

**2019**

**Adopted Budget**

Village of Oak Park, Illinois

Dec. 10, 2018



Oak Park

**Village of Oak Park**  
**Fiscal Year 2019 Adopted Budget**  
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Budget Presentation  
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**Village of Oak Park  
Illinois**

For the Fiscal Year Beginning

**January 1, 2018**

*Christopher P. Morill*

Executive Director

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

**Date:** December 11, 2018

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

**From:** Cara Pavlicek, Village Manager

**Re:** FY2019 Recommended Budget for Adoption

**Cc:** Department Directors

### **Introduction**

The Fiscal Year 2019 (FY19) Budget was adopted on December 10, 2018 and was developed following a number of internal discussions including individual meetings with all Village Department Directors, the Village Clerk, and representatives from the five<sup>1</sup> not-for-profit organizations which have grant funding agreements with the Village for FY19 as a result of Village funding appropriated for FY19.

Appreciation is extended to Village staff for their dedication and expertise demonstrated during the development of the recommended budget. I would like to specifically note the extensive time commitment of CFO Drazner and his staff as well as all Department Directors.

This is the fourth year in that staff has formally presented a full five year Capital Improvement Plan (CIP) which was reviewed by the Finance Committee on October 8, 2018 and further modified by the Village Board on December 3, 2018. The 2019- 2023 CIP was also accepted by the Village Board on December 10, 2018 and establishes the capital priorities for future years for further review and discussion.

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<sup>1</sup> Oak Park Regional Housing Center, Oak Park Residence Corporations, Oak Park Housing Authority, Oak Park Area Arts Council and Oak Park Economic Development Corporation

## **FY19 Administrative Considerations**

Throughout the administrative preparation of the budget there have been conscientious deliberations about increasing demands for Village services and the cost to provide those services. Additionally, the development of the FY19 budget has taken into account the following considerations into the proposed service levels:

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

The Village Board formally approved Objectives and Goals 2017-2019 via Resolution 18-781 on February 5, 2018.

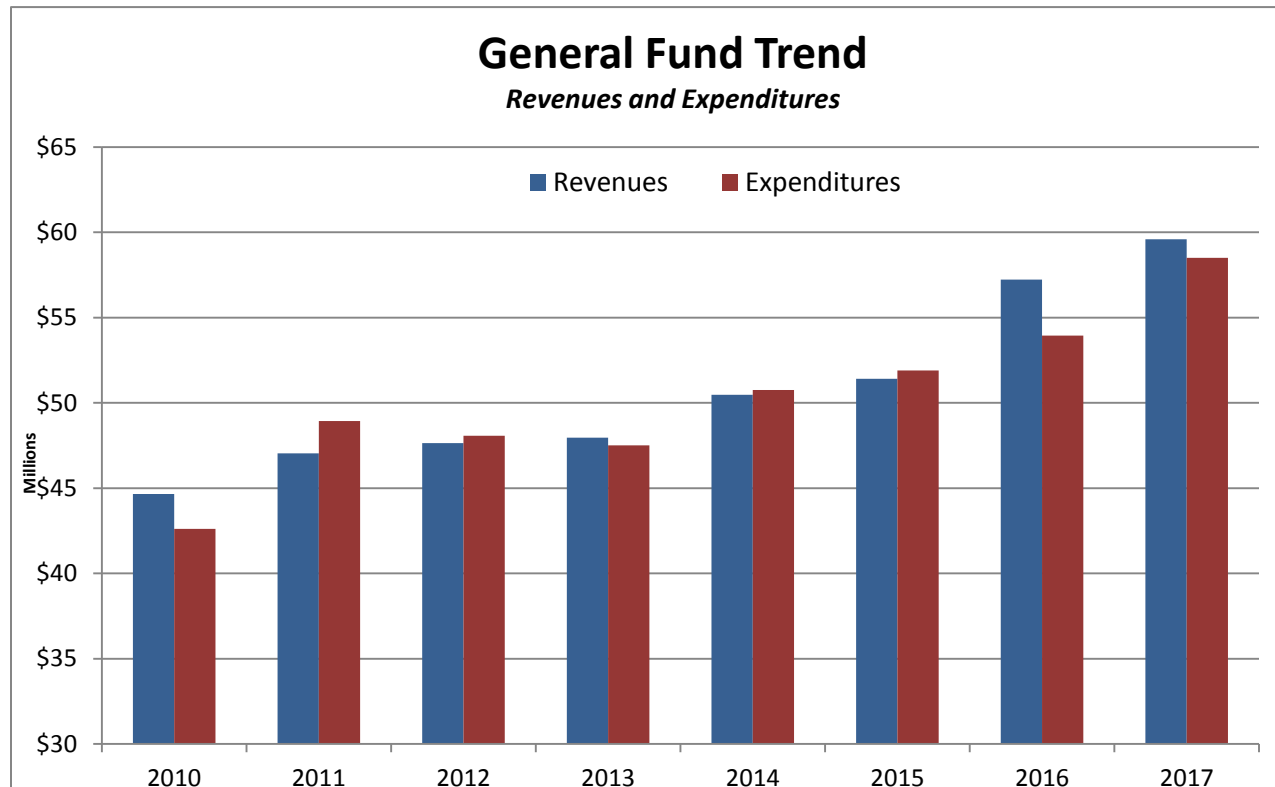
### **2. Financial Stability**

Staff has made every effort to carefully balance the service delivery expectations established by Village policy and goals with the cost of those services as well as the current financial means of the Village. The result is that the Village's long term financial stability continues to be a key driver in decisions that are made in the Budget and reflect:

- Increases in public safety positions to respond to service demands; and
- Maintaining and complying with funding for the statutorily established fire and police pensions; and
- Continued focus on the efficiency and effectiveness of service delivery with customer service as a focus; and
- Necessary capital investments in critical public infrastructure and equipment to ensure safety for Village employees and the public at large.



When focused on the Village’s General Fund, which captures operating expenditures, the chart below tracks General Fund revenues and expenditures from 2010 – 2017.



### 3. Public Infrastructure and Capital Planning

The Village will celebrate the 117<sup>th</sup> Anniversary of its incorporation in 2019. Staff has developed a comprehensive five year Capital Improvement Plan (CIP) and the first year of this updated plan is the foundation for capital projects in FY19 and allows the Village to identify and evaluate the state of the Village’s infrastructure and plan for the associated costs.

As the community ages, infrastructure needs will continue to increase. To combat costs for these ongoing big ticket expenses, prior Village Boards have decided to dedicate certain revenues to the CIP such as its 1% home rule sales tax, local \$.06/gallon gasoline tax, and a portion of the telecommunications tax which has been in a gradual decline over the years as more and more people opt to disconnect landline phones. Together, these dedicated revenue sources contribute only about \$4 million per year which is not adequate to cover more than just the most basic ongoing street and alley resurfacing or replacement projects. As such, the last few years the Village has issued general obligation debt to fill the gap between the dedicated CIP funding sources and the costs of CIP infrastructure projects and equipment.

For FY19, in addition to the dedicated revenue sources, staff is also recommending the use of approximately \$5.8 million from available cash (fund balance). This is comprised of approximately \$2.8 million from the Debt Service Fund which has accumulated reserves due to refinancing of debt and TIF surplus distributions and another \$3 million from Capital Fund reserves (currently in the sub-capital funds for Building Improvements, Fleet, and Equipment Replacement) which has accumulated when capital projects budgeted were deferred or completed under budget. In FY19, the Capital Fund includes a proposed bond issue of \$9.3 million solely to fund the Lake Street project. That bond issue, while proposed, would likely not be issued until 2020 or later, as the Lake Street project will be completed by the State, and then Oak Park will be billed its local share. Therefore, it is not recommended the bonds be issued until the State issues its bill to the Village. This is similar to the Roosevelt Road project previously completed in partnership with the cities of Berwyn and Cicero via a contract with the State.

#### **4. Technology**

Since 2014, significant technology upgrades have been made to Village systems pursuant to Board direction and input of the citizen advisory board, Civic Information Systems Commissions (CISC) which endorsed the use of the priority list established via an IT Strategic Plan. Key technology priorities established in the Plan, include:

- Adoption of an Intergovernmental Agreement with the Consortium (GISC) - a public entity consisting of local governments that work collectively to achieve the benefits of GIS and related technologies. Using the GIS platform, a new software solution for permitting, inspections, and licensing has been fully implemented (referred to as CityView and/or Village View).
- A new Computer Aided Dispatch (CAD) system through the Village's partnership within the West Suburban Consolidated Dispatch Center (WSCDC) was implemented via an upgraded software system. The upgrade to the 911 CAD system is of significant importance for emergency services.
- A replacement ERP system for PeopleSoft, was procured and all financial systems are fully implemented and operational (referred to as BS&A). Human Resources functions are currently being implemented in the software as well.

- A comprehensive software system for parking activities was approved by the Village Board in 2018 (referred to as Passport). Implementation has started.

The investment in technology has allowed for the Village to continue improving service quality and efficiencies in delivery of services. The use of improvement technology has also allowed for reduction in staffing positions in some areas when the positions become vacant which results in long-term cost reductions.

## **5. Public Private Partnerships**

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

The FY19 Budget includes within the General Fund a total of \$1,464,882 for the Village to enter into contracts/grant funding agreements with these not-for-profit entities including the Regional Housing Center, Oak Park Residence Corporation, Oak Park Area Convention and Visitors Bureau, Oak Park Economic Development Corporation and Oak Park Area Arts Council. While the Village has entered into contractual agreements with these not-for-profit agencies, the services being provided are largely discretionary in nature and the necessity of such services should be carefully scrutinized and discussed by the Village Board.

The FY19 Budget also includes, within the General Fund, funding for the Village to honor existing intergovernmental agreements for youth services including the Youth Interventionist Program totaling \$61,200 via the Oak Park Township and Early Childhood Services totaling \$355,216 via School District 97 and 200.

## **6. Operational Needs**

Since approximately 65% of the General Fund budget is allocated toward police and firefighter services, the following table provides a history on call volume for both departments as noted below:

Calls For Service						8/31
	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	YTD
						<u>2018</u>
Police	33,155	32,651	34,529	65,830	70,418	47,094
Fire	6,016	6,419	6,731	6,714	6,822	4,828
Combined	<u>39,171</u>	<u>39,070</u>	<u>41,260</u>	<u>72,544</u>	<u>77,240</u> <sup>▼</sup>	<u>51,922</u>

Beginning in 2016, a new 911 dispatch system began capturing police calls for service to include calls, traffic stops, premise checks, alarm checks, thus resulting in the spike in police calls in 2016 compared to previous years shown. In 2018 overall, Police and Fire activity continues to trend towards a modest increase in calls for service. Public safety and proper resource allocation to both the Police and Fire Departments continues to be a top priority.

The Village Manager’s Office continues to make labor relations a key priority in partnership with the Human Resources Department. Of the nine collective bargaining agreement, all are current with expiration dates as follows:

<u>Bargaining Group</u>	<u>Expiration</u>
FOP Police Officers	12/31/20
IAM Local 701	06/30/22
FOP Police Sergeants	12/31/19
SEIU Local 73 (Water/Sewer Employees)	06/30/20
FOP Community Service Officers	12/31/20
IAFF Firefighters/Lieutenants	12/31/20
IBEW Local 9	12/31/20
Teamsters Local 705	03/31/21
SEIU Local 73 (Administrative)	12/31/21

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

The FY19 budget contains a net increase of 7.5 FTE positions summarized as follows:

**Synopsis of FTE Changes from FY18 to FY19 Recommendations**

Communications: New Position - Part-time Communications & Social Media Coordinator for Public Safety	0.50
Development Customer Services: New Position - Part-Time Executive Secretary	0.50
Development Customer Services: New Position - up to 2 summer interns to complete Historic Preservation Research Work	0.50
Development Customer Services: Eliminate Vacant Position - Part-Time Permit Customer Service Tech	(0.50)
Development Customer Services: Eliminate Vacant Position - Parking Services Specialist	(1.00)
Finance: Eliminate Vacant Position from Full-Time to Part-Time - Accountant	(0.50)
Fire: Re-org to replace 2018 contractual services with Village Staff - Part-Time civilian Fire Inspector (2)	1.00
Police: New Position - Parking Enforcement Supervisor (3)	3.00
Police: New Position - Police Officer (increase of 2 sworn staff)	2.00
Public Health: Re-org to replace 2018 contractual services with Staff - Part-Time Grants Coordinator	0.50
Public Health: Re-org to replace 2018 contractual services with Staff - Part-Time Farmers Market Manager	0.50
Public Health: Re-org to replace 2018 contractual services with Staff - Part-Time Farmers Market Assistants (5)	0.50
Public Works: New Positions - restore funding for Part-Time Summer Seasonal Staff reduced in 2018	0.50
<hr/>	
Net Impact of Recommended Changes	7.50

It is important to consider that personnel expenses (wages and benefits) account for approximately 75% of the General Fund budget and consistent with past practice, the FY19 Budget for General Fund expenditures reflect approximately 97 percent of full staffing which is in line with the historical staffing levels. This practice was first implemented in FY13. A review of the prior fiscal years indicates that actual expenditures for salary and benefits are never 100% of the adopted budget amount:

<u>Fiscal Year</u>	<u>Actual Expenditures for Salary &amp; Benefits as a % of Budgeted Expenditures</u>
2009	94.59%
2010	95.94%
2011	98.43%
2012	98.33%
2013	93.26%
2014	93.83%
2015	98.88%
2016	98.96%
2017	97.68%

Salary and benefit budget to actual variances have ranged from approximately 2 to 5% over the last several years, primarily attributable to normal retirements and turnover. In essence, while a full year of salary is budgeted, when vacancies occur mid-year, savings are realized which are at times partially offset by any accrued paid time off (i.e. vacation) payouts due upon separation from the Village. Such vacancies during the course of the year are actually accounted for within the budget by staff with an estimated contra-expense (negative expense) budgeted in the General Fund. Therefore, salaries and benefits are not over-appropriated when looking at budgeted General Fund expenditures in their entirety, assuming that the estimated contra expense is fairly accurate. However, it should be understood that unanticipated turnover and resulting vacancies can be difficult to predict.

Consistent with past practice, staff will seek Village Board approval to hire new sworn police officers and firefighter/paramedics when there is a pending retirement/resignation of an employee combined with another long-term employee disability where said employee is not expected to return to work for an extended time period, resulting in overtime expenditures to fill the “vacancy” when minimum staffing levels in public safety positions require. This program was first approved in FY17 by the Village Board and again in FY18. This is an important strategy to meet the communities’ needs in response to an emergency.

### **Overall Financial Summary**

The Village fiscal year begins January 1, 2019 and ends December 31, 2019 and is comprised of 35 funds, excluding various small health grant funds and \$171.6 million in expenditures after excluding interfund transfers out. The recommended appropriations which contribute to the majority of this increase compared to the prior year budget are related to the dissolution of the Downtown TIF and Madison TIF funds, the Lake Street capital project, and Water/Sewer Capital projects in 2019. Excluding the police and firefighters’ pension funds as well as the Foreign Fire Insurance Fund which are independently governed by separate pension boards, total recommended budget expenditures are \$155.8 million.

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

The FY19 recommended budget was developed with the following impact to property taxes levied by the Village of Oak Park, before the application by Cook County of the loss allowance to the property tax levy:

1. A slight levy increase of \$170,370 for annual debt service expense after all abatements
2. A combined levy increase of \$621,017 for the recommended police/fire pension levies
3. An increase of \$168,431 for the general corporate levy

As seen above, the vast majority of this increase is being allocated to the public safety pension plan contributions in order to make the actuarial required contributions.

The total recommended levy increase of \$959,817 equates to exactly 3.0% over the prior year (tax year 2017) levy of \$32,000,165 as requested by the Village Board earlier this year. To meet the Village Board's direction, we are recommending spending \$1.4 million of available cash (General Fund Balance) to support one-time expenditures such as staff training, grant funding agreements and intergovernmental agreements (which have multi-year funding commitments that are subject to annual appropriations). The General Fund estimated fund balance at 1/1/2019 is \$12.0 million and has the potential of being reduced to \$10.6 million at the end of FY19. There are certain assumptions and estimates in this calculation and it is possible that actual fund balance at the end of FY19 may vary from this projection. This amount would be at the lower end of the range under the Village's fund balance policy.

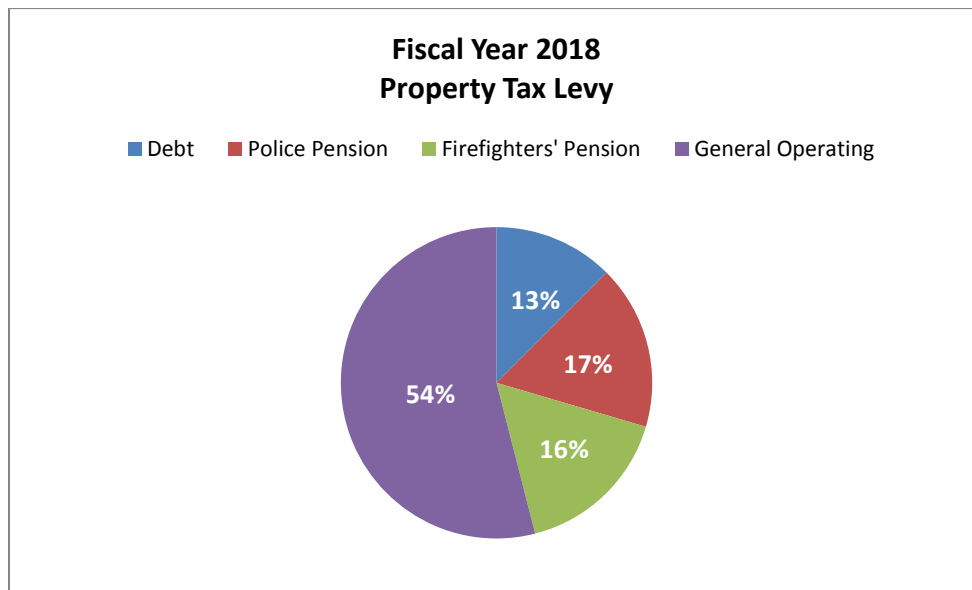
It is unlikely that the Village can continue to limit property tax increases to 3% annually going forward unless there are increases to other revenues (such as sales tax or similar), there is a reduction in non-core service support (e.g. property tax support for grant funding agreements or services provided to other taxing bodies) or there is a reduction in core municipal services.

Tax year 2017 (collected in fiscal year 2018) was the triennial reassessment year for Oak Park properties. As such, the equalized assessed valuation increased from \$1,386,653,517 in tax year 2016 to \$1,655,776,153 in tax year 2017. This increased EAV should remain fairly constant for tax year 2018, albeit there are usually some adjustments for new property developments and/or appeals. Please be aware that for tax year 2019 (fiscal year 2020), the EAV will increase again after the Madison Street and Downtown TIF incremental EAVs are rolled into the village-wide EAV. The

current combined amount of the incremental EAVs for these TIFs is approximately \$83 million, or about 5% of the total tax year 2017 village-wide EAV.

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

While the total municipal budget relies upon a number of sources of revenue, the property tax levy continues to be a focus of judging the fiscal health of the community. Property Tax funded Village expenditures are as follows in the current FY18:



As noted in the above table, about one third of the levy supports the public safety pensions, 13% is used towards annual debt service (excluding enterprise fund debt), and the balance of approximately 54% is used for general corporate purposes.



Furthermore, the following chart highlights the proposed changes from the adopted FY18 levy to the recommended FY19 levy and includes all property taxes levied to support the Village.

	Fiscal Year 2018 Tax Year 2017			Fiscal Year 2019 Tax Year 2018		
	Estimated Assessed Valuation	Loss Allowance %	Estimated Assessed Valuation	Estimated Assessed Valuation	Loss Allowance %	Estimated Assessed Valuation
	1,663,984,220		1,663,984,220	1,655,776,153		1,655,776,153
	Tax Year 2017 Village Levy		Tax Year 2017 Extended Levy		Tax Year 2017 Village Levy	
Corporate Levy	17,318,000	3%	17,837,540	17,486,431	3%	18,011,024
Police Pension Levy	5,470,687	3%	5,634,808	6,211,250	3%	6,397,588
Firefighters Pension Levy	5,277,679	3%	5,436,009	5,158,133	3%	5,312,877
Subtotal	28,066,366		28,908,357	28,855,814		29,721,488
Gross Debt Service Levy	9,233,720	5%	9,695,406	10,987,000	5%	11,536,350
Debt Service to be Abated	(5,299,921)	5%	(5,564,917)	(6,882,832)	5%	(7,226,974)
Subtotal Net Debt Service Levy after Abatement	3,933,799		4,130,489	4,104,168		4,309,376
Total Property Tax Levy Request	32,000,165		33,038,846	32,959,982		34,030,865

It is important to keep in mind that the County automatically adds on an additional 3% (5% for debt service) to the Village's levy to offset any potential unpaid taxes and/or reductions due to appeals. The end result is that in most years, the Village will realize between 98-100% of its levy which generally means that the sum of all appeals plus any unpaid taxes typically averages between 3-5% each year.

The purpose of this automatic loss allowance add-on by the County is to allow taxing districts to collect close to 100% of the amount that is levied. In rare circumstances when appeals and/or unpaid taxes do not exceed 3%, it is theoretically possible that the Village may collect more than 100% of its levy, however, this has not happened looking back at the last ten years. Data on the actual percentage of levies collected by fiscal year may be viewed on page 161 of the FY17 Comprehensive Annual Financial Report.

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

<b>Sales Tax in Oak Park</b>	
<b>State portion</b>	<b>5.00%</b>
<b>Village portion</b>	<b>1.00%</b>
<b>County portion</b>	<b><u>0.25%</u></b>
<b>Total Sales Tax by State Regulation- General Merchandise</b>	<b><u>6.25%</u></b>
<b>Village Home Rule Retailers' Occupation Tax</b>	<b>1.00%</b>
<b>Cook County Home Rule Retailers' Occupation Tax</b>	<b>1.75%</b>
<b>RTA Sales Tax</b>	<b><u>1.00%</u></b>
<b>Total Sales Tax Home Rule- General Merchandise</b>	<b><u>3.75%</u></b>
<b>Total Combined Sales Tax- General Merchandise**</b>	<b><u>10.00%</u></b>
<i>**Registered property (i.e. vehicles) and eligible food &amp; drugs are taxed at a lower rate</i>	

Reviewing sales tax collections by category for 2017, approximately 28% of all tax collected was from bars and restaurants, 21% from grocery stores, 20% from drug stores and miscellaneous retail shops, and 13% from gas stations.

### **Closing**

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

Sincerely,



Cara Pavlicek  
Village Manager

## FY 2019 Budget Timeline

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Budget Staff Kick-off	Wednesday, June 27, 2018
Staff Submissions Due	August 1, 2018 - August 8, 2018
Special Meeting with Village Board on Department Director Priorities	Monday, August 27, 2018
Department Meetings with VMO and Finance - BEGIN	Monday, August 20, 2018
Department Meetings with VMO and Finance - END	Friday, September 14, 2018
Partner Agency funding requests due to Staff Liaisons	Monday, August 13, 2018
Recommended Budget to Finance Committee/Board	Friday, September 21, 2018
Post Recommended Capital Improvement Plan to Village Website	Friday, September 28, 2018
Post Recommended Budget to Village Website	Friday, October 05, 2018
<b><u>Finance Committee Meeting #1</u></b>	Monday, October 08, 2018
Review CIP	
<b><u>Finance Committee Meeting #2</u></b>	Thursday, October 11, 2018
Fire and Police Pension Overview	
<i>Send Budget Public Hearing Notice to Wed Journal</i>	<i>Wednesday, October 17, 2018</i>
<b><u>Finance Committee Meeting #3</u></b>	Monday, October 22, 2018
Review of Internal Service and Special Revenue Funds	
Notice of Budget Public Hearing appears in Wed Journal	Wednesday, October 24, 2018
<b><u>Finance Committee Meeting #4</u></b>	Thursday, October 25, 2018
Review of General and Enterprise Funds	
<b><u>Finance Committee Meeting #5 (Optional)</u></b>	Monday, October 29, 2018
Additional discussion and review, as needed	
Distribute Updated Budget Recommendations to Village Board	Tuesday, October 30, 2018
<b><u>Village Board - Regular Meeting</u></b>	Monday, November 05, 2018
Budget Public Hearing	
First Reading - Revenue Changes	
<b><u>Village Board - Study Session (Tentative)</u></b>	Monday, November 12, 2018
Full Board Budget Review II	
<b><u>Village Board - Study Session (Tentative)</u></b>	Thursday, November 15, 2018
Full Board Budget Review III	
<b><u>Village Board - Regular Meeting</u></b>	Monday, December 03, 2018
Additional Review and Discussion	
<b><u>Village Board - Regular Meeting</u></b>	Monday, December 10, 2018
Approval of Recommended Budget and Related Items	

# Introduction

## The Budget Adoption Process

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

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

## The Budget Amendment Process

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

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

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

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

## Financial Policies

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

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

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

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

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

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

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

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

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

### **Investment Policy**

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

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

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

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

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

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

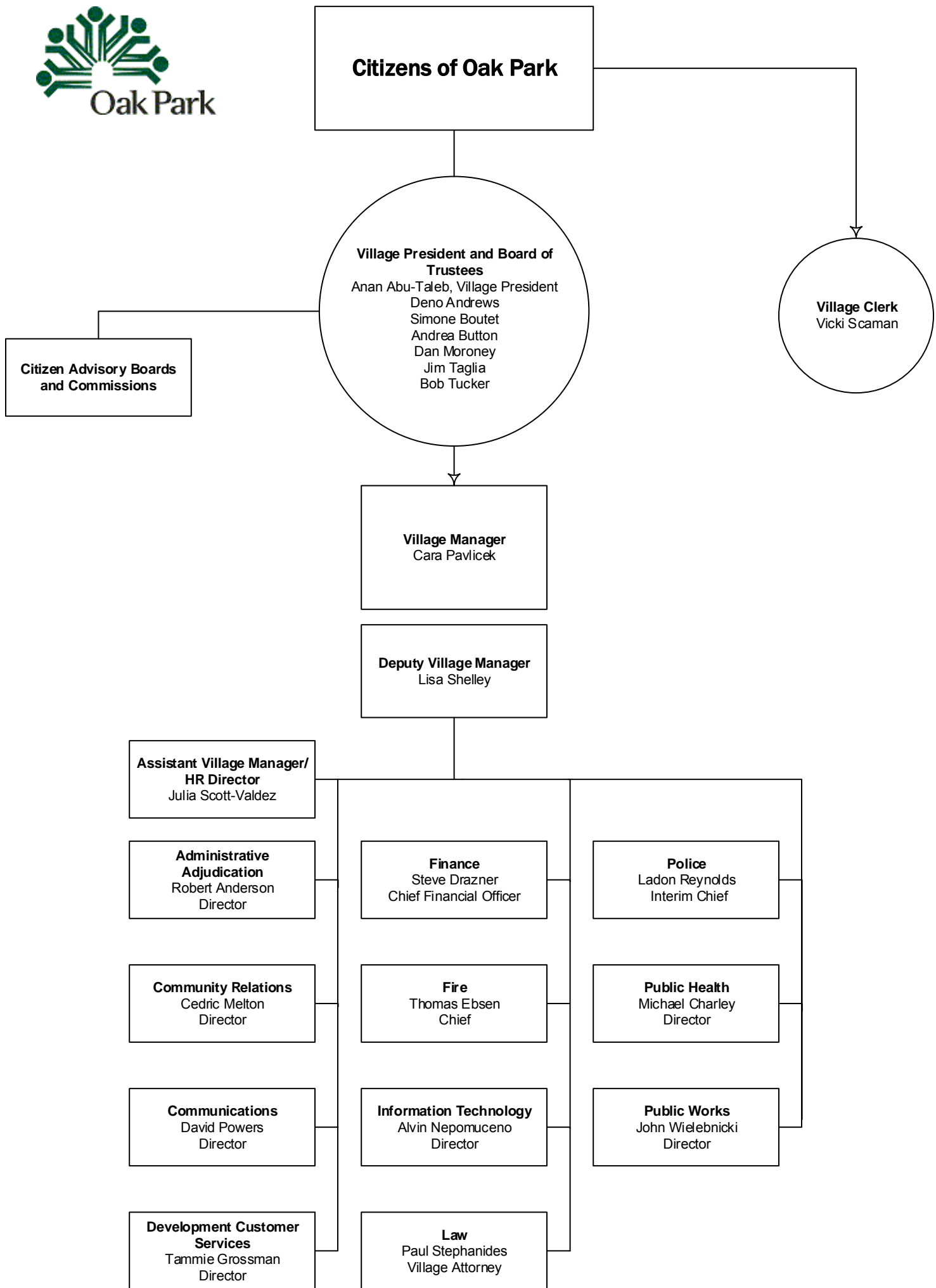
- U.S. Government obligations, U.S. Government agency obligations and U.S. Government instrumentality obligations, which have a liquid market and a readily determinable market value

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

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

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





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

<u>DEPARTMENT</u>	<u>DIVISION/SUB CATEGORY</u>	<u>POSITION</u>	<u>FY16</u>	<u>FY17</u>	<u>FY18</u> <i>corrected</i>	<u>FY19</u> <i>requested</i>
Adjudication	N/A	Adjudication Director	1.00	1.00	1.00	1.00
Adjudication	N/A	Executive Secretary	1.00	1.00	1.00	1.00
Adjudication	N/A	Adjudication Hearing Clerk	1.00	1.00	1.00	1.00
Adjudication	N/A	Community Service Coordinator	-	-	0.50	0.50
<b>TOTAL ADMINISTRATIVE ADJUDICATION</b>			<b>3.00</b>	<b>3.00</b>	<b>3.50</b>	<b>3.50</b>
Administrative Services	Communications	Communications Director	1.00	1.00	1.00	1.00
Administrative Services	Communications	Communications & Social Media Manager <i>(Reclassified from "Coordinator" 01/01/18)</i>	1.00	1.00	1.00	1.00
Administrative Services	Communications	Comm. & Social Media Coordinator <i>(for public safety)</i>	-	-	-	0.50
Administrative Services	Communications	Media Production Manager	1.00	1.00	1.00	1.00
SUBTOTAL			3.00	3.00	3.00	3.50
Administrative Services	Human Resources	Director/Asst. Village Manager	1.00	1.00	1.00	1.00
Administrative Services	Human Resources	Human Resources Generalist	1.00	2.00	2.00	2.00
Administrative Services	Human Resources	Human Resources Coordinator	-	-	1.00	1.00
Administrative Services	Human Resources	Claims Administrator	1.00	1.00	-	-
Administrative Services	Human Resources	Executive Secretary	-	-	-	-
Administrative Services	Human Resources	Administrative Secretary	1.00	0.50	-	-
SUBTOTAL			4.00	4.50	4.00	4.00
Administrative Services	Law	Village Attorney	1.00	1.00	1.00	1.00
Administrative Services	Law	Assistant Village Attorney	1.00	1.00	1.00	1.00
Administrative Services	Law	Legal Secretary	1.00	1.00	1.00	1.00
Administrative Services	Law	Legal/Adm Secretary	-	-	0.50	0.50
SUBTOTAL			3.00	3.00	3.50	3.50
Administrative Services	Village Manager Office	Village Manager	1.00	1.00	1.00	1.00
Administrative Services	Village Manager Office	Deputy Village Manager	1.00	1.00	1.00	1.00
Administrative Services	Village Manager Office	Assistant Village Manager	-	-	-	-

<u>DEPARTMENT</u>	<u>DIVISION/SUB CATEGORY</u>	<u>POSITION</u>	<u>FY16</u>	<u>FY17</u>	<u>FY18</u>	<u>FY19</u>
Administrative Services	Village Manager Office	Executive Coordinator	1.00	1.00	1.00	1.00
Administrative Services	Village Manager Office	Sustainability Coordinator	-	1.00	1.00	1.00
Administrative Services	Village Manager Office	Administrative Secretary	0.50	0.50	0.50	0.50
Administrative Services	Village Manager Office	Administrative Intern	0.25	0.25	-	-
SUBTOTAL			3.75	4.75	4.50	4.50

**TOTAL ADMINISTRATIVE SERVICES**

**13.75 15.25 15.00 15.50**

Community Relations	N/A	Community Relations Director	1.00	1.00	1.00	1.00
Community Relations	N/A	Community Relations Coordinator	1.00	1.00	1.00	1.00
Community Relations	N/A	Management Intern	0.50	0.50	0.50	0.50

**TOTAL COMMUNITY RELATIONS**

**2.50 2.50 2.50 2.50**

Development Customer Services	Administration	Development Customer Services Director	1.00	1.00	1.00	1.00
Development Customer Services	Administration	Development Cust. Services Assistant Director	-	-	1.00	1.00
Development Customer Services	Administration	Budget/Revenue Analyst <i>(re-organized from Parking Division)</i>	-	-	1.00	1.00
Development Customer Services	Administration	Account Clerk II <i>(re-organized from Parking Division)</i>	1.00	1.00	1.00	1.00
Development Customer Services	Administration	Executive Secretary	1.50	1.50	1.50	2.00
SUBTOTAL			3.50	3.50	5.50	6.00

Development Customer Services	Business Services	Business Services Manager	1.00	1.00	1.00	-
Development Customer Services	Business Services	Business/License Officer <i>(re-organized to Neighborhood Services Division)</i>	2.00	2.00	2.00	-
SUBTOTAL			3.00	3.00	3.00	-

Development Customer Services	Community Planning	Urban Planner	1.00	1.00	1.00	1.00
Development Customer Services	Community Planning	Village Planner	1.00	1.00	1.00	1.00
Development Customer Services	Community Planning	Zoning Administrator	1.00	1.00	1.00	1.00
Development Customer Services	Community Planning	Summer Interns <i>(up to 2 - Historic Preservation)</i>	-	-	-	0.50
SUBTOTAL			3.00	3.00	3.00	3.50

Development Customer Services	Neighborhood Services	Neighborhood Services Manager	1.00	1.00	1.00	1.00
Development Customer Services	Neighborhood Services	Grants Supervisor	1.00	1.00	1.00	1.00

<u>DEPARTMENT</u>	<u>DIVISION/SUB CATEGORY</u>	<u>POSITION</u>	<u>FY16</u>	<u>FY17</u>	<u>FY18</u>	<u>FY19</u>
Development Customer Services	Neighborhood Services	Neighborhood Services Supervisor	1.00	1.00	1.00	1.00
Development Customer Services	Neighborhood Services	Community Development Technician	1.00	1.00	1.00	1.00
Development Customer Services	Neighborhood Services	Property Maintenance Inspector	4.00	4.00	4.00	4.00
Development Customer Services	Neighborhood Services	Business/License Officer	-	-	-	2.00
Development Customer Services	Neighborhood Services	Grants Coordinator	1.00	1.00	1.00	1.00
Development Customer Services	Neighborhood Services	Account Clerk II	1.00	1.00	1.00	1.00
SUBTOTAL			10.00	10.00	10.00	12.00
Development Customer Services	Permit Processing	Permit Processing Manager/Chief Building Officer	1.00	1.00	1.00	1.00
Development Customer Services	Permit Processing	Permit Services Supervisor	1.00	1.00	1.00	1.00
Development Customer Services	Permit Processing	Plans Examiner	-	-	-	-
Development Customer Services	Permit Processing	Building Inspector	1.00	1.00	1.00	1.00
Development Customer Services	Permit Processing	Permit Customer Service Technician	3.50	3.50	3.50	3.00
SUBTOTAL			6.50	6.50	6.50	6.00
Development Customer Services	Parking Services	Parking Director	1.00	1.00	-	-
Development Customer Services	Parking Services	Parking & Mobility Services Manager	-	-	1.00	1.00
Development Customer Services	Parking Services	Assistant Director	1.00	1.00	-	-
Development Customer Services	Parking Services	Parking Services Supervisor	1.00	1.00	0.50	-
Development Customer Services	Parking Services	Parking Restrictions Coordinator	1.00	1.00	1.00	1.00
Development Customer Services	Parking Services	Administrative Clerk	2.00	1.50	1.50	1.50
Development Customer Services	Parking Services	Parking Facilities Supervisor	2.00	2.00	1.00	2.00
Development Customer Services	Parking Services	Parking Meter Technician	3.00	3.00	3.00	3.00
Development Customer Services	Parking Services	Permit Services Supervisor	1.00	1.00	0.50	-
Development Customer Services	Parking Services	Parking Services Specialist	4.00	4.50	4.50	3.50
SUBTOTAL			16.00	16.00	13.00	12.00
<b>TOTAL DEVELOPMENT CUSTOMER SERVICES</b>			<b>42.00</b>	<b>42.00</b>	<b>41.00</b>	<b>39.50</b>
Finance	N/A	Chief Financial Officer	1.00	1.00	1.00	1.00
Finance	N/A	Deputy Chief Financial Officer	1.00	1.00	1.00	1.00
Finance	N/A	Senior Accountant	1.00	1.00	1.00	1.00
Finance	N/A	Payroll Accountant	1.00	1.00	1.00	1.00
Finance	N/A	Budget/Revenue Analyst <i>(re-organized from Budget &amp; Financial Manager 7/1/18)</i>	1.00	1.00	1.00	1.00
Finance	N/A	Accountant	1.00	1.00	1.00	0.50

<u>DEPARTMENT</u>	<u>DIVISION/SUB CATEGORY</u>	<u>POSITION</u>	<u>FY16</u>	<u>FY17</u>	<u>FY18</u>	<u>FY19</u>
Finance	N/A	Executive Secretary	1.00	1.00	1.00	1.00
Finance	N/A	Records Coordinator	1.00	1.00	1.00	1.00
Finance	N/A	Account Clerk II	2.00	2.00	2.00	2.00
Finance	N/A	Cashier	2.50	2.50	2.50	2.50
<b>TOTAL FINANCE</b>			<b>12.50</b>	<b>12.50</b>	<b>12.50</b>	<b>12.00</b>
Fire	Administration	Fire Chief	1.00	1.00	1.00	1.00
Fire	Administration	Deputy Fire Chief - Community Services	1.00	1.00	1.00	1.00
Fire	Administration	Intern	-	-	0.25	0.25
Fire	Administration	Deputy Fire Chief - Operations	1.00	1.00	1.00	1.00
Fire	Administration	Fire Inspector- Civillian (2 Part-Time) <i>(service proposed by contractor in FY18)</i>	-	-	-	1.00
Fire	Administration	Executive Secretary	1.00	1.00	1.00	1.00
SUBTOTAL			4.00	4.00	4.25	5.25
Fire	Operations	Battalion Chief	3.00	3.00	3.00	3.00
Fire	Operations	Lieutenant	12.00	12.00	12.00	12.00
Fire	Operations	Firefighter/Paramedic	45.00	45.00	48.00	48.00
SUBTOTAL			60.00	60.00	63.00	63.00
<b>TOTAL FIRE</b>			<b>64.00</b>	<b>64.00</b>	<b>67.25</b>	<b>68.25</b>
Information Technology	N/A	Director	1.00	1.00	1.00	1.00
Information Technology	N/A	IT Operations Manager	1.00	1.00	1.00	1.00
Information Technology	N/A	Network Specialist	2.00	2.00	2.00	2.00
Information Technology	N/A	Systems Analyst	3.00	3.00	3.00	3.00
Information Technology	N/A	Executive Secretary	1.00	1.00	-	-
Information Technology	N/A	IT Office Coordinator	-	-	1.00	1.00
<b>TOTAL INFORMATION TECHNOLOGY</b>			<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>
Police	Administration	Police Chief	1.00	1.00	1.00	1.00 Sworn
Police	Administration	Deputy Chief	2.00	2.00	2.00	2.00 Sworn

<u>DEPARTMENT</u>	<u>DIVISION/SUB CATEGORY</u>	<u>POSITION</u>	<u>FY16</u>	<u>FY17</u>	<u>FY18</u>	<u>FY19</u>	
Police	Administration	Police Administrative Commander <i>(re-organized as sworn in 2018)</i>	1.00	1.00	-	-	Civilian
Police	Administration	Police Sergeant - Internal Affairs	-	-	-	1.00	Sworn
Police	Administration	Police Officer- Research/Planning Training Coordinator & Emergency Preparedness/Response Manager <i>( State Grant &amp; re-organized to Health Department 2018)</i>	1.00	1.00	1.00	-	Sworn
Police	Administration	Executive Secretary	1.00	1.00	-	-	Civilian
Police	Administration		1.00	1.00	1.00	1.00	Civilian
SUBTOTAL			7.00	7.00	5.00	5.00	
Police	Field	Commander	3.00	3.00	4.00	3.00	Sworn
Police	Field	Sergeant	15.00	14.00	14.00	12.00	Sworn
Police	Field	Police Officer	65.00	65.00	65.00	65.00	Sworn
Police	Field	Community Service Officer	6.00	6.00	6.00	6.00	Civilian
Police	Field	Community Liaison Coordinator	1.00	-	-	-	Civilian
Police	Field	Parking Enforcement Officer	10.00	10.00	10.00	10.00	Civilian
Police	Field	Parking Enforcement Supervisor <i>( Position funding beginning 04/01/19)</i>	-	-	-	3.00	Civilian
SUBTOTAL			100.00	98.00	99.00	99.00	
Police	Support	Commander	1.00	1.00	1.00	2.00	Sworn
Police	Support	Sergeant	2.00	3.00	3.00	4.00	Sworn
Police	Support	Police Officer	14.00	14.00	13.00	16.00	Sworn
Police	Support	Police Officer (School Resource Officer)	3.00	3.00	3.00	3.00	Sworn
Police	Support	Police Officer (Resident Beat Officer)	5.00	5.00	6.00	6.00	Sworn
Police	Support	Police Officer (Neighborhood Resource Officer)	2.00	2.00	2.00	2.00	Sworn
Police	Support	Police Officer (Foot Patrol)	2.00	2.00	3.00	3.00	Sworn
Police	Support	Police Officer (Training)	-	-	1.00	1.00	Sworn
Police	Support	Police Officer (Investigation Support Officer)	-	-	-	-	Sworn
Police	Support	Evidence/Detention Custodian <i>(re-organized from Administration)</i>	1.00	2.00	1.00	1.00	Civilian
Police	Support	Court Services Liaison <i>(re-organized from Administration)</i>	-	1.00	1.00	1.00	Civilian
Police	Support	Budget/Revenue Analyst <i>(re-organized from Administration)</i>	1.00	-	1.00	1.00	Civilian
Police	Support	Crime Analyst	1.00	1.00	1.00	1.00	Civilian
Police	Support	Police Records Supervisor	1.00	1.00	1.00	1.00	Civilian
Police	Support	Parking Advocate	2.00	2.00	2.00	2.00	Civilian
Police	Support	Senior Police Records Clerk	2.00	2.00	2.00	2.00	Civilian
Police	Support	Police Records Clerk	2.00	2.00	2.00	2.00	Civilian
SUBTOTAL			39.00	41.00	43.00	48.00	

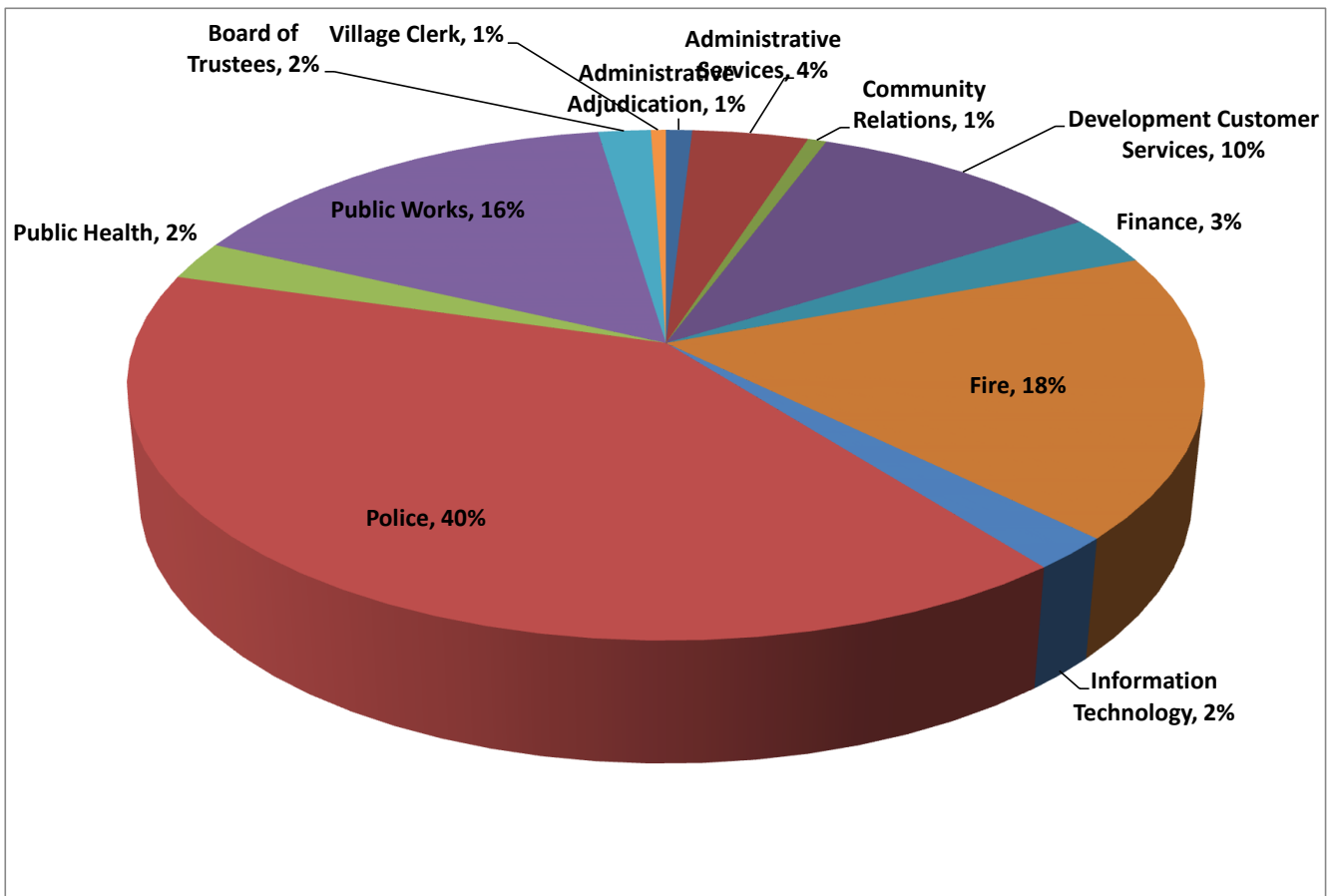
<u>DEPARTMENT</u>	<u>DIVISION/SUB CATEGORY</u>	<u>POSITION</u>	<u>FY16</u>	<u>FY17</u>	<u>FY18</u>	<u>FY19</u>
TOTAL SWORN			116.00	116.00	119.00	121.00
TOTAL CIVILIAN			30.00	30.00	28.00	31.00
<b>TOTAL POLICE</b>			<b>146.00</b>	<b>146.00</b>	<b>147.00</b>	<b>152.00</b>
Public Health	N/A	Director	1.00	1.00	1.00	1.00
Public Health	N/A	Emergency Preparedness & Response Coordinator <i>(position reclassified from Police Department)</i>	-	-	-	1.00
Public Health	N/A	Public Health Nurse	1.00	1.00	1.00	1.00
Public Health	N/A	Sanitarian	2.00	2.00	2.00	2.00
Public Health	N/A	Grants Coordinator <i>(.50 duties transferred from contractual services)</i>	0.50	0.50	0.50	1.00
Public Health	N/A	Animal Control Officer	1.00	1.00	1.00	1.00
Public Health	N/A	Administrative Assistant	1.00	1.00	1.00	1.00
Public Health	N/A	Farmers Market Manager <i>(.50 duties transferred from contractual services)</i>	-	-	-	0.50
Public Health	N/A	Farmers Market Assistants (5) <i>(.50 duties transferred from contractual services)</i>	-	-	-	0.50
Public Health	N/A	Intern	0.25	0.25	0.25	0.25
<b>TOTAL PUBLIC HEALTH</b>			<b>6.75</b>	<b>6.75</b>	<b>6.75</b>	<b>9.25</b>
Public Works	Administration	Director	1.00	1.00	1.00	1.00
Public Works	Administration	Budget/Revenue Analyst <i>(reclassified 1/1/18)</i>	1.00	1.00	1.00	1.00
Public Works	Administration	Administrative Secretary	4.00	4.00	4.00	3.00
Public Works	Administration	Administrative Assistant	-	-	-	1.00
Public Works	Administration	Seasonal Various	1.00	1.00	0.50	1.00
SUBTOTAL			7.00	7.00	6.50	7.00
Public Works	Building Maintenance	Superintendent	1.00	1.00	1.00	1.00
Public Works	Building Maintenance	Building Maintenance Contract Coordinator	1.00	1.00	1.00	1.00
SUBTOTAL			2.00	2.00	2.00	2.00
Public Works	Engineering	Village Engineer	1.00	1.00	1.00	1.00
Public Works	Engineering	Traffic Engineer	1.00	1.00	1.00	-
Public Works	Engineering	Assistant Village Engineer	1.00	1.00	1.00	1.00
Public Works	Engineering	Civil Engineer II	3.00	3.00	3.00	3.00

<u>DEPARTMENT</u>	<u>DIVISION/SUB CATEGORY</u>	<u>POSITION</u>	<u>FY16</u>	<u>FY17</u>	<u>FY18</u>	<u>FY19</u>
Public Works	Engineering	Engineering Technician II	1.00	1.00	2.00	1.00
Public Works	Engineering	Civil Engineer I	-	-	-	1.00
Public Works	Engineering	Engineering Technician I	2.00	2.00	1.00	2.00
SUBTOTAL			9.00	9.00	9.00	9.00
Public Works	Environmental Services	Environmental Services Manager	1.00	1.00	1.00	1.00
Public Works	Environmental Services	Environmental Services Control Officer	1.00	1.00	1.00	1.00
SUBTOTAL			2.00	2.00	2.00	2.00
Public Works	Fleet	Crew Chief	1.00	1.00	1.00	1.00
Public Works	Fleet	Superintendent	1.00	1.00	1.00	1.00
Public Works	Fleet	Sr. Fleet Automotive Service & Body Technician	1.00	1.00	1.00	1.00
Public Works	Fleet	Parts Supervisor	1.00	1.00	1.00	1.00
Public Works	Fleet	Parts Attendant	1.00	1.00	1.00	1.00
Public Works	Fleet	Fleet Automotive Service Technician	5.00	4.00	5.00	5.00
Public Works	Fleet	Fleet Autobody Technician	-	1.00	-	-
SUBTOTAL			10.00	10.00	10.00	10.00
Public Works	Forestry	Forestry Superintendent	1.00	1.00	1.00	1.00
Public Works	Forestry	Maintenance Crew Chief	1.00	1.00	1.00	1.00
Public Works	Forestry	Forestry Technician II	4.00	4.00	4.00	3.00
Public Works	Forestry	Forestry Technician I	-	-	-	-
SUBTOTAL			6.00	6.00	6.00	5.00
Public Works	Streets/Lighting	Streets Superintendent	1.00	1.00	1.00	1.00
Public Works	Streets/Lighting	Street Supervisor	1.00	1.00	1.00	1.00
Public Works	Streets/Lighting	Senior Electrician	1.00	-	1.00	1.00
Public Works	Streets/Lighting	Sr. Sign & Marking Technician	1.00	1.00	1.00	1.00
Public Works	Streets/Lighting	Equipment Operator	6.00	6.00	6.00	7.00
Public Works	Streets/Lighting	Electrician	1.00	2.00	1.00	1.00
SUBTOTAL			11.00	11.00	11.00	12.00
Public Works	Water/Sewer	Superintendent	1.00	1.00	1.00	1.00
Public Works	Water/Sewer	Water & Sewer Supervisor	1.00	1.00	1.00	1.00
Public Works	Water/Sewer	Sr. Pump Operator	1.00	1.00	1.00	1.00



<u>DEPARTMENT</u>	<u>DIVISION/SUB CATEGORY</u>	<u>POSITION</u>	<u>FY16</u>	<u>FY17</u>	<u>FY18</u>	<u>FY19</u>
Public Works	Water/Sewer	Water/Sewer Worker II	4.00	4.00	3.00	4.00
Public Works	Water/Sewer	Water/Sewer Worker I	4.00	3.00	4.00	3.00
Public Works	Water/Sewer	Pump Operator	1.00	2.00	2.00	2.00
Public Works	Water/Sewer	Meter Reader	0.50	0.50	0.50	0.50
SUBTOTAL			12.50	12.50	12.50	12.50
<b>TOTAL PUBLIC WORKS</b>			<b>59.50</b>	<b>59.50</b>	<b>59.00</b>	<b>59.50</b>
Village Board of Trustees	N/A	Village President	1.00	1.00	1.00	1.00
Village Board of Trustees	N/A	Trustee	6.00	6.00	6.00	6.00
<b>TOTAL BOARD OF TRUSTEES</b>			<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>
Village Clerk	N/A	Village Clerk	1.00	1.00	1.00	1.00
Village Clerk	N/A	Deputy Village Clerk	1.00	1.00	1.00	1.00
Village Clerk	N/A	Sr. Administrative Clerk	1.00	1.00	-	-
<b>TOTAL VILLAGE CLERK</b>			<b>3.00</b>	<b>3.00</b>	<b>2.00</b>	<b>2.00</b>
<b>TOTAL- ALL DEPARTMENTS</b>			<b>368.00</b>	<b>369.50</b>	<b>371.50</b>	<b>379.00</b>

<u>DEPARTMENT</u>	<u>DIVISION/SUB CATEGORY</u>	<u>POSITION</u>	<u>FY16</u>	<u>FY17</u>	<u>FY18</u>	<u>FY19</u>
Synopsis of FTE Chages from FY18 to FY19 Recommendations						FY19
Communications		New Position - Part-time Communications & Social Media Coordinator for Public Safety				0.50
Development Customer Services		New Position - Part-Time Executive Secretary				0.50
		New Position - up to 2 summer interns to complete Historic Preservation Research Work				0.50
		Eliminate Vacant Position - Part-Time Permit Customer Service Tech				(0.50)
		Eliminate Vacant Position - Parking Services Specialist				(1.00)
Finance		Eliminate Vacant Position from Full-Time to Part-Time - Accountant				(0.50)
Fire		Re-org to replace 2018 contractual services with Village Staff - Part-Time civilian Fire Inspector (2)				1.00
Police		New Position - Parking Enforcement Supervisor (3)				3.00
		New Position - Police Officer (increase of 2 authorized sworn staff)				2.00
Public Health		Re-org to replace 2018 contractual services with Village Staff - Part-Time Grants Coordinator (grant funded)				0.50
		Re-org to replace 2018 contractual services with Village Staff - Part-Time Farmer's Market Manager				0.50
		Re-org to replace 2018 contractual services with Village Staff - Part-Time Farmer's Market Assistants (5)				0.50
Public Works		New Positions - restore funding for Part-Time Summer Seasonal Staff reduced in 2018				0.50
Net Impact of Recommended Changes						7.50



<u>Department</u>	<u>FTE</u>	<u>%</u>
Administrative Adjudication	3.50	1%
Administrative Services	15.50	4%
Community Relations	2.50	1%
Development Customer Services	39.50	10%
Finance	12.00	3%
Fire	68.25	18%
Information Technology	8.00	2%
Police	152.00	40%
Public Health	9.25	2%
Public Works	59.50	16%
Board of Trustees	7.00	2%
Village Clerk	2.00	1%
<b>Total FTEs</b>	<u><b>379.00</b></u>	

Village of Oak Park  
Economic Incentive Summary  
Fiscal Year 2019

<u>Payee</u>	<u>Incentive Description</u>	<u>Fund</u>	<u>FY18 Projected Expense</u>	<u>FY19 Budgeted Expense</u>	<u>GL#</u>
Gugly	Years 1-4, 100% of municipal sales (1% ROT and 1% HR Sales) and 3% local liquor tax to developer; Years 5-7, 50% of municipal sales and local liquor tax to developer. Incentive capped at \$50K/year.	General	30,000	35,000	1001.46260.101.530649
Sherwin Williams	60% 1% ROT and 1% HR sales tax to developer capped at a cumulative \$75K	General	13,500	15,000	1001.46260.101.530649
Autobarn	After surpassing \$50M in cumulative revenue, VOP and Developer share equally 1% ROT and 1% HR sales tax for a six year period. No incentive ceiling/cap.	General	130,000	140,000	1001.46260.101.530649
Clark Street RDA	Annual \$200K sales tax revenue base to VOP. Sales tax revenue (1% ROT and 1% HR) above \$200K for calendar year 100% allocated to developer. Incentive capped at a cumulative \$750K	General	-	10,000	1001.46260.101.530649
		Totals	<u>173,500</u>	<u>200,000</u>	

Village of Oak Park  
 Partner Agency (Non-Profit) Funding Summary  
 FY2019

<u>Agency Name</u>	<u>GL Account</u>	<u>Actual FY14</u>	<u>Actual FY15</u>	<u>Actual FY16</u>	<u>Actual FY17</u>	<u>Budget FY18</u>	<u>Budget FY19</u>
Oak Park Regional Housing Center- Programatic Subsidy	1001.46206.240.585652	425,000	475,000	425,000	425,000	425,000	391,382
Oak Park Regional Housing Center- CDBG Funding	2083.46201.101.583608	-	-	-	72,227	94,402	112,000
Oak Park Regional Housing Center- CDBG Funding	2083.46201.101.583660	181,428	180,178	166,000	93,820	60,905	76,925
<b>SUBTOTAL</b>		<b>606,428</b>	<b>655,178</b>	<b>591,000</b>	<b>591,047</b>	<b>580,307</b>	<b>580,307</b>
Oak Park Residence Corporation- Programatic Subsidy	1001.46206.280.585652	35,000	35,000	35,000	35,000	35,000	42,500
Oak Park Housing Authority- Programatic Subsidy	1001.46206.230.585652	25,000	35,000	35,000	35,000	35,000	35,000
Visit Oak Park- Programatic Subsidy	1001.46260.231.585652	70,000	57,500	57,500	57,500	37,500	7,500
Visit Oak Park- Hotel Motel Tax Revenues	1001.46260.231.585652	153,000	155,000	155,000	155,000	175,000	205,000
<b>SUBTOTAL</b>		<b>223,000</b>	<b>212,500</b>	<b>212,500</b>	<b>212,500</b>	<b>212,500</b>	<b>212,500</b>
Oak Park River Forest Chamber of Commerce	1001.46260.101.585656	-	-	100,000	100,000	100,000	-
Oak Park Arts Council- Programatic Subsidy Oper Support	1001.46260.233.585652	71,752	76,800	76,800	82,000	82,000	82,000
Oak Park Arts Council- Programatic Subsidy Art Funding	1001.46260.233.585653	25,000	25,000	25,000	25,000	25,000	25,000
Oak Park Arts Council- Programatic Subsidy Off the Wall	1001.46260.233.585654	27,000	27,000	27,000	32,500	32,500	35,000
Oak Park Arts Council- Public Art	1001.46260.233.585655	20,000	20,000	20,000	100,000	100,000	70,000
<b>SUBTOTAL</b>		<b>143,752</b>	<b>148,800</b>	<b>148,800</b>	<b>239,500</b>	<b>239,500</b>	<b>212,000</b>
Oak Park Economic Development- Programatic Subsidy	1001.46260.232.585652	518,250	568,327	533,160	657,970	721,500	571,500
Downtown Oak Park	2081.41300.101.530667	673,583	667,926	676,083	650,000	700,000	725,000
<b>TOTAL ALL OUTSIDE PARTNER AGENCY SUPPORT</b>		<b>2,225,013</b>	<b>2,322,731</b>	<b>2,331,543</b>	<b>2,521,017</b>	<b>2,623,807</b>	<b>2,378,807</b>

**Village of Oak Park  
Inter-Fund Transfer Schedule  
2019 Budget**

**SORTED BY REVENUE FUND**

<u>Revenue Fund</u>						<u>Transfer In</u>						<u>Transfer Out</u>
							<u>Expenditure Fund</u>					
General Fund	1001	41300	101	491438	1,300,000	Motor Fuel Tax Fund	2038	41300	101	591801	(1,300,000)	
Special Service Area #1 Fund	2081	41300	101	491498	48,000	Downtown Oak Park TIF Fund	2098	41300	101	591890	(48,000)	
Sustainability Fund	2310	41300	101	491455	150,000	Environmental Services Fund	5055	41300	101	591890	(150,000)	
Building Improvement Fund	3012	41300	101	491495	192,000	Capital Fund	3095	41300	101	591812	(192,000)	
Fleet Replacement Fund	3032	41300	101	491495	750,000	Capital Fund	3095	41300	101	591832	(750,000)	
Fleet Replacement Fund	3032	43900	101	491424	250,000	Federal RICO Fund	2024	42400	101	591832	(250,000)	
Capital Improvement Fund	3095	41300	101	491425	12,315,000	Debt Service Fund	4025	41300	199	591812	(12,315,000)	
Capital Improvement Fund	3095	41300	101	491499	700,000	Equipment Replacement	3029	41300	199	591895	(700,000)	
Capital Improvement Fund	3095	43780	101	491401	1,300,000	General Fund	1001	41300	101	591895	(1,300,000)	
Colt Westgate Fund	4002	41300	101	491425	2,176,980	Downtown Oak Park TIF Fund	2098	41300	101	591802	(2,176,980)	
Debt Service Fund	4025	41300	101	491401	500,000	General Fund	1001	41300	101	591825	(500,000)	
Debt Service Fund	4025	41300	101	491455	280,000	Environmental Services Fund	5055	41300	101	591890	(280,000)	
Earth Fest Fund	5057	43760	101	491499	7,000	Environmental Services Fund	5055	41300	101	591890	(7,000)	
Parking Fund	5060	41300	101	491401	40,000	General Fund	1001	41300	101	591860	(40,000)	
Self-Insured Retention Fund	6026	41300	101	491401	500,000	General Fund	1001	41300	101	591826	(500,000)	
Self-Insured Retention Fund	6026	41300	101	491440	1,000,000	Water and Sewer Fund	5040	41300	101	591826	(1,000,000)	
Self-Insured Retention Fund	6026	41300	101	491460	1,000,000	Parking Fund	5060	41300	101	591826	(1,000,000)	
TOTAL INTERFUND TRANSFERS EXCLUDING HEALTH INS. CONTRIBUTIONS					22,508,980						(22,508,980)	

**Village of Oak Park  
Inter-Fund Transfer Schedule  
2019 Budget**

**SORTED BY EXPENSE FUND**

<u>Revenue Fund</u>	<u>Transfer</u>					<u>Expenditure Fund</u>					<u>Transfer</u>
	<u>In</u>										<u>Out</u>
Debt Service Fund	4025	41300	101	491401	500,000	General Fund	1001	41300	101	591825	(500,000)
Self-Insured Retention Fund	6026	41300	101	491401	500,000	General Fund	1001	41300	101	591826	(500,000)
Parking Fund	5060	41300	101	491401	40,000	General Fund	1001	41300	101	591860	(40,000)
Capital Improvement Fund	3095	43780	101	491401	1,300,000	General Fund	1001	41300	101	591895	(1,300,000)
Fleet Replacement Fund	3032	43900	101	491424	250,000	Federal RICO Fund	2024	42400	101	591832	(250,000)
General Fund	1001	41300	101	491438	1,300,000	Motor Fuel Tax Fund	2038	41300	101	591801	(1,300,000)
Colt Westgate Fund	4002	41300	101	491425	2,176,980	Downtown Oak Park TIF Fund	2098	41300	101	591802	(2,176,980)
Special Service Area #1 Fund	2081	41300	101	491498	48,000	Downtown Oak Park TIF Fund	2098	41300	101	591890	(48,000)
Capital Improvement Fund	3095	41300	101	491499	700,000	Equipment Replacement	3029	41300	199	591895	(700,000)
Building Improvement Fund	3012	41300	101	491495	192,000	Capital Fund	3095	41300	101	591812	(192,000)
Fleet Replacement Fund	3032	41300	101	491495	750,000	Capital Fund	3095	41300	101	591832	(750,000)
Capital Improvement Fund	3095	41300	101	491425	12,315,000	Debt Service Fund	4025	41300	199	591812	(12,315,000)
Self-Insured Retention Fund	6026	41300	101	491440	1,000,000	Water and Sewer Fund	5040	41300	101	591826	(1,000,000)
Sustainability Fund	2310	41300	101	491455	150,000	Environmental Services Fund	5055	41300	101	591890	(150,000)
Debt Service Fund	4025	41300	101	491455	280,000	Environmental Services Fund	5055	41300	101	591890	(280,000)
Earth Fest Fund	5057	43760	101	491499	7,000	Environmental Services Fund	5055	41300	101	591890	(7,000)
Self-Insured Retention Fund	6026	41300	101	491460	1,000,000	Parking Fund	5060	41300	101	591826	(1,000,000)
<b>TOTAL INTERFUND TRANSFERS EXCLUDING HEALTH INS. CONTRIBUTIONS</b>					<b>22,508,980</b>						<b>(22,508,980)</b>

**Village of Oak Park  
Inter-Fund Transfer Schedule  
2019 Budget**

	<u>Revenue Fund</u>					<u>Transfer In</u>	<u>Expenditure Fund</u>				<u>Transfer Out</u>
Health Insurance Fund	6028	41080	101	440499		5,493,024	General Fund	1001	HEALTH INS.	520521	(5,493,024)
Health Insurance Fund	6028	41080	101	440499		8,708	Sustainability Fund	2310	HEALTH INS.	520521	(8,708)
Health Insurance Fund	6028	41080	101	440499		86,450	Capital Improvement Fund	3095	HEALTH INS.	520521	(86,450)
Health Insurance Fund	6028	41080	101	440499		264,994	Water and Sewer Fund	5040	HEALTH INS.	520521	(264,994)
Health Insurance Fund	6028	41080	101	440499		59,604	Environmental Services Fund	5055	HEALTH INS.	520521	(59,604)
Health Insurance Fund	6028	41080	101	440499		172,036	Parking Fund	5060	HEALTH INS.	520521	(172,036)
Health Insurance Fund	6028	41080	101	440499		21,934	Self Insured Retention Fund	6026	HEALTH INS.	520521	(21,934)
TOTAL INTERFUND TRANSFERS- EMPLOYER HEALTH ONLY						6,106,750					(6,106,750)



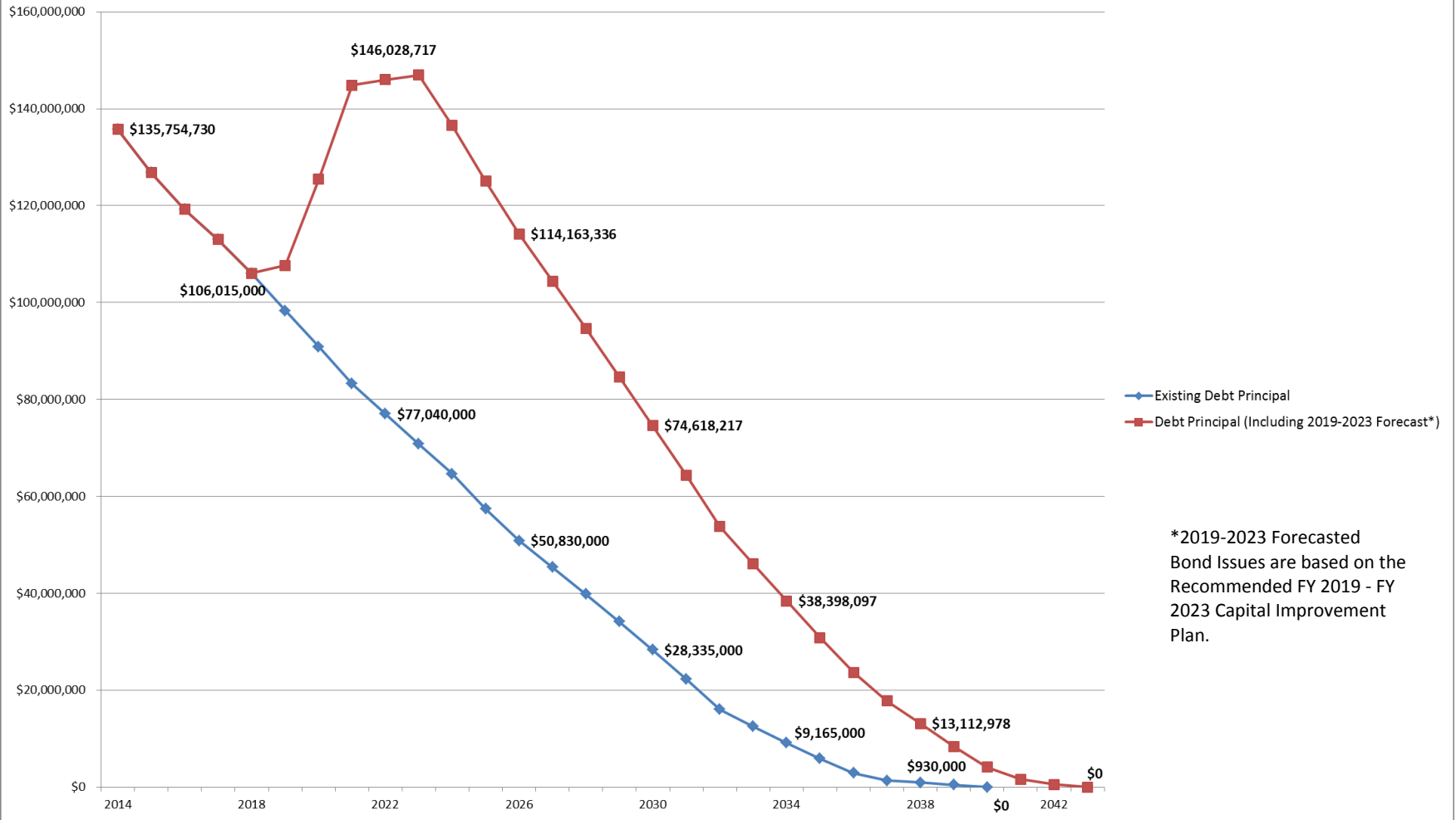
Village of Oak Park  
 Net Revenues- All Funds  
 Excludes Interfund Transfers-In

Fund Name	Fund Type	Fund #	Fiscal Year 2019	Less	Fiscal Year 2019
			Revenues Gross	Interfund Xfers-In	Revenues Net
General Fund	General	1001	61,451,774	(1,300,000)	60,151,774
Bullet Proof Vest Grant	Special Revenue	2200	17,000	-	17,000
Community Dev Block Grant	Special Revenue	2083	1,929,680	-	1,929,680
Community Dev Loan	Special Revenue	2020	175,000	-	175,000
Cook County Lead Hazard Grant	Special Revenue	2079	80,000	-	80,000
Downtown TIF	Special Revenue	2098	11,634,300	-	11,634,300
Earth Fest	Special Revenue	5057	7,000	(7,000)	-
Emergency Solutions Grant	Special Revenue	2080	171,329	-	171,329
Farmers Market	Special Revenue	2027	29,500	-	29,500
Federal RICO	Special Revenue	2024	180,000	-	180,000
Foreign Fire Insurance	Special Revenue	2014	95,000	-	95,000
Health Grants	Special Revenue	Var	366,193	-	366,193
IL Dept of Transportation Grant	Special Revenue	2230	30,000	-	30,000
Madison St. TIF	Special Revenue	2072	2,959,000	-	2,959,000
Motor Fuel Tax	Special Revenue	2038	1,320,425	-	1,320,425
Section 108 Loan Fund	Special Revenue	2088	3,000,000	-	3,000,000
SSA#1	Special Revenue	2081	231,850	(48,000)	183,850
SSA#7	Special Revenue	2090	7,500	-	7,500
SSA#8	Special Revenue	2092	5,000	-	5,000
State RICO	Special Revenue	2021	20,000	-	20,000
Sustainability Fund	Special Revenue	2310	695,000	(150,000)	545,000
Tobacco Enforcement Program Grant	Special Revenue	2220	1,500	-	1,500
Travel, Training & Wellness	Special Revenue	1050	35,000	-	35,000
Building Improvement Fund	Capital Improvement	3012	212,000	(192,000)	20,000
Equipment Replacement Fund	Capital Improvement	3029	-	-	-
Fleet Replacement Fund	Capital Improvement	3032	1,000,000	(1,000,000)	-
General Improvement Fund	Capital Improvement	3095	20,829,780	(14,315,000)	6,514,780
Colt Westgate Redevelopment	Capital Improvement	4002	2,176,980	(2,176,980)	-
Environmental Services Fund	Enterprise	5055	4,275,000	-	4,275,000
Parking Fund	Enterprise	5060	7,439,990	(40,000)	7,399,990
Water/Sewer Fund	Enterprise	5040	18,880,000	-	18,880,000
Debt Service Fund	Internal Service	4025	15,442,603	(780,000)	14,662,603
Health Insurance Fund	Internal Service	6028	8,456,750	(6,106,750)	2,350,000
Self Insured Retention Fund	Internal Service	6026	2,500,000	(2,500,000)	-
Firefighters' Pension Fund	Fiduciary	7023	6,838,133	-	6,838,133
Police Pension Fund	Fiduciary	7022	9,286,250	-	9,286,250
			<u>181,779,537</u>	<u>(28,615,730)</u>	<u>153,163,807</u>

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

Fund Name	Fund Type	Fund #	Fiscal Year 2019	Plus	Fiscal Year 2019
			Expenditures Gross	Interfund Xfers Out	Expenditures Net
General Fund	General	1001	(62,890,454)	7,833,024	(55,057,430)
Bullet Proof Vest Grant	Special Revenue	2200	(17,000)	-	(17,000)
Community Dev Block Grant	Special Revenue	2083	(1,929,680)	-	(1,929,680)
Community Dev Loan	Special Revenue	2020	(175,000)	-	(175,000)
Cook County Lead Hazard Grant	Special Revenue	2079	(80,000)	-	(80,000)
Downtown TIF	Special Revenue	2098	(13,779,481)	2,224,980	(11,554,501)
Earth Fest	Special Revenue	5057	(7,000)	-	(7,000)
Emergency Solutions Grant	Special Revenue	2080	(171,329)	-	(171,329)
Farmers Market	Special Revenue	2027	(51,228)	-	(51,228)
Federal RICO	Special Revenue	2024	(284,500)	250,000	(34,500)
Foreign Fire Insurance	Special Revenue	2014	(122,000)	-	(122,000)
Health Grants	Special Revenue	Var	(366,193)	-	(366,193)
IL Dept. of Transportation Grant	Special Revenue	2230	(30,000)	-	(30,000)
Madison St. TIF	Special Revenue	2072	(13,121,870)	-	(13,121,870)
Motor Fuel Tax	Special Revenue	2038	(1,300,000)	1,300,000	-
Section 108 Loan Fund	Special Revenue	2088	(3,000,000)	-	(3,000,000)
SSA#1	Special Revenue	2081	(725,000)	-	(725,000)
SSA#7	Special Revenue	2090	(7,500)	-	(7,500)
SSA#8	Special Revenue	2092	(5,000)	-	(5,000)
State RICO	Special Revenue	2021	(45,000)	-	(45,000)
Sustainability Fund	Special Revenue	2310	(692,613)	8,708	(683,905)
Tobacco Enforcement Program Grant	Special Revenue	2220	(1,500)	-	(1,500)
Travel, Training & Wellness	Special Revenue	1050	(35,000)	-	(35,000)
Building Improvement Fund	Capital Improvement	3012	(648,500)	-	(648,500)
Equipment Replacement Fund	Capital Improvement	3029	(1,583,842)	700,000	(883,842)
Fleet Replacement Fund	Capital Improvement	3032	(1,782,641)	-	(1,782,641)
General Improvement Fund	Capital Improvement	3095	(20,988,373)	1,028,450	(19,959,923)
Colt Westgate Redevelopment	Capital Improvement	4002	-	-	-
Environmental Services Fund	Enterprise	5055	(4,258,361)	496,604	(3,761,757)
Parking Fund	Enterprise	5060	(8,305,505)	1,172,036	(7,133,469)
Water/Sewer Fund	Enterprise	5040	(19,295,472)	1,264,994	(18,030,478)
Debt Service Fund	Internal Service	4025	(18,210,729)	12,315,000	(5,895,729)
Health Insurance Fund	Internal Service	6028	(8,181,000)	-	(8,181,000)
Self Insured Retention Fund	Internal Service	6026	(2,495,757)	21,934	(2,473,823)
Firefighters' Pension Fund	Fiduciary	7023	(7,169,000)	-	(7,169,000)
Police Pension Fund	Fiduciary	7022	(8,419,000)	-	(8,419,000)
			<u>(200,175,528)</u>	<u>28,615,730</u>	<u>(171,559,798)</u>

### Village of Oak Park Debt Amortization 2014-2043



\*2019-2023 Forecasted Bond Issues are based on the Recommended FY 2019 - FY 2023 Capital Improvement Plan.

