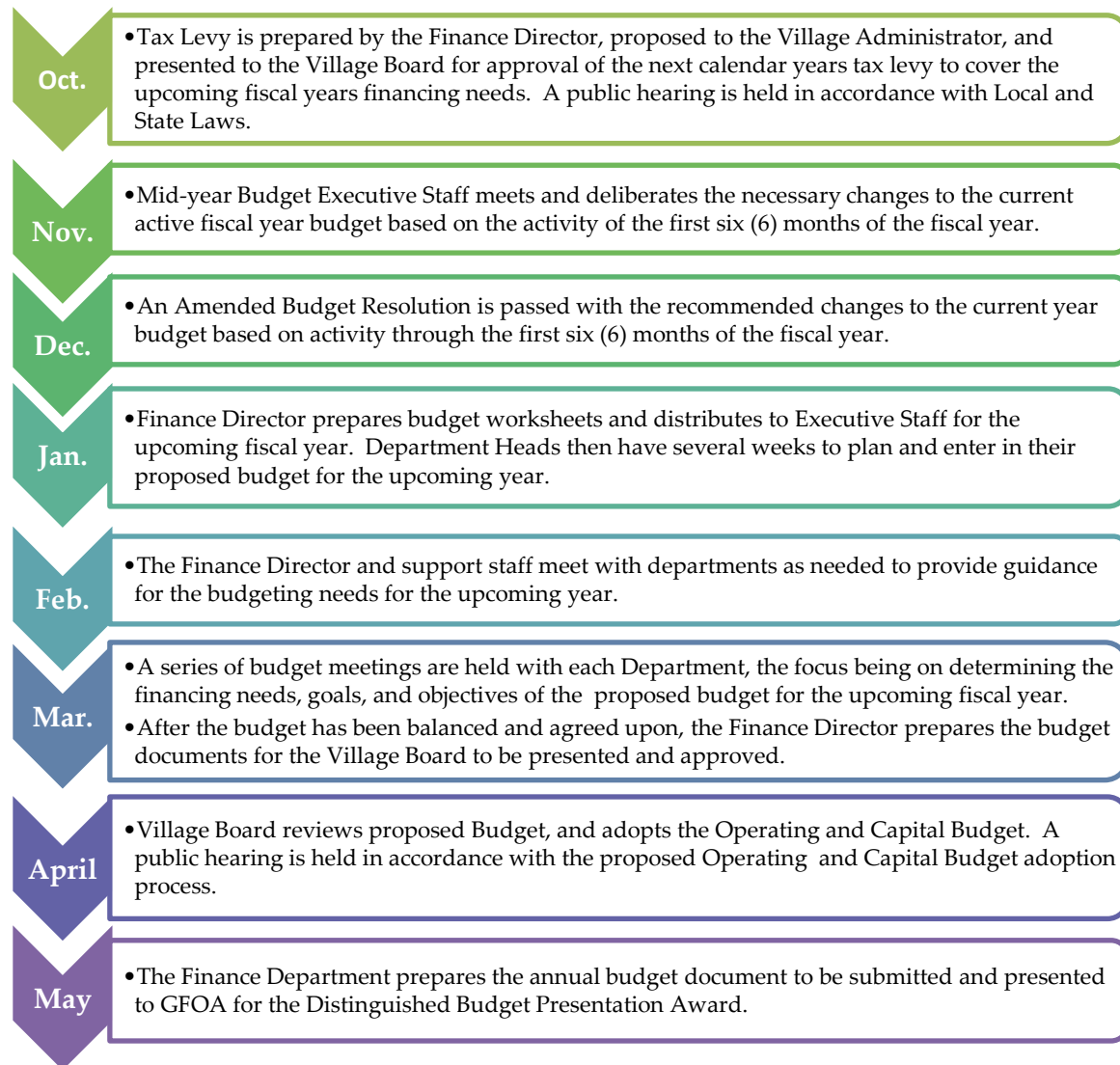
previously included in the current fiscal year budget) submitted by each department are discussed with the Village Administrator and Executive Staff. If approved, those modification requests are added to the requested budget. In addition, the Village Administrator holds individual meetings with Department Heads and additional changes may be made to the requested budget based on available financial resources. A recommended budget is then prepared, incorporating all of the above changes, and sent to all members of the Village Board, Executive Staff, and other key persons. A Special Village Board meeting is then conducted to review and discuss the recommended budget and discuss any budgetary issues. This meeting is open to the Public. A formal Public Hearing on the Appropriations Ordinance is held once the recommended budget has been accepted by the Village Board.

AMENDING THE BUDGET

From the onset of the pandemic in the first quarter of 2020, Village Administration and the entire Board of Trustees believed it both necessary and prudent to review and modify as needed, budget estimates on a quarterly basis. This allows the Village to stay ahead of and be more responsive to significant swings in either revenues or expenditures. If necessary, the annual budget may be amended by Department Heads during the year through the use of Budget Transfer Requests, which allow for funds to be re-directed within certain parameters. Budget transfers within a Department/Division are authorized by the Village Administrator.

Additionally, the annual budget may be amended formally by the Village Board during the year; usually after six months. Revenues or expenditures may be increased or decreased for a particular fund. These budget amendments are usually necessary if anticipated expenditures are predicted to exceed the total amount budgeted at the fund level due to changing priorities or unexpected occurrences.

THE BUDGET PROCESS CALENDAR OF EVENTS



August, October, January, May – Quarterly budget reviews are conducted.

FUND STRUCTURE

The Village uses funds to report its current financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain governmental functions or activities. A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Village, like other state and local Governments, uses fund accounting to demonstrate compliance with finance-related legal requirements. All of the funds of the Village can be divided into three categories: governmental funds, proprietary funds and fiduciary funds. All fund types with the exception of fiduciary funds are included in annual appropriations.

GOVERNMENTAL FUNDS

Governmental funds are used to account for all or most of a government's general activities, including the collection and disbursement of earmarked monies (special revenue funds), the acquisition or construction of general capital assets (capital projects funds), and the servicing of general long-term debt (debt service funds). The General Fund is used to account for all activities of the general government not accounted for in another fund. Governmental funds focus on near-term inflows and outflows of spendable resources, as well as balances of spendable resources available at the end of the fiscal year. The Village maintains 33 individual governmental funds.

PROPRIETARY FUNDS

Proprietary funds are used to account for activities similar to those found in the private sector, where determination of net income is necessary or useful for sound financial administration. Goods or services from such activities can be provided either to outside parties (enterprise funds) or to other departments or agencies primarily within the government (internal service funds). The Village uses enterprise funds to account for its water and sewer system fiscal operations. The internal service funds are used to account for the costs of property and casualty insurance, and workers' compensation insurance.

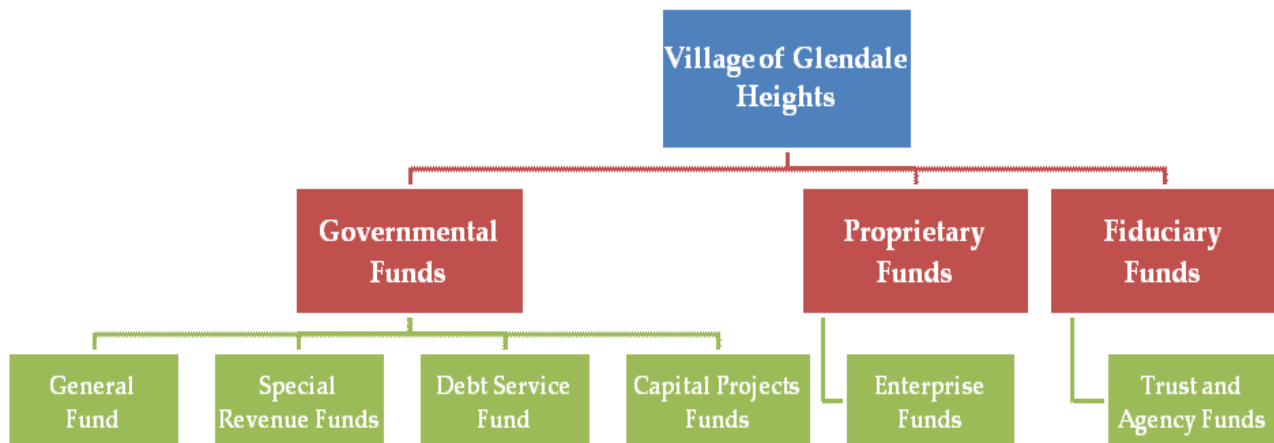
FIDUCIARY FUNDS

Fiduciary funds are used to account for assets held on behalf of outside parties, including other governments, or on behalf of other funds within the government. The Village maintains one fiduciary fund, that being the police pension trust fund. Agency funds are generally used to account for assets that the Village holds in a fiduciary capacity or on behalf of others as their agent. The Village maintains one agency fund, that being the DUMEG Fund. Since agency funds do not include any revenue or expense accounts, although reported within the Village's annual financial report, they are not included within this document.

BUDGETING BASIS

The Village budgets for governmental funds based on the modified accrual basis of accounting. The basis of budgeting is identical to the basis of accounting. Under this method, revenues (income) are recognized in the period they become measureable and available to finance expenditures of the period and expenditures (expenses) are recorded when incurred with the exception of principal and interest on long term debt, which are recorded when due. The budgets for all proprietary funds, which include Enterprise Funds and Internal Service Funds, are prepared using the accrual basis of accounting, with exceptions listed below. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred.

PRIMARY GOVERNMENT





GOVERNMENTAL FUNDS

GENERAL FUND

The General Fund accounts for resources traditionally associated with the Village's operations which are not required legally or by sound financial management to be accounted for in another Fund. The Village's General Fund is divided into the following functional areas:

LEGISLATIVE

BOARD, CLERK, ADVISORY
Village Board
Village Clerk
Committees & Commissions

ADMINISTRATION

Village Administration
Human Resources
Public Relations
Central Services
Information Systems

POLICE DEPARTMENT

Police Administration
Patrol
Investigations
Support Services
Community Oriented Police

FINANCE DEPARTMENT

Administration
Purchasing
Utility Billing

COMMUNITY DEVELOPMENT

Administration
Inspection Services

PUBLIC WORKS

Administration
Engineering
Streets
Fleet Maintenance
Utilities

LEISURE SERVICES

Parks, Grounds & Facilities
Recreation
Human and Senior Services
Golf Course

SPECIAL REVENUE FUNDS

Special Revenue Funds are used to account for specific revenues that are legally restricted to expenditure for particular purposes.

LEISURE SERVICES FUND

The Leisure Services fund was formed in FY 2023 and includes Special Events, Recreation, Golf, Senior Center and Parks, Grounds and Facilities functions.

EMERGENCY SERVICES AND DISASTER AGENCY (ESDA) FUND

This program's responsibilities are associated with emergency procedures including planning for emergencies that surpass the normal capabilities of operating departments and coordination of local and outside resources in an emergency such as tornadoes, flooding, power outages and other natural or man-made disasters. Funding is provided by a property tax levy. The unit is comprised of a paid part-time coordinator and volunteer members.

HANDICAP RECREATION FUND

The fund is used to pay the Village's proportional share in the Northeast DuPage Special Recreational Association (NEDSRA). NEDSRA provides recreational programs for those children and adults not able to participate in conventional recreation programs and activities due to physical reasons. Funding is provided by a property tax levy.

MOTOR FUEL TAX FUND

This fund is established to account for the maintenance, improvement and replacement of the Village's streets and roadways. Financing is provided by the Village's share of state gasoline taxes and other shared taxes. The state law requires these gasoline taxes be used for the maintenance of streets and roadways. The Village of Glendale Heights has established a policy which limits the use of these funds to the purchase of commodities and contractual services to facilitate the annual Road Improvement Program.

INFRASTRUCTURE FUND

This fund is established to account for the maintenance, improvement and replacement of the Village's streets, infrastructure and roadways. Financing is provided by a portion of the Village's share of Home Rule and Road and Bridge taxes, and from a local Gas Tax. The Village of Glendale Heights has established a policy which limits the use of these funds to the purchase of commodities and contractual services to facilitate the annual Road Improvement Program, and Stormwater Management type projects.

FOUNDERS' DAY FUND

This fund is established to account for revenues and expenditures for the Village's annual summer festival activities. It is coordinated by the Founders' Day Committee. The summer festival activities include four days of celebration to correspond with the Village's anniversary.

PARK DEVELOPMENT FUND

This fund is used to account for Developers' contributions and other revenues pledged for future Parks and Recreation Improvement Programs and facilities.

ARTICLE - 36 SEIZURE FUND

The State of Illinois Laws under Article-36 authorizes and directs the Police Department to seize vehicles and properties determined to be improperly used, in such cases as Driving While Intoxicated, Illegal Drug Use or Distribution or other illegal activities. This Fund is established to record and control activities related to such seizures.

ILLINOIS MUNICIPAL RETIREMENT (I.M.R.F.) FUND

The IMRF Fund is established to maintain segregated accounts for the recording of transactions related to levied and IMRF funds.

TAX INCREMENTAL FINANCING (TIF) DISTRICT FUNDS

The Village currently has six (6) active T.I.F. districts. Special tax regulations permit the designation of tax receipts to be utilized for the benefit of improvement and rejuvenation of the district, utilizing among other things, incentives to investors.

SPECIAL SERVICE AREA (SSA) FUNDS

Special Service Areas are for the purpose of segregating record keeping and tax levies for industrial areas one (1) thru eight (8). The levies and expenses are associated with the road maintenance cost in the area.

DEBT SERVICE FUND

The Debt Service Fund is established to account for the accumulation of resources for the payment of general long term debts, principal, interest and related costs. Financing is provided by an annual Property Tax Levy and operating transfers from other funds.

CAPITAL PROJECT FUNDS

Capital Projects Funds are used to account for the acquisition and construction of major capital facilities other than those financed by proprietary funds and trust funds.

COMPUTER REPLACEMENT FUND

The Computer Replacement Fund is a Capital Reserve Fund and as such is designed to build a reserve of funds for the future purchase of hardware and related software by all Village departments. Revenues in this fund come from transfers from all departments with computers. Expenses in this fund are the actual purchase of hardware and software by the Village.

CAPITAL PROJECTS FUND

The Capital Projects Fund was created to account for the cost associated with various capital improvements throughout the Village. It is funded by Grants, operating transfers from other funds, and bond proceeds.



PROPRIETARY FUNDS

ENTERPRISE FUNDS

Enterprise Funds are used to account for operations that are financed in a manner similar to private business enterprises. The intent of the Village Board is that the cost of providing these services is to be financed or recovered through user charges.

ENVIRONMENTAL SERVICES

The Village of Glendale Heights Environmental Services fund was established to account for the provision of Water, Sewer, and Wastewater Treatment Services to the residents and businesses of the Village of Glendale Heights. All activities necessary to provide such services are accounted for in this fund including, but not limited to, Administration, Operations, and Maintenance, Financing and related Debt Service, Billing and Collection.

The Enterprise Services Fund supports the following Departments and Divisions:

Public Works Administration
Water Division
Sewer Division

Waste Water Treatment Plant
Water Billing Division
Fleets

FIDUCIARY FUNDS

TRUST AND AGENCY FUNDS

Trust funds are used to account for assets held by the Village in a trustee capacity.

POLICE PENSION FUND

The Police Pension Fund accounts for the accumulation of resources to be used for retirement annuity payments for the participants. Resources are contributed by police employees at a rate fixed by law and by the Village based on an actuarial analysis.

Custodial Funds provide both opportunity and money. Custodial funds are used to record and report funds collected at an individual level.

DUMEG FUND

MAJOR FUNDS

Major funds are defined by the Village as those that are greater than or equal to 10% of the total funding for the fiscal year. For the 2024/25 budget year, the major funds are the General Fund and the Environmental Services Fund.

GENERAL FUND

The General Fund is the general operating fund of the Village. It accounts for all services that are not specifically accounted for in other funds, including police, public works, parks, community development services and general administration activities. The General Fund includes total revenues (excluding transfers in) of \$36,505,725, which makes up 47.2% of the Village's total revenue (excluding transfers in). Compared to the 2023/24 budget, the General Fund revenue shows a 5.4% increase.

The General Fund expenditure budget, excluding transfers, is \$30,200,232, which is an increase of 4.4% compared to the 2023/24 budget. If all transfers to debt service and capital project funds are included, the budget reflects a 1.7% decrease of expenditures compared to 2023/24.

ENVIRONMENTAL SERVICES FUND

The Village's Environmental Services Fund is an enterprise fund used to account for revenues and expenses of the Village's water and sanitary sewer system. Total revenue for this fund for FY 2024/25 is \$26,485,225, which makes up 30.9% of the Village's total revenue. If all costs are included, such as transfers and other non-operating expenses, the fund will experience a net increase in net position earnings of \$87,885. This increase is attributed to the timing of planned capital improvements to be completed in FY 2023/24, including a Phosphorus Removal Upgrade project and Water Supply Facilities Rehabilitation project.

In an effort to provide further information on the function or division relationship to each Fund, the table below has been developed.

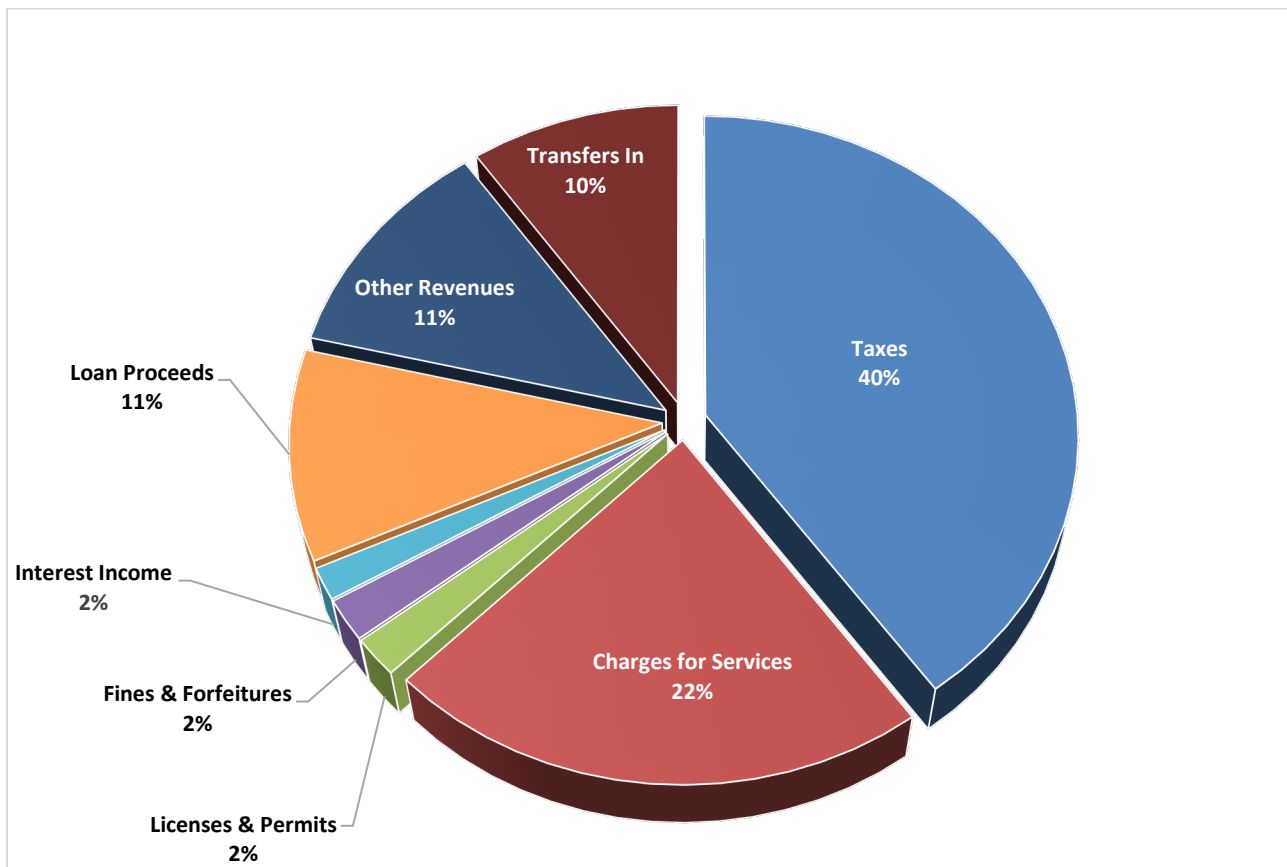
Function/Division	Fund Type					
	General	Special Revenue	Capital	Debt Service	Internal Service	Enterprise
Legislative	X					
Administration	X				X	X
Human Resources	X					
Public Affairs	X					
Senior Services	X					
Central Services	X	X				X
Law Enforcement	X	X				
Finance	X					
Community Development	X					
Inspections	X					
Public Works	X					X
Engineering	X					
Streets	X					
Fleets	X					X
Parks and Grounds	X					
Facilities	X	X				
Information Services	X		X			
Recreation		X	X			
Programming		X				
Preschool/Aquatics/Day Camp		X				
Water/Sewer/WWTP						X
Water Billing						X
Golf		X				
Restaurant/Banquets		X				

MAJOR REVENUE SOURCES

Major revenue sources comprise more than 62% of the total revenue as adopted in the fiscal year 2024/25 Operating Budget. Although the Village has a diverse revenue stream, the Coronavirus Pandemic impacted overall revenues started in the first calendar quarter of 2020. The Village began to see some signs of improvement beginning in the third quarter of 2020, which continued through FY 2023. It is estimated that Fiscal Year 2024 will end on a strong note financially.

The Village's largest class of revenue for the 2024/25 fiscal year is tax revenue followed by charges for services revenue. It is important to note that major revenues are not always consistent year after year and the graph below reflects all classes of revenue in fiscal year 2024/25.

Total Revenues FY 2024/2025 \$85,735,223



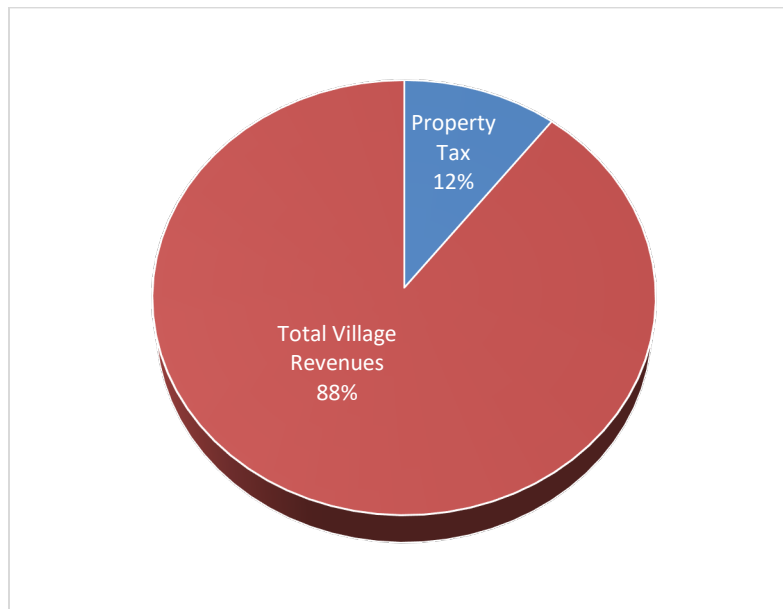
MAJOR REVENUE SOURCES

TAXES - PROPERTY TAX*

Levy Year	Taxes Levied	Amount Collected
2012	\$7,093,993	\$6,844,513
2013	\$7,226,009	\$7,178,401
2014	\$7,649,916	\$7,598,241
2015	\$7,645,469	\$7,618,620
2016	\$7,645,393	\$7,626,296
2017	\$8,027,567	\$8,016,021
2018	\$8,027,161	\$8,003,367
2019	\$8,025,774	\$8,013,433
2020	\$8,025,692	\$8,017,653
2021	\$8,376,869	\$8,370,115
2022	\$8,385,389	\$8,362,279
2023	\$8,410,968	

*source: Audited Annual Comprehensive Financial Report FY 2024

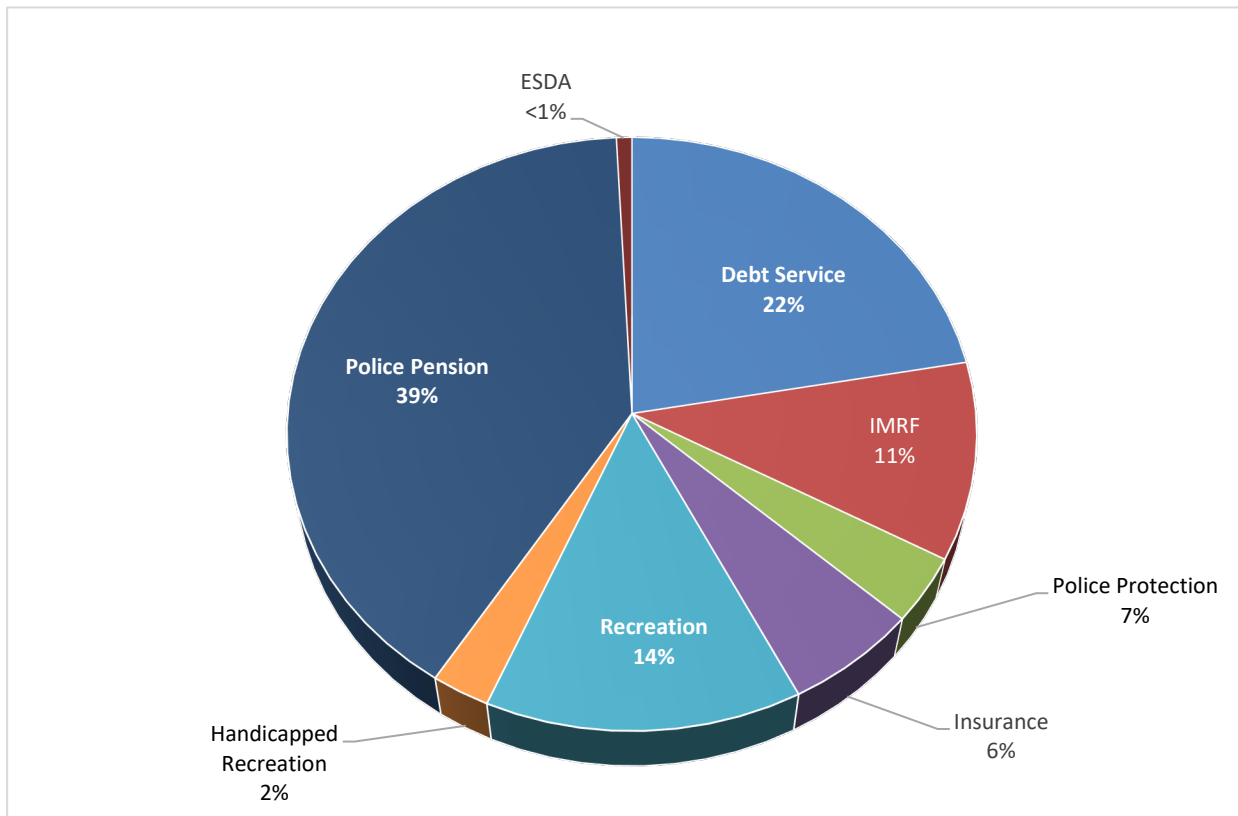
Property Tax to Total Village Revenue 2024/25 Budget



Property tax is the Village’s second largest revenue source and comprises 11.6% of the total budgeted revenue for 2024/25. Property tax is a value-based tax imposed on real estate property, where the township assessor’s offices value residential, commercial and industrial properties.

2023 Property Tax Levy Percent (%) Allocation

Counties are responsible for collecting payments and remitting the Village’s portion throughout the year. The Village may levy a

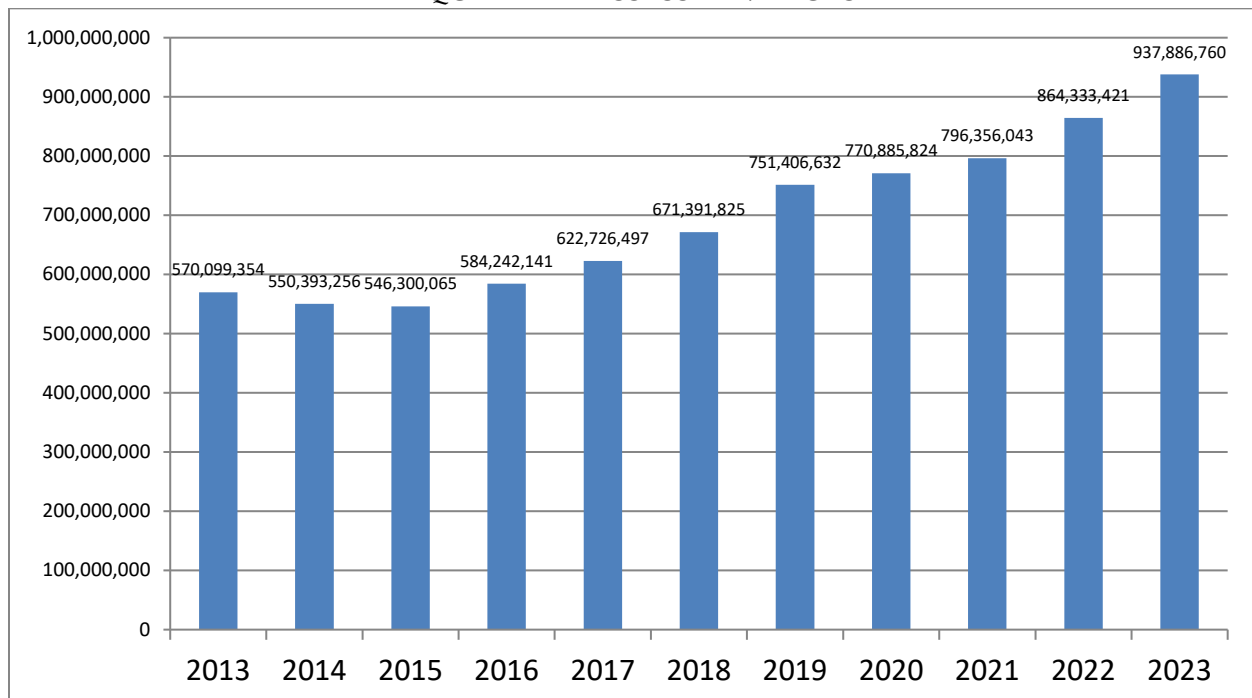


property tax for the General Fund, Leisure Services Fund, Emergency Services and Disaster Agency (ESDA) Fund, Handicap Recreation Fund, Illinois Municipal Retirement Fund (IMRF), Special Service Area (SSA) Funds, Tax Incremental Financing (TIF) Funds, Police Pension Fund, Insurance Fund and Debt Service Fund. Property taxes for 2023, which will be paid in 2024, attach as an enforceable lien on January 1, 2024 on properties assessed as of the same date. Taxes are levied on a calendar year basis by the last Tuesday of December. Tax bills are prepared and mailed by DuPage County on or around the end of April every year. Counties are responsible for collecting property taxes and remitting them periodically to the Village. The Village will receive 2023 property taxes in FY 2025.

The General Fund levy is determined by first taking into account the expected change in equalized assessed valuation (EAV) of Village property. If the EAV is expected to increase, an increase in the levy can occur without increasing the resulting property tax rate. There are many

unknown factors when this process occurs, such as DuPage County’s equalization factor and the actual EAV, so projecting an exact property tax rate cannot occur. However, the Village strives for a close estimate. With the economic impact of the housing market crash in the beginning of 2007, the EAV declined for eight straight years, resulting in a gradual increase in the property tax rate. Since 2009, the Village has taken measures to reduce its tax levy, as a way to partially mitigate the increasing tax rate. In 2016, the tax levy was increased primarily to restore self-insurance fund reserves, while in 2017, the levy was increased by about 5%, to make up state-shared revenues which were being reduced. The most recent increase to the tax levy occurred in 2021. Overall however, the tax levy is only 11% higher than it was in 2008.

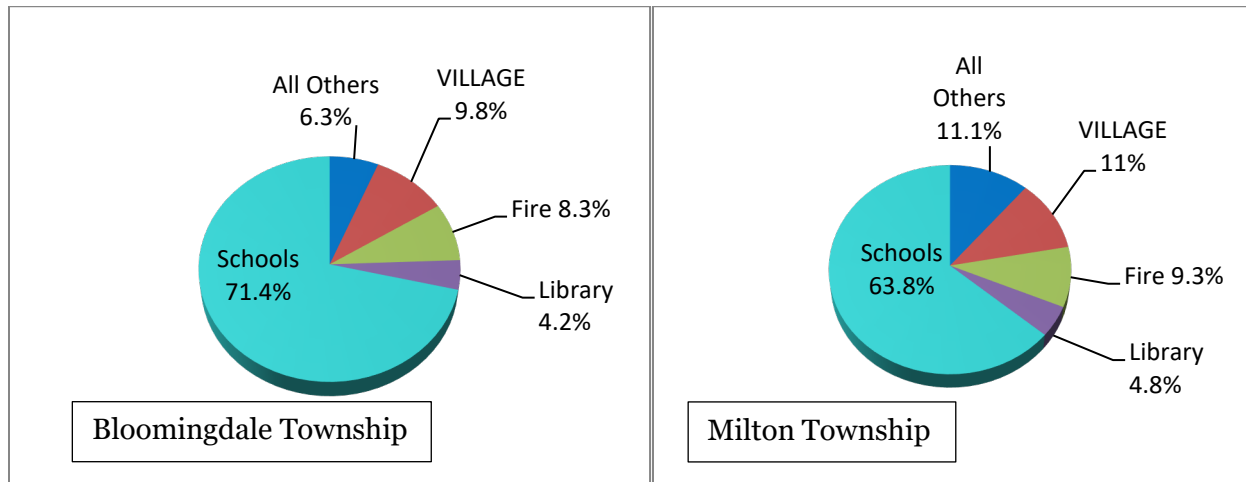
EQUALIZED ASSESSED VALUES



The Police Pension fund levy is actuarially determined. Other revenues that go toward funding the pension funds then reduce these amounts.

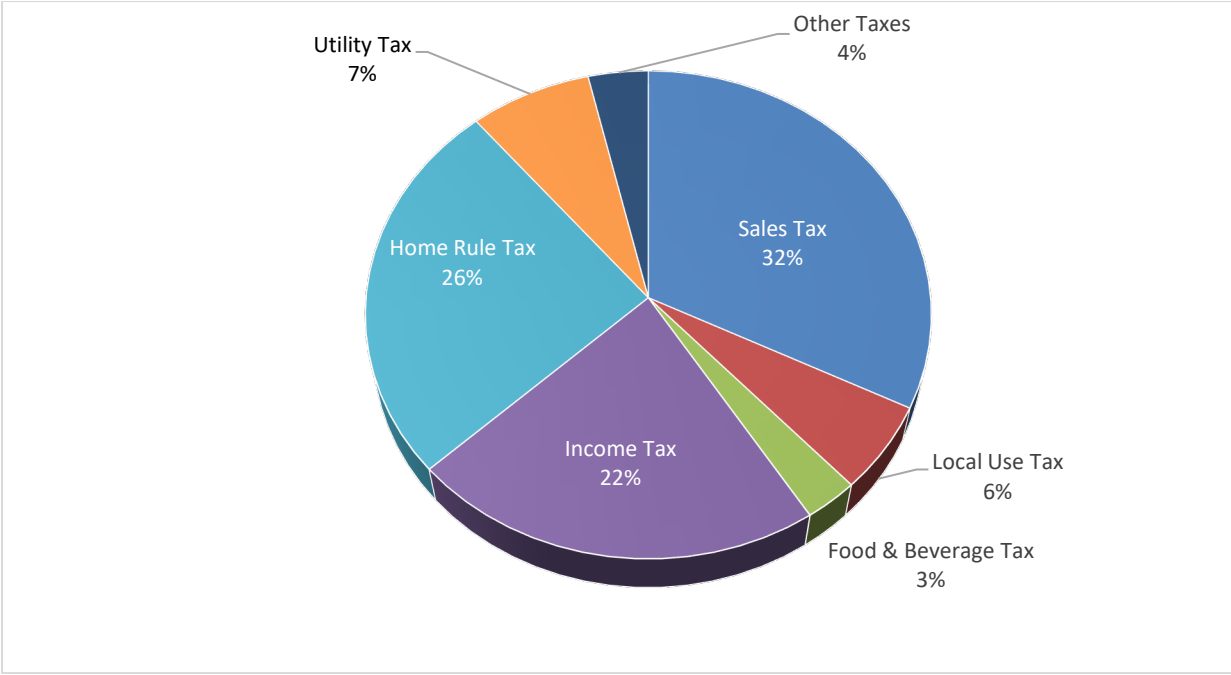
Another part of the property tax levy is for the Village’s outstanding debt service. These amounts are all determined based on the amount of principal and interest payments that will be paid during the budget year. When bonds are issued, other revenue sources are sometimes dedicated to pay off the bonds. For example, bond issues for the water and sewer improvements are funded in part with revenues from the Environmental Fund. When there are other revenue sources dedicated to the bond issues, these amounts are abated from the property tax levy and the levy is reduced.

Tax Levy Distribution



On average, 10.1% of a resident's property tax bill comes to the Village, while the remaining percentage goes to other taxing districts with schools getting the highest percentage. Also, an important distinction of the Village is that there is not a separate park district taxing body; instead the Village operates a recreation department. What this means to residents is that the 10.1% of the property tax bill that comes to the Village includes the levy for recreation. A major advantage to having a recreation department as opposed to a separate park district are the benefits of unified administration, finance, information systems and other support services.

MAJOR REVENUE SOURCES
 TAXES - OTHER TAXES \$24,175,560
 2024/25 Budget



The class of other taxes consists of a variety of revenue sources such as sales tax, home rule sales tax, income tax, local use tax, electric utility tax, telecommunications tax, natural gas tax, food and beverage tax, real estate transfer tax, personal property tax, video gaming tax, and the amusement tax. Other taxes represent 30% of the total major revenues budgeted for fiscal year 2024/25.

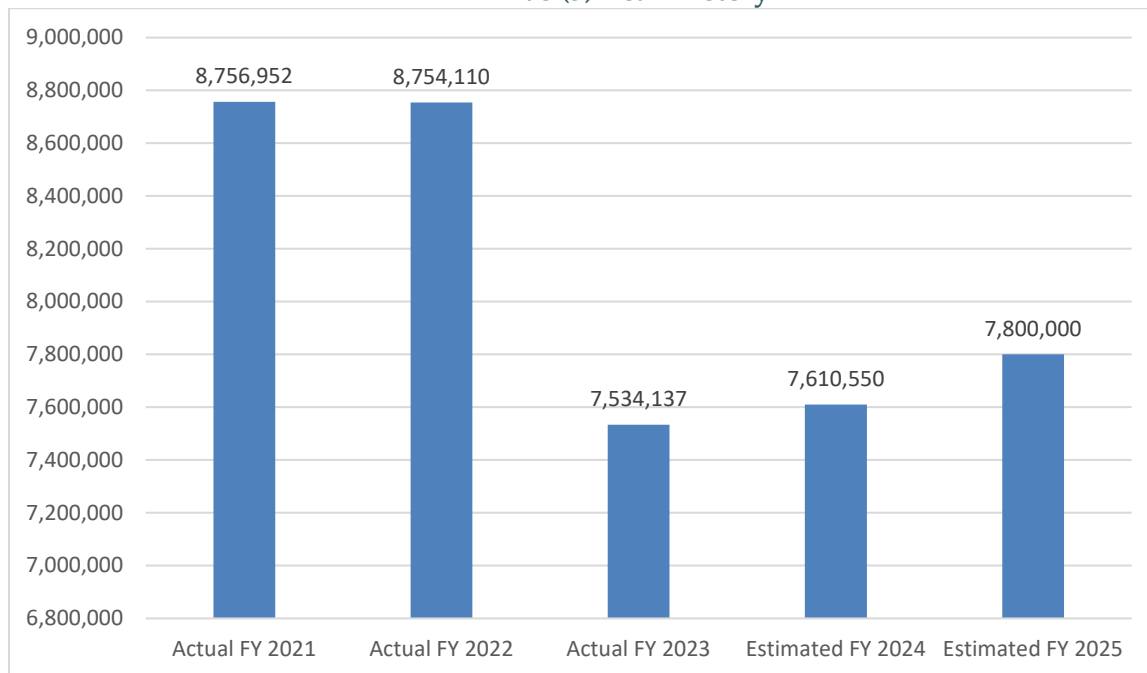
When projecting future revenue, the same approach is taken for this class as with intergovernmental revenue. Significant changes in the economy, such as major growths or downturns, will be reflected in budgeted revenues.

State Sales Tax:

For titled or registered items, Municipalities receive the equivalent of 16 percent of the 6.25 percent use tax on out-of-state purchases of titled or registered general merchandise for which the title or registration address of record is within their boundaries.

For other general merchandise and qualifying food, drugs, and medical appliances, monthly distributions from local governments' 20 percent share of the 6.25 percent use tax rate on other general merchandise (i.e., not including titled and registered items, above) and 100 percent of the 1 percent use tax rate from sales of qualifying food, drugs, and medical appliances.

Sales Tax Five (5) Year History

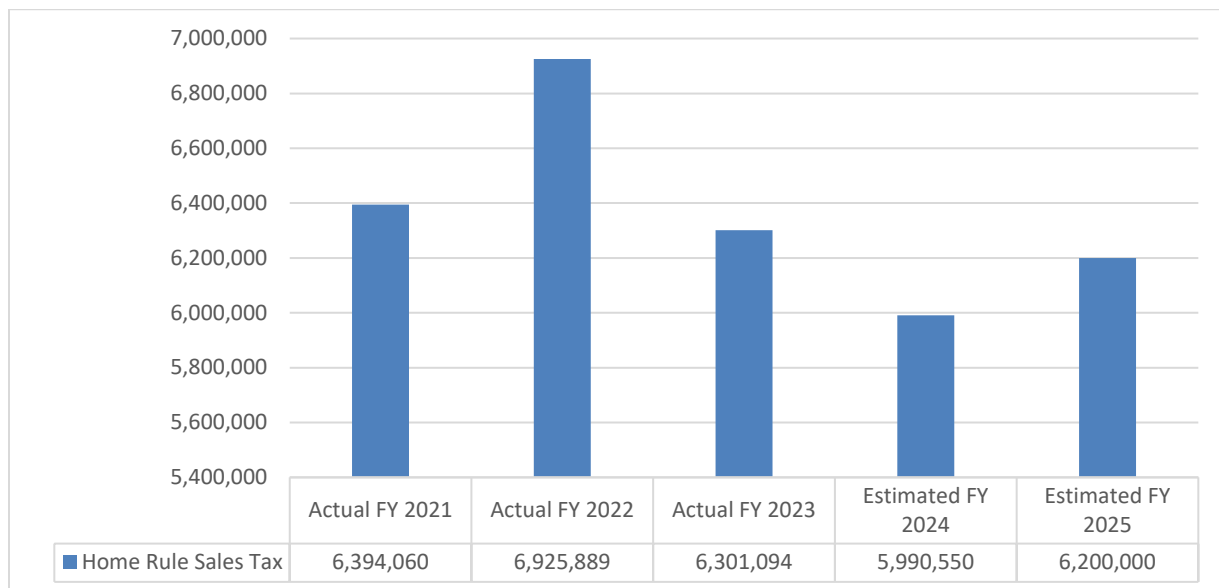


Home Rule Sales Tax:

Another large revenue source within this class is Home Rule Sales Tax, which represents 26.1% of other tax revenue. Since the Village is classified as a home rule municipality, it has the right to impose a sales tax within its jurisdiction, with no maximum rate limit as defined by the State of Illinois. Home rule sales tax is a sales tax imposed on retailers in the Village for the privilege of selling tangible personal property at the rate of 1.25%.

For the 2024/25 budget, the Home Rule Sales Tax revenue is allocated only for the General Fund. Transfers will be made to the Infrastructure Fund to finance capital improvements related to streets and other infrastructure uses.

Home Rule Sales Tax Five (5) Year History

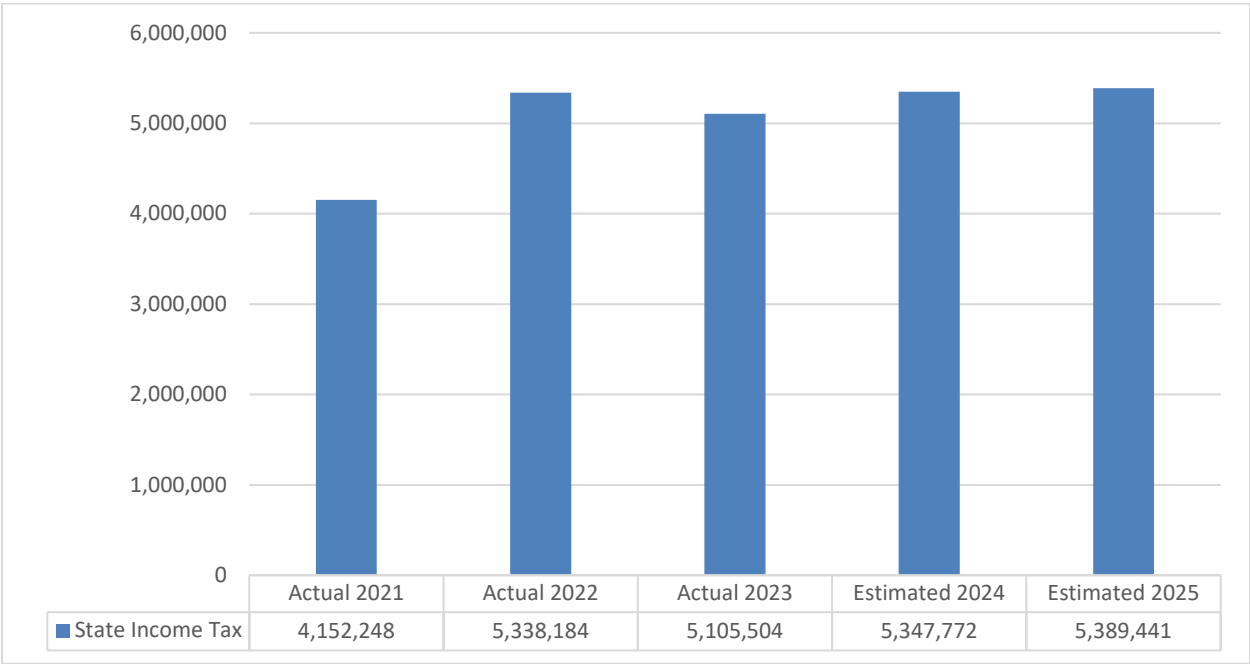


Income Tax:

The State of Illinois remits to municipalities on a per-capita basis a portion of its personal and corporate income tax receipts. Prior to January 1, 2011, the State remitted 10% of the total tax collections from its 3% income tax. Beginning in 2015, the State changed its income tax rate to 3.75% for individuals, and 5.25% for corporations. The State now distributes to local governments an amount equal to 6.47% of the individual tax receipts and 6.845% of the corporate tax receipts.

State income tax receipts are estimated at \$5,389,441 for 2024/25, a slight increase from 2023/24. For FY 2017/18, the State increased the personal income tax rate from 3.75% to 4.95%, effective July 1, 2017. Simultaneously, the State decreased the distributions of Income Tax monies (known as the Local Government Distributive Fund) by 10% for 2017/18, and 5% in 2018/19. This continues to negatively impact the Village’s FY 2024/2025 budget by \$283,655. State income tax revenue is deposited into the General Fund. The chart below depicts income tax revenue for FY 2024/25 and the preceding four years.

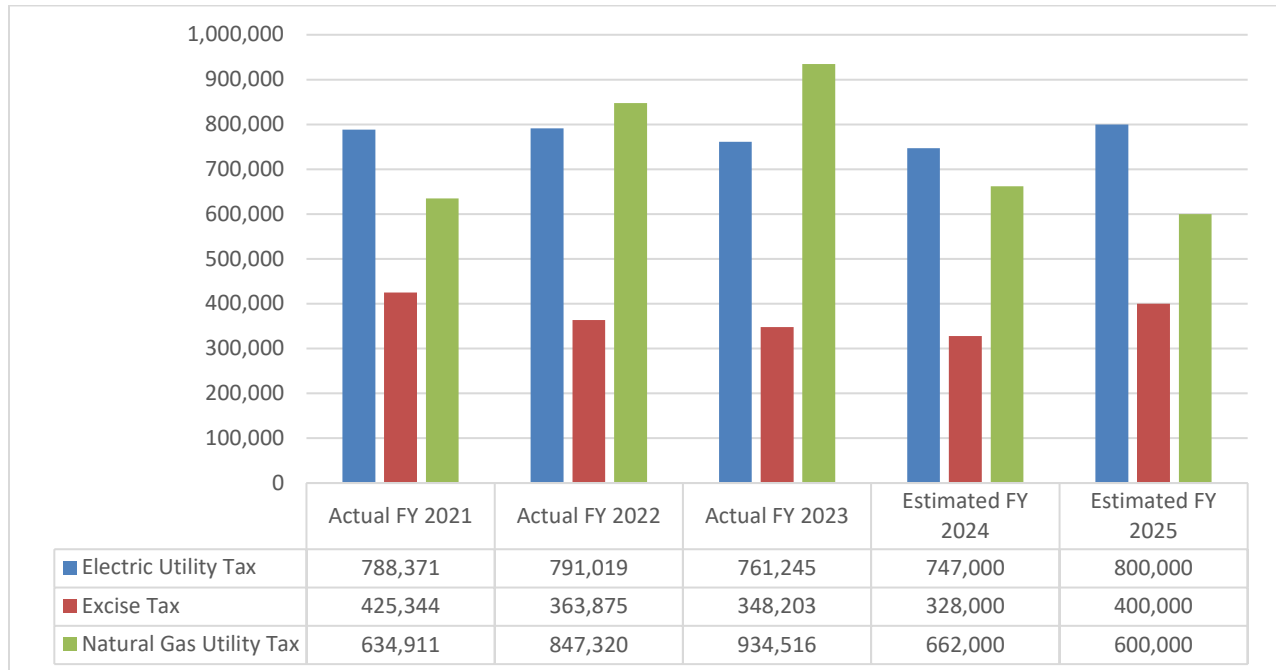
State Income Tax
Five (5) Year History



Utility Taxes:

Utility taxes include the excise tax (formerly known as telecommunications, tax), natural gas and electric use tax. During Fiscal Year 1999/2000, the Village instituted the utility/use tax on telecommunications, natural gas and electric to reduce the Village's reliance on property tax revenue. The tax rate on electric and natural gas approximates 4-5% respectively. In Fiscal Year 2002/03, the 1% infrastructure Maintenance Fees Tax on telecommunications was combined with the 4.0% telecommunications tax via the new State Simplified Telecommunication Tax for a total of 5.0%. Simplified Telecommunication Tax revenues increased in Fiscal Year 2003/04 due to an approved increase in the Simplified Telecommunications Tax rate. The rate was raised from 5.0% to 6.0% effective January 1, 2003.

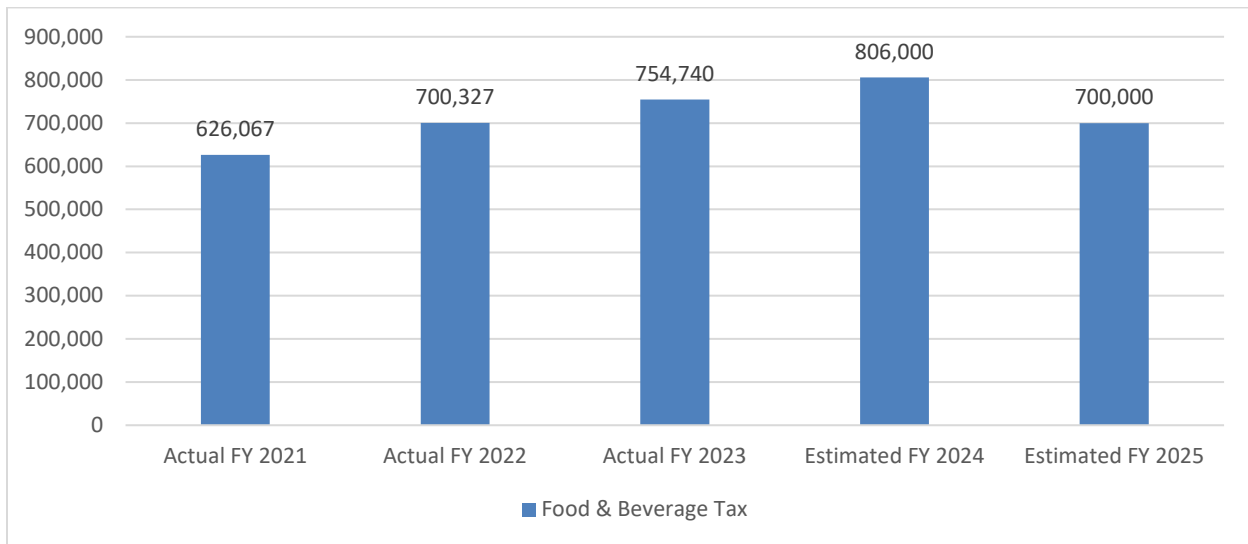
Utility Tax Five (5) Year History



Food & Beverage Tax:

The Village's 1% tax on the purchase of prepared foods and beverages is expected to generate a total of \$700,000 in 2024/25. The Food & Beverage Tax was introduced in July of 2010 to bring in additional revenue to supplement the decline in sales and home rule sales tax revenue.

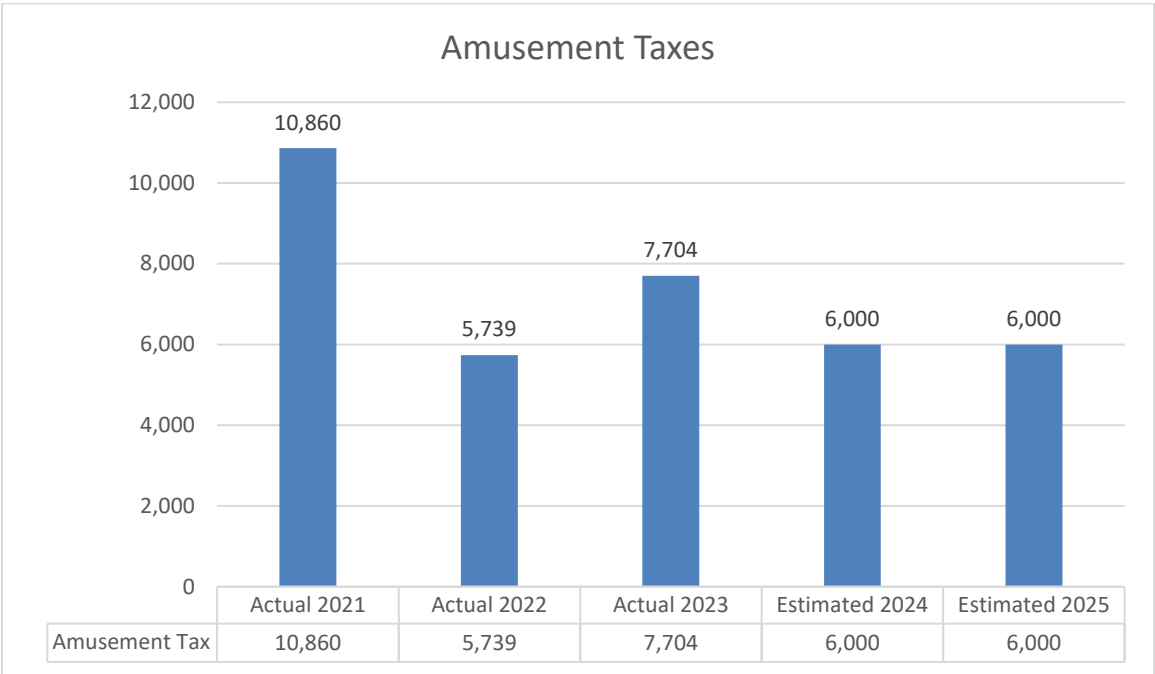
**Food & Beverage Tax
Five (5) Year History**



Amusement Tax:

Up until April 2020, amusement tax revenues included the off-track betting facility that opened in April of 2012. When the Statewide stay at home order was put in place, the business closed its doors. The current taxing structure is 10% of total reported revenue if a cover fee is charged, and 1% of total reported revenue if no cover is charged. The tax is only applicable when the business has a valid Liquor License.

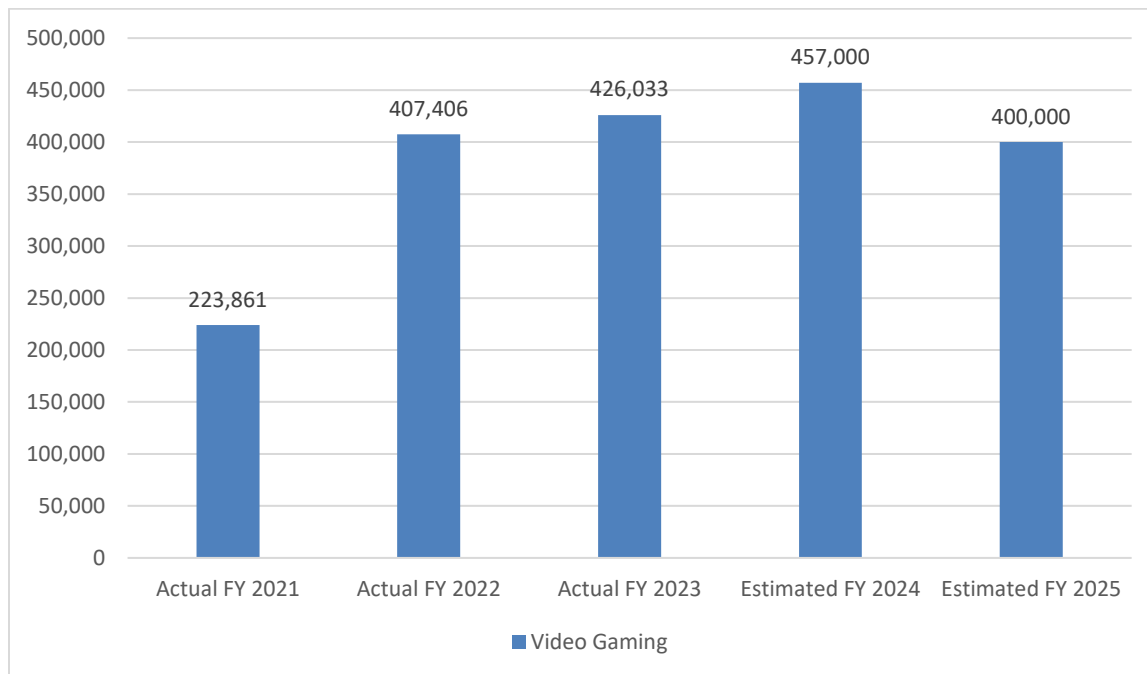
**Amusement Tax
Five (5) Year History**



Video Gaming Tax:

Since being established in 2013, there has been steady revenue growth in Video Gaming Taxes. At present, there are 17 businesses operating video gaming with expectations of additional establishments opening in the current fiscal year.

**Video Gaming Tax
Five (5) Year History**



MAJOR REVENUE SOURCES CHARGES FOR SERVICES

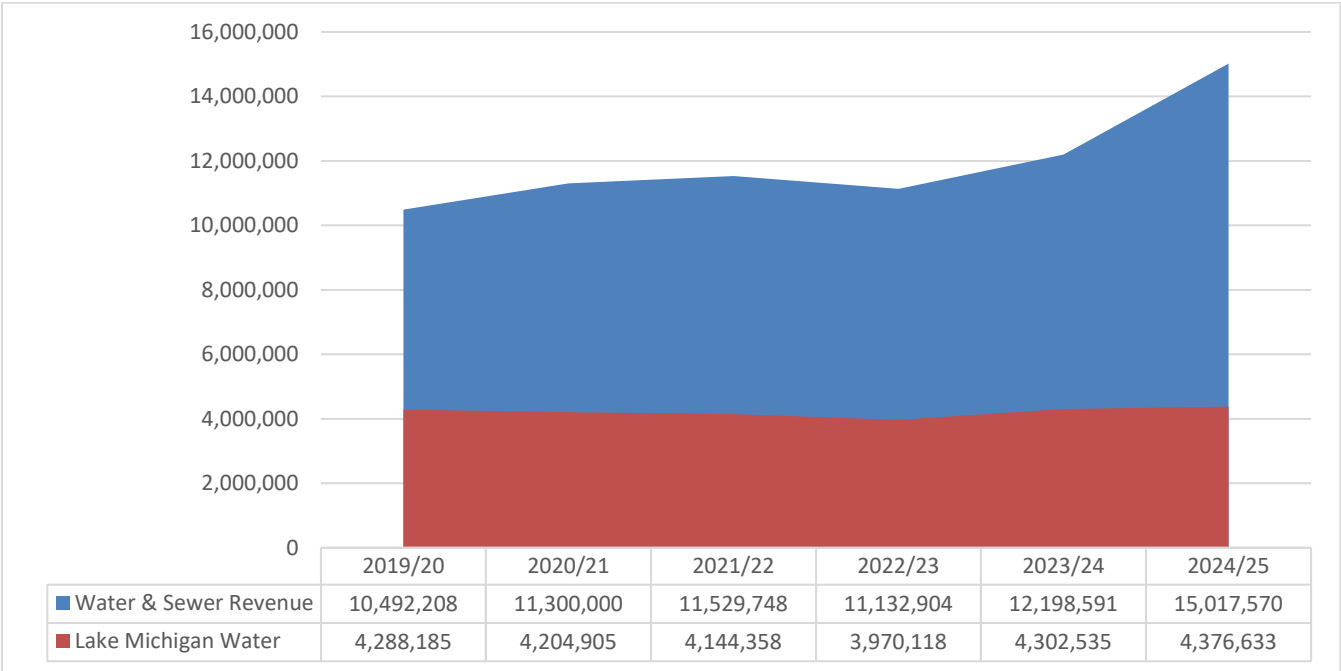
Fiscal Year	Total Budget	Total Revenue Received	% Collected
2014/15	\$13,389,208	\$13,487,337	100.7%
2015/16	\$13,871,320	\$13,936,570	100.5%
2016/17	\$14,439,713	\$14,539,134	99.7%
2017/18	\$14,780,991	\$14,502,221	98.1%
2018/19	\$14,748,428	\$14,573,994	98.8%
2019/20	\$14,715,598	\$14,840,306	100.8%
2020/21	\$13,902,037	\$13,823,793	99.4%
2021/22	\$14,965,794	\$13,607,989	90.9%
2022/23	\$15,202,716	\$14,568,916	95.8%
2023/24	\$15,652,915		
2024/25	\$19,148,152		

Revenue from charges for services, or user fees, is estimated at \$19.15 million for 2024/25, an increase of 22.3% over 2023/24. The more significant user fees are water and sewer charges, golf course revenues, park and recreation services, cable television franchise fees, satellite courtroom rental and water tower rental fees.

Water and Sewer Charges:

A total of \$15.0 million is expected to be generated from water and sewer consumption charges in 2024/25, an increase of 8.0% compared to the previous year.

Water & Sewer Revenue vs.
Cost of Lake Michigan Water



Each year the Village purchases over 900 million gallons of water from the DuPage Water Commission (DPWC) to distribute to the entire Village. The Village passes the water rate it pays DPWC for the water directly onto its community customers. Since 2012, the water rates have more than doubled as shown below:

DuPage Water Commission Rates are per 1,000 Gallons of Water

2012 Rates	\$2.73
2013 Rates	\$3.32
2014 Rates	\$3.97
2015 Rates	\$4.68
2016 Rates	\$4.85
2017 Rates	\$4.80
2018 Rates	\$4.88
2019 Rates	\$4.94
2020 Rates	\$4.97
2021 Rates	\$4.97
2022 Rates	\$4.97
2023 Rates	\$5.18
2024 Rates	\$5.39
2025 Rates	\$5.58

The DuPage Water Commission purchases water from the City of Chicago, so there is little that can be done about the large increase.

From fiscal year 2001/02 to 2009/10 and again in fiscal year 2013/14 and 2014/15 the Environmental Fund operated a deficit in Net Asset's available for capital improvements. Starting in Fiscal Year 2016/17, the Village instituted a Capital Infrastructure Fee and also pledged a portion of Home Rule Sales Taxes in the Environmental Fund as a means of building up a capital projects fund. In conjunction with the rise in water costs, the Village augmented water rates to build the funds' financial stability in order to fund future capital costs related to an aging water and sewer system infrastructure, as well have the resources available to maintain current capital and operational needs. The Village's water and sewer revenue is predicted based on current rates and previous usage history. With the rise of DuPage Water Commission water rates, the Village has seen some decrease in usage, which inversely affects the ability to keep rates at a level that is able to fund its current operations and future capital needs of the fund.

In 2023, Village Administration, Public Works, Finance and outside Engineering staff held several meetings focusing on the task of developing a utility rate structure that will allow the Village to move forward with several important (mandated) projects rehabilitation of the aerobic digester system, and phosphorous mitigation, while also generating new funds that will be specifically earmarked for capital infrastructure. The rate information was then presented to a focus group comprised of 3 Village residents representing a cross-section of the community. From there, the Village held two community-wide meetings, in an effort to reach a larger audience. All of this was done in advance of the Village Board ultimately adopting a rate structure that will be in effect through 2027.

Golf Course Fees:

Glendale Lakes Golf Club has been owned and operated by the Village since 1987 and is open year-round for all resident and non-resident golf lovers. The Golf Course revenues are broken down into three (3) segments; Golf & Pro Shop, Restaurants & Banquets, and the annual Charity Classic Event. As you would imagine, the Golf Course revenue is very sensitive to the weather patterns, and experience a decline in rounds played up through 2020. One mixed blessing from the Pandemic was a revival of sorts for golf, as people sought outdoor recreation activities. Starting in April 2023, all Banquet operations were turned over to a professional catering firm, which explains the sharp decline in FY 2024 estimated revenues.



Rounds Played

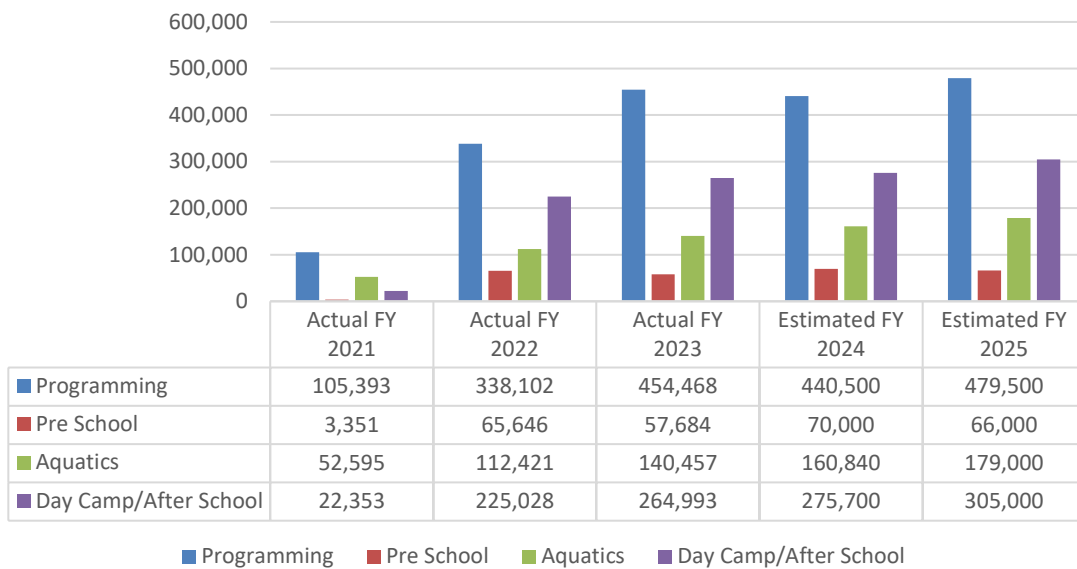
Actual 2020	Actual 2021	Actual 2022	Actual 2023	Actual 2024	Estimate 2025
25,511	21,047	20,027	22,289	21,921	25,000

Parks and Recreation:

The Village of Glendale Heights operates its own Parks, Facilities & Recreation Department that offers a swimming pool, preschool facility, after school care, day camps, recreation & fitness center, 22 parks, over three and a half (3.5) miles of walking and biking trails, and several programs to its community each year.

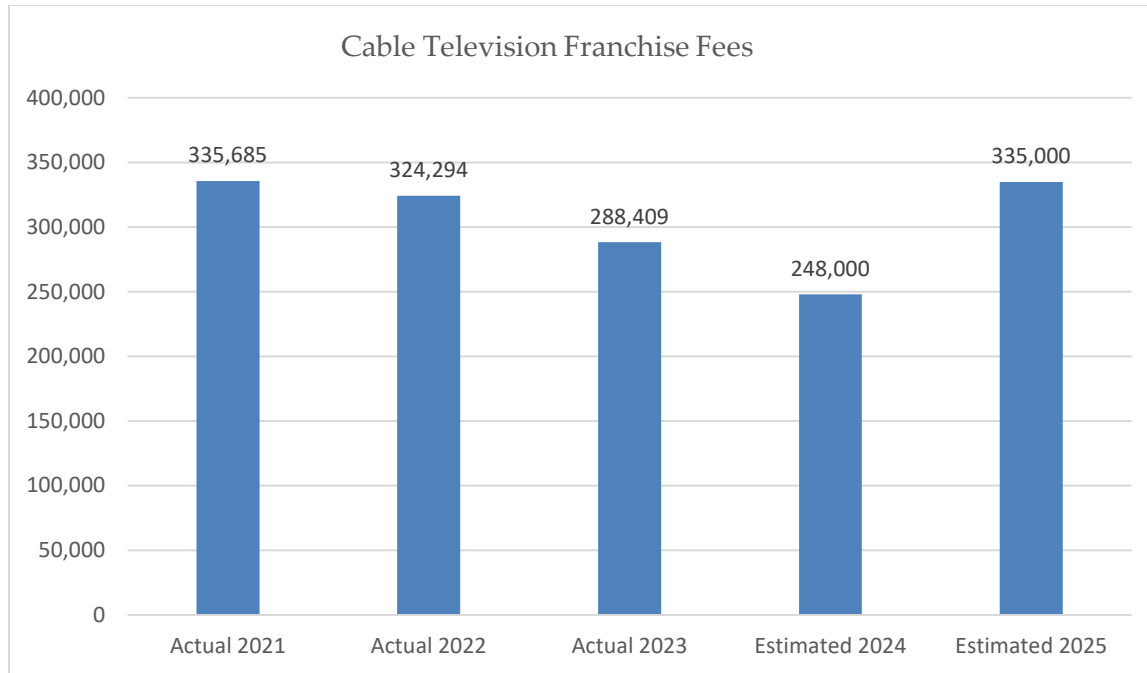


Recreation Fees



Cable Television Franchise Fees:

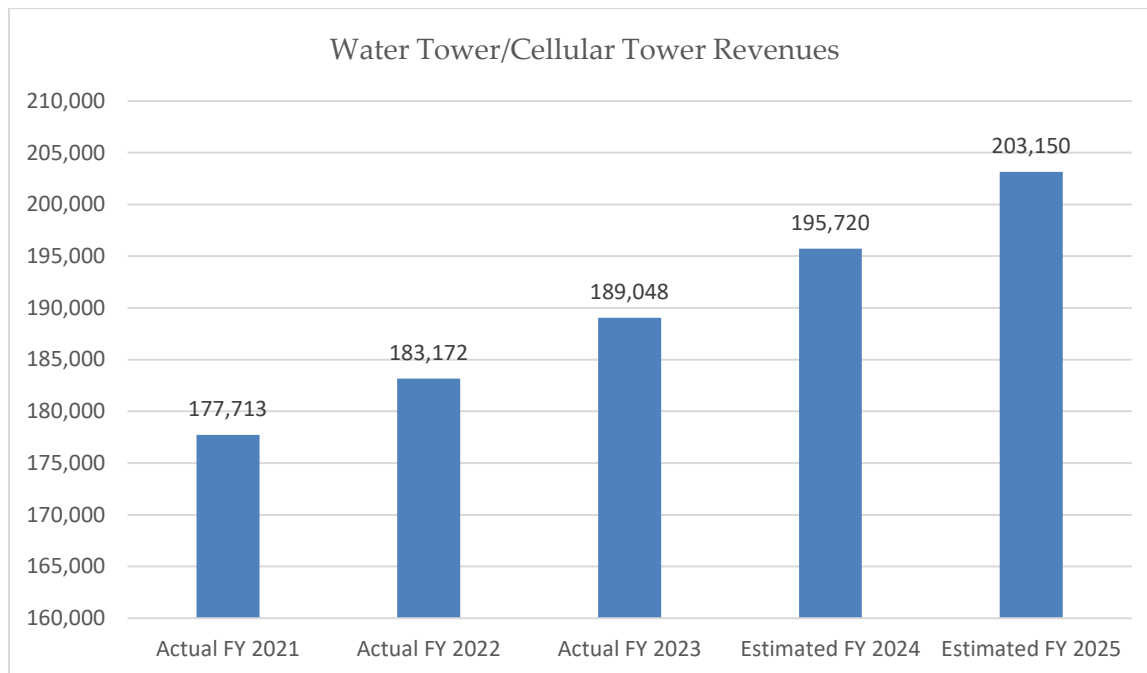
Revenue from cable television franchise fees is estimated at \$335,000 for 2024/25. Revenues remain mostly stagnant due to the availability of streaming video services.



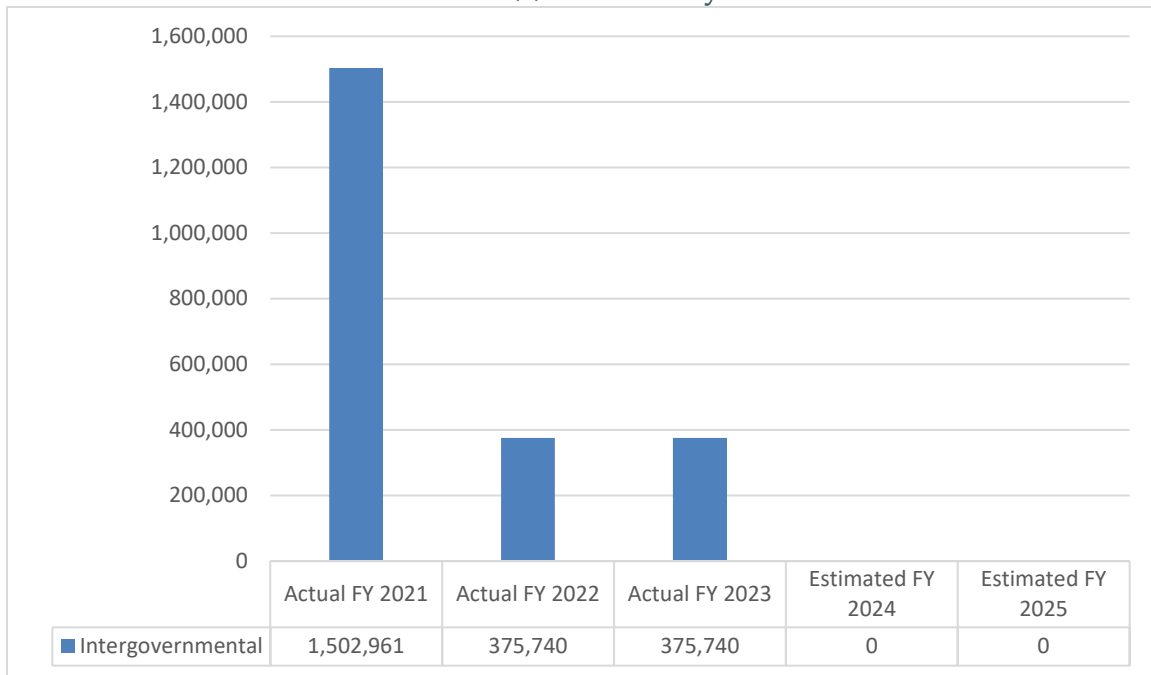
Water Tower/Cellular Tower Rental:

The Village owns and operates four (4) water towers, 2 of which have space which is rented out to two companies and will generate roughly \$117,556 for the Village in Fiscal Year 2024/25. Each contract is set up individually and increases annually between 3.5 and 4.5 percent. The funds are used to support general operational costs of the Village and are found in the Environmental Services Fund. Additionally, the Village leases land space on the Village campus to various cellular providers. A Communication Easement Agreement was signed in late July 2019 for a 55 year term. Generally Accepted Governmental Accounting Principles dictate the lump sum payment be recognized as revenue over the term of the agreement; or 55 years. The actual annual revenue then will be just under \$25,000.

There is also a cellular tower that is in Camera Park. The Village receives a lease payment, and the funds are earmarked for the Parks & Recreation Development Fund. The Village anticipates receiving \$61,094 in Fiscal Year 2024/25 from this cellular tower.



Intergovernmental Revenues Five (5) Year History



The intergovernmental revenue class includes a special and limited distribution of State Build Illinois Bond Proceeds, which was initiated in FY 2021, concluding in FY 2023.

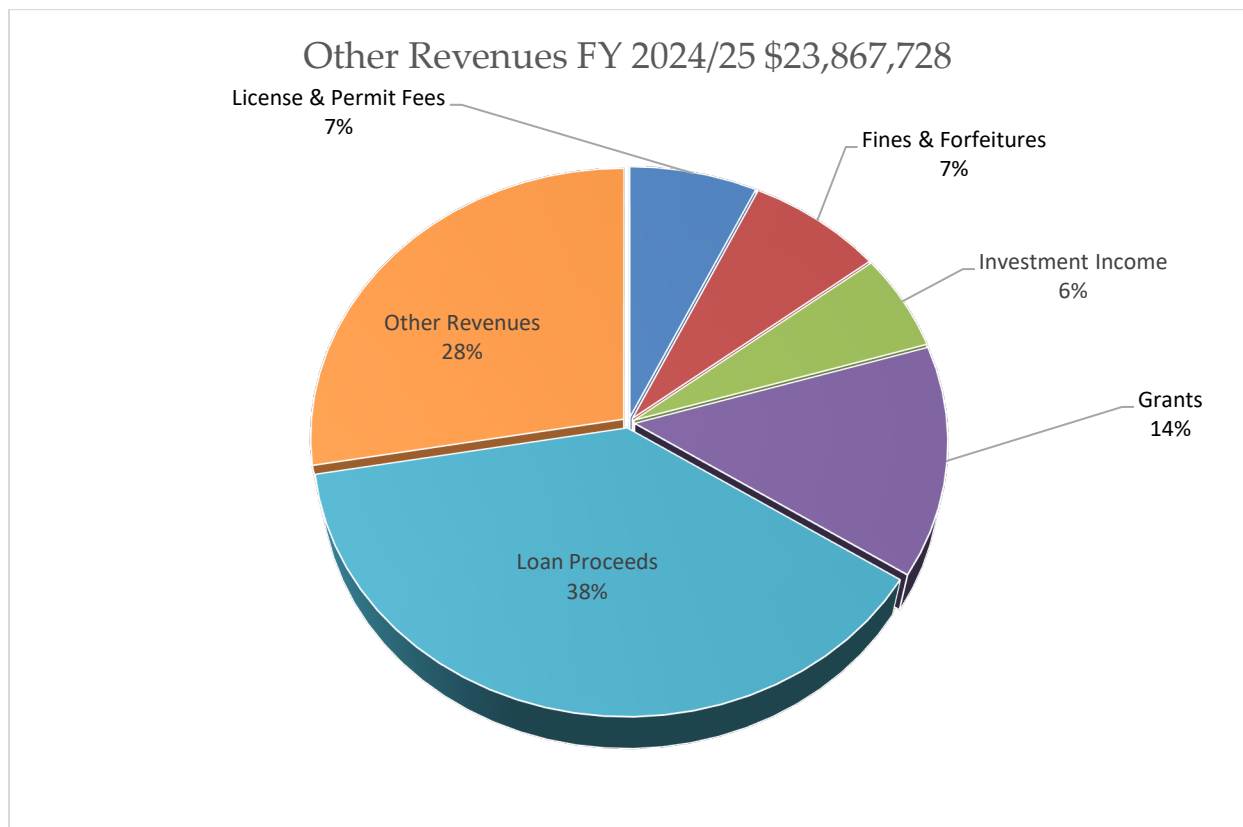


Federal/State/Local Grants

FY 2025 Budgeted Grants	Amount
US DOJ BVP	\$3,800
DUMEG Fair Share	\$22,500
ILEAS Training WMD	\$5,500
IDOT Traffic	\$14,995
NEDFYS	\$120,000
MFT	\$1,446,473
IEPA Stormwater	\$619,384
DuPage Stormwater	\$100,000
IEPA-Phosphorous	\$7,200,000
IEPA-Water Supply Facilities	\$1,900,000
ARPA-Water and Sewer Infrastructure	\$2,690,000
Illinois Law Enforcement Training & Standards Board-Recruitment & Retention	\$105,910
Illinois Law Enforcement Training & Standards Board-Body Camera	\$128,325

MAJOR REVENUE SOURCES-OTHER REVENUE SOURCES

Fiscal Year	Total Budget	Total Revenue Received	% Collected
2014/15	\$6,167,333	\$8,112,987	131.5%
2015/16	\$6,306,483	\$7,083,447	112.3%
2016/17	\$9,587,727	\$9,160,700	95.5%
2017/18	\$9,391,085	\$9,286,812	98.9%
2018/19	\$8,609,347	\$11,080,026	128.7%
2019/20	\$10,281,036	\$12,240,905	119.1%
2020/21	\$13,310,370	\$16,220,346	121.9%
2021/22	\$16,242,591	\$11,088,780	68.3%
2022/23	\$22,308,678	\$16,415,930	73.6%
2023/24	\$22,805,057		
2024/25	\$23,867,728		



LICENSES AND PERMITS

License and permit revenue projected for FY 2024/25 is \$1,682,340, a 1.93% decrease from the 2023/24 budget. There is no significant change in the amount of estimated rental licenses that Village expects to issue. The Village still anticipates receiving a steady amount of permit revenue due to the new developments and property renovations being completed during FY 2024/25, and continued collection enforcement of single and multi-family rental licenses. A comprehensive permit fee analysis is being undertaken by Community Development staff, the results and recommendations of which are expected in 2025.

FINES AND FORFEITURES

Total revenue from fines is estimated at \$1,788,500 for FY 2024/25, representing an increase of 5.3% from the 2023/24 budget. The Village implemented a red light camera enforcement program starting in January, 2018, and changed service providers later that same year, and then changed again in 2020. The Village also deployed a second overweight truck enforcement unit in 2023.

INVESTMENT INCOME

The Village of Glendale Heights receives income from investing idle cash in its operating funds and from investing Police Pension Fund reserves. Until fiscal year 2010, interest revenues had been an important source of funding for Village services. Interest revenues also include the Net Change in Fair Value of investments. This category of revenue is dependent upon invested balances, as well as current trends in interest rates nationally and the stock market. As interest rates, equity markets and the invested balances rise, revenues will rise; as they fall, the opposite will occur. Investment results in the Village's pension fund are included in the gain on investments category. The State Legislature has enabled the Village's pension fund opportunities for investment in mutual funds, stocks, and corporate bonds. In October 2022, all Police Pension Funds were transferred to the Illinois Police Officers Pension Investment Fund.

Starting in FY 2007/08, revenues declined due to lower interest rates and a decline in stock market performance. In 2008/09, interest rates continued to decline and the stock market dropped by almost 50%. This resulted in negative earnings in the police pension fund. Fiscal Year 2009/10 revenues increased due almost entirely to a rebound in the stock market and the recovery in value in the pension fund and interest on fixed income investments. In 2011/12 and 2013/14, revenues decreased as the markets stabilized. In 2019/20, revenues experienced modest growth, and similar expectations are estimated for 2023/24 and 2024/25 as interest rates have climbed as a result of Federal Reserve actions.

OTHER REVENUES

Other revenue consists of a multitude of sources not classified elsewhere. Some of the more significant miscellaneous revenue sources include employee and employer contributions into the Police Pension Fund, reimbursement of School Resource Officers, Donations, various grants, and other miscellaneous revenue. Miscellaneous revenue are estimated at \$6,618,201 in fiscal year 2024/25. Primary drivers explaining the significant changes from last year are the result of IEPA loan proceeds for projects at the Waste Water Treatment Plant, and American Rescue Plan Act (ARPA) funds.

Operating Transfers:

Revenues classified as operating transfers from other funds total \$8,330,312 in the fiscal year 2024/25 budget, which is an increase of 0.5% from the prior year's budget. Following is a summary of the proposed operating transfers.

Fund Type/Fund	Transfers In	Transfers (out)	Net Transfers
General Fund	150,000	6,455,493	-6,305,493
Leisure Services Fund	1,342,105		1,342,105
E.S.D.A. Fund		332	-332
Infrastructure Fund	4,329,416		4,329,416
Computer Replacement Fund	63,302		63,302
Capital Projects Fund	228,400		228,400
Debt Service Fund	1,597,089		1,597,089
Environmental Services Fund		1,874,487	-1,874,487
Insurance Fund	620,000		620,000
Total Transfers	8,330,312	8,330,312	0



ANNUAL BUDGET

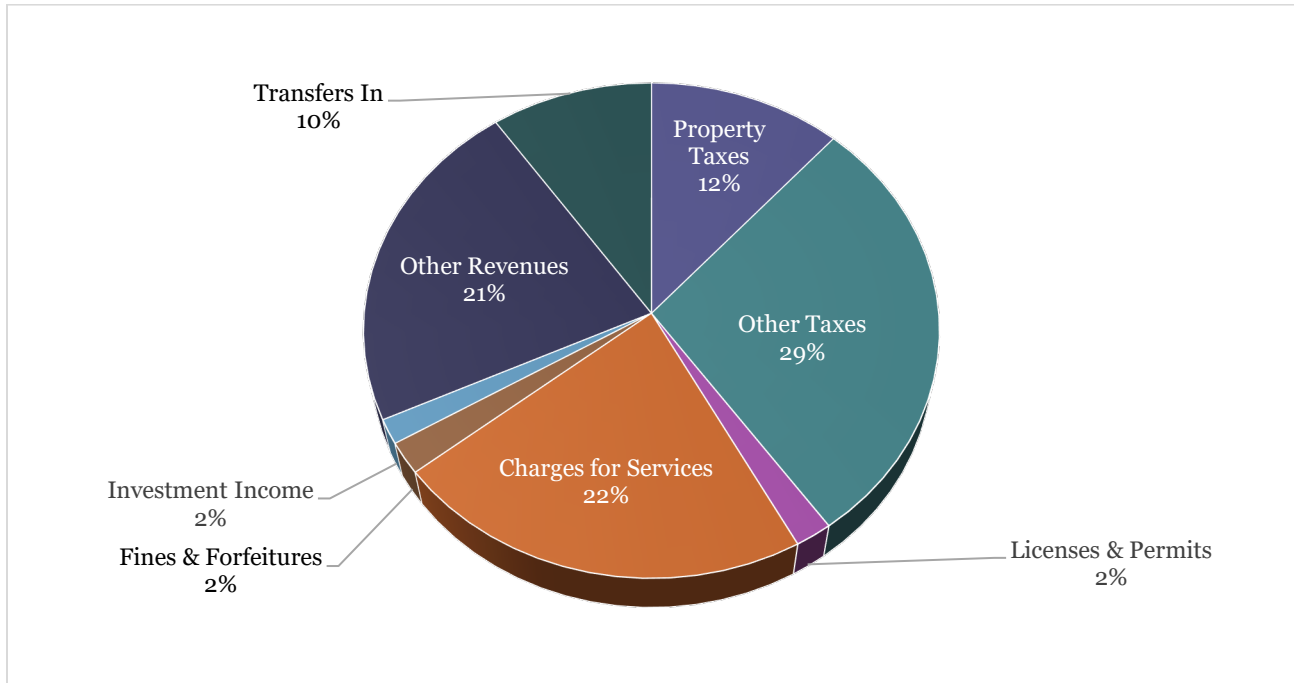
REVENUE & EXPENDITURES

ALL FUNDS

FUND	2022/23 ACTUAL	2023/24 BUDGET	2024/25 BUDGET
REVENUES	73,495,082	81,849,621	85,735,223
General Fund	33,734,323	36,310,792	36,655,725
Special Revenue Funds	13,500,732	12,819,284	13,354,017
Debt Service Fund	3,203,982	2,928,766	3,425,389
Capital Projects Funds	1,842,302	2,125,302	291,702
Enterprise Funds	13,439,755	21,983,059	26,485,225
Internal Service Fund	802,665	1,279,253	1,120,000
Trust Fund	6,971,323	4,403,165	4,403,165
EXPENDITURES	67,643,488	98,390,682	85,067,744
General Fund	32,898,762	37,295,745	36,655,725
Special Revenue Funds	12,970,764	19,204,697	13,729,590
Debt Service Fund	3,130,650	2,909,796	3,425,389
Capital Projects Funds	1,077,786	3,488,743	228,400
Enterprise Funds	11,958,805	30,570,652	26,397,340
Internal Service Fund	1,625,707	1,263,150	973,401
Trust Fund	3,981,014	3,657,899	3,657,899
Net Revenues			
Over (Under) Expenditures	5,851,594	(16,541,061)	667,479

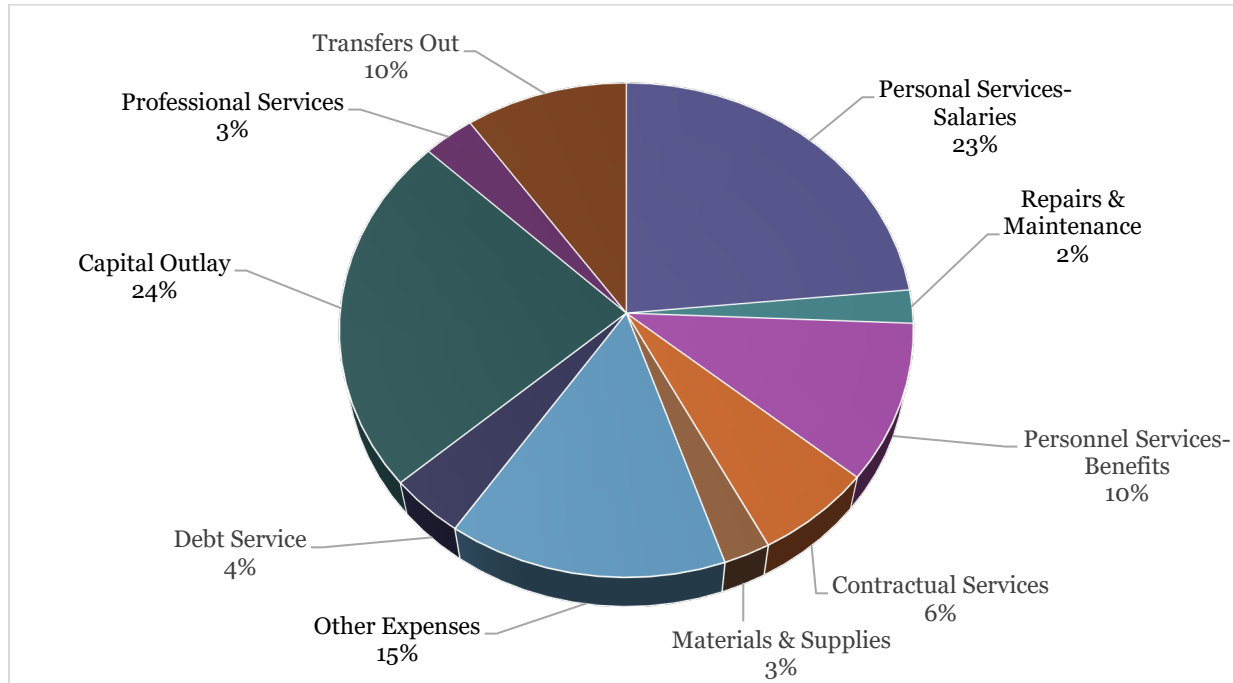
REVENUE SUMMARY FUNDING BY SOURCE-FY 2024/25

ALL FUNDS



	2022/23 ACTUAL	2023/24 BUDGET	2024/25 BUDGET
Property Taxes	9,747,892	9,951,697	9,953,471
Other Taxes	24,472,963	23,842,273	24,435,560
Licenses and Permits	1,908,813	1,714,694	1,682,340
Intergovernmental	375,740	0	0
Charges For Services	14,568,916	15,652,915	19,148,152
Fines And Forfeitures	1,398,408	1,698,800	1,788,500
Investment Earnings	1,218,487	1,744,900	1,383,800
Miscellaneous Revenues	12,114,693	17,759,663	19,013,088
Total Operating Revenues	65,805,912	72,364,942	77,404,911
Operating Transfers	7,689,170	9,484,679	8,330,312
Net Revenues and Transfers	73,495,082	81,849,621	85,735,223

EXPENDITURE SUMMARY FUNDING BY CLASS-FY 2024/25 ALL FUNDS



	2022/23 ACTUAL	2023/24 BUDGET	2024/25 BUDGET
Personnel Services-Salaries	17,600,651	18,783,113	19,978,416
Personnel Services-Benefits	9,468,423	8,688,262	8,809,830
Professional Services	1,986,065	4,126,537	2,649,584
Contractual Services	4,174,526	5,464,278	5,348,362
Materials & Supplies	1,703,357	2,310,923	2,114,602
Repairs & Maintenance	1,668,657	2,292,039	1,846,616
Other Expenses	11,968,998	12,377,205	12,550,233
Debt Service	3,130,100	2,907,196	3,422,789
Depreciation & Amortization	1,609,135	0	0
Total Operating Expenses	53,309,912	56,949,553	56,720,432
Capital Outlay	6,644,406	31,756,450	20,017,000
Operating Transfers	7,689,170	9,684,679	8,330,312
Net Expenditures & Transfers	67,643,488	98,390,682	85,067,744



ANNUAL BUDGET

REVENUE AND EXPENDITURE SUMMARY GENERAL FUND

	2022/23 ACTUAL	2023/24 BUDGET	2024/25 BUDGET
REVENUES	33,734,323	36,310,792	36,655,725
Taxes	28,176,977	29,606,130	29,920,001
Licenses & Permits	1,900,851	1,700,500	1,654,900
Charges for Services	701,809	925,138	1,324,488
Fines & Forfeitures	1,397,271	1,698,800	1,788,500
Investment Income	243,108	1,072,000	808,800
Other Revenues	1,314,307	1,308,224	1,009,036
Operating Transfers	0	0	150,000
EXPENDITURES	32,898,762	39,295,745	36,655,725
General Government	10,036,470	6,442,519	5,157,294
Public Safety	9,802,103	14,849,955	15,380,358
Community Development	1,370,709	2,605,515	2,576,067
Public Works	2,339,301	3,337,804	3,923,418
Parks, Grounds & Facilities	2,308,789	3,479,920	2,948,254
Legislative	279,442	204,799	214,841
Operating Transfers	6,761,948	8,375,233	6,455,493
NET REVENUES OVER (UNDER) EXPENDITURES	835,561	(2,984,953)	0



ANNUAL BUDGET

GENERAL FUND REVENUE DETAIL

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
101	0	411	10	11	I.M.R.F.		900,000.00	900,000.00
101	0	411	10	12	POLICE PROTECTION	443,769.33	553,478.00	303,647.00
101	0	411	10	13	POLICE PENSION	3,364,346.79	3,247,379.00	3,370,794.00
101	0	411	10	17	PLAYGROUND & RECREATION		1,170,000.00	1,170,000.00
101	0	411	11	10	MUNICIPAL SALES TAX	7,534,136.56	7,610,550.00	7,800,000.00
101	0	411	11	12	LOCAL USE TAX	1,360,402.49	1,263,216.00	1,399,364.00
101	0	411	11	14	AUTO RENTAL TAX	11,842.86	12,000.00	12,000.00
101	0	411	11	15	FOOD & BEVERAGE TAX	754,740.05	806,000.00	700,000.00
101	0	411	12	10	AMUSEMENT TAX	7,704.08	6,000.00	6,000.00
101	0	411	12	11	VIDEO GAMING TAX	426,033.46	457,000.00	400,000.00
101	0	411	13	10	PERS. PROP.REPLACEMENT TX	134,471.24	85,000.00	51,000.00
101	0	411	14	10	REAL ESTATE TRANSFER TAX	624,358.98	362,000.00	350,000.00
101	0	411	15	10	STATE INCOME TAX	5,105,503.67	5,347,772.00	5,389,441.00
101	0	411	15	11	CANNABIS EXCISE TAX	51,118.93	51,385.00	51,755.00
101	0	411	16	10	HOME RULE TAX	6,301,094.10	5,990,550.00	6,200,000.00
101	0	411	17	10	ELECTRICITY	761,244.57	747,000.00	800,000.00
101	0	411	17	11	NATURAL GAS	934,515.81	662,000.00	600,000.00
101	0	411	17	13	SIMPLIFIED TELECOMM. TAX	348,203.50	328,000.00	400,000.00
101	0	411	17	15	UTILITY TAX REBATE PGM	-14,175.00	-21,000.00	-21,000.00
101	0	411	18	10	HOTEL TAX	27,665.53	27,800.00	37,000.00
101	0	421	19	10	VEHICLE LICENSE	283,976.00	245,000.00	245,000.00
101	0	421	19	11	BUILDING PERMITS	600,566.00	479,000.00	500,000.00
101	0	421	19	12	GARAGE SALE	3,010.00	3,500.00	3,500.00
101	0	421	19	13	BUSINESS LICENSE	83,843.50	93,000.00	80,000.00
101	0	421	19	14	SCAVENGER LICENSE	8,500.00	10,000.00	10,000.00
101	0	421	19	15	VENDING MACHINES LICENSE	16,229.00	16,000.00	16,000.00
101	0	421	19	16	CONTRACTORS LICENSE	45,200.00	42,000.00	35,000.00
101	0	421	19	17	LIQUOR LICENSE	156,895.83	164,500.00	165,000.00
101	0	421	19	18	TOBACCO DEALERS LICENSE	5,700.00	6,200.00	4,900.00
101	0	421	19	19	MULTI-FAMILY RENTAL LIC.	241,825.00	178,750.00	178,750.00
101	0	421	19	20	ANIMAL LICENSE	1,805.00	2,500.00	3,000.00
101	0	421	19	21	SINGLE FAMILY RENTAL LIC	370,345.50	359,300.00	325,000.00
101	0	421	19	22	ENTERTAINMENT PERMIT	2,250.00	2,250.00	2,250.00
101	0	421	19	23	VAC.BLDG.REGISTRY	12,300.00	7,500.00	7,500.00



ANNUAL BUDGET

101	0	421	19	28	VIDEO GAMING LICENSE	53,500.00	62,000.00	59,000.00
101	0	421	19	29	UTILITY PERMITS - R.O.W.	5,250.00	11,500.00	10,000.00
101	0	421	19	40	OVERWEIGHT FEES	9,655.00	17,500.00	10,000.00
101	0	441	25	10	Courtroom Rental	50,265.52	73,088.00	74,106.00
101	0	441	25	12	TOWER RENTAL	26,605.80	24,500.00	24,500.00
101	0	441	25	14	CABLE TV FRANCHISE FEE	288,409.41	248,000.00	335,000.00
101	0	441	25	15	RE-INSPECTION FEE	26,903.07	5,000.00	5,000.00
101	0	441	25	17	PUBLIC HEARING FEE	6,000.00	5,000.00	7,500.00
101	0	441	25	20	FALSE ALARM FEE	10,050.00	7,000.00	5,500.00
101	0	441	25	22	POLICE ACCIDENT REPORT	3,972.79	4,500.00	4,500.00
101	0	441	25	23	POLICE OFFICER DETAIL		8,000.00	18,000.00
101	0	441	25	24	FINGER PRINTING FEE	1,360.00	1,500.00	1,500.00
101	0	441	25	25	ANIMAL IMPOUND FEE	320.00	1,000.00	700.00
101	0	441	25	27	BASSETT LIQUOR TRAINING		250.00	250.00
101	0	441	25	30	WORKING W/O PERMIT	40,315.00	20,000.00	20,000.00
101	0	441	25	31	REAL ESTATE INSP.PROGRAM	161,940.00	48,000.00	50,000.00
101	0	441	25	32	INSPECTION REVIEWS		426,000.00	426,000.00
101	0	441	25	40	COUNTY RIGHT OF WAY FEE	16,201.68	17,500.00	17,500.00
101	0	441	25	44	PARKS USAGE FEES	54,513.88	35,000.00	85,000.00
101	0	441	25	52	ZONING VERIFICATION FEES	750.00	800.00	600.00
101	0	451	29	9	LOCAL DUI PROSECUTION	15,218.32	7,300.00	0.00
101	0	451	29	10	PARKING TICKETS	160,969.16	194,000.00	200,000.00
101	0	451	29	11	COMPLIANCE TICKETS	68,722.42	75,000.00	60,000.00
101	0	451	29	12	COURT FINES	510,872.65	610,000.00	700,000.00
101	0	451	29	14	TOBACCO FINES		500.00	500.00
101	0	451	29	15	RED LIGHT CAMERA	617,366.67	791,000.00	800,000.00
101	0	451	29	16	LOCAL ORDINANCE VIOLATION	22,958.00	18,000.00	25,000.00
101	0	451	29	98	PD-OTHER REVENUES	1,163.54	3,000.00	3,000.00
101	0	461	30	10	INTEREST INCOME	236,851.10	1,072,000.00	808,800.00
101	0	461	40	10	INTEREST INCOME	6,257.00		0.00
101	0	481	42	10	FEDERAL	98,803.07	56,795.00	281,030.00
101	0	481	42	11	STATE OF IL.		54,560.00	128,000.00
101	0	481	42	14	LOCAL	113,003.96	271,000.00	120,000.00
101	0	481	50	11	OFS-SURPLUS/TRADE-IN	1,390.00		0.00
101	0	481	50	19	TOWING & IMPOUND CHARGES	110,845.00	121,000.00	100,000.00
101	0	481	50	20	BOOT FEE	100.00	1,000.00	1,000.00
101	0	481	50	30	LATE FEES RENTAL LICENSES	39,855.00	30,000.00	25,000.00
101	0	481	50	31	50/50 CURB-CUT PROGRAM	1,483.50	4,000.00	4,000.00
101	0	481	50	32	SALES-RECYCLING SUPPLIES	13.04		0.00



ANNUAL BUDGET

101	0	481	50	33	PARKWAY TREE REPLACEMENTS		100.00	100.00
101	0	481	50	51	SCHOOL RESOURCE OFFICER	216,279.11	219,037.00	219,037.00
101	0	481	60	12	DONATIONS OTHER		12,782.00	0.00
101	0	481	62	10	PARK MEMORIALS	700.00	100.00	100.00
101	0	481	70	10	CASH (OVER) & SHORT	1,490.85		0.00
101	0	481	71	10	(GAIN) & LOSS INVESTMENTS	18,878.93		0.00
101	0	481	89	10	OTHER REVENUE	82,487.80	70,000.00	75,369.00
101	0	481	99	99	PY ADJUSTMENT	23,060.75		0.00
101	0	491	95	1	TRANSFER FROM-ENVIRONMENT			150,000.00
101	1016	441	28	13	SPECIAL EVENT REVENUES	1,596.00		0.00
101	1016	441	28	15	CAR SHOW	5,637.00		0.00
101	1016	441	28	16	SPECIAL EVENT REVS-OTHER	2,334.00		0.00
101	1016	441	28	17	FAMILY HEALTH&SAFTY FAIR	4,635.11		0.00
101	1018	481	89	10	OTHER REVENUE		50.00	2,500.00
101	1110	481	50	11	OFS-SURPLUS/TRADE-IN		45,200.00	0.00
101	1117	481	70	10	CASH (OVER) & SHORT	793.00		0.00
101	1117	481	81	10	SENIOR PROGRAM	9,422.50		0.00
101	1117	481	81	11	SENIOR BUS	2,143.00		0.00
101	1117	481	81	12	FACILITY RENTAL	57,693.50		0.00
101	1117	481	81	13	SALON SERVICES	30,528.00		0.00
101	1117	481	81	17	FITNESS MEMBERSHIPS	4,494.00		0.00
101	1117	481	81	18	GENERAL MEMBERSHIPS	4,890.00		0.00
101	1117	481	81	19	BEVERAGES SOLD REVENUE	9,997.21		0.00
101	1117	481	81	21	SC-OTHER RENTAL FEES	475.00		0.00
101	1117	481	81	22	SC-WAITSTAFF SERVICES	2,130.00		0.00
101	1117	481	81	23	SENIOR HOLIDAY LUNCHEON	2,950.00		0.00
101	1117	481	81	24	SENIOR TRIP REVENUES	60,000.00		0.00
101	1117	481	81	25	SNACKS/COFFEE	544.50		0.00
101	1117	481	81	26	FACILITY SET UP FEES	1,715.00		0.00
101	1117	481	89	10	OTHER REVENUE	273.00		0.00
101	1117	481	89	14	DONATIONS	3,692.00		0.00
101	1117	481	89	33	GIFT SHOP REVENUE	1,725.35		0.00
101	1118	481	58	62	GREEN TEAM REV		500.00	0.00
101	1210	481	50	11	OFS-SURPLUS/TRADE-IN		5,900.00	0.00
101	1210	499	99	99	OFS-LEASES	99,001.00	101,000.00	0.00
101	1299	481	58	10	PULL TAB TAX	1,027.31	4,000.00	4,000.00
101	1299	481	58	11	D.U.I.	18,684.96	22,000.00	25,000.00
101	1299	481	58	12	COURT DRUG FINES	1,239.53	900.00	900.00
101	1299	481	58	14	SEX OFFENDER REGIST FUND	3,460.00	3,000.00	3,000.00



ANNUAL BUDGET

101	1299	481	58	20	STATE-TOBACCO GRANTS	2,603.00	5,000.00	5,000.00
101	1299	481	58	22	SUPERVISION FINES	476.44	3,500.00	500.00
101	1299	481	58	23	ELECTRONIC CITATION FEES	3,406.57	3,500.00	3,500.00
101	1299	481	58	25	EVIDENCE SEIZED CASH	11,915.34	6,000.00	0.00
101	1299	481	58	26	STATE FORFEITURES FUND	20,642.78	15,000.00	0.00
101	1299	481	58	27	FEDERAL FORFEITURES FUND	38,554.48		0.00
101	1299	481	58	60	COMMUNITY ORIENTED POLICE	15,009.41	30,000.00	5,000.00
101	1299	481	58	61	GUN RANGE	6,000.00	6,000.00	6,000.00
101	1299	481	58	63	CHARACTER COUNTS!	6,061.69		0.00
101	1299	481	58	64	OPIOID PROGRAM	20,037.59		0.00
101	1299	481	58	65	BENJAMIN PROGRAM	600.00		0.00
101	1299	481	58	66	BLOODHOUND PROGRAM		10,000.00	0.00
101	1410	481	50	11	OFS-SURPLUS/TRADE-IN		86,500.00	0.00
101	1511	441	25	97	STREET SWEEPING			248,832.00
101	1511	481	50	11	OFS-SURPLUS/TRADE-IN	35,000.00	18,500.00	0.00
101	1515	481	50	11	OFS-SURPLUS/TRADE-IN	460.00	3,300.00	0.00
101	1616	481	50	11	OFS-SURPLUS/TRADE-IN	2,800.00	86,000.00	0.00
101	1616	499	99	99	OFS-LEASES	51,621.00		0.00
101	1617	499	99	99	OFS-LEASES	73,849.00	12,000.00	0.00



ANNUAL BUDGET

EXPENDITURE SUMMARY BY DEPARTMENT GENERAL FUND

Program	2022/23 ACTUAL	2023/24 BUDGET	2024/25 BUDGET
Legislative	255,972	204,799	214,841
Village Board	175,709	163,559	139,385
Village Clerk	14,197	11,354	10,350
Police Commission	25,833	21,650	37,650
Plan Commission	1,976	2,681	2,681
Special Events Commission	33,135	0	0
Youth Commission	1,320	1,625	1,625
Historical Building	3,802	3,930	23,150
Emergency	0	0	0
General Government	11,092,154	6,190,876	6,530,225
Village Administration	285,347	433,923	673,994
Human Resources	245,252	346,518	273,586
Public Affairs	157,410	278,736	303,576
Senior Services	392,780	0	0
Central Services	7,524,879	1,247,175	1,589,491
Information Services	554,383	695,569	765,969
Finance	899,224	1,440,598	1,550,678
Facilities	1,032,879	1,748,357	1,372,931
Police Department	9,802,104	14,849,955	15,380,358
Police Administration	1,052,694	1,588,469	1,447,271
Patrol	5,580,717	8,774,285	9,658,565
Investigations	1,620,386	2,789,534	2,373,289
Support Services	1,483,936	1,589,629	1,850,061
Community Oriented Policing	13,148	14,611	14,000
State & Federal Grants	51,223	93,427	37,172
Public Works	2,339,301	3,337,804	3,923,418
Administration	136,268	15,949	596,245
Engineering	99,846	298,734	155,161
Streets	1,724,985	2,497,457	2,602,755
Fleet Maintenance	378,202	525,664	569,257



ANNUAL BUDGET

Parks & Grounds	1,275,911	1,731,563	1,575,323
Parks	1,189,776	1,548,893	1,466,090
Forestry	86,135	182,670	109,233

Community Development	1,370,710	2,605,515	2,576,067
Administration	746,866	1,777,498	1,688,939
Inspection Services	623,844	828,017	887,128

General Fund Total Before Operating Transfers	26,136,152	28,920,512	30,200,232
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Operating Transfers	6,761,948	8,375,233	6,455,493
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Total Expenditures	32,898,100	37,295,745	36,655,725
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ANNUAL BUDGET

GENERAL FUND EXPENDITURE DETAIL

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
101	0	510	78	99	MISC EXP	23,469.86		0.00
101	0	981	92	1	TRANSFER TO-LEISURE SERVI		2,182,908.00	1,342,105.00
101	0	981	92	12	TRANSFER TO INFRASTRUCTUR	4,084,000.00	3,604,000.00	4,329,416.00
101	0	981	92	43	TRANSFER TO TIF NO.3		200,000.00	0.00
101	0	981	93	2	TRANSFER TO-COMPUTER REP	52,048.00	52,972.00	52,972.00
101	0	981	93	3	TRANSFER TO-CAPITAL PROJ	1,779,000.00	1,343,500.00	228,400.00
101	0	981	94	1	TRANSFER TO-DEBT SERVICE	501,900.00	2,600.00	2,600.00
101	0	981	94	2	TRANSFER TO-LIABILITY INS	345,000.00	722,253.00	500,000.00
101	0	981	95	1	TRANSFER TO-ENVIRONMENTAL		267,000.00	0.00
101	1011	512	10	10	F-TIME & REG.PART-TIME	118,222.53	81,700.00	46,000.00
101	1011	512	15	10	FICA-EMPLOYER	8,639.16	3,960.00	5,100.00
101	1011	512	16	10	IMRF-EMPLOYER		3,017.00	2,650.00
101	1011	512	16	12	MEDICAL-EMPLOYER		9,487.00	7,500.00
101	1011	512	16	14	TRAVEL FOR MEETING & CONF	147.60	100.00	100.00
101	1011	512	16	15	TRAINING & SEMINARS	1,534.09	7,985.00	3,035.00
101	1011	512	16	16	MEDICARE-EMPLOYER	2,020.46	1,355.00	1,200.00
101	1011	512	24	12	PRINTING & BINDING	90.57	450.00	450.00
101	1011	512	31	99	OFFICE SUPPLIES	143.83	200.00	200.00
101	1011	512	37	10	UNIFORMS	76.00	2,000.00	2,000.00
101	1011	512	37	99	OPERATING SUPPLIES	2,909.66	4,700.00	6,200.00
101	1011	512	61	99	VARIOUS COMMISSION		11,000.00	4,500.00
101	1011	512	62	10	MEMBERSHIP DUES	34,835.24	32,055.00	40,000.00
101	1011	512	62	11	SUBSCRIPTIONS	297.40	300.00	200.00
101	1011	512	63	99	OTHER COMM. CONTRIBUTION	6,792.47	5,250.00	16,250.00
101	1011	512	69	20	CIVIC ACTIVITIES			4,000.00
101	1012	512	10	10	F-TIME & REG.PART-TIME	10,000.00		0.00
101	1012	512	15	10	FICA-EMPLOYER	620.62	3.00	0.00
101	1012	512	16	15	TRAINING & SEMINARS		150.00	150.00
101	1012	512	16	16	MEDICARE-EMPLOYER	145.15	1.00	0.00
101	1012	512	21	99	PROFESSIONAL-OTHERS	3,391.92	11,000.00	10,000.00
101	1012	512	31	99	OFFICE SUPPLIES	39.64	50.00	50.00
101	1012	512	62	10	MEMBERSHIP DUES		150.00	150.00
101	1013	512	16	15	TRAINING & SEMINARS		500.00	500.00
101	1013	512	24	12	PRINTING & BINDING	670.96	750.00	750.00



ANNUAL BUDGET

101	1013	512	24	16	RECRUITING	3,461.00	2,000.00	2,000.00
101	1013	512	24	28	TESTING	17,641.25	14,000.00	29,000.00
101	1013	512	31	99	OFFICE SUPPLIES		100.00	100.00
101	1013	512	37	10	UNIFORMS	37.16	300.00	300.00
101	1013	512	60	10	POLICE COMMISSION	4,023.00	4,000.00	5,000.00
101	1014	512	15	10	FICA-EMPLOYER	35.16	86.00	86.00
101	1014	512	16	16	MEDICARE-EMPLOYER	8.23	20.00	20.00
101	1014	512	60	11	PLAN COMMISSION	567.27	1,375.00	1,375.00
101	1014	512	61	11	PLAN COMMISSION	1,365.00	1,200.00	1,200.00
101	1016	512	24	19	ENTERTAINMENT-SPL. EVENTS	8,625.70		0.00
101	1016	512	24	20	CAR SHOW	550.00		0.00
101	1016	512	37	95	FAMILY HEALTH&SAFETY FAIR	6,822.87		0.00
101	1016	512	37	98	CAR SHOW	2,828.23		0.00
101	1016	512	37	99	OPERATING SUPPLIES	14,307.88		0.00
101	1017	512	24	12	PRINTING & BINDING		225.00	225.00
101	1017	512	37	99	OPERATING SUPPLIES	1,320.10	1,400.00	1,400.00
101	1018	512	24	12	PRINTING & BINDING			500.00
101	1018	512	24	99	OTHER PURCHASE-SERVICES	2,562.30	3,000.00	2,600.00
101	1018	512	37	99	OPERATING SUPPLIES	322.91	350.00	6,500.00
101	1018	512	56	30	HISTORICAL BLDG.	887.10	250.00	6,000.00
101	1018	512	62	10	MEMBERSHIP DUES	30.00	30.00	50.00
101	1018	512	69	20	CIVIC ACTIVITIES		300.00	7,500.00
101	1110	513	10	10	F-TIME & REG.PART-TIME	242,309.24	255,710.00	526,850.00
101	1110	513	15	10	FICA-EMPLOYER	13,717.07	15,420.00	32,665.00
101	1110	513	16	10	IMRF-EMPLOYER GEN GOV'T		16,587.00	30,737.00
101	1110	513	16	12	MEDICAL-EMPLOYER		50,193.00	56,553.00
101	1110	513	16	15	TRAINING & SEMINARS	141.84	1,990.00	2,000.00
101	1110	513	16	16	MEDICARE-EMPLOYER	3,398.75	3,555.00	7,639.00
101	1110	513	16	33	EMPLOYEE RECOGNITION	10,591.12	15,000.00	14,200.00
101	1110	513	24	12	PRINTING & BINDING	82.45	100.00	100.00
101	1110	513	24	32	SOFTWARE SUPPORT & MAINT	9,908.00	9,908.00	0.00
101	1110	513	24	99	OTHER PURCHASED SERVICES		800.00	0.00
101	1110	513	31	99	OFFICE SUPPLIES	293.28	300.00	300.00
101	1110	513	37	80	GAS & FUEL	906.88	900.00	1,000.00
101	1110	513	37	99	OPERATING SUPPLIES	100.13	660.00	150.00
101	1110	513	62	10	MEMBERSHIP DUES	1,665.75	1,800.00	1,800.00
101	1110	911	82	10	VEHICLES		50,000.00	0.00
101	1110	912	89	10	PRINCIPAL	1,975.37	8,500.00	0.00
101	1110	912	89	15	INTEREST	256.63	2,500.00	0.00



ANNUAL BUDGET

101	1111	513	10	10	F-TIME & REG.PART-TIME	209,979.67	226,744.00	184,889.00
101	1111	513	15	10	FICA-EMPLOYER	12,592.01	13,226.00	11,463.00
101	1111	513	16	10	IMRF-EMPLOYER GEN GOV'T		18,560.00	13,560.00
101	1111	513	16	12	MEDICAL-EMPLOYER		37,573.00	28,075.00
101	1111	513	16	14	TRAVEL FOR MEETING & CONF		350.00	1,450.00
101	1111	513	16	15	TRAINING & SEMINARS	239.00	6,460.00	1,000.00
101	1111	513	16	16	MEDICARE-EMPLOYER	2,945.00	3,141.00	2,681.00
101	1111	513	16	33	EMPLOYEE RECOGNITION	1,925.00	4,075.00	2,000.00
101	1111	513	24	12	PRINTING & BINDING	2,192.64	2,664.00	2,172.00
101	1111	513	24	15	EMPLOYEE PHYSICAL EXAM	5,867.00	12,500.00	12,000.00
101	1111	513	24	16	RECRUITING AND TESTING	3,070.55	8,400.00	7,997.00
101	1111	513	24	99	OTHER PURCHASED SERVICES	4,777.68	10,920.00	4,400.00
101	1111	513	31	99	OFFICE SUPPLIES	147.41	250.00	250.00
101	1111	513	37	99	OPERATING SUPPLIES	513.80	600.00	600.00
101	1111	513	62	10	MEMBERSHIP DUES	1,002.50	1,055.00	1,049.00
101	1112	513	10	10	F-TIME & REG.PART-TIME	83,846.71	143,562.00	164,295.00
101	1112	513	15	10	FICA-EMPLOYER	5,011.71	9,521.00	10,371.00
101	1112	513	16	10	IMRF-EMPLOYER GEN GOV'T		12,346.00	12,355.00
101	1112	513	16	12	MEDICAL-EMPLOYER		35,314.00	41,454.00
101	1112	513	16	15	TRAINING & SEMINARS	213.18	500.00	500.00
101	1112	513	16	16	MEDICARE-EMPLOYER	1,172.15	2,227.00	2,427.00
101	1112	513	24	12	PRINTING & BINDING	44,560.32	44,400.00	44,400.00
101	1112	513	24	32	SOFTWARE SUPPORT & MAINT	2,960.99	2,041.00	2,341.00
101	1112	513	24	99	OTHER PURCHASED SERVICES		1,100.00	2,300.00
101	1112	513	31	17	POSTAGE	8,865.62	15,300.00	15,000.00
101	1112	513	31	99	OFFICE SUPPLIES	3,443.85	400.00	400.00
101	1112	513	32	14	COMPUTER SOFTWARE	719.99	750.00	750.00
101	1112	513	37	99	OPERATING SUPPLIES	128.91	250.00	250.00
101	1112	513	39	99	OPERATING EQUIPMENT	2,638.84	4,860.00	370.00
101	1112	513	55	60	OTHER OFFICE EQUIPMENT	2,228.82	1,000.00	1,000.00
101	1112	513	62	10	MEMBERSHIP DUES	1,619.00	5,165.00	5,363.00
101	1117	513	10	10	F-TIME & REG.PART-TIME	224,253.39		0.00
101	1117	513	10	99	OVERTIME PAY	347.57		0.00
101	1117	513	15	10	FICA-EMPLOYER	14,693.86		0.00
101	1117	513	16	15	TRAINING & SEMINARS	977.50		0.00
101	1117	513	16	16	MEDICARE-EMPLOYER	3,436.62		0.00
101	1117	513	24	12	PRINTING & BINDING	5,787.07		0.00
101	1117	513	24	32	SOFTWARE SUPPORT & MAINT	2,075.80		0.00
101	1117	513	24	99	OTHER PURCHASED SERVICES	2,660.36		0.00



ANNUAL BUDGET

101	1117	513	31	17	POSTAGE	1,659.18		0.00
101	1117	513	37	10	UNIFORMS	405.70		0.00
101	1117	513	37	80	GAS & FUEL	2,653.71		0.00
101	1117	513	37	81	SALON SUPPLIES	3,324.03		0.00
101	1117	513	37	99	OPERATING SUPPLIES	5,306.11		0.00
101	1117	513	39	99	OPERATING EQUIPMENT	7,369.88		0.00
101	1117	513	52	10	LEASES-EQUIPMENTS	486.35		0.00
101	1117	513	53	17	EQUIPMENT R&M	4,840.29		0.00
101	1117	513	53	18	SENIOR CENTER	1,439.00		0.00
101	1117	513	62	10	MEMBERSHIP DUES	292.40		0.00
101	1117	513	62	11	SUBSCRIPTIONS	419.40		0.00
101	1117	513	69	22	LICENSES	713.51		0.00
101	1117	513	69	78	BANK FISCAL CHARGES	4,509.83		0.00
101	1117	513	71	12	ADULT GENERAL PROGRAM	5,170.00		0.00
101	1117	513	72	11	BANQUET/KITCHEN	882.08		0.00
101	1117	513	72	12	ADULT GENERAL PROGRAM	638.72		0.00
101	1117	513	72	13	SPECIAL EVENTS	6,415.93		0.00
101	1117	513	72	41	BEVERAGE PURCHASES	4,184.55		0.00
101	1117	513	72	43	WAITSTAFF SERVICES PURCH	9,564.00		0.00
101	1117	513	72	44	SENIOR HOLIDAY LUNCHEON	4,049.94		0.00
101	1117	513	72	45	SENIOR TRIPS EXPENSE	72,750.46		0.00
101	1117	513	72	46	SENIOR HEALTH INS PGM	80.60		0.00
101	1117	912	89	10	PRINCIPAL	1,231.93		0.00
101	1117	912	89	15	INTEREST	160.07		0.00
101	1118	513	15	11	UNEMPLOYMENT INSURANCE	8,455.34	7,000.00	15,000.00
101	1118	513	16	12	MEDICAL-EMPLOYER	2,072,306.54	155,300.00	231,100.00
101	1118	513	16	17	EMPLOYER CONT. P.PENSION	4,032,518.79		0.00
101	1118	513	16	18	SICK DAYS BUY BACK ONLY	346,062.28		0.00
101	1118	513	16	30	OPT OUT MED INSURANCE	52,633.30		52,000.00
101	1118	513	16	32	HEALTH & WELLNESS PROG.	850.00	850.00	1,050.00
101	1118	513	21	11	PROF-LEGAL	310,000.90	235,000.00	350,000.00
101	1118	513	21	12	PROSECUTORS	89,054.07	85,000.00	90,000.00
101	1118	513	21	13	ADJUDICATOR	12,500.00	12,000.00	12,000.00
101	1118	513	21	14	ENGINEERING		1,000.00	1,000.00
101	1118	513	21	99	OTHER PROFESSIONAL	197,545.05	164,873.00	105,806.00
101	1118	513	24	12	PRINTING & BINDING	2,807.70	1,700.00	1,700.00
101	1118	513	24	13	PAYCOM HR/PR		180,000.00	195,000.00
101	1118	513	24	99	OTHER PURCHASED SERVICES	15,154.79	12,800.00	19,800.00
101	1118	513	31	17	POSTAGE	29,594.51	56,035.00	47,535.00



ANNUAL BUDGET

101	1118	513	31	99	OFFICE SUPPLIES	32,942.01	31,000.00	30,000.00
101	1118	513	37	98	GREEN INITIATIVE	800.00	2,000.00	1,200.00
101	1118	513	37	99	OPERATING SUPPLIES	8,431.59	21,817.00	11,500.00
101	1118	513	51	10	TELEPHONE	17,350.84	14,300.00	28,300.00
101	1118	513	51	12	CELLULAR PHONE	33,808.83	35,700.00	37,900.00
101	1118	513	51	13	ELECTRICITY	19,497.82	25,000.00	25,000.00
101	1118	513	51	14	NATURAL GAS	9,081.37	4,000.00	10,000.00
101	1118	513	51	15	WATER	9,677.78	10,000.00	10,000.00
101	1118	513	52	11	RENTALS-EQUIPMENTS	7,278.60	8,600.00	13,600.00
101	1118	513	55	60	OTHER OFFICE EQUIPMENT	454.10	1,000.00	1,000.00
101	1118	513	69	39	MEMORIAL PARK BRICKS	853.29	500.00	0.00
101	1118	513	69	40	COLLECTION AGENCY FEE	2,051.47	5,500.00	2,000.00
101	1118	513	69	78	BANK FISCAL CHARGES	67,162.07	75,000.00	75,000.00
101	1118	513	69	82	STATE ADMIN. COLLECT.FEE	119,690.36	99,200.00	120,000.00
101	1118	513	69	99	MISCELLANEOUS EXPENSE	2,845.51	2,000.00	2,000.00
101	1118	911	81	25	CAPITAL EQUIPMENT			100,000.00
101	1210	521	10	10	F-TIME & REG.PART TIME	517,924.88	521,248.00	558,396.00
101	1210	521	10	99	OVERTIME PAY	3,615.57	7,100.00	1,000.00
101	1210	521	15	10	FICA-EMPLOYER	12,597.75	14,882.00	13,434.00
101	1210	521	16	10	IMRF-EMPLOYER PUBLIC SFTY		17,422.00	17,422.00
101	1210	521	16	12	MEDICAL-EMPLOYER		132,033.00	109,791.00
101	1210	521	16	13	TUITION REIMBURSEMENT	11,654.56	15,000.00	0.00
101	1210	521	16	14	TRAVEL FOR MEETING & CONF	302.55	2,150.00	3,100.00
101	1210	521	16	15	TRAINING & SEMINARS	58,375.80	95,435.00	91,135.00
101	1210	521	16	16	MEDICARE - EMPLOYER	7,141.63	7,558.00	7,558.00
101	1210	521	16	17	POLICE PENSION		162,369.00	168,533.00
101	1210	521	24	12	PRINTING & BINDING		380.00	380.00
101	1210	521	24	15	EMPLOYEES PHYSICAL EXAM		11,000.00	11,000.00
101	1210	521	24	17	POLYGRAPH TEST		320.00	320.00
101	1210	521	24	19	NE DUPAGE FAM&YOUTH SVCS	133,121.12	131,000.00	120,000.00
101	1210	521	24	32	SOFTWARE SUPPORT & MAINT	5,562.00	5,000.00	5,000.00
101	1210	521	24	99	OTHER PURCHASE-SERVICES	35,821.28	134,700.00	98,000.00
101	1210	521	35	99	OTHER POLICE GEN.SUPLS.		200.00	200.00
101	1210	521	37	10	UNIFORMS	49,094.24	43,500.00	55,500.00
101	1210	521	37	99	OPERATING SUPPLIES	327.98	22,798.00	850.00
101	1210	521	39	99	OPERATING EQUIPMENT	2,517.99	4,722.00	0.00
101	1210	521	52	11	VEHICLE LEASE		1,222.00	174,222.00
101	1210	521	62	10	MEMBERSHIP DUES	6,509.00	6,800.00	4,500.00
101	1210	521	62	11	SUBSCRIPTIONS	80.00	310.00	310.00



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101	1210	521	69	13	ACCREDITATION (CALEA)	6,205.00	6,220.00	6,220.00
101	1210	521	69	14	MISCELLANEOUS LICENSES	625.00	400.00	400.00
101	1210	911	82	10	VEHICLES	100,995.01	130,000.00	0.00
101	1210	912	89	10	PRINCIPAL	78,085.96	104,000.00	0.00
101	1210	912	89	15	INTEREST	22,136.96	10,700.00	0.00
101	1211	522	10	10	F-TIME & REG.PART TIME	4,490,155.69	4,570,679.00	5,294,041.00
101	1211	522	10	11	HOLIDAY WORKED PAY	70,814.62		0.00
101	1211	522	10	12	PART TIME OFFICER	12,934.79	20,000.00	20,000.00
101	1211	522	10	13	DETAIL PAY	6,443.21	10,000.00	10,000.00
101	1211	522	10	99	OVERTIME PAY	393,193.34	458,822.00	432,145.00
101	1211	522	15	10	FICA-EMPLOYER	18,788.24	20,283.00	20,467.00
101	1211	522	16	10	IMRF-EMPLOYER		26,428.00	21,428.00
101	1211	522	16	12	MEDICAL-EMPLOYER		632,000.00	624,727.00
101	1211	522	16	16	MEDICARE - EMPLOYER	70,283.54	72,540.00	83,363.00
101	1211	522	16	17	POLICE PENSION		2,468,008.00	2,561,691.00
101	1211	522	16	31	EMPLOYEE-SEVERANCE PAY	65,432.41		25,900.00
101	1211	522	35	11	AMMUNITIONS	10,902.00	23,380.00	14,288.00
101	1211	522	35	12	TARGETS FOR GUN RANGE	310.30	500.00	500.00
101	1211	522	35	13	K-9	3,389.14	14,560.00	3,000.00
101	1211	522	37	10	UNIFORMS		5,000.00	0.00
101	1211	522	37	84	CAR WASH	3,731.00	5,565.00	5,565.00
101	1211	522	37	99	OPERATING SUPPLIES	3,043.77	2,730.00	2,730.00
101	1211	522	39	99	OPERATING EQUIPMENT	166,725.20	128,790.00	175,720.00
101	1211	522	53	10	POLICE DEPARTMENT	2,534.84	3,000.00	3,000.00
101	1211	523	24	99	OTHER PURCHASE-SERVICES	262,034.44	312,000.00	360,000.00
101	1212	523	10	10	F-TIME & REG.PART TIME	1,417,505.55	1,616,121.00	1,371,930.00
101	1212	523	10	11	HOLIDAY WORKED PAY	9,344.40		0.00
101	1212	523	10	99	OVERTIME PAY	142,821.60	173,692.00	109,060.00
101	1212	523	15	10	FICA-EMPLOYER	6,545.83	7,742.00	8,153.00
101	1212	523	16	10	IMRF-EMPLOYER		8,800.00	0.00
101	1212	523	16	12	MEDICAL-EMPLOYER		280,900.00	195,000.00
101	1212	523	16	16	MEDICARE - EMPLOYER	21,864.54	22,294.00	19,596.00
101	1212	523	16	17	POLICE PENSION		617,002.00	640,423.00
101	1212	523	16	31	EMPLOYEE-SEVERANCE PAY		25,700.00	0.00
101	1212	523	24	99	OTHER PURCHASE-SERVICES	11,236.90	15,385.00	15,385.00
101	1212	523	35	16	INVESTIGATION-CONTINGENCY		750.00	750.00
101	1212	523	35	99	OTHER POLICE GEN.SUPPLIES	7,961.86	8,000.00	8,000.00
101	1212	523	37	10	UNIFORMS		8,000.00	0.00
101	1212	523	52	10	LEASES-EQUIPMENTS	408.00	408.00	1,788.00



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101	1212	523	62	10	MEMBERSHIP DUES	330.00	550.00	550.00
101	1212	523	62	11	SUBSCRIPTIONS	2,367.00	2,940.00	1,404.00
101	1212	523	69	79	TOWING EXPENSE		1,250.00	1,250.00
101	1213	524	10	10	F-TIME & REG.PART-TIME	487,174.42	427,923.00	596,137.00
101	1213	524	10	13	CROSSING GUARDS	51,525.00	52,930.00	73,227.00
101	1213	524	10	99	OVERTIME PAY	1,032.11	3,009.00	3,074.00
101	1213	524	15	10	FICA-EMPLOYER	29,656.30	29,075.00	32,557.00
101	1213	524	16	10	IMRF-EMPLOYER		34,668.00	35,794.00
101	1213	524	16	12	MEDICAL-EMPLOYER		77,495.00	86,600.00
101	1213	524	16	16	MEDICARE - EMPLOYER	7,622.10	9,416.00	9,750.00
101	1213	524	24	12	PRINTING & BINDING	5,555.09	11,000.00	11,000.00
101	1213	524	24	15	VETERINARY STRAY ANIMALS	1,067.36	1,250.00	750.00
101	1213	524	24	26	COMPUTER DATA ACCESS	74,914.44	91,625.00	102,741.00
101	1213	524	31	99	OFFICE SUPPLIES	655.03	1,200.00	1,200.00
101	1213	524	35	99	OTHER POLICE GEN.SUPPLIES	4,195.85	4,300.00	4,300.00
101	1213	524	37	10	UNIFORMS		500.00	0.00
101	1213	524	37	80	GAS & FUEL	120,473.23	105,000.00	105,000.00
101	1213	524	51	10	TELEPHONE	359.40	360.00	360.00
101	1213	524	52	10	LEASES-EQUIPMENTS	1,633.12	2,000.00	12,000.00
101	1213	524	53	10	R&M OPERATING EQUIPMENT	46,305.16	46,459.00	46,459.00
101	1213	524	69	24	ANIMAL IMPOUNDMENT	1,912.53	3,150.00	3,150.00
101	1213	524	69	80	RODENT TRAPPING	250.00	2,925.00	2,925.00
101	1213	524	69	81	CONSOLIDATED DISPATCH EXP	649,605.00	685,344.00	723,037.00
101	1214	525	35	99	OTHER POLICE GEN.SUPPLIES	13,147.98	14,611.00	14,000.00
101	1299	521	58	10	PULL TAB TAX		2,500.00	2,500.00
101	1299	521	58	11	D.U.I.	8,961.00	12,000.00	4,000.00
101	1299	521	58	12	COURT DRUG FINES		500.00	500.00
101	1299	521	58	14	SEX OFFENDER REGIST FUND	2,080.00	2,500.00	2,500.00
101	1299	521	58	20	STATE TOBACCO GRANTS	2,687.84	5,000.00	5,000.00
101	1299	521	58	22	SUPERVISION FINES		3,500.00	3,500.00
101	1299	521	58	23	ELECTRONIC CITATION FEES		3,000.00	3,000.00
101	1299	521	58	25	EVIDENCE SEIZED CASH	15,645.19	7,000.00	0.00
101	1299	521	58	27	FEDERAL FORFEITURE FUND	1,542.74	1,992.00	1,992.00
101	1299	521	58	28	DARE ACCOUNT	900.91	930.00	930.00
101	1299	521	58	60	COMMUNITY ORIENTED POLICE	13,070.68	14,000.00	5,000.00
101	1299	521	58	61	GUN RANGE	6,150.00	40,505.00	8,250.00
101	1299	521	58	65	BENJAMIN PROGRAM	184.48		0.00
101	1310	514	10	10	F-TIME & REG.PART TIME	682,297.23	750,114.00	897,452.00
101	1310	514	10	99	OVERTIME PAY	543.49	500.00	1,000.00



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101	1310	514	15	10	FICA-EMPLOYER	40,676.66	45,453.00	55,704.00
101	1310	514	16	10	IMRF-EMPLOYER		58,606.00	71,317.00
101	1310	514	16	12	MEDICAL-EMPLOYER		133,500.00	153,658.00
101	1310	514	16	15	TRAINING & SEMINARS	334.00	2,200.00	4,500.00
101	1310	514	16	16	MEDICARE-EMPLOYER	9,499.56	10,630.00	13,027.00
101	1310	514	21	10	AUDITING	50,190.00	61,535.00	81,535.00
101	1310	514	21	99	OTHER PROFESSIONAL	24,236.03	24,411.00	17,500.00
101	1310	514	24	12	PRINTING & BINDING	22,438.62	11,750.00	14,900.00
101	1310	514	24	14	ADVERTISING	4,506.85	4,700.00	5,000.00
101	1310	514	24	32	SOFTWARE SUPPORT & MAINT	37,563.06	26,700.00	23,100.00
101	1310	514	31	99	OFFICE SUPPLIES	631.16	2,500.00	2,500.00
101	1310	514	32	14	COMPUTER SOFTWARE	17,173.83	300,000.00	200,000.00
101	1310	514	37	99	MISCELLANEOUS SUPPLIES	1,614.18	1,510.00	7,400.00
101	1310	514	38	99	OFFICE EQUIPMENT	246.31	1,000.00	0.00
101	1310	514	51	12	CELLULAR PHONE		270.00	0.00
101	1310	514	55	60	OFFICE EQUIPMENT R & M	4,473.36	1,484.00	0.00
101	1310	514	62	10	MEMBERSHIP DUES	1,009.00	1,085.00	1,085.00
101	1310	514	62	11	SUBSCRIPTIONS	17.00		0.00
101	1310	514	69	21	RECORDING FEES	166.00	1,000.00	1,000.00
101	1310	912	89	10	PRINCIPAL	1,423.10	1,500.00	0.00
101	1310	912	89	15	INTEREST	184.90	150.00	0.00
101	1310	913	89	25	INTEREST			0.00
101	1410	515	10	10	F-TIME & REG.PART TIME	634,750.07	742,311.00	811,455.00
101	1410	515	10	98	TEMPORARY HELP	12,943.93	15,000.00	0.00
101	1410	515	10	99	OVERTIME PAY	5,886.44	10,000.00	10,000.00
101	1410	515	15	10	FICA-EMPLOYER	39,106.21	49,028.00	50,310.00
101	1410	515	16	10	IMRF-EMPLOYER		61,393.00	65,208.00
101	1410	515	16	12	MEDICAL-EMPLOYER		141,000.00	130,000.00
101	1410	515	16	14	TRAVEL FOR MEETING & CONF		1,391.00	1,360.00
101	1410	515	16	15	TRAINING & SEMINARS	167.58	5,600.00	5,300.00
101	1410	515	16	16	MEDICARE - EMPLOYER	9,145.78	11,354.00	11,766.00
101	1410	515	16	20	LICENSES & CERTIFICATIONS			305.00
101	1410	515	24	12	PRINTING & BINDING	6,654.47	6,200.00	6,500.00
101	1410	515	24	13	PUBLICATIONS	1,041.60	1,000.00	1,000.00
101	1410	515	24	98	3rd PARTY SERVICES			426,000.00
101	1410	515	24	99	OTHER PURCHASE-SERVICES	4,632.56	454,475.00	40,512.00
101	1410	515	31	99	OFFICE SUPPLIES	2,525.46	2,192.00	2,000.00
101	1410	515	32	14	SOFTWARE	95.75	100,300.00	68,300.00
101	1410	515	37	10	UNIFORMS/PPE		382.00	600.00



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101	1410	515	37	99	OPERATING SUPPLIES	2,214.50	950.00	750.00
101	1410	515	39	93	OFFICE EQUIPMENT	2,721.85	1,510.00	1,000.00
101	1410	515	39	94	COMPUTER EQUIPMENT	1,976.72	4,990.00	3,200.00
101	1410	515	39	99	OPERATING EQUIPMENT	309.43		0.00
101	1410	515	52	10	LEASES-EQUIPMENTS	1,140.87	4,300.00	4,300.00
101	1410	515	52	11	VEHICLE LEASE			48,000.00
101	1410	515	62	10	MEMBERSHIP DUES	393.00	1,022.00	1,073.00
101	1410	911	82	10	VEHICLES		105,000.00	0.00
101	1410	911	84	99	FURNITURE & FIXTURE		22,100.00	0.00
101	1410	912	89	10	PRINCIPAL	16,678.14	30,000.00	0.00
101	1410	912	89	15	INTEREST	4,481.22	6,000.00	0.00
101	1412	515	10	10	F-TIME & REG.PART TIME	518,826.65	600,455.00	651,351.00
101	1412	515	10	99	OVERTIME PAY	13,129.75	10,000.00	10,000.00
101	1412	515	15	10	FICA-EMPLOYER	32,415.71	37,229.00	40,384.00
101	1412	515	16	10	IMRF-EMPLOYER		47,306.00	52,369.00
101	1412	515	16	12	MEDICAL-EMPLOYER		73,023.00	71,000.00
101	1412	515	16	14	TRAVEL FOR MEETING & CONF	143.70	100.00	100.00
101	1412	515	16	15	TRAINING & SEMINARS	2,130.00	7,520.00	11,033.00
101	1412	515	16	16	MEDICARE - EMPLOYER	7,581.03	8,707.00	9,445.00
101	1412	515	16	20	LICENSES & CERTIFICATIONS	95.00	2,264.00	1,807.00
101	1412	515	24	99	OTHER PURCHASE-SERVICES	39,234.02	27,076.00	27,500.00
101	1412	515	37	10	UNIFORMS/PPE	1,357.99	1,828.00	1,575.00
101	1412	515	37	80	GAS & FUEL	5,758.88	6,908.00	6,924.00
101	1412	515	37	99	OPERATING SUPPLIES	929.29	602.00	600.00
101	1412	515	39	99	OPERATING EQUIPMENT	483.73	4,124.00	1,900.00
101	1412	515	55	61	R&M OPERATING EQUIPMENT	1,127.79	235.00	500.00
101	1412	515	62	10	MEMBERSHIP DUES	630.00	640.00	640.00
101	1510	515	10	10	F-TIME & REG.PART TIME	89,975.12	220,703.00	132,480.00
101	1510	515	15	10	FICA-EMPLOYER	5,513.25	18,265.00	8,214.00
101	1510	515	16	10	IMRF-EMPLOYER		18,706.00	4,106.00
101	1510	515	16	12	MEDICAL-EMPLOYER		31,227.00	0.00
101	1510	515	16	14	TRAVEL FOR MEETING & CONF		500.00	500.00
101	1510	515	16	15	TRAINING & SEMINARS	434.50	1,000.00	900.00
101	1510	515	16	16	MEDICARE - EMPLOYER	1,289.34	4,233.00	1,921.00
101	1510	515	16	20	LICENSES & CERTIFICATIONS		400.00	120.00
101	1510	515	24	32	SOFTWARE SUPPORT/MAINT	937.46		3,400.00
101	1510	515	24	99	OTHER PURCHASE-SERVICES		1,000.00	420.00
101	1510	515	31	99	OFFICE SUPPLIES	393.40	350.00	400.00
101	1510	515	37	10	UNIFORMS/PPE	189.49	600.00	600.00



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101	1510	515	37	80	GAS & FUEL	338.43	400.00	400.00
101	1510	515	37	99	OPERATING SUPPLIES	266.65	650.00	900.00
101	1510	515	62	10	MEMBERSHIP DUES	508.75	700.00	800.00
101	1510	531	10	10	F-TIME & REG.PART-TIME	121,053.27	102.00	196,698.00
101	1510	531	15	10	FICA-EMPLOYER	6,984.82	13.00	12,195.00
101	1510	531	16	10	IMRF-EMPLOYER PUBLIC WRKS		70.00	14,800.00
101	1510	531	16	12	MEDICAL-EMPLOYER		657.00	50,000.00
101	1510	531	16	14	TRAVEL FOR MEETING & CONF	463.70	500.00	1,100.00
101	1510	531	16	15	TRAINING & SEMINARS		500.00	500.00
101	1510	531	16	16	MEDICARE - EMPLOYER	1,708.75	42.00	2,852.00
101	1510	531	24	12	PRINTING & BINDING		100.00	100.00
101	1510	531	31	99	OFFICE SUPPLIES	440.51	500.00	500.00
101	1510	531	37	10	UNIFORMS	19.47	1,000.00	500.00
101	1510	531	37	80	GAS & FUEL	1,010.91	1,050.00	1,000.00
101	1510	531	39	93	OFFICE EQUIPMENT		5,370.00	3,000.00
101	1510	531	51	14	NATURAL GAS	2,392.00		0.00
101	1510	531	52	10	LEASES-EQUIPMENTS	554.22	3,600.00	11,750.00
101	1510	531	62	10	MEMBERSHIP DUES	354.00	1,125.00	1,250.00
101	1510	911	85	14	VILLAGE FACILITIES			300,000.00
101	1510	912	89	10	PRINCIPAL	1,138.33	1,200.00	0.00
101	1510	912	89	15	INTEREST	147.88	120.00	0.00
101	1511	532	10	10	F-TIME & REG.PART-TIME	1,023,089.98	1,152,918.00	1,253,757.00
101	1511	532	10	98	TEMPORARY HELP	22,420.00		50,000.00
101	1511	532	10	99	OVERTIME PAY	39,916.42	57,000.00	50,000.00
101	1511	532	15	10	FICA-EMPLOYER	64,726.15	74,305.00	83,933.00
101	1511	532	16	10	IMRF-EMPLOYER		90,325.00	90,964.00
101	1511	532	16	12	MEDICAL-EMPLOYER		253,879.00	235,000.00
101	1511	532	16	14	TRAVEL FOR MEETING & CONF			500.00
101	1511	532	16	15	TRAINING & SEMINARS	4,515.50	4,000.00	6,000.00
101	1511	532	16	16	MEDICARE - EMPLOYER	15,137.57	18,547.00	19,629.00
101	1511	532	16	31	EMPLOYEE SEVERANCE PAY			51,100.00
101	1511	532	21	14	ENGINEERING		500.00	500.00
101	1511	532	23	10	DEBRIS REMOVAL	39,546.09	33,000.00	50,000.00
101	1511	532	23	14	CURB-CUT PROGRAM	3,810.00	5,000.00	5,000.00
101	1511	532	23	99	OTHER PROPERTY SERVICES		11,000.00	0.00
101	1511	532	24	13	CONTRACTUAL SERVICES	2,101.00	2,000.00	2,000.00
101	1511	532	24	97	CONTRACT STREET SWEEPING			248,832.00
101	1511	532	31	99	OFFICE SUPPLIES	520.99	2,000.00	800.00
101	1511	532	34	13	LANDSCAPING SUPPLIES	762.74	2,500.00	2,500.00



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101	1511	532	37	10	UNIFORMS/PPE	3,719.65	6,700.00	8,000.00
101	1511	532	37	11	CHEMICALS			1,000.00
101	1511	532	37	80	GAS & FUEL	52,073.63	45,000.00	52,000.00
101	1511	532	37	99	OPERATING SUPPLIES	2,550.77	17,200.00	7,000.00
101	1511	532	51	12	CELLULAR PHONE	434.88	3,120.00	3,240.00
101	1511	532	51	13	ELECTRICITY	65,371.35	64,000.00	70,000.00
101	1511	532	52	11	EQUIPMENT RENTAL	214.61	600.00	29,500.00
101	1511	532	53	13	PUBLIC WORKS-STREET DIV.	9,395.15	8,000.00	16,000.00
101	1511	532	57	14	STREET SIGNS/LIGHTS MAINT	46,573.35	60,000.00	65,500.00
101	1511	532	57	15	STREET MAINT. & REPAIRS	33,414.26	35,000.00	35,000.00
101	1511	532	57	16	GROUPS MAINTENANCE	73,047.87	50,000.00	50,000.00
101	1511	532	69	41	ADMIN.FEE.REPUBLIC SVCS			18,000.00
101	1511	911	81	13	PUBLIC WORKS	221,642.62	500,863.00	97,000.00
101	1515	533	10	10	F-TIME & REG.PART-TIME	229,780.76	241,419.00	304,104.00
101	1515	533	10	99	OVERTIME PAY	2,685.17	3,000.00	3,000.00
101	1515	533	15	10	FICA-EMPLOYER	13,548.67	15,154.00	19,041.00
101	1515	533	16	10	IMRF-EMPLOYER		16,739.00	23,094.00
101	1515	533	16	12	MEDICAL-EMPLOYER		65,733.00	74,475.00
101	1515	533	16	15	TRAINING & SEMINARS	1,611.20	4,750.00	4,500.00
101	1515	533	16	16	MEDICARE - EMPLOYER	3,168.74	3,544.00	4,453.00
101	1515	533	23	10	DEBRIS REMOVAL		2,400.00	2,400.00
101	1515	533	24	32	SOFTWARE SUPPORT & MAINT	4,005.50	4,100.00	6,640.00
101	1515	533	31	99	OFFICE SUPPLIES	8.87	100.00	100.00
101	1515	533	37	10	UNIFORMS	769.36	2,000.00	2,600.00
101	1515	533	37	11	CHEMICALS	795.12	1,000.00	1,000.00
101	1515	533	37	71	SENIOR CENTER	824.98	1,200.00	1,500.00
101	1515	533	37	72	REPAIR SUPPLIES POLICE	25,369.73	31,000.00	30,000.00
101	1515	533	37	73	REPAIR SUPPLIES-P/R/F	25,340.50	22,000.00	22,000.00
101	1515	533	37	74	REPAIR SUPPLIES STREETS	39,364.54	79,219.00	40,000.00
101	1515	533	37	75	REPAIR SUPPLIES FLEETS	1,058.97	1,000.00	1,000.00
101	1515	533	37	76	REPAIR SUPPLIES ESDA	330.24	800.00	1,000.00
101	1515	533	37	77	REPAIR SUPPLIES COM DEV	1,750.48	1,300.00	1,300.00
101	1515	533	37	78	REPAIR SUPPLIES ADMIN	1,132.58	1,500.00	1,500.00
101	1515	533	37	79	REPAIR SUPPLIES PS ADMIN	388.28	800.00	800.00
101	1515	533	37	80	GAS & FUEL	84.78	500.00	500.00
101	1515	533	37	84	REPAIR SUPPLIES-GOLF	318.56	1,000.00	1,000.00
101	1515	533	37	98	MISC. INVENTORY SUPPLIES	1,587.86	3,000.00	3,000.00
101	1515	533	37	99	OPERATING SUPPLIES	5,539.30	6,000.00	6,000.00
101	1515	533	39	12	FLEET MAINTENANCE	13,009.93	11,356.00	8,500.00



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101	1515	533	39	93	OFFICE EQUIPMENT			100.00
101	1515	533	52	10	LEASES-EQUIPMENTS	904.71	1,500.00	1,600.00
101	1515	533	53	12	PUBLIC WORKS-FLEET MAINT	4,793.12	3,500.00	4,000.00
101	1515	533	62	10	MEMBERSHIP DUES	30.00	50.00	50.00
101	1616	534	10	10	F-TIME & REG.PART TIME	722,492.39	852,555.00	663,646.00
101	1616	534	10	98	TEMPORARY HELP	12,196.00		51,320.00
101	1616	534	10	99	OVERTIME PAY	23,788.15	23,000.00	30,000.00
101	1616	534	15	10	FICA-EMPLOYER	45,689.38	49,039.00	47,480.00
101	1616	534	16	10	IMRF-EMPLOYER		61,968.00	57,424.00
101	1616	534	16	12	MEDICAL-EMPLOYER		148,783.00	151,657.00
101	1616	534	16	14	TRAVEL FOR MEETING & CONF		50.00	50.00
101	1616	534	16	15	TRAINING & SEMINARS	315.71	500.00	1,500.00
101	1616	534	16	16	MEDICARE-EMPLOYER	10,685.67	10,744.00	10,802.00
101	1616	534	16	20	LICENSES & CERTIFICATIONS	278.50	660.00	1,200.00
101	1616	534	23	10	DEBRIS REMOVAL		500.00	500.00
101	1616	534	23	15	ADOPT A STREET PROGRAM		25.00	0.00
101	1616	534	23	99	OTHER PROPERTY SERVICES	44,003.50	34,000.00	46,000.00
101	1616	534	24	32	SOFTWARE SUPPORT & MAINT	3,880.00	4,000.00	9,620.00
101	1616	534	24	99	OTHER PURCHASE-SERVICES	108,359.82	95,100.00	151,550.00
101	1616	534	31	99	OFFICE SUPPLIES	175.31	250.00	250.00
101	1616	534	34	10	TOPDRESSING SOIL	2,397.02	2,500.00	2,500.00
101	1616	534	34	11	GRAVEL AND SAND	83.37	500.00	800.00
101	1616	534	34	13	LANDSCAPING SUPPLIES	5,577.65	9,998.00	11,500.00
101	1616	534	34	14	FERTILIZER	4,992.50	6,200.00	8,500.00
101	1616	534	37	10	UNIFORMS	4,184.05	3,500.00	3,500.00
101	1616	534	37	80	GAS & FUEL	33,205.55	35,000.00	35,000.00
101	1616	534	37	99	OPERATING SUPPLIES	26,790.82	24,000.00	33,320.00
101	1616	534	38	14	PARKS & GROUNDS EQUIPMENT	1,029.30	8,556.00	37,050.00
101	1616	534	39	10	OPERATING EQUIPMENT	1,401.99	3,355.00	2,100.00
101	1616	534	51	13	ELECTRICITY	34,506.18	45,000.00	30,000.00
101	1616	534	52	10	LEASES-EQUIPMENTS	335.82	1,100.00	33,822.00
101	1616	534	52	11	RENTALS-EQUIPMENTS	4,985.75	10,000.00	21,289.00
101	1616	534	53	16	R&M OPERATING EQUIPMENT	339.41	500.00	500.00
101	1616	534	53	17	R&M PARKS & GROUND OP EQP	2,296.56	3,000.00	5,600.00
101	1616	534	57	17	R&M PARKS & GROUNDS	23,970.78	32,600.00	17,000.00
101	1616	534	62	10	MEMBERSHIP DUES	170.00	610.00	610.00
101	1616	537	24	98	TREE REMOVAL/REPLACEMENT	84,051.95	179,615.00	105,800.00
101	1616	537	24	99	OTHER PURCHASE-SERVICES	869.76	1,355.00	1,533.00
101	1616	537	37	10	UNIFORMS PPE	315.18	500.00	700.00



ANNUAL BUDGET

101	1616	537	39	10	PARKS & GROUNDS TOOLS	294.67	500.00	500.00
101	1616	537	62	10	MEMBERSHIP DUES	602.94	700.00	700.00
101	1616	911	82	10	VEHICLES	70,596.18	64,000.00	0.00
101	1616	912	89	10	PRINCIPAL	813.14	13,000.00	0.00
101	1616	912	89	15	INTEREST	235.17	4,300.00	0.00
101	1617	511	10	10	F-TIME & REG.PART-TIME	609,921.95	735,990.00	797,402.00
101	1617	511	10	99	OVERTIME PAY	10,086.45	8,500.00	3,500.00
101	1617	511	15	10	FICA-EMPLOYER	36,627.42	47,625.00	49,439.00
101	1617	511	16	10	IMRF-EMPLOYER		61,912.00	64,580.00
101	1617	511	16	12	MEDICAL-EMPLOYER		180,606.00	152,482.00
101	1617	511	16	14	TRAVEL FOR MEETING & CONF		50.00	50.00
101	1617	511	16	15	TRAINING & SEMINARS		150.00	150.00
101	1617	511	16	16	MEDICARE-EMPLOYER	8,566.26	10,008.00	10,836.00
101	1617	511	16	20	LICENSES & CERTIFICATIONS		100.00	500.00
101	1617	511	16	31	EMPLOYEE SEVERANCE PAY		18,000.00	0.00
101	1617	511	21	14	PROF-ENGINEERING	19,460.19	40.00	0.00
101	1617	511	24	12	PRINTING & BINDING	41.87	50.00	50.00
101	1617	511	24	99	OTHER PURCHASE-SERVICES	64,463.14	55,913.00	32,460.00
101	1617	511	31	99	OFFICE SUPPLIES	188.51	500.00	500.00
101	1617	511	33	10	JANITORIAL SUPPLIES	24,957.03	26,500.00	26,500.00
101	1617	511	33	12	ELECTRICAL SUPPLIES	8,002.40	7,950.00	7,950.00
101	1617	511	33	13	HARDWARE SUPPLIES	2,422.10	3,100.00	3,100.00
101	1617	511	33	15	PLUMBING SUPPLIES	2,378.37	2,500.00	2,500.00
101	1617	511	33	16	LUMBER SUPPLIES	291.81	500.00	500.00
101	1617	511	33	18	CHEMICALS			0.00
101	1617	511	33	99	OTHER BLDG. MAINT. SUPPLY	194.92	600.00	600.00
101	1617	511	37	10	UNIFORMS	3,008.50	3,800.00	4,800.00
101	1617	511	37	80	GAS & FUEL	8,077.24	8,000.00	8,000.00
101	1617	511	37	99	OPERATING SUPPLIES	21,076.95	17,550.00	17,000.00
101	1617	511	39	11	BLDG. MAINTENANCE TOOLS	610.52	1,400.00	2,500.00
101	1617	511	52	11	RENTALS-EQUIPMENTS		32.00	28,032.00
101	1617	511	56	12	R&M BUILDINGS & EQUIPMENT	72,421.40	151,460.00	159,500.00
101	1617	911	82	10	VEHICLES	133,872.26	75,151.00	0.00
101	1617	911	85	14	VILLAGE FACILITIES	4,200.00	307,370.00	0.00
101	1617	912	89	10	PRINCIPAL	1,633.58	18,000.00	0.00
101	1617	912	89	15	INTEREST	375.90	5,000.00	0.00
101	1811	517	10	10	F-TIME & REG.PART-TIME	166,966.89	170,152.00	215,434.00
101	1811	517	10	99	OVERTIME PAY	5,596.81	6,000.00	2,500.00
101	1811	517	15	10	FICA-EMPLOYER	10,349.53	10,797.00	11,110.00



ANNUAL BUDGET

101	1811	517	16	10	IMRF EXPENSE		15,015.00	15,395.00
101	1811	517	16	12	MEDICAL INS. EXPENSE		29,944.00	29,300.00
101	1811	517	16	14	TRAVEL FOR MEETING & CONF			100.00
101	1811	517	16	15	TRAINING & SEMINARS	68.99	3,380.00	6,030.00
101	1811	517	16	16	MEDICARE-EMPLOYER	2,420.50	2,525.00	2,598.00
101	1811	517	21	15	NETWORK-CONSULTING	157,254.57	172,674.00	204,068.00
101	1811	517	22	10	COMPUTER EQUIPMENTS	1,888.00	4,400.00	2,500.00
101	1811	517	24	12	PRINTING & BINDING	97.05	50.00	50.00
101	1811	517	24	32	SOFTWARE SUPPORT & MAINT	103,372.42	146,050.00	182,393.00
101	1811	517	31	99	OFFICE SUPPLIES	90.74	100.00	100.00
101	1811	517	32	13	COMPUTER SPECIALIZED SUPL	4,437.91	4,859.00	1,000.00
101	1811	517	32	14	COMPUTER SOFTWARE	10,994.89		0.00
101	1811	517	32	15	COMPUTER EQUIPMENT	39,308.77	24,723.00	2,500.00
101	1811	517	32	99	OTHER COMPUTER SUPPLIES	183.15	1,950.00	500.00
101	1811	517	51	10	TELEPHONE	51,240.75	71,000.00	70,241.00
101	1811	517	55	30	OTHER COMPUTER EQUIPMENT	96.97	2,000.00	2,000.00
101	1811	517	62	11	SUBSCRIPTIONS	14.99		0.00
101	1811	517	83	13	P.C. HARDWARE			7,500.00
101	1811	517	83	15	SOFTWARES		16,500.00	0.00
101	1811	517	83	30	OTHER COMPUTER EQUIPMENT		13,450.00	9,900.00
101	1811	517	84	99	OTHER FURNITURE & FIXTURE			750.00
101	9999	999	16	10	EXCHANGE-IMRF-EMPLOYER	664.08		0.00