Village of Oak Park  
Debt Service Summary  
Fiscal Year 2019

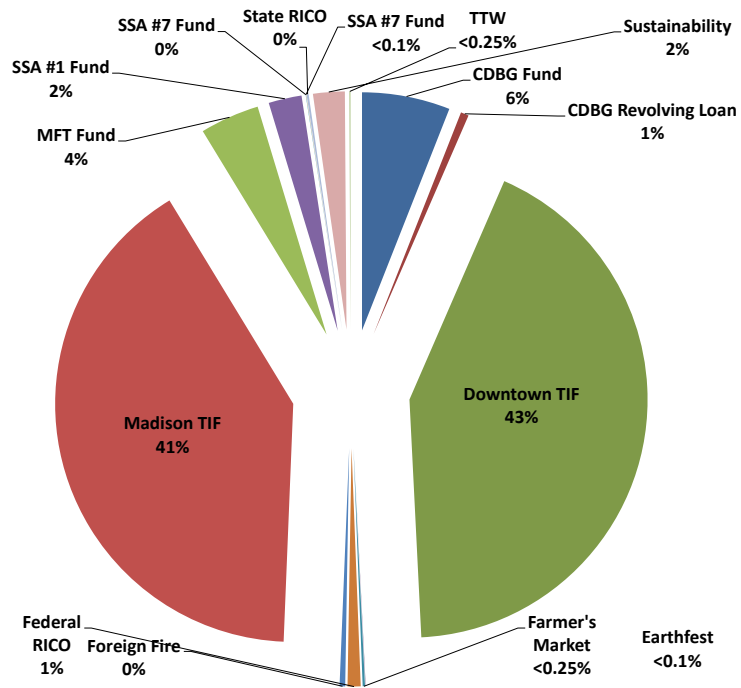
Debt Description	Principal Acct#	Interest Acct#	Fund Allocation	Notes	Prior Year (TY17)	TY18	Less	TY18	2019 Principal Expense	2019 Interest Expense
					Gross Levy Excludes Abatement	Automatic County Levy (Revenue)	TY18 Abatements	Adjusted County Levy (Revenue)		
GO 2011A	2098.41300.158.581801	2098.41300.158.581802	100% D/T TIF	South Marion St. Construction	698,550	700,400	(700,400)	-	660,000	29,475
GO 2018A	2098.41300.182.581801	2098.41300.181.581802	100% D/T TIF	Holley Ct Garage Expansion	-	1,171,368	(1,171,368)	-	940,000	231,368
SUBTOTAL					698,550	1,871,768	(1,871,768)	-	1,600,000	260,843
Huntington Bank	3032.43900.851.570752	3032.43900.851.570751	100% Fleet Replacement	Fire Truck	-	-	-	-	80,488	14,370
Huntington Bank	3032.43900.851.570752	3032.43900.851.570751	100% Fleet Replacement	Ambulance	-	-	-	-	69,828	1,955
SUBTOTAL					-	-	-	-	150,316	16,325
GO 2011B	4025.41300.159.581801	4025.41300.159.581802	41.6% Debt Service; 58.4% Water	Refunded 2004B and Water Portion Marion St.	80,899	80,525	-	80,525	12,480	68,232
GO 2012A	4025.41300.148.581801	4025.41300.148.581802	75.9% Debt Service; 24.1% Water	Refunded 2005A/2006A	897,669	919,680	-	919,680	834,900	84,780
GO 2015A	4025.41300.160.581801	4025.41300.160.581802	100% Debt Service	Refunded 2005B	991,550	1,263,550	-	1,263,550	935,000	328,550
GO 2015B	4025.41300.154.581801	4025.41300.154.581802	100% Debt Service	Street/Alley & Equipment Purchases	689,888	687,288	(611,686)	75,602	430,000	257,288
GO 2016A	4025.41300.145.581801	4025.41300.145.581802	100% Debt Service	Refunded 2006B	640,119	640,119	-	640,119	-	640,119
GO 2016C	4025.41300.147.581801	4025.41300.147.581802	100% Debt Service	OP Station Streetscape	63,663	113,663	-	113,663	50,000	63,663
GO 2016D	4025.41300.139.581801	4025.41300.139.581802	100% Debt Service	Street/Alley & Equipment Purchases	305,281	430,281	(245,260)	185,021	125,000	305,281
GO 2017A	4025.41300.150.581801	4025.41300.150.581802	100% Debt Service	Street/Alley & Various CIP	397,174	420,538	-	420,538	-	420,538
GO 2017B	4025.41300.165.581801	4025.41300.165.581802	100% Debt Service	Refunded 2007	449,091	334,400	-	334,400	295,000	39,400
GO 2017C	4025.41300.166.581801	4025.41300.166.581802	100% Debt Service	Refunded 2007A	990,511	997,500	(926,428)	71,072	905,000	92,500
SUBTOTAL					5,505,845	5,887,543	(1,783,374)	4,104,169	3,587,380	2,300,350
GO 2010C	5040.41300.157.581801	5040.41300.157.581802	29.3% Water; 70.7% Parking	Refunded Water/Parking Rev Bonds	505,600	506,831	(506,831)	0	464,405	42,426
GO 2011B	5040.41300.159.581801	5040.41300.159.581802	41.6% Debt Service; 58.4% Water	Refunded 2004B and Water Portion Marion St.	113,570	113,044	(113,044)	-	17,520	95,787
GO 2012A	5040.41300.148.581801	5040.41300.148.581802	75.9% Debt Service; 24.1% Water	Refunded 2005A/2006A	285,031	292,020	(292,020)	(0)	265,100	26,920
SUBTOTAL					904,201	911,895	(911,895)	0	747,025	165,133
GO 2010C	5060.41300.157.581801	5060.41300.157.581802	29.3% Water; 70.7% Parking	Refunded Water/Parking Rev Bonds	1,220,000	1,222,969	(1,222,969)	(0)	1,120,595	102,374
GO 2016B	5060.41300.146.581801	5060.41300.146.581802	100% Parking	OP Station Garage Construction	135,995	325,995	(325,995)	-	190,000	135,995
GO 2016E	5060.41300.140.581801	5060.41300.140.581802	100% Parking	Lake & Forest Garage	769,131	766,831	(766,831)	0	420,000	346,831
					2,125,126	2,315,795	(2,315,795)	(0)	1,730,595	585,200
Totals					9,233,722	10,987,000	(6,882,832)	4,104,169	7,815,316	3,327,851

Village of Oak Park  
Property Tax Levy Comparison  
FY18 (Tax Year 2017) to FY19 (Tax Year 2018)

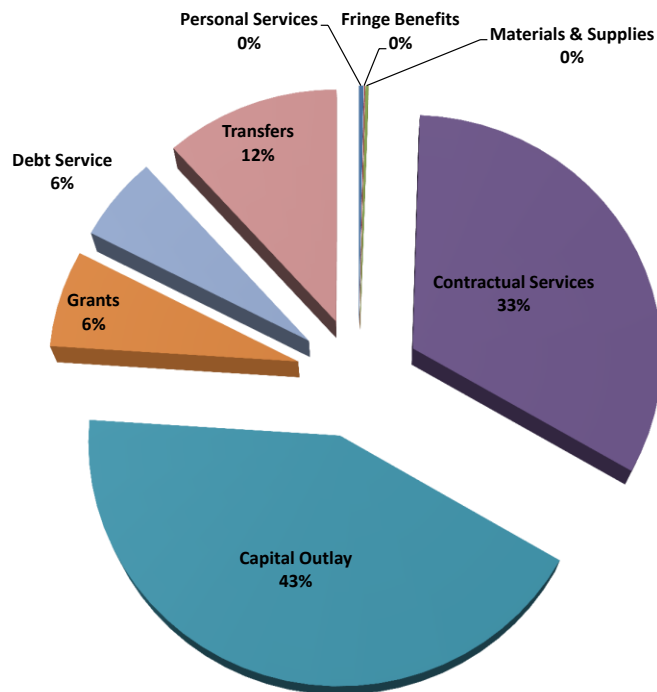
	Agency #	FINAL			ADOPTED BUDGET		
		Tax Year 2017	Tax Year 2017	Tax Year 2017	Tax Year 2018	Tax Year 2018	Tax Year 2018
		<u>Levy</u>	<u>Loss</u>	<u>Total Levy</u>	<u>Levy</u>	<u>Loss</u>	<u>Total Levy</u>
Corporate	03-0920-000	17,318,000	519,540	17,837,540	17,486,431	524,593	18,011,024
Debt Service	03-0920-000	3,933,799	196,690	4,130,489	4,104,169	205,208	4,309,377
Police Pension	03-0920-000	5,470,687	164,121	5,634,808	6,211,250	186,338	6,397,588
Fire Pension	03-0920-000	<u>5,277,679</u>	<u>158,330</u>	<u>5,436,009</u>	<u>5,158,133</u>	<u>154,744</u>	<u>5,312,877</u>
SUBTOTAL		32,000,165	1,038,681	33,038,846	32,959,983	1,070,883	34,030,865
Year to Year Increase (Decrease)					3.00%		3.00%
EAV		1,655,776,153	1,655,776,153	1,655,776,153	1,655,776,153	1,655,776,153	1,655,776,153
Tax Rate %		1.933%	0.063%	1.995%	1.991%	0.065%	2.055%
SSA#1	03-0920-100	<u>402,000</u>	<u>12,060</u>	<u>414,060</u>	<u>25,000</u>	<u>750</u>	<u>25,750</u>
EAV		25,651,980	25,651,980	25,651,980	25,651,980	25,651,980	25,651,980
Tax Rate %		1.567%	0.047%	1.614%	0.097%	0.003%	0.100%
SSA#7	03-0920-106	<u>7,500</u>	<u>225</u>	<u>7,725</u>	<u>7,500</u>	<u>225</u>	<u>7,725</u>
EAV		5,090,559	5,090,559	5,090,559	5,090,559	5,090,559	5,090,559
Tax Rate %		0.147%	0.004%	0.152%	0.147%	0.004%	0.152%
SSA#8	03-0920-107	<u>-</u>	<u>-</u>	<u>-</u>	<u>5,000</u>	<u>150</u>	<u>5,150</u>
EAV		5,090,559	5,090,559	5,090,559	11,000,000	11,000,000	11,000,000
Tax Rate %		0.000%	0.000%	0.000%	0.045%	0.001%	0.047%
TOTAL ALL		<u>32,409,665</u>	<u>1,050,966</u>	<u>33,460,631</u>	<u>32,997,483</u>	<u>1,072,008</u>	<u>34,069,490</u>

# Village of Oak Park Special Revenue Funds

Special Revenue Funds-Revenues by Fund

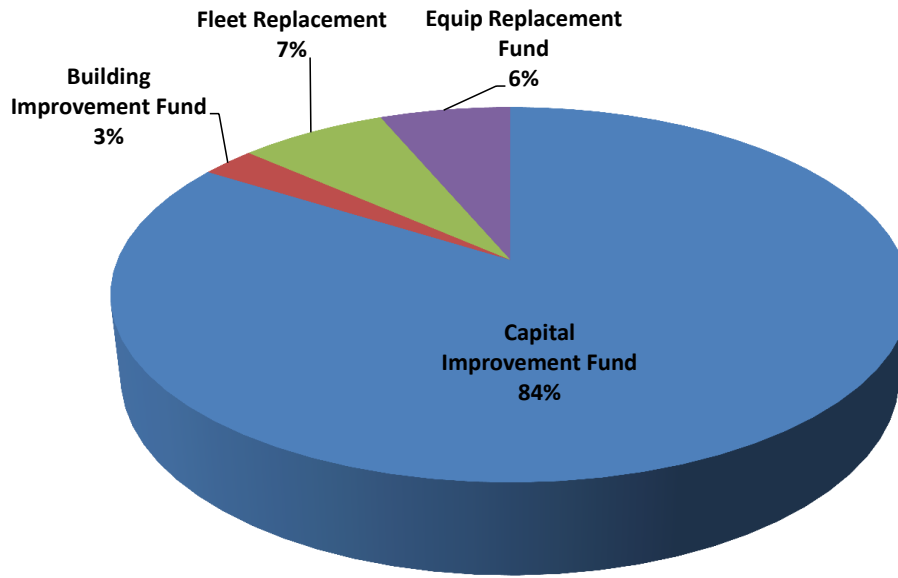


Special Revenue Fund- Expenditures by Type

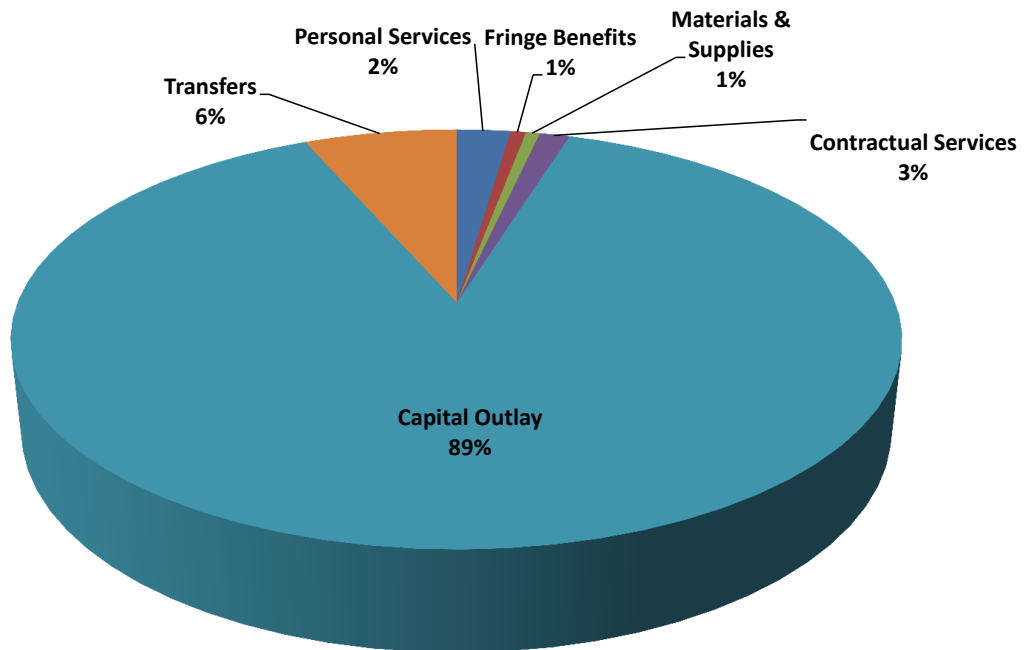


# Village of Oak Park Capital Improvement Funds

## Capital Improvement Expenditures by Fund

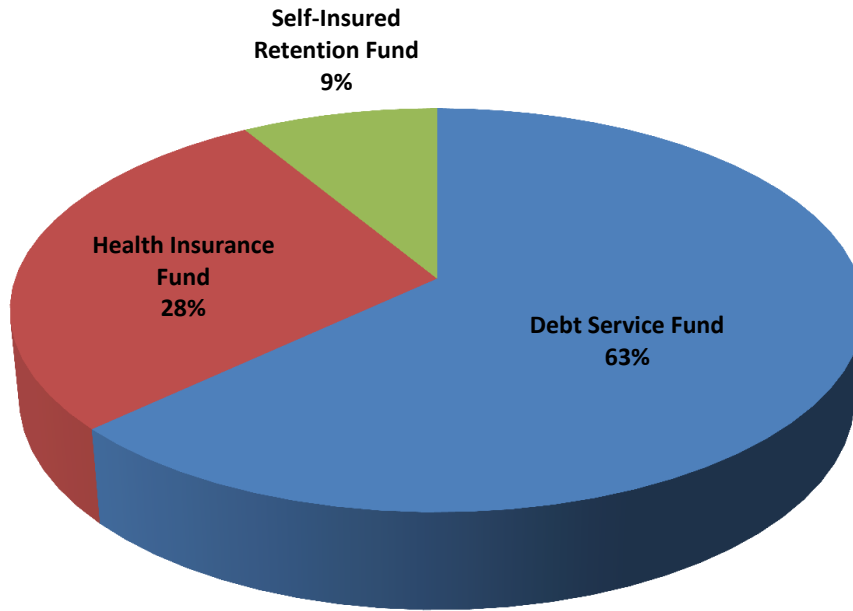


## Capital Improvements by Expenditure Type

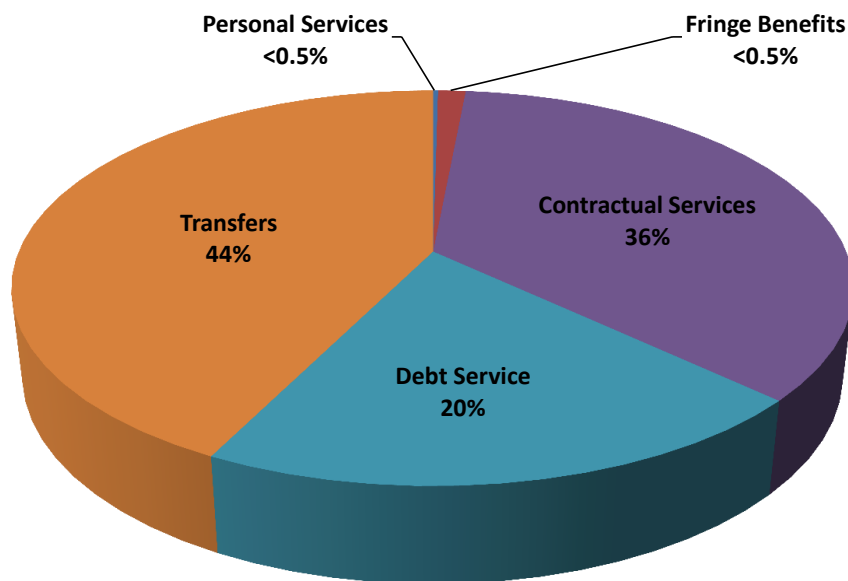


# Village of Oak Park Internal Service Funds

## Internal Service Expenditures by Fund



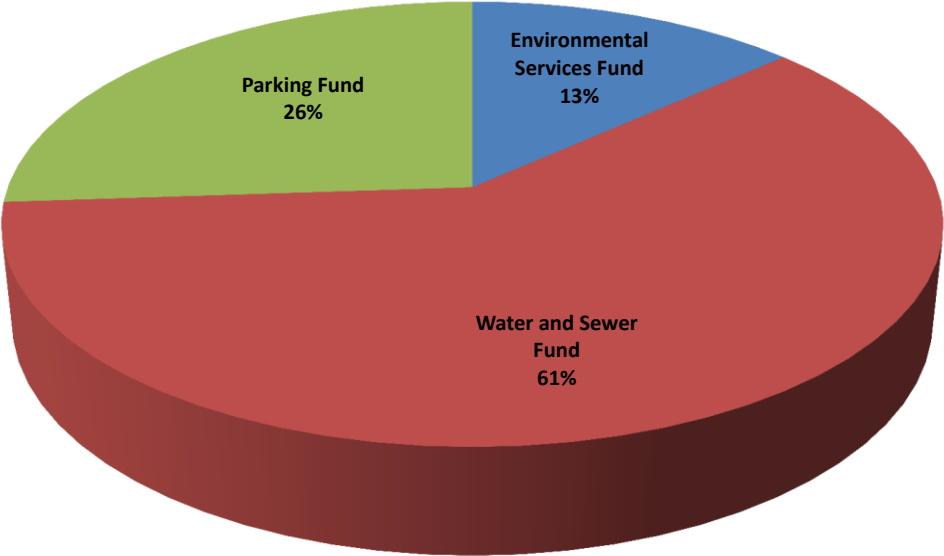
## Internal Services by Expenditure Type



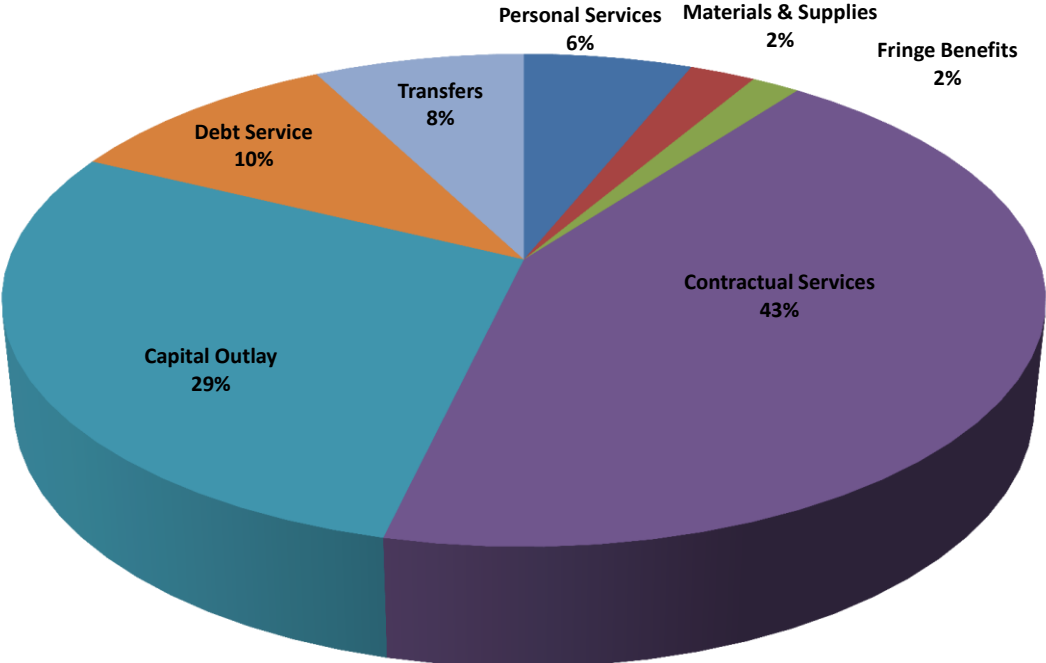


# Village of Oak Park Enterprise Funds

### Enterprise Expenditures by Fund



### Enterprise Expenditures by Type



Village of Oak Park  
 All Funds Summary  
 Fiscal Year 2019 Revenues, Expenses, and Projected Fund Balance

Fund Name	Fund Type	Fund #	Fiscal Year 2019 Revenues	Fiscal Year 2019 Expenses	Net	Projected Unrestricted Fund Balance 12/31/18	Projected Unrestricted Fund Balance 12/31/19
General Fund	General	1001	61,451,774	(62,890,454)	(1,438,680)	12,028,830	10,590,150
Bullet Proof Vest Grant	Special Revenue	2200	17,000	(17,000)	-	-	-
Community Dev Block Grant	Special Revenue	2083	1,929,680	(1,929,680)	-	15,535	15,535
Community Dev Loan	Special Revenue	2020	175,000	(175,000)	-	60,000	60,000
Cook County Lead Hazard Grant	Special Revenue	2079	80,000	(80,000)	-	-	-
Downtown TIF	Special Revenue	2098	11,634,300	(13,779,481)	(2,145,181)	2,195,621	50,441
Earth Fest	Special Revenue	5057	7,000	(7,000)	-	GF Sub-fund	GF Sub-fund
Emergency Solutions Grant	Special Revenue	2080	171,329	(171,329)	-	-	-
Farmers Market	Special Revenue	2027	29,500	(51,228)	(21,728)	GF Sub-fund	GF Sub-fund
Federal RICO	Special Revenue	2024	180,000	(284,500)	(104,500)	410,631	306,131
Foreign Fire Insurance	Special Revenue	2014	95,000	(122,000)	(27,000)	200,634	173,634
Health Grants	Special Revenue	Var	366,193	(366,193)	-	-	-
IL Dept. of Transportation Grant	Special Revenue	2230	30,000	(30,000)	-	-	-
Madison St. TIF	Special Revenue	2072	2,959,000	(13,121,870)	(10,162,870)	14,853,909	4,691,039
Motor Fuel Tax	Special Revenue	2038	1,320,425	(1,300,000)	20,425	353,124	373,549
Section 108 Loan Fund	Special Revenue	2088	3,000,000	(3,000,000)	-	-	-
SSA#1	Special Revenue	2081	231,850	(725,000)	(493,150)	869,265	376,115
SSA#7	Special Revenue	2090	7,500	(7,500)	-	21,514	21,514
SSA#8	Special Revenue	2092	5,000	(5,000)	-	-	-
State RICO	Special Revenue	2021	20,000	(45,000)	(25,000)	46,737	21,737
Sustainability Fund	Special Revenue	2310	695,000	(692,613)	2,387	1,732,536	1,734,923
Tobacco Enforcement Program Grant	Special Revenue	2220	1,500	(1,500)	-	-	-
Travel, Training & Wellness	Special Revenue	1050	35,000	(35,000)	-	GF Sub-fund	GF Sub-fund
Building Improvement Fund	Capital Improvement	3012	212,000	(648,500)	(436,500)	524,747	88,247
Equipment Replacement Fund	Capital Improvement	3029	-	(1,583,842)	(1,583,842)	1,637,855	54,013
Fleet Replacement Fund	Capital Improvement	3032	1,000,000	(1,782,641)	(782,641)	910,335	127,694
General Improvement Fund	Capital Improvement	3095	20,829,780	(20,988,373)	(158,593)	362,566	203,973
Colt Westgate Redevelopment	Capital Improvement	4002	2,176,980	-	2,176,980	(4,274,143)	(2,097,163)
Environmental Services Fund	Enterprise	5055	4,275,000	(4,258,361)	16,639	658,410	675,049
Parking Fund	Enterprise	5060	7,439,990	(8,305,505)	(865,515)	26,420,651	25,555,136
Water/Sewer Fund	Enterprise	5040	18,880,000	(19,295,472)	(415,472)	61,901,060	61,485,588
Debt Service Fund	Internal Service	4025	15,442,603	(18,210,729)	(2,768,126)	4,215,814	1,447,688
Health Insurance Fund	Internal Service	6028	8,456,750	(8,181,000)	275,750	2,193,820	2,469,570
Self Insured Retention Fund	Internal Service	6026	2,500,000	(2,495,757)	4,243	(3,110,910)	(3,106,667)
Firefighters' Pension Fund	Fiduciary	7023	6,838,133	(7,169,000)	(330,867)	50,852,300	50,521,433
Police Pension Fund	Fiduciary	7022	9,286,250	(8,419,000)	867,250	99,360,224	100,227,474
			<u>181,779,537</u>	<u>(200,175,528)</u>	<u>(18,395,991)</u>		

# GENERAL FUND

## Overview

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

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

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

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

## General Fund Revenues

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

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

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

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

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

## General Fund Expenditures

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

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

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

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

**Contractual Services**

Contractual Services are for specialized services that are provided to the Village by independent contractors/consultants. These expenditures are tracked separately from the Village’s salary and benefit resources.

**Capital Outlay**

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

**Grants**

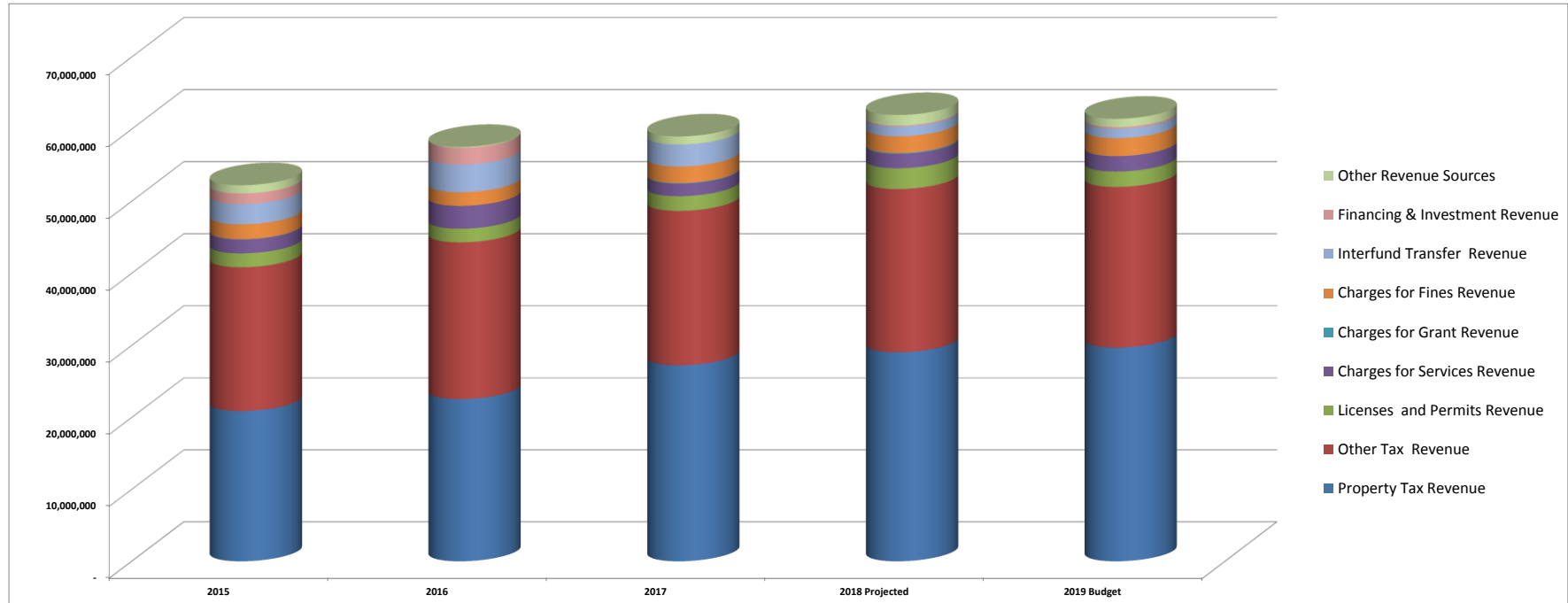
In some cases, the Village serves as a grantor of funds to local community service providers, who provide services to the community on behalf of the Village. Grants expenditures are associated with these types of activities.

**Transfers**

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

**2019 Budget General Fund Revenues:**

**\$ 61,451,774**

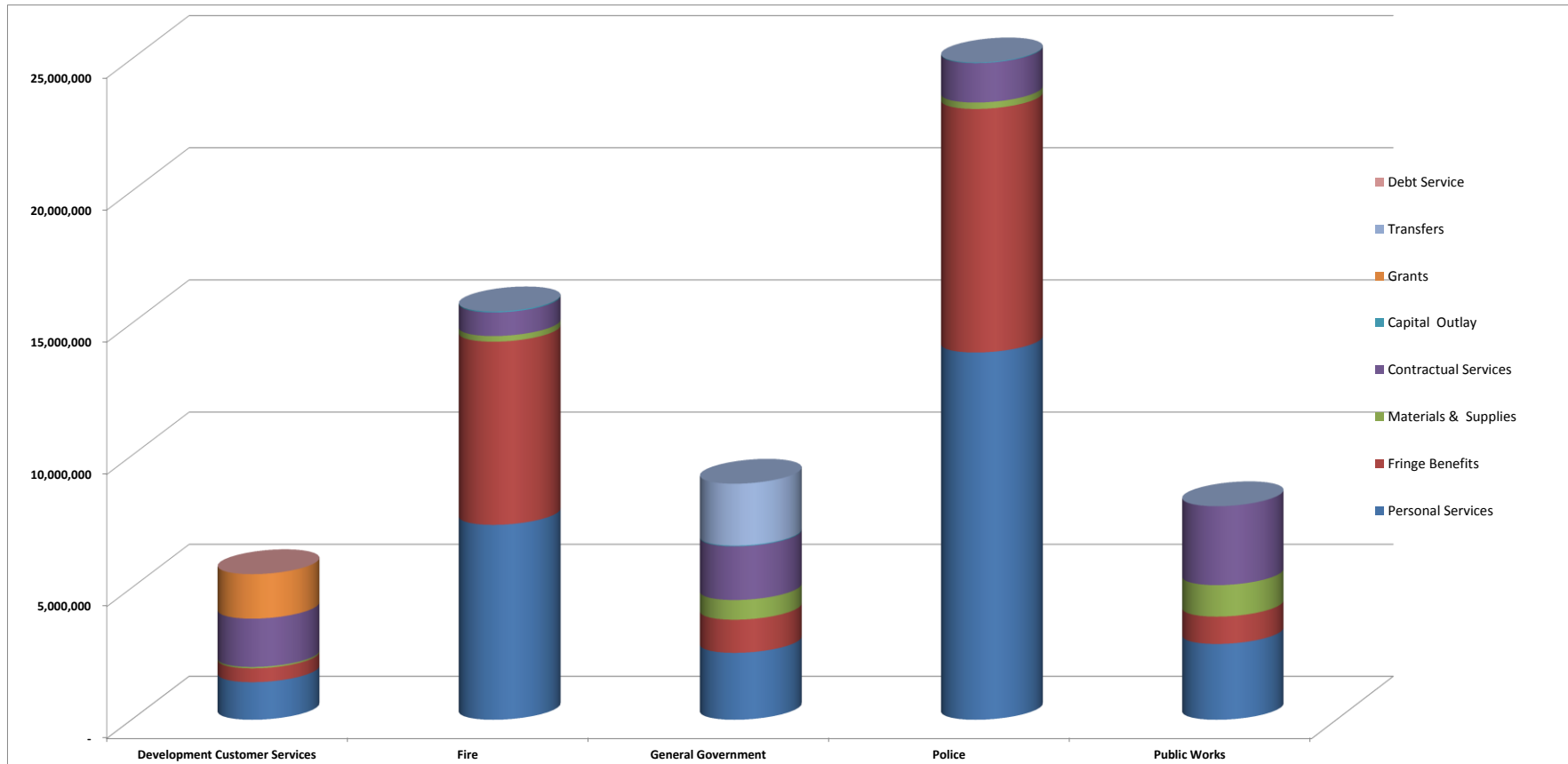


	Property Tax Revenue	Other Tax Revenue	Licenses and Permits Revenue	Charges for Services Revenue	Grant Revenue	Fines Revenue	Interfund Transfer Revenue	Financing & Investment Revenue	Other Revenue Sources	Total Revenue
2015	20,896,634	19,947,795	1,929,329	1,925,472	33,447	2,069,634	2,820,004	1,458,209	1,146,252	52,226,776
2016	22,550,743	21,747,643	1,898,284	3,167,157	-	1,888,954	3,850,004	2,315,295	122,139	57,540,219
2017	27,238,015	21,429,841	2,037,797	1,737,407	78,664	2,299,572	3,042,655	6,758	1,129,432	59,000,141
2018 Projected	29,046,000	22,653,300	2,879,300	1,994,000	121,250	2,321,570	1,336,000	147,180	1,470,100	61,968,700
2019 Budget	<u>29,705,814</u>	<u>22,285,000</u>	<u>2,134,300</u>	<u>2,125,350</u>	<u>21,250</u>	<u>2,495,000</u>	<u>1,300,000</u>	<u>222,500</u>	<u>1,162,560</u>	<u>61,451,774</u>
Total	129,437,206	108,063,579	10,879,010	10,949,386	254,611	11,074,730	12,348,663	4,149,942	5,030,483	292,187,610



**2019 Budget General Fund Expenditures:**

**\$ 62,890,454**



	Personal Services	Fringe Benefits	Materials & Supplies	Contractual Services	Capital Outlay	Debt Service	Grants	Transfers	Total Expenditures
Development Customer Services	1,425,311	522,781	55,173	1,832,486	-	-	1,684,882	-	5,520,633
Fire	7,385,228	6,928,817	213,040	894,000	39,000	-	-	-	15,460,085
General Government	2,537,681	1,256,761	747,306	2,031,819	28,000	-	-	2,340,000	8,941,567
Police	13,904,842	9,212,061	244,263	1,489,092	27,500	-	-	-	24,877,758
Public Works	2,874,808	1,036,843	1,193,975	2,984,375	410	-	-	-	8,090,411
<b>Total</b>	<b>28,127,870</b>	<b>18,957,263</b>	<b>2,453,757</b>	<b>9,231,772</b>	<b>94,910</b>	<b>-</b>	<b>1,684,882</b>	<b>2,340,000</b>	<b>62,890,454</b>

Village of Oak Park  
 General Fund Budget Summary  
 Comparative Years 2018 & 2019

GF Department		2018 Adopted Budget	Year End Estimate	2019 Adopted Budget	2019 Budget To YE Est. % Inc (Dec)
<b>Beginning Fund Balance</b>			<b>11,602,699</b>	<b>12,028,830</b>	
Revenues- All	Various	<u>60,501,309</u>	<u>61,968,700</u>	<u>61,451,774</u>	<u>-0.8%</u>
Available Fund Balance			73,571,399	73,480,604	
Administrative Adjudication	41030	(532,580)	(512,440)	(536,088)	4.6%
Village Manager's Office (VMO)	41020	(1,112,794)	(1,107,455)	(1,126,356)	1.7%
Communications	41110	(444,614)	(434,446)	(459,631)	5.8%
Human Resources	41080	(700,439)	(588,290)	(668,835)	13.7%
Law	41070	(695,441)	(665,933)	(652,568)	-2.0%
Community Relations	46300	(244,072)	(230,233)	(246,901)	7.2%
DCS - Planning Division	46202	(437,983)	(391,612)	(501,163)	28.0%
DCS - Business Services	46205	(201,682)	(194,417)	-	-100.0%
DCS - Neighborhood Services	46206	(1,293,163)	(1,305,501)	(1,536,346)	17.7%
DCS - Permit Processing	46250	(1,697,565)	(1,671,204)	(1,776,506)	6.3%
DCS- Administration	46260	(2,678,747)	(3,916,844)	(1,706,618)	-56.4%
Finance	41300	(3,038,886)	(4,442,964)	(2,731,746)	-38.5%
Fire - Admin	42500	(5,961,330)	(5,938,356)	(5,968,471)	0.5%
Fire - Operations	42510	(8,626,712)	(8,586,601)	(9,349,524)	8.9%
Fire - EMS	42520	(46,900)	(47,000)	(47,200)	0.4%
Fire - Prev. and Investigation	42530	(5,040)	(5,040)	(5,040)	0.0%
Fire - Training and Public Ed	42540	(77,850)	(77,850)	(89,850)	15.4%
Public Health Services	44550	(554,422)	(417,662)	(632,204)	51.4%
Information Technology	41040	(1,406,718)	(1,241,082)	(1,532,213)	23.5%
Police	42400	(23,222,452)	(22,408,977)	(24,877,758)	11.0%
DPW - Engineering	43700	(394,205)	(375,816)	(508,447)	35.3%
DPW - Administration	43710	(589,881)	(517,760)	(596,887)	15.3%
DPW - Street Lighting	43720	(472,240)	(427,012)	(449,077)	5.2%
DPW - Street Services	43740	(1,756,041)	(1,566,823)	(1,930,745)	23.2%
DPW - Building Maintenance	43790	(1,137,247)	(1,109,864)	(1,188,033)	7.0%
DPW - Forestry	43800	(1,840,546)	(1,506,453)	(1,718,479)	14.1%
DPW - Fleet Operations	43900	(1,738,679)	(1,530,919)	(1,698,743)	11.0%
Village Clerk's Office	41100	(223,356)	(207,191)	(219,976)	6.2%
Village President & Board of Trustees	41010	(119,724)	(116,824)	(135,049)	15.6%
Subtotal Expenses		<u>(61,251,309)</u>	<u>(61,542,569)</u>	<u>(62,890,454)</u>	<u>2.2%</u>
Surplus/(Deficit)		<u>(750,000)</u>	<u>426,131</u>	<u>(1,438,680)</u>	
<b>Ending Fund Balance</b>			<b>12,028,830</b>	<b>10,590,150</b>	

Village of Oak Park  
 General Fund Budget  
 Comparative Years 2016-2019

	A	B	C	D	E	F	G	H
	2016	2017	2018	Net	Year	Net	2019	FY 18 Year End
	Actual	Actual	Adopted	2018 Budget to	End	YE Estimate to	Adopted	Estimate to FY
			Budget	2019 Budget	Estimate	2019 Budget	Budget	19 Budget
				(G - C)		(G - E)		
<b>REVENUES</b>								
Taxes Property	22,985,193	27,238,015	28,916,366	789,448	29,046,000	659,814	29,705,814	2.3%
Taxes Other	21,321,432	21,429,841	21,990,144	294,856	22,653,300	(368,300)	22,285,000	-1.6%
Licenses/Permits/Fees	2,024,360	2,037,797	2,084,160	50,140	2,879,300	(745,000)	2,134,300	-25.9%
Charges for Services	1,930,484	1,737,407	2,514,350	(389,000)	1,994,000	131,350	2,125,350	6.6%
Grants	25,517	78,664	125,639	(104,389)	121,250	(100,000)	21,250	-82.5%
Fines	1,888,954	2,299,572	2,335,000	160,000	2,321,570	173,430	2,495,000	7.5%
Interfund Transfer Revenue	3,850,004	3,042,655	1,336,000	(36,000)	1,336,000	(36,000)	1,300,000	-2.7%
Financing and Investment Revenue	11,929	6,758	7,500	215,000	147,180	75,320	222,500	51.2%
Other	3,535,389	1,187,149	1,192,150	(29,590)	1,470,100	(307,540)	1,162,560	-20.9%
<b>Total Revenues</b>	<b>57,573,262</b>	<b>59,057,858</b>	<b>60,501,309</b>	<b>950,465</b>	<b>61,968,700</b>	<b>(516,926)</b>	<b>61,451,774</b>	<b>-0.8%</b>
<b>EXPENSES BY DEPARTMENT</b>								
Administrative Adjudication	(486,487)	(489,503)	(532,580)	3,508	(512,440)	23,648	(536,088)	4.6%
Village Manager's Office (VMO)	(937,981)	(1,080,073)	(1,112,794)	13,562	(1,107,455)	18,901	(1,126,356)	1.7%
Communications	(416,140)	(470,491)	(444,614)	15,017	(434,446)	25,185	(459,631)	5.8%
Human Resources	(334,943)	(678,321)	(700,439)	(31,604)	(588,290)	80,545	(668,835)	13.7%
Law	(630,713)	(615,465)	(695,441)	(42,873)	(665,933)	(13,365)	(652,568)	-2.0%
Community Relations	(166,362)	(229,840)	(244,072)	2,829	(230,233)	16,668	(246,901)	7.2%
DCS - Planning Division	(482,762)	(374,995)	(437,983)	63,180	(391,612)	109,551	(501,163)	28.0%
DCS - Business Services	(257,607)	(307,738)	(201,682)	(201,682)	(194,417)	(194,417)	-	-100.0%
DCS - Neighborhood Services	(925,317)	(1,083,442)	(1,293,163)	243,183	(1,305,501)	230,845	(1,536,346)	17.7%
DCS - Permit Processing	(1,694,058)	(1,597,089)	(1,697,565)	78,941	(1,671,204)	105,302	(1,776,506)	6.3%
DCS- Administration	(1,688,793)	(2,256,610)	(2,678,747)	(972,129)	(3,916,844)	(2,210,226)	(1,706,618)	-56.4%
Finance	(4,467,436)	(2,248,884)	(3,038,886)	(307,140)	(4,442,964)	(1,711,218)	(2,731,746)	-38.5%
Fire - Admin	(4,420,614)	(6,509,660)	(5,961,330)	7,141	(5,938,356)	30,115	(5,968,471)	0.5%
Fire - Operations	(7,794,319)	(8,734,779)	(8,626,712)	722,812	(8,586,601)	762,923	(9,349,524)	8.9%
Fire - EMS	(64,779)	(34,389)	(46,900)	300	(47,000)	200	(47,200)	0.4%
Fire - Prev. and Investigation	(4,578)	(3,731)	(5,040)	-	(5,040)	-	(5,040)	0.0%
Fire - Training and Public Ed	(44,208)	(55,551)	(77,850)	12,000	(77,850)	12,000	(89,850)	15.4%
Public Health Services	(609,751)	(582,294)	(554,422)	77,782	(417,662)	214,542	(632,204)	51.4%
Information Technology	(1,224,753)	(1,270,471)	(1,406,718)	125,495	(1,241,082)	291,131	(1,532,213)	23.5%
Police	(20,455,422)	(22,641,443)	(23,222,452)	1,655,306	(22,408,977)	2,468,781	(24,877,758)	11.0%
DPW - Engineering	(924,925)	(454,773)	(394,205)	114,242	(375,816)	132,631	(508,447)	35.3%
DPW - Administration	(593,637)	(602,084)	(589,881)	7,006	(517,760)	79,127	(596,887)	15.3%
DPW - Street Lighting	(439,098)	(464,055)	(472,240)	(23,163)	(427,012)	22,065	(449,077)	5.2%
DPW - Street Services	(1,477,004)	(1,361,620)	(1,756,041)	174,704	(1,566,823)	363,922	(1,930,745)	23.2%
DPW - Building Maintenance	(877,001)	(998,136)	(1,137,247)	50,786	(1,109,864)	78,169	(1,188,033)	7.0%
DPW - Forestry	(1,522,990)	(1,325,980)	(1,840,546)	(122,067)	(1,506,453)	212,026	(1,718,479)	14.1%
DPW - Fleet Operations	(1,650,183)	(1,601,408)	(1,738,679)	(39,936)	(1,530,919)	167,824	(1,698,743)	11.0%
Village Clerk's Office (VCO)	(267,734)	(265,159)	(223,356)	(3,380)	(207,191)	12,785	(219,976)	6.2%
Village President & Board of Trustees	(71,849)	(104,872)	(119,724)	15,325	(116,824)	18,225	(135,049)	15.6%
<b>Total Expenditures</b>	<b>(54,931,445)</b>	<b>(58,442,855)</b>	<b>(61,251,309)</b>	<b>1,639,145</b>	<b>(61,542,569)</b>	<b>1,347,884.51</b>	<b>(62,890,454)</b>	<b>2.2%</b>
<b>Net Surplus (Deficit)</b>	<b>2,641,817</b>	<b>615,003</b>	<b>(750,000)</b>		<b>426,131</b>		<b>(1,438,680)</b>	

Village of Oak Park  
 General Fund Budget Summary  
 By Department by Category  
 Fiscal Year 2019

<u>Department</u>	<u>Department Number</u>	<u>Personal Services</u>	<u>Fringe Benefits</u>	<u>Materials &amp; Supplies</u>	<u>Contractual Services</u>	<u>Capital Outlay</u>	<u>Grants</u>	<u>Transfers Out</u>	<u>Debt Service</u>	<u>TOTAL</u>
Village President and Board of Trustees	41010	(107,400)	(8,867)	(14,382)	(4,400)	-	-	-	-	(135,049)
Village Manager's Office	41020	(456,764)	(128,317)	(47,959)	(493,316)	-	-	-	-	(1,126,356)
Adjudication	41030	(229,700)	(87,528)	(54,860)	(164,000)	-	-	-	-	(536,088)
Information Technology	41040	(632,160)	(234,523)	(290,530)	(375,000)	-	-	-	-	(1,532,213)
Law Department	41070	(360,426)	(73,292)	(12,850)	(206,000)	-	-	-	-	(652,568)
Human Resources	41080	(288,464)	(79,376)	(39,850)	(261,145)	-	-	-	-	(668,835)
Village Clerk	41100	(136,497)	(49,929)	(4,050)	(16,500)	(13,000)	-	-	-	(219,976)
Communications	41110	(267,688)	(72,183)	(54,650)	(50,110)	(15,000)	-	-	-	(459,631)
Finance	41300	417,851	(306,847)	(209,250)	(293,500)	-	-	(2,340,000)	-	(2,731,746)
Police	42400	(13,904,842)	(9,212,061)	(244,263)	(1,489,092)	(27,500)	-	-	-	(24,877,758)
Fire Department	42500	(7,385,228)	(6,928,817)	(213,040)	(894,000)	(39,000)	-	-	-	(15,460,085)
Public Works	43700	(2,874,808)	(1,036,843)	(1,193,975)	(2,984,375)	(410)	-	-	-	(8,090,411)
Public Health Services	44550	(298,450)	(173,931)	(14,475)	(145,348)	-	-	-	-	(632,204)
Development Customer Services	46202	(1,425,311)	(522,781)	(55,173)	(1,832,486)	-	(1,684,882)	-	-	(5,520,633)
Community Relations	46300	(177,983)	(41,968)	(4,450)	(22,500)	-	-	-	-	(246,901)
<b>TOTAL</b>		<u>(28,127,870)</u>	<u>(18,957,263)</u>	<u>(2,453,757)</u>	<u>(9,231,772)</u>	<u>(94,910)</u>	<u>(1,684,882)</u>	<u>(2,340,000)</u>	<u>-</u>	<u>(62,890,454)</u>

**VILLAGE OF OAK PARK  
FISCAL YEAR 2019 BUDGET  
GENERAL FUND - REVENUES**

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>Original 2018 Budget</u>	<u>Amended 2018 Budget</u>	<u>Year End Estimate</u>	<u>2019 Adopted Budget</u>
1001	41300	101	411401	Property Tax Levy	14,027,749	15,654,777	17,318,000	17,318,000	17,318,000	17,486,431
1001	42400	101	411403	Police Pension Levy	4,740,623	5,221,068	5,470,687	5,470,687	5,600,000	6,211,250
1001	42500	101	411404	Fire Pension Levy	3,782,371	5,904,832	5,277,679	5,277,679	5,278,000	5,158,133
1001	41300	101	411414	TIF Surplus Distribution	434,450	457,338	850,000	850,000	850,000	850,000
					<b>22,985,193</b>	<b>27,238,015</b>	<b>28,916,366</b>	<b>28,916,366</b>	<b>29,046,000</b>	<b>29,705,814</b>
1001	41300	101	413405	Retailers' Occupation Tax Revenue	3,866,241	3,989,433	4,300,000	4,300,000	4,325,000	4,500,000
1001	41300	101	413404	Use Tax Revenue	1,260,034	1,341,904	1,400,000	1,400,000	1,440,000	1,460,000
1001	41300	101	413408	Traffic Signal Maintenance Rev.	667	908	-	-	-	-
1001	41300	101	414409	Real Estate Transfer Tax	3,897,630	3,300,696	3,500,000	3,500,000	4,300,000	3,800,000
1001	41300	101	414410	Exempt Real Estate Transaction	16,110	14,950	20,000	20,000	15,000	15,000
1001	41300	101	414412	Hotel Motel Tax	177,207	194,197	205,000	205,000	200,000	205,000
1001	41300	101	414413	Liquor Tax	601,333	656,362	615,000	615,000	675,000	695,000
1001	41300	101	414425	Natural Gas Use Tax	214,228	439,234	475,000	475,000	500,000	500,000
1001	41300	101	416406	Electric Utility Tax	1,517,086	1,524,393	1,615,000	1,615,000	1,600,000	1,650,000
1001	41300	101	416407	Natural Gas Tax	608,012	740,722	765,000	765,000	780,000	780,000
1001	41300	101	416408	Telecommunications Tax	1,192,306	1,087,513	1,100,000	1,100,000	1,010,000	980,000
1001	41300	101	416482	E911 Surcharge	-	246,872	-	-	-	-
1001	41300	101	418408	Vehicle Tax	-	1,618,511	1,750,000	1,750,000	1,750,000	1,750,000
1001	43770	122	418408	Vehicle Tax	1,647,391	-	-	-	-	-
1001	41300	101	435407	State Income Tax Revenue	5,050,013	4,764,951	5,136,144	5,136,144	4,800,000	4,850,000
1001	41300	101	435410	Personal Prop Replacement Tax	1,264,935	1,499,997	1,100,000	1,100,000	1,250,000	1,100,000
1001	41300	101	441463	MFT Tax Refund	8,238	9,198	-	-	-	-
1001	43710	101	441463	MFT Tax Refund	-	-	9,000	9,000	8,300	-
					<b>21,321,432</b>	<b>21,429,841</b>	<b>21,990,144</b>	<b>21,990,144</b>	<b>22,653,300</b>	<b>22,285,000</b>
1001	46206	101	421424	Residential Rental License	1,480	9,444	6,500	6,500	7,500	7,500
1001	46205	101	421426	Business Licenses	321,644	331,924	325,000	325,000	315,000	315,000
1001	46250	101	421426	Business Licenses	-	-	-	-	-	-
1001	46205	101	421427	Liquor Licenses	131,069	136,093	130,000	130,000	160,000	135,000
1001	46206	101	421428	Multi-Family Dwelling License	149,385	64,217	118,000	118,000	100,000	90,000
1001	46205	101	421429	Chauffeur License Revenue	2,500	2,380	2,000	2,000	2,000	2,000
1001	46205	101	421430	Chauffeur Background Check	2,925	2,030	2,000	2,000	2,000	2,000

**VILLAGE OF OAK PARK  
FISCAL YEAR 2019 BUDGET  
GENERAL FUND - REVENUES**

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>Original 2018 Budget</u>	<u>Amended 2018 Budget</u>	<u>Year End Estimate</u>	<u>2019 Adopted Budget</u>
1001	46250	101	422425	Building Permits	1,039,113	1,202,491	1,300,000	1,300,000	2,100,000	1,400,000
1001	46202	101	422426	Zoning Variance Application	15,755	16,750	15,000	15,000	15,000	15,000
1001	46250	101	422428	Street Permits	-	96,632	80,000	80,000	50,000	50,000
1001	46250	601	422428	Street Permits	38,161	50	-	-	-	-
1001	44550	615	422429	Animal Licenses	32,128	30,633	32,160	32,160	32,000	32,000
1001	44550	655	422431	Beekeeping	725	450	500	500	500	500
1001	46250	101	422436	Building Permit Penalties	7,890	13,994	1,500	1,500	30,000	20,000
1001	46250	101	422437	Building Plan Reviews	155,509	60,925	-	-	-	-
1001	44550	101	431420	Flu Shot Medicare Reimb.	18	-	-	-	-	-
1001	46250	101	441455	Elevator Inspection Fees	-	11,082	24,000	24,000	24,000	24,000
1001	46250	602	441455	Elevator Inspection Fees	7,442	14,298	-	-	-	-
1001	46250	101	441456	Street Opening Fees	70,470	4,929	-	-	-	-
1001	46206	101	441458	Vacant Bldg Registration Reven	-	-	1,000	1,000	1,000	1,000
1001	46250	101	441458	Vacant Bldg Registration Reven	2,000	-	-	-	-	-
1001	46250	602	441459	Vacant Bldg Registration Reven	1,200	-	-	-	-	-
1001	41300	127	441467	Special Events Application Fee	1,325	1,775	-	-	-	-
1001	41300	101	441467	Special Events Application Fee	-	-	1,500	1,500	2,300	2,300
1001	46250	601	445456	Condo Inspection Fees	43,620	37,700	-	-	-	-
1001	46206	601	445456	Condo Inspection Fees	-	-	45,000	45,000	38,000	38,000
					<b>2,024,360</b>	<b>2,037,797</b>	<b>2,084,160</b>	<b>2,084,160</b>	<b>2,879,300</b>	<b>2,134,300</b>
1001	42400	101	434462	RCFL OT Reimbursement	8,284	12,944	12,500	12,500	22,000	22,000
1001	42520	101	440458	Ambulance Charges	1,125,494	1,023,669	1,370,000	1,370,000	1,200,000	1,250,000
1001	46250	602	440476	100 % Sales Inspection Revenue	5,901	504	750	750	750	750
1001	42400	412	440480	CTA Reimbursement	-	-	200,000	200,000	110,000	110,000
1001	42400	421	440480	CTA Reimbursement	202,227	19,429	-	-	-	-
1001	42520	101	440482	Fire CPR Classes Fees	15,053	15,941	15,500	15,500	15,000	15,000
1001	43800	741	440483	Tree Removal Revenue	984	2,350	1,000	1,000	1,000	1,000
1001	43710	101	440488	Resale of Gas to Other Taxing Dist.	32,376	57,717	110,000	110,000	50,000	50,000
1001	43710	101	440490	Charges for Repairs Parts	-	-	63,000	63,000	57,000	60,000
1001	43900	734	440490	Charges for Repairs Parts	47,261	101,719	70,000	70,000	-	-
1001	43780	101	440492	Reimbursement of Expenses	-	800	1,000	1,000	1,000	1,000
1001	43800	101	440492	Reimbursement of Expenses	-	2,528	1,500	1,500	1,500	1,500

**VILLAGE OF OAK PARK  
FISCAL YEAR 2019 BUDGET  
GENERAL FUND - REVENUES**

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>Original 2018 Budget</u>	<u>Amended 2018 Budget</u>	<u>Year End Estimate</u>	<u>2019 Adopted Budget</u>
1001	44550	613	440492	Reimbursement of Expenses	-	-	-	-	5,000	10,000
1001	42400	101	440493	OPRFHS Event Reimbursement	5,428	4,673	7,000	7,000	5,000	5,000
1001	42510	101	440493	OPRFHS Event Reimbursement	-	-	2,600	2,600	2,800	2,800
1001	42400	413	440494	School Resource Police Officer	145,554	149,128	-	-	-	-
1001	42400	101	440494	School Resource Police Officer	(508)	-	148,000	148,000	148,000	148,000
1001	42400	414	440495	School Resource Police Officer	175,000	-	-	-	-	-
1001	42400	101	440495	Crossing Guard Reimbursement	-	175,000	175,000	175,000	175,000	218,000
1001	42400	101	440496	Arrest Warrant Reimbursement	1,330	3,430	100	100	100	100
1001	42400	101	440497	Police Evidence Revenue	2,284	4,172	12,500	12,500	3,000	3,000
1001	41100	101	441451	Copy Fees	100	151	300	300	300	300
1001	42520	101	441451	Copy Fees	167	251	350	350	350	350
1001	43700	721	441451	Copy Fees	1,920	800	1,500	1,500	1,500	1,500
1001	43740	101	441464	Scrap Revenue	1,540	2,309	2,000	2,000	2,000	2,000
1001	42400	127	441465	Special Events Revenue- Police	1,410	20,258	-	-	18,300	17,500
1001	42510	101	441465	Special Events Revenue- Fire	-	-	-	-	500	1,000
1001	43740	127	441465	Special Events Revenue-PW Streets	9,084	-	86,500	86,500	9,400	25,000
1001	46300	101	441465	Special Events Revenue- Comm. Rel.	-	10,233	-	-	-	-
1001	46300	127	441465	Special Events Revenue- Comm. Rel.	20,851	1,807	25,000	25,000	25,000	25,000
1001	42400	101	441470	Police Reports	16,754	16,829	15,000	15,000	24,000	20,000
1001	42400	101	441471	Subpoena Fees	994	869	1,250	1,250	1,000	1,000
1001	42510	101	441472	False Alarm Revenue	100	-	15,000	15,000	1,500	15,000
1001	42510	101	442460	Alarm Fees	55,164	56,025	62,500	62,500	60,000	60,000
1001	44550	609	445451	Food Service Mgmt Course Fees	700	-	-	-	-	-
1001	44550	615	445452	Pound Other Fees	7,652	7,369	-	-	-	-
1001	44550	101	445452	Pound Other Fees	-	-	7,500	7,500	6,000	6,000
1001	44550	612	445459	Environmental Services - VOP	7,095	7,500	7,000	7,000	7,000	12,550
1001	41300	171	462477	Rental of Property	40,286	39,003	-	-	-	-
1001	46205	101	462477	Rental of Property	-	-	100,000	100,000	40,000	40,000
					<b>1,930,484</b>	<b>1,737,407</b>	<b>2,514,350</b>	<b>2,514,350</b>	<b>1,994,000</b>	<b>2,125,350</b>
1001	42400	101	431400	Grant Revenue	3,113	28,167	-	-	-	-
1001	42500	101	431400	Grant Revenue	-	14,089	106,051	106,051	100,000	-
1001	44550	101	431400	Grant Revenue	-	35,719	-	-	-	-

**VILLAGE OF OAK PARK  
FISCAL YEAR 2019 BUDGET  
GENERAL FUND - REVENUES**

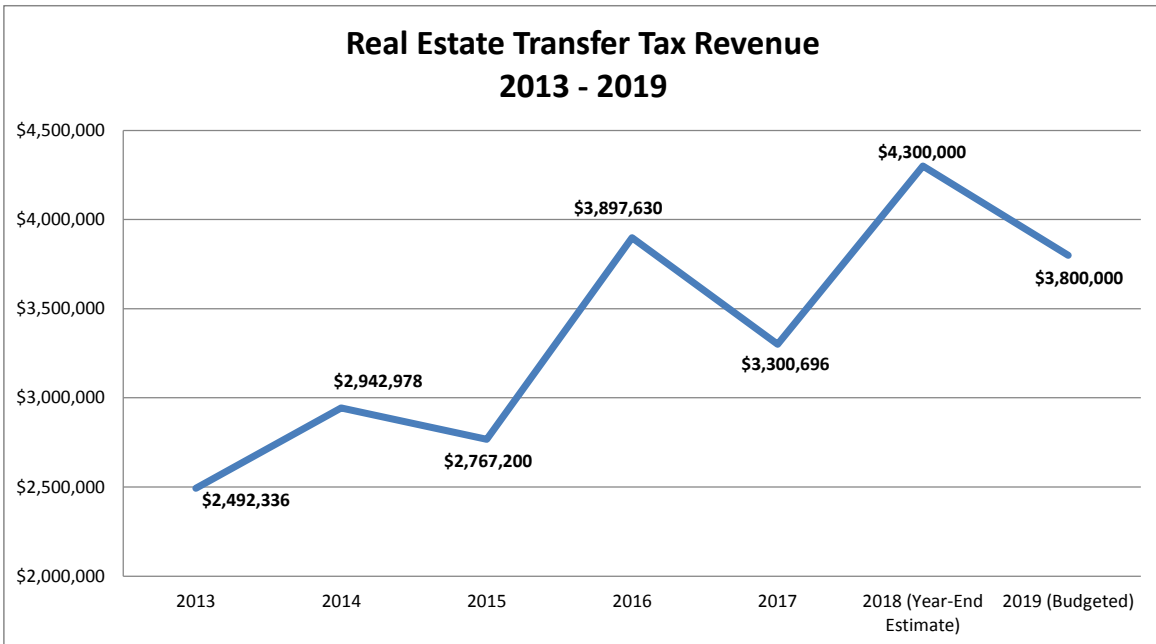
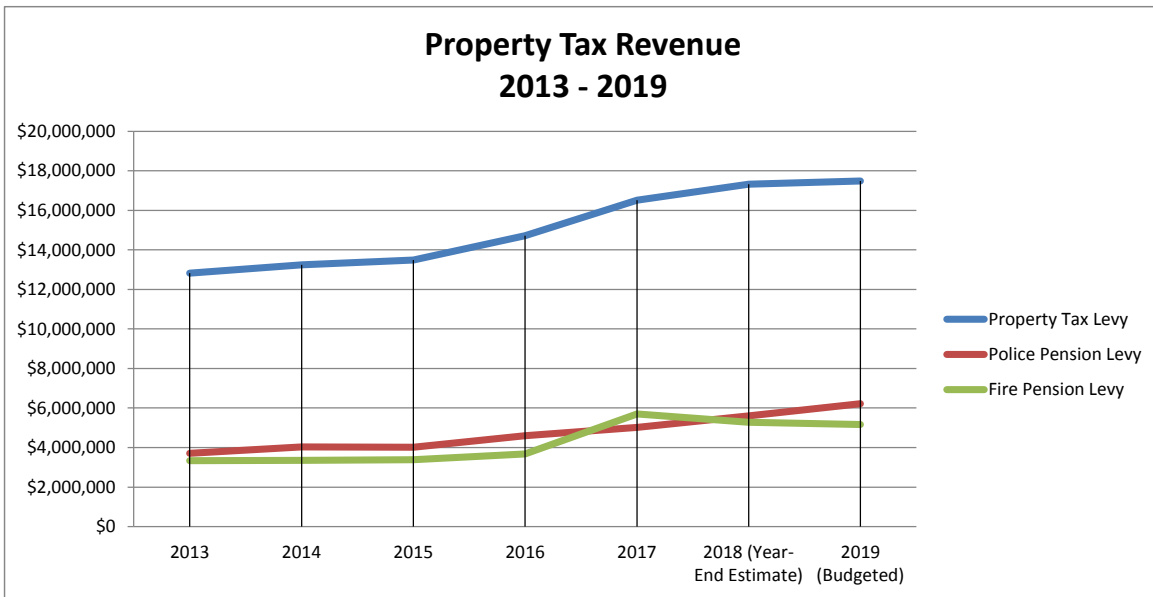
<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>Original 2018 Budget</u>	<u>Amended 2018 Budget</u>	<u>Year End Estimate</u>	<u>2019 Adopted Budget</u>
1001	46206	101	431425	Grant or Loan Application Fee	400	690	1,250	1,250	1,250	1,250
1001	42400	101	434463	Drug Enforcement Agency Reimb	22,004	-	18,338	18,338	20,000	20,000
					<b>25,517</b>	<b>78,664</b>	<b>125,639</b>	<b>125,639</b>	<b>121,250</b>	<b>21,250</b>
1001	42400	101	451110	Court Fines	60,630	46,059	70,000	70,000	50,000	60,000
1001	42400	101	451111	DUI Court Fines	-	-	-	-	6,570	5,000
1001	42400	101	451441	Parking Fines	1,811,064	2,236,664	2,245,000	2,245,000	2,200,000	2,400,000
1001	41030	101	451446	Non-Compliance Fines	17,260	16,849	20,000	20,000	65,000	30,000
					<b>1,888,954</b>	<b>2,299,572</b>	<b>2,335,000</b>	<b>2,335,000</b>	<b>2,321,570</b>	<b>2,495,000</b>
1001	41300	101	491438	Trans Fr Motor Fuel Tax Fund	1,300,000	1,344,000	1,336,000	1,336,000	1,336,000	1,300,000
1001	41300	101	491440	Transfer From Water Fund	1,050,000	-	-	-	-	-
1001	41300	101	491495	Transfer From CIP Fund	500,004	-	-	-	-	-
1001	41300	101	491499	Transfer From Other Funds	1,000,000	1,698,655	-	-	-	-
					<b>3,850,004</b>	<b>3,042,655</b>	<b>1,336,000</b>	<b>1,336,000</b>	<b>1,336,000</b>	<b>1,300,000</b>
1001	46206	101	461450	Loan Interest	3,246	2,551	2,500	2,500	2,500	2,500
1001	41300	101	461490	Interest Revenue	8,683	4,207	5,000	5,000	90,000	220,000
1001	41300	101	493810	IMET Recovery	-	-	-	-	54,680	-
					<b>11,929</b>	<b>6,758</b>	<b>7,500</b>	<b>7,500</b>	<b>147,180</b>	<b>222,500</b>
1001	41300	101	462476	Gain/Loss on Sale of Property	2,264,405	9,477	-	-	318,100	-
1001	42400	101	462476	Gain/Loss on Sale of Property	(1,325)	-	-	-	-	-
1001	43720	101	413408	Traffic Signal Maintenance Rev	667	-	2,000	2,000	2,000	2,000
1001	43740	101	434451	State Aid Route Maintenance	110,324	56,501	65,000	65,000	65,000	80,560
1001	41300	101	441431	Cable TV Franchise Fee	1,008,301	987,188	1,050,000	1,050,000	1,050,000	1,050,000
1001	41300	101	441447	Cashier Over/Short	(189)	(23)	-	-	-	-
1001	41300	101	440488	Sale of Liquid Gas	32,376	57,717	-	-	-	-
1001	41300	101	441462	Miscellaneous Revenue	57,008	19,423	50,000	50,000	25,000	25,000
1001	43800	101	441462	Miscellaneous Revenue	25,000	-	-	-	-	-
1001	46202	101	441462	Miscellaneous Revenue	(12,416)	-	-	-	-	-
1001	46206	101	441462	Miscellaneous Revenue	170	8,475	150	150	-	-
1001	46260	101	441462	Miscellaneous Revenue	580	-	-	-	-	-

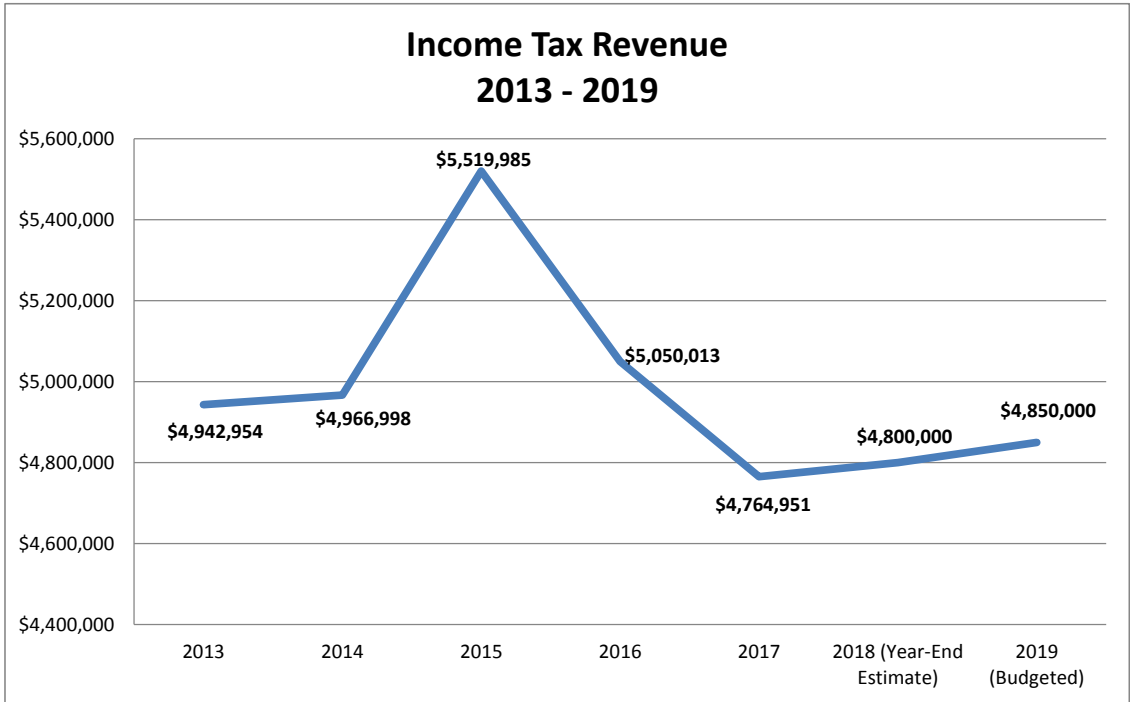
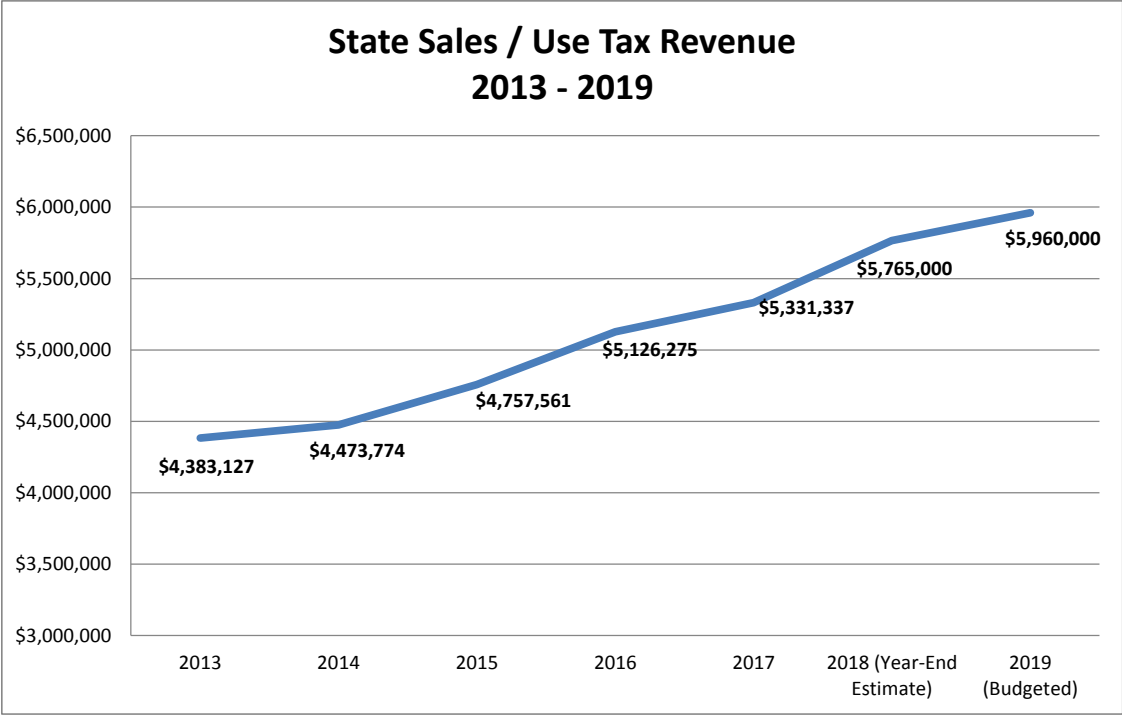


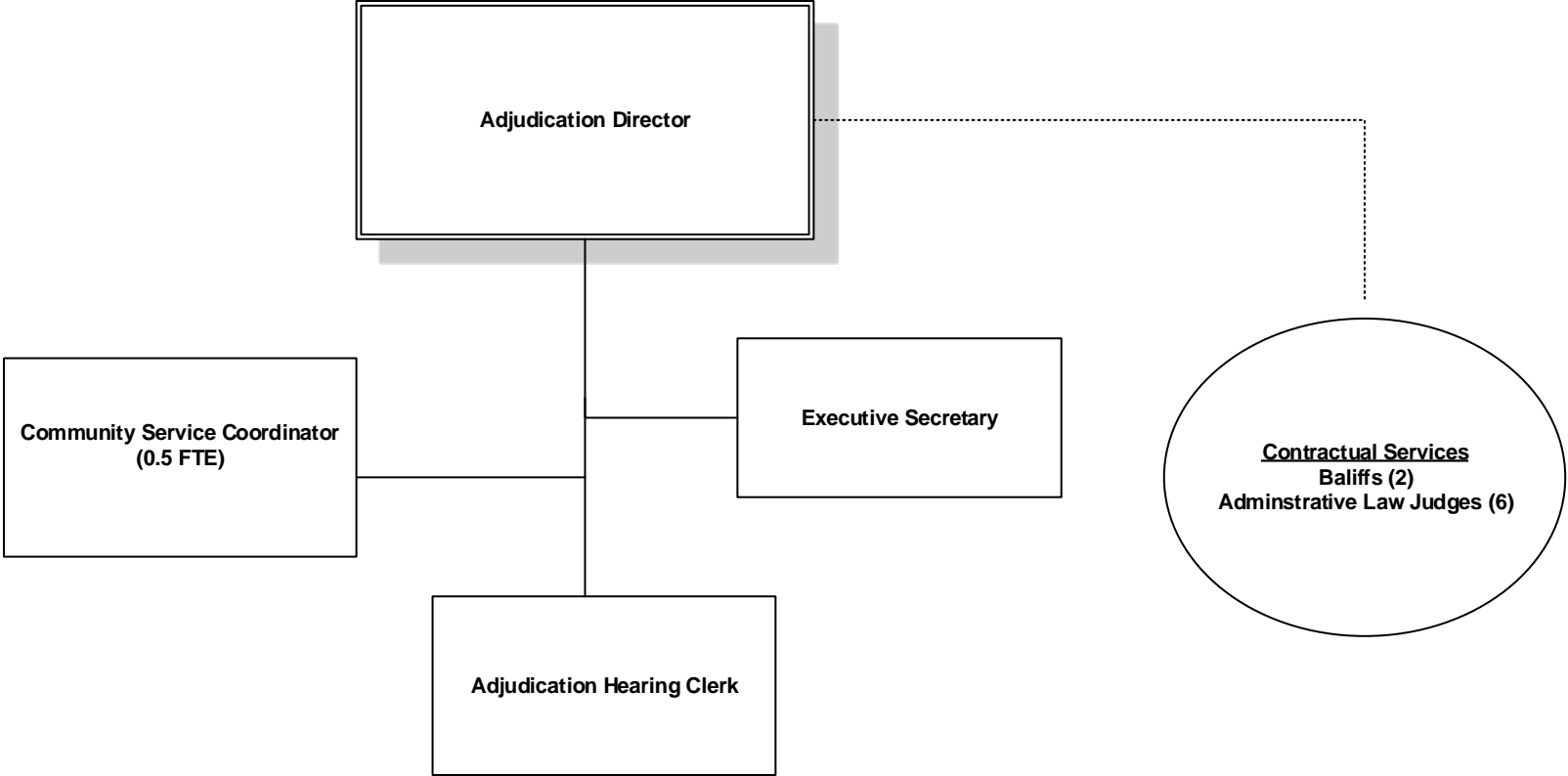
**VILLAGE OF OAK PARK  
FISCAL YEAR 2019 BUDGET  
GENERAL FUND - REVENUES**

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<b>2016</b> <u>Actual</u>	<b>2017</b> <u>Actual</u>	<b>Original</b> <b>2018</b> <u>Budget</u>	<b>Amended</b> <b>2018</b> <u>Budget</u>	<b>Year</b> <b>End</b> <u>Estimate</u>	<b>2019</b> <b>Adopted</b> <u>Budget</u>
1001	41071	101	441475	Recovered Damages	16,927	48,391	25,000	25,000	10,000	5,000
1001	43720	101	441475	Recovered Damages	21,127	-	-	-	-	-
1001	43900	101	441475	Recovered Damages	12,435	-	-	-	-	-
					<u>3,535,389</u>	<u>1,187,149</u>	<u>1,192,150</u>	<u>1,192,150</u>	<u>1,470,100</u>	<u>1,162,560</u>
SUBTOTAL					<u>57,573,262</u>	<u>59,057,858</u>	<u>60,501,309</u>	<u>60,501,309</u>	<u>61,968,700</u>	<u>61,451,774</u>

	2013	2014	2015	2016	2017	2018 (Year-End Estimate)	2019 (Budgeted)
Property Tax Levy	\$12,822,201	\$13,248,176	\$13,491,968	\$14,719,674	\$16,514,768	\$17,318,000	\$17,486,431
Police Pension Levy	\$3,711,498	\$4,035,890	\$4,017,409	\$4,597,661	\$5,023,497	\$5,600,000	\$6,211,250
Fire Pension Levy	\$3,338,942	\$3,349,586	\$3,387,257	\$3,667,858	\$5,699,751	\$5,278,000	\$5,158,133







## **ADJUDICATION**

### **EXECUTIVE OVERVIEW**

#### **DEPARTMENTAL SUMMARY**

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

## **2018 ACCOMPLISHMENTS**

Adjudication successfully implemented a payment plan system that has served dozens of citizens. Prior to April of 2018, the Village did not have a payment plan system for parking citations. Adjudication worked with Finance, Law and Parking Services to develop a process to effectively launch the payment plan system.

Adjudication developed a process for the implementation of the Administrative Impoundment Hearing. Prior to March of 2018, the Village did not conduct impoundment hearings in Adjudication. Adjudication worked with Police, Law, IT, Finance and Parking to develop a fair and efficient process for impoundment hearings.

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

Adjudication works with Oak Park Township Youth Services, Rosecrance, Youth Outreach Services, Opportunity Knocks and other providers to deliver community service, substance education and other diversionary opportunities to juvenile respondents.

## **2019 WORK PLAN**

Adjudication will work to successfully integrate the current parking citation process into a new parking citation computerized system. The goal is to have a system that is easy to use and has up-to-date functional capabilities.

Adjudication will also work to successfully integrate the current local ordinance compliance database into a new computerized database. The migration is necessary due to the expected sunset of the current local ordinance database.

In addition, Adjudication will continue to work to improve customer service without jeopardizing the legitimacy of the adjudication process. It is expected that further automation will make the process smoother and ideally eliminate the amount of paper that is used.

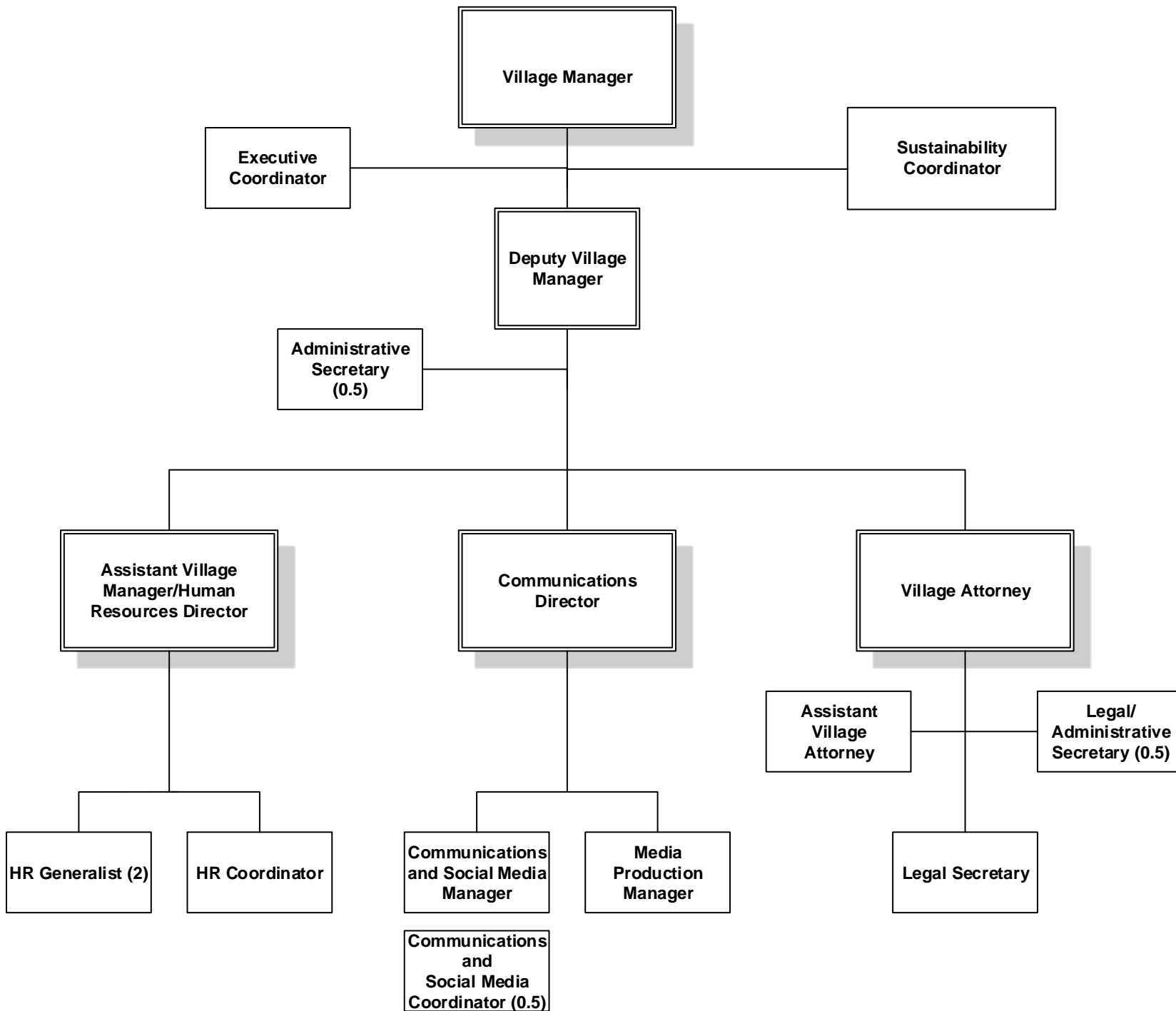
One anticipated effect of the new computerized systems, along with other changes, is an expected increase in the rate of collection.

Further, Adjudication will continue efforts to improve the services provided to juveniles that appear in Administrative Adjudication. Due to several limitations, providing non-financial and non-punitive remedies will continually remain a challenge. Adjudication plans to continue working with providers such as the Oak Park Township Youth Services, Rosecrance, Youth Outreach Services and Opportunity Knocks to provide appropriate solutions for youth respondents.

VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 GENERAL FUND - ADJUDICATION

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>Original</u> <u>2018</u> <u>Budget</u>	<u>Amended</u> <u>2018</u> <u>Budget</u>	<u>Year</u> <u>End</u> <u>Estimate</u>	<u>2019</u> <u>Adopted</u> <u>Budget</u>
1001	41030	101	510501	General Fund	Adjudication	Regular Salaries	(196,645)	(191,417)	(201,835)	(201,835)	(205,000)	(219,700)
1001	41030	101	510503	General Fund	Adjudication	Overtime	(5,801)	(7,636)	(10,000)	(10,000)	(8,000)	(10,000)
SUB-TOTAL PERSONAL SERVICES							(202,446)	(199,053)	(211,835)	(211,835)	(213,000)	(229,700)
1001	41030	101	520515	General Fund	Adjudication	Health Insurance Opt Out	36	-	-	-	-	-
1001	41030	101	520520	General Fund	Adjudication	Life Insurance Expense	(273)	(279)	(372)	(372)	(279)	(279)
1001	41030	101	520521	General Fund	Adjudication	Health Insurance Expense	(50,299)	(46,429)	(65,557)	(65,557)	(65,557)	(54,787)
1001	41030	101	520522	General Fund	Adjudication	Social Security Expense	(11,459)	(11,187)	(12,514)	(12,514)	(11,977)	(14,246)
1001	41030	101	520523	General Fund	Adjudication	Medicare Expense	(2,680)	(2,616)	(2,927)	(2,927)	(2,800)	(3,331)
1001	41030	101	520527	General Fund	Adjudication	IMRF Contributions	(28,681)	(27,453)	(20,103)	(20,103)	(21,965)	(14,885)
SUB-TOTAL FRINGE BENEFITS							(93,356)	(87,964)	(101,473)	(101,473)	(102,578)	(87,528)
1001	41030	101	530650	General Fund	Adjudication	Conferences Training	(369)	(457)	(2,000)	(2,000)	(1,200)	(2,000)
1001	41030	101	530658	General Fund	Adjudication	Temporary Services	-	(12,692)	-	-	-	-
1001	41030	101	530660	General Fund	Adjudication	General Contractuals	(10)	-	-	-	-	-
1001	41030	101	530667	General Fund	Adjudication	External Support	(166,723)	(163,588)	(162,412)	(162,412)	(162,412)	(162,000)
SUB-TOTAL CONTRACTUAL SERVICES							(167,102)	(176,736)	(164,412)	(164,412)	(163,612)	(164,000)
1001	41030	101	550601	General Fund	Adjudication	Printing	(41)	(264)	(8,000)	(8,000)	(1,000)	(8,000)
1001	41030	101	550602	General Fund	Adjudication	Membership Dues	-	(61)	-	-	-	-
1001	41030	101	550603	General Fund	Adjudication	Postage	(18,978)	(20,999)	(30,000)	(30,000)	(21,000)	(30,000)
1001	41030	101	550606	General Fund	Adjudication	Books & Subscriptions	(286)	(351)	(1,760)	(1,760)	(600)	(1,760)
1001	41030	101	550652	General Fund	Adjudication	Legal Postings and Doc. Fees	-	(1,125)	(1,000)	(1,000)	(50)	(1,000)
1001	41030	101	550663	General Fund	Adjudication	Software License Updates	(755)	(640)	(8,000)	(8,000)	(5,500)	(8,000)
1001	41030	101	560620	General Fund	Adjudication	Office Supplies	(3,481)	(2,280)	(6,100)	(6,100)	(5,100)	(6,100)
1001	41030	134	560639	General Fund	Adjudication	Advertising	(43)	(31)	-	-	-	-
SUB-TOTAL MATERIALS & SUPPLIES							(23,584)	(25,751)	(54,860)	(54,860)	(33,250)	(54,860)
TOTAL EXPENDITURES							(486,487)	(489,503)	(532,580)	(532,580)	(512,440)	(536,088)





- ↔
- Village President/  
Board of Trustees
  - Economic  
Development  
Committee of the  
Board of Trustees
  - Finance  
Committee of the  
Board of Trustees
  - Personnel  
Committee of the  
Board of Trustees
  - Re-inventing  
Government  
Committee of the  
Board of Trustees
  - Board of Fire and  
Police  
Commissioner
  - Citizens Police  
Oversight  
Committee
  - Civic Information  
Systems  
Commission
  - Liquor Control  
Review Board
- ↔
- Advisory Bodies**

## VILLAGE MANAGER'S OFFICE EXECUTIVE OVERVIEW

### DEPARTMENTAL SUMMARY

The Village Manager's Office is responsible for overseeing day-to-day operations of the Village. This is accomplished by the Village Manager, Deputy Village Manager, Assistant Village Manager/Human Resources Director, Sustainability Coordinator, Executive Coordinator in the office of the Village Manager and a part time Administrative Secretary. The Village Manager's Office is responsible for overseeing the operations of the Village consisting of 13 departments in the Village, managing the Village's Sustainability Office, negotiating the Village's nine collective bargaining agreements, coordinating the staff liaisons to all of the Citizen Boards and Commissions and providing staff support to the Mayor and Board of Trustees along with the three Committees of the Village Board (Personnel, Finance and Reinventing Government Committees of the Village Board). The Village Manager's Office provided staff support to the Taxing Bodies Efficiencies Task Force, appointed by the Village Board in 2018. The Village Manager's Office also represents the Village on various intergovernmental boards such as those associated with the West Suburban Dispatch Center Board, the Early Childhood Collaboration Administrative Board, Friends of the Children Chicago Board, Oak Park Council of Governments and the GIS Consortium Board.

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

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

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

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

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

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

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

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

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

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

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

## **2018 ACCOMPLISHMENTS**

The Village Manager provided staff support to the Taxing Bodies Efficiency Task Force along with the Metropolitan Planning Conference.

Following the retirement of the Police Chief, a formal search process for a successor Chief of Police was initiated. The Village Manager is authorized to appoint the Chief of Police pursuant to Chapter 19 of the Village Code.

2018 began the redevelopment of a Sustainability Office with the hiring of a new Sustainability Coordinator in Q4 of 2017. This office renewed the Village's aggregation contract for a new power supplier utilizing solar as the primary source; continued to monitor and educated businesses regarding the single-use bag program formally adopted in 2017 and implemented on January 1, 2018; educated many event planners in Oak Park to transition to zero-waste events.

Throughout 2018, the Village Manager has worked with the Department Director management team to implement re-organizations and other policy directives as contained in the adopted FY18 budget.

## **2019 WORK PLAN**

Organize leadership training for employees, with a focus on race equity.

Implement a work plan for sustainability initiatives under the oversight of the Department's Sustainability Coordinator and finalize the Village Board's policy direction for projects recommended for use by the Sustainability Fund.

Implement a customer service request system portal and/or app for residents to track their service requests.

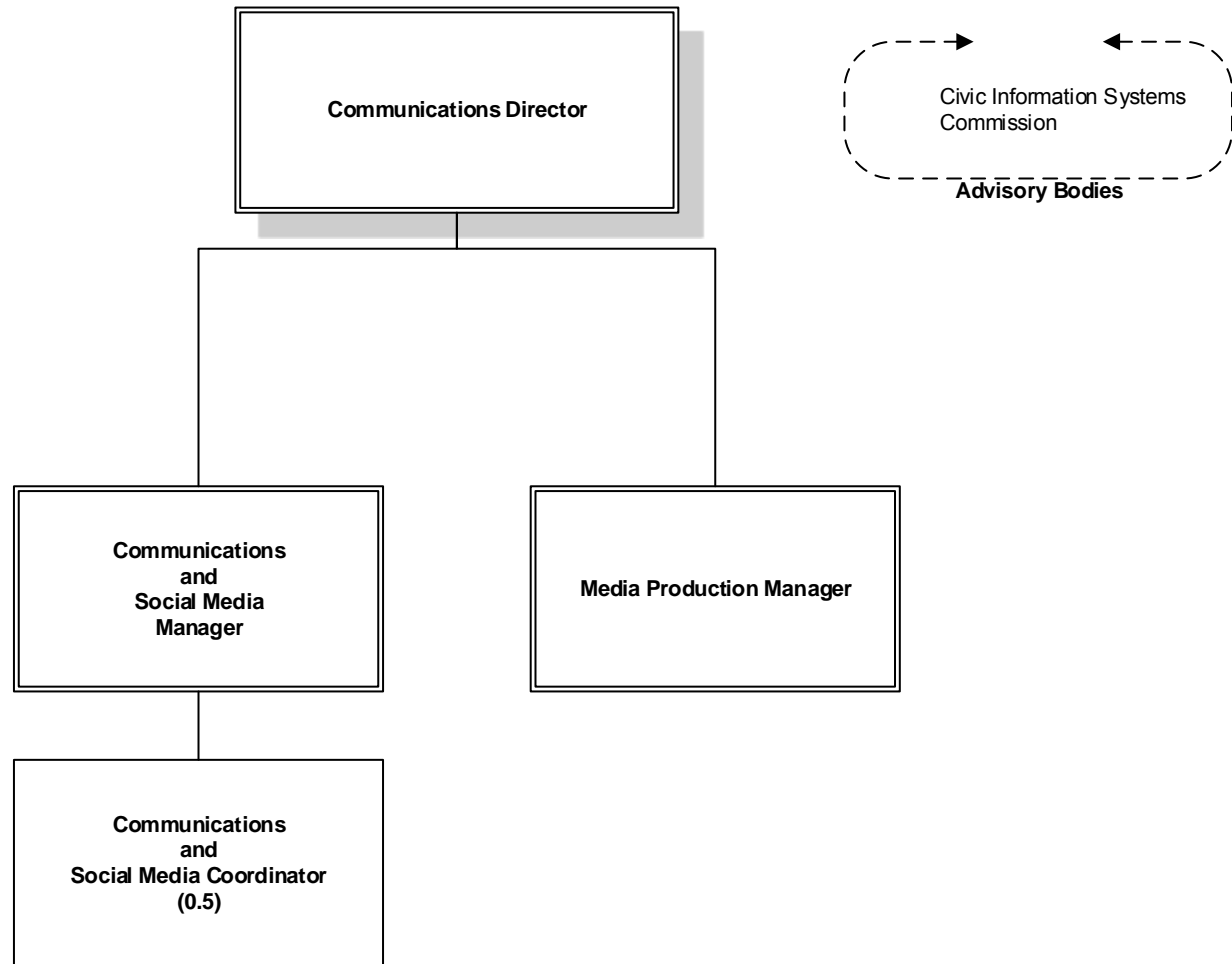
Establish a monthly service reporting & performance management system.

Bring forward a recommendation to the Village Board for a new or remodeled police station.

Evaluate the option to establish a 5-year operating budget and a 5-year pension contribution plan.

VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 GENERAL FUND - VILLAGE MANAGER'S OFFICE

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>Original</u> <u>2018</u> <u>Budget</u>	<u>Amended</u> <u>2018</u> <u>Budget</u>	<u>Year</u> <u>End</u> <u>Estimate</u>	<u>2019</u> <u>Adopted</u> <u>Budget</u>
1001	41020	101	510501	General Fund	Village Manager's Office (VMO)	Regular Salaries	(393,251)	(417,050)	(428,761)	(428,761)	(428,761)	(456,264)
1001	41020	101	510503	General Fund	Village Manager's Office (VMO)	Overtime	(119)	(188)	(500)	(500)	(200)	(500)
SUB-TOTAL PERSONAL SERVICES							(393,370)	(417,237)	(429,261)	(429,261)	(428,961)	(456,764)
1001	41020	101	510506	General Fund	Village Manager's Office (VMO)	Equip Allow (Auto,Phone,Tools)	(1,207)	(2,163)	(1,200)	(1,200)	(1,200)	(1,200)
1001	41020	101	520515	General Fund	Village Manager's Office (VMO)	Health Insurance Opt-out	-	(1,036)	(1,500)	(1,500)	(1,500)	-
1001	41020	101	520520	General Fund	Village Manager's Office (VMO)	Life Insurance Expense	(273)	(465)	(465)	(465)	(1,000)	(1,001)
1001	41020	101	520521	General Fund	Village Manager's Office (VMO)	Health Insurance Expense	(73,201)	(67,570)	(57,370)	(57,370)	(57,370)	(57,370)
1001	41020	101	520522	General Fund	Village Manager's Office (VMO)	Social Security Expense	(20,020)	(21,726)	(22,876)	(22,876)	(25,890)	(23,024)
1001	41020	101	520523	General Fund	Village Manager's Office (VMO)	Medicare Expense	(5,476)	(5,841)	(6,217)	(6,217)	(6,054)	(6,624)
1001	41020	101	520527	General Fund	Village Manager's Office (VMO)	IMRF Contributions	(55,741)	(58,838)	(42,705)	(42,705)	(42,895)	(29,598)
1001	41020	101	560651	General Fund	Village Manager's Office (VMO)	Employees Awards Recognition	(10,606)	(9,498)	(9,500)	(9,500)	(9,500)	(9,500)
SUB-TOTAL FRINGE BENEFITS							(166,524)	(167,136)	(141,833)	(141,833)	(145,409)	(128,317)
1001	41020	101	530650	General Fund	Village Manager's Office (VMO)	Conferences Training	(11,112)	(4,812)	(11,100)	(11,100)	(11,100)	(10,900)
1001	41020	101	530651	General Fund	Village Manager's Office (VMO)	Incentives	(220)	-	-	-	-	-
1001	41020	101	530662	General Fund	Village Manager's Office (VMO)	Boards Commissions Support	(4,313)	(22,745)	(25,000)	(25,000)	(20,000)	(25,000)
1001	41020	103	530662	General Fund	Village Manager's Office (VMO)	Boards Commissions Support	(90)	-	-	-	-	-
1001	41020	321	530662	General Fund	Village Manager's Office (VMO)	Boards Commissions Support	(465)	(20)	-	-	-	-
1001	41020	332	530662	General Fund	Village Manager's Office (VMO)	Boards Commissions Support	(5,168)	(0)	-	-	-	-
1001	41020	101	530667	General Fund	Village Manager's Office (VMO)	External Support	(299,355)	(397,676)	(456,935)	(456,935)	(456,935)	(457,416)
1001	41020	101	530687	General Fund	Village Manager's Office (VMO)	Township Interventionist Program	-	(32,891)	-	-	-	-
SUB-TOTAL CONTRACTUAL SERVICES							(320,724)	(458,144)	(493,035)	(493,035)	(488,035)	(493,316)
1001	41020	101	550601	General Fund	Village Manager's Office (VMO)	Printing	(30)	-	(3,500)	(3,500)	(1,000)	(3,500)
1001	41020	101	550602	General Fund	Village Manager's Office (VMO)	Membership Dues	(42,661)	(30,973)	(31,000)	(31,000)	(31,000)	(31,309)
1001	41020	101	550603	General Fund	Village Manager's Office (VMO)	Postage	(929)	(195)	(800)	(800)	(750)	(700)
1001	41020	101	550605	General Fund	Village Manager's Office (VMO)	Travel & Mileage Reimbursement	(25)	(157)	(65)	(65)	(150)	(150)
1001	41020	101	550606	General Fund	Village Manager's Office (VMO)	Books & Subscriptions	(269)	(625)	(300)	(300)	(150)	(300)
1001	41020	101	560616	General Fund	Village Manager's Office (VMO)	Toner Cartridges	(1,237)	-	-	-	-	-
1001	41020	101	560620	General Fund	Village Manager's Office (VMO)	Office Supplies	(3,384)	(3,376)	(5,000)	(5,000)	(4,500)	(5,000)
1001	41020	101	560625	General Fund	Village Manager's Office (VMO)	Clothing	-	(882)	(2,000)	(2,000)	(1,500)	(1,000)
1001	41020	101	560638	General Fund	Village Manager's Office (VMO)	Special Events	(8,829)	(1,348)	(6,000)	(6,000)	(6,000)	(6,000)
SUB-TOTAL MATERIALS & SUPPLIES							(57,364)	(37,556)	(48,665)	(48,665)	(45,050)	(47,959)
TOTAL EXPENDITURES							(937,981)	(1,080,073)	(1,112,794)	(1,112,794)	(1,107,455)	(1,126,356)



## COMMUNICATIONS

### EXECUTIVE OVERVIEW

#### DEPARTMENTAL SUMMARY

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

- Write, design, produce and manage informational messages for the full range of communication tools, including electronic, broadcast and print.
- Manage the public website, [oak-park.us](http://oak-park.us), and the employee intranet website
- Manage social media communications tools for the Village and Police Department including [Facebook](#), [Twitter](#), [YouTube](#), [Pinterest](#) and [Instagram](#).
- Publish [enews](#), an ongoing subscription-based, direct electronic news information dissemination tool with nearly 4,000 subscribers.
- Produce publications such as brochures, booklets, flyers, signs, the *OP/FYI* community newsletter and quarterly *Employee News*.
- Manage news media relations, including issuing news releases, answering inquiries from reporters and handling crisis communications and response.
- Operate the Village's government access cable television station VOP-TV, producing original video programming as well as live broadcasting and streaming meetings of the Village Board and various citizen commissions, including the Plan Commission and Zoning Board of Appeals.
- Serve as in-house editors and writers of a wide range of messages created by other departments and volunteer bodies.
- Design and produce all forms and documents necessary for conducting business with the Village, including employee business cards.
- Provide video and photographic services for all departments, including training films, audio-visual support and photographs for employee identification badges and employee website.



- Provide support to the Village Manager's Office assembling and disseminating agenda materials for Village Board meetings as part of the online public policy transparency suite that includes streaming and archiving meetings online in a searchable database.