ANNUAL BUDGET

Revenue Summary by Fund Other Funds

FUND TYPE/FUND	2022/23 ACTUAL	2023/24 BUDGET	2024/25 BUDGET
Special Revenue Funds	13,500,733	12,819,284	13,354,017
Golf Fund	1,492,733	0	0
Leisure Services Fund	2,097,823	4,814,761	3,973,420
Emergency Services & Disaster Agency Fund	68,400	65,000	65,000
Handicapped Recreation Fund	190,089	195,000	271,166
Motor Fuel Tax Fund	1,820,103	1,433,648	1,486,473
Founders' Day Fund	569,759	445,800	576,000
Park Development Fund	176,075	68,185	71,094
Article 36 Fund	3,137	0	0
I.M.R.F. Fund	899,543	0	0
Infrastructure Fund	4,897,109	4,114,100	5,408,800
T.I.F. #1 Fund	18	0	0
T.I.F. #2 Fund	0	0	0
T.I.F. #3 Fund	538,747	761,922	562,000
T.I.F. #4 Fund	55,053	57,125	57,000
T.I.F. #5 Fund	129,137	232,661	235,000
T.I.F. #6 Fund	292,287	310,803	315,000
T.I.F. #7 Fund	6,598	39,698	45,000
Special Service Area #1 Fund	15,393	16,146	16,482
Special Service Area #2 Fund	44,958	49,020	49,472
Special Service Area #3 Fund	50,610	53,525	55,227
Special Service Area #4 Fund	24,222	26,126	25,898
Special Service Area #5 Fund	36,467	38,770	40,135
Special Service Area #6 Fund	39,077	40,988	42,996
Special Service Area #7 Fund	20,736	21,750	22,816
Special Service Area #8 Fund	32,659	34,256	35,038
Capital Projects Funds	1,842,302	2,125,302	291,702
Computer Replacement Fund	63,302	63,302	63,302
Capital Projects Fund	1,779,000	2,062,000	228,400
Debt Service Fund	3,203,982	2,928,766	3,425,389



ANNUAL BUDGET

Insurance Fund	802,665	1,279,253	1,120,000
Enterprise Funds	13,439,755	21,983,059	26,485,225
Environmental Services Fund	13,439,755	21,983,059	26,485,225
Police Pension Trust Fund	6,971,323	4,403,165	4,403,165
DUMEG Trust Fund	6,673	0	0
TOTAL OTHER FUNDS	39,767,433	45,538,829	49,079,498



ANNUAL BUDGET

Expenditure Summary by Fund Other Funds

FUND TYPE/FUND	2023/23 ACTUAL	2023/24 BUDGET	2024/25 BUDGET
Special Revenue Funds	12,970,763	19,204,697	13,729,590
Golf Fund	1,588,931	0	0
Leisure Services Fund	1,977,673	5,292,840	3,973,420
Emergency Services & Disaster Agency Fund	60,935	72,370	85,970
Handicapped Recreation Fund	195,812	208,700	197,000
Motor Fuel Tax Fund	2,177,150	3,800,001	1,550,000
Founders' Day Fund	545,579	473,823	583,200
Park Development Fund	0	82,421	0
Article 36 Fund	4,255	0	0
I.M.R.F. Fund	624,446	0	0
Infrastructure Fund	4,661,184	7,915,863	6,237,800
T.I.F. #1 Fund	247,566	364,259	23,000
T.I.F. #2 Fund	3,983	5,000	5,000
T.I.F. #3 Fund	764,430	762,200	782,200
T.I.F. #4 Fund	3,563	5,000	5,000
T.I.F. #5 Fund	92,295	197,220	205,000
T.I.F. #6 Fund	11,140	5,000	5,000
T.I.F. #7 Fund	11,821	20,000	20,000
Special Service Area #1 Fund	0	0	0
Special Service Area #2 Fund	0	0	0
Special Service Area #3 Fund	0	0	57,000
Special Service Area #4 Fund	0	0	0
Special Service Area #5 Fund	0	0	0
Special Service Area #6 Fund	0	0	0
Special Service Area #7 Fund	0	0	0
Special Service Area #8 Fund	0	0	0
Capital Projects Funds	1,077,787	3,488,743	228,400
Computer Replacement Fund	141,242	214,759	0
Capital Projects Fund	936,545	3,273,984	228,400
Debt Service Fund	3,130,650	2,909,796	3,425,389



ANNUAL BUDGET

Insurance Fund	1,625,707	1,263,150	973,401
Enterprise Funds	11,958,805	30,570,652	26,397,340
Environmental Services Fund	11,958,805	30,570,652	26,397,340
Police Pension Trust Fund	3,981,014	3,657,899	3,657,899
DUMEG Trust Fund	13,841	26,718	0
TOTAL OTHER FUNDS	34,744,726	61,094,937	48,412,019

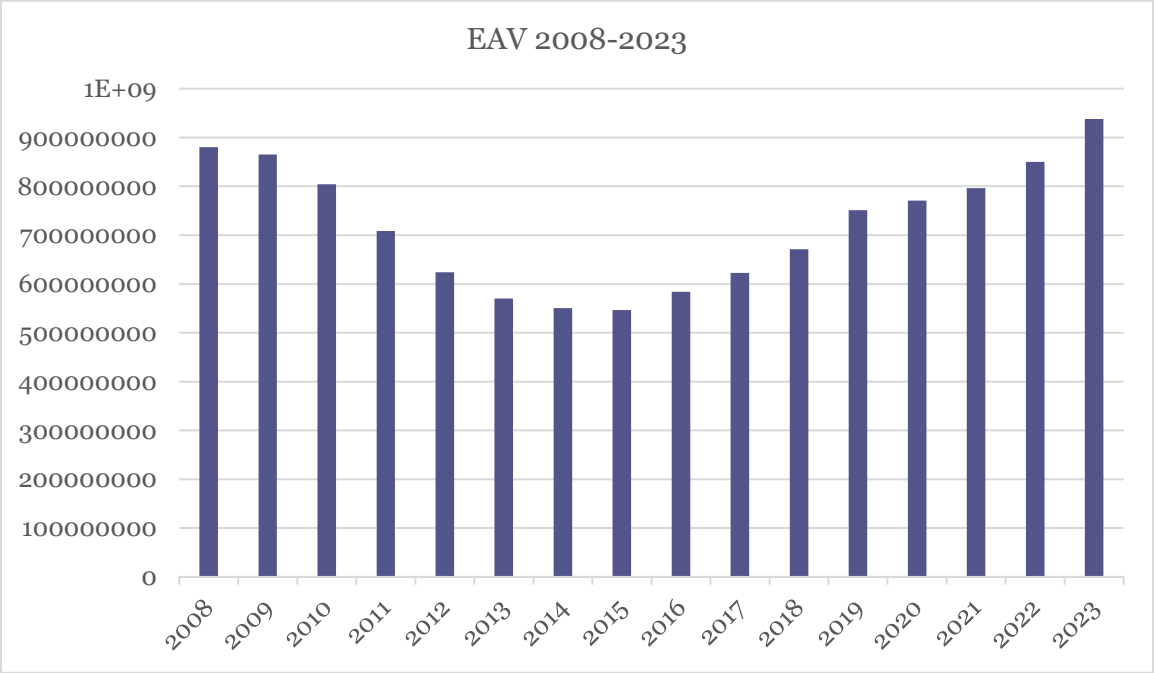
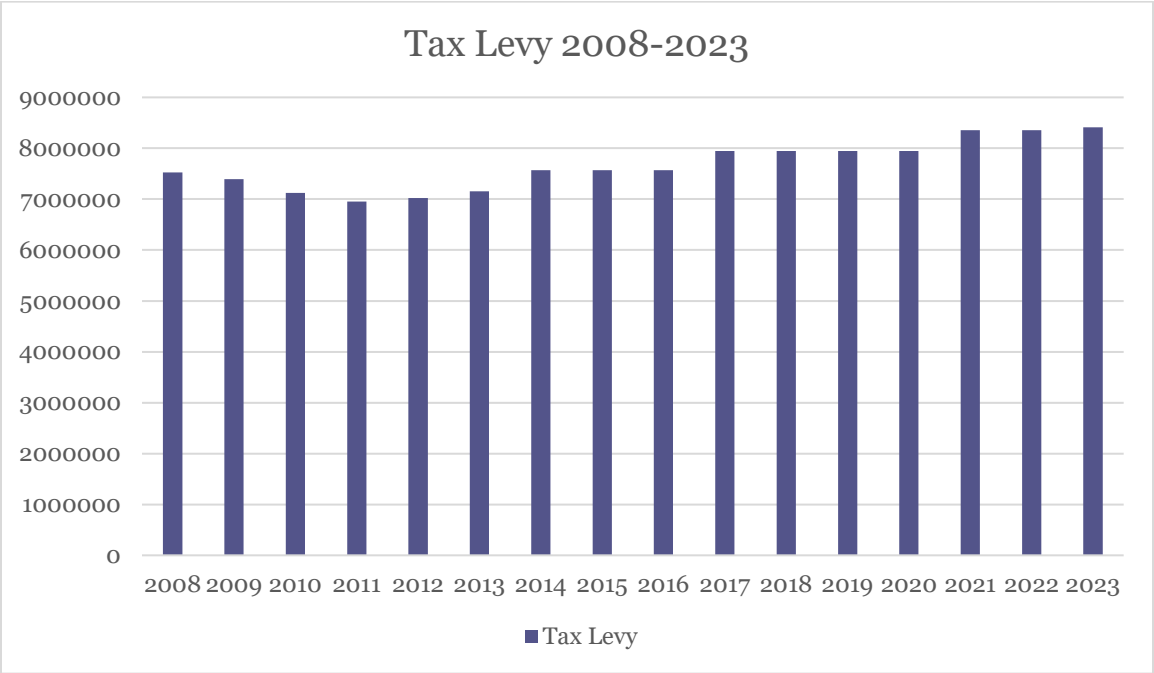


ANNUAL BUDGET

Property Tax Levy

Year	Total Levy in Dollars	Levy Rate *	EAV Bloomingdale Township	EAV Milton Township
2008	\$7,522,485	0.8639	\$791,928,539	\$87,946,947
2009	\$7,392,775	0.8637	\$777,264,498	\$87,788,830
2010	\$7,124,848	0.895	\$719,855,091	\$84,612,200
2011	\$6,953,015	0.9918	\$628,692,838	\$79,746,218
2012	\$7,019,803	1.1368	\$552,920,588	\$71,111,172
2013	\$7,150,874	1.2675	\$503,062,830	\$67,036,524
2014	\$7,570,245	1.3899	\$491,677,596	\$58,715,660
2015	\$7,566,545	1.3995	\$489,182,429	\$57,117,636
2016	\$7,566,000	1.3086	\$524,940,939	\$59,301,202
2017	\$7,944,224	1.2891	\$561,198,861	\$61,527,636
2018	\$7,944,224	1.1956	\$604,964,040	\$66,427,785
2019	\$7,944,224	1.0681	\$678,698,446	\$72,708,186
2020	\$7,944,224	1.0411	\$696,232,137	\$74,653,687
2021	\$8,354,907	1.0519	\$712,560,494	\$83,795,549
2022	\$8,354,907	0.9862	\$762,916,351	\$87,356,310
2023	\$8,410,968	0.8968	\$844,325,188	\$93,561,572

*Rate is per \$100 Equalized Assessed Valuation





ANNUAL BUDGET

PROJECTED IMPACT OF FISCAL YEAR 2024/2025

FUND	Beg. Fund Balance	Budgeted Revenues (+)	Budgeted Expenditures (-)	Est. Ending Fund Balance
General Fund	25,612,939	36,655,725	36,655,725	25,612,939
Special Revenue Funds	8,105,784	13,354,017	13,699,590	7,760,211
Leisure Services Fund	0	3,973,420	3,973,420	0
Emergency Services and Disaster Agency Fund	50,077	65,000	85,970	29,107
Handicapped Recreation Fund	(8,546)	271,166	167,000	95,620
Motor Fuel Tax Fund	737,367	1,486,473	1,550,000	673,840
Founders' Day Fund	0	576,000	583,200	(7,200)
Park Development Fund	0	71,094	0	71,094
Article 36 Fund	21,404	0	0	21,404
I.M.R.F. Fund	1,015,907	0	0	1,015,907
Infrastructure Fund	3,355,127	5,408,800	6,237,800	2,526,127
T.I.F. #1 Fund	622,590	0	23,000	599,590
T.I.F. #2 Fund	(4,293)	0	5,000	(9,293)
T.I.F. #3 Fund	(203,595)	562,000	782,200	(423,795)
T.I.F. #4 Fund	311,588	57,000	5,000	363,588
T.I.F. #5 Fund	(505,940)	235,000	205,000	(475,940)
T.I.F. #6 Fund	981,730	315,000	5,000	1,291,730
T.I.F. #7 Fund	(93,466)	45,000	20,000	(68,466)
Special Service Area #1 Fund	59,963	16,482	0	76,445
Special Service Area #2 Fund	(24,826)	49,472	0	24,646
Special Service Area #3 Fund	59,449	55,227	57,000	57,676
Special Service Area #4 Fund	265,561	25,898	0	291,459
Special Service Area #5 Fund	378,797	40,135	0	418,932
Special Service Area #6 Fund	285,130	42,996	0	328,126
Special Service Area #7 Fund	447,450	22,816	0	470,266
Special Service Area #8 Fund	354,310	35,038	0	389,348
Capital Projects Funds	1,907,186	291,702	228,400	1,970,488
Computer Replacement Fund	0	63,302	0	63,302
Capital Project Fund	1,907,186	228,400	228,400	1,907,186
Debt Service Fund	885,917	3,425,389	3,425,389	885,917
Insurance Fund	(250,282)	1,120,000	973,401	(103,683)



ANNUAL BUDGET

Enterprise Funds	8,739,668			
Environmental Services Fund*	8,739,668	26,485,225	26,397,340	8,827,553
Police Pension Trust Fund	59,386,278	4,403,165	3,657,899	60,131,544
DUMEG Trust Fund	25,265	0	0	25,265
TOTAL ALL FUNDS	104,412,755	80,961,434	80,410,554	102,420,814

*Unrestricted



MAJOR DECREASES IN FUND BALANCE

SPECIAL REVENUE FUNDS

Infrastructure Fund

The Infrastructure Fund provides a significant portion of the necessary funding for the Village's annual Road Program. A net decrease of (\$829,000) in fund balance at the end of FY 2024/25 is needed in order to carry out the 2024 Road Program.

T.I.F. #1 Fund

The TIF #1 Fund was closed out effective December 31, 2021. The Fund has a few remaining obligations that will result in a decrease of (\$23,000) in fund balance at the end of FY 2024/25.

T.I.F. #3 Fund

The TIF #3 Fund was utilizing its accumulated reserves through the end of FY 2023/24, however those reserves have been exhausted. An operating subsidy from the General Fund representing sales tax revenues attributable to the TIF will need to be made in FY 2024/25.

T.I.F. #5 Fund

The TIF #5 Fund has just started generating property tax revenues in excess of what was mostly initial start-up costs. Going forward, it should be in a position to begin repaying the General Fund for these costs.

T.I.F. #7 Fund

The TIF #7 Fund has just started generating property tax revenues in excess of what was mostly initial start-up costs. Going forward, it should be in a position to begin repaying the General Fund for these costs.



ANNUAL BUDGET

FULL-TIME EMPLOYEES SUMMARY BY DEPARTMENT

	2022/23	2023/24	2024/25	CHANGE
DEPARTMENT/DIVISION	ACTUAL	ACTUAL	BUDGET	FROM P/Y
GENERAL FUND	159.00	160.00	160.00	0.00
Boards & Commissions	1.00	1.00	1.00	-
Village Board	1.00	1.00	1.00	-
General Government	22.00	22.00	22.00	0.00
Village Administration	5.00	5.00	5.00	-
Human Resources	2.00	2.00	2.00	-
Public Affairs	2.00	2.00	2.00	-
Senior Services	3.00	3.00	3.00	-
Information Services	2.00	2.00	2.00	-
Finance	8.00	9.00	9.00	-
Police Department	73.00	73.00	73.00	0.00
Police Administration	5.00	5.00	5.00	-
Patrol	49.50	49.50	49.50	-
Investigations	12.00	12.00	12.00	-
Support Services	6.50	6.50	6.50	-
Public Works	22.00	22.00	22.00	0.00
Public Works Administration	3.00	3.00	3.00	-
Engineering	1.00	1.00	1.00	-
Streets	14.00	14.00	14.00	-
Fleet Maintenance	4.00	4.00	4.00	-
Parks, Grounds & Facilities	26.00	26.00	26.00	-
Parks & Grounds	12.00	12.00	12.00	-



ANNUAL BUDGET

Building Maintenance	14.00	14.00	14.00	-
Community Development Services	15.00	15.00	15.00	0.00
Community Development Administration	8.00	8.00	8.00	-
Inspection Services	7.00	7.00	7.00	-
Recreation Fund	7.00	7.00	7.00	-
Recreation Administration	3.00	3.00	3.00	-
Programming	4.00	4.00	4.00	-
Preschool	0.00	0.00	0.00	-
Environmental Services Fund	24.00	24.00	25.00	1.00
Water Services	7.00	7.00	7.00	-
Sewer Services	7.00	7.00	7.00	-
Waste Water Treatment Services	8.00	8.00	9.00	-
Water Billing Division Services	2.00	2.00	2.00	-
Golf Fund	5.00	5.00	5.00	-
Golf Administration	1.00	1.00	1.00	-
Grounds Maintenance	2.00	2.00	2.00	-
Pro Shop	1.00	1.00	1.00	-
Restaurant/Banquet	1.00	1.00	1.00	-
TOTAL FULL TIME EMPLOYEE'S	195.00	196.00	197.00	1.00



ANNUAL BUDGET

CHANGES IN STAFFING LEVELS

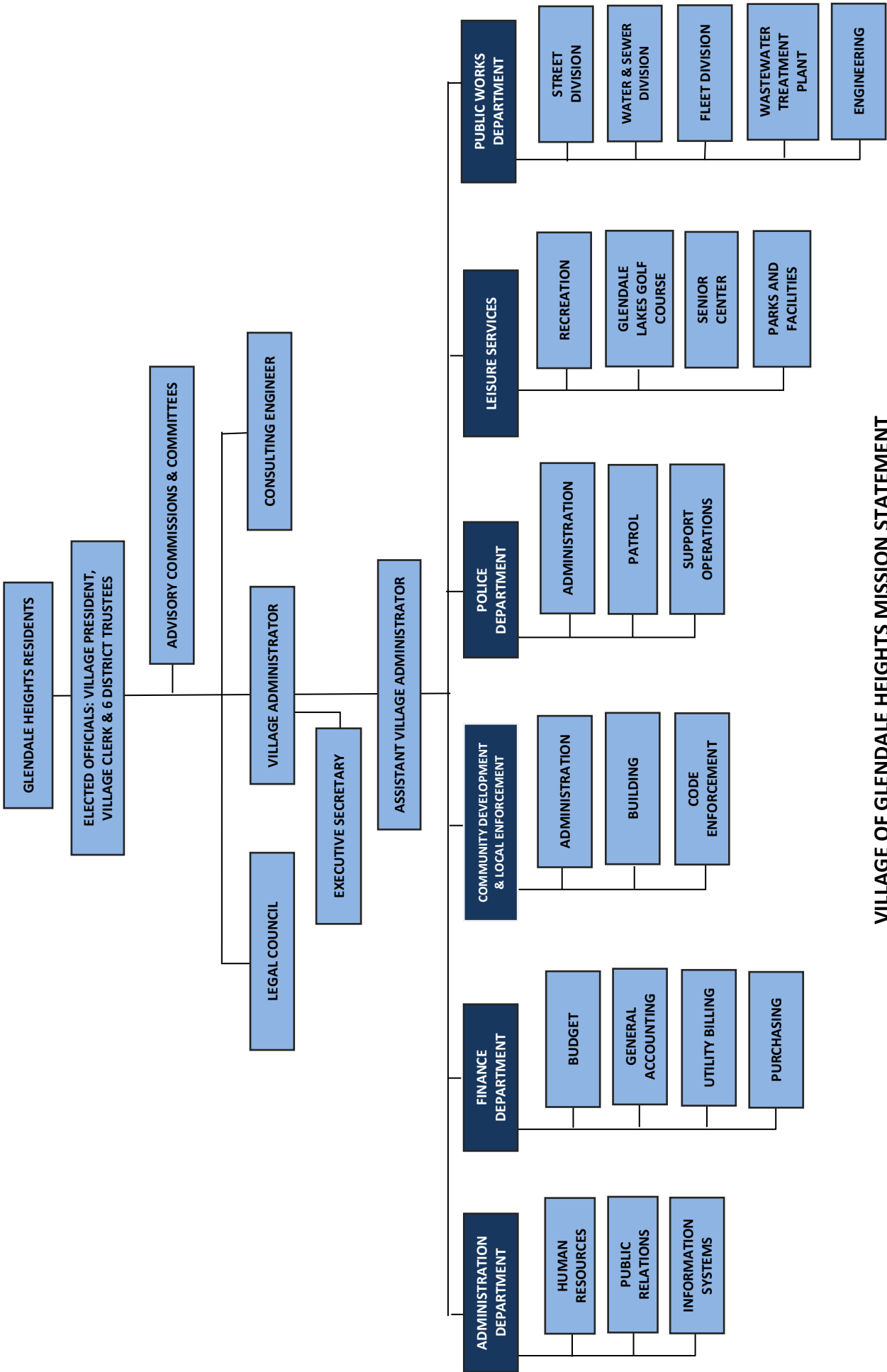
FROM FY 2023/24 TO 2024/25

POSITION TITLE	DEPARTMENT	DIVISION	FTE'S
Pre-Treatment Coordinator	Waste Water Treatment Plant	Public Works	1.00

FY 2024 / 2025

VILLAGE OF GLENDALE HEIGHTS

MUNICIPAL ORGANIZATION STRUCTURE



VILLAGE OF GLENDALE HEIGHTS MISSION STATEMENT

The Village of Glendale Heights strives to improve the quality of life for all its residents and commits to serve, protect and provide a high standard of services and programs through the cooperative efforts of its residents, businesses, employees and elected officials.

LEGISLATIVE

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Legislative Department is divided into seven divisions; Village Board, Village Clerk, Police Commission, Plan Commission, Youth Commission, Community Diversity Fund, and the Historical Building. Special Events, once a part of the Legislative branch, has been moved within the Leisure Services Fund budget.

TOTAL OPERATING BUDGET \$214,841

ANNUAL EXPENSES BY DIVISION

DIVISION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
Village Board	\$175,709	\$163,559	\$139,385
Village Clerk	\$14,197	\$11,354	\$10,350
Police Commission	\$25,833	\$21,650	\$37,650
Plan Commission	\$1,976	\$2,681	\$2,681
Special Events	\$33,135	-0-	-0-
Youth Commission	\$1,320	\$1,625	\$1,625
Historical Building	\$3,802	\$3,930	\$23,150
TOTAL DIVISION	\$255,972	204,799	\$214,841

RECENT SIGNIFICANT ACCOMPLISHMENTS

Fund Balance Reserve Policy:

A strong reserve fund is essential to the financial health of a community to ensure favorable credit ratings and to be prepared for emergencies, unanticipated expenses and revenue shortfalls. In 2013, the Village Board of Trustees, in a confirming act of fiscal responsibility, adopted a fund balance reserve policy. This policy acknowledges and embraces the need to ensure the financial security and solvency of the Village. The Village continues to carry a strong fund balance reserve since enacting this policy.

Property Taxes:

On average, 10.6% of a resident's property tax bill comes to the Village, while the remaining percentage goes to other taxing districts, with schools getting the highest percentage. One important distinction of the Village is that there is not a separate park district taxing body; instead, the Village operates a Recreation Department. What this means to residents is that the 10.6% of the property tax bill that comes to the Village includes the levy for recreation.

Interagency Collaboration and Cooperation:

The Village continued to strengthen its relationships with local organizations, civic groups, institutions, and individuals to create dialogue about community needs, as well as to assist the mobilization of positive action and change. The Village accomplishes their interagency goals through President Jackson's monthly partnership meetings among government leaders (G.A.P. meetings), and participation in the local Chamber of Commerce meetings and events.

Goals short and long term, prioritized by Village Board of Trustees.

Short-Term Routine Goal (& Related Key Tasks)	Priority Level
Create and support a harmonious work environment that builds camaraderie	Higher
Create an organizational development program/identify training and staff development opportunities	Higher
Monitor, strengthen and maintain the Village's financial stability; ensure stable finances by identifying new funding opportunities and diversifying revenue	Higher
Enhance communications/develop an all-inclusive engagement and communication plan for the Village	Medium
Explore/research new trends in special events offerings for community gatherings and to promote the community.	Medium
Explore establishing advisory and coordinating committees. Possibilities could include groups on: Volunteers for events, Recreation programs/activities, Ethics/practices, Special event planning.	Lower

Short-Term Complex Goals	Priority Level
Expand and enhance economic development activities and strategies to attract sales tax generating businesses	Higher
Fully fund training for new staff and meet proper staffing levels	Higher
Develop 10-year road improvement program to address needed maintenance and infrastructure requirements	Higher
Undertake review of Village zoning and building codes (internal or external review)/ complete the zoning and code updates to 2021 ICE code to bring up to date.	Higher
Identify funding for the Glendale Heights Police Department garage	Medium
Develop a Village marketing, branding and partnership/sponsorship plan	Lower
Update the Village's leisure services master plan	Lower
Implementation of financial management base software system; work to interface modules universally within the Village organization	Lower

Long-Term Routine Goal (& Related Key Tasks)	Priority Level
Develop a community engagement and involvement program to invite/entice generational involvement to become leaders of the Village	Higher
Implementation of the short-term goal to develop unique, different, diverse recreation activities and special events	Medium

Long-Term Complex Goal (& Related Key Tasks)	Priority Level
Continue to work on plans and actions to develop a central business district	Higher
Continue investments in infrastructure improvements; follow-through/implement our long-term road repair/maintenance program	Higher
Advocate for the placement/construction of a dedicated high school campus within Village borders	Higher
Evaluate/consider strategic acquisitions of desirable properties to enhance economic development in the Village	Medium
Develop a comprehensive capital improvement plan (CIP) for the Village that identifies and programs long-term needs	Medium
Complete our zoning code update and implement new codes	Medium

Design/develop measurable outcome measures for goals and program	Medium
Complete design and construct a new Police Department garage	Lower
Implement the developed branding and marketing plan to achieve a cohesive branding program for the Village	Lower

LEGISLATIVE: VILLAGE BOARD

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Village of Glendale Heights operates under the Mayor-Trustee form of government wherein the Village President and six Village Trustees comprise the governing and policy-making body of the Village. The Village Board of Trustees are responsible for the approval of the annual budget, all disbursements and establishing the annual Tax Levy. The Board is also responsible for the adoption of ordinances and resolutions that are intended to enhance the peace, health, safety and general welfare of the community, its residents and visitors.



Left to right: seated Marie Schmidt, Village Clerk, Chodri Ma Khokhar, Village President, Mary Schroeder, District 6 Trustee.
Left to right standing: Michael Light, District 3 Trustee, William Schmidt, District 1 Trustee, Chester Pojack District 5 Trustee, Mohammad Siddiqi District 2 Trustee, Pat Maritato District 4 Trustee



ANNUAL BUDGET

ADOPTED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
101	1011	512	10	10	F-TIME & REG.PART-TIME	118,222.53	81,700.00	46,000.00
101	1011	512	15	10	FICA-EMPLOYER	8,639.16	3,960.00	5,100.00
101	1011	512	16	10	IMRF-EMPLOYER		3,017.00	2,650.00
101	1011	512	16	12	MEDICAL-EMPLOYER		9,487.00	7,500.00
101	1011	512	16	14	TRAVEL FOR MEETING & CONF	147.60	100.00	100.00
101	1011	512	16	15	TRAINING & SEMINARS	1,534.09	7,985.00	3,035.00
101	1011	512	16	16	MEDICARE-EMPLOYER	2,020.46	1,355.00	1,200.00
101	1011	512	24	12	PRINTING & BINDING	90.57	450.00	450.00
101	1011	512	31	99	OFFICE SUPPLIES	143.83	200.00	200.00
101	1011	512	37	10	UNIFORMS	76.00	2,000.00	2,000.00
101	1011	512	37	99	OPERATING SUPPLIES	2,909.66	4,700.00	6,200.00
101	1011	512	61	99	VARIOUS COMMISSION		11,000.00	4,500.00
101	1011	512	62	10	MEMBERSHIP DUES	34,835.24	32,055.00	40,000.00
101	1011	512	62	11	SUBSCRIPTIONS	297.40	300.00	200.00
101	1011	512	63	99	OTHER COMM. CONTRIBUTION	6,792.47	5,250.00	16,250.00
101	1011	512	69	20	CIVIC ACTIVITIES			4,000.00

LEGISLATIVE: VILLAGE CLERK

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The office and duties of the Village Clerk are established by state statute and local ordinance and cover a host of municipal responsibilities. Primary among these are the maintenance of official records and documents, custody of the Village seal, licensing, attendance at and recording of Village Council proceedings, administration of oaths, attestation and certification of documents, publication of ordinances, compliance with the Freedom of Information and Open Meetings Acts, and oversight of the Administrative Hearing Officer Program. Although the Illinois Legislature has established the County as the primary election authority, the Village Clerk continues to serve as the Local Election Official and is responsible for voter registration and municipal election duties pertaining to nomination petitions, ballots, and election results.

ADOPTED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
101	1012	512	10	10	F-TIME & REG.PART-TIME	10,000.00		0.00
101	1012	512	15	10	FICA-EMPLOYER	620.62	3.00	0.00
101	1012	512	16	15	TRAINING & SEMINARS		150.00	150.00
101	1012	512	16	16	MEDICARE-EMPLOYER	145.15	1.00	0.00
101	1012	512	21	99	PROFESSIONAL-OTHERS	3,391.92	11,000.00	10,000.00
101	1012	512	31	99	OFFICE SUPPLIES	39.64	50.00	50.00
101	1012	512	62	10	MEMBERSHIP DUES		150.00	150.00



LEGISLATIVE: PLAN COMMISSION

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Plan Commission serves as a recommending body to the Village Board on all matters related to community development. This commission recommends changes in the official comprehensive plan of the Village, and conducts public hearings in matters brought before the commission concerning annexation of property, planned unit developments, subdivisions, and zoning ordinance amendments, and conditional uses.

The Plan Commission consists of seven members who are appointed by the Village President with the advice and consent of the Village Board. The Commission members are residents of the Village.

The Plan Commission is vested with the power to conduct hearings and make recommendations to the Village Board on: all amendments to the Zoning Ordinance; all Conditional Uses; and, Planned Unit Developments. The Plan Commission also reviews and makes recommendations to the Village Board on: subdivision developments; changes in the official Comprehensive Plan; and any other matters that may be referred to the Commission by the Village Board.

ADOPTED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
101	1014	512	15	10	FICA-EMPLOYER	35.16	86.00	86.00
101	1014	512	16	16	MEDICARE-EMPLOYER	8.23	20.00	20.00
101	1014	512	60	11	PLAN COMMISSION	567.27	1,375.00	1,375.00
101	1014	512	61	11	PLAN COMMISSION	1,365.00	1,200.00	1,200.00



LEGISLATIVE: POLICE COMMISSION

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Board of Police Commissioners for the Village of Glendale Heights, Illinois derives its power and authority from an Act of the General Assembly entitled, "Division 2.1 Board of Fire and Police Commissioners", of Chapter 65 of the Illinois Compiled Statutes and through the home-rule authority of the Village of Glendale Heights Board of Trustees. The Police Commission is responsible for the testing, selection, hiring of new Police Officers, and the promotion of Police Officers to the rank of Sergeant in accordance to the guidelines set forth by the Illinois State Statute.

ADOPTED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
101	1013	512	16	15	TRAINING & SEMINARS		500.00	500.00
101	1013	512	24	12	PRINTING & BINDING	670.96	750.00	750.00
101	1013	512	24	16	RECRUITING	3,461.00	2,000.00	2,000.00
101	1013	512	24	28	TESTING	17,641.25	14,000.00	29,000.00
101	1013	512	31	99	OFFICE SUPPLIES		100.00	100.00
101	1013	512	37	10	UNIFORMS	37.16	300.00	300.00
101	1013	512	60	10	POLICE COMMISSION	4,023.00	4,000.00	5,000.00



LEGISLATIVE:
YOUTH COMMISSION

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The purpose and function of the Youth Commission is to promote youth programs and youth participation within the Village. This committee annually participates in Red Ribbon Activities within the community as well as, Violence Protection and Family Safety Prevention Education.

ADOPTED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
101	1017	512	24	12	PRINTING & BINDING		225.00	225.00
101	1017	512	37	99	OPERATING SUPPLIES	1,320.10	1,400.00	1,400.00

LEGISLATIVE: HISTORICAL BUILDING

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

This division is established for the purpose of accounting for costs associated with the preservation, repairs, remodel and maintenance of the Village Founders Farmhouse. This house is the historical museum for the Village of Glendale Heights, and is used for displays, public access and viewing.

The Historical Committee was formed to oversee the restoration of the Glendale Heights Historic House to preserve an important piece of history. The plans for the house include restoring and furnishing the home to the early 1900's to become a place that reflects the "way thing were" 100 years ago.

The Glendale Heights Historic House was donated to the Village in memory of Harold A. Reskin, the founding father and the first developer of the Village. Space in the Historic House is devoted to exhibit artifacts and pictures of the rich history of the Village, its growth and development. The Village hopes to create a place that educates and entertains residents about the Village's "proud and progressive" past and future.

The Village hosts periodic fundraisers furthering the restoration of the Historic House. The Historical Commission members are charged with the responsibility to review exterior design features and materials for any proposed addition to, construction, reconstruction, rehabilitation, or alteration of all residential, commercial, and industrial structures, including principal buildings and accessory structures.



PROPOSED BUDGET WITH ACTUAL HISTORY

REVENUES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
101	1018	481	89	10	OTHER REVENUE		50.00	2,500.00

EXPENDITURES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
101	1018	512	24	12	PRINTING & BINDING			500.00
101	1018	512	24	99	OTHER PURCHASE-SERVICES	2,562.30	3,000.00	2,600.00
101	1018	512	37	99	OPERATING SUPPLIES	322.91	350.00	6,500.00
101	1018	512	56	30	HISTORICAL BLDG.	887.10	250.00	6,000.00
101	1018	512	62	10	MEMBERSHIP DUES	30.00	30.00	50.00
101	1018	512	69	20	CIVIC ACTIVITIES		300.00	7,500.00



ADMINISTRATION

VILLAGE ADMINISTRATION

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Administration Department is divided into five divisions; Village Administration, Human Resources, Public Affairs, Central Services, and Information Systems. The Administration Department is responsible for providing support services to all other operating departments within the organization. These services include general supervision of all departments by the Village Administrator and the Assistant Village Administrator, publication, cable TV productions, web page assistance, human/senior services and village-wide employee services, including recruitment, testing, benefit administration, insurance claims coordination, payroll maintenance, and employee records.

TOTAL OPERATING BUDGET

\$3,606,616

ANNUAL EXPENSES BY DIVISION

DIVISION	ACTUAL FY 2023	BUDGET FY 2024	BUDGET FY 2025
Village Administration	\$285,347	\$433,923	\$673,994
Human Resources	\$245,252	\$346,518	\$273,586
Public Relations	\$157,410	\$278,736	\$303,576
Central Services	\$7,501,409	\$1,247,175	\$1,589,491
Information Systems	\$554,383	\$695,569	\$765,969
TOTAL DIVISION	\$8,743,801	\$3,001,921	\$3,606,616

ADMINISTRATION

2023/2024 ACCOMPLISHMENTS

ADMINISTRATION DEPARTMENT & HUMAN RESOURCES DIVISION

New 457 Provider

The Village worked with a Financial Advisor from Wells Fargo to identify other investing opportunities related to the 457 plan(s) offered to Village Employees. It was discovered during this partnership that the Village and its employees would be better serviced by Voya over our current providers, therefore causing the Village to transition to be serviced by Voya in partnership with the Financial Advisor from Wells Fargo.

Strategic Plan Process

The Village Board of Trustees, Executive Staff members, residents, community partners, business owners and Village Staff have worked with the Northern Illinois University Center for

Government Studies to participate in a community survey, focus-groups and strategy sessions during the process to update the Villages Strategic Plan. An updated Village Strategic Plan was released in the Fall of 2023.

Assisted Community Development Department

Assisted the Community Development Department with the rollout of CloudPermit ERP system

10-41 Inc. Trainings

Village Administration has contracted with 10-41, Inc., to assist in identifying personal, professional and organizational skills and competencies to assist the Village in reaching and maintaining organizational stability and growth. 10-41, Inc. has already offered some one-on-one trainings with staff, and group workshops with Executive Staff, to begin this process to organizational stability and growth.

Health Insurance Renewal

The Village successfully negotiated health insurance renewal rates with a minimal increase.

Recruitment and Selection

Assisted in the recruitment and selection process for Village Departments.

FY 2024/2025 GOALS AND OBJECTIVES VILLAGE ADMINISTRATION DEPARTMENT & HUMAN RESOURCES DIVISION

Goal #1: Assist departments with community and economic development

- ❖ Work with Community Development Department to market Village-owned and vacant properties; promote new commercial development and redevelopment within select locations
- ❖ Maintain strong public and private partnerships to capitalize and coordinate all resources and assets in the community; work with the Chamber of Commerce to strengthen our coordination with Community Development efforts

Goal #2: Maintain/enhance the Village of Glendale Heights operational efficiencies

- ❖ Work with departments to develop goals and objectives that relate to their divisional budget items for review and approval of Village President and Board of Trustees

Goal #3: Maintain a highly qualified workforce that supports the Village's mission, vision and values

- ❖ Provide a work environment where employees are engaged, teamwork is paramount, ideas are rewarded, and successes are celebrated

- ❖ Promote professional growth and development opportunities through an improved employee recruitment, selection, retention and training process
- ❖ Develop comprehensive career management tools, job enrichment strategies, and mentoring programs to help employees prepare for new opportunities
- ❖ Provide basic training and education to develop and maintain employee's knowledge

Goal #4: Promote a safe and healthy work environment for employees to experience job satisfaction in their achievements and contributions

- ❖ Provide Employee Assistance Program training throughout the year
- ❖ Reduce costs associated with accidents by maintaining a safety program that promotes a safe and healthy work environment
- ❖ Update worker's compensation and accident policies and procedures
- ❖ Maintain an employee recognition and appreciation program
- ❖ Maintain the Employee Health & Wellness Committee and programming

Goal #5: Continue to review and update the Village's Personnel Policy, Administrative Policies and Village Policies

- ❖ Review all policies every one to three years
- ❖ Request assistance and feedback from XPC as the implementers of the policies
- ❖ Maintain all local, state and federal regulations and policies
- ❖ Research a Code of Professional Conduct for employees

Goal #6: Improve the onboarding of new employees

- ❖ Streamline employee's interaction with Human Resources
- ❖ Identify how long the onboarding process needs to be
- ❖ Identify a current fellow employee who will train the new employee on the job duties/tasks and for how long
- ❖ Identify what an employee needs to know about the culture and work environment.
- ❖ Set goals for the employee ☞ Identify how this process can be measured and improved
- ❖ Provide benefits sheet

Goal #7: Conduct an internal Strengths, Weaknesses, Opportunities and Threats (S.W.O.T.) Analysis

- ❖ Work with departments to identify their strengths, weaknesses, opportunities and threats
- ❖ Conduct analysis of comparable communities
- ❖ Conduct Job Task Analysis of Village staff

Goal #8: Develop Succession Plans

- ❖ Create a timeline for your succession plan dependent on the position needing to be replaced and timeframe of when the current employee in the position needing to be replaced will be leaving the organization/position
- ❖ Pinpoint employees (candidates) within the organization that have the knowledge, skills and abilities (or that have the capacity to be taught/trained) to be successful in the succession position
- ❖ Engage the potential employee (candidate) and provide training/professional development to them for the succession position
- ❖ Allow the candidate to shadow the employee in the current roll and test the succession plan

Goal #9: Develop Supervisory and Leadership Training for Current Supervisors and Potential Supervisors

- ❖ Identifying and encouraging Department Heads to utilize training specific to supervisory level positions

Goal #10: Update the Villages Comprehensive Plan

- ❖ Apply to the Chicago Metropolitan Agency for Planning (CMAP) for grants and assistance in developing the plan

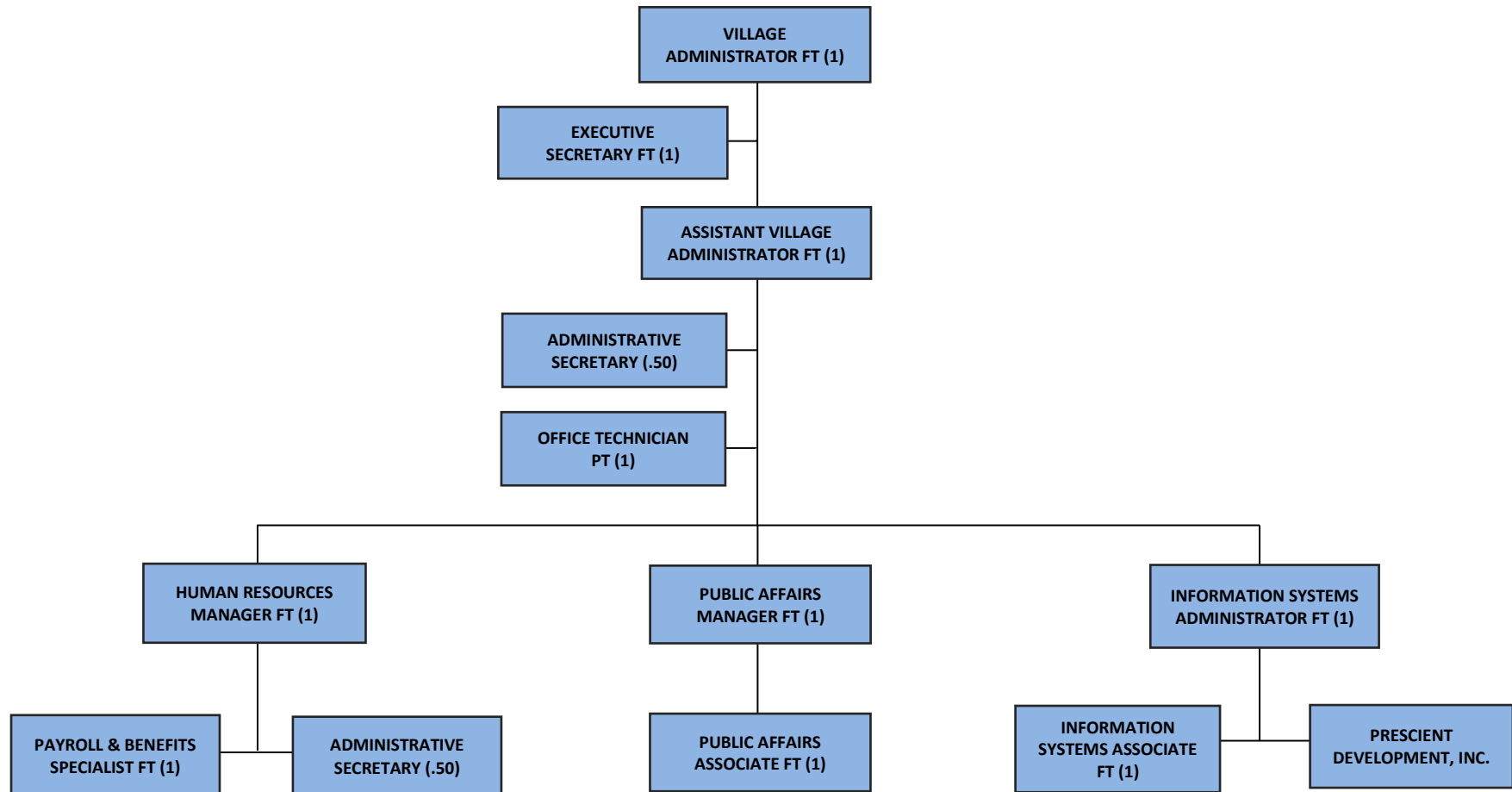
Goal #11: Develop a cohesive Capital Improvement Plan

- ❖ Focuses attention on community objectives and fiscal capacity
- ❖ Coordinate between capital needs and operating budgets
- ❖ Identify the most economical means to finance capital projects
- ❖ Increase opportunities for obtaining federal and state aid
- ❖ Relate public facilities to public and private development plans
- ❖ Reduce costs by identifying and consolidating duplicative expenditures across municipal departments
- ❖ Encourage careful project planning and design to avoid costly mistakes

Goal #12: Implementation of AFSCME bargaining unit contract

- ❖ Review current policies and procedures for updates to reflect any changes in federal and state laws.
- ❖ Successfully negotiate Collective Bargaining Agreements that expire on April 30, 2025.

FY 2024 / 2025
VILLAGE OF GLENDALE HEIGHTS ORGANIZATIONAL STRUCTURE
ADMINISTRATION



The Administration Department is responsible for providing support services to all other operating departments in the organization. These services include general supervision of all departments by the Village Administrator and the Assistant Village Administrator, publication, cable TV productions, web page assistance, and village-wide employee services, including recruitment, testing, benefit administrator, insurance claims coordination, payroll maintenance, and employee records. The Information Systems division is responsible for all equipment and function related to the Village computer system and associated electronic operation. Total number of employees authorized: 10 Full-Time and 1 Part-Time.

ADMINISTRATION: VILLAGE ADMINISTRATION

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Village Administration's Office is the center point for communication between the Village President and Board of Trustees, various Village departments and Glendale Heights' citizenry. To this end, the Village Administration's Office is responsible for coordinating communication among each of the partners that comprise local government. The General Administration Division provides leadership for the Village government organization by translating and carrying out policy as established by the Village Board into operating programs. Administration ensures that the Village's mission statement remains the catalyst behind all operational endeavors.

Additionally, the Executive Division, with assistance from the Department of Finance, oversees the careful allocation of financial resources to ensure that cost-efficient service delivery remains an operational standard.

ADOPTED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
101	1110	513	10	10	F-TIME & REG.PART-TIME	242,309.24	255,710.00	526,850.00
101	1110	513	15	10	FICA-EMPLOYER	13,717.07	15,420.00	32,665.00
101	1110	513	16	10	IMRF-EMPLOYER GEN GOV'T		16,587.00	30,737.00
101	1110	513	16	12	MEDICAL-EMPLOYER		50,193.00	56,553.00
101	1110	513	16	15	TRAINING & SEMINARS	141.84	1,990.00	2,000.00
101	1110	513	16	16	MEDICARE-EMPLOYER	3,398.75	3,555.00	7,639.00
101	1110	513	16	33	EMPLOYEE RECOGNITION	10,591.12	15,000.00	14,200.00
101	1110	513	24	12	PRINTING & BINDING	82.45	100.00	100.00
101	1110	513	24	32	SOFTWARE SUPPORT & MAINT	9,908.00	9,908.00	0.00
101	1110	513	24	99	OTHER PURCHASED SERVICES		800.00	0.00
101	1110	513	31	99	OFFICE SUPPLIES	293.28	300.00	300.00
101	1110	513	37	80	GAS & FUEL	906.88	900.00	1,000.00
101	1110	513	37	99	OPERATING SUPPLIES	100.13	660.00	150.00
101	1110	513	62	10	MEMBERSHIP DUES	1,665.75	1,800.00	1,800.00
101	1110	911	82	10	VEHICLES		50,000.00	0.00
101	1110	912	89	10	PRINCIPAL	1,975.37	8,500.00	0.00
101	1110	912	89	15	INTEREST	256.63	2,500.00	0.00

ADMINISTRATION: HUMAN RESOURCES

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Human Resources Division provides centralized personnel services for all Village departments. The Division is responsible for all aspects of human resources from recruiting through separation of service, labor management negotiations, workers' compensation, benefit administration, and implementation of personnel policies and procedures.

ADOPTED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
101	1111	513	10	10	F-TIME & REG.PART-TIME	209,979.67	226,744.00	184,889.00
101	1111	513	15	10	FICA-EMPLOYER	12,592.01	13,226.00	11,463.00
101	1111	513	16	10	IMRF-EMPLOYER GEN GOV'T		18,560.00	13,560.00
101	1111	513	16	12	MEDICAL-EMPLOYER		37,573.00	28,075.00
101	1111	513	16	14	TRAVEL FOR MEETING & CONF		350.00	1,450.00
101	1111	513	16	15	TRAINING & SEMINARS	239.00	6,460.00	1,000.00
101	1111	513	16	16	MEDICARE-EMPLOYER	2,945.00	3,141.00	2,681.00
101	1111	513	16	33	EMPLOYEE RECOGNITION	1,925.00	4,075.00	2,000.00
101	1111	513	24	12	PRINTING & BINDING	2,192.64	2,664.00	2,172.00
101	1111	513	24	15	EMPLOYEE PHYSICAL EXAM	5,867.00	12,500.00	12,000.00
101	1111	513	24	16	RECRUITING AND TESTING	3,070.55	8,400.00	7,997.00
101	1111	513	24	99	OTHER PURCHASED SERVICES	4,777.68	10,920.00	4,400.00
101	1111	513	31	99	OFFICE SUPPLIES	147.41	250.00	250.00
101	1111	513	37	99	OPERATING SUPPLIES	513.80	600.00	600.00
101	1111	513	62	10	MEMBERSHIP DUES	1,002.50	1,055.00	1,049.00

ADMINISTRATION: PUBLIC AFFAIRS

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Public Affairs Division of the Administration Department is responsible for planning, directing and implementing all public relations strategies and initiatives for the Village. The Public Affairs Division is also responsible for coordinating outreach to the community through the Village's many print publications, the Village website, social media, and other specialized forms of media. This division also oversees the daily activities of the Village cable access channel.

ADOPTED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
101	1112	513	10	10	F-TIME & REG.PART-TIME	83,846.71	143,562.00	164,295.00
101	1112	513	15	10	FICA-EMPLOYER	5,011.71	9,521.00	10,371.00
101	1112	513	16	10	IMRF-EMPLOYER GEN GOV'T		12,346.00	12,355.00
101	1112	513	16	12	MEDICAL-EMPLOYER		35,314.00	41,454.00
101	1112	513	16	15	TRAINING & SEMINARS	213.18	500.00	500.00
101	1112	513	16	16	MEDICARE-EMPLOYER	1,172.15	2,227.00	2,427.00
101	1112	513	24	12	PRINTING & BINDING	44,560.32	44,400.00	44,400.00
101	1112	513	24	32	SOFTWARE SUPPORT & MAINT	2,960.99	2,041.00	2,341.00
101	1112	513	24	99	OTHER PURCHASED SERVICES		1,100.00	2,300.00
101	1112	513	31	17	POSTAGE	8,865.62	15,300.00	15,000.00
101	1112	513	31	99	OFFICE SUPPLIES	3,443.85	400.00	400.00
101	1112	513	32	14	COMPUTER SOFTWARE	719.99	750.00	750.00
101	1112	513	37	99	OPERATING SUPPLIES	128.91	250.00	250.00
101	1112	513	39	99	OPERATING EQUIPMENT	2,638.84	4,860.00	370.00
101	1112	513	55	60	OTHER OFFICE EQUIPMENT	2,228.82	1,000.00	1,000.00
101	1112	513	62	10	MEMBERSHIP DUES	1,619.00	5,165.00	5,363.00



Administration/Public Relations Strategic Goals and Strategies

Citizen Survey

- Poor Village website design
- Lack of communication from the Village on topics

Village Response

- Created a Public Affairs Associate to assist Public Affairs Manager with:
 - Web design
 - Able to communicate across various social media platforms

ADMINISTRATION: INFORMATION SYSTEMS

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Information Systems (I.S.) Division of Administration consists of two personnel and a contracted specialized technology firm providing support to over 260 computers and nearly 200 users. They currently manage and maintain both primary servers and virtual servers running across 3 host physical servers, and coordinates our Central Square Technologies® cloud based solution which hosts the financial package and municipal software.

The role of the I.S. Division continually expands with technological advancements and needs of our internal departments. Advancements include support to the primary telephone systems of a Voice Over IP data driven communication, expansion of smart phones, mobile computers, and iPads which are a few examples of changing technology that are also supported under this division.

ADOPTED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
101	1811	517	10	10	F-TIME & REG.PART-TIME	166,966.89	170,152.00	215,434.00
101	1811	517	10	99	OVERTIME PAY	5,596.81	6,000.00	2,500.00
101	1811	517	15	10	FICA-EMPLOYER	10,349.53	10,797.00	11,110.00
101	1811	517	16	10	IMRF EXPENSE		15,015.00	15,395.00
101	1811	517	16	12	MEDICAL INS. EXPENSE		29,944.00	29,300.00
101	1811	517	16	14	TRAVEL FOR MEETING & CONF			100.00
101	1811	517	16	15	TRAINING & SEMINARS	68.99	3,380.00	6,030.00
101	1811	517	16	16	MEDICARE-EMPLOYER	2,420.50	2,525.00	2,598.00
101	1811	517	21	15	NETWORK-CONSULTING	157,254.57	172,674.00	204,068.00
101	1811	517	22	10	COMPUTER EQUIPMENTS	1,888.00	4,400.00	2,500.00
101	1811	517	24	12	PRINTING & BINDING	97.05	50.00	50.00
101	1811	517	24	32	SOFTWARE SUPPORT & MAINT	103,372.42	146,050.00	182,393.00
101	1811	517	31	99	OFFICE SUPPLIES	90.74	100.00	100.00
101	1811	517	32	13	COMPUTER SPECIALIZED SUPL	4,437.91	4,859.00	1,000.00
101	1811	517	32	14	COMPUTER SOFTWARE	10,994.89		0.00
101	1811	517	32	15	COMPUTER EQUIPMENT	39,308.77	24,723.00	2,500.00
101	1811	517	32	99	OTHER COMPUTER SUPPLIES	183.15	1,950.00	500.00
101	1811	517	51	10	TELEPHONE	51,240.75	71,000.00	70,241.00
101	1811	517	55	30	OTHER COMPUTER EQUIPMENT	96.97	2,000.00	2,000.00

ANNUAL BUDGET

101	1811	517	62	11	SUBSCRIPTIONS	14.99		0.00
101	1811	517	83	13	P.C. HARDWARE			7,500.00
101	1811	517	83	15	SOFTWARES		16,500.00	0.00
101	1811	517	83	30	OTHER COMPUTER EQUIPMENT		13,450.00	9,900.00
101	1811	517	84	99	OTHER FURNITURE & FIXTURE			750.00



ADMINISTRATION: CENTRAL SERVICES

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Central Services Division is a centralized grouping for major costs shared by multiple Village departments such as; Medical Insurance, Unemployment Insurance, Legal Services, Engineering Fees, GIS Services, Adjudication Services, General Office Supplies, Office Equipment Rentals, Utilities, Village-wide committees, State Administrative Collection Fees, and Banking Services. Starting in FY 2024, health insurance costs were allocated to individual departments. Similarly, Police Pension costs were re-directed to Police Divisions.

ADOPTED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
101	1118	513	15	11	UNEMPLOYMENT INSURANCE	8,455.34	7,000.00	15,000.00
101	1118	513	16	12	MEDICAL-EMPLOYER	2,072,306.54	155,300.00	231,100.00
101	1118	513	16	17	EMPLOYER CONT. P.PENSION	4,032,518.79		0.00
101	1118	513	16	18	SICK DAYS BUY BACK ONLY	346,062.28		0.00
101	1118	513	16	30	OPT OUT MED INSURANCE	52,633.30		52,000.00
101	1118	513	16	32	HEALTH & WELLNESS PROG.	850.00	850.00	1,050.00
101	1118	513	21	11	PROF-LEGAL	310,000.90	235,000.00	350,000.00
101	1118	513	21	12	PROSECUTORS	89,054.07	85,000.00	90,000.00
101	1118	513	21	13	ADJUDICATOR	12,500.00	12,000.00	12,000.00
101	1118	513	21	14	ENGINEERING		1,000.00	1,000.00
101	1118	513	21	99	OTHER PROFESSIONAL	197,545.05	164,873.00	105,806.00
101	1118	513	24	12	PRINTING & BINDING	2,807.70	1,700.00	1,700.00
101	1118	513	24	13	PAYCOM HR/PR		180,000.00	195,000.00
101	1118	513	24	99	OTHER PURCHASED SERVICES	15,154.79	12,800.00	19,800.00
101	1118	513	31	17	POSTAGE	29,594.51	56,035.00	47,535.00
101	1118	513	31	99	OFFICE SUPPLIES	32,942.01	31,000.00	30,000.00
101	1118	513	37	98	GREEN INITIATIVE	800.00	2,000.00	1,200.00
101	1118	513	37	99	OPERATING SUPPLIES	8,431.59	21,817.00	11,500.00
101	1118	513	51	10	TELEPHONE	17,350.84	14,300.00	28,300.00
101	1118	513	51	12	CELLULAR PHONE	33,808.83	35,700.00	37,900.00
101	1118	513	51	13	ELECTRICITY	19,497.82	25,000.00	25,000.00
101	1118	513	51	14	NATURAL GAS	9,081.37	4,000.00	10,000.00
101	1118	513	51	15	WATER	9,677.78	10,000.00	10,000.00
101	1118	513	52	11	RENTALS-EQUIPMENTS	7,278.60	8,600.00	13,600.00
101	1118	513	55	60	OTHER OFFICE EQUIPMENT	454.10	1,000.00	1,000.00



ANNUAL BUDGET

101	1118	513	69	39	MEMORIAL PARK BRICKS	853.29	500.00	0.00
101	1118	513	69	40	COLLECTION AGENCY FEE	2,051.47	5,500.00	2,000.00
101	1118	513	69	78	BANK FISCAL CHARGES	67,162.07	75,000.00	75,000.00
101	1118	513	69	82	STATE ADMIN. COLLECT.FEE	119,690.36	99,200.00	120,000.00
101	1118	513	69	99	MISCELLANEOUS EXPENSE	2,845.51	2,000.00	2,000.00
101	1118	911	81	25	CAPITAL EQUIPMENT			100,000.00



ANNUAL BUDGET

POLICE DEPARTMENT

MISSION STATEMENT

To Serve and Protect our Community while enhancing trust through Professional Police Services.

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Police Department is organized into six budget divisions: Administration, Patrol, Support Services, Investigations, Community Oriented Policing, and State and Federal Grants.

The Police Department has an authorized strength of 57 budgeted full time sworn officers. The Support Division responsibilities include policy and procedure review, accreditation preparation, Community Outreach, budgeting and grant funding, records management, juvenile and adult investigations, School Resource Officers, crime prevention, E911, Emergency Management, evidence management and Safety Town. The Operations Division responsibilities include Community Oriented Policing, police training, firearms range, accident investigation, animal control, patrol activities, and service calls. The Department is charged with the duty of protecting the lives and property of the Village's 33,176 residents by providing 24-hour emergency and non-emergency service.

TOTAL OPERATING BUDGET

\$15,380,358

ANNUAL EXPENSES BY DIVISION

DIVISION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
Administration	\$1,052,694	\$1,588,469	\$1,447,271
Patrol	\$5,580,717	\$8,774,285	\$9,658,565
Investigations	\$1,620,386	\$2,789,534	\$2,373,289
Support Services	\$1,483,936	\$1,589,629	\$1,850,061
Community Oriented Policing	\$13,148	\$14,611	\$14,000
Local, State and Federal Grants	\$51,223	\$93,427	\$51,172
TOTAL DIVISION	\$9,802,103	\$14,849,955	\$15,380,358

POLICE DEPARTMENT

The Glendale Heights Police Department has a combined staff of 110 personnel, including 57 sworn police officers, five part-time officers, four community service officers, records clerks, crossing guards and an Evidence Officer. The department has a strong volunteer pool of 18



ANNUAL BUDGET

members of the Emergency Services and Disaster Agency (ESDA). In October 2023, the Glendale Heights Police Department lost our K-9 Lobo due to complications from an emergency surgery. The seven-year-old Lobo worked with Officer Jim Cahill for the past six years. The service and dedication Lobo provided the community was beyond reproach. Lobo will be missed by the members of our community, the law enforcement community, and members of the Glendale Heights Police Department.

The Village is proud of the Glendale Heights Police Department for maintaining the Commission on Accreditation of Law Enforcement Agencies (CALEA) Accreditation. The police department earned their first accreditation in 2008 and was most recently re-accredited for the sixth time in 2022. CALEA Accreditation serves as the Gold Standard for Public Safety Agencies. The police department is one of about 800 law enforcement agencies in the country who earned CALEA Accreditation status. CALEA standards are rigorous, and ensure the department is following best practices in law enforcement. Part of the CALEA standards require the police department to review each incident in which force is used ensuring that officers are using the appropriate response for the situation and within legal parameters. CALEA standards also ensure citizen complaints are investigated thoroughly and timely. In October 2022, CALEA assessors performed a remote compliance review of the police department standards. The police department met all CALEA mandated standards and was found to be in full compliance with all the CALEA requirements.

In 2023, Officers have doubled the amount of foot patrols this year as compared to last year. With over 2,000-foot patrols, officers enhanced community relationships and interactions, strengthening our community policing efforts. This year the police department deployed an additional 17 Flock license plate reader camera systems throughout the community to detect and capture evidence, input hot alerts for investigative leads, and receive real time alerts on vehicles related to criminal actions. The police department now has 27 Flock cameras deployed throughout the community.

The police department continues to enhance employee opportunities through training and specialized positions. This included training given to both sworn and non-sworn department members to enhance skills, train other agency members, and further develop specialties. Advancements in technology have provided an opportunity for officers to better serve the community while advancing these skills. Six officers are trained as drone (unmanned aircraft system or UAS) operators. This allows the drone to be accessible during every patrol shift. Other specialties positions have also been implemented. These positions include two officers added to the Problem Oriented Intelligence-led Neighborhood Team (POINT). This newly established unit will concentrate on crime prevention and special investigations due to increased criminal activity. In addition, one more officer was added to the Commercial Motor Vehicle Safety and Enforcement Unit, one officer has been assigned as a general Detective, and one civilian staff member was trained as a Comfort Dog Handler.



ANNUAL BUDGET

The police department also introduced a Bloodhound unit to better serve our community in thanks to local Cannabis Dispensary Ivy Hall. This Bloodhound unit will be utilized to track criminal suspects, persons with dementia, along with locating missing and runaway children.

The police department continues to train our officers to the highest standards. In addition to the monthly online training, officers participated in hands on training with scenario-based role play in subjects such as de-escalation techniques and crisis intervention. Every eligible sworn officer has been trained in the Crisis Intervention Team (CIT). This training provides a community-based approach to improve the outcomes with encounters of those having a mental health crisis. Officers also attend specialty training such as evidence recovery, proper use of force, lead investigator, and mental health awareness.

In June, the police department facilitated an active shooter tabletop exercise. This tabletop exercise included stakeholders from the Glenside Fire Protection District, Northeast DuPage Family and Youth Services (NEDFYS), Queen Bee School District 16, University of Chicago Medicine, the Glenside Public Library, AT&T FirstNet, ETS Security and Intelligence, all departments of the Village of Glendale Heights, and Village of Glendale Heights elected officials. The tabletop exercise promoted a collaboration of all attendees to ensure communication, information, and operation in any large-scale event.

State certified School Resource Officers spent the school year teaching Drug Abuse Resistance Education (D.A.R.E.) to 5th grade students and addressing school-related concerns. There are three School Resource Officers, one for each District Glendale Heights children attend. They work to build student and police relationships, and they investigate police related incidents within the schools.

The police department is dedicated to its mission and working with the community to continue building relationships and trust. In 2023, the police department helped organize and participated in many events for all ages to continue to build relationships throughout the community. For over 25 years, the police department has held week-long classes at Safety Town for children five to seven years of age. The classes are held over the summer and taught by officers from the police department and representatives from other community organizations. For children in 5th through 8th grade, the police department hosted the 15th annual Junior Police Academy. Participants experienced various aspects of police work from the initial testing process to evidence processing, traffic stops and officer safety skills.

The police department also organized a seasonal market in 2023 providing locally sourced food, produce, art, crafts and more. The goal of these events is to bring the community together, both as vendors and as customers, increasing interaction and dialogue with our Village residents.

Many of our officers participated in several fundraising initiatives including Polar Plunge, Cop on Rooftop at our local Dunkin Donuts, Autism Awareness Badges, and No Shave November. All the money raised from these programs was donated to Special Olympics Illinois. Through these efforts, the Glendale Heights Police Department received the coveted Flame of Hope trophy for the commitment to the athletes of Special Olympics Illinois. Officers also participated



ANNUAL BUDGET

in the Brittany's Trees event placing 46 Brittany's Trees throughout Glendale Heights. The money raised from the sales of Brittany's Trees goes towards the Sudden Arrhythmia Death Syndromes foundation. The police department teamed up with the Village and other entities to host the Glendale Heights Charity Golf Classic. The Charity Golf Classic helped raise funds for the police department FOP Lodge #52 Community Enrichment Fund, which helps to support the annual fishing derby, Heroes and Helpers, and other community involved events.

The police department also hosted the Annual National Night Out in August of 2023. The event was held on the Village of Glendale Heights Civic Center campus, and residents were offered free food and games. National Night Out is held to raise crime and drug prevention awareness and strengthen police and community partnerships. We want to thank the many other community groups who help make this event a tremendous success each year! The police department also hosted Movie Night with a Cop, held in July, August, September, and October. The annual Cops and Bobbers Fishing Derby occurred in September in conjunction with Harvest Fest. Kids of all ages gathered at Lake Becerra to eat hot dogs and see who could catch the biggest fish.

In 2023, the police department hosted our own Heroes and Helpers event to assist local youth with purchasing Christmas presents for their families. The police department partnered with the Glendale Heights Target Store to raise enough funds to take twenty kids shopping. Police officers picked up each child at their residence and drove them to Ki's Restaurant where they enjoyed Breakfast with Santa. Officers drove the children to the Glendale Heights Target Store, where upon entering the parking lot, the police emergency lights and sirens were turned on to make the kids feel like celebrities. Target team members greeted the children and officers, and the shopping began. Target team members helped wrap the gifts for the children at the event's end. This annual Heroes and Helpers event is a special day for the children and officers.

The police department also strives to keep our residents informed of important crime prevention tips by hosting Neighborhood Watch meetings and providing a monthly newsletter. These meetings rotate throughout the community every month to provide a more relaxed and intimate setting for residents in each area. The police department continued to provide training to local businesses and places of worship on active violence awareness. This training provides employees and citizens with options if a violent event occurs within their vicinity. In the fall of 2023, the Glendale Heights Police Department hosted our 25th Citizen's Police Academy, which offered our residents an opportunity to get a realistic view of police work through instruction taught by officers from the Glendale Heights Police Department.

The police department increased the proactive initiative for mental health services through collaboration with Northeast DuPage Family and Youth Services (NEDFYS) to provide the highest quality of service for our residents. NEDFYS continues to do the co-responder bi-weekly in person visits with officers along with overseeing over 700 social service referrals. The police department's comfort dog Benjamin continued to provide support for our community members.



ANNUAL BUDGET

Benjamin worked with the Glendale Heights community to bring comfort and calmness to those dealing with crisis, trauma, tragedy, and any other demanding situations.



ANNUAL BUDGET

2024/2025 Goals

Goal 1: Obtain CALEA Re-Accreditation

Objective: Continue to meet all CALEA standards for training and policy, ensure compliance with all mandates, prepare for CALEA web-based assessment October 11-19.

Goal 2: Conduct Promotional Exam for Rank of Police Sergeant

Objective: Working in conjunction with the Glendale Heights Police Commission and the promotional examination organization the Department will conduct a police sergeant examination to establish a police sergeant eligibility list. The police sergeant eligibility list provides a platform for the Department's succession planning. Officers on the eligibility list can be afforded further supervisory training, mentoring, and guidance to strengthen and build the Department's future organizational performance.

Goal 3: Ensure the continuous performance of the Department's essential functions and operations during an emergency or other critical circumstances. With the Department's Continuity of Operations Plan, the Police Administrative Staff will conduct a Tabletop Exercises addressing this type of situation.

Objective: Conduct a tabletop training exercises at Department Staff meetings on scenario-based incidents with the goal of mitigating any disruptions of operations, minimizing damages and losses, and facilitating decision making in this critical incident or emergency.

Goal 4: Increase Social Media Presence

Objective: Develop in-house team of officers, supervisors and command staff to jointly work on increasing our social media presence in cooperation with our Village Public Relations Department.

Goal 5: Develop Short Public Service Announcements to Publish on Social Media Pages

Objective: Investigations and Patrol Divisions to work cooperatively to write, produce, video and publish short Public Service Announcements to be broadcast on our social media pages.

Goal 6: Increase Community Interaction with Our Senior Citizen Residents, while also Reducing the Victimization of this Elderly Class

Objective: Members of the Department will provide monthly presentations at the Linda Jackson Center for Senior Citizens to inform and educate the seniors on safety and crime prevention

concepts and tactics. This “Get a Clue with the Blue” will coincide with lunch provided by the Senior Center.

Goal 7: Continue to Foster and Support a Harmonious Work Environment to Build Trust, Engagement, and Camaraderie.

Objective: Sergeants will conduct quarterly ride along with police officers assigned their supervision to encourage transparency, engagement, and input for our Police Department and Community.

Goal 8: Personnel Development

Objective: Enhance employee opportunities, knowledge, and skill building through temporary assignment. Abbreviated assignments working with officers in DuPage Metropolitan Enforcement Group (DUMEG), general detectives, Problem Oriented Intelligence-led Neighborhood Team (POINT), school resource officers (SRO), Commercial Motor Vehicle Safety and Enforcement Officer, and possibly Bloodhound Unit. These opportunities will help develop and mentor officers interested in these specialty assignments.

Goal 9: Celebrate and Honor the 1959 Incorporation of the Village of Glendale Heights

Objective: Allow the Department personnel to design and select a 65th Anniversary Police Badge to celebrate the incorporation of the Village of Glendale Heights. Department members will be able to proudly wear this selected badge upon their uniform for the 2024 calendar year.

Goal 10: The Peer Support Team is a Vital Part of the Department Wellness Program. Maintaining Annual Training Provides the Peer Support Team with the Best Practices to Assist Fellow Peers when Needed.

Objective: The Peer Support Team provides support and assistance to employees experiencing personal and/or professional stress or crisis. To ensure the Peer Support Team provides the best possible aid for this necessary wellness assistance, the Peer Support Team will institute hands on scenario-based training during this calendar year.

Goal 11: Increase the Handlers for the Police Department Comfort Dog Benjamin to Ensure the Highest Quality of Interactions with Our Residents

Objective: The comfort dog, Benjamin has proven to be an excellent conductor for community engagement. With the addition of a handler along with the current cadre of handlers, the Department can enhance our positive interactions with the members of our community.



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Goal 12: The Department remains Committed to Positive Community Building Efforts this includes the Increased Community Interaction through Special Events.

Objective: The Department introduced the Police Program Supervisor in 2023. This position provides continued efforts for the Department's community-based interactions. Networking with community businesses, religious organizations, schools, other Village departments, and community groups the Police Program Supervisor will set up and further the Department's community policing efforts through Department Special Events.

Goal 13: Recruitment of High School Students and Young Adults to Become Police Officers at the Department through the Implementation of a Police Explorer or Cadet Program

Objective: With all the options and opportunities available to the Glendale Heights community members, the Glendale Heights Police Department continues to build on these existing partnerships through the Community Oriented Policing Philosophy. This includes the continued efforts to build our police department from the residents of our town.

This building can be done through mentoring and supporting programs for teens and young adults in the community. The focus will be of building junior policing programs focused on involvement, interaction, and training with sworn police officers. This will include officer shadowing programs, technical training, community-based involvement, skill building initiatives, and hands on training. Cadets will be taught the essentials for a career in law enforcement with a curriculum comprised of state and local laws, policing ethics, cultural awareness, decision making, crime scene control, life-saving techniques, firearms use including the use of force, and report writing. These efforts will continue the positive community interaction while also laying the groundwork for future Glendale Heights Police Officers.

Police Department Strategic Goals and Strategies

Goals-NIU Workshop

- Enhance current positive public attitude toward the Department
- Increase community relationships and interactions
- Increase proactive policing efforts to help maintain roadway infrastructure

Village Response

- Increase officer initiated foot patrols by 5%
- Increase community engagement through foot patrols at parks by Canine Officer and K-9
- Add an additional Commercial Motor Vehicle Safety and Enforcement Officer

Police Department Strategic Goals and Strategies

Citizen Survey-NIU Workshop

- Residents want to feel safe
- Hire more Police Officers
- Increase Police presence
- Additional security cameras

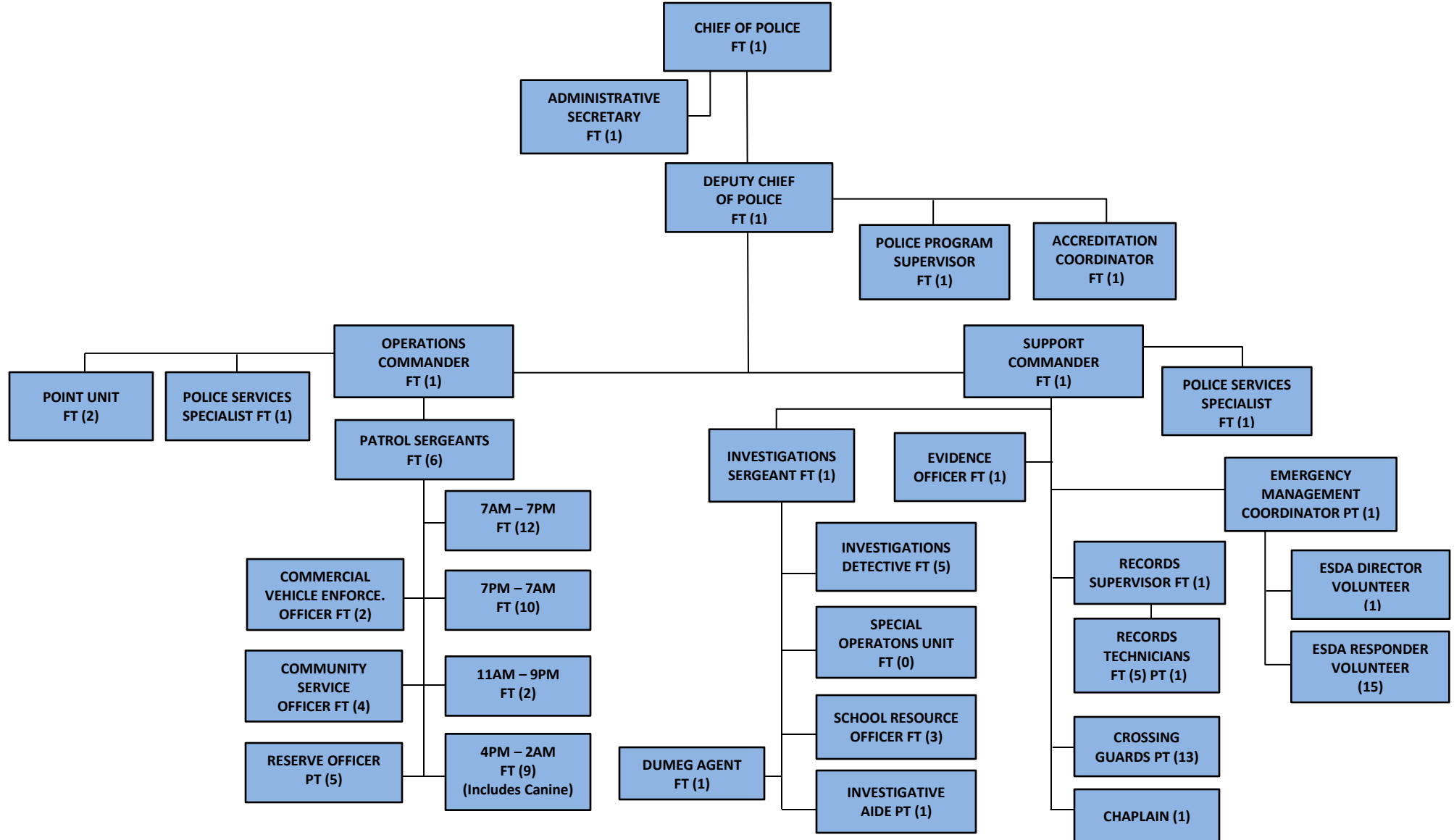
Village Reponse

- Increase manpower by 2, from 55 to 57 sworn officers
- Purchase 10 additional Flock Cameras (License Plate readers)
- Deploy a second truck enforcement unit

FY 2024 / 2025

VILLAGE OF GLENDALE HEIGHTS ORGANIZATIONAL STRUCTURE

POLICE DEPARTMENT



The Police Department is organized into two Divisions, Operations and Support. It has an authorized strength of 57 full-time sworn officers. The Support Division responsibilities include School Resource Officers, Safety Town, CALEA, Community Outreach, budget and grant funding, records management, E911 ESDA and evidence management. The Operations Division responsibilities include Community Oriented Policing, police training, firearms range, accident investigation, animal control, patrol, traffic citations, service calls and crime prevention. The Department is charged with the duty of protecting the lives and property of the Village's 33,176 residents by providing 24-hour emergency and non-emergency service. Total full-time employees 73, part-time 21 for a grant total of 104 employees: 16 of which are volunteers.

POLICE DEPARTMENT: ADMINISTRATION

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

This division manages all entities of the Police Department, and is responsible for ensuring the department is serving the community in an appropriate manner. The Administration Division consists of the Chief of Police, Deputy Chief of Support, Operations Commander, Support Commander, Administrative Secretary, an Accreditation Coordinator, Police Program Supervisor and two Police Services Specialists. The Administration Division provides the following programs:

Community Outreach Programs

Community Outreach Programs offer the assistance of the department's specialist, who provides an appropriate referral system for those in need and a variety of social services and programs to individuals, families, groups and organizations within the community. The Department attempts to bridge the gap between the identification of the need for social services and the enrollment in outside programs.



Medical Supply Program

Thanks to the generous contributions of new or gently used medical equipment, the Village's Medical Supply Program has walkers, wheel chairs, canes, quad canes, crutches, commodes and other bathroom equipment, slings, and more, that may be borrowed FREE of charge to residents.

Digital Cell Phone Program

The Village of Glendale Heights' digital cell phone program is dedicated to providing the highest quality service to the elderly and disabled in our community with recycled cell phones for 9-1-1 calls.

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
101	1210	521	10	10	F-TIME & REG.PART TIME	517,924.88	521,248.00	558,396.00
101	1210	521	10	99	OVERTIME PAY	3,615.57	7,100.00	1,000.00
101	1210	521	15	10	FICA-EMPLOYER	12,597.75	14,882.00	13,434.00
101	1210	521	16	10	IMRF-EMPLOYER PUBLIC SFTY		17,422.00	17,422.00
101	1210	521	16	12	MEDICAL-EMPLOYER		132,033.00	109,791.00
101	1210	521	16	13	TUITION REIMBURSEMENT	11,654.56	15,000.00	0.00



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101	1210	521	16	14	TRAVEL FOR MEETING & CONF	302.55	2,150.00	3,100.00
101	1210	521	16	15	TRAINING & SEMINARS	58,375.80	95,435.00	91,135.00
101	1210	521	16	16	MEDICARE - EMPLOYER	7,141.63	7,558.00	7,558.00
101	1210	521	16	17	POLICE PENSION		162,369.00	168,533.00
101	1210	521	24	12	PRINTING & BINDING		380.00	380.00
101	1210	521	24	15	EMPLOYEES PHYSICAL EXAM		11,000.00	11,000.00
101	1210	521	24	17	POLYGRAPH TEST		320.00	320.00
101	1210	521	24	19	NE DUPAGE FAM&YOUTH SVCS	133,121.12	131,000.00	120,000.00
101	1210	521	24	32	SOFTWARE SUPPORT & MAINT	5,562.00	5,000.00	5,000.00
101	1210	521	24	99	OTHER PURCHASE-SERVICES	35,821.28	134,700.00	98,000.00
101	1210	521	35	99	OTHER POLICE GEN.SUPLS.		200.00	200.00
101	1210	521	37	10	UNIFORMS	49,094.24	43,500.00	55,500.00
101	1210	521	37	99	OPERATING SUPPLIES	327.98	22,798.00	850.00
101	1210	521	39	99	OPERATING EQUIPMENT	2,517.99	4,722.00	0.00
101	1210	521	52	11	VEHICLE LEASE		1,222.00	174,222.00
101	1210	521	62	10	MEMBERSHIP DUES	6,509.00	6,800.00	4,500.00
101	1210	521	62	11	SUBSCRIPTIONS	80.00	310.00	310.00
101	1210	521	69	13	ACCREDITATION (CALEA)	6,205.00	6,220.00	6,220.00
101	1210	521	69	14	MISCELLANEOUS LICENSES	625.00	400.00	400.00
101	1210	911	82	10	VEHICLES	100,995.01	130,000.00	0.00
101	1210	912	89	10	PRINCIPAL	78,085.96	104,000.00	0.00
101	1210	912	89	15	INTEREST	22,136.96	10,700.00	0.00

POLICE DEPARTMENT: PATROL

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Patrol Division is directed by the Deputy Chief of Operations, who has six Sergeants supervising thirty-four Patrol Officers, five Part-Time Officers, and four Community Service Officers. Basic responsibilities include all calls for service and assistance, constant patrols of the community, and traffic enforcement.

Besides basic duties, Patrol personnel are also responsible for the following special programs:

- Traffic Unit
- Crime scene processing for the entire department
- K-9 services utilizing the department's canine handler and the Police K-9
- Truck Enforcement
- Bicycle Patrol

The Police Department has divided the Village into 4 areas called "beats." The formation of these "beats" is based upon the balancing of call loads within certain obvious geographical markers. Each beat has a Sergeant to coordinate officers assigned to assist the residents in their "beat." The



beat officers meet quarterly to discuss the needs and issues concerning their beats, such as methods that can be utilized to reduce crime, identification of problem areas, meeting and talking to the residents, recommendations to physical changes to a neighborhood, (additional lighting, changes in traffic flows, parking changes, etc.).

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
101	1211	522	10	10	F-TIME & REG.PART TIME	4,490,155.69	4,570,679.00	5,294,041.00
101	1211	522	10	11	HOLIDAY WORKED PAY	70,814.62		0.00
101	1211	522	10	12	PART TIME OFFICER	12,934.79	20,000.00	20,000.00

ANNUAL BUDGET

101	1211	522	10	13	DETAIL PAY	6,443.21	10,000.00	10,000.00
101	1211	522	10	99	OVERTIME PAY	393,193.34	458,822.00	432,145.00
101	1211	522	15	10	FICA-EMPLOYER	18,788.24	20,283.00	20,467.00
101	1211	522	16	10	IMRF-EMPLOYER		26,428.00	21,428.00
101	1211	522	16	12	MEDICAL-EMPLOYER		632,000.00	624,727.00
101	1211	522	16	16	MEDICARE - EMPLOYER	70,283.54	72,540.00	83,363.00
101	1211	522	16	17	POLICE PENSION		2,468,008.00	2,561,691.00
101	1211	522	16	31	EMPLOYEE-SEVERANCE PAY	65,432.41		25,900.00
101	1211	522	35	11	AMMUNITIONS	10,902.00	23,380.00	14,288.00
101	1211	522	35	12	TARGETS FOR GUN RANGE	310.30	500.00	500.00
101	1211	522	35	13	K-9	3,389.14	14,560.00	3,000.00
101	1211	522	37	84	CAR WASH	3,731.00	5,565.00	5,565.00
101	1211	522	37	99	OPERATING SUPPLIES	3,043.77	2,730.00	2,730.00
101	1211	522	39	99	OPERATING EQUIPMENT	166,725.20	128,790.00	175,720.00
101	1211	522	53	10	POLICE DEPARTMENT	2,534.84	3,000.00	3,000.00
101	1211	523	24	99	OTHER PURCHASE-SERVICES	262,034.44	312,000.00	360,000.00



POLICE DEPARTMENT: INVESTIGATIONS

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

Investigation falls under the direction of the Support Operations Commander. The unit consists of an Investigations Sergeant, Evidence Officer, five Investigative Detectives, three School Resource Officers, Department of Homeland Security Task Force Officer, DuMEG Task Force Officer, and a part time Investigative Aide.

Evidence Officer

The Evidence Officer is a civilian member of the Department who is responsible for the safeguarding and maintenance of all items of evidence and found property that are collected by the department. Currently the Department has over 22,500 items of evidence or found property in its possession.



School Resource Officers

A School Resource Officer is assigned to the two school districts located within the Village. The Officer is responsible for conducting educational classes in drug, alcohol, and gang awareness with the children through the DARE program as well as having investigative responsibility over all crimes that both occur at the school with the children or off campus that affect the children. Additionally, the Officer acts as a Community Based Policing problem solver for all problems at the schools such as parking, traffic flow, etc. that would affect them. One officer is the liaison for both District 15 and District 16. As of August 2008, we also have a District 87 high school Liaison Officer who rotates between Glenbard East, Glenbard North and Glenbard West.

Special Operations Officers

Special Operations Officers are responsible for undercover and tactical responses for gangs, illegal drugs, and gun activity that occur in the Village. These officers are responsible for unmarked and non-uniform patrol in problem areas including special surveillance areas.

The Citizens Police Academy (CPA) provides an opportunity for citizens to take a look behind the “blue curtain” and learn what Police Officers contend with on a daily basis. Citizens learn how to conduct basic investigations and try their hand at evidence work. They also learn first



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aid, become CPR certified, visit the County jail and get the opportunity to shoot on the Department gun range.

Safety Town projects provide safety education to young children including stranger danger, fire prevention/safety, and a wide range of other age specific safety issues. The Department also conducts a Halloween trick or treat and Easter egg hunt programs at Safety Town.

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
101	1212	523	10	10	F-TIME & REG.PART TIME	1,417,505.55	1,616,121.00	1,371,930.00
101	1212	523	10	11	HOLIDAY WORKED PAY	9,344.40		0.00
101	1212	523	10	99	OVERTIME PAY	142,821.60	173,692.00	109,060.00
101	1212	523	15	10	FICA-EMPLOYER	6,545.83	7,742.00	8,153.00
101	1212	523	16	10	IMRF-EMPLOYER		8,800.00	0.00
101	1212	523	16	12	MEDICAL-EMPLOYER		280,900.00	195,000.00
101	1212	523	16	16	MEDICARE - EMPLOYER	21,864.54	22,294.00	19,596.00
101	1212	523	16	17	POLICE PENSION		617,002.00	640,423.00
101	1212	523	16	31	EMPLOYEE-SEVERANCE PAY		25,700.00	0.00
101	1212	523	24	99	OTHER PURCHASE-SERVICES	11,236.90	15,385.00	15,385.00
101	1212	523	35	16	INVESTIGATION-CONTINGENCY		750.00	750.00
101	1212	523	35	99	OTHER POLICE GEN.SUPPLIES	7,961.86	8,000.00	8,000.00
101	1212	523	37	10	UNIFORMS		8,000.00	0.00
101	1212	523	52	10	LEASES-EQUIPMENTS	408.00	408.00	1,788.00
101	1212	523	62	10	MEMBERSHIP DUES	330.00	550.00	550.00
101	1212	523	62	11	SUBSCRIPTIONS	2,367.00	2,940.00	1,404.00
101	1212	523	69	79	TOWING EXPENSE		1,250.00	1,250.00



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POLICE DEPARTMENT: SUPPORT SERVICES

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

Support Services falls under the direction of the Support Operations Commander. The unit consists of a Record Supervisor, and five full-time & one part-time civilian records technicians.

Records Division:

The Police Department Records Staff maintains all documents, tickets, reports/records, data entry, statistical research, arrest photos generated by the department and ensures the integrity of those records for future use. Records also answers most non-emergency calls.

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
101	1213	524	10	10	F-TIME & REG.PART-TIME	487,174.42	427,923.00	596,137.00
101	1213	524	10	13	CROSSING GUARDS	51,525.00	52,930.00	73,227.00
101	1213	524	10	99	OVERTIME PAY	1,032.11	3,009.00	3,074.00
101	1213	524	15	10	FICA-EMPLOYER	29,656.30	29,075.00	32,557.00
101	1213	524	16	10	IMRF-EMPLOYER		34,668.00	35,794.00
101	1213	524	16	12	MEDICAL-EMPLOYER		77,495.00	86,600.00
101	1213	524	16	16	MEDICARE - EMPLOYER	7,622.10	9,416.00	9,750.00
101	1213	524	24	12	PRINTING & BINDING	5,555.09	11,000.00	11,000.00
101	1213	524	24	15	VETERINARY STRAY ANIMALS	1,067.36	1,250.00	750.00
101	1213	524	24	26	COMPUTER DATA ACCESS	74,914.44	91,625.00	102,741.00
101	1213	524	31	99	OFFICE SUPPLIES	655.03	1,200.00	1,200.00
101	1213	524	35	99	OTHER POLICE GEN.SUPPLIES	4,195.85	4,300.00	4,300.00
101	1213	524	37	10	UNIFORMS		500.00	0.00
101	1213	524	37	80	GAS & FUEL	120,473.23	105,000.00	105,000.00
101	1213	524	51	10	TELEPHONE	359.40	360.00	360.00
101	1213	524	52	10	LEASES-EQUIPMENTS	1,633.12	2,000.00	12,000.00
101	1213	524	53	10	R&M OPERATING EQUIPMENT	46,305.16	46,459.00	46,459.00
101	1213	524	69	24	ANIMAL IMPOUNDMENT	1,912.53	3,150.00	3,150.00
101	1213	524	69	80	RODENT TRAPPING	250.00	2,925.00	2,925.00
101	1213	524	69	81	CONSOLIDATED DISPATCH EXP	649,605.00	685,344.00	723,037.00



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POLICE DEPARTMENT: STATE AND FEDERAL GRANTS

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

This grouping of accounts tracks all of the expenses related to grants received by Federal and State governments, as well as funds and fines dedicated for law enforcement purposes by State law. These accounts are offset by revenue accounts which are funded with special funds that are earmarked for specific purposes by law.

PROPOSED BUDGET WITH ACTUAL HISTORY

REVENUES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
101	1299	481	58	10	PULL TAB TAX	1,027.31	4,000.00	4,000.00
101	1299	481	58	11	D.U.I.	18,684.96	22,000.00	25,000.00
101	1299	481	58	12	COURT DRUG FINES	1,239.53	900.00	900.00
101	1299	481	58	14	SEX OFFENDER REGIST FUND	3,460.00	3,000.00	3,000.00
101	1299	481	58	20	STATE-TOBACCO GRANTS	2,603.00	5,000.00	5,000.00
101	1299	481	58	22	SUPERVISION FINES	476.44	3,500.00	500.00
101	1299	481	58	23	ELECTRONIC CITATION FEES	3,406.57	3,500.00	3,500.00
101	1299	481	58	25	EVIDENCE SEIZED CASH	11,915.34	6,000.00	0.00
101	1299	481	58	26	STATE FORFEITURES FUND	20,642.78	15,000.00	0.00
101	1299	481	58	27	FEDERAL FORFEITURES FUND	38,554.48		0.00
101	1299	481	58	60	COMMUNITY ORIENTED POLICE	15,009.41	30,000.00	5,000.00
101	1299	481	58	61	GUN RANGE	6,000.00	6,000.00	6,000.00
101	1299	481	58	63	CHARACTER COUNTS!	6,061.69		0.00
101	1299	481	58	64	OPIOID PROGRAM	20,037.59		0.00
101	1299	481	58	65	BENJAMIN PROGRAM	600.00		0.00
101	1299	481	58	66	BLOODHOUND PROGRAM		10,000.00	0.00

EXPENDITURES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
101	1299	521	58	10	PULL TAB TAX		2,500.00	2,500.00
101	1299	521	58	11	D.U.I.	8,961.00	12,000.00	4,000.00

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101	1299	521	58	12	COURT DRUG FINES		500.00	500.00
101	1299	521	58	14	SEX OFFENDER REGIST FUND	2,080.00	2,500.00	2,500.00
101	1299	521	58	20	STATE TOBACCO GRANTS	2,687.84	5,000.00	5,000.00
101	1299	521	58	22	SUPERVISION FINES		3,500.00	3,500.00
101	1299	521	58	23	ELECTRONIC CITATION FEES		3,000.00	3,000.00
101	1299	521	58	25	EVIDENCE SEIZED CASH	15,645.19	7,000.00	0.00
101	1299	521	58	27	FEDERAL FORFEITURE FUND	1,542.74	1,992.00	1,992.00
101	1299	521	58	28	DARE ACCOUNT	900.91	930.00	930.00
101	1299	521	58	60	COMMUNITY ORIENTED POLICE	13,070.68	14,000.00	5,000.00
101	1299	521	58	61	GUN RANGE	6,150.00	40,505.00	8,250.00
101	1299	521	58	65	BENJAMIN PROGRAM	184.48		0.00



POLICE DEPARTMENT: COMMUNITY ORIENTED POLICE

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

This budget provides funds for supporting the following Community Oriented Activities;

- Village's Safety Town Events
- Neighborhood Watch
- Community Events
- Youth Events
- Park Parties
- Citizens Police Academy
- Wee Care Bears
- Drug Prevention Supplies
- Dare Workbooks and Supplies

These activities are held at different times throughout the year and are geared toward involving and educating the community about safety and public service. The annual events cater to patrons of all ages.

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
101	1214	525	35	99	OTHER POLICE GEN.SUPPLIES	13,147.98	14,611.00	14,000.00



FINANCE

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Finance department is charged with these primary responsibilities:

- ❖ Maintaining the financial records of the Village.
- ❖ Collecting all revenues due to the Village.
- ❖ Assuring all debts are promptly satisfied.
- ❖ Providing for the safeguarding of assets.
- ❖ Providing financial information and support to all Village departments.
- ❖ Submitting monthly financial status reports to the Village Administrator and Village Board of Trustees.
- ❖ Providing estimate information for purposes of compiling budgets.
- ❖ Responsible for billing of water and sewer services.
- ❖ Responsible for the management of the Village's purchasing functions.
- ❖ Facilitating and coordinating the annual independent audit.

To carry out these duties, the department is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the Village are protected from loss, theft or misuse and to ensure that adequate accounting data are compiled to allow for the preparation of financial statements in conformity with generally accepted accounting principles.

The Finance Department will continue to focus on providing responsive and timely information and quality services to the residents, businesses, elected officials, and employees of the Village of Glendale Heights.

TOTAL OPERATING BUDGET

\$1,550,678

2023/2024 ACCOMPLISHMENTS

FINANCE DEPARTMENT

- For the fiscal year that ended April 30, 2024, total assets grew by more than \$24 million from \$221 million to a total \$245 million, while total revenues increased to \$66 million compared to the prior fiscal year, at \$58 million. The Villages' primary fund, which is the General Fund, reported a reserve balance of \$25 million. Reserves are a level of 9 month's equivalent expenditures, exceeding the Village's policy of 4 months and the level recommended by the Government Finance Officers Association (GFOA) of 2 months.
- A total of \$4.57 million in Federal American Rescue Plan Act (ARPA) funds have been provided to the Village. The Village Board has pledged 100% of this money for water,

sewer and wastewater Treatment infrastructure needs, which is one of the eligible uses for these funds.

- Residents will be pleased to know that for the second consecutive year, the 2023 Village Tax Levy contains no increase from the prior year. Overall, the Village's share of property taxes amounts to slightly more than 10% of the overall property tax burden.
- Looking ahead to 2024, the Finance Department expects to roll out a suite of totally new financial management software applications. Among the upgrades will be a new utility billing module which will greatly improve the customer experience, enabling residents to see their water consumption, set usage alerts, and introduce more present-day payment acceptance options. We are quite excited about these enhancements, which will likely launch in the 1st quarter of 2025.
- Turning attention to water billing operations, the Village billed 729,527,000 gallons of water in fiscal year 2023, representing another decrease from the previous year's billing of 752,409,100 gallons. In the past year, around 106,000 individual water bills were generated, totaling \$12,161,342 in billed revenues.
- The primary goal and responsibility of the Purchasing division is to obtain the best value possible for the taxpayer's dollar, within the rules and regulations that govern public purchase of goods and services. In this past year, purchasing managed 51 separate formal bids and contracts. Using the competitive bid process achieves open and healthy competition, transparency, and enables the Village to purchase at the lowest possible cost, consistent with the needs of the user department.
-

On June 23, 2023, the Government Finance Officers Association (GFOA) awarded the Village with a Certificate of Achievement for Excellence in Financial Reporting, for its 2022 Annual Comprehensive Financial Report (ACFR). This is the 40th year in a row that the Village has received this award. The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting.

On March 6, 2023, the Village was also recognized by the GFOA with a Distinguished Budget Presentation Award for its Fiscal Year 2022/2023 budget document. This marks the 10th consecutive year in which the Village has received this recognition.

**2024/2025 GOALS & OBJECTIVES
FINANCE DEPARTMENT**

Goal #1: Continue to maintain high levels of professional accounting, reporting and budgetary standards worthy of the Government Finance Officers Association (GFOA) "Certificate of Achievement for Excellence in Financial Reporting" and the "Distinguished Budget Presentation Award" Programs.

- ❖ Submit for, and be awarded a Certificate of Excellence from GFOA for the FY 2024 Annual Comprehensive Financial Report.
- ❖ Submit for and be awarded a distinguished budget presentation award for the FY 2025 budget.

Goal #2: Obtain an unmodified audit opinion in conjunction with the completion of the FY 2024 Annual independent audit.

- ❖ Obtain an unqualified Single audit opinion.

Goal #3: Implement new Tyler/MUNIS Enterprise ERP System.

- ❖ Target "go live" for May 1, 2025.

Goal #4: Improve working conditions for Finance Front Counter staff.

- ❖ Budget for and complete phased improvements including noise reduction, counter modifications, additional storage space, and new chairs.

Goal #5: Address language barriers for residents seeking to transact Village business.

- ❖ Have major forms translated in Spanish.

Goal #6: Establish a clearer line of authority and opportunities for advancement within the department, specifically within the Utility Billing Division.

- ❖ Proceed with a partial restructure of staffing in the Department, creating the position of Revenue Manager.

Goal #7: Provide opportunities for employee job enrichment.

- ❖ Require that all staff take at least 4 hours of continuing education for their respective primary duties.

Goal#8: Update Insurance Requirements in Bid Documents.

- ❖ Continue efforts to establish/update boilerplate insurance requirements for vendors that serve the Village in various capacities.

Goal #9: Explore advantages and disadvantages related to transitioning from Village absorbed credit card charges, and passing these costs to cardholders, thereby potentially realizing a \$183k savings to the Village.

PROPOSED FINANCE BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
101	1310	514	10	10	F-TIME & REG.PART TIME	682,297.23	750,114.00	897,452.00
101	1310	514	10	99	OVERTIME PAY	543.49	500.00	1,000.00
101	1310	514	15	10	FICA-EMPLOYER	40,676.66	45,453.00	55,704.00
101	1310	514	16	10	IMRF-EMPLOYER		58,606.00	71,317.00
101	1310	514	16	12	MEDICAL-EMPLOYER		133,500.00	153,658.00
101	1310	514	16	15	TRAINING & SEMINARS	334.00	2,200.00	4,500.00
101	1310	514	16	16	MEDICARE-EMPLOYER	9,499.56	10,630.00	13,027.00
101	1310	514	21	10	AUDITING	50,190.00	61,535.00	81,535.00
101	1310	514	21	99	OTHER PROFESSIONAL	24,236.03	24,411.00	17,500.00
101	1310	514	24	12	PRINTING & BINDING	22,438.62	11,750.00	14,900.00
101	1310	514	24	14	ADVERTISING	4,506.85	4,700.00	5,000.00
101	1310	514	24	32	SOFTWARE SUPPORT & MAINT	37,563.06	26,700.00	23,100.00
101	1310	514	31	99	OFFICE SUPPLIES	631.16	2,500.00	2,500.00
101	1310	514	32	14	COMPUTER SOFTWARE	17,173.83	300,000.00	200,000.00
101	1310	514	37	99	MISCELLANEOUS SUPPLIES	1,614.18	1,510.00	7,400.00
101	1310	514	38	99	OFFICE EQUIPMENT	246.31	1,000.00	0.00
101	1310	514	51	12	CELLULAR PHONE		270.00	0.00
101	1310	514	55	60	OFFICE EQUIPMENT R & M	4,473.36	1,484.00	0.00
101	1310	514	62	10	MEMBERSHIP DUES	1,009.00	1,085.00	1,085.00
101	1310	514	62	11	SUBSCRIPTIONS	17.00		0.00
101	1310	514	69	21	RECORDING FEES	166.00	1,000.00	1,000.00
101	1310	912	89	10	PRINCIPAL	1,423.10	1,500.00	0.00
101	1310	912	89	15	INTEREST	184.90	150.00	0.00

Finance Department Strategic Goals and Strategies

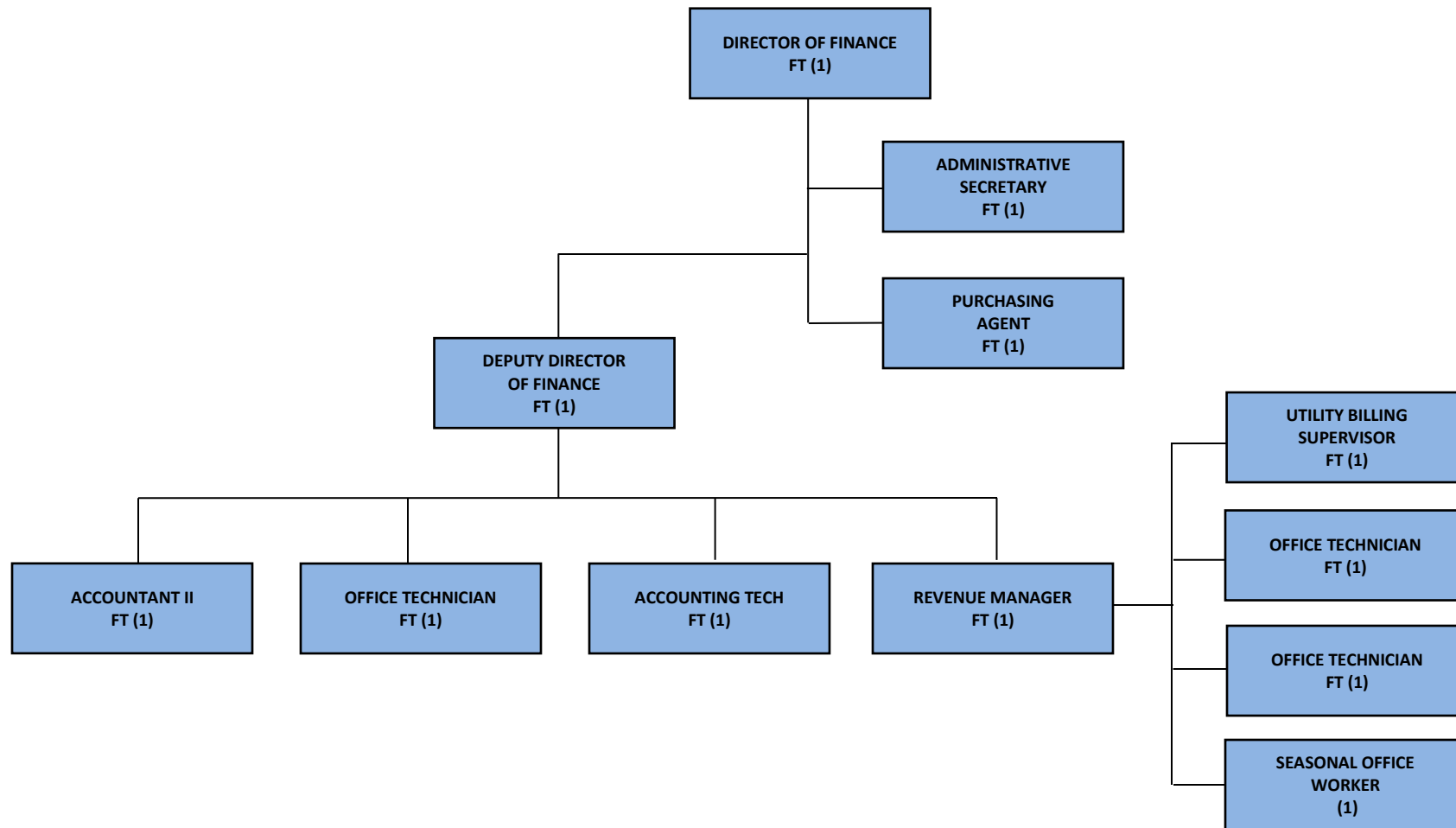
Short Term Goal – NIU workshop

- Implementation of financial management based software system; work to interface modules universally within the Village organization
- Monitor, strengthen and maintain the Village's financial stability; ensure stable finances by identifying new funding opportunities and diversifying revenue

Village Response

- Funding requested in FY 2024 budget to upgrade from current financial software system 20+ years old
- Explore advantages and disadvantages related to transitioning from Village absorbed credit card charges and passing these costs to cardholders, thereby realizing a \$183 thousand savings to the Village

FY 2024 / 2025
VILLAGE OF GLENDALE HEIGHTS ORGANIZATIONAL STRUCTURE
FINANCE DEPARTMENT



The Finance department is responsible for all fiscal operations of the Village. These responsibilities include budget control, accounting, investments, the procurement of goods and services, payments, billing, receipts, deposits, assets management, inventory, sale of real estate transfer stamps, vehicle stickers, animal licenses, garage sale permits and assisting the Village Administrator with budget preparation. The Utility Billing staff are responsible for water meter readings and the processing of utility bills and other public services. Total number of employees authorized: 11 Full-Time and 1 Seasonal

COMMUNITY DEVELOPMENT

MISSION STATEMENT

The Glendale Heights Department of Community Development strives to provide professional assistance in planning, development and construction by adopting and enforcing current codes and standards in a uniform and unbiased manner, in order to establish and maintain a safe, healthy and attractive community for all residents and business owners.

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Community Development Department is charged with planning for the future growth of the Village, with maintaining the quality of existing development and with assuring that new construction meets acceptable community standards. To carry out these responsibilities, the Department is organized into two divisions; Administration and Inspection Services. Community Development is assisted by and provides technical services to several advisory boards and commissions composed of citizens appointed by the Village for a specified number of years. These advisory boards include the Plan Commission and Property Enhancement Committee.

TOTAL OPERATING BUDGET

\$2,576,067

ANNUAL EXPENSES BY DIVISION

DIVISION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
Administration	\$746,865	\$1,777,498	\$1,688,939
Inspection Services	\$623,844	\$828,017	\$887,128
TOTAL DIVISION	\$1,370,709	\$2,605,515	\$2,576,067

COMMUNITY DEVELOPMENT DEPARTMENT

FY 2023/24 ACCOMPLISHMENTS

A major change in the Community Development Department in 2023, which will impact all of the following functions of the Department, is the new Enterprise Resource Planning software called Cloudpermit. Cloudpermit will allow the department to bring all departmental activities in a fully-online and digitized environment. This will allow staff to retrieve information faster, resulting in improved workflow times and reduced expenditures for operational resources. Cloudpermit is expected to be fully operational by mid-2024.

The department reviews building permit applications and inspects construction projects for compliance with adopted building codes and industry best practices. In 2023, the department received 2,459 building permit applications for industrial, commercial and residential

construction projects that had an estimated combined project value of nearly \$57 million reinvested into the community. A vast majority of the building permits applications were for residents who are making improvements to their homes and increasing property values in their neighborhood. Additionally, the Department issued 41 permits for utility work in the public right-of-way.

The department also manages regulatory stormwater management needs for the Village. The Community Development Department works in close coordination with other Village Departments, the DuPage County Stormwater Management Department, the Illinois Environmental Protection Agency (IEPA), the US Army Corps of Engineers (USACE), and the Federal Emergency Management Agency (FEMA) to ensure both public and private development activities meet their regulatory obligations for stormwater management. Activities include, public education and outreach, public participation and involvement on matters pertaining to stormwater impacts and regulations, illicit discharge detection and elimination, stormwater review and permitting, post construction runoff controls and inspections, pollution prevention and good housekeeping programs. In 2023, the Village of Glendale Heights issued 15 stormwater permits/certificates for various projects including, but not limited to, residential home construction, accessory structures such as decks, sheds and patios, driveways and parking lots, and new commercial building additions. The majority of the permits reviewed are for residents making improvements to their homes and increasing property accessory structures such as decks, sheds and patios, driveways and parking lots, and new commercial building additions.

The department reviews and issues several types of operating licenses for business, rental establishments (single family and multi-family), contractors, vending machines, tobacco establishments, video gaming and elevators. In 2023, the Village of Glendale Heights issued just over 2,500 licenses. Just over half of those at 1,317 were for single family rentals, 549 for business licenses, and 286 for contractor licenses.

Code Enforcement personnel perform inspections for rental properties, real estate transfers, property maintenance concerns, and back up the building inspectors to provide overflow inspections. In 2023, Code Enforcement issued 465 Notice of Violations to properties for code non-compliance. They also represent the department in the administrative adjudication of cases and facilitate monthly Property Enhancement Committee meetings as well as quarterly Landlord and Property Manager meetings. These meetings serve to train and educate the public on the rights and obligations of owners and tenants with respect to the department's rental and crime-prevention partnership programs, and in doing so, serve to promote safety and uphold property values within the Village.

Economic Development is critical to community health by promoting structured and orderly growth, improved shopping and dining offerings for Village residents and visitors, and increased tax base through sales and property taxes; all of which contribute to improved property values for Village residents and businesses. The department utilizes all available resources, to include the management of seven Tax Increment Financing (TIF) districts to promote commerce and economic development within the Village.

The department's planning and zoning functions facilitate all of the land use, business enterprise, and private development activities within the Village as defined by the Village Board. The Planning and Zoning Commission is the Village body that hears all use cases not provided for in the Code of Ordinances, and makes recommendations to the Village Board for consideration. In 2023, the Planning and Zoning Commission conducted 13 public hearings for various amendments to the zoning ordinance, planned unit developments, conditional uses, re-zonings, and subdivision requests needed to support development and new business activity throughout the community. Notable cases include a 44,000 square-foot building expansion for Sumitomo Drive Technologies, a 12,000 square-foot Cannabis Craft Grower/Infusion facility, and the redevelopment of an existing 3,000 square-foot commercial building into a multi-tenant center with a drive-through Jimmy John's restaurant.

The Village also welcomed 67 new businesses in 2023 that occupied a combined building area of approximately 1.2 million square feet of existing commercial, industrial, and office space that was either vacant or previously occupied. A selection of the new businesses include: Clyde's Donuts, Vasa Fitness, Big Blue Swim School, Al-Fatah Meat Shop, Kern Precision, Old Second National Bank, Mitsubishi Turbocharger and Engine America, Umbra Window Tinting, Ivy Hall, Alexander Daniels, Biologos, Tony's Fresh Market, Northern Tool and Equipment, Sudz Car Wash, Convenient Valet (US Spice), Rechelien America, Crescend Technologies, the Lawless Group, the Flooring and Design Center, and Two Men and a Truck.

The Village has a pro-business posture. In 2023, that approach has resulted in the full occupancy of the recently constructed business park developments at 760 E. North Avenue and 1 E. North Avenue with industrial businesses such as OMG Inc, DH Pace, Coda Resources and Delmar International. Additionally, the Community Development Department worked with several property owners along the North Avenue corridor to remove several vacant buildings and structures, in order to establish green fields for future redevelopment.

COMMUNITY DEVELOPMENT DEPARTMENT FY 2024/25 GOALS AND OBJECTIVES

Goal 1: Alignment

- ❖ Continue to review and revise the municipal code to better reflect the way the department provides services and conducts business activities. Future activities which may require amendment include:
 1. Fee Schedule revisions
 2. Hotel and Motel Ordinance revisions
 3. Real Estate Transfer Inspection Program revisions
- ❖ Adopt updates to the National Building Codes.
- ❖ Continue to work with our regional partners to best serve our mutual needs and interests.

- ❖ Identify opportunities to redefine our local economic development environment, strengthen relationships with regional stakeholders, and work towards road-mapping an economic development plan for the future.
- ❖ Finish workspace reorganization in order to complete the departmental restructuring.

Goal 2: Digital Transformation

- ❖ Develop the systems to execute the implementation of our Enterprise Resource Planning software Cloudpermit, and fully onboard our non-residential users.
- ❖ Modify operational processes and staff assignments, as necessary, to facilitate assimilation into the new digital environment.
- ❖ Work with other local agencies who are using the software to develop best practices, identify efficiencies, and maximize the utility of the software.
- ❖ Develop performance indicators from the software's reporting features.

Goal 3: Development of Personnel

- ❖ Continue to implement leadership training for senior personnel to broaden their skillset, and strengthen their capacity for management, autonomy, and executing discretion that aligns with the organizational vision.
- ❖ Continue to implement technical training for operational personnel to deepen their technical ability, versatility, and establish a qualifications-based approach to departmental succession.

Community Development

Short Term Goal-NIU workshop

- Expand and enhance economic development activities and strategies to attract sales tax generating businesses
- Undertake review of Village zoning and building codes (internal or external review)/complete the zoning and code updates to 2021 IC code to bring up to date

Village Response

- Identify and revise policies and procedures which are no longer appropriate or do not reflect the needs of the community

Community Development

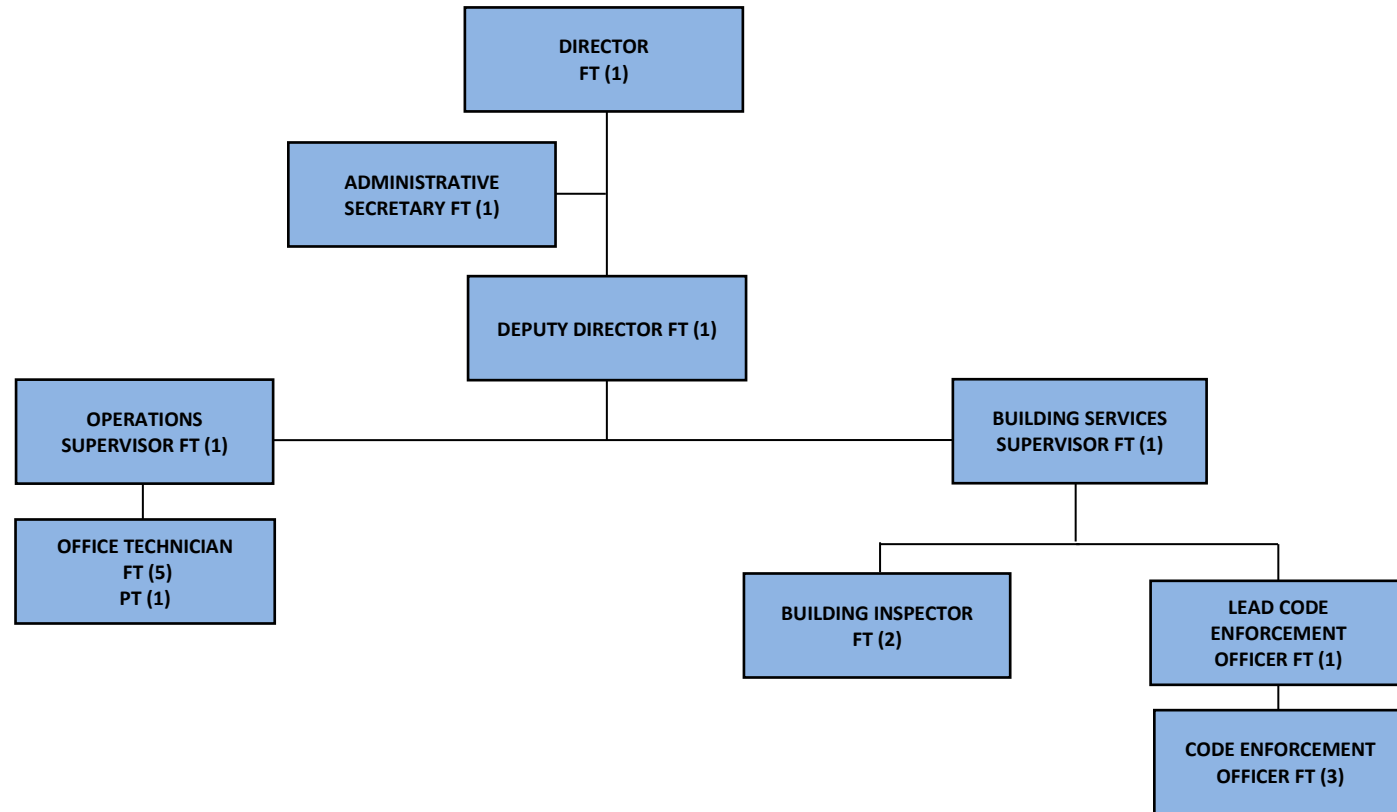
Long Term Goals-NIU Workshop

- Continue to work on plans and actions to develop a central business district
- Evaluate/consider strategic acquisitions of desirable properties to enhance economic development in the Village
- Complete zoning code update and implement new codes

Village Response

- Establish a culture prioritizing transparency, collaboration, and customer service
- Implement organizational structure changes to promote accountability, professional development, leadership and succession planning
- Refine and redefine roles and tasks to better utilize staff skills and traits

FY 2024 / 2025
VILLAGE OF GLENDALE HEIGHTS ORGANIZATIONAL STRUCTURE
COMMUNITY DEVELOPMENT



The Department of Community Development is charged with planning for the future growth of the Village, maintaining the quality of existing development, and assuring that new construction meets acceptable development standards. To carry out these responsibilities, Community Development is divided into three divisions; Building Services, Operations, and Administration. The Building Services Division is comprised of staff that perform technical reviews and inspections for a variety of permitted and licensed activities, such as construction permits, rental licenses, business licenses, and real estate transfers. Additionally, Building Services staff perform property maintenance and zoning inspections, upholding real estate maintenance and appearance standards. The Operations Division is comprised of staff who provide the support for departmental activities. They manage the transmission of communications with the general public, the processing of documentation, and facilitate the department's records management. Additionally, the Operations Division is able to support the workflows for our residents in English, Spanish, and Polish languages. The Administration Division is the senior leadership for the department, and is responsible for the planning and economic development functions of the Village, as well as managing statutory requirements such as FOIA, stormwater management, and TIF district administration. Consultants assist the department with engineering and building code services. Community Development is the staff liaison to the Planning and Zoning Commission, as well as Property Enhancement Committee. Total number of employees: 16 Full-Time and 1 Part-Time.

COMMUNITY DEVELOPMENT ADMINISTRATION

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

Comprehensive Planning

Forecasts and plans for the physical development of the Village for the next 10 to 15 years.

Annexation, Zoning, Land Use

Plays a major role in the development of new subdivisions and the preservation of existing neighborhoods.

Plan Review

Trained and certified individuals review submitted plans to ensure that buildings adhere to established codes.

Code Enforcement

Ensures that established standards are observed for the safety and preservation of the community.

Building Permits

Construction projects are approved if they comply with Building and Zoning Regulations.

Property Maintenance

Establishes and enforces minimum standards for maintenance of existing buildings, structures, premises, and facilities in order to protect the health, safety, and general welfare of the public.

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
101	1410	515	10	10	F-TIME & REG.PART TIME	634,750.07	742,311.00	811,455.00
101	1410	515	10	98	TEMPORARY HELP	12,943.93	15,000.00	0.00
101	1410	515	10	99	OVERTIME PAY	5,886.44	10,000.00	10,000.00
101	1410	515	15	10	FICA-EMPLOYER	39,106.21	49,028.00	50,310.00
101	1410	515	16	10	IMRF-EMPLOYER		61,393.00	65,208.00
101	1410	515	16	12	MEDICAL-EMPLOYER		141,000.00	130,000.00
101	1410	515	16	14	TRAVEL FOR MEETING & CONF		1,391.00	1,360.00
101	1410	515	16	15	TRAINING & SEMINARS	167.58	5,600.00	5,300.00
101	1410	515	16	16	MEDICARE - EMPLOYER	9,145.78	11,354.00	11,766.00
101	1410	515	16	20	LICENSES & CERTIFICATIONS			305.00
101	1410	515	24	12	PRINTING & BINDING	6,654.47	6,200.00	6,500.00



ANNUAL BUDGET

101	1410	515	24	13	PUBLICATIONS	1,041.60	1,000.00	1,000.00
101	1410	515	24	98	3rd PARTY SERVICES			426,000.00
101	1410	515	24	99	OTHER PURCHASE-SERVICES	4,632.56	454,475.00	40,512.00
101	1410	515	31	99	OFFICE SUPPLIES	2,525.46	2,192.00	2,000.00
101	1410	515	32	14	SOFTWARE	95.75	100,300.00	68,300.00
101	1410	515	37	10	UNIFORMS/PPE		382.00	600.00
101	1410	515	37	99	OPERATING SUPPLIES	2,214.50	950.00	750.00
101	1410	515	39	93	OFFICE EQUIPMENT	2,721.85	1,510.00	1,000.00
101	1410	515	39	94	COMPUTER EQUIPMENT	1,976.72	4,990.00	3,200.00
101	1410	515	39	99	OPERATING EQUIPMENT	309.43		0.00
101	1410	515	52	10	LEASES-EQUIPMENTS	1,140.87	4,300.00	4,300.00
101	1410	515	52	11	VEHICLE LEASE			48,000.00
101	1410	515	62	10	MEMBERSHIP DUES	393.00	1,022.00	1,073.00
101	1410	911	82	10	VEHICLES		105,000.00	0.00
101	1410	911	84	99	FURNITURE & FIXTURE		22,100.00	0.00
101	1410	912	89	10	PRINCIPAL	16,678.14	30,000.00	0.00
101	1410	912	89	15	INTEREST	4,481.22	6,000.00	0.00

COMMUNITY DEVELOPMENT: INSPECTION SERVICES

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Inspection Services Division ensures that construction methods, structures, and building projects meet all national, state, county, and local building codes. This division also administers Real Estate Transfer, Business Licenses, Code Enforcement, Single-Family and Multi-Family Rental Inspection Programs.

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
101	1412	515	10	10	F-TIME & REG.PART TIME	518,826.65	600,455.00	651,351.00
101	1412	515	10	99	OVERTIME PAY	13,129.75	10,000.00	10,000.00
101	1412	515	15	10	FICA-EMPLOYER	32,415.71	37,229.00	40,384.00
101	1412	515	16	10	IMRF-EMPLOYER		47,306.00	52,369.00
101	1412	515	16	12	MEDICAL-EMPLOYER		73,023.00	71,000.00
101	1412	515	16	14	TRAVEL FOR MEETING & CONF	143.70	100.00	100.00
101	1412	515	16	15	TRAINING & SEMINARS	2,130.00	7,520.00	11,033.00
101	1412	515	16	16	MEDICARE - EMPLOYER	7,581.03	8,707.00	9,445.00
101	1412	515	16	20	LICENSES & CERTIFICATIONS	95.00	2,264.00	1,807.00
101	1412	515	24	99	OTHER PURCHASE-SERVICES	39,234.02	27,076.00	27,500.00
101	1412	515	37	10	UNIFORMS/PPE	1,357.99	1,828.00	1,575.00
101	1412	515	37	80	GAS & FUEL	5,758.88	6,908.00	6,924.00
101	1412	515	37	99	OPERATING SUPPLIES	929.29	602.00	600.00
101	1412	515	39	99	OPERATING EQUIPMENT	483.73	4,124.00	1,900.00
101	1412	515	55	61	R&M OPERATING EQUIPMENT	1,127.79	235.00	500.00
101	1412	515	62	10	MEMBERSHIP DUES	630.00	640.00	640.00



ANNUAL BUDGET

PUBLIC WORKS

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Public Works Department is divided into four divisions; Engineering, Administration, Streets, and Fleet Maintenance. Each division is under the direct supervision of the Director of Public Works who is accountable for the sound management of the department and for the effectiveness of each operational element and for the administrative support of each function within the department.

Some or parts of the divisions in Public Works are funded by the General Fund. The General Fund department funding is categorized into four segments; Engineering, Administration, Streets, and Fleet Maintenance.

TOTAL OPERATING BUDGET \$3,923,418

ANNUAL EXPENSES BY DIVISION

DIVISION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
Engineering	\$99,846	\$298,734	\$155,161
Administration	\$136,268	\$15,949	\$596,245
Streets	\$1,724,985	\$2,497,457	\$2,602,755
Fleet Maintenance	\$378,202	\$525,664	\$569,257
TOTAL DIVISION	\$2,109,520	\$3,337,804	\$3,923,418

PUBLIC WORKS DEPARTMENT

2023/2024 ACCOMPLISHMENTS

In 2023, local road infrastructure was improved throughout the Village as part of the In-House Road Program overlaying Paddock Circle, Clifford Street, Van Meter Drive, Newton Avenue, and Polo Club Drive. The project involved the removal and replacement of deteriorated and structurally damaged curbs and sidewalks along with base repairs to the roadway before the new asphalt surface layer was applied. The In-House Road Program repaved over 7,000 square yards of surface roadway, replacement of 200 linear feet of curb and 4,200 square feet of sidewalk.

The Village has committed to increasing sidewalk improvements by nearly doubling budget funding. With the increased funding, six streets were improved through the contracted Sidewalk Removal and Replacement Program with over 20,000 square feet of damaged or hazardous sidewalks being replaced.



ANNUAL BUDGET

The Public Works Department worked on numerous infrastructure projects to improve the Village's Storm Sewer System. The Village's contractor has completed the lining of 1,260 lineal feet of storm sewer under Jacobsen Avenue. This should give the existing storm sewer an extra 50 years of life. Construction of improvements to the storm sewer system in the Pearl Avenue/ James Court area are complete. The Village was awarded a DuPage County American Rescue Plan Storm Water Grant for the sum of \$252,419.

Street Division Staff responded to 14 snow and ice events throughout last year's winter season, plowing and de-icing 76 center lane miles of roadway and 147 courts. The Street Division also responded to 38 separate flood control events including clearing of storm inlets and streams to alleviate standing water on roadways.

The Division provided contract supervision and construction observation for large projects. One such project was the 2023 MFT Road Program that included the reconstruction of thirteen streets, at a total cost of approximately \$4.6 million dollars.

The Village's contractor continues to maintain vegetation in the recent East Branch DuPage River Tributary Project and Klein Creek. Invasive species were removed and native plants were added to create a healthy and sustainable streambank area. Besides offering stabilization to the creek, the vegetation improved the habitat for wildlife and filters pollutants from the water. The overall creek improvements included streambank stabilization, dredging, vegetation management of invasive species, and the planting of new trees and shrubs. These projects are now in the phase of planting and managing native species. The Village previously received \$400k in a Community Development Block Grant and \$650k in Water Quality Grants to build these projects.

Public Works is continuing to pursue future grants to continue to improve the waterways of the Village. The Department has sent in a grant application for the restoration of Armitage Creek located behind the Shell Gas Station at Glen Ellyn Road and adjacent to Nazos Park. The Village is also in the process of creating a grant application for the restoration of Lake Becerra located in Heritage Park. If the Village is awarded these grants, construction is planned to begin in 2025 for these projects.

The Department was awarded substantial funding for a bicycle and pedestrian feasibility study in the Village from the Chicago Metropolitan Agency for Planning (CMAP). CMAP has provided technical consultants to prepare a Bicycle and Pedestrian Plan. This could lead to further projects and grants to create safe bike and pedestrian routes in the Village and potentially connect to regional bike routes.

Public Works has completed the design of the resurfacing of Fullerton Avenue from Bloomingdale to Schmale Road. The Village was awarded a Federal Surface Transportation Program (STP) Grant

for this project. The total cost for this project is \$1.7 million with \$900,000 coming from the federal grant and the Village contributing \$800,000. Construction is expected to start the spring of 2024.

The Fleets Division internally services all Village Departments. Fleets was able to save the Village approximately \$10,000 by completing a fabrication to the K-9 unit vehicle. The oldest Cat Backhoe was repaired in house, saving the Village \$5,000 in labor costs. Public Works has taken delivery of a 2023 Peterbilt Arial Man lift truck which is the 7th Peterbilt truck in the Fleet. The Fleets Division is master certified and is undertaking current training on hybrid vehicles, and provides CDL training for other village staff. Over the last year, Fleets has completed 676 preventative measures and 747 corrective measures. In house repairs and maintenance by highly trained mechanics enable quick turn around and much lower costs.

ENGINEERING DIVISION GOALS & OBJECTIVES FY25

Goal #1: Participate in Conferences and Training Programs to add new skills and to learn of any new fiscal opportunities for the Village.

- ❖ Attend Training Sessions to receive and maintain licenses and accreditations
 - o Assistant Village Engineer will attend monthly Municipal Engineer Group meetings.
 - o Attend IAFSM Conference to maintain CFM (Certified Floodplain Manager accreditation.
 - o Attend the Transportation Technical Committee meetings to learn of new fiscal opportunities for the Village.
 - o Attend various training classes to receive continuing education and professional development hours to maintain professional engineering license.
 - o Pursue STP funding by getting additional streets FAU designation.
 - o Pursue ITEP grants for President St. and Jill Court

Goal# 2: Improve safety for residents and employees alike, in all Public Works Service Areas.

- ❖ Identify and Investigate all reported flooding locations
 - o Ensure all flooding locations are reported on Public Works database at the time they occur.
 - o Investigate, analyze and recommend both short-term and long-term solutions to flooding incidents on publicly owned property.
- ❖ Ensure all construction sites are being maintained in a safe manner to the public.
 - o Carryout as minimum, weekly inspections of all construction sites and ensure compliance to developed checklist.

Goal # 3: Ensure The Village is compliant with the IEPA NPDES Permit

- ❖ Ensure that Village Contractors are following the Stormwater Pollution Prevention Plan
 - Verify the completion of the weekly Stormwater Construction Site Inspection Report
 - Ensure Public Works staff attend salt reduction training as part of NPDES Permit

FLEETS DIVISION

Goal #1: Improve safety for residents and employees in all Public Works Service Areas.

- ❖ Ensure standard operating procedures and best management practices are implemented and in place for all operations in the Fleets Division by:
 - Ensure monthly/annual safety checks of internal equipment and procedures are undertaken and documented.
 - Divisional safety rep will hold monthly training meetings.
 - Divisional employee shall be on all accident review panels in public works
- ❖ Provide an efficient Fleet that is safe and in good operational condition to support other departments and divisions by:
 - Repetitive, returned vehicles shall be investigated and resolved by Lead Mechanic on occurrences of 2 or more within a 14 day period.
 - Assist other Divisions with new purchases including specifications and installation of equipment.
 - Continue to develop staff skills and knowledge with available training and ASE certifications to improve efficiency.

Goal # 2: Ensure all tools and equipment are in good working order, kept current and up to date, and a program of replacement is developed.

- Continue to utilize the checklist of all equipment with categories of excellent, good, fair or poor.
- Continue to assign one staff member to perform a weekly inspection of Fleets Division owned tools and equipment to include condition.
- Prioritize repairs and replacement of equipment. Replacement Jack and Porto Jack is budgeted for FY24
- Purchase new auto and light truck scan tool and software. This scan tool will be purchased in FY24.

Goal #3: Develop policies and procedures to improve fiscal responsibility by all Fleets employees.

- ❖ Execute the annual budget responsibly by:
 - Secure multiple pricing on parts and inventory to ensure competitive pricing.
 - Perform an annual self-audit of the Divisions inventory in a rotating manner with staff and submit a report to Finance.
- ❖ Recycle and lower carbon footprints while controlling costs by:
 - Continue to extend time between oil & fluid changes.
 - Continue to recycle antifreeze, batteries, engine oil, brake fluid, hydro fluid, and steel.

STREETS DIVISION GOALS & OBJECTIVES FY-25

Goal # 1: Improve safety for residents and employees alike, in all Public Works Service Areas.

- ❖ Improve Pedestrian Safety throughout the Green Zone
 - Identify remedial sidewalk work and update GIS to track and record conditions. Implement newly created comprehensive sidewalk checklist to have data integrated into the GIS
 - Convert sidewalk data into GIS.
 - Convert electrical locating data into the GIS
 - Review and contract annual sidewalk program.
 - Sidewalk project from CMAP list adding additional sidewalk in areas where no sidewalk exists is included in FY-25
- ❖ Improve Street Lighting in the Village.
 - Update the existing lighting plan and integrate a 5 year outlook applying GIS data with field verification of deficiencies to identify new projects.
 - Install additional street lighting at 364 Loveland Drive, 1862 Gregory Avenue and 1875 Deere Lane
 - Continue a nightly lighting survey Every 6 months to identify light outages
- ❖ Improve and Maintain Village Streets.
 - Utilize the 10-year Pavement Analysis Report developed by

IMS to review and plan MFT and In-House Road Projects for FY-25

- o Undertake annual In-House survey of existing pavement conditions for remedial temporary and permanent asphalt repairs, utilizing the Pavement Analysis Report (IMS). Class D patches identified for repairs to be included in the 2024 MFT Road Program and by In House Staff
- o Undertake crack sealing on past MFT/In House Road Programs FY-25
- o Street sweeping to keep curb lines and roadways clean of debris

❖ Improve Storm Water Quality

- o Reline 30" and 36" CMP at Glen Hill Drive
- o Water quality grant project for Armitage Creek Reaches 13 and 14
- o Televiser all storm sewer laterals for MFT/In House Road Programs
- o DuPage County approved funding for the Lake Becerra Shoreline Stabilization Project

Goal # 2: Improve service delivery across all areas of Public Works operations.

- ❖ Provide an initial response within 2 days of receipt, and a substantive response within 7 days of receipt of All Work Orders/Complaints.
 - o Streets Division Manager/Foreman to check Public Works database every morning for status of reports.
 - o Hire an Intern for GIS data input and confirm information in the field

Goal #3: Develop policies and procedures to improve financial responsibility in all areas of Public Works.

- ❖ Improve efficiency and maximize financial opportunities within the Streets Division
 - o Continue to pursue Grant Opportunities for Village streets.
 - o Review available streets to be part of grants from FAU, STP, CMAP, and American Rescue Plan Act (ARPA) and work with CBBEL with applications.
- ❖ Repair Vehicles to prolong the life expectancy.
 - o Replace vehicle #566 6 wheeler snow plow
 - o Replace vehicle #571
 - o Replace vehicle #572
 - o Replace sweeper intake head

- o Staff to inspect and clean all vehicles regularly
- o Purchase a new Pavement Marking Machine for roadway painting/stripping

Public Works Strategic Goals and Strategies

Citizen Survey-NIU Workshop

- Improve street maintenance
- Improve sidewalk maintenance

Village Response

- Utilize the 10 year payment analysis report developed by IMS to review and plan MFT and in-house road projects
- Increased annual road program funding to \$4.5 million
- Increased annual sidewalk program funding to \$260 thousand

Public Works Strategic Goals and Strategies

Citizen Survey-NIU Workshop

- Maintain high quality water and sewer infrastructure

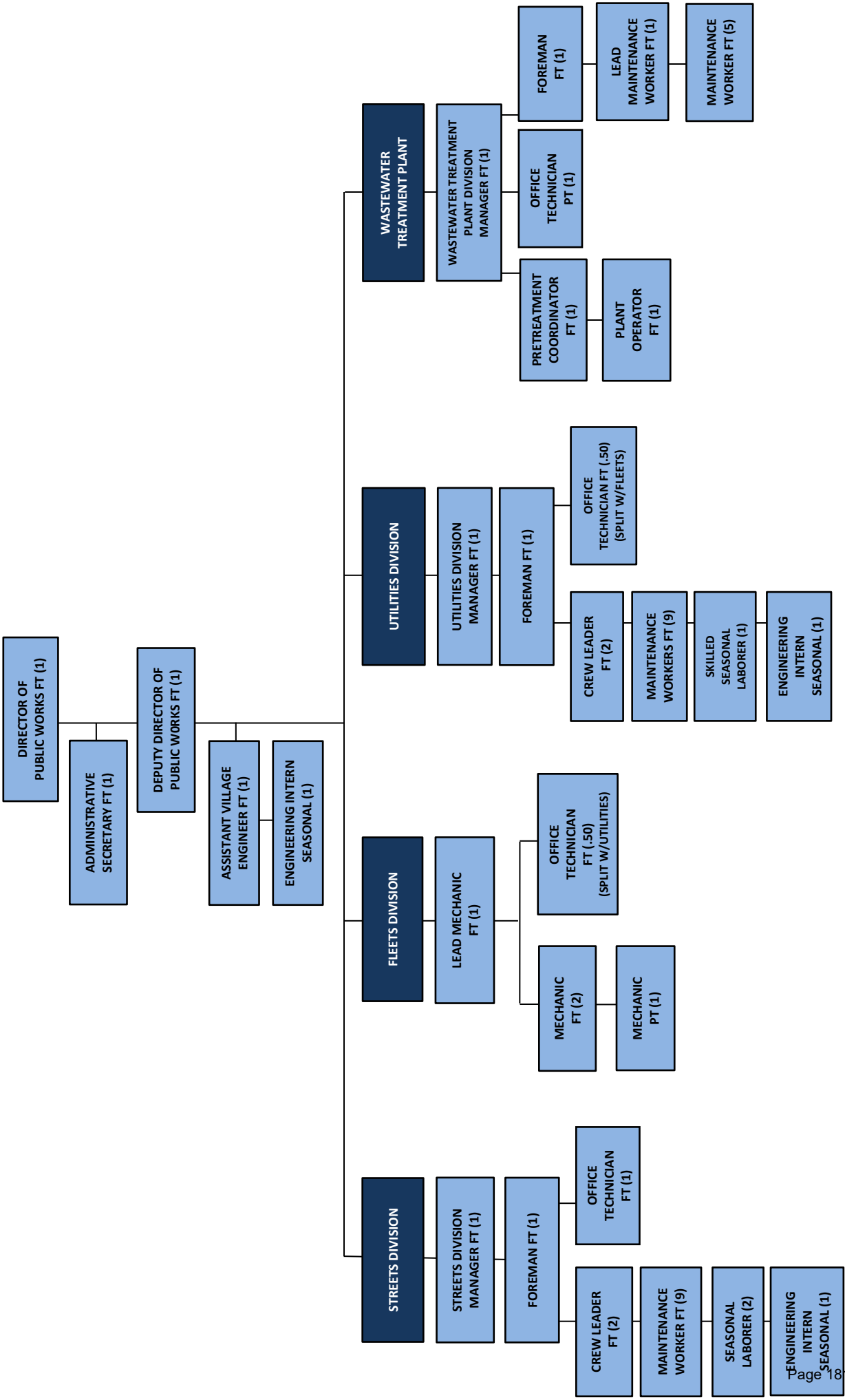
Village Response

- Evaluate and pursue projects/recommendations from Energy Efficiency Study
- Undertake Phosphorus Removal Project construction to improve Waste Water Treatment Plant Nutrient removal performance and conform to the NPDES Permit
- Undertake construction of fine screens rehabilitation project
- Construct UV disinfection system
- Design Primary Clarifiers as per Facility Plan

FY 2024 / 2025

VILLAGE OF GLENDALE HEIGHTS ORGANIZATIONAL STRUCTURE

PUBLIC WORKS



The department of Public Works is organized into six divisions: Administration, Street, Utilities, Fleets, Engineering and Wastewater Treatment Plant. Each division is under the direct supervision of the Director of Public Works who is accountable for the sound management of the department and for the effectiveness of each operational element and for the administrative support of each function within the department. Total number of employees authorized: 45 Full-Time, 2 Part-Time, and 6 Seasonal.

PUBLIC WORKS: ADMINISTRATION

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Public Works Department provides services to 33,176 residents, eight industrial parks, and various commercial enterprises in six political districts. Policy leadership is provided by the Village President with the advice and consent of six Village Board Members. The office of the Village Administrator oversees that the Public Works Department is effectively translating the policy into programs and services. The Public Works staff performs service and projects that many times are vital, life sustaining necessities. These services form the foundation for many of the basic needs that improve the quality of life for 100% of the residents.

Essential Functions

Administration - Facilitates leadership, direction, and coordination of services as the executive management partner.

Engineering – Provides engineering services to Public Works and support to other departments.

Street Maintenance - Right-of-way maintenance and repair, including snow and ice control, storm water maintenance, and pavement management for approximately 76 centerline miles of roadway.

Fleet Maintenance - Provides the Village Departments with safe vehicles and equipment; appropriate for their use that are economical, dependable, and environmentally sound to operate.

Service Standards

The Public Works team takes pride in its track record of quality first service. Acquiring customer feedback, using self-assessments and other benchmarking tools, the department maintains a clear picture of business advantages, private sector competition, and a comparison of service levels with neighboring communities.

Vision: We want our customers to call us because they know we will provide efficient timely service.

Mission: Our mission is to enhance our customers' lives by providing them services that often surpass their basic needs.



ANNUAL BUDGET

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
101	1510	515	62	10	MEMBERSHIP DUES	508.75	700.00	800.00
101	1510	531	10	10	F-TIME & REG.PART-TIME	121,053.27	102.00	196,698.00
101	1510	531	15	10	FICA-EMPLOYER	6,984.82	13.00	12,195.00
101	1510	531	16	10	IMRF-EMPLOYER PUBLIC WRKS		70.00	14,800.00
101	1510	531	16	12	MEDICAL-EMPLOYER		657.00	50,000.00
101	1510	531	16	14	TRAVEL FOR MEETING & CONF	463.70	500.00	1,100.00
101	1510	531	16	15	TRAINING & SEMINARS		500.00	500.00
101	1510	531	16	16	MEDICARE - EMPLOYER	1,708.75	42.00	2,852.00
101	1510	531	24	12	PRINTING & BINDING		100.00	100.00
101	1510	531	31	99	OFFICE SUPPLIES	440.51	500.00	500.00
101	1510	531	37	10	UNIFORMS	19.47	1,000.00	500.00
101	1510	531	37	80	GAS & FUEL	1,010.91	1,050.00	1,000.00
101	1510	531	39	93	OFFICE EQUIPMENT		5,370.00	3,000.00
101	1510	531	51	14	NATURAL GAS	2,392.00		0.00
101	1510	531	52	10	LEASES-EQUIPMENTS	554.22	3,600.00	11,750.00
101	1510	531	62	10	MEMBERSHIP DUES	354.00	1,125.00	1,250.00
101	1510	911	85	14	VILLAGE FACILITIES			300,000.00
101	1510	912	89	10	PRINCIPAL	1,138.33	1,200.00	0.00
101	1510	912	89	15	INTEREST	147.88	120.00	0.00

PUBLIC WORKS: ENGINEERING

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Engineering Division will provide quality engineering services to both internal departments and external parties, such as contractors, developers, DuPage County, and other engineering bodies. The division is also instrumental in ensuring the Village's Illinois Environmental Protection Agency (IEPA) Storm water National Pollutant Discharge Elimination System (NPDES) MS4 Permit remains in compliance.

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
101	1510	515	10	10	F-TIME & REG.PART TIME	89,975.12	220,703.00	132,480.00
101	1510	515	15	10	FICA-EMPLOYER	5,513.25	18,265.00	8,214.00
101	1510	515	16	10	IMRF-EMPLOYER		18,706.00	4,106.00
101	1510	515	16	12	MEDICAL-EMPLOYER		31,227.00	0.00
101	1510	515	16	14	TRAVEL FOR MEETING & CONF		500.00	500.00
101	1510	515	16	15	TRAINING & SEMINARS	434.50	1,000.00	900.00
101	1510	515	16	16	MEDICARE - EMPLOYER	1,289.34	4,233.00	1,921.00
101	1510	515	16	20	LICENSES & CERTIFICATIONS		400.00	120.00
101	1510	515	24	32	SOFTWARE SUPPORT/MAINT	937.46		3,400.00
101	1510	515	24	99	OTHER PURCHASE-SERVICES		1,000.00	420.00
101	1510	515	31	99	OFFICE SUPPLIES	393.40	350.00	400.00
101	1510	515	37	10	UNIFORMS/PPE	189.49	600.00	600.00
101	1510	515	37	80	GAS & FUEL	338.43	400.00	400.00
101	1510	515	37	99	OPERATING SUPPLIES	266.65	650.00	900.00
101	1510	515	62	10	MEMBERSHIP DUES	508.75	700.00	800.00

PUBLIC WORKS: STREETS

MISSION STATEMENT / GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Streets Division will strive to maintain the Village's streets and storm water infrastructure in quality condition year-round, through sound fiscally responsible use of available resources, long range plans, and cooperative efforts of residents, employees, and elected officials.



PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
101	1511	532	10	10	F-TIME & REG.PART-TIME	1,023,089.98	1,152,918.00	1,253,757.00
101	1511	532	10	98	TEMPORARY HELP	22,420.00		50,000.00
101	1511	532	10	99	OVERTIME PAY	39,916.42	57,000.00	50,000.00
101	1511	532	15	10	FICA-EMPLOYER	64,726.15	74,305.00	83,933.00
101	1511	532	16	10	IMRF-EMPLOYER		90,325.00	90,964.00
101	1511	532	16	12	MEDICAL-EMPLOYER		253,879.00	235,000.00
101	1511	532	16	14	TRAVEL FOR MEETING & CONF			500.00
101	1511	532	16	15	TRAINING & SEMINARS	4,515.50	4,000.00	6,000.00
101	1511	532	16	16	MEDICARE - EMPLOYER	15,137.57	18,547.00	19,629.00

FISCAL YEAR 2024/25



ANNUAL BUDGET

101	1511	532	16	31	EMPLOYEE SEVERANCE PAY			51,100.00
101	1511	532	21	14	ENGINEERING		500.00	500.00
101	1511	532	23	10	DEBRIS REMOVAL	39,546.09	33,000.00	50,000.00
101	1511	532	23	14	CURB-CUT PROGRAM	3,810.00	5,000.00	5,000.00
101	1511	532	23	99	OTHER PROPERTY SERVICES		11,000.00	0.00
101	1511	532	24	13	CONTRACTUAL SERVICES	2,101.00	2,000.00	2,000.00
101	1511	532	24	97	CONTRACT STREET SWEEPING			248,832.00
101	1511	532	31	99	OFFICE SUPPLIES	520.99	2,000.00	800.00
101	1511	532	34	13	LANDSCAPING SUPPLIES	762.74	2,500.00	2,500.00
101	1511	532	37	10	UNIFORMS/PPE	3,719.65	6,700.00	8,000.00
101	1511	532	37	11	CHEMICALS			1,000.00
101	1511	532	37	80	GAS & FUEL	52,073.63	45,000.00	52,000.00
101	1511	532	37	99	OPERATING SUPPLIES	2,550.77	17,200.00	7,000.00
101	1511	532	51	12	CELLULAR PHONE	434.88	3,120.00	3,240.00
101	1511	532	51	13	ELECTRICITY	65,371.35	64,000.00	70,000.00
101	1511	532	52	11	EQUIPMENT RENTAL	214.61	600.00	29,500.00
101	1511	532	53	13	PUBLIC WORKS-STREET DIV.	9,395.15	8,000.00	16,000.00
101	1511	532	57	14	STREET SIGNS/LIGHTS MAINT	46,573.35	60,000.00	65,500.00
101	1511	532	57	15	STREET MAINT. & REPAIRS	33,414.26	35,000.00	35,000.00
101	1511	532	57	16	GROUNDS MAINTENANCE	73,047.87	50,000.00	50,000.00
101	1511	532	69	41	ADMIN.FEE.REPUBLIC SVCS			18,000.00
101	1511	911	81	13	PUBLIC WORKS	221,642.62	500,863.00	97,000.00

PUBLIC WORKS: FLEETS

MISSION STATEMENT

Mission To provide procurement, maintenance, repair, and salvage services to all Village Departments. To ensure safe, reliable, cost effective resources, while considering environmental effects to the end users and citizens of the community.

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Fleets Division is committed to providing municipal fleet repair and maintenance to Village-owned vehicles and equipment to ensure the availability of a long-lasting, reliable, and cost effective fleet, emphasizing on minimizing effects on the environment.

This division provides these services on approximately 314 Village-owned vehicles and equipment. The services provided to our respective divisions include preventive maintenance, repair services, fabrication services, new vehicle specification, purchasing, salvage, product support and training.

Fleet Services employs highly trained technicians that have the experience and expertise to provide all of these services. The fleets garage has 7 working service bays, and 5 lifts.

The Fleet Maintenance division is committed to investigating future options in transportation, alternative fuels and cleaner running vehicles.

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
101	1515	533	10	10	F-TIME & REG.PART-TIME	229,780.76	241,419.00	304,104.00
101	1515	533	10	99	OVERTIME PAY	2,685.17	3,000.00	3,000.00
101	1515	533	15	10	FICA-EMPLOYER	13,548.67	15,154.00	19,041.00
101	1515	533	16	10	IMRF-EMPLOYER		16,739.00	23,094.00
101	1515	533	16	12	MEDICAL-EMPLOYER		65,733.00	74,475.00
101	1515	533	16	15	TRAINING & SEMINARS	1,611.20	4,750.00	4,500.00
101	1515	533	16	16	MEDICARE - EMPLOYER	3,168.74	3,544.00	4,453.00
101	1515	533	23	10	DEBRIS REMOVAL		2,400.00	2,400.00
101	1515	533	24	32	SOFTWARE SUPPORT & MAINT	4,005.50	4,100.00	6,640.00
101	1515	533	31	99	OFFICE SUPPLIES	8.87	100.00	100.00
101	1515	533	37	10	UNIFORMS	769.36	2,000.00	2,600.00
101	1515	533	37	11	CHEMICALS	795.12	1,000.00	1,000.00

101	1515	533	37	71	SENIOR CENTER	824.98	1,200.00	1,500.00
101	1515	533	37	72	REPAIR SUPPLIES POLICE	25,369.73	31,000.00	30,000.00
101	1515	533	37	73	REPAIR SUPPLIES-P/R/F	25,340.50	22,000.00	22,000.00
101	1515	533	37	74	REPAIR SUPPLIES STREETS	39,364.54	79,219.00	40,000.00
101	1515	533	37	75	REPAIR SUPPLIES FLEETS	1,058.97	1,000.00	1,000.00
101	1515	533	37	76	REPAIR SUPPLIES ESDA	330.24	800.00	1,000.00
101	1515	533	37	77	REPAIR SUPPLIES COM DEV	1,750.48	1,300.00	1,300.00
101	1515	533	37	78	REPAIR SUPPLIES ADMIN	1,132.58	1,500.00	1,500.00
101	1515	533	37	79	REPAIR SUPPLIES PS ADMIN	388.28	800.00	800.00
101	1515	533	37	80	GAS & FUEL	84.78	500.00	500.00
101	1515	533	37	84	REPAIR SUPPLIES-GOLF	318.56	1,000.00	1,000.00
101	1515	533	37	98	MISC. INVENTORY SUPPLIES	1,587.86	3,000.00	3,000.00
101	1515	533	37	99	OPERATING SUPPLIES	5,539.30	6,000.00	6,000.00
101	1515	533	39	12	FLEET MAINTENANCE	13,009.93	11,356.00	8,500.00
101	1515	533	39	93	OFFICE EQUIPMENT			100.00
101	1515	533	52	10	LEASES-EQUIPMENTS	904.71	1,500.00	1,600.00
101	1515	533	53	12	PUBLIC WORKS-FLEET MAINT	4,793.12	3,500.00	4,000.00
101	1515	533	62	10	MEMBERSHIP DUES	30.00	50.00	50.00



PARKS AND GROUNDS

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Parks and Grounds Department is divided into two divisions; Parks and Grounds, and Forestry Operations.

The Department's purpose is to guide, assist, and provide direction to staff in meeting the following mission statement: To enrich the quality of life of the community by 1) identifying community needs, 2) mobilizing resources for community action, 3) facilitating growth and recreational opportunity, and 4) providing necessary services which fills the community's needs.

TOTAL OPERATING BUDGET

\$1,575,323

ANNUAL EXPENSES BY DIVISION

DIVISION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
Parks & Grounds	\$1,189,776	\$1,548,893	\$1,466,090
Forestry Operation	\$86,135	\$182,670	\$109,233
TOTAL DIVISION	\$1,275,910	\$1,731,563	\$1,575,323

2023/2024 ACCOMPLISHMENTS

PARKS DEPARTMENT

In the fall of 2023, the turf field project began at Camera Park. This field change will convert the Camera lighted soccer field to artificial turf. This field will assure that recreation participants and public members can have a field that is playable in all weather conditions with minimal wear. This project is expected to be completed in the spring of 2024.

In addition to the turf soccer field, infield work was completed at both the Nazos Park baseball diamonds. Regrading, replacing material and improving the fence areas of each of these ball diamonds should offer players at Nazos Park quality baseball diamonds for many years to come.

2024/2025 GOALS & OBJECTIVES

Parks

Goal #1: *Improve efficiency of Parks employees throughout the day*

- ❖ Implement new and more efficient morning and end of day procedures
- ❖ Implement new procedures on equipment use
- ❖ Implement new planning with daily, weekly and monthly maintenance work

Goal #2: *Enhance park facilities*

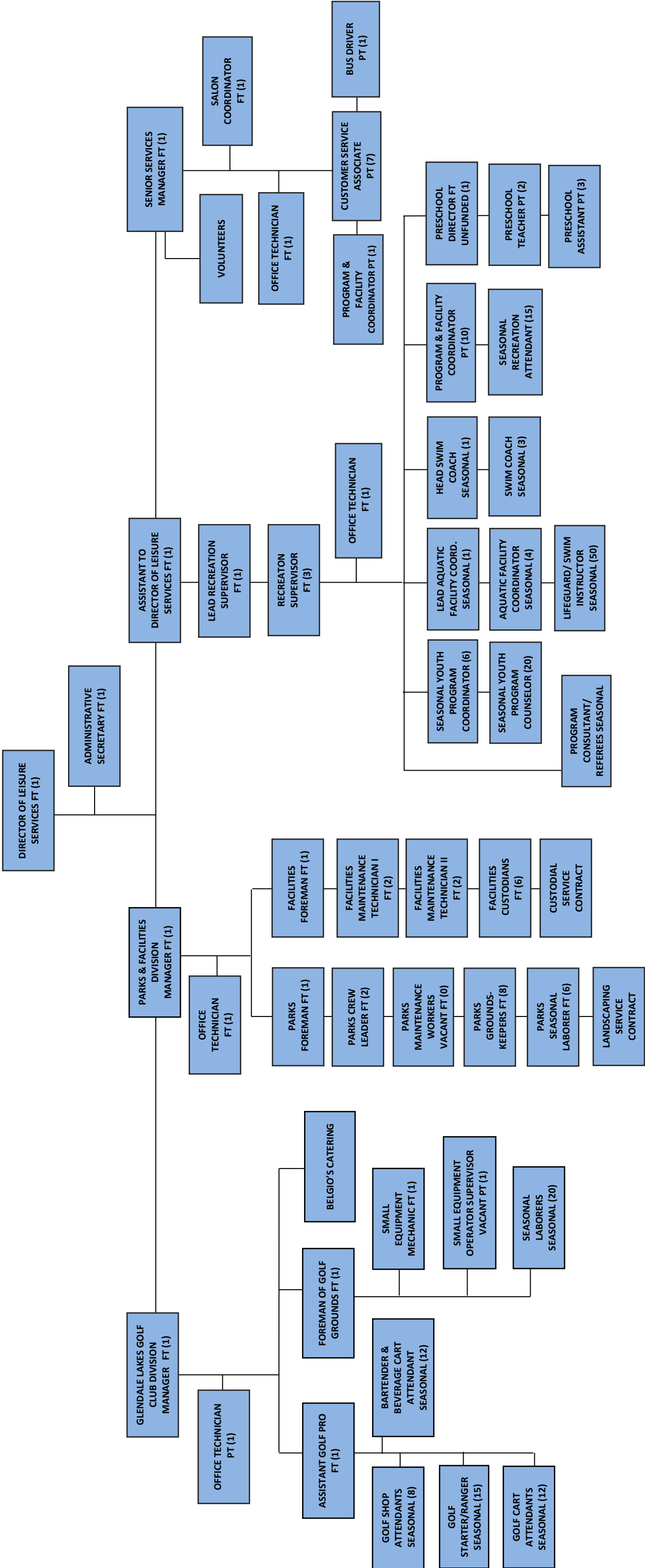
- ❖ Use survey results to add park features that residents are looking for
- ❖ Work on beautification and detail work in parks to make them more attractive



FY 2024 / 2025

VILLAGE OF GLENDALE HEIGHTS ORGANIZATIONAL STRUCTURE

LEISURE SERVICES



The Leisure Services Department provides quality recreational and leisure services and facilities for the residents of the Village of Glendale Heights. Glendale Lakes Golf Club features an 18-hole championship design golf course with a full-service Pro-Shop. The banquet facility can accommodate groups up to 250 people. The Center for Senior Citizens provides services and programs for older adults designed to promote their well-being, support their independence, and overall quality of life. Total number of employees authorized: 39 Full-Time, 1 Full-Time Unfunded, 25 Part-Time, 1 Part-Time Vacant, and 173 Seasonal.

PARKS & GROUNDS

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Parks & Grounds Division is responsible for maintaining all public properties. Included in the division's responsibility is the removal and/or trimming of trees located in the public right-of-ways and Village park properties. The Division provides services including grass cutting, brush removal, leaf pickup and general turf maintenance along roadways and other public properties. In winter season, the Division assists with snow and ice removal at the Village complex. The Division supplements its own forces with private contractors for tree removal and grounds maintenance and landscaping efforts.