## 2018 ACCOMPLISHMENTS

- Launched Facebook and Twitter accounts for the Police Department in an effort to disseminate public safety information in a timely manner and better engage with residents.
- Added a combined 3,135 new Facebook followers on the Village and new Police Department Facebook pages, which represents a 38.7-percent increase in total audience on Facebook that has steadily grown to more than 11,200 followers between the two pages.
- On track to post more than 380 messages on the Village Facebook page. So far this year the Village Facebook page is averaging more than 75,000 impressions per month. Engagement remains steady, with Village posts eliciting more than 6,000 reactions (31.4 per post), 1,180 shares (6.2 per post) and 835 comments (4.3 per post).
- Combined to tweet 609 messages through the first half of the year via the Village and Police Twitter accounts, averaging 900 impressions and 6.4 engagements (retweets, likes, url clicks) per tweet. The Village and Police Twitter accounts have combined to add 998 followers, a 17.7 percent increase in the first half of the year.
- Added 403 Instagram followers in the first half of the year, marking a 30 percent increase in audience size to what is now more than 1,700 followers. Created 117 Instagram posts, averaging 78 likes per post.
- Generated 195 quality engagements across all social media platforms during the first six months of the year in which Village staff directly fielded a question or complaint from a social media user and provided a timely response.
- Increased enews list serve to nearly 3,6000 subscribers through July 2018, maintaining a near zero unsubscribe rate. Subscriber access now nearly evenly split between mobile and desktop devices.
- Produced 26 new, original videos for VOP-TV, Facebook and YouTube through first half of 2018. Now have more than 400 original videos online that have received almost 70,000 individual views through the first half of the year, representing some 86,000 minutes of Village-centric messages watched online.
- Published three issues of the six-page OP/FYI community newsletter (through first half of 2018). Now published six times each year, the newsletter is distributed to every residential household in Oak Park, ensuring that Village messages reach all socio-economic levels. Allowed other taxing bodies to provide informative content as well as include inserts that were distributed at no cost beyond standard Village newsletter mailing cost.
- Expanded gathering of public input online via the Village website using moderated commenting, including for the Taxing Body Efficiency Task Force.

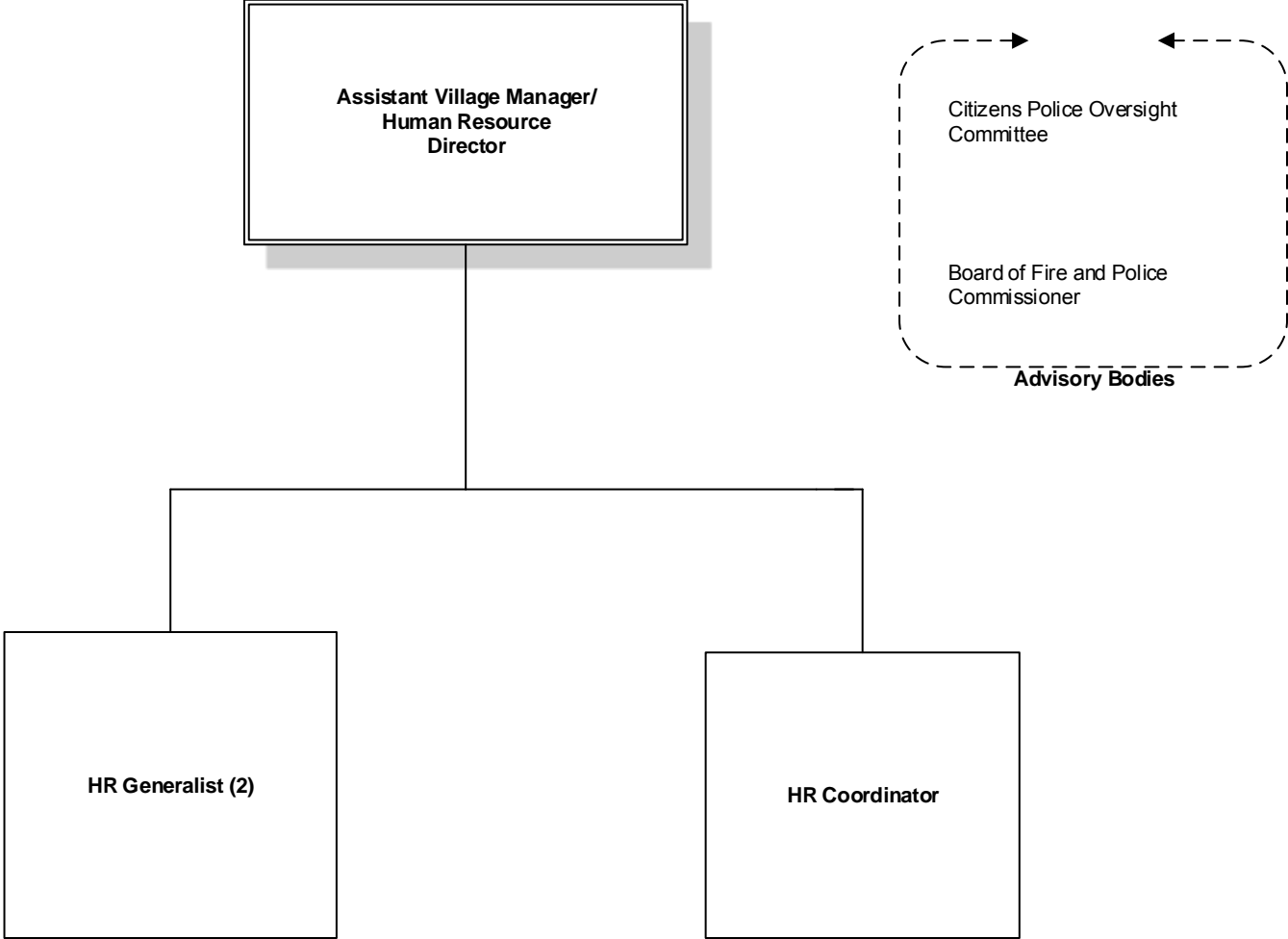
- Integrated online information dissemination and gathering techniques with online surveys, including for the Office of Administrative Adjudication and Public Works Department.
- Provided extensive support for Village events such as Earth Fest, A Day in Our Village, Farmers' Market and July 4th Parade through the creation of promotional materials and publicity generated via social media and media outreach.
- Continued to refine employee website, creating and interpreting content specifically to help Village employees better understand their roles and provide better customer service.
- Managed regular updates to Village website, which is on pace for more than two million page views this year. Parking continues to be most visited pages, along with online payment services and Human Resources. Mobile and tablet users slightly exceed desktop users.
- Supported the mission of the Civic Information Systems Commission.

## 2019 WORK PLAN

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

VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 GENERAL FUND - COMMUNICATION

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>Original</u> <u>2018</u> <u>Budget</u>	<u>Amended</u> <u>2018</u> <u>Budget</u>	<u>Year</u> <u>End</u> <u>Estimate</u>	<u>2019</u> <u>Adopted</u> <u>Budget</u>
1001	41110	101	510501	General Fund	Communication	Regular Salaries	(207,204)	(232,650)	(231,602)	(231,602)	(237,761)	(267,688)
1001	41110	101	510506	General Fund	Communication	Equip Allow (Auto,Phone,Tools)	(339)	(505)	(500)	(500)	(504)	(504)
1001	41110	101	520515	General Fund	Communication	Health Insurance Opt Out	(1,150)	(2,407)	(2,400)	(2,400)	(2,400)	-
1001	41110	101	520520	General Fund	Communication	Life Insurance Expense	(182)	(279)	(279)	(279)	(279)	(279)
1001	41110	101	520521	General Fund	Communication	Health Insurance Expense	(36,304)	(47,973)	(34,728)	(34,728)	(36,540)	(35,078)
1001	41110	101	520522	General Fund	Communication	Social Security Expense	(12,346)	(13,968)	(14,359)	(14,359)	(13,903)	(16,597)
1001	41110	101	520523	General Fund	Communication	Medicare Expense	(2,887)	(3,267)	(3,358)	(3,358)	(3,252)	(3,881)
1001	41110	101	520527	General Fund	Communication	IMRF Contributions	(29,524)	(33,082)	(23,068)	(23,068)	(24,657)	(15,844)
						<b>SUB-TOTAL FRINGE BENEFITS</b>	<b>(82,731)</b>	<b>(101,481)</b>	<b>(78,692)</b>	<b>(78,692)</b>	<b>(81,535)</b>	<b>(72,183)</b>
1001	41110	101	530650	General Fund	Communication	Conferences Training	(829)	(74)	-	-	-	-
1001	41110	101	530660	General Fund	Communication	General Contractuals	(34,882)	(29,118)	(48,000)	(48,000)	(39,000)	(40,110)
1001	41110	113	530660	General Fund	Communication	General Contractuals	(322)	(962)	-	-	-	-
1001	41110	101	530667	General Fund	Communication	External Support	(10,564)	(13,797)	(12,300)	(12,300)	(11,500)	(10,000)
1001	41110	113	530667	General Fund	Communication	External Support	-	(54)	-	-	-	-
						<b>SUB-TOTAL CONTRACTUAL SERVICES</b>	<b>(46,597)</b>	<b>(44,005)</b>	<b>(60,300)</b>	<b>(60,300)</b>	<b>(50,500)</b>	<b>(50,110)</b>
1001	41110	101	550601	General Fund	Communication	Printing	(31,197)	(35,255)	(29,770)	(29,770)	(24,500)	(25,000)
1001	41110	101	550602	General Fund	Communication	Membership Dues	(500)	(1,894)	(1,200)	(1,200)	(1,100)	(1,200)
1001	41110	101	550603	General Fund	Communication	Postage	(36,215)	(35,825)	(25,300)	(25,300)	(24,300)	(25,000)
1001	41110	101	550605	General Fund	Communication	Travel & Mileage Reimbursement	-	-	(50)	(50)	(50)	(50)
1001	41110	101	550606	General Fund	Communication	Books & Subscriptions	(117)	(377)	(500)	(500)	(500)	(500)
1001	41110	111	550663	General Fund	Communication	Software License Update	-	-	(1,800)	(1,800)	-	-
1001	41110	101	550666	General Fund	Communication	Public Information Promotions	(2,058)	(2,169)	-	-	-	-
1001	41110	101	560620	General Fund	Communication	Office Supplies	(29)	(340)	(400)	(400)	(350)	(400)
1001	41110	101	560631	General Fund	Communication	Operational Supplies	-	(990)	(2,500)	(2,500)	(1,850)	(2,500)
1001	41110	113	560631	General Fund	Communication	Operational Supplies	(1,845)	(283)	-	-	-	-
1001	41110	135	560631	General Fund	Communication	Operational Supplies	(60)	-	-	-	-	-
						<b>SUB-TOTAL MATERIALS &amp; SUPPLIES</b>	<b>(72,022)</b>	<b>(77,133)</b>	<b>(61,520)</b>	<b>(61,520)</b>	<b>(52,650)</b>	<b>(54,650)</b>
1001	41110	101	570710	General Fund	Communication	Equipment	(7,030)	(14,969)	(12,500)	(12,500)	(12,000)	(15,000)
1001	41110	101	570711	General Fund	Communication	Software	-	(252)	-	-	-	-
1001	41110	101	570720	General Fund	Communication	Computer Equipment	(555)	-	-	-	-	-
						<b>SUB-TOTAL CAPITAL OUTLAY</b>	<b>(7,585)</b>	<b>(15,221)</b>	<b>(12,500)</b>	<b>(12,500)</b>	<b>(12,000)</b>	<b>(15,000)</b>
						<b>TOTAL EXPENDITURES</b>	<b>(416,140)</b>	<b>(470,491)</b>	<b>(444,614)</b>	<b>(444,614)</b>	<b>(434,446)</b>	<b>(459,631)</b>



## HUMAN RESOURCES

### EXECUTIVE OVERVIEW

#### DEPARTMENTAL SUMMARY

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

Services are provided through the following programs:

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

## 2018 ACCOMPLISHMENTS

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



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

## 2019 WORK PLAN

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

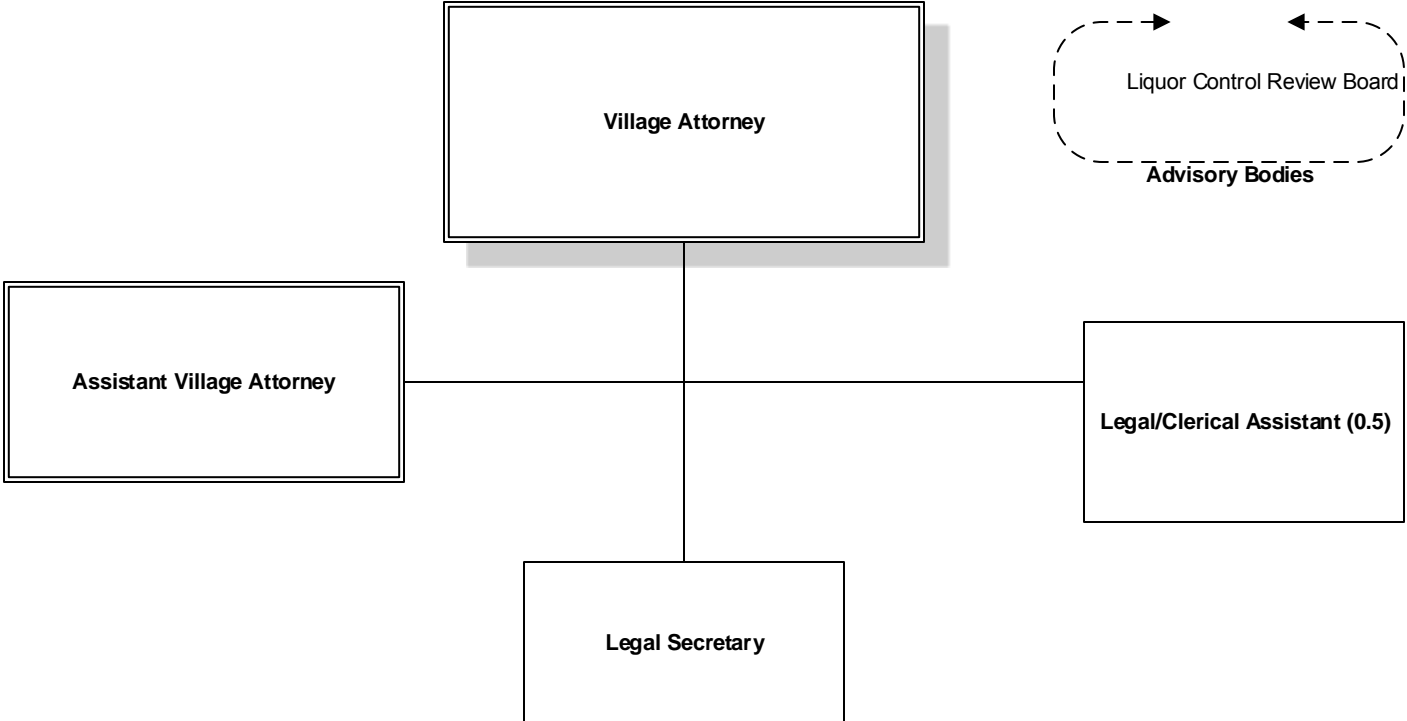
- b. Work proactively with managers and the third party administrator for worker's compensation to ensure injured employees are allowed all rights and provisions defined by law; are tracked and monitored appropriately and are returned to the workplace as appropriate to their injury.
- 5. Develop robust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

VILLAGE OF OAK PARK  
FISCAL YEAR 2019 BUDGET  
GENERAL FUND - HUMAN RESOURCES

Fund	Dept	Program	Account	Description	Department	Description	2016	2017	Original	Amended	Year	2019
							Actual	Actual	2018 Budget	2018 Budget	End Estimate	Adopted Budget
1001	41080	101	510501	General Fund	HR - Human Resources	Regular Salaries	(124,832)	(305,873)	(265,595)	(265,595)	(279,500)	(287,464)
1001	41080	131	510501	General Fund	HR - Human Resources	Regular Salaries	(3,157)	-	-	-	-	-
1001	41080	133	510501	General Fund	HR - Human Resources	Regular Salaries	(3,157)	-	-	-	-	-
1001	41080	134	510501	General Fund	HR - Human Resources	Regular Salaries	(3,157)	-	-	-	-	-
1001	41080	135	510501	General Fund	HR - Human Resources	Regular Salaries	(3,154)	-	-	-	-	-
1001	41080	101	510503	General Fund	HR - Human Resources	Overtime	-	(72)	(1,000)	(1,000)	(1,000)	(1,000)
SUB-TOTAL PERSONAL SERVICES							(137,456)	(305,945)	(266,595)	(266,595)	(280,500)	(288,464)
1001	41080	101	510519	General Fund	HR - Human Resources	Vacation Time Payout	(4,264)	-	-	-	-	-
1001	41080	101	510506	General Fund	HR - Human Resources	Equip Allow (Auto,Phone,Tools)	(223)	(505)	-	-	(520)	(504)
1001	41080	101	520505	General Fund	HR - Human Resources	Tuition Reimbursement	(835)	(3,212)	(15,000)	(15,000)	(3,000)	-
1001	41080	101	520515	General Fund	HR - Human Resources	Health Insurance Opt Out	(950)	(2,107)	-	-	-	-
1001	41080	135	520515	General Fund	HR - Human Resources	Health Insurance Opt Out	(1,764)	-	(2,400)	(2,400)	(2,600)	-
1001	41080	101	520520	General Fund	HR - Human Resources	Life Insurance Expense	(55)	(465)	(279)	(279)	(279)	(279)
1001	41080	131	520520	General Fund	HR - Human Resources	Life Insurance Expense	(9)	-	-	-	-	-
1001	41080	133	520520	General Fund	HR - Human Resources	Life Insurance Expense	(9)	-	-	-	-	-
1001	41080	134	520520	General Fund	HR - Human Resources	Life Insurance Expense	(9)	-	-	-	-	-
1001	41080	135	520520	General Fund	HR - Human Resources	Life Insurance Expense	(9)	-	-	-	-	-
1001	41080	101	520521	General Fund	HR - Human Resources	Health Insurance Expense	-	(75,363)	(47,080)	(47,080)	(40,446)	(38,829)
1001	41080	101	520522	General Fund	HR - Human Resources	Social Security Expense	(7,769)	(17,863)	(15,869)	(15,869)	(16,427)	(16,889)
1001	41080	131	520522	General Fund	HR - Human Resources	Social Security Expense	(193)	-	-	-	-	-
1001	41080	133	520522	General Fund	HR - Human Resources	Social Security Expense	(193)	-	-	-	-	-
1001	41080	134	520522	General Fund	HR - Human Resources	Social Security Expense	(193)	-	-	-	-	-
1001	41080	135	520522	General Fund	HR - Human Resources	Social Security Expense	(300)	-	-	-	-	-
1001	41080	101	520523	General Fund	HR - Human Resources	Medicare Expense	(1,817)	(4,233)	(3,851)	(3,851)	(3,843)	(4,183)
1001	41080	131	520523	General Fund	HR - Human Resources	Medicare Expense	(45)	-	-	-	-	-
1001	41080	133	520523	General Fund	HR - Human Resources	Medicare Expense	(45)	-	-	-	-	-
1001	41080	134	520523	General Fund	HR - Human Resources	Medicare Expense	(45)	-	-	-	-	-
1001	41080	135	520523	General Fund	HR - Human Resources	Medicare Expense	(70)	-	-	-	-	-
1001	41080	101	520527	General Fund	HR - Human Resources	IMRF Contributions	(18,427)	(42,141)	(26,453)	(26,453)	(28,975)	(18,692)
1001	41080	131	520527	General Fund	HR - Human Resources	IMRF Contributions	(447)	-	-	-	-	-
1001	41080	133	520527	General Fund	HR - Human Resources	IMRF Contributions	(447)	-	-	-	-	-
1001	41080	134	520527	General Fund	HR - Human Resources	IMRF Contributions	(447)	-	-	-	-	-
1001	41080	135	520527	General Fund	HR - Human Resources	IMRF Contributions	(697)	-	-	-	-	-
SUB-TOTAL FRINGE BENEFITS							(39,263)	(145,889)	(110,932)	(110,932)	(96,090)	(79,376)
1001	41080	133	520668	General Fund	HR - Human Resources	Unemployment Ins Payments	(26,922)	-	(25,000)	(28,870)	(25,000)	(25,000)
1001	41080	101	530646	General Fund	HR - Human Resources	Pre-employment Testing	-	-	(12,000)	(12,000)	(12,000)	(12,000)
1001	41080	101	530642	General Fund	HR - Human Resources	Background Check	(477)	(3,517)	(8,000)	(8,000)	(5,000)	(5,000)
1001	41080	134	530642	General Fund	HR - Human Resources	Background Check	(569)	(1,471)	(6,000)	(6,000)	(5,000)	(5,000)
1001	41080	101	530650	General Fund	HR - Human Resources	Conferences Training	(3,114)	(2,401)	(8,000)	(8,000)	(8,000)	(8,000)
1001	41080	101	530652	General Fund	HR - Human Resources	Training Services	(5,340)	(8,584)	(20,000)	(20,000)	(20,000)	(22,000)
1001	41080	134	530652	General Fund	HR - Human Resources	Training Services	(485)	-	-	-	-	-
1001	41080	135	530652	General Fund	HR - Human Resources	Training Services	(6,700)	-	-	-	-	-
1001	41080	101	530658	General Fund	HR - Human Resources	Temporary Services	-	-	(75,000)	(75,000)	(20,000)	(50,000)
1001	41080	101	530667	General Fund	HR - Human Resources	External Support	(53,980)	(156,907)	(96,000)	(96,000)	(50,000)	(55,145)
1001	41080	131	530667	General Fund	HR - Human Resources	External Support	(3,704)	(3,324)	-	-	-	-
1001	41080	134	530678	General Fund	HR - Human Resources	Medical Fees	-	(6,000)	(5,000)	(5,000)	(5,000)	(5,000)
1001	41080	134	530667	General Fund	HR - Human Resources	External Support	(41,729)	(8,278)	(26,000)	(26,000)	(26,000)	(74,000)
SUB-TOTAL CONTRACTUAL SERVICES							(143,019)	(190,483)	(281,000)	(284,870)	(176,000)	(261,145)

VILLAGE OF OAK PARK  
FISCAL YEAR 2019 BUDGET  
GENERAL FUND - HUMAN RESOURCES

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>Original</u> <u>2018</u> <u>Budget</u>	<u>Amended</u> <u>2018</u> <u>Budget</u>	<u>Year</u> <u>End</u> <u>Estimate</u>	<u>2019</u> <u>Adopted</u> <u>Budget</u>
1001	41080	101	550601	General Fund	HR - Human Resources	Printing	(82)	(41)	(500)	(500)	-	(250)
1001	41080	101	550602	General Fund	HR - Human Resources	Membership Dues	(1,932)	(3,583)	(5,012)	(5,012)	(3,000)	(5,000)
1001	41080	131	550602	General Fund	HR - Human Resources	Membership Dues	(525)	-	-	-	-	-
1001	41080	134	550602	General Fund	HR - Human Resources	Membership Dues	(390)	-	-	-	-	-
1001	41080	101	550603	General Fund	HR - Human Resources	Postage	(663)	(1,070)	(2,000)	(2,000)	(1,200)	(2,000)
1001	41080	133	550603	General Fund	HR - Human Resources	Postage	(20)	-	-	-	-	-
1001	41080	134	550603	General Fund	HR - Human Resources	Postage	(20)	-	-	-	-	-
1001	41080	101	550605	General Fund	HR - Human Resources	Travel & Mileage Reimbursement	(30)	(27)	(200)	(200)	-	(200)
1001	41080	101	550606	General Fund	HR - Human Resources	Books & Subscriptions	(66)	-	-	-	-	(200)
1001	41080	101	560620	General Fund	HR - Human Resources	Office Supplies	(2,652)	(5,423)	(3,000)	(3,000)	(3,000)	(3,000)
1001	41080	101	550671	General Fund	HR - Human Resources	Office Machine Service	-	(41)	(200)	(200)	-	(200)
1001	41080	101	560616	General Fund	HR - Human Resources	Toner Cartridges	-	(380)	(500)	(500)	(500)	(1,000)
1001	41080	101	560638	General Fund	HR - Human Resources	Special Events	(57)	(98)	(1,000)	(1,000)	(1,000)	(1,000)
1001	41080	134	560638	General Fund	HR - Human Resources	Special Events	(70)	-	-	-	-	-
1001	41080	101	560639	General Fund	HR - Human Resources	Advertising	(1,210)	(5,522)	(16,000)	(16,000)	(16,000)	(16,000)
1001	41080	134	560639	General Fund	HR - Human Resources	Advertising	(3,289)	(455)	-	-	-	-
1001	41080	101	560651	General Fund	HR - Human Resources	Employees Awards Recognition	-	-	(1,000)	(1,000)	(1,000)	(1,000)
1001	41080	101	560652	General Fund	HR - Human Resources	Employee Physicals	-	(19,364)	(12,500)	(12,500)	(10,000)	(10,000)
1001	41080	134	560652	General Fund	HR - Human Resources	Employee Physicals	(4,200)	-	-	-	-	-
SUB-TOTAL MATERIALS & SUPPLIES							(15,205)	(36,004)	(41,912)	(41,912)	(35,700)	(39,850)
SUBTOTAL							(334,943)	(678,321)	(700,439)	(704,309)	(588,290)	(668,835)



## **LEGAL**

### **EXECUTIVE OVERVIEW**

#### **DEPARTMENTAL SUMMARY**

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

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

## **2018 ACCOMPLISHMENTS**

Significant accomplishments include a reduction in pending civil litigation and workers' compensation cases pursuant to dismissals or settlements reached during the year, bringing additional work in-house at a cost-savings to the Village, cost containment of the Village's excess insurance policies and property and casualty policy, drafting and adoption of numerous ordinances to be codified as part of the Village Code, acting as the liaison to the Liquor Control Review Board and working to implement various processes for the Board, the drafting, review and approval of 240 contracts through July 31, 2018, and 430 contracts during 2017 and the drafting, review and approval of 48 ordinances and 136 resolutions also through July 31, 2018. The Law Department completed the purchase of the former Car-X property on Madison Street, the award of property tax exemptions for Village owned properties at 932-946 Madison Street, 970 Madison Street, and the Village Parking Garage at Lake Street and Forest Avenue, continued legal work on other real estate developments in the Village, the ordered closures of several businesses through prosecutions for illegal activities, and the successful defense of several lawsuits brought against the Village.

Projects and planned accomplishments for the remainder of 2018 and 2019 include completion of the real estate transaction for sale of properties on Madison Street, continuing work on pending civil litigation and workers' compensation cases and bringing such matters to a successful conclusion, continued standardization of contracts, intergovernmental agreements, partner agency agreements, and Board agenda item matters, work related to various pending property developments in the Village, continued administration of the Village's risk management and excess insurance programs and the review and processing of liquor license applications.

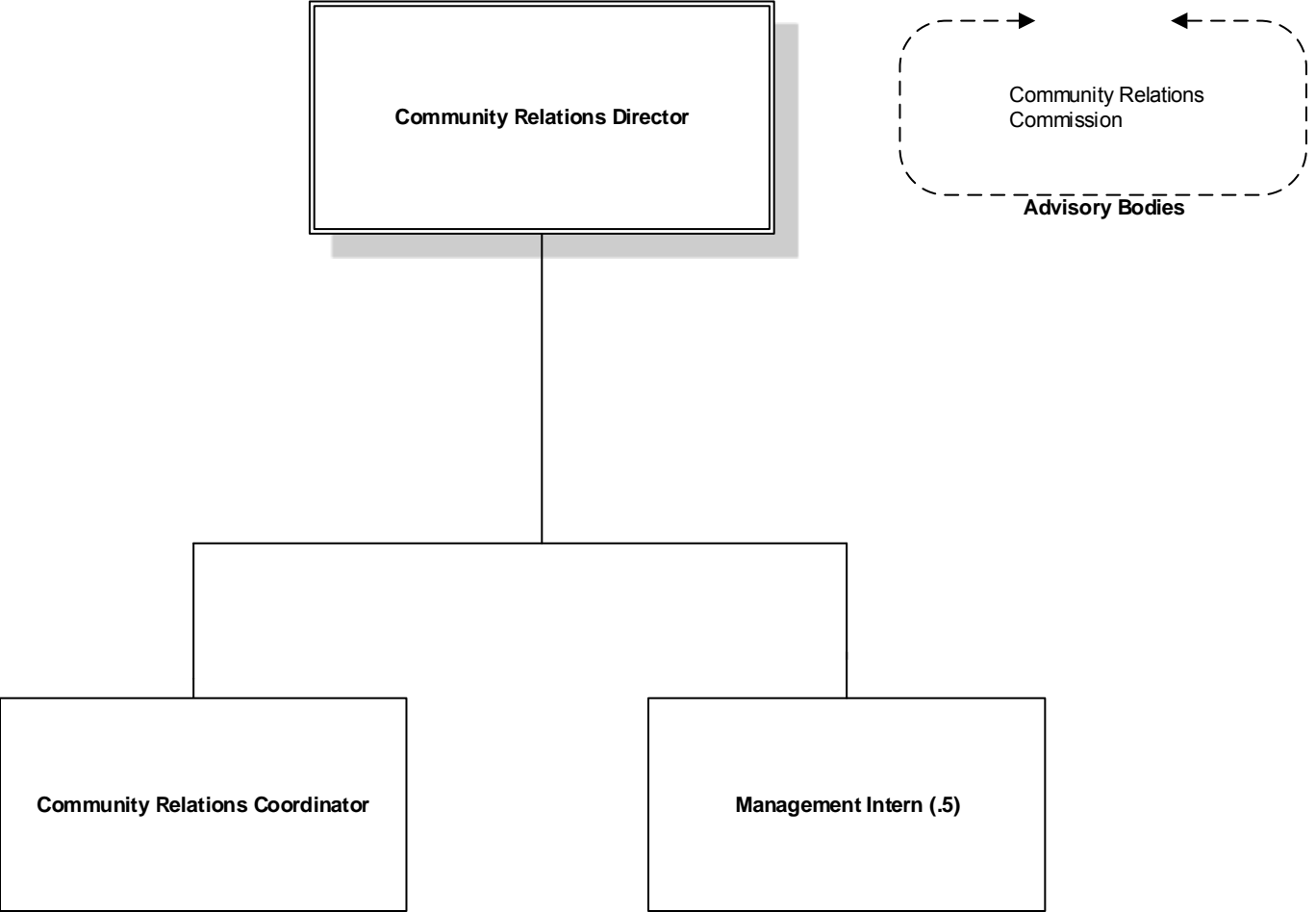


## **2019 WORK PLAN**

The 2019 Work Plan for the Law Department includes continued aggressive efforts to successfully defend civil litigation and workers' compensation matters brought against the Village and affirmative litigation in favor of the Village, the rewrite and revision of various chapters and articles of the Village Code, continued standardization of contracts, intergovernmental agreements, partner agency agreements and forms for use by the Law Department and other departments, acting as liaison to the Liquor Control Review Board and the handling and processing of liquor license matters to the Village Board, continued legal support for responses to Freedom of Information Act requests and successful administration of the Village's risk management and excess insurance programs. The proposed 2019 budget will provide the necessary resources to handle these matters and other matters as they arise throughout the 2019 budget year.

VILLAGE OF OAK PARK  
FISCAL YEAR 2019 BUDGET  
GENERAL FUND - LEGAL

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<b>2016</b>	<b>2017</b>	<b>Original</b>	<b>Amended</b>	<b>Year</b>	<b>2019</b>
							<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Estimate</u>	<u>Adopted</u>
1001	41070	101	510501	General Fund	LEGAL - Law	Regular Salaries	(275,562)	(304,327)	(333,595)	(333,595)	(331,700)	(359,426)
1001	41070	101	510503	General Fund	LEGAL - Law	Overtime	-	-	(1,000)	(1,000)	(500)	(1,000)
SUB-TOTAL PERSONAL SERVICES							<u>(275,562)</u>	<u>(304,327)</u>	<u>(334,595)</u>	<u>(334,595)</u>	<u>(332,200)</u>	<u>(360,426)</u>
1001	41070	101	510506	General Fund	LEGAL - Law	Equip Allow (Auto,Phone,Tools)	(507)	(505)	(700)	(700)	(504)	(504)
1001	41070	101	520520	General Fund	LEGAL - Law	Life Insurance Expense	(182)	(279)	(372)	(372)	(279)	(279)
1001	41070	101	520521	General Fund	LEGAL - Law	Health Insurance Expense	(50,907)	(63,210)	(33,039)	(33,039)	(27,300)	(24,548)
1001	41070	101	520522	General Fund	LEGAL - Law	Social Security Expense	(13,964)	(16,378)	(18,218)	(18,218)	(20,050)	(19,379)
1001	41070	101	520523	General Fund	LEGAL - Law	Medicare Expense	(3,789)	(4,291)	(4,837)	(4,837)	(4,700)	(5,226)
1001	41070	101	520515	General Fund	LEGAL - Law	Health Insurance Opt Out	(1,150)	(2,107)	(2,400)	(2,400)	(2,400)	-
1001	41070	101	520527	General Fund	LEGAL - Law	IMRF Contributions	(39,210)	(43,015)	(31,905)	(31,905)	(29,650)	(23,356)
SUB-TOTAL FRINGE BENEFITS							<u>(109,709)</u>	<u>(129,785)</u>	<u>(91,471)</u>	<u>(91,471)</u>	<u>(84,883)</u>	<u>(73,292)</u>
1001	41070	101	530650	General Fund	LEGAL - Law	Conferences Training	(2,709)	(2,759)	(7,000)	(6,250)	(6,000)	(6,000)
1001	41070	101	530658	General Fund	LEGAL - Law	Temporary Services	-	(20,597)	-	-	-	-
1001	41070	101	530667	General Fund	LEGAL - Law	External Support	(231,772)	(150,760)	(250,000)	(250,000)	(230,000)	(200,000)
SUB-TOTAL CONTRACTUAL SERVICES							<u>(234,480)</u>	<u>(174,116)</u>	<u>(257,000)</u>	<u>(256,250)</u>	<u>(236,000)</u>	<u>(206,000)</u>
1001	41070	101	550601	General Fund	LEGAL - Law	Printing	-	-	(100)	(100)	(100)	(100)
1001	41070	101	550602	General Fund	LEGAL - Law	Membership Dues	(2,513)	(2,499)	(2,600)	(2,600)	(2,500)	(2,500)
1001	41070	101	550603	General Fund	LEGAL - Law	Postage	(1,149)	(898)	-	-	(1,100)	(1,100)
1001	41070	101	550605	General Fund	LEGAL - Law	Travel & Mileage Reimbursement	(46)	(642)	(500)	(1,250)	(650)	(650)
1001	41070	101	550606	General Fund	LEGAL - Law	Books & Subscriptions	(5,053)	(1,518)	(6,175)	(6,175)	(6,000)	(6,000)
1001	41070	101	560620	General Fund	LEGAL - Law	Office Supplies	(2,202)	(1,680)	(3,000)	(3,000)	(2,500)	(2,500)
SUB-TOTAL MATERIALS & SUPPLIES							<u>(10,963)</u>	<u>(7,237)</u>	<u>(12,375)</u>	<u>(13,125)</u>	<u>(12,850)</u>	<u>(12,850)</u>
TOTAL EXPENDITURES							<u>(630,713)</u>	<u>(615,465)</u>	<u>(695,441)</u>	<u>(695,441)</u>	<u>(665,933)</u>	<u>(652,568)</u>



## COMMUNITY RELATIONS

### EXECUTIVE OVERVIEW

#### DEPARTMENTAL SUMMARY

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

#### Tenant/Landlord Relations

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

#### Community Outreach Services

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

#### Special Events and Services

- Coordination of Day in Our Village Festival
- Coordination of July 4<sup>th</sup> Diversity Parade
- Summer Youth Life/Employment Skills Program
- Dinner and Dialogue Program

## 2018 ACCOMPLISHMENTS

- Department successfully coordinated 45th Annual Day in our Village Festival to promote diversity and community engagement throughout the Village. Second largest vendor participation since the festival's inception was accomplished this year with 170 vendors participating. This year's festival included three organizations from the Austin community after proactive outreach conducted by Community Relations Department to link the Oak Park, West side and Austin communities.
- Department coordinated and produced the 2018 July 4<sup>th</sup> Diversity Parade to showcase the Village's diversity and commitment to community pride. Outreach was conducted with neighboring community groups and organizations for cross-community participation and cohesion.
- Department coordinated and produced 15<sup>th</sup> Annual Summer Youth Skills Workshop program in partnership with the Oak Park Public Library to provide youth with critical skills necessary to navigate the employment arena and make positive life choices.
- Department Director participated as presenter at ICMA 103<sup>rd</sup> Annual Conference in San Antonio Texas to discuss and highlight the Community Relations Dinner and Dialogue outreach program designed to foster inclusion and racial understanding throughout the community.
- Conducted Fair Housing training sessions for sixty four building owners/managers to improve their knowledge of Fair Housing issues and resources for clients seeking housing in Oak Park.
- Department coordinated three dinner dialogue sessions in collaboration with Community Relations Commission to promote cultural/racial understanding.
- Provided support to Community Relations Commission work plan goals.
- Department Director conducted outreach activities to the Austin and West side community to increase networking and joint initiatives to build stronger relationships between communities.
- Department staff conducted outreach to Forest Park and Austin mental health providers to increase mental health referral resource opportunities for local residents.
- Department Director participated as a presenter for the Community Foundation's Leadership Lab workshop training series.
- Department Coordinator obtained mediation certification through the Chicago Center for Conflict Resolution.
- Department staff participated as part of Oak Park's 50<sup>th</sup> year Fair Housing observance committee.

- Department staff worked with Communications Department to coordinate and produce video showcasing fifty years of fair housing progression in Oak Park.
- Staff attended National League of Cities workshop on racial equity aimed at municipal leadership awareness.

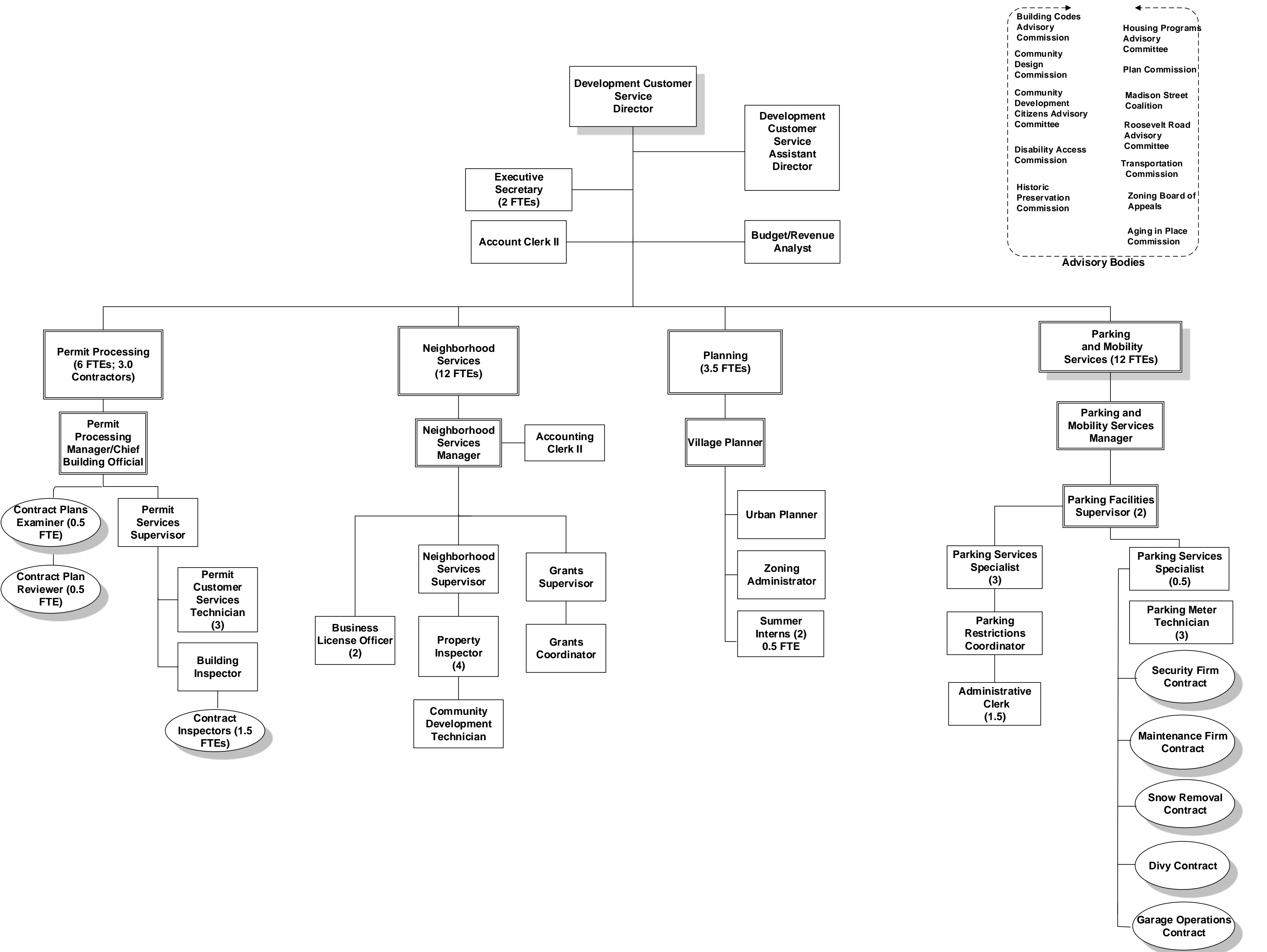
## 2019 WORK PLAN

- Department will continue to promote fair housing through various forms of communications including but not limited to one on one consultations, presentations, social media and videos.
- Department will continue work with staff of Housing Forward on development and implementation of Tenant Information Seminars to educate and equip program clients with basic Fair Housing information that will lead them to become more knowledgeable on their rights as tenants.
- Department will continue to work with local service entities to foster development of volunteer teams to assist with community special events such as Day in our Village and July 4<sup>th</sup> observance activities.
- Department will coordinate and execute 46<sup>th</sup> Annual Day in our Village Festival to promote positive community cohesion and intergroup relations.
- Department will coordinate and execute 16th Annual Diversity Parade and activities to promote community pride.
- Department will coordinate and execute 2019 Youth Skills Initiative in partnership with public library to promote youth employment and life skill development.
- Department will continue to serve as consultant to school Districts 97 and 200 on community issues of race relations, cultural issues and diversity.
- Department will continue coordination of public forums and beat meetings with Community Policing Resource officers to assist with neighborhood tensions and conflict resolution as appropriate.
- Department will continue cross-community activities with Austin, Berwyn, Cicero and Galewood communities by establishing quarterly meetings to generate updates on community events and activities that can be shared.
- Department will explore reconvening local school visits by staff to share with students and faculty Oak Park's history and current efforts to foster diversity and inclusion.
- Department will continue to provide support to Community Relations Commission on work plan goals and objectives.

VILLAGE OF OAK PARK  
FISCAL YEAR 2019 BUDGET  
GENERAL FUND - COMMUNITY RELATIONS

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>Original 2018 Budget</u>	<u>Amended 2018 Budget</u>	<u>Year End Estimate</u>	<u>2019 Adopted Budget</u>
1001	46300	101	510501	General Fund	Community Relations	Regular Salaries	(107,950)	(150,009)	(169,364)	(169,364)	(159,645)	(177,983)
						SUB-TOTAL PERSONAL SERVICES	(107,950)	(150,009)	(169,364)	(169,364)	(159,645)	(177,983)
1001	46300	101	520515	General Fund	Community Relations	Health Insurance Opt Out	(1,509)	(1,504)	(1,500)	(1,500)	(1,500)	-
1001	46300	101	520520	General Fund	Community Relations	Life Insurance Expense	(91)	(186)	(186)	(186)	(186)	(186)
1001	46300	101	520521	General Fund	Community Relations	Health Insurance Expense	(8,948)	(24,246)	(17,416)	(17,416)	(17,416)	(17,416)
1001	46300	101	520522	General Fund	Community Relations	Social Security Expense	(6,641)	(9,147)	(10,501)	(10,501)	(9,696)	(11,035)
1001	46300	101	520523	General Fund	Community Relations	Medicare Expense	(1,553)	(2,139)	(2,456)	(2,456)	(2,268)	(2,581)
1001	46300	101	520527	General Fund	Community Relations	IMRF Contributions	(15,294)	(20,425)	(15,699)	(15,699)	(15,453)	(10,750)
						SUB-TOTAL FRINGE BENEFITS	(34,035)	(57,648)	(47,758)	(47,758)	(46,519)	(41,968)
1001	46300	101	530662	General Fund	Community Relations	Boards Commissions Support	(1,878)	(2,121)	-	-	-	-
1001	46300	101	530667	General Fund	Community Relations	External Support	(21,109)	(19,081)	(22,500)	(22,500)	(21,794)	(22,500)
1001	46300	314	530667	General Fund	Community Relations	External Support	(158)	-	-	-	-	-
						SUB-TOTAL CONTRACTUAL SERVICES	(23,144)	(21,202)	(22,500)	(22,500)	(21,794)	(22,500)
1001	46300	101	550601	General Fund	Community Relations	Printing	(41)	-	(2,500)	(2,500)	(500)	(2,500)
1001	46300	101	550602	General Fund	Community Relations	Membership Dues	(50)	(50)	(50)	(50)	(50)	(50)
1001	46300	101	550603	General Fund	Community Relations	Postage	(34)	(6)	(300)	(300)	(175)	(300)
1001	46300	101	530650	General Fund	Community Relations	Conferences Training	-	-	(1,000)	(1,000)	(1,000)	(1,000)
1001	46300	101	560620	General Fund	Community Relations	Office Supplies	(1,106)	(925)	(600)	(600)	(550)	(600)
						SUB-TOTAL MATERIALS & SUPPLIES	(1,232)	(981)	(4,450)	(4,450)	(2,275)	(4,450)
						TOTAL EXPENDITURES	(166,362)	(229,840)	(244,072)	(244,072)	(230,233)	(246,901)





## DEVELOPMENT CUSTOMER SERVICES

### EXECUTIVE OVERVIEW

#### DEPARTMENTAL SUMMARY

The Development Customer Services Department is a combination of five divisions: Administration, Parking and Mobility Services, Planning, Permit Processing and Neighborhood Services. The department delivers its services through the divisions listed below.

- **Administrative Division** – Oversees the work of the department’s divisions and manages the development activities of the Village.
- **Neighborhood Services Division** – Responsible for the Village’s housing programs, Community Development Block Grant activities and property maintenance issues, including the Neighborhood Walk Program, Business District Inspection Program, rental unit inspections and handling neighborhood complaints. The Division is also responsible for the licensing and inspection of all businesses.
- **Parking and Mobility Services Division** – Manages all aspects of the Village’s parking program, except parking enforcement.
- **Permit Processing Division** – Responsible for issuing of permits for all construction activities including right-of-way construction and/or obstructions (cranes/ PODs/dumpsters/moving vehicles) in the Village. The process includes a detailed plan review, contractor registration/issuance, and thorough inspections.
- **Planning Division** – Responsible for all planning activities including new developments and existing Village plans. The Division also is responsible for managing zoning, historic preservation and Village business signage.

## 2018 ACCOMPLISHMENTS

### Administration Division

- Coordinated the activities of the entire Department.
- Developed a new C-FIP (Commercial Façade Improvement Program) to promote reinvestment in Oak Park commercial buildings, with a focus on supporting historic preservation practices.
- Began the process of establishing a Village Bikeshare Program.
- Coordinated staff liaison activities for 11 Village Commissions, Committees and Boards.
- Managed all major development projects for the Village, including negotiating and implementing all redevelopment activities, and coordinating timely and efficient responses from Department and all other Village departments involved. Projects included, but are not limited to, the list below.
  - District House (147 Euclid Avenue)  
(New 28 unit residential building – occupancy now occurring)
  - Albion Residential (1000 Lake Street)  
(New, 19 story, mixed use commercial/residential building with 265 residential units, 204 parking stalls and 7,700 sf ground floor retail – under construction)
  - New Moms (206 Chicago)  
(New, 4 story, Supportive housing – under construction)
  - Lexington Reserve (Home/Madison)  
(21 New Townhomes – breaking ground)
  - Eleven 33 (1133 South Boulevard) - Lincoln  
(12 story mixed use commercial/residential building with 252 residential units, 355 parking stalls and 15,230 sf ground floor retail – under construction)
  - Rush Oak Park Hospital Emergency Room  
(New facility improvement is under construction)
- Department staff attended and/or oversaw internal and external meetings: Business Association Meetings, Project Review Team Meetings, Staff Meetings, OPEDC Development Meetings, Downtown Construction Team Meetings and VillageView Team Meetings.

## Neighborhood Services Division

- Property maintenance inspectors investigated over 500 citizen initiated property maintenance complaints and conducted 1500 inspections of residential homes through the Village's Neighborhood Walk program.
- Serviced 6 projects under the Single Family Housing Rehabilitation (SFR) Loan Program. This program seeks to provide funding to low-and-moderate-income residents to rehabilitate their homes.
- Assisted 10 new units under the Small Rental Properties Rehabilitation (SRP) Loan Program. This program seeks to provide funding to landlords to improve rental units occupied by low-and-moderate-income residents.
- Actively promoted the benefits of both the SFR and SRP Programs to contractors via direct outreach. Hosted a contractor open house in February that attracted 20 attendees from a vetted pool of 80 plus contractors. Ultimately, the division added 7 additional qualified contractors available to participate in the SFR and SRP loan programs, thus providing residents with more choices.
- Processed 14 new applications for the Sewer Backup Protection Grant Program for the Public Works Department.
- Established a Business District Walk Program to perform a comprehensive inspection review of all Village Business Districts over a twelve month period.
- Administered the Community Development Block Grant (CDBG) and Emergency Solutions Grant (ESG) to fund Village activities and non-profit agencies that provided services such as fair housing, health, early childhood development and nutrition for low income individuals and assisted persons experiencing homelessness and those at risk of becoming homeless.
- Created a Section 108 loan pool through Housing and Urban Development for economic development. The program allows businesses to apply for capital and construction financing that creates or retains jobs for low and moderate income people.
- Formalized the RainReady Program, which offsets homeowner investments in stormwater retention improvements. The maximum number of applicants, 30 homes, participated in this program.
- Continued with the issuance of citations and violation notices to commercial properties found in violation of Village codes.
- Completed over 90 cab inspections and renewals.
- Completed over 125 liquor and tobacco license issuances and renewals.

## Permit Processing Division

- Performed more than 8663 inspections, including building, mechanical, electrical, plumbing, accessibility, energy and conveyance.
- Issued over 5,000 permits and processed 824 contractor registrations.
- Facilitated numerous business permits/occupancies including, but not limited to, *District Kitchen & Tap, Poke Burrito, Edible Arrangements, Mora Asian Kitchen, Rare Bird Preserves, LaBella Pasteria, Rosati's Pizza, and Billy Bricks Wood Fired Pizza.*
- Facilitated the review, permit processing and inspections associated with the Village's large developments, as highlighted in the Administrative Divisions summary.
- Answered more than 15,500 telephone inquiries.
- Helped more than 32 potential new businesses at pre-project meetings to answer code-related questions and to help determine business model viability.
- Oversaw contractor HR Green to provide customers with quick plan review turn-around timeframes. Offered, predominately, next day inspections. Recently implemented a code coversheet for construction documents to increase permit application turn-around timeframes.
- Continued the *Elevator Inspection Program* by overseeing contractor inspection services in providing safety checks twice per year.

## Planning Division

- Reviewed more than 2,260 building and sign permit applications for compliance with the Zoning Ordinance, Sign Code and historic preservation regulations.
- Processed 28 public hearing applications.
- Reviewed multiple business licenses for zoning compliance.
- Participated in approximately 90 after-hour meetings for various boards and commission and community matters, including preparing agendas and supporting documentation.
- Researched historic landmark nominations and issued monthly e-newsletter regarding historic preservation matters for interested property owners and citizens.
- Reviewed and processed sign variance applications, special use applications, including Planned Development and allowances applications, Zoning Ordinance variation applications, Zoning Ordinance text amendment applications, Section 106 historic reviews and historic preservation applications.

- Performed reviews for certificates of zoning, prepared zoning verification letters, reviewed complaints of various zoning issues and conducted onsite inspections for ongoing Planned Development projects.
- Participated in a wide range of projects, including Zoning Ordinance Revisions, Lake Street ROW Streetscape, Architectural Review Guidelines, Madison Street ROW Enhancement project, I-290 Bridge Enhancements, Wayfinding Signage project.
- Facilitated the 2018 awards for historic preservation and Cavalcade of Pride.
- Coordinated department's work on the North Avenue Study/Plan with partners from CMAP, ULI, T-NAD, City of Chicago, and CDOT.

## **2019 WORK PLAN**

### **Administration**

- Establish a communications action plan to ensure the public understands VillageView, including the migration to the web-based platform of this system.
- Focus on development projects on the Madison Street, Harrison, North and Roosevelt corridors, while also working to support the Village Board goal of creating an economic development environment that includes a clear, comprehensive approach to meeting the needs of diverse constituents for commercial vitality throughout the Village.
- Fully establish the Village's new Bikeshare Program.
- Continue managing all major development projects for the Village, including negotiating and implementing all redevelopment activities, and coordinating timely and efficient responses from Department and all other Village departments involved.
- Develop a business support program to help mitigate the negative impacts to the local business community from development projects that may break ground in the downtown commercial district and Madison Street corridor over the next two years.

### **Neighborhood Services Division**

- Continue working to increase efficiencies related to property complaints, including implementing the performance-based rental licensing and inspections ordinance to ensure that residential properties are maintained and available funding is used to proactively address issues.
- Complete 8 Single Family Housing Rehabilitation Projects and complete Small Rental Properties Rehabilitation projects resulting in ten (10) affordable units.
- Continue to offer and administer the Sewer Back-up Prevention Grants Program that helps protect homes during heavy rain.
- Continue with the administration of the RainReady Program to offset homeowner investments in stormwater retention improvements. The program's goal will again be to meet the needs of thirty (30) Oak Park residents.
- Re-institute the Multi-Family Housing Incentives Program by providing matching grants and marketing service agreements to provide owners of buildings in need of diversity or at risk of segregation assistance to improve multi-family buildings.
- Continue to implement the federal Section 108 Loan Pool pilot program, providing loans of up to \$1,000,000 each. Each loan will create or retain one job to a low or moderate income person for every \$35,000 financed.

- Continue to assist low-and-moderate-income (LMI) persons through non-profit agencies using Community Development Block Grant Funds targeting Oak Park residents.
- Assist in the prevention of homelessness or to assist persons experiencing homelessness through non-profit agencies using Emergency Solutions Grant Funds.
- Continue the new Commercial Façade Improvement Program (C-FIP), working toward committing all available funds to retail sales tax generating business improvement.

### **Permit Processing Division**

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

### **Planning Division**

- The Planning division seeks to hire two interns:
  - 1) To input outstanding historic preservation data into the existing Ruskin Arc software as well as clean up existing data, all of which will migrate to VillageView in the near future; and
  - 2) To update the 2014 Comprehensive Plan Metrics diagram relative to goals and objectives activities through an interview process.



- RuskinARC Contract: The Planning Division continues to use the services of RuskinARC for maintaining the Village's historic preservation district information.
- Complete North Avenue Plan in coordination with governmental partners.
- Re-invigorate Village's review of business signage in the community resolving illegal temporary and business signage.

VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 GENERAL FUND - DCS PLANNING

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>Original</u> <u>2018</u> <u>Budget</u>	<u>Amended</u> <u>2018</u> <u>Budget</u>	<u>Year</u> <u>End</u> <u>Estimate</u>	<u>2019</u> <u>Adopted</u> <u>Budget</u>
1001	46202	101	510501	General Fund	DCS - Planning Division	Regular Salaries	(241,712)	(249,757)	(248,071)	(248,071)	(248,071)	(258,734)
1001	46202	101	510503	General Fund	DCS - Planning Division	Overtime	(132)	-	-	-	-	-
SUB-TOTAL PERSONAL SERVICES							(241,843)	(249,757)	(248,071)	(248,071)	(248,071)	(258,734)
1001	46202	101	520515	General Fund	DCS - Planning Division	Health Insurance Opt Out	(2,414)	(2,407)	(2,400)	(2,400)	(2,400)	-
1001	46202	101	520520	General Fund	DCS - Planning Division	Life Insurance Expense	(273)	(279)	(279)	(279)	(264)	(279)
1001	46202	101	520521	General Fund	DCS - Planning Division	Health Insurance Expense	(33,428)	(33,135)	(31,313)	(31,313)	(30,149)	(48,662)
1001	46202	101	520522	General Fund	DCS - Planning Division	Social Security Expense	(14,487)	(14,833)	(15,380)	(15,380)	(13,260)	(16,042)
1001	46202	101	520523	General Fund	DCS - Planning Division	Medicare Expense	(3,388)	(3,469)	(3,597)	(3,597)	(3,101)	(3,752)
1001	46202	101	520527	General Fund	DCS - Planning Division	IMRF Contributions	(34,616)	(35,491)	(24,708)	(24,708)	(22,407)	(15,844)
SUB-TOTAL FRINGE BENEFITS							(88,607)	(89,614)	(77,677)	(77,677)	(71,581)	(84,579)
1001	46202	101	530650	General Fund	DCS - Planning Division	Conferences Training	(2,843)	(2,833)	(3,400)	(3,400)	(2,800)	(3,800)
1001	46202	101	530667	General Fund	DCS - Planning Division	External Support	(140,285)	(20,089)	(78,800)	(78,800)	(60,000)	(142,800)
SUB-TOTAL CONTRACTUAL SERVICES							(143,128)	(22,921)	(82,200)	(82,200)	(62,800)	(146,600)
1001	46202	101	550601	General Fund	DCS - Planning Division	Printing	(71)	(3,725)	(20,500)	(7,500)	(150)	(150)
1001	46202	101	550602	General Fund	DCS - Planning Division	Membership Dues	(1,774)	(2,167)	(2,480)	(2,480)	(2,100)	(2,150)
1001	46202	332	550602	General Fund	DCS - Planning Division	Membership Dues	(50)	-	-	-	-	-
1001	46202	101	550603	General Fund	DCS - Planning Division	Postage	-	(10)	-	-	-	-
1001	46202	101	550605	General Fund	DCS - Planning Division	Travel & Mileage Reimbursement	(6)	(16)	(100)	(100)	(10)	(50)
1001	46202	332	550606	General Fund	DCS - Planning Division	Books & Subscriptions	45	-	-	-	-	-
1001	46202	101	550606	General Fund	DCS - Planning Division	Books & Subscriptions	(845)	(884)	(955)	(955)	(900)	(900)
1001	46202	101	550652	General Fund	DCS - Planning Division	Legal Postings and Doc. Fees	(532)	(5,902)	(6,000)	(6,000)	(6,000)	(8,000)
1001	46202	103	550652	General Fund	DCS - Planning Division	Legal Postings and Doc. Fees	(259)	-	-	-	-	-
1001	46202	332	550652	General Fund	DCS - Planning Division	Legal Postings and Doc. Fees	(644)	-	-	-	-	-
1001	46202	603	550652	General Fund	DCS - Planning Division	Legal Postings and Doc. Fees	(5,047)	-	-	-	-	-
SUB-TOTAL MATERIALS & SUPPLIES							(9,184)	(12,703)	(30,035)	(17,035)	(9,160)	(11,250)
TOTAL EXPENDITURES							(482,762)	(374,995)	(437,983)	(424,983)	(391,612)	(501,163)

VILLAGE OF OAK PARK  
FISCAL YEAR 2019 BUDGET  
GENERAL FUND - DCS BUSINESS SERVICES

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>Original 2018 Budget</u>	<u>Amended 2018 Budget</u>	<u>Year End Estimate</u>	<u>2019 Adopted Budget</u>
1001	46205	101	510501	General Fund	DCS - Business Services	Regular Salaries	(112,478)	(174,916)	(148,421)	(148,421)	(144,453)	-
1001	46205	101	510503	General Fund	DCS - Business Services	Overtime	-	(215)	(500)	(500)	(250)	-
SUB-TOTAL PERSONAL SERVICES							(112,478)	(175,131)	(148,921)	(148,921)	(144,703)	-
1001	46205	101	520520	General Fund	DCS - Business Services	Life Insurance Expense	(91)	(372)	(279)	(279)	(235)	-
1001	46205	101	520521	General Fund	DCS - Business Services	Health Insurance Expense	(14,010)	(67,285)	(20,745)	(20,745)	(20,745)	-
1001	46205	101	520522	General Fund	DCS - Business Services	Social Security Expense	(6,736)	(10,518)	(9,202)	(9,202)	(8,700)	-
1001	46205	101	520523	General Fund	DCS - Business Services	Medicare Expense	(1,575)	(2,460)	(2,152)	(2,152)	(2,035)	-
1001	46205	101	520527	General Fund	DCS - Business Services	IMRF Contributions	(15,938)	(24,623)	(14,783)	(14,783)	(14,390)	-
SUB-TOTAL FRINGE BENEFITS							(38,350)	(105,258)	(47,161)	(47,161)	(46,105)	-
1001	46205	101	530642	General Fund	DCS - Business Services	Background Check	(2,674)	(1,971)	(2,000)	(2,000)	(2,000)	-
1001	46205	101	530658	General Fund	DCS - Business Services	Temporary Services	-	(2,175)	-	-	-	-
1001	46205	101	530650	General Fund	DCS - Business Services	Conferences Training	(758)	(2,508)	(1,500)	(1,500)	(209)	-
1001	46205	101	530667	General Fund	DCS - Business Services	External Support	-	-	-	-	-	-
SUB-TOTAL CONTRACTUAL SERVICES							(3,431)	(6,654)	(3,500)	(3,500)	(2,209)	-
1001	46205	101	550601	General Fund	DCS - Business Services	Printing	(232)	(227)	(500)	(500)	(500)	-
1001	46205	101	550602	General Fund	DCS - Business Services	Membership Dues	(1,003)	(1,036)	(1,500)	(1,500)	(800)	-
1001	46205	101	550605	General Fund	DCS - Business Services	Travel & Mileage Reimbursement	(107)	(98)	(100)	(100)	(100)	-
1001	46205	101	560634	General Fund	DCS - Business Services	Sign Replacement	(102,006)	(19,334)	-	-	-	-
SUB-TOTAL MATERIALS & SUPPLIES							(103,348)	(20,695)	(2,100)	(2,100)	(1,400)	-
TOTAL EXPENDITURES							(257,607)	(307,738)	(201,682)	(201,682)	(194,417)	-

VILLAGE OF OAK PARK  
FISCAL YEAR 2019 BUDGET  
GENERAL FUND - DCS NEIGHBORHOOD SERVICES

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<b>2016</b>	<b>2017</b>	<b>Original</b>	<b>Amended</b>	<b>Year</b>	<b>2019</b>
							<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Estimate</u>	<u>Adopted</u>
												<u>Budget</u>
1001	46206	101	510501	General Fund	DCS - Neighborhood Services	Regular Salaries	(412,955)	(501,922)	(622,777)	(622,777)	(564,777)	(719,011)
1001	46206	201	510501	General Fund	DCS - Neighborhood Services	Regular Salaries	(924)	-	-	-	-	-
1001	46206	601	510501	General Fund	DCS - Neighborhood Services	Regular Salaries	(98,302)	-	-	-	-	-
1001	46206	101	510503	General Fund	DCS - Neighborhood Services	Overtime	(1,869)	(1,152)	(5,000)	(5,000)	(2,500)	(3,500)
1001	46206	601	510503	General Fund	DCS - Neighborhood Services	Overtime	(590)	-	-	-	-	-
1001	46206	101	510999	General Fund	DCS - Neighborhood Services	Grant Admin. - Salaries	192,653	201,738	273,450	273,450	150,000	147,128
						SUB-TOTAL PERSONAL SERVICES	<u>(321,988)</u>	<u>(301,336)</u>	<u>(354,327)</u>	<u>(354,327)</u>	<u>(417,277)</u>	<u>(575,383)</u>
1001	46206	101	510506	General Fund	DCS - Neighborhood Services	Equip Allow (Auto,Phone,Tools)	(707)	(281)	(800)	(800)	-	-
1001	46206	101	510519	General Fund	DCS - Neighborhood Services	Vacation Time Payout	-	(9,649)	-	-	-	-
1001	46206	101	520515	General Fund	DCS - Neighborhood Services	Health Insurance Opt Out	(4,514)	(4,005)	(2,400)	(2,400)	(3,900)	-
1001	46206	101	520520	General Fund	DCS - Neighborhood Services	Life Insurance Expense	(332)	(837)	(930)	(930)	(900)	(1,116)
1001	46206	601	520520	General Fund	DCS - Neighborhood Services	Life Insurance Expense	(316)	-	-	-	-	-
1001	46206	101	520521	General Fund	DCS - Neighborhood Services	Health Insurance Expense	(21,323)	(91,445)	(155,570)	(155,570)	(132,173)	(159,205)
1001	46206	601	520521	General Fund	DCS - Neighborhood Services	Health Insurance Expense	(21,810)	-	-	-	-	-
1001	46206	101	520522	General Fund	DCS - Neighborhood Services	Social Security Expense	(29,133)	(33,206)	(38,612)	(38,612)	(32,965)	(44,796)
1001	46206	601	520522	General Fund	DCS - Neighborhood Services	Social Security Expense	(6,015)	-	-	-	-	-
1001	46206	101	520523	General Fund	DCS - Neighborhood Services	Medicare Expense	(6,813)	(7,766)	(9,030)	(9,030)	(7,709)	(10,476)
1001	46206	601	520523	General Fund	DCS - Neighborhood Services	Medicare Expense	(1,407)	-	-	-	-	-
1001	46206	101	520527	General Fund	DCS - Neighborhood Services	IMRF Contributions	(69,936)	(79,121)	(62,029)	(62,029)	(57,842)	(46,819)
1001	46206	601	520527	General Fund	DCS - Neighborhood Services	IMRF Contributions	(14,047)	-	-	-	-	-
1001	46206	101	520999	General Fund	DCS - Neighborhood Services	Grant Admin. - Benefits	55,501	59,187	84,540	84,540	60,000	65,947
						SUB-TOTAL FRINGE BENEFITS	<u>(120,853)</u>	<u>(167,123)</u>	<u>(184,831)</u>	<u>(184,831)</u>	<u>(175,489)</u>	<u>(196,465)</u>
1001	46206	101	530642	General Fund	DCS - Neighborhood Services	Background Check	-	-	-	-	-	(2,000)
1001	46206	101	530650	General Fund	DCS - Neighborhood Services	Conferences Training	(3,294)	(3,492)	(7,270)	(7,270)	(6,000)	(7,600)
1001	46206	201	530650	General Fund	DCS - Neighborhood Services	Conferences Training	(3,935)	-	-	-	-	-
1001	46206	101	530667	General Fund	DCS - Neighborhood Services	External Support	(4,733)	(17,124)	(10,500)	(10,500)	(10,500)	(24,936)
1001	46206	201	530667	General Fund	DCS - Neighborhood Services	External Support	(1,861)	-	-	-	-	-
1001	46206	101	540660	General Fund	DCS - Neighborhood Services	Emergency Services (bps)	(110)	(361)	(25,000)	(7,401)	(25,000)	(25,000)
1001	46206	601	540660	General Fund	DCS - Neighborhood Services	Emergency Services (bps)	(321)	-	-	-	-	-
						SUB-TOTAL CONTRACT SERVICES	<u>(14,255)</u>	<u>(20,977)</u>	<u>(42,770)</u>	<u>(25,171)</u>	<u>(41,500)</u>	<u>(59,536)</u>
1001	46206	101	550601	General Fund	DCS - Neighborhood Services	Printing	(784)	(276)	(300)	(300)	(300)	(750)
1001	46206	101	550602	General Fund	DCS - Neighborhood Services	Membership Dues	(640)	(2,059)	(2,725)	(2,725)	(2,725)	(2,535)
1001	46206	201	550602	General Fund	DCS - Neighborhood Services	Membership Dues	(237)	-	-	-	-	-
1001	46206	101	550603	General Fund	DCS - Neighborhood Services	Postage	(2,688)	(2,004)	-	-	-	-
1001	46206	201	550605	General Fund	DCS - Neighborhood Services	Travel & Mileage Reimbursement	(14)	-	-	-	-	(100)
1001	46206	101	550606	General Fund	DCS - Neighborhood Services	Books and Subscriptions	-	(840)	(2,000)	(2,000)	(2,000)	(2,505)
1001	46206	101	550652	General Fund	DCS - Neighborhood Services	Legal Postings and Doc. Fees	-	(85)	(200)	(200)	(200)	(200)
1001	46206	101	560620	General Fund	DCS - Neighborhood Services	Office Supplies	(85)	(65)	-	-	-	-
1001	46206	201	560620	General Fund	DCS - Neighborhood Services	Office Supplies	(66)	-	-	-	-	-
1001	46206	101	560625	General Fund	DCS - Neighborhood Services	Clothing	(78)	-	(250)	(250)	(250)	(1,250)
1001	46206	101	560631	General Fund	DCS - Neighborhood Services	Operational Supplies	(69)	(2,395)	(2,760)	(2,760)	(2,760)	(2,600)
1001	46206	101	570711	General Fund	DCS - Neighborhood Services	Software	-	(367)	(3,000)	(3,000)	(3,000)	(6,140)
						SUB-TOTAL MATERIALS & SUPPLIES	<u>(4,661)</u>	<u>(8,091)</u>	<u>(11,235)</u>	<u>(11,235)</u>	<u>(11,235)</u>	<u>(16,080)</u>
1001	46206	300	585612	General Fund	DCS - Neighborhood Services	Housing Rehab Property Grants	-	(75,991)	(150,000)	(185,372)	(150,000)	(150,000)
1001	46206	357	585616	General Fund	DCS - Neighborhood Services	Relocation Expenses	-	-	(5,000)	(5,000)	-	(5,000)
1001	46206	101	585651	General Fund	DCS - Neighborhood Services	Retail Rehab Grant Programs	(3,561)	(14,924)	(50,000)	(65,000)	(15,000)	(65,000)
1001	46206	230	585652	General Fund	DCS - Neighborhood Services	Operating Subsidies- OP Housing Auth.	-	(35,000)	(35,000)	(35,000)	(35,000)	(35,000)
1001	46206	240	585652	General Fund	DCS - Neighborhood Services	Operating Subsidies- OP Reg. Hous. Ctr.	(425,000)	(425,000)	(425,000)	(425,000)	(425,000)	(391,382)

VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 GENERAL FUND - DCS NEIGHBORHOOD SERVICES

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>Original 2018 Budget</u>	<u>Amended 2018 Budget</u>	<u>Year End Estimate</u>	<u>2019 Adopted Budget</u>
1001	46206	280	585652	General Fund	DCS - Neighborhood Services	Operating Subsidies- OP Residence Corp.	(35,000)	(35,000)	(35,000)	(35,000)	(35,000)	(42,500)
						SUB-TOTAL GRANTS	(463,561)	(585,915)	(700,000)	(750,372)	(660,000)	(688,882)
						TOTAL EXPENDITURES	(925,317)	(1,083,442)	(1,293,163)	(1,325,936)	(1,305,501)	(1,536,346)

VILLAGE OF OAK PARK  
FISCAL YEAR 2019 BUDGET  
GENERAL FUND - DCS PERMIT PROCESSING

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>Original 2018 Budget</u>	<u>Amended 2018 Budget</u>	<u>Year End Estimate</u>	<u>2019 Adopted Budget</u>
1001	46250	101	510501	General Fund	DCS - Permit Processing	Regular Salaries	(455,787)	(385,862)	(351,231)	(351,231)	(326,388)	(363,105)
1001	46250	101	510503	General Fund	DCS - Permit Processing	Overtime	(6,141)	(301)	(5,000)	(5,000)	(2,500)	(5,000)
SUB-TOTAL PERSONAL SERVICES							(461,928)	(386,163)	(356,231)	(356,231)	(328,888)	(368,105)
1001	46250	101	510519	General Fund	DCS - Permit Processing	Vacation Time Payout	(786)	-	-	-	-	-
1001	46250	101	510521	General Fund	DCS - Permit Processing	Holiday Pay	(143)	-	-	-	-	-
1001	46250	101	520515	General Fund	DCS - Permit Processing	Health Insurance Opt Out	(4,993)	-	-	-	-	-
1001	46250	101	520520	General Fund	DCS - Permit Processing	Life Insurance Expense	(745)	(651)	(651)	(651)	(620)	(558)
1001	46250	101	520521	General Fund	DCS - Permit Processing	Health Insurance Expense	(126,639)	(69,018)	(83,031)	(83,031)	(84,442)	(110,003)
1001	46250	101	520522	General Fund	DCS - Permit Processing	Social Security Expense	(25,469)	(22,372)	(21,776)	(21,776)	(19,012)	(22,822)
1001	46250	101	520523	General Fund	DCS - Permit Processing	Medicare Expense	(5,956)	(5,232)	(5,093)	(5,093)	(4,644)	(5,388)
1001	46250	101	520527	General Fund	DCS - Permit Processing	IMRF Contributions	(57,822)	(54,313)	(34,983)	(34,983)	(35,518)	(23,853)
SUB-TOTAL FRINGE BENEFITS							(222,553)	(151,586)	(145,534)	(145,534)	(144,236)	(162,624)
1001	46250	101	530650	General Fund	DCS - Permit Processing	Conferences Training	(5,759)	(8,277)	(16,000)	(16,000)	(6,750)	(7,000)
1001	46250	101	530662	General Fund	DCS - Permit Processing	Boards Commissions Support	-	(1,084)	-	-	-	-
1001	46250	101	530667	General Fund	DCS - Permit Processing	External Support	(996,279)	(1,040,057)	(1,170,000)	(1,152,227)	(1,170,000)	(1,210,479)
1001	46250	101	530675	General Fund	DCS - Permit Processing	Bank Charges	(2,270)	(8,063)	-	(13,000)	(14,000)	(16,000)
SUB-TOTAL CONTRACTUAL SERVICES							(1,004,308)	(1,057,481)	(1,186,000)	(1,181,227)	(1,190,750)	(1,233,479)
1001	46250	101	550601	General Fund	DCS - Permit Processing	Printing	(1,085)	(661)	(1,500)	(1,500)	(1,400)	(1,500)
1001	46250	101	550602	General Fund	DCS - Permit Processing	Membership Dues	(750)	(300)	(1,500)	(1,500)	(800)	(1,200)
1001	46250	101	550603	General Fund	DCS - Permit Processing	Postage	(10)	-	-	-	-	-
1001	46250	101	550605	General Fund	DCS - Permit Processing	Travel & Mileage Reimbursement	(11)	-	(200)	(200)	(180)	(200)
1001	46250	101	550606	General Fund	DCS - Permit Processing	Books & Subscriptions	(1,774)	(380)	(6,000)	(6,000)	(4,400)	(5,800)
1001	46250	101	560620	General Fund	DCS - Permit Processing	Office Supplies	(983)	(519)	-	-	-	-
1001	46250	101	560631	General Fund	DCS - Permit Processing	Operational Supplies	(656)	-	(600)	(600)	(550)	(3,598)
SUB-TOTAL MATERIALS & SUPPLIES							(5,269)	(1,860)	(9,800)	(9,800)	(7,330)	(12,298)
TOTAL EXPENDITURES							(1,694,058)	(1,597,089)	(1,697,565)	(1,692,792)	(1,671,204)	(1,776,506)

VILLAGE OF OAK PARK  
FISCAL YEAR 2019 BUDGET  
GENERAL FUND - DCS ADMINISTRATION

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>Original 2018 Budget</u>	<u>Amended 2018 Budget</u>	<u>Year End Estimate</u>	<u>2019 Adopted Budget</u>
1001	46260	101	510501	General Fund	DCS Administration	Regular Salaries	(148,497)	(169,794)	(166,822)	(166,822)	(152,928)	(222,589)
1001	46260	101	510503	General Fund	DCS Administration	Overtime	(565)	-	(500)	(500)	(250)	(500)
SUB-TOTAL PERSONAL SERVICES							(149,062)	(169,794)	(167,322)	(167,322)	(153,178)	(223,089)
1001	46260	101	510506	General Fund	DCS Administration	Equip Allow (Auto,Phone,Tools)	(253)	(251)	-	-	-	-
1001	46260	101	520515	General Fund	DCS Administration	Health Insurance Opt Out	(1,509)	(1,469)	-	-	-	-
1001	46260	101	520520	General Fund	DCS Administration	Life Insurance Expense	(228)	(279)	(248)	(248)	(228)	(201)
1001	46260	101	520521	General Fund	DCS Administration	Health Insurance Expense	(17,732)	(18,018)	(38,059)	(38,059)	(29,327)	(47,906)
1001	46260	101	520522	General Fund	DCS Administration	Social Security Expense	(8,491)	(9,866)	(10,343)	(10,343)	(9,010)	(13,315)
1001	46260	101	520523	General Fund	DCS Administration	Medicare Expense	(2,100)	(2,386)	(2,419)	(2,419)	(2,032)	(3,235)
1001	46260	101	520527	General Fund	DCS Administration	IMRF Contributions	(18,136)	(20,862)	(16,615)	(16,615)	(12,888)	(14,456)
SUB-TOTAL FRINGE BENEFITS							(48,449)	(53,131)	(67,684)	(67,684)	(53,485)	(79,113)
1001	46260	101	530649	General Fund	DCS Administration	Sales Tax Rebate	-	(1,947)	(265,000)	(265,000)	(173,500)	(200,000)
1001	46260	101	530650	General Fund	DCS Administration	Conferences Training	(2,787)	(873)	(6,000)	(6,000)	(6,000)	(10,600)
1001	46260	103	530650	General Fund	DCS Administration	Conferences Training	(650)	-	-	-	-	-
1001	46260	101	530658	General Fund	DCS Administration	Temporary services	-	(13,044)	-	-	-	-
1001	46260	101	530667	General Fund	DCS Administration	External Support	(48,730)	(115,723)	(208,000)	(208,000)	(200,495)	(182,271)
SUB-TOTAL CONTRACTUAL SERVICES							(52,167)	(131,586)	(479,000)	(479,000)	(379,995)	(392,871)
1001	46260	101	550601	General Fund	DCS Administration	Printing	-	-	(200)	(200)	(200)	(200)
1001	46260	101	550602	General Fund	DCS Administration	Membership Dues	(910)	(200)	(845)	(845)	(845)	(2,195)
1001	46260	101	550603	General Fund	DCS Administration	Postage	(3,287)	(2,592)	(6,000)	(6,000)	-	-
1001	46260	101	550605	General Fund	DCS Administration	Travel & Mileage Reimbursement	(43)	-	(150)	(150)	(150)	(150)
1001	46260	101	560620	General Fund	DCS Administration	Office Supplies	(7,444)	(8,816)	(13,000)	(13,000)	(13,000)	(13,000)
1001	46260	101	560625	General Fund	DCS Administration	Clothing	(779)	(1,076)	-	-	-	-
1001	46260	101	560650	General Fund	DCS Administration	Volunteer Recog Recruitment	(185)	-	-	-	-	-
SUB-TOTAL MATERIALS & SUPPLIES							(12,649)	(12,683)	(20,195)	(20,195)	(14,195)	(15,545)
1001	46260	101	581807	General Fund	DCS Administration	Loan Principal	(386,418)	(632,725)	(649,149)	(1,022,071)	(1,022,071)	-
1001	46260	101	581808	General Fund	DCS Administration	Loan Interest Expense	(35,647)	(38,321)	(21,897)	(22,312)	(22,312)	-
SUB-TOTAL DEBT SERVICE							(422,065)	(671,046)	(671,046)	(1,044,383)	(1,044,383)	-
1001	46260	101	583670	General Fund	DCS Administration	Affordable Housing	-	-	-	(998,108)	(998,108)	-
1001	46260	101	585656	General Fund	DCS Administration	Operating Subsidies- Chamber of Comm.	(116,342)	(102,000)	(100,000)	(100,000)	(100,000)	-
1001	46260	231	585652	General Fund	DCS Administration	Operating Subsidies- Visit OP	(212,499)	(212,500)	(212,500)	(212,500)	(212,500)	(212,500)
1001	46260	232	585652	General Fund	DCS Administration	Operating Subsidies- OPEDC	(533,160)	(657,970)	(721,500)	(721,500)	(721,500)	(571,500)
1001	46260	233	585652	General Fund	DCS Administration	Operating Subsidies- OP Arts Council	(142,400)	(245,899)	(239,500)	(239,500)	(239,500)	(212,000)
SUB-TOTAL GRANTS							(1,004,401)	(1,218,369)	(1,273,500)	(2,271,608)	(2,271,608)	(996,000)
TOTAL EXPENDITURES							(1,688,793)	(2,256,610)	(2,678,747)	(4,050,192)	(3,916,844)	(1,706,618)





## FINANCE

### EXECUTIVE OVERVIEW

#### DEPARTMENTAL SUMMARY

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

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

#### Administration

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

#### Accounting

Accounting personnel are responsible for the timely and accurate recording and financial reporting of all Village financial activity.

#### Budgeting and Performance Management

The Budget function is shared by a few Finance staff members who are responsible for management and oversight of the process by which the Village Board and Manager allocate resources. As a means to evaluate competing demands, the division also coordinates the Village's MAP program to assess and communicate how to best utilize resources to meet the policy objectives of the governing body.

#### Payroll

Payroll is now being performed in-house. All functions are being performed by Village staff including tracking and approving time, reviewing payroll reports and files, printing checks and processing direct deposits, paying and filing all required taxes and forms, updating employee pay rates (including retroactive calculations) and deductions and collecting and remitting all voluntary deductions and garnishments .

#### Purchasing

The Purchasing function involves overall procurement of goods and services to ensure the process results in the selection of the most cost-effective solution to the Village. Finance personnel involved in purchasing ensure the Village is adhering to Municipal Code as well as all local, State and Federal regulations.

## 2018 ACCOMPLISHMENTS

- Brought the payroll process in-house utilizing Kronos for timekeeping and BS&A for processing payroll. This change resulting in minimum savings to the Village of approximately \$200,000.
- The Comprehensive Annual Financial Report (CAFR) was produced in a timely manner and the Village received the Government Finance Officers Association (GFOA) Certificate of Achievement Award for FY16 and has again applied for this award for the FY17 CAFR.
- Improved the effectiveness of the operating processes of the department, resulting in increased efficiencies in operations and in the auditing process.
- The FY17 audit (completed in FY18) resulted in no Management Letter comments. This is a significant achievement.
- Financial processes have been streamlined using BS&A and have also resulted in better financial transparency for staff and the public.
- Received the Government Finance Officers Association GFOA Budget Award for FY18.
- Simplified accounting processes which significantly improved transparency.
- Improved investment rate of return on Village funds by opening a new risk free bank account (protected by FDIC) offering higher rates of return.

## **2019 WORK PLAN**

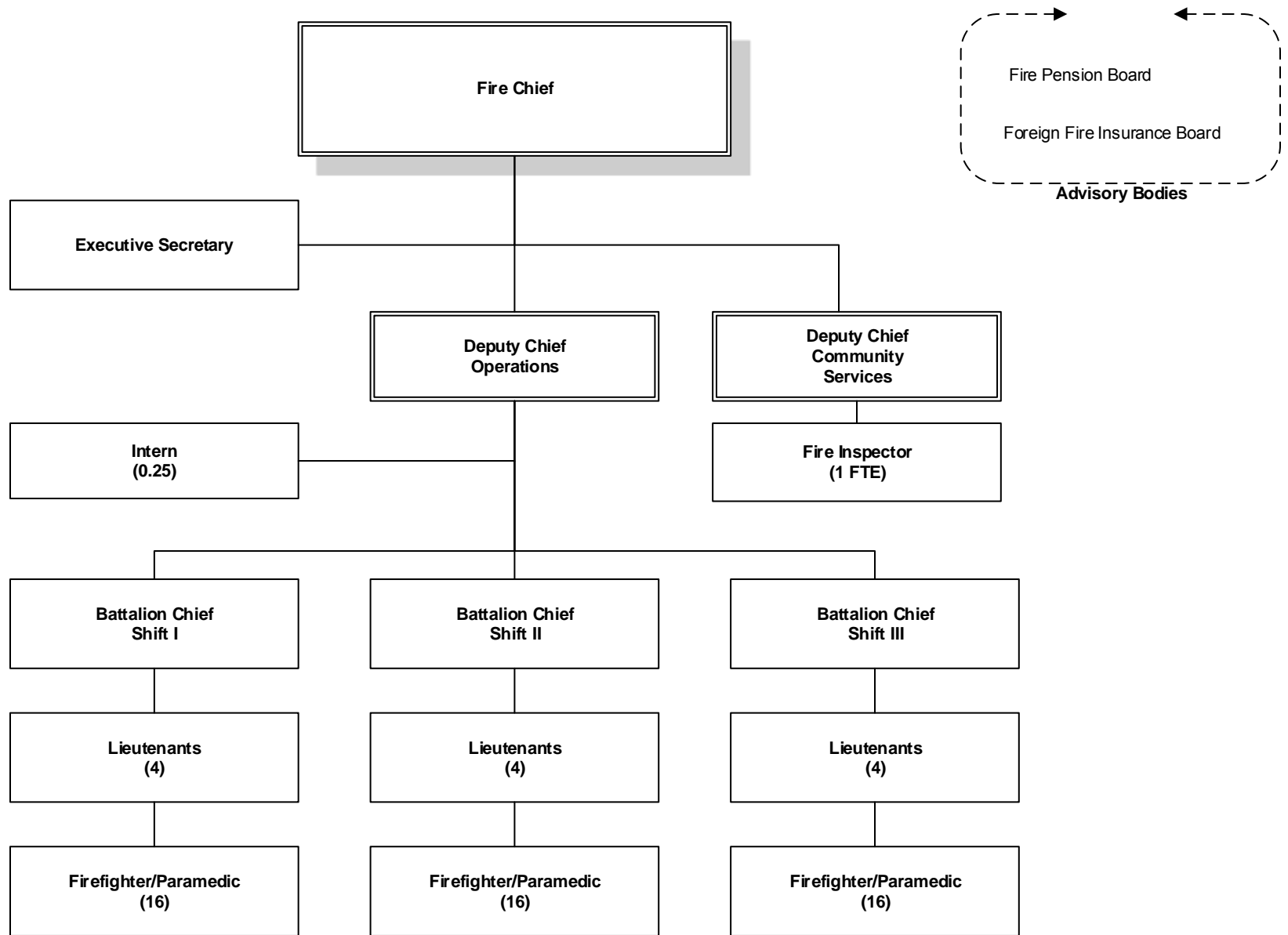
- Continue to improve the efficiency of the payroll process by utilizing additional capabilities of BS&A.
- Apply for and receive both the Certificate of Achievement for Excellence in Financial Reporting for audit year 2018 and the Distinguished Budget Presentation Award for 2019 from the Government Finance Officers Association (GFOA), exceeding local government standards of financial reporting.
- Seek new efficiencies within the department to maximize production and quality of work.
- Work with financial consultants to seek the most desirable rate on new bond issue.
- Continually review and analyze cash balances to maximize rate of return.