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
101	1616	534	10	10	F-TIME & REG.PART TIME	722,492.39	852,555.00	663,646.00
101	1616	534	10	98	TEMPORARY HELP	12,196.00		51,320.00
101	1616	534	10	99	OVERTIME PAY	23,788.15	23,000.00	30,000.00
101	1616	534	15	10	FICA-EMPLOYER	45,689.38	49,039.00	47,480.00
101	1616	534	16	10	IMRF-EMPLOYER		61,968.00	57,424.00
101	1616	534	16	12	MEDICAL-EMPLOYER		148,783.00	151,657.00
101	1616	534	16	14	TRAVEL FOR MEETING & CONF		50.00	50.00
101	1616	534	16	15	TRAINING & SEMINARS	315.71	500.00	1,500.00
101	1616	534	16	16	MEDICARE-EMPLOYER	10,685.67	10,744.00	10,802.00
101	1616	534	16	20	LICENSES & CERTIFICATIONS	278.50	660.00	1,200.00
101	1616	534	23	10	DEBRIS REMOVAL		500.00	500.00
101	1616	534	23	15	ADOPT A STREET PROGRAM		25.00	0.00
101	1616	534	23	99	OTHER PROPERTY SERVICES	44,003.50	34,000.00	46,000.00
101	1616	534	24	32	SOFTWARE SUPPORT & MAINT	3,880.00	4,000.00	9,620.00
101	1616	534	24	99	OTHER PURCHASE-SERVICES	108,359.82	95,100.00	151,550.00
101	1616	534	31	99	OFFICE SUPPLIES	175.31	250.00	250.00
101	1616	534	34	10	TOPDRESSING SOIL	2,397.02	2,500.00	2,500.00
101	1616	534	34	11	GRAVEL AND SAND	83.37	500.00	800.00
101	1616	534	34	13	LANDSCAPING SUPPLIES	5,577.65	9,998.00	11,500.00
101	1616	534	34	14	FERTILIZER	4,992.50	6,200.00	8,500.00
101	1616	534	37	10	UNIFORMS	4,184.05	3,500.00	3,500.00
101	1616	534	37	80	GAS & FUEL	33,205.55	35,000.00	35,000.00
101	1616	534	37	99	OPERATING SUPPLIES	26,790.82	24,000.00	33,320.00
101	1616	534	38	14	PARKS & GROUNDS EQUIPMENT	1,029.30	8,556.00	37,050.00
101	1616	534	39	10	OPERATING EQUIPMENT	1,401.99	3,355.00	2,100.00

101	1616	534	51	13	ELECTRICITY	34,506.18	45,000.00	30,000.00
101	1616	534	52	10	LEASES-EQUIPMENTS	335.82	1,100.00	33,822.00
101	1616	534	52	11	RENTALS-EQUIPMENTS	4,985.75	10,000.00	21,289.00
101	1616	534	53	16	R&M OPERATING EQUIPMENT	339.41	500.00	500.00
101	1616	534	53	17	R&M PARKS & GROUND OP EQP	2,296.56	3,000.00	5,600.00
101	1616	534	57	17	R&M PARKS & GROUNDS	23,970.78	32,600.00	17,000.00
101	1616	534	62	10	MEMBERSHIP DUES	170.00	610.00	610.00
101	1616	911	82	10	VEHICLES	70,596.18	64,000.00	0.00
101	1616	912	89	10	PRINCIPAL	813.14	13,000.00	0.00
101	1616	912	89	15	INTEREST	235.17	4,300.00	0.00

Camera Park, Your One Stop Shop for Summer Fun!

101 E. Fullerton Avenue

Amenities

- ADA accessible playground
- Splash pad
- Fitness station
- Challenge course
- 9 Hole disc golf course
- Restrooms
- Skate park
- Basketball Court
- Lighted Soccer field
- Lighted Ball field
- Lighted Cricket field
- Cricket field (3)
- Picnic shelters (2)
- Gazebo
- Walking path
- Pet waste stations
- Nature areas
- Open space



Splash Pad Hours
9:00 am - 7:00 pm daily
5/27 - 9/4

PARKS, GROUNDS AND FORESTRY

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Village of Glendale Heights maintains approximately 13,000 park and parkway trees. The Emerald Ash Borer (EAB) was first discovered in Glendale Heights in 2007. EAB normally attack and kill Ash trees that are weakened by stresses such as drought, disease, and mechanical injury. In FY 2015, the Village dedicated \$576,100 towards fully eradicating the EAB problem. Going forward, the Village has pledged to allocate resources as they are available to plant new trees.

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
101	1616	537	24	98	TREE REMOVAL/REPLACEMENT	84,051.95	179,615.00	105,800.00
101	1616	537	24	99	OTHER PURCHASE-SERVICES	869.76	1,355.00	1,533.00
101	1616	537	37	10	UNIFORMS PPE	315.18	500.00	700.00
101	1616	537	39	10	PARKS & GROUNDS TOOLS	294.67	500.00	500.00
101	1616	537	62	10	MEMBERSHIP DUES	602.94	700.00	700.00



BUILDING MAINTENANCE

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Building Maintenance Division provides repairs, remodeling and preventive maintenance for all buildings, equipment, and furnishings. The buildings consist of the following: Civic Center, Police Station, Vehicle Maintenance Garage, WWTP, Facilities, Public Works Building, Sports Hub, Senior Center, Swimming Pool, Golf Course, and other department properties for a total of 24 buildings.

The maintenance consists of (but is not limited to) the repair/replacement of the following; heating and air conditioning equipment, overhead garage doors, vehicle exhaust systems, painting, carpentry, plumbing, electrical, fire tools, designing and building training props.

The Building Maintenance Division is also responsible for the purchasing of hazardous material supplies, purchasing and maintenance of all physical fitness equipment, ordering and distribution of all custodial supplies, along with all invoices and payments associated with the operations of building maintenance.

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
101	1617	511	10	10	F-TIME & REG.PART-TIME	609,921.95	735,990.00	797,402.00
101	1617	511	10	99	OVERTIME PAY	10,086.45	8,500.00	3,500.00
101	1617	511	15	10	FICA-EMPLOYER	36,627.42	47,625.00	49,439.00
101	1617	511	16	10	IMRF-EMPLOYER		61,912.00	64,580.00
101	1617	511	16	12	MEDICAL-EMPLOYER		180,606.00	152,482.00
101	1617	511	16	14	TRAVEL FOR MEETING & CONF		50.00	50.00
101	1617	511	16	15	TRAINING & SEMINARS		150.00	150.00
101	1617	511	16	16	MEDICARE-EMPLOYER	8,566.26	10,008.00	10,836.00
101	1617	511	16	20	LICENSES & CERTIFICATIONS		100.00	500.00
101	1617	511	16	31	EMPLOYEE SEVERANCE PAY		18,000.00	0.00
101	1617	511	21	14	PROF-ENGINEERING	19,460.19	40.00	0.00
101	1617	511	24	12	PRINTING & BINDING	41.87	50.00	50.00
101	1617	511	24	99	OTHER PURCHASE-SERVICES	64,463.14	55,913.00	32,460.00
101	1617	511	31	99	OFFICE SUPPLIES	188.51	500.00	500.00
101	1617	511	33	10	JANITORIAL SUPPLIES	24,957.03	26,500.00	26,500.00
101	1617	511	33	12	ELECTRICAL SUPPLIES	8,002.40	7,950.00	7,950.00
101	1617	511	33	13	HARDWARE SUPPLIES	2,422.10	3,100.00	3,100.00
101	1617	511	33	15	PLUMBING SUPPLIES	2,378.37	2,500.00	2,500.00



ANNUAL BUDGET

101	1617	511	33	16	LUMBER SUPPLIES	291.81	500.00	500.00
101	1617	511	33	99	OTHER BLDG. MAINT. SUPPLY	194.92	600.00	600.00
101	1617	511	37	10	UNIFORMS	3,008.50	3,800.00	4,800.00
101	1617	511	37	80	GAS & FUEL	8,077.24	8,000.00	8,000.00
101	1617	511	37	99	OPERATING SUPPLIES	21,076.95	17,550.00	17,000.00
101	1617	511	39	11	BLDG. MAINTENANCE TOOLS	610.52	1,400.00	2,500.00
101	1617	511	52	11	RENTALS-EQUIPMENTS		32.00	28,032.00
101	1617	511	56	12	R&M BUILDINGS & EQUIPMENT	72,421.40	151,460.00	159,500.00
101	1617	911	82	10	VEHICLES	133,872.26	75,151.00	0.00
101	1617	911	85	14	VILLAGE FACILITIES	4,200.00	307,370.00	0.00
101	1617	912	89	10	PRINCIPAL	1,633.58	18,000.00	0.00
101	1617	912	89	15	INTEREST	375.90	5,000.00	0.00

LEISURE SERVICES FUND

MISSION STATEMENT

The mission of the Glendale Heights Leisure Services Department is to build on current strengths by preserving open space and providing quality recreational and leisure services and facilities for the residents of the Village of Glendale Heights. With our variety of parks, facilities, and Aquatic Center, we work day in and day out to accomplish the goals set within our statement and beyond.

FUND DESCRIPTION

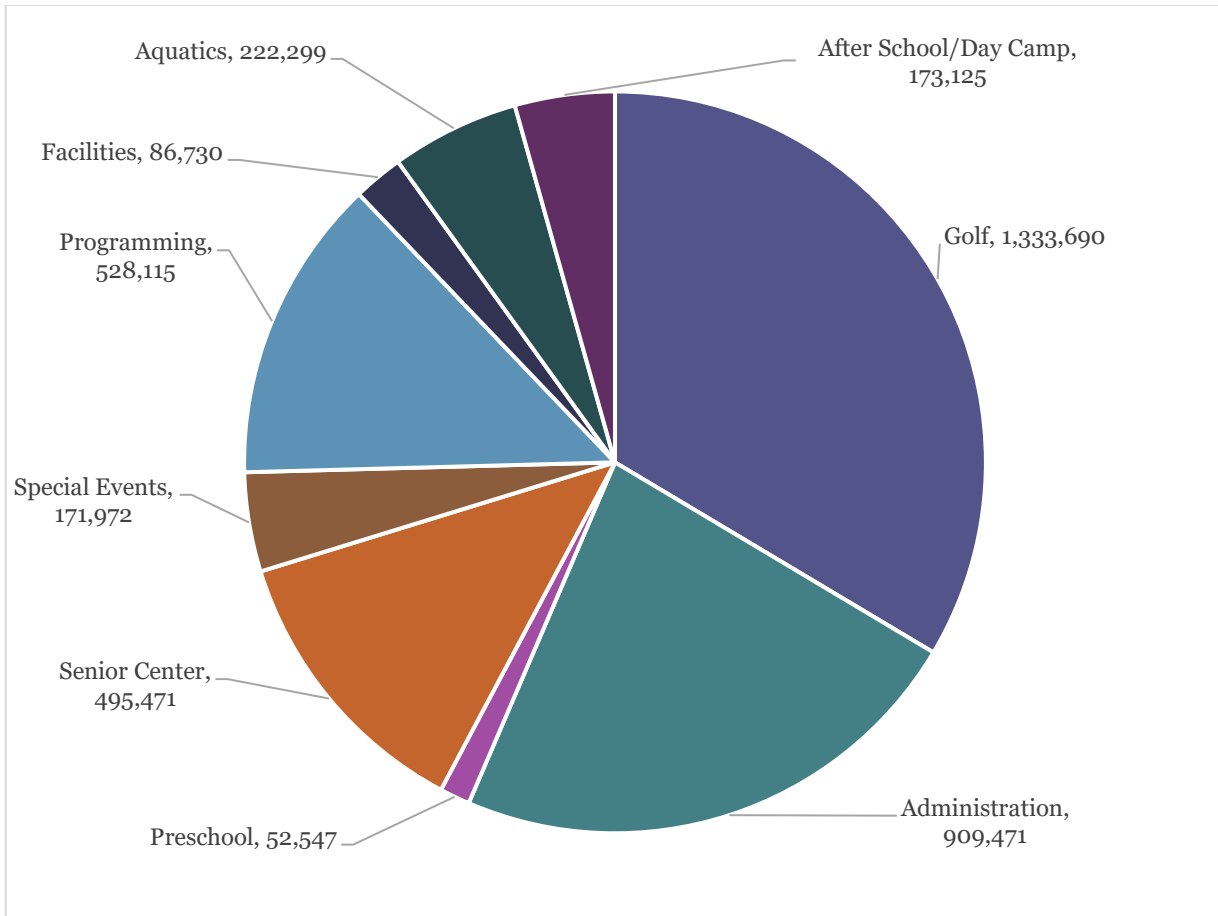
The Parks, Recreation and Facilities Department has been re-branded to the Leisure Services Department to better encompass all recreational activities under one Department. Meanwhile, the Facilities Division will now report directly to the Administration Department of the Village. The Center for Senior Citizens and Glendale Lakes Golf Club both fall under the Leisure Services Department. Although this doesn't directly affect the residents of Glendale Heights, it does give more resources amongst Divisions to provide even more programming and special events.

The Fund is divided into the following nine (9) divisions; Golf, Senior Center, Special Events, Administration, Programming, Preschool, Aquatics, After School/Day Camp, and Facilities. The Leisure Services Fund provides for all municipally supported recreation opportunities for the residents of the Village, and its Mission Statement is to enrich the quality of life of the community by 1) identifying community needs, 2) mobilizing resources for community action, 3) facilitating growth and recreational opportunity, and 4) providing necessary services which fills the community's needs.

TOTAL FY 2025 OPERATING BUDGET

\$3,973,420

ANNUAL EXPENSES BY DIVISION



2023/2024 ACCOMPLISHMENTS LEISURE SERVICES

Leisure Services Division

The Recreation Division offers a wide variety of programs for all age groups from tiny tots to adults. The Department strives to provide activities, programs and events that are affordable, fun and engaging in a safe environment. Program and event information can be found at www.ghrec.org and in the Activity Guide that is mailed in May, August and December.

The PATH Summer Camp program had 688 enrollments over the summer. Campers enjoyed arts & crafts, movie days, athletic activities, games, swimming at GH2O and weekly field trips. In 2023, we offered our first End of Summer Family Pool Party for campers and their families. The event included snacks, music, raffles and games. Planning for the 2024 summer season is underway and we hope to see all campers back in 2024.

Throughout 2023, youth athletic programs continued to see an increase in participation. Youth leagues experienced an overall growth of 48% with over 1,085 participants. We are excited to offer new youth athletic programs in 2024 which include Track & Field, Beginning Golf, Flag Football Fueled by USA Football and My First T-ball.

In 2023, the Recreation Division added Movies and Concerts in the Park to the special event offerings. Our Summer Concert Series was a huge success with a variety of music offered all summer long. We look forward to bringing back our Concert in the Park series in 2024.

The gym floor at the Sports Hub was refinished in the fall of 2023. Included with the refinishing were the addition of lines for both basketball and pickleball. The Hub offers pickleball on weekdays from 9:00 am to 1:00 pm.

The Center for Senior Citizens was renamed in September to honor the late Village President, Linda Jackson. The newly named Linda Jackson Center for Senior Citizens took her vision to build a space to allow senior residents a place to thrive in the community. The Center received over 8,000 member visits in 2023 while exploring multiple new programs in fitness, travel opportunities, educational seminars, arts & crafts and more.



Pickleball is one of several new programs offered in 2023.

The Center also broke ground on an expansion project partially funded by a DCEO Grant in 2023. The much-needed space will be used to expand the Medical Lending Closet program, office space and safer areas to store various Center equipment. We look forward to this project completion in the Spring of 2024.

The 2023 National Council on Aging Senior Center Month theme was: Discover Yours. We celebrated with a variety of pop-up events to encourage senior residents to try something new. The Center hosted a conference with the Association of Illinois Senior Centers in September.

We shared our accomplishments throughout 2023 and collaborated on the best ways to serve the senior population in our communities. With over 45 Senior Center Managers in attendance, we gained valuable knowledge and successful programming ideas to share with the senior residents of Glendale Heights.

In the fall of 2023, the turf field project began at Camera Park. This field change will convert the Camera lighted soccer field to artificial turf. This field will assure that recreation participants and public members can have a field that is playable in all weather conditions with minimal wear. This project is expected to be completed in the spring of 2024.



New baseball/softball fields were completed at Nazos Park which included regrading of the infield and outfields.

In addition to the turf soccer field, infield work was completed at both the Nazos Park baseball diamonds. Regrading, replacing material and improving the fence areas of each of these ball diamonds should offer players at Nazos Park quality baseball diamonds for many years to come.

Golf continues to thrive at the Glendale Lakes Golf Club with over 25,000 rounds of golf in 2023. The Glendale Heights Charity Golf Classic was held on Friday, August 25th and raised \$18,000 for six worthwhile charities. The charities

included the Northern Illinois Food Bank, Family in Faith Food Pantry, the Glendale Heights Christmas Sharing Program, the FOP Lodge # 52 Community Enrichment Fund, the Glendale Heights Chamber of Commerce Scholarship Fund and the Glendale Heights Foundation. Please contact the Glendale Lakes Golf Club to find out how you can get involved in the 2024 Glendale Heights Charity Classic which will be held on August 28, 2024.

Several projects and purchases were completed in 2023 at the Glendale Lakes Golf Club. A new fleet of 77 golf carts arrived in May with new energy efficient batteries. Bunker work was also continued on the golf course at two large fairway bunkers. The large fairway bunker at Hole #1 and Hole #9 was completed, as well as the large fairway bunkers on Hole #11 were converted from sand to grass. Work on these was completed in the fall with both being ready for grass seed in the spring.

2024/2025 GOALS & OBJECTIVES

RECREATION DIVISION

Golf and Parks Division

Goal # 1: Implement technologies to improve daily operations

- ❖ Work with Finance to implement journal entry export function of G1 Golf Software.
- ❖ Learn and Implement Paycom Software to manage payroll and HR functions

Goal #2: Enhance communication among all managers at the golf course

- ❖ Implement regular staff meeting schedule
- ❖ Encourage managers to communicate by texting, emailing and entering in Food and Beverage Software when information needs to be shared quickly and to everyone in a timely manner.

Golf Operations

Goal #1: Increase junior and youth golf programs

- ❖ Work with local high school coaches to promote the Junior Golf program
- ❖ Market Junior Golf programs to schools that feed the high schools of Glendale Heights and surrounding communities
- ❖ Use SNAG Golf (Starting New At Golf) golf instruction equipment to introduce basic golf skills at community events in Glendale Heights
- ❖ Use SNAG Golf to expose summer PATH program participants to golf
- ❖ Offer SNAG Golf component to local schools to help introduce the game.

Goal #2: Increase rounds of golf

- ❖ Work on marketing specials to fill open times on the tee sheet
- ❖ Work with the maintenance division to improve golf course playability for golfers
- ❖ Promote to golf outing participants a come back and play offer that focuses on slower times
- ❖ Promote golf outing packages to local businesses

Food & Beverage

Goal #1: Increase sales of food before, during and after golf rounds

- ❖ Offer an improved bar menu.
- ❖ Advertise on the golf carts new menus
- ❖ Improve efficiency skills of bartenders and staff in back kitchen

Goal #2: Create improved menus and meal offerings

- ❖ Create new menus
- ❖ Utilize feedback and analyze data from customer surveys to implement changes that customers have suggested to increase repeat business

- ❖ Promote special events through flyers and web marketing

Golf Grounds

Goal #1: Increase golf course playability

- ❖ Widen and increase the view along the right side of Hole #7 fairway
- ❖ Continue bunker renovations
- ❖ Develop a rough fertilization program
- ❖ Continue to work on green speed and smoothness

Goal #2: Improve golf course and clubhouse aesthetics

- ❖ Enhance bag drop area for customers as they arrive
- ❖ Enhance the tee sign areas on each tee box
- ❖ Work with dog service to improve goose control on golf course
- ❖ Remove dead trees and tree limbs on golf course

Leisure Services Strategic Goals and Strategies

Citizen Survey-NIU Workshop

- Work on beautification and detail work in parks to make them more attractive

Village Response

- Funding to improve Millennium Park
- Funding to replace Siems Park walking path and parking lots
- Design work for Simons Property, and application for OSLAD grant funding

Leisure Services Strategic Goals and Strategies

Citizen Survey-NIU Workshop

- More family activities
- More special events and community gatherings

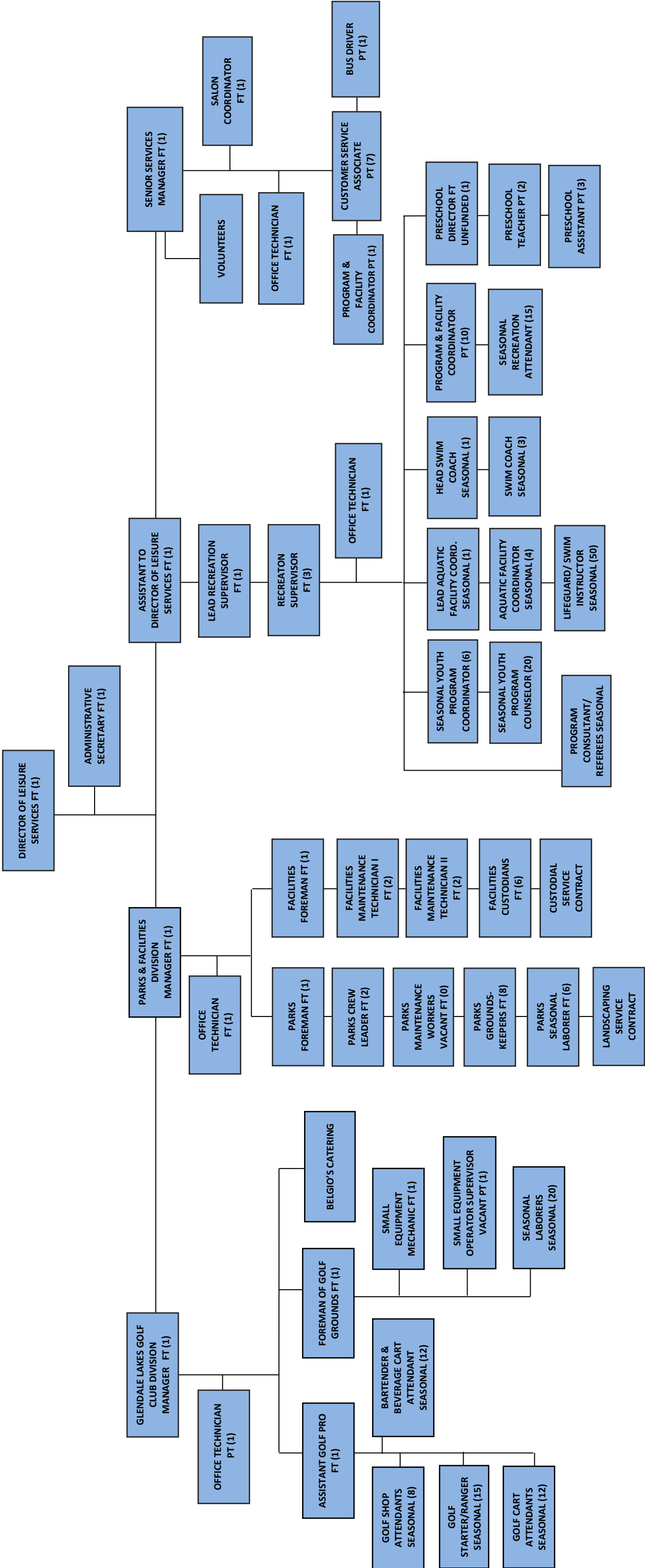
Village Response

- Funding added for a Summer Concert Series
- Promote more cultural events

FY 2024 / 2025

VILLAGE OF GLENDALE HEIGHTS ORGANIZATIONAL STRUCTURE

LEISURE SERVICES



The Leisure Services Department provides quality recreational and leisure services and facilities for the residents of the Village of Glendale Heights. Glendale Lakes Golf Club features an 18-hole championship design golf course with a full-service Pro-Shop. The banquet facility can accommodate groups up to 250 people. The Center for Senior Citizens provides services and programs for older adults designed to promote their well-being, support their independence, and overall quality of life. Total number of employees authorized: 39 Full-Time, 1 Full-Time Unfunded, 25 Part-Time, 1 Part-Time Vacant, and 173 Seasonal.

LEISURE SERVICES FUND: REVENUE

The mission of the Glendale Heights Leisure Services Fund is to build on current strengths by preserving open space and providing quality recreational and leisure services and facilities for the residents of the Village of Glendale Heights. With our variety of parks, facilities, and Aquatic Center, we work day in and day out to accomplish the goals set within our statement and beyond.

Revenues are categorized into three major segments; Transfers In, Charges for Services, and Other Revenues.

TRANSFERS

Transfers from the General Fund replace Tax Levy for Recreation starting in FY 2023/2024. The Levy for Recreation will now be reflected in the General Fund. Transfers In represent approximately 34% of total Leisure Services Fund revenues.

CHARGES FOR SERVICES

Recreation Programming

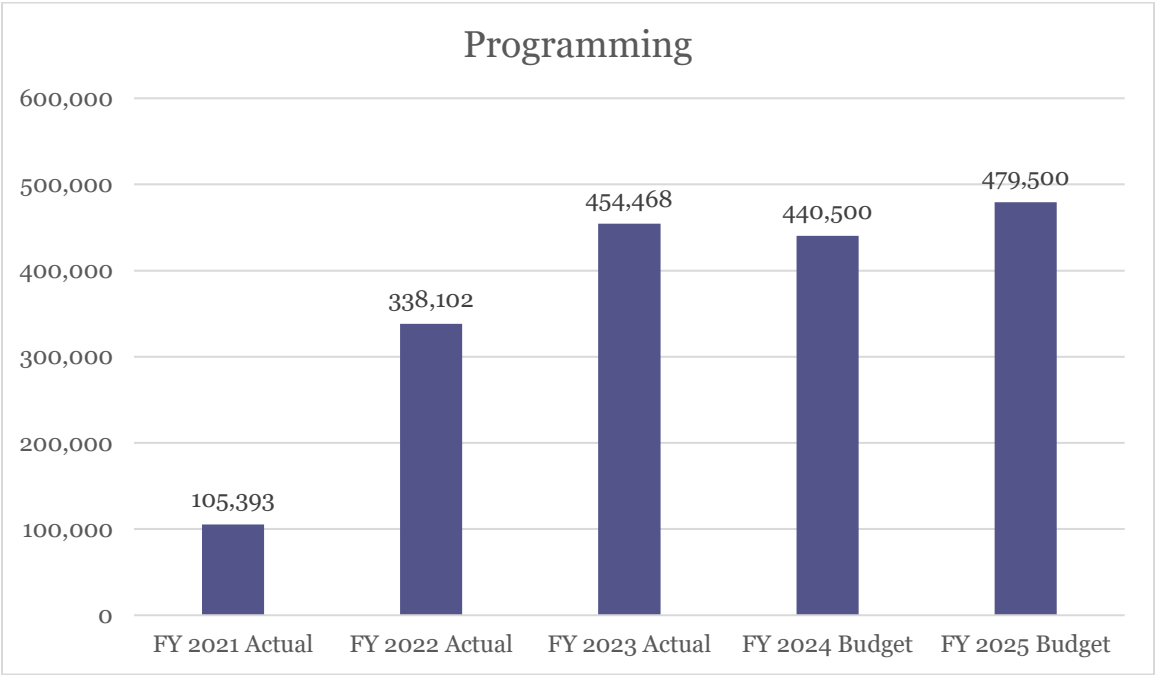
Recreation receives a variety of revenue from participation by the residents of Glendale Heights and surrounding communities and by many programs the Village offers. Programs include, but are not limited to; adult athletics, soccer leagues, GHYBS (baseball & softball), open gym, gymnastics, youth programs, martial arts & fencing, ice skating, NEDSRA (Northeast DuPage Special Recreation Association), tot programs, day camps, many popular special events and use of the Fitness Center and Sports Hub Facilities.

Recreation Division

Each year, the Recreation Division offers a wide variety of programs for all age groups from tiny tots to adults. The division strives to provide activities and programs that are affordable, fun and engaging in a safe environment.

The following bar graph shows the historical revenue trends in programming over the last 5 years, including this budget's revenue projection.

Programming Revenue
Five (5) Year History

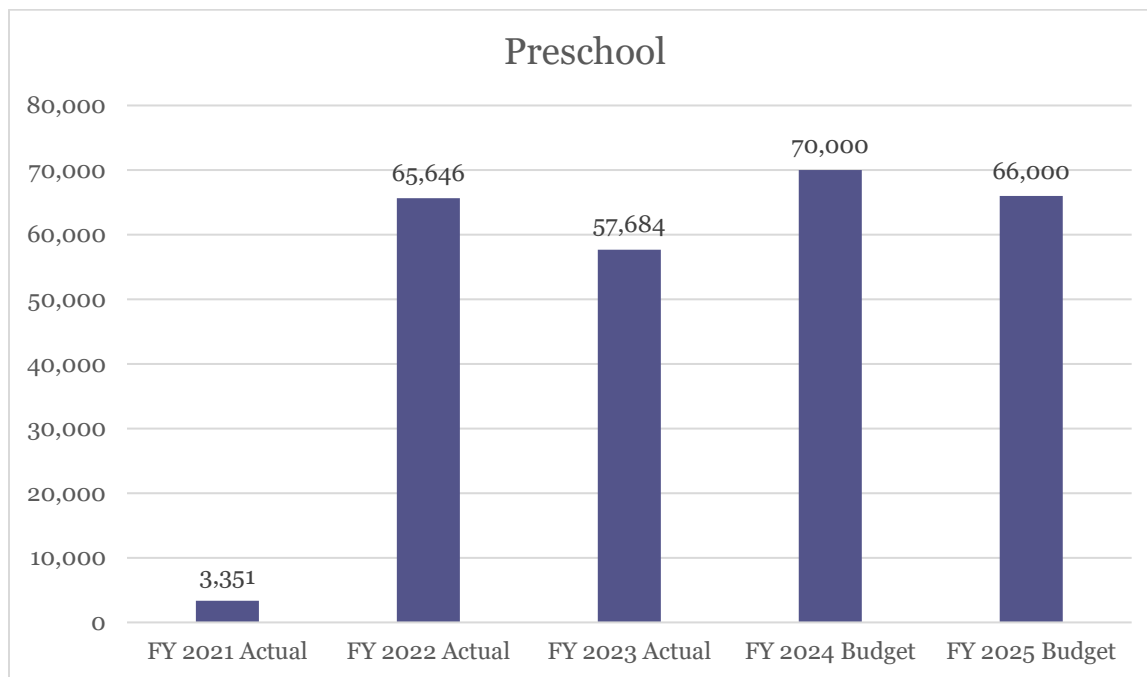


Preschool

The Glendale Heights Preschool Program prepares children for kindergarten by providing a nurturing, caring environment taught by experienced early childhood teachers.

The Village is estimating that revenue will stabilize in Fiscal Year 2024/25, despite less expensive, similar services to be provided by School Districts within the Village. The following bar graph shows the historical revenue trends in preschool over the last 5 years, including this budget's revenue projection.

Preschool Revenue Five (5) Year History



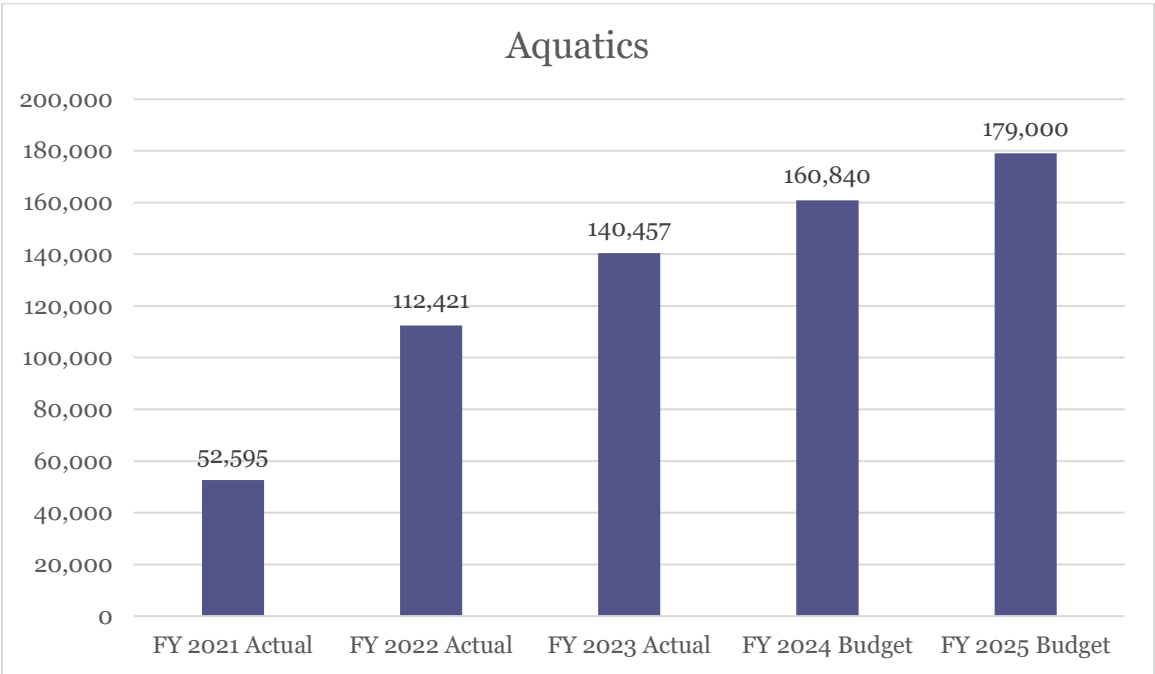
Aquatics

The Aquatic Center, built in 1997 offers a zero-depth entry pool, sloping to maximum depth of five feet, a six lane competitive lap swimming area, two water slides, and a water spray play area and volleyball courts, sand play area, sundeck and concession area are also available.

On July 4, 2012, the Aquatic Center celebrated its Grand Re-Opening. The Village experienced an increase in attendance at the Glendale Heights Aquatic Center (GH₂O). The Aquatic Center has been updated to include a FlowRider (simulated surfing ride), a deep well with diving boards, and a new drop slide.

The Village is estimating that revenue will be improved from Fiscal Year 2023/24 due to the lingering impact of the pandemic. The following bar graph shows the historical revenue trends in aquatics over the last 5 years, including this budget's revenue projection.

Aquatic Revenue
Five (5) Year History

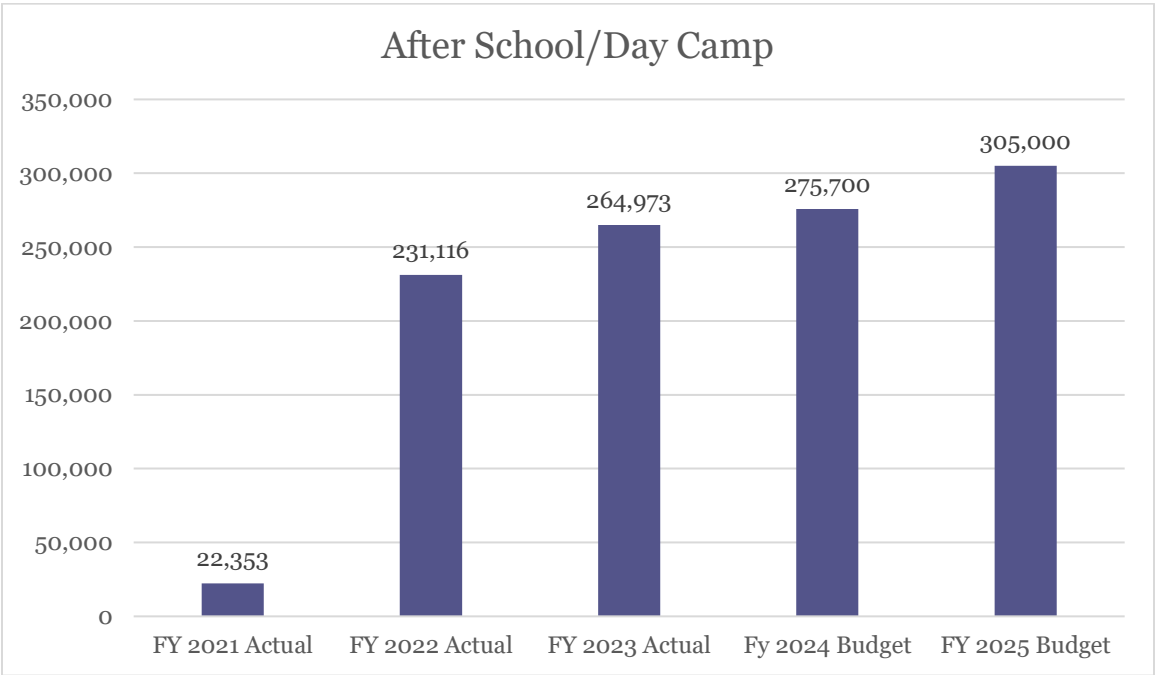


After School/Day Camp

The Village invites all area residents and community children to participate in youth recreation in the Village’s after school, summer camp, and day off programs. The Village works closely with area schools to provide programs that complement schedules and curricula while providing participants with a nurturing, yet engaging, place to play.

The Village is estimating that revenue will increase in Fiscal Year 2024/25, primarily due to a renewed interest in the program, and further loosening of pandemic restrictions. The following bar graph shows the historical revenue trends in afterschool/day camp over the last 5 years, including this budget’s revenue projection.

After School/Day Camp Revenue
Five (5) Year History



SENIOR CENTER AND SPECIAL EVENT REVENUES

SENIOR CENTER:

The Linda Jackson Center for Senior Citizens is open to senior citizens five days a week. Amenities include a library, game room, arts-crafts room, full-service salon, fitness room and community room. We also offer comprehensive senior citizen resources, innovative programming, information session, social events, and exciting trips.



All programming and events are subject to Center for Disease Control and Illinois Department on Aging guidelines.

HOURS OF OPERATION

Monday - Friday: 7:30am to 5:00pm

Saturday: Closed

SENIOR CENTER AMENITIES

The Center for Senior Citizens has many features available to its members:



Community Room, an attractive multi-purpose room that can accommodate up to 130 people for dining and larger events. It has an attached veranda equipped with patio furniture, lighting and even heat for chilly evenings. The fully-equipped catering kitchen makes this room ideal to host your next family party.

Library with a cozy fireplace, filled with great books to read and four computer stations with wireless internet to open your world to a

lifetime learning experience.

Game Room with a large screen TV, Wii Game System, billiards/ping pong table, card tables, and your favorite board and card games to enjoy with your friends.

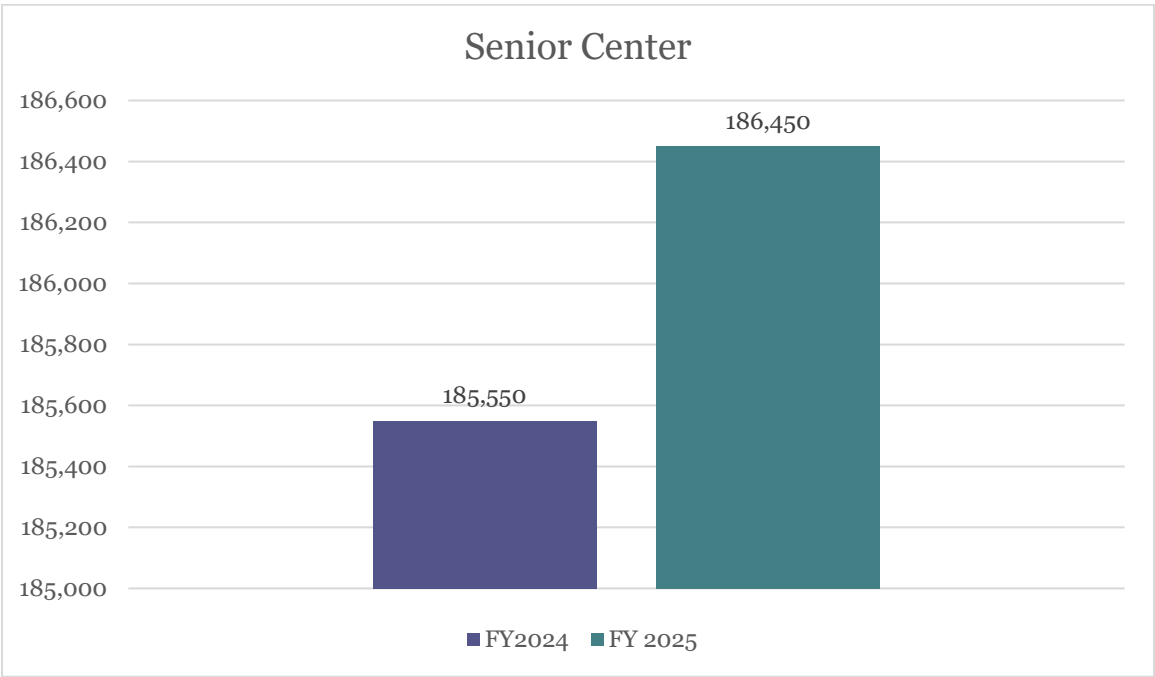


Arts & Crafts Room with sewing machines, various supplies, and plenty of tables, chairs, and storage cabinets for your next creative art project.

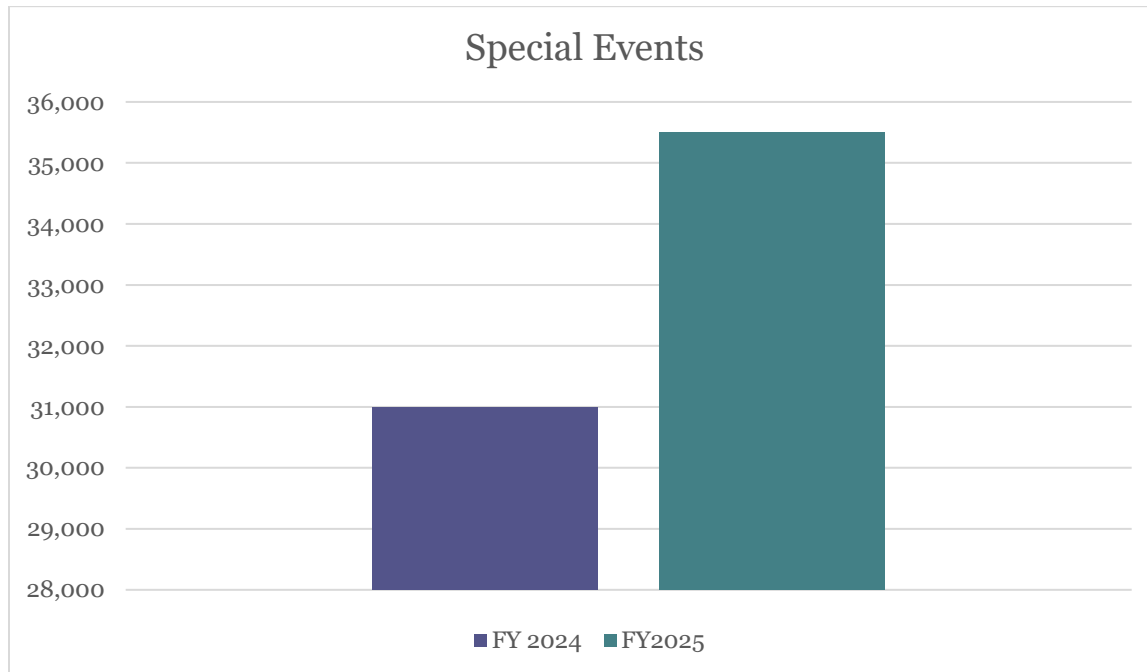
Golden Shears is a ladies and gentlemen hair and nail salon to keep you looking and feeling your best while offering convenience and great prices.

Senior Fitness Room equipped with state-of-art Life Fitness Equipment designed to help improve the mental and physical health of older adults.

SENIOR CENTER REVENUES



SPECIAL EVENT REVENUES

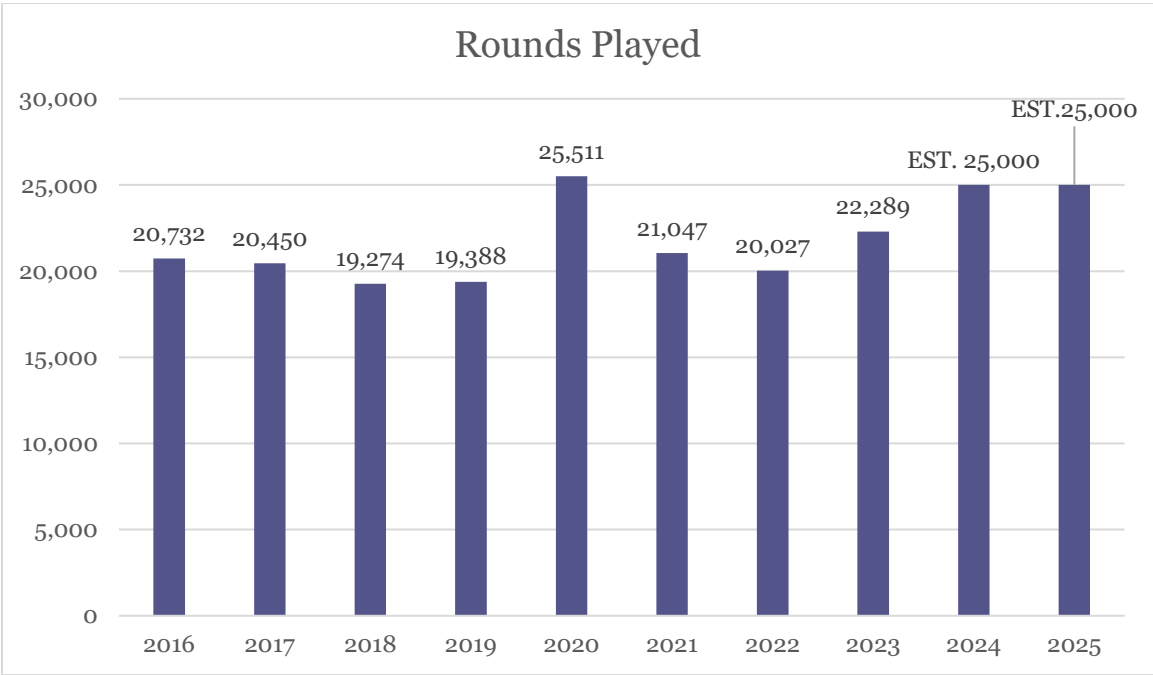


GOLF REVENUE

The Golf Course Revenues are categorized into three categories; Golf and Pro Shop, Restaurant/Banquets, and Charity Classic Event.

In a typical year, approximately 19,000 rounds of golf are played on the course. Since 2021, however, Golf has been anything but typical, and Glendale Lakes generated just under 26,000 rounds of golf in calendar year 2021, and continues to exceed the previous baseline of 19,000 rounds.

Golf Rounds Played Last 10 Years



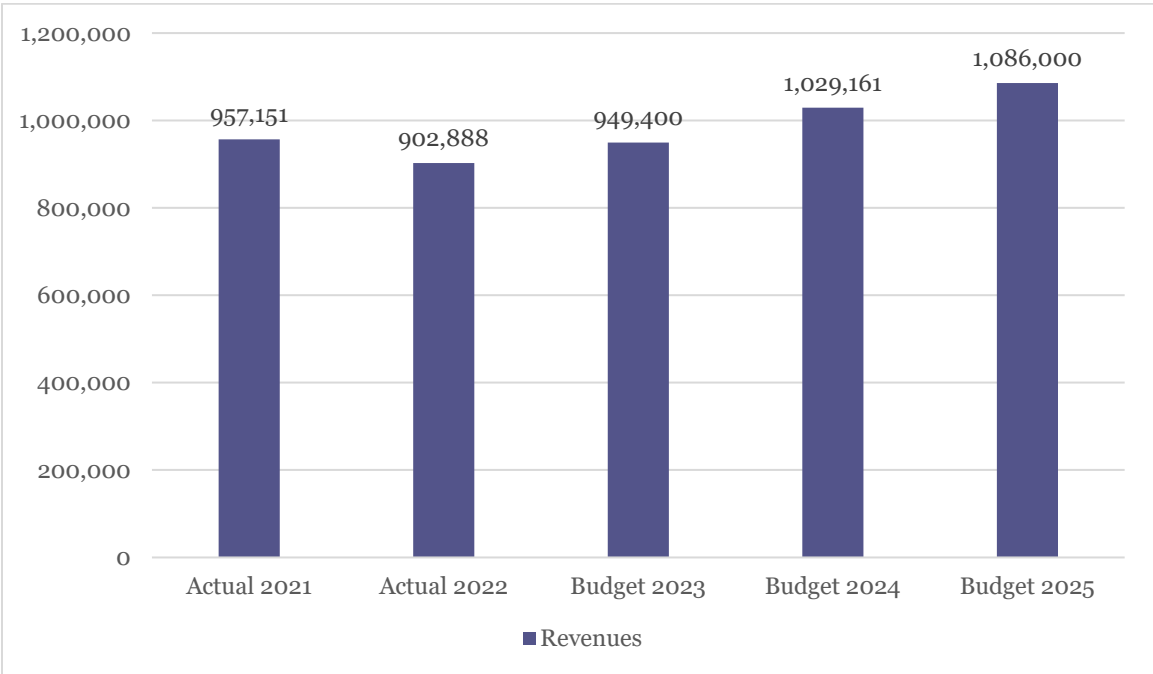
Pro Shop

The Glendale Lakes Golf Course is open year-round weather permitting. Each year’s revenue is very dependent upon a healthy economy and favorable golfing conditions. The Village is predicting steady revenues compared to last year’s budget.

The Pro Shop revenue category encompasses all cash flows received from sales of daily rounds of golf, annual memberships, cart and equipment rental, and Pro Shop sales.

The Pro Shop offers a variety of items for sale, including clubs, clothing, golf balls, and many golf accessories. The GLGC competitively prices its merchandise in order to have profitable sales year-round.

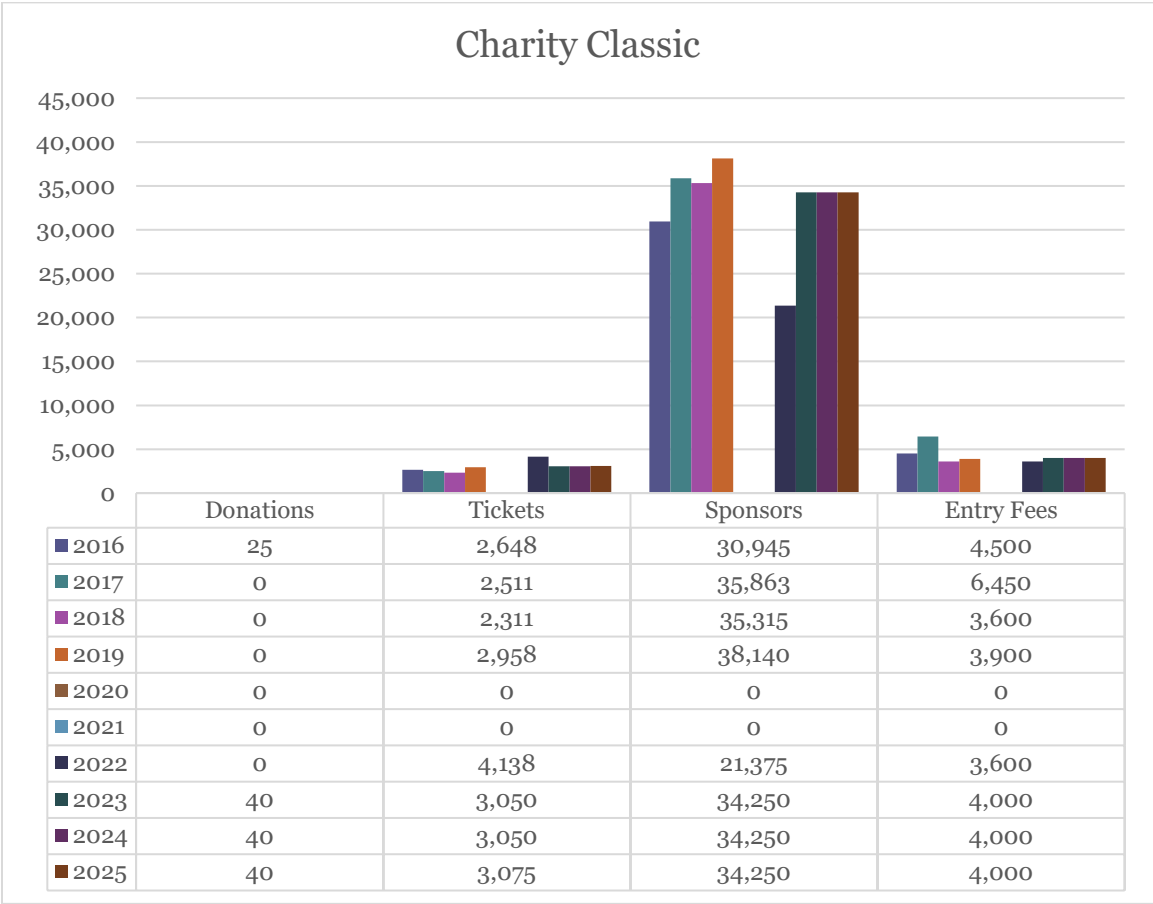
Pro Shop Revenue Including Greens Fees and Cart Fees



Charity Golf Classic

The Charity Golf Classic is held annually at the Glendale Lakes Golf Course. Since its inception, the Charity Golf Classic has raised over \$500,000 to support local organizations. In past years, money raised by the Charity Golf Classic has gone toward local scholarships, residents in financial need, as well as aiding in the fight against juvenile diabetes, breast cancer and heart disease. Due to the pandemic, the Charity Golf Classic did not take place in 2020 or 2021.

Charity Golf Classic Revenue Ten Year History



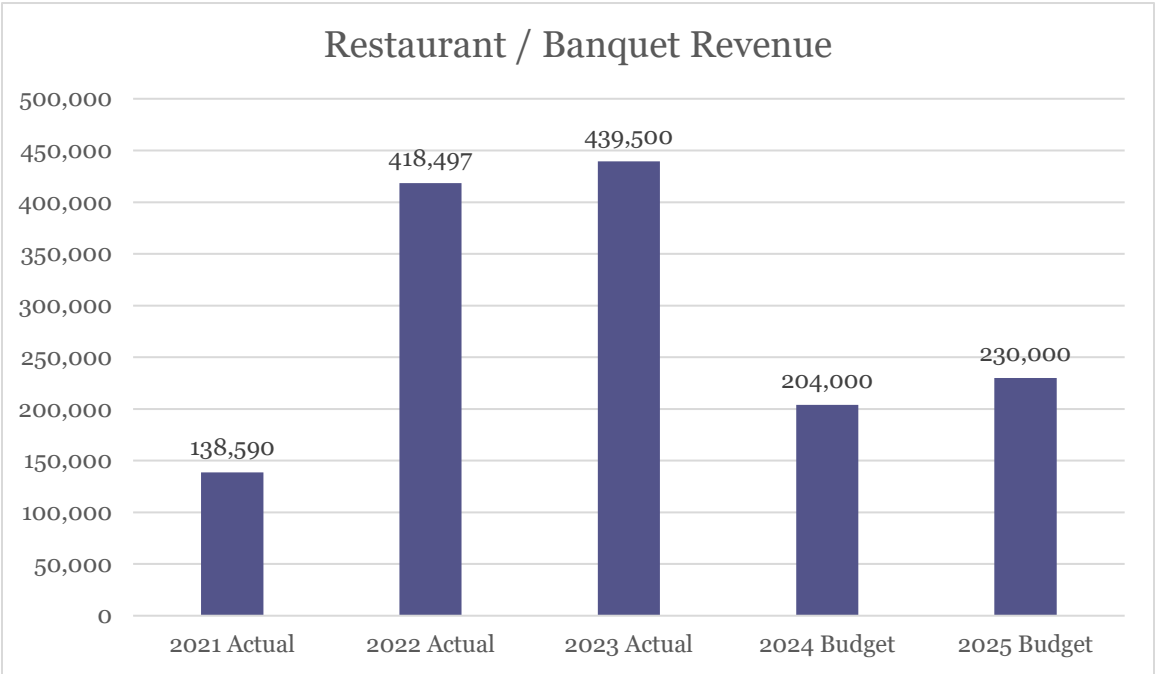
GOLF RESTAURANT AND BANQUETS

The Glendale Lakes Golf Club can accommodate up to 250 people for special events including wedding receptions, family reunions, business meetings, and many more.

The Restaurant and Banquet Division is responsible for the servicing of all customers that visit the restaurant or attend one of the many banquets held throughout the year. This division is also responsible for the ordering, preparing, and serving of all food and beverages ordered at any of its events or restaurant facilities. As of May 1st 2023, the Village of Glendale Heights and Belgio’s catering have formed a partnership for all banquets at Glendale Lakes Golf Club. Belgio’s catering will be booking, cooking and executing all of the banquets at Glendale Lakes Golf Club. Over 95% of all event evaluations in 2021/2022 rated Glendale Lakes Golf Club above average or better.

Golfers are also able to purchase from a grill menu at the clubhouse which golfers visit before and after their rounds as well as before teeing off on the 10th hole. The Golf Course also offers up to two beverage carts that service golfers during play from the months of April through October.

**Golf Restaurant and Banquet Revenue
Last Five Years**



LEISURE SERVICES: SPECIAL EVENTS

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Village's Special Events Fund organizes and puts on special events for the community throughout the calendar year. Among the annual activities run and supported by this fund are the following: Fishing Derby, Patriot's Day, Breakfast with Santa, Breakfast with the Easter Bunny, Harvest Fest and the Show and Shine Car Show. In FY 2025, Special Events was moved under the Leisure Services Fund.

PROPOSED BUDGET WITH ACTUAL HISTORY

REVENUES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
101	1016	441	28	13	SPECIAL EVENT REVENUES	1,596.00		0.00
101	1016	441	28	15	CAR SHOW	5,637.00		0.00
101	1016	441	28	16	SPECIAL EVENT REVS-OTHER	2,334.00		0.00
101	1016	441	28	17	FAMILY HEALTH&SAFTY FAIR	4,635.11		0.00
201	1016	441	28	13	SPECIAL EVENT REVENUES		4,500.00	7,500.00
201	1016	441	28	15	CAR SHOW		6,000.00	7,000.00
201	1016	441	28	16	SPECIAL EVENT REVS-OTHER		8,500.00	9,000.00
201	1016	441	28	17	FAMILY HEALTH&SAFTY FAIR		8,000.00	8,000.00
201	1016	481	60	12	DONATIONS OTHER		4,000.00	4,000.00

Show and Shine
Car Show



EXPENDITURES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
101	1016	512	24	19	ENTERTAINMENT-SPL. EVENTS	8,625.70		0.00
101	1016	512	24	20	CAR SHOW	550.00		0.00
101	1016	512	37	95	FAMILY HEALTH&SAFETY FAIR	6,822.87		0.00
101	1016	512	37	98	CAR SHOW	2,828.23		0.00
101	1016	512	37	99	OPERATING SUPPLIES	14,307.88		0.00
201	1016	512	10	10	F-TIME & REG.PART-TIME		30,278.00	65,024.00
201	1016	512	15	10	FICA-EMPLOYER		1,877.00	4,031.00
201	1016	512	16	10	IMRF-EMPLOYER		2,434.00	2,434.00
201	1016	512	16	12	MEDICAL-EMPLOYER		3,802.00	7,500.00
201	1016	512	16	16	MEDICARE-EMPLOYER		439.00	943.00
201	1016	512	24	19	ENTERTAINMENT-SPL. EVENTS		10,000.00	0.00
201	1016	512	24	20	CAR SHOW		600.00	0.00
201	1016	512	37	95	FAMILY HEALTH&SAFETY FAIR		8,000.00	8,000.00
201	1016	512	37	96	SPECIAL EVENT EXPS-OTHER		8,500.00	9,000.00
201	1016	512	37	98	CAR SHOW		4,500.00	5,500.00
201	1016	512	37	99	OPERATING SUPPLIES		52,000.00	69,000.00
201	1016	512	51	12	CELLULAR PHONE			540.00



Breakfast
with the
Easter
Bunny

LEISURE SERVICES: SENIOR SERVICES

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Glendale Heights Center for Senior Citizens is open year-round and has over 2,000 members that use the facility throughout the year. The new facility was opened on August 1, 2010, and offers a variety of programs, as well as senior trips, salon services, shopping, crafts and affordable transportation. The Center also offers its members use of the facilities game room, arts and crafts room, sewing room, exercise room, and library. The Center has a beautiful Community Room that can seat up to 140 people, and has an attached lighted outdoor veranda.

PROPOSED BUDGET WITH ACTUAL HISTORY

REVENUES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
201	1117	481	43	15	SENIOR HEALTH INS PGM		1,500.00	1,500.00
201	1117	481	81	10	SENIOR PROGRAM		8,500.00	9,000.00
201	1117	481	81	11	SENIOR BUS		2,500.00	2,500.00
201	1117	481	81	12	FACILITY RENTAL		55,000.00	55,000.00
201	1117	481	81	13	SALON SERVICES		32,000.00	32,000.00
201	1117	481	81	14	SPONSORSHIP		800.00	500.00
201	1117	481	81	17	FITNESS MEMBERSHIPS		4,000.00	4,000.00
201	1117	481	81	18	GENERAL MEMBERSHIPS		4,000.00	4,200.00
201	1117	481	81	19	BEVERAGES SOLD REVENUE		8,000.00	7,000.00
201	1117	481	81	21	SC-OTHER RENTAL FEES		750.00	750.00
201	1117	481	81	22	SC-WAITSTAFF SERVICES		1,500.00	1,500.00
201	1117	481	81	23	SENIOR HOLIDAY LUNCHEON		3,000.00	4,000.00
201	1117	481	81	24	SENIOR TRIP REVENUES		60,000.00	60,000.00
201	1117	481	81	25	SNACKS/COFFEE		500.00	600.00
201	1117	481	81	26	FACILITY SET UP FEES		500.00	1,000.00
201	1117	481	89	10	OTHER REVENUE			400.00
201	1117	481	89	14	DONATIONS		2,000.00	1,000.00
201	1117	481	89	33	GIFT SHOP REVENUE		1,000.00	1,500.00



ANNUAL BUDGET

EXPENDITURES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
201	1117	513	10	10	F-TIME & REG.PART-TIME		243,819.00	280,498.00
201	1117	513	10	99	OVERTIME PAY		500.00	500.00
201	1117	513	15	10	FICA-EMPLOYER		15,117.00	17,378.00
201	1117	513	16	10	IMRF-EMPLOYER GEN GOV'T		16,880.00	17,006.00
201	1117	513	16	12	MEDICAL-EMPLOYER		10,202.00	12,584.00
201	1117	513	16	14	TRAVEL FOR MEETING & CONF		100.00	100.00
201	1117	513	16	15	TRAINING & SEMINARS		1,500.00	2,000.00
201	1117	513	16	16	MEDICARE-EMPLOYER		3,535.00	4,065.00
201	1117	513	24	12	PRINTING & BINDING		7,600.00	7,600.00
201	1117	513	24	32	SOFTWARE SUPPORT & MAINT		2,090.00	2,200.00
201	1117	513	24	99	OTHER PURCHASED SERVICES		9,568.00	15,940.00
201	1117	513	31	17	POSTAGE		2,700.00	2,100.00
201	1117	513	31	99	OFFICE SUPPLIES			1,000.00
201	1117	513	33	10	JANITORIAL SUPPLIES			2,000.00
201	1117	513	33	12	ELECTRICAL SUPPLIES			500.00
201	1117	513	33	13	HARDWARE SUPPLIES			350.00
201	1117	513	33	15	PLUMBING SUPPLIES			500.00
201	1117	513	33	16	LUMBER SUPPLIES			100.00
201	1117	513	33	99	OTHER BLDG. MAINT. SUPPLY			750.00
201	1117	513	37	10	UNIFORMS		550.00	550.00
201	1117	513	37	80	GAS & FUEL		2,400.00	3,000.00
201	1117	513	37	81	SALON SUPPLIES		3,500.00	3,500.00
201	1117	513	37	99	OPERATING SUPPLIES		5,000.00	5,000.00
201	1117	513	51	15	WATER			500.00
201	1117	513	52	10	LEASES-EQUIPMENTS		1,392.00	1,900.00
201	1117	513	53	17	EQUIPMENT R&M		4,500.00	4,500.00
201	1117	513	53	18	SENIOR CENTER		2,000.00	2,000.00
201	1117	513	62	10	MEMBERSHIP DUES		500.00	500.00
201	1117	513	62	11	SUBSCRIPTIONS		500.00	500.00
201	1117	513	63	99	OTHER COMM. CONTRIBUTION		15,000.00	15,000.00
201	1117	513	69	22	LICENSES		1,350.00	1,350.00
201	1117	513	69	78	BANK FISCAL CHARGES		2,000.00	2,000.00
201	1117	513	71	12	ADULT GENERAL PROGRAM		7,000.00	7,000.00
201	1117	513	72	11	BANQUET/KITCHEN		1,000.00	1,200.00
201	1117	513	72	12	ADULT GENERAL PROGRAM		1,000.00	1,000.00
201	1117	513	72	13	SPECIAL EVENTS		6,000.00	8,800.00
201	1117	513	72	41	BEVERAGE PURCHASES		3,600.00	3,000.00

FISCAL YEAR 2024/25

201	1117	513	72	43	WAITSTAFF SERVICES PURCH		16,848.00	0.00
201	1117	513	72	44	SENIOR HOLIDAY LUNCHEON		7,000.00	7,000.00
201	1117	513	72	45	SENIOR TRIPS EXPENSE		60,000.00	60,000.00





LEISURE SERVICES FUND GOLF ADMINISTRATION

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Administration division provides essential support to internal operations as well as a broad range of services to the residents and golfing community in general. The Administration is responsible for the oversight of the daily operations and maintenance of the golf course. The Administration Division strives to;

- ❖ Provide high-quality, service-oriented and challenging golf experiences for all levels of players.
- ❖ Provide quality lesson programs, tournaments, golf shop, and a restaurant and banquet facility.
- ❖ Maintain the Glendale Lakes Golf Course at the highest level, using the natural features of the property to enhance the beauty and golf experience of the course.
- ❖ Actively market the golf course to promote play, use of the banquet facilities, and assist in meeting revenue targets.

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

REVENUES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
201	1710	481	50	11	OFS-SURPLUS/TRADE-IN		172,162.00	0.00
201	1710	481	70	10	CASH (OVER) & SHORT			0.00
201	1710	481	71	11	(GAIN)&LOSS SALES VIL.PRO			0.00
201	1710	481	89	10	OTHER REVENUE		7,000.00	8,500.00

EXPENDITURES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
201	1710	516	10	10	F-TIME & REG.PART-TIME		128,751.00	125,038.00
201	1710	516	15	10	FICA-EMPLOYER		7,983.00	7,753.00
201	1710	516	16	10	IMRF-EMPLOYER		10,352.00	10,053.00
201	1710	516	16	12	MEDICAL-EMPLOYER		20,782.00	21,198.00
201	1710	516	16	14	TRAVEL FOR MEETING & CONF		25.00	25.00
201	1710	516	16	15	TRAINING & SEMINARS		975.00	605.00
201	1710	516	16	16	MEDICARE-EMPLOYER		1,867.00	1,814.00
201	1710	516	22	99	OTHER EQUIPMENT		325.00	325.00

ANNUAL BUDGET

201	1710	516	24	12	PRINTING & BINDING		500.00	500.00
201	1710	516	24	14	ADVERTISING		9,000.00	9,000.00
201	1710	516	24	20	NUISANCE ANIMAL CONTROL		2,700.00	2,700.00
201	1710	516	24	32	SOFTWARE SUPPORT & MAINT		2,750.00	0.00
201	1710	516	24	99	OTHER PURCHASED SERVICES			23,440.00
201	1710	516	31	99	OFFICE SUPPLIES		100.00	1,100.00
201	1710	516	33	10	JANITORIAL SUPPLIES			5,500.00
201	1710	516	33	12	ELECTRICAL SUPPLIES			1,500.00
201	1710	516	33	13	HARDWARE SUPPLIES			350.00
201	1710	516	33	15	PLUMBING SUPPLIES			600.00
201	1710	516	33	16	LUMBER SUPPLIES			100.00
201	1710	516	33	99	OTHER BLDG. MAINT. SUPPLY			1,100.00
201	1710	516	37	99	OPERATING SUPPLIES		100.00	100.00
201	1710	516	39	10	LEASES-EQUIPMENT		12,056.00	0.00
201	1710	516	39	94	COMPUTER EQUIPMENT		2,312.00	0.00
201	1710	516	39	99	OPERATING EQUIPMENT		252.00	270.00
201	1710	516	51	10	TELEPHONE		6,500.00	6,500.00
201	1710	516	51	12	CELLULAR PHONE		300.00	300.00
201	1710	516	51	13	ELECTRICITY		35,000.00	40,000.00
201	1710	516	51	14	NATURAL GAS		30,000.00	25,000.00
201	1710	516	51	15	WATER		2,000.00	2,000.00
201	1710	516	52	10	LEASES-EQUIPMENTS		1,000.00	750.00
201	1710	516	56	18	R&M-CLUBHOUSE	239.98	5,000.00	19,150.00
201	1710	516	56	20	R&M OPERATING EQUIPMENT		350.00	0.00
201	1710	516	62	10	MEMBERSHIP DUES		2,305.00	2,130.00
201	1710	516	69	22	LICENSES		1,135.00	1,135.00
201	1710	516	69	78	BANK FISCAL CHARGES		23,000.00	24,000.00
201	1710	911	82	13	GOLF CARTS		608,664.00	0.00



INSTRUCTION



TEE TIMES



ANNUAL BUDGET

GOLF / PRO SHOP

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Pro Shop services its customers by providing rounds of golf, purchases of annual memberships, cart and equipment rental, and offering a variety of items for sale. The Pro Shop offers for sale golf clubs, clothing, golf balls, and many more golf accessories. The GLGC competitively prices its merchandise in order to have profitable sales year-round.

The Glendale Lakes Golf Course is open year-round and has 77 carts and walk behind carts available for rent. Residents and visitors are offered competitive pricing for daily green fees as well as annual memberships.

The Pro Shop division is responsible for hiring the best customer service representatives to work with our patrons, the buying and selling of the Pro Shop items, the management of annual memberships, and the daily interactions with the numerous guests that visit the Golf Course.


PROPOSED BUDGET WITH ACTUAL HISTORY

REVENUES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
201	1711	441	21	10	HARDWARE		24,500.00	28,000.00
201	1711	441	21	11	APPAREL		13,500.00	15,000.00
201	1711	441	21	12	SUNDRIES		15,600.00	15,000.00
201	1711	441	22	10	GOLF CART RENTAL		410,011.00	420,000.00
201	1711	441	22	11	PULL CART RENTAL		450.00	500.00
201	1711	441	22	12	GOLF CLUB RENTAL		1,300.00	2,000.00
201	1711	441	22	13	GOLF-GREEN FEES		557,800.00	600,000.00
201	1711	441	22	15	GOLF MEMBERSHIPS		2,000.00	1,500.00
201	1711	441	22	17	GOLF HANDICAP		500.00	500.00
201	1711	441	22	18	SPECIAL ORDERS		3,500.00	3,500.00

EXPENDITURES

ACCOUNT NUMBER						DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
201	1711	717	10	10	E	F-TIME & REG.PART-TIME		165,996.00	59,446.00
201	1711	717	10	98	E	TEMPORARY HELP			134,625.00
201	1711	717	10	99	E	OVERTIME PAY		100.00	100.00
201	1711	717	15	10	E	FICA-EMPLOYER		10,292.00	12,039.00
201	1711	717	16	10	E	IMRF-EMPLOYER		3,859.00	4,470.00
201	1711	717	16	12	E	MEDICAL-EMPLOYER		9,105.00	9,323.00
201	1711	717	16	16	E	MEDICARE-EMPLOYER		2,407.00	2,815.00
201	1711	717	37	10	E	UNIFORMS		1,500.00	1,500.00
201	1711	717	41	10	E	HANDICAP		300.00	300.00
201	1711	717	41	12	E	SCORECARDS			3,700.00
201	1711	717	41	13	E	GOLF CLUB-FOR RENT		100.00	1,000.00
201	1711	717	41	99	E	OTHER PRO-SHOP SUPPLIES		1,000.00	1,350.00
201	1711	717	42	10	E	HARDWARE		18,000.00	18,000.00
201	1711	717	42	11	E	APPAREL		8,300.00	8,500.00
201	1711	717	42	12	E	SUNDRIES		12,600.00	12,000.00
201	1711	717	42	19	E	SPECIAL ORDERS		2,800.00	2,800.00
201	1711	717	62	10	E	MEMBERSHIP DUES		627.00	627.00

 <h3>GOLF DIVISION ROUNDS PLAYED</h3>					
Rounds Played	2019	2020	2021	2022	2023
May	2,016	2,375	3,420	2,891	3,602
June	3,188	4,723	3,575	3,673	4,556
July	3,287	5,249	4,169	3,867	4,533
August	4,180	6,023	4,223	4,205	4,544
September	3,040	4,552	3,730	3,233	3,416
October	1,243	2,589	1,930	2,158	1,638
Total 6 Months	16,954	25,511	21,047	20,027	22,289
					Up 11% from 2022

GOLF RESTAURANT/BANQUETS: FOOD & BEVERAGE

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Glendale Lakes Golf Club can accommodate up to 250 people for special events including wedding receptions, family reunions, business meetings, and many more.

The Restaurant and Banquet Division is responsible for the servicing of all customers that visit the restaurant or attend one of the many banquets held throughout the year. This division is also responsible for the ordering, preparing, and serving of all food and beverages ordered at any of its events or restaurant facilities. As of May 1st 2023, the Village of Glendale Heights and Belgio's catering have formed a partnership for all banquets at Glendale Lakes Golf Club. Belgio's catering will be booking, cooking and executing all of the banquets at Glendale Lakes Golf Club. Over 95% of all event evaluations in 2021/2022 rated Glendale Lakes Golf Club above average or better.

Golfers are also able to purchase from a grill menu at the clubhouse which golfers visit before and after their rounds as well as before teeing off on the 10th hole. The Golf Course also offers up to two beverage carts that service golfers during play from the months of April through October.

PROPOSED BUDGET WITH ACTUAL HISTORY

REVENUES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
201	1712	441	23	10	REST. SALES-BEVERAGES		23,500.00	24,500.00
201	1712	441	23	11	REST. SALES-BEER		85,500.00	85,500.00
201	1712	441	23	12	REST.SALES-LIQUOR & WINES		28,000.00	25,000.00
201	1712	441	23	13	REST. SALES-FOODS		37,000.00	40,000.00
201	1712	441	24	13	BANQUET SALES-FOODS			25,000.00
201	1712	441	24	14	BANQUET ROOM CHARGES		30,000.00	30,000.00

EXPENDITURES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
201	1712	718	10	10	F-TIME & REG.PART-TIME		31,698.00	0.00
201	1712	718	10	98	TEMPORARY HELP		20,000.00	35,000.00
201	1712	718	15	10	FICA-EMPLOYER		4,888.00	1,978.00
201	1712	718	16	10	IMRF-EMPLOYER		2,543.00	0.00

201	1712	718	16	12	MEDICAL-EMPLOYER		18,566.00	0.00
201	1712	718	16	15	TRAINING & SEMINARS		100.00	200.00
201	1712	718	16	16	MEDICARE-EMPLOYER		857.00	463.00
201	1712	718	33	11	CLEANING SUPPLIES		1,000.00	1,000.00
201	1712	718	37	10	UNIFORMS		300.00	500.00
201	1712	718	37	99	OPERATING SUPPLIES		1,000.00	1,000.00
201	1712	718	39	99	OPERATING EQUIPMENT		500.00	1,500.00
201	1712	718	43	9	CATERING EXPENSES		270,000.00	45,000.00
201	1712	718	43	10	PAPER GOODS		2,500.00	2,500.00
201	1712	718	43	99	OTHER F&B GEN. SUPPLIES		100.00	100.00
201	1712	718	44	10	BEVERAGES		11,300.00	11,500.00
201	1712	718	44	11	BEER		20,000.00	22,000.00
201	1712	718	44	12	LIQUOR & WINES		12,000.00	12,000.00
201	1712	718	44	13	FOODS	24.88	12,220.00	18,000.00
201	1712	718	53	18	R&M KITCHEN EQUIPMENT		9,000.00	7,000.00
201	1712	718	62	10	MEMBERSHIP DUES		50.00	0.00





ANNUAL BUDGET

GOLF GROUNDS & MAINTENANCE

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Grounds Maintenance Division is responsible for the repairs and maintenance of the Glendale Lakes Golf Course. The division provides services including grass cutting, brush removal, leaf pickup and general lawn maintenance to all tee boxes, fairways, sand traps, putting greens, golf club and patio areas, and all other public spaces. The Division also supplements its own forces with private contractors when necessary.

PROPOSED BUDGET WITH ACTUAL HISTORY

EXPENDITURES

ACCOUNT NUMBER						DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
201	1713	516	10	10	E	F-TIME & REG.PART-TIME		284,937.00	164,023.00
201	1713	516	10	98	E	TEMPORARY HELP			100,000.00
201	1713	516	15	10	E	FICA-EMPLOYER		17,666.00	16,370.00
201	1713	516	16	10	E	IMRF-EMPLOYER		13,343.00	13,150.00
201	1713	516	16	12	E	MEDICAL-EMPLOYER		28,387.00	28,955.00
201	1713	516	16	15	E	TRAINING & SEMINARS		600.00	1,000.00
201	1713	516	16	16	E	MEDICARE-EMPLOYER		4,132.00	3,828.00
201	1713	516	21	99	E	OTHER PROFESSIONAL		1,000.00	2,000.00
201	1713	516	34	10	E	TOPDRESSING SOIL		4,000.00	4,000.00
201	1713	516	34	12	E	GRASS SEEDS		1,700.00	1,700.00
201	1713	516	34	13	E	LANDSCAPING SUPPLIES		5,500.00	6,000.00
201	1713	516	34	14	E	FERTILIZER & CHEMICALS		47,000.00	47,000.00
201	1713	516	35	13	E	SERVICE DOG		16,575.00	8,775.00
201	1713	516	37	10	E	UNIFORMS		1,000.00	1,500.00
201	1713	516	37	80	E	GAS & FUEL		18,500.00	18,500.00
201	1713	516	37	99	E	OPERATING SUPPLIES		600.00	1,400.00
201	1713	516	39	93	E	OFFICE EQUIPMENT		100.00	0.00
201	1713	516	45	10	E	MARKERS & MARKING PAINTS		1,000.00	1,300.00
201	1713	516	45	11	E	GREEN SUPPLIES		800.00	1,200.00
201	1713	516	45	12	E	TEE SUPPLIES		800.00	1,000.00
201	1713	516	45	13	E	SAND TRAP SUPPLIES		600.00	5,500.00
201	1713	516	51	12	E	CELLULAR PHONE		300.00	300.00
201	1713	516	52	10	E	LEASES-EQUIPMENTS	250.00	2,750.00	3,000.00

FISCAL YEAR 2024/25

ANNUAL BUDGET

201	1713	516	52	11	E	RENTALS-EQUIPMENTS		2,750.00	2,482.00
201	1713	516	53	18	E	GOLF COURSE EQUIPMENTS		19,000.00	29,000.00
201	1713	516	54	14	E	R&M GOLF CARTS		2,500.00	1,000.00
201	1713	516	56	19	E	R&M GOLF-MAINT BLDG		4,500.00	500.00
201	1713	516	57	15	E	R&M GOLF COURSE		24,100.00	21,500.00
201	1713	516	62	10	E	MEMBERSHIP DUES		970.00	970.00
201	1713	911	81	18	E	GOLF COURSE EQUIPMENT		84,500.00	40,000.00



CHARITY GOLF CLASSIC

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Charity Golf Classic is held annually at the Glendale Lakes Golf Club. This division is responsible for capturing all of the costs of the event, as well as, the payment of the Charity Golf Classic proceeds to its respective recipients. The event was cancelled in 2020 and 2021 due to the pandemic. In Fiscal Year 2024/25, the Golf Fund is estimating a community contribution of \$25,000.

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

REVENUES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
201	1714	481	61	10	ENTRY FEE		4,000.00	4,000.00
201	1714	481	61	11	PLATINUM SPONSOR		14,000.00	14,000.00
201	1714	481	61	12	BRONZE SPONSOR		1,000.00	1,000.00
201	1714	481	61	13	SILVER SPONSOR		11,500.00	11,500.00
201	1714	481	61	14	TEE SPONSOR		2,500.00	2,500.00
201	1714	481	61	15	DINNER TICKET		50.00	75.00
201	1714	481	61	16	SPONSOR OTHER		5,250.00	5,250.00
201	1714	481	61	26	RAFFLE TICKETS		3,000.00	3,000.00
201	1714	481	61	99	DONATIONS		40.00	40.00



EXPENDITURES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
201	1714	717	16	14	TRAVEL, MEETING & CONF.		300.00	365.00
201	1714	717	63	99	OTHER COMM. CONTRIBUTION		25,000.00	25,000.00
201	1714	717	69	29	CHARITY CLASSIC EXPENSES		16,000.00	16,000.00



LEISURE SERVICES FUND: ADMINISTRATION

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Administration division provides essential support to internal operations as well as a broad range of services to the residents and other Village Departments. Administration is responsible for the oversight of the daily operations and maintenance of all operations run under the Parks, and Recreation, Senior Center and Golf Course Departments.

The mission of the Glendale Heights Recreation Department is to build on current strengths by preserving open space and providing quality recreational and leisure services and facilities for the residents of the Village of Glendale Heights. With the Village's variety of parks, facilities and Aquatic Park, this department works day in and day out to accomplish the goals set within our statement and beyond.

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
201	1110	513	10	10	F-TIME & REG.PART-TIME			242,084.00
201	1110	513	10	99	OVERTIME PAY			200.00
201	1110	513	15	10	FICA-EMPLOYER			15,009.00
201	1110	513	16	10	IMRF-EMPLOYER GEN GOV'T			18,204.00
201	1110	513	16	12	MEDICAL-EMPLOYER			41,565.00
201	1110	513	16	14	TRAVEL FOR MEETING & CONF			100.00
201	1110	513	16	15	TRAINING & SEMINARS			2,750.00
201	1110	513	16	16	MEDICARE-EMPLOYER			3,510.00
201	1110	513	16	32	HEALTH & WELLNESS PROG.			675.00
201	1110	513	24	12	PRINTING & BINDING		50.00	50.00
201	1110	513	31	99	OFFICE SUPPLIES		100.00	100.00
201	1110	513	37	10	UNIFORMS		200.00	200.00
201	1110	513	37	80	GAS & FUEL		200.00	0.00
201	1110	513	37	99	OPERATING SUPPLIES		100.00	100.00
201	1110	513	51	12	CELLULAR PHONE		540.00	540.00
201	1110	513	62	10	MEMBERSHIP DUES		300.00	350.00
201	1110	981	94	2	TRANSFER TO-LIABILITY INS			0.00
201	1610	711	10	10	F-TIME & REG.PART-TIME	536,321.91	600,252.00	292,130.00
201	1610	711	10	11	HOLIDAY WORKED PAY		1,500.00	0.00
201	1610	711	10	99	OVERTIME PAY	1,883.73	1,500.00	0.00
201	1610	711	15	10	FICA-EMPLOYER	32,009.54	37,216.00	18,112.00



ANNUAL BUDGET

201	1610	711	15	11	UNEMPLOYMENT INSURANCE		500.00	500.00
201	1610	711	16	10	IMRF-EMPLOYER RECREATION		53,000.00	23,000.00
201	1610	711	16	12	MEDICAL-EMPLOYER		113,786.00	52,786.00
201	1610	711	16	14	TRAVEL FOR MEETING & CONF	15.83	900.00	300.00
201	1610	711	16	15	TRAINING & SEMINARS	2,511.19	3,300.00	3,050.00
201	1610	711	16	16	MEDICARE-EMPLOYER	7,486.22	8,704.00	4,236.00
201	1610	711	24	12	PRINTING & BINDING		200.00	50.00
201	1610	711	24	14	ADVERTISING	26,750.99	42,500.00	39,500.00
201	1610	711	24	32	SOFTWARE SUPPORT & MAINT	7,227.50	7,337.00	7,655.00
201	1610	711	24	99	OTHER PURCHASED SERVICES	716.40	500.00	0.00
201	1610	711	31	17	POSTAGE	8,413.36	13,000.00	13,000.00
201	1610	711	31	99	OFFICE SUPPLIES	459.35	600.00	3,000.00
201	1610	711	37	10	UNIFORMS	5,121.55	4,200.00	1,000.00
201	1610	711	37	80	GAS & FUEL	477.56	600.00	800.00
201	1610	711	37	99	OPERATING SUPPLIES	11,313.79	7,600.00	2,000.00
201	1610	711	39	14	RECREATION	1,764.42	12,446.00	0.00
201	1610	711	39	93	OFFICE EQUIPMENT		10,880.00	0.00
201	1610	711	39	94	COMPUTER EQUIPMENT			2,500.00
201	1610	711	51	10	TELEPHONE	1,097.92	1,600.00	1,600.00
201	1610	711	51	12	CELLULAR PHONE	1,607.22	2,000.00	540.00
201	1610	711	51	13	ELECTRICITY	53,653.40	93,000.00	65,000.00
201	1610	711	51	14	NATURAL GAS	42,931.04	24,000.00	25,000.00
201	1610	711	51	15	WATER	1,277.74	1,500.00	1,200.00
201	1610	711	52	10	LEASES-EQUIPMENTS	1,462.18	2,000.00	1,500.00
201	1610	711	53	17	RECREATION EQUIPMENT	1,731.47	10,851.00	300.00
201	1610	711	62	10	MEMBERSHIP DUES	2,920.82	3,025.00	3,025.00
201	1610	711	69	78	BANK FISCAL CHARGES	18,600.94	24,000.00	20,000.00
201	1610	711	69	79	MISCELLANEOUS EXPENSE	6,730.00		0.00
201	1610	912	89	10	PRINCIPAL	1,975.37	1,975.00	1,975.00
201	1610	912	89	15	INTEREST	256.63	275.00	275.00
201	1610	981	93	2	TRANSFER TO-COMPUTER REP	924.00		0.00
201	1610	981	94	2	TRANSFER TO-LIABILITY INS	25,000.00	25,000.00	0.00

LEISURE SERVICES FUND: RECREATION PROGRAMMING

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Sports Hub facility offers indoor recreation programs for all age groups. The facility also offers four preschool classrooms, three gymnasiums that hold activities such as basketball, volleyball and gymnastics, an indoor soccer gymnasium, one racquetball court, one dance studio, indoor playground, and state of the art fitness room.

This division provides a variety of programs to the Glendale Heights and surrounding communities. Programs include, but not are limited to; adult athletics, soccer leagues, GHYBS (baseball & softball), open gym, gymnastics, youth programs, martial arts & fencing, ice skating, NEDSRA (Northeast DuPage Special Recreation Association), tot programs, golf camps, many popular annual special events and access to the Fitness Center and Sports Hub.





ANNUAL BUDGET

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

REVENUES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
201	1612	441	27	12	ADULT GENERAL PROGRAMS	1,456.00	4,000.00	4,000.00
201	1612	441	27	13	GENERAL FITNESS CLASSES	450.00	3,000.00	4,000.00
201	1612	441	27	14	YOUTH ATHLETICS	73,084.50	67,000.00	70,000.00
201	1612	441	27	15	MARTIAL ARTS	19,161.07	19,000.00	19,000.00
201	1612	441	27	16	DANCE	7,829.00	5,000.00	6,000.00
201	1612	441	27	17	GYMNASTICS	19,144.20	20,000.00	20,000.00
201	1612	441	27	18	YOUTH/TEEN GEN PGMS	3,572.30	3,500.00	3,500.00
201	1612	441	27	19	TOT GENERAL PROGRAMS	10,706.76	15,000.00	15,000.00
201	1612	441	27	21	SOCCER LEAGUE REVENUE	70,104.61	72,000.00	86,000.00
201	1612	441	27	22	MEN'S BASKETBALL REVENUE	14,870.00	14,000.00	14,000.00
201	1612	441	27	24	ADULT SOFTBALL REVENUE	6,835.00	5,000.00	5,000.00
201	1612	441	27	25	YOUTH BASKETBALL LEAGUES	11,125.00	14,000.00	19,000.00
201	1612	441	27	39	TEEN PROGRAM	63.00		0.00
201	1612	441	27	40	YOUTH BASEBALL/SOFTBALL	13,680.00	17,000.00	17,000.00
201	1612	481	59	10	GENERAL MEMBERSHIPS	38,420.50	40,000.00	40,000.00
201	1612	481	59	11	ACTIVITY FEES	23,587.50	25,000.00	23,000.00
201	1612	481	59	13	RACQUETBALL COURT FEE	4,331.20	4,000.00	4,000.00
201	1612	481	59	14	FACILITY RENTAL FEE	136,046.88	113,000.00	130,000.00

EXPENDITURES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
201	1612	713	10	10	F-TIME & REG.PART-TIME	181,699.36	262,968.00	263,907.00
201	1612	713	10	99	OVERTIME PAY	10.27	200.00	0.00
201	1612	713	15	10	FICA-EMPLOYER	10,673.13	16,304.00	16,362.00
201	1612	713	16	10	IMRF-EMPLOYER		18,251.00	18,251.00
201	1612	713	16	12	MEDICAL-EMPLOYER		48,063.00	48,063.00
201	1612	713	16	16	MEDICARE - EMPLOYER	2,496.13	3,813.00	3,827.00
201	1612	713	24	99	OTHER PURCHASED SERVICES			500.00
201	1612	713	37	10	UNIFORMS			1,000.00
201	1612	713	51	12	CELLULAR PHONES			1,600.00
201	1612	713	59	10	FITNESS MEMBERSHIP EXP		1,600.00	4,880.00
201	1612	713	59	11	HUB CLUB MEMB/DAILY FEES			2,100.00
201	1612	713	71	12	ADULT GENERAL PROGRAMS	247.00		250.00
201	1612	713	71	13	GENERAL FITNESS CLASSES	300.00	2,000.00	2,800.00

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ANNUAL BUDGET

201	1612	713	71	14	YOUTH ATHLETICS	48,342.95	46,900.00	47,600.00
201	1612	713	71	15	MARTIAL ARTS	13,726.50	13,300.00	13,300.00
201	1612	713	71	16	DANCE	5,625.62	3,500.00	4,200.00
201	1612	713	71	17	GYMNASTICS	19,266.30	18,000.00	18,000.00
201	1612	713	71	18	YOUTH/TEEN GEN PGMS	2,692.24	2,450.00	2,450.00
201	1612	713	71	19	TOT GENERAL PROGRAMS	6,609.80	10,500.00	10,500.00
201	1612	713	71	21	SOCCER LEAGUES	15,637.34	4,000.00	800.00
201	1612	713	71	25	YOUTH BASKETBALL LEAGUES	99.00	200.00	200.00
201	1612	713	71	29	TEEN PROGRAMS	44.00		0.00
201	1612	713	71	40	YOUTH BASEBALL/SOFTBALL	99.00	100.00	200.00
201	1612	713	71	41	TRAVEL BASEBALL			0.00
201	1612	713	72	13	GENERAL FITNESS CLASSES		100.00	100.00
201	1612	713	72	16	DANCE PROGRAMS	81.21	150.00	150.00
201	1612	713	72	18	YOUTH/TEEN GEN PGMS	4.98	200.00	200.00
201	1612	713	72	19	TOT GENERAL PROGRAMS	31.25	250.00	250.00
201	1612	713	72	21	SOCCER LEAGUES	11,036.13	9,000.00	12,000.00
201	1612	713	72	22	MENS BASKETBALL LEAGUES		150.00	150.00
201	1612	713	72	24	SOFTBALL LEAGUES	844.11	575.00	700.00
201	1612	713	72	25	YOUTH BASKETBALL LEAGUES	2,025.19	2,700.00	2,700.00
201	1612	713	72	40	YOUTH BASEBALL/SOFTBALL	6,585.42	11,500.00	5,700.00
201	1612	713	73	12	ADULT GENERAL PROGRAMS	270.00		0.00
201	1612	713	73	21	SOCCER LEAGUES	2,178.38	1,800.00	1,600.00
201	1612	713	73	22	MENS BASKETBALL LEAGUES	4,180.00	2,950.00	3,500.00
201	1612	713	73	24	SOFTBALL LEAGUES	1,540.35	725.00	1,025.00
201	1612	713	73	25	YOUTH BASKETBALL LEAGUES	390.00	500.00	500.00
201	1612	713	73	40	YOUTH BASEBALL/SOFTBALL	192.50	500.00	600.00
201	1612	713	74	21	SOCCER LEAGUES	3,417.00	6,000.00	8,500.00
201	1612	713	74	22	MENS BASKETBALL LEAGUES	860.00	8,000.00	8,000.00
201	1612	713	74	24	SOFTBALL LEAGUES	1,522.00	845.00	1,450.00
201	1612	713	74	25	YOUTH BASKETBALL LEAGUES	3,835.00	5,500.00	5,500.00
201	1612	713	74	40	YOUTH BASEBALL/SOFTBALL	260.00	1,300.00	2,500.00
201	1612	713	75	12	ADULT GENERAL PROGRAMS	362.70	1,100.00	1,800.00
201	1612	713	75	40	YOUTH BASEBALL/SOFTBALL	323.25	400.00	400.00

LEISURE SERVICES FUND: PRESCHOOL

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

Most medical professionals, as well as educators, agree that the ages three through five are



crucial periods in a child's education and development. Enrolling your child in a preschool program will help to lay the foundation for academics, social interaction skills, as well as build self-confidence in a child.

Our preschool program curriculum reflects the guidelines of the state of Illinois learning standards. We are proud to be licensed by the Illinois Department of Children & Family

Services (D.C.F.S.). Prepare your child for kindergarten and beyond through fun learning experiences and activities at the Glendale Heights Preschool!

Preschool Rompers (Ages 2.5-4)

This class is perfect for children that are not quite ready for the full preschool experience. Help your child become comfortable with separation through this fun playtime experience. Preschool staff provides opportunities to share, socialize, and cooperate through open-ended creative activities. The perfect introduction to the preschool program!

Pre-K Enrichment Program (Ages 4-5)

This class is an extension and enhancement for Pre-K Adventurers. Focus on science, math, letters, colors, and socialization to really get ready for Kindergarten. By supplementing these 2 additional days, your child can participate in 5 continuous days of school.

Preschool Explorers (Ages 3-4)

This class gives children the opportunity to explore, discover, problem solve and build self-esteem. Children will be introduced to colors, numbers and shapes through developmentally appropriate activities with emphasis on social and emotional growth.

All students are required to pay a \$30 registration fee and \$30 supply fee which must be paid at the time of registration. Registration begins 6/1.

A monthly payment plan is offered to assist parents with the financial responsibilities of the preschool program. To keep the monthly payments consistent, the total program fee is spread out evenly over 9 payments. The first payment is due at the time of registration. Payment dates are: October 1, November 1, December 1, January 1, February 1, March 1, April 1 and May 1.

Specific teachers are not guaranteed. The Leisure Services Department reserves the right to assign teachers as best fits the operations of the Department.

Pre-K Adventurers (Ages 4-5)

This pre-kindergarten class is recommended for children who will start kindergarten in the Fall of 2025. The alphabet, numbers, shapes, color recognition, socialization and name writing are some of the areas of emphasis for a smooth transition into kindergarten.

PROPOSED BUDGET WITH ACTUAL HISTORY

REVENUES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
201	1613	441	27	28	PRESCHOOL	57,683.76	70,000.00	66,000.00

EXPENDITURES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
201	1613	714	10	10	F-TIME & REG.PART-TIME	45,208.42	56,900.00	39,500.00
201	1613	714	10	11	HOLIDAY PAY			0.00
201	1613	714	15	10	FICA-EMPLOYER	2,850.41	3,527.00	2,450.00
201	1613	714	16	10	IMRF-EMPLOYER		5,769.00	4,824.00
201	1613	714	16	12	MEDICAL-EMPLOYER			0.00
201	1613	714	16	16	MEDICARE - EMPLOYER	666.65	825.00	573.00
201	1613	714	24	99	PURCHASED SERVICES	700.00	660.00	1,500.00
201	1613	714	72	28	PRESCHOOL	2,317.05	2,300.00	2,300.00
201	1613	714	76	28	PRESCHOOL	626.16	800.00	1,400.00



LEISURE SERVICES FUND: AQUATICS

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Aquatic Center, built in 1997 offers a zero depth entry pool, sloping to maximum depth of five feet, a six lane competitive lap swimming area, two water slides and a water play area. Sand volleyball courts, sand play area, sundeck and concession area are also available.

On July 4, 2012, the Aquatic Center celebrated its Grand Re-Opening. The project goal for the Aquatic Center was to create an aquatic experience with multiple attractions that would add thrills that hold the attention of young and the young at heart. The new features include a high dive, low dive, drop slide and the FlowRider® (a surf simulator.)

Residents can purchase an annual membership that provides them with priority entrance to the GH₂O (Aquatic Center), discount on swim lessons and swim team registration, participation in the Surf Club which is available to members only, discounts on pool rentals for birthday parties, and discounts on summer camps.

The division is responsible for daily operations and maintenance of the Aquatic Center by providing its patrons; daily access to the Aquatic Center and all of its attractions, life guards, a concession stand, swim and dive lessons, flow rider lessons, GH Dolphins Swim Team, aquatic center birthday parties, private rentals, and daily events throughout the aquatic season.

Glendale Heights Swim Team

The recreational, semi-competitive, Glendale Heights Dolphins Swim Team is a great program that stresses not only sportsmanship, but also fun! This program does not require previous competitive experience and the season runs from the second week of June through the first week of August. The team practices five times a week and the practice times are determined by the coach depending on swimmers' level. Meets are on Wednesday evenings and Saturday mornings. This program is a great way for our community's youth to make friends that will last a lifetime! An annual registration meeting is held in May.



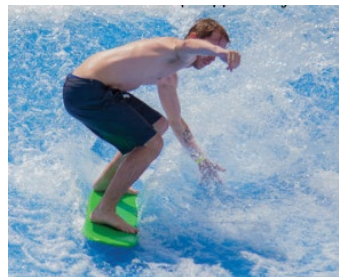
PROPOSED BUDGET WITH ACTUAL HISTORY

REVENUES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
201	1614	441	27	29	SWIM LESSON	25,803.23	25,692.00	27,000.00
201	1614	441	27	30	SWIM DIVE TEAM	9,310.00	9,925.00	12,000.00
201	1614	441	27	31	SWIM PASSES	31,125.00	34,009.00	45,000.00
201	1614	441	27	32	SWIM DAILY FEES	74,219.00	91,214.00	83,000.00
201	1614	441	27	50	AQUATIC FACILITY RENTALS			12,000.00

EXPENDITURES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
201	1614	715	10	99	OVERTIME PAY	3,255.77	6,154.00	4,000.00
201	1614	715	15	10	FICA-EMPLOYER	6,804.41	9,776.00	10,104.00
201	1614	715	16	15	TRAINING & SEMINARS		1,000.00	0.00
201	1614	715	16	16	MEDICARE-EMPLOYER	1,591.33	2,286.00	2,363.00
201	1614	715	16	29	LICENSES & CERTIFICATIONS		1,800.00	3,700.00
201	1614	715	32	15	COMPUTER EQUIPMENT		1,050.00	0.00
201	1614	715	33	99	OTHER BLDG. MAINT. SUPPLY		1,800.00	0.00
201	1614	715	37	10	UNIFORMS		1,378.00	1,700.00
201	1614	715	37	99	OTHER OPERATING SUPPLIES			2,000.00
201	1614	715	39	14	AQUATIC CENTER		600.00	900.00
201	1614	715	51	15	WATER			5,000.00
201	1614	715	56	11	AQUATIC CENTER		205,000.00	33,500.00
201	1614	715	62	10	MEMBERSHIP DUES			100.00
201	1614	715	71	29	SWIM LESSONS	12,943.00	14,000.00	14,000.00
201	1614	715	71	30	SWIM DIVE TEAM	6,798.50	6,580.00	6,600.00
201	1614	715	71	31	SALARIES AND WAGES	86,748.74	131,523.00	122,080.00
201	1614	715	71	32	FRONT DESK SALARIES			8,232.00
201	1614	715	71	34	RENTAL SALARIES			7,320.00
201	1614	715	72	29	SWIM LESSONS			200.00
201	1614	715	72	30	SWIM DIVE TEAM	445.00		500.00
201	1614	715	72	31	SWIM PASSES	937.34	980.00	0.00



LEISURE SERVICES FUND: AFTER SCHOOL/DAY CAMP

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

This division is responsible for the planning, preparation, and execution of all scheduled After School Care and Day Camp programs.

PATH stands for **Play at the Hub**. The Village invites all area residents and community children to participate in youth recreation designed to foster knowledge, creativity, physical stamina, and character in the Village's after school, summer camp, and day off programs. The Village works closely with area schools to provide programs that complement schedules and curricula while providing participants with a nurturing, yet engaging, place to play.



When school is out, the PATH counselors will take Day Off Camp participants on exciting day trips! The Village's experienced counselors maintain a safe, fun, and caring environment while sharing new experiences with campers. Campers do not have to be in PATH to participate. Each day offers a variety of structured activities including physical, artistic and academically enriching activities.

School Days Off

When Queen Bee District 16 and Marquardt District 15 are out of school, students can check out all of the available PATH Days Off Trips. Each year the group enjoy several exciting and educational trips.

Spring Break Camp

PATH counselors get the opportunity to engage with PATH Spring Break Camp Participants visiting places like the Aquarium, Conservatory, National Museum of Mexican Art, Space Center, and the zoos throughout the Chicagoland area.



ANNUAL BUDGET

Summer Camps

The Village offers several summer camps to residents and local community children from the ages of 4 to 16. The Village kicks off the summer break with weekly field trips.

PROPOSED BUDGET WITH ACTUAL HISTORY

REVENUES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
201	1615	441	27	34	DAY CAMP REVENUES	110,518.77	122,700.00	135,000.00
201	1615	441	27	35	AFTER SCHOOL PROGRAMS	142,941.40	153,000.00	170,000.00
201	1615	441	27	37	SPECIAL ACTIVITIES	11,512.50		0.00

EXPENDITURES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
201	1615	716	10	10	SALARIES AND WAGES	29,769.43		0.00
201	1615	716	10	99	OVERTIME PAY	1,275.58	2,000.00	800.00
201	1615	716	15	10	FICA-EMPLOYER	8,019.78	9,610.00	7,800.00
201	1615	716	16	16	MEDICARE-EMPLOYER	1,875.48	2,248.00	1,825.00
201	1615	716	71	34	SALARIES & WAGES DAY CAMP	51,583.54	58,612.00	65,000.00
201	1615	716	71	35	SALARIES & WAGES PATH	46,723.00	83,000.00	66,000.00
201	1615	716	72	34	DAY CAMP	2,723.34	3,188.00	4,400.00
201	1615	716	72	35	AFTER SCHOOL PROGRAM	2,336.89	2,600.00	2,800.00
201	1615	716	72	37	SPECIAL ACTIVITIES	7,567.03		0.00
201	1615	716	75	34	DAY CAMP	11,283.94	11,640.00	14,000.00
201	1615	716	75	35	AFTER SCHOOL PROGRAMS	2,689.43	3,500.00	2,500.00
201	1615	716	76	34	DAY CAMP	5,942.50	3,806.00	7,000.00
201	1615	716	76	35	AFTER SCHOOL PROGRAMS		3,000.00	1,000.00

LEISURE SERVICES FUND: FACILITIES

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Village is served by the Parks and Recreation Department, as opposed to a separate Park District. The Village owns and maintains 22 parks, playgrounds, and open space totaling 271 acres, including a 64-acre central community park, which has an extensive bike and walking path system, various lighted athletic fields, handicap accessible playground, skate park, gazebo, and concession stand.

The Facilities Division provides repairs, remodeling and preventive maintenance for all buildings, equipment, and furnishings located at several points throughout the Village. The maintenance consists of (but is not limited to) the repair/replacement of the following; heating and air conditioning equipment, overhead garage doors, vehicle exhaust systems, painting, carpentry, plumbing, electrical, fire tools, designing and building training props.

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
201	1617	511	10	10	F-TIME & REG.PART-TIME	81,271.96		0.00
201	1617	511	10	99	OVERTIME PAY	1,388.45		0.00
201	1617	511	15	10	FICA-EMPLOYER	4,897.95		0.00
201	1617	511	16	10	IMRF-EMPLOYER	451.61		0.00
201	1617	511	16	16	MEDICARE-EMPLOYER	1,145.48		0.00
201	1617	511	16	20	LICENSES & CERTIFICATIONS	299.00	800.00	0.00
201	1617	511	24	99	OTHER PURCHASE-SERVICES	53,740.36	79,502.00	58,730.00
201	1617	511	33	10	JANITORIAL SUPPLIES	7,272.98	11,500.00	5,500.00
201	1617	511	33	12	ELECTRICAL SUPPLIES	2,469.91	3,000.00	3,000.00
201	1617	511	33	13	HARDWARE SUPPLIES	800.73	700.00	700.00
201	1617	511	33	15	PLUMBING SUPPLIES	915.47	1,200.00	1,200.00
201	1617	511	33	16	LUMBER SUPPLIES	129.22	200.00	100.00
201	1617	511	33	99	OTHER BLDG. MAINT. SUPPLY	5,346.88	3,100.00	1,500.00
201	1617	511	37	10	UNIFORMS	37.50		0.00
201	1617	511	56	11	SPORTS HUB	35,760.26	60,450.00	16,000.00
201	1617	511	56	18	R&M GOLF COURSE-CLUBHOUSE	49.53	42,700.00	0.00
201	1617	911	81	17	RECREATION EQUIPMENT	33,979.00	480.00	0.00

EMERGENCY SERVICES AND DISASTER AGENCY FUND

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

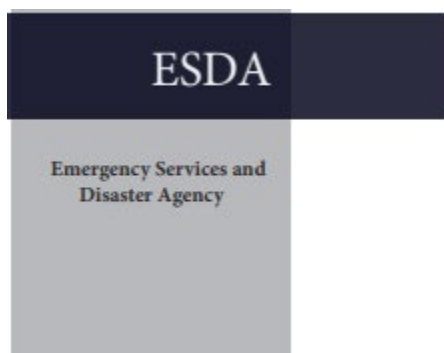
This program's responsibilities are associated with emergency procedures including planning for emergencies that surpass the normal capabilities of operating departments and coordination of local and outside resources in an emergency such as tornadoes, flooding, power outages and other natural or man-made disasters. Funding is provided by a property tax levy. The unit is comprised of a paid part-time coordinator and volunteer members.

Our unit in Glendale Heights is managed as a part of the Glendale Heights Police Department. The Glendale Heights Emergency Services and Disaster Agency (ESDA) Unit assists other emergency response agencies in Glendale Heights when requested for service. This assistance may be in traffic control operations for the annual Glendale Heights Fest, an emergency situation where roads must be closed due to gas leaks, downed wires, or debris following a severe storm.

In addition, we operate basic scene lighting units that can be used to assist the Police or Fire departments after dark while they conduct investigations or provide emergency work related to an incident.

Once trained, our members also serve as weather spotters and may be deployed to observe and report on storm activity approaching Glendale Heights.

The Glendale Heights ESDA unit is also part of a mutual-aid agreement among other ESDA units in DuPage County, and may be called upon to assist with emergency situations or planned events in other surrounding communities in DuPage and Cook Counties.





ANNUAL BUDGET

PROPOSED BUDGET WITH ACTUAL HISTORY

REVENUES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
202	0	411	10	18	EMERGENCY/DISASTER	68,394.23	65,000.00	65,000.00
202	0	461	30	10	INTEREST INCOME	6.04		0.00

EXPENDITURES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
202	0	521	10	10	F-TIME & REG.PART TIME	36,797.40	39,732.00	41,734.00
202	0	521	15	10	FICA-EMPLOYER	2,362.44	2,463.00	2,587.00
202	0	521	16	10	IMRF-EMPLOYER PUBLIC SFTY	3,454.96	4,867.00	5,112.00
202	0	521	16	15	TRAINING & SEMINARS		1,000.00	1,000.00
202	0	521	16	16	MEDICARE - EMPLOYER	552.52	576.00	605.00
202	0	521	24	12	PRINTING & BINDING		100.00	100.00
202	0	521	24	32	SOFTWARE SUPPORT & MAINT	8,500.00	8,500.00	8,500.00
202	0	521	37	10	UNIFORMS	676.65	800.00	800.00
202	0	521	37	80	GAS & FUEL	529.26	1,700.00	1,700.00
202	0	521	37	99	OPERATING SUPPLIES	446.22	1,500.00	1,500.00
202	0	521	51	12	CELLULAR PHONE	300.00	300.00	300.00
202	0	521	57	20	R&M OPERATING EQUIPMENT	3,493.76	4,100.00	15,300.00
202	0	521	61	20	ESDA	3,489.92	6,000.00	6,000.00
202	0	521	69	98	CERT PROGRAM EXPENSES		400.00	400.00
202	0	981	93	2	TRANSFER TO-COMPUTER REP	332.00	332.00	332.00

HANDICAP RECREATION FUND

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The fund is used to pay the Village's proportional share in the Northeast DuPage Special Recreational Association (NEDSRA). NEDSRA provides recreational programs for those children and adults not able to participate in conventional recreation programs and activities due to physical reasons.

NEDSRA has been offering award-winning programs since 1977. They respond to the expressed and observed needs of community members with disabilities and provide quality recreational **choices** that enhance the physical, social, mental, and emotional development of the very special people they serve.

New friends and role models
Emotional support and confidence
Diverse social and community outings
Special Olympics or Adaptive Sports
Recreation choices and Inclusion
Art therapy and cultural arts



Putting People First
NEDSRA
 Special Recreation Association

SCAN HERE TO VISIT OUR
 WEBSITE [NEDSRA.ORG](https://www.nedsra.org)
 FOR MORE INFO!

NEDSRA is a proud service of the Village of Glendale Heights. Through our partnership, individuals with a disability are offered over 600 recreational opportunities each year. If you or someone you know has a disability contact NEDSRA today! All ages and ability levels are welcomed!

- Special Olympics
- Social Clubs
- Fitness Programs
- Sensory Programs
- Art Therapy
- Overnight Trips
- Camps
- Adult Day Program
- Community Events & Much More!

1770 W. Centennial Place
 Addison, IL 60101

FOLLOW     US!

630.620.4500
[nedsra.org](https://www.nedsra.org)

NEDSRA PROMISE

"Putting People First" is more than just our slogan; it is their approach to everything they do!

Northeast DuPage Special Recreation Association (NEDSRA) improves the quality of life for thousands of people with disabilities each year, by providing them with a variety of recreational



ANNUAL BUDGET

and social programs. The programs are offered in partnership with eight park districts and three Village recreation departments.

NEDSRA VISION

An agency of excellence, demonstrated by member partners working cooperatively with Board, staff and the community, to enhance the quality of life for each individual.

NEDSRA MISSION

To serve as an integral partner with our member park districts and Villages to positively impact individuals with disabilities through diverse recreational opportunities and community services.

NEDSRA CORE VALUES

- Service with Compassion
- Excellence and Quality
- Integrity
- Commitment
- Fun

PROPOSED BUDGET WITH ACTUAL HISTORY

REVENUES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
203	0	411	10	19	REC.HANDICAPPED-NEDSRA	190,072.32	195,000.00	217,166.00
203	0	461	30	10	INTEREST INCOME	16.77		0.00
203	0	481	89	10	OTHER REVENUE			54,000.00

EXPENDITURES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
203	0	711	21	99	OTHER PROFESSIONAL			0.00
203	0	711	63	15	REC.HANDICAPPED-NEDSRA	194,522.00	207,200.00	195,000.00
203	0	711	63	99	OTHER COMM. CONTRIBUTION	1,290.00	1,500.00	2,000.00

MOTOR FUEL TAX FUND

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Motor Fuel Tax (MFT) Fund accounts for resources received from the MFT allotments the Village receives monthly from the Illinois Department of Transportation. This fund is established to account for the maintenance, improvement and replacement of the Village's streets and roadways. Financing is provided by the Village's share of state gasoline taxes and other shared taxes. The state law requires these gasoline taxes be used for the maintenance of streets and roadways. The Village of Glendale Heights has established a policy which limits the use of these funds to the purchase of commodities and contractual services to facilitate an ongoing Road Improvement Program.

2024/25 BUDGET HIGHLIGHTS

REVENUE:

Intergovernmental

- ❖ The Fiscal Year 2024/25 MFT Allocation is budgeted based on the State of Illinois per capita formula of \$23.37 for the general allocation, and another \$19.12 for the more recently enacted Transportation Renewal Fund allocation, which is then multiplied by the Village's 2020 U.S. Census population count of 33,176.
- ❖ Interest Income has been estimated at \$40,000.

EXPENDITURES:

- ❖ 2024 MFT Road Program.

Streets Included in 2024 Road Program	
BUDGETED EXPENDITURES 2024 Road Program \$3.7 million	High Grove Blvd. Woodside Lane
	Terry Road North East Lincoln Ave.
	Ardmore Ave. Cynthia Lane
	Larry Lane
	Gladstone Drive
	Burdette Ave.
	Burdette Court

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

REVENUES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
204	0	411	10	50	ROAD & BRIDGES			0.00
204	0	411	16	11	HOME RULE TAX-ROAD PROG			0.00
204	0	431	20	10	MOTOR FUEL TAX			0.00
204	0	431	20	11	REBUILD ILLINOIS PGM	375,740.30		0.00
204	0	461	30	10	INTEREST INCOME	76,187.67	95,000.00	40,000.00
204	0	481	42	15	STATE (NON-POLICE)			0.00
204	0	481	43	11	STATE OF IL.	1,368,174.86	1,338,648.00	1,446,473.00

EXPENDITURES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
204	0	911	87	13	STREET IMPROVEMENT PGM	2,177,150.50	3,800,001.00	1,550,000.00

FOUNDERS' DAY FUND

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

This fund was established to account for revenues and expenditures for the Village's annual summer festival activities. It is coordinated by the Founders' Day Committee.

The Glendale Heights Fest activities include four days of celebration to correspond with the Village's incorporation anniversary of July 13, 1959. Each day the Festival draws crowds by offering live entertainment at the main stage, food booths, carnival rides, and carnival games. The Festival provides a firework show, during the grand finale on Sunday evening. Glendale Heights Festival is well known in DuPage County for the entertainment it brings to its residents and its surrounding communities.





ANNUAL BUDGET

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

REVENUES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
206	0	441	28	10	CARNIVAL PROCEEDS	493,251.79	372,000.00	495,000.00
206	0	441	28	12	BOOTH RENTAL	67,650.00	73,800.00	70,000.00
206	0	481	89	10	OTHER REVENUE	8,857.09		11,000.00

EXPENDITURES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
206	0	719	24	12	PRINTING & BINDING		200.00	200.00
206	0	719	24	19	ENTERTAINMENT-SPL. EVENTS	424,600.00	264,500.00	386,900.00
206	0	719	24	99	OTHER PURCHASE-SERVICES	66,100.26	83,900.00	98,500.00
206	0	719	37	10	UNIFORMS			1,000.00
206	0	719	37	99	OPERATING SUPPLIES	7,632.77	22,700.00	13,400.00
206	0	719	52	11	RENTALS-EQUIPMENTS	46,357.80	101,723.00	82,200.00
206	0	719	69	99	MISCELLANEOUS EXPENSE	888.04	800.00	1,000.00

PARK DEVELOPMENT FUND

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

To account for Developers' contributions and other revenues dedicated for future Parks and Recreation Improvements.

2024/25 BUDGET HIGHLIGHTS

- ❖ The Village receives a lease payment for the cellular tower that is in Camera Park and an annual contribution as part of a Redevelopment Agreement for property located south of North Avenue and east of Western Avenue. A Community Contribution from Eligo Energy received the last two years has been earmarked for a Community Garden project. All of these funds are designated for Park Improvements.

REVENUES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
207	0	441	25	12	TOWER RENTAL	54,529.74	58,185.00	61,094.00
207	0	481	60	10	PARKS & REC.IMPROVEMENT	12,175.00	10,000.00	10,000.00
207	0	481	63	1	CIVIC FEE ELIGO ENERGY	109,370.04		0.00

EXPENDITURES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
207	0	711	21	99	OTHER PROFESSIONAL		11,421.00	0.00
207	0	981	93	3	TRANSFER TO-CAPITAL PROJ		71,000.00	0.00

ILLINOIS MUNICIPAL RETIREMENT (I.M.R.F.) FUND

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The IMRF Fund was established to maintain segregated accounts for the recording of transactions related to levied and IMRF funds. Beginning in FY 2024, the IMRF fund was blended into the General Fund.

IMRF is established under statutes adopted by the Illinois General Assembly. It is governed by a Board of eight trustees who must also be participating members and one trustee who must be receiving an IMRF annuity.

Four trustees are elected by employers, three are elected by participating members, and one annuitant trustee is elected by IMRF annuitants (individuals receiving IMRF retirement benefits). Trustees receive no compensation, only reimbursement for expenses. The Board appoints an Executive Director who is responsible for all administrative functions and supervision of staff employees. The Board also appoints medical and investment consultants, an actuary and an independent auditor. To learn more about IMRF, visit www.imrf.org.



REVENUES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
211	0	411	10	11	I.M.R.F.	899,463.62		0.00
211	0	461	30	10	INTEREST INCOME	79.38		0.00

EXPENDITURES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
211	0	513	16	10	IMRF-EMPLOYER GEN GOV'T	624,446.10		0.00

IMRF Rates – last six (6) years

2024 7.52%

2023: 8.04%

2022: 10.02%

2021: 12.25%

2020: 12.13%

2019: 10.40%

INFRASTRUCTURE FUND

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

This fund was created in FY 2011/12 to account for revenues and expenditures that are designated specifically for Village-wide infrastructure improvements. The Infrastructure Fund is funded by the Road and Bridge Property tax, Local Gas Tax and also receives a portion of the Home Rule Sales Tax by way of a General Fund transfer.

In FY 2009/10, the Home Rule Sales Tax was increased to raise funds to pay back the bonds issued to fund the Village's accelerated road improvement program. The Village took into consideration the current cost, as well as the future costs of major road improvements, and deemed it necessary to take advantage of the Build America Bond Subsidy (BAB) offered by the Federal Government. As part of the federal government's attempt to stimulate the economy from the economic downturn in 2007, the government offered subsidies to local governments that were in need of major capital improvements. The Village's BAB's were sold in anticipation of receiving an interest subsidy from the Federal Government to help repay the interest on the issued debt, thereby, greatly reducing the realized interest rate. In combination of the BAB subsidy, as well as the acceleration of the road improvement program, the Village has greatly reduced the residents' financial burden to improve the Village's Roads in upcoming years. The majority of the funds received from the Home Rule Sales Tax are dedicated to repay the bonds used in 2008/09 to accelerate the Village's Road Improvement Program.

In addition to paying down the debt, this fund also provides infrastructure, road, and other necessary capital improvements throughout the Village. This fund also helps to supply the Village's snow and ice control stock that helps to keep the roads safe throughout the winter. Lastly, this fund in the past supported SSA's #2 and SSA's #3 bond payment portion of the work completed within these districts.


Prior to FY 2011/12, these funds were comingled with the Motor Fuel Tax Fund. Due to the statutory limits of the funds expendable per the state legislature, the Village along with IDOT, declared it necessary to separate the funds. After the completion of a multiple year MFT audit, the beginning balances of both the MFT Fund and the Infrastructure Fund were determined. In FY 2013, the beginning fund balance for the Infrastructure Fund was transferred from the Motor Fuel Tax Fund to formally account for the Infrastructure Fund balance of the prior years' revenues and infrastructure expenditures.

REVENUES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
212	0	411	10	50	ROAD & BRIDGES	96,177.44	95,000.00	96,500.00
212	0	411	20	10	FUEL TAX	104,102.48	107,000.00	260,000.00
212	0	461	30	10	INTEREST INCOME	8.98	100.00	0.00
212	0	481	42	14	LOCAL	46,210.11		0.00
212	0	481	43	10	FEDERAL GRANTS	558,000.00	279,500.00	719,384.00
212	0	481	89	10	OTHER REVENUE	8,609.86	28,500.00	3,500.00
212	0	491	91	1	GENERAL FUND	4,084,000.00	3,604,000.00	4,329,416.00

EXPENDITURES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
212	0	531	21	11	PROF-LEGAL	10,505.95	15,000.00	20,000.00
212	0	531	21	14	ENGINEERING	825,728.99	1,162,985.00	681,500.00
212	0	531	21	18	PROF. SVCS.MFT PGM 2021	17,323.74	25,000.00	0.00
212	0	531	24	13	SIDEWALKS	134,995.30	280,000.00	520,300.00
212	0	531	37	11	CHEMICALS	140,705.59	214,400.00	205,000.00
212	0	531	37	99	OPERATING SUPPLIES	4,064.00		0.00
212	0	531	57	13	R&M STORM SEWERS	2,216.78	35,000.00	10,000.00
212	0	531	57	15	R&M ROADS	52,776.52	95,368.00	100,000.00
212	0	911	87	12	INFRASTRUCTURE IMPROVMNT	115,069.50		0.00
212	0	911	87	13	STREET IMPROVEMENT PGM	2,061,046.73	3,869,275.00	3,420,000.00
212	0	911	87	27	STORMWATER IMPROVEMENTS	1,296,750.88	2,218,835.00	1,281,000.00



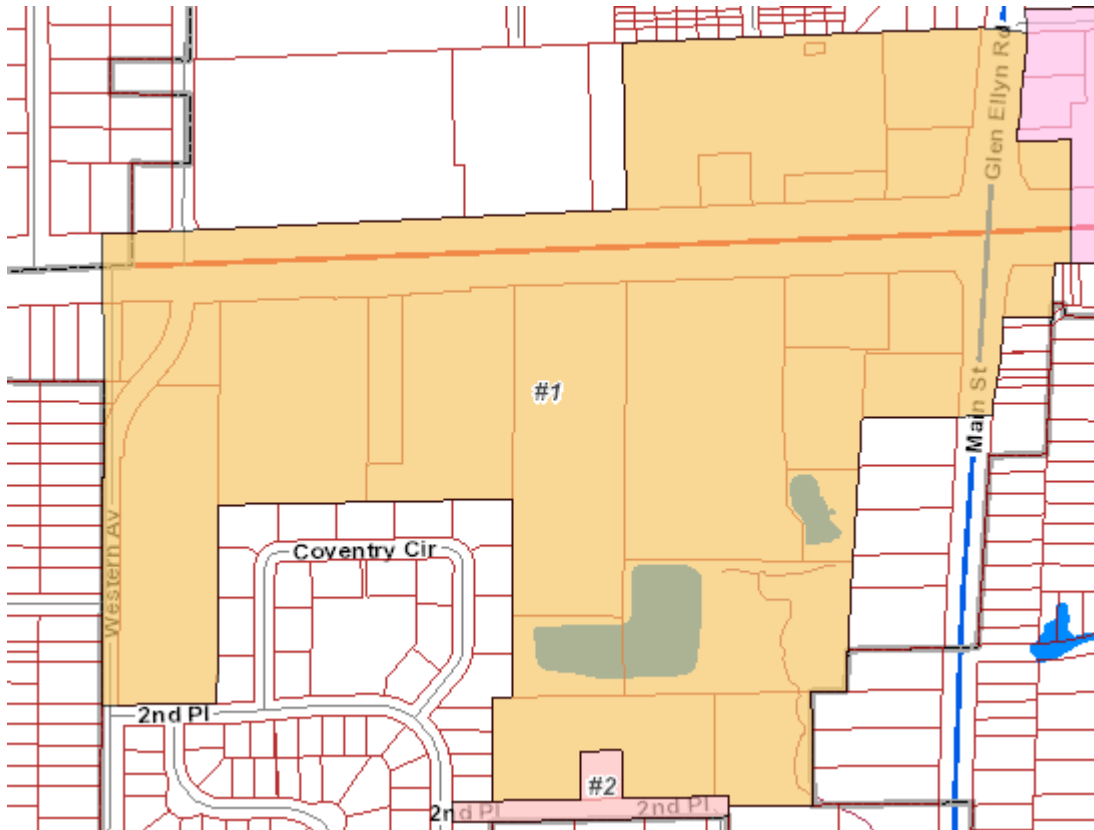
**OTHER
BUDGETED
PROJECTS**

COMBINED FUNDS

- ✓ **Sidewalk Program:**
 - ✓ Contracted Sidewalks \$250,000 and CMAP Projects \$260,300
 - ✓ In-House \$10,000
- ✓ **Stormwater projects:**
 - ✓ Glen Hill Relining \$320,000
 - ✓ Armitage Creek Water Quality \$900,000
 - ✓ Matching grant funds from IEPA and DuPage Co.
- ✓ **In-House Road Program Budget:**
 - ✓ \$95,000

TAX INCREMENT FINANCING (T.I.F.) #1 FUND

North Avenue



GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

Special tax regulations permit the designation of tax receipts to be utilized for the benefit of improvement and rejuvenation of the district, utilizing incentives to investors, construction of infrastructure and other tools that reinvest in the district.

T.I.F. #1 was created in April of 1997 to account for the project costs and resources related to the Glen Ellyn Road and North Avenue Tax Increment Financing (TIF) District. TIF expenditures are funded by incremental property taxes that result from improving this portion of the Village. The T.I.F. officially expired December 31, 2021.

TIF #1 includes all four corners of Glen Ellyn Road and North Avenue, but is mostly west of Glen Ellyn Road. It encompasses the shopping center south of North Avenue that has been redeveloped with a Menards store, and area to the west that has been developed with a Dodge dealership. The shopping center north of North Avenue has had facade upgrades and includes Bolero (Bowling Alley).

In FY 2012/13, the Village used TIF funds to purchase land that was located on the south side of North Avenue and west of Main Street. The purchase of this land enabled the Village to work with the new Dodge Dealership to clear trees that were blocking visibility of the new business. With this land acquisition, the Village was also able to realign Western Avenue, and create green space and a future park for nearby residents.

In FY 2015/16, the Village completed the Western Avenue road realignment project, finalized the engineering associated with addressing the flooding issue at North Avenue & Glen Ellyn Road, and substantially completed improvements to the Menards Lift Station.

In FY 2017/18, the Village completed the first phase of stormwater flood mitigation work at North Avenue & Glen Ellyn Road, using a combination of Federal and State grants, leveraged with Property Tax Increment revenues.

Primary Businesses In TIF #1



DuPage Dodge/Chrysler/Jeep/Ram



Glendale Square Shopping Center



PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

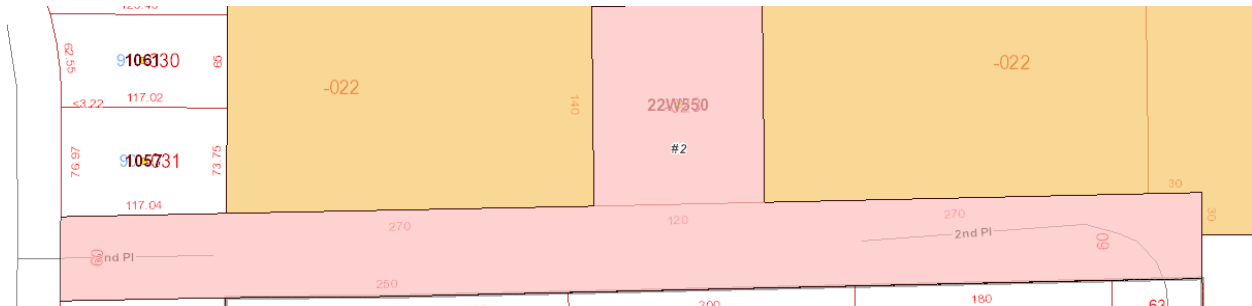
REVENUES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
241	0	461	30	10	INTEREST INCOME	18.15		0.00

EXPENDITURES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
241	0	531	21	11	PROF-LEGAL	5,862.11	5,000.00	5,000.00
241	0	531	21	14	ENGINEERING	4,928.25	105,382.00	0.00
241	0	531	24	99	OTHER PURCHASED SERVICES		33,359.00	18,000.00
241	0	531	63	98	RDA KELLY MOON	197,691.00		0.00
241	0	911	87	13	STREET IMPROVEMENT PGM	39,085.00	220,518.00	0.00

TAX INCREMENT FINANCING (T.I.F.) #2 FUND
Second Place



GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

Special tax regulations permit the designation of tax receipts to be utilized for the benefit of improvement and rejuvenation of the district, utilizing incentives to investors, construction of infrastructure and other tools that reinvest in the district.

T.I.F. #2 was created in October of 2002 to account for the project costs and resources related to the road rights of way and one single family house Tax Increment Financing (TIF) District. TIF expenditures are funded by incremental property taxes that result from improving this portion of the Village.

In FY 2011, the Village used T.I.F. funds to complete construction along Second Place Road. Since then, there has been very little activity with this T.I.F. District.

2nd PLACE ROADWAY EXTENSION – Completed in 2011

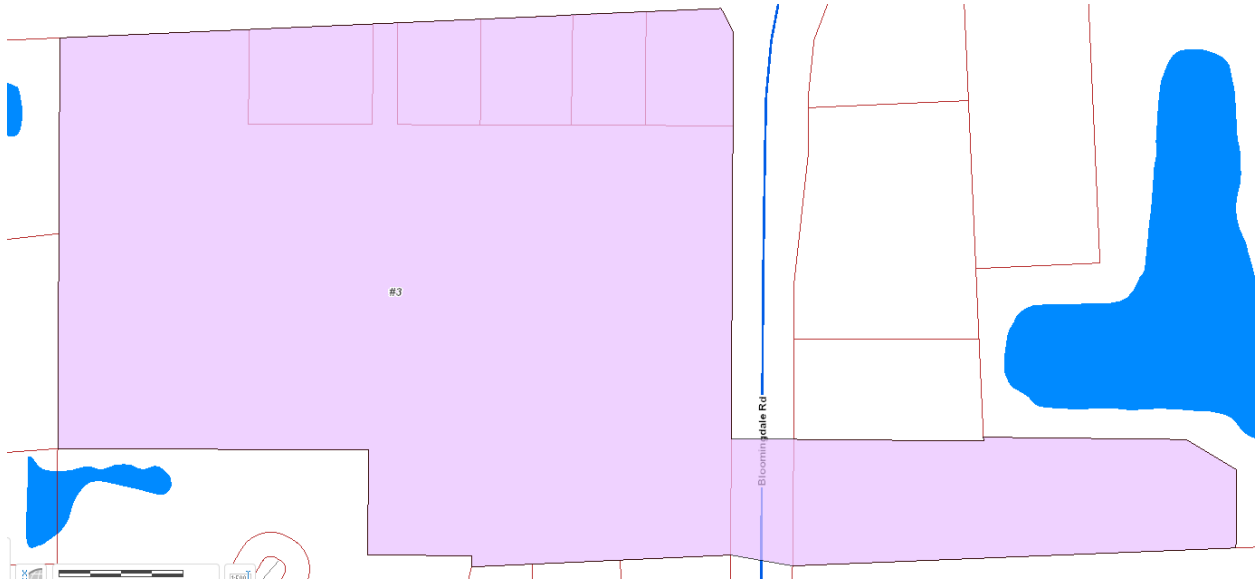




EXPENDITURES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
242	0	531	21	11	PROF-LEGAL	3,983.08	5,000.00	5,000.00

TAX INCREMENT FINANCING (T.I.F.) #3 FUND North Avenue/Bloomington Road



GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

Special tax regulations permit the designation of tax receipts to be utilized for the benefit of improvement and rejuvenation of the district, utilizing incentives to investors, construction of infrastructure and other tools that reinvest in the district.

T.I.F. #3 was created in February of 2004 to account for the project costs and resources related to the Bloomington Road and North Avenue Tax Increment Financing (TIF) District. TIF expenditures are funded by incremental property taxes that result from improving this portion of the Village.

T.I.F. #3 includes the shopping center at the southwest corner of Bloomington Road and North Avenue which has been revitalized with facade upgrades and new tenants including Toni's Grocery, Northern Tool, Taco Bell, and Good Tequilas, and more recently, a Burger King and Popeye's Louisiana Chicken restaurant.

The Village has a standing agreement with Concorde Green Shopping Center to pay the interest expense for the redevelopment costs of the shopping center. The Village uses the T.I.F. funds as well as an allocation of Municipal Sales Tax generated from the business located in that shopping center to pay this agreement's expense. This agreement will end when the T.I.F. expires in 2027.



Concorde Green Shopping Center

Anthony Place, an 81 unit senior apartment project was completed in December, 2013 on the east side of Bloomingdale Road. The Village also executed a Redevelopment Agreement in conjunction with that particular project.



Anthony Place



REVENUES

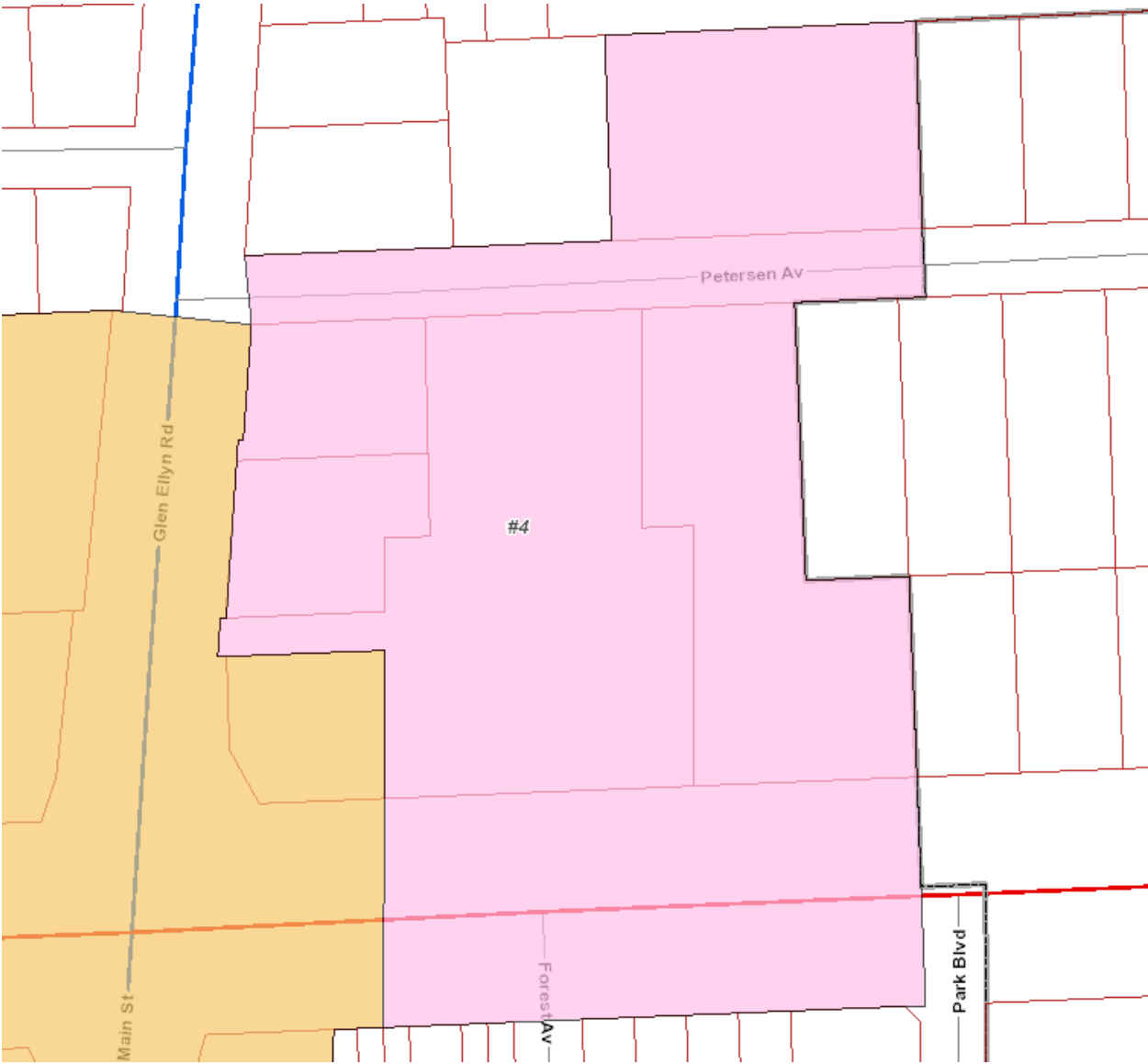
ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
243	0	411	10	51	TAX INCREMENT FINANCING	538,696.56	561,922.00	562,000.00
243	0	461	30	10	INTEREST INCOME	50.55		0.00
243	0	481	91	1	TRANSFER FROM-GEN.FUND		200,000.00	0.00

EXPENDITURES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
243	0	531	21	10	AUDITING	2,675.00	2,575.00	2,575.00
243	0	531	21	11	PROF-LEGAL	3,563.10	5,000.00	5,000.00
243	0	531	63	96	GHSA, LP RDA	104,625.00	104,625.00	104,625.00
243	0	531	69	77	INTEREST EXPENSE	653,566.69	650,000.00	670,000.00

TAX INCREMENT FINANCING (T.I.F.) #4 FUND
Glen Ellyn Road/Petersen Avenue

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY



Special tax regulations permit the designation of tax receipts to be utilized for the benefit of improvement and rejuvenation of the district, utilizing incentives to investors, construction of infrastructure and other tools that reinvest in the district.

T.I.F. #4 was created in February of 2010 to account for the project costs and resources related to the Glen Ellyn Road and Petersen Avenue Tax Increment Financing (TIF) District. TIF



ANNUAL BUDGET

expenditures are funded by incremental property taxes that result from improving this portion of the Village.

TIF #4 includes property northeast of North Avenue and Glen Ellyn Road.

In FY 2016, T.I.F. funds were pledged to facilitate the redevelopment of land containing an abandoned and deteriorated restaurant into what is now a Casey's gas station, convenience store and car wash.

REVENUES

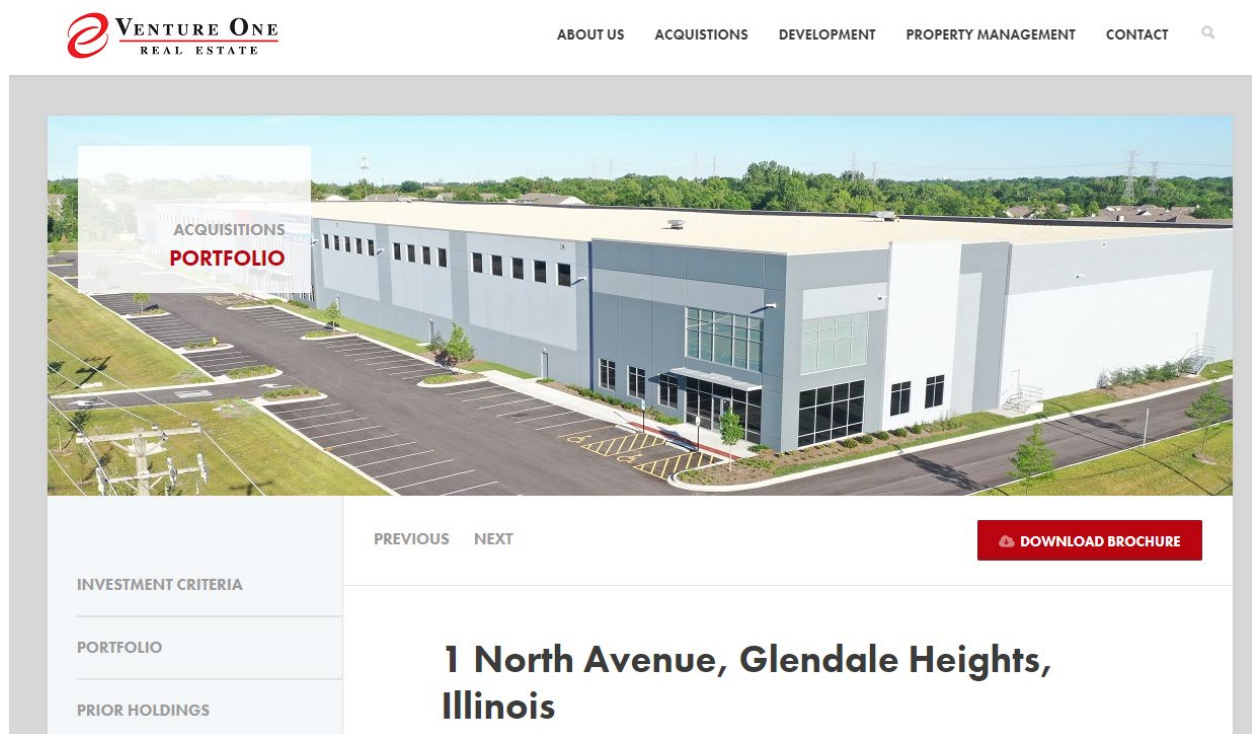
ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
244	0	411	10	51	TAX INCREMENT FINANCING	55,050.40	57,125.00	57,000.00
244	0	461	30	10	INTEREST INCOME	2.59		0.00

EXPENDITURES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
244	0	531	21	11	PROF-LEGAL	3,563.11	5,000.00	5,000.00

TAX INCREMENT FINANCING (T.I.F.) #5 FUND President Street/North Avenue Fund

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY



Special tax regulations permit the designation of tax receipts to be utilized for the benefit of improvement and rejuvenation of the district, utilizing incentives to investors.

T.I.F. #5 was created in February of 2014 to account for the project costs and resources related to the President Street/North Avenue Tax Increment Financing (TIF) District. TIF expenditures are funded by incremental property taxes that result from improving this portion of the Village.

The TIF District is a compact area, located southeast of the intersection of President Street and North Avenue. Approximately eight parcels were consolidated in the TIF District.



REVENUES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
245	0	411	10	51	TAX INCREMENT FINANCING	129,133.30	232,661.00	235,000.00
245	0	461	30	10	INTEREST INCOME	3.25		0.00

EXPENDITURES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
245	0	531	21	11	PROF-LEGAL	3,611.27	5,000.00	5,000.00
245	0	531	63	89	RDA VENTURE ONE	88,683.25	192,220.00	200,000.00

TAX INCREMENT FINANCING (T.I.F.) #6 FUND

Eastern Glendale Heights



GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

Special tax regulations permit the designation of tax receipts to be utilized for the benefit of improvement and rejuvenation of the district, utilizing incentives to investors.

T.I.F. #6 was created in January of 2018 to account for the project costs and resources related to the Eastern Glendale Heights Tax Increment Financing (TIF) District. TIF expenditures are funded by incremental property taxes that result from improving this portion of the Village.

The TIF District is a compact area, located north of North Avenue, and just West of Swift Road. There is one parcel included in the TIF District, which will contain a light industrial speculative building, which is now fully occupied.

REVENUES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
246	0	411	10	51	TAX INCREMENT FINANCING	292,261.14	310,803.00	315,000.00



ANNUAL BUDGET

246	0	461	30	10	INTEREST INCOME	26.17		0.00
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EXPENDITURES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
246	0	531	21	11	PROF-LEGAL	11,139.63	5,000.00	5,000.00

TAX INCREMENT FINANCING (T.I.F.) #7 FUND
Army Trail Road/Cavalry Drive

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

Clyde's Donuts Grows to second location in Glendale Heights





Special tax regulations permit the designation of tax receipts to be utilized for the benefit of improvement and rejuvenation of the district, utilizing incentives to investors.

T.I.F. #7 was created on January 21, 2021 to account for the project costs and resources related to the Army Trail Road / Cavalry Drive Tax Increment Financing (TIF) District. TIF expenditures are funded by incremental property taxes that result from improving this portion of the Village. The TIF District is a compact area, located south of Army Trail Road, and just West of Bloomingdale Road. There is one parcel included in the TIF District, which will contain two light industrial speculative buildings, both of which are fully occupied.



ANNUAL BUDGET

REVENUES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
247	0	411	10	51	TAX INCREMENT FINANCING	6,598.20	39,698.00	45,000.00
247	0	461	30	10	INTEREST INCOME	0.14		0.00

EXPENDITURES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
247	0	531	21	11	PROF-LEGAL	11,821.43	20,000.00	20,000.00

SPECIAL SERVICE AREA #1 (S.S.A.) FUND

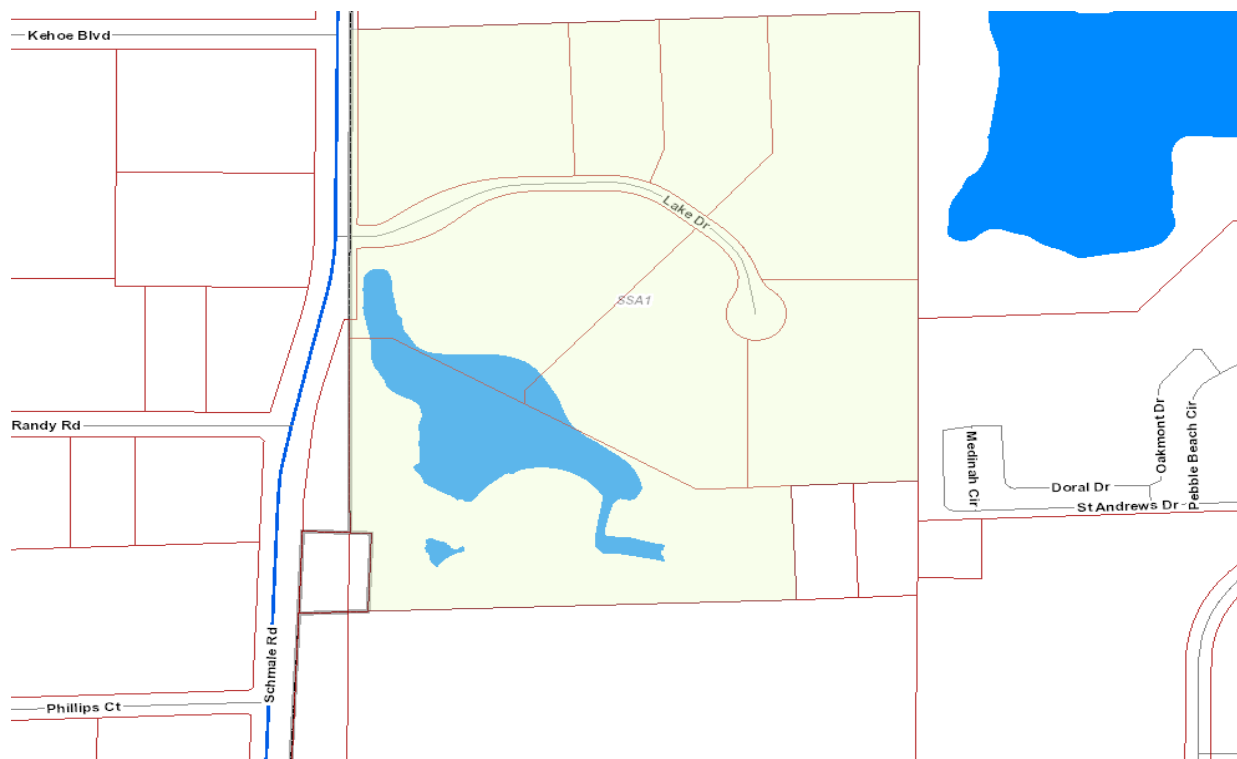
Glendale Lakes Business Park

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Village of Glendale Heights Special Service Area (SSA) No. 1 is located in the Glendale Lakes Business Park and was established in 1999 to provide special municipal services in addition to services that were already being provided by the Village. This SSA was formed to provide the necessary funding to complete roadway reconstruction for roads that are located within the SSA No. 1.

The Special Service Area No. 1 was also created so that annual taxes may be levied for the purposes provided for on property located within the SSA No.1 in addition to all other Village taxes. The special annual tax shall be limited so that the total of the SSA No. 1 tax does not exceed 0.1964% (or \$0.1964 per \$100.00) of the assessed value, as equalized, of the taxable personal property.

The Village of Glendale Heights Special Service Area No. 1 (Glendale Lakes Business Park) was established pursuant the provisions of Article VII, Section 6, of the Constitution of the State of Illinois, pursuant to the Special Service Area Tax Law, as amended [65 ILCS 200/27-5 et seq. (1996 State Bar Ed.)] and pursuant to the Revenue Act of 1939, as amended.



REVENUES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
251	0	411	10	61	SPECIAL SERVICE AREA-01	15,391.73	16,146.00	16,482.00
251	0	461	30	10	INTEREST INCOME	1.36		0.00

EXPENDITURES

None



SPECIAL SERVICE AREA #2 (S.S.A.) FUND

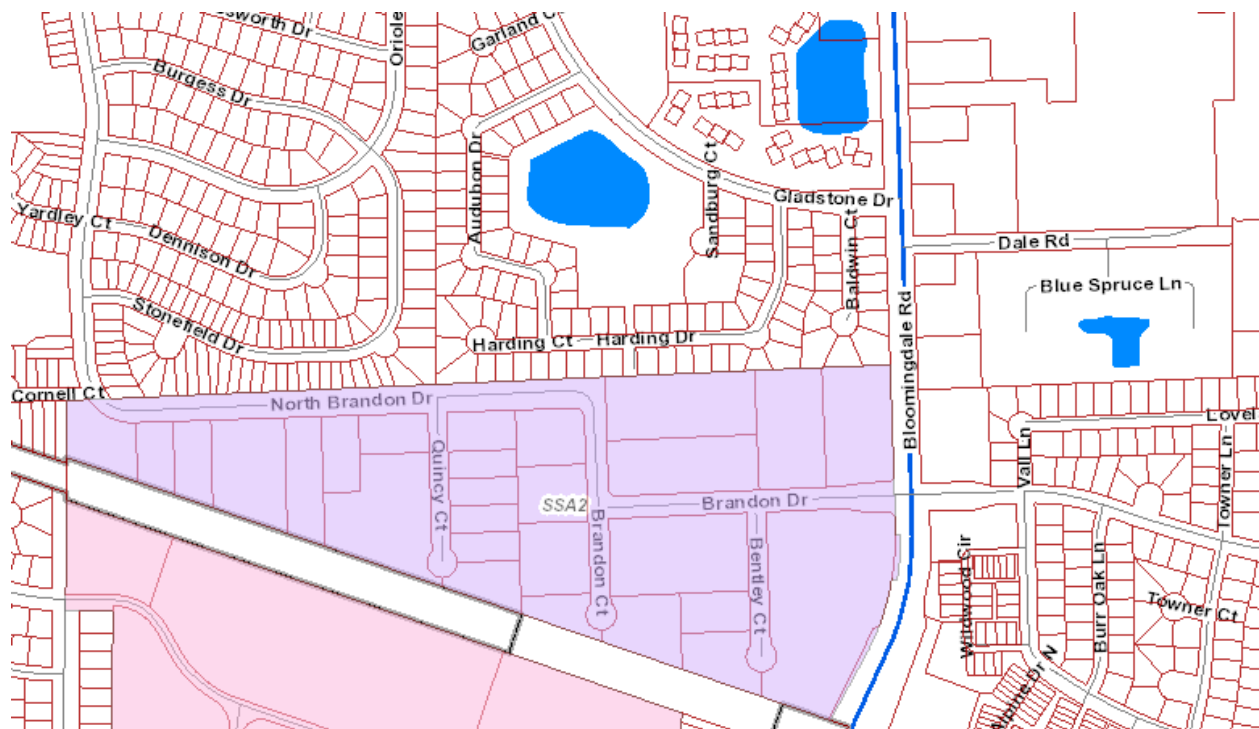
Glendale Industrial Park

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Village of Glendale Heights Special Service Area (SSA) No. 2 is located in the Glendale Industrial Park and was established in 1999 to provide special municipal services in addition to services that were already being provided by the Village. This SSA was formed to provide the necessary funding to complete roadway reconstruction for roads that are located within the SSA No. 2.

The Special Service Area No. 2 was also created so that annual taxes may be levied for the purposes provided for on property located within the SSA No. 2 in addition to all other Village taxes. The special annual tax shall be limited so that the total of the SSA No. 2 tax does not exceed 0.332% (or \$0.332 per \$100.00) of the assessed value, as equalized, of the taxable personal property.

The Village of Glendale Heights Special Service Area No. 2 (Glendale Industrial Park) was established pursuant the provisions of Article VII, Section 6, of the Constitution of the State of Illinois, pursuant to the Special Service Area Tax Law, as amended [65 ILCS 200/27-5 et seq. (1996 State Bar Ed.)] and pursuant to the Revenue Act of 1939, as amended.





REVENUES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
252	0	411	10	62	SPECIAL SERVICE AREA-02	44,954.21	49,020.00	49,472.00
252	0	461	30	10	INTEREST INCOME	3.61		0.00

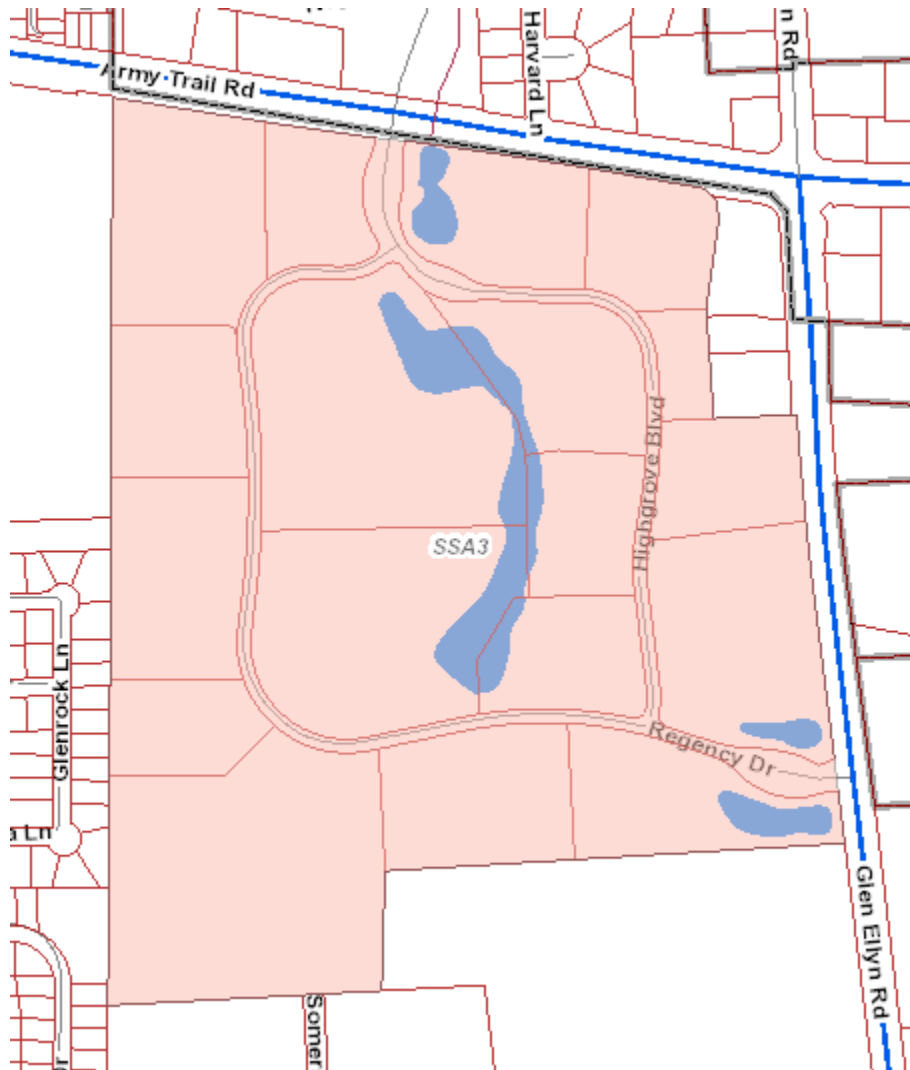
EXPENDITURES

None

SPECIAL SERVICE AREA #3 (S.S.A.) FUND

High Grove East Industrial Park

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY



The Village of Glendale Heights Special Service Area (SSA) No. 3 is located in the High Grove East Industrial Park and was established in 1999 to provide special municipal services in addition to services that were already being provided by the Village. This SSA was formed to provide the necessary funding to complete roadway reconstruction for roads that are located within the SSA No. 3.

The Special Service Area No. 3 was also created so that annual taxes may be levied for the purposes provided for on property located within the SSA No. 3 in addition to all other Village taxes. The special annual tax shall be limited so that the total of the SSA No. 3 tax does not



ANNUAL BUDGET

exceed 0.2185% (or \$0.2185 per \$100.00) of the assessed value, as equalized, of the taxable personal property.

The Village of Glendale Heights Special Service Area No. 3 (High Grove East Industrial Park) was established pursuant the provisions of Article VII, Section 6, of the Constitution of the State of Illinois, pursuant to the Special Service Area Tax Law, as amended [65 ILCS 200/27-5 et seq. (1996 State Bar Ed.)] and pursuant to the Revenue Act of 1939, as amended.

REVENUES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
253	0	411	10	63	SPECIAL SERVICE AREA-03	50,606.05	53,525.00	55,227.00
253	0	461	30	10	INTEREST INCOME	4.29		0.00

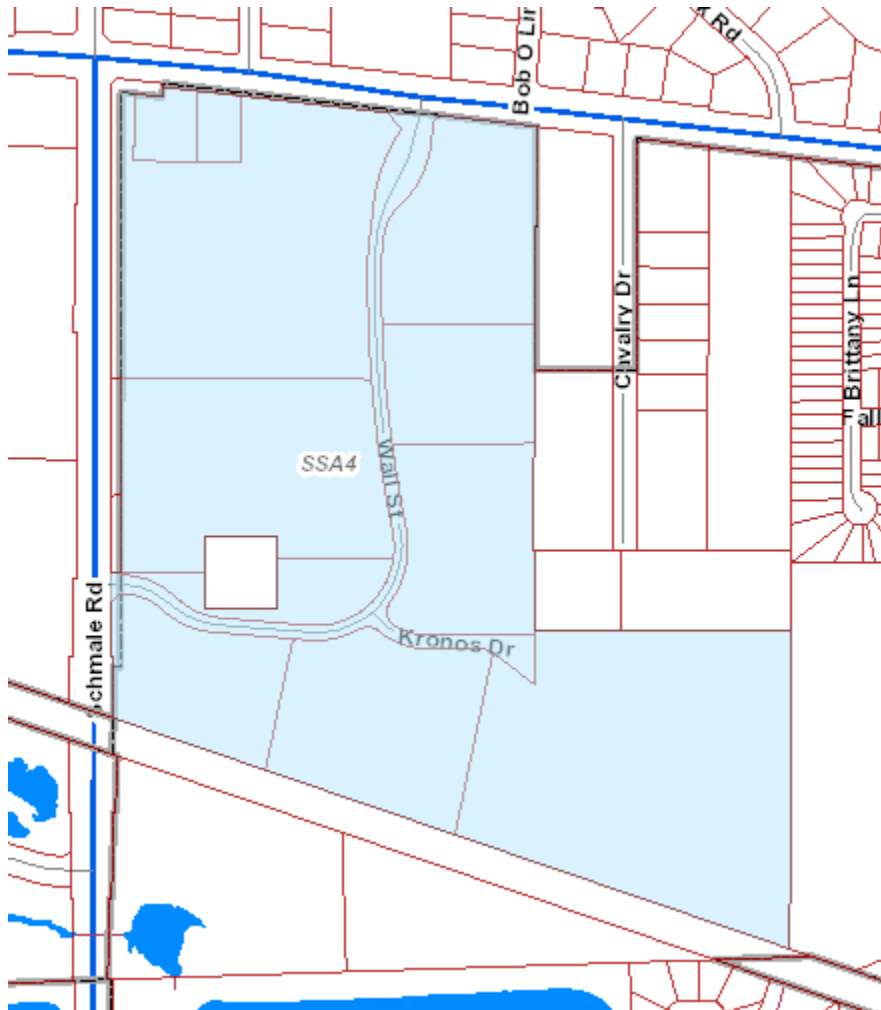
EXPENDITURES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
253	0	911	87	13	STREET IMPROVEMENT PGM			57,000.00

SPECIAL SERVICE AREA #4 (S.S.A.) FUND

High Grove West Industrial Park

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY



The Village of Glendale Heights Special Service Area (SSA) No. 4 is located in the High Grove West Industrial Park and was established in 1999 to provide special municipal services in addition to services that were already being provided by the Village. This SSA was formed to provide the necessary funding to complete roadway reconstruction for roads that are located within the SSA No. 4.