VILLAGE OF OAK PARK  
FISCAL YEAR 2019 BUDGET  
GENERAL FUND - FINANCE

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<b>2016</b>	<b>2017</b>	<b>Original</b>	<b>Amended</b>	<b>Year</b>	<b>2019</b>
							<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Estimate</u>	<u>Budget</u>
1001	41300	101	510501	General Fund	Finance	Regular Salaries	(327,559)	(611,724)	(770,243)	(770,243)	(631,320)	(722,149)
1001	41300	170	510501	General Fund	Finance	Regular Salaries	(116,315)	-	-	-	-	-
1001	41300	171	510501	General Fund	Finance	Regular Salaries	(164,557)	(940)	-	-	-	-
1001	41300	175	510501	General Fund	Finance	Regular Salaries	(211)	-	-	-	-	-
1001	41300	101	510502	General Fund	Finance	Merit Incentives	-	-	(779,000)	(779,000)	-	(100,000)
1001	41300	101	510503	General Fund	Finance	Overtime	(138)	(10,813)	(10,000)	(10,000)	(7,242)	(10,000)
1001	41300	171	510503	General Fund	Finance	Overtime	(7,264)	-	-	-	-	-
1001	41300	101	510522	General Fund	Finance	Turnover savings- Villagewide	-	-	900,000	900,000	-	1,250,000
1001	41300	101	510999	General Fund	Finance	Grant Admin. - Salaries	1,639	1,232	-	-	-	-
SUB-TOTAL PERSONAL SERVICES							(614,405)	(622,245)	(659,243)	(659,243)	(638,562)	417,851
1001	41300	101	510506	General Fund	Finance	Equip Allow (Auto,Phone,Tools)	(507)	(652)	(500)	(500)	(1,512)	(1,512)
1001	41300	101	510519	General Fund	Finance	Vacation Time Payout	(7,071)	-	-	-	-	-
1001	41300	101	520515	General Fund	Finance	Health Insurance Opt Out	-	(1,800)	-	-	(450)	(63,000)
1001	41300	170	520515	General Fund	Finance	Health Insurance Opt Out	(4,964)	-	-	-	-	-
1001	41300	171	520515	General Fund	Finance	Health Insurance Opt Out	(1,464)	-	-	-	-	-
1001	41300	101	520520	General Fund	Finance	Life Insurance Expense	(363)	(1,024)	(1,023)	(1,023)	(1,462)	(837)
1001	41300	170	520520	General Fund	Finance	Life Insurance Expense	(182)	-	-	-	-	-
1001	41300	171	520520	General Fund	Finance	Life Insurance Expense	(364)	-	-	-	-	-
1001	41300	175	520520	General Fund	Finance	Life Insurance Expense	(1)	-	-	-	-	-
1001	41300	101	520521	General Fund	Finance	Health Insurance Expense	(78,968)	(185,638)	(211,188)	(211,188)	(128,438)	(139,590)
1001	41300	171	520521	General Fund	Finance	Health Insurance Expense	(45,695)	-	-	-	-	-
1001	41300	175	520521	General Fund	Finance	Health Insurance Expense	(156)	-	-	-	-	-
1001	41300	101	520522	General Fund	Finance	Social Security Expense	(20,338)	(35,503)	(46,652)	(46,652)	(37,543)	(43,869)
1001	41300	170	520522	General Fund	Finance	Social Security Expense	(7,519)	-	-	-	-	-
1001	41300	171	520522	General Fund	Finance	Social Security Expense	(9,889)	(58)	-	-	-	-
1001	41300	175	520522	General Fund	Finance	Social Security Expense	(12)	-	-	-	-	-
1001	41300	101	520523	General Fund	Finance	Medicare Expense	(4,721)	(8,536)	(11,169)	(11,169)	(8,780)	(10,596)
1001	41300	170	520523	General Fund	Finance	Medicare Expense	(1,758)	-	-	-	-	-
1001	41300	171	520523	General Fund	Finance	Medicare Expense	(2,313)	(14)	-	-	-	-
1001	41300	175	520523	General Fund	Finance	Medicare Expense	(3)	-	-	-	-	-
1001	41300	101	520527	General Fund	Finance	IMRF Contributions	(92,165)	(87,996)	(76,716)	(76,716)	(74,587)	(47,443)
1001	41300	170	520527	General Fund	Finance	IMRF Contributions	(17,185)	-	-	-	-	-
1001	41300	171	520527	General Fund	Finance	IMRF Contributions	(24,637)	(133)	-	-	-	-
1001	41300	175	520527	General Fund	Finance	IMRF Contributions	(30)	-	-	-	-	-
1001	41300	101	520999	General Fund	Finance	Grant Admin. - Benefits	460	345	-	-	-	-
SUB-TOTAL FRINGE BENEFITS							(319,845)	(321,009)	(347,248)	(347,248)	(252,772)	(306,847)
1001	41300	101	530650	General Fund	Finance	Conferences Training	(439)	(2,955)	(2,700)	(2,700)	(2,400)	(4,500)
1001	41300	101	530654	General Fund	Finance	Collection Agency Expense	(43,241)	(37,893)	(36,000)	(36,000)	(38,000)	(40,000)
1001	41300	101	530658	General Fund	Finance	Temporary Services	(50,439)	(127,870)	-	-	-	-
1001	41300	101	530666	General Fund	Finance	Closing Fees	(3,042)	-	-	-	-	-
1001	41300	101	530667	General Fund	Finance	External Support	(22,865)	(32,779)	(40,000)	(60,000)	(41,000)	(43,000)
1001	41300	101	530668	General Fund	Finance	ADP Payroll Services	(203,991)	(238,827)	-	-	-	-
1001	41300	171	530668	General Fund	Finance	ADP Payroll Services	(3,070)	-	-	-	-	-
1001	41300	101	530670	General Fund	Finance	Audit Service Fees	(49,960)	(53,879)	(65,000)	(65,000)	(65,275)	(66,000)
1001	41300	101	530675	General Fund	Finance	Bank Charges	(158,571)	(123,597)	(110,000)	(110,000)	(133,600)	(140,000)
1001	41300	175	540690	General Fund	Finance	Telecommunication Charges	-	(35)	-	-	-	-
SUB-TOTAL CONTRACTUAL SERVICES							(535,617)	(617,836)	(253,700)	(273,700)	(280,275)	(293,500)

VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 GENERAL FUND - FINANCE

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>Original</u> <u>2018</u> <u>Budget</u>	<u>Amended</u> <u>2018</u> <u>Budget</u>	<u>Year</u> <u>End</u> <u>Estimate</u>	<u>2019</u> <u>Adopted</u> <u>Budget</u>
1001	41300	101	540692	General Fund	Finance	Electricity	(2,284)	-	-	-	-	-
1001	41300	101	550601	General Fund	Finance	Printing	(9,702)	(9,672)	(6,900)	(6,900)	(8,050)	(8,500)
1001	41300	101	550602	General Fund	Finance	Membership Dues	(2,779)	(2,500)	(2,325)	(2,325)	(2,325)	(2,700)
1001	41300	101	550603	General Fund	Finance	Postage	(3,569)	(3,124)	(2,500)	(2,500)	(1,750)	(2,000)
1001	41300	101	550605	General Fund	Finance	Travel & Mileage Reimbursement	(24)	(276)	(50)	(50)	(50)	(100)
1001	41300	101	550606	General Fund	Finance	Books & Subscriptions	(1,816)	(100)	-	-	-	-
1001	41300	101	550652	General Fund	Finance	Legal Postings and Doc. Fees	(1,482)	(1,537)	(1,470)	(1,470)	(1,420)	(1,500)
1001	41300	101	550656	General Fund	Finance	Miscellaneous Expense	(14)	(17)	-	-	-	-
1001	41300	101	550663	General Fund	Finance	Software License Updates	(6,593)	(12,049)	(69,050)	(69,050)	(69,850)	(129,850)
1001	41300	101	560616	General Fund	Finance	Toner Cartridges	(70)	(250)	-	-	-	-
1001	41300	101	560617	General Fund	Finance	Paper Supply	(21,183)	(17,786)	(16,900)	(16,900)	(12,500)	(14,000)
1001	41300	101	560620	General Fund	Finance	Office Supplies	(1,436)	(5,567)	(5,000)	(5,000)	(5,000)	(5,500)
1001	41300	171	560620	General Fund	Finance	Office Supplies	(2,338)	(346)	-	-	-	-
1001	41300	101	560623	General Fund	Finance	Cleaning Supplies	-	(100)	-	-	-	-
1001	41300	101	560625	General Fund	Finance	Clothing	-	(477)	(500)	(500)	(500)	(600)
1001	41300	101	560631	General Fund	Finance	Operational Supplies	(793)	-	-	-	-	-
1001	41300	101	560638	General Fund	Finance	Special Events	(140)	-	-	-	-	-
1001	41300	101	560655	General Fund	Finance	Reimbursements	(15)	-	-	-	-	-
1001	41300	101	560670	General Fund	Finance	Equipment Rental	(53,623)	(47,392)	(48,000)	(48,000)	(43,910)	(44,500)
SUB-TOTAL MATERIALS & SUPPLIES							(107,861)	(101,193)	(152,695)	(152,695)	(145,355)	(209,250)
1001	41300	615	570132	General Fund	Finance	Animal Control Facility	(46,600)	(46,600)	-	-	-	-
1001	41300	171	570711	General Fund	Finance	Software	(332)	-	-	-	-	-
SUB-TOTAL CAPITAL OUTLAY							(46,932)	(46,600)	-	-	-	-
1001	41300	101	591825	General Fund	Finance	Transfer To Debt Service Fund	(555,768)	(500,000)	(500,000)	(500,000)	(500,000)	(500,000)
1001	41300	101	591826	General Fund	Finance	Transfer To Sir Fund	-	-	(750,000)	(750,000)	(750,000)	(500,000)
1001	41300	101	591833	General Fund	Finance	Transfer To E911 Fund	(1,077,000)	-	-	-	-	-
1001	41300	101	591860	General Fund	Finance	Transfer To Parking	(60,000)	(40,000)	(40,000)	(40,000)	(40,000)	(40,000)
1001	41300	101	591895	General Fund	Finance	Transfer To Cip Fund	(1,150,008)	-	(336,000)	(1,836,000)	(1,836,000)	(1,300,000)
SUB-TOTAL TRANSFERS							(2,842,776)	(540,000)	(1,626,000)	(3,126,000)	(3,126,000)	(2,340,000)
TOTAL EXPENDITURES							(4,467,436)	(2,248,884)	(3,038,886)	(4,558,886)	(4,442,964)	(2,731,746)



## **FIRE DEPARTMENT**

### **EXECUTIVE OVERVIEW**

#### **DEPARTMENTAL SUMMARY**

The mission of the Oak Park Fire Department is to be the best emergency response provider and set the standard of care that enhances the quality of life in our community. This is accomplished through the delivery of fire suppression operations, emergency medical services and fire prevention through inspections, public education and code enforcement. The Fire Department will assist the public in all areas of emergency and non-emergency situations as well as provide mutual aid to other local and state agencies. The department provides emergency medical care in both advanced and basic life support with highly trained and licensed paramedics.

Risk Statement: The Oak Park Fire Department prioritizes firefighter safety, human life, property and environment. Risk is determined by a continuous evaluation based on the expertise, education, experience, and resources of the department.

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

## **2018 ACCOMPLISHMENTS**

The Fire Department has accomplished or is on schedule to complete all projected work plan tasks for 2018:

Accomplished:

- All Oak Park Fire Department members had the opportunity to participate in the NFPA 1582 Comprehensive Occupational Medical Physical. Funding was provided by a 2017 Department of Homeland Security-Assistance to Firefighter Grant in the amount of \$106,051.
- A Wellness/Fitness Grant in the amount of \$106,051 funded the certification of eight (8) Peer Fitness Trainers for the Fire Department.
- An application was submitted to the Department of Homeland Security-Assistance to Firefighter Grant in the amount of \$52,000 for two (2) Ambulance Power Load cot fastener systems. The purpose of the loading system is to boost safety and reduce back injuries by supporting the cot throughout loading and unloading.
- The IAFF Local 95 Collective Bargaining Agreement was approved by the Board of Trustees. The term of the contract is January 1, 2018 through December 31, 2020.
- Hired two (2) Firefighter/Paramedics in January and March of 2018 due to retirements.
- Presented diversity research paper to the Human Resource Director and Board of Police and Fire Commission related to the Fire Departments' recruitment efforts.
- Provided recommendations to the Board of Police and Fire Commission on the Entry Level Firefighter/Paramedic testing process and strategies to increase diversity in the Fire Departments' workforce.
- Assisted the Human Resources Department with recruitment efforts for the Entry Level Firefighter/Paramedic Testing.
- The written exam for the Firefighter/Paramedic testing process was held on May 12, 2018.
- The entry-level Firefighter/Paramedic oral interviews with Police and Fire Commissioners were completed at the end of July 2018.
- A new AEV Trauma Hawk Ambulance was ordered and will be delivered in the third quarter of 2018.
- Two (2) new cardiac monitors were purchased and placed in service on frontline apparatus.
- Fire Station 1 roof repairs were completed in June of 2018.
- Updated the automatic agreements with River Forest and Forest Park Fire Departments.
- Implemented a new automatic agreement with Berwyn Fire Department.
- Implemented the *Too Close to Home* public education program. This program informs the community of the importance of working smoke/carbon monoxide detectors.
- Implemented new High-Rise Operations and Incident Management Policy
- Digitalized policies and procedures implemented on July 16, 2018 using the Lexipol software.
- Deputy Chief of Community Services and Inspectors implemented the alarm registration permit function in City View.



- Station Check Software implemented; this system will be used for daily checks, apparatus checks, SCBA repairs, clothing inspections and the tracking of fire department assets.
- Fire Department Command Staff received active shooter training.
- The Insurance Service Office (ISO) reevaluation of the Fire Department's Public Protection Classification (PPC) was completed on July 17, 2018.

In-Progress:

- Fire Administration is in the process of filling the Civilian Fire Inspector position by the fourth quarter of 2018.
- Working with Union leadership to establish a Wellness/Fitness Policy for the Fire Department.
  - Draft Wellness/Fitness policy is currently being reviewed by Wellness/Fitness Committee, Human Resource Director and the Union.
- Three (3) New Firefighter/Paramedics will be hired from the new eligibility list in September of 2018.
- Working with Human Resources Department on Battalion Chief Promotional Exam for 2018.
- Deputy Chief of Community Services is working on false alarm reduction program with IT department and CityView.
- Working with the IT department to develop processes for the Fire Department data collection system.
- The overhead doors and front door at Fire Station 1 will be replaced in August of 2018.
- Loyola EMS Mandatory Paramedic Training will be completed by the end of 2018, including the following areas: Prehospital Trauma Life Support, Pediatric Advanced Life Support or Pediatric Education for Prehospital Professional.
- Developing a Business Plan for an Oak Park Fire Department Explorer Program and Citizen Fire Academy to promote interest in a fire service career.

## **2019 WORK PLAN**

A major effort of the Oak Park Fire Department is to maintain a results-oriented agency. Continuous improvement, maximum efficiency, and service are pursued through the following anticipated FY19 objectives and performance measures:

- Continuously improve training programs to safely and effectively support the mission of the Oak Park Fire Department.
- Deploy fire suppression resources to contain and extinguish fires, minimizing injuries and property loss consistent with NFPA standards. Continue to achieve a 4-minute response time for the first arriving OPFD unit 95% of the time, and an 8-minute response for the entire first alarm assignment 90% of the time.
- Deliver emergency medical services in a professional and timely manner.
- Maintain equipment in a state of readiness to handle emergency operations.
- Improve OPFD services while enhancing firefighter safety and improving employee wellness.
- Enhance coordination between OPFD and surrounding communities to improve public service delivery.
- Reduce fatalities, injuries, and property damage through proactive community risk reduction programs.
- Develop Fire Department internship program for high school or college students interested in a career in the fire service.
- Develop Public Education Programs that focus on the senior population within the community pertaining to falls, cooking safety, and home safety.
- Continue to apply for grants that will provide funding to the Fire Department, which will result in reducing overall costs.
- Develop succession planning for the future leadership of the Oak Park Fire Department.

VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 GENERAL FUND - FIRE ADMINISTRATION

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>Original</u> <u>2018</u> <u>Budget</u>	<u>Amended</u> <u>2018</u> <u>Budget</u>	<u>Year</u> <u>End</u> <u>Estimate</u>	<u>2019</u> <u>Adopted</u> <u>Budget</u>
1001	42500	101	510501	General Fund	FIRE - Admin	Regular Salaries	(473,827)	(464,138)	(469,030)	(484,030)	(479,687)	(589,469)
1001	42500	101	510503	General Fund	FIRE - Admin	Overtime	(10,031)	-	-	-	(66)	-
SUB-TOTAL PERSONAL SERVICES							(483,858)	(464,138)	(469,030)	(484,030)	(479,753)	(589,469)
1001	42500	101	520520	General Fund	FIRE - Admin	Life Insurance Expense	(332)	(372)	(372)	(372)	(335)	(465)
1001	42500	101	520521	General Fund	FIRE - Admin	Health Insurance Expense	(67,680)	(75,690)	(76,964)	(76,964)	(78,945)	(103,276)
1001	42500	101	520522	General Fund	FIRE - Admin	Social Security Expense	(3,031)	(3,067)	(3,474)	(3,474)	(3,190)	(9,250)
1001	42500	101	520523	General Fund	FIRE - Admin	Medicare Expense	(4,714)	(4,316)	(4,680)	(4,680)	(4,445)	(6,287)
1001	42500	101	520525	General Fund	FIRE - Admin	Fire Pension Contributions	-	-	(5,277,679)	(5,277,679)	(5,278,000)	(5,158,133)
1001	42500	400	520525	General Fund	FIRE - Admin	Fire Pension Contributions	(3,779,495)	(5,876,126)	-	-	-	-
1001	42500	101	520526	General Fund	FIRE - Admin	Dental Insurance Expense	(541)	(700)	-	-	-	-
1001	42500	101	520527	General Fund	FIRE - Admin	IMRF Contributions	(7,770)	(7,798)	(5,581)	(5,581)	(5,788)	(9,341)
SUB-TOTAL FRINGE BENEFITS							(3,863,564)	(5,968,070)	(5,368,750)	(5,368,750)	(5,370,703)	(5,286,752)
1001	42500	101	530650	General Fund	FIRE - Admin	Conferences Training	(5,432)	(4,750)	(8,000)	(8,000)	(8,000)	(8,000)
1001	42500	101	530667	General Fund	FIRE - Admin	External Support	(45,047)	(49,838)	(89,800)	(74,800)	(54,800)	(58,800)
SUB-TOTAL CONTRACTUAL SERVICES							(50,479)	(54,588)	(97,800)	(82,800)	(62,800)	(66,800)
1001	42500	101	550601	General Fund	FIRE - Admin	Printing	(236)	(454)	(250)	(250)	-	(250)
1001	42500	101	550602	General Fund	FIRE - Admin	Membership Dues	(11,418)	(11,422)	(11,500)	(11,500)	(11,500)	(11,500)
1001	42500	101	550603	General Fund	FIRE - Admin	Postage	(1,519)	(1,523)	(2,000)	(2,000)	(1,600)	(1,700)
1001	42500	101	550671	General Fund	FIRE - Admin	Office Machine Service	(3,699)	(3,500)	(4,000)	(4,000)	(4,000)	(4,000)
1001	42500	101	560620	General Fund	FIRE - Admin	Office Supplies	(3,570)	(3,410)	(4,000)	(4,000)	(4,000)	(4,000)
1001	42500	101	560625	General Fund	FIRE - Admin	Clothing	(994)	(1,355)	(2,500)	(2,500)	(2,500)	(2,500)
1001	42500	101	560638	General Fund	FIRE - Admin	Special Events	(1,277)	(1,200)	(1,500)	(1,500)	(1,500)	(1,500)
SUB-TOTAL MATERIALS & SUPPLIES							(22,713)	(22,864)	(25,750)	(25,750)	(25,100)	(25,450)
TOTAL EXPENDITURES							(4,420,614)	(6,509,660)	(5,961,330)	(5,961,330)	(5,938,356)	(5,968,471)

VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 GENERAL FUND - FIRE OPERATIONS

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>Original</u> <u>2018</u> <u>Budget</u>	<u>Amended</u> <u>2018</u> <u>Budget</u>	<u>Year</u> <u>End</u> <u>Estimate</u>	<u>2019</u> <u>Adopted</u> <u>Budget</u>
1001	42510	101	510501	General Fund	FIRE - Operations	Regular Salaries	(5,625,799)	(5,656,226)	(5,802,240)	(5,802,240)	(5,835,241)	(6,295,759)
1001	42510	101	510503	General Fund	FIRE - Operations	Overtime	(493,382)	(630,259)	(500,000)	(480,000)	(300,000)	(500,000)
						SUB-TOTAL PERSONAL SERVICES	(6,119,181)	(6,286,485)	(6,302,240)	(6,282,240)	(6,135,241)	(6,795,759)
1001	42510	101	510510	General Fund	FIRE - Operations	Sick Time Payout	(31,554)	(40,704)	(55,000)	(32,000)	(31,907)	(65,000)
1001	42510	101	510516	General Fund	FIRE - Operations	FD 7G Pay	(159,735)	(150,538)	(175,000)	(195,000)	(175,000)	(180,000)
1001	42510	101	510519	General Fund	FIRE - Operations	Vacation Time Payout	(9,299)	(30,778)	(40,000)	(63,000)	(65,000)	(40,000)
1001	42510	101	510521	General Fund	FIRE - Operations	Holiday Pay	(98,033)	(96,050)	(96,900)	(96,900)	(90,000)	(90,000)
1001	42510	101	520515	General Fund	FIRE - Operations	Health Insurance Opt Out	(13,390)	(11,403)	(10,500)	(10,500)	(7,200)	-
1001	42510	101	520520	General Fund	FIRE - Operations	Life Insurance Expense	(5,369)	(5,580)	(5,673)	(5,673)	(5,642)	(5,859)
1001	42510	101	520521	General Fund	FIRE - Operations	Health Insurance Expense	(1,124,475)	(1,034,358)	(1,143,100)	(1,143,100)	(1,093,148)	(1,160,739)
1001	42510	101	520522	General Fund	FIRE - Operations	Social Security Expense	(9,941)	(9,296)	(20,000)	(20,000)	(11,907)	(11,160)
1001	42510	101	520523	General Fund	FIRE - Operations	Medicare Expense	(82,342)	(85,945)	(80,799)	(80,799)	(84,256)	(89,307)
1001	42510	101	520526	General Fund	FIRE - Operations	Medicare Expense	(1,263)	-	-	-	-	-
						SUB-TOTAL FRINGE BENEFITS	(1,535,401)	(1,464,652)	(1,626,972)	(1,646,972)	(1,564,060)	(1,642,065)
1001	42510	101	530660	General Fund	FIRE - Operations	General Contractuals	(13,527)	(16,939)	(110,200)	(110,200)	(100,000)	(82,200)
1001	42510	101	530675	General Fund	FIRE - Operations	Bank Charges	(777)	(390)	-	-	-	-
1001	42510	101	530681	General Fund	FIRE - Operations	WSCDC Contract	-	(803,705)	(413,000)	(600,000)	(613,000)	(643,000)
1001	42510	101	550673	General Fund	FIRE - Operations	Repairs	(12,842)	(14,320)	(15,500)	(15,500)	(15,500)	(16,000)
1001	42510	101	540690	General Fund	FIRE - Operations	Telecommunication Charges	-	(15,564)	(22,800)	(22,800)	(22,800)	(26,000)
						SUB-TOTAL CONTRACTUAL SERVICES	(27,145)	(850,918)	(561,500)	(748,500)	(751,300)	(767,200)
1001	42510	101	560625	General Fund	FIRE - Operations	Clothing	(78,575)	(80,124)	(83,000)	(83,000)	(83,000)	(90,000)
1001	42510	101	560630	General Fund	FIRE - Operations	Operational Supplies	(20,744)	(18,027)	(20,500)	(20,500)	(20,500)	(20,500)
1001	42510	101	560631	General Fund	FIRE - Operations	Operational Supplies	(1,419)	(420)	-	-	-	-
						SUB-TOTAL MATERIALS & SUPPLIES	(100,737)	(98,571)	(103,500)	(103,500)	(103,500)	(110,500)
1001	42510	101	570710	General Fund	FIRE - Operations	Equipment	(11,855)	(20,495)	(17,000)	(22,000)	(17,000)	(17,500)
1001	42510	101	570720	General Fund	FIRE - Operations	Computer Equipment	-	(13,659)	(15,500)	(15,500)	(15,500)	(16,500)
						SUB-TOTAL CAPITAL OUTLAY	(11,855)	(34,154)	(32,500)	(37,500)	(32,500)	(34,000)
						TOTAL EXPENDITURES	(7,794,319)	(8,734,779)	(8,626,712)	(8,818,712)	(8,586,601)	(9,349,524)

VILLAGE OF OAK PARK  
FISCAL YEAR 2019 BUDGET  
GENERAL FUND - FIRE EMS

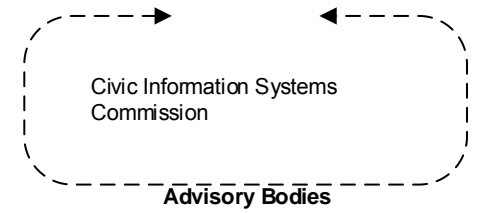
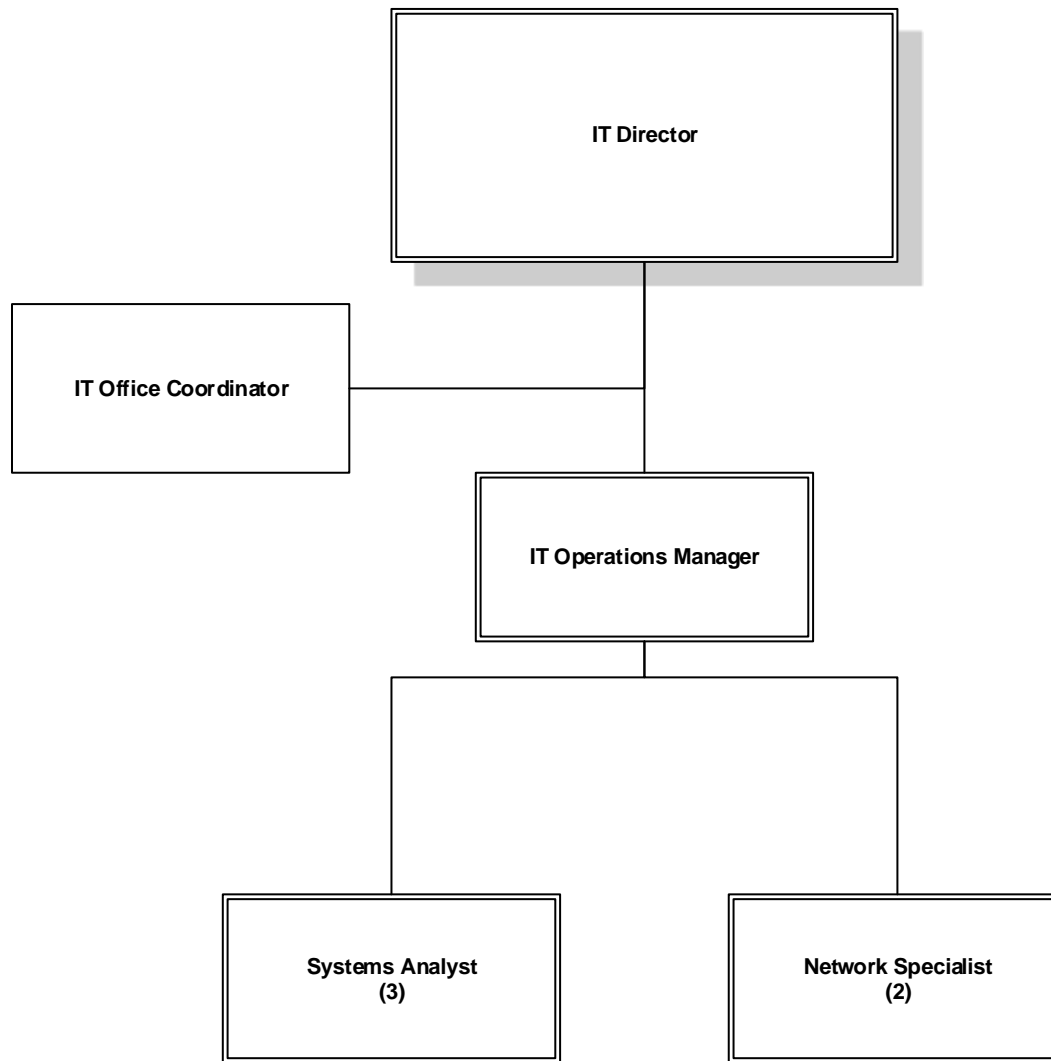
<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<b>2016</b>	<b>2017</b>	<b>Original</b>	<b>Amended</b>	<b>Year</b>	<b>2019</b>
							<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>End</u>	<u>Adopted</u>
											<u>Estimate</u>	<u>Budget</u>
1001	42520	101	530660	General Fund	FIRE - EMS	General Contractuals	(6,940)	(6,765)	(10,000)	(10,000)	(10,000)	(10,000)
						SUB-TOTAL CONTRACTUAL SERVICES	(6,940)	(6,765)	(10,000)	(10,000)	(10,000)	(10,000)
1001	42520	101	550601	General Fund	FIRE - EMS	Printing	(376)	(400)	(400)	(400)	(400)	(400)
1001	42520	101	550602	General Fund	FIRE - EMS	Membership Dues	(471)	(343)	(1,000)	(1,000)	(800)	(1,000)
1001	42520	101	550673	General Fund	FIRE - EMS	Repairs	(2,000)	(1,661)	(2,000)	(2,000)	(2,000)	(2,000)
1001	42520	101	560630	General Fund	FIRE - EMS	Small Tools	(18,612)	-	-	-	-	-
1001	42520	101	560631	General Fund	FIRE - EMS	Operational Supplies	(1,508)	(23,994)	(28,500)	(28,500)	(28,800)	(28,800)
						SUB-TOTAL MATERIALS & SUPPLIES	(22,967)	(26,398)	(31,900)	(31,900)	(32,000)	(32,200)
1001	42520	101	570710	General Fund	FIRE - EMS	Equipment	(2,974)	(1,226)	(5,000)	(5,000)	(5,000)	(5,000)
1001	42520	101	580700	General Fund	FIRE - EMS	Bad Debt Expense	(31,897)	-	-	-	-	-
						TOTAL EXPENDITURES	(64,779)	(34,389)	(46,900)	(46,900)	(47,000)	(47,200)

VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 GENERAL FUND - FIRE PREVENTION AND INVESTIGATION

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>Original</u> <u>2018</u> <u>Budget</u>	<u>Amended</u> <u>2018</u> <u>Budget</u>	<u>Year</u> <u>End</u> <u>Estimate</u>	<u>2019</u> <u>Adopted</u> <u>Budget</u>
1001	42530	101	530650	General Fund	FIRE - Prev. and Inv.	Conferences Training	267	-	-	-	-	-
						SUB-TOTAL CONTRACTUAL SERVICES	267	-	-	-	-	-
1001	42530	101	550602	General Fund	FIRE - Prev. and Inv.	Membership Dues	(1,875)	(1,520)	(2,040)	(2,040)	(2,040)	(2,040)
1001	42530	101	550673	General Fund	FIRE - Prev. and Inv.	Repairs	(954)	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)
1001	42530	101	560630	General Fund	FIRE - Prev. and Inv.	Small Tools	(1,919)	(1,211)	(2,000)	(2,000)	(2,000)	(2,000)
						SUB-TOTAL MATERIALS & SUPPLIES	(4,749)	(3,731)	(5,040)	(5,040)	(5,040)	(5,040)
									-	-	-	-
1001	42530	101	560631	General Fund	FIRE - Prev. and Inv.	Bad Debt Expense	(96)	-	-	-	-	-
						TOTAL EXPENDITURES	(4,578)	(3,731)	(5,040)	(5,040)	(5,040)	(5,040)

VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 GENERAL FUND - FIRE TRAINING AND PUBLIC EDUCATION

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>Original</u> <u>2018</u> <u>Budget</u>	<u>Amended</u> <u>2018</u> <u>Budget</u>	<u>Year</u> <u>End</u> <u>Estimate</u>	<u>2019</u> <u>Adopted</u> <u>Budget</u>
1001	42540	101	530650	General Fund	FIRE - Training and Public Ed.	Conferences Training	(27,404)	(39,538)	(50,000)	(45,000)	(50,000)	(50,000)
						SUB-TOTAL CONTRACTUAL SERVICES	(27,404)	(39,538)	(50,000)	(45,000)	(50,000)	(50,000)
1001	42540	101	550601	General Fund	FIRE - Training and Public Ed.	Printing	(496)	(310)	(1,000)	(1,000)	(1,000)	(1,500)
1001	42540	101	550602	General Fund	FIRE - Training and Public Ed.	Membership Dues	(66)	(339)	(1,350)	(1,350)	(1,350)	(1,350)
1001	42540	101	550673	General Fund	FIRE - Training and Public Ed.	Repairs	(2,392)	(2,277)	(3,000)	(3,000)	(3,000)	(3,000)
1001	42540	101	560630	General Fund	FIRE - Training and Public Ed.	Small Tools	(11,404)	(1,419)	-	-	-	-
1001	42540	101	560631	General Fund	FIRE - Training and Public Ed.	Operational Supplies	-	(11,008)	(18,500)	(18,500)	(18,500)	(30,000)
1001	42540	101	560638	General Fund	FIRE - Training and Public Ed.	Special Events	(2,446)	(660)	(4,000)	(4,000)	(4,000)	(4,000)
						SUB-TOTAL MATERIALS & SUPPLIES	(16,804)	(16,013)	(27,850)	(27,850)	(27,850)	(39,850)
						TOTAL EXPENDITURES	(44,208)	(55,551)	(77,850)	(72,850)	(77,850)	(89,850)





## **INFORMATION TECHNOLOGY**

### **EXECUTIVE OVERVIEW**

#### **DEPARTMENTAL SUMMARY**

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

## 2018 ACCOMPLISHMENTS

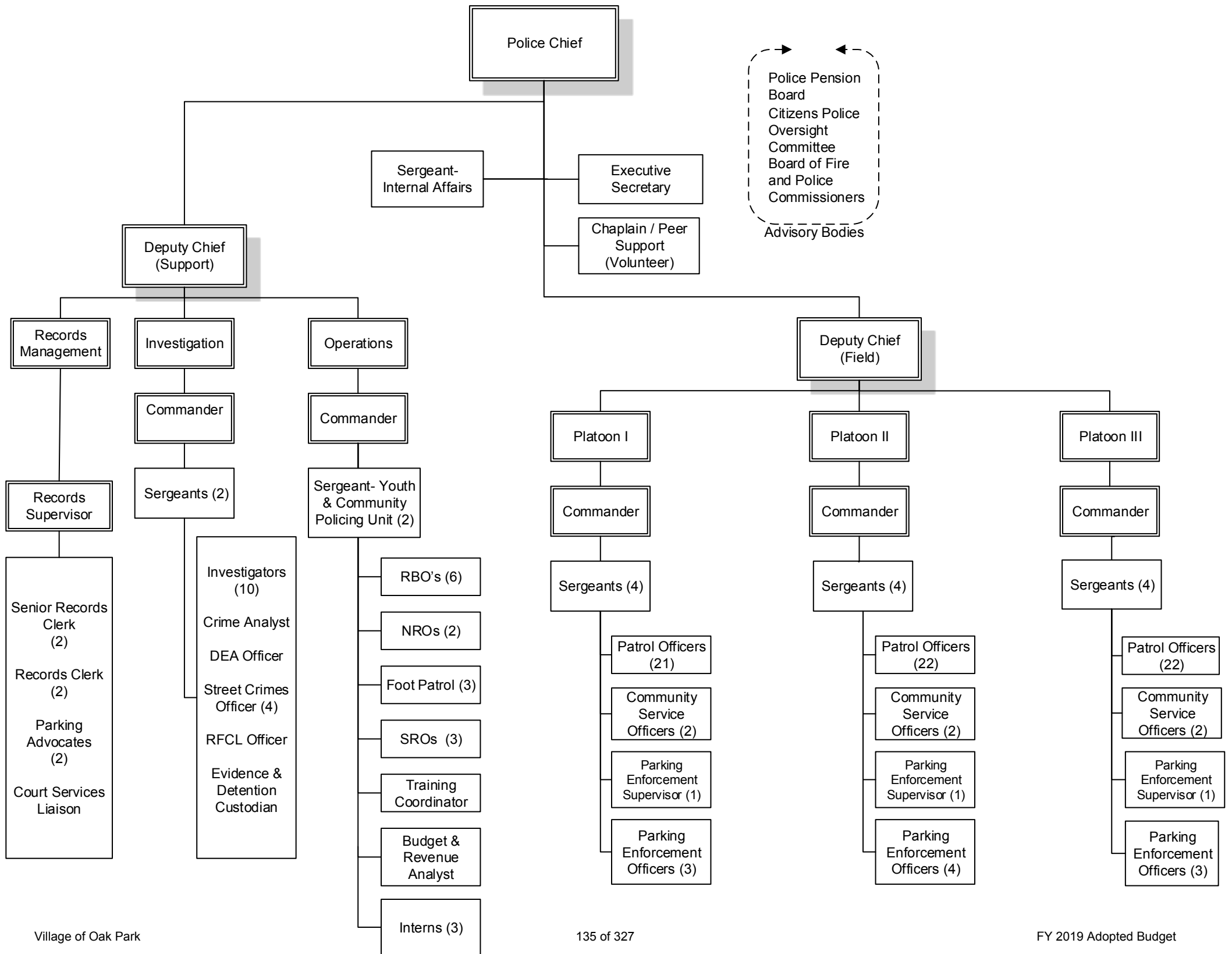
- Video and Keycard Access (Core System)
  - Fully completed the implementation of Video and Keycard Access security upgrade for all Village facilities
  - Updated video system in the Police interview rooms
  - Assisted in implementation of nested Parking Permit
  - Assisted in the implementation of the upgraded garage intercom system
- Laserfiche (Core System) – Digital document repository and workflow system
  - Implemented document repository and migration off a legacy system of Building Permit documents
  - Loaded additional Building Permit digitized paper documents
  - Implemented workflow process for ID Security Card requests
  - Implemented a process and repository for legacy Agenda documents
- Fiber Wide Area Network (WAN) project (Core System)
  - Continued work with School District 97 (SD97) under Inter-Governmental Agreement (IGA)
  - Performed needs assessment with fiber consultant and SD97
  - Performed eRate RFP and working on self-provisioned fiber solution
- Telephone Services (Core System)
  - Enhanced Public Works call taking process by implementing a call center service.
  - Enhanced Parking Service call taking process to improve reaching a live operator
  - Updated and routinely test of paging system
  - Enhanced monitoring of calls to 911 on village's phone system
- CityView (Core System) – Permit, License and inspection system
  - Assisted in implementation of Health Inspection and Excise Tax
  - Updated account numbers for fee reports
- CAD/RMS (Core System) – Police & Fire Computer Aided Dispatch and Records Management System
  - Developed process to extract false alarm activities
  - Assisted in establishing high speed connectivity to WSCDC
- GIS (Core System) – Geographic Information System
  - Reviewed and updated unit address data
  - Completed forms and provided reviewed address data for 2020 US Census.
  - Implementation of Community Portal
  - Training of MapOffice, Community Portal and Address Check services.
  - Implemented Asset Management data editing for Public Works.
- Miscellaneous Activities
  - Assisted in Police street pole camera implementation
  - Assisted in Early Childhood/Erikson Institute EDI pilot
  - Assisted in upgrade of Uninterrupted Power Supply (UPS) at Village Hall
  - Updated online eCommerce encryption security and services
  - Enhanced email encryption services
- Workstation & Laptop Upgrades
  - Upgrade of workstations for HR, VMO, Law, EOC, Engineering and Adjudication
- Assisted in implementation of Kronos & BSA for payroll process
- Assisted in Parking Technology Solution review process

## 2019 WORK PLAN

- Fiber Wide Area Network (WAN) project (Core System)
  - Continue work with School District 97 (SD97) under Inter-Governmental Agreement (IGA)
  - Award contract to build a self-provisioned system
- Laserfiche (Core System) – Digital document repository and workflow system
  - Implement FOIA workflow process and repository
  - Implement a Contracts and Agreement repository
  - Develop a repository for Police microfilm documents
  - Develop a repository for legacy building permit microfilm documents
  - Develop other internal workflow processes
- CityView (Core System) – Permit, License and Inspection system
  - Assist in the implementation of Workspace which is a web-based interface in-place of desktop software
  - Assist in go-live of Alarm Billing
  - Assist in implementation of Local Ordinance Adjudication process
- Parking Technology Solution (Core System)
  - Data preparation and implementation of Parking Permit
  - Data preparation and implementation of Vehicle Sticker
  - Data preparation and implementation of Parking Citation and Adjudication
  - Assist in the implementation of License Plate Recognition System
- GIS (Core System) – Geographic Information System
  - Digital Ortho-Imagery (Aerial Photography)
  - Evaluate integration into other core systems
- CRM – Customer Resource Management/Service Request system
  - Assist in the implementation of system
- Workstation & Laptop Upgrades
  - Workstation for Parking Services, Pump Stations, Fire, IT and some of Police
  - Evaluation of new in-car computers and upgrade
- Core Application Review
  - Evaluate data quality of all core application systems
  - Evaluate data and procedural interdependency with other systems
  - Evaluate integration opportunities with other systems
  - Assist in updates of systems
- Core End-User & Back-Office System
  - Upgrade general services, such as, Gigabit Internet, Email archive, file & print servers
  - Upgrade security, such as, web filter, anti-virus, monitoring and network equipment
- Review of Microsoft Office upgrade
- Assist in the implementation of court hearing video system

VILLAGE OF OAK PARK  
FISCAL YEAR 2019 BUDGET  
GENERAL FUND - INFORMATION TECHNOLOGY

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<b>2016</b> <u>Actual</u>	<b>2017</b> <u>Actual</u>	<b>Original</b> <b>2018</b> <u>Budget</u>	<b>Amended</b> <b>2018</b> <u>Budget</u>	<b>Year</b> <b>End</b> <u>Estimate</u>	<b>2019</b> <b>Adopted</b> <u>Budget</u>
1001	41040	101	510501	General Fund	Information Technology	Regular Salaries	(590,310)	(485,339)	(556,505)	(556,505)	(543,785)	(631,660)
1001	41040	101	510503	General Fund	Information Technology	Overtime	(251)	(20)	(500)	(500)	(250)	(500)
SUB-TOTAL PERSONAL SERVICES							(590,560)	(485,358)	(557,005)	(557,005)	(544,035)	(632,160)
1001	41040	101	510506	General Fund	Information Technology	Equip Allow (Auto,Phone,Tools)	(994)	(1,011)	(1,200)	(1,200)	(1,200)	(1,200)
1001	41040	101	510519	General Fund	Information Technology	Vacation Time Payout	(1,932)	(5,733)	-	-	-	-
1001	41040	101	520515	General Fund	Information Technology	Health Insurance Opt-out	-	(36)	(1,500)	(1,500)	(1,500)	-
1001	41040	101	520520	General Fund	Information Technology	Life Insurance Expense	(728)	(744)	(744)	(744)	(651)	(744)
1001	41040	101	520521	General Fund	Information Technology	Health Insurance Expense	(159,258)	(153,262)	(154,629)	(154,629)	(132,210)	(143,562)
1001	41040	101	520522	General Fund	Information Technology	Social Security Expense	(33,971)	(28,388)	(34,503)	(34,503)	(32,900)	(38,887)
1001	41040	101	520523	General Fund	Information Technology	Medicare Expense	(7,964)	(6,639)	(8,069)	(8,069)	(7,690)	(9,166)
1001	41040	101	520527	General Fund	Information Technology	IMRF Contributions	(83,950)	(68,321)	(55,428)	(55,428)	(55,696)	(40,964)
SUB-TOTAL FRINGE BENEFITS							(288,797)	(264,134)	(256,073)	(256,073)	(231,847)	(234,523)
1001	41040	101	530650	General Fund	Information Technology	Conferences Training	(2,351)	(1,062)	(9,000)	(9,000)	(4,500)	(9,000)
1001	41040	101	530667	General Fund	Information Technology	External Support	(76,010)	(96,627)	(142,000)	(142,000)	(142,000)	(174,000)
1001	41040	101	540690	General Fund	Information Technology	Telecommunication Charges	(121,707)	(162,363)	(203,000)	(203,000)	(157,500)	(192,000)
SUB-TOTAL CONTRACTUAL SERVICES							(200,068)	(260,052)	(354,000)	(354,000)	(304,000)	(375,000)
1001	41040	101	540698	General Fund	Information Technology	Computer Supplies	(3,603)	(7,513)	(10,000)	(10,000)	(10,000)	(10,000)
1001	41040	101	540699	General Fund	Information Technology	Hardware Maintenance	(34,939)	(25,373)	(34,200)	(34,200)	(11,500)	(73,000)
1001	41040	101	550602	General Fund	Information Technology	Membership Dues	(250)	(300)	(500)	(500)	(400)	(500)
1001	41040	101	550603	General Fund	Information Technology	Postage	(222)	(243)	(1,000)	(1,000)	(700)	(1,000)
1001	41040	721	550603	General Fund	Information Technology	Postage	(15)	-	-	-	-	-
1001	41040	101	550605	General Fund	Information Technology	Travel & Mileage Reimbursement	-	-	(250)	(250)	-	(250)
1001	41040	101	550606	General Fund	Information Technology	Books & Subscriptions	-	-	(700)	(700)	-	(700)
1001	41040	101	550663	General Fund	Information Technology	Software License Updates	(77,420)	(205,182)	(157,490)	(160,490)	(111,100)	(165,580)
1001	41040	101	550671	General Fund	Information Technology	Office Machine Service	(948)	-	(1,000)	(1,000)	(1,000)	(1,000)
1001	41040	101	550672	General Fund	Information Technology	Telephone Maintenance	(21,695)	(20,588)	(33,000)	(33,000)	(25,000)	(37,000)
1001	41040	101	560620	General Fund	Information Technology	Office Supplies	(1,606)	(1,727)	(1,500)	(1,500)	(1,500)	(1,500)
1001	41040	101	560690	General Fund	Information Technology	Contingency	(4,629)	-	-	-	-	-
SUB-TOTAL MATERIALS & SUPPLIES							(145,328)	(260,926)	(239,640)	(242,640)	(161,200)	(290,530)
TOTAL EXPENDITURES							(1,224,753)	(1,270,471)	(1,406,718)	(1,409,718)	(1,241,082)	(1,532,213)



## POLICE

### EXECUTIVE OVERVIEW

#### DEPARTMENTAL SUMMARY

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

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

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

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

## 2018 ACCOMPLISHMENTS

- In the furtherance of succession planning, command staff members have attended the Police Executive Research Forum Senior Management Institute for Police, the North Western University Center for Public Safety School of Staff and Command and the Federal Bureau of Investigation National Academy, FBI Law Enforcement Executive Development Association Command Leadership Institute and the FBI Law Enforcement Executive Development Association Executive Leadership Institute.
- In the furtherance of succession planning, the department provided 8 new sergeants with a minimum of 80 hour Supervision of Police Personnel training for a total of 640 hours.
- The department continued to train officers in the 40-hour state-certified Crisis Intervention Team training.
- The department expanded the Chaplain/Peer Support Program. The program provides all public safety employees, sworn and non-sworn, the opportunity to receive emotional and tangible support through times of personal or professional crisis.
- In the interest of leveraging federal resources and information sharing, the department has joined the Mid-States Organized Crime Information Center (MOCIC). The MOCIC is a component of the Regional Information Sharing Systems (RISS) Program. Funded by Congress, RISS offers secure information sharing and communications capabilities, critical analytical and investigative support services, and event deconfliction to enhance officer safety. RISS supports efforts against organized and violent crime, gang activity, drug activity, terrorism and violent extremism, human trafficking, identity theft, cybercrime, and other regional priorities.
- In an effort to enhance communication, collaboration, and information exchange the department launched two social media accounts, Facebook and Twitter. This communications platform provides a new and potentially valuable means of assisting the department and its personnel in meeting community outreach, problem-solving, investigative, crime prevention and citizen education objectives.
- The department successfully implemented a pole camera video platform which has been deployed in select areas in the Village to enhance public safety, detect and deter crime; and reduce criminal opportunity.
- The department successfully completed a comprehensive in-service training program for 2018. This initiative was accomplished through a collaborative effort with the Cook County Sheriff's Police, Thrive, Presence Behavioral Health and the Oak Park Police instructor cadre. Officers received training in evidence inventory, testifying in court, legal updates, early childhood development, CPR/first aid, records management, stress reduction and the use of force; which included the VIRTRA Simulator Program.
- Partnered with WESTAF to establish and participate in a Major Traffic Crash investigation team sharing manpower and equipment resources to provide this needed expertise with the cost efficiency of regional partnerships.
- Continued expansion and utilization of the mobile field reporting investment through enhanced personnel training and Department wide implementation of electronic crash reporting. Streamlined the traffic crash investigation process and the mandated reporting

of traffic crash data to the State of Illinois. In addition, initiated reporting of the State of Illinois mandate to collect Traffic Stop Racial Profiling Data. This information will now be collected and input by field officers electronically where it is then electronically collated and transmitted to the State of Illinois.



## 2019 WORK PLAN

- The department will provide a web based driver program as well as supplemental tactical vehicle operations training for staff.
- The department will provide a web based policy and procedure manual supported by daily training to reinforce policy comprehension and application. The manual will be periodically updated in accordance with changes to federal and state laws.
- In accordance with the succession plan, the department will select a minimum of two sergeants to attend executive development training at Northwestern University Center for Public Safety School of Police Staff and Command.
- The department will implement scheduling software in order to increase accuracy and efficiency in staffing projections, better manage resource allocation and reduce costs.
- The department will continue to partner and expand our relationship with District 97 and District 200 to provide training on current best practices as it addresses the prevention and response to all hazards.
- The department will explore the implementation of the Integrating Communications, Assessment, and Tactics (ICAT) training guide as recommended by the Police Executive Research Forum (PERF) into our response to resistance training program. ICAT is designed to fill a critical gap in training police officers in how to respond to volatile situations in which subjects are behaving erratically, and often dangerously, however the subject is unarmed or armed with a weapon other than a firearm.
- The department will continue to work toward the goal of a green organization by utilizing the Laserfiche software platform to digitize and archive records.
- The department will continued to train officers in the 40-hour state-certified Crisis Intervention Team training and initiate the Safe Talk program, with the goal of sustaining a staff of officers equipped with the tools needed to respond to citizens in crisis.

VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 GENERAL FUND - POLICE

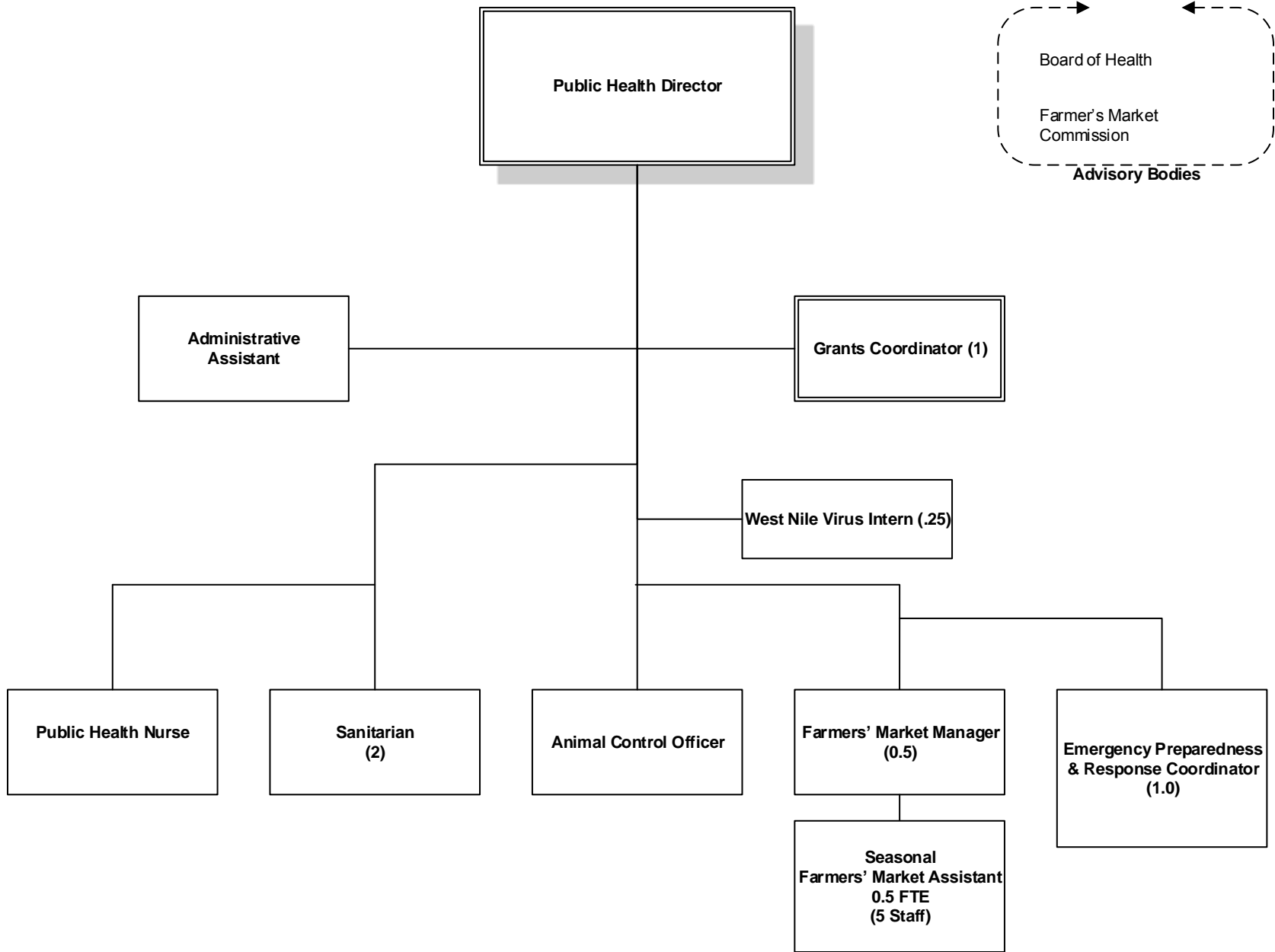
Fund	Dept	Program	Account	Description	Department	Description	2016	2017	Original	Amended	Year	2019
							Actual	Actual	2018 Budget	2018 Budget	End Estimate	Adopted Budget
1001	42400	101	510501	General Fund	POLICE	Regular Salaries	(2,789,109)	(588,201)	(747,048)	(680,968)	(671,407)	(599,419)
1001	42400	412	510501	General Fund	POLICE	Regular Salaries	(5,582,146)	(7,878,420)	(8,972,591)	(8,857,091)	(7,798,315)	(8,284,592)
1001	42400	421	510501	General Fund	POLICE	Regular Salaries	(3,235,238)	(3,359,321)	(3,115,744)	(3,020,244)	(3,038,880)	(3,988,681)
1001	42400	101	510503	General Fund	POLICE	Overtime	(50,633)	(18,536)	-	(25,000)	(30,000)	-
1001	42400	412	510503	General Fund	POLICE	Overtime	(284,607)	(695,664)	(350,000)	(465,000)	(575,000)	(513,150)
1001	42400	421	510503	General Fund	POLICE	Overtime	(118,555)	(236,321)	(100,000)	(160,000)	(190,000)	(195,550)
1001	42400	101	510508	General Fund	POLICE	CTA Patrol Pay	(7,600)	(3,198)	-	-	-	-
1001	42400	412	510508	General Fund	POLICE	CTA Patrol Pay	(85,714)	(57,430)	(159,000)	(159,000)	(70,000)	(65,000)
1001	42400	421	510508	General Fund	POLICE	CTA Patrol Pay	(47,488)	(29,579)	(50,000)	(50,000)	(25,000)	(21,200)
1001	42400	101	510509	General Fund	POLICE	Comp Time Payout	-	-	-	-	-	-
1001	42400	412	510509	General Fund	POLICE	Comp Time Payout	-	-	(100,000)	(100,500)	(75,000)	(75,000)
1001	42400	421	510509	General Fund	POLICE	Comp Time Payout	-	-	-	(35,500)	(9,000)	(25,000)
1001	42400	101	510514	General Fund	POLICE	Court Time	(45,316)	(1,484)	-	-	(4,500)	-
1001	42400	412	510514	General Fund	POLICE	Court Time	(62,427)	(107,181)	(75,000)	(75,000)	(115,000)	(113,000)
1001	42400	421	510514	General Fund	POLICE	Court Time	(35,836)	(31,318)	(32,000)	(32,000)	(23,978)	(24,250)
1001	42400	101	510999	General Fund	POLICE	Grant Admin. - Salaries	56,915	-	40,080	1,000	1,000	-
SUB-TOTAL PERSONAL SERVICES							(12,287,754)	(13,006,652)	(13,661,303)	(13,659,303)	(12,625,080)	(13,904,842)
1001	42400	101	510510	General Fund	POLICE	Sick Time Payout	(7,552)	-	-	-	(4,472)	-
1001	42400	412	510510	General Fund	POLICE	Sick Time Payout	(40,783)	-	(60,000)	(60,000)	(43,151)	(50,000)
1001	42400	421	510510	General Fund	POLICE	Sick Time Payout	(30,321)	(361)	-	-	(29,360)	(20,000)
1001	42400	101	510519	General Fund	POLICE	Vacation Time Payout	(6,405)	(4,973)	-	-	-	-
1001	42400	412	510519	General Fund	POLICE	Vacation Time Payout	(263)	(12,276)	-	-	(17,771)	(15,000)
1001	42400	421	510519	General Fund	POLICE	Vacation Time Payout	-	(20,736)	-	-	(27,645)	(20,000)
1001	42400	412	510521	General Fund	POLICE	Holiday Pay	(161)	-	-	-	-	-
1001	42400	101	520515	General Fund	POLICE	Health Insurance Opt Out	(9,657)	(6,511)	(2,400)	(2,400)	(5,500)	-
1001	42400	412	520515	General Fund	POLICE	Health Insurance Opt Out	(15,086)	(14,461)	(24,000)	(24,000)	(15,000)	-
1001	42400	421	520515	General Fund	POLICE	Health Insurance Opt Out	(6,338)	(4,131)	(3,900)	(3,900)	(6,825)	-
1001	42400	101	520520	General Fund	POLICE	Life Insurance Expense	(2,923)	(837)	(744)	(744)	(760)	(465)
1001	42400	412	520520	General Fund	POLICE	Life Insurance Expense	(6,143)	(8,835)	(9,486)	(9,486)	(8,500)	(9,137)
1001	42400	421	520520	General Fund	POLICE	Life Insurance Expense	(3,094)	(3,627)	(3,348)	(3,348)	(3,271)	(4,557)
1001	42400	101	520521	General Fund	POLICE	Health Insurance Expense	(398,340)	(135,994)	(142,529)	(142,529)	(80,301)	(81,701)
1001	42400	412	520521	General Fund	POLICE	Health Insurance Expense	(1,157,664)	(1,543,588)	(1,561,441)	(1,561,441)	(1,492,805)	(1,453,369)
1001	42400	421	520521	General Fund	POLICE	Health Insurance Expense	(629,732)	(648,326)	(643,897)	(643,897)	(538,021)	(960,300)
1001	42400	101	520522	General Fund	POLICE	Social Security Expense	(43,541)	(20,782)	(15,034)	(15,034)	(20,605)	(3,734)
1001	42400	412	520522	General Fund	POLICE	Social Security Expense	(31,726)	(39,409)	(42,753)	(42,753)	(36,000)	(44,369)
1001	42400	421	520522	General Fund	POLICE	Social Security Expense	(2,874)	(14,785)	(23,594)	(23,594)	(13,562)	(35,374)
1001	42400	101	520523	General Fund	POLICE	Medicare Expense	(35,373)	(6,288)	(7,320)	(7,320)	(6,140)	(6,446)
1001	42400	412	520523	General Fund	POLICE	Medicare Expense	(80,740)	(117,609)	(130,103)	(130,103)	(119,345)	(127,555)
1001	42400	421	520523	General Fund	POLICE	Medicare Expense	(45,839)	(49,304)	(45,178)	(45,178)	(46,340)	(60,854)
1001	42400	101	520524	General Fund	POLICE	Police Pension Contributions	(4,735,676)	(5,202,555)	(5,470,687)	(5,470,687)	(5,600,000)	(6,211,250)
1001	42400	101	520526	General Fund	POLICE	Dental Insurance Expense	(3,067)	(400)	-	-	-	-
1001	42400	412	520526	General Fund	POLICE	Dental Insurance Expense	(4,872)	(8,600)	-	-	-	-
1001	42400	421	520526	General Fund	POLICE	Dental Insurance Expense	(3,067)	(1,800)	-	-	-	-
1001	42400	101	520527	General Fund	POLICE	IMRF Contributions	(80,053)	(44,788)	(24,151)	(24,151)	(39,300)	(3,903)
1001	42400	412	520527	General Fund	POLICE	IMRF Contributions	(76,300)	(70,316)	(68,681)	(68,681)	(81,505)	(46,372)
1001	42400	421	520527	General Fund	POLICE	IMRF Contributions	(6,819)	(27,668)	(50,760)	(50,760)	(24,608)	(36,972)
1001	42400	101	520999	General Fund	POLICE	Grant Admin. - Benefits	-	-	1,069	1,069	1,069	-
1001	42400	101	520532	General Fund	POLICE	SLEP Contributions	(19,012)	(18,639)	(19,129)	(19,129)	(17,963)	(19,703)
1001	42400	101	530642	General Fund	POLICE	Background Check	-	-	(1,000)	(1,000)	(1,000)	(1,000)

VILLAGE OF OAK PARK  
FISCAL YEAR 2019 BUDGET  
GENERAL FUND - POLICE

Fund	Dept	Program	Account	Description	Department	Description	2016	2017	Original	Amended	Year	2019
							Actual	Actual	2018 Budget	2018 Budget	End Estimate	Adopted Budget
SUB-TOTAL FRINGE BENEFITS							(7,483,420)	(8,027,598)	(8,349,066)	(8,349,066)	(8,278,681)	(9,212,061)
1001	42400	101	530650	General Fund	POLICE	Conferences Training	(14,175)	(49,984)	(69,900)	(82,900)	(82,000)	(125,000)
1001	42400	412	530650	General Fund	POLICE	Conferences Training	(538)	(172)	-	-	-	-
1001	42400	421	530650	General Fund	POLICE	Conferences Training	(1,025)	(547)	-	-	-	-
1001	42400	101	530652	General Fund	POLICE	Training Services	(5,658)	(563)	-	-	-	-
1001	42400	101	530657	General Fund	POLICE	Legal Fees	(67)	(1,425)	(1,000)	(1,000)	(1,000)	(1,000)
1001	42400	101	530658	General Fund	POLICE	Temporary Services	-	-	-	-	-	-
1001	42400	101	530660	General Fund	POLICE	General Contractuals	(52,363)	-	(449,400)	(531,650)	(531,650)	(477,200)
1001	42400	421	530660	General Fund	POLICE	General Contractuals	(366,557)	(406,387)	-	-	-	-
1001	42400	101	530667	General Fund	POLICE	External Support	(5,545)	(25,445)	(13,775)	(13,775)	(13,000)	(175,292)
1001	42400	101	530681	General Fund	POLICE	WSCDC Contract	-	(803,705)	(413,000)	(600,000)	(613,000)	(643,000)
1001	42400	101	540659	General Fund	POLICE	Lease Payments	(7,468)	(15,618)	(39,600)	(39,600)	(39,600)	(52,800)
1001	42400	101	540690	General Fund	POLICE	Telecommunication Charges	(7,096)	(6,393)	(2,300)	(2,300)	(2,000)	(2,300)
1001	42400	101	540699	General Fund	POLICE	Hardware Maintenance	(6,158)	(4,045)	(4,500)	(4,500)	(4,500)	(4,500)
1001	42400	101	550694	General Fund	POLICE	Contractual Disposal Costs	-	(945)	(1,900)	(1,900)	(1,000)	(1,000)
1001	42400	101	550697	General Fund	POLICE	Contractual Towing & Plowing	(6,505)	(7,938)	(5,000)	(5,000)	(6,000)	(7,000)
SUB-TOTAL CONTRACTUAL SERVICES							(473,155)	(1,323,166)	(1,000,375)	(1,282,625)	(1,293,750)	(1,489,092)
1001	42400	101	550601	General Fund	POLICE	Printing	(4,021)	(9,375)	(3,200)	(5,700)	(5,500)	(7,050)
1001	42400	412	550601	General Fund	POLICE	Printing	(206)	(328)	-	-	(400)	-
1001	42400	421	550601	General Fund	POLICE	Printing	(82)	(82)	-	-	-	-
1001	42400	101	550602	General Fund	POLICE	Membership Dues	(7,783)	(13,033)	(2,635)	(2,635)	(3,500)	(4,885)
1001	42400	412	550602	General Fund	POLICE	Membership Dues	(360)	-	-	-	-	-
1001	42400	421	550602	General Fund	POLICE	Membership Dues	-	(205)	-	-	-	-
1001	42400	101	550603	General Fund	POLICE	Postage	(1,676)	(1,719)	(1,500)	(3,000)	(3,000)	(1,500)
1001	42400	412	550603	General Fund	POLICE	Postage	(51)	-	-	-	-	-
1001	42400	101	550605	General Fund	POLICE	Travel & Mileage Reimbursement	(272)	(533)	(1,000)	(1,000)	(1,000)	(1,000)
1001	42400	421	550605	General Fund	POLICE	Travel & Mileage Reimbursement	-	-	-	-	-	-
1001	42400	101	550606	General Fund	POLICE	Books & Subscriptions	(4,440)	(5,147)	(4,173)	(2,173)	(1,000)	(728)
1001	42400	421	550606	General Fund	POLICE	Books & Subscriptions	(685)	-	-	-	-	-
1001	42400	101	550652	General Fund	POLICE	Legal Postings and Doc. Fees	(105)	-	(250)	(250)	(250)	(250)
1001	42400	101	550656	General Fund	POLICE	Miscellaneous Expense	(519)	(811)	(400)	(400)	(400)	(400)
1001	42400	412	550656	General Fund	POLICE	Miscellaneous Expense	(220)	(23)	-	-	-	-
1001	42400	101	550663	General Fund	POLICE	Software License Updates	-	-	(500)	(500)	(516)	(600)
1001	42400	101	550673	General Fund	POLICE	Repairs	-	(875)	(1,500)	(1,500)	(1,000)	(2,000)
1001	42400	101	550689	General Fund	POLICE	Operational Maintenance Support	-	-	-	-	-	(5,000)
1001	42400	101	560616	General Fund	POLICE	Toner Cartridges	(8,279)	(9,537)	(8,200)	(8,200)	(8,500)	(8,500)
1001	42400	101	560620	General Fund	POLICE	Office Supplies	(7,229)	(7,041)	(8,200)	(8,200)	(8,200)	(8,200)
1001	42400	101	560625	General Fund	POLICE	Clothing	(7,911)	(95,994)	(110,000)	(90,950)	(90,950)	(122,000)
1001	42400	412	560625	General Fund	POLICE	Clothing	(69,252)	(13,735)	-	(19,050)	(17,250)	(14,400)
1001	42400	421	560625	General Fund	POLICE	Clothing	(27,338)	(1,535)	-	-	(1,800)	(5,100)
1001	42400	101	560628	General Fund	POLICE	Lab Supplies	(2,581)	(5,680)	(8,000)	(8,000)	(8,000)	(8,000)
1001	42400	101	560631	General Fund	POLICE	Operational Supplies	(29,523)	(21,803)	(30,000)	(38,500)	(32,000)	(50,000)
1001	42400	412	560631	General Fund	POLICE	Operational Supplies	-	(108)	-	-	-	-
1001	42400	101	560638	General Fund	POLICE	Special Events	(160)	-	(750)	(750)	-	(750)
1001	42400	427	560638	General Fund	POLICE	Special Events	(575)	-	-	-	-	-
1001	42400	101	560642	General Fund	POLICE	Basketball Camp Expenses	(497)	(680)	(3,500)	(3,500)	(700)	(3,500)
1001	42400	101	560650	General Fund	POLICE	Volunteer Recog Recruitment	(57)	-	-	-	-	-
1001	42400	101	560655	General Fund	POLICE	Reimbursements	(176)	(232)	(400)	(400)	(400)	(400)

VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 GENERAL FUND - POLICE

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>Original 2018 Budget</u>	<u>Amended 2018 Budget</u>	<u>Year End Estimate</u>	<u>2019 Adopted Budget</u>
1001	42400	101	560670	General Fund	POLICE	Equipment Rental	(406)	-	-	-	-	-
						SUB-TOTAL MATERIALS & SUPPLIES	(174,404)	(188,474)	(184,208)	(194,708)	(184,366)	(244,263)
1001	42400	101	570710	General Fund	POLICE	Equipment	(877)	(90,000)	(20,000)	(25,000)	(27,000)	(20,000)
1001	42400	101	570711	General Fund	POLICE	Software	(603)	(767)	(500)	(500)	-	(500)
1001	42400	101	570720	General Fund	POLICE	Computer Equipment	-	(4,786)	(6,000)	(3,000)	(100)	(6,000)
1001	42400	101	570725	General Fund	POLICE	Office Equipment	-	-	(1,000)	(1,000)	-	(1,000)
1001	42400	101	570662	General Fund	POLICE	Police Equipment	(35,208)	-	-	-	-	-
						SUB-TOTAL CAPITAL OUTLAY	(36,689)	(95,553)	(27,500)	(29,500)	(27,100)	(27,500)
						TOTAL EXPENDITURES	(20,455,422)	(22,641,443)	(23,222,452)	(23,515,202)	(22,408,977)	(24,877,758)



## HEALTH DEPARTMENT

### EXECUTIVE OVERVIEW

#### DEPARTMENTAL SUMMARY

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

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

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

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

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

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

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

The Health Department staff consists of the Director, two (2) Environmental Health Practitioners ('Sanitarians'), two (2) part-time Public Health Nurses, one (1) Administrative Assistant, one (1) part-time Grants Coordinator, one (1) part-time Emergency Preparedness and Response Manager and one (1) Animal Control Officer. The Department also contracts with the PCC Wellness Center for required Medical Consultation by Paul Luning, MD, MPH and with an Illinois licensed pest Control Company for additional rat control resources.

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

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

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

## 2018 ACCOMPLISHMENTS

### Administration

- The Village filled several vacant positions including two Environmental Health Practitioner positions, the Animal Control Officer position, a new part-time Public Health Nurse position, the Emergency Preparedness and Response Manager Position and three Farmers' Market Assistant positions.
- The Health Department was an active participant with the Oak Park Township as a coalition partner for the Strategic Prevention Framework – Partnership for Success Grant. The purpose of the grant is to support the Township and all the coalition partners to reduce the 30-day alcohol use rates and negative consequences of underage drinking amount 8<sup>th</sup> to 12<sup>th</sup> graders, as reported in the Illinois Youth Survey.
- The Health Department played a significant role in planning for the implementation of the new VillageView Permitting, Licensing and Code Enforcement System.
- The Village entered into an annual agreement with the Public Health Institute of Metropolitan Chicago to carry out additional surveillance work on residents who have been diagnosed with HIV/AIDS and are apparently no longer in care, in order to reengage with medical care, case management and to offer partner notification systems.
- The Village signed a contract with a third party Illinois licensed pest control company to provide for village-wide external rat control.
- The Health Department continued to investigate revenue opportunities including available grants to increase revenue from existing and/or new programs to help fund the Health Department activities.
- The Department started work with the Collaboration for Early Childhood on a partnership around the Public Health Nurse position and the Family Case Management (FCM) program and coordinated outreach and referral for home visiting programs throughout Oak Park. Through this partnership, the Collaboration provides funding support for this position, above the amount of the FCM grant. The monies help the Village to support the Public Health Nurse's salary. The Nurse Family Case Management position ensures children under age two who are medically fragile, low income or living in other very challenging home environments receive visits from a trained nurse who follows the child to monitor their growth and development. Equally as important are the referrals and connections to the home visiting programs that the Nurse Family Case Manager has provided in the past. The Collaboration would benefit from this arrangement by consolidating the outreach and intake function for home visiting, ensuring that children are referred to the home visiting program in Oak Park that best meets their needs.



- The Health Department started participating on the newly created Oak Park River Forest Opioid Task force with the first meeting being in February 2018. The task force is a pilot project that was established by IMPACT after receiving \$12,000 in funding from the Women Leaders in Philanthropy of the Oak Park-River Forest Community Foundation. The primary purpose being to implement prevention around opioid use.
- Through the funding of the Illinois Tobacco-Free Community Grant for the Village enforces the Smoke-free Illinois Act (SFIA) as well as our local smoking ordinance and tobacco 21 ordinance which is more stringent than surrounding cities and the State of Illinois. Additionally, two grant enhancements programs are provided through this grant including Tobacco in Retail Environment with the focus on E-Cigarettes and Tobacco Prevention and Control Policy resources for Smoke-free multi-unit housing. Both grant enhancements provide the community with resources to prevent tobacco use among youth, promote tobacco cessation among adults and youth and eliminate exposure to second hand smoke.
- The Village executed an agreement with the local Community Economic Development Association (CEDA)/WIC office to share data in order to enhance the Family Case Management program with the goal of better-birth outcomes for Oak Park residents.

### **Food Program**

- The Food Program transitioned to using the newly amended Illinois State Food Service Sanitation Code including using a new food inspection form for documenting food inspections. The code changes included several significant updates that required updates in internal business rules with inspections and inspection activity
- The Food Protection Program successfully passed a detailed Local Health Protection Grant audit from the Illinois Department of Public. The Audit showed that the Village's Food Protection Program to be in substantial compliance with the Local Health Protection Grant rules.
- As mandated with the Local Health Protection Grant Rules, the Health Department's Food program completed close to 900 food safety inspections at Oak Park's licensed food establishments and permitted/inspected approximately 85 temporary food vendors.
- The Health Department provided food safety and sanitation presentations to licensed food services such as the Oak Park River Forest High School.
- An ordinance amending sections 5-5-3 ("Animals Prohibited in Public Buildings and Businesses") and section 8-24-2 ("General Provisions"), subsection M ("Sanitation Requirements for Food Establishments") was passed by the Village Board on July 30 allowing dogs in an establishment that maintains a craft brew lounge Class D-16 liquor license subject to specific requirements.

## **Animal Control**

- The Animal Control Division worked with the IT Department to continue the process of sending animal license renewal reminders via email versus solely paper mail reminders, saving the Village money on postage and making the process more efficient for both residents and the Village.
- The Animal Control Division worked collaboratively with the Village's Communicable Disease Nurse to manage several cases where humans came into contact with bats. Management included testing the bats and post-exposure rabies prophylaxis for two individuals when the bat they came into contact with tested positive for rabies.
- The Village helped approximately 400 cats and dogs that are found at-large, with most animals returned safely to their owners.

## **Grants**

- The Village entered into grant agreements with the Illinois Department of Public Health, the Illinois Department of Human Services, the Cook County Health Department, the Public Health Institute of Metro Chicago and other grantors for a total of approximately \$301,732 in potential grant revenue.

## **Farmers' Market**

- The Farmers' Market staff with the help of the Farmers' Market commission managed 13 kid's events, 5 government organizations participation, 4 special events (corn roast, pie bake-off, go green days and stone soup), 26 bake sale participants and 34 farmers' market vendors.
- The Village received an additional \$10,149 in CDBG funding to help support the Double Value Coupon Program for Link customers. In addition, the Village received \$10,531.56 in grant funds from the Shawnash Institute to support the Double Value Coupon program for Link customers. This program provides a \$25 match per market to patrons that use Supplemental Nutrition Program monies to purchase link-eligible products from vendors at the farmers' market.
- The Farmers' Market Commission and Village staff completed a comprehensive review of the Farmers' Market Ordinance. The Farmers' Market Commission and Village staff recommended that the Village Board amend specific sections of Chapter 18 (Peddlers and Solicitors"), Article 2 ("Farmers' Market"). The Village Board approved the ordinance amendment on April 16, 2018 and it included a new annual fee table and added specific language for the Village to govern vendor conduct and behavior at the market.
- Farmers' Market "Bring your Own Bag" campaign started in 2018. Working in conjunction with the Village's Sustainability Coordinator the Village extended the "Bring your Own

Bag” marketing campaign to the Saturday Farmers’ Market. The campaign encourages shoppers to bring their own bags in an effort to reduce the number of single-use plastic bags distributed from week to week. In keeping with the spirit of the campaign, several Market vendors have decided to distribute compostable plastic bags to shoppers who don’t have a reusable bag. This focus on sustainability also extends to bringing containers from home to transport small produce items like berries and bringing reusable cups for coffee and drinks.

### **Communicable Disease**

- Communicable Disease staff provided mandated certified Health Department surveillance services for communicable diseases occurring in any Oak Park resident and STI treatment confirmation, etc. for any persons treated by Oak Park health care providers. In 2018 staff will manage approximately 100 communicable disease reports for Oak Park residents and approximately 750 sexually transmitted illnesses.
- Communicable Disease staff managed several communicable disease outbreaks including Scabies at a long-term care facility, a Norovirus at an assisted living facility and influenza B at a long-term care facility.
- The Communicable Division coordinates an annual employee flu clinic for 120 Village employees annually.
- The Communicable Disease program worked closely with several Oak Park schools, students, parents and close contacts to provide for education, surveillance and consultation on communicable disease cases at Oak Park schools.
- The Communicable Disease program worked closely with residents, local health care providers and the Illinois Department of Public Health to obtain testing for the Zika Virus.

### **Emergency Preparedness**

- The Emergency Preparedness program successfully completed the annual IDPH Medical Counter Measures - Operational Readiness Review (MCM ORR). An annual self-assessment of how well the Village is prepared to conduct medical countermeasure operations meant to vaccinate 51,878 residents within 48 hours.
- Emergency Preparedness provided CERT (Community Emergency Response Team) and MRC (Medical Reserve Corps) training to volunteers. These groups meet and train quarterly. Members volunteer to assist the Police Department with traffic control and are prepared to assist the Village if a natural or manmade event requires volunteer operational support.

- Provided all deliverables in support of the PHEP (Public Health Emergency Preparedness) Grant and the CRI (Cities Readiness Initiative) Grant.

## 2019 WORK PLAN

- To create new and build upon relationships with local social service providers and medical providers to create a network of care for those families participating in the Family Case Management and High Risk Infant Follow-up programs. The Health Department will work closely with the Collaboration for Early Childhood on this objective.
- The Health Department receives funding from fourteen (14) different grants. The Health Department's goal is to meet and/or exceed all fourteen (14) grants' deliverables in 2019.
- The Grants Coordinator position full-time equivalent hours will increase from a 15 hour part-time position to a 37.5 hour full-time position. The position will absorb specific grant-funded positions such as the Tobacco-Free Community position.
- The Department is recommending that the Village Board approve a Change Order for CityView to develop and deliver an Animal License Module to the Village that meets the required deliverables required to manage all aspects of animal licensing with the Village.
- The Department will research, seek out and recommend new grant opportunities to the Village Manager and Village Board that will benefit the Village fiscally and will enhance the public health of Village residents.
- The Department will continue the partnership with the PCC Wellness Center for medical consultation as required under the Local Health Protection Grant Rules.
- The Oak Park Township's Community Mental Health Board, the River Forest Township's Mental Health Committee and the Health Department will partner and collaborate with schools, hospitals, mental health organizations and all other Public Health organizations on tackling the priorities identified during the IPLAN process. This will be a beneficial partnership to leverage creativity, experience and community resources.
- The Emergency Preparedness Program will continue to seek ways to outreach in the community as well as review opportunities for collaborating with nearby communities.
- The Link double-coupon program will be marketed to, and utilized by, an increased number of recipients as a result of continued funding obtained from the CDBG program as well as from private grant funders.
- Opportunities for increased outreach by organizations and agencies in the community at the Farmers Market will be made available.

- The Food Protection Program will create and offer two educational programs to Oak Park licensed food establishments in 2019.
- The Food Protection Program is to be fully compliant with all Local Health protection requirements by December 31, 2019.
- Village ordinance amendment – The Health Department is recommending that the Village ordinance section 8-2-1 License Fee Schedule is amended to add \$100 to the Temporary Food Service fee if applications are received within seven (10) calendar days prior to a scheduled special event.
- Village ordinance amendment – An amendment will be submitted to the Village Board for review and approval which amends Article 24 Foods and Food Establishments. The amendment is needed to update the current ordinance so that it mirrors and complies with current Illinois State Food Code and 2013 FDA Food Code rules and terminology.
- The Health Department to be fully transition to CityView for the following programs: Food Protection Inspections & Complaints; Environmental Health Complaints; Animal Control Complaints.

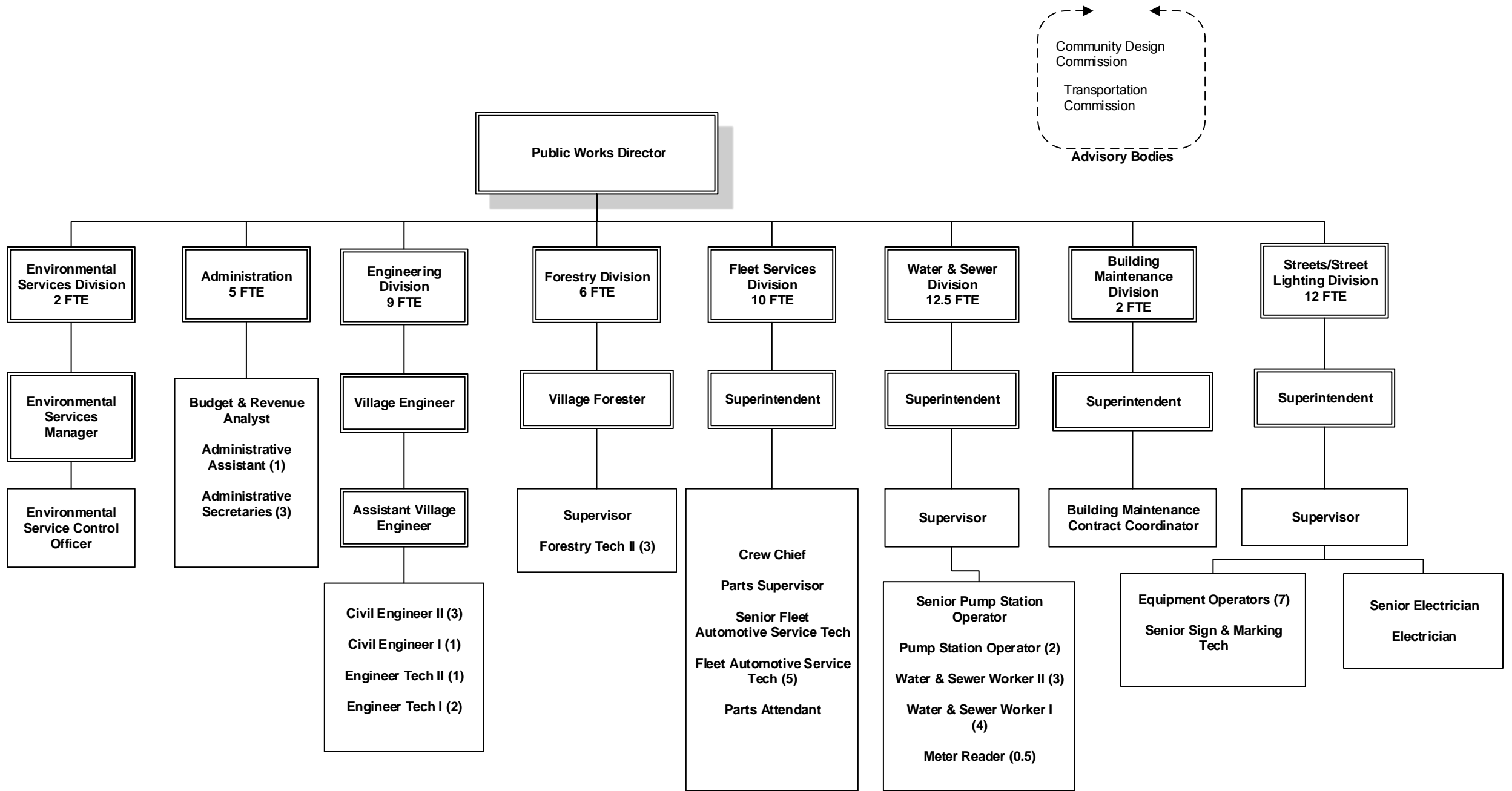
VILLAGE OF OAK PARK  
FISCAL YEAR 2019 BUDGET  
GENERAL FUND - HEALTH SERVICES

Fund	Dept	Program	Account	Description	Department	Description	2016	2017	Original	Amended	Year	2019
							Actual	Actual	2018 Budget	2018 Budget	End Estimate	Adopted Budget
1001	44550	101	510501	General Fund	HEALTH - Health Services	Regular Salaries	(113,360)	(171,266)	(174,768)	(215,848)	(180,607)	(286,438)
1001	44550	612	510501	General Fund	HEALTH - Health Services	Regular Salaries	(229,175)	(137,455)	(142,907)	(142,907)	(117,040)	(132,911)
1001	44550	613	510501	General Fund	HEALTH - Health Services	Regular Salaries	-	(37,517)	(70,000)	(70,000)	(48,626)	(77,250)
1001	44550	615	510501	General Fund	HEALTH - Health Services	Regular Salaries	(32,615)	(46,942)	(46,831)	(46,831)	(25,728)	(35,918)
1001	44550	101	510503	General Fund	HEALTH - Health Services	Overtime	-	-	-	-	(500)	-
1001	44550	612	510503	General Fund	HEALTH - Health Services	Overtime	(755)	(2,374)	(2,600)	(2,600)	(2,600)	(2,600)
1001	44550	615	510503	General Fund	HEALTH - Health Services	Overtime	(105)	-	(433)	(433)	(433)	(433)
1001	44550	101	510999	General Fund	HEALTH - Health Services	Grant Admin. - Salaries	98,989	146,934	162,511	203,591	187,190	237,100
SUB-TOTAL PERSONAL SERVICES							(277,023)	(248,621)	(275,028)	(275,028)	(188,344)	(298,450)
1001	44550	612	510506	General Fund	HEALTH - Health Services	Equip Allow (Auto,Phone,Tools)	(507)	(772)	-	(700)	-	-
1001	44550	613	510506	General Fund	HEALTH - Health Services	Equip Allow (Auto, Phone, Tools)	-	(39)	-	(500)	-	-
1001	44550	613	520515	General Fund	HEALTH - Health Services	Health Insurance Opt Out	-	(1,214)	(2,400)	(2,400)	(2,400)	-
1001	44550	101	520520	General Fund	HEALTH - Health Services	Life Insurance Expense	(241)	(372)	(279)	(279)	(190)	(372)
1001	44550	612	520520	General Fund	HEALTH - Health Services	Life Insurance Expense	(273)	(186)	(279)	(279)	(163)	(186)
1001	44550	613	520520	General Fund	HEALTH - Health Services	Life Insurance Expense	-	(93)	-	-	(93)	(93)
1001	44550	615	520520	General Fund	HEALTH - Health Services	Life Insurance Expense	(91)	(93)	(93)	(93)	(63)	(93)
1001	44550	101	520521	General Fund	HEALTH - Health Services	Health Insurance Expense	(45,695)	(46,897)	(33,097)	(33,097)	(26,511)	(59,557)
1001	44550	612	520521	General Fund	HEALTH - Health Services	Health Insurance Expense	(60,723)	(29,733)	(39,072)	(39,072)	(11,503)	(39,072)
1001	44550	613	520521	General Fund	HEALTH - Health Services	Health Insurance Expense	-	(18,684)	-	-	-	(24,331)
1001	44550	615	520521	General Fund	HEALTH - Health Services	Health Insurance Expense	(20,241)	(18,684)	(19,536)	(19,536)	(16,861)	(24,331)
1001	44550	101	520522	General Fund	HEALTH - Health Services	Social Security Expense	(6,493)	(10,312)	(10,836)	(10,836)	(10,802)	(17,759)
1001	44550	612	520522	General Fund	HEALTH - Health Services	Social Security Expense	(13,628)	(8,209)	(8,860)	(8,860)	(7,246)	(8,402)
1001	44550	613	520522	General Fund	HEALTH - Health Services	Social Security Expense	-	(2,403)	(4,340)	(4,340)	(3,081)	(4,790)
1001	44550	615	520522	General Fund	HEALTH - Health Services	Social Security Expense	(1,797)	(2,674)	(2,903)	(2,903)	(1,447)	(2,254)
1001	44550	101	520523	General Fund	HEALTH - Health Services	Medicare Expense	(1,518)	(2,412)	(2,534)	(2,534)	(2,545)	(4,153)
1001	44550	612	520523	General Fund	HEALTH - Health Services	Medicare Expense	(3,187)	(1,920)	(2,072)	(2,072)	(1,735)	(1,965)
1001	44550	613	520523	General Fund	HEALTH - Health Services	Medicare Expense	-	(562)	(1,015)	(1,015)	(726)	(1,120)
1001	44550	615	520523	General Fund	HEALTH - Health Services	Medicare Expense	(420)	(625)	(679)	(679)	(343)	(527)
1001	44550	101	520527	General Fund	HEALTH - Health Services	IMRF Contributions	(12,929)	(17,308)	(17,407)	(17,407)	(15,505)	(18,561)
1001	44550	612	520527	General Fund	HEALTH - Health Services	IMRF Contributions	(32,593)	(24,323)	(13,564)	(13,564)	(10,065)	(8,332)
1001	44550	613	520527	General Fund	HEALTH - Health Services	IMRF Contributions	-	(5,249)	(6,972)	(6,972)	(4,745)	(5,006)
1001	44550	615	520527	General Fund	HEALTH - Health Services	IMRF Contributions	(4,636)	(6,607)	(4,664)	(4,664)	(2,460)	(2,327)
1001	44550	101	520999	General Fund	HEALTH - Health Services	Grant Admin. - Benefits	39,047	41,064	50,044	50,044	42,532	49,300
SUB-TOTAL FRINGE BENEFITS							(165,926)	(158,306)	(120,558)	(121,758)	(75,952)	(173,931)
1001	44550	612	530650	General Fund	HEALTH - Health Services	Conferences Training	(673)	(863)	(1,536)	(1,536)	(1,536)	(3,120)
1001	44550	613	530650	General Fund	HEALTH - Health Services	Conferences Training	-	-	-	-	-	(500)
1001	44550	615	530650	General Fund	HEALTH - Health Services	Conferences Training	-	-	(150)	(150)	(150)	(525)
1001	44550	101	530658	General Fund	HEALTH - Health Services	Temporary Services	(1,613)	-	-	-	-	-
1001	44550	101	530667	General Fund	HEALTH - Health Services	External Support	-	(30,000)	-	-	-	-
1001	44550	612	530667	General Fund	HEALTH - Health Services	External Support	(15,000)	(16,120)	(25,000)	(23,800)	(21,620)	(21,620)
1001	44550	613	530667	General Fund	HEALTH - Health Services	External Support	(31,778)	(16,548)	-	-	-	-
1001	44550	615	530667	General Fund	HEALTH - Health Services	External Support	(109,052)	(101,500)	(117,650)	(117,650)	(117,650)	(119,583)
1001	44550	101	540690	General Fund	HEALTH - Health Services	Telecommunication Charges	-	-	-	-	-	-
SUB-TOTAL CONTRACTUAL SERVICES							(158,115)	(165,031)	(144,336)	(143,136)	(140,956)	(145,348)
1001	44550	612	550601	General Fund	HEALTH - Health Services	Printing	(55)	(92)	(150)	(150)	(150)	(150)
1001	44550	615	550601	General Fund	HEALTH - Health Services	Printing	(78)	-	(200)	(200)	(200)	(200)
1001	44550	101	550602	General Fund	HEALTH - Health Services	Membership Dues	(720)	(705)	(1,440)	(1,440)	(1,207)	(1,700)

VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 GENERAL FUND - HEALTH SERVICES

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>Original</u> <u>2018</u> <u>Budget</u>	<u>Amended</u> <u>2018</u> <u>Budget</u>	<u>Year</u> <u>End</u> <u>Estimate</u>	<u>2019</u> <u>Adopted</u> <u>Budget</u>
1001	44550	612	550602	General Fund	HEALTH - Health Services	Membership Dues	-	-	(660)	(660)	(660)	(365)
1001	44550	101	550603	General Fund	HEALTH - Health Services	Postage	(491)	(490)	(1,000)	(1,000)	(600)	(750)
1001	44550	615	550603	General Fund	HEALTH - Health Services	Postage	(3,147)	(3,362)	(4,100)	(2,250)	(3,500)	(4,100)
1001	44550	101	550605	General Fund	HEALTH - Health Services	Travel & Mileage Reimbursement	(20)	(21)	(200)	(200)	(200)	(200)
1001	44550	612	550605	General Fund	HEALTH - Health Services	Travel & Mileage Reimbursement	(36)	(10)	(100)	(100)	(100)	(100)
1001	44550	613	550605	General Fund	HEALTH - Health Services	Travel & Mileage Reimbursement	-	-	-	-	-	(350)
1001	44550	101	560620	General Fund	HEALTH - Health Services	Office Supplies	(872)	(829)	(1,500)	(1,500)	(1,500)	(1,500)
1001	44550	615	560625	General Fund	HEALTH - Health Services	Clothing	(307)	(449)	(450)	(450)	(450)	(560)
1001	44550	101	560631	General Fund	HEALTH - Health Services	Operational Supplies	292	(436)	-	-	-	-
1001	44550	612	560631	General Fund	HEALTH - Health Services	Operational Supplies	(1,769)	-	(500)	(500)	(500)	(500)
1001	44550	613	560631	General Fund	HEALTH - Health Services	Operational Supplies	(67)	(2,391)	(2,700)	(2,700)	(1,843)	(2,500)
1001	44550	615	560631	General Fund	HEALTH - Health Services	Operational Supplies	(1,418)	(1,549)	(1,500)	(3,350)	(1,500)	(1,500)
SUB-TOTAL MATERIALS & SUPPLIES							(8,687)	(10,335)	(14,500)	(14,500)	(12,410)	(14,475)
TOTAL EXPENDITURES							(609,751)	(582,294)	(554,422)	(554,422)	(417,662)	(632,204)





## **PUBLIC WORKS**

### **EXECUTIVE OVERVIEW**

#### **DEPARTMENTAL SUMMARY**

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

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

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

## **2018 ACCOMPLISHMENTS**

### **Administration Division**

- The Customer Service Call Center located at the Public Works Center is on pace to receive approximately 33,000 customer contacts throughout 2018. These contacts consist of phone calls, voice mails, emails and in-person contacts generating approximately 12,000 work orders. Approximately 5,500 invoices will be processed through the accounts payable process. It is anticipated that over 420 Block Parties will be processed this year.
- The Call Center saw the installation of a call tracking and reporting system which provides data for the number of calls received, average ringing time, talk time as well as other data which helps to understand the call volume and service provided.
- All divisions of the Public Works Department participated in regular training including safety training, training through the American Public Works Association, American Water Works Association as well as other professional organizations.