The Special Service Area No. 4 was also created so that annual taxes may be levied for the purposes provided for on property located within the SSA No. 4 in addition to all other Village taxes. The special annual tax shall be limited so that the total of the SSA No. 4 tax does not exceed 0.1383% (or \$0.1383 per \$100.00) of the assessed value, as equalized, of the taxable personal property.



ANNUAL BUDGET

The Village of Glendale Heights Special Service Area No. 4 (High Grove West Industrial Park) was established pursuant the provisions of Article VII, Section 6, of the Constitution of the State of Illinois, pursuant to the Special Service Area Tax Law, as amended [65 ILCS 200/27-5 et seq. (1996 State Bar Ed.)] and pursuant to the Revenue Act of 1939, as amended.

REVENUES

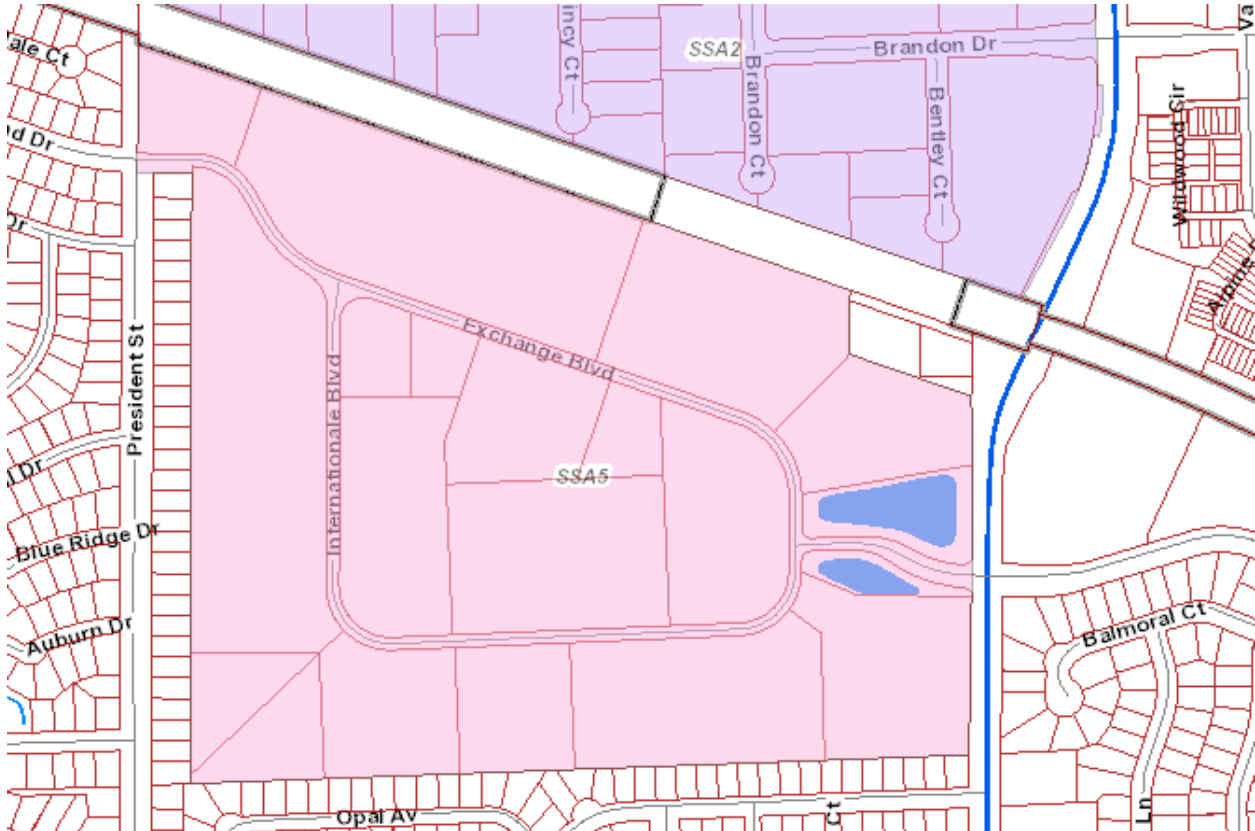
ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
254	0	411	10	64	SPECIAL SERVICE AREA-04	24,219.98	26,126.00	25,898.00
254	0	461	30	10	INTEREST INCOME	2.28		0.00

EXPENDITURES

None

SPECIAL SERVICE AREA #5 (S.S.A.) FUND Glen Point Business Park

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY



The Village of Glendale Heights Special Service Area (SSA) No. 5 is located in the Glen Point Business Park and was established in 1999 to provide special municipal services in addition to services that were already being provided by the Village. This SSA was formed to provide the necessary funding to complete roadway reconstruction for roads that are located within the SSA No. 5.

The Special Service Area No. 5 was also created so that annual taxes may be levied for the purposes provided for on property located within the SSA No. 5 in addition to all other Village taxes. The special annual tax shall be limited so that the total of the SSA No. 5 tax does not exceed 0.1655% (or \$0.1655 per \$100.00) of the assessed value, as equalized, of the taxable personal property.



The Village of Glendale Heights Special Service Area No. 5 (Glen Point Business Park) was established pursuant the provisions of Article VII, Section 6, of the Constitution of the State of Illinois, pursuant to the Special Service Area Tax Law, as amended [65 ILCS 200/27-5 et seq. (1996 State Bar Ed.)] and pursuant to the Revenue Act of 1939, as amended.

REVENUES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
255	0	411	10	65	SPECIAL SERVICE AREA-05	36,463.75	38,770.00	40,135.00
255	0	461	30	10	INTEREST INCOME	3.26		0.00

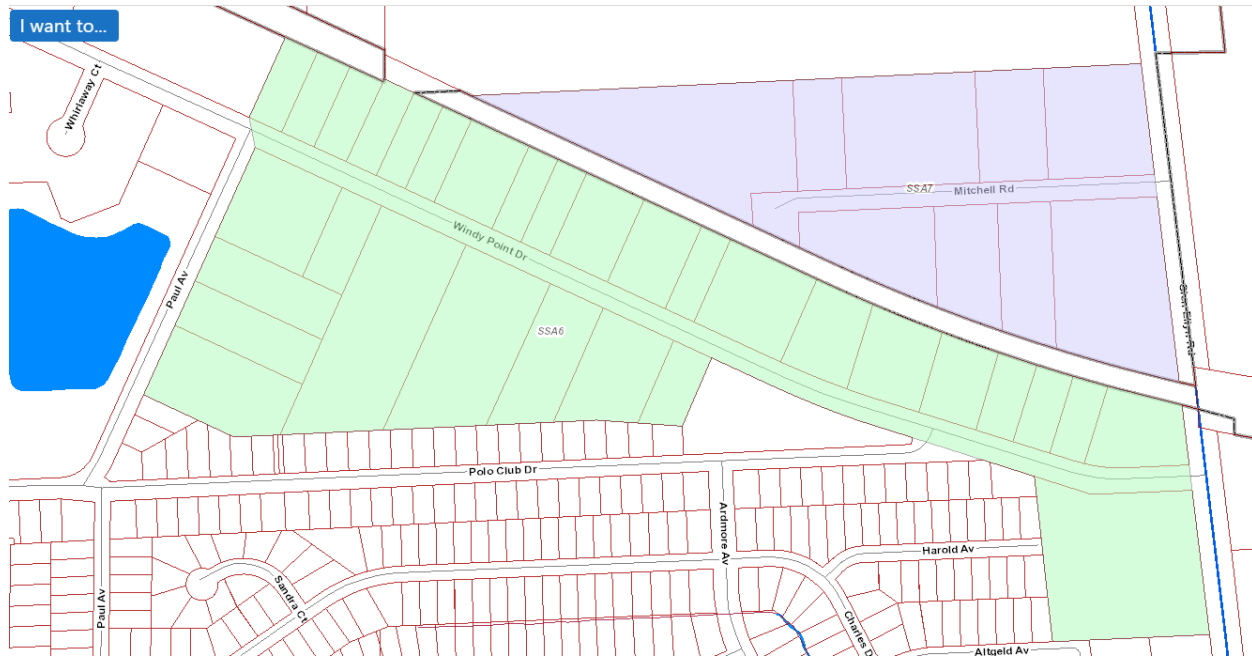
EXPENDITURES

None

SPECIAL SERVICE AREA #6 (S.S.A.) FUND

Polo Club Heights Industrial Park

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY



The Village of Glendale Heights Special Service Area (SSA) No. 6 is located in the Polo Club Heights Industrial Park and was established in 1999 to provide special municipal services in addition to services that were already being provided by the Village. This SSA was formed to provide the necessary funding to complete roadway reconstruction for roads that are located within the SSA No. 6.

The Special Service Area No. 6 was also created so that annual taxes may be levied for the purposes provided for on property located within the SSA No. 6 in addition to all other Village taxes. The special annual tax shall be limited so that the total of the SSA No. 6 tax does not exceed 0.251% (or \$0.251 per \$100.00) of the assessed value, as equalized, of the taxable personal property.

The Village of Glendale Heights Special Service Area No. 6 (Polo Club Heights Industrial Park) was established pursuant the provisions of Article VII, Section 6, of the Constitution of the State of Illinois, pursuant to the Special Service Area Tax Law, as amended [65 ILCS 200/27-5 et seq. (1996 State Bar Ed.)] and pursuant to the Revenue Act of 1939, as amended.



REVENUES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
256	0	411	10	66	SPECIAL SERVICE AREA-06	39,073.48	40,988.00	42,996.00
256	0	461	30	10	INTEREST INCOME	3.14		0.00

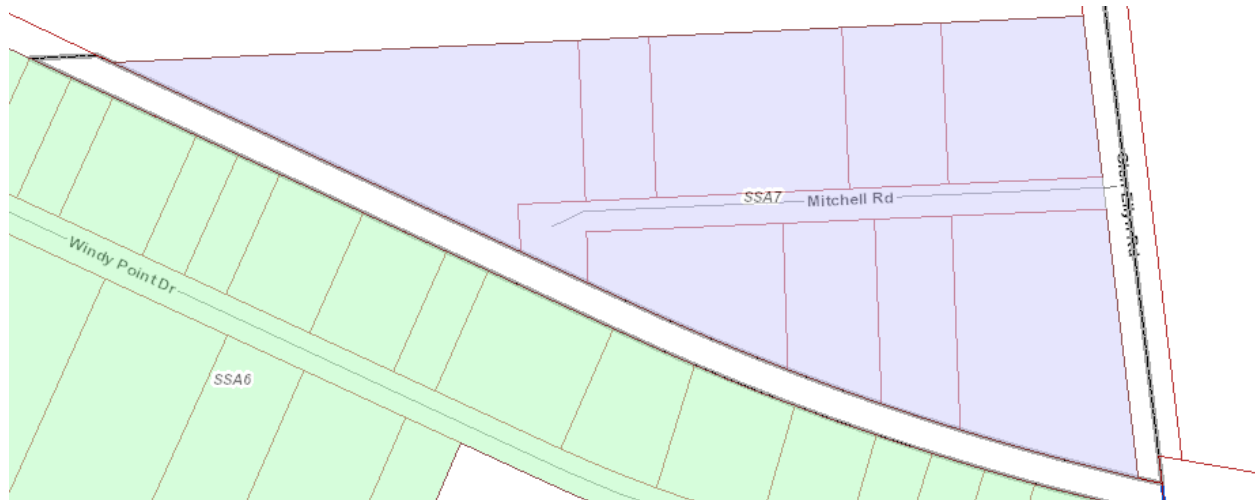
EXPENDITURES

None

SPECIAL SERVICE AREA #7 (S.S.A.) FUND

Sawko Industrial Park

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY



The Village of Glendale Heights Special Service Area (SSA) No. 7 is located in the Sawko Industrial Park and was established in 1999 to provide special municipal services in addition to services that were already being provided by the Village. This SSA was formed to provide the necessary funding to complete roadway reconstruction for roads that are located within the SSA No. 7.

The Special Service Area No. 7 was also created so that annual taxes may be levied for the purposes provided for on property located within the SSA No. 7 in addition to all other Village taxes. The special annual tax shall be limited so that the total of the SSA No. 7 tax does not exceed 0.3001% (or \$0.3001 per \$100.00) of the assessed value, as equalized, of the taxable personal property.

The Village of Glendale Heights Special Service Area No. 7 (Sawko Industrial Park) was established pursuant the provisions of Article VII, Section 6, of the Constitution of the State of Illinois, pursuant to the Special Service Area Tax Law, as amended [65 ILCS 200/27-5 et seq. (1996 State Bar Ed.)] and pursuant to the Revenue Act of 1939, as amended.



REVENUES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
257	0	411	10	67	SPECIAL SERVICE AREA-07	20,734.21	21,750.00	22,816.00
257	0	461	30	10	INTEREST INCOME	1.60		0.00

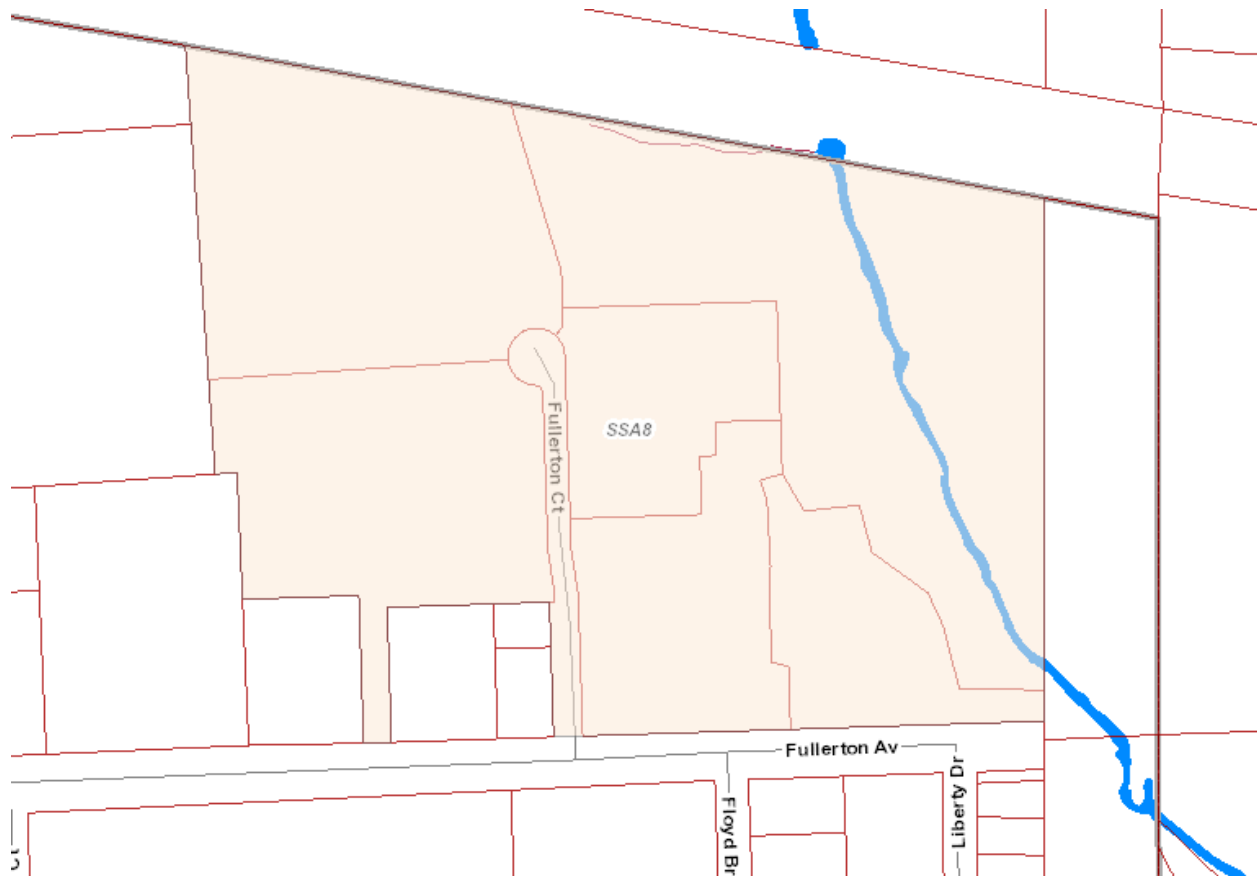
EXPENDITURES

None

SPECIAL SERVICE AREA #8 (S.S.A.) FUND

Glendale Heights Business Park

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY



The Village of Glendale Heights Special Service Area (SSA) No. 8 is located in the Glendale Heights Business Park and was established in 1999 to provide special municipal services in addition to services that were already being provided by the Village. This SSA was formed to provide the necessary funding to complete roadway reconstruction for roads that are located within the SSA No. 8.

The Special Service Area No. 8 was also created so that annual taxes may be levied for the purposes provided for on property located within the SSA No. 8 in addition to all other Village taxes. The special annual tax shall be limited so that the total of the SSA No. 8 tax does not exceed 0.54% (or \$0.54 per \$100.00) of the assessed value, as equalized, of the taxable personal property.



ANNUAL BUDGET

The Village of Glendale Heights Special Service Area No. 8 (Glendale Heights Business Park) was established pursuant the provisions of Article VII, Section 6, of the Constitution of the State of Illinois, pursuant to the Special Service Area Tax Law, as amended [65 ILCS 200/27-5 et seq. (1996 State Bar Ed.)] and pursuant to the Revenue Act of 1939, as amended.

REVENUES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
258	0	411	10	68	SPECIAL SERVICE AREA-08	32,656.07	34,256.00	35,038.00
258	0	461	30	10	INTEREST INCOME	2.88		0.00

EXPENDITURES

None

COMPUTER REPLACEMENT FUND

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Computer Replacement Fund is a Capital Reserve Fund and as such is designed to build a reserve of funds for the future purchase of higher value hardware and software licenses by all Village departments. Revenues in this fund come from transfers from all departments with computers. Expenses in this fund are the actual purchase of hardware and software by the Village.

Examples of assets in the Computer Replacement Fund include computers, software licenses, servers, and network equipment. Each asset's replacement cost and useful life is evaluated and contributions to this fund are determined during the annual budget process. This fund was closed at the end of FY24 and the remaining fund balance was transferred and reserved in the General Fund.

REVENUES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
302	0	491	91	1	GENERAL FUND	52,048.00	52,048.00	52,972.00
302	0	491	92	1	TRANSFER FROM-LEISURE SVC	924.00	924.00	0.00
302	0	491	92	2	TRANSFER FROM-EMERGENCY	332.00	332.00	332.00
302	0	491	95	1	TRANSFER FROM-ENVIRONMENT	9,998.00	9,998.00	9,998.00

EXPENDITURES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
302	0	511	24	32	SOFTWARE MAINT & SUPPORT		68,326.00	0.00
302	0	511	32	14	COMPUTER SOFTWARE	87,873.32	21,500.00	0.00
302	0	511	39	94	COMPUTER EQUIPMENT	11,345.00		0.00
302	0	911	83	13	P.C. HARDWARE	42,023.47	124,933.00	0.00

CAPITAL PROJECTS FUND

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Capital Projects Fund was created to account for the cost associated with various capital improvements throughout the Village. It is funded by grants, operating transfers from other funds, and bond proceeds.

REVENUES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
303	0	481	43	11	STATE OF IL.		647,500.00	0.00
303	0	491	91	1	GENERAL FUND	1,779,000.00	1,343,500.00	228,400.00
303	0	491	92	7	TRANSFER FROM PARKS IMPRV		71,000.00	0.00

EXPENDITURES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
303	0	511	57	14	R&M PARKS AND GROUNDS	591,503.20	89,316.00	228,400.00
303	0	911	81	16	PARKS & GROUND EQUIPMENT	175,062.48	22,710.00	0.00
303	0	911	85	14	VILLAGE FACILITIES	36,171.00	438,000.00	0.00
303	0	911	85	17	PARKS AND GROUNDS		1,163,176.00	0.00
303	0	911	85	18	FACILITY IMPROVEMENTS	3,375.00	41,375.00	0.00
303	0	911	85	21	SENIOR CENTER	42,187.50	967,063.00	0.00
303	0	911	87	14	PARKS AND GROUNDS	88,245.39	552,344.00	0.00



CAPITAL FUNDS BUDGETED PROJECTS



CAPITAL FUNDS

- Pheasant Ridge Park Basketball Court Resurface and Striping \$62,000
- Americana Tennis Court Repair and Striping \$28,500
- Reskin Park Pour and Play Resurfacing \$72,900
- Senior Center Building Front Lettering \$20,000
- Folding Bleachers for Gyms \$45,000

DEBT SERVICE FUND

FUND DESCRIPTION

Debt Service Funds are established to account for the accumulation of resources for, and the payment of, long-term principal, interest and related costs. These obligations represent the Village's annual installment payments of principal and interest for previous capital projects or acquisitions funded through debt financing. The Village currently has just one outstanding bond issue:

- ❖ 2019 General Obligation Bonds

Financing is provided by an annual Property Tax Levy and operating transfers from other funds.

LEGAL DEBT LIMIT

Under the 1970 Illinois Constitution, there is no legal debt limit for home rule municipalities except as set by the General Assembly. To date, the Illinois General Assembly has set no limits for home rule municipalities. The Village is a home rule municipality.

REVENUES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
401	0	411	10	10	BOND & INTEREST	1,930,943.97	1,843,050.00	1,828,300.00
401	0	461	30	10	INTEREST INCOME	170.42		0.00
401	0	491	91	1	GENERAL FUND	501,900.00	2,600.00	2,600.00
401	0	491	95	1	TRANSFER FROM-ENVIRONMENT	770,968.00	1,083,116.00	1,594,489.00

EXPENDITURES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
401	0	511	21	99	PROFESSIONAL-OTHERS	550.00	1,500.00	1,500.00
401	0	511	69	78	BANK FISCAL CHARGES		1,100.00	1,100.00
401	0	921	88	23	GOB SERIES 2019	2,265,000.00	1,820,000.00	1,920,000.00
401	0	921	88	24	IEPA LOAN		162,036.00	841,939.00
401	0	922	89	23	GOB SERIES 2019	865,100.00	751,850.00	660,850.00
401	0	922	89	24	IEPA LOAN		173,310.00	0.00

DEBT SERVICE SCHEDULES OVERVIEW

General Obligation Project and Refunding Bonds, Series 2019

Purpose:	Refunded GOB Issues 2007, 2009, 2010, Water Meter / Meter Reading Device Replacement Project
Maturity Date:	December 31, 2035
Original Principal:	\$24,210,000.00
Investment Rating:	Aa3 (Moody's)
Principal Outstanding:	\$15,290,000
Interest:	\$3,238,500
Funding Sources:	Property Taxes Levied, Water & Sewer Receipts transferred from Environmental Fund, and General Fund Reserves Pledge

DEBT SERVICE SCHEDULES

ANNUAL PRINCIPAL PAYMENTS – GENERAL OBLIGATION DEBT

Fiscal Year	Series 2019
2020	680,000
2021	2,015,000
2022	2,140,000
2023	2,265,000
2024	1,820,000
2025	1,920,000
2026	1,865,000
2027	1,370,000
2028	1,450,000
2029	1,535,000
2030	1,625,000
2031	1,545,000
2032	765,000
2033	800,000
2034	835,000
2035	865,000
2036	715,000
Total	24,210,000

DEBT SERVICE SCHEDULES

ANNUAL INTEREST PAYMENTS – GENERAL OBLIGATION DEBT

Fiscal Year	Series 2019
2020	264,414.16
2021	1,072,850.00
2022	972,100.00
2023	865,100.00
2024	751,850.00
2025	660,850.00
2026	564,850.00
2027	471,600.00
2028	403,100.00
2029	330,600.00
2030	253,850.00
2031	188,850.00
2032	127,050.00
2033	96,450.00
2034	72,450.00
2035	47,400.00
2036	21,450.00
Total	7,164,814.16

DEBT SERVICE SCHEDULES

ANNUAL DEBT SERVICE PAYMENTS – GENERAL OBLIGATION

DEBT

Fiscal Year	Principal	Interest	Total
2020	680,000	264,414.16	944,414.16
2021	2,015,000	1,072,850.00	3,087,850.00
2022	2,140,000	972,100.00	3,112,100.00
2023	2,265,000	865,100.00	3,130,100.00
2024	1,820,000	751,850.00	2,571,850.00
2025	1,920,000	660,850.00	2,580,850.00
2026	1,865,000	564,850.00	2,429,850.00
2027	1,370,000	471,600.00	1,841,600.00
2028	1,450,000	403,100.00	1,853,100.00
2029	1,535,000	330,600.00	1,865,600.00
2030	1,625,000	253,850.00	1,878,850.00
2031	1,545,000	188,850.00	1,733,850.00
2032	765,000	127,050.00	892,050.00
2033	800,000	96,450.00	896,450.00
2034	835,000	72,450.00	907,450.00
2035	865,000	47,400.00	912,400.00
2036	715,000	21,450.00	736,450.00
Total	24,210,000	7,164,814.16	31,374,814.16

INSURANCE FUND

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

To account for costs attributable to the Village's Workers Compensation and General Liability Insurance programs. Financing is provided by an annual Property Tax Levy and operating transfers from other funds.

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

REVENUES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
402	0	411	10	14	LIABILITY INSURANCE	299,821.22	400,000.00	500,000.00
402	0	461	30	10	INTEREST INCOME	26.46		0.00
402	0	481	50	16	OFS INS RECOVERY	7,400.00	12,000.00	0.00
402	0	481	89	10	OTHER REVENUE	5,397.40		0.00
402	0	481	99	99	PY ADJUSTMENT	20.00		0.00
402	0	491	91	1	GENERAL FUND	345,000.00	722,253.00	500,000.00
402	0	491	92	1	TRANSFER FROM-LEISURE SVC	25,000.00	25,000.00	0.00
402	0	491	95	1	TRANSFER FROM-ENVIRONMENT	120,000.00	120,000.00	120,000.00

EXPENDITURES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
402	0	511	24	81	LIABILITY INS. PREMIUMS	842,025.05	646,850.00	666,850.00
402	0	511	24	82	LIAB.INS.-CONSULTING	27,442.07	49,300.00	48,200.00
402	0	511	24	83	LIAB.INS.-SELF INSURED	706,370.81	567,000.00	258,351.00
402	1111	513	10	10	F-TIME & REG.PART-TIME	37,452.81		0.00
402	1111	513	15	10	FICA-EMPLOYER	2,236.31		0.00
402	1111	513	16	10	IMRF-EMPLOYER GEN GOV'T	3,752.97		0.00
402	1111	513	16	12	MEDICAL-EMPLOYER	5,904.05		0.00
402	1111	513	16	16	MEDICARE-EMPLOYER	523.03		0.00

ENVIRONMENTAL SERVICES

MISSION STATEMENT-UTILITIES DIVISION

Mission Statement To provide top quality municipal water service to customers by operating and maintaining water supply facilities in accordance with local, state, and federal requirements to ensure the availability of a plentiful and reliable water supply. To provide outstanding municipal wastewater collection service to customers by developing, operating, and maintaining wastewater pumping stations, gravity sewers, service lines, and force mains in accordance with local, state, and federal requirements.

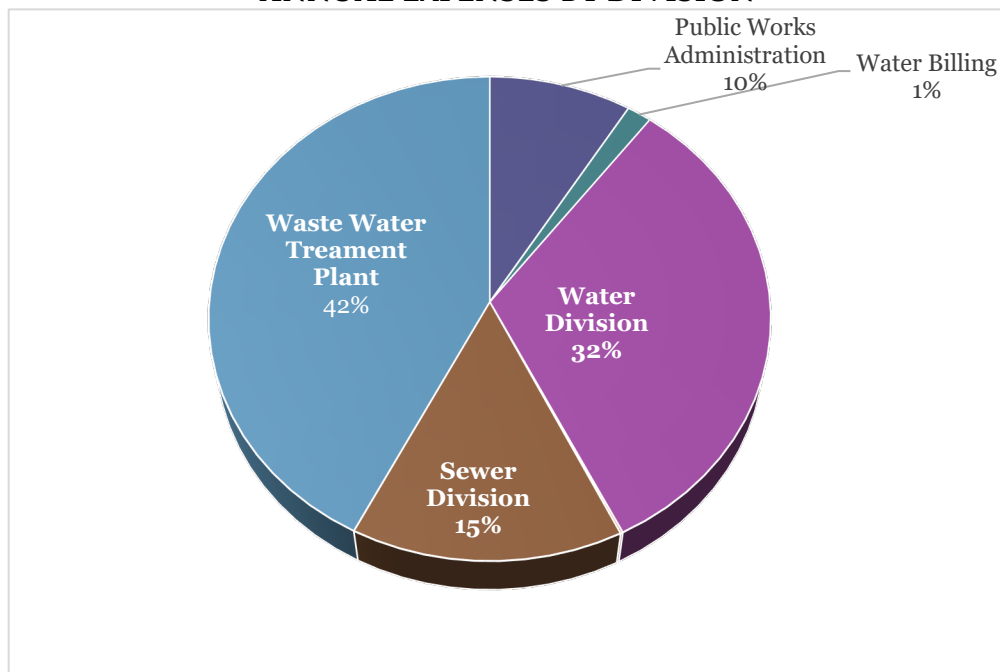
FUND DESCRIPTION

The Village of Glendale Heights Environmental Services Fund was established to manage the provision of Water, Sewer and Treatment Services to the residents of the Village of Glendale Heights. All activities necessary to provide such services are accounted for in this fund including, but not limited to, Administration, Operations and Maintenance, Financing and related Debt Service, Billing and Collection.

TOTAL EXPENDITURE BUDGET

\$26,397,340

ANNUAL EXPENSES BY DIVISION



PROPOSED BUDGET WITH ACTUAL HISTORY

CATEGORY	FY 2023 Actual	FY 2024 Budget	FY 2025 Budget
License & Permit Fees	\$7,963	\$14,194	\$27,440
Charges for Services	\$11,132,904	\$12,198,591	\$15,017,570
Miscellaneous	\$2,298,889	\$9,770,274	\$11,440,215
Total	\$13,439,756	\$21,983,059	\$26,485,225

ANNUAL EXPENSES BY DIVISION

CATEGORY	FY 2023 Actual	FY 2024 Budget	FY 2025 Budget
Engineering	\$8,486	\$1,452	-0-
Public Works Administration	\$2,673,391	\$1,665,710	\$2,168,889
Water Division	\$1,045,257	\$7,986,989	\$5,290,232
Water Purchases	\$3,970,118	\$4,205,266	\$4,376,633
Sewer Division	\$868,777	\$4,266,818	\$3,635,766
Waste Water Treatment Plant	\$1,787,459	\$11,298,488	\$10,511,156
Fleets	\$103,106	\$117,293	\$32,000
Facilities	\$103,062	\$398,281	-0-
Water Billing Division	\$330,463	\$459,851	\$374,389
General Business Services	\$203,275	\$162,229	-0-
Central Services	\$865,412	\$8,275	\$8,275
Total	\$11,958,805	\$30,570,652	\$26,397,340

SIGNIFICANT ACCOMPLISHMENTS IN FY 2023/2024

PUBLIC WORKS UTILITIES DEPARTMENT

The Village's Wastewater Treatment Plant (WWTP) processed over 1 billion gallons of wastewater this year within IEPA guidelines and regulations. This total discharge is similar to last year's 1.2 billion gallons the plant processed.

The WWTP was successful in passing the annual Discharge Monitoring Report Quality Assurance Testing (DMRQA) as required by the IEPA. This annual testing ensures the Village's in-house laboratory procedures and methods meet or exceed the standards set forth by the Environmental Protection Agency (EPA).

Capital improvements continue at the Wastewater Treatment Plant with the second phase of projects for the removal of phosphorus from the wastewater. Due to IEPA mandates, beginning October 1, 2026, the WWTP must meet a 1.0 mg/L discharge limit as required by the

Village's IEPA Permit. The first phase included Rehabilitating Digester #2, which began in August of 2021, and was completed in 2023. The second phase includes modifications to the existing aeration basins by adding separate zones needed for the biological removal of phosphorus. This project also includes the rehabilitation of Digester #1, to help optimize the Plant's sludge processing.

Through its membership in the DuPage River Salt Creek Workgroup (DRSCW), the Village participates in the implementation of a chloride reduction program to improve local stream water quality. Additionally, the DRSCW is finalizing a Nutrient Implementation Plan for the Village and other municipal members, which will determine future phosphorus limits needed to meet applicable dissolved oxygen criteria. This is also a requirement of the Village's IEPA Permit, and will assist the IEPA in determining future discharge limits that will be achievable for treatment facilities.

The WWTP has three IEPA certified Class 1 Wastewater Operators. This is the highest-level wastewater certification recognized by the IEPA. Additionally, all staff receive ongoing technical training to stay current with the latest advancements in wastewater treatment.

The Village continued its commitment to improving water and sewer infrastructure in 2023 with the replacement of approximately 4,000 feet of water main, rehabilitation to the Village's oldest water pumping station, rehabilitation of the West Burdette elevated water tower, retrofit Mill Pond Lift Station and sanitary sewer repairs in the North Avenue Catchment Area. These projects totaled \$8,500,000.

The East Schubert Avenue and Norton Avenue Water Main Replacement Project costing \$1,500,000 was partially funded through a \$600,000 DuPage County Community Development Block Grant (CDBG) and American Rescue Plan Act (ARPA) funds. Also completed was the West Fullerton Avenue Water Main Replacement Project costing \$1,500,000 which was funded using ARPA as well. The Water Supply Facilities Rehabilitation Project costing \$2,800,000 is being funded by securing an IEPA low interest loan.

This year, the fifth water distribution storage tank was placed on an annual maintenance program with Utility Service Group (USG). This company provides annual inspections and maintenance repairs to the water storage tanks.

The Mill Pond Lift Station Retrofit Project costing \$1,800,000 and funded with ARPA proceeds, began this fall and is scheduled to be completed in spring 2024. This rehabilitation will eliminate the need for confined space entry, new equipment and use energy efficient pumps to reduce electrical usage at this station. Additionally, the North Avenue Catchment Area I&I Repairs Project – Phase II included the sealing and spray lining of 105 manholes with approximately 1,000 feet of sewer main replaced or scheduled to be lined as part of the project. This will significantly decrease groundwater entering into the sanitary sewer system and cut down on the cost of water treatment at the Village's WWTP.

Utilities Division staff continued to perform maintenance to the public water infrastructure system by responding to 33 water main breaks, seven fire hydrant replacements, 34 fire

hydrant repairs, 42 b-box repairs, and 12 main line valve repair/ replacements. Additionally, Illinois Environmental Protection Agency (IEPA) mandated water sampling was completed and I

Numerous capital improvements projects were completed at the Wastewater Treatment Plant as required by the Illinois am pleased to report that all 616 IEPA samples resulted in no violations or water quality issues. Additionally, 30 lead and copper samples were completed with no lead detected over 15ppb.

UTILITIES DIVISION GOALS & OBJECTIVES

FY 2024/2025

Goal #1: Improve safety for residents and employees alike, in all Public Works Service Areas.

- ❖ Identify and repair structural defects to the Village's sanitary sewer system by:
 - o Begin to undertake lining of North Avenue sanitary sewers FY25
 - o Televised sewer videos from remaining Gravity catchment area to be linked to new GIS
 - o Mill Pond catchment will be budgeted in FY25 for an I&I study to determine areas of infiltration and needed repairs
- ❖ Identify and repair structural defects to the Village's water distribution system by:
 - o Replacement and upsize of water main on Cambridge Ln. and Westchester DR. with CDBG/Village funds FY25
 - o Replacement of water main crossings through intersections of 2024 Road Program

Goal #2: Improve service delivery across all areas of Utilities Division Operations.

- ❖ Implement new regulations as required by the USEPA and IEPA regarding new Unregulated Contaminant Monitoring Rule (UCMR 5) sampling by:
 - o Continue all UCMR 5 sampling and submit data to the USEPA CDX website
- ❖ Minimize interruptions and improve services to customers by:
 - o Ensure monthly IEPA sampling is undertaken and submitted
 - o Communicate with Fire Departments to ensure adequate flows for local businesses
 - o Replace old system fire hydrants in FY25 to improve firefighting operations
- ❖ Proactively address ad-hoc services throughout the Village pertaining to

water and sewer infrastructure by:

- o Continue to undertake in FY25 additional main line water valve installations in order to reduce customer water outages during water infrastructure **repairs**
- o The Utilities locator staff member and as well as intern will identify defective system ancillaries for repair and record GIS verifications of both the water and sanitary system

Goal #3: Develop Policies and Procedures to improve fiscal responsibility in all areas of Utilities Division.

- ❖ Review and implement recommendations from the Water & Sewer Rate Study in FY 24 by passing revised Ordinance and implement new rate structure

WWTP DIVISION Goals and Objectives FY 2024/2025

Goal #1: Improve safety for residents and employees alike, in all Public Works Service Areas

- ❖ Provide efficient wastewater services in a manner which protects the public's health, safety and welfare by:
 - o Work with Wastewater Engineer to conduct electrical study on Plant infrastructure.
 - o Update Plant Facility Plan to determine capital projects
 - o Phosphorus Removal Project construction to improve WWTP Nutrient removal performance.
 - o Design of Primary Clarifiers Rehabilitation and primary sludge pumps
 - o Design of UV disinfection to eliminate gas chlorine.

Goal # 2: Improve Service Delivery across all Areas of Public Works Operations

- ❖ Reduce odors emanating from the Treatment Plant by:
 - o Patrol the area for odors on a daily basis.
 - o Analyze the operations of both digesters and plant process daily, and make adjustments as necessary to prevent upsets
 - o Ensure reliable supplies of odor reducing chemicals are in stock or available for use.
- ❖ Ensure all Equipment is correctly maintained and serviced in a timely manner by:

- Equipment maintenance schedules, parts inventory, and contact information for procurement to be entered into Allmax database.
- Daily work orders to be issued to staff to undertake maintenance/repairs.

Goal #3: Develop Policies and Procedures to Improve Financial Responsibility in all Areas of Public Works

- ❖ Investigate potential programs for funding by:
 - Phosphorus Removal Project funded by low interest IEPA Loan.
 - UV Disinfection Project and Primary Clarifier Rehabilitation Project added to the IEPA Project Planning List.
- ❖ Reduce the environmental impact of the Village's wastewater system upon land and water resources by:
 - Work towards improving sludge quality for additional opportunities in land application by efficiently operating both digesters.
 - Undertake Biological Process Optimization Study with wastewater engineer
 - Meet the Phosphorus limits set forth in the NPDES Permit.

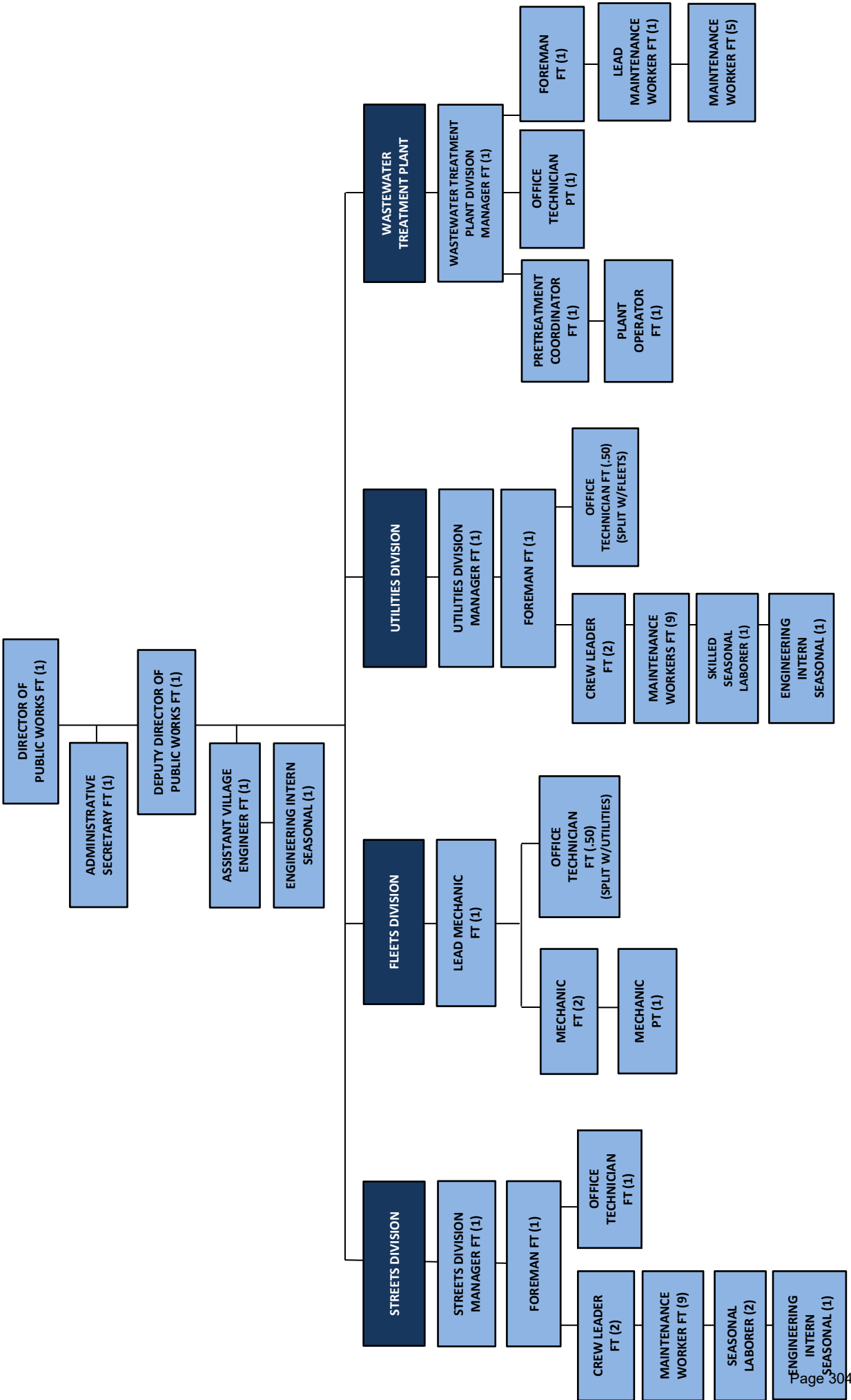
Goal #4: Compliance with all State and Federal Regulations operating the Villages Treatment Plant

- ❖ Compliance with the Special Conditions in the Villages Discharge Permit:
 - Reduce or eliminate the limit for zinc as a result of the Metals Translator Study Findings.
 - Undertake Operator 10 database improvements for efficiently reporting to IEPA.
- ❖ **Compliance of Permitted Industrial Users**
 - Monitor permitted users and discharge reports for compliance
 - Conduct facility inspections of permitted users and new businesses
- Expand pretreatment program monitoring and enforcement with the addition of a Pretreatment Coordinator Position after Board approval in May 2025.

FY 2024 / 2025

VILLAGE OF GLENDALE HEIGHTS ORGANIZATIONAL STRUCTURE

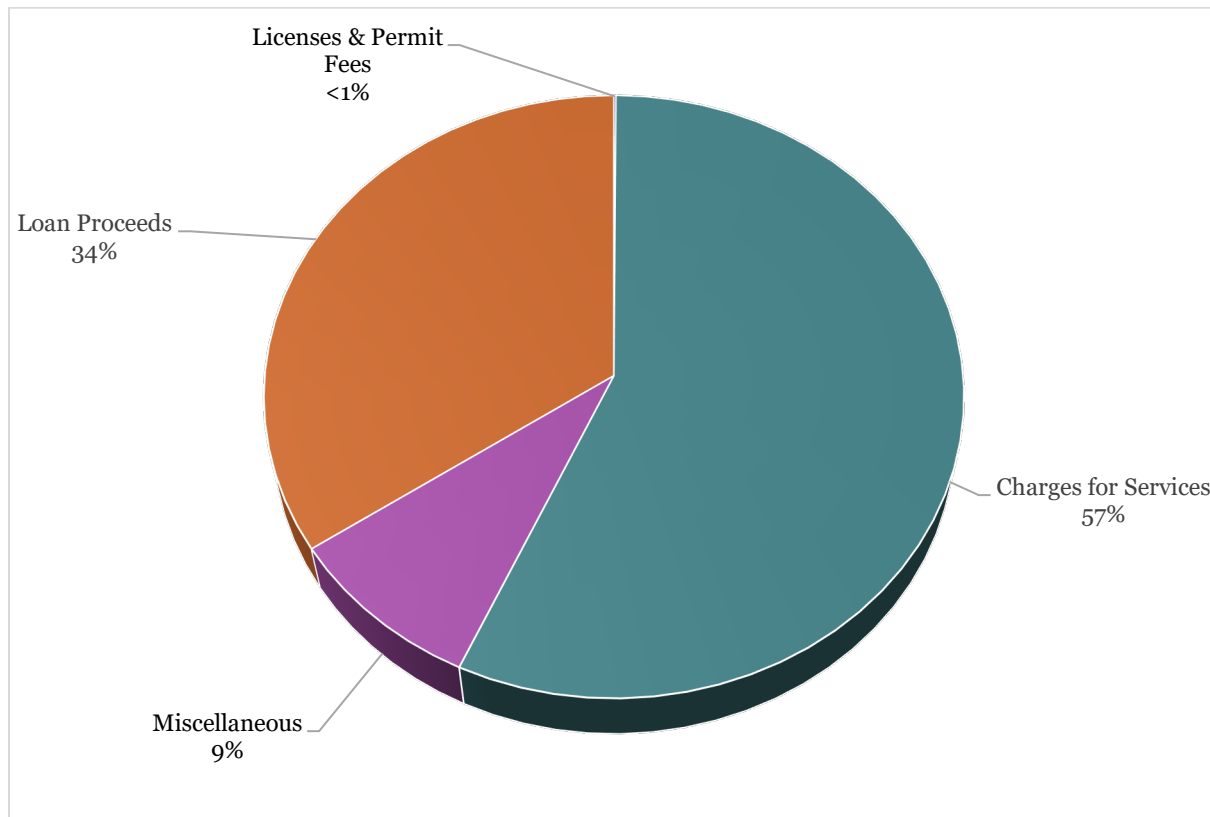
PUBLIC WORKS



The department of Public Works is organized into six divisions: Administration, Street, Utilities, Fleets, Engineering and Wastewater Treatment Plant. Each division is under the direct supervision of the Director of Public Works who is accountable for the sound management of the department and for the effectiveness of each operational element and for the administrative support of each function within the department. Total number of employees authorized: 45 Full-Time, 2 Part-Time, and 6 Seasonal.

ENVIRONMENTAL SERVICE FUND: REVENUE

PERCENTAGES OF OPERATING REVENUES



CHARGES FOR SERVICES

Charges for Services is the primary source of revenue for the Environmental Services Fund, accounting for 57% of its share. The revenue generated by Charges for Services is 100% tied to the water used by the Village's Residents and Commercial accounts. The Village has an agreement to purchase all of the Village's water source from the DuPage Water Commission.

Prior to May 1, 2022, the last rate analysis for water use was back in 2019. Rate increase were a direct result of the actual cost of water purchased by the Village from the DuPage Water Commission that is passed through. Prior increases to the Village by the DuPage Water Commission are as follows:

January 1, 2014 – .65¢ per thousand gallons
January 1, 2015 – .71¢ per thousand gallons
May 1, 2014 – .19¢ per thousand gallons

May 1, 2015 – .82¢ per thousand gallons
 May 1, 2016 – (.05¢) per thousand gallons
 May 1, 2017 - .08¢ per thousand gallons
 May 1, 2018 - .06¢ per thousand gallons
 May 1, 2019 - .03¢ per thousand gallons
 May 1, 2020 – no increase
 May 1, 2021 – no increase
 May 1, 2022 - .21¢ per thousand gallons
 May 1, 2023 - .21¢ per thousand gallons
 May 1, 2024 - .19¢ per thousand gallons

RESIDENTIAL WATER RATES Effective May 1, 2024 (P/TH GALLONS)	
Cost Allocation	Rate (Per Month)
Water	\$5.58
Local Water Delivery	\$3.78
Sewer	\$6.64
Debt Charge	\$11.00 (Flat Rate)
Capital Infrastructure Charge	\$16.00 (Flat Rate)
TOTAL AVG. COST OF WATER BILL AT 6 TG	\$123.00

The Water Rates are set in order to cover the cost to purchase the water supplied to the Village's Residents and Commercial properties, the operational demands of running a water, sewer, and waste water treatment facility, as well as, provide funding for ongoing and unforeseen capital costs needed to sustain and provide high levels of sanitation to the water, sewer, and waste water treatment infrastructure.

LICENSES & PERMIT FEES

Whenever a new resident or business wishes to tap onto our water and sewer system, the Village charges a permit fee.

The RPZ Fee (Reduce Pressure Zone) is a charge to all customers that have a backflow prevention device installed on a private water service and requires annual testing and permitting.

LOAN PROCEEDS

The Village has submitted three loan applications from the Illinois Environmental Protection Agency (IEPA). for continued Phosphorous Removal Upgrade improvements at the Waste Water Treatment Plant (WWTP), and a Water Supply Facilities Rehabilitation Project.

MISCELLANEOUS REVENUE

Penalties are charges to accounts that are paid late and are categorized as miscellaneous revenue. The Village bills monthly, aiming to lessen the burden of the water utility. In order to influence prompt payment, the Village has a strict payment policy and implements a late payment fee for all bills paid late. Each month, if the account continues to be delinquent, the Village increases its leverage in collecting on the past due account by shutting off the water flow to the residence or commercial property. Though the Village receives revenue from late payment accounts, the Village strives to offer its residents the best and latest technology for payment to encourage timely payments. This revenue is based off of the number of accounts that are delinquent, the amount of debt outstanding, and the current water rates.

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
501	1510	421	19	25	WATER PERMIT FEES		320.00	320.00
501	1510	421	19	26	SEWER PERMIT FEES	2,450.00	2,500.00	2,500.00
501	1510	421	19	27	LICENSE AND PERMIT FEES	5,512.50	6,874.00	10,620.00
501	1510	421	19	30	PRETREATMENT PERMITS		4,500.00	14,000.00
501	1510	441	25	12	TOWER RENTAL	107,912.89	113,035.00	117,556.00
501	1510	441	26	10	METERED WATER REVENUE	3,192.08		0.00
501	1510	441	26	11	LATE PENALTY FEES	349,889.77	320,415.00	450,487.00
501	1510	441	26	13	WATER TAP IN FEES	3,225.00	12,000.00	0.00
501	1510	441	26	14	WATER METER SALES	9,969.30	6,000.00	6,000.00
501	1510	441	26	16	SEWER RODDING FEES	185.00	200.00	0.00
501	1510	441	26	18	SEWER TAP IN FEES	1,500.00	139,000.00	0.00
501	1510	441	26	20	CAPITAL INFRASTRUCT FEE	465,089.95	463,824.00	2,385,588.00
501	1510	441	26	51	NSF-FEE	450.00	600.00	500.00
501	1510	441	26	52	SURCHARGES			47,412.00
501	1510	461	30	10	INTEREST INCOME	144,918.81	77,800.00	35,000.00
501	1510	481	43	10	FEDERAL GRANTS	559,609.80	600,000.00	600,000.00
501	1510	481	43	11	STATE OF IL.		350,000.00	0.00
501	1510	481	70	10	CASH (OVER) & SHORT	-143.05		0.00
501	1510	481	71	11	(GAIN)&LOSS SALES VIL.PRO	1,248.34		0.00
501	1510	481	89	10	OTHER REVENUE	26,828.27	10,000.00	12,000.00
501	1510	481	90	10	IEPA LOAN PROCEEDS		6,915,000.00	9,100,000.00
501	1510	481	90	11	DEBT SERVICE	1,549,416.26	1,545,103.00	1,693,215.00
501	1510	491	91	1	GENERAL FUND		267,000.00	0.00
501	1512	441	26	10	METERED WATER REVENUE	6,051,375.84	6,707,280.00	7,025,168.00
501	1512	481	50	11	OFS-SURPLUS/TRADE-IN		5,371.00	0.00
501	1513	441	26	30	VOLUME SEWER REVENUE	4,128,408.86	4,425,237.00	4,984,859.00
501	1513	441	26	31	FLAT SEWER REVENUE	11,705.11	11,000.00	0.00



ANNUAL BUDGET

501	1513	481	89	10	OTHER REVENUE	14,203.57		0.00
501	1514	481	50	11	OFS-SURPLUS/TRADE-IN	135.00		0.00
501	1514	481	99	99	PY ADJUSTMENT	2,672.20		0.00

ENVIRONMENTAL SERVICE FUND: ADMINISTRATION

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Public Works Department provides services to 33,176 residents, eight industrial parks, and various commercial enterprises in six political districts. Policy leadership is provided by the Village President with the advice and consent of six Village Board Members. The office of the Village Administrator oversees that the Public Works Department is effectively translating the policy into programs and services. The Public Works staff performs service and projects that many times are vital life sustaining necessities. Although the majority of services are by design and subtly delivered, they form the foundation for many of the basic needs that improve the quality of life for all Village residents.

Vision: We want our customers to call us because they know we will provide efficient timely service.

Mission: Our mission is to enhance our customers' lives by providing them services that often surpass their basic needs.

Essential Functions

Administration - Facilitates leadership, direction, and coordination of services as the executive management partner.

Engineering – Providing engineering services to consultants, contractors, and other departments in the Village.

Utilities - Potable water distribution, sanitary sewer collection, and transmission for over 8,800 customers.

Fleet Maintenance - Provides the Utilities and WPCF divisions with safe vehicles and equipment; appropriate for their use that are economical, dependable, and environmentally sound to operate.

Waste Water Treatment Plant (WWTP) - Provide the final collection and treatment of a daily average of 3.5 Million Gallons per Day (MGD) of wastewater, reaching peaks of 32 MGD in rainstorm conditions.

Service Standards

The Public Works team takes pride in its track record of quality first service. Acquiring customer feedback, using self-assessments and other benchmarking tools, the department maintains a clear picture of business advantages, private sector competition, and a comparison

of service levels with neighboring communities. In recent years, the department is recognized for its exemplary Snow & Ice Control Program, an unparalleled Sanitary Sewer Line Repair Program, surpassing waste water discharge standards, and modernizing and standardizing its municipal fleet, while annually completing millions of dollars in capital projects.

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
501	1510	811	10	10	F-TIME & REG.PART TIME	125,463.44	303,102.00	196,698.00
501	1510	811	15	10	FICA-EMPLOYER	7,210.79	18,224.00	12,195.00
501	1510	811	16	10	IMRF-EMPLOYER		23,170.00	14,800.00
501	1510	811	16	12	MEDICAL-EMPLOYER		49,657.00	29,657.00
501	1510	811	16	14	TRAVEL FOR MEETING & CONF		300.00	0.00
501	1510	811	16	15	TRAINING & SEMINARS		1,000.00	1,500.00
501	1510	811	16	16	MEDICARE-EMPLOYER	1,761.46	4,342.00	2,852.00
501	1510	811	21	10	AUDITING	12,840.00	13,000.00	13,000.00
501	1510	811	21	11	LEGAL	130.41	100.00	0.00
501	1510	811	21	14	ENGINEERING	6,445.44	22,901.00	1,000.00
501	1510	811	21	99	OTHER PROFESSIONAL	2,225.19	3,500.00	3,000.00
501	1510	811	24	12	PRINTING & BINDING		500.00	100.00
501	1510	811	37	99	OPERATING SUPPLIES	302.03	500.00	300.00
501	1510	811	39	93	OFFICE EQUIPMENT		2,500.00	3,000.00
501	1510	811	51	10	TELEPHONE	835.77	3,500.00	0.00
501	1510	811	51	12	CELLULAR PHONE	506.71	600.00	500.00
501	1510	811	51	14	NATURAL GAS	2,392.00	3,500.00	2,800.00
501	1510	811	52	10	LEASES-EQUIPMENTS	554.28	1,600.00	11,750.00
501	1510	811	62	10	MEMBERSHIP DUES	125.00	600.00	1,250.00
501	1510	811	69	79	MISCELLANEOUS EXPENSE	2,551.67		0.00
501	1510	811	69	91	DEPRECIATION EXPENSE	1,607,074.00		0.00
501	1510	811	69	95	LEASE AMORTIZATION	2,061.00		0.00
501	1510	912	89	10	PRINCIPAL	-198.90		0.00
501	1510	912	89	15	INTEREST	144.63		0.00
501	1510	981	91	1	TRANSFER TO-GENERAL FUND			150,000.00
501	1510	981	93	2	TRANSFER TO-COMPUTER REP	9,998.00	9,998.00	9,998.00
501	1510	981	94	1	TRANSFER TO-DEBT SERVICE	770,968.00	1,083,116.00	1,594,489.00
501	1510	981	94	2	TRANSFER TO-LIABILITY INS	120,000.00	120,000.00	120,000.00

ENVIRONMENTAL SERVICE FUND: ENGINEERING

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Engineering Division will provide quality engineering services to both internal departments and external parties, such as contractors, developers, DuPage County, and other engineering bodies. The division is also instrumental in ensuring the Village's Illinois Environmental Protection Agency (IEPA) Storm water National Pollutant Discharge Elimination System (NPDES) MS4 Permit remains in compliance. Effective with the approval of the FY2025 budget, the allocation of engineering salary expenses was discontinued.

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
501	1411	811	10	10	F-TIME & REG.PART TIME	6,306.30		0.00
501	1411	811	15	10	FICA-EMPLOYER	386.45	2.00	0.00
501	1411	811	16	15	TRAINING & SEMINARS	499.50	500.00	0.00
501	1411	811	16	16	MEDICARE-EMPLOYER	90.43		0.00
501	1411	811	31	99	OFFICE SUPPLIES	264.73	150.00	0.00
501	1411	811	37	10	UNIFORM/PPE	171.49	100.00	0.00
501	1411	811	37	80	GAS & FUEL	356.24	400.00	0.00
501	1411	811	37	99	OPERATING SUPPLIES	127.89		0.00
501	1411	811	51	12	CELLULAR PHONE	282.84	300.00	0.00

ENVIRONMENTAL SERVICE FUND: WATER SERVICES

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

This Water Services division is responsible for the operation and maintenance of the water distribution system, which involves all storage tanks, pumping stations and standby well supplies. Lake Michigan water is supplied to 33,176 residents through 76 miles of water mains. While pumping an average of 2.7 million gallons of water daily, the system has the capacity to pump 6.2 million gallons daily.

This division proudly provides top quality municipal water service to customers by operating and maintaining water supply facilities in accordance with local, state, and federal requirements to ensure the availability of a plentiful and reliable water supply.

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
501	1512	812	10	10	F-TIME & REG.PART-TIME	535,007.07	534,275.00	548,550.00
501	1512	812	10	98	TEMPORARY HELP		10,400.00	21,000.00
501	1512	812	10	99	OVERTIME PAY	24,114.48	25,000.00	20,000.00
501	1512	812	15	10	FICA-EMPLOYER	32,612.76	35,320.00	36,553.00
501	1512	812	16	10	IMRF-EMPLOYER		53,597.00	53,729.00
501	1512	812	16	12	MEDICAL-EMPLOYER		137,745.00	132,257.00
501	1512	812	16	14	TRAVEL FOR MEETING & CONF		1,000.00	1,500.00
501	1512	812	16	15	TRAINING & SEMINARS	4,406.50	5,000.00	9,000.00
501	1512	812	16	16	MEDICARE - EMPLOYER	7,627.28	8,260.00	8,548.00
501	1512	812	21	11	LEGAL	6,802.04	44,000.00	10,500.00
501	1512	812	21	14	ENGINEERING	19,374.59	403,418.00	126,000.00
501	1512	812	22	16	PUBLIC WORKS-WATER	14,859.68	20,000.00	18,000.00
501	1512	812	23	10	DEBRIS REMOVAL	3,478.30	5,000.00	4,000.00
501	1512	812	24	12	PRINTING & BINDING	229.25	3,066.00	500.00
501	1512	812	24	13	CONTRACTUAL SERVICES	13,119.80	162,815.00	103,700.00
501	1512	812	24	32	SOFTWARE SUPPORT & MAINT	6,653.00	14,200.00	10,200.00
501	1512	812	31	99	OFFICE SUPPLIES	372.35	300.00	500.00
501	1512	812	34	13	LANDSCAPING SUPPLIES	2,315.32	3,500.00	4,500.00
501	1512	812	34	15	MATERIALS	15,785.94	20,000.00	21,000.00
501	1512	812	37	10	UNIFORMS	1,870.80	3,500.00	5,250.00
501	1512	812	37	11	CHEMICALS	114.53	1,300.00	1,800.00
501	1512	812	37	80	GAS & FUEL	18,758.41	13,000.00	13,000.00

501	1512	812	37	81	OPERATING SUPPLIES	71,675.59	78,000.00	108,000.00
501	1512	812	37	99	OPERATING SUPPLIES	4,998.83	4,000.00	4,700.00
501	1512	812	39	15	OPERATIONAL EQUIPMENT	9,505.64	5,000.00	3,700.00
501	1512	812	51	12	CELLULAR PHONE	3,162.22	900.00	840.00
501	1512	812	51	13	ELECTRICITY	43,307.51	55,000.00	55,000.00
501	1512	812	51	16	LAKE MICH. WATER	3,970,117.76	4,205,266.00	4,376,633.00
501	1512	812	52	11	RENTALS-EQUIPMENTS		14,000.00	2,000.00
501	1512	812	53	14	PUBLIC WORKS-WATER DIV.	704.63	5,000.00	5,000.00
501	1512	812	57	18	INFRASTRUCTURE MAINT	82.00	500.00	500.00
501	1512	812	57	19	TANK MAINTENANCE	203,929.96	250,118.00	211,755.00
501	1512	812	62	10	MEMBERSHIP DUES	388.00	4,650.00	4,650.00
501	1512	911	81	14	PUBLIC WORKS-WATER			70,000.00
501	1512	911	87	10	INFRASTRUCTURE-WATER	0.31	6,065,125.00	3,674,000.00



ENVIRONMENTAL SERVICE FUND: SEWER SERVICES

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Sewer Services division is responsible for the maintenance of 83 miles of sanitary sewer collection and eight lift stations. This division aims to provide outstanding municipal wastewater collection service to customers by developing, operating, and maintaining wastewater pumping stations, gravity sewers, service lines, and force mains in accordance with local, state, and federal requirements.

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
501	1513	813	10	10	F-TIME & REG.PART-TIME	547,534.81	628,072.00	658,338.00
501	1513	813	10	98	TEMPORARY HELP			30,000.00
501	1513	813	10	99	OVERTIME PAY	31,807.62	30,000.00	35,000.00
501	1513	813	15	10	FICA-EMPLOYER	36,487.06	40,800.00	44,847.00
501	1513	813	16	10	IMRF-EMPLOYER		38,223.00	38,373.00
501	1513	813	16	12	MEDICAL-EMPLOYER		89,071.00	98,130.00
501	1513	813	16	14	TRAVEL, MEETING & CONF.			1,000.00
501	1513	813	16	15	TRAINING & SEMINARS	5,890.30	2,400.00	4,000.00
501	1513	813	16	16	MEDICARE - EMPLOYER	8,533.20	9,542.00	10,488.00
501	1513	813	21	11	LEGAL	146.08	6,000.00	5,000.00
501	1513	813	21	14	ENGINEERING	8,257.95	402,963.00	608,000.00
501	1513	813	23	10	DEBRIS REMOVAL	1,827.30	3,000.00	5,000.00
501	1513	813	24	13	CONTRACTUAL SERVICES	12,000.00	24,000.00	25,500.00
501	1513	813	24	32	SOFTWARE SUPPORT & MAINT		15,000.00	0.00
501	1513	813	31	99	OFFICE SUPPLIES	155.46	500.00	500.00
501	1513	813	34	13	LANDSCAPING SUPPLIES	2,345.66	3,000.00	3,500.00
501	1513	813	34	15	MATERIALS	9,768.08	10,000.00	12,500.00
501	1513	813	37	10	UNIFORMS	3,597.88	4,200.00	4,700.00
501	1513	813	37	11	CHEMICALS	9,749.20	3,434.00	6,300.00
501	1513	813	37	80	GAS & FUEL	26,020.51	20,000.00	20,000.00
501	1513	813	37	81	OPERATING SUPPLIES	4,654.34	4,000.00	5,000.00
501	1513	813	37	99	OPERATING SUPPLIES	2,955.70	3,000.00	3,500.00
501	1513	813	39	15	OPERATIONAL EQUIPMENT	3,809.61	2,000.00	3,500.00
501	1513	813	39	99	OTHER OPERATING EQUIPMENT		4,000.00	12,750.00
501	1513	813	51	12	CELLULAR PHONE	1,169.76	900.00	840.00



ANNUAL BUDGET

501	1513	813	51	13	ELECTRICITY	26,376.16	28,000.00	29,000.00
501	1513	813	51	14	NATURAL GAS	1,259.91	1,200.00	1,300.00
501	1513	813	52	11	RENTALS-EQUIPMENTS		14,200.00	14,200.00
501	1513	813	53	15	PUBLIC WORKS-SEWER DIV.	35,866.45	76,858.00	25,000.00
501	1513	813	56	12	LIFT STATION SITE IMPROVE	6,226.00		0.00
501	1513	813	57	18	INFRASTRUCTURE MAINT	70,857.69	51,692.00	51,500.00
501	1513	813	69	90	BAD DEBT EXPENSE	11,480.83		0.00
501	1513	911	81	15	PUBLIC WORKS-SEWER	-0.10		175,000.00
501	1513	911	87	11	INFRASTRUCTURE-SEWER		2,750,763.00	1,703,000.00

ENVIRONMENTAL SERVICE FUND: WASTE WATER TREATMENT PLANT (WWTP)

MISSION STATEMENT

Goal To provide municipal waste water treatment services to the citizens of the Village of Glendale Heights. To develop, operate, and maintain the waste water treatment facility in a reliable and cost effective manner. Our ongoing mission is to constantly endeavor to improve operating procedures and system performance, to ensure a cleaner environment and to do so with the utmost in efficiency

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Waste Water Treatment Services division is responsible for the operation and maintenance of the Village's Waste Water Treatment Plant (WWTP). Though not as visible as other public services, the waste water treatment process is one of the most fundamental daily responsibilities. The facility normally processes 3.5 Million Gallons per Day (MGD) of wastewater, but is designed to process an average daily flow of 5.26 MGD and maximum daily flow of 10.52 MGD. The facility is also designed to process an additional 21 MGD of Excess Flow during wet weather/rain conditions. The Illinois Environmental Protection Agency (IEPA) permits the facility to discharge treated wastewater to the East Branch of the DuPage River. The treated wastewater is actually cleaner than the receiving stream water! Bio-solids or sludge produced by the facility is land applied on farm fields as fertilizer, to aid in preserving a clean environment. The staff team works very diligently to keep the plant at peak performance and be a good neighbor. Odor control is always a top priority and part of all operation and maintenance decisions.

The Illinois Association of Water Pollution Control has been presenting awards to deserving facilities for 65 years. Nominees are presented to the Association by the Illinois Environmental Protection Agency. Facilities that provide exceptional service to their community as well as the wastewater community are recognized for their efforts with a nomination for Plant of the Year Award. In 2013, the Glendale Heights Treatment Facility was nominated along with 4 other Group 1 Facilities for Plant of the Year. This is a Statewide Award and encompasses over 200 Group 1 Facilities. On April 17, 2013 at the Annual IAWPCO banquet in Springfield Illinois, Glendale Heights was selected as the Plant of the Year. This is the first time WWTP has won such an Award.



PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
501	1514	814	10	10	F-TIME & REG.PART-TIME	727,208.26	738,623.00	935,367.00
501	1514	814	10	99	OVERTIME PAY	24,819.71	15,000.00	15,000.00
501	1514	814	15	10	FICA-EMPLOYER	45,295.61	46,725.00	58,923.00
501	1514	814	16	10	IMRF-EMPLOYER		60,677.00	61,053.00
501	1514	814	16	12	MEDICAL-EMPLOYER		146,404.00	139,431.00
501	1514	814	16	14	TRAVEL FOR MEETING & CONF	354.00	400.00	500.00
501	1514	814	16	15	TRAINING & SEMINARS	6,531.00	7,000.00	9,700.00
501	1514	814	16	16	MEDICARE EMPLOYER	10,593.33	10,928.00	13,781.00
501	1514	814	16	31	EMPLOYEE SEVERANCE PAY			29,131.00
501	1514	814	21	11	LEGAL SERVICES	15,217.54	27,000.00	23,500.00
501	1514	814	21	14	ENGINEERING	104,271.54	1,001,974.00	210,000.00
501	1514	814	22	16	LAB TESTING SERVICES	9,655.35	15,700.00	20,000.00
501	1514	814	22	18	PUBLIC WORKS-W.TREATMENT	39,987.26	169,943.00	134,000.00
501	1514	814	23	11	SLUDGE REMOVAL	164,886.46	511,521.00	240,000.00
501	1514	814	24	12	PRINTING & BINDING		100.00	0.00
501	1514	814	24	32	SOFTWARE SUPPORT & MAINT	21,210.00	20,210.00	18,800.00
501	1514	814	24	99	OTHER PURCHASED SERVICES	94,854.00	16,200.00	1,200.00
501	1514	814	31	99	OFFICE SUPPLIES	493.50	500.00	15,500.00
501	1514	814	37	10	UNIFORMS	4,022.18	4,780.00	4,780.00
501	1514	814	37	11	CHEMICALS	31,557.35	50,500.00	44,000.00
501	1514	814	37	12	LAB SUPPLIES	7,914.20	10,000.00	6,000.00
501	1514	814	37	80	GAS & FUEL	1,007.50	1,500.00	2,400.00
501	1514	814	37	81	OIL & GREASE	1,772.66	2,400.00	7,300.00
501	1514	814	37	99	OPERATING SUPPLIES	8,845.08	4,000.00	3,000.00
501	1514	814	39	99	OPERATING EQUIPMENT	3,694.01	2,500.00	1,000.00
501	1514	814	51	10	TELEPHONE	20.19	3,000.00	0.00
501	1514	814	51	12	CELLULAR PHONE	1,089.42	930.00	1,490.00
501	1514	814	51	13	ELECTRICITY	170,918.62	275,000.00	300,000.00
501	1514	814	51	14	NATURAL GAS	7,700.45	8,000.00	6,000.00
501	1514	814	51	15	UTILITIES/WATER	18,475.07	5,000.00	1,000.00
501	1514	814	52	10	LEASES-EQUIPMENTS	353.37	1,500.00	1,500.00
501	1514	814	53	19	PUBLIC WORKS-W.TREATMENT	200,786.33	513,721.00	345,500.00
501	1514	814	56	16	PUBLIC WORKS-W.TREATMENT	1,173.53	4,000.00	262,000.00
501	1514	814	62	10	MEMBERSHIP DUES	15,108.00	16,048.00	16,800.00
501	1514	814	69	60	N.P.D.E.S. FEE (IL.STATE)	32,499.70	32,500.00	32,500.00
501	1514	814	69	99	PY Adjustment	14,867.00		0.00
501	1514	911	81	19	PUBLIC WORKS-W.TREATMENT	-27.40		0.00



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501	1514	911	85	16	P.WORKS-WATER TREATMENT	0.11	390,190.00	350,000.00
501	1514	911	85	40	WPCF DIGESTER REHAB PROJ	0.45	1,254,014.00	0.00
501	1514	911	85	41	WTTP PHOSPHOROUS REMOVAL		5,930,000.00	7,200,000.00
501	1514	912	89	10	PRINCIPAL	198.90		0.00
501	1514	912	89	15	INTEREST	104.87		0.00

ENVIRONMENTAL SERVICE FUND: FLEETS

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Fleets Division is committed to providing municipal fleet repair and maintenance to Village-owned vehicles and equipment to ensure the availability of a long-lasting, reliable, and cost effective fleet, emphasizing on minimizing effects on the environment.

This division provides these services on approximately 300 Village owned vehicles and equipment, of which roughly 25 are clean air units. The services provided to our respective divisions include preventive maintenance, repair services, fabrication services, new vehicle specification, purchasing, salvage, product support and training.

The Fleets Division employs highly trained technicians that have the experience and expertise to provide all of these services. The fleets' garage has seven working service bays, and five lifts.

The Fleets division is committed to investigating future options in transportation, alternative fuels and cleaner running vehicles. Effective with the approval of the FY2025 budget, the allocation of fleets salary expenses was discontinued.

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
501	1515	811	10	10	F-TIME & REG.PART TIME	64,212.27	60,355.00	0.00
501	1515	811	10	99	OVERTIME PAY	580.83	700.00	0.00
501	1515	811	15	10	FICA-EMPLOYER	3,758.94	3,785.00	0.00
501	1515	811	16	10	IMRF-EMPLOYER		4,185.00	0.00
501	1515	811	16	12	MEDICAL-EMPLOYER		12,933.00	0.00
501	1515	811	16	15	TRAINING & SEMINARS	551.80	3,250.00	0.00
501	1515	811	16	16	MEDICARE-EMPLOYER	879.04	885.00	0.00
501	1515	811	21	18	COMPUTER SOFTWARE	1,497.50	2,600.00	0.00
501	1515	811	37	10	UNIFORM/PPE	449.20	600.00	0.00
501	1515	811	37	98	MISC. INVENTORY SUPPLIES	31,176.25	28,000.00	32,000.00

ENVIRONMENTAL SERVICE FUND: FACILITIES

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Facilities Division provides custodial services, repairs, remodeling and preventive maintenance for all buildings, equipment, and furnishings. The buildings consist of the following; WWTP, Facilities, Public Works Building, and other department properties for a total of 24 buildings.

The maintenance consists of (but is not limited to) the repair/replacement of the following; heating and air conditioning equipment, overhead garage doors, vehicle exhaust systems, painting, carpentry, plumbing, electrical, fire tools, designing and building training props.

Building Facilities is also responsible for the purchasing of Hazardous Material supplies, purchasing and maintenance of all physical fitness equipment, ordering and distribution of all custodial supplies, along with all invoices and payments associated with the operations of building maintenance. Effective with the approval of the FY2025 budget, the allocation of facilities expenses was discontinued.

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
501	1617	511	10	10	F-TIME & REG.PART-TIME	79,991.32	78,916.00	0.00
501	1617	511	10	99	OVERTIME PAY	1,052.65	500.00	0.00
501	1617	511	15	10	FICA-EMPLOYER	4,804.93	4,893.00	0.00
501	1617	511	16	10	IMRF-EMPLOYER		7,676.00	0.00
501	1617	511	16	12	MEDICAL-EMPLOYER		17,437.00	0.00
501	1617	511	16	16	MEDICARE-EMPLOYER	1,123.69	1,144.00	0.00
501	1617	511	24	99	OTHER PURCHASE-SERVICES	650.00	1,315.00	0.00
501	1617	511	33	10	JANITORIAL SUPPLIES	3,567.36	3,600.00	0.00
501	1617	511	33	12	ELECTRICAL SUPPLIES	18.69	500.00	0.00
501	1617	511	33	13	HARDWARE SUPPLIES		100.00	0.00
501	1617	511	33	15	PLUMBING SUPPLIES		200.00	0.00
501	1617	511	33	16	LUMBER SUPPLIES		100.00	0.00
501	1617	511	53	11	R & M EQP & BUILDINGS	11,852.89	14,900.00	0.00
501	1617	511	56	12	R&M BUILDINGS & EQUIPMENT		267,000.00	0.00

ENVIRONMENTAL SERVICE FUND: INFORMATION SERVICES

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Information Services (I.S.) Division of the Administration Department consists of two personnel and a contracted I.S. technology consulting firm providing support to over 260 computers and nearly 200 users. They currently manage and maintain several primary servers and virtual servers running across 3 host physical servers, and a cloud based host of our financial package and municipal software.

The role of the I.S. Division continually expands with technological advancements and needs of our internal Departments. Advancements include support to the primary telephone systems of a Voice Over IP data driven communication, expansion of smart phones, mobile computers, and iPads which are a few examples of changing technology that are also supported under this division.

Effective with the approval of the FY2025 budget, the allocation of information services salary expenses was discontinued.

PROPOSED BUDGET WITH ACTUAL HISTORY

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
501	1811	811	10	10	F-TIME & REG.PART TIME	20,362.87	20,750.00	0.00
501	1811	811	10	99	OVERTIME PAY	682.54	250.00	0.00
501	1811	811	15	10	FICA-EMPLOYER	1,262.18	1,272.00	0.00
501	1811	811	16	10	IMRF-EMPLOYER		1,668.00	0.00
501	1811	811	16	12	MEDICAL-EMPLOYER		2,861.00	0.00
501	1811	811	16	16	MEDICARE-EMPLOYER	295.15	297.00	0.00
501	1811	811	21	15	NETWORK CONSULTING	19,176.50	20,754.00	0.00
501	1811	811	24	31	HTE ANNUAL SERV.CONTRACT	22,680.00	23,814.00	0.00
501	1811	811	32	15	COMPUTER EQUIPMENT	3,930.93	3,830.00	0.00

ENVIRONMENTAL SERVICE FUND: WATER BILLING DIVISION

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Water Billing Division is responsible for issuing timely and accurate water, sewer, and waste water treatment bills to Glendale Heights residents and businesses, collecting customer accounts efficiently and effectively, and responding to customer inquiries in a professional manner.

The Water Billing Division, which is a subset of the Finance Department, includes 2 full-time budgeted employees that are responsible for the water billing for the Village. The Water Billing Division maintains nearly 9,000 water accounts and takes care of all the billing and collections on a monthly basis.

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
501	1813	811	10	10	F-TIME & REG.PART TIME	127,490.09	202,871.00	140,211.00
501	1813	811	10	99	OVERTIME PAY	203.42	1,100.00	1,000.00
501	1813	811	15	10	FICA-EMPLOYER	8,006.52	12,646.00	8,755.00
501	1813	811	16	10	IMRF-EMPLOYER		14,693.00	11,325.00
501	1813	811	16	12	MEDICAL-EMPLOYER		20,733.00	8,000.00
501	1813	811	16	14	TRAVEL FOR MEETING & CONF		200.00	200.00
501	1813	811	16	16	MEDICARE-EMPLOYER	1,872.49	2,958.00	2,048.00
501	1813	811	21	11	LEGAL		2,000.00	2,000.00
501	1813	811	24	12	PRINTING & BINDING	9,160.45	13,300.00	10,000.00
501	1813	811	24	99	OTHER PURCHASE-SERVICES	34,015.00	38,000.00	38,000.00
501	1813	811	31	17	POSTAGE	48,809.25	49,500.00	51,000.00
501	1813	811	31	99	OFFICE SUPPLIES		1,400.00	1,400.00
501	1813	811	51	12	CELLULAR PHONE	434.88	450.00	450.00
501	1813	811	69	78	BANK FISCAL CHARGES	100,470.92	100,000.00	100,000.00

ENVIRONMENTAL SERVICE FUND: GENERAL BUSINESS SERVICES

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

For the purposes of budget presentation, personnel services for Village Administration, Human Resources, Public Relations, Finance, and Central Services have been combined and reflected together as General Business Services. Each of these departments designate a percentage of qualified staff positions to the Environmental Services Fund in order to fairly represent the associated cost of personnel services dedicated to this fund. Central Services records the cost of IMRF and medical insurance benefits for any employee that is paid from the Environmental Services Fund. Effective with the approval of the FY2025 budget, the allocation of administrative salary expenses was discontinued.

The explanation, goals & objectives, and all other relative information can be found in their respective budget pages of this document. Please refer to the Table of Contents to find the relevant pages for the respective budget.