### **Engineering Division**

- Successfully designed and managed the 2018 Capital Improvement Program (CIP) which reached approximately \$20 million including water and sewer improvements. The most challenging projects were the water and sewer improvements, and the local street and alley improvements (year four of five for the accelerated program).
- Managed a variety of consulting firms working on major projects or studies including the Madison St. road diet project, alley improvements, resurfacing of various streets design and construction oversight, water sewer design and oversight, oversight of the various developments, and the Lake St streetscape project.
- Continued working with private developments for public utility and street improvements including the Emerson Development, District House, South Blvd and Maple Development, and the Albion development at Lake and Forest.
- Assisted in the development of the 2019 Capital Improvement Program.
- Completed the data collection phase of the village wide traffic study.

### **Street Division**

- The Division with the assistance of contractors worked to keep up with repairing the approximately 150 utility repair pavement patches.
- The Division has been systematically replacing faded and below grade reflective signs on the main streets while work continues on the secondary streets-950 signs replaced.
- Through contractor support and supplemental in-house personnel, the Division strived to keep business districts, viaducts and parking lots litter free and presentable for the public within an acceptable time frame.
- Snow event work went smoothly with full and timely participation of Department personnel (over 30 events in the season), no accidents or damage other than the usual wear and tear.
- Various service contractors have been kept on task and have continued to remain on budget this year, responding appropriately when any complaints arise.

### **Street Lighting Division**

- Staff continued to research and field test newer LED style lighting fixtures for low level lights for pricing, kelvin and lumen levels.
- Pedestrian signal buttons were upgraded at seven intersections.
- Street Lighting personnel finished changing out of all Village controlled intersections to green, yellow, and red LED traffic signals.
- Improvement continues on the response time for street light outages by using contractors and additional staff support.
- The electricians performed over 4,500 Joint Utility Locating Information for Excavators (JULIE) requests.
- A solution for the leaking globe pedestrian fixtures problem along Austin Blvd. was found, switched to LED and sealed up the fixtures (removed ballasts)
- Staff repaired over 500 street and alley lamp outages.
- Training has begun on the use of the Geographic Information Systems (GIS) Collector App. This app allows staff to utilize technology to update the streetlighting system GIS while in the field.

### **Fleet Services Division**

- Trending to perform 490 Preventative Maintenance services this year, a 4% increase over last year
- Between June 2017 to June 2018, 14,071 pounds of scrap metal has been recycled utilizing the container maintained in Fleet Services
- Added a rechargeable option to one of the Bucket truck purchases, allowing for usage without engine operation. This provides for a quieter operation as well as fuel savings.
- Maintained the Automotive Service Excellence (ASE) Blue Seal certification for Fleet Services staff.
- Expanded the installation of Telematics in the Village Fleet.
  - o Telematics are used to report Automatic Vehicle Location (AVL or commonly referred to as GPS), report vehicle trouble codes, report vehicle usage and to identify as well as reeducate excessive idling offenders, helping to continue to decrease the Village's usage of fossil fuels.
- Completed hands on inventory of the parts department.
- Replaced 13 pieces of equipment per the 2019 Fleet Replacement Program:
  - o Purchased two brush chippers, two bucket trucks, one pick-up, one minivan, six Police vehicles, one combination sewer flusher vacuum truck, and rebuilt three large dump/plow/salt trucks.

### **Building Maintenance Division**

- The Building Maintenance Services contract with Orbis Construction completed the second year of the three-year contract. A new staff person joined the team in July and has been a good addition.
- The Building Maintenance Division successfully managed sixteen different contracts for various services, such as elevator maintenance, burglar and fire alarm service, a new floor mat service contract, and a new custodial services contract.

- Building supplies agreements for paper products, air filters and lighting, were once again secured for the year.
- Various repairs at all Village buildings were successfully completed in 2018.
- A new water supply line was installed for the Village Hall cooling tower. The old line had rusted through and was leaking water.
- Other notable accomplishments by the Building Maintenance Division are listed in the Building Improvement Fund.

### **Forestry Division**

- The division and its contractors pruned approximately 5,000 parkway trees on the north side of the village through the Village's Parkway Tree Cycle Pruning Program.
- Planted a diverse mix of 600 high-performing, properly sited parkway trees throughout the Village and maintaining them with contracted watering crews.
- Maintained over 180 permanent landscape areas and planting and maintained over 435 planters in 12 Business Districts throughout the Village.
- Improved and replaced landscape plant materials at multiple locations across the Village.
- Re-inventoried one quarter of the Village's Urban Forest.
- Partnered with the Park District of Oak Park for Arbor Day Celebration.
- Began the drafting of an Urban Forestry Management plan for the Village. This document will give readers an understanding of the current state of the Village's Urban Forest; outline its needs and develop standard operating procedures in its maintenance. The document will help guide the Village's forestry program in the future by identifying short and long range action items and putting a value and cost on them. The development of this document will allow the Village to pursue accreditation as a Society of Municipal Arborists Urban and Community Forestry Program.
- Received Accreditation from Tree City USA.
- Continued care and maintenance of two bee hives on the roof of the Public Works Center and introduced two additional hives on the roof of Village Hall

## **2019 WORK PLAN**

### **Administration Division**

- The Department will continue to work towards providing exceptional Customer Service by managing requests and work orders through the Request For Action (RFA) database and VillageView programs as well as completing the performance measures and monthly reporting.
- The Department will host a Public Works Open House as part of the EarthFest event.
- Staff will continue to coordinate regular safety meetings of the entire Department as well as offer opportunities for continued professional growth of the staff utilizing professional organizations.

### **Engineering Division**

- Design and manage the 2019 Capital Improvement Program.
- Oversee construction of Lake Street and Madison Street projects.
- Coordinate with private development construction projects related to public improvements to minimize impacts to the community.
- Continue to manage various consultants working on capital projects.
- Provide updated information on Village's website for Village wide traffic study and traffic calming solution.
- Improve permit review and inspection services through use of consultant.
- Update the system-wide pavement condition scores for streets and alleys, which help determine the 5-year capital improvement plan.

### **Street Division**

- The Division will continue to make the safe travel of Village streets a priority through regular pavement maintenance such as utility patching, pothole repair and sweeping
- Continue to work to mitigate pigeon issues at the Marion St. viaduct.
- The blue stone on Marion St. is scheduled to be re-sealed in 2019.
- The Division will continue to improve training for snow and ice event work.
- Continue to direct the replacement of faded/unreadable/low reflective signs Village wide.
- Staff will continue to direct contractors with in-house supplemental help in an effort to improve and excel in the timely upkeep and maintenance activities of business district areas, viaducts and the Village as a whole.
- Continue to improve the oversight, accountability and performance of the various Division contractor services.

### **Street Lighting Division**

- The Division will strive to improve response time to over 90% of lighting outage repairs within five days of request, utilizing in-house staff and contractors.
- Oversee completion of a residential street lighting change out of the east third of the Village.

- Continue to upgrade other Village street lights to more energy efficient light fixtures, and continue monitoring energy savings from installation of more energy efficient light fixtures where possible.
- Begin a new project for Viaduct lighting replacement including: road lights, pedestrian lights and warning beacons upgraded to LED with new fixtures as well as replacement of worn out wiring and control boxes as needed (Home & Clinton Avenue Underpasses).
- Continue Traffic Signal Controller & Detection Equipment replacement as required.
- Staff will continue their education on upgrading the Opticom system. This system allows emergency personnel to change traffic signal lights in order to pass through intersections in a safe manner.
- Staff will continue their education on the Centracs system. This system allows engineers and electricians to monitor and manage traffic through the traffic signals in order to improve traffic flow, also monitors malfunctions
- Continue to research upgrades for vehicle detection systems and crosswalk signals and to make traffic signals more bicycle friendly, continue to install these devices.

### **Fleet Services Division**

- Evaluate for adding Electric vehicles to the Village fleet to replace aging Compressed Natural Gas (CNG) vehicles that are not available at this point in time, as well as add an electric charging station at the Public Works Center.
- Maintain Fleet Services ASE Blue Seal of Excellence classification.
- Expand the use of Telematics in Village equipment to help evaluate Fleet usage and needs, as well as provide coaching for proper vehicle usage.
- Be fiscally responsible by restoring several low mileage pieces of equipment as opposed to replacing.
- Complete a hand on inventory of the parts department as an annual event.
- Continue to research alternative fuel options as well as observe industry trends in fuel economical equipment.
- Continue to increase employee productivity while maintaining a high level of service.
- Provide increased educational opportunities to improve our employee's skill sets- soft and technical.
- Add an Emergency Vehicle Technician (EVT) Master Technician certification to the Fleet Services Division.
- Add another ASE Master Technician certification to Fleet Services.
- Complete reevaluation of the entire village fleet.
- Replace 15 pieces of equipment and rebuild three with Village Board approval of Fleet Replacement fund.

### **Building Maintenance Division**

- The Building Maintenance Division will prepare a customer satisfaction survey in 2019 for the Village owned property custodial services contract.
- In early 2019, Purchase Price Agreements for janitorial paper supplies, HVAC air filters and lighting supplies will be secured for all of 2019.
- Staff will continue to effectively manage the 16 existing contracts, plus two additional new contracts for HVAC maintenance at the Public Works Center and Village Hall.

- Staff plans to attend a more comprehensive and detailed training course for Project Management and obtain a Project Management Professional Certification.
- Other notable 2019 work plan items are listed in the Building Improvement Fund Budget.

### **Forestry Division**

- Improve the quality of the urban forest and reduce resident request based work by moving to a three year pruning cycle that will include all trees over 2”.
- Maintain the Village urban forest in a safe, competent, and timely manner.
- Strive for continuous improvement to the Village owned landscapes in the business districts as well as other Village maintained landscape areas.
- Work with the Development Customer Services and Law Departments to draft new ordinance language regarding improvements to and the care of Village parkways.
- Complete the development of the Village’s Urban Forestry Management Plan.
- Continue to improve the species diversity of the Village urban forest with the removal of poor quality and dying trees and replacement with new improved cultivars and species procured through the Suburban Tree Consortium and a contract growing program.
- Improve the continued use of the Village’s online tree inventory by tracking all pruning work.
- Continue the care and maintenance of bee hives at Village Hall and the Public Works Center.
- Seek Accreditation from Society of Municipal Arborists for our Forestry Program.
- See Accreditation as a Tree City USA from the Arbor Day Foundation.



VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 GENERAL FUND - PUBLIC WORKS ENGINEERING

Fund	Dept	Program	Account	Description	Department	Description	2016	2017	Original	Amended	Year	2019
							Actual	Actual	Budget	Budget	End	Adopted
							Estimate	Budget				
1001	43700	101	510501	General Fund	DPW - Engineering	Regular Salaries	(394,825)	(145,034)	(86,053)	(86,053)	(92,335)	(96,455)
1001	43700	722	510501	General Fund	DPW - Engineering	Regular Salaries	(32,389)	(47,541)	(48,158)	(48,158)	(48,900)	(50,599)
1001	43700	723	510501	General Fund	DPW - Engineering	Regular Salaries	(85,429)	(111,665)	(108,659)	(108,659)	(114,117)	(117,359)
1001	43700	777	510501	General Fund	DPW - Engineering	Regular Salaries	(114,871)	(27,993)	(35,827)	(35,827)	(18,500)	(32,188)
1001	43700	101	510503	General Fund	DPW - Engineering	Overtime	(3,604)	(238)	-	-	(21)	-
1001	43700	777	510503	General Fund	DPW - Engineering	Overtime	(40)	-	-	-	-	-
1001	43700	101	510519	General Fund	DPW - Engineering	Vacation Time Payout	-	(367)	-	-	-	-
1001	43700	101	510518	General Fund	DPW - Engineering	Seasonal Employees	-	-	(7,500)	(7,500)	(7,500)	-
SUB-TOTAL PERSONAL SERVICES							(631,159)	(332,838)	(286,197)	(286,197)	(281,373)	(296,601)
1001	43700	101	520520	General Fund	DPW - Engineering	Life Insurance Expense	(487)	(74)	(74)	(74)	(74)	(74)
1001	43700	722	520520	General Fund	DPW - Engineering	Life Insurance Expense	(23)	(47)	(47)	(47)	(47)	(47)
1001	43700	723	520520	General Fund	DPW - Engineering	Life Insurance Expense	(73)	(130)	(130)	(130)	(130)	(130)
1001	43700	777	520520	General Fund	DPW - Engineering	Life Insurance Expense	(109)	(47)	(47)	(47)	-	(47)
1001	43700	101	520521	General Fund	DPW - Engineering	Health Insurance Expense	(99,384)	(8,191)	(11,298)	(11,298)	(11,298)	(11,298)
1001	43700	722	520521	General Fund	DPW - Engineering	Health Insurance Expense	(2,237)	(4,868)	(5,437)	(5,437)	(5,437)	(5,437)
1001	43700	723	520521	General Fund	DPW - Engineering	Health Insurance Expense	(7,158)	(9,492)	(13,274)	(13,274)	(13,274)	(13,275)
1001	43700	777	520521	General Fund	DPW - Engineering	Health Insurance Expense	(26,775)	(8,109)	(8,448)	(8,448)	-	(12,165)
1001	43700	101	520522	General Fund	DPW - Engineering	Social Security Expense	(19,100)	(8,705)	(5,335)	(5,335)	(5,485)	(5,922)
1001	43700	722	520522	General Fund	DPW - Engineering	Social Security Expense	(1,906)	(2,792)	(2,986)	(2,986)	(2,860)	(3,327)
1001	43700	723	520522	General Fund	DPW - Engineering	Social Security Expense	(5,035)	(6,562)	(6,737)	(6,737)	(6,708)	(7,276)
1001	43700	777	520522	General Fund	DPW - Engineering	Social Security Expense	(4,988)	(1,623)	(2,221)	(2,221)	(1,145)	(1,996)
1001	43700	101	520523	General Fund	DPW - Engineering	Medicare Expense	(4,467)	(2,036)	(1,248)	(1,248)	(1,282)	(1,399)
1001	43700	722	520523	General Fund	DPW - Engineering	Medicare Expense	(446)	(653)	(698)	(698)	(669)	(734)
1001	43700	723	520523	General Fund	DPW - Engineering	Medicare Expense	(1,178)	(1,535)	(1,576)	(1,576)	(1,569)	(1,702)
1001	43700	777	520523	General Fund	DPW - Engineering	Medicare Expense	(1,167)	(380)	(519)	(519)	(268)	(467)
1001	43700	101	520527	General Fund	DPW - Engineering	IMRF Contributions	(44,561)	(23,799)	(8,571)	(8,571)	(8,691)	(5,855)
1001	43700	722	520527	General Fund	DPW - Engineering	IMRF Contributions	(4,590)	(6,691)	(4,797)	(4,797)	(4,870)	(3,279)
1001	43700	723	520527	General Fund	DPW - Engineering	IMRF Contributions	(12,105)	(15,716)	(10,822)	(10,822)	(11,366)	(7,605)
1001	43700	777	520527	General Fund	DPW - Engineering	IMRF Contributions	(12,065)	(3,876)	(3,568)	(3,568)	(1,839)	(2,086)
SUB-TOTAL FRINGE BENEFITS							(247,852)	(105,325)	(87,833)	(87,833)	(77,012)	(84,121)
1001	43700	723	530650	General Fund	DPW - Engineering	Conferences Training	(444)	-	(3,075)	(3,075)	(2,000)	(3,100)
1001	43700	101	530667	General Fund	DPW - Engineering	External Support	-	-	-	-	-	(101,680)
1001	43700	723	530667	General Fund	DPW - Engineering	External Support	(5,160)	(6,795)	(9,680)	(9,680)	(9,680)	(10,000)
SUB-TOTAL CONTRACTUAL SERVICES							(5,604)	(6,795)	(12,755)	(12,755)	(11,680)	(114,780)
1001	43700	722	550601	General Fund	DPW - Engineering	Printing	-	-	(400)	(400)	(400)	(250)
1001	43700	723	550602	General Fund	DPW - Engineering	Membership Dues	(600)	(600)	(870)	(870)	(870)	(895)
1001	43700	101	550603	General Fund	DPW - Engineering	Postage	(4,212)	(171)	(150)	(150)	(150)	(4,000)
1001	43700	421	550603	General Fund	DPW - Engineering	Postage	(35)	(1,570)	-	-	-	-
1001	43700	721	550603	General Fund	DPW - Engineering	Postage	(1,118)	(50)	-	-	-	-
1001	43700	722	550603	General Fund	DPW - Engineering	Postage	(35)	-	(150)	(150)	(150)	(150)
1001	43700	723	550603	General Fund	DPW - Engineering	Postage	(2,046)	-	(300)	(300)	(142)	(300)
1001	43700	723	550663	General Fund	DPW - Engineering	Software License Updates	(30,570)	(6,414)	(3,000)	(3,000)	(3,000)	(5,100)
1001	43700	101	550671	General Fund	DPW - Engineering	Office Machine Service	-	(49)	(500)	(500)	-	(250)
1001	43700	722	550671	General Fund	DPW - Engineering	Office Machine Service	-	-	(500)	(500)	-	(250)
1001	43700	101	560620	General Fund	DPW - Engineering	Office Supplies	(331)	(411)	(300)	(300)	(339)	(350)
1001	43700	722	560620	General Fund	DPW - Engineering	Office Supplies	(450)	(450)	(450)	(450)	(450)	(450)
1001	43700	101	560631	General Fund	DPW - Engineering	Operational Supplies	-	-	(250)	(250)	(250)	(250)

VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 GENERAL FUND - PUBLIC WORKS ENGINEERING

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>Original</u> <u>2018</u> <u>Budget</u>	<u>Amended</u> <u>2018</u> <u>Budget</u>	<u>Year</u> <u>End</u> <u>Estimate</u>	<u>2019</u> <u>Adopted</u> <u>Budget</u>
1001	43700	101	560730	General Fund	DPW - Engineering	Reference Material	(180)	(99)	(150)	(150)	-	(200)
1001	43700	723	560730	General Fund	DPW - Engineering	Reference Material	(672)	-	(400)	(400)	-	(500)
SUB-TOTAL MATERIALS & SUPPLIES							(40,250)	(9,815)	(7,420)	(7,420)	(5,751)	(12,945)
1001	43700	101	570720	General Fund	DPW - Engineering	Computer Equipment	(60)	-	-	-	-	-
TOTAL EXPENDITURES							(924,925)	(454,773)	(394,205)	(394,205)	(375,816)	(508,447)

VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 GENERAL FUND - PUBLIC WORKS ADMINISTRATION

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>Original</u> <u>2018</u> <u>Budget</u>	<u>Amended</u> <u>2018</u> <u>Budget</u>	<u>Year</u> <u>End</u> <u>Estimate</u>	<u>2019</u> <u>Adopted</u> <u>Budget</u>
1001	43710	101	510501	General Fund	DPW - Administration	Regular Salaries	(380,503)	(384,816)	(379,834)	(379,834)	(342,294)	(397,744)
1001	43710	101	510503	General Fund	DPW - Administration	Overtime	(2,485)	(2,305)	(3,000)	(3,000)	(3,000)	(3,000)
SUB-TOTAL PERSONAL SERVICES							(382,988)	(387,121)	(382,834)	(382,834)	(345,294)	(400,744)
1001	43710	101	510506	General Fund	DPW - Administration	Equip Allow (Auto,Phone,Tools)	(507)	(417)	(500)	(500)	-	-
1001	43710	101	520520	General Fund	DPW - Administration	Life Insurance Expense	(514)	(558)	(558)	(558)	(427)	(558)
1001	43710	101	520521	General Fund	DPW - Administration	Health Insurance Expense	(107,734)	(113,306)	(107,420)	(107,420)	(84,465)	(108,796)
1001	43710	101	520522	General Fund	DPW - Administration	Social Security Expense	(20,161)	(20,955)	(21,956)	(21,956)	(19,602)	(22,800)
1001	43710	101	520523	General Fund	DPW - Administration	Medicare Expense	(5,050)	(5,159)	(5,508)	(5,508)	(4,585)	(5,811)
1001	43710	101	520527	General Fund	DPW - Administration	IMRF Contributions	(54,334)	(54,541)	(37,831)	(37,831)	(33,317)	(25,968)
SUB-TOTAL FRINGE BENEFITS							(188,301)	(194,936)	(173,773)	(173,773)	(142,396)	(163,933)
1001	43710	101	530650	General Fund	DPW - Administration	Conferences Training	(2,205)	(2,981)	(6,205)	(6,205)	(6,000)	(6,500)
1001	43710	710	530650	General Fund	DPW - Administration	Conferences Training	(550)	(55)	(1,000)	(1,000)	(500)	(1,000)
1001	43710	101	530667	General Fund	DPW - Administration	External Support	(2,205)	-	(2,500)	(2,500)	-	(500)
1001	43710	761	530667	General Fund	DPW - Administration	External Support	(190)	-	-	-	-	-
1001	43710	101	540690	General Fund	DPW - Administration	Telecommunication Charges	(615)	(649)	(1,400)	(1,400)	(700)	(700)
SUB-TOTAL CONTRACTUAL SERVICES							(5,764)	(3,685)	(11,105)	(11,105)	(7,200)	(8,700)
1001	43710	101	550601	General Fund	DPW - Administration	Printing	(166)	(41)	(150)	(150)	-	(100)
1001	43710	101	550602	General Fund	DPW - Administration	Membership Dues	(1,850)	(1,946)	(1,920)	(1,920)	(1,920)	(2,160)
1001	43710	710	550602	General Fund	DPW - Administration	Membership Dues	(299)	(749)	(699)	(699)	(750)	(750)
1001	43710	101	550603	General Fund	DPW - Administration	Postage	(248)	(594)	(400)	(1,400)	(1,200)	(1,500)
1001	43710	101	550652	General Fund	DPW - Administration	Legal Postings and Doc. Fees	(658)	(854)	(1,500)	(1,500)	(1,500)	(1,500)
1001	43710	710	550652	General Fund	DPW - Administration	Legal Postings and Doc. Fees	(371)	-	-	-	-	-
1001	43710	101	550671	General Fund	DPW - Administration	Office Machine Service	(405)	(1,620)	(3,000)	(3,000)	(3,000)	(3,000)
1001	43710	101	560620	General Fund	DPW - Administration	Office Supplies	(3,539)	(2,163)	(4,000)	(4,000)	(4,000)	(4,000)
1001	43710	101	560625	General Fund	DPW - Administration	Clothing	-	-	(250)	(250)	(250)	(250)
1001	43710	101	560631	General Fund	DPW - Administration	Operational Supplies	(3,528)	(3,227)	(4,000)	(3,000)	(4,000)	(4,000)
1001	43710	710	560631	General Fund	DPW - Administration	Operational Supplies	(5,520)	(5,147)	(6,250)	(6,250)	(6,250)	(6,250)
SUB-TOTAL MATERIALS & SUPPLIES							(16,584)	(16,341)	(22,169)	(22,169)	(22,870)	(23,510)
TOTAL EXPENDITURES							(593,637)	(602,084)	(589,881)	(589,881)	(517,760)	(596,887)

VILLAGE OF OAK PARK  
FISCAL YEAR 2019 BUDGET  
GENERAL FUND - PUBLIC WORKS STREET LIGHTING

Fund	Dept	Program	Account	Description	Department	Description	2016	2017	Original	Amended	Year	2019
							Actual	Actual	2018 Budget	2018 Budget	End Estimate	Adopted Budget
1001	43720	101	510501	General Fund	DPW - Street Lighting	Regular Salaries	(23,062)	(23,287)	(22,961)	(20,961)	(20,444)	(24,123)
1001	43720	751	510501	General Fund	DPW - Street Lighting	Regular Salaries	(53,811)	(54,334)	(53,575)	(53,575)	(47,701)	(56,287)
1001	43720	752	510501	General Fund	DPW - Street Lighting	Regular Salaries	(38,609)	(42,916)	(45,921)	(45,921)	(40,887)	(48,246)
1001	43720	753	510501	General Fund	DPW - Street Lighting	Regular Salaries	(38,259)	(34,695)	(30,614)	(30,614)	(27,258)	(32,164)
1001	43720	101	510503	General Fund	DPW - Street Lighting	Overtime	(386)	(2,127)	(12,000)	(12,000)	(2,000)	(1,800)
1001	43720	751	510503	General Fund	DPW - Street Lighting	Overtime	(5,929)	(4,959)	-	-	(4,500)	(4,200)
1001	43720	752	510503	General Fund	DPW - Street Lighting	Overtime	(4,762)	(4,212)	-	-	(4,500)	(3,600)
1001	43720	753	510503	General Fund	DPW - Street Lighting	Overtime	(3,699)	(2,862)	-	-	(3,000)	(3,000)
1001	43720	101	510519	General Fund	DPW - Street Lighting	Vacation Time Payout	-	(1,714)	-	-	-	-
1001	43720	751	510519	General Fund	DPW - Street Lighting	Vacation Time Payout	-	(3,999)	-	-	-	-
1001	43720	752	510519	General Fund	DPW - Street Lighting	Vacation Time Payout	-	(3,427)	-	-	-	-
1001	43720	753	510519	General Fund	DPW - Street Lighting	Vacation Time Payout	-	(2,285)	-	-	-	-
SUB-TOTAL PERSONAL SERVICES							(168,517)	(180,816)	(165,071)	(163,071)	(150,290)	(173,420)
1001	43720	101	520520	General Fund	DPW - Street Lighting	Life Insurance Expense	(27)	(28)	(28)	(28)	(28)	(28)
1001	43720	751	520520	General Fund	DPW - Street Lighting	Life Insurance Expense	(64)	(65)	(65)	(65)	(65)	(65)
1001	43720	752	520520	General Fund	DPW - Street Lighting	Life Insurance Expense	(46)	(47)	(56)	(56)	(56)	(56)
1001	43720	753	520520	General Fund	DPW - Street Lighting	Life Insurance Expense	(46)	(47)	(37)	(37)	(37)	(37)
1001	43720	101	520521	General Fund	DPW - Street Lighting	Health Insurance Expense	(6,453)	(5,970)	(6,184)	(6,184)	(3,650)	(3,650)
1001	43720	751	520521	General Fund	DPW - Street Lighting	Health Insurance Expense	(15,058)	(14,975)	(14,429)	(14,429)	(8,516)	(8,516)
1001	43720	752	520521	General Fund	DPW - Street Lighting	Health Insurance Expense	(10,362)	(9,301)	(12,368)	(12,368)	(7,299)	(7,299)
1001	43720	753	520521	General Fund	DPW - Street Lighting	Health Insurance Expense	(11,150)	(10,494)	(8,245)	(8,245)	(4,866)	(4,866)
1001	43720	101	520522	General Fund	DPW - Street Lighting	Social Security Expense	(1,475)	(1,573)	(1,424)	(1,424)	(1,435)	(1,607)
1001	43720	751	520522	General Fund	DPW - Street Lighting	Social Security Expense	(3,442)	(3,682)	(3,322)	(3,322)	(3,087)	(3,750)
1001	43720	752	520522	General Fund	DPW - Street Lighting	Social Security Expense	(2,504)	(2,938)	(2,847)	(2,847)	(2,646)	(3,214)
1001	43720	753	520522	General Fund	DPW - Street Lighting	Social Security Expense	(2,413)	(2,304)	(1,898)	(1,898)	(1,764)	(1,994)
1001	43720	101	520523	General Fund	DPW - Street Lighting	Medicare Expense	(345)	(368)	(333)	(333)	(335)	(376)
1001	43720	751	520523	General Fund	DPW - Street Lighting	Medicare Expense	(805)	(861)	(777)	(777)	(722)	(877)
1001	43720	752	520523	General Fund	DPW - Street Lighting	Medicare Expense	(586)	(687)	(666)	(666)	(619)	(752)
1001	43720	753	520523	General Fund	DPW - Street Lighting	Medicare Expense	(564)	(539)	(444)	(444)	(413)	(466)
1001	43720	101	520527	General Fund	DPW - Street Lighting	IMRF Contributions	(3,628)	(3,848)	(2,287)	(2,287)	(2,453)	(1,680)
1001	43720	751	520527	General Fund	DPW - Street Lighting	IMRF Contributions	(8,465)	(8,978)	(5,336)	(5,336)	(5,304)	(3,920)
1001	43720	752	520527	General Fund	DPW - Street Lighting	IMRF Contributions	(6,146)	(7,171)	(4,574)	(4,574)	(4,546)	(3,360)
1001	43720	753	520527	General Fund	DPW - Street Lighting	IMRF Contributions	(5,945)	(5,652)	(3,049)	(3,049)	(3,031)	(2,084)
SUB-TOTAL FRINGE BENEFITS							(79,524)	(79,530)	(68,369)	(68,369)	(50,872)	(48,597)
1001	43720	101	530650	General Fund	DPW - Street Lighting	Conferences Training	(105)	(180)	(1,500)	(3,500)	(3,500)	(3,500)
1001	43720	751	530660	General Fund	DPW - Street Lighting	General Contractuals	(33,666)	(55,602)	(45,000)	(43,343)	(45,000)	(45,000)
1001	43720	752	530660	General Fund	DPW - Street Lighting	General Contractuals	(20,984)	(3,718)	(10,000)	(11,657)	(10,000)	(10,000)
1001	43720	782	530660	General Fund	DPW - Street Lighting	General Contractuals	1,997	-	-	-	-	-
1001	43720	751	540692	General Fund	DPW - Street Lighting	Electricity	(90,400)	(98,983)	(120,000)	(120,000)	(110,000)	(110,000)
SUB-TOTAL CONTRACTUAL SERVICES							(143,158)	(158,484)	(176,500)	(178,500)	(168,500)	(168,500)
1001	43720	101	550602	General Fund	DPW - Street Lighting	Membership Dues	-	(200)	(200)	(200)	(200)	(200)
1001	43720	101	550632	General Fund	DPW - Street Lighting	Laundry Service	(472)	(555)	(600)	(600)	(150)	(200)
1001	43720	753	550671	General Fund	DPW - Street Lighting	Office Machine Service	-	(3,000)	(3,000)	(3,000)	(3,000)	(3,000)
1001	43720	752	550673	General Fund	DPW - Street Lighting	Repairs	(189)	(5,255)	(750)	(750)	(500)	(750)
1001	43720	753	550673	General Fund	DPW - Street Lighting	Repairs	-	-	(750)	(750)	(750)	(750)
1001	43720	101	560625	General Fund	DPW - Street Lighting	Clothing	(158)	(270)	(500)	(500)	(500)	(1,000)
1001	43720	751	560631	General Fund	DPW - Street Lighting	Operational Supplies	(947)	(503)	(750)	(750)	(750)	(750)

VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 GENERAL FUND - PUBLIC WORKS STREET LIGHTING

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<b>2016</b>	<b>2017</b>	<b>Original</b>	<b>Amended</b>	<b>Year</b>	<b>2019</b>
							<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Estimate</u>	<u>Budget</u>
1001	43720	752	560631	General Fund	DPW - Street Lighting	Operational Supplies	(692)	-	(1,000)	(1,000)	(750)	(750)
1001	43720	753	560631	General Fund	DPW - Street Lighting	Operational Supplies	(567)	(397)	(4,750)	(4,750)	(750)	(750)
1001	43720	751	560633	General Fund	DPW - Street Lighting	Roadway Maintenance	(34,151)	(23,801)	(40,000)	(40,000)	(40,000)	(40,000)
1001	43720	752	560633	General Fund	DPW - Street Lighting	Roadway Maintenance	(10,723)	(11,244)	(10,000)	(10,000)	(10,000)	(10,000)
SUB-TOTAL MATERIALS & SUPPLIES							(47,899)	(45,225)	(62,300)	(62,300)	(57,350)	(58,150)
1001	43720	751	570710	General Fund	DPW - Street Lighting	Equipment	-	-	-	-	-	(410)
TOTAL EXPENDITURES							(439,098)	(464,055)	(472,240)	(472,240)	(427,012)	(449,077)

VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 GENERAL FUND - PUBLIC WORKS STREET SERVICES

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<b>2016</b>	<b>2017</b>	<b>Original</b>	<b>Amended</b>	<b>Year</b>	<b>2019</b>
							<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Estimate</u>	<u>Adopted</u>
1001	43740	101	510501	General Fund	DPW - Street Services	Regular Salaries	(219,831)	(145,174)	(176,052)	(176,052)	(174,306)	(174,213)
1001	43740	761	510501	General Fund	DPW - Street Services	Regular Salaries	(190,678)	(215,920)	(206,246)	(233,746)	(169,671)	(247,551)
1001	43740	764	510501	General Fund	DPW - Street Services	Regular Salaries	(4,217)	(12,723)	-	-	(300)	-
1001	43740	765	510501	General Fund	DPW - Street Services	Regular Salaries	(57,119)	(76,165)	(61,874)	(70,124)	(50,785)	(74,265)
1001	43740	766	510501	General Fund	DPW - Street Services	Regular Salaries	(76,150)	(99,671)	(82,498)	(93,498)	(67,712)	(99,020)
1001	43740	101	510503	General Fund	DPW - Street Services	Overtime	(9,688)	(1,875)	-	-	-	-
1001	43740	761	510503	General Fund	DPW - Street Services	Overtime	(24,671)	(17,003)	(10,000)	(10,000)	(10,000)	(10,000)
1001	43740	764	510503	General Fund	DPW - Street Services	Overtime	(634)	(555)	-	-	-	-
1001	43740	765	510503	General Fund	DPW - Street Services	Overtime	(24,250)	(14,501)	(140,000)	(140,000)	(140,000)	(140,000)
1001	43740	766	510503	General Fund	DPW - Street Services	Overtime	(9,862)	(6,798)	-	-	(1,000)	-
1001	43740	101	510518	General Fund	DPW - Street Services	Seasonal Employees	-	-	(15,000)	(7,500)	(7,500)	(12,554)
SUB-TOTAL PERSONAL SERVICES							(617,100)	(590,384)	(691,670)	(730,920)	(621,274)	(757,603)
1001	43740	101	510506	General Fund	DPW - Street Services	Equip Allow (Auto,Phone,Tools)	(507)	(1,286)	(550)	(550)	(550)	(600)
1001	43740	761	520515	General Fund	DPW - Street Services	Health Insurance Opt Out	-	-	(1,500)	(1,500)	-	-
1001	43740	765	520515	General Fund	DPW - Street Services	Health Insurance Opt Out	-	-	(450)	(450)	-	-
1001	43740	766	520515	General Fund	DPW - Street Services	Health Insurance Opt Out	-	-	(600)	(600)	-	-
1001	43740	101	520520	General Fund	DPW - Street Services	Life Insurance Expense	(273)	(372)	(372)	(372)	(264)	(186)
1001	43740	761	520520	General Fund	DPW - Street Services	Life Insurance Expense	(273)	(326)	(326)	(371)	(383)	(372)
1001	43740	764	520520	General Fund	DPW - Street Services	Life Insurance Expense	-	-	-	-	(2)	-
1001	43740	765	520520	General Fund	DPW - Street Services	Life Insurance Expense	(82)	(112)	(98)	(111)	(138)	(112)
1001	43740	766	520520	General Fund	DPW - Street Services	Life Insurance Expense	(109)	(130)	(130)	(148)	(153)	(149)
1001	43740	101	520521	General Fund	DPW - Street Services	Health Insurance Expense	(35,465)	(24,477)	(38,062)	(38,062)	(36,706)	(38,412)
1001	43740	761	520521	General Fund	DPW - Street Services	Health Insurance Expense	(51,684)	(49,449)	(54,767)	(58,642)	(42,185)	(59,975)
1001	43740	764	520521	General Fund	DPW - Street Services	Health Insurance Expense	-	-	-	-	-	-
1001	43740	765	520521	General Fund	DPW - Street Services	Health Insurance Expense	(15,505)	(8,259)	(16,427)	(17,589)	(12,656)	(17,786)
1001	43740	766	520521	General Fund	DPW - Street Services	Health Insurance Expense	(20,673)	(20,580)	(21,899)	(23,449)	(16,875)	(23,715)
1001	43740	101	520522	General Fund	DPW - Street Services	Social Security Expense	(13,377)	(8,497)	(10,915)	(10,915)	(10,054)	(11,580)
1001	43740	761	520522	General Fund	DPW - Street Services	Social Security Expense	(12,568)	(13,613)	(12,787)	(14,487)	(10,073)	(15,968)
1001	43740	764	520522	General Fund	DPW - Street Services	Social Security Expense	(291)	(785)	-	-	(20)	-
1001	43740	765	520522	General Fund	DPW - Street Services	Social Security Expense	(3,778)	(5,061)	(3,836)	(4,346)	(10,369)	(13,284)
1001	43740	766	520522	General Fund	DPW - Street Services	Social Security Expense	(5,036)	(6,237)	(5,115)	(5,795)	(4,019)	(6,139)
1001	43740	101	520523	General Fund	DPW - Street Services	Medicare Expense	(3,128)	(1,987)	(2,553)	(2,553)	(2,351)	(2,708)
1001	43740	761	520523	General Fund	DPW - Street Services	Medicare Expense	(2,939)	(3,184)	(2,991)	(3,391)	(2,356)	(3,734)
1001	43740	764	520523	General Fund	DPW - Street Services	Medicare Expense	(68)	(184)	-	-	(6)	-
1001	43740	765	520523	General Fund	DPW - Street Services	Medicare Expense	(884)	(1,184)	(897)	(1,017)	(2,425)	(3,107)
1001	43740	766	520523	General Fund	DPW - Street Services	Medicare Expense	(1,178)	(1,459)	(1,196)	(1,356)	(940)	(1,436)
1001	43740	101	520527	General Fund	DPW - Street Services	IMRF Contributions	(31,207)	(19,119)	(16,078)	(16,078)	(17,129)	(11,289)
1001	43740	761	520527	General Fund	DPW - Street Services	IMRF Contributions	(30,473)	(32,773)	(20,542)	(23,042)	(17,640)	(16,689)
1001	43740	764	520527	General Fund	DPW - Street Services	IMRF Contributions	(687)	(1,870)	-	-	(32)	-
1001	43740	765	520527	General Fund	DPW - Street Services	IMRF Contributions	(9,143)	(11,903)	(6,163)	(6,913)	(17,983)	(13,884)
1001	43740	766	520527	General Fund	DPW - Street Services	IMRF Contributions	(12,188)	(14,985)	(8,217)	(9,217)	(7,040)	(6,417)
SUB-TOTAL FRINGE BENEFITS							(251,517)	(227,831)	(226,471)	(240,954)	(212,349)	(247,542)
1001	43740	101	530650	General Fund	DPW - Street Services	Conferences Training	(2,433)	(4,852)	(5,000)	(3,500)	(5,000)	(5,000)
1001	43740	761	530660	General Fund	DPW - Street Services	General Contractuals	(308,599)	(341,068)	(370,000)	(370,000)	(350,000)	(465,000)
1001	43740	765	530660	General Fund	DPW - Street Services	General Contractuals	-	-	(5,000)	(5,000)	-	(2,000)
1001	43740	761	530667	General Fund	DPW - Street Services	External Support	(739)	(4,902)	-	-	-	-
1001	43740	765	530667	General Fund	DPW - Street Services	External Support	(17,011)	(13,667)	(65,000)	(65,000)	(45,000)	(55,000)
SUB-TOTAL CONTRACTUAL SERVICES							(328,782)	(364,488)	(445,000)	(443,500)	(400,000)	(527,000)

VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 GENERAL FUND - PUBLIC WORKS STREET SERVICES

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>Original</u> <u>2018</u> <u>Budget</u>	<u>Amended</u> <u>2018</u> <u>Budget</u>	<u>Year</u> <u>End</u> <u>Estimate</u>	<u>2019</u> <u>Adopted</u> <u>Budget</u>
1001	43740	101	550602	General Fund	DPW - Street Services	Membership Dues	-	-	(200)	(200)	(200)	(200)
1001	43740	101	550632	General Fund	DPW - Street Services	Laundry Service	(1,754)	(2,100)	(3,000)	(3,000)	(2,500)	(2,500)
1001	43740	761	550673	General Fund	DPW - Street Services	Repairs	(704)	(907)	(5,000)	(1,000)	(1,000)	(1,000)
1001	43740	101	560620	General Fund	DPW - Street Services	Office Supplies	-	(82)	(200)	(200)	(200)	(200)
1001	43740	101	560625	General Fund	DPW - Street Services	Clothing	(2,600)	(767)	(2,500)	(2,500)	(2,500)	(2,500)
1001	43740	711	560627	General Fund	DPW - Street Services	Building Materials	(295)	-	-	-	-	-
1001	43740	712	560627	General Fund	DPW - Street Services	Building Materials	(85)	-	-	-	-	-
1001	43740	717	560627	General Fund	DPW - Street Services	Building Materials	(44)	-	-	-	-	-
1001	43740	751	560631	General Fund	DPW - Street Services	Operational Supplies	(162)	-	-	-	-	-
1001	43740	761	560631	General Fund	DPW - Street Services	Operational Supplies	(4,101)	(4,808)	(10,000)	(20,000)	(10,000)	(10,000)
1001	43740	765	560631	General Fund	DPW - Street Services	Operational Supplies	(1,037)	(1,548)	(2,000)	(2,000)	(1,800)	(2,000)
1001	43740	766	560631	General Fund	DPW - Street Services	Operational Supplies	(338)	-	-	-	-	-
1001	43740	761	560633	General Fund	DPW - Street Services	Roadway Maintenance	(41,836)	(34,315)	(60,000)	(58,500)	(60,000)	(55,000)
1001	43740	765	560633	General Fund	DPW - Street Services	Roadway Maintenance	(187,516)	(86,365)	(255,000)	(252,000)	(200,000)	(275,000)
1001	43740	761	560634	General Fund	DPW - Street Services	Sign Replacement	(39,135)	(48,025)	(55,000)	(55,000)	(55,000)	(50,000)
	43740	761	570710	General Fund	DPW - Street Services	Equipment	-	-	-	-	-	(200)
SUB-TOTAL MATERIALS & SUPPLIES							(279,606)	(178,918)	(392,900)	(394,400)	(333,200)	(398,600)
TOTAL EXPENDITURES							(1,477,004)	(1,361,620)	(1,756,041)	(1,809,774)	(1,566,823)	(1,930,745)

VILLAGE OF OAK PARK  
FISCAL YEAR 2019 BUDGET  
GENERAL FUND - PUBLIC WORKS BUILDING MAINTENANCE

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>Original</u> <u>2018</u> <u>Budget</u>	<u>Amended</u> <u>2018</u> <u>Budget</u>	<u>Year</u> <u>End</u> <u>Estimate</u>	<u>2019</u> <u>Adopted</u> <u>Budget</u>
1001	43790	101	510501	General Fund	DPW - Building Maintenance	Regular Salaries	(139,831)	(152,680)	(155,628)	(155,628)	(158,890)	(164,305)
1001	43790	101	510503	General Fund	DPW - Building Maintenance	Overtime	(1,227)	(871)	-	-	-	-
						SUB-TOTAL PERSONAL SERVICES	(141,058)	(153,551)	(155,628)	(155,628)	(158,890)	(164,305)
1001	43790	101	520520	General Fund	DPW - Building Maintenance	Life Insurance Expense	(91)	(186)	(186)	(186)	(186)	(186)
1001	43790	101	520521	General Fund	DPW - Building Maintenance	Health Insurance Expense	(25,454)	(36,428)	(41,226)	(41,226)	(42,945)	(41,226)
1001	43790	101	520522	General Fund	DPW - Building Maintenance	Social Security Expense	(8,052)	(8,729)	(9,649)	(9,649)	(8,887)	(10,187)
1001	43790	101	520523	General Fund	DPW - Building Maintenance	Medicare Expense	(1,883)	(2,042)	(2,257)	(2,257)	(2,078)	(2,382)
1001	43790	101	520527	General Fund	DPW - Building Maintenance	IMRF Contributions	(19,988)	(21,611)	(15,501)	(15,501)	(16,309)	(10,647)
						SUB-TOTAL FRINGE BENEFITS	(55,468)	(68,996)	(68,819)	(68,819)	(70,405)	(64,628)
1001	43790	101	530650	General Fund	DPW - Building Maintenance	Conferences Training	(1,705)	(849)	(3,500)	(3,500)	(49)	(3,300)
1001	43790	713	530650	General Fund	DPW - Building Maintenance	Conferences Training	(155)	-	-	-	-	-
1001	43790	711	530660	General Fund	DPW - Building Maintenance	General Contractuals	(225,755)	(247,093)	(255,000)	(252,500)	(225,911)	(254,500)
1001	43790	712	530660	General Fund	DPW - Building Maintenance	General Contractuals	(36,585)	(46,575)	(45,000)	(69,600)	(52,624)	(55,000)
1001	43790	713	530660	General Fund	DPW - Building Maintenance	General Contractuals	(98,293)	(120,996)	(133,000)	(133,000)	(137,003)	(160,000)
1001	43790	714	530660	General Fund	DPW - Building Maintenance	General Contractuals	(17,659)	(21,421)	(21,000)	(21,000)	(24,502)	(26,000)
1001	43790	717	530660	General Fund	DPW - Building Maintenance	General Contractuals	(13,530)	(18,602)	(21,000)	(21,000)	(24,960)	(27,000)
1001	43790	101	540674	General Fund	DPW - Building Maintenance	Property Repair	-	-	(85,000)	(85,000)	(75,000)	-
1001	43790	711	540674	General Fund	DPW - Building Maintenance	Property Repair	(17,114)	(47,318)	(35,000)	(40,000)	(33,950)	(65,000)
1001	43790	712	540674	General Fund	DPW - Building Maintenance	Property Repair	(6,552)	(1,949)	(5,000)	(5,000)	(2,000)	(7,500)
1001	43790	713	540674	General Fund	DPW - Building Maintenance	Property Repair	(11,281)	(27,344)	(25,000)	(25,000)	(24,250)	(60,000)
1001	43790	714	540674	General Fund	DPW - Building Maintenance	Property Repair	(5,558)	(6,636)	(7,500)	(7,500)	(7,000)	(22,000)
1001	43790	717	540674	General Fund	DPW - Building Maintenance	Property Repair	(1,407)	(936)	(2,500)	(2,500)	(1,000)	(4,500)
1001	43790	101	540691	General Fund	DPW - Building Maintenance	Water Charges	(697)	-	-	-	-	-
1001	43790	711	540691	General Fund	DPW - Building Maintenance	Water Charges	(43,486)	(46,029)	(36,000)	(36,000)	(34,920)	(36,000)
1001	43790	713	540691	General Fund	DPW - Building Maintenance	Water Charges	(4,045)	(4,597)	(6,300)	(6,300)	(6,000)	(6,300)
1001	43790	714	540691	General Fund	DPW - Building Maintenance	Water Charges	(5,932)	(6,262)	(5,500)	(7,500)	(5,335)	(5,500)
1001	43790	717	540691	General Fund	DPW - Building Maintenance	Water Charges	(337)	(284)	(500)	(500)	(500)	(500)
1001	43790	711	540692	General Fund	DPW - Building Maintenance	Electricity	(62)	-	-	-	-	-
1001	43790	713	540692	General Fund	DPW - Building Maintenance	Electricity	(102,120)	(111,666)	(135,000)	(135,000)	(135,000)	(135,000)
1001	43790	714	540692	General Fund	DPW - Building Maintenance	Electricity	(5,579)	(5,424)	(14,000)	(12,000)	(13,580)	(14,000)
1001	43790	717	540692	General Fund	DPW - Building Maintenance	Electricity	(440)	(844)	(1,000)	(1,000)	(1,000)	(1,000)
1001	43790	717	540693	General Fund	DPW - Building Maintenance	Natural Gas	(417)	(582)	(500)	(500)	(500)	(500)
						SUB-TOTAL CONTRACTUAL SERVICES	(598,709)	(715,406)	(837,300)	(864,400)	(805,084)	(883,600)
1001	43790	101	560625	General Fund	DPW - Building Maintenance	Clothing	-	-	(500)	(500)	(485)	(500)
1001	43790	711	560627	General Fund	DPW - Building Maintenance	Building Materials	(49,599)	(38,238)	(45,000)	(45,000)	(45,000)	(45,000)
1001	43790	712	560627	General Fund	DPW - Building Maintenance	Building Materials	(4,452)	(2,025)	(1,000)	(1,000)	(1,000)	(1,000)
1001	43790	713	560627	General Fund	DPW - Building Maintenance	Building Materials	(22,647)	(17,136)	(25,000)	(22,500)	(25,000)	(25,000)
1001	43790	714	560627	General Fund	DPW - Building Maintenance	Building Materials	(4,771)	(2,283)	(3,000)	(3,000)	(3,000)	(3,000)
1001	43790	717	560627	General Fund	DPW - Building Maintenance	Building Materials	(226)	(501)	(1,000)	(1,000)	(1,000)	(1,000)
1001	43790	101	560631	General Fund	DPW - Building Maintenance	Operational Supplies	(72)	-	-	-	-	-
						SUB-TOTAL MATERIALS & SUPPLIES	(81,767)	(60,184)	(75,500)	(73,000)	(75,485)	(75,500)
						TOTAL EXPENDITURES	(877,001)	(998,136)	(1,137,247)	(1,161,847)	(1,109,864)	(1,188,033)



VILLAGE OF OAK PARK  
FISCAL YEAR 2019 BUDGET  
GENERAL FUND - PUBLIC WORKS FORESTRY

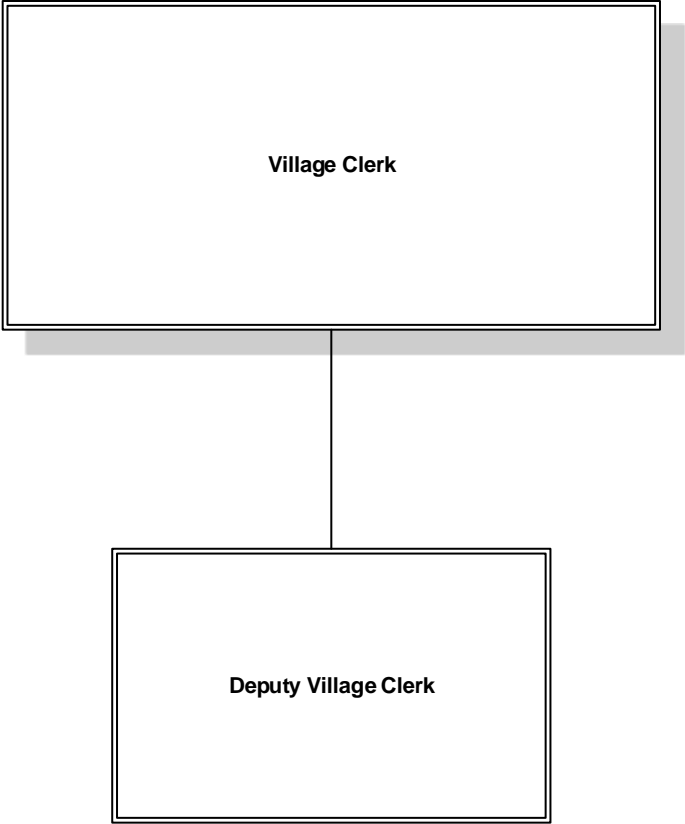
<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>Original</u> <u>2018</u> <u>Budget</u>	<u>Amended</u> <u>2018</u> <u>Budget</u>	<u>Year</u> <u>End</u> <u>Estimate</u>	<u>2019</u> <u>Adopted</u> <u>Budget</u>
1001	43800	101	510501	General Fund	DPW - Forestry	Regular Salaries	(182,907)	(171,259)	(181,296)	(181,296)	(165,000)	(155,597)
1001	43800	741	510501	General Fund	DPW - Forestry	Regular Salaries	(197,037)	(177,795)	(235,094)	(180,094)	(172,100)	(181,741)
1001	43800	101	510503	General Fund	DPW - Forestry	Overtime	(5,666)	(4,619)	(5,000)	(5,000)	(5,000)	-
1001	43800	741	510503	General Fund	DPW - Forestry	Overtime	(7,335)	(820)	(20,000)	(20,000)	(10,000)	(10,000)
1001	43800	101	510518	General Fund	DPW - Forestry	Seasonal Employees	-	-	-	(15,000)	(15,000)	(12,554)
SUB-TOTAL PERSONAL SERVICES							(392,945)	(354,492)	(441,390)	(401,390)	(367,100)	(359,892)
1001	43800	101	510506	General Fund	DPW - Forestry	Equip Allow (Auto,Phone,Tools)	(727)	(505)	(500)	(500)	(500)	(500)
1001	43800	101	520520	General Fund	DPW - Forestry	Life Insurance Expense	(273)	(465)	(465)	(465)	(465)	(186)
1001	43800	741	520520	General Fund	DPW - Forestry	Life Insurance Expense	(273)	(372)	(372)	(282)	(282)	(279)
1001	43800	101	520521	General Fund	DPW - Forestry	Health Insurance Expense	(58,882)	(44,074)	(41,226)	(41,226)	(37,895)	(45,848)
1001	43800	741	520521	General Fund	DPW - Forestry	Health Insurance Expense	(51,862)	(55,111)	(73,647)	(65,897)	(50,015)	(50,016)
1001	43800	101	520522	General Fund	DPW - Forestry	Social Security Expense	(10,486)	(9,743)	(11,240)	(11,240)	(10,125)	(10,891)
1001	43800	741	520522	General Fund	DPW - Forestry	Social Security Expense	(12,272)	(10,485)	(14,576)	(11,176)	(10,215)	(11,888)
1001	43800	101	520523	General Fund	DPW - Forestry	Medicare Expense	(2,452)	(2,279)	(2,629)	(2,629)	(2,400)	(2,547)
1001	43800	741	520523	General Fund	DPW - Forestry	Medicare Expense	(2,870)	(2,452)	(3,409)	(2,609)	(2,400)	(2,780)
1001	43800	101	520527	General Fund	DPW - Forestry	IMRF Contributions	(25,491)	(22,749)	(15,872)	(15,872)	(15,785)	(10,407)
1001	43800	741	520527	General Fund	DPW - Forestry	IMRF Contributions	(29,532)	(25,234)	(23,415)	(18,415)	(17,931)	(12,425)
SUB-TOTAL FRINGE BENEFITS							(195,121)	(173,469)	(187,351)	(170,311)	(148,013)	(147,767)
1001	43800	101	530650	General Fund	DPW - Forestry	Conferences Training	(4,605)	(2,799)	(6,915)	(6,915)	(4,700)	(5,675)
1001	43800	742	530660	General Fund	DPW - Forestry	General Contractuals	(307,252)	(274,922)	(348,200)	(348,200)	(332,000)	(348,500)
1001	43800	101	530667	General Fund	DPW - Forestry	External Support	(18,052)	(19,093)	(26,000)	(26,000)	(26,000)	(26,500)
1001	43800	178	530667	General Fund	DPW - Forestry	External Support	(1,875)	-	-	-	-	-
1001	43800	741	530667	General Fund	DPW - Forestry	External Support	(581,351)	(479,254)	(800,000)	(800,000)	(600,000)	(800,000)
SUB-TOTAL CONTRACTUAL SERVICES							(913,135)	(776,069)	(1,181,115)	(1,181,115)	(962,700)	(1,180,675)
1001	43800	101	540691	General Fund	DPW - Forestry	Water Charges	(6,504)	(5,771)	-	-	-	-
1001	43800	742	540691	General Fund	DPW - Forestry	Water Charges	-	-	(8,000)	(8,000)	(8,000)	(8,000)
1001	43800	101	540690	General Fund	DPW - Forestry	Telecommunication Charges	-	(228)	(460)	(460)	(460)	(500)
1001	43800	101	550602	General Fund	DPW - Forestry	Membership Dues	(1,745)	(1,435)	(2,155)	(2,155)	(1,900)	(2,055)
1001	43800	101	550603	General Fund	DPW - Forestry	Postage	(370)	(265)	(600)	(600)	(300)	(500)
1001	43800	101	550632	General Fund	DPW - Forestry	Laundry Service	(1,241)	(1,283)	(2,000)	(2,000)	(1,300)	(1,500)
1001	43800	101	550652	General Fund	DPW - Forestry	Legal Postings and Doc. Fees	-	(441)	(600)	(600)	(500)	(360)
1001	43800	101	550663	General Fund	DPW - Forestry	Software License Updates	-	-	(375)	(375)	(180)	(980)
1001	43800	741	550673	General Fund	DPW - Forestry	Repairs	-	-	(1,000)	(1,000)	(1,000)	(1,000)
1001	43800	101	560625	General Fund	DPW - Forestry	Clothing	(986)	(843)	(1,500)	(1,500)	(1,000)	(1,250)
1001	43800	101	560631	General Fund	DPW - Forestry	Operational Supplies	(8,692)	(9,934)	(10,000)	(10,000)	(10,000)	(12,000)
1001	43800	742	560631	General Fund	DPW - Forestry	Operational Supplies	(1,611)	(1,486)	(2,000)	(2,000)	(2,000)	-
1001	43800	741	560670	General Fund	DPW - Forestry	Equipment Rental	-	-	(2,000)	(2,000)	(2,000)	(2,000)
SUB-TOTAL MATERIALS & SUPPLIES							(21,148)	(21,685)	(30,690)	(30,690)	(28,640)	(30,145)
1001	43800	101	570710	General Fund	DPW - Forestry	Equipment	(38)	-	-	-	-	-
1001	43800	101	570720	General Fund	DPW - Forestry	Computer Equipment	(603)	(266)	-	-	-	-
SUB-TOTAL CAPITAL OUTLAY							(641)	(266)	-	-	-	-
TOTAL EXPENDITURES							(1,522,990)	(1,325,980)	(1,840,546)	(1,783,506)	(1,506,453)	(1,718,479)

VILLAGE OF OAK PARK  
FISCAL YEAR 2019 BUDGET  
GENERAL FUND - PUBLIC WORKS FLEET OPERATIONS

Fund	Dept	Program	Account	Description	Department	Description	2016	2017	Original	Amended	Year	2019
							Actual	Actual	2018 Budget	2018 Budget	End Estimate	Adopted Budget
1001	43900	101	510501	General Fund	DPW - Fleet Operations	Regular Salaries	(279,504)	(191,122)	(174,477)	(174,477)	(182,741)	(178,155)
1001	43900	731	510501	General Fund	DPW - Fleet Operations	Regular Salaries	(63,757)	(69,249)	(80,947)	(80,947)	(82,439)	(83,504)
1001	43900	732	510501	General Fund	DPW - Fleet Operations	Regular Salaries	(107,615)	(116,886)	(136,596)	(136,596)	(139,110)	(140,913)
1001	43900	733	510501	General Fund	DPW - Fleet Operations	Regular Salaries	(130,582)	(160,167)	(189,260)	(189,260)	(190,632)	(193,103)
1001	43900	734	510501	General Fund	DPW - Fleet Operations	Regular Salaries	(79,647)	(86,504)	(116,928)	(116,928)	(103,044)	(104,380)
1001	43900	101	510503	General Fund	DPW - Fleet Operations	Overtime	(845)	(2,480)	(10,000)	(10,000)	(2,000)	(10,000)
1001	43900	731	510503	General Fund	DPW - Fleet Operations	Overtime	(3,420)	(729)	-	-	(500)	-
1001	43900	732	510503	General Fund	DPW - Fleet Operations	Overtime	(5,774)	(1,232)	-	-	(1,500)	-
1001	43900	733	510503	General Fund	DPW - Fleet Operations	Overtime	(7,487)	(1,689)	-	-	(2,000)	-
1001	43900	734	510503	General Fund	DPW - Fleet Operations	Overtime	(4,269)	(908)	-	-	(1,000)	-
1001	43900	101	510518	General Fund	DPW - Fleet Operations	Seasonal Employees	-	-	(15,000)	(7,500)	(7,500)	(12,188)
SUB-TOTAL PERSONAL SERVICES							(682,900)	(630,966)	(723,208)	(715,708)	(712,466)	(722,243)
1001	43900	101	510506	General Fund	DPW - Fleet Operations	Equip Allow (Auto,Phone,Tools)	(3,707)	(1,305)	(800)	(1,305)	(1,080)	(1,350)
1001	43900	731	510506	General Fund	DPW - Fleet Operations	Equip Allow (Auto,Phone,Tools)	(384)	(640)	(768)	(768)	(896)	(768)
1001	43900	732	510506	General Fund	DPW - Fleet Operations	Equip Allow (Auto,Phone,Tools)	(648)	(1,080)	(1,296)	(1,296)	(1,512)	(1,296)
1001	43900	733	510506	General Fund	DPW - Fleet Operations	Equip Allow (Auto,Phone,Tools)	(888)	(1,480)	(1,776)	(1,776)	(2,072)	(1,776)
1001	43900	734	510506	General Fund	DPW - Fleet Operations	Equip Allow (Auto,Phone,Tools)	(480)	(800)	(960)	(960)	(1,120)	(960)
1001	43900	731	520515	General Fund	DPW - Fleet Operations	Health Insurance Opt-Out	-	(6,467)	-	-	-	-
1001	43900	732	520515	General Fund	DPW - Fleet Operations	Health Insurance Opt-Out	-	(17)	-	-	-	-
1001	43900	733	520515	General Fund	DPW - Fleet Operations	Health Insurance Opt-Out	-	(23)	-	-	-	-
1001	43900	734	520515	General Fund	DPW - Fleet Operations	Health Insurance Opt-Out	-	(87)	-	-	-	-
1001	43900	101	520520	General Fund	DPW - Fleet Operations	Life Insurance Expense	(398)	(279)	(186)	(186)	(186)	(186)
1001	43900	731	520520	General Fund	DPW - Fleet Operations	Life Insurance Expense	(87)	(104)	(119)	(119)	(119)	(119)
1001	43900	732	520520	General Fund	DPW - Fleet Operations	Life Insurance Expense	(147)	(176)	(201)	(201)	(201)	(201)
1001	43900	733	520520	General Fund	DPW - Fleet Operations	Life Insurance Expense	(168)	(241)	(275)	(275)	(275)	(275)
1001	43900	734	520520	General Fund	DPW - Fleet Operations	Life Insurance Expense	(109)	(316)	(335)	(335)	(149)	(149)
1001	43900	101	520521	General Fund	DPW - Fleet Operations	Health Insurance Expense	(76,541)	(34,533)	(38,062)	(38,062)	(38,408)	(38,412)
1001	43900	731	520521	General Fund	DPW - Fleet Operations	Health Insurance Expense	(18,742)	(40,625)	(21,248)	(21,248)	(21,229)	(21,360)
1001	43900	732	520521	General Fund	DPW - Fleet Operations	Health Insurance Expense	(31,627)	(50,752)	(35,856)	(35,856)	(35,820)	(36,045)
1001	43900	733	520521	General Fund	DPW - Fleet Operations	Health Insurance Expense	(36,840)	(59,958)	(49,136)	(49,136)	(49,100)	(49,395)
1001	43900	734	520521	General Fund	DPW - Fleet Operations	Health Insurance Expense	(23,428)	(44,308)	(26,560)	(26,560)	(26,535)	(26,700)
1001	43900	101	520522	General Fund	DPW - Fleet Operations	Social Security Expense	(16,724)	(11,051)	(10,818)	(10,818)	(10,196)	(12,421)
1001	43900	731	520522	General Fund	DPW - Fleet Operations	Social Security Expense	(3,777)	(4,396)	(5,019)	(5,019)	(4,738)	(5,177)
1001	43900	732	520522	General Fund	DPW - Fleet Operations	Social Security Expense	(6,430)	(6,745)	(8,469)	(8,469)	(7,991)	(8,737)
1001	43900	733	520522	General Fund	DPW - Fleet Operations	Social Security Expense	(7,802)	(9,243)	(11,734)	(11,734)	(10,962)	(11,972)
1001	43900	734	520522	General Fund	DPW - Fleet Operations	Social Security Expense	(4,759)	(4,996)	(7,250)	(7,250)	(5,925)	(6,472)
1001	43900	101	520523	General Fund	DPW - Fleet Operations	Medicare Expense	(3,911)	(2,584)	(2,530)	(2,530)	(2,392)	(2,905)
1001	43900	731	520523	General Fund	DPW - Fleet Operations	Medicare Expense	(883)	(1,028)	(1,174)	(1,174)	(1,110)	(1,211)
1001	43900	732	520523	General Fund	DPW - Fleet Operations	Medicare Expense	(1,504)	(1,578)	(1,981)	(1,981)	(1,875)	(2,043)
1001	43900	733	520523	General Fund	DPW - Fleet Operations	Medicare Expense	(1,825)	(2,162)	(2,744)	(2,744)	(2,562)	(2,800)
1001	43900	734	520523	General Fund	DPW - Fleet Operations	Medicare Expense	(1,113)	(1,168)	(1,695)	(1,695)	(1,391)	(1,514)
1001	43900	101	520527	General Fund	DPW - Fleet Operations	IMRF Contributions	(40,668)	(25,523)	(17,378)	(17,378)	(17,411)	(12,192)
1001	43900	731	520527	General Fund	DPW - Fleet Operations	IMRF Contributions	(9,513)	(10,759)	(8,062)	(8,062)	(8,063)	(5,411)
1001	43900	732	520527	General Fund	DPW - Fleet Operations	IMRF Contributions	(16,057)	(16,624)	(13,605)	(13,605)	(13,580)	(9,131)
1001	43900	733	520527	General Fund	DPW - Fleet Operations	IMRF Contributions	(19,564)	(22,779)	(18,850)	(18,850)	(18,615)	(12,513)
1001	43900	734	520527	General Fund	DPW - Fleet Operations	IMRF Contributions	(11,884)	(12,313)	(11,646)	(11,646)	(10,060)	(6,764)
SUB-TOTAL FRINGE BENEFITS							(340,607)	(376,141)	(300,533)	(301,038)	(295,573)	(280,255)
1001	43900	101	530650	General Fund	DPW - Fleet Operations	Conferences Training	(9,230)	(6,323)	(11,070)	(11,070)	(9,000)	(9,420)

VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 GENERAL FUND - PUBLIC WORKS FLEET OPERATIONS

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>Original</u> <u>2018</u> <u>Budget</u>	<u>Amended</u> <u>2018</u> <u>Budget</u>	<u>Year</u> <u>End</u> <u>Estimate</u>	<u>2019</u> <u>Adopted</u> <u>Budget</u>
1001	43900	711	530660	General Fund	DPW - Fleet Operations	General Contractuals	(12,843)	-	-	-	-	-
1001	43900	101	530667	General Fund	DPW - Fleet Operations	External Support	(5,911)	(1,376)	-	-	-	(1,700)
1001	43900	731	530667	General Fund	DPW - Fleet Operations	External Support	(17,171)	(19,060)	(15,000)	(20,000)	(10,000)	(15,000)
1001	43900	732	530667	General Fund	DPW - Fleet Operations	External Support	(47,306)	(24,128)	(40,000)	(40,000)	(10,000)	(30,000)
1001	43900	733	530667	General Fund	DPW - Fleet Operations	External Support	(31,893)	(37,806)	(40,000)	(40,000)	(15,000)	(35,000)
1001	43900	734	530667	General Fund	DPW - Fleet Operations	External Support	(9,265)	(4,158)	(10,000)	(10,000)	(6,000)	(10,000)
SUB-TOTAL CONTRACTUAL SERVICES							(133,618)	(92,850)	(116,070)	(121,070)	(50,000)	(101,120)
1001	43900	733	540693	General Fund	DPW - Fleet Operations	Natural Gas	-	-	(1,000)	(1,000)	-	(100)
1001	43900	734	540693	General Fund	DPW - Fleet Operations	Natural Gas	-	(998)	(1,000)	(1,000)	-	-
1001	43900	101	550601	General Fund	DPW - Fleet Operations	Printing	(41)	-	(100)	(100)	-	(25)
1001	43900	101	550602	General Fund	DPW - Fleet Operations	Membership Dues	(798)	(2,272)	(3,568)	(3,568)	(3,568)	(2,500)
1001	43900	101	550603	General Fund	DPW - Fleet Operations	Postage	(871)	(971)	(1,100)	(1,100)	(1,100)	(1,100)
1001	43900	101	550605	General Fund	DPW - Fleet Operations	Travel & Mileage Reimbursement	(15)	-	(400)	(400)	(100)	(200)
1001	43900	101	550632	General Fund	DPW - Fleet Operations	Laundry Service	(3,818)	(4,112)	(4,000)	(4,000)	(4,000)	(4,000)
1001	43900	101	550652	General Fund	DPW - Fleet Operations	Legal Postings and Doc. Fees	-	-	(300)	(300)	(112)	(300)
1001	43900	101	550671	General Fund	DPW - Fleet Operations	Office Machine Service	-	-	(1,200)	(1,200)	(1,200)	(1,200)
1001	43900	733	560616	General Fund	DPW - Fleet Operations	Toner Cartridges	(662)	-	-	-	-	-
1001	43900	101	560620	General Fund	DPW - Fleet Operations	Office Supplies	(1,178)	(1,281)	(1,500)	(1,500)	(1,500)	(1,500)
1001	43900	101	560625	General Fund	DPW - Fleet Operations	Clothing	(1,161)	(1,449)	(1,500)	(1,500)	(1,500)	(2,000)
1001	43900	713	560627	General Fund	DPW - Fleet Operations	Building Materials	(103)	-	-	-	-	-
1001	43900	101	560631	General Fund	DPW - Fleet Operations	Operational Supplies	(18,812)	(19,450)	(17,200)	(17,200)	(17,200)	(17,200)
1001	43900	101	560636	General Fund	DPW - Fleet Operations	Fuel	(11)	-	-	-	-	-
1001	43900	731	560636	General Fund	DPW - Fleet Operations	Fuel	(25,683)	(31,918)	(35,000)	(35,000)	(25,000)	(35,000)
1001	43900	732	560636	General Fund	DPW - Fleet Operations	Fuel	(130,119)	(122,244)	(175,000)	(157,000)	(120,000)	(155,000)
1001	43900	733	560636	General Fund	DPW - Fleet Operations	Fuel	(59,947)	(57,521)	(70,000)	(70,000)	(60,000)	(75,000)
1001	43900	734	560636	General Fund	DPW - Fleet Operations	Fuel	(51,159)	(62,479)	(70,000)	(70,000)	(60,000)	(60,000)
1001	43900	101	560637	General Fund	DPW - Fleet Operations	Vehicle Equipment Parts	(7)	(80)	-	-	-	-
1001	43900	731	560637	General Fund	DPW - Fleet Operations	Vehicle Equipment Parts	(22,372)	(29,604)	(25,000)	(38,000)	(35,000)	(30,000)
1001	43900	732	560637	General Fund	DPW - Fleet Operations	Vehicle Equipment Parts	(64,776)	(47,879)	(75,000)	(75,000)	(47,000)	(70,000)
1001	43900	733	560637	General Fund	DPW - Fleet Operations	Vehicle Equipment Parts	(81,566)	(90,656)	(75,000)	(75,000)	(70,000)	(100,000)
1001	43900	734	560637	General Fund	DPW - Fleet Operations	Vehicle Equipment Parts	(26,017)	(19,999)	(25,000)	(25,000)	(21,000)	(25,000)
1001	43900	731	560644	General Fund	DPW - Fleet Operations	Lubricants	(868)	(2,312)	(4,000)	(4,000)	(1,100)	(4,000)
1001	43900	732	560644	General Fund	DPW - Fleet Operations	Lubricants	(1,221)	(1,905)	(3,500)	(3,500)	(1,100)	(4,000)
1001	43900	733	560644	General Fund	DPW - Fleet Operations	Lubricants	(909)	(2,325)	(4,000)	(4,000)	(1,100)	(4,000)
1001	43900	734	560644	General Fund	DPW - Fleet Operations	Lubricants	(940)	(1,944)	(3,500)	(3,500)	(1,100)	(3,000)
SUB-TOTAL MATERIALS & SUPPLIES							(493,057)	(501,400)	(597,868)	(592,868)	(472,680)	(595,125)
1001	43900	101	570720	General Fund	DPW - Fleet Operations	Computer Equipment	-	(50)	(1,000)	(495)	(200)	-
SUB-TOTAL CAPITAL OUTLAY							-	(50)	(1,000)	(495)	(200)	-
<b>TOTAL EXPENDITURES</b>							<b>(1,650,183)</b>	<b>(1,601,408)</b>	<b>(1,738,679)</b>	<b>(1,731,179)</b>	<b>(1,530,919)</b>	<b>(1,698,743)</b>



## VILLAGE CLERK'S OFFICE

### EXECUTIVE OVERVIEW

#### DEPARTMENTAL SUMMARY

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

The statutory requirements of the Village Clerk include:

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

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

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

The customary duties of the Village Clerk include:

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

#### MISSION STATEMENT

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

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

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

## **2018 ACCOMPLISHMENTS**

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

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

### **FREEDOM OF INFORMATION ACT**

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

### **SPECIAL EVENTS**

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

### **ADVISORY BOARDS AND COMMISSIONS**

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

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

## **2019 WORK PLAN**

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

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

### **FREEDOM OF INFORMATION ACT**

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

### **SPECIAL EVENTS**

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

### **ADVISORY BOARDS AND COMMISSIONS**

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

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

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

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

VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 GENERAL FUND - VILLAGE CLERK'S OFFICE

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>Original</u> <u>2018</u> <u>Budget</u>	<u>Amended</u> <u>2018</u> <u>Budget</u>	<u>Year</u> <u>End</u> <u>Estimate</u>	<u>2019</u> <u>Adopted</u> <u>Budget</u>
1001	41100	101	510501	General Fund	Village Clerk's Office (VCO)	Regular Salaries	(175,297)	(160,371)	(131,158)	(131,158)	(132,608)	(136,497)
1001	41100	101	510503	General Fund	Village Clerk's Office (VCO)	Overtime	(42)	-	-	-	-	-
SUB-TOTAL PERSONAL SERVICES							(175,339)	(160,371)	(131,158)	(131,158)	(132,608)	(136,497)
1001	41100	101	520520	General Fund	Village Clerk's Office (VCO)	Life Insurance Expense	(241)	(279)	(186)	(186)	(186)	(186)
1001	41100	101	520521	General Fund	Village Clerk's Office (VCO)	Health Insurance Expense	(39,701)	(29,649)	(33,790)	(33,790)	(31,910)	(30,456)
1001	41100	101	520522	General Fund	Village Clerk's Office (VCO)	Social Security Expense	(10,333)	(9,235)	(8,132)	(8,132)	(7,640)	(8,463)
1001	41100	101	520523	General Fund	Village Clerk's Office (VCO)	Medicare Expense	(2,417)	(2,160)	(1,902)	(1,902)	(1,787)	(1,979)
1001	41100	101	520527	General Fund	(VCO)	IMRF Contributions	(24,846)	(22,336)	(13,063)	(13,063)	(13,615)	(8,845)
SUB-TOTAL FRINGE BENEFITS							(77,538)	(63,658)	(57,073)	(57,073)	(55,138)	(49,929)
1001	41100	101	530650	General Fund	Village Clerk's Office (VCO)	Conferences Training	(236)	(1,241)	(2,000)	(2,000)	(1,100)	(1,500)
1001	41100	101	530658	General Fund	Village Clerk's Office (VCO)	Temporary Services	-	(21,260)	-	-	-	-
1001	41100	101	530667	General Fund	Village Clerk's Office (VCO)	External Support	(13,299)	(15,517)	(20,000)	(20,000)	(15,000)	(15,000)
SUB-TOTAL CONTRACTUAL SERVICES							(13,535)	(38,018)	(22,000)	(22,000)	(16,100)	(16,500)
1001	41100	101	550601	General Fund	Village Clerk's Office (VCO)	Printing	-	(115)	(100)	(100)	(100)	(125)
1001	41100	101	550602	General Fund	Village Clerk's Office (VCO)	Membership Dues	(40)	(495)	(250)	(250)	(320)	(350)
1001	41100	101	550603	General Fund	Village Clerk's Office (VCO)	Postage	(226)	(224)	(175)	(175)	(175)	(175)
1001	41100	101	550605	General Fund	Village Clerk's Office (VCO)	Travel & Mileage Reimbursement	-	(806)	(1,200)	(1,200)	(1,350)	(2,000)
1001	41100	101	550652	General Fund	Village Clerk's Office (VCO)	Legal Postings and Doc. Fees	(586)	(572)	(600)	(600)	(600)	(600)
1001	41100	101	560620	General Fund	Village Clerk's Office (VCO)	Office Supplies	(470)	(901)	(800)	(800)	(800)	(800)
SUB-TOTAL MATERIALS & SUPPLIES							(1,322)	(3,112)	(3,125)	(3,125)	(3,345)	(4,050)
1001	41100	101	570711	General Fund	Village Clerk's Office (VCO)	Software	-	-	(10,000)	(10,000)	-	(13,000)
SUB-TOTAL CAPITAL OUTLAY							-	-	(10,000)	(10,000)	-	(13,000)
TOTAL EXPENDITURES							(267,734)	(265,159)	(223,356)	(223,356)	(207,191)	(219,976)



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

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

VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 GENERAL FUND - BOARD OF TRUSTEES

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>Original</u> <u>2018</u> <u>Budget</u>	<u>Amended</u> <u>2018</u> <u>Budget</u>	<u>Year</u> <u>End</u> <u>Estimate</u>	<u>2019</u> <u>Adopted</u> <u>Budget</u>
1001	41010	101	510501	General Fund	Board of Trustees	Regular Salaries	(54,296)	(80,132)	(91,800)	(91,800)	(91,800)	(107,400)
1001	41010	101	520520	General Fund	Board of Trustees	Life Insurance Expense	-	-	(651)	(651)	(651)	(651)
1001	41010	101	520522	General Fund	Board of Trustees	Social Security Expense	(3,366)	(4,553)	(5,692)	(5,692)	(5,692)	(6,659)
1001	41010	101	520523	General Fund	Board of Trustees	Medicare Expense	(787)	(1,065)	(1,331)	(1,331)	(1,331)	(1,557)
SUB-TOTAL FRINGE BENEFITS							(4,154)	(5,618)	(7,674)	(7,674)	(7,674)	(8,867)
1001	41010	101	530650	General Fund	Board of Trustees	Conferences Training	(1,280)	(6,353)	(3,900)	(3,900)	(3,000)	(4,400)
SUB-TOTAL CONTRACTUAL SERVICES							(1,280)	(6,353)	(3,900)	(3,900)	(3,000)	(4,400)
1001	41010	101	550601	General Fund	Board of Trustees	Printing	(244)	(361)	-	-	-	-
1001	41010	101	550602	General Fund	Board of Trustees	Membership Dues	(9,967)	(10,000)	(10,000)	(10,000)	(9,500)	(9,532)
1001	41010	101	550603	General Fund	Board of Trustees	Postage	(1)	(19)	(250)	(250)	(250)	(250)
1001	41010	101	550605	General Fund	Board of Trustees	Travel & Mileage Reimbursement	-	-	(100)	(100)	(100)	(100)
1001	41010	101	550606	General Fund	Board of Trustees	Books & Subscriptions	(300)	-	(500)	(500)	(200)	(200)
1001	41010	101	550656	General Fund	Board of Trustees	Miscellaneous Expense	-	(87)	(250)	(250)	(250)	(250)
1001	41010	101	560620	General Fund	Board of Trustees	Office Supplies	-	(922)	(1,250)	(1,250)	(1,250)	(1,250)
1001	41010	101	560631	General Fund	Board of Trustees	Operational Supplies	-	-	(2,000)	(2,000)	(1,000)	(1,000)
1001	41010	101	560638	General Fund	Board of Trustees	Special Events	(1,608)	(1,379)	(2,000)	(2,000)	(1,800)	(1,800)
SUB-TOTAL MATERIALS & SUPPLIES							(12,119)	(12,768)	(16,350)	(16,350)	(14,350)	(14,382)
TOTAL EXPENDITURES							(71,849)	(104,872)	(119,724)	(119,724)	(116,824)	(135,049)

## Special Revenue Funds

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

The Village maintains the following Special Revenue Funds:

- Bullet Proof Vest Grant Fund
- Community Development Block Grant (CDBG)
- Community Development Block Grant Revolving Loan Fund
- Cook County Lead Hazard Prevention Grant
- Downtown Oak Park Tax Increment Financing District Fund
- Earth Fest Fund
- Emergency Solutions Grant Fund
- Farmer's Market
- Federal Recovered Drug Asset Forfeiture (RICO) Fund
- Foreign Fire Insurance Fund
- Health Grants Fund
- IL Department of Transportation Grant Fund
- Madison Street Tax Increment Financing District Fund
- Motor Fuel Tax Fund
- Special Services Area (SSA) #1
- Section 108 Loan Fund
- Special Services Area (SSA) #7
- Special Services Area (SSA) #8
- State Recovered Drug Asset Forfeiture (RICO) Fund
- Sustainability Fund
- Tobacco Enforcement Program Fund
- Travel, Training & Wellness

## **Bullet Proof Vest Grant Fund**

### **Fund Summary:**

The Bullet Proof Vest Grant is a U.S. Department of Justice initiative designed to provide a critical resource to state and local law enforcement. The police department applies for the grant every year to purchase and replace sworn officers' bullet proof vests.

VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 BULLET PROOF VEST GRANT FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>Original 2018 Budget</u>	<u>Amended 2018 Budget</u>	<u>Year End Estimate</u>	<u>2019 Adopted Budget</u>
2200	42490	101	431400	Bullet Proof Vest Grant	POLICE - Grants	Grant Revenue	-	-	7,500	7,500	4,400	17,000
SUB-TOTAL REVENUES							-	-	7,500	7,500	4,400	17,000
2200	42490	101	560625	Bullet Proof Vest Grant	POLICE - Grants	Clothing	-	-	(7,500)	(7,500)	(4,400)	(17,000)
SUB-TOTAL EXPENDITURES							-	-	(7,500)	(7,500)	(4,400)	(17,000)
NET SURPLUS/(DEFICIT)							-	-	-	-	-	-

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

### **Fund Summary**

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

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

VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 COMMUNITY DEVELOPMENT BLOCK GRANT FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>Original</u> <u>2018</u> <u>Budget</u>	<u>Amended</u> <u>2018</u> <u>Budget</u>	<u>Year</u> <u>End</u> <u>Estimate</u>	<u>2019</u> <u>Adopted</u> <u>Budget</u>
2083	46201	101	431400	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Grant Revenue	1,091,422	1,490,877	1,968,787	1,968,787	1,968,787	1,929,680
2083	41300	101	490476	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Miscellaneous Revenue	123,392	-	-	-	-	-
SUB-TOTAL REVENUE							<u>1,214,814</u>	<u>1,490,877</u>	<u>1,968,787</u>	<u>1,968,787</u>	<u>1,968,787</u>	<u>1,929,680</u>
2083	46201	101	510501	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Regular Salaries	-	-	(139,325)	(139,325)	(139,325)	(147,128)
2083	46201	101	510503	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Overtime	-	-	(125)	(125)	(125)	(125)
2083	46201	101	520520	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Life Insurance Expense	-	-	(122)	(122)	(122)	(129)
2083	46201	101	520521	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Health Insurance Expense	-	-	(30,075)	(30,075)	(30,075)	(31,760)
2083	46201	101	520522	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Social Security Expense	-	-	(8,023)	(8,023)	(8,023)	(8,473)
2083	46201	101	520523	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Medicare Expense	-	-	(1,980)	(1,980)	(1,980)	(2,091)
2083	46201	101	520527	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	IMRF Contributions	-	-	(22,290)	(22,290)	(22,290)	(23,494)
2083	46201	101	530650	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Conferences Training	(15)	(2,015)	(4,500)	(4,500)	(4,500)	(8,500)
2083	46201	101	550601	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Printing	-	-	(700)	(700)	(700)	(500)
2083	46201	101	550602	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Membership Dues	(550)	-	(550)	(550)	(550)	(550)
2083	46201	101	550603	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Postage	-	(53)	(605)	(605)	(605)	(550)
2083	46201	655	550603	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Postage	(17)	-	-	-	-	-
2083	46201	665	550603	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Postage	(56)	-	-	-	-	-
2083	46201	101	550605	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Travel & Mileage Reimbursement	-	(5)	(200)	(200)	(200)	(250)
2083	46201	101	550652	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Legal Postings and Doc. Fees	-	(490)	(1,010)	(1,010)	(1,010)	(1,200)
2083	46201	665	550652	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Legal Postings and Doc. Fees	(273)	-	-	-	-	-
2083	46201	101	560620	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Office Supplies	-	-	(600)	(600)	(600)	(450)
2083	46201	101	583602	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Administration Village	-	(185,365)	-	-	-	-
2083	46201	664	583602	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Administration Village	(170,814)	-	-	-	-	-
2083	46201	665	583602	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Administration Village	(1,634)	-	-	-	-	-
2083	46201	101	583604	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	African American Christian Foundation	-	(350)	(3,045)	(3,045)	(3,045)	(4,185)
2083	46201	101	583605	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Way Back Inn	-	(1,310)	(7,613)	(7,613)	(7,613)	(4,184)
2083	46201	101	583608	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Housing Ctr Planning Support	-	(117,820)	(94,402)	(94,402)	(94,402)	(112,000)
2083	46201	665	583608	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Housing Ctr Planning Support	(82,293)	-	-	-	-	-
2083	46201	665	583614	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Catholic Charities-Accolade	(4,200)	-	-	-	-	-
2083	46201	101	583616	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Children's Clinic	-	(27,336)	(23,345)	(23,345)	(23,345)	(27,895)
2083	46201	665	583616	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Children's Clinic	(16,483)	-	-	-	-	-
2083	46201	101	583617	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Children's Clinic	-	(8,000)	-	-	-	-
2083	46201	665	583617	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Community Support Services	(6,079)	-	-	-	-	-
2083	46201	101	583618	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	OPRF Food Pantry	-	(22,068)	(18,270)	(18,270)	(18,270)	(20,921)
2083	46201	665	583618	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	OPRF Food Pantry	(25,000)	-	-	-	-	-
2083	46201	101	583622	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Nami Metro Suburban	-	(10,538)	(10,150)	(10,150)	(10,150)	(16,738)
2083	46201	665	583622	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Nami Metro Suburban	(5,333)	-	-	-	-	-
2083	46201	101	583624	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Oakleyden	-	-	-	-	-	(22,500)
2083	46201	101	583625	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Seguin	-	(40,000)	(20,300)	(20,300)	(20,300)	(27,500)
2083	46201	665	583625	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Seguin	(19,000)	-	-	-	-	-
2083	46201	101	583626	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	West Cook YMCA	-	(22,510)	(20,300)	(20,300)	(20,300)	(27,895)
2083	46201	665	583626	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	West Cook YMCA	(14,869)	-	-	-	-	-
2083	46201	666	583626	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	West Cook YMCA	(2,739)	-	-	-	-	-
2083	46201	101	583628	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Parenthesis-Mothering	-	(21,314)	(17,255)	(17,255)	(17,255)	(21,703)
2083	46201	665	583628	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Parentheses-Mothering	(3,747)	-	-	-	-	-
2083	46201	101	583630	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	VOP Health Department	-	(9,992)	(10,150)	(10,150)	(10,149)	(16,250)
2083	46201	664	583630	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	VOP Health Department	(9,923)	-	-	-	-	-
2083	46201	665	583632	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Parenthesis-Parenteen	(7,535)	-	-	-	-	-
2083	46201	101	583635	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	VOP Code Enforcement Prop Insp	-	(49,771)	(71,050)	(71,050)	(71,050)	(93,750)

VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 COMMUNITY DEVELOPMENT BLOCK GRANT FUND

Fund	Dept	Program	Account	Description	Department	Description	2016 Actual	2017 Actual	Original 2018 Budget	Amended 2018 Budget	Year End Estimate	2019 Adopted Budget
2083	46201	664	583635	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	VOP Code Enforcement Prop Insp	(45,385)	-	-	-	-	-
2083	46201	101	583640	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Hephzibah	-	(17,680)	(14,718)	(14,718)	(14,718)	(20,921)
2083	46201	665	583640	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Hephzibah	(15,000)	-	-	-	-	-
2083	46201	101	583651	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	VOP Street & Sidewalks	-	(113,093)	(700,000)	(705,688)	(655,674)	(105,000)
2083	46201	665	583651	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	VOP Street & Sidewalks	(95,000)	-	-	-	-	-
2083	46201	101	583654	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	VOP PW - Sidewalks II	(142,500)	(7,500)	-	-	-	-
2083	46201	101	583656	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	VOP PW Infra - Sidewalks	-	(139,568)	(200,000)	(200,000)	(200,000)	(300,000)
2083	46201	665	583656	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	VOP PW Infra - Sidewalks	(137,695)	-	-	-	-	-
2083	46201	665	583657	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	VOP PW - Alley	(218,975)	-	-	-	-	-
2083	46201	101	583657	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	VOP PW - Alley	-	(386,525)	(171,515)	(190,265)	(171,515)	(300,000)
2083	46201	101	583660	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Oak Park Housing Center	-	(89,064)	(60,905)	(60,905)	(60,905)	(76,925)
2083	46201	665	583660	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Oak Park Housing Center	(60,669)	-	-	-	-	-
2083	46201	101	583678	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	PADS-Employment Readiness	-	(18,041)	(15,225)	(15,225)	(15,225)	(15,343)
2083	46201	665	583678	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	PADS-Employment Readiness	(11,175)	-	-	-	-	-
2083	46201	665	583678	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	PADS-Employment Readiness	(4,110)	-	-	-	-	-
2083	46201	101	583680	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Pads Emergency Shelter	-	(20,905)	(17,255)	(17,255)	(17,255)	(20,921)
2083	46201	665	583680	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Pads Emergency Shelter	(7,731)	-	-	-	-	-
2083	46201	101	583681	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Sarahs Inn Emergency Shelter	-	(12,600)	(10,150)	(10,150)	(10,150)	(13,948)
2083	46201	665	583681	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Sarahs Inn Emergency Shelter	(6,142)	-	-	-	-	-
2033	46201	101	583682	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Oak Park Housing Authority	-	-	-	(120,000)	-	-
2083	46201	101	583697	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	S108 Loan Consultant Fees	-	(13,177)	-	(56,823)	(10,000)	(50,523)
2083	46201	101	585611	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	VOP HP SFR/SRR Imp.	-	(70,948)	(85,000)	(85,000)	(85,000)	(107,368)
2083	46201	663	585611	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	VOP HP SFR/SRR Imp.	(77,365)	-	-	-	-	-
2083	46201	101	585612	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Housing Rehab Property Grants	-	(37,843)	(98,035)	(98,035)	(98,035)	(99,064)
2083	46201	664	585612	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Housing Rehab Property Grants	(2,375)	-	-	-	-	-
2083	46201	665	585612	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	Housing Rehab Property Grants	(8,925)	-	-	-	-	-
2083	46206	101	585613	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	VOPHP Sg FamHousing Rehab Loan	-	-	-	-	-	(108,000)
2083	46201	101	585617	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	VOP HP Small Rental Rehab	-	(44,999)	(90,000)	(90,000)	(90,000)	(90,946)
2083	46201	665	585617	Community Dev Block Grant	DCS - Neig. Srv. - CDBG	VOP HP Small Rental Rehab	(30,000)	-	-	-	-	-
SUB-TOTAL EXPENDITURES							(1,233,605)	(1,490,877)	(1,968,788)	(2,170,049)	(1,934,461)	(1,929,680)

NET SURPLUS/(DEFICIT) (18,791) (0) (1) (201,262) 34,326 -

Beginning Audited Fund Balance 1/1/18	(18,791)
2018 Projected Surplus (Deficit)	34,326
Ending Projected Fund Balance 12/31/18	<u>15,535</u>
Estimated Fund Balance 1/1/19	15,535
2019 Budgeted Surplus (Deficit)	-
Ending Estimated Fund Balance 12/31/19	<u>15,535</u>



## **Community Development Revolving Loan Fund**

### **Fund Summary**

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

VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 COMMUNITY DEVELOPMENT LOAN FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>Original</u> <u>2018</u> <u>Budget</u>	<u>Amended</u> <u>2018</u> <u>Budget</u>	<u>Year</u> <u>End</u> <u>Estimate</u>	<u>2019</u> <u>Adopted</u> <u>Budget</u>
2020	46206	101	441462	Community Development Loan	DCS - Neighborhood Services	Miscellaneous Revenue	89,169	25,489	175,000	175,000	175,000	175,000
2020	46206	101	461450	Community Development Loan	DCS - Neighborhood Services	Loan Interest	(4,638)	934	-	-	-	-
2020	46206	101	461490	Community Development Loan	DCS - Neighborhood Services	Interest Revenue	240	237	-	-	-	-
SUB-TOTAL REVENUE							84,770	26,660	175,000	175,000	175,000	175,000
2020	46206	101	530675	Community Development Loan	DCS - Neighborhood Services	Bank Charges	(390)	(75)	-	-	-	-
2020	46206	101	585613	Community Development Loan	DCS - Neighborhood Services	Housing Rehab Property Loan	-	(116,750)	(175,000)	(175,000)	(115,000)	(175,000)
SUB-TOTAL EXPENDITURES							(390)	(116,825)	(175,000)	(175,000)	(115,000)	(175,000)
NET SURPLUS/(DEFICIT)							84,380	(90,165)	-	-	60,000	-
Beginning Audited Fund Balance 1/1/18											-	
2018 Projected Surplus (Deficit)											60,000	
Ending Projected Fund Balance 12/31/18											60,000	
Estimated Fund Balance 1/1/19												60,000
2019 Budgeted Surplus (Deficit)												-
Ending Estimated Fund Balance 12/31/19												60,000

## Cook County Lead Hazard Prevention Grant Fund

### Fund Summary:

The Cook County Board of Commissioners authorized the creation of the Lead Poisoning Prevention Fund establishing a Lead Prevention Program. Funds from the Lead Prevention Program are utilized to award grants to provide for the provision of lead mitigation and abatement services to low income applicants. The Lead Prevention Program (LLP) Grant is administered by the Cook County Department of Public Health Lead Poisoning Prevention and Healthy Homes Unit (LPPHHU).

The Village of Oak Park is a LLP grant recipient for this program and is responsible for soliciting, receiving, maintaining and documenting its review of all applications for assistance through the LPP Grant Program. The program is limited to single family homes or single dwellings within a residential building and is further targeted towards persons at risk. Qualifying units must be owned by low income homeowners and be occupied by at least one pregnant woman or occupied by at least one child, six years or younger, who has tested positive for lead in their blood. Direct lead hazard control activities would be initiated by the Village that would consist of lead abatement or mitigation, lead risk assessments, occupant relocation, and clearance testing.

VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 COOK COUNTY LEAD HAZARD PREVENTION GRANT

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016</u>	<u>2017</u>	<u>Original</u>	<u>Amended</u>	<u>Year</u>	<u>2019</u>
							<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>End</u>	<u>Adopted</u>
											<u>Estimate</u>	<u>Budget</u>
2079	46206	101	441462	Cook County Lead Hazard Prevention DCS	DCS Neighborhood Services	Miscellaneous Revenue	21,350	3,200	80,000	80,000	80,000	80,000
						SUB-TOTAL REVENUES	<u>21,350</u>	<u>3,200</u>	<u>80,000</u>	<u>80,000</u>	<u>80,000</u>	<u>80,000</u>
2079	46206	101	585612	Cook County Lead Hazard Prevention DCS	DCS Neighborhood Services	Lead Hazard Control Grants	(21,350)	-	(80,000)	(80,000)	(80,000)	(80,000)
						SUB-TOTAL EXPENDITURES	<u>(21,350)</u>	<u>-</u>	<u>(80,000)</u>	<u>(80,000)</u>	<u>(80,000)</u>	<u>(80,000)</u>
						NET SURPLUS/(DEFICIT)	<u>-</u>	<u>6,400</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
						Beginning Audited Fund Balance 1/1/18					-	
						2018 Projected Surplus (Deficit)					-	
						Ending Projected Fund Balance 12/31/18					-	
						Estimated Fund Balance 1/1/19						-
						2019 Budgeted Surplus (Deficit)						-
						Ending Estimated Fund Balance 12/31/19						-

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

### **Fund Summary:**

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

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

VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 DOWNTOWN TIF FUND

Fund	Dept	Program	Account	Description	Department	Description	2016	2017	Original	Amended	Year	2019
							Actual	Actual	2018 Budget	2018 Budget	End Estimate	Adopted Budget
2098	41300	101	411401	Downtown TIF Fund	Finance	Property Tax Levy	8,485,002	9,893,250	10,100,000	10,100,000	11,600,000	11,600,000
2098	41300	101	461490	Downtown TIF Fund	Finance	Interest Revenue	3,538	2,023	2,500	2,500	22,141	34,300
2098	41300	101	462476	Downtown TIF Fund	Finance	Gain/Loss Sale of Property	-	653,795	-	-	-	-
SUB-TOTAL REVENUE							8,488,540	10,549,068	10,102,500	10,102,500	11,622,141	11,634,300
2098	46260	101	530667	Downtown TIF Fund	Finance	External Support	-	(133,724)	-	(37,749)	-	-
2098	41300	101	540691	Downtown TIF Fund	Finance	Water Charges	(764)	-	-	-	-	-
2098	41300	101	580680	Downtown TIF Fund	Finance	Tax Agency Distribution	(3,123,377)	(7,487,874)	(7,889,787)	(7,889,787)	(8,956,695)	(9,693,658)
2098	41300	138	581801	Downtown TIF Fund	Finance	Bond Principal Payment	-	-	-	(1,003,254)	-	-
2098	41300	158	581801	Downtown TIF Fund- 2011A	Finance	Bond Principal Payment	(600,000)	(620,000)	(640,000)	(640,000)	(640,000)	(660,000)
2098	41300	181	581801	Downtown TIF Fund	Finance	Bond Principal Payment	(770,000)	(790,000)	-	-	-	-
2098	41300	182	581801	Downtown TIF Fund- 2018A	Finance	Bond Principal Payment	-	-	(820,000)	(1,746)	(1,005,000)	(940,000)
2098	41300	138	581802	Downtown TIF Fund	Finance	Bond Interest Expense	-	-	-	(167,909)	-	-
2098	41300	158	581802	Downtown TIF Fund- 2011A	Finance	Bond Interest Expense	(74,500)	(61,525)	(46,550)	(46,550)	(46,550)	(29,475)
2098	41300	181	581802	Downtown TIF Fund- 2006C	Finance	Bond Interest Expense	(413,563)	(382,762)	-	-	-	-
2098	41300	182	581802	Downtown TIF Fund- 2018A	Finance	Bond Interest Expense	-	-	(351,163)	-	(167,909)	(231,368)
2098	41300	101	591802	Downtown TIF Fund	Finance	Transfer to CW Fund	-	-	-	-	-	(2,176,980)
2098	41300	101	591801	Downtown TIF Fund	Finance	Transfer to General	-	(1,680,000)	-	-	-	-
2098	41300	101	591890	Downtown TIF Fund	Finance	Transfer to Other Funds	(3,700,000)	(295,169)	(355,000)	(1,404,549)	(786,346)	(48,000)
2098	41300	101	591890	Downtown TIF Fund	Finance	Transfer to South & Harlem Fund	-	-	-	-	(611,224)	-
SUB-TOTAL EXPENDITURES							(8,682,204)	(11,451,054)	(10,102,500)	(11,191,544)	(12,213,724)	(13,779,481)
NET SURPLUS/(DEFICIT)							(193,663)	(901,986)	-	(1,089,044)	(591,583)	(2,145,181)

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

Beginning Audited Fund Balance 1/1/18	2,787,204
2018 Projected Surplus (Deficit)	(591,583)
Ending Projected Fund Balance 12/31/18	<u>2,195,621</u>
Estimated Fund Balance 1/1/19	2,195,621
2019 Budgeted Surplus (Deficit)	(2,145,181)
Ending Estimated Fund Balance 12/31/19	<u>50,441</u>

## Earth Fest

### **Fund Summary:**

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

VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 EARTH FEST FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>Original</u> <u>2018</u> <u>Budget</u>	<u>Amended</u> <u>2018</u> <u>Budget</u>	<u>Year</u> <u>End</u> <u>Estimate</u>	<u>2019</u> <u>Adopted</u> <u>Budget</u>
5057	43760	101	491499	Earth Fest	DPW - Environmental Services	Transfer from Other Funds	-	-	4,000	4,000	4,000	7,000
5057	43760	780	441462	Earth Fest	DPW - Environmental Services	Miscellaneous Revenue	3,300	3,200	3,000	3,000	3,000	-
SUB-TOTAL REVENUE							3,300	3,200	7,000	7,000	7,000	7,000
5057	43760	101	530667	Earth Fest	DPW - Environmental Services	External Support	(3,065)	(3,456)	(3,600)	(3,600)	(3,600)	(5,600)
5057	43760	101	560620	Earth Fest	DPW - Environmental Services	Office Supplies	(77)	(389)	(400)	(400)	(400)	(400)
5057	43760	101	560631	Earth Fest	DPW - Environmental Services	Operational Supplies	(972)	(1,031)	(1,000)	(1,000)	(1,000)	(1,000)
SUB-TOTAL EXPENDITURES							(4,114)	(4,876)	(5,000)	(5,000)	(5,000)	(7,000)
NET SURPLUS/(DEFICIT)							(814)	(1,676)	2,000	2,000	2,000	-



## Emergency Solutions Grant Program

### Fund Summary:

The Emergency Solutions Grant (ESG) Program is the first step in a continuum of assistance to prevent homelessness and help homeless persons move toward independent living. The ESG Program was originally established in 1986 to address the issue of homelessness in the United States. The Village receives ESG funds from the U.S. Department of Housing and Urban Development to assist persons experiencing homelessness and those at risk.

Village-funded non-profit agencies assist approximately 1,000 persons with ESG funds each program year. In addition to using a small amount of funds to administer the Oak Park ESG Program, the Village provides funds to non-profit agencies to operate the activities listed below.

- **Emergency Shelter** – Immediate temporary housing, along with the provision of case management and food for those experiencing a loss of housing.
- **Homelessness Prevention** - Assistance designed to reduce the number of people who become homeless for the first time, including financial assistance and services.
- **Rapid Re-Housing** - Rental assistance and supportive services to help an individual or family that is homeless move as quickly as possible into permanent housing and achieve stability in that housing.
- **Street Outreach** - Services necessary to reach out to unsheltered homeless individuals and families and connect them with emergency shelter, housing, and/or critical services and care.
- **Homeless Management and Information System (HMIS)** - A sophisticated database that measures the needs and characteristics of homeless persons, and reports on the specific assistance provided.

VILLAGE OF OAK PARK  
FISCAL YEAR 2019 BUDGET  
EMERGENCY SOLUTIONS GRANT FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>Original</u> <u>2018</u> <u>Budget</u>	<u>Amended</u> <u>2018</u> <u>Budget</u>	<u>Year</u> <u>End</u> <u>Estimate</u>	<u>2019</u> <u>Adopted</u> <u>Budget</u>
2080	46201	101	431481	Emergency Solutions Grant	DCS - Neig. Serv.	Emergency Solutions Grants	112,696	171,779	136,947	136,947	136,947	171,329
						SUB-TOTAL REVENUE	112,696	171,779	136,947	136,947	136,947	171,329
2080	46201	101	583602	Emergency Solutions Grant	DCS - Neig. Serv.	Administration Village	-	(9,766)	(10,271)	(10,271)	(10,271)	(12,849)
2080	46201	675	583602	Emergency Solutions Grant	DCS - Neig. Serv.	Administration Village	(12,090)	-	-	-	-	-
2080	46201	101	583701	Emergency Solutions Grant	DCS - Neig. Serv.	ESG WS PADS - Rapid Rehousing	-	(69,933)	(42,098)	(52,098)	(52,098)	(50,425)
2080	46201	675	583701	Emergency Solutions Grant	DCS - Neig. Serv.	ESG WS PADS - Rapid Rehousing	(34,586)	-	-	-	-	-
2080	46201	101	583702	Emergency Solutions Grant	DCS - Neig. Serv.	ESG WS PADS - Emergency Shelter	-	(28,444)	-	-	-	-
2080	46201	675	583702	Emergency Solutions Grant	DCS - Neig. Serv.	ESG WS PADS - Emergency Shelter	(16,050)	-	-	-	-	-
2080	46201	101	583702	Emergency Solutions Grant	DCS - Neig. Serv.	ESG WS PADS - Emergency Shelter	-	-	(24,346)	(24,346)	(24,346)	(35,768)
2080	46201	101	583704	Emergency Solutions Grant	DCS - Neig. Serv.	ESG WS PADS - Homeless Prev	-	(23,260)	(31,446)	(21,446)	(21,446)	(33,421)
2080	46201	675	583704	Emergency Solutions Grant	DCS - Neig. Serv.	ESG WS PADS - Homeless Prev	(28,540)	-	-	-	-	-
2080	46201	101	583705	Emergency Solutions Grant	DCS - Neig. Serv.	ESG WS PADS - Street Outreach	-	(26,148)	(18,642)	(18,642)	(18,642)	(26,006)
2080	46201	675	583705	Emergency Solutions Grant	DCS - Neig. Serv.	ESG WS PADS - Street Outreach	(11,430)	-	-	-	-	-
2080	46201	101	583707	Emergency Solutions Grant	DCS - Neig. Serv.	ESG - HMIS	-	(14,227)	(10,144)	(10,144)	(10,144)	(12,860)
2080	46201	675	583707	Emergency Solutions Grant	DCS - Neig. Serv.	ESG - HMIS	(10,000)	-	-	-	-	-
						SUB-TOTAL EXPENDITURES	(112,696)	(171,779)	(136,947)	(136,947)	(136,947)	(171,329)
						NET SURPLUS/(DEFICIT)	-	-	-	-	-	-
						Beginning Audited Fund Balance 1/1/18					-	
						2018 Projected Surplus (Deficit)					-	
						Ending Projected Fund Balance 12/31/18					-	
						Estimated Fund Balance 1/1/19						-
						2019 Budgeted Surplus (Deficit)						-
						Ending Estimated Fund Balance 12/31/19						-

## Farmer's Market

### Fund Summary:

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

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

VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 FARMERS MARKET FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>Original</u> <u>2018</u> <u>Budget</u>	<u>Amended</u> <u>2018</u> <u>Budget</u>	<u>Year</u> <u>End</u> <u>Estimate</u>	<u>2019</u> <u>Adopted</u> <u>Budget</u>
2027	43014	101	447465	Farmers Market Com	HEALTH - Farmer's Market	Farmers Market Seasonal Fees	19,948	20,845	21,000	21,000	24,000	24,000
2027	43014	101	447476	Farmers Market Com	HEALTH - Farmer's Market	Sale Of Market Merchandise	3,467	4,345	3,500	3,500	3,500	3,500
2027	43014	101	447478	Farmers Market Com	HEALTH - Farmer's Market	Corn Roast Revenue	1,448	2,377	1,800	1,800	1,800	2,000
SUB-TOTAL REVENUE							24,863	27,567	26,300	26,300	29,300	29,500
2027	43014	101	510501	Farmers Market Com	HEALTH - Farmer's Market	Regular Salaries				(5,000)		(24,230)
2027	43014	101	520522	Farmers Market Com	HEALTH - Farmer's Market	Social Security Expense				(305)		(1,502)
2027	43014	101	520523	Farmers Market Com	HEALTH - Farmer's Market	Medicare Expense				(72)		(351)
2027	43014	101	530667	Farmers Market Com	HEALTH - Farmer's Market	External Support	(15,462)	(24,409)	(24,000)	(18,623)	(24,000)	
2027	43014	101	530675	Farmers Market Com	HEALTH - Farmer's Market	Bank Charges	(169)	(5,177)	(800)	(800)	(800)	(800)
2027	43014	101	530851	Farmers Market Com	HEALTH - Farmer's Market	Crossing Guard Sharing Program	(11,750)	(6,084)	(11,000)	(11,000)	(11,000)	(11,000)
2027	43014	101	540669	Farmers Market Com	HEALTH - Farmer's Market	Rent Expense	(4,872)	(4,945)	(5,020)	(5,020)	(5,020)	(5,095)
2027	43014	101	550601	Farmers Market Com	HEALTH - Farmer's Market	Printing	(710)	(300)	(300)	(300)	(300)	(300)
2027	43014	101	550603	Farmers Market Com	HEALTH - Farmer's Market	Postage	(9)	(6)	(50)	(50)	(50)	(50)
2027	43014	101	550605	Farmers Market Com	HEALTH - Farmer's Market	Travel & Mileage Reimbursement						(1,500)
2027	43014	101	560631	Farmers Market Com	HEALTH - Farmer's Market	Operational Supplies	(5,206)	(3,189)	(5,000)	(5,000)	(5,000)	(5,000)
2027	43014	101	560638	Farmers Market Com	HEALTH - Farmer's Market	Special Events	(519)	(681)	(900)	(900)	(900)	(900)
2027	43014	101	560639	Farmers Market Com	HEALTH - Farmer's Market	Advertising	-	-	(500)	(500)	(500)	(500)
SUB-TOTAL EXPENDITURES							(38,697)	(44,790)	(47,570)	(47,570)	(47,570)	(51,228)
NET SURPLUS/(DEFICIT)							(13,834)	(17,223)	(21,270)	(21,270)	(18,270)	(21,728)

## Federal RICO Fund

### Fund Summary:

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

VILLAGE OF OAK PARK  
FISCAL YEAR 2019 BUDGET  
FEDERAL RICO FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>Original</u> <u>2018</u> <u>Budget</u>	<u>Amended</u> <u>2018</u> <u>Budget</u>	<u>Year</u> <u>End</u> <u>Estimate</u>	<u>2019</u> <u>Adopted</u> <u>Budget</u>
2024	42480	101	441475	Federal RICO Forfeiture Fund	POLICE	Recovered Damages	20,874	-	25,000	25,000	25,000	25,000
2024	42480	101	452485	Federal RICO Forfeiture Fund	POLICE	Asset Seizures Forfeitures	271,838	67,731	125,000	125,000	350,000	150,000
2024	42480	101	461490	Federal RICO Forfeiture Fund	POLICE	Interest Revenue	6	-	-	-	-	-
2024	42480	101	462476	Federal RICO Forfeiture Fund	POLICE	Gain/Loss on Sale of Property	10,017	14,225	15,000	15,000	5,000	5,000
SUB-TOTAL REVENUE							<u>302,736</u>	<u>81,956</u>	<u>165,000</u>	<u>165,000</u>	<u>380,000</u>	<u>180,000</u>
2024	42480	101	550705	Federal RICO Forfeiture Fund	POLICE	Ammunition and Guns	-	-	-	(5,800)	(5,800)	(30,000)
2024	42480	101	560631	Federal RICO Forfeiture Fund	POLICE	Operational Supplies	(32,425)	-	-	-	-	-
2024	42480	101	560637	Federal RICO Forfeiture Fund	POLICE	Vehicle Equipment Parts	(53,943)	(8,167)	-	-	-	-
2024	42480	101	560652	Federal RICO Forfeiture Fund	POLICE	Employee Physicals	(2,208)	(1,224)	-	(4,500)	(4,500)	(4,500)
2024	42480	101	570750	Federal RICO Forfeiture Fund	POLICE	Vehicles	(206,488)	-	-	-	-	-
2024	42480	101	591832	Federal RICO Forfeiture Fund	POLICE	Transfer To Fleet Replacement	-	(150,000)	(300,000)	(300,000)	(300,000)	(250,000)
SUB-TOTAL EXPENDITURES							<u>(295,064)</u>	<u>(159,390)</u>	<u>(300,000)</u>	<u>(310,300)</u>	<u>(310,300)</u>	<u>(284,500)</u>
NET SURPLUS/(DEFICIT)							<u>7,671</u>	<u>(77,434)</u>	<u>(135,000)</u>	<u>(145,300)</u>	<u>69,700</u>	<u>(104,500)</u>
Beginning Audited Fund Balance 1/1/18											340,931	
2018 Projected Surplus (Deficit)											<u>69,700</u>	
Ending Projected Fund Balance 12/31/18											<u>410,631</u>	
Estimated Fund Balance 1/1/19											410,631	
2019 Budgeted Surplus (Deficit)											<u>(104,500)</u>	
Ending Estimated Fund Balance 12/31/19											<u>306,131</u>	

## **Foreign Fire Insurance Fund**

### **Fund Summary:**

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

VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 FOREIGN FIRE INSURANCE FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>Original</u> <u>2018</u> <u>Budget</u>	<u>Amended</u> <u>2018</u> <u>Budget</u>	<u>Year</u> <u>End</u> <u>Estimate</u>	<u>2019</u> <u>Adopted</u> <u>Budget</u>
2014	42550	101	435481	Foreign Fire Insurance Fund	FIRE - Foreign Fire Insurance	Foreign Fire Insurance Allot	95,096	99,732	95,000	95,000	95,000	95,000
SUB-TOTAL REVENUES							<u>95,096</u>	<u>99,732</u>	<u>95,000</u>	<u>95,000</u>	<u>95,000</u>	<u>95,000</u>
2014	42550	101	530660	Foreign Fire Insurance Fund	FIRE - Foreign Fire Insurance	General Contractuals	(7,271)	(6,462)	(10,000)	(10,000)	(10,000)	(10,000)
2014	42550	101	540689	Foreign Fire Insurance Fund	FIRE - Foreign Fire Insurance	Cable Television	(8,063)	(7,154)	(12,000)	(12,000)	(12,000)	(12,000)
2014	42550	101	570720	Foreign Fire Insurance Fund	FIRE - Foreign Fire Insurance	Computer Equipment	(43,671)	(24,726)	(50,000)	(50,000)	(50,000)	(50,000)
2014	42550	101	570725	Foreign Fire Insurance Fund	FIRE - Foreign Fire Insurance	Office Equipment	(42,726)	(35,418)	(50,000)	(50,000)	(50,000)	(50,000)
2014	42550	101	591895	Foreign Fire Insurance Fund	FIRE - Foreign Fire Insurance	Transfer to Cip Fund	(20,000)	-	-	-	-	-
SUB-TOTAL EXPENDITURES							<u>(121,731)</u>	<u>(73,760)</u>	<u>(122,000)</u>	<u>(122,000)</u>	<u>(122,000)</u>	<u>(122,000)</u>
NET SURPLUS/(DEFICIT)							<u>(26,635)</u>	<u>25,972</u>	<u>(27,000)</u>	<u>(27,000)</u>	<u>(27,000)</u>	<u>(27,000)</u>
Beginning Audited Fund Balance 1/1/18											227,634	
2018 Projected Surplus (Deficit)											<u>(27,000)</u>	
Ending Projected Fund Balance 12/31/18											<u>200,634</u>	
Estimated Fund Balance 1/1/19											200,634	
2019 Budgeted Surplus (Deficit)											<u>(27,000)</u>	
Ending Estimated Fund Balance 12/31/19											<u>173,634</u>	



## Health Grant Funds

### Fund Summary:

The Oak Park Public Health Department is funded from a combination of sources including local fee-for-services, local tax support and **grant funding** from Federal, State, County and other not-for-profit grant sources. The Oak Park Public Health Department has been Illinois State Certified Public Health Department since 1948. Being a certified state health department makes the Health Department eligible to apply for various state grants only available to state certified health departments. The Health Department's 2019 budget includes \$366,193 in potential grant revenue from fourteen (14) different grant programs. Of those fourteen (14) grants, nine (9) grants have been awarded because the Health Department is a state certified health department.

1. Local Health Protection Grant: As a certified local health department, the Oak Park Health Department must implement a comprehensive program to control infectious diseases and a comprehensive food protection program. Each certified local health department must administer these health protection programs in accordance with the Local Health Protection Grant Code (77 Ill. Adm. Code 615).
2. Body Art Grant: This Body Art Establishment and Tanning Facilities Inspection Program grant makes possible the inspection of businesses in Oak Park that provide either body art services. Inspections are conducted as required by the Body Piercing Establishment Registration Act and by trained local health department inspectors.
3. Lead Poisoning Prevention Grant: Provides funding to local health departments to carry out the provisions of the Lead Poisoning Prevention Act (410 ILCS 45/1) and Lead Poisoning Prevention Code (77 IAC, Part 845).
4. Vector Surveillance and Control Grant (IDPH & Cook County): Provides funding to local health departments for surveillance and prevention of West Nile virus, Zika and other mosquito-borne and vector-borne diseases (mosquitoes, ticks, rodents and other potential vectors of human disease, and conduct surveillance of animals that provide a reservoir for disease producing organisms) as described in the Vector Control Act (410 ILCS 95).
5. Illinois Tobacco-Free Communities Grant: The purpose of this grant is to provide funding to certified Illinois local health departments to implement strategies and activities for tobacco prevention and control within their jurisdictions. Under the Illinois Tobacco-Free Communities (ITFC) program, local tobacco prevention and control programs will implement science-based, policy-focused strategies aligned with State and national goals and objectives to 1) prevent tobacco use among youth; 2) promote tobacco use cessation among adults and youth; 3) eliminate exposure to secondhand smoke; and 4) identify and eliminate tobacco-related health disparities among specific population groups.
6. Public Health Emergency Preparedness Grant: The purpose of this grant is to fund certain eligible Illinois certified local health departments to assess, prioritize, build, and exercise the

necessary resource elements, tasks, and functions of the Centers for Disease Control and Prevention's (CDC) 15 Public Health Emergency Preparedness (PHEP) Capabilities National Standards that local health departments need to prevent, mitigate, and recover from the top hazards to public health in its jurisdiction. This includes both specific mandated deliverables from the Scope of Work and Performance Measures listed below – as well as various activities selected and prioritized by the applicant according to these instructions.

7. Community Readiness Initiative Grant: The purpose of the Community Readiness Initiative Program is to provide funding to certain certified, local health departments located in federally-designated Metropolitan Statistical Areas (called MSAs) in Illinois, outside of the City of Chicago, to prepare for public health events involving the distribution and mass dispensing/ mass vaccination of emergency medical countermeasures. These jurisdictions in Illinois are as follows: Chicago MSA, Peoria MSA, and St. Louis MSA. The geographical boundaries of the Metropolitan Statistical Areas are as defined by the Federal Office of Management and Budget (OMB).
8. Medical Reserve Corp grant: This grant supports the operational needs of the Village's Medical Reserve Corp.
9. Family Case Management Grant: Family Case Management (FCM) is a statewide program that provides comprehensive service coordination to improve the health, social, educational, and developmental needs of pregnant women and infants from low-income families in the communities of Illinois (410 ILCS 212/15). Family Case Management (FCM) aims to "assess current needs within the State and provide goals and objectives for improving the health of mothers, children, and for reducing infant mortality" (Joint Committee on Administrative Rules, Section 630.20).
10. High Risk Infant Follow-up Grant: The Department of Human Services (DHS) Bureau of Maternal and Child Health (BMCH) aims to facilitate case management services to high risk infants and children ages 0-2 years old statewide with the goal of reducing infant mortality and morbidity rates at both the state and local level. Assistance in obtaining health and human services which promote healthy growth and development will be provided to low income high risk families as mandated in the Illinois Family Case Management Act through two programs listed in this Notice of funding opportunity. For the HRIF program Infants and children are referred to the high risk infant follow up program either through the Adverse Pregnancy Outcomes Reporting System (APORS) or based on assessments done in the Family Case Management program which determine that specific physical or social risks are present. The primary goals of HRIF are to:
  - Minimize disability in high risk infants by early identification of possible conditions requiring further evaluation, diagnosis, and treatment
  - Promote optimal growth and development of infants
  - Teach family to care for high risk infant
  - Decrease stress and potential for abuse

11. PHIMC HIV Grant: The purpose of this grant is to provide specific HIV prevention services to targeted populations of individuals living with or at high risk of HIV.
  
12. Shawnash Institute Grant: This grant provides funding to support the Farmers' Market's SNAP benefits Double Coupon program.
  
13. CDBG Farmers' Market Healthy Nutrition Incentives Program: This grant provides funding to support the Farmers' Market's SNAP benefits Double Coupon program.

VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 HEALTH GRANTS FUND

Fund	Dept	Program	Account	Description	Department	Description	2016 Actual	2017 Actual	Original 2018 Budget	Amended 2018 Budget	Year End Estimate	2019 Adopted Budget
2101	44560	101	431400	Dental Sealants 2012-13	HEALTH - Health Grants	Grant Revenue	213	-	-	-	-	-
2107	44560	101	431400	CCDPH Mosq Prevent 2016	HEALTH - Health Grants	Grant Revenue	6,599	-	-	-	-	-
2108	44560	101	431400	Cook County - WNV Grant FY 2017	HEALTH - Health Grants	Grant Revenue	-	9,187	9,188	9,188	9,188	10,500
2112	44560	101	431400	Cities Readiness Init 2015-16	HEALTH - Health Grants	Grant Revenue	22,530	-	-	-	-	-
2113	44560	101	431400	Cities Readiness Init 2011-12	HEALTH - Health Grants	Grant Revenue	20,407	20,060	-	-	-	-
2114	44560	101	431400	IDPH- Cities Readiness Init FY2018	HEALTH - Health Grants	Grant Revenue	-	20,538	42,487	42,487	42,487	50,800
2116	44560	101	431400	FM Healthy Incentive 2016	HEALTH - Health Grants	Grant Revenue	9,923	-	-	-	-	-
2117	44560	101	431400	CDBG Farmer's Market Incen. FY 2017	HEALTH - Health Grants	Grant Revenue	-	9,992	13,149	13,149	13,149	13,000
2118	44560	101	431400	Shawnash Double Coupon FY18	HEALTH - Health Grants	Grant Revenue	607	2,665	6,486	6,486	10,532	18,000
2119	44560	101	431400	Exp. Station Link Up IL FY 2018	HEALTH - Health Grants	Grant Revenue	-	1,946	2,998	2,998	-	-
2124	44560	101	431400	Tattoo Facility 2012-13	HEALTH - Health Grants	Grant Revenue	-	375	-	-	4,400	5,000
2125	44560	101	431400	Tattoo Facility Inspect 2014-15	HEALTH - Health Grants	Grant Revenue	3,150	-	-	-	-	-
2131	44560	101	431400	IDHS - Family Case Mgmt FY 2018	HEALTH - Health Grants	Grant Revenue	-	-	47,970	47,970	-	-
2132	44560	101	431400	IDHS - Family Case Mgmt FY 2018	HEALTH - Health Grants	Grant Revenue	-	-	-	-	-	16,800
2134	44560	101	431400	Family Case Mgmt 2012-13	HEALTH - Health Grants	Grant Revenue	-	-	-	-	-	18,200
2136	44560	101	431400	PHIMC HIV 2014	HEALTH - Health Grants	Grant Revenue	8,210	-	-	-	-	-
2137	44560	101	431400	PHIMC - Region 8 HIV Prev FY 2018	HEALTH - Health Grants	Grant Revenue	9,999	16,886	29,470	29,470	29,470	30,400
2150	44560	101	431400	IDPH Tan Facil Inspct 2013-14	HEALTH - Health Grants	Grant Revenue	150	-	-	-	-	-
2155	44560	101	431400	IDPH Tan Facil Inspct 2014-15	HEALTH - Health Grants	Grant Revenue	45	-	-	-	-	-
2156	44560	101	431400	W Nile Virus Prevent 2015-16	HEALTH - Health Grants	Grant Revenue	2,579	-	-	-	-	-
2157	44560	101	431400	W Nile Virus Prevent 2016-17	HEALTH - Health Grants	Grant Revenue	4,804	6,634	-	-	-	-
2158	44560	101	431400	IDPH - Vector Surv. & Cntl. FY 2018	HEALTH - Health Grants	Grant Revenue	-	5,700	10,000	10,000	10,000	12,200
2162	44560	101	431400	Lead Poisoning 2011-12	HEALTH - Health Grants	Grant Revenue	1,612	1,024	-	-	-	-
2163	44560	101	431400	IDPH - Lead Case Mgmt. FY 2018	HEALTH - Health Grants	Grant Revenue	-	424	10,400	10,400	10,400	30,000
2172	44560	101	431400	Local Health Protect 2015-16	HEALTH - Health Grants	Grant Revenue	31,601	-	-	-	-	-
2173	44560	101	431400	Local Health Protect 2016-17	HEALTH - Health Grants	Grant Revenue	31,600	31,601	-	-	-	-
2174	44560	101	431400	IDPH - Local Health Protection FY2018	HEALTH - Health Grants	Grant Revenue	-	33,612	67,258	67,258	67,258	72,000
2175	44560	101	431400	IDPH - Medical Reserve Corp	HEALTH - Health Grants	Grant Revenue	-	-	10,893	10,893	10,893	10,893
2182	44560	101	431400	Pub Hlth Emerg Prep 2015-16	HEALTH - Health Grants	Grant Revenue	26,490	-	-	-	-	-
2183	44560	101	431400	Pub Hlth Emerg Prep 2016-17	HEALTH - Health Grants	Grant Revenue	22,891	32,478	-	-	-	-
2184	44560	101	431400	IDPH Pub Hlth Emrg Prep FY 2018	HEALTH - Health Grants	Grant Revenue	-	25,019	52,007	52,007	52,007	57,000
2186	44560	101	431400	Teen Preg Prevent 2014-15	HEALTH - Health Grants	Grant Revenue	102	-	-	-	-	-
2187	44560	101	431400	Teen Preg Prevent 2015-16	HEALTH - Health Grants	Grant Revenue	20,081	-	-	-	-	-
2188	44560	101	431400	Teen Preg Prevent 2016-17	HEALTH - Health Grants	Grant Revenue	6,029	15,097	-	-	-	-
2190	44560	101	431400	IL Tobacco Free 2013-14	HEALTH - Health Grants	Grant Revenue	109	-	-	-	-	-
2192	44560	101	431400	IL Tobacco Free 2015-16	HEALTH - Health Grants	Grant Revenue	4,755	-	-	-	-	-
2193	44560	101	431400	IDPH Tobacco Free 2016-17	HEALTH - Health Grants	Grant Revenue	4,453	14,334	-	-	-	-
2194	44560	101	431400	IDPH - IL Tobacco Free Comm FY 2018	HEALTH - Health Grants	Grant Revenue	-	9,400	20,456	20,456	20,456	21,400
2196	44560	101	431400	Medicaid Claim -B	HEALTH - Health Grants	Grant Revenue	9,966	-	-	-	-	-
2197	44560	101	431400	PH Prep against EBOLA 15-16	HEALTH - Health Grants	Grant Revenue	4,438	-	-	-	-	-
2198	44560	101	431400	IDPH FY Body Art FY 2018	HEALTH - Health Grants	Grant Revenue	-	3,037	3,875	3,875	-	-
SUB TOTAL REVENUES							253,341	260,009	326,637	326,637	280,240	366,193
2101	44560	101	530664	Dental Sealants 2012-13	HEALTH - Health Grants	Dental Sealant Services	(213)	-	-	-	-	-
2107	44560	101	510501	CCDPH Mosq Prevent 2015	HEALTH - Health Grants	Regular Salaries	(3,879)	-	-	-	-	-
2107	44560	101	520999	CCDPH Mosq Prevent 2015	HEALTH - Health Grants	Grant Admin. - Benefits	(1,788)	-	-	-	-	-
2107	44560	101	560631	CCDPH Mosq Prevent 2015	HEALTH - Health Grants	Operational Supplies	(931)	-	-	-	-	-
2108	44560	101	510501	Cook County - WNV Grant FY 2017	HEALTH - Health Grants	Regular Salaries	-	(5,447)	(7,688)	(7,688)	(7,688)	(5,500)
2108	44560	101	520999	Cook County - WNV Grant FY 2017	HEALTH - Health Grants	Grant Admin. - Benefits	-	(2,481)	-	-	-	(2,500)

VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 HEALTH GRANTS FUND

Fund	Dept	Program	Account	Description	Department	Description	2016 Actual	2017 Actual	Original 2018 Budget	Amended 2018 Budget	Year End Estimate	2019 Adopted Budget
2108	44560	101	560631	Cook County - WNV Grant FY 2017	HEALTH - Health Grants	Operational Supplies		(1,259)				-
2108	44560	101	560631	Cook Cty West Nile Virus FY 2018	HEALTH - Health Grants	Operational Supplies	-	-	(1,500)	(1,500)	(1,500)	-
2108	44560	101	560631	Cook Cty West Nile Virus FY 2019	HEALTH - Health Grants	Operational Supplies	-	-	-	-	-	(1,250)
2108	44560	101	560631	Cook Cty West Nile Virus FY 2020	HEALTH - Health Grants	Operational Supplies	-	-	-	-	-	(1,250)
2112	44560	101	510501	Cities Readiness Init 2015-16	HEALTH - Health Grants	Regular Salaries	(18,960)	-	-	-	-	-
2112	44560	101	530656	Cities Readiness Init 2014-16	HEALTH - Health Grants	Grant Contractuals	(292)	-	-	-	-	-
2112	44560	101	540690	Cities Readiness Init 2015-16	HEALTH - Health Grants	Telecommunications Charges	(1,391)	-	-	-	-	-
2112	44560	101	560631	Cities Readiness Init 2015-16	HEALTH - Health Grants	Operational Supplies	(1,886)	-	-	-	-	-
2113	44560	101	510501	Cities Readiness Init 2011-12	HEALTH - Health Grants	Regular Salaries	(13,387)	(13,644)	-	-	-	-
2113	44560	101	520999	Cities Readiness Init 2011-12	HEALTH - Health Grants	Grant Admin. - Benefits	(5,582)	(6,416)	-	-	-	-
2113	44560	101	540690	Cities Readiness Init 2011-12	HEALTH - Health Grants	Telecommunications Charges	(1,438)	-	-	-	-	-
2114	44560	101	510501	IDPH- Cities Readiness Init FY2018	HEALTH - Health Grants	Regular Salaries	-	(18,247)	(26,986)	(44,689)	(44,689)	(40,000)
2114	44560	101	520999	IDPH- Cities Readiness Init FY2018	HEALTH - Health Grants	Grant Admin. - Benefits	-	(996)	(5,626)	(997)	(997)	-
2114	44560	101	520999	IDPH- Cities Readiness Init FY2019	HEALTH - Health Grants	Grant Admin. - Benefits	-	-	(5,626)	(1,500)	(1,500)	(1,000)
2114	44560	101	520999	IDPH- Cities Readiness Init FY2020	HEALTH - Health Grants	Grant Admin. - Benefits	-	-	-	-	-	(1,000)
2114	44560	101	530656	IDPH- Cities Readiness Init FY2018	HEALTH - Health Grants	Grant Contractuals	-	-	-	-	-	(1,000)
2114	44560	101	530656	IDPH- Cities Readiness Init FY 2019	HEALTH - Health Grants	Grant Contractuals	-	-	-	-	-	(1,000)
2114	44560	101	540690	IDPH- Cities Readiness Init FY2018	HEALTH - Health Grants	Telecommunications Charges	-	(1,294)	(700)	(1,200)	(1,200)	-
2114	44560	101	540690	IDPH- Cities Readiness Init FY 2019	HEALTH - Health Grants	Telecommunications Charges	-	-	(700)	(1,500)	(1,500)	(1,400)
2114	44560	101	540690	IDPH- Cities Readiness Init FY 2020	HEALTH - Health Grants	Telecommunications Charges	-	-	-	-	-	(1,400)
2114	44560	101	550602	IDPH- Cities Readiness Init FY2018	HEALTH - Health Grants	Membership Dues	-	-	-	(1,000)	(1,000)	-
2114	44560	101	550602	IDPH- Cities Readiness Init FY2019	HEALTH - Health Grants	Membership Dues	-	-	-	(1,000)	(1,000)	-
2114	44560	101	560631	Cities Readiness Init 2018	HEALTH - Health Grants	Operational Supplies	-	-	(1,425)	-	-	-
2114	44560	101	560631	Cities Readiness Init 2019	HEALTH - Health Grants	Operational Supplies	-	-	(1,424)	(2,849)	(2,849)	(2,500)
2114	44560	101	560631	Cities Readiness Init 2020	HEALTH - Health Grants	Operational Supplies	-	-	-	-	-	(1,500)
2116	44560	101	560638	FM Healthy Incentive 2016	HEALTH - Health Grants	Special Events	(9,923)	-	-	-	-	-
2117	44560	101	530656	CDBG Farmer's Market Incen. FY 2018	HEALTH - Health Grants	Grant Contractuals	-	-	(9,900)	(9,900)	(9,900)	-
2117	44560	101	530656	CDBG Farmer's Market Incen. FY 2019	HEALTH - Health Grants	Grant Contractuals	-	-	(3,000)	(3,000)	(3,000)	(4,000)
2117	44560	101	530656	CDBG Farmer's Market Incen. FY 2020	HEALTH - Health Grants	Grant Contractuals	-	-	-	-	-	(8,000)
2117	44560	101	550601	CDBG Farmer's Market Incen. FY 2018	HEALTH - Health Grants	Printing	-	-	(249)	(249)	(249)	-
2117	44560	101	550601	CDBG Farmer's Market Incen. FY 2019	HEALTH - Health Grants	Printing	-	-	-	-	-	(500)
2117	44560	101	550601	CDBG Farmer's Market Incen. FY 2020	HEALTH - Health Grants	Printing	-	-	-	-	-	(500)
2117	44560	101	560638	CDBG Farmer's Market Incen. FY 2017	HEALTH - Health Grants	Special Events	-	(9,992)	-	-	-	-
2118	44560	101	530656	Shawnash Double Coupon FY18	HEALTH - Health Grants	Grant Contractuals	-	-	(6,486)	(6,486)	(10,532)	(15,000)
2118	44560	101	560638	Shawnash Double Coupon FY18	HEALTH - Health Grants	Special Events	(607)	(2,665)	-	-	-	-
2118	44560	101	550601	Shawnash Double Coupon FY18	HEALTH - Health Grants	Printing	-	-	-	-	-	(3,000)
2119	44560	101	560638	Exp. Station Link Up IL FY 2018	HEALTH - Health Grants	Special Events	-	(1,946)	-	-	-	-
2119	44560	101	530656	Exp. Station Link Up IL FY 2018	HEALTH - Health Grants	Grant Contractuals	-	-	(2,998)	(2,998)	-	-
2124	44560	101	510501	Tattoo Facility 2012-13	HEALTH - Health Grants	Regular Salaries	-	(375)	-	(4,500)	(4,400)	(5,000)
2125	44560	101	510501	Tattoo Facility 2013-14	HEALTH - Health Grants	Regular Salaries	(3,150)	-	-	-	-	-
2131	44560	101	510501	IDHS - Family Case Mgmt FY18	HEALTH - Health Grants	Regular Salaries	-	-	(44,970)	(44,970)	-	-
2131	44560	101	540669	IDHS - Family Case Mgmt FY18	HEALTH - Health Grants	Rent Expense	-	-	(3,000)	(3,000)	-	-
2132	44560	101	510501	IDHS- Family Case Mgmt FY19	HEALTH - Health Grants	Regular Salaries	-	-	-	-	-	(11,600)
2132	44560	101	520999	IDHS- Family Case Mgmt FY19	HEALTH - Health Grants	Grant Admin- Benefits	-	-	-	-	-	(1,000)
2132	44560	101	520999	IDHS- Family Case Mgmt FY20	HEALTH - Health Grants	Grant Admin- Benefits	-	-	-	-	-	(1,000)
2132	44560	101	540669	IDHS- Family Case Mgmt FY19	HEALTH - Health Grants	Rent Expense	-	-	-	-	-	(3,200)
2134	44560	101	510501	IDHS-High Risk Infant Follow-Up FY 19	HEALTH - Health Grants	Regular Salaries	-	-	-	-	-	(12,000)
2134	44560	101	520999	IDHS- High Risk Infant Follow-Up FY 19	HEALTH - Health Grants	Grant Admin. - Benefits	-	-	-	-	-	(2,500)
2134	44560	101	520999	IDHS- High Risk Infant Follow-Up FY 20	HEALTH - Health Grants	Grant Admin- Benefits	-	-	-	-	-	(2,500)
2134	44560	101	560631	IDHS- High Risk Infant Follow-Up	HEALTH - Health Grants	Operational Supplies	-	-	-	-	-	(1,200)

VILLAGE OF OAK PARK  
FISCAL YEAR 2019 BUDGET  
HEALTH GRANTS FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>Original 2018 Budget</u>	<u>Amended 2018 Budget</u>	<u>Year End Estimate</u>	<u>2019 Adopted Budget</u>
2136	44560	101	510501	PHIMC HIV 2014	HEALTH - Health Grants	Regular Salaries	(8,210)	-	-	-	-	-
2137	44560	101	510501	PHIMC - Region 8 HIV Prev FY 2018	HEALTH - Health Grants	Regular Salaries	(8,056)	(14,888)	(20,089)	(20,089)	(19,999)	(20,000)
2137	44560	101	520999	PHIMC - Region 8 HIV Prev FY 2018	HEALTH - Health Grants	Grant Admin. - Benefits	(1,944)	(1,198)	(9,381)	(9,381)	(9,381)	(10,000)
2137	44560	101	560631	PHIMC - Region 8 HIV Prev FY 2018	HEALTH - Health Grants	Operational Supplies	-	-	-	(200)	(90)	-
2137	44560	101	560631	PHIMC - Region 8 HIV Prev FY 2019	HEALTH - Health Grants	Operational Supplies	-	-	-	-	-	(200)
2137	44560	101	560631	PHIMC - Region 8 HIV Prev FY 2020	HEALTH - Health Grants	Operational Supplies	-	-	-	-	-	(200)
2137	44560	101	530656	PHIMC - Region 8 HIV Prev FY 2018	HEALTH - Health Grants	Grant Contractuals	-	(800)	-	-	-	-
2150	44560	101	510501	IDPH Tan Facil Inspct 2013-14	HEALTH - Health Grants	Regular Salaries	(150)	-	-	-	-	-
2155	44560	101	510501	IDPH Tan Facil Inspct 2014-15	HEALTH - Health Grants	Regular Salaries	(45)	-	-	-	-	-
2156	44560	101	510501	IDPH W Nile Mosq Vect 2014-15	HEALTH - Health Grants	Regular Salaries	(1,376)	-	-	-	-	-
2156	44560	101	520999	IDPH W Nile Mosq Vect 2014-15	HEALTH - Health Grants	Grant Admin. - Benefits	(634)	-	-	-	-	-
2156	44560	101	550601	IDPH W Nile Mosq Vect 2014-15	HEALTH - Health Grants	Printing	(569)	-	-	-	-	-
2157	44560	101	510501	W Nile Virus Prevent 2016-17	HEALTH - Health Grants	Regular Salaries	(3,275)	(3,714)	-	-	-	-
2157	44560	101	520999	W Nile Virus Prevent 2016-17	HEALTH - Health Grants	Grant Admin. - Benefits	(1,510)	(1,714)	-	-	-	-
2157	44560	101	530656	W Nile Virus Prevent 2016-17	HEALTH - Health Grants	Grant Contractuals	-	(1,122)	-	-	-	-
2157	44560	101	560631	W Nile Virus Prevent 2016-17	HEALTH - Health Grants	Operational Supplies	(20)	(84)	-	-	-	-
2158	44560	101	510501	IDPH - Vector Surv. & Cntl. FY 2018	HEALTH - Health Grants	Regular Salaries	-	(437)	(9,610)	(8,370)	(8,370)	(11,000)
2158	44560	101	520999	IDPH - Vector Surv. & Cntl. FY 2018	HEALTH - Health Grants	Grant Admin. - Benefits	-	(204)	-	(204)	(204)	(800)
2158	44560	101	530650	IDPH - Vector Surv. & Cntl. FY 2018	HEALTH - Health Grants	Conferences Training	-	-	(40)	(40)	(40)	-
2158	44560	101	530656	IDPH - Vector Surv. & Cntl. FY 2018	HEALTH - Health Grants	Grant Contractuals	-	(4,930)	-	(5,287)	(5,287)	-
2158	44560	101	550603	IDPH - Vector Surv. & Cntl. FY 2018	HEALTH - Health Grants	Postage	-	(129)	(350)	(350)	(350)	(400)
2162	44560	101	510501	Lead Poisoning 2011-12	HEALTH - Health Grants	Regular Salaries	(1,612)	(1,024)	-	-	-	-
2163	44560	101	510501	IDPH - Lead Case Mgmt. FY 2018	HEALTH - Health Grants	Regular Salaries	-	(424)	(10,400)	(18,200)	(10,400)	(30,000)
2172	44560	101	510501	Local Health Protect 2015-16	HEALTH - Health Grants	Regular Salaries	(18,936)	-	-	-	-	-
2172	44560	101	520999	Local Health Protect 2015-16	HEALTH - Health Grants	Grant Admin. - Benefits	(8,730)	-	-	-	-	-
2172	44560	101	530656	Local Health Protect 2015-16	HEALTH - Health Grants	Grant Contractuals	(3,935)	-	-	-	-	-
2173	44560	101	530656	Local Health Protect 2016-17	HEALTH - Health Grants	Grant Contractuals	(3,845)	(3,845)	-	-	-	-
2173	44560	101	520999	Local Health Protect 2016-17	HEALTH - Health Grants	Local Health Protect 2017-18	(8,757)	(8,759)	-	-	-	-
2173	44560	101	510501	Local Health Protect 2016-17	HEALTH - Health Grants	Regular Salaries	(18,997)	(18,997)	-	-	-	-
2174	44560	101	510501	IDPH - Local Health Protection FY2018	HEALTH - Health Grants	Regular Salaries	-	(20,292)	(40,586)	(50,293)	(40,586)	(44,000)
2174	44560	101	520999	IDPH - Local Health Protection FY2018	HEALTH - Health Grants	Grant Admin. - Benefits	-	(9,474)	(18,950)	(18,950)	(18,950)	(20,000)
2174	44560	101	530656	IDPH - Local Health Protection FY2018	HEALTH - Health Grants	Grant Contractuals	-	(3,845)	(7,722)	(7,722)	(7,722)	(8,000)
2175	44560	101	510501	IDPH - Medical Reserve Corps	HEALTH - Health Grants	Regular Salaries	-	-	(1,800)	(1,800)	-	-
2175	44560	101	530656	NACCHO Medical Reserve Corps	HEALTH - Health Grants	Grant Contractuals	-	-	(4,788)	(4,788)	(4,788)	-
2175	44560	101	550601	NACCHO Medical Reserve Corps	HEALTH - Health Grants	Printing	-	-	(400)	(400)	(400)	-
2175	44560	101	530650	NACCHO Medical Reserve Corps	HEALTH - Health Grants	Conferences Training	-	-	(3,120)	(3,120)	-	(2,000)
2175	44560	101	550605	NACCHO Medical Reserve Corps	HEALTH - Health Grants	Travel & Mileage Reimbursement	-	-	(785)	(785)	-	-
2175	44560	101	560631	NACCHO Medical Reserve Corps	HEALTH - Health Grants	Operational Supplies	-	-	-	-	-	(8,893)
2182	44560	101	510501	Pub Hlth Emerg Prep 2015-16	HEALTH - Health Grants	Regular Salaries	(17,519)	-	-	-	-	-
2182	44560	101	530650	Pub Hlth Emerg Prep 2015-16	HEALTH - Health Grants	Conferences Training	(2,073)	-	-	-	-	-
2182	44560	101	530656	Pub Hlth Emerg Prep 2015-16	HEALTH - Health Grants	Grant Contractuals	(3,617)	-	-	-	-	-
2182	44560	101	540690	Pub Hlth Emerg Prep 2015-16	HEALTH - Health Grants	Telecommunication Charges	(848)	-	-	-	-	-
2182	44560	101	550605	Pub Hlth Emerg Prep 2015-16	HEALTH - Health Grants	Travel & Mileage Reimbursement	(327)	-	-	-	-	-
2182	44560	101	560631	Pub Hlth Emerg Prep 2015-16	HEALTH - Health Grants	Operational Supplies	(2,105)	-	-	-	-	-
2183	44560	101	510501	Pub Hlth Emerg Prep 2016-17	HEALTH - Health Grants	Regular Salaries	(12,709)	(19,098)	-	-	-	-
2183	44560	101	520999	Pub Hlth Emerg Prep 2016-17	HEALTH - Health Grants	Grant Admin. - Benefits	(5,299)	(5,299)	-	-	-	-
2183	44560	101	530650	Pub Hlth Emerg Prep 2016-17	HEALTH - Health Grants	Conferences Training	-	(655)	-	-	-	-
2183	44560	101	530656	Pub Hlth Emerg Prep 2016-17	HEALTH - Health Grants	Grant Contractuals	(4,137)	(3,707)	-	-	-	-
2183	44560	101	540690	Pub Hlth Emerg Prep 2016-17	HEALTH - Health Grants	Telecommunication Charges	(670)	-	-	-	-	-
2183	44560	101	550605	Pub Hlth Emerg Prep 2016-17	HEALTH - Health Grants	Travel & Mileage Reimbursement	(77)	(1,023)	-	-	-	-

VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 HEALTH GRANTS FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>Original 2018 Budget</u>	<u>Amended 2018 Budget</u>	<u>Year End Estimate</u>	<u>2019 Adopted Budget</u>
2184	44560	101	510501	IDPH Pub Hlth Emrg Prep FY 2018	HEALTH - Health Grants	Regular Salaries	-	(17,029)	(34,059)	(37,368)	(37,368)	(40,000)
2184	44560	101	520999	IDPH Pub Hlth Emrg Prep FY 2018	HEALTH - Health Grants	Grant Admin. - Benefits	-	-	-	(5,107)	(5,107)	(4,000)
2184	44560	101	530650	IDPH Pub Hlth Emrg Prep FY 2018	HEALTH - Health Grants	Conferences Training	-	-	(3,033)	(1,875)	(1,875)	-
2184	44560	101	530656	IDPH Pub Hlth Emrg Prep FY 2018	HEALTH - Health Grants	Grant Contractuals	-	(4,209)	(7,900)	(7,900)	(7,900)	(8,000)
2184	44560	101	540690	IDPH Pub Hlth Emrg Prep FY 2018	HEALTH - Health Grants	Telecommunication Charges	-	(784)	(1,440)	(1,620)	(1,620)	(2,000)
2184	44560	101	550605	IDPH Pub Hlth Emrg Prep FY 2018	HEALTH - Health Grants	Travel & Mileage Reimbursement	-	(10)	-	(3,197)	(3,197)	(3,000)
2184	44560	101	560631	IDPH Pub Hlth Emrg Prep FY 2018	HEALTH - Health Grants	Operational Supplies	-	(2,987)	(5,575)	(380)	(380)	-
2186	44560	101	510501	Teen Preg Prevent 2014-15	HEALTH - Health Grants	Regular Salaries	(102)	-	-	-	-	-
2187	44560	101	510501	Teen Preg Prevent 2015-16	HEALTH - Health Grants	Regular Salaries	(4,627)	-	-	-	-	-
2187	44560	101	520999	Teen Preg Prevent 2015-16	HEALTH - Health Grants	Grant Admin. - Benefits	(1,194)	-	-	-	-	-
2187	44560	101	530656	Teen Preg Prevent 2015-16	HEALTH - Health Grants	Grant Contractuals	(13,948)	-	-	-	-	-
2187	44560	101	550601	Teen Preg Prevent 2015-16	HEALTH - Health Grants	Printing	(313)	-	-	-	-	-
2188	44560	101	510501	Teen Preg Prevent 2016-17	HEALTH - Health Grants	Regular Salaries	(4,127)	(4,127)	-	-	-	-
2188	44560	101	520999	Teen Preg Prevent 2016-17	HEALTH - Health Grants	Grant Admin. - Benefits	(1,902)	(1,902)	-	-	-	-
2188	44560	101	560631	Teen Preg Prevent 2016-17	HEALTH - Health Grants	Operational Supplies	-	(350)	-	-	-	-
2188	44560	101	530656	Teen Preg Prevent 2016-17	HEALTH - Health Grants	Grant Contractuals	-	(8,718)	-	-	-	-
2190	44560	101	510501	IL Tobacco Free 2013-14	HEALTH - Health Grants	Regular Salaries	(109)	-	-	-	-	-
2192	44560	101	510501	IL Tobacco Free 2015-16	HEALTH - Health Grants	Regular Salaries	(3,538)	-	-	-	-	-
2192	44560	101	520999	IL Tobacco Free 2015-16	HEALTH - Health Grants	Grant Admin. - Benefits	(1,052)	-	-	-	-	-
2192	44560	101	530656	IL Tobacco Free 2015-16	HEALTH - Health Grants	Grant Contractuals	(165)	-	-	-	-	-
2193	44560	101	510501	IDPH Tobacco Free 2016-17	HEALTH - Health Grants	Regular Salaries	(3,143)	(3,143)	-	-	-	-
2193	44560	101	520999	IDPH Tobacco Free 2016-17	HEALTH - Health Grants	Grant Admin. - Benefits	(1,311)	(1,311)	-	-	-	-
2193	44560	101	530656	IDPH Tobacco Free 2016-17	HEALTH - Health Grants	Grant Contractuals	-	(8,882)	-	-	-	-
2193	44560	101	560631	IDPH Tobacco Free 2016-17	HEALTH - Health Grants	Operational Supplies	-	(998)	-	-	-	-
2194	44560	101	510501	IDPH - IL Tobacco Free FY 2018	HEALTH - Health Grants	Regular Salaries	-	(3,143)	(13,690)	(13,690)	(13,690)	(18,000)
2194	44560	101	520999	IDPH - IL Tobacco Free FY 2018	HEALTH - Health Grants	Grant Admin. - Benefits	-	(1,311)	(6,393)	(6,393)	(6,393)	(3,000)
2194	44560	101	530650	IDPH - IL Tobacco Free FY 2018	HEALTH - Health Grants	Conferences Training	-	-	(273)	(273)	(273)	-
2194	44560	101	530656	IDPH - IL Tobacco Free FY 2018	HEALTH - Health Grants	Grant Contractuals	-	(4,947)	-	-	-	-
2194	44560	101	560631	IDPH - IL Tobacco Free FY 2018	HEALTH - Health Grants	Operational Supplies	-	-	(100)	(100)	(100)	(400)
2196	44560	101	510501	Medicaid Claim -B	HEALTH - Health Grants	Regular Salaries	(9,966)	-	-	-	-	-
2197	44560	101	530656	PH Prep against EBOLA 15-16	HEALTH - Health Grants	Grant Contractuals	(4,438)	-	-	-	-	-
2198	44560	101	510501	IDPH FY Body Art FY 2018	HEALTH - Health Grants	Regular Salaries	-	(3,037)	(3,875)	-	-	-
SUB TOTAL EXPENDITURES							(253,341)	(260,007)	(326,637)	(366,908)	(296,474)	(366,193)
NET SURPLUS/(DEFICIT)							-	2	-	(40,271)	(16,234)	-

## **IL Dept. of Transportation Grant Fund**

### **Fund Summary:**

The Illinois Department of Transportation Grant is provided for holiday seatbelt and DUI enforcement campaigns. The funds are used to reimburse overtime for the officers completing the holiday details.



VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 IL DEPARTMENT OF TRANSPORTATION GRANT FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>Original 2018 Budget</u>	<u>Amended 2018 Budget</u>	<u>Year End Estimate</u>	<u>2019 Adopted Budget</u>
2230	42490	419	431400	IL Dept of Trans. Grant	POLICE - Grants	Grant Revenue	-	-	-	-	15,000	30,000
SUB-TOTAL REVENUES							-	-	-	-	15,000	30,000
2230	42490	419	510503	IL Dept of Trans. Grant	POLICE - Grants	Overtime	-	-	-	(15,000)	(15,000)	(30,000)
SUB-TOTAL EXPENDITURES							-	-	-	(15,000)	(15,000)	(30,000)
NET SURPLUS/(DEFICIT)							-	-	-	(15,000)	-	-

## Madison Street Tax Increment Financing District

### Fund Summary:

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

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

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

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

The Madison Street TIF is due to expire on December 31, 2018. However, it is anticipated that it will not be officially terminated until December 31, 2019 in order for the Village to capture the 23<sup>rd</sup> year of tax increment which is distributed by the County in arrears (tax year 2018 will be distributed in calendar year 2019).

VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 MADISON STREET TIF FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>Original</u> <u>2018</u> <u>Budget</u>	<u>Amended</u> <u>2018</u> <u>Budget</u>	<u>Year</u> <u>End</u> <u>Estimate</u>	<u>2019</u> <u>Adopted</u> <u>Budget</u>	
2072	41300	101	411401	Madison Street TIF Fund	Finance	Property Tax Levy	1,737,220	2,034,365	2,120,000	2,120,000	2,950,000	2,950,000	
2072	46204	101	441462	Madison Street TIF Fund	Finance	Miscellaneous Revenue	2,175	-	-	-	-	-	
2072	41300	101	441462	Madison Street TIF Fund	Finance	Miscellaneous Revenue	9,799	-	-	-	-	-	
2072	41300	101	461490	Madison Street TIF Fund	Finance	Interest Revenue	2,505	4,147	2,500	2,500	5,903	9,000	
2072	46205	101	462476	Madison Street TIF Fund	Finance	Gain/Loss on Sale of Property	(7,420,000)	-	-	-	-	-	
2072	46204	101	462477	Madison Street TIF Fund	Finance	Rental of Property	30,290	-	-	-	-	-	
SUB-TOTAL REVENUE							<u>(5,638,012)</u>	<u>2,038,512</u>	<u>2,122,500</u>	<u>2,122,500</u>	<u>2,955,903</u>	<u>2,959,000</u>	
2072	41070	101	530667	Madison Street TIF Fund	Finance	External Support	(34,071)	(6,000)	-	-	-	-	
2072	41300	101	530667	Madison Street TIF Fund	Finance	External Support	(185,040)	(52,922)	-	-	-	-	
2072	41300	101	540691	Madison Street TIF Fund	Finance	Water Charges	(7,527)	-	-	-	-	-	
2072	41300	101	570698	Madison Street TIF Fund	Finance	Economic Development Initiativ	(100,000)	(67,770)	(825,000)	(825,000)	(1,927,535)	(6,575,432)	
2072	41300	101	570706	Madison Street TIF Fund	Finance	Project Engineering	-	-	-	-	(65,340)	(11,438)	
2072	41300	101	570707	Madison Street TIF Fund	Finance	Capital Improvements	(45,828)	(148,402)	(6,250,000)	(6,937,986)	(618,749)	(6,535,000)	
2072	46205	101	582101	Madison Street TIF Fund	Finance	Loss on Land Held for Resale	6,474,162	-	-	-	-	-	
SUB-TOTAL EXPENDITURES							<u>6,101,697</u>	<u>(275,093)</u>	<u>(7,075,000)</u>	<u>(7,762,986)</u>	<u>(2,611,624)</u>	<u>(13,121,870)</u>	
NET SURPLUS/(DEFICIT)							<u>463,686</u>	<u>1,763,418</u>	<u>(4,952,500)</u>	<u>(5,640,486)</u>	<u>344,279</u>	<u>(10,162,870)</u>	
Beginning Audited Fund Balance 1/1/18												14,509,630	
2018 Projected Surplus (Deficit)												<u>344,279</u>	
Ending Projected Fund Balance 12/31/18												<u>14,853,909</u>	
Estimated Fund Balance 1/1/19													14,853,909
2019 Budgeted Surplus (Deficit)													<u>(10,162,870)</u>
Ending Estimated Fund Balance 12/31/19													<u>4,691,039</u>

## **Motor Fuel Tax Fund**

### **Fund Summary:**

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

VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 MOTOR FUEL TAX FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>Original</u> <u>2018</u> <u>Budget</u>	<u>Amended</u> <u>2018</u> <u>Budget</u>	<u>Year</u> <u>End</u> <u>Estimate</u>	<u>2019</u> <u>Adopted</u> <u>Budget</u>
2038	41300	101	435480	Motor Fuel Tax Fund	DPW - Administration	Motor Fuel Tax Allotment	1,320,847	1,323,231	1,336,000	1,336,000	1,336,000	1,300,000
2038	41300	101	461490	Motor Fuel Tax Fund	DPW - Administration	Interest Revenue	1,788	2,879	-	-	13,585	20,425
SUB-TOTAL REVENUES							<u>1,322,635</u>	<u>1,326,110</u>	<u>1,336,000</u>	<u>1,336,000</u>	<u>1,349,585</u>	<u>1,320,425</u>
2038	41300	101	591801	Motor Fuel Tax Fund	DPW - Administration	Transfer To General Fund	(1,300,000)	(1,344,000)	(1,336,000)	(1,336,000)	(1,336,000)	(1,300,000)
SUB-TOTAL EXPENDITURES							<u>(1,300,000)</u>	<u>(1,344,000)</u>	<u>(1,336,000)</u>	<u>(1,336,000)</u>	<u>(1,336,000)</u>	<u>(1,300,000)</u>
NET SURPLUS/(DEFICIT)							<u>22,635</u>	<u>(17,890)</u>	<u>-</u>	<u>-</u>	<u>13,585</u>	<u>20,425</u>

Beginning Audited Fund Balance 1/1/18	339,539
2018 Projected Surplus (Deficit)	<u>13,585</u>
Ending Projected Fund Balance 12/31/18	<u>353,124</u>
Estimated Fund Balance 1/1/19	353,124
2019 Budgeted Surplus (Deficit)	<u>20,425</u>
Ending Estimated Fund Balance 12/31/19	<u>373,549</u>

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

### **Fund Summary:**

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

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

VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 SPECIAL SERVICE AREA #1 FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>Original</u> <u>2018</u> <u>Budget</u>	<u>Amended</u> <u>2018</u> <u>Budget</u>	<u>Year</u> <u>End</u> <u>Estimate</u>	<u>2019</u> <u>Adopted</u> <u>Budget</u>
2081	41300	101	411401	SSA#1- Downtown Oak Park	Finance	Property Tax Levy	316,630	282,244	402,000	402,000	402,000	25,000
2081	41300	101	411414	SSA#1- Downtown Oak Park	Finance	Tif Surplus Distribution	390,089	179,605	-	-	150,000	150,000
2081	41300	101	461490	SSA#1- Downtown Oak Park	Finance	Interest Revenue	583	1,153	650	650	5,808	8,850
2081	41300	101	491498	SSA#1- Downtown Oak Park	Finance	Transfer From Downtown TIF	700,000	295,169	355,000	355,000	786,346	48,000
SUB-TOTAL REVENUE							<u>1,407,302</u>	<u>758,170</u>	<u>757,650</u>	<u>757,650</u>	<u>1,344,154</u>	<u>231,850</u>
2081	41300	101	530667	SSA#1- Downtown Oak Park	Finance	External Support	(650,002)	(650,000)	(700,000)	(700,000)	(700,000)	(725,000)
2081	41300	101	530675	SSA#1- Downtown Oak Park	Finance	Bank Charges	-	-	-	-	-	-
SUB-TOTAL EXPENDITURES							<u>(650,002)</u>	<u>(650,000)</u>	<u>(700,000)</u>	<u>(700,000)</u>	<u>(700,000)</u>	<u>(725,000)</u>
NET SURPLUS/(DEFICIT)							<u>757,300</u>	<u>108,170</u>	<u>57,650</u>	<u>57,650</u>	<u>644,154</u>	<u>(493,150)</u>
Beginning Audited Fund Balance 1/1/18											225,111	
2018 Projected Surplus (Deficit)											<u>644,154</u>	
Ending Projected Fund Balance 12/31/18											<u>869,265</u>	
Estimated Fund Balance 1/1/19												869,265
2019 Budgeted Surplus (Deficit)												<u>(493,150)</u>
Ending Estimated Fund Balance 12/31/19												<u>376,115</u>

## Section 108 Loan Fund

### **Fund Summary:**

The Village's Section 108 Loan Fund was established in order for Oak Park businesses to be able to utilize up-to \$3 million dollars in available federal money provided by the Department of Housing and Urban Development (HUD). Eligible Oak Park Section 108 Loan Fund activities include acquisition, rehabilitation, operating capital and the purchase and installation of equipment.

Federal guidelines require that every Section 108 Loan Fund activity must be CDBG-eligible and must create and/or retain permanent full-time jobs, at least 51 percent of which must be held by or made available to low and moderate income persons. Also, one low and moderate income full-time equivalent job must be created, or retained, for every \$35,000 invested in a Section 108 Loan Fund activity.

Oak Park businesses seeking a Section 108 loan are expected to have additional sources of funding for the proposed economic development activity. In order to minimize the risk to the Village, each loan application is required to go through an intensive and thorough review process, based on accepted underwriting standards and HUD guidelines.



VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 SECTION 108 LOAN FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>Original</u> <u>2018</u> <u>Budget</u>	<u>Amended</u> <u>2018</u> <u>Budget</u>	<u>Year</u> <u>End</u> <u>Estimate</u>	<u>2019</u> <u>Adopted</u> <u>Budget</u>
2088	46201	101	431481	Section 108 Loan Fund	DCS - Neig. Srv. - CDBG	Grant Revenue	-	-	3,000,000	3,000,000	500,000	3,000,000
SUB-TOTAL REVENUE							-	-	3,000,000	3,000,000	500,000	3,000,000
2088	46201	101	583607	Section 108 Loan Fund	DCS - Neig. Srv. - CDBG	Loan Disbursements	-	-	(3,000,000)	(3,000,000)	(500,000)	(3,000,000)
SUB-TOTAL EXPENDITURES							-	-	(3,000,000)	(3,000,000)	(500,000)	(3,000,000)
NET SURPLUS/(DEFICIT)							-	-	-	-	-	-
Beginning Audited Fund Balance 1/1/18											-	
2018 Projected Surplus (Deficit)											-	
Ending Projected Fund Balance 12/31/18											-	
Estimated Fund Balance 1/1/19												-
2019 Budgeted Surplus (Deficit)												-
Ending Estimated Fund Balance 12/31/19												-

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

### **Fund Summary:**

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

VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 SPECIAL SERVICE AREA #7 FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>Original</u> <u>2018</u> <u>Budget</u>	<u>Amended</u> <u>2018</u> <u>Budget</u>	<u>Year</u> <u>End</u> <u>Estimate</u>	<u>2019</u> <u>Adopted</u> <u>Budget</u>
2090	41300	101	411401	SSA#7 Elmwood & Rossell	Finance	Property Tax Levy	7,113	7,321	7,500	7,500	7,500	7,500
						SUB-TOTAL REVENUES	7,113	7,321	7,500	7,500	7,500	7,500
2090	41300	101	570959	SSA#7 Elmwood & Rossell	Finance	Streetscaping	-	-	(7,500)	(7,500)	(7,500)	(7,500)
						SUB-TOTAL EXPENDITURES	-	-	(7,500)	(7,500)	(7,500)	(7,500)
						NET SURPLUS/(DEFICIT)	7,113	7,321	-	-	-	-
						Beginning Audited Fund Balance 1/1/18					21,514	
						2018 Projected Surplus (Deficit)					-	
						Ending Projected Fund Balance 12/31/18					21,514	
						Estimated Fund Balance 1/1/19						21,514
						2019 Budgeted Surplus (Deficit)						-
						Ending Estimated Fund Balance 12/31/19						21,514

## Special Service Area (SSA) #8

### Fund Summary:

The Special Service Area (SSA) #8 Fund was created in FY2018 to fund the design, construction, and maintenance of mid-block speed tables on the 1200 blocks of North East Avenue, Linden Avenue and North Euclid Avenue for a five year period.

VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 SPECIAL SERVICE AREA #8 FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>Original</u> <u>2018</u> <u>Budget</u>	<u>Amended</u> <u>2018</u> <u>Budget</u>	<u>Year</u> <u>End</u> <u>Estimate</u>	<u>2019</u> <u>Adopted</u> <u>Budget</u>
2092	41300	101	411406	SSA#8 Levy	Finance	Property Tax Levy	-	-	-	-	-	5,000
						SUB-TOTAL REVENUES	-	-	-	-	-	5,000
2092	41300	101	570950	SSA#8 Construction	Finance	Construction*	-	-	-	-	-	(5,000)
						SUB-TOTAL EXPENDITURES	-	-	-	-	-	(5,000)
						NET SURPLUS/(DEFICIT)	-	-	-	-	-	-
						Beginning Audited Fund Balance 1/1/18					-	
						2018 Projected Surplus (Deficit)					-	
						Ending Projected Fund Balance 12/31/18					-	
						Estimated Fund Balance 1/1/19						-
						2019 Budgeted Surplus (Deficit)						-
						Ending Estimated Fund Balance 12/31/19						-

\* Speed Bump installation on Euclid, Linden, Columbian and East Avenues

## State Rico Fund

### **Fund Summary:**

The State Rico Fund receives assets distributed in accordance with Illinois Complied Statues. These funds must be used for the enforcement of the Cannabis Control Act and the Controlled Substance Act.

VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 STATE RICO FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>Original</u> <u>2018</u> <u>Budget</u>	<u>Amended</u> <u>2018</u> <u>Budget</u>	<u>Year</u> <u>End</u> <u>Estimate</u>	<u>2019</u> <u>Adopted</u> <u>Budget</u>
2021	42480	101	452485	State RICO Forfeiture Fund	POLICE	Asset Seizures Forfeitures	2,922	11,706	-	-	-	20,000
2021	42480	101	461490	State RICO Forfeiture Fund	POLICE	Interest Revenue	2	-	-	-	-	-
SUB-TOTAL REVENUE							2,924	11,706	-	-	-	20,000
2021	42400	101	560655	State RICO Forfeiture Fund	POLICE	Reimbursements	(13,569)	(921)	-	-	-	(45,000)
SUB-TOTAL EXPENDITURES							(13,569)	(921)	-	-	-	(45,000)
NET SURPLUS/(DEFICIT)							(10,645)	10,785	-	-	-	(25,000)
Beginning Audited Fund Balance 1/1/18											46,737	
2018 Projected Surplus (Deficit)											-	
Ending Projected Fund Balance 12/31/18											46,737	
Estimated Fund Balance 1/1/19											46,737	
2019 Budgeted Surplus (Deficit)											(25,000)	
Ending Estimated Fund Balance 12/31/19											21,737	

## Sustainability Fund

### Fund Summary:

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

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

Effective January 1, 2018, the Village established a mandatory fee of 10 cents on every single-use bags (paper and plastic) provided to customers in retail establishments greater than 5,000 sf. Current, this fee generates an average of \$10,000 per month and the revenue is also shown within the Sustainability Fund.



VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 SUSTAINABILITY FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>Original</u> <u>2018</u> <u>Budget</u>	<u>Amended</u> <u>2018</u> <u>Budget</u>	<u>Year</u> <u>End</u> <u>Estimate</u>	<u>2019</u> <u>Adopted</u> <u>Budget</u>
2310	41020	101	441485	Sustainability Fund	Village Manager's Office (VMO)	Electric Aggregation Revenue	400,764	377,969	400,000	400,000	425,000	425,000
2310	41020	101	491455	Sustainability Fund	Village Manager's Office (VMO)	Transfer From Solid Waste Fund	-	150,000	150,000	150,000	150,000	150,000
2310	41020	101	445459	Sustainability Fund	Village Manager's Office (VMO)	Environmental Services - VOP	-	-	30,000	30,000	120,000	120,000
2310	41020	101	491499	Sustainability Fund	Village Manager's Office (VMO)	Transfer From Other Funds	220,600	-	-	-	-	-
SUB-TOTAL REVENUE							<u>621,364</u>	<u>527,969</u>	<u>580,000</u>	<u>580,000</u>	<u>695,000</u>	<u>695,000</u>
2310	41020	101	510501	Sustainability Fund	Village Manager's Office (VMO)	Regular Salaries	-	(9,113)	(98,000)	(98,000)	(68,352)	(72,100)
2310	41020	101	520520	Sustainability Fund	Village Manager's Office (VMO)	Life Insurance Expense	-	(4)	(93)	(93)	(93)	(93)
2310	41020	101	520521	Sustainability Fund	Village Manager's Office (VMO)	Health Insurance Expense	-	(125)	(25,164)	(25,164)	(8,708)	(8,708)
2310	41020	101	520522	Sustainability Fund	Village Manager's Office (VMO)	Social Security Expense	-	(556)	(7,500)	(7,500)	(4,084)	(4,470)
2310	41020	101	520523	Sustainability Fund	Village Manager's Office (VMO)	Medicare Expense	-	(130)	(2,600)	(2,600)	(955)	(1,045)
2310	41020	101	520527	Sustainability Fund	Village Manager's Office (VMO)	IMRF Contributions	-	(1,242)	(12,816)	(12,816)	(6,808)	(4,672)
2310	41020	101	530650	Sustainability Fund	Village Manager's Office (VMO)	Conferences Training	-	-	(2,500)	(2,500)	(2,500)	(2,500)
2310	41020	101	530667	Sustainability Fund	Village Manager's Office (VMO)	External Support	(6,082)	(6,670)	(40,000)	(40,000)	(40,000)	(55,000)
2310	41020	101	550601	Sustainability Fund	Village Manager's Office (VMO)	Printing	-	(235)	(17,500)	(17,500)	(17,500)	(17,500)
2310	41020	101	550602	Sustainability Fund	Village Manager's Office (VMO)	Membership Dues	-	-	(5,000)	(5,000)	(5,000)	(5,000)
2310	41020	101	550603	Sustainability Fund	Village Manager's Office (VMO)	Postage	-	(6)	(400)	(400)	(400)	(400)
2310	41020	101	550605	Sustainability Fund	Village Manager's Office (VMO)	Travel & Mileage Reimbursement	-	(224)	(375)	(375)	(375)	(375)
2310	41020	101	560606	Sustainability Fund	Village Manager's Office (VMO)	Books & Subscriptions	-	-	(250)	(250)	(250)	(250)
2310	41020	101	560620	Sustainability Fund	Village Manager's Office (VMO)	Office Supplies	-	(80)	(500)	(500)	(500)	(500)
2310	41020	101	570850	Sustainability Fund	Village Manager's Office (VMO)	On-Site Community Solar	-	-	-	-	-	(300,000)
2310	41020	101	570851	Sustainability Fund	Village Manager's Office (VMO)	Sustainable VOP Projects	-	-	-	-	-	(50,000)
2310	41020	101	570954	Sustainability Fund	Village Manager's Office (VMO)	Street Lighting Improvements	-	-	-	-	-	(170,000)
SUB-TOTAL EXPENDITURES							<u>(6,082)</u>	<u>(18,385)</u>	<u>(212,698)</u>	<u>(212,698)</u>	<u>(155,525)</u>	<u>(692,613)</u>
NET SURPLUS/(DEFICIT)							<u>615,282</u>	<u>509,584</u>	<u>367,302</u>	<u>367,302</u>	<u>539,475</u>	<u>2,387</u>
Beginning Audited Fund Balance 1/1/18											1,193,061	
2018 Projected Surplus (Deficit)											<u>539,475</u>	
Ending Projected Fund Balance 12/31/18											<u>1,732,536</u>	
Estimated Fund Balance 1/1/19												1,732,536
2019 Budgeted Surplus (Deficit)												<u>2,387</u>
Ending Estimated Fund Balance 12/31/19												<u>1,734,923</u>

## **Tobacco Enforcement Program Fund**

### **Fund Summary:**

The Tobacco Enforcement Program (TEP) is funded by the Illinois Department of Human Services – Division of Alcoholism and Substance Abuse. TEP enables the Police Department to collaborate with retailers to stop illegal tobacco sales to minors.

VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 TOBACCO ENFORCEMENT PROGRAM FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>Original</u> <u>2018</u> <u>Budget</u>	<u>Amended</u> <u>2018</u> <u>Budget</u>	<u>Year</u> <u>End</u> <u>Estimate</u>	<u>2019</u> <u>Adopted</u> <u>Budget</u>
2220	42490	101	431400	Tobacco Enforcement Grant	POLICE - Grants	Grant Revenue	-	-	-	-	200	1,500
						SUB-TOTAL REVENUES	-	-	-	-	200	1,500
2220	42490	101	550701	Tobacco Enforcement Grant	POLICE - Grants	Tobacco Grant Expenditures	-	-	-	-	(200)	(1,500)
						SUB-TOTAL EXPENDITURES	-	-	-	-	(200)	(1,500)
						NET SURPLUS/(DEFICIT)	-	-	-	-	-	-

## Travel, Training & Wellness

### **Fund Summary:**

The Travel, Training & Wellness Fund exists to fund initiatives related to the professional and personal development of the Village's workforce. Revenues in the Fund are generated from point rewards issued when purchases are made with Village credit cards. The credit card rebate is paid to the Village each January and credited to prior year budget revenue. There are no legal restrictions for use of these funds.

VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 TRAVEL, TRAINING & WELLNESS

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>Original</u> <u>2018</u> <u>Budget</u>	<u>Amended</u> <u>2018</u> <u>Budget</u>	<u>Year</u> <u>End</u> <u>Estimate</u>	<u>2019</u> <u>Adopted</u> <u>Budget</u>
1050	41300	101	441460	Travel, Training & Wellness	Finance	Credit Card Points Revenue	91,333	25,036	40,000	40,000	35,000	35,000
SUB-TOTAL REVENUES							91,333	25,036	40,000	40,000	35,000	35,000
1050	41020	101	530650	Travel, Training & Wellness	Village Manager's Office	Conferences Training	(2,152)	-	(40,000)	(40,000)	(35,000)	(35,000)
1050	42500	101	530650	Travel, Training & Wellness	Fire - Admin	Conferences Training	-	(2,500)	-	-	-	-
1050	41020	101	530667	Travel, Training & Wellness	Village Manager's Office	External Support	(3,000)	(810)	-	-	-	-
1050	41020	101	550602	Travel, Training & Wellness	Village Manager's Office	Membership Dues	(8,980)	-	-	-	-	-
1050	41020	101	550606	Travel, Training & Wellness	Village Manager's Office	Books & Subscriptions	(1,303)	-	-	-	-	-
SUB-TOTAL EXPENDITURES							(15,435)	(3,310)	(40,000)	(40,000)	(35,000)	(35,000)
NET SURPLUS/(DEFICIT)							75,898	21,726	-	-	-	-

## Capital Improvement Funds

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

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

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

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

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

### Criteria

Capital projects must meet the following criteria:

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

Capital projects include costs in the following six main categories:

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

## **Building Improvement Fund**

### **Fund Summary:**

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

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

VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 CAPITAL BUILDING IMPROVEMENTS FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>Original</u> <u>2018</u> <u>Budget</u>	<u>Amended</u> <u>2018</u> <u>Budget</u>	<u>Year</u> <u>End</u> <u>Estimate</u>	<u>2019</u> <u>Adopted</u> <u>Budget</u>
3012	41300	101	491495	Capital Bldg Improvements	DPW - Building Maintenance	Transfer From CIP Fund	500,004	644,000	567,250	567,250	567,250	192,000
3012	43790	101	491499	Capital Bldg Improvements	DPW - Building Maintenance	Transfer From other Funds	20,000	-	-	-	-	-
3012	43790	101	431400	Capital Bldg Improvements	DPW - Building Maintenance	Grant Revenue	-	-	-	-	-	20,000
SUB-TOTAL REVENUE							<u>520,004</u>	<u>644,000</u>	<u>567,250</u>	<u>567,250</u>	<u>567,250</u>	<u>212,000</u>
3012	43790	101	540673	Capital Bldg Improvements	DPW - Building Maintenance	Building Maintenance	(1,599,228)	(947,464)	(567,250)	(581,418)	(289,783)	(648,500)
3012	43790	714	530660	Capital Bldg Improvements	DPW - Building Maintenance	General Contractuals	(100)	-	-	-	-	-
SUB-TOTAL EXPENDITURES							<u>(1,599,328)</u>	<u>(947,464)</u>	<u>(567,250)</u>	<u>(581,418)</u>	<u>(289,783)</u>	<u>(648,500)</u>
NET SURPLUS/(DEFICIT)							<u>(1,079,324)</u>	<u>(303,464)</u>	<u>-</u>	<u>(14,168)</u>	<u>277,467</u>	<u>(436,500)</u>
Beginning Audited Fund Balance 1/1/18											247,280	
2018 Projected Surplus (Deficit)											<u>277,467</u>	
Ending Projected Fund Balance 12/31/18											<u>524,747</u>	
Estimated Fund Balance 1/1/19												524,747
2019 Budgeted Surplus (Deficit)												<u>(436,500)</u>
Ending Estimated Fund Balance 12/31/19												<u>88,247</u>



## **Equipment Replacement Fund**

### **Fund Summary:**

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

VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 EQUIPMENT REPLACEMENT FUND

Fund	Dept	Program	Account	Description	Department	Description	2016 Actual	2017 Actual	Original 2018 Budget	Amended 2018 Budget	Year End Estimate	2019 Adopted Budget
3029	42400	101	441462	Equipment Replacement Fund	Finance	Miscellaneous Revenue	862	-	-	-	-	-
3029	41300	101	461490	Equipment Replacement Fund	Finance	Interest Revenue	5	5	-	-	-	-
3029	41300	101	491495	Equipment Replacement Fund	Finance	Transfer From CIP Fund	1,050,000	1,100,000	743,057	743,057	743,057	-
SUB-TOTAL REVENUE							1,050,867	1,100,005	743,057	743,057	743,057	-
3029	43790	101	540673	Equipment Replacement Fund	Finance	Building Maintenance	-	(51)	-	-	-	-
3029	41300	905	550689	Equipment Replacement Fund	Finance	Operational Mainten Support	(22,370)	-	-	-	-	-
3029	41040	884	540690	Equipment Replacement Fund	Finance	Telecommunication Charges	-	(80,104)	-	-	-	-
3029	41300	884	540690	Equipment Replacement Fund	Finance	Telecommunication Charges	-	-	(219,557)	(219,557)	-	(300,000)
3029	41300	905	540690	Equipment Replacement Fund	Finance	Telecommunication Charges	(4,650)	-	-	-	-	-
3029	41300	905	570290	Equipment Replacement Fund	Finance	WAN Equipment	(49,075)	-	-	-	-	-
3029	41300	905	570294	Equipment Replacement Fund	Finance	Printers	-	(2,306)	(3,000)	(3,000)	(1,000)	(3,000)
3029	41300	906	570710	Equipment Replacement Fund	Finance	Equipment	-	-	-	(122,500)	(94,500)	(192,000)
3029	41300	714	570710	Equipment Replacement Fund	Finance	Equipment	-	-	(65,000)	(65,000)	(65,000)	(162,842)
3029	41300	910	570711	Equipment Replacement Fund	Finance	Equipment	(58,825)	-	-	-	-	-
3029	41300	101	570711	Equipment Replacement Fund	Finance	Equipment	(18,930)	-	-	-	-	-
3029	41300	905	570711	Equipment Replacement Fund	Finance	Software	(92,263)	(89,391)	-	(19,010)	(19,010)	-
3029	41300	714	570711	Equipment Replacement Fund	Finance	Software	-	(72,692)	-	-	-	-
3029	41300	909	570711	Equipment Replacement Fund	Finance	Software	(37,070)	(269,375)	-	(92,000)	(92,000)	-
3029	41300	915	570711	Equipment Replacement Fund	Finance	Software	(185,342)	-	-	-	-	-
3029	41300	905	570720	Equipment Replacement Fund	Finance	Computer Equipment	(58,703)	(384,169)	(64,000)	(64,000)	(50,000)	(45,000)
3029	41300	906	570720	Equipment Replacement Fund	Finance	Computer Equipment	(30,460)	(54,730)	(271,500)	(149,000)	(41,400)	(56,000)
3029	41300	915	570720	Equipment Replacement Fund	Finance	Computer Equipment	(8,801)	-	-	-	-	-
3029	41110	882	570720	Equipment Replacement Fund	Finance	Computer Equipment	-	(1,261)	-	-	-	-
3029	41300	884	570720	Equipment Replacement Fund	Finance	Computer Equipment	-	-	(120,000)	(120,000)	(70,000)	(125,000)
3029	41300	909	570720	Equipment Replacement Fund	Finance	Computer Equipment	(141,876)	-	-	-	-	-
3029	41300	199	591895	Equipment Replacement Fund	Finance	Interfund Transfer to CIP Fund	-	-	-	-	-	(700,000)
SUB-TOTAL EXPENDITURES							(708,364)	(954,079)	(743,057)	(854,067)	(432,910)	(1,583,842)
NET SURPLUS/(DEFICIT)							342,503	145,926	-	(111,010)	310,147	(1,583,842)
Beginning Audited Fund Balance 1/1/18											1,327,708	
2018 Projected Surplus (Deficit)											310,147	
Ending Projected Fund Balance 12/31/18											1,637,855	
Estimated Fund Balance 1/1/19											1,637,855	
2019 Budgeted Surplus (Deficit)											(1,583,842)	
Ending Estimated Fund Balance 12/31/19											54,013	

## **Fleet Replacement Fund**

### **Fund Summary:**

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

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

VILLAGE OF OAK PARK  
FISCAL YEAR 2019 BUDGET  
FLEET REPLACEMENT FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>Original</u> <u>2018</u> <u>Budget</u>	<u>Amended</u> <u>2018</u> <u>Budget</u>	<u>Year</u> <u>End</u> <u>Estimate</u>	<u>2019</u> <u>Adopted</u> <u>Budget</u>
3032	43900	101	462476	Fleet Replacement Fund	DPW - Fleet Operations	Gain/Loss on Sale of Property	2,860	20,750	-	-	-	-
3032	43900	851	462476	Fleet Replacement Fund	DPW - Fleet Operations	Gain/Loss on Sale of Property	7,311	3,875	-	-	-	-
3032	43900	858	462476	Fleet Replacement Fund	DPW - Fleet Operations	Gain/Loss on Sale of Property	8,158	3,250	-	-	-	-
3032	43900	101	491424	Fleet Replacement Fund	DPW - Fleet Operations	Transfer From Rico Fund	-	150,000	300,000	300,000	300,000	250,000
3032	41300	101	491495	Fleet Replacement Fund	DPW - Fleet Operations	Transfer From CIP Fund	1,000,008	1,000,000	-	-	-	-
3032	43900	101	491495	Fleet Replacement Fund	DPW - Fleet Operations	Transfer From CIP Fund	-	-	1,253,903	1,253,903	1,253,903	750,000
3032	43900	851	493805	Fleet Replacement Fund	DPW - Fleet Operations	Capital Lease	203,830	-	-	-	-	-
SUB-TOTAL REVENUE							<u>1,222,167</u>	<u>1,177,875</u>	<u>1,553,903</u>	<u>1,553,903</u>	<u>1,553,903</u>	<u>1,000,000</u>
3032	43900	101	570750	Fleet Replacement Fund	DPW - Fleet Operations	Vehicles	(147,175)	(65,574)	(81,000)	-	-	(84,000)
3032	43900	851	570750	Fleet Replacement Fund	DPW - Fleet Operations	Vehicles	(340,676)	116,912	(280,000)	(280,000)	(277,026)	(700,000)
3032	43900	857	570750	Fleet Replacement Fund	DPW - Fleet Operations	Vehicles	(133,121)	(112,421)	(329,000)	(318,700)	(220,000)	(250,000)
3032	43900	858	570750	Fleet Replacement Fund	DPW - Fleet Operations	Vehicles	(405,552)	(331,069)	(598,000)	(868,074)	(717,074)	(582,000)
3032	43900	851	570751	Fleet Replacement Fund	DPW - Fleet Operations	Capital Lease Interest Expense	(50,157)	(34,772)	(25,738)	(25,738)	(25,738)	(16,325)
3032	43900	851	570752	Fleet Replacement Fund	DPW - Fleet Operations	Capital Lease Principal	(276,697)	(231,131)	(240,165)	(240,165)	(240,165)	(150,316)
SUB-TOTAL EXPENDITURES							<u>(1,353,378)</u>	<u>(658,055)</u>	<u>(1,553,903)</u>	<u>(1,732,677)</u>	<u>(1,480,003)</u>	<u>(1,782,641)</u>
NET SURPLUS/(DEFICIT)							<u>(131,211)</u>	<u>519,820</u>	<u>-</u>	<u>(178,774)</u>	<u>73,900</u>	<u>(782,641)</u>

Beginning Audited Fund Balance 1/1/18  
2018 Projected Surplus (Deficit)  
Ending Projected Fund Balance 12/31/18

836,435  
73,900  
910,335

Estimated Fund Balance 1/1/19  
2019 Budgeted Surplus (Deficit)  
Ending Estimated Fund Balance 12/31/19

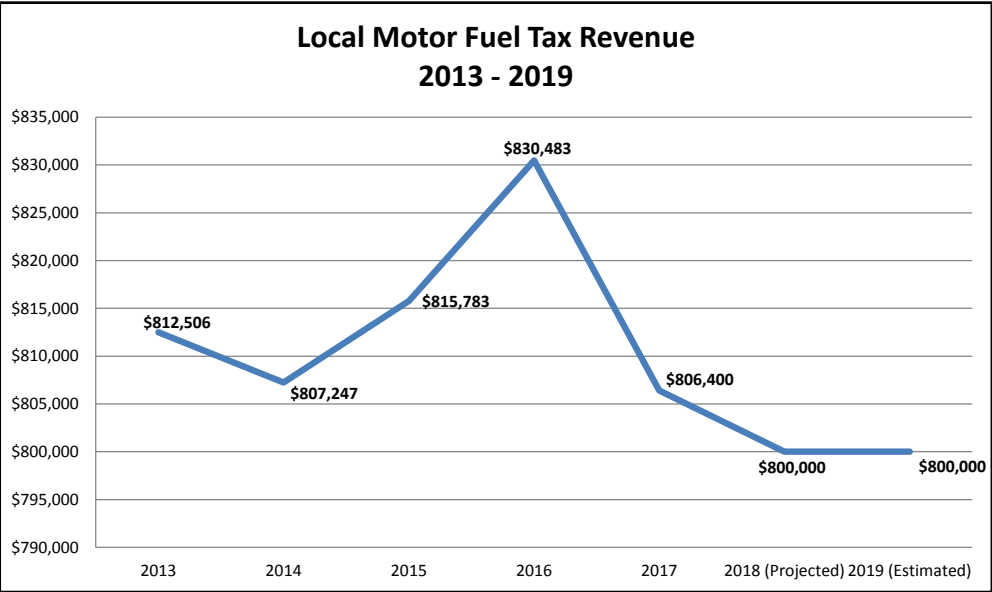
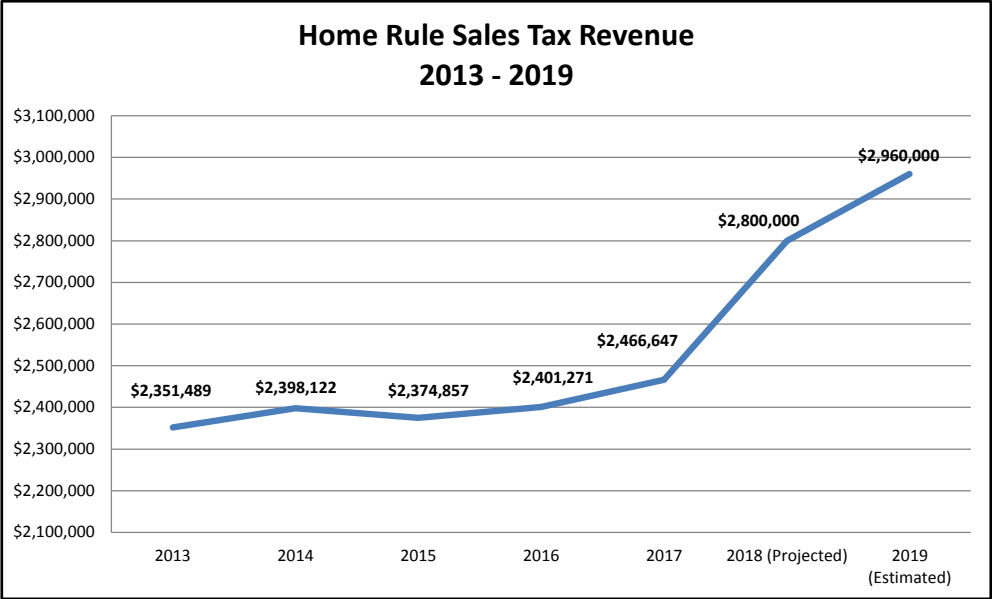
910,335  
(782,641)  
127,694

## Capital Improvement Fund

### Fund Summary:

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

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



VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 CAPITAL IMPROVEMENTS FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>Original</u> <u>2018</u> <u>Budget</u>	<u>Amended</u> <u>2018</u> <u>Budget</u>	<u>Year</u> <u>End</u> <u>Estimate</u>	<u>2019</u> <u>Adopted</u> <u>Budget</u>
3095	43780	101	413406	Capital Improvement Fund	DPW - Capital Projects	Homerule Sales Tax	-	-	2,840,462	2,840,462	2,800,000	2,960,000
3095	41300	101	413406	Capital Improvement Fund	DPW - Capital Projects	Homerule Sales Tax	2,401,271	2,466,647	-	-	-	-
3095	41300	101	413407	Capital Improvement Fund	DPW - Capital Projects	PACE Shelter Ad Revenue	12,501	11,170	12,000	12,000	12,000	12,000
3095	43780	101	414416	Capital Improvement Fund	DPW - Capital Projects	Local Option Gasoline Tax	-	-	800,000	800,000	800,000	800,000
3095	41300	101	414416	Capital Improvement Fund	DPW - Capital Projects	Local Option Gasoline Tax	830,483	806,400	-	-	-	-
3095	43780	101	431400	Capital Improvement Fund	DPW - Capital Projects	Grant Revenue	-	-	1,500,000	1,500,000	595,370	2,512,280
3095	43780	752	431400	Capital Improvement Fund	DPW - Capital Projects	Grant Revenue	-	-	49,280	49,280	-	-
3095	43700	101	431400	Capital Improvement Fund	DPW - Capital Projects	Grant Revenue	211,332	291,396	-	-	-	-
3095	43700	822	440474	Capital Improvement Fund	DPW - Capital Projects	Sidewalk Repair Program	5,489	7,832	-	-	-	-
3095	43700	815	440477	Capital Improvement Fund	DPW - Capital Projects	Alley Improvements	20,033	39,763	-	-	-	-
3095	43780	101	440483	Capital Improvement Fund	DPW - Capital Projects	Tree Removal	-	10,086	-	-	-	-
3095	43780	101	441432	Capital Improvement Fund	DPW - Capital Projects	Infrastructure Maintenance Fee	-	-	222,000	222,000	220,000	220,000
3095	41300	101	441432	Capital Improvement Fund	DPW - Capital Projects	Infrastructure Maintenance Fee	238,450	217,492	-	-	-	-
3095	43780	101	441462	Capital Improvement Fund	DPW - Capital Projects	Miscellaneous Revenue	5,416	-	-	-	-	-
3095	43700	101	441462	Capital Improvement Fund	DPW - Capital Projects	Miscellaneous Revenue	1,810	970	1,000	1,000	1,000	1,000
3095	43800	741	441475	Capital Improvement Fund	DPW - Capital Projects	Recovered Damages	21,059	949	-	-	-	-
3095	41300	101	461490	Capital Improvement Fund	DPW - Capital Projects	Interest Revenue	1,198	3,129	2,000	2,000	6,159	9,500
3095	41300	101	491401	Capital Improvement Fund	DPW - Capital Projects	Transfer From General Fund	1,150,008	-	336,000	336,000	1,836,000	1,300,000
3095	41300	101	491425	Capital Improvement Fund	DPW - Capital Projects	Transfer Fr Debt Service Fund	10,376,829	13,200,000	3,888,320	3,888,320	-	12,315,000
3095	41300	101	491499	Capital Improvement Fund	DPW - Capital Projects	Transfer from Other Funds	-	-	-	-	-	700,000
SUB-TOTAL REVENUE							15,275,879	17,055,834	9,651,062	9,651,062	6,270,529	20,829,780
3095	43700	101	510501	Capital Improvement Fund	DPW - Capital Projects	Regular Salaries	-	(2,068)	-	-	-	-
3095	46260	101	510501	Capital Improvement Fund	DPW - Capital Projects	Regular Salaries	(70,714)	-	(81,229)	(81,229)	(74,409)	(92,255)
3095	43780	721	510501	Capital Improvement Fund	DPW - Capital Projects	Regular Salaries	(114,328)	(351,114)	(430,348)	(405,348)	(352,259)	(439,744)
3095	43700	721	510501	Capital Improvement Fund	DPW - Capital Projects	Regular Salaries	(51,694)	(71,765)	-	-	-	-
3095	43780	721	510503	Capital Improvement Fund	DPW - Capital Projects	Overtime	(8,064)	(6,300)	(6,000)	(6,000)	(7,065)	(21,000)
3095	46260	101	510506	Capital Improvement Fund	DPW - Capital Projects	Equip Allow (Auto,Phone,Tools)	(253)	(251)	-	-	-	-
3095	43780	721	510515	Capital Improvement Fund	DPW - Capital Projects	Comp Time	-	-	-	-	-	(15,000)
3095	43780	101	510518	Capital Improvement Fund	DPW - Capital Projects	Seasonal Employees	-	-	(7,500)	(7,500)	(7,500)	(7,500)
3095	43780	721	510519	Capital Improvement Fund	DPW - Capital Projects	Vacation Time Payout	(1,058)	(3,428)	-	-	-	-
SUB-TOTAL PERSONAL SERVICES							(246,110)	(434,926)	(525,077)	(500,077)	(441,233)	(575,499)
3095	46260	101	520520	Capital Improvement Fund	DPW - Capital Projects	Life Insurance Expense	(46)	(48)	(62)	(62)	(41)	(62)
3095	43780	721	520520	Capital Improvement Fund	DPW - Capital Projects	Life Insurance Expense	(218)	(474)	(539)	(539)	(455)	(539)
3095	43700	721	520520	Capital Improvement Fund	DPW - Capital Projects	Life Insurance Expense	-	(65)	-	-	-	-
3095	46260	101	520521	Capital Improvement Fund	DPW - Capital Projects	Health Insurance Expense	(8,785)	(8,259)	(13,728)	(13,728)	(9,792)	(16,204)
3095	43780	721	520521	Capital Improvement Fund	DPW - Capital Projects	Health Insurance Expense	(4,027)	(63,673)	(70,245)	(70,245)	(61,193)	(70,246)
3095	43700	721	520521	Capital Improvement Fund	DPW - Capital Projects	Health Insurance Expense	-	(5,249)	-	-	-	-
3095	46260	101	520522	Capital Improvement Fund	DPW - Capital Projects	Social Security Expense	(3,657)	(3,903)	(5,036)	(5,036)	(5,025)	(5,203)
3095	43780	721	520522	Capital Improvement Fund	DPW - Capital Projects	Social Security Expense	(13,354)	(21,037)	(26,682)	(26,682)	(21,138)	(28,508)
3095	43700	721	520522	Capital Improvement Fund	DPW - Capital Projects	Social Security Expense	(3,090)	(122)	-	-	-	-
3095	46260	101	520523	Capital Improvement Fund	DPW - Capital Projects	Medicare Expense	(989)	(1,001)	(1,178)	(1,178)	(1,035)	(1,338)
3095	43780	721	520523	Capital Improvement Fund	DPW - Capital Projects	Medicare Expense	(3,123)	(4,920)	(6,240)	(6,240)	(4,945)	(6,681)
3095	43700	721	520523	Capital Improvement Fund	DPW - Capital Projects	Medicare Expense	(723)	(29)	-	-	-	-
3095	46260	101	520527	Capital Improvement Fund	DPW - Capital Projects	IMRF Contributions	(10,020)	(10,121)	(8,090)	(8,090)	(7,411)	(5,978)
3095	43780	721	520527	Capital Improvement Fund	DPW - Capital Projects	IMRF Contributions	(32,370)	(50,727)	(42,863)	(42,863)	(36,004)	(29,461)

VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 CAPITAL IMPROVEMENTS FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>Original 2018 Budget</u>	<u>Amended 2018 Budget</u>	<u>Year End Estimate</u>	<u>2019 Adopted Budget</u>
3095	43700	721	520527	Capital Improvement Fund	DPW - Capital Projects	IMRF Contributions	(7,325)	(293)	-	-	-	-
						SUB-TOTAL FRINGE BENEFITS	(87,726)	(169,921)	(174,663)	(174,663)	(147,039)	(164,220)
3095	43780	101	530650	Capital Improvement Fund	DPW - Capital Projects	Conferences Training	(1,437)	(8,162)	(7,500)	(7,500)	(5,000)	(7,500)
3095	41020	101	530667	Capital Improvement Fund	DPW - Capital Projects	External Support	(13,676)	(10,452)	(40,000)	(44,300)	-	-
3095	43780	101	530667	Capital Improvement Fund	DPW - Capital Projects	External Support	(50,826)	(78,658)	(155,000)	(266,651)	(171,511)	(312,500)
						SUB-TOTAL CONTRACTUAL SERVICES	(65,939)	(97,272)	(202,500)	(318,451)	(176,511)	(320,000)
3095	43780	101	550601	Capital Improvement Fund	DPW - Capital Projects	Printing	(4,468)	(1,617)	(5,500)	(3,300)	(1,500)	(3,000)
3095	43780	101	550602	Capital Improvement Fund	DPW - Capital Projects	Membership Dues	(595)	(1,191)	(2,445)	(2,445)	(1,685)	(2,140)
3095	43780	101	550603	Capital Improvement Fund	DPW - Capital Projects	Postage	(1,213)	(4,805)	(2,400)	(3,400)	(2,879)	(4,000)
3095	43780	101	550652	Capital Improvement Fund	DPW - Capital Projects	Legal Postings and Doc. Fees	(2,502)	(1,981)	(3,000)	(4,200)	(2,879)	(3,000)
3095	41300	101	550656	Capital Improvement Fund	DPW - Capital Projects	Miscellaneous Expense	(7,007)	-	-	-	-	-
3095	43780	101	550663	Capital Improvement Fund	DPW - Capital Projects	Software License Updates	(12,491)	(9,720)	(21,848)	(21,848)	-	(22,794)
3095	43780	101	550671	Capital Improvement Fund	DPW - Capital Projects	Office Machine Service	(11,711)	(10,281)	(10,350)	(10,350)	(10,281)	(10,350)
3095	43780	101	550673	Capital Improvement Fund	DPW - Capital Projects	Repairs	-	(140)	(250)	(250)	-	(250)
3095	43780	101	550690	Capital Improvement Fund	DPW - Capital Projects	Public Art	-	-	(100,000)	(100,000)	(100,000)	(100,000)
3095	46205	101	550690	Capital Improvement Fund	DPW - Capital Projects	Public Art	(30,607)	(13,399)	-	-	-	-
3095	43780	101	560620	Capital Improvement Fund	DPW - Capital Projects	Office Supplies	(1,617)	(1,952)	(2,000)	(2,000)	(2,000)	(2,000)
3095	43780	101	560625	Capital Improvement Fund	DPW - Capital Projects	Clothing	(181)	(326)	(2,000)	(2,000)	(800)	(1,500)
3095	43780	101	560631	Capital Improvement Fund	DPW - Capital Projects	Operational Supplies	(1,993)	(1,375)	(2,000)	(2,000)	(1,000)	(2,000)
						SUB-TOTAL MATERIALS & SUPPLIES	(74,386)	(46,786)	(151,793)	(151,793)	(123,024)	(151,034)
3095	43780	101	570706	Capital Improvement Fund	DPW - Capital Projects	Project Engineering	(347,216)	(1,371,473)	(2,017,000)	(3,292,777)	(1,076,343)	(3,638,661)
3095	43780	721	570706	Capital Improvement Fund	DPW - Capital Projects	Project Engineering	(137,086)	137,086	-	-	-	-
3095	43750	781	570706	Capital Improvement Fund	DPW - Capital Projects	Project Engineering	(284)	-	-	-	-	-
3095	43780	801	570706	Capital Improvement Fund	DPW - Capital Projects	Project Engineering	(5,520)	-	-	-	-	-
3095	43780	814	570706	Capital Improvement Fund	DPW - Capital Projects	Project Engineering	(41,258)	-	-	-	-	-
3095	43780	101	570707	Capital Improvement Fund	DPW - Capital Projects	Capital Improvements	(76,393)	-	-	-	-	-
3095	43780	101	570720	Capital Improvement Fund	DPW - Capital Projects	Computer Equipment	(2,357)	(38)	-	-	-	-
3095	43780	101	570951	Capital Improvement Fund	DPW - Capital Projects	Local Street Construction	(3,083,565)	(3,701,714)	(2,793,126)	(3,168,338)	(3,012,786)	(3,285,000)
3095	43780	101	570953	Capital Improvement Fund	DPW - Capital Projects	Sidewalk Improvements	(125,162)	(170,532)	(25,000)	(25,409)	(25,000)	(25,000)
3095	43780	101	570954	Capital Improvement Fund	DPW - Capital Projects	Street Lighting Improvements	(709,665)	(130,435)	(50,000)	(50,000)	(50,000)	(70,000)
3095	43780	751	570954	Capital Improvement Fund	DPW - Capital Projects	Street Lighting Improvements	(4,456)	-	-	-	-	-
3095	43780	101	570955	Capital Improvement Fund	DPW - Capital Projects	Traffic Calming Improvements	(30,220)	(9,787)	(30,000)	(30,000)	(30,000)	(387,000)
3095	43780	101	570957	Capital Improvement Fund	DPW - Capital Projects	Tree Replacement	(234,166)	(243,104)	(200,000)	(200,000)	(275,000)	(200,000)
3095	43780	101	570958	Capital Improvement Fund	DPW - Capital Projects	Street Furnishings	-	-	-	-	-	(15,000)
3095	43780	101	570959	Capital Improvement Fund	DPW - Capital Projects	Streetscaping	(144,311)	(1,062,086)	(1,405,156)	(1,568,267)	(1,354,833)	(8,340,500)
3095	43780	101	570962	Capital Improvement Fund	DPW - Capital Projects	Bicycle Racks	-	(730)	(10,000)	(10,000)	(2,000)	(5,000)
3095	43780	101	570963	Capital Improvement Fund	DPW - Capital Projects	Landscape Improvements	(71,340)	(33,474)	(50,000)	(50,000)	(50,000)	(50,000)
3095	43780	101	570964	Capital Improvement Fund	DPW - Capital Projects	Alley Improvements	(2,425,513)	(2,423,289)	(2,700,000)	(3,049,272)	(3,024,295)	(2,300,000)
3095	43780	101	570966	Capital Improvement Fund	DPW - Capital Projects	Traffic Signals	-	-	(29,459)	(29,459)	-	(29,459)
3095	43780	101	570967	Capital Improvement Fund	DPW - Capital Projects	Bicycle Plan Improvements	(360,261)	(171,669)	-	(3,637)	(3,636)	-
3095	43780	101	570971	Capital Improvement Fund	DPW - Capital Projects	Traffic Signal Management	(11,687)	(24,815)	(100,893)	(213,619)	(212,616)	(85,000)
3095	43780	802	570971	Capital Improvement Fund	DPW - Capital Projects	Traffic Signal Management	-	(292,018)	-	(22,584)	(22,584)	-



VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 CAPITAL IMPROVEMENTS FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>Original 2018 Budget</u>	<u>Amended 2018 Budget</u>	<u>Year End Estimate</u>	<u>2019 Adopted Budget</u>
3095	43780	101	570972	Capital Improvement Fund	DPW - Capital Projects	Viaducts	-	-	(81,723)	(31,072)	(31,071)	-
3095	43780	101	570974	Capital Improvement Fund	DPW - Capital Projects	Microsurfacing	(301,332)	(262,877)	(300,000)	(259,591)	(300,000)	-
3095	43780	101	570977	Capital Improvement Fund	DPW - Capital Projects	Pavement Preservation Treatments	-	-	-	-	-	(400,000)
3095	43780	101	560634	Capital Improvement Fund	DPW - Capital Projects	FHWA Reflectivity Sign Upgrade	-	-	-	-	-	(5,000)
SUB-TOTAL CAPITAL OUTLAY							(8,111,793)	(9,760,956)	(9,792,357)	(12,004,025)	(9,470,164)	(18,835,620)
3095	43780	101	591801	Capital Improvement Fund	DPW - Capital Projects	Transfer To General Fund	(500,004)	-	-	-	-	-
3095	43780	101	591812	Capital Improvement Fund	DPW - Capital Projects	Transfer To Capital Bldg Impr	(500,004)	(644,000)	(567,250)	(567,250)	(567,250)	(192,000)
3095	43780	101	591829	Capital Improvement Fund	DPW - Capital Projects	Transfer To Equip Repl	(1,050,000)	(1,100,000)	(743,057)	(743,057)	(743,057)	-
3095	43780	101	591832	Capital Improvement Fund	DPW - Capital Projects	Transfer To Fleet Replacement	(1,000,008)	(1,000,000)	(1,253,903)	(1,253,903)	(1,253,903)	(750,000)
SUB-TOTAL TRANSFERS							(3,050,016)	(2,744,000)	(2,564,210)	(2,564,210)	(2,564,210)	(942,000)
SUB-TOTAL EXPENDITURES							(11,635,970)	(13,253,861)	(13,410,600)	(15,713,219)	(12,922,181)	(20,988,373)
NET SURPLUS/(DEFICIT)							3,639,909	3,801,973	(3,759,538)	(6,062,157)	(6,651,652)	(158,593)
Beginning Audited Fund Balance 1/1/18											7,014,218	
2018 Projected Surplus (Deficit)											(6,651,652)	
Ending Projected Fund Balance 12/31/18											<u>362,566</u>	
Estimated Fund Balance 1/1/19												362,566
2019 Budgeted Surplus (Deficit)												(158,593)
Ending Estimated Fund Balance 12/31/19												<u>203,973</u>

VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 COLT WESTGATE REDEVELOPMENT FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>Original 2018 Budget</u>	<u>Amended 2018 Budget</u>	<u>Year End Estimate</u>	<u>2019 Adopted Budget</u>	
4002	41300	101	491498	Colt Westgate Redevelopment	Finance	Transfer from DT TIF Fund	3,000,000	6,830,981	-	-	-	2,176,980	
4002	41300	101	461490	Colt Westgate Redevelopment	Finance	Interest Income	-	12,239	-	-	-	-	
4002	46205	101	440492	Colt Westgate Redevelopment	Development Customer Services	Reimbursement of Expenses	(80,270)	-	-	-	-	-	
4002	46260	101	440492	Colt Westgate Redevelopment	Development Customer Services	Reimbursement of Expenses	80,270	-	-	-	-	-	
SUB-TOTAL REVENUE							<u>3,000,000</u>	<u>6,843,220</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,176,980</u>	
4002	43780	101	530667	Colt Westgate Redevelopment	Development Customer Services	External Support	(65,378)	(21,178)	-	-	-	-	
4002	46250	101	530667	Colt Westgate Redevelopment	Development Customer Services	External Support	-	(6,830,981)	(100,000)	(100,000)	(10,000)	-	
4002	46260	101	530667	Colt Westgate Redevelopment	Development Customer Services	External Support	(1,080,780)	(137,665)	-	-	-	-	
4002	46205	101	582101	Colt Westgate Redevelopment	Development Customer Services	Loss on Land Held for Resale	(5,019,730)	-	-	-	-	-	
SUB-TOTAL EXPENDITURES							<u>(6,165,888)</u>	<u>(6,989,824)</u>	<u>(100,000)</u>	<u>(100,000)</u>	<u>(10,000)</u>	<u>-</u>	
NET SURPLUS/(DEFICIT)							<u>(3,165,888)</u>	<u>(146,604)</u>	<u>(100,000)</u>	<u>(100,000)</u>	<u>(10,000)</u>	<u>2,176,980</u>	
Beginning Audited Fund Balance 1/1/18												(4,264,143)	
2018 Projected Surplus (Deficit)												(10,000)	
Ending Projected Fund Balance 12/31/18												<u>(4,274,143)</u>	
Estimated Fund Balance 1/1/19												(4,274,143)	
2019 Budgeted Surplus (Deficit)												2,176,980	
Ending Estimated Fund Balance 12/31/19												<u>(2,097,163)</u>	

## **Enterprise Funds Overview**

The Village has the following three enterprise Funds:

- Environmental Services
- Parking
- Water

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

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

## **Environmental Services Fund**

### **Fund Summary:**

The Department of Public Works is responsible for the oversight and management of this Fund through its Environmental Services Division. This division manages the Village's solid waste collection and comprehensive recycling programs. Waste collection, compost collection and recycling are provided through contract services for single family units and multi-family unit residents up to five unit buildings as well as over 80 institutional facilities. Also included in this fund is support of the Village's fall leaf collection program, the Keep Oak Park Beautiful program, At Your Door special collections and an enforcement program which relates to the enforcement of Village Ordinances for alleys and solid waste that would be considered a nuisance.

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

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

## 2018 ACCOMPLISHMENTS

- The Environmental Services Division successfully provided Green Block Party Services to over 80 block parties. Updated procedures, such as online block party requests, have allowed for staff to operate the program in lieu of using contractual services.
- Two paper shredding and clothing collection events were held in 2018. The events not only diverted material from landfill, but allowed for a secure means to discard sensitive documents.
- An estimated 1,300 attendees, and more than 70 businesses and organizations, participated in Earth fest 2018, this year’s celebration was the biggest since the Earth Fest inception in 2010.
- Environmental Services Manager position was filled.
- The CompostAble program participation has increased by an average of 1.5% each month. The three month free incentive, initiated by the Village Board, has received positive feedback from those registering for the program.
- The first six months of the At Your Door program has shown an 11% increase over the first six months of 2017. The majority of responses received in 2018 (153 survey cards received) have indicated an “excellent” rating to the At Your Door program.

## 2019 WORK PLAN

- The Village is a member of the West Cook County Solid Waste Agency, Regional Disposal Project. This is a consortium of communities which have their refuse taken to a shared transfer station before being taken to the landfill. In 2019, members will see a reduced tipping fee rate due to the negotiation of a new ten year agreement for refuse disposal. The rate will go from \$51.61/ton to \$43.99/ton.
- Continue efforts to increase participation in the CompostAble organics collection program.
- Assist in planning and hosting the 10<sup>th</sup> Annual Earth Fest event in April 2019.
- Provide an opt-in program for residential buildings with six (6) or more units for waste hauling services, recycling, and yard waste. Buildings participating in the program will be eligible for the “At Your Door” special collection of electronic and hazardous waste.
- In an effort to validate refuse cart billing, Environmental Service Division staff will be inspecting homes listed as vacant or having suspended refuse service. Additionally, refuse cart inventory are being verified to match billing.

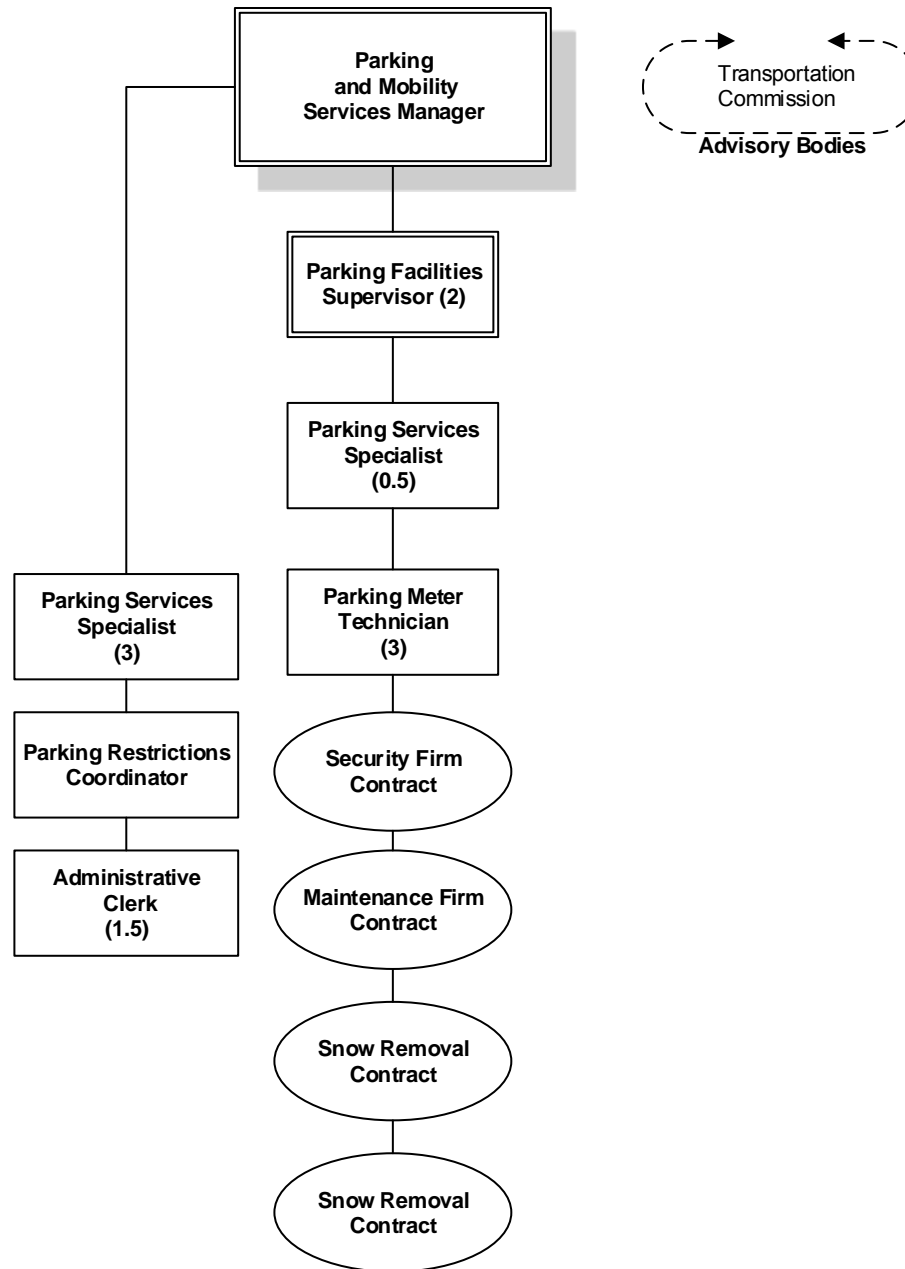
VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 ENVIRONMENTAL SERVICES FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>Original</u> <u>2018</u> <u>Budget</u>	<u>Amended</u> <u>2018</u> <u>Budget</u>	<u>Year</u> <u>End</u> <u>Estimate</u>	<u>2019</u> <u>Adopted</u> <u>Budget</u>
5055	43760	101	444453	Environmental Services Fund	DPW - Environmental Services	Refuse Collection Fees	3,365,656	3,755,724	4,110,825	4,110,825	4,110,825	4,206,750
5055	43760	101	444474	Environmental Services Fund	DPW - Environmental Services	Yard Waste Stickers	10,571	8,673	13,000	13,000	13,000	13,250
5055	43760	101	441462	Environmental Services Fund	DPW - Environmental Services	Misc Revenue	-	1,031	-	-	-	-
5055	43760	101	444475	Environmental Services Fund	DPW - Environmental Services	Refuse Stickers	55,543	60,196	51,700	51,700	51,700	55,000
<b>SUB-TOTAL REVENUE</b>							<b>3,431,769</b>	<b>3,825,624</b>	<b>4,175,525</b>	<b>4,175,525</b>	<b>4,175,525</b>	<b>4,275,000</b>
5055	43760	101	510501	Environmental Services Fund	DPW - Environmental Services	Regular Salaries	(77,555)	(41,007)	(90,000)	(89,150)	(56,425)	(74,675)
5055	43760	764	510501	Environmental Services Fund	DPW - Environmental Services	Regular Salaries	(52,886)	(62,026)	(61,856)	(70,106)	(57,926)	(74,265)
5055	43760	797	510501	Environmental Services Fund	DPW - Environmental Services	Regular Salaries	(61,657)	(64,612)	(65,888)	(65,888)	(64,058)	(64,319)
5055	43760	101	510503	Environmental Services Fund	DPW - Environmental Services	Overtime	(8,086)	(733)	-	-	-	-
5055	43760	764	510503	Environmental Services Fund	DPW - Environmental Services	Overtime	(6,750)	(4,530)	(3,000)	(3,000)	(3,000)	(3,000)
5055	43760	101	510506	Environmental Services Fund	DPW - Environmental Services	Equip Allowance (Auto, Phone, Tools)	-	-	-	(850)	(420)	(505)
<b>SUB-TOTAL PERSONAL SERVICES</b>							<b>(206,933)</b>	<b>(172,908)</b>	<b>(220,744)</b>	<b>(228,994)</b>	<b>(181,829)</b>	<b>(216,764)</b>
5055	43760	764	520515	Environmental Services Fund	DPW - Environmental Services	Health Insurance Opt Out	(3,018)	(3,462)	(450)	(450)	-	-
5055	43760	101	520520	Environmental Services Fund	DPW - Environmental Services	Life Insurance Expense	(91)	(93)	(93)	(93)	(93)	(93)
5055	43760	764	520520	Environmental Services Fund	DPW - Environmental Services	Life Insurance Expense	(82)	(87)	(84)	(98)	(112)	(112)
5055	43760	797	520520	Environmental Services Fund	DPW - Environmental Services	Life Insurance Expense	(91)	(97)	(93)	(93)	(93)	(93)
5055	43760	101	520521	Environmental Services Fund	DPW - Environmental Services	Health Insurance Expense	(8,948)	(8,259)	(24,331)	(24,331)	(14,652)	(24,331)
5055	43760	764	520521	Environmental Services Fund	DPW - Environmental Services	Health Insurance Expense	(15,505)	(12,593)	(16,427)	(17,590)	(16,304)	(20,336)
5055	43760	797	520521	Environmental Services Fund	DPW - Environmental Services	Health Insurance Expense	(15,432)	(16,574)	(13,561)	(13,561)	(14,940)	(14,937)
5055	43760	101	520522	Environmental Services Fund	DPW - Environmental Services	Social Security Expense	(4,942)	(2,755)	(5,580)	(5,580)	(3,367)	(4,790)
5055	43760	764	520522	Environmental Services Fund	DPW - Environmental Services	Social Security Expense	(3,663)	(4,065)	(3,835)	(4,345)	(3,526)	(4,790)
5055	43760	797	520522	Environmental Services Fund	DPW - Environmental Services	Social Security Expense	(3,633)	(3,813)	(4,085)	(4,085)	(3,762)	(3,988)
5055	43760	101	520523	Environmental Services Fund	DPW - Environmental Services	Medicare Expense	(1,156)	(644)	(1,305)	(1,305)	(786)	(1,120)
5055	43760	764	520523	Environmental Services Fund	DPW - Environmental Services	Medicare Expense	(857)	(950)	(897)	(1,017)	(827)	(1,120)
5055	43760	797	520523	Environmental Services Fund	DPW - Environmental Services	Medicare Expense	(850)	(892)	(955)	(955)	(880)	(933)
5055	43760	101	520527	Environmental Services Fund	DPW - Environmental Services	IMRF Contributions	(11,610)	(5,996)	(8,964)	(8,964)	(5,618)	(5,006)
5055	43760	764	520527	Environmental Services Fund	DPW - Environmental Services	IMRF Contributions	(8,878)	(9,782)	(6,161)	(6,911)	(6,087)	(5,007)
5055	43760	797	520527	Environmental Services Fund	DPW - Environmental Services	IMRF Contributions	(8,737)	(9,092)	(6,562)	(6,562)	(6,378)	(6,406)
<b>SUB-TOTAL FRINGE BENEFITS</b>							<b>(87,491)</b>	<b>(79,154)</b>	<b>(93,383)</b>	<b>(95,940)</b>	<b>(77,425)</b>	<b>(93,062)</b>
5055	43760	101	520528	Environmental Services Fund	DPW - Environmental Services	S125 Admin. Expenses	29,289	(19,613)	-	-	-	-
5055	43760	101	530650	Environmental Services Fund	DPW - Environmental Services	Conferences Training	(408)	(20)	(1,600)	(1,600)	(1,360)	(2,025)
5055	43760	796	530650	Environmental Services Fund	DPW - Environmental Services	Conferences Training	-	-	(1,500)	(1,500)	-	-
5055	43760	797	530650	Environmental Services Fund	DPW - Environmental Services	Conferences Training	(436)	(417)	(600)	(600)	(600)	(600)
5055	43760	101	530660	Environmental Services Fund	DPW - Environmental Services	General Contractuals	(2,625,892)	(2,965,248)	(3,149,640)	(3,149,640)	(3,163,325)	(3,271,000)
5055	43760	764	530660	Environmental Services Fund	DPW - Environmental Services	General Contractuals	(196,335)	(202,225)	(207,281)	(207,281)	(207,281)	(213,500)
5055	43760	101	530667	Environmental Services Fund	DPW - Environmental Services	External Support	(782)	(3,537)	(2,240)	(2,240)	(230)	(1,000)
5055	43760	796	530667	Environmental Services Fund	DPW - Environmental Services	External Support	-	(4,895)	(12,500)	(12,500)	(750)	(7,500)
<b>SUB-TOTAL CONTRACTUAL SERVICES</b>							<b>(2,794,565)</b>	<b>(3,195,955)</b>	<b>(3,375,361)</b>	<b>(3,375,361)</b>	<b>(3,373,546)</b>	<b>(3,495,625)</b>
5055	43760	101	550601	Environmental Services Fund	DPW - Environmental Services	Printing	(83)	-	(500)	(500)	(100)	(100)
5055	43760	796	550601	Environmental Services Fund	DPW - Environmental Services	Printing	-	-	(500)	(500)	(100)	(500)
5055	43760	797	550601	Environmental Services Fund	DPW - Environmental Services	Printing	-	-	(500)	(500)	(500)	(500)
5055	43760	101	550602	Environmental Services Fund	DPW - Environmental Services	Membership Dues	(1,226)	(1,169)	(1,074)	(1,074)	(700)	(1,710)
5055	43760	796	550602	Environmental Services Fund	DPW - Environmental Services	Membership Dues	(300)	(300)	(250)	(275)	(275)	(275)
5055	43760	797	550602	Environmental Services Fund	DPW - Environmental Services	Membership Dues	(212)	(212)	(462)	(462)	(462)	(225)
5055	43760	101	550603	Environmental Services Fund	DPW - Environmental Services	Postage	(243)	(109)	(500)	(500)	(100)	(100)
5055	43760	797	550603	Environmental Services Fund	DPW - Environmental Services	Postage	-	-	(300)	(300)	(100)	(100)

VILLAGE OF OAK PARK  
FISCAL YEAR 2019 BUDGET  
ENVIRONMENTAL SERVICES FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>Original</u> <u>2018</u> <u>Budget</u>	<u>Amended</u> <u>2018</u> <u>Budget</u>	<u>Year</u> <u>End</u> <u>Estimate</u>	<u>2019</u> <u>Adopted</u> <u>Budget</u>
5055	43760	101	560620	Environmental Services Fund	DPW - Environmental Services	Office Supplies	(35)	(52)	(100)	(100)	(100)	-
5055	43760	796	560620	Environmental Services Fund	DPW - Environmental Services	Office Supplies	-	(45)	(100)	(100)	(100)	-
5055	43760	797	560620	Environmental Services Fund	DPW - Environmental Services	Office Supplies	-	(381)	(100)	(100)	(100)	-
5055	43760	797	560625	Environmental Services Fund	DPW - Environmental Services	Clothing	(79)	(60)	(200)	(200)	(200)	(200)
5055	43760	101	560631	Environmental Services Fund	DPW - Environmental Services	Operational Supplies	(1,180)	(2,126)	(5,000)	(5,000)	(5,000)	(5,000)
5055	43760	764	560631	Environmental Services Fund	DPW - Environmental Services	Operational Supplies	(1,000)	-	(1,000)	(1,000)	(1,000)	-
5055	43760	795	560631	Environmental Services Fund	DPW - Environmental Services	Operational Supplies	(114)	-	-	-	-	-
5055	43760	796	560631	Environmental Services Fund	DPW - Environmental Services	Operational Supplies	(2,581)	(143)	(3,000)	(2,975)	(3,000)	(7,000)
5055	43760	797	560631	Environmental Services Fund	DPW - Environmental Services	Operational Supplies	-	-	(200)	(200)	(200)	(200)
SUB-TOTAL MATERIALS & SUPPLIES							(7,052)	(4,597)	(13,786)	(13,786)	(12,037)	(15,910)
5055	43760	101	570667	Environmental Services Fund	DPW - Environmental Services	Grant Expenses	(450)	(695)	-	-	-	-
5055	43760	796	570667	Environmental Services Fund	DPW - Environmental Services	Grant Expenses	(2,443)	-	-	-	-	-
5055	43760	101	580599	Environmental Services Fund	DPW - Environmental Services	Legal Settlements - General	(5,000)	-	-	-	-	-
5055	43760	101	580700	Environmental Services Fund	DPW - Environmental Services	Bad Debt Expense	(8,000)	-	-	-	-	-
5055	43760	101	580899	Environmental Services Fund	DPW - Environmental Services	Depreciation Expense	(5,068)	-	-	-	-	-
5055	43760	101	591801	Environmental Services Fund	DPW - Environmental Services	Transfer To General Fund	(700,000)	-	-	-	-	-
5055	43760	101	591890	Environmental Services Fund	DPW - Environmental Services	Transfer To Other Funds	(500,604)	(430,000)	(434,000)	(434,000)	(434,000)	(437,000)
SUB-TOTAL OTHER							(1,221,565)	(430,695)	(434,000)	(434,000)	(434,000)	(437,000)
SUB-TOTAL EXPENDITURES							(4,317,606)	(3,883,309)	(4,137,274)	(4,148,081)	(4,078,837)	(4,258,361)
NET SURPLUS/(DEFICIT)							(885,837)	(57,685)	38,251	27,444	96,688	16,639
Beginning Audited Fund Balance 1/1/18											561,722	
2018 Projected Surplus (Deficit)											96,688	
Ending Projected Fund Balance 12/31/18											658,410	
Estimated Fund Balance 1/1/19											658,410	
2019 Budgeted Surplus (Deficit)											16,639	
Ending Estimated Fund Balance 12/31/19											675,049	





## **PARKING FUND**

### **PARKING & MOBILITY SERVICES DIVISION SUMMARY**

In densely populated Oak Park, with a population of 52,000 and an automobile population estimated at nearly 30,000 vehicles, the limited supply of parking must be managed. The Village's Development Customer Services Departments Parking and Mobility Services Division manages' operations related to shared parking and where and for how long how parking is allowed. By managing the Village's overall parking supply, most of which is on public property, the Division balances the needs of Oak Park residents, businesses, customers, commuters and visitors, while striving to maintain the charming character of the community.

The Parking and Mobility Services Division manages publicly provided parking, four public parking garages, more than 100 off-street parking lots and nearly 1,500 meter parking spaces. In addition, the Division manages a comprehensive parking permit system that includes 3,600 quarterly off-street lot permits, 2,300 quarterly on-street permits, overnight permits and 150,000 parking passes for residents and their guests who request temporary on-street parking.

Additionally, the Division administers the sale of Village vehicle stickers. The Division also reviews, researches, and recommends any additions and/or revisions of existing parking regulations/signage within the Village as the staff liaison to the Transportation Commission.

The mobility services portion of the Division oversees programs such as DoBi bike share, car share and electric-vehicle charging stations. Division staff coordinates the displacement of registered vehicles during major capital improvement projects and oversees traffic safety plans in conjunction with the Engineering Division of the Village's Public Works Department.

## 2018 ACCOMPLISHMENTS

- The Division continued the implementation of the parking facilities maintenance study that was completed in 2016. A contract was awarded, work began and the multi-year improvements are on-schedule. 2019 will see continuation of facilities maintenance with work within the Holley Court garage.
- The previously established bike share program was terminated and a more cost-efficient bike share program is being developed for implementation in 2019.
- The fabrication and installation of the new parking wayfinding system is slightly behind schedule. 2019 will see continuation of this project, per the Village Boards direction.
- The Division continues working to implement technology based upgrades to the Village's parking services permit, vehicle sticker, citations, as well as license plate recognition capabilities. Full implementation of these new technology based solutions is anticipated for 2019.
- The Division continues working on plans for the installation of new on-street parking restriction signage that is anticipated to take three to four years to complete.
- Facilitated the Village Boards review and approval of a parking pilot program, set to begin in 2019.

## 2019 WORK PLAN

- Continue the multi-year parking garage facilities maintenance program.
- Begin implementation of the planned parking lot facilities maintenance program.
- Continue review and implementation of the Villages bike share program (DoBi).
- Continue working to elevate the Divisions sustainable practices through the installation of additional electric vehicle charging stations.
- Continue the multi-year fabrication and installation of the parking wayfinding system.
- Continue the multi-year installation of new on-street parking restriction signage.
- Continue working to implement technology based upgrades to the Village's parking services permit, vehicle sticker, citations, as well as license plate recognition capabilities. Completion of this task continues to require the participation by adjudication, finance, information technology and police staff.
- Effectively implement, promote, manage and evaluate the Village's parking pilot program.

VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 PARKING FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>Original</u> <u>2018</u> <u>Budget</u>	<u>Amended</u> <u>2018</u> <u>Budget</u>	<u>Year</u> <u>End</u> <u>Estimate</u>	<u>2019</u> <u>Adopted</u> <u>Budget</u>
5060	43770	101	422481	Parking Fund	DCS - Parking Services	Parking Permits	-	-	2,961,350	2,961,350	2,961,350	2,999,990
5060	43770	787	422481	Parking Fund	DCS - Parking Services	Parking Permits	(93)	-	-	-	-	-
5060	43770	788	422481	Parking Fund	DCS - Parking Services	Parking Permits	(60)	(5,610)	-	-	-	-
5060	41300	101	422481	Parking Fund	DCS - Parking Services	Parking Permits	40	-	-	-	-	-
5060	43770	793	422481	Parking Fund	DCS - Parking Services	Parking Permits	1,308,726	1,385,939	-	-	-	-
5060	43770	793	422482	Parking Fund	DCS - Parking Services	Landlord/Corp. Parking Permits	913,323	576,119	-	-	-	-
5060	43770	101	422483	Parking Fund	DCS - Parking Services	Onstreet Parking Permits	-	-	1,112,000	1,112,000	1,112,000	1,200,000
5060	43770	786	422483	Parking Fund	DCS - Parking Services	Onstreet Parking Permits	(301)	301	-	-	-	-
5060	43770	793	422483	Parking Fund	DCS - Parking Services	Onstreet Parking Permits	1,145,077	1,005,438	-	-	-	-
5060	43770	793	422485	Parking Fund	DCS - Parking Services	One-Time Overnight Permit	160	25	-	-	-	-
5060	43770	786	440456	Parking Fund	DCS - Parking Services	Onstreet Paystation Revenue	299,752	258,913	-	-	-	-
5060	43770	793	440457	Parking Fund	DCS - Parking Services	Discounted Employee Cards	55,122	10,618	-	-	-	-
5060	43770	793	440459	Parking Fund	DCS - Parking Services	Meter Key Revenue	2,947	(74)	-	-	-	-
5060	43770	101	440460	Parking Fund	DCS - Parking Services	Garage Fees	-	-	1,800,000	1,800,000	1,800,000	1,800,000
5060	43770	783	440460	Parking Fund	DCS - Parking Services	Garage Fees	6,697	-	-	-	-	-
5060	43770	784	440460	Parking Fund	DCS - Parking Services	Garage Fees	452,020	568,375	-	-	-	-
5060	43770	785	440460	Parking Fund	DCS - Parking Services	Garage Fees	50,581	174,313	-	-	-	-
5060	43770	788	440460	Parking Fund	DCS - Parking Services	Garage Fees	906,968	1,166,674	-	-	-	-
5060	43770	101	440461	Parking Fund	DCS - Parking Services	Parking Meter Collections	-	-	1,454,000	1,454,000	1,200,000	1,400,000
5060	43770	786	440461	Parking Fund	DCS - Parking Services	Parking Meter Collections	1,003,983	841,291	-	-	-	-
5060	43770	784	440470	Parking Fund	DCS - Parking Services	Garage Validation Revenue	8,371	49,376	-	-	-	-
5060	43770	788	440470	Parking Fund	DCS - Parking Services	Garage Validation Revenue	110,085	112,677	-	-	-	-
5060	41300	101	441447	Parking Fund	DCS - Parking Services	Cashier Difference	46	-	-	-	-	-
5060	43770	788	441460	Parking Fund	DCS - Parking Services	Credit Card Points Revenue	(16)	-	-	-	-	-
5060	43770	101	441462	Parking Fund	DCS - Parking Services	Miscellaneous Revenue	107,593	19,580	-	-	-	-
5060	43770	788	441462	Parking Fund	DCS - Parking Services	Miscellaneous Revenue	1,337	-	-	-	-	-
5060	43770	127	441465	Parking Fund	DCS - Parking Services	Special Events Revenue	5,178	3,880	-	-	-	-
5060	43770	101	441475	Parking Fund	DCS - Parking Services	Recovered Damages	619	2,143	-	-	-	-
5060	41300	101	461490	Parking Fund	DCS - Parking Services	Interest Revenue	11	10	-	-	-	-
5060	43770	786	461490	Parking Fund	DCS - Parking Services	Interest Revenue	198	135	-	-	-	-
5060	41300	101	491401	Parking Fund	DCS - Parking Services	Transfer From General Fund	60,000	40,000	40,000	40,000	40,000	40,000
<b>SUB-TOTAL REVENUE</b>							<b>6,438,365</b>	<b>6,210,124</b>	<b>7,367,350</b>	<b>7,367,350</b>	<b>7,113,350</b>	<b>7,439,990</b>
5060	43770	101	510501	Parking Fund	DCS - Parking Services	Regular Salaries	(354,421)	(453,825)	(352,889)	(352,889)	(282,311)	(292,406)
5060	43770	783	510501	Parking Fund	DCS - Parking Services	Regular Salaries	(12,777)	(11,180)	(13,923)	(13,923)	(13,645)	(20,799)
5060	43770	784	510501	Parking Fund	DCS - Parking Services	Regular Salaries	(23,726)	(18,093)	(33,813)	(33,813)	(33,137)	(48,299)
5060	43770	785	510501	Parking Fund	DCS - Parking Services	Regular Salaries	(35,953)	(2,519)	-	-	-	-
5060	43770	786	510501	Parking Fund	DCS - Parking Services	Regular Salaries	(74,052)	(63,924)	(26,089)	(26,089)	(67,831)	(37,176)
5060	43770	787	510501	Parking Fund	DCS - Parking Services	Regular Salaries	(47,789)	(37,496)	(57,681)	(57,681)	(56,527)	(82,392)
5060	43770	788	510501	Parking Fund	DCS - Parking Services	Regular Salaries	(54,725)	(37,832)	(67,626)	(67,626)	(66,274)	(96,598)
5060	43770	793	510501	Parking Fund	DCS - Parking Services	Regular Salaries	(137,148)	(171,696)	(180,283)	(180,283)	(205,523)	(116,227)
5060	43770	101	510503	Parking Fund	DCS - Parking Services	Overtime	(3,385)	(1,803)	-	-	(612)	-
5060	43770	783	510503	Parking Fund	DCS - Parking Services	Overtime	(53)	(19)	-	-	(46)	-
5060	43770	784	510503	Parking Fund	DCS - Parking Services	Overtime	(98)	(28)	-	-	(111)	-
5060	43770	785	510503	Parking Fund	DCS - Parking Services	Overtime	(139)	-	-	-	-	-

VILLAGE OF OAK PARK  
FISCAL YEAR 2019 BUDGET  
PARKING FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>Original</u> <u>2018</u> <u>Budget</u>	<u>Amended</u> <u>2018</u> <u>Budget</u>	<u>Year</u> <u>End</u> <u>Estimate</u>	<u>2019</u> <u>Adopted</u> <u>Budget</u>
5060	43770	786	510503	Parking Fund	DCS - Parking Services	Overtime	(16,714)	(1,166)	(12,000)	(12,000)	(12,000)	(12,000)
5060	43770	787	510503	Parking Fund	DCS - Parking Services	Overtime	(219)	(56)	-	-	(189)	-
5060	43770	788	510503	Parking Fund	DCS - Parking Services	Overtime	(223)	(56)	-	-	(222)	-
5060	43770	793	510503	Parking Fund	DCS - Parking Services	Overtime	(15,312)	(776)	(15,000)	(15,000)	(900)	(15,000)
5060	43770	101	510506	Parking Fund	DCS - Parking Services	Equip Allow (Auto,Phone,Tools)	(475)	(509)	(1,000)	(1,000)	(1,000)	(1,000)
5060	43770	793	510515	Parking Fund	DCS - Parking Services	Comp Time Payout	-	(1,929)	-	-	-	-
5060	43770	101	510519	Parking Fund	DCS - Parking Services	Vacation Time Payout	-	(2,457)	-	-	-	-
5060	43770	101	510520	Parking Fund	DCS - Parking Services	Sick Time Payout	-	-	(700)	(700)	-	-
SUB-TOTAL PERSONAL SERVICES							(777,210)	(805,363)	(761,004)	(761,004)	(740,328)	(721,897)
5060	43770	101	520515	Parking Fund	DCS - Parking Services	Health Insurance Opt Out	-	-	-	-	(43)	-
5060	43770	101	520520	Parking Fund	DCS - Parking Services	Life Insurance Expense	(539)	(764)	(558)	(558)	(368)	(419)
5060	43770	783	520520	Parking Fund	DCS - Parking Services	Life Insurance Expense	(25)	(41)	(33)	(33)	(33)	(33)
5060	43770	784	520520	Parking Fund	DCS - Parking Services	Life Insurance Expense	(47)	(95)	(79)	(79)	(79)	(79)
5060	43770	785	520520	Parking Fund	DCS - Parking Services	Life Insurance Expense	(120)	-	-	-	-	-
5060	43770	786	520520	Parking Fund	DCS - Parking Services	Life Insurance Expense	(119)	(73)	(60)	(60)	(102)	(60)
5060	43770	787	520520	Parking Fund	DCS - Parking Services	Life Insurance Expense	(79)	(135)	(135)	(135)	(135)	(135)
5060	43770	788	520520	Parking Fund	DCS - Parking Services	Life Insurance Expense	(109)	(189)	(158)	(158)	(158)	(158)
5060	43770	793	520520	Parking Fund	DCS - Parking Services	Life Insurance Expense	(273)	(372)	(465)	(465)	(530)	(279)
5060	43770	101	520521	Parking Fund	DCS - Parking Services	Health Insurance Expense	(83,831)	(134,344)	(86,764)	(86,764)	(60,735)	(76,517)
5060	43770	783	520521	Parking Fund	DCS - Parking Services	Health Insurance Expense	(3,417)	(53,145)	(2,466)	(2,466)	(2,614)	(3,787)
5060	43770	784	520521	Parking Fund	DCS - Parking Services	Health Insurance Expense	(6,345)	(12,494)	(5,988)	(5,988)	(6,347)	(9,197)
5060	43770	785	520521	Parking Fund	DCS - Parking Services	Health Insurance Expense	(3,905)	-	-	-	-	-
5060	43770	786	520521	Parking Fund	DCS - Parking Services	Health Insurance Expense	(15,293)	(9,555)	(4,579)	(4,579)	(13,554)	(7,033)
5060	43770	787	520521	Parking Fund	DCS - Parking Services	Health Insurance Expense	(14,155)	(21,314)	(10,216)	(10,216)	(10,829)	(15,690)
5060	43770	788	520521	Parking Fund	DCS - Parking Services	Health Insurance Expense	(14,643)	(24,989)	(11,977)	(11,977)	(12,696)	(18,395)
5060	43770	793	520521	Parking Fund	DCS - Parking Services	Health Insurance Expense	(50,299)	(53,145)	(73,935)	(73,935)	(66,542)	(29,251)
5060	43770	101	520522	Parking Fund	DCS - Parking Services	Social Security Expense	(19,916)	(24,890)	(21,879)	(21,879)	(16,628)	(18,129)
5060	43770	783	520522	Parking Fund	DCS - Parking Services	Social Security Expense	(749)	(653)	(780)	(780)	(827)	(1,203)
5060	43770	784	520522	Parking Fund	DCS - Parking Services	Social Security Expense	(1,390)	(1,056)	(1,895)	(1,895)	(2,009)	(2,784)
5060	43770	785	520522	Parking Fund	DCS - Parking Services	Social Security Expense	(2,184)	(143)	-	-	-	-
5060	43770	786	520522	Parking Fund	DCS - Parking Services	Social Security Expense	(5,361)	(3,788)	(1,464)	(1,464)	(3,982)	(2,888)
5060	43770	787	520522	Parking Fund	DCS - Parking Services	Social Security Expense	(2,782)	(2,172)	(3,233)	(3,233)	(3,362)	(4,749)
5060	43770	788	520522	Parking Fund	DCS - Parking Services	Social Security Expense	(3,206)	(2,207)	(3,790)	(3,790)	(3,942)	(5,568)
5060	43770	793	520522	Parking Fund	DCS - Parking Services	Social Security Expense	(8,419)	(9,593)	(11,178)	(11,178)	(11,625)	(8,136)
5060	43770	101	520523	Parking Fund	DCS - Parking Services	Medicare Expense	(4,658)	(5,821)	(5,117)	(5,117)	(3,889)	(4,240)
5060	43770	783	520523	Parking Fund	DCS - Parking Services	Medicare Expense	(175)	(153)	(202)	(202)	(194)	(302)
5060	43770	784	520523	Parking Fund	DCS - Parking Services	Medicare Expense	(325)	(247)	(490)	(490)	(470)	(700)
5060	43770	785	520523	Parking Fund	DCS - Parking Services	Medicare Expense	(511)	(105)	-	-	-	-
5060	43770	786	520523	Parking Fund	DCS - Parking Services	Medicare Expense	(1,254)	(886)	(378)	(378)	(930)	(700)
5060	43770	787	520523	Parking Fund	DCS - Parking Services	Medicare Expense	(651)	(508)	(836)	(836)	(803)	(1,195)
5060	43770	788	520523	Parking Fund	DCS - Parking Services	Medicare Expense	(750)	(516)	(981)	(981)	(922)	(1,401)
5060	43770	793	520523	Parking Fund	DCS - Parking Services	Medicare Expense	(1,969)	(2,173)	(2,614)	(2,614)	(2,719)	(1,903)
5060	43770	101	520527	Parking Fund	DCS - Parking Services	IMRF Contributions	(44,197)	(49,951)	(35,148)	(35,148)	(28,118)	(18,948)
5060	43770	783	520527	Parking Fund	DCS - Parking Services	IMRF Contributions	(1,819)	(1,571)	(1,254)	(1,254)	(1,254)	(1,257)

VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 PARKING FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>Original</u> <u>2018</u> <u>Budget</u>	<u>Amended</u> <u>2018</u> <u>Budget</u>	<u>Year</u> <u>End</u> <u>Estimate</u>	<u>2019</u> <u>Adopted</u> <u>Budget</u>
5060	43770	784	520527	Parking Fund	DCS - Parking Services	IMRF Contributions	(3,377)	(2,530)	(3,044)	(3,044)	(3,044)	(2,910)
5060	43770	785	520527	Parking Fund	DCS - Parking Services	IMRF Contributions	(5,115)	(764)	-	-	-	-
5060	43770	786	520527	Parking Fund	DCS - Parking Services	IMRF Contributions	(12,863)	(9,153)	(2,351)	(2,351)	(6,583)	(3,018)
5060	43770	787	520527	Parking Fund	DCS - Parking Services	IMRF Contributions	(6,805)	(5,218)	(5,193)	(5,193)	(5,193)	(4,964)
5060	43770	788	520527	Parking Fund	DCS - Parking Services	IMRF Contributions	(7,789)	(5,295)	(6,089)	(6,089)	(6,089)	(5,819)
5060	43770	793	520527	Parking Fund	DCS - Parking Services	IMRF Contributions	(21,733)	(21,586)	(17,956)	(17,956)	(19,752)	(8,504)
SUB-TOTAL FRINGE BENEFITS							(351,196)	(461,634)	(323,285)	(323,285)	(297,100)	(260,351)
5060	43770	101	520528	Parking Fund	DCS - Parking Services	S125 Admin. Expenses	97,208	-	-	-	-	-
5060	43770	101	520900	Parking Fund	DCS - Parking Services	Change in NPO	(9,603)	(67,268)	-	-	-	-
5060	43770	101	530650	Parking Fund	DCS - Parking Services	Conferences Training	(3,559)	(470)	(6,000)	(6,000)	(5,000)	(6,000)
5060	43770	793	530650	Parking Fund	DCS - Parking Services	Conferences Training	(1,500)	-	(1,500)	(1,500)	-	-
5060	43770	101	530658	Parking Fund	DCS - Parking Services	Temporary Services	-	(24,227)	(15,000)	(15,000)	(15,000)	(7,500)
5060	43770	101	530660	Parking Fund	DCS - Parking Services	General Contractuals	(66,442)	-	-	-	-	-
5060	43770	783	530660	Parking Fund	DCS - Parking Services	General Contractuals	(97,600)	(137,336)	(90,000)	(90,000)	(90,000)	(131,000)
5060	43770	784	530660	Parking Fund	DCS - Parking Services	General Contractuals	(200,571)	(215,384)	(294,000)	(294,000)	(294,000)	(223,100)
5060	43770	785	530660	Parking Fund	DCS - Parking Services	General Contractuals	(7,900)	(78,158)	(10,000)	(10,000)	(10,000)	(70,000)
5060	43770	786	530660	Parking Fund	DCS - Parking Services	General Contractuals	(133,125)	(99,235)	(475,000)	(475,000)	(210,000)	(216,699)
5060	43770	787	530660	Parking Fund	DCS - Parking Services	General Contractuals	(173,447)	(229,494)	(70,000)	(70,000)	(70,000)	(131,000)
5060	43770	788	530660	Parking Fund	DCS - Parking Services	General Contractuals	(435,371)	(493,125)	(625,000)	(625,000)	(625,000)	(545,300)
5060	43770	101	530667	Parking Fund	DCS - Parking Services	External Support	(71,919)	(9,972,696)	(50,000)	(60,418)	(60,418)	(50,000)
5060	43770	788	530667	Parking Fund	DCS - Parking Services	External Support	-	-	-	-	-	(20,000)
5060	43770	101	530675	Parking Fund	DCS - Parking Services	Bank Charges	-	(6,565)	-	-	-	-
5060	43770	784	530675	Parking Fund	DCS - Parking Services	Bank Charges	(11,397)	(48,816)	(15,000)	(15,000)	(15,000)	(15,000)
5060	43770	786	530675	Parking Fund	DCS - Parking Services	Bank Charges	(28,649)	-	(25,000)	(25,000)	(25,000)	(25,000)
5060	43770	788	530675	Parking Fund	DCS - Parking Services	Bank Charges	(28,840)	(35,090)	(55,000)	(55,000)	(55,000)	(55,000)
5060	41300	169	530804	Parking Fund	DCS - Parking Services	Bond Paying Agent Fees	(193,837)	-	-	-	-	-
5060	43770	101	540657	Parking Fund	DCS - Parking Services	Property Taxes on Leased Lots	(29,993)	-	-	-	-	-
5060	43770	787	540657	Parking Fund	DCS - Parking Services	Property Taxes on Leased Lots	(28,692)	(66,950)	(75,000)	(75,000)	(75,000)	(75,000)
5060	43770	783	540674	Parking Fund	DCS - Parking Services	Property Repair	(1,794)	(1,950)	(10,000)	(10,000)	(10,000)	(10,000)
5060	43770	784	540674	Parking Fund	DCS - Parking Services	Property Repair	(9,116)	(19,951)	(20,000)	(20,000)	(20,000)	(20,000)
5060	43770	785	540674	Parking Fund	DCS - Parking Services	Property Repair	-	-	(10,000)	(10,000)	(10,000)	(10,000)
5060	43770	786	540674	Parking Fund	DCS - Parking Services	Property Repair	(2,100)	(2,554)	(20,000)	(20,000)	(20,000)	(20,000)
5060	43700	787	540674	Parking Fund	DCS - Parking Services	Property Repair	(3,365)	(1,600)	-	-	-	-
5060	43770	787	540674	Parking Fund	DCS - Parking Services	Property Repair	(7,028)	-	(25,000)	(25,000)	(25,000)	(25,000)
5060	43770	788	540674	Parking Fund	DCS - Parking Services	Property Repair	(9,399)	(29,560)	(25,000)	(25,000)	(25,000)	(27,000)
5060	43770	784	540691	Parking Fund	DCS - Parking Services	Water Charges	(783)	(483)	(2,000)	(2,000)	(2,000)	(2,000)
5060	43770	788	540691	Parking Fund	DCS - Parking Services	Water Charges	(3,709)	(2,000)	(4,000)	(4,000)	(4,000)	(4,000)
5060	43770	783	540692	Parking Fund	DCS - Parking Services	Electricity	(11,214)	(9,062)	(10,000)	(10,000)	(10,000)	(10,000)
5060	43770	784	540692	Parking Fund	DCS - Parking Services	Electricity	(17,608)	(19,911)	(20,000)	(20,000)	(20,000)	(30,000)
5060	43770	787	540692	Parking Fund	DCS - Parking Services	Electricity	(2,272)	(1,749)	(4,000)	(4,000)	(4,000)	(4,000)
5060	43770	788	540692	Parking Fund	DCS - Parking Services	Electricity	(41,856)	(37,841)	(48,000)	(48,000)	(48,000)	(48,000)
5060	43770	788	540693	Parking Fund	DCS - Parking Services	Natural Gas	(2,316)	(3,853)	(4,500)	(4,500)	(4,500)	(4,500)
5060	43770	787	540707	Parking Fund	DCS - Parking Services	Lot Rental Reimbursement	(60,866)	(47,148)	(70,000)	(70,000)	(60,000)	(58,000)
SUB-TOTAL CONTRACTUAL SERVICES							(1,598,666)	(11,652,474)	(2,079,000)	(2,089,418)	(1,811,918)	(1,843,099)

VILLAGE OF OAK PARK  
FISCAL YEAR 2019 BUDGET  
PARKING FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>Original 2018 Budget</u>	<u>Amended 2018 Budget</u>	<u>Year End Estimate</u>	<u>2019 Adopted Budget</u>
5060	43770	793	550601	Parking Fund	DCS - Parking Services	Printing	(32,199)	(32,762)	(33,000)	(33,000)	(33,000)	(33,000)
5060	43770	101	550602	Parking Fund	DCS - Parking Services	Membership Dues	(791)	(423)	(1,500)	(1,500)	(800)	(1,500)
5060	43770	101	550603	Parking Fund	DCS - Parking Services	Postage	(1,937)	-	-	-	-	-
5060	43770	793	550603	Parking Fund	DCS - Parking Services	Postage	(23,428)	(24,682)	(25,000)	(25,000)	(25,000)	(25,000)
5060	43770	784	550632	Parking Fund	DCS - Parking Services	Laundry Service	(192)	(104)	(200)	(200)	(200)	(200)
5060	43770	786	550632	Parking Fund	DCS - Parking Services	Laundry Service	(356)	(589)	(600)	(600)	(600)	(600)
5060	43770	788	550632	Parking Fund	DCS - Parking Services	Laundry Service	(493)	(500)	(500)	(500)	(500)	(500)
5060	43770	101	550652	Parking Fund	DCS - Parking Services	Legal Postings and Doc. Fees	(224)	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)
5060	43770	785	550656	Parking Fund	DCS - Parking Services	Miscellaneous Expense	(822)	-	-	-	-	-
5060	43770	101	550663	Parking Fund	DCS - Parking Services	Software License Updates	-	-	(30,000)	(30,000)	(30,000)	(60,000)
5060	43770	101	550671	Parking Fund	DCS - Parking Services	Office Machine Service	(1,716)	-	-	-	-	-
5060	43770	101	560620	Parking Fund	DCS - Parking Services	Office Supplies	(2,339)	(1,083)	(2,500)	(2,500)	(2,500)	(2,500)
5060	43770	793	560620	Parking Fund	DCS - Parking Services	Office Supplies	(4,018)	(3,878)	(5,000)	(5,000)	(5,000)	(5,000)
5060	43770	783	560623	Parking Fund	DCS - Parking Services	Cleaning Supplies	-	(500)	(500)	(500)	(500)	(500)
5060	43770	784	560623	Parking Fund	DCS - Parking Services	Cleaning Supplies	(35)	(2,499)	(2,500)	(2,500)	(2,500)	(2,500)
5060	43770	786	560623	Parking Fund	DCS - Parking Services	Cleaning Supplies	(368)	-	-	-	-	-
5060	43770	788	560623	Parking Fund	DCS - Parking Services	Cleaning Supplies	(4,322)	(4,998)	(5,000)	(5,000)	(5,000)	(5,000)
5060	43770	784	560625	Parking Fund	DCS - Parking Services	Clothing	-	-	(600)	(600)	(600)	(600)
5060	43770	786	560625	Parking Fund	DCS - Parking Services	Clothing	(806)	(193)	(1,200)	(1,200)	(1,200)	(1,200)
5060	43770	788	560625	Parking Fund	DCS - Parking Services	Clothing	(300)	-	(1,000)	(1,000)	(1,000)	(1,000)
5060	43770	101	560631	Parking Fund	DCS - Parking Services	Operational Supplies	(1,153)	(2,495)	(2,500)	(2,500)	(2,500)	(2,500)
5060	43770	786	560631	Parking Fund	DCS - Parking Services	Operational Supplies	(3,730)	(2,497)	(10,000)	(10,000)	(10,000)	(10,000)
5060	43770	788	560631	Parking Fund	DCS - Parking Services	Operational Supplies	(10,246)	(27,756)	(40,000)	(40,000)	(30,000)	(40,000)
5060	43770	793	560631	Parking Fund	DCS - Parking Services	Operational Supplies	(4,044)	-	-	-	-	-
5060	43770	783	560634	Parking Fund	DCS - Parking Services	Sign Replacement	-	(396)	(2,000)	(2,000)	(2,000)	(2,000)
5060	43770	784	560634	Parking Fund	DCS - Parking Services	Sign Replacement	(148)	(2,088)	(3,000)	(3,000)	(3,000)	(3,000)
5060	43770	786	560634	Parking Fund	DCS - Parking Services	Sign Replacement	(2,042)	(723)	(80,000)	(80,000)	(80,000)	(10,000)
5060	43770	787	560634	Parking Fund	DCS - Parking Services	Sign Replacement	(4,357)	(8,919)	(25,000)	(25,000)	(25,000)	(10,000)
5060	43770	788	560634	Parking Fund	DCS - Parking Services	Sign Replacement	(3,568)	(3,412)	(6,000)	(6,000)	(6,000)	(6,000)
5060	43770	786	560637	Parking Fund	DCS - Parking Services	Vehicle Equipment Parts	(302)	-	-	-	-	-
5060	43770	788	560637	Parking Fund	DCS - Parking Services	Vehicle Equipment Parts	(3,248)	-	-	-	-	-
SUB-TOTAL MATERIALS & SUPPLIES							(107,184)	(121,497)	(278,600)	(278,600)	(267,900)	(223,600)
5060	43770	783	570705	Parking Fund	DCS - Parking Services	Building Improvements	-	(370,000)	-	-	-	(30,000)
5060	43770	784	570705	Parking Fund	DCS - Parking Services	Building Improvements	(64,804)	(102,135)	(375,000)	(299,399)	(375,000)	-
5060	43770	785	570705	Parking Fund	DCS - Parking Services	Building Improvements	(357,774)	-	-	-	-	-
5060	43770	786	570705	Parking Fund	DCS - Parking Services	Building Improvements	(155,631)	(307,068)	-	-	-	-
5060	43770	787	570705	Parking Fund	DCS - Parking Services	Building Improvements	(347,394)	(76,051)	-	-	-	-
5060	43770	788	570705	Parking Fund	DCS - Parking Services	Building Improvements	(151,608)	(134,022)	(400,000)	(475,601)	(400,000)	(460,000)
5060	41300	793	570707	Parking Fund	DCS - Parking Services	Capital Improvements	-	-	(75,000)	(75,000)	(30,000)	(30,000)
5060	43770	783	570707	Parking Fund	DCS - Parking Services	Capital Improvements	-	-	(30,801)	(30,801)	-	(100,000)
5060	43770	784	570707	Parking Fund	DCS - Parking Services	Capital Improvements	-	-	(30,801)	(30,801)	-	(100,000)
5060	43770	785	570707	Parking Fund	DCS - Parking Services	Capital Improvements	-	-	-	-	-	(38,000)
5060	43770	786	570707	Parking Fund	DCS - Parking Services	Capital Improvements	-	-	(738,000)	(738,000)	(490,895)	(450,000)



VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 PARKING FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>Original</u> <u>2018</u> <u>Budget</u>	<u>Amended</u> <u>2018</u> <u>Budget</u>	<u>Year</u> <u>End</u> <u>Estimate</u>	<u>2019</u> <u>Adopted</u> <u>Budget</u>
5060	43770	787	570707	Parking Fund	DCS - Parking Services	Capital Improvements	-	-	(330,000)	(330,000)	(257,650)	(617,762)
5060	43770	788	570707	Parking Fund	DCS - Parking Services	Capital Improvements	-	-	(30,801)	(30,801)	-	(100,000)
5060	43770	783	570710	Parking Fund	DCS - Parking Services	Equipment	(225)	-	(2,500)	(2,500)	-	-
5060	43770	784	570710	Parking Fund	DCS - Parking Services	Equipment	(11)	(2,494)	(7,000)	(7,000)	(7,000)	-
5060	43770	786	570710	Parking Fund	DCS - Parking Services	Equipment	(1,435)	(5,811)	(4,000)	(4,000)	(4,000)	-
5060	43770	787	570710	Parking Fund	DCS - Parking Services	Equipment	-	(48)	(4,000)	(4,000)	(4,000)	-
5060	43770	788	570710	Parking Fund	DCS - Parking Services	Equipment	(301)	(3,945)	(2,500)	(14,850)	(2,500)	-
5060	43770	101	570720	Parking Fund	DCS - Parking Services	Computer Equipment	(13,558)	(475,156)	-	-	-	(15,000)
5060	43770	783	570720	Parking Fund	DCS - Parking Services	Computer Equipment	-	(27,751)	-	-	-	-
5060	43770	786	570720	Parking Fund	DCS - Parking Services	Computer Equipment	(8,949)	-	-	-	-	-
5060	43770	783	570750	Parking Fund	DCS - Parking Services	Vehicles	-	(4,620)	-	-	-	-
5060	43770	784	570750	Parking Fund	DCS - Parking Services	Vehicles	-	(1,476)	-	-	-	-
5060	43770	786	570750	Parking Fund	DCS - Parking Services	Vehicles	-	(43,794)	-	-	-	-
5060	43770	787	570750	Parking Fund	DCS - Parking Services	Vehicles	-	(16,681)	-	-	-	-
5060	43770	788	570750	Parking Fund	DCS - Parking Services	Vehicles	-	(17,710)	-	-	-	-
SUB-TOTAL CAPITAL OUTLAY							(1,101,688)	(1,588,763)	(2,030,403)	(2,042,753)	(1,571,045)	(1,940,762)
5060	41300	101	580898	Parking Fund	DCS - Parking Services	Amortization	32,590	32,590	-	-	-	-
5060	41300	101	580899	Parking Fund	DCS - Parking Services	Depreciation Expense	(1,305,513)	(1,585,610)	-	-	-	-
5060	41300	101	580999	Parking Fund	DCS - Parking Services	Less Fixed Assets Capitalized	804,697	10,770,976	-	-	-	-
SUB-TOTAL NON CASH							(468,226)	9,217,956	-	-	-	-
5060	41300	140	581801	Parking Fund	DCS - Parking Services	Bond Principal Payment 2016E	-	-	(410,000)	(410,000)	(410,000)	(420,000)
5060	41300	140	581802	Parking Fund	DCS - Parking Services	Bond Interest Expense 2016E	-	(750,011)	(359,131)	(359,131)	(359,132)	(346,832)
5060	41300	146	581801	Parking Fund	DCS - Parking Services	Bond Principal Payment 2016B	-	-	-	-	-	(190,000)
5060	41300	146	581802	Parking Fund	DCS - Parking Services	Bond Interest Expense 2016B	-	-	-	-	-	(135,995)
5060	41300	148	581802	Parking Fund	DCS - Parking Services	Bond Interest Expense	(99,759)	-	-	-	-	-
5060	41300	157	581801	Parking Fund	DCS - Parking Services	Bond Principal Payment 2010C	-	-	(1,074,640)	(1,074,640)	(1,074,640)	(1,120,595)
5060	41300	157	581802	Parking Fund	DCS - Parking Services	Bond Interest Expense 2010C	(463,361)	312,146	(145,359)	(145,359)	(145,359)	(102,374)
SUB-TOTAL DEBT SERVICE							(563,120)	(437,865)	(1,989,130)	(1,989,130)	(1,989,131)	(2,315,796)
5060	41300	101	591826	Parking Fund	DCS - Parking Services	Transfer To Sir Fund	(750,000)	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)
5060	41300	101	591801	Parking Fund	DCS - Parking Services	Transfer To General Fund	(300,000)	(532,840)	-	-	-	-
SUB-TOTAL TRANSFERS							(1,050,000)	(1,532,840)	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)
SUB-TOTAL EXPENDITURES							(6,017,289)	(7,382,481)	(8,461,422)	(8,484,190)	(7,677,422)	(8,305,505)
NET SURPLUS/(DEFICIT)							421,075	(1,172,358)	(1,094,072)	(1,116,840)	(564,072)	(865,515)

VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 PARKING FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>Original</u> <u>2018</u> <u>Budget</u>	<u>Amended</u> <u>2018</u> <u>Budget</u>	<u>Year</u> <u>End</u> <u>Estimate</u>	<u>2019</u> <u>Adopted</u> <u>Budget</u>
						Beginning Audited Fund Balance 1/1/18					26,984,723	
						2018 Projected Surplus (Deficit)					(564,072)	
						Ending Projected Fund Balance 12/31/18					<u>26,420,651</u>	
						Estimated Fund Balance 1/1/19						26,420,651
						2019 Budgeted Surplus (Deficit)						(865,515)
						Ending Estimated Fund Balance 12/31/19						<u>25,555,136</u>

*Note: Total Fund balance at 1/1/18 was \$26,984,723 which consisted of \$4,499,980 of liquid and \$22,484,743 of illiquid balances*

# WATER & SEWER FUND

## DEPARTMENTAL SUMMARY

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

### ***Water Services***

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

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

### ***Sewer Services***

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

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

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

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

## 2018 ACCOMPLISHMENTS

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

The following accomplishments were completed in 2018 by the Department of Public Works:

- The Department of Public Works is projecting the water purchase from the City of Chicago to be approximately 1.8 billion gallons for the 2018 calendar year.
- The Water & Sewer Division is on pace for completion of approximately 150 water and sewer utility repairs in 2018. The Division is also on pace to complete nearly 50 water service upgrades from lead to copper as part of the Village program for water service line lead abatement. Repaired nearly three dozen water main breaks.
- Residential water meter replacement program continued with the projected replacement of nearly 700 water meters and register heads using in-house staff.
- A leak detection survey of the water system was completed in 2018 with repairs taking place shortly after the leaks were found.
- Began a program for testing and/or replacement of the Village's large water meters (greater than 2").
- Engineering design was completed for a relief sewer on Berkshire from Grove to Linden and water and sewer mains on Clarence between Roosevelt and Harvard, with construction starting in 2018.
- Engineering design and construction of the North and South Blvd.'s watermain and sewer construction was completed in 2018.
- Completed an Energy Study/Audit of the efficiency of water pumping station equipment. Recommendations will be part of the CIP.
- Participated in the IEPA Lead and Copper Monitoring Rule. This is on a three year cycle with 2018 as the sampling year.
- Replaced and upgraded aging disinfection feed equipment at the North and South Pumping Stations.
- Distributed the Annual Water Quality Report via electronic format.
- Continued the Sewer backup Protection Program and RainReady grant programs. Both programs have been very popular and at times will have a waiting list.
- Began notifying residents and businesses when work is being done on the water main, services, hydrants or valves. Notification is now required by the IEPA to advise water

customers that maintenance and/or construction of the system may affect the lead content of the potable water supply. The purpose of the notice is informational only since it is not known if the system maintenance will adversely affect the lead (if it is present) and describes some information about preventative measures they can take.