PROPOSED BUDGET BY CLASS WITH ACTUAL HISTORY

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
501	1110	811	10	10	F-TIME & REG.PART TIME	28,099.67	67,655.00	0.00
501	1110	811	15	10	FICA-EMPLOYER	1,592.86	4,195.00	0.00
501	1110	811	16	10	IMRF-EMPLOYER		5,691.00	0.00
501	1110	811	16	12	MEDICAL-EMPLOYER		8,212.00	0.00
501	1110	811	16	16	MEDICARE-EMPLOYER	393.70	980.00	0.00
501	1111	811	10	10	F-TIME & REG.PART TIME	26,288.95		0.00
501	1111	811	15	10	FICA-EMPLOYER	1,578.89		0.00
501	1111	811	16	16	MEDICARE-EMPLOYER	369.14		0.00
501	1112	811	10	10	F-TIME & REG.PART TIME	2,739.00		0.00
501	1112	811	15	10	FICA-EMPLOYER	163.65		0.00
501	1112	811	16	16	MEDICARE-EMPLOYER	38.25		0.00
501	1310	811	10	10	F-TIME & REG.PART TIME	68,021.94		0.00
501	1310	811	10	99	OVERTIME PAY	45.80		0.00
501	1310	811	15	10	FICA-EMPLOYER	4,009.73		0.00
501	1310	811	16	16	MEDICARE-EMPLOYER	964.98		0.00
501	1518	811	16	10	IMRF-EMPLOYER	366,493.73		0.00
501	1518	811	16	12	MEDICAL-EMPLOYER	410,397.92		0.00
501	1518	811	16	19	VACATION BUY BACK ONLY	81,998.50		0.00
501	1518	811	16	30	OPT OUT MED INSURANCE	6,324.97	7,500.00	7,500.00
501	1518	811	16	32	HEALTH & WELLNESS PROG.	775.00	775.00	775.00

PENSION TRUST FUNDS

Pension Trust funds are used to account for assets held by the Village as trustee or agent for individuals, private organizations or other governmental units. The Village's Police Pension Funds provide pension benefits for all retired Police personnel.

The Village's Police Pension System (PPS) participants are obligated to fund all PPS costs, respectively, based upon actuarial valuations. The State of Illinois is authorized to establish benefit levels and the Village is authorized to approve the actuarial assumptions used in the determination of contribution levels. The PPS are reported as pension trust funds because of the Village's fiduciary responsibility.

POLICE PENSION FUND

GENERAL DESCRIPTION AND MAJOR AREAS OF RESPONSIBILITY

The Police Pension Plan is a single-employer defined benefit pension that covers all sworn police personnel. Although this is a single-employer pension plan, the defined benefits and employee and employer contribution levels are governed by the Illinois State Statutes and may be amended only by the Illinois legislature. The Village accounts for the plan as a pension trust fund. A Pension Trust Fund is used to account for assets of defined pension plans, defined contribution plans, other post-employment benefit plans or other benefit plans held by a government in a trustee capacity.

PROPOSED BUDGET WITH ACTUAL HISTORY

REVENUES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
601	0	461	30	10	INTEREST INCOME	753,738.00	500,000.00	500,000.00
601	0	481	41	10	POLICE PENSION W/H	547,625.10	442,000.00	442,000.00
601	0	481	45	10	VILLAGE POLICE PENSION	4,032,518.79	3,461,165.00	3,461,165.00
601	0	481	71	10	(GAIN) & LOSS INVESTMENTS	1,636,830.47		
601	0	481	89	10	OTHER REVENUE	610.52		



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EXPENDITURES

ACCOUNT NUMBER					DESCRIPTION	FY 2023 ACTUAL	FY 2024 BUDGET	FY 2025 BUDGET
601	0	518	10	98	TEMPORARY HELP	2,500.00	2,500.00	2,500.00
601	0	518	16	14	TRAVEL, MEETING & CONF.	2,070.00	3,375.00	3,375.00
601	0	518	21	10	AUDITING		2,500.00	2,500.00
601	0	518	21	11	LEGAL	5,450.00	15,100.00	15,100.00
601	0	518	24	11	LIABILITY INSURANCE	5,894.00	5,700.00	5,700.00
601	0	518	24	23	INVESTMENT-MANAGEMENT	97,566.99	90,000.00	90,000.00
601	0	518	62	10	MEMBERSHIP DUES	8,525.00	8,300.00	8,300.00
601	0	518	69	10	PENSION REFUNDS	24,860.78	20,000.00	20,000.00
601	0	518	69	11	DISABILITY PENSIONS	224,602.24	220,927.00	220,927.00
601	0	518	69	12	RETIREMENT PENSIONS	3,342,111.39	3,010,063.00	3,010,063.00
601	0	518	69	13	RECORDING SECRETARY		2,500.00	2,500.00
601	0	518	69	14	SURVIVOR BENEFITS	266,968.93	276,814.00	276,814.00
601	0	518	69	99	MISCELLANEOUS EXPENSE	465.04	120.00	120.00

CAPITAL IMPROVEMENT PROGRAM

What is a Capital Improvement Program?

A Capital Improvement Program (CIP) is a major public infrastructure and planning tool for municipalities. The CIP is a statement of the Village's policies and financial abilities to manage the physical development of the community. The development of a five-year CIP provides a systematic plan for providing infrastructure improvements within a prioritized framework.

The CIP sets the general schedule within which public improvements are proposed to be undertaken. The five-year schedule represents estimated future capital needs that may be funded given projected revenue estimates. The CIP is reviewed and revised annually. Capital expenditures that are expected to have matching favorable revenues are included in the Annual Operating Budget that is presented to the Village Board as part of the annual budget process.

There are several benefits for developing and adopting a Capital Improvement Program. Not only does the CIP become a management tool for the Village Board and Executive staff, a CIP also provides valuable information to the citizens, developers and businesses who are interested in the development of the community. The CIP document also assists in leveraging available resources through improved timing of projects, and coordinating Village projects with those of other public or private entities.

Despite the many benefits of capital improvement programming, it is important to highlight the fact that this is a fluid document and guide. Changes can occur for many reasons. Revenues can fluctuate as a result of changing economic conditions or shifts in public policy. Private economic decisions can also affect the timing, scale and location of capital projects. Finally, community objectives are difficult to set and may be altered during the budget process when priorities are often revised.

In summary, a CIP should reflect community assets, community needs and community goals. A CIP should also provide guidelines for growth and development. Currently, the Village of Glendale Heights does not have a formalized CIP in place. Although the Village has not officially adopted a CIP, major capital expenditures are carefully identified, planned for, and budgeted assuming resources will become available.

The schedules which follow, summarize the Village's capital expenditures. Other attachments provide a greater level of detail for the anticipated operations and maintenance and capital expenditures respectively. The Enterprise Fund, which is comprised of the Water, Sewer, and Waste Water Treatment Plant Facility is also summarized.



VILLAGE PROPERTY AND FUNDING SOURCES

The Village has responsibility for maintaining the following facilities and equipment:

Public Facilities

The Village is responsible for maintaining the following municipal buildings:

- ❖ Civic Center Campus
- ❖ GH₂O Aquatic Center
- ❖ Sports Hub
- ❖ Linda Jackson Center for Senior Services
- ❖ Glendale Lakes Golf Club
- ❖ Historical House
- ❖ Public Works Facilities
- ❖ Parks and Fleets Facilities
- ❖ Waste Water Treatment Plant

Public Parking Lots

The Village is responsible for maintaining the following parking lots:

- ❖ Aquatic Center Parking Lot
- ❖ Sports Hub Parking Lot
- ❖ Civic Center Campus Parking Lot
- ❖ Camera Park Parking Lot
- ❖ Public Works Parking Lot
- ❖ Waste Water Treatment Plant Parking Lot
- ❖ Glendale Lakes Golf Club Lot
- ❖ 22 Public Park Parking Lots

Village Parks

The Village Facilities Department is responsible for maintaining the following building/properties:

- | | | |
|-------------------|-----------------------|--------------------------|
| ❖ Americana Park | ❖ Heritage Park | ❖ Ringneck Park |
| ❖ Camera Park | ❖ Millennium Park | ❖ Shorewood Park |
| ❖ Circle Park | ❖ Mill Pond Park | ❖ Sidney Park |
| ❖ College Park | ❖ Nazos Park | ❖ Siems Park |
| ❖ Gilberto Park | ❖ Ollman Park | ❖ Safety Town |
| ❖ Gladstone Park | ❖ Pheasant Ridge Park | ❖ Veterans Memorial Park |
| ❖ Glen Hill Park | | |
| ❖ Greenbriar Park | ❖ Reskin Park | |



ANNUAL BUDGET

Funding:

Streets

The Village of Glendale Heights street system consists of 76 miles of asphalt and concrete streets. The streets are monitored on an annual basis, rated, and are given a projected date for resurfacing.

Funding:

The funding for street resurfacing is provided mainly by the Motor Fuel Tax Fund and supplemented by the Infrastructure Fund.

Infrastructure

The Village of Glendale Heights infrastructure system consists of 76 miles of water mains, 83 miles of sanitary sewers, 840 street lights, 4 water towers and 1,303 fire hydrants. The water mains and sanitary sewers are monitored on an annual basis, rated, and are given a projected date for replacement.

Funding:

The funding for all infrastructure improvements is provided mainly by the Environmental Fund and supplemented by the Motor Fuel Tax Fund, Infrastructure Fund, bonds and grants.

Vehicles and Equipment

The Village maintains 121 vehicles and over 250 pieces of equipment for use by Village staff in the performance of their duties.

Funding:

Every year during the budget process the schedule of vehicles and equipment for replacement is updated to ensure that accurate vehicle lives and replacement costs are included in the replacement schedule. Each department then submits their requests for replacement for the upcoming year and collectively the Vehicle Replacement committee approves the requests for replacement. The need to replace a vehicle is based on the vehicle's actual condition, number of miles/hours of use, maintenance history and projected future maintenance costs as well as an analysis of the type of vehicle replacement that is needed, and if other options exist for not replacing the vehicle.

Equipment items are budgeted when needed to be replaced and are paid for by the department and fund making the request. The approval of equipment is made by the Village Board at the time of approving the annual budget. At the beginning of 2021, the Village made a major shift in the procurement of vehicles, electing to pivot to lease/purchase financing instead of outright purchasing. This decision has proven to be a win-win for the Village. Not only has there been a significant cash flow advantage, but the vendor chosen to facilitate acquisition of vehicles has

been very successful in obtaining vehicles; despite the major challenges associated with supply-chain delays.

Computer Equipment

The Village maintains several hundred pieces of computer type equipment items such as desktops, laptops, printers, network infrastructure equipment, tablets, and smart phones that are for use by Village staff in the performance of their duties.

Funding:

The Computer Replacement Fund is a Capital Reserve Fund and as such is designed to build a reserve of funds for the future purchase of hardware and software licenses by all Village departments. Up until FY 2024, revenues in this fund came from transfers from all departments with computers. Expenses in this fund are the actual purchase of hardware and software by the Village. The fund was closed at the conclusion of FY 2024, and the remaining fund balance was transferred and reserved within the General Fund.

CAPITAL EXPENDITURES SUMMARY BY FUND-FY 2024/2025

ACCOUNT NUMBER					DESCRIPTION	FY 2025 BUDGET	PROJECT DESCRIPTION
101	1118	911	81	25	CAPITAL EQUIPMENT	100,000.00	Telephone System
101	1510	911	85	14	VILLAGE FACILITIES	300,000.00	Emergency Generator
101	1511	911	81	13	PUBLIC WORKS	97,000.00	Snow Plow, Sweeper Intake
201	1713	911	81	18	GOLF COURSE EQUIPMENT	40,000.00	Utility Vehicle
204	0	911	87	13	STREET IMPROVEMENT PGM	1,550,000.00	Annual Road Program
212	0	911	87	13	STREET IMPROVEMENT PGM	3,420,000.00	Annual Road Program
212	0	911	87	27	STORMWATER IMPROVEMENTS	1,281,000.00	Glen Hill Relining, Armitage Creek, Menards Pond, James Ct. Pond
253	0	911	87	13	STREET IMPROVEMENT PGM	57,000.00	Annual Road Program
501	1512	911	81	14	PUBLIC WORKS-WATER	70,000.00	Leak Detection System
501	1512	911	87	10	INFRASTRUCTURE-WATER	3,674,000.00	Cambridge/Westchester Water Main, W. Burdette Tank Rehab., SCADA Master Plan, Water Supply Facilities Project, Emergency Well Rehab., Water Mains Crossing Paving
501	1513	911	81	15	PUBLIC WORKS-SEWER	175,000.00	1 Ton Dump Truck
501	1513	911	87	11	INFRASTRUCTURE-SEWER	1,703,000.00	Catchment Area Repairs, Burdette West Gravity Sewer Project, North Avenue Sewer Lining
501	1514	911	85	16	P.WORKS-WATER TREATMENT	350,000.00	PW Yard Driveway Rehab.
501	1514	911	85	41	WTPP PHOSPHOROUS REMOVAL	7,200,000.00	Phosphorous Upgrade Project



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Project Name / Description	Year	Cost
Phosphorus Removal Upgrades Project	2024-2025	\$12,500,000.00
Influent Pumping Station Improvement Project	2024	TBD
UV Disinfection Project	2025	\$3,500,000.00
Primary Clarifier Rehabilitation Project	2024	\$2,500,000.00
WWTP Electrical Modernization Study	2025	TBD
WWTP Bio-Process Optimization Plan	2025	\$50,000.00
WWTP 2025 Facility Plan	2025	\$3,000,000.00
Secondary Clarifier Rehabilitation Project	2026	\$4,960,000.00
ARPA - Fullerton Avenue Water Main Replacement - President St. to Schmale Rd.	2024	\$1,300,000.00
CDBG - Norton Avenue and Schubert Avenue Water Main Replacement Project	2024	\$1,550,000.00
North Avenue I&I Repairs Project Phase I (Lining)	2023	\$300,000.00
North Avenue I&I Repairs Project Phase II (Manhole, Spot Repairs & Lining)	2024	\$300,000.00
Burdette West Elevated Tank Rehabilitation Project	2024	\$533,000.00
Well #8 (Back Up Well) Inspection & Repairs	2024	\$200,000.00
Mill Pond Lift Station Improvements Project	2024	\$1,600,000.00
Water Supply Facilities Rehabilitation Project (Main Water Booster Station)	2024	\$2,800,000.00
SCADA Platform Improvement - VT SCADA	2024	\$100,000.00
SCADA Radio Upgrades	2025	\$50,000.00
SCADA Master Plan	2025	\$39,500.00
Well #5 (Back Up Well) Inspection & Repairs	2025	\$200,000.00
Sanitary Sewer Hydraulic Modeling Project	2025	\$100,000.00
Water Main Crossing Replacements & Burdette East Elevated Tank Driveway Replacement (2024 MFT Program)	2025	\$200,000.00
CDBG - Westchester Drive & Cambridge Lane Water Main Replacement Project	2025	\$1,344,338.00
Burdette West Lift Station Decommission Project (Lift #3 Removal) Elevated Tank Rehabilitation Project	2025	\$1,073,340.00
North Avenue Sanitary Sewer Lining Project	2025	\$114,450.00
Gravity Catchment Area I&I Study (Northwest Quarter)	2025	\$1,500,000.00
Burdette West South Ground Storage Tank Rehabilitation	2026	\$900,000.00
CDBG - Jill Court & Marilyn Avenue Water Main Replacement Project	2026	\$820,000.00
CDBG - Jacobsen Avenue (Bloomingdale Road to Armitage Avenue & Dead Ends) & Van Meter Drive	2027	\$2,000,000.00
2024 In House Road Program	2024	\$60,000.00
Sidewalk Program - Brown Zone	2024	\$250,000.00
Klein Creek - Reaches 5,6 & 7	2023-2024	\$785,000.00
West Fullerton Avenue STP	2023-2024	\$450,000.00

FISCAL YEAR 2024/25



ANNUAL BUDGET

East Branch Tributary	2023-2024	\$156,000.00
Menards Pond Restoration Project	2024	\$32,000.00
Armitage Creek Stream Reaches 13,14 (S319 Grant)	2024	\$900,000.00
Lake Becerra Shoreline Stabalization Study	2024	\$538,232.00
2024 Crack Sealing	2024	\$180,000.00
2025 Sidewalk Program - Red Zone	2025	\$100,000.00
2025 Crack Filling Program	2025	\$200,000.00
Storm Sewer CIIP Lining - Brown Zone	2025	\$300,000.00
Mill Pond Drive (Road Recon)	2026	\$1,200,000.00
North President (Mill Pond - Fullerton Avenue)	2027	\$590,449.00
South President (Fullerton Avenue - Armitage)	2028	\$629,919.00
South President (Armitage Avenue - North Avenue)	2028	\$579,859.00
Fleets Building Emergency Generator	2024-2025	\$300,000.00
PW Emergency Generator Replacement	2025	\$300,000.00
Civic center seal coating and striping	2026	\$65,000.00
Replacement wide area mower	2027	\$140,000.00
Camera basketball court	2026	\$70,000.00
Historical House exterior restoration	2026	\$80,000.00
Camera Park lighted marquee sign	2027	\$50,000.00
Aquatics redesign-(back area)	2030	\$200,000.00
Sidney Park Playground replacement	2027	\$90,000.00
Americana Park Playground	2028	\$120,000.00
Nazos Storage Bin Replacement	2030	\$70,000.00
Bloomingdale Houses -Roof replacement	2030	\$50,000.00
Camera Storage area- parking lot increase	2026	\$75,000.00
Fleets/parks Building- Handicap parking	2030	\$50,000.00
Fleets /Parks Building-exterior restoration/painting	2029	\$70,000.00
PW- perimeter fence and cantilever gate	2026	\$100,000.00
Mill Pond- Path around the lake	2026	\$150,000.00
Glen Hill playground replacement	2029	\$85,000.00
Sports Hub- indoor soccer field replacement	2028	\$85,000.00
Gilberto playground replacement	2026	\$80,000.00
Bath House - Pool Roof	2027	\$150,000.00
Civic Center -HVAC - 6 units (2/year)	2027, 2028, 2029	\$110,000.00
Sports Hub Fieldhouse Bleachers	2026	\$60,000.00

FISCAL YEAR 2024/25



ANNUAL BUDGET

Flooring for Clubhouse	2026	\$80,000.00
Banquet Chairs and Wallpaper	2026	\$60,000.00
Fairway Mower	2026	\$90,000.00
Irrigation Update	2027	\$1,500,000.00
Rough Mower	2027	\$110,000.00
Greens Mower	2028	\$50,000.00
Greens Mower	2029	\$50,000.00
Sprayer	2030	\$50,000.00
4 Work Horses	2030	\$60,000.00
Pool Gazebo	2027	\$55,000.00

ANNUAL BUDGET

Yardley Ct	2024	\$4.5 million
Towner Ln	2024	
Wildwood Cir	2024	
Lakeridge Dr	2024	
Friedrich St	2024	
Campbell Dr	2024	
James Ct	2024	
Jill Ct	2024	
Pearl Ave (NA to Winthrop)	2024	
Pearl Ave (Belden to Winthrop)	2024	
Polo Club Dr (WP to Bloomingdale)	2024	
Terry Ct	2024	
Amy Ave (Fullerton to Belden)	2024	
Shorewood Dr	2024	
Western Ave	2024	
Aspen Ln	2025	\$4.5-\$6 million
Oriole Ln	2025	
Stonefield Dr	2025	
Lincoln Ave (Jones to Clifford)	2025	
Newport St	2025	
W Montana Ave	2025	
Jill Ct (Winthrop to Fullerton)	2025	
Whirlaway Ct	2025	
Winthrop Ave (Pearl to Gerald)	2025	
Winthrop Ave (Gerald to Jill)	2025	
Jacobsen Ave	2025	\$4.5-\$6 million
Ringneck Dr	2027	
Morse Ln (Resident)	2028	
Loveland Dr (Village Rec)	2028	
English Dr	2028	
Golden Dr (Village Rec)	2028	
Cove Ln (Village Rec)	2030	
Fox Ave	2030	

ADMINISTRATIVE POLICY

MONITORING OF POSTINGS AND/OR CODINGS TO THE BUDGET

All departments are required to review Accounts Payable, Journal Entries, Encumbrances, etc. and all transactions on their respective budget statements on a monthly basis. If there are any incorrect general ledger accounts(s) used and/or mis-posting within their respective departments, they are to be corrected via Journal Entry Re-class form within 10 working days of receipt of the Budget Statement. A Journal Entry Re-class form will be completed by the department and submitted to the Finance Department. Forms should have supporting detail attached.

If the Journal Entry Re-class form is charging the budget of another Department, staff are required to advise that Department in writing of their action. Departments should not be charged without their approval.

If staff are processing a voucher and charging another department part or all of the expense, they must get that department manager's approval on the voucher prior to sending it to Accounts Payable for payment processing. This is not applicable to a monthly recurring charge such as payroll, insurance, legal expense, DuPage Water Commission and similar regular monthly transactions.

After the Six Month Review is prepared, NO Journal Entry Re-class forms are to be submitted affecting a transaction posted to the General Ledger prior to October 31st.

VILLAGE EXCEED BUDGET APPROVAL (VEBA)

It is the policy of the Village of Glendale to adopt a zero base, line item budget each fiscal year. It is the responsibility of each Department Manager to carry out public services and business operations in their respective departments within the appropriated amount of funds provided in each line item (including sub-line items) in the fiscal year budget.

The Village Exceed Budget Approval (VEBA) is designed to recognize that all situations and conditions cannot be anticipated in the budget process. Unforeseen situations arise during the course of the fiscal year that require the expenditure of funds that exceed the funding in a particular line item or sub-line item, or that were not budgeted for at all. Some examples include, a higher than expected increase of insurance rates, the breakdown and needed repair of an essential piece of equipment, a natural disaster that resulted in higher than average overtime wages, a new or expanded public service initiated by the Village Board, or a recreation program with higher than anticipated participants resulting in the higher expenses.

In an effort to control and reduce the number of VEBA forms that are submitted and the associated financial impact, the following VEBA policy is established:

VEBA FORM SUBMITTAL & AUTHORIZATION

1. All Department Managers are responsible for reviewing and analyzing ALL of their budget account numbers and line items on a monthly basis to monitor spending during the course of the fiscal year, and to identify and correct errors in account number expenses or allocated charges within 30 days. When one department has expenses that need to be charged to another department's account, the department head responsible for the account must give approval PRIOR to the charge being processed. The Purchasing Agent is responsible for all accounts in the General Fund Central Services accounts.
2. Department Managers must submit a VEBA form and secure authorization from the Village Administrator to shift funds between sub-line items in any single account even when such shifting of funds may not result in an overall need for more funding in the account.
3. Department Managers must submit a VEBA form and secure written authorization from the Village Administrator PRIOR to committing to any expense that is either over the line item budgeted funds or was not specifically budgeted. A complete and accurate explanation together with a copy of the computer system print out of the specified account must be attached.
4. A calculation must be provided for any request for an expense increase that is substantiated by an associated revenue increase. For example, if a recreation program has a greater number of participants than anticipated, therefore the expenses to run the program are also greater, an explanation of the original revenue/expense calculation compared to the actual revenue/expense calculation must be provided on the VEBA form.
5. Department Managers are responsible to maintain their own records of all VEBA authorizations for shifting funds between sub-line items and for additional funding authorizations. All additional fund authorizations during the first six months of the fiscal year must be entered into the six-month review system and clearly stated as pre-approved.

BUDGET MANAGEMENT POLICY

BACKGROUND

FISCAL YEAR 2024/25

Each year, the Village Board approves an annual budget and subsequently approves an Appropriations Ordinance which grants spending authority to Village staff. Great care is taken by Staff and Board members to anticipate the necessary expenditures for the upcoming fiscal year, with priority given to the protection of human health, the preservation of private and public assets and sustaining and / or enhancing the quality of life within the community. The intent of this policy is to provide direction to Staff on how to best manage the approved budget while incurring the necessary expenses to provide quality services.

LEGAL LEVEL OF BUDGETARY CONTROL:

Department level, or where no departmental segregation of a fund exists, the fund level.

EXPENDITURES WITHIN BUDGET

Certain expenditures are essential to providing public services such as salaries, commodities and capital outlay. These expenditures have been budgeted based on the best information available during the budget process. Staff prepares a detailed budget document listing each expected item for the fiscal year. Once approved by the Village Board, Staff is charged with managing the expenditures of their departments as close to the approved budget as possible. Staff is responsible for ensuring all expenditures are considered necessary, competitive whenever possible and procured through the purchasing policy of the Village.

In the event a budgeted item is no longer necessary, staff may substitute alternate purchases as long as the expenditure is again necessary as well as appropriate. However, when possible staff is strongly encouraged to allow any surplus for the year to accrue as maintaining the fiscal health of the Village funds is vital to financial stability. Staff will not purchase any non-necessary items with the justification of having budget funds available.

EXPENDITURES OUTSIDE OF THE BUDGET

The actual costs of providing Village services will on occasion vary from the approved Village budget due to extraordinary circumstances, acts of nature, unforeseen changes to the market and various other causes. When Staff encounters situations requiring expenditures either in excess of the approved amount or unbudgeted altogether, Staff will evaluate options for remedying the over-budget situation in the following order:

1. Determine if other items budgeted within the same account will not be necessary during the fiscal year sufficient to cover the unplanned item(s). If so, no other action is necessary at this point.
2. Identify any possible budget transfer. Budget transfers will be submitted first to the department director responsible for the account(s) in question and then to the Village

- Administrator for review, approval and application. Allowable budget transfers will meet all of the following criteria:
- a) Within the same fund
 - b) Within the same department
 - c) Within the same object class (i.e. commodity to commodity, capital to capital, etc.)
 - d) Sufficient funds exist in the account being transferred from in order to cover not only the transfer, but also any item(s) to be purchased from that account during the remainder of the fiscal year.
3. For over-budget situations that will be significant, a formal amendment will need Village board approval. These amendments will be brought to the board at the six-month budget review, or sooner if deemed necessary by the Village Administrator or designee. Any budget amendments that increase the total budgeted expenditures in a fund must be approved by the Village Board. To be considered, amendments will need to be submitted with all required details as follows:
- b) Department director approval (or designee)
 - c) Village Administrator approval (or designee)
 - d) Purchasing Agent approval (or designee)
4. For over-budget situations that will be minor compared to the total budget of the account, the account will be allowed to go over budget for the fiscal year with the requirement that sufficient budget funds exist within that fund AND department to absorb the deficit for the fiscal year. The Village Administrator and the Purchasing Agent, will determine if the amount of deficit is minor or material.

REVIEW AND REPORTING

Department directors will be responsible for managing their approved budgets at the department level. They will be held accountable for all items charged to their accounts. Directors will need to monitor their accounts as any discrepancies from what is expected by a director should be reported to Finance for further detail.

Finance department staff will review the expense report closely each month to identify any material variances from budget. Department directors will be required to provide sufficient explanation as requested as to the cause of the material variances. The Finance Department will produce a monthly department report which will not only discuss important items of note but also provide useful and concise financial information for Village Board review. This report will be distributed to the Board no more than forty-five (45) days after each month end. Reports will be issued sooner where possible, allowing time for bank reconciliations and end-of-month accounting entries as well as report preparation and review.



CREDIT CARD POLICY

The Village of Glendale Heights shall upon the authorization of the Village Administrator issue credit cards to specified individuals and or a department for use on transactions of the Village of Glendale Heights. Use of the issued card is specific as authorized only for the use of a legal Village transaction.

The individual or department head is responsible to maintain security of the card to assure proper use. Further, the individual or department is responsible that payments of charges made on the card are promptly paid on time to avoid any late payment fees and interest charges. Note that on occasion the card may be delegated for use to a department not holding a credit card, when it is appropriate and convenient or necessary to have a Village credit card used. If that department has not paid the charge on time they are responsible for the late or interest fees.

The individual or department are responsible to reconcile the monthly statement received from the card company to assure transactions charged are correct and any unpaid balance is correct and that a voucher for payment has been processed.

The card may be used only for approved budget items and in accordance with established purchasing policies. The card may not be used for a personal, non-work transaction.

When payment vouchers are processed, copies of the receipt of payment should be attached. Each such receipt or document should have an explanation of the purpose of the use of the card. Restaurant receipts should have listed the names of all persons included in the meal charges.

When credit cards are utilized for travel, advance deposits, reservations etc. an expense report needs to be promptly filed. The charges incurred on the credit card should be listed and designated on the expense report.

Upon transfer to another department or termination of employment the credit card needs to be returned to the Village of Glendale Heights and a written receipt of return secured.

The Village will also have credit cards issued by vendors such as Costco, Target, etc. These cards will be maintained by the Purchasing Department. They will be issued for use upon request and must be returned to the Purchasing Department immediately after the designated use.

FUND BALANCE POLICY

The Government Finance Officers Association (GFOA) recommends that governments establish a formal policy on the level of unrestricted fund balance that should be maintained in the General

Fund. Such a guideline should be set by the appropriate policy body and should provide both a temporal framework and specific plans for increasing or decreasing the level of unrestricted fund balance, if it is inconsistent with that policy.

The adequacy of unrestricted fund balance in the General Fund should be assessed based upon a government's own specific circumstances. Nevertheless, GFOA recommends, at a minimum, that general-purpose governments, regardless of size, maintain unrestricted fund balance in their General Fund of no less than two months of regular General Fund operating revenues or regular General Fund operating expenditures.

The Village Board of Trustees, acknowledge and embrace the need to ensure the financial security and solvency of the Village, to preserve and enhance the Village's investment grade credit ratings and to ensure the availability of funds for use in addressing expenses related to extreme situations, such as unforeseen emergencies, unanticipated expenditures and revenue shortfalls.

The Village Board of Trustees finds that maintaining a minimum unrestricted fund balance in the General Fund Reserve in an amount equal to no less than thirty-three and one-third (33.33%) percent (four (4) months) of the Village's budgeted General Fund operating expenditures shall suffice to ensure the satisfaction of the policy goals established in Resolution No. 2013 –R 76.

The Reserve established shall be maintained at an amount equal to no less than 33.33% (four months) of the General Fund's annually budgeted operating expenditures. The Reserve is established to pay for expenses caused by unforeseen emergencies or for shortfalls caused by revenue declines.

The Reserve Policy shall be reviewed by the Board of Trustees annually in conjunction with the adoption of the Budget.

INVESTMENT POLICY

SCOPE OF INVESTMENT POLICY

This investment policy applies to the Village of Glendale Heights except for the Police Pension Fund. It is inclusive of all other funds that that may be created from time to time during the budgeting process.

Moneys for the Police Pension Fund will be administered by the persons designated by the Board of Trustees for the Police Pension Fund or their appointed person.

PRUDENT PERSON POLICY

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the possible income to be derived.

OBJECTIVES OF INVESTMENT POLICY

The purpose of this policy is to establish guidelines and parameters for the management of cash assets of the Village of Glendale Heights. These guidelines are for Village officials charged with the responsibility for the stewardship of funds.

OBJECTIVES INCLUDE

1. Safety of principal is a foremost objective. Each investment transaction shall reasonably seek to ensure that capital losses are avoided.
2. The Village shall diversify investments to avoid incurring unreasonable risks. This shall include investment types and/or investment firms and institutions.
3. The Village investment portfolio shall remain sufficiently liquid to enable the Village to meet operating requirements which may be reasonably anticipated. A guideline for this amount would be to have 90 days liquid assets to cover operating expenses. Based upon reasonable investment decisions it may be more than 90 days.

RESPONSIBILITY FOR INVESTMENT PROGRAM

The establishment of investment policies is the responsibility of the Village Board, Village Administrator and the Village Treasurer. Management and administrative accountability shall be delegated to the Director of Finance under the direction of the Village Administrator. The Director of Finance shall be authorized to conduct transactions of investment and/or reinvestment of funds in accordance with this investment policy.

The responsibility for investment activities of the Police Pension Fund rests with the Board of Trustees of the Police Pension Fund.

CASH MANAGEMENT

Receipts

All monies due the Village shall be collected as promptly as possible. Monies that are received shall be deposited in an approved financial institution no later than two business days after receipt by the Village. Exception to this time may be applicable under extenuating circumstances. Amounts that remain uncollected after a reasonable length of time shall be subject to any legal means of collection and may include penalties and/or cost of collection including but not limited to administrative and legal cost incurred.

All financial institutions (banks, savings or building loan and credit union) are required to submit the complete “Call Report” required by their regulatory authority each annual quarter within 30 days of the date their regulatory authority requested same (commonly March, June, September, & December of each year).

Disbursements

Any disbursement due suppliers of goods and/or services or to employees for salaries and wages shall be contingent upon an available budget appropriation. Disbursements are made in accordance with Village policy.

Pooling of Cash

Except where otherwise provided by the Board of Trustees, the Village Purchasing Agent will be authorized to pool the cash of various funds to enhance investment earnings where in his/her opinion it is advantageous and prudent to do so. Investment income will be allocated to the various funds based upon their respective participation.

Accounting

The Village of Glendale Heights maintains its accounting records on the basis of fund accounting. Each fund is considered a separate accounting entity. All investment transactions shall be stated at fair value in accordance with GASB Statement 31.

Financial Institutions

The Village of Glendale Heights shall select financial institutions on the following basis:

Security: Selected financial institutions shall be a member of the FDIC or the FSLIC systems. The institution shall be required to post required collateral for funds in excess of the FDIC or FSLIC insurable limits. The Village will not maintain deposits in any financial institution in which Village funds on deposit will exceed Seventy-Five (75%) percent of the institutions’ capital stock and surplus. Reasonable fees and charges for services rendered by the institution are normal, anticipated and acceptable. Fees are inclusive of a reasonable cost factor for collateralization when required and applicable.

Location: When possible the Village will utilize financial institutions within the Village of Glendale Heights and not precluded by other standard of this policy. However other qualified depositories may be used regardless of location.

Statement of Condition: The Village will maintain for public and management, current statements of condition for each financial institution named as a depository. The refusal

of any said institution to provide such data upon request may serve as sufficient cause for withdrawal of funds.

Investment Selection: The Village may invest in any type of security allowed in the Illinois Statutes except that it should specifically avoid any purchase of financial forwards or futures, any leveraged investments, lending securities or derivatives. Investments shall be selected to provide asset growth and to accomplish the goals of the Village.

COMMERCIAL PAPER

A Standard & Poor's commercial paper rating is a current assessment of the likelihood of timely payment of debt considered short-term in the relevant market. Ratings are graded into several categories ranging from "A-1" for the highest quality obligations to "D" for the lowest. These categories are as follows:

- A-1 This highest category indicates that the degree of safety regarding timely payment is strong. Those issues determined to possess extremely strong safety characteristics are denoted with a plus sign (+) designation.
- A-2 Capacity for timely payment on issues with this designation is satisfactory. However, the relative degree of safety is not as high as for issues designated "A-1".
- A-3 Issues carrying this designation have adequate capacity for timely payment. They are, however, more vulnerable to the adverse effects of changes in circumstances than obligations carrying the higher, designations.

The Village shall invest primarily in A-1 Rated Paper. Due to availability and a higher return on Investment, A-2 may be utilized but not to exceed Fifteen (15%) percent of total investments. A-3 not to exceed Five (5%) percent of total investment. However, the total investment of A-2 and A-3 combined shall not exceed Fifteen (15%) percent.

CERTIFICATES OF DEPOSIT

Investments shall be made in transaction amounts not to exceed FDIC limits in financial institutions with FDIC coverage.

DIVERSIFICATION AND MATURITIES

In order to reduce the risk of default, the investment portfolio of the Village shall not exceed the following limits unless specifically authorized by the Board of Trustees.

No financial institution shall hold more than Fifty (50%) percent of the Village investment portfolio, exclusive of U.S. Treasury securities.



ANNUAL BUDGET

Commercial paper shall not exceed Twenty (20%) percent of the Village's investment portfolio.

Illinois Funds shall not exceed Fifty (50%) percent of the Village's investment portfolio.

Up to Twenty (20%) percent of the Village's investment portfolio may be invested for a maximum period of Three (3) years.

Certificates of deposit shall not exceed FDIC limits. The Village may invest in more than one certificate of deposit at an individual banking institution provided that the total value of the certificates of deposit at said institution shall not exceed FDIC limits. Brokered certificates of deposit shall not exceed Fifty (50%) of the Village's investment portfolio.

Maturities of invested funds shall be determined by the Director of Finance. They shall be determined by the cash operating requirements, return on investment opportunity and any pertinent reasonable judgment. Except as provided herein General Fund and Special Revenue Funds shall be limited to a maximum of thirty-six (36) months from the date of purchase. Other funds shall have a guideline of thirty-six (36) month maximum, but may be purchased with a longer maturity to match future project or liability requirements.

COLLATERAL

It is the policy of the Village to require that funds on deposit in excess of FDIC or FSLIC limits be secured by some form of collateral. The applicable institution must submit that list of collateral for approval by the Village. The following are acceptable assets as collateral.

1. United States Government Securities
2. Obligations of Federal Agencies
3. Obligations of Federal Instrumentalities
4. Obligations of the State of Illinois

The amount of collateral provided will not be less than One Hundred Ten (110%) percent of the fair market value of the net amount of public funds secured, the ratio of fair market value of collateral to the amount of funds secured will be reviewed quarterly, and additional collateral will be requested when the ratio declines below the required level. Collateral agreements will preclude the release of pledged assets without the authorized signature from the Village of Glendale Heights.

INTERNAL CONTROLS

The Director of Finance shall establish a system of internal controls complying with accepted accounting principles. These controls may be revised or vary from time to time to comply with General Ledger systems and improved methods and/or procedure. The internal controls shall be reviewed for approval in conjunction with the annual examination of the financial statements and

procedures of the Village. The controls shall be designed to prevent loss of public funds arising from fraud, employee error, misrepresentation of third parties or imprudent actions by employees and officers of the Village. The general ledger accounts will be reconciled monthly to institution or investment statements.

REPORTING

The Director of Finance shall submit monthly investments or supplemental reports or statements that provide the following information:

1. Principal type of investment and where invested by fund
2. Earnings for the current month and year to date

Reports and statements are not limited and may contain additional informative data.

The reports shall be provided to the Village President Board of Trustees and other Village managers as deemed appropriate.

AMENDMENT

This policy shall be reviewed periodically and any changes will be presented to the Board of Trustees for their approval.

PURCHASING POLICY

(Village Code – Title 3, Chapter 1)

PURPOSE; SCOPE; EXEMPTIONS:

Purpose:

The purpose of this chapter is to provide for the fair and equitable treatment of all persons involved in public purchasing by the village, to maximize the purchasing value of public funds in procurement, and to provide safeguards for maintaining a procurement system of quality and integrity.

Scope:

This chapter applies to contracts for the procurement of equipment, supplies, services and construction of public improvements entered into by the village. It shall apply to the expenditure of public funds by the Village for public purchasing. When the procurement involves any expenditure regulated by federal or Illinois law or by federal or Illinois regulations, the procurement shall be conducted in accordance with any mandatory applicable laws and regulations. (Ord. 2007-100, 10-18-2007)

Exemptions:

The provisions of this chapter shall not apply to the selection of the Village attorney who shall be appointed by the Village president pursuant to section 1-7-3 of this code or other special legal counsel retained by the village. (Ord. 2009-62, 11-19-2009)

The provisions of this chapter shall not apply to the purchases made by the Village director of golf course operations pursuant to section 1-7E-1 of this code. (Prior ord.)

PURCHASING AGENT:

Purchasing Agent Serve As

Except as otherwise provided herein, the Purchasing Agent shall serve as the principal public purchasing official for the Village and shall be responsible for the procurement of equipment, supplies, contractual services and construction of public improvements in accordance with this chapter, as well as the management and disposal of supplies. In the event of a vacancy in the office of the Purchasing Agent, the Village administrator shall act as the Purchasing Agent until such time as the office is no longer vacant.

Duties

In accordance with this chapter and subject to the supervision of the Village administrator, the Purchasing Agent shall:

1. Procure or supervise the procurement of equipment, supplies, contractual services, and construction of public improvements needed by the village;
2. Exercise general supervision over all inventories of equipment and supplies belonging to the village;
3. Sell, trade, or otherwise dispose of surplus equipment or supplies belonging to the village; and establish and maintain programs for specifications development, contract administration, inspection and acceptance, in cooperation with the departments using procured equipment, supplies, and contractual services, in construction of public improvements.

Delegation of Purchasing Duties

With the approval of the Village president, Village administrator and board of trustees, the Purchasing Agent may delegate authority to other Village officials to purchase certain equipment, supplies, contractual services, or construction of public improvements items if such delegation is deemed necessary for the effective procurement of those items. (Ord. 2007-100, 10-18-2007)

COMPETITIVE SEALED BIDDING

All contracts of the Village for the purchase of equipment, supplies, contractual services or construction of public improvements exceeding ten thousand dollars (\$10,000.00) shall be awarded by competitive sealed bidding, except as otherwise provided.



ANNUAL BUDGET

The Purchasing Agent shall issue an invitation for bids which shall include specifications and all contractual terms and conditions applicable to the procurement.

Adequate public notice of the invitation for bids shall be given not less than ten (10) calendar days prior to the date set forth therein for the opening of bids. Such notice may include publication in a newspaper of general circulation within the community in a reasonable time prior to bid opening. The public notice shall state the place, date, and time of bid opening.

Bids shall be opened publicly in the presence of one or more witnesses at the time and place designated in the invitation for bids.

Bids shall be evaluated based on the requirements set forth in the invitation for bids, which may include criteria to determine acceptability such as inspections, testing, quality, workmanship, delivery, and suitability for particular purposes. Those criteria that will affect the bid price and be considered in evaluation for award shall be objectively measurable such as discounts, transportation costs, and total or life cycle costs. The invitation for bids shall set forth the evaluation criteria to be used.

Correction or withdrawal of inadvertently erroneous bids before or after bid opening, or cancellation of awards or contracts based on such bid mistakes, may be permitted where appropriate. If mistakes are discovered before bid opening, the bid may be withdrawn by written notice received in the office designated in the invitation for bids prior to the time set for bid opening. Any modification prior to the bid opening must be submitted in a sealed envelope prior to the scheduled opening of the bid. After bid opening, no changes in bid prices or other provision of bids prejudicial to the interest of the Village or fair competition shall be permitted.

In lieu of the bid correction, a low bidder alleging a material mistake of fact may be permitted to withdraw its bid if, in the sole judgment of the board of trustees:

1. The mistake is clearly evident on the face of the bid document but the intended correct bid is not similarly evident; or
2. The bidder submits evidence which clearly and convincingly demonstrates that a mistake was made.

All requests to permit the correction or withdrawal of bids or to cancel awards or contracts based on bid mistakes shall be supported by a written request to the Purchasing Agent indicating the reason for the request.

Unless all bids are rejected by the board of trustees, the contract shall be awarded with reasonable promptness by appropriate written notice to the lowest responsible and responsive bidder whose bid meets the requirements and criteria set forth in the invitation for bids. In the event the low responsive and responsible bid for a construction of public improvements project exceeds

available funds, the Purchasing Agent is authorized, when time or economic considerations preclude re-solicitation of work of a reduced scope, to negotiate an adjustment of the bid price with the low responsive and responsible bidder, in order to bring the bid within the amount of available funds.

When it is considered impractical to prepare initially a purchase description to support an award based on price, an invitation for bids may be issued requesting the submission of un-priced offers to be followed by an invitation for bids limited to those bidders whose offers have been determined to be technically acceptable under the criteria set forth in the first solicitation. (Ord. 2007-100, 10-18-2007)

COMPETITIVE SEALED PROPOSALS

When the board of trustees determines that the use of competitive sealed bidding is either not practicable or not advantageous to the village, a contract may be entered into by use of the competitive sealed proposals method.

Proposals shall be solicited through a request for proposals.

Adequate public notice of the request for proposals shall be given in the same manner as provided in subsection 3-1-3C of this chapter, provided the minimum time shall be twenty (20) calendar days. (Prior ord.)

No proposals shall be handled so as to permit disclosure of the identity of any offerer or the contents of any proposal to competing offerers prior to the time at which the proposals are due. A register of proposals shall be prepared containing the name of each offerer, the number of modifications received, if any, and a description sufficient to identify the item offered. The register of proposals shall be open for public inspection only after the time at which proposals have been formally awarded. (Ord. 2007-100, 10-18-2007)

The request for proposals shall state the relative importance of price and other evaluation factors.

As provided in the request for proposals, discussions may be conducted with responsible offerers who submit proposals determined to be reasonably susceptible of being selected for award for the purpose of clarification to assure full understanding of, and conformance to, the solicitation requirements. Offerers shall be afforded fair and equal treatment with respect to any opportunity for discussion and revision of proposals, and such revisions may be permitted after submissions and prior to award for the purpose of obtaining best and final offers.

The award shall be made by the board of trustees to the responsible offerer whose proposal is determined to be the most advantageous to the village, taking into consideration price and the evaluation factors set forth in the request for proposals. (Prior ord.)

AUTHORIZATION OF AWARD AND FORMAL BID WAIVERS

The Village administrator shall have the authority to provide approval authorization of recommendations for all formal bid waivers, award of formal sealed competitive bids, and award of request for proposals with monetary values not to exceed twenty thousand dollars (\$20,000.00). The Village president and board of trustees shall provide authorization for values exceeding twenty thousand dollars (\$20,000.00), or values below twenty thousand dollars (\$20,000.00) as requested by the Village administrator, of the award of formal sealed competitive bids and award of request for proposals. The board of trustees, by a vote of two-thirds ($\frac{2}{3}$) of all trustees elected, may waive any and all requirements of section 3-1-3 or 3-1-4 of this chapter. (Ord. 2007-100, 10-18-2007; amd. 2011 Code)

SMALL PURCHASES

Any purchase not exceeding ten thousand dollars (\$10,000.00) may be made in accordance with the small purchase procedures authorized in this section. Contract requirements shall not be artificially divided so as to constitute a small purchase under this section. (Ord. 2007-100, 10-18-2007)

Insofar as is practical for small purchases in excess of one thousand dollars (\$1,000.00), no less than three (3) businesses shall be solicited to submit quotations. The award shall be made to the business offering the lowest acceptable quotation and in the best interest of the village. The names of the businesses submitting quotations and the date and amount of each quotation shall be recorded and maintained as part of the purchase record. (Prior ord.)

The Purchasing Agent shall adopt operational procedures for making small purchases of one thousand dollars (\$1,000.00) or less. Such operational procedures shall provide for obtaining adequate and reasonable competition for the supply, service, or construction of public improvements being purchased. (Ord. 2007-100, 10-18-2007)

SOLE SOURCE PROCUREMENT

A contract may be awarded without competition when the Purchasing Agent determines, in writing, after conducting a good faith review of available sources, that there is only one source for the required equipment, supply, service, or construction item. A record of sole source procurement shall be maintained as a public record and shall list each contractor's name, the amount and type of each contract, a listing of the item(s) procured under each contract, and the identification number of each contract file. For contracts with values of ten thousand dollars (\$10,000.00) to twenty thousand dollars (\$20,000.00), the Purchasing Agent must obtain prior authorization from the Village administrator, and contracts with values exceeding twenty

thousand dollars (\$20,000.00) must be authorized by the Village president and board of trustees. (Ord. 2007-100, 10-18-2007; amd. 2011 Code)

EMERGENCY PROCUREMENT

Notwithstanding any other provisions of this chapter, the Village administrator may make or authorize the Purchasing Agent and others to make emergency procurement of equipment, supplies, contractual services, or construction items when there exists a threat to the public health, welfare, or safety; provided, that such emergency procurement shall be made with such competition as is practicable under the circumstances. A written determination of the basis for the emergency and for the selection of the particular contractor shall be included in the contract file. As soon as practicable, a record of each emergency procurement shall be made and shall set forth the contractor's name, the amount and type of the contract, a listing of the item(s) procured under the contract, and the identification number of the contract file. (Ord. 2007-100, 10-18-2007)

CANCELLATION OF INVITATIONS FOR BIDS OR REQUESTS FOR PROPOSALS

An invitation for bids, a request for proposals or other solicitation may be canceled. Any or all bids or proposals may be rejected in whole or in part when it is in the best interests of the village. Each solicitation issued by the Village shall state that the solicitation may be canceled and that any bid or proposal may be rejected in whole or in part when it is in the best interests of the village. Notice of cancellation shall be sent to all businesses solicited. (Prior ord.)

RESPONSIBILITY OF BIDDERS AND OFFERERS

If a bidder or offerer who otherwise would have been awarded a contract exceeding ten thousand dollars (\$10,000.00) is found non-responsible, a determination of non-responsibility shall be made by the board of trustees. The unreasonable failure of a bidder or offerer to supply promptly information in connection with an inquiry with respect to responsibility may be grounds for a determination of non-responsibility with respect to such bidder or offerer. The Purchasing Agent shall notify the non-responsible bidder or offerer of the determination. The determination shall be made part of the contract file and be made a public record. (Ord. 2007-100, 10-18-2007)

BID AND PERFORMANCE BONDS

Bid and performance bonds or other security may be requested for supply contracts or service contracts as the Purchasing Agent or head of a using department deems advisable to protect the Village interest and shall be required for all contracts for the construction of public improvements. Any such bonding requirements shall be set forth in the solicitation. The bid or performance bond shall not be used as a substitute for a determination of a bidder's or offerer's responsibility. (Ord. 2007-100, 10-18-2007)

TYPES OF CONTRACTS

Authorized Contracts

The Village may use any type of contract which is appropriate to the procurement and which will promote the best interests of the village.

Multi-term Contracts

1. Subject to the limitations imposed by law, a contract for supplies or services may be entered into for any period of time deemed to be in the best interests of the village, provided the term of the contract and conditions of renewal or extension, if any, are included in the solicitation, and funds are available for the first fiscal period at the time of contracting. The contract shall provide that the payment and performance obligations for succeeding fiscal periods shall be subject to cancellation and termination without penalty dependent upon the availability and appropriation of funds therefore.
2. Prior to the utilization of a multi-term contract, it shall be determined in writing:
 - a. That the estimated requirements cover the period of the contract and are reasonably firm and continuing.
 - b. That such a contract will serve the best interests of the Village by encouraging effective competition or otherwise promoting economies in Village procurement.
3. When funds are not appropriated or otherwise made available to support continuation of performance in a subsequent fiscal period, the contract shall be canceled.

Restrictions on Awarding Contracts

Multiple source awards shall not be made when a single award will meet the Village needs without sacrifice of economy or service. Awards shall not be made for the purpose of dividing the business, making available product or supplier selection to allow for user preference unrelated to utility or economy, or avoiding the resolution of tie bids. Any such awards shall be limited to the least number of suppliers to meet the valid requirements. (Prior ord.)

CONTRACT ADMINISTRATION SYSTEM

A contract administration system designed to ensure that a contractor is performing in accordance with the solicitation under which the contract was awarded and the terms and conditions of the contract shall be maintained. (Prior ord.)



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RIGHT TO INSPECT FACILITIES

As a condition to the submission of any bid, proposal or quotation by a prospective vendor or contractor, the prospective vendor or contractor grants to the Village the permission, at reasonable times upon adequate notice, to inspect the plant of the vendor, place of business, or work site of a contractor or subcontractor at any tier which is pertinent to the performance of any contract awarded or to be awarded by the village. (Prior ord.)

REPORT ANTICOMPETITIVE PRACTICES

When, for any reason, collusion or other anticompetitive practices are suspected among any bidders or offerers, a notice of the relevant facts shall be transmitted to the Village attorney or the appropriate legal officer having jurisdiction. (Prior ord.)

VILLAGE PROCUREMENT RECORDS

All determinations and other written records pertaining to the solicitation, award, or performance of a contract shall be maintained for the Village in a contract file by the Purchasing Agent. (Ord. 2007-100, 10-18-2007)

All procurement records shall be retained and disposed of by the Village in accordance with records retention guidelines and schedules approved by the state of Illinois. (Prior ord.)

MAXIMUM PRACTICABLE COMPETITION

All specifications shall be drafted so as to promote overall economy for the purposes intended and encourage competition in satisfying the Village needs, and shall not be unduly restrictive. The policy enunciated in this section applies to all specifications including, but not limited to, those prepared for the Village by architects, engineers, designers, and draftsmen. (Prior ord.)

BRAND NAME OR EQUAL SPECIFICATION

Brand name or equal specifications may be used when the Purchasing Agent determines in writing that:

1. No other design or performance specification or qualified products list is available;
2. Time does not permit the preparation of another form of purchase description not including a brand name specification;
3. The nature of the product or the nature of the Village requirements makes use of a brand name or equal specification suitable for the procurement; or
4. Use of a brand name or equal specification is in the best interests of the village. (Ord. 2007-100, 10-18-2007)

Brand name or equal specifications shall seek to designate three (3), or as many different brands as are practicable, as "or equal" references and shall further state that substantially equivalent products to those designated will be considered for award. (Prior ord.)



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Unless the Purchasing Agent determines that the essential characteristics of the brand names included in the specifications are commonly known in the industry or trade, brand name or equal specifications shall include a description of the particular design, function, or performance characteristics which are required. (Ord. 2007-100, 10-18-2007)

Where a brand name or equal specification is used in a solicitation, the solicitation shall contain explanatory language that the use of a brand name is for the purpose of describing the standard of quality, performance, and characteristics desired and is not intended to limit or restrict competition. (Prior ord.)

BRAND NAME SPECIFICATION

The use of a brand name specification may be used when the Purchasing Agent makes a written determination that only the identified brand name item or items will satisfy the Village needs.

The Purchasing Agent shall seek to identify sources from which the designated brand name item or items can be obtained and shall solicit such sources to achieve whatever degree of price competition is practicable. If only one source can supply the requirement, the procurement shall be made under section 3-1-7 of this chapter. (Ord. 2007-100, 10-18-2007)

RESPONSIBILITY FOR SELECTION OF METHODS OF CONSTRUCTION CONTRACTING MANAGEMENT

The Purchasing Agent, with direction from the Village administrator, shall have discretion to recommend to the board of trustees the appropriate method of construction contracting management for a particular project. In determining which method to use, the Purchasing Agent shall consider the Village requirements, its resources, and the potential contractor capabilities. The Purchasing Agent shall include in the recommendation a written statement setting forth the facts which led to the recommendation of a particular method of construction contracting management for each project.

It is recognized that the following methods are currently being used for control and coordination of construction of public improvements projects:

1. A single prime contractor (including a turnkey or design build contractor); and
2. Multiple prime contractors managed by:
 - a. A designated general contractor;
 - b. A construction manager; or (Ord. 2007-100, 10-18-2007)
 - c. An Purchasing Agent, public services director or a project manager. (Ord. 2007-100, 10-18-2007; amd. 2011 Code)

BID SECURITY

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Bid security shall be required for all competitive sealed bidding for construction contracts when the price is estimated by the Purchasing Agent to exceed ten thousand dollars (\$10,000.00). Bid security shall be a bond provided by a surety company authorized to do business in the state, or the equivalent in cash, or otherwise supplied in a form satisfactory to the village. Nothing herein shall prevent the requirement of such bonds in service or commodity contracts when the circumstances warrant.

The bid security shall be in an amount equal to at least ten percent (10%) of the amount bid.

When the invitation for bids requires security, the failure to provide bid security will result in the bid being rejected unless it is determined that the bid fails to comply only in a nonsubstantial manner with the security requirements.

If a bidder is permitted to withdraw its bid before award as provided in subsection 3-1-3F of this chapter, no action shall be had against the bidder or the bid security. (Ord. 2007-100, 10-18-2007)

CONTRACT PERFORMANCE AND PAYMENT BONDS

When a contract for the construction of a public improvement is awarded in excess of ten thousand dollars (\$10,000.00), the following bonds or security shall be delivered to the Village and shall become binding on the parties upon the execution of the contract:

1. A performance bond satisfactory to the village, executed by a surety company authorized to do business in the state or otherwise secured in a manner satisfactory to the village, in an amount equal to one hundred percent (100%) of the price specified in the contract.
2. A payment bond satisfactory to the village, executed by a surety company authorized to do business in the state or otherwise secured in a manner satisfactory to the village, for the protection of all persons supplying labor and materials to the contractor or its subcontractors for the performance of the work provided in the contract. The bond shall be in an amount equal to one hundred percent (100%) of the price specified in the contract.

Nothing in this section shall be construed to limit the authority of the Village to require a performance bond or other security in addition to those bonds or in circumstances other than specified in subsection A of this section. (Prior ord.)

CONTRACT CHANGES

Every contract modification, change order or contract price adjustment in excess of ten thousand dollars (\$10,000.00) and every contract modification, change order or contract adjustment extending the contract completion time under a contract for the construction of a public improvement with the Village shall be subject to prior approval by the board of trustees after receiving a report from the project manager as to the effect of the contract modification, change

order, or contract price adjustment on the total project budget or the total contract budget. (Prior ord.)

ARCHITECTURAL, ENGINEERING AND LAND SURVEYING SERVICES

The provisions of this chapter shall not apply to the selection of the Village engineer who shall be appointed by the Village president, with the advice and consent of the board of trustees, pursuant to section 1-7-3 of this code.

If it is necessary to solicit proposals for professional architectural, engineering or land surveying services, the Village shall, unless it has a satisfactory relationship with one or more firms, announce publicly all requirements for the architectural, engineering or land surveying services. In the procurement of architectural, engineering and land surveying services, the Purchasing Agent shall request firms to submit a statement of qualifications and performance data. The Purchasing Agent shall mail a notice requesting a statement of interest and in the specific project for which services are sought to all firms who have a current statement of qualifications and performance data on file with the Purchasing Agent. The Purchasing Agent shall place an advertisement in a newspaper or periodical of general circulation requesting a statement of interest in the specific project for which services are sought and further requesting statements of qualifications and performance data from those firms which do not have such a statement on file with the Purchasing Agent. The advertisement shall state the day, hour and place that the statement of interest and the statements of qualifications and performance data shall be due.

The Village shall negotiate contracts for professional architectural, engineering or land surveying services on the basis of demonstrated competence and qualifications at fair and reasonable prices. Unless the Village has a satisfactory relationship with one or more firms, a selection committee appointed by the Village president, with the advice and consent of the board of trustees, or in the absence of such an appointment, a selection committee composed of three (3) members, including the Purchasing Agent, the director of public works or another officer with appropriate professional qualifications and the project manager or head of the department in need of the architectural, engineering or land surveying services shall evaluate the firms submitting statements of interest taking into account qualifications, ability of professional personnel, past record and experience, performance data on file, willingness and ability to meet time and budget requirements, location, workload of the firm and such other factors as the selection committee may determine are applicable. The selection committee shall conduct discussions with no less than two (2) firms regarding the proposed contract and the relative utility of alternative methods of approach for furnishing the required services and any required public presentations by firms deemed to be the most qualified regarding their qualifications, approach to the project and ability to furnish the required services. If fewer than three (3) firms submit statements of interest and the selection committee determines that one or both of those firms are qualified, the selection

committee may proceed to negotiate a contract as set forth below with the firm or firms determined to be qualified.

The Purchasing Agent, in consultation with the selection committee, shall negotiate a contract with the firm considered to be the most qualified for architectural, engineering or land surveying services at compensation which the Purchasing Agent determines in writing to be fair and reasonable to the village. In making this decision, the Purchasing Agent shall take into account the estimated value, the scope, the complexity, and the professional nature of the services to be rendered. Should the Purchasing Agent, in consultation with the selection committee, be unable to negotiate a satisfactory contract with the firm considered to be the most qualified at a price the Purchasing Agent determines to be fair and reasonable to the village, negotiations with that firm shall be formally terminated. The Purchasing Agent shall then undertake negotiations with the second most qualified. If unable to come to an agreement, the Purchasing Agent shall then move to the third most qualified or further until an agreement is reached. (Ord. 2007-100, 10-18-2007)

AUTHORITY TO DEBAR OR SUSPEND

After reasonable notice to the person involved and reasonable opportunity for that person to be heard, the Purchasing Agent, after consulting with the Village attorney, is authorized to debar a person for cause from consideration for award of contracts. The debarment shall be for a period of not more than three (3) years. After consultation with the Village attorney, the Purchasing Agent shall recommend to the Village president and board of trustees to suspend a person from consideration for award of contracts if there is probable cause to believe that person has engaged in any activity which might lead to debarment. The suspension shall be for a period not to exceed three (3) months. The causes for debarment include:

Conviction for commission of a criminal offense as an incident to obtaining or attempting to obtain a public or private contract or subcontract, or in the performance of such contract or subcontract;

Conviction under state or federal statutes of embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or any other offense indicating a lack of business integrity or business honesty which currently, seriously, and directly affects responsibility as a Village contractor;

Conviction under state or federal antitrust statutes arising out of the submission of bids or proposals; or

Violation of contract provisions, as set forth below, of a character which is regarded by the Purchasing Agent to be serious as to justify debarment action:

1. Deliberate failure, without good cause, to perform in accordance with the specifications or the time limit provided in the contract;
2. A recent record of unsatisfactory performance in accordance with the terms of one or more contracts;
3. Any other cause the Purchasing Agent determines to be so serious and compelling as to affect responsibility as a Village contractor including debarment by another governmental entity for any cause listed; or
4. For violation of the ethical standards set forth in sections 3-1-30, 3-1-31, 3-1-32 and 3-1-33 of this chapter. (Ord. 2007-100, 10-18-2007)

BID PROTEST

A. Any actual or prospective bidder, offerer, or contractor who is aggrieved in connection with the solicitation or award of a contract may protest to the Village administrator. A protest with respect to an invitation for bids or request for proposals shall be submitted in writing prior to the opening of bids or the closing date of proposals, unless the aggrieved person did not know and should not have known of the facts giving rise to such protest. The protest shall then be submitted within ten (10) calendar days after such aggrieved person knows or should have known the facts giving rise thereto. (Prior ord.)

B. In the event of a timely protest under subsection A of this section, the Purchasing Agent shall not proceed further with the solicitation or award of the contract until the Village administrator makes a determination either on the merits of the protest or that the award of a contract without delay is necessary to protect a substantial interest of the village. Protesters shall exhaust their administrative remedy prior to initiating judicial remedies. (Ord. 2007-100, 10-18-2007)

REMEDIES FOR SOLICITATIONS OR AWARDS IN VIOLATION OF LAW

If, prior to the bid opening or the closing date for receipt of proposals, the Purchasing Agent, after consultation with the Village attorney, determines that a solicitation is in violation of federal, state, or municipal law, then the solicitation shall be canceled or revised to comply with applicable law.

If, after the bid opening or closing date for receipt of proposals, the Purchasing Agent, after consultation with the Village attorney, determines that a solicitation or a proposed award of a contract is in violation of federal, state, or municipal law, then the solicitation or proposed award shall be canceled.

If, after an award, the Purchasing Agent, after consultation with the Village attorney, determines that a solicitation or award of a contract was in violation of applicable law and the person awarded the contract has not acted fraudulently or in bad faith:

1. The contract may be ratified and affirmed, provided it is determined that doing so is in the best interests of the village;
2. The contract may be terminated and the person awarded the contract shall be compensated for the actual costs reasonably incurred under the contract, plus a reasonable profit, prior to the termination; or
3. If the person awarded the contract has acted fraudulently or in bad faith, the contract may be declared null and void, if such action is in the best interests of the village. (Ord. 2007-100, 10-18-2007)

COOPERATIVE PURCHASING

The Village shall utilize joint or cooperative purchasing pursuant to the provisions of article A of this chapter whenever favorable prices are obtained for required goods and contractual services. (Prior ord.)

SURPLUS PROPERTY

The Purchasing Agent shall provide a written recommendation to the Village administrator when Village property should be designated as no longer necessary or useful to or in the best interests of the village. The Village administrator may approve or disapprove of the designation made by the Purchasing Agent.

Upon approval of the designation by the Village administrator, the Purchasing Agent is authorized to sell or otherwise dispose of all surplus personal property with a current market value of less than two thousand five hundred dollars (\$2,500.00). A record shall be kept of all dispositions of property made by the Purchasing Agent.

For the disposition of surplus property with a value greater than two thousand five hundred dollars (\$2,500.00), approval of the Village president and board of trustees, including approval of the manner of sale and publication of legal notice, is required. (Ord. 2007-100, 10-18-2007)

CRIMINAL PENALTIES

To the extent that violations of the ethical standards of conduct set forth in this chapter constitute violations of the Illinois criminal code, they shall be punishable as provided therein. (Ord. 2007-100, 10-18-2007)

EMPLOYEE CONFLICT OF INTEREST

It shall be unethical for any Village employee to participate directly or indirectly in a procurement contract when the Village employee knows that:

- A. The Village employee or any member of the Village employee's immediate family has a financial interest pertaining to the procurement contract; or

- B. Any other person, business, or organization with whom the Village employee or any member of a Village employee's immediate family is negotiating or has an arrangement concerning prospective employment is involved in the procurement contract. (Ord. 2007-100, 10-18-2007)

GRATUITIES AND KICKBACKS

It shall be unethical for any person to offer, give, or agree to give any Village employee or former Village employee, or for any Village employee or former Village employee to solicit, demand, accept, or agree to accept from another person, a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation, or preparation of any part of a program requirement or a purchase request, influencing the content of specification or procurement standard, rendering of advice, investigation, auditing, or in any other advisory capacity in any proceeding or application, request for ruling, determination, claim or controversy, or other particular matter, pertaining to any program requirement or a contract or subcontract, or to any solicitation or proposal thereof.

It shall be unethical for any payment, gratuity, or offer of employment to be made by or on behalf of a subcontractor under a contract to the prime contractor or higher tier subcontractor or any person associated therewith, as an inducement for the award of a subcontract or order. (Ord. 2007-100, 10-18-2007)

USE OF CONFIDENTIAL INFORMATION

It shall be unethical for any employee or former employee knowingly to use confidential information for actual or anticipated personal gain, or for the actual or anticipated personal gain of any other person. (Ord. 2007-100, 10-18-2007)

CONFIDENTIAL REPORTING ADMINISTRATIVE POLICY

I. General

The Village of Glendale Heights expects its board members appointed officials department directors officers employees and other representatives to observe high standards of business and personal ethics in the conduct of their duties and responsibilities. As employees and representatives of the Village of Glendale Heights we must practice honesty and integrity in fulfilling our responsibilities and comply with all applicable laws and regulations.

II. Reporting Responsibility

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It is the responsibility of all board members appointed officials department directors officers employees and other representatives to report wrongful conduct in accordance with this administration policy procedure.

III. Wrongful Conduct

Wrongful Conduct is defined in this administrative policy to include a serious violation of Village of Glendale Heights policy such that could result in termination a violation of applicable state and federal law or the use of Village of Glendale Heights property resources or authority for personal gain or other non organization related purpose except as provided under Village of Glendale Heights policy. This definition of Wrongful Conduct is not intended to be an exclusive listing of the illegal or improper activity encompassed by this confidential reporting policy. Rather this policy is intended to serve as a means of reporting all serious improprieties that potentially impact the integrity and effective operation of the Village of Glendale Heights.

IV. No Retaliation

No board members appointed officials department directors officers employees and other representatives who in good faith report Wrongful Conduct will suffer harassment retaliation or adverse employment consequence. Any director officer or employee who retaliates against anyone who has reported Wrongful Conduct in good faith is subject to discipline up to and including termination of employment. This confidential reporting policy is intended to encourage and enable employees and others to raise serious concerns within the Village of Glendale Heights prior to seeking resolution outside the Village of Glendale Heights.

V. Reporting Wrongful Conduct

The Village of Glendale Heights encourages its board members appointed officials department directors officers employees and other representatives to share their questions concerns suggestions or complaints with someone who can address them properly such as a direct supervisor or department director. Any board member appointed official department director officer employee or other representative may report Wrongful Conduct to the appropriate department director the Village Administrator or the Village President of the Board of Trustees. If the Wrongful Conduct implicates one or all of the above or if the reporting individual is not comfortable speaking with or not satisfied with the response of the foregoing individuals the issue may be reported to any member of the Village Board of Trustees or the Village's Human Resources Department, The Village Administrator, Village President and any member of the Village Board of Trustees to whom a report of Wrongful Conduct is made is required to

immediately advise the Board of Trustees of such report of Wrongful Conduct.

VI. Acting in Good Faith

Anyone filing a complaint of Wrongful Conduct must be acting in good faith and have reasonable grounds for believing the information disclosed indicates Wrongful Conduct. Any allegations that prove not to be substantiated and which prove to have been made maliciously or knowingly to be false will be viewed as a serious disciplinary offense.

VII. Confidentiality

Reports of Wrongful Conduct or suspected Wrongful Conduct may be submitted on a confidential basis by the complainant or may be submitted anonymously. Reports of Wrongful Conduct or suspected Wrongful Conduct will be kept confidential to the extent possible consistent with the need to conduct an adequate investigation.

VIII. Handling of Reported Wrongful Conduct

When an Administrative Investigation is to be conducted pursuant to an internal review process, Department members shall be notified in writing within a reasonable time frame and when it will not reasonably compromise the internal review process of a complaint against them. A representative of Village Administration will notify the sender and acknowledge receipt of the reported Wrongful Conduct or suspected Wrongful Conduct within five business days unless such report was submitted anonymously. All reports will be promptly investigated and appropriate corrective action will be taken if warranted by the investigation.

AMENDMENT TO POLICE PENSION ACTUARIAL FUNDING POLICY

RESOLUTION NO. 2019— R - 67
A RESOLUTION TO APPROVE AND ADOPT
THE FIRST AMENDMENT TO THE
ACTUARIAL FUNDING POLICY STATEMENT
FOR THE VILLAGE OF GLENDALE HEIGHTS, ILLINOIS

WHEREAS, the Village of Glendale Heights (the "Village") has established certain Administrative Policies from time to time; and



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WHEREAS, the Village adopted Resolution No. 2017- R- 85 entitled "A Resolution Approving and Adopting An Actuarial Funding Policy Statement for the Village of Glendale Heights, Illinois" (the " Policy") on October 19, 2017; and

WHEREAS, the corporate authorities of the Village have determined that it is advisable, necessary and in the public interest to amend the Policy by amending the sections entitled "Goals and Objectives" and " Operation of the Policy".

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Glendale Heights, DuPage County, Illinois, as follows:

Section 1. The corporate authorities of the Village hereby incorporate the foregoing preamble clauses into this resolution.

Section 2. The corporate authorities hereby approve and adopt the following amendments to the Policy:

A. The Policy shall be amended by deleting the section entitled "Goals and Objectives" it in its entirety and substituting the following in its place:

Goals and Objectives.

In any given fiscal year in which the General Fund, including the Insurance and Golf Fund, realizes a surplus, to be determined based on the Comprehensive Annual Financial Report for the most recently completed fiscal year, (revenues and other financing sources exceed expenditures and other financing uses), an amount equaling ten (10%) percent of the surplus will be distributed as an additional employer contribution to the Village of Glendale Heights Police Pension Fund. This furthers the key goals and objectives of the policy in that it will:

- Make sure that benefits are secure for fund participants now and in the long term.
- Keep the recommended costs of the plan stable across generations of taxpayers.
- Provide year-to-year contribution stability/ budgeting for the Village.

B. The Policy shall be amended further by deleting the section entitled "Operation of the Policy" it in its entirety and substituting the following in its place:

Operation of the Policy.

The Village will review the policy on an annual basis. The Village retains the right to amend the policy, as necessary, to keep the policy in line with the goals and objectives."

Section 3. That the remainder of the Policy shall remain in full force and effect and unchanged.

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Section 4. This resolution shall be in full force and effect upon its passage and approval in accordance with law.

GLOSSARY

Accrual Basis of Accounting: A method of accounting that matches revenues and expenses with the period to which they relate, rather than focusing on actual cash flows. In this method, for example, an asset is depreciated as it is “used up”, and the expense is recognized in periodic increments, rather than assuming the asset holds its value until it is actually disposed of

Appropriation: an authorization by the Village Board to make expenditures and to incur obligations for a specific purpose

Assessed Valuation: a value established for real property for use as a basis in levying property taxes

Audit: Prepared by an independent certified public accountant, the primary objective of an audit is to determine if the Village’s financial statements fairly represent the Village’s financial position and results of operations in conformity with generally accepted accounting principles

Balanced Budget: A budget is balanced when planned revenues or existing fund equity equal or exceed planned expenditures, that is, total outlays or disbursements, for a fiscal year

Bond: a form of borrowing that reflects a written promise from the Village to repay a sum of money on a specific date at a specified interest rate. Bonds are used to finance large capital projects

Budget: a financial plan for a specified period of time that matched projected revenues and planned expenditures to municipal services, goals and objectives. The Village of Glendale Heights uses a budget covering one fiscal year, May 1st thru April 30th

Budget Message: provides the Village Board and the public with a general summary of the most important aspects of the budget, changes from previous fiscal years and the views and recommendations of the Village Administrator

Capital Expenditure: any expense that results in the acquisition of capital such as department equipment, office furniture and equipment, or building improvements (interchangeable with the term capital outlay)

Capital Improvement: a permanent addition to the Village’s assets, including the design, construction or purchase of land, buildings or facilities, or major renovations of the same

GLOSSARY (cont.)

Capital Outlay: any expense that result in the acquisition of capital such as department equipment, office furniture and equipment, or building improvements (interchangeable with the term capital expenditure)

Capital Projects: the largely one-time cost for acquisition, construction, improvement, or renovation of land, structures and improvements thereon. The cost must be \$25,000 or more in order to be considered a capital project. All vehicle purchases are also considered capital projects, even if the cost is below \$25,000

Charges for Services: a revenue category which includes a charge for a specific service. These primarily include water & sewer revenues, recreation and golf course program fees, and other miscellaneous user fees

Debt Service: payment of principal and interest on an obligation resulting from the issuance of bonds or notes

Deficit: an excess of expenditures over revenues

Depreciation: The loss of asset value over time and usage, recorded as an expense under the full accrual method of accounting.

Equalized Assessed Valuation (EAV): a value established for real property for use as a basis in levying property taxes within DuPage County, Illinois. The EAV is calculated by taking the Assessed Valuation multiplied by the DuPage County equalization factor, which changes every year

Expenditure: the outflow of funds paid or to be paid for an asset or goods and services obtained, regardless of when the expense is actually paid

Fiscal Year: a 12-month period of time to which the budget applies; the fiscal year for the Village of Glendale Heights is May 1st thru April 30th

Full-Time Equivalent: the decimal equivalent of a part-time position converted to a full-time base (an employee that works a 40-hour work week is 1.0)

Fund: an independent fiscal and accounting entity used to record all financial transactions related to the specific purpose for which the fund was created

GLOSSARY (cont.)

Fund Balance: the amount of financial resources available for use; the excess of assets over Liabilities

Generally Accepted Accounting Principles: uniform minimum standards and guidelines for financial accounting and reporting

Grant: contribution of cash or other assets from another governmental entity to be used or expended for a specific purpose, activity or facility

Home Rule: the power of a local village or county to set up its own system of governing and local ordinances without receiving a charter from the state which comes with certain requirements and limitations

Interfund Transfers: monies moved from one fund to another; money is transferred to finance the operations of another fund or to reimburse the fund for expenses

Modified Accrual Basis of Accounting: an adaptation of the accrual basis of accounting for governmental fund types - revenues and other financing sources are recognized when they become available to finance expenditures of the current period

Moody's: the system of rating securities with the purpose to provide investors with a simple system of gradation by which future relative creditworthiness of securities may be gauged

Operating Budget: annual appropriation of funds for ongoing program costs

Ordinance: a formal legislative enactment by the Village Board that is the full force and effect of law within the Village boundaries

Reserve: an account used to record that a portion of the fund's balance is legally restricted for a specific purpose

Revenue: amount received for taxes, fees, permits, licenses, interest and intergovernmental sources during the fiscal year

User Fees: payment of a fee or direct receipt of a public service by benefiting from the service for a specific purpose and is, therefore, not available for general appropriation

Village Code: a collaboration of Village Board approved ordinances currently in effect

COMMONLY USED ACRONYMS

AC: Appearance Commission
AFSCME: American Federation of State, County and Municipal Employees
APWA: American Public Works Association
ASCE: American Society of Civil Engineers
AWWA: American Water Works Association
BAB: Build America Bond
BSI: Backflow Solutions Inc.
CAD: Computer Aided Design
CALEA: Commission of Accreditation for Law Enforcement Agencies
CDBG: Community Development Block Grant
CERT: Community Emergency Response Team
CEU: Continuing Education Unit
CIP: Capital Improvement Program
COLA: Cost of Living Adjustment
COSTCO: China Off Shore Trading Company
CPA: Citizen Police Academy
CPR: Cardiopulmonary Resuscitation
CSA: Customer Service Associate
DARE: Drug Abuse Resistance Education
CSO: Community Service Officer
DCFS: Department of Children and Family Services
DUI: Driving Under the Influence
E911: Enhanced 911 (emergency service)
EAB: Emerald Ash Borer
EAV: Equalized Assessed Value
EMS: Emergency Medical Services
EOC: Emergency Operations Center
ESDA: Emergency Service Disaster Agency
ESS: Enterprise Software System
F&B: Food and Beverage
FCC: Federal Communications Commission

FDIC: Federal Deposit Insurance Corporation
FEMA: Federal Emergency Management Agency
FICA: Federal Insurance Contributions Act
FOIA: Freedom of Information Act
FOP: Fraternal Order of Police
FSLIC: Federal Savings and Loan Insurance Corporation
FT: Full-Time
FTE: Full-Time Equivalent
FY: Fiscal Year
GAAP: Generally Accepted Accounting Principles
GAP: Government Accountability Program
GFOA: Government Finance Officers Association
GH: Glendale Heights
GH₂O: Glendale Heights Aquatic Center
GHS: Glendale Heights Football & Cheerleading
GHYBS: Glendale Heights Youth Baseball & Softball
GIS: Geographical Information Systems
GLGC: Glendale Lakes Golf Club
GO: General Obligation (bonds/debt service)
GOB: General Obligation Bond
GREAT: Gang Resistance Education and Training
HR: Human Resources
HTE: High Technology Entrepreneur
HVAC: Heating, Ventilating & Air Conditioning
IAFSM: Illinois Association for Floodplain and Storm Water Management
IBM: International Business Machines Corporation
IDLH: Immediate Danger to Life or Health



ANNUAL BUDGET

IDOT: Illinois Department of Transportation

IEPA: Illinois Environmental Protection Agency

IMRF: Illinois Municipal Retirement Fund

IP: Internet Protocol

IPBC: Interpersonal Personnel Benefits Cooperative

IPRA: Illinois Parks and Recreation Association

IS: Information Systems

ISPE: Illinois Society of Professional Engineers

JERC: Journal Entry Re-Class

JULIE: Joint Utility Locating Information for Excavators

K-9: Canine

LEA: Local Education Authority

MCWWA: Mid-Central Water Works Association

MFMA: Municipal Fleet Managers Association

MFT: Motor Fuel Tax

MGD: Millions Gallons per Day

NASSCO: National Association of Sewer Service Companies

NEDSRA: Northeast DuPage Special Recreation Association

NPDES: National Pollutants Discharge Elimination System

PATH: Play at the Hub

PCI: Payment Card Industry

POE: Point of Entry

PPE: Personal Protective Equipment

PPS: Police Pension System

PT: Part-Time

PUD: Planned Unit Development

RPZ: Reduce Pressure Zone

SAN: Storage Area Network

SCADA: Supervisory Control and Data Acquisition

SSA: Special Service Area

TMDL: Total Maximum Daily Load

TIF: Tax Increment Financing

TV: Television

VEBA: Village Exceed Budget Approval

VOGH: Village of Glendale Heights

VoIP: Voice over Internet Protocol

VRF: Vehicle Replacement Fund

VSR: Vehicle Service Request

WPCF: Water Pollution Control Facility

YC: Youth Commission

YWCA: Young Woman's Christian Assoc.