## 2019 WORK PLAN

- Water purchase from the City of Chicago is projected to approach 1.8 billion gallons for 2019. The City of Chicago is expected to increase their water rates based on the Consumer Price Index.
- Continue repair/replacement of defective/leaking water valves, fire hydrants and water lines identified during the 2018 Leak Detection survey. This is one of several efforts to continue to lower the Village's non-revenue water. Complete a 2019 leak detection survey. As part of this program, install eight "Data Loggers" which are movable water leak monitors.
- Continue the residential water meter change out program with the in-house replacement of 1,000 meters/register heads leaving approximately 3,000 of the 1999-2003 vintage remaining. Review options to accelerate this replacement program.
- Evaluate options for installation of a fixed network meter reading system to allow for daily readings of customer water usage. This could allow the Village to move from quarterly billing to bi-monthly or monthly billing if desired. This will also give customers and the Village the ability to monitor leaks or high usage.
- Evaluate options for a Customer Web Portal which would allow customers to view their water usage and find opportunities for conservation or how to find and fix leaks (ie. Water Smart).
- Continued to focus on the large water meter testing and/or replacement program to ensure and increase accurate water billing revenue.
- Continue the water service line lead abatement program.
- Complete a five year Water/Sewer Rate Study. The last study was completed in 2014 and provided recommendations for a five year rate plan.
- Begin water and sewer main construction on Lake Street and other local projects as part of the water and sewer main improvements.
- Continue the priority of repairing sewer failures within 72 hours of notification.
- Continue the sewer backup grant program to aid residents in basement backup protection.
- Continue the RainReady grant program to encourage private property storm water improvements.

- Continue regular combined sewer and storm sewer drain cleaning.
- Evaluate opportunities for further Public Education of the water system.

**VILLAGE OF OAK PARK  
FISCAL YEAR 2019 BUDGET  
WATER & SEWER FUND**

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<b>2016</b> <u>Actual</u>	<b>2017</b> <u>Actual</u>	<b>Original</b> <b>2018</b> <u>Budget</u>	<b>Amended</b> <b>2018</b> <u>Budget</u>	<b>Year</b> <b>End</b> <u>Estimate</u>	<b>2019</b> <b>Adopted</b> <u>Budget</u>
5040	43730	101	441462	Water Fund	Water/Sewer	Miscellaneous Revenue	593	36,414	1,500	1,500	3,000	3,000
5040	43730	776	441462	Water Fund	Water/Sewer	Miscellaneous Revenue	24,006	600	-	-	-	-
5040	43750	781	441462	Water Fund	Water/Sewer	Miscellaneous Revenue	73,245	-	-	-	-	-
5040	43730	101	441464	Water Fund	Water/Sewer	Scrap Revenue	1,009	7,724	1,000	1,000	6,000	6,000
5040	43730	101	441475	Water Fund	Water/Sewer	Recovered Damages	8,011	18,540	-	-	15,000	10,000
5040	43730	101	444401	Water Fund	Water/Sewer	Utility Sales	13,784,172	13,950,067	14,132,700	14,132,700	13,700,000	14,525,000
5040	43750	101	444401	Water Fund	Water/Sewer	Utility Sales	3,693,545	3,802,787	4,032,800	4,032,800	3,600,000	4,166,000
5040	43730	101	444402	Water Fund	Water/Sewer	Meter Charges	14,873	89,620	25,000	25,000	70,000	70,000
5040	43730	778	444402	Water Fund	Water/Sewer	Meter Charges	102,179	-	-	-	-	-
5040	43730	101	444403	Water Fund	Water/Sewer	Penalty Charges	153,074	136,765	100,000	100,000	125,000	100,000
SUB-TOTAL REVENUE							<b>17,854,707</b>	<b>18,042,517</b>	<b>18,293,000</b>	<b>18,293,000</b>	<b>17,519,000</b>	<b>18,880,000</b>
5040	41300	101	510501	Water Fund	Water/Sewer	Regular Salaries	-	(98,193)	(99,989)	(99,989)	(97,217)	(104,535)
5040	43730	101	510501	Water Fund	Water/Sewer	Regular Salaries	(113,605)	(92,792)	(115,927)	(80,927)	(75,841)	(93,925)
5040	41300	172	510501	Water Fund	Water/Sewer	Regular Salaries	(97,201)	-	-	-	-	-
5040	43730	776	510501	Water Fund	Water/Sewer	Regular Salaries	(148,371)	(155,335)	(205,657)	(205,657)	(163,035)	(202,040)
5040	43730	777	510501	Water Fund	Water/Sewer	Regular Salaries	-	(198,089)	(219,943)	(219,943)	(143,353)	(222,964)
5040	43730	781	510501	Water Fund	Water/Sewer	Regular Salaries	(235,095)	(231,862)	-	-	-	-
5040	43750	101	510501	Water Fund	Water/Sewer	Regular Salaries	(34,988)	(82,799)	(82,447)	(82,447)	(65,381)	(93,925)
5040	43750	781	510501	Water Fund	Water/Sewer	Regular Salaries	(207,168)	-	(219,943)	(219,943)	(268,893)	(222,964)
5040	41300	101	510503	Water Fund	Water/Sewer	Overtime	-	-	-	-	(100)	-
5040	43730	101	510503	Water Fund	Water/Sewer	Overtime	(3,151)	(682)	-	-	(250)	-
5040	41300	172	510503	Water Fund	Water/Sewer	Overtime	(521)	-	-	-	-	-
5040	43730	776	510503	Water Fund	Water/Sewer	Overtime	(8,790)	(10,275)	(10,000)	(10,000)	(10,000)	(10,000)
5040	43730	777	510503	Water Fund	Water/Sewer	Overtime	(25,231)	(20,146)	(30,000)	(30,000)	(15,000)	(30,000)
5040	43750	781	510503	Water Fund	Water/Sewer	Overtime	(17,951)	(24,205)	(20,000)	(20,000)	(23,000)	(20,000)
5040	43750	101	510503	Water Fund	Water/Sewer	Overtime	(966)	-	-	-	-	-
5040	43730	101	510518	Water Fund	Water/Sewer	Seasonal Employees	-	-	(7,500)	(7,500)	(7,500)	(12,554)
5040	43750	101	510518	Water Fund	Water/Sewer	Seasonal Employees	-	-	(7,500)	(7,500)	(7,500)	-
SUB-TOTAL PERSONAL SERVICES							<b>(893,039)</b>	<b>(914,378)</b>	<b>(1,018,906)</b>	<b>(983,906)</b>	<b>(877,070)</b>	<b>(1,012,907)</b>
5040	41300	172	520515	Water Fund	Water/Sewer	Health Insurance Opt Out	-	(133)	-	-	-	-
5040	43730	776	520515	Water Fund	Water/Sewer	Health Insurance Opt Out	-	-	-	-	(338)	-
5040	43750	781	520515	Water Fund	Water/Sewer	Health Insurance Opt Out	-	-	-	-	(900)	-
5040	41300	101	520520	Water Fund	Water/Sewer	Life Insurance Expense	-	(186)	(186)	(186)	(186)	(186)
5040	43730	101	520520	Water Fund	Water/Sewer	Life Insurance Expense	(228)	(242)	(242)	(242)	(74)	(93)



**VILLAGE OF OAK PARK  
FISCAL YEAR 2019 BUDGET  
WATER & SEWER FUND**

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<b>2016</b> <u>Actual</u>	<b>2017</b> <u>Actual</u>	<b>Original</b> <b>2018</b> <u>Budget</u>	<b>Amended</b> <b>2018</b> <u>Budget</u>	<b>Year</b> <b>End</b> <u>Estimate</u>	<b>2019</b> <b>Adopted</b> <u>Budget</u>
5040	41300	172	520520	Water Fund	Water/Sewer	Life Insurance Expense	(182)	(186)	-	-	-	-
5040	43730	776	520520	Water Fund	Water/Sewer	Life Insurance Expense	(182)	(190)	(279)	(279)	(209)	(279)
5040	43730	777	520520	Water Fund	Water/Sewer	Life Insurance Expense	(364)	(372)	(372)	(372)	(260)	(326)
5040	43750	101	520520	Water Fund	Water/Sewer	Life Insurance Expense	(46)	(93)	(93)	(93)	(74)	(93)
5040	43750	781	520520	Water Fund	Water/Sewer	Life Insurance Expense	(273)	(372)	(372)	(372)	(473)	(326)
5040	41300	101	520521	Water Fund	Water/Sewer	Health Insurance Expense	-	(29,943)	(28,244)	(28,244)	(28,244)	(28,244)
5040	43730	101	520521	Water Fund	Water/Sewer	Health Insurance Expense	(16,060)	(15,878)	(16,895)	(16,895)	(12,886)	(20,613)
5040	41300	172	520521	Water Fund	Water/Sewer	Health Insurance Expense	(29,188)	-	-	-	-	-
5040	43730	776	520521	Water Fund	Water/Sewer	Health Insurance Expense	(31,580)	(29,151)	(54,787)	(54,787)	(25,371)	(37,438)
5040	43730	777	520521	Water Fund	Water/Sewer	Health Insurance Expense	(92,660)	(49,422)	(74,087)	(74,087)	(49,947)	(79,043)
5040	43750	101	520521	Water Fund	Water/Sewer	Health Insurance Expense	(8,785)	(15,878)	(16,895)	(16,895)	(12,886)	(20,613)
5040	43750	781	520521	Water Fund	Water/Sewer	Health Insurance Expense	(72,419)	(49,422)	(65,412)	(65,412)	(82,211)	(79,043)
5040	41300	101	520522	Water Fund	Water/Sewer	Social Security Expense	-	(5,644)	(6,199)	(6,199)	(5,516)	(6,481)
5040	41300	172	520522	Water Fund	Water/Sewer	Social Security Expense	(5,588)	-	-	-	-	-
5040	43730	101	520522	Water Fund	Water/Sewer	Social Security Expense	(5,645)	(5,319)	(7,187)	(7,187)	(4,337)	(6,602)
5040	43730	776	520522	Water Fund	Water/Sewer	Social Security Expense	(9,047)	(9,620)	(12,751)	(12,751)	(10,324)	(13,146)
5040	43730	777	520522	Water Fund	Water/Sewer	Social Security Expense	(14,787)	(12,447)	(13,636)	(13,636)	(8,761)	(15,684)
5040	43750	101	520522	Water Fund	Water/Sewer	Social Security Expense	(2,251)	(4,725)	(5,112)	(5,112)	(3,681)	(5,823)
5040	43750	781	520522	Water Fund	Water/Sewer	Social Security Expense	(12,918)	(14,596)	(13,636)	(13,636)	(17,072)	(15,064)
5040	41300	101	520523	Water Fund	Water/Sewer	Medicare Expense	-	(1,320)	(1,450)	(1,450)	(1,291)	(1,516)
5040	41300	172	520523	Water Fund	Water/Sewer	Medicare Expense	(1,307)	-	-	-	-	-
5040	43730	101	520523	Water Fund	Water/Sewer	Medicare Expense	(1,320)	(1,244)	(1,681)	(1,681)	(1,016)	(1,544)
5040	43730	776	520523	Water Fund	Water/Sewer	Medicare Expense	(2,116)	(2,250)	(2,982)	(2,982)	(2,416)	(3,075)
5040	43730	777	520523	Water Fund	Water/Sewer	Medicare Expense	(3,458)	(2,911)	(3,189)	(3,189)	(2,052)	(3,668)
5040	43750	101	520523	Water Fund	Water/Sewer	Medicare Expense	(527)	(1,105)	(1,195)	(1,195)	(863)	(1,362)
5040	43750	781	520523	Water Fund	Water/Sewer	Medicare Expense	(3,021)	(3,414)	(3,189)	(3,189)	(3,989)	(3,523)
5040	41300	101	520527	Water Fund	Water/Sewer	IMRF Contributions	-	(13,893)	(9,959)	(9,959)	(9,692)	(6,774)
5040	41300	172	520527	Water Fund	Water/Sewer	IMRF Contributions	(13,847)	-	-	-	-	-
5040	43730	101	520527	Water Fund	Water/Sewer	IMRF Contributions	(12,075)	(11,448)	(10,090)	(10,090)	(6,444)	(6,086)
5040	43730	776	520527	Water Fund	Water/Sewer	IMRF Contributions	(22,270)	(23,462)	(20,483)	(20,483)	(17,542)	(13,740)
5040	43730	777	520527	Water Fund	Water/Sewer	IMRF Contributions	(37,116)	(30,550)	(21,906)	(21,906)	(15,446)	(16,392)
5040	43750	101	520527	Water Fund	Water/Sewer	IMRF Contributions	(4,634)	(11,386)	(8,212)	(8,212)	(6,469)	(6,086)
5040	43750	781	520527	Water Fund	Water/Sewer	IMRF Contributions	(32,578)	(35,410)	(21,906)	(21,906)	(28,237)	(15,744)
<b>SUB-TOTAL FRINGE BENEFITS</b>							<b>(436,473)</b>	<b>(382,212)</b>	<b>(422,627)</b>	<b>(422,627)</b>	<b>(359,207)</b>	<b>(408,607)</b>

**VILLAGE OF OAK PARK  
FISCAL YEAR 2019 BUDGET  
WATER & SEWER FUND**

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<b>2016</b> <u>Actual</u>	<b>2017</b> <u>Actual</u>	<b>Original</b> <b>2018</b> <u>Budget</u>	<b>Amended</b> <b>2018</b> <u>Budget</u>	<b>Year</b> <b>End</b> <u>Estimate</u>	<b>2019</b> <b>Adopted</b> <u>Budget</u>
5040	43730	101	520528	Water Fund	Water/Sewer	Change in IMRF NPL	(103,202)	(78,621)	-	-	-	-
5040	43730	101	520900	Water Fund	Water/Sewer	Change in NPO	(8,842)	(2,001)	-	-	-	-
5040	43730	101	530650	Water Fund	Water/Sewer	Conferences Training	(3,893)	(5,800)	(10,000)	(10,000)	(7,000)	(15,000)
5040	41300	101	530660	Water Fund	Water/Sewer	General Contractuals	(23,096)	(21,265)	(23,000)	(23,000)	(22,000)	(24,000)
5040	43730	776	530660	Water Fund	Water/Sewer	General Contractuals	(26,765)	(36,814)	(49,000)	(49,000)	(49,000)	(47,500)
5040	43770	776	530660	Water Fund	Water/Sewer	General Contractuals	839	(839)	-	-	-	-
5040	43730	101	530667	Water Fund	Water/Sewer	External Support	(3,302)	(19,549)	(18,000)	(103,000)	(55,000)	(122,000)
5040	43750	101	530667	Water Fund	Water/Sewer	External Support	(4,549)	-	-	-	-	-
5040	43730	776	530667	Water Fund	Water/Sewer	External Support	(37,747)	(42,042)	(60,000)	(60,000)	(40,000)	(40,000)
5040	43730	777	530667	Water Fund	Water/Sewer	External Support	(175,178)	(203,596)	(250,000)	(295,000)	(250,000)	(292,500)
5040	43750	777	530667	Water Fund	Water/Sewer	External Support	(11,956)	-	-	-	-	-
5040	43750	781	530667	Water Fund	Water/Sewer	External Support	(209,860)	(280,912)	(311,800)	(386,373)	(386,373)	(312,000)
5040	41300	101	530675	Water Fund	Water/Sewer	Bank Charges	(63,322)	(60,121)	(55,000)	(55,000)	(50,000)	(55,000)
5040	43730	776	540674	Water Fund	Water/Sewer	Property Repair	(97,215)	(26,647)	(20,000)	(20,000)	(20,000)	(40,000)
5040	43730	101	540690	Water Fund	Water/Sewer	Telecommunication Charges	-	-	-	-	-	(2,300)
5040	43730	776	540690	Water Fund	Water/Sewer	Telecommunication Charges	(1,434)	(1,830)	(2,000)	(2,000)	(1,900)	(3,650)
5040	43730	777	540690	Water Fund	Water/Sewer	Telecommunication Charges	-	-	-	-	-	(3,000)
5040	43730	776	540692	Water Fund	Water/Sewer	Electricity	(99,301)	(110,861)	(110,000)	(110,000)	(105,000)	(105,000)
5040	43730	776	540693	Water Fund	Water/Sewer	Natural Gas	(4,209)	(2,929)	(10,000)	(10,000)	(7,000)	(7,000)
5040	43730	776	560691	Water Fund	Water/Sewer	City Of Chicago Water Expense	(6,988,438)	(7,312,471)	(7,040,000)	(7,040,000)	(7,040,000)	(7,418,500)
<b>SUB-TOTAL CONTRACTUAL SERVICES</b>							<b>(7,861,469)</b>	<b>(8,206,298)</b>	<b>(7,958,800)</b>	<b>(8,163,373)</b>	<b>(8,033,273)</b>	<b>(8,487,450)</b>
5040	41300	101	550601	Water Fund	Water/Sewer	Printing	(592)	(607)	(900)	(900)	(600)	(600)
5040	41300	172	550601	Water Fund	Water/Sewer	Printing	(60)	-	-	-	-	-
5040	43730	101	550601	Water Fund	Water/Sewer	Printing	(1,712)	(1,849)	(2,500)	(2,500)	(2,000)	(2,500)
5040	43730	101	550602	Water Fund	Water/Sewer	Membership Dues	(1,334)	(758)	(4,000)	(4,000)	(3,500)	(4,000)
5040	41300	101	550603	Water Fund	Water/Sewer	Postage	(720)	(23,715)	(25,000)	(25,000)	(25,050)	(26,000)
5040	43700	101	550603	Water Fund	Water/Sewer	Postage	(33)	-	-	-	-	-
5040	43730	101	550603	Water Fund	Water/Sewer	Postage	(14)	-	(500)	(500)	(600)	(600)
5040	43750	101	550603	Water Fund	Water/Sewer	Postage	(7)	-	-	-	-	-
5040	41300	172	550603	Water Fund	Water/Sewer	Postage	(23,407)	-	-	-	-	-
5040	43730	715	550603	Water Fund	Water/Sewer	Postage	(102)	-	-	-	-	-
5040	43730	101	550632	Water Fund	Water/Sewer	Laundry Service	(301)	(1,183)	(2,500)	(2,500)	(2,500)	(2,000)
5040	43750	101	550632	Water Fund	Water/Sewer	Laundry Service	(2,826)	(2,704)	(2,500)	(2,500)	(2,000)	(2,000)
5040	43730	101	550652	Water Fund	Water/Sewer	Legal Postings and Doc. Fees	-	-	(300)	(300)	(300)	(300)

**VILLAGE OF OAK PARK  
FISCAL YEAR 2019 BUDGET  
WATER & SEWER FUND**

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<b>2016</b> <u>Actual</u>	<b>2017</b> <u>Actual</u>	<b>Original</b> <b>2018</b> <u>Budget</u>	<b>Amended</b> <b>2018</b> <u>Budget</u>	<b>Year</b> <b>End</b> <u>Estimate</u>	<b>2019</b> <b>Adopted</b> <u>Budget</u>
5040	41300	101	550663	Water Fund	Water/Sewer	Software License Updates	(935)	-	-	-	-	-
5040	43730	101	550671	Water Fund	Water/Sewer	Office Machine Service	(5,348)	(3,103)	(3,200)	(3,200)	(3,200)	(3,200)
5040	41300	101	560620	Water Fund	Water/Sewer	Office Supplies	-	(20)	-	-	-	-
5040	43730	101	560620	Water Fund	Water/Sewer	Office Supplies	(108)	-	(200)	(200)	(200)	(200)
5040	41300	172	560620	Water Fund	Water/Sewer	Office Supplies	(16)	-	-	-	-	-
5040	43750	101	560620	Water Fund	Water/Sewer	Office Supplies	-	-	(200)	(200)	(200)	(200)
5040	43730	101	560625	Water Fund	Water/Sewer	Clothing	(2,922)	(1,887)	(2,750)	(2,750)	(2,750)	(2,750)
5040	43750	101	560625	Water Fund	Water/Sewer	Clothing	(1,901)	(2,603)	(2,750)	(2,750)	(2,750)	(3,000)
5040	43730	776	560631	Water Fund	Water/Sewer	Operational Supplies	(18,922)	(24,813)	(28,000)	(28,000)	(28,000)	(25,000)
5040	43730	777	560631	Water Fund	Water/Sewer	Operational Supplies	(100,091)	(78,242)	(110,000)	(134,000)	(115,000)	(130,000)
5040	43730	778	560631	Water Fund	Water/Sewer	Operational Supplies	(37)	(181)	(5,000)	(5,000)	(4,000)	(4,000)
5040	43730	781	560631	Water Fund	Water/Sewer	Operational Supplies	-	(2,047)	-	-	-	-
5040	43750	781	560631	Water Fund	Water/Sewer	Operational Supplies	(3,312)	(19,271)	(25,000)	(15,000)	(22,000)	(25,000)
5040	43730	777	560633	Water Fund	Water/Sewer	Roadway Maintenance	(28,189)	(31,313)	(40,000)	(40,000)	(40,000)	(45,000)
5040	43730	781	560633	Water Fund	Water/Sewer	Roadway Maintenance	(941)	-	-	-	-	-
5040	43750	781	560633	Water Fund	Water/Sewer	Roadway Maintenance	(28,118)	(27,330)	(40,000)	(40,000)	(40,000)	(45,000)
<b>SUB-TOTAL MATERIALS &amp; SUPPLIES</b>							<b>(221,948)</b>	<b>(221,626)</b>	<b>(295,300)</b>	<b>(309,300)</b>	<b>(294,650)</b>	<b>(321,350)</b>
5040	43730	776	570707	Water Fund	Water/Sewer	Capital Improvements	(194,956)	(151,962)	(298,041)	(308,158)	(57,296)	(400,000)
5040	43730	777	570707	Water Fund	Water/Sewer	Capital Improvements	(1,151,932)	(896,518)	(1,315,000)	(2,517,010)	(1,658,328)	(2,497,000)
5040	43780	777	570707	Water Fund	Water/Sewer	Capital Improvements	(11,900)	-	-	-	-	-
5040	43750	101	570707	Water Fund	Water/Sewer	Capital Improvements	(182,429)	-	-	-	-	-
5040	43750	781	570707	Water Fund	Water/Sewer	Capital Improvements	(1,908,865)	(1,317,497)	(1,425,000)	(2,651,332)	(2,648,463)	(4,141,000)
5040	41300	101	570711	Water Fund	Water/Sewer	Software	(5,104)	(4,320)	-	-	-	-
5040	41300	172	570711	Water Fund	Water/Sewer	Software	(9,401)	-	-	-	-	-
5040	43730	776	570710	Water Fund	Water/Sewer	Equipment	-	(2,150)	(5,000)	(5,000)	(5,000)	(10,000)
5040	43730	777	570710	Water Fund	Water/Sewer	Equipment	-	(1,377)	(7,500)	(7,500)	(7,500)	(7,500)
5040	43750	781	570710	Water Fund	Water/Sewer	Equipment	-	(669)	(7,500)	(7,500)	(7,500)	(7,500)
5040	43730	776	570720	Water Fund	Water/Sewer	Computer Equipment	(1,282)	(1,340)	-	-	-	-
5040	43730	777	570720	Water Fund	Water/Sewer	Computer Equipment	(1,813)	(8,720)	-	-	-	-
5040	43750	781	570720	Water Fund	Water/Sewer	Computer Equipment	(6,800)	(477)	-	-	-	-
5040	43730	777	570750	Water Fund	Water/Sewer	Vehicles	-	(31)	-	-	-	(50,000)
5040	43750	781	570750	Water Fund	Water/Sewer	Vehicles	(71,366)	(105)	(475,000)	(475,000)	(366,000)	(40,000)
5040	43730	101	580700	Water Fund	Water/Sewer	Bad Debt Expense	(36,000)	-	-	-	-	-
5040	41300	101	580898	Water Fund	Water/Sewer	Amortization	11,570	11,570	-	-	-	-
5040	41300	101	580899	Water Fund	Water/Sewer	Depreciation Expense	(1,460,265)	(1,387,405)	-	-	-	-
5040	41300	101	580999	Water Fund	Water/Sewer	Less Fixed Assets Capitalized	3,042,016	1,723,306	-	-	-	-
<b>SUB-TOTAL CAPITAL OUTLAY</b>							<b>(1,988,526)</b>	<b>(2,037,695)</b>	<b>(3,533,041)</b>	<b>(5,971,500)</b>	<b>(4,750,087)</b>	<b>(7,153,000)</b>

**VILLAGE OF OAK PARK  
FISCAL YEAR 2019 BUDGET  
WATER & SEWER FUND**

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>Original 2018 Budget</u>	<u>Amended 2018 Budget</u>	<u>Year End Estimate</u>	<u>2019 Adopted Budget</u>
5040	41300	148	581801	Water Fund 2012A	Water/Sewer	Bond Interest Principal	-	-	(253,050)	(253,050)	(253,050)	(265,100)
5040	41300	157	581801	Water Fund- 2010C	Water/Sewer	Bond Interest Principal	-	-	(445,360)	(445,360)	(445,360)	(464,405)
5040	41300	159	581801	Water Fund- 2011B	Water/Sewer	Bond Interest Principal	-	-	(17,520)	(17,520)	(17,520)	(17,520)
5040	41300	148	581802	Water Fund 2012A	Water/Sewer	Bond Interest Expense	(38,816)	(35,294)	(31,981)	(31,981)	(31,981)	(26,920)
5040	41300	157	581802	Water Fund- 2010C	Water/Sewer	Bond Interest Expense	(103,947)	(71,609)	(60,241)	(60,241)	(60,241)	(42,426)
5040	41300	159	581802	Water Fund- 2011B	Water/Sewer	Bond Interest Expense	(97,100)	(86,536)	(96,313)	(96,313)	(95,863)	(95,787)
SUB-TOTAL DEBT SERVICE							<u>(239,863)</u>	<u>(193,439)</u>	<u>(904,465)</u>	<u>(904,465)</u>	<u>(904,015)</u>	<u>(912,158)</u>
5040	41300	101	591801	Water Fund	Water/Sewer	Transfer To General Fund	(1,050,000)	-	-	-	-	-
5040	41300	101	591826	Water Fund	Water/Sewer	Transfer To Sir Fund	(750,000)	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)
SUB-TOTAL TRANSFERS							<u>(1,800,000)</u>	<u>(1,000,000)</u>	<u>(1,000,000)</u>	<u>(1,000,000)</u>	<u>(1,000,000)</u>	<u>(1,000,000)</u>
SUB-TOTAL EXPENDITURES							<u>(13,441,318)</u>	<u>(12,955,648)</u>	<u>(15,133,139)</u>	<u>(17,755,171)</u>	<u>(16,218,302)</u>	<u>(19,295,472)</u>
NET SURPLUS/(DEFICIT)							<u>4,413,389</u>	<u>5,086,869</u>	<u>3,159,861</u>	<u>537,829</u>	<u>1,300,698</u>	<u>(415,472)</u>
Beginning Audited Fund Balance 1/1/18											60,600,362	
2018 Projected Surplus (Deficit)											<u>1,300,698</u>	
Ending Projected Fund Balance 12/31/18											<u>61,901,060</u>	
Estimated Fund Balance 1/1/19												61,901,060
2019 Budgeted Surplus (Deficit)												<u>(415,472)</u>
Ending Estimated Fund Balance 12/31/19												<u>61,485,588</u>

*Note: Total Fund balance at 1/1/18 was \$60,600,362 which consisted of \$5,641,062 of liquid and \$54,959,300 of illiquid balances*

## Internal Service Funds

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

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

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

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

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

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

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

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

## **Debt Service Fund**

### **Fund Summary:**

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

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

VILLAGE OF OAK PARK  
FISCAL YEAR 2019 BUDGET  
DEBT SERVICE FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>Original</u> <u>2018</u> <u>Budget</u>	<u>Amended</u> <u>2018</u> <u>Budget</u>	<u>Year</u> <u>End</u> <u>Estimate</u>	<u>2019</u> <u>Adopted</u> <u>Budget</u>
4025	41300	101	411401	Debt Service Fund	Finance	Property Tax Levy	5,133,284	4,731,262	3,933,800	3,933,800	3,933,800	4,104,169
4025	41300	101	411414	Debt Service Fund	Finance	TIF Surplus Distribution	159,119	139,392	-	-	150,000	150,000
4025	41300	101	441462	Debt Service Fund	Finance	Miscellaneous Revenue	-	14,456	6,500	6,500	6,500	6,500
4025	41300	101	461490	Debt Service Fund	Finance	Interest Revenue	1,895	1,857	-	-	7,568	11,200
4025	41300	101	490479	Debt Service Fund	Finance	Intergovt Support Op Library	2,444,931	1,088,804	1,069,346	1,069,346	1,069,346	1,075,734
4025	41300	101	491401	Debt Service Fund	Finance	Transfer From General Fund	555,768	500,000	500,000	500,000	500,000	500,000
4025	41300	101	491455	Debt Service Fund	Finance	Transfer From Solid Waste Fund	-	280,000	280,000	280,000	280,000	280,000
4025	41020	101	491499	Debt Service Fund	Finance	Transfer From Other Funds	280,004	-	-	-	-	-
4025	41300	160	493800	Debt Service Fund	Finance	Bond Proceeds	20,300,000	-	3,888,320	3,888,320	-	9,315,000
4025	41300	147	493800	Debt Service Fund	Finance	Bond Proceeds	2,845,000	-	-	-	-	-
4025	41300	146	493800	Debt Service Fund	Finance	Bond Proceeds	4,075,000	-	-	-	-	-
4025	41300	139	493800	Debt Service Fund	Finance	Bond Proceeds	10,005,000	-	-	-	-	-
4025	41300	166	493800	Debt Service Fund	Finance	Bond Proceeds	-	2,720,000	-	-	-	-
4025	41300	165	493800	Debt Service Fund	Finance	Bond Proceeds	-	1,385,000	-	-	-	-
4025	41300	150	493800	Debt Service Fund	Finance	Bond Proceeds	-	13,415,000	-	-	-	-
4025	41300	165	493802	Debt Service Fund	Finance	Premium on Bond Proceeds	-	66,916	-	-	-	-
4025	41300	150	493802	Debt Service Fund	Finance	Premium on Bond Proceeds	-	120,266	-	-	-	-
4025	41300	159	493802	Debt Service Fund	Finance	Premium on Bond Proceeds	228,540	161,615	-	-	-	-
SUB-TOTAL REVENUE							46,028,541	24,624,568	9,677,966	9,677,966	5,947,214	15,442,603
4025	41300	148	530804	Debt Service Fund 2012A	Finance	Bond Paying Agent Fees	(500)	(500)	(500)	(500)	(500)	-
4025	41300	149	530804	Debt Service Fund 2012B	Finance	Bond Paying Agent Fees	-	-	(500)	(500)	(500)	-
4025	41300	154	530804	Debt Service Fund 2015B	Finance	Bond Paying Agent Fees	(500)	(500)	-	-	-	-
4025	41300	155	530804	Debt Service Fund 2010A	Finance	Bond Paying Agent Fees	-	-	(500)	(500)	(500)	-
4025	41300	157	530804	Debt Service Fund 2010C	Finance	Bond Paying Agent Fees	(500)	(500)	-	-	-	-
4025	41300	158	530804	Debt Service Fund 2011A	Finance	Bond Paying Agent Fees	(500)	(500)	(500)	(500)	(500)	-
4025	41300	159	530804	Debt Service Fund 2011B	Finance	Bond Paying Agent Fees	(500)	(500)	(500)	(500)	(500)	-
4025	41300	160	530804	Debt Service Fund 2015A	Finance	Bond Paying Agent Fees	(1,000)	(500)	-	-	-	-
4025	41300	174	530804	Debt Service Fund 2007GO	Finance	Bond Paying Agent Fees	(500)	-	-	-	-	-
4025	41300	176	530804	Debt Service Fund 2006A	Finance	Bond Paying Agent Fees	(500)	(250)	(1,000)	(1,000)	(1,000)	-
4025	41300	177	530804	Debt Service Fund 2006B	Finance	Bond Paying Agent Fees	(500)	-	-	-	-	-
4025	41300	179	530804	Debt Service Fund 2005B	Finance	Bond Paying Agent Fees	-	-	(500)	(500)	(500)	-
4025	41300	181	530804	Debt Service Fund 2006C	Finance	Bond Paying Agent Fees	(500)	(500)	(500)	(500)	(500)	-
4025	41300	101	530804	Debt Service Fund	Finance	Bond Paying Agent Fees	-	-	-	-	(5,500)	(8,000)
4025	41300	185	530804	Debt Service Fund 2007A	Finance	Bond Paying Agent Fees	(500)	(1,000)	(1,000)	(1,000)	(1,000)	-
4025	41300	160	530805	Debt Service Fund 2015A	Finance	Bond Issuance Fees	(120,000)	(2,000)	-	-	-	-
4025	41300	165	530805	Debt Service Fund 2017B	Finance	Bond Issuance Fees	-	(40,458)	-	-	-	-
4025	41300	166	530805	Debt Service Fund 2017C	Finance	Bond Issuance Fees	-	(63,324)	-	-	-	-
4025	41300	150	530805	Debt Service Fund 2017A	Finance	Bond Issuance Fees	-	(332,257)	-	-	-	-
4025	41300	181	530805	Debt Service Fund 2006C	Finance	Bond Issuance Fees	(361,585)	-	-	-	-	-
4025	41300	139	530805	Debt Service Fund 2006D	Finance	Bond Issuance Fees	(174,073)	-	-	-	-	-
4025	41300	160	530810	Debt Service Fund 2015A	Finance	Pymt to Bond Escrow Agt Other	-	-	(50,000)	(50,000)	-	-
4025	41300	139	581801	Debt Service Fund 2016D	Finance	Bond Principal Payment	-	-	-	-	-	(125,000)
4025	41300	147	581801	Debt Service Fund 2016C	Finance	Bond Principal Payment	-	-	-	-	-	(50,000)
4025	41300	148	581801	Debt Service Fund 2012A	Finance	Bond Principal Payment	(535,095)	(626,175)	(796,950)	(796,950)	(796,950)	(834,900)
4025	41300	154	581801	Debt Service Fund 2015B	Finance	Bond Principal Payment	(435,000)	(400,000)	(420,000)	(420,000)	(420,000)	(430,000)
4025	41300	155	581801	Debt Service Fund 2010A	Finance	Bond Principal Payment	(1,480,000)	-	-	-	-	-
4025	41300	159	581801	Debt Service Fund 2011B	Finance	Bond Principal Payment	(12,480)	(12,480)	(12,480)	(12,480)	(12,480)	(12,480)
4025	41300	160	581801	Debt Service Fund 2015A	Finance	Bond Principal Payment	(570,000)	(630,000)	(650,000)	(650,000)	(650,000)	(935,000)

VILLAGE OF OAK PARK  
FISCAL YEAR 2019 BUDGET  
DEBT SERVICE FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>Original</u> <u>2018</u> <u>Budget</u>	<u>Amended</u> <u>2018</u> <u>Budget</u>	<u>Year</u> <u>End</u> <u>Estimate</u>	<u>2019</u> <u>Adopted</u> <u>Budget</u>
4025	41300	165	581801	Debt Service Fund 2017B	Finance	Bond Principal Payment	-	-	(400,000)	(400,000)	(400,000)	(295,000)
4025	41300	166	581801	Debt Service Fund 2017C	Finance	Bond Principal Payment	-	-	(870,000)	(870,000)	(870,000)	(905,000)
4025	41300	174	581801	Debt Service Fund 2007	Finance	Bond Principal Payment	(500,000)	(400,000)	-	-	-	-
4025	41300	176	581801	Debt Service Fund 2006A	Finance	Bond Principal Payment	(135,000)	(210,000)	-	-	-	-
4025	41300	177	581801	Debt Service Fund 2006B	Finance	Bond Principal Payment	(125,000)	-	-	-	-	-
4025	41300	185	581801	Debt Service Fund 2007A	Finance	Bond Principal Payment	(835,000)	(865,000)	-	-	-	-
4025	41300	139	581802	Debt Service Fund 2016D	Finance	Bond Interest Expense	-	(305,281)	(305,281)	(305,281)	(305,282)	(305,282)
4025	41300	145	581802	Debt Service Fund 2016A	Finance	Bond Interest Expense	(375,181)	(640,119)	(640,119)	(640,119)	(640,118)	(640,118)
4025	41300	146	581802	Debt Service Fund 2016B	Finance	Bond Interest Expense	(79,708)	(135,995)	(135,995)	(135,995)	(135,994)	-
4025	41300	147	581802	Debt Service Fund 2016C	Finance	Bond Interest Expense	(37,313)	(63,662)	(63,663)	(63,663)	(63,662)	(63,662)
4025	41300	148	581802	Debt Service Fund 2012A	Finance	Bond Interest Expense	(123,945)	(113,243)	(100,719)	(100,719)	(100,719)	(84,780)
4025	41300	150	581802	Debt Service Fund 2017A	Finance	Bond Interest Expense	-	-	(397,174)	(397,174)	(397,175)	(420,538)
4025	41300	154	581802	Debt Service Fund 2015B	Finance	Bond Interest Expense	(253,155)	(281,888)	(269,888)	(269,888)	(269,888)	(257,288)
4025	41300	155	581802	Debt Service Fund 2010A	Finance	Bond Interest Expense	(22,200)	-	-	-	-	-
4025	41300	159	581802	Debt Service Fund 2011B	Finance	Bond Interest Expense	(69,355)	(68,981)	(68,606)	(68,606)	(68,232)	(68,231)
4025	41300	160	581802	Debt Service Fund 2015A	Finance	Bond Interest Expense	(354,380)	(354,150)	(341,550)	(341,550)	(341,550)	(328,550)
4025	41300	165	581802	Debt Service Fund 2017B	Finance	Bond Interest Expense	-	-	(49,091)	(49,091)	(49,091)	(39,400)
4025	41300	166	581802	Debt Service Fund 2017C	Finance	Bond Interest Expense	-	-	(120,511)	(120,511)	(120,511)	(92,500)
4025	41300	174	581802	Debt Service Fund 2007	Finance	Bond Interest Expense	(88,950)	(70,200)	-	-	-	-
4025	41300	176	581802	Debt Service Fund 2006A	Finance	Bond Interest Expense	(15,094)	(9,187)	-	-	-	-
4025	41300	185	581802	Debt Service Fund 2007A	Finance	Bond Interest Expense	(179,800)	(146,400)	-	-	-	-
4025	41300	101	591802	Transfer to Colt Westgate Fund	Finance	Transfer to Colt Westgate Fund	-	(6,830,981)	-	-	-	-
4025	41300	199	591812	Transfer to CIP Fund	Finance	Transfer to CIP Fund	(10,376,829)	(13,200,000)	(3,888,320)	(3,888,320)	-	(12,315,000)
4025	41300	166	591896	Transfer to Escrow Agent	Finance	External Transfer Out	-	(2,818,292)	-	-	-	-
4025	41300	165	591896	Transfer to Escrow Agent	Finance	External Transfer Out	-	(1,411,458)	-	-	-	-
4025	41300	101	591896	Transfer to Escrow Agent	Finance	External Transfer Out	(19,997,126)	-	-	-	-	-
SUB-TOTAL EXPENDITURES							(37,262,268)	(30,036,281)	(9,585,847)	(9,585,847)	(5,652,652)	(18,210,729)
NET SURPLUS/(DEFICIT)							8,766,273	(5,411,713)	92,119	92,119	294,562	(2,768,126)
Beginning Audited Fund Balance 1/1/18												3,921,252
2018 Projected Surplus (Deficit)												294,562
Ending Projected Fund Balance 12/31/18												4,215,814
Estimated Fund Balance 1/1/19												4,215,814
2019 Budgeted Surplus (Deficit)												(2,768,126)
Ending Estimated Fund Balance 12/31/19												1,447,688



## HEALTH INSURANCE FUND

### Fund Summary:

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

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

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

VILLAGE OF OAK PARK  
 FISCAL YEAR 2019 BUDGET  
 HEALTH INSURANCE FUND

Fund	Dept	Program	Account	Description	Department	Description	2016 Actual	2017 Actual	Original 2018 Budget	Amended 2018 Budget	Year End Estimate	2019 Adopted Budget
6028	41080	101	440440	Health Insurance Fund	HR - Human Resources	Health Ins Premiums Withheld					1,060,000	1,150,000
6028	41080	101	440441	Health Insurance Fund	HR - Human Resources	Life Insurance Premiums Withheld					93,000	80,000
6028	41080	101	440442	Health Insurance Fund	HR - Human Resources	Dental Insurance Premiums Withheld					220,000	220,000
6028	41080	101	440443	Health Insurance Fund	HR - Human Resources	Vision Insurance Premiums Withheld					30,000	30,000
6028	41080	101	440444	Health Insurance Fund	HR - Human Resources	AFLAC Premiums Withheld					27,000	-
6028	41080	101	440445	Health Insurance Fund	HR - Human Resources	Allied FSA Med Premiums Withheld					250,000	250,000
6028	41080	101	440446	Health Insurance Fund	HR - Human Resources	Allied FSA Dep Care Premiums Withheld					50,000	50,000
6028	41080	101	440465	Health Insurance Fund	HR - Human Resources	Emp Premium Payroll Deductions	1,258,661	1,126,757	1,230,000	1,230,000	-	-
6028	41090	101	440466	Health Insurance Fund	HR - Human Resources	Pensioneer Premium Payments	1,038,474	951,072	1,008,000	1,008,000	1,008,000	1,060,000
6028	41090	101	440467	Health Insurance Fund	HR - Human Resources	Outside Agencies Prem Payments	36,788	184,757	-	-	-	-
6028	41080	101	440499	Health Insurance Fund	HR - Human Resources	Employer Contributions	5,564,399	5,836,103	6,063,512	6,063,512	5,500,000	5,606,750
6028	41090	101	441462	Health Insurance Fund	HR - Human Resources	Miscellaneous Revenue	-	14,222	15,000	15,000	10,000	10,000
SUB-TOTAL REVENUE							7,898,322	8,112,911	8,316,512	8,316,512	8,248,000	8,456,750
6028	41080	133	510501	Health Insurance Fund	HR - Human Resources	Regular Salaries	(5,899)	-	-	-	-	-
6028	41080	133	520515	Health Insurance Fund	HR - Human Resources	Health Insurance Opt Out	(165)	-	-	-	-	-
6028	41080	133	510519	Health Insurance Fund	HR - Human Resources	Vacation Time Payout	(4,040)	-	-	-	-	-
6028	41090	101	520520	Health Insurance Fund	HR - Human Resources	Life Insurance Expense	(3,155)	-	-	-	-	-
6028	41080	133	520520	Health Insurance Fund	HR - Human Resources	Life Insurance Expense	(91)	-	-	-	-	-
6028	41080	133	520521	Health Insurance Fund	HR - Human Resources	Health Insurance Expense	(1,032)	-	-	-	-	-
6028	41080	133	520522	Health Insurance Fund	HR - Human Resources	Social Security Expense	(593)	-	-	-	-	-
6028	41080	133	520523	Health Insurance Fund	HR - Human Resources	Medicare Expense	(139)	-	-	-	-	-
6028	41090	101	520526	Health Insurance Fund	HR - Human Resources	Dental Insurance Expense	(257,583)	-	-	-	-	-
6028	41080	133	520527	Health Insurance Fund	HR - Human Resources	Change in IMRF NPO	(1,432)	-	-	-	-	-
6028	41080	101	520683	Health Insurance Fund	HR - Human Resources	Health Insurance Claims	(6,439,794)	(6,985,386)	(7,400,000)	(7,329,000)	(7,400,000)	(7,400,000)
6028	41090	101	520683	Health Insurance Fund	HR - Human Resources	Health Insurance Premiums	(46,125)	-	-	-	-	-
6028	41080	101	520684	Health Insurance Fund	HR - Human Resources	Allied FSA Med Contributions Paid	-	-	-	(300,000)	(250,000)	(250,000)
6028	41080	101	520685	Health Insurance Fund	HR - Human Resources	Vision Insurance Premiums Paid	-	-	-	(30,100)	(30,000)	(30,000)
6028	41080	101	520686	Health Insurance Fund	HR - Human Resources	Aflac Premiums Paid	(115)	-	-	-	-	-
6028	41090	101	520686	Health Insurance Fund	HR - Human Resources	Prescription Claims Paid	26,999	-	-	-	-	-
6028	41080	101	520687	Health Insurance Fund	HR - Human Resources	Life Insurance Premiums	-	(93,187)	(37,000)	(108,000)	(100,000)	(115,000)
6028	41090	101	520687	Health Insurance Fund	HR - Human Resources	Life Insurance Premiums	(147,871)	(23,143)	-	-	-	-
6028	41080	101	520688	Health Insurance Fund	HR - Human Resources	Dental Insurance Premiums	-	(162,774)	(15,000)	(221,000)	(220,000)	(220,000)
6028	41080	101	520689	Health Insurance Fund	HR - Human Resources	Allied FSA Dep Care Contributions Paid	-	-	-	-	-	(50,000)
6028	41080	101	530667	Health Insurance Fund	HR - Human Resources	External Support	(20,522)	(19,984)	(75,000)	(75,000)	(116,000)	(116,000)
SUB-TOTAL EXPENDITURES							(6,901,558)	(7,284,474)	(7,527,000)	(8,063,100)	(8,116,000)	(8,181,000)
NET SURPLUS/(DEFICIT)							996,764	828,437	789,512	253,412	132,000	275,750
Beginning Audited Fund Balance 1/1/18											2,061,820	
2018 Projected Surplus (Deficit)											132,000	
Ending Projected Fund Balance 12/31/18											2,193,820	
Estimated Fund Balance 1/1/19											2,193,820	
2019 Budgeted Surplus (Deficit)											275,750	
Ending Estimated Fund Balance 12/31/19											2,469,570	

## **SELF-INSURED RETENTION FUND**

### **Fund Summary:**

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

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

VILLAGE OF OAK PARK  
FISCAL YEAR 2019 BUDGET  
LEGAL- SELF INSURED RETENTION FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>Original</u> <u>2018</u> <u>Budget</u>	<u>Amended</u> <u>2018</u> <u>Budget</u>	<u>Year</u> <u>End</u> <u>Estimate</u>	<u>2019</u> <u>Adopted</u> <u>Budget</u>
6026	41071	101	461490	Self Insured Retention Fund	LEGAL - SIRF	Interest Revenue	1,764	-	-	-	-	-
6026	41300	101	491401	Self Insured Retention Fund	LEGAL - SIRF	Transfer From General Fund	-	-	750,000	750,000	750,000	500,000
6026	41300	101	491440	Self Insured Retention Fund	LEGAL - SIRF	Transfer From Water Fund	750,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
6026	41300	101	491460	Self Insured Retention Fund	LEGAL - SIRF	Transfer From Parking Fund	750,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
6026	41071	101	491499	Self Insured Retention Fund	LEGAL - SIRF	Transfer From Other Funds	-	-	-	-	-	-
SUB-TOTAL REVENUE							1,501,764	2,000,000	2,750,000	2,750,000	2,750,000	2,500,000
6026	41071	101	510501	Self Insured Retention Fund	LEGAL - SIRF	Regular Salaries	(64,796)	(19,288)	(54,294)	(54,294)	(54,294)	(64,382)
6026	41071	101	520520	Self Insured Retention Fund	LEGAL - SIRF	Life Insurance Expense	(91)	-	(93)	(93)	(93)	(93)
6026	41071	101	520521	Self Insured Retention Fund	LEGAL - SIRF	Health Insurance Expense	(8,948)	-	(22,749)	(22,749)	(22,749)	(21,934)
6026	41071	101	520522	Self Insured Retention Fund	LEGAL - SIRF	Social Security Expense	(3,763)	(1,554)	(3,366)	(3,366)	(3,366)	(3,992)
6026	41071	101	520523	Self Insured Retention Fund	LEGAL - SIRF	Medicare Expense	(880)	(364)	(787)	(787)	(787)	(934)
6026	41071	101	520527	Self Insured Retention Fund	LEGAL - SIRF	IMRF Contributions	(8,998)	(3,697)	(5,408)	(5,408)	(5,408)	(4,172)
6026	41071	101	520678	Self Insured Retention Fund	LEGAL - SIRF	Workers Comp Claims	(11,865)	(3,659)	-	-	-	-
6026	41071	151	520678	Self Insured Retention Fund	LEGAL - SIRF	Workers Comp Claims	(1,210,673)	-	(700,000)	(700,000)	(1,100,000)	(1,500,000)
6026	41071	151	520679	Self Insured Retention Fund	LEGAL - SIRF	Workers Comp-TTD	-	-	-	(450,000)	-	-
6026	41071	151	520680	Self Insured Retention Fund	LEGAL - SIRF	Workers Comp-Other	-	-	-	(198,356)	-	-
6026	41071	101	530667	Self Insured Retention Fund	LEGAL - SIRF	External Support	-	(48,328)	(10,000)	(11,644)	(10,000)	(10,000)
6026	41071	101	530679	Self Insured Retention Fund	LEGAL - SIRF	Legal Fees Workers Comp	(42,181)	(65,832)	(45,000)	(75,000)	(45,000)	(55,000)
6026	41071	101	530680	Self Insured Retention Fund	LEGAL - SIRF	Legal Fees Liability Claims	(306,406)	(187,495)	(225,000)	(195,000)	(125,000)	(165,000)
6026	41071	101	550603	Self Insured Retention Fund	LEGAL - SIRF	Postage	-	(117)	-	-	-	(250)
6026	41071	101	550663	Self Insured Retention Fund	LEGAL - SIRF	Software License Updates	(3,650)	-	-	-	-	-
6026	41071	101	550681	Self Insured Retention Fund	LEGAL - SIRF	Insurance Premiums	(290,757)	(312,464)	(340,000)	(340,000)	(320,000)	(330,000)
6026	41071	151	580679	Self Insured Retention Fund	LEGAL - SIRF	Liability Claims	394,397	(843,061)	-	-	-	-
6026	41071	101	580679	Self Insured Retention Fund	LEGAL - SIRF	Liability Claims	(1,354,052)	(289,283)	(400,000)	(400,000)	(350,000)	(340,000)
SUB-TOTAL EXPENDITURES							(2,912,664)	(1,775,142)	(1,806,697)	(2,456,697)	(2,036,697)	(2,495,757)
NET SURPLUS/(DEFICIT)							(1,410,901)	224,858	943,303	293,303	713,303	4,243
Beginning Audited Fund Balance 1/1/18											(3,824,213)	
2018 Projected Surplus (Deficit)											713,303	
Ending Projected Fund Balance 12/31/18											(3,110,910)	
Estimated Fund Balance 1/1/19											(3,110,910)	
2019 Budgeted Surplus (Deficit)											4,243	
Ending Estimated Fund Balance 12/31/19											(3,106,667)	

## **Fiduciary Funds**

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

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

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

**VILLAGE OF OAK PARK  
FISCAL YEAR 2019 BUDGET  
FIRE PENSION FUND**

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<b>2016</b>	<b>2017</b>	<b>Original</b>	<b>Amended</b>	<b>Year</b>	<b>2019</b>
							<u>Actual</u>	<u>Actual</u>	<u>2018</u>	<u>2018</u>	<u>End</u>	<u>Adopted</u>
									<u>Budget</u>	<u>Budget</u>	<u>Estimate</u>	<u>Budget</u>
7023	33000	101	411401	Fire Pension Fund	Fire	Property Tax Levy	3,779,495	5,876,126	5,277,679	5,277,679	5,278,000	5,158,133
7023	33000	101	440481	Fire Pension Fund	Fire	Pension Payroll Deductions	563,721	616,020	570,000	570,000	570,000	580,000
7023	33000	101	461490	Fire Pension Fund	Fire	Interest Revenue	1,032,820	1,147,465	1,100,000	1,100,000	1,100,000	1,100,000
7023	33000	101	461491	Fire Pension Fund	Fire	Net Change in FV of Invest	2,569,537	5,231,817	-	-	-	-
						<b>SUB-TOTAL REVENUE</b>	<b>7,945,574</b>	<b>12,871,428</b>	<b>6,947,679</b>	<b>6,947,679</b>	<b>6,948,000</b>	<b>6,838,133</b>
7023	33000	101	510501	Fire Pension Fund	Fire	Regular Salaries	(6,254,217)	(6,571,423)	(6,350,000)	(6,350,000)	(6,800,000)	(7,004,000)
7023	33000	101	530660	Fire Pension Fund	Fire	General Contractuals	(48,926)	(63,801)	(80,000)	(80,000)	(80,000)	(80,000)
7023	33000	101	530671	Fire Pension Fund	Fire	Investment Management Fees	(107,204)	(94,248)	(85,000)	(85,000)	(85,000)	(85,000)
7023	33000	101	550603	Fire Pension Fund	Fire	Postage	(2,136)	(9,692)	-	-	-	-
						<b>SUB-TOTAL EXPENDITURES</b>	<b>(6,412,483)</b>	<b>(6,739,164)</b>	<b>(6,515,000)</b>	<b>(6,515,000)</b>	<b>(6,965,000)</b>	<b>(7,169,000)</b>
						<b>NET SURPLUS/(DEFICIT)</b>	<b>1,533,091</b>	<b>6,132,264</b>	<b>432,679</b>	<b>432,679</b>	<b>(17,000)</b>	<b>(330,867)</b>

Beginning Audited Fund Balance 1/1/18	50,869,300	
2018 Projected Surplus (Deficit)	(17,000)	
Ending Projected Fund Balance 12/31/18	<u>50,852,300</u>	
Estimated Fund Balance 1/1/19		50,852,300
2019 Budgeted Surplus (Deficit)		(330,867)
Ending Estimated Fund Balance 12/31/19		<u>50,521,433</u>

VILLAGE OF OAK PARK  
FISCAL YEAR 2019 BUDGET  
POLICE PENSION FUND

<u>Fund</u>	<u>Dept</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Department</u>	<u>Description</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>Original</u> <u>2018</u> <u>Budget</u>	<u>Amended</u> <u>2018</u> <u>Budget</u>	<u>Year</u> <u>End</u> <u>Estimate</u>	<u>2019</u> <u>Adopted</u> <u>Budget</u>
7022	34000	101	411401	Police Pension Fund	Police	Property Tax Levy	4,735,676	5,202,555	5,470,687	5,470,687	5,600,000	6,211,250
7022	34000	101	440481	Police Pension Fund	Police	Pension Payroll Deductions	999,387	1,054,746	1,050,000	1,050,000	1,050,000	1,075,000
7022	34000	101	461490	Police Pension Fund	Police	Interest Revenue	1,998,538	2,604,445	2,000,000	2,000,000	2,000,000	2,000,000
7022	34000	101	461491	Police Pension Fund	Police	Net Change in FV of Invest	3,197,962	10,783,095	-	-	-	-
SUB-TOTAL REVENUE							<u>10,931,563</u>	<u>19,644,841</u>	<u>8,520,687</u>	<u>8,520,687</u>	<u>8,650,000</u>	<u>9,286,250</u>
7022	34000	101	510501	Police Pension Fund	Police	Regular Salaries	(7,398,106)	(7,630,550)	(7,526,000)	(7,526,000)	(7,800,000)	(8,034,000)
7022	34000	101	530660	Police Pension Fund	Police	General Contractuals	(46,535)	(76,010)	(75,000)	(75,000)	(75,000)	(85,000)
7022	34000	101	530671	Police Pension Fund	Police	Investment Management Fees	(259,693)	(223,613)	(300,000)	(300,000)	(300,000)	(300,000)
SUB-TOTAL EXPENDITURES							<u>(7,704,334)</u>	<u>(7,930,173)</u>	<u>(7,901,000)</u>	<u>(7,901,000)</u>	<u>(8,175,000)</u>	<u>(8,419,000)</u>
NET SURPLUS/(DEFICIT)							<u>3,227,229</u>	<u>11,714,668</u>	<u>619,687</u>	<u>619,687</u>	<u>475,000</u>	<u>867,250</u>

Beginning Audited Fund Balance 1/1/18	98,885,224
2018 Projected Surplus (Deficit)	475,000
Ending Projected Fund Balance 12/31/18	<u>99,360,224</u>
Estimated Fund Balance 1/1/19	99,360,224
2019 Budgeted Surplus (Deficit)	867,250
Ending Estimated Fund Balance 12/31/19	<u>100,227,474</u>

## GLOSSARY OF TERMS

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

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

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

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

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

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

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

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

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

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

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

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



**Debt Service:** Payment of interest and principal on an obligation resulting from the issuance of bonds, notes or certificates of indebtedness. There are different types of debt instruments issued by the Village with the most common being General Obligation (GO) debt.

Also included is cash, assets, investments and accounts receivable against outstanding liabilities, such as accounts payable and outstanding contracts.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**Modified Accrual Basis of Accounting:** For all governmental funds and agency funds under which revenues are recorded when they become measurable and available.

Expenditures are recorded when the liability is incurred, except for interest on general long-term obligations, which are recorded when due.

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

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

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

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

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

It is also known as a process by which organizations align their resources, systems and employees to strategic objectives and priorities.

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

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

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

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

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

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

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

**Tax Increment Finance (TIF) District:** A Tax Increment Finance (TIF) District is a legally defined area that allows for the capture of property tax receipts above a base amount, usually the amount collected just before the district is created. This incremental property tax collected is then earmarked for economic development projects within the district.

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

**Turnover:** Position turnover is an expenditure discount that reflects the difference between the Village's budgeted personnel costs and its anticipated cost savings from personnel events that occur throughout

the year. Personnel events that contribute to position turnover discount include resignations, retirements, terminations, etc. While the Village budgets for all costs related to salaries, benefits and anticipated merit increases, the Village historically experiences budgetary savings in these areas.

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

**Village of Oak Park  
FY 2019 - List of Funds**

<b>Fund Number</b>	<b>Fund Description</b>	<b>Fund Type</b>
1001	General Fund	General Fund
1050	Travel, Training & Wellness	Special Revenue Fund
2010	Small Rental Energy Loan - 11	Special Revenue Fund
2011	Non-Tax Housing Bond	Special Revenue Fund
2012	Housing Fund	Special Revenue Fund
2013	Taxable Housing Bond	Special Revenue Fund
2014	Foreign Fire Insurance	Special Revenue Fund
2019	Rescorp Development Acq Fund	Special Revenue Fund
2020	Community Development Loan	Special Revenue Fund
2021	State RICO	Special Revenue Fund
2022	Energy Water Efficiency Rebate	Special Revenue Fund
2024	Federal RICO	Special Revenue Fund
2027	Farmers Market	Special Revenue Fund
2030	Mid-Week Market Fund	Special Revenue Fund
2033	Enhanced E-911 Fund	Special Revenue Fund
2036	Library Payroll Fund	Special Revenue Fund
2037	Equity Assurance Fund	Special Revenue Fund
2038	Motor Fuel Tax	Special Revenue Fund
2039	Working Cash Fund	Special Revenue Fund
2072	Madison Street TIF	Special Revenue Fund
2073	Harlem-Garfield TIF Fund	Special Revenue Fund
2079	Cook County Lead Hazard Grant	Special Revenue Fund
2080	Emergency Solutions Grant	Special Revenue Fund
2081	SSA#1	Special Revenue Fund
2082	Homeless Prevention Grant	Special Revenue Fund
2083	Community Dev Block Grant	Special Revenue Fund
2084	Home Fund	Special Revenue Fund
2085	Comm Dev Block Grant Recovery	Special Revenue Fund
2086	SSA#5 - Hayes Ave Cul-De-Sac	Special Revenue Fund
2087	SSA#6- South Oak Park Ave	Special Revenue Fund
2088	Section 108 Loan Fund	Special Revenue Fund
2089	Cook County CDBG Gap Funding	Special Revenue Fund
2090	SSA#7	Special Revenue Fund
2091	Property Acquisition OPP Fund	Special Revenue Fund
2092	SSA#8	Special Revenue Fund
2098	Downtown TIF	Special Revenue Fund
2101	Dental Sealants 2015-16	Special Revenue Fund
2102	Dental Sealants 2016-17	Special Revenue Fund
2103	Dental Sealants 2014-15	Special Revenue Fund
2104	Medicare Claim - B	Special Revenue Fund
2105	CCDPH Mosq Prevent 2014	Special Revenue Fund

2106	Cook Cty West Nile 2105	Special Revenue Fund
2107	Cook Cty West Nile Virus 2016	Special Revenue Fund
2108	Cook County- West Nile Virus Grant	Special Revenue Fund
2109	Cook Cty West Nile Virus 2013	Special Revenue Fund
2110	Cities Readiness Init 2013-14	Special Revenue Fund
2111	Cities Readiness Init 2014-15	Special Revenue Fund
2112	Cities Readiness 2015-16	Special Revenue Fund
2113	Cities Readiness Init 2016-17	Special Revenue Fund
2114	IDPH- Cities Readiness Initiative	Special Revenue Fund
2115	CDBG Double Coupon 14-15	Special Revenue Fund
2116	FM Healthy Incentive 2016	Special Revenue Fund
2117	CDBG- Farmers Market Incentives	Special Revenue Fund
2118	Shawnash- Double Coupon	Special Revenue Fund
2119	Exp Station Link Up IL FY 2018	Special Revenue Fund
2120	FM Double Coupon - 2011	Special Revenue Fund
2122	Tanning Facilities - 2014-15	Special Revenue Fund
2124	IDPH- Body Art	Special Revenue Fund
2125	Tattoo Facility Inspec 14-15	Special Revenue Fund
2127	FM Double Coupon - 2012	Special Revenue Fund
2128	Risk Based Fund Init 2012-13	Special Revenue Fund
2129	FM Double Coupon 2013	Special Revenue Fund
2130	Family Case Mgmt 2013-14	Special Revenue Fund
2131	IDHS- Family Case Mgmt. FY 2018	Special Revenue Fund
2132	IDHS- Family Case Mgmt.	Special Revenue Fund
2133	Family Case Mgmt 2016-17	Special Revenue Fund
2134	IDHS- High Risk Infant Follow-Up	Special Revenue Fund
2135	Syphilis Grant	Special Revenue Fund
2136	PHIMC HIV 2014	Special Revenue Fund
2137	PHIMC - Region 8 HIV Prevention	Special Revenue Fund
2140	Heart Smart for Women Grant	Special Revenue Fund
2150	IDPH Tan Facil Inspect 2013-14	Special Revenue Fund
2153	Lead Settlements	Special Revenue Fund
2155	IDPH W Nile Mosq Vect 2014-15	Special Revenue Fund
2156	W Nile Virus Prevent 2015-16	Special Revenue Fund
2157	IDPH W Nile Prevent 16-17	Special Revenue Fund
2158	IDPH- Vector Surveillance & Control	Special Revenue Fund
2161	Lead Poisoning	Special Revenue Fund
2162	Lead Poisoning 2016-17	Special Revenue Fund
2163	IDPH-Lead Case Management	Special Revenue Fund
2164	Tanning Facilities 2012-13	Special Revenue Fund
2165	Lead Poisoning Case Managemt	Special Revenue Fund
2170	IDPH Local Hlth Protect 13-14	Special Revenue Fund
2171	Local Health Protect 2014-15	Special Revenue Fund
2172	Local Health Protect 2015-16	Special Revenue Fund
2173	Local Health Protect 2016-17	Special Revenue Fund
2174	IDPH- Local Health Protection	Special Revenue Fund
2175	IDPH - Medical Reserve Corps	Special Revenue Fund

2180	Pub Hlth Emerg Prep 2013-14	Special Revenue Fund
2181	Public Health Emrg 2014-15	Special Revenue Fund
2182	Pub Hlth Emrg Prep 2015-16	Special Revenue Fund
2183	Public Health Emerg 2016-17	Special Revenue Fund
2184	IDPH - Public Health Emergency Preparedness	Special Revenue Fund
2185	Teen Preg Prevent 2013-14	Special Revenue Fund
2186	Teen Preg Prevent 2014-15	Special Revenue Fund
2187	Teen Preg Prevent 2015-16	Special Revenue Fund
2188	Teen Preg Prevent 2016-17	Special Revenue Fund
2189	Teen Preg Prevent 2012-13	Special Revenue Fund
2190	IL Tobacco Free 2013-14	Special Revenue Fund
2191	IL Tobacco Free 2014-15	Special Revenue Fund
2192	IL Tobacco Free 2015-16	Special Revenue Fund
2193	IDPH Tobacco Free 2016-17	Special Revenue Fund
2194	IDPH - Illinois Tobacco-Free Communities	Special Revenue Fund
2195	Vision and Hearing Grant	Special Revenue Fund
2196	Medicaid Part-B	Special Revenue Fund
2197	PH Prep against Ebola 15-16	Special Revenue Fund
2198	IDPH - Body Art FY 18	Special Revenue Fund
2200	Bullet Proof Vest Grant	Special Revenue Fund
2205	Edward Byrne Memorial 2005	Special Revenue Fund
2206	Edward Byrne Memorial 2006	Special Revenue Fund
2207	Edward Byrne Memorial 2007	Special Revenue Fund
2208	Edward Byrne Memorial 2008	Special Revenue Fund
2209	Edward Byrne Memorial 2009	Special Revenue Fund
2210	Edward Byrne Memorial 2010	Special Revenue Fund
2211	Edward Byrne Memorial 2011	Special Revenue Fund
2212	Edward Byrne Memorial 2012	Special Revenue Fund
2213	Edward Byrne Memorial 2013	Special Revenue Fund
2214	Edward Byrne Memorial 2014	Special Revenue Fund
2220	Tobacco Enforcement Program	Special Revenue Fund
2225	Badge Grant	Special Revenue Fund
2230	IL Department of Transportation Grant	Special Revenue Fund
2235	Police Youth Basketball Camp	Special Revenue Fund
2240	DUI Enforcement Cook Cty	Special Revenue Fund
2310	Sustainability Fund	Special Revenue Fund
2315	DCEO Solar and Wind Energy	Special Revenue Fund
2325	Clean Diesel Grant	Special Revenue Fund
2400	Safer Grant	Special Revenue Fund
3012	Building Improvement Fund	Capital Projects Fund
3029	Equipment Replacement Fund	Capital Projects Fund
3032	Fleet Replacement Fund	Capital Projects Fund
3095	General Improvement Fund	Capital Projects Fund
4001	Lake Forest Development Project	Capital Projects Fund
4002	Colt Westgate Redevelopment	Capital Projects Fund
4003	South/Harlem Redevelopment	Capital Projects Fund
4025	Debt Service Fund	Internal Service Fund

5040	Water/Sewer Fund	Enterprise Fund
5055	Environmental Services Fund	Enterprise Fund
5056	Keep Oak Park Beautiful	Special Revenue Fund
5057	Earth Fest	Special Revenue Fund
5060	Parking Fund	Enterprise Fund
6026	Self Insured Retention Fund	Internal Service Fund
6028	Health Insurance Fund	Internal Service Fund
7022	Police Pension Fund	Agency Fund
7023	Firefighters' Pension Fund	Agency Fund



**Village of Oak Park  
FY 2019 - List of Departments**

<b>Department Number</b>	<b>Department Description</b>	<b>Function / Program</b>
41010.101	BOARD OF TRUST: BASEPRG	
41020.101	VMO: BASEPRG	
41030.101	ADJUDICATION: BASEPRG	
41040.101	IT: BASEPRG	
41070.101	LEGAL - LAW: BASEPRG	
41071.101	LEGAL - RISK MGMT: BASEPRG	
41080.101	HR: BASEPRG	
41080.133	HR: BENADMIN	Benefits Administration
41080.134	HR: EMPLOYMENT	
41100.101	VCO: BASEPRG	
41110.101	COMM: BASEPRG	
41110.111	COMM:	ADVERTISING
41300.101	FINANCE: BASEPRG	
41300.127	FINANCE: SPECEVNT	
41300.171	FINANCE: ACCTSERV	
42400.101	POL: BASEPRG	
42400.127	POL: SPECEVNT	
42400.412	POL: FIELD SVCS	
42400.413	POL: D200	
42400.421	POL: SUPPORTSRV	
42460.408	POL - FIELD SRV: PEO	
42500.101	FIRE - ADMIN: BASEPRG	
42510.101	FIRE - OPER: BASEPRG	
42520.101	FIRE - EMS: BASEPRG	
42530.101	FIRE - PREV & INVEST: BASEPRG	
42540.101	FIRE - TRAIN & PUB ED: BASEPRG	
43700.101	DPW - ENG: BASEPRG	
43700.721	DPW - ENG: CIP	
43700.722	DPW - ENG: RECORDS	
43700.723	DPW - ENG: TRAFFICENG	
43700.777	DPW - ENG: WaterDist	
43710.101	DPW - ADMIN: BASEPRG	
43710.710	DPW - ADMIN: SafetyPro	
43720.101	DPW - ST LIGHT: BASEPRG	
43720.751	DPW - ST LIGHT: LIGHTS	
43720.752	DPW - ST LIGHT: SIGNALS	
43720.753	DPW - ST LIGHT: LOCATES	Julie Locates Sevices
43740.101	DPW - ST SRV: BASEPRG	
43740.127	DPW - ST SRV: SPECEVNT	
43740.761	DPW - ST SRV: PAVMANG	
43740.764	DPW - ST SRV: LEAF	

43740.765	DPW - ST SRV: SNOW	
43740.766	DPW - ST SRV: PARKINGLTS	Parking Lots Maint Program
43770.122	PARK SRV: VEHLISC	
43780.101	DPW - CAP PROJ: BASEPRG	
43790.101	DPW - BD MAINT: BASEPRG	
43790.711	DPW - BD MAINT: VHALL	
43790.712	DPW - BD MAINT: DOLE	
43790.713	DPW - BD MAINT: PUBWORK	
43790.714	DPW - BD MAINT: FIREDEPT	
43790.717	DPW - BD MAINT: INTERMODAL	
43800.101	DPW - FOREST: BASEPRG	
43800.741	DPW - FOREST: TREECARE	
43800.742	DPW - FOREST: LANDSCAPE	
43900.101	DPW - FLEET OPER: BASEPRG	
43900.731	DPW - FLEET OPER: FIREVMAIN	
43900.732	DPW - FLEET OPER: POLVEHMAIN	
43900.733	DPW - FLEET OPER: PUBWRKVEH	
43900.734	DPW - FLEET OPER: OTHVENMAIN	
44550.101	HEALTH - SRV: BASEPRG	
44550.612	HEALTH - SRV: ENVIRN	
44550.613	HEALTH - SRV: COMHEALTH	
44550.615	HEALTH - SRV: ANIMALCONT	
44550.655	HEALTH - SRV: BEEKEEP	Beekeeping
46202.101	DCS - PLAN DIV: BASEPRG	
46205.101	DCS - BUS SRV: BASEPRG	
46205.233	DCS - BUS SRV: OPAAC	
46206.101	DCS - NEIG SRV: BASEPRG	
46206.230	DCS - NEIG SRV: OPHousing	
46206.240	DCS - NEIG SRV: OPHOUSING	
46206.280	DCS - NEIG SRV: OPRC	
46206.300	DCS - NEIG SRV: MultiFamil	
46206.357	DCS - NEIG SRV: Single 08	Single Housing Rehab Loan 08
46206.601	DCS - NEIG SRV: PROSTAN	
46250.101	DCS - PMT PROC: BASEPRG	
46250.602	DCS - PMT PROC: BLDINSP	
46260.101	DCS ADMIN: BASEPRG	
46260.231	DCS ADMIN: VISITOP	
46260.232	DCS ADMIN: OPEDC	
46300.101	COMM REL: BASEPRG	
46300.127	COMM REL: SPECEVNT	
41300.148	FINANCE: 2012ABOND	
41300.157	FINANCE: 2010 C	
41300.159	FINANCE: 2011B	
41999.776	GENERAL: WaterSup	
43730.101	DPW - WAT: BASEPRG	
43730.776	DPW - WAT: WaterSup	
43730.777	DPW - WAT: WaterDist	

43730.778	DPW - WAT: WaterSer	
43750.101	DPW - SEW: BASEPRG	
43750.781	DPW - SEW: SewerCol	
43760.101	DPW - ENVIR SRV: BASEPRG	
43760.764	DPW - ENVIR SRV: LEAF	
43760.796	DPW - ENVIR SRV: KEEPVOP	
43760.797	DPW - ENVIR SRV: SolWasEnf	
41300.140	FINANCE: 2016E	
41300.793	FINANCE: PARKINGPER	Parking Permit Office
43770.101	PARK SRV: BASEPRG	
43770.127	PARK SRV: SPECEVNT	
43770.783	PARK SRV: OPRFGARG	
43770.784	PARK SRV: AVENEGAR	
43770.785	PARK SRV: LAKEST	
43770.786	PARK SRV: StreetPrk	
43770.787	PARK SRV: LOTS	Lots_Off Street Parking
43770.788	PARK SRV: HolleyCt	
43770.793	PARK SRV: PARKINGPER	

**Village of Oak Park**  
**General Fund Expenditure Accounts**

*\*Note: Not all expenditure accounts are active for FY 19*

530668	ADP Payroll Services
560639	Advertising
570132	Animal Control Facility
530670	Audit Service Fees
530642	Background Check
580700	Bad Debt Expense
530675	Bank Charges
560642	Basketball Camp Expenses
530662	Boards Commissions Support
550606	Books & Subscriptions
560627	Building Materials
560623	Cleaning Supplies
530666	Closing Fees
560625	Clothing
530654	Collection Agency Expense
510515	Comp Time
510509	Comp Time Payout
570720	Computer Equipment
540698	Computer Supplies
530650	Conferences Training
530655	Consultant Fees
560690	Contingency
550694	Contractual Disposal Costs
550697	Contractual Towing & Plowing
510514	Court Time
510508	CTA Patrol Pay
520526	Dental Insurance Expense
540692	Electricity
540660	Emergency Services (bps)
560652	Employee Physicals
560651	Employees Awards Recognition
510506	Equip Allow (Auto,Phone,Tools)
570710	Equipment
560670	Equipment Rental
530667	External Support
510516	FD 7G Pay
520525	Fire Pension Contributions
550604	Freight & Shipping Expense
560636	Fuel
530660	General Contractuals
520999	Grant Admin. - Benefits
510999	Grant Admin. - Salaries

540699	Hardware Maintenance
520521	Health Insurance Expense
520515	Health Insurance Opt Out
510521	Holiday Pay
585612	Housing Rehab Property Grants
520527	IMRF Contributions
530651	Incentives
560628	Lab Supplies
550632	Laundry Service
540659	Lease Payments
530657	Legal Fees
550652	Legal Postings and Doc. Fees
520520	Life Insurance Expense
581808	Loan Interest Expense
581807	Loan Principal
582100	Loss on Investments
560644	Lubricants
530678	Medical Fees
520523	Medicare Expense
591256	Meeting Expenses
550602	Membership Dues
510502	Merit Incentives
550656	Miscellaneous Expense
540693	Natural Gas
570725	Office Equipment
550671	Office Machine Service
560620	Office Supplies
585652	Operating Subsidies
550689	Operational Mainten Support
560631	Operational Supplies
510503	Overtime
560617	Paper Supply
510522	Payroll Exp Turnover Savings
570662	Police Equipment
520524	Police Pension Contributions
550603	Postage
530646	Pre-Employment Testing
550601	Printing
540674	Property Repair
550666	Public Information Promotions
560730	Reference Material
510501	Regular Salaries
560655	Reimbursements
585616	Relocation Expenses
550673	Repairs
585651	Retail Rehab Grant Programs
560633	Roadway Maintenance

530649	Sales Tax Rebate
510518	Seasonal Employees
510510	Sick Time Payout
560634	Sign Replacement
520532	SLEP Contributions
560630	Small Tools
520522	Social Security Expense
570711	Software
550663	Software License Updates
560638	Special Events
540690	Telecommunication Charges
550672	Telephone Maintenance
530658	Temporary Services
560616	Toner Cartridges
530687	Township Interventionist Prg
530652	Training Services
591895	Transfer To Cip Fund
591825	Transfer To Debt Service Fund
591833	Transfer To E911 Fund
591860	Transfer To Parking
591826	Transfer To Sir Fund
550605	Travel & Mileage Reimbursement
520505	Tuition Reimbursement
520668	Unempl Ins Payments
510519	Vacation Time Payout
560637	Vehicle Equipment Parts
560650	Volunteer Recog Recruitment
540691	Water Charges
530681	WSCDC Contract

VILLAGE OF OAK PARK, ILLINOIS									
ASSESSED VALUE AND ACTUAL VALUE OF TAXABLE PROPERTY									
Last Ten Levy Years									
Levy Year	Residential Property	Commercial Property	Industrial Property	Railroad Property	Less: Tax-Exempt Property	Total Taxable Assessed Value	Total Direct Tax Rate	Estimated Actual Taxable Value	Estimated Actual Taxable Value
2007	1,310,732,421	178,904,341	47,998,005	304,493	-	1,537,939,260	1.130	4,613,817,780	33.333%
2008	1,474,657,614	219,500,534	46,099,803	343,524	-	1,740,601,475	1.107	5,221,804,425	33.333%
2009	1,595,699,486	204,683,802	43,319,081	399,947	-	1,844,102,316	1.123	5,532,306,948	33.333%
2010	1,625,220,687	176,379,919	48,563,359	485,843	-	1,850,649,808	1.189	5,551,949,424	33.333%
2011	1,383,444,292	158,040,103	54,880,906	538,498	-	1,596,903,799	1.422	4,790,711,397	33.333%
2012	1,268,623,126	152,355,629	48,602,242	581,655	-	1,470,162,652	1.563	4,410,487,956	33.333%
2013	1,177,616,951	147,197,290	43,727,696	674,123	-	1,369,216,060	1.799	4,107,648,180	33.333%
2014	1,245,449,945	130,674,617	6,194,369	686,942	-	1,383,005,873	1.841	4,149,017,619	33.333%
2015	1,199,866,188	127,872,693	5,900,388	802,244	-	1,334,441,513	2.062	4,003,324,539	33.333%
2016	1,246,938,421	132,519,945	6,391,541	803,610	-	1,386,653,517	2.257	4,159,960,551	33.333%
2017	1,500,233,150	148,386,046	6,349,852	807,105	-	1,655,776,153	1.996	4,967,328,459	33.333%
Data Source									
Office of the County Clerk									
Note : Property in the Village is reassessed each year. Property is assessed at 33% of actual value.									

**OAK PARK TOWNSHIP, ILLINOIS  
PRINCIPAL EMPLOYERS**

2017

<b>Employer</b>	<b>Employees</b>	<b>Rank</b>	<b>Percentage of Oak Park population</b>
West Suburban Hospital Medical Center	1,000	1	1.92%
Rush Oak Park Hospital	816	2	1.57%
School District 97	600	3	1.15%
School District 200	420	4	0.81%
Village of Oak Park	369	5	0.71%
Citizens RX, LLC	100	6	0.19%
Focuscope Inc.	80	7	0.15%
Shaker Recruitment Advertising	80	8	0.15%
NewSecure, Inc.	70	9	0.13%
Oak Park Arms Retirement Community	60	10	0.12%
<b>Total</b>	<u><u>3,595</u></u>		<u><u>6.90%</u></u>

N/A - Information not available

Source:

Oak Park Development Corporation



VILLAGE OF OAK PARK, ILLINOIS

PRINCIPAL PROPERTY TAX PAYERS

Taxpayer	Tax Year 2016		
	Equalized Assessed Value	Rank	Percentage of Total Assessed Valuation
HTA Rush LLC	9,828,112	1	0.71%
MacNeal Hospital	7,748,367	2	0.56%
Ryan LLC	5,653,149	3	0.41%
1120 Club	4,133,865	4	0.30%
Scoville Square	3,524,550	5	0.25%
OPP Apts	2,865,706	6	0.21%
US Reif Park	2,745,070	7	0.20%
Pacific Management Inc.	2,468,285	8	0.18%
OP Office Partners LLC	2,435,536	9	0.18%
Wills G. Johnson	2,207,520	10	0.16%
	<u>43,610,160</u>		<u>3.14%</u>

NOTE:

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

Data Source

Office of the County Clerk

**Village of Oak Park  
Pension Funding Summary**

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

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

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

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

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

IMRF determines the employer contributions on an annual basis and for 2019 it is 6.48% compared to 9.96% in 2018. The Village contributions for the public safety pensions are determined by an independent actuarial valuation and the Village typically levies the recommended actuarial amount which is then directly distributed to each pension plan from the Cook County's Treasurer's Office.

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

	Actuarial Value <u>Assets</u>	Actuarial Accrued <u>Liability</u>	Funding <u>Ratio</u>	
Police Pension 12/31/11	69,560,813	116,975,968	59.5%	
Police Pension 12/31/12	75,288,859	123,975,581	60.7%	
Police Pension 12/31/13	83,892,130	128,124,811	65.5%	
Police Pension 12/31/14	86,522,448	142,947,184	60.5%	
Police Pension 12/31/15	83,943,327	162,508,238	51.7%	Revised certain actuarial assumptions
Police Pension 12/31/16	87,170,556	170,932,110	51.0%	
Police Pension 12/31/17	93,085,023	166,524,424	55.9%	
Fire Pension 12/31/11	37,041,712	84,791,947	43.7%	
Fire Pension 12/31/12	39,662,677	84,464,421	47.0%	
Fire Pension 12/31/13	44,183,874	87,446,877	50.5%	
Fire Pension 12/31/14	44,972,995	94,816,133	47.4%	
Fire Pension 12/31/15	43,203,943	117,346,591	36.8%	Revised certain actuarial assumptions
Fire Pension 12/31/16	44,737,034	120,693,799	37.1%	
Fire Pension 12/31/17	49,315,309	116,711,863	42.3%	
IMRF 12/31/11	26,299,225	38,703,437	68.0%	
IMRF 12/31/12	29,362,674	40,030,007	73.4%	
IMRF 12/31/13	34,033,110	41,482,935	82.0%	
IMRF 12/31/14	35,497,000	43,441,476	81.7%	
IMRF 12/31/15	100,040,158	102,713,459	97.4%	Asset/liability increases due to a GASB change in reporting requirements
IMRF 12/31/16	97,255,320	105,752,682	92.0%	
IMRF 12/31/17	101,142,960	108,216,892	93.5%	

VILLAGE BOND RATING HISTORY								
Reference Key:		Moody's			Reference Key:		S&P	
	Aaa	Prime				AAA	Prime	
	Aa1	High Grade				AA+	High Grade	
	Aa2	High Grade				AA	High Grade ← Most Recent Rating	
	Aa3	High Grade				AA-	High Grade	
	A1	Upper Medium Grade ← Most Recent Rating				A+	Upper Medium Grade	
	A2	Upper Medium Grade				A	Upper Medium Grade	
	A3	Upper Medium Grade				A-	Upper Medium Grade	
	Baa1	Lower Medium Grade				BBB+	Lower Medium Grade	
	Baa2	Lower Medium Grade				BBB	Lower Medium Grade	
	Baa3	Lower Medium Grade				BBB-	Lower Medium Grade	
	Ba1	Non-Investment Grade/Speculative				BB+	Non-Investment Grade/Speculative	
	Ba2	Non-Investment Grade/Speculative				BB	Non-Investment Grade/Speculative	
	Ba3	Non-Investment Grade/Speculative				BB-	Non-Investment Grade/Speculative	
	B1	Highly Speculative				B+	Highly Speculative	
	B2	Highly Speculative				B	Highly Speculative	
	B3	Highly Speculative				B-	Highly Speculative	
	Caa1	Substantial Risks				CCC+	Substantial Risks	
	Caa2	Extremely Speculative				CCC	Extremely Speculative	
	Caa3	Default Imminent				CCC-	Default Imminent	
	Ca	Default Imminent				CC	Default Imminent	
	C	In Default				C	Default Imminent	
						D	In Default	
	<u>Year</u>	<u>Moody's Rating</u>		<u>Note</u>		<u>Year</u>	<u>S&amp;P Rating</u>	
	2009	Aa2		Upgrade				
	2014	Aa3		Downgrade				
	2016	A1		Downgrade				

Village of Oak Park			
Debt Amortization Schedule			
	Funds: 5040, 5060		
	2010C		
<u>Payment Date</u>	<u>Interest</u>	<u>Principal</u>	
05/01/17	131,900		
11/01/17	131,900	1,455,000	
05/01/18	102,800		
11/01/18	102,800	1,520,000	
05/01/19	72,400		
11/01/19	72,400	1,585,000	
05/01/20	40,700		
11/01/20	40,700	1,075,000	
05/01/21	19,200		
11/01/21	19,200	305,000	
05/01/22	13,100		
11/01/22	13,100	320,000	
05/01/23	6,700		
11/01/23	6,700	335,000	
TOTALS	<u>773,600</u>	<u>6,595,000</u>	
Advance refunded a portion of the parking revenue bonds, Series 2001 and advance refunded a portion of the water revenue bonds, Series 2001. Also, current refunding of a portion of parking bonds, Series 2003.			

Village of Oak Park			
Debt Amortization Schedule			
	Fund: 2098		
	2011A		
<u>Payment Date</u>	<u>Interest</u>	<u>Principal</u>	
01/01/17	34,250	620,000	
07/01/17	27,275		
01/01/18	27,275	640,000	
07/01/18	19,275		
01/01/19	19,275	660,000	
07/01/19	10,200		
01/01/20	10,200	680,000	
04/01/20			
TOTALS	<u>147,750</u>	<u>2,600,000</u>	
Financed public capital infrastructure improvements within the Downtown TIF District.			

Village of Oak Park			
Debt Amortization Schedule			
	Funds: 4025, 5040		
	2011B		
<u>Payment Date</u>	<u>Interest</u>	<u>Principal</u>	
01/01/17	83,134	30,000	
07/01/17	82,684		
01/01/18	82,684	30,000	
07/01/18	82,234		
01/01/19	82,234	30,000	
07/01/19	81,784		
01/01/20	81,784	30,000	
07/01/20	81,334		
01/01/21	81,334	665,000	
07/01/21	70,944		
01/01/22	70,944	1,455,000	
07/01/22	47,300		
01/01/23	47,300	1,035,000	
07/01/23	29,834		
01/01/24	29,834	840,000	
07/01/24	15,134		
01/01/25	15,134	835,000	
TOTALS	<u>1,065,634</u>	<u>4,950,000</u>	
Advanced refunding of a portion of Series 2004B which was used for improvements to the water system and general capital improvements to the Village.			

Village of Oak Park		
Debt Amortization Schedule		
	Funds: 4025, 5040	
	2012A	
<u>Payment Date</u>	<u>Interest</u>	<u>Principal</u>
05/01/17	74,600	
11/01/17	74,600	825,000
05/01/18	66,350	
11/01/18	66,350	1,050,000
05/01/19	55,850	
11/01/19	55,850	1,100,000
05/01/20	44,850	
11/01/20	44,850	735,000
05/01/21	37,500	
11/01/21	37,500	970,000
05/01/22	27,800	
11/01/22	27,800	410,000
05/01/23	23,700	
11/01/23	23,700	630,000
05/01/24	17,400	
11/01/24	17,400	705,000
05/01/25	10,350	
11/01/25	10,350	730,000
05/01/26	3,050	
11/01/26	3,050	305,000
TOTALS	<u>722,900</u>	<u>7,460,000</u>
<p>Current refunding of a portion of Series 2004B (water system), advance refunding of a portion of Series 2005A (Madison Street improvements and construction of a new public works facility) and advance refunding of a portion of Series 2006A (public street and related streetscape improvements and portion of a new public works facility).</p>		

Village of Oak Park		
Debt Amortization Schedule		
	Fund: 4025	
	2015A	
<u>Payment Date</u>	<u>Interest</u>	<u>Principal</u>
05/01/17	177,075	
11/01/17	177,075	630,000
05/01/18	170,775	
11/01/18	170,775	650,000
05/01/19	164,275	
11/01/19	164,275	935,000
05/01/20	154,925	
11/01/20	154,925	1,070,000
05/01/21	144,225	
11/01/21	144,225	625,000
05/01/22	134,850	
11/01/22	134,850	530,000
05/01/23	126,900	
11/01/23	126,900	980,000
05/01/24	112,200	
11/01/24	112,200	1,010,000
05/01/25	97,050	
11/01/25	97,050	1,540,000
05/01/26	73,950	
11/01/26	73,950	1,690,000
05/01/27	48,600	
11/01/27	48,600	1,705,000
05/01/28	23,025	
11/01/28	23,025	1,535,000
TOTALS	<u>2,855,700</u>	<u>12,900,000</u>
Advance refunding of Series 2005B used for construction of a portion of new public works facility.		



Village of Oak Park		
Debt Amortization Schedule		
	Fund: 4025	
	2015B	
<u>Payment Date</u>	<u>Interest</u>	<u>Principal</u>
05/01/17	140,944	
11/01/17	140,944	400,000
05/01/18	134,944	
11/01/18	134,944	420,000
05/01/19	128,644	
11/01/19	128,644	430,000
05/01/20	122,194	
11/01/20	122,194	450,000
05/01/21	115,444	
11/01/21	115,444	240,000
05/01/22	111,844	
11/01/22	111,844	250,000
05/01/23	108,094	
11/01/23	108,094	260,000
05/01/24	104,194	
11/01/24	104,194	270,000
05/01/25	100,144	
11/01/25	100,144	280,000
05/01/26	95,944	
11/01/26	95,944	285,000
05/01/27	91,669	
11/01/27	91,669	295,000
05/01/28	87,244	
11/01/28	87,244	310,000
05/01/29	82,594	
11/01/29	82,594	320,000
05/01/30	77,594	
11/01/30	77,594	330,000
05/01/31	72,231	
11/01/31	72,231	340,000
05/01/32	66,494	
11/01/32	66,494	355,000
05/01/33	60,503	
11/01/33	60,503	365,000
05/01/34	54,116	
11/01/34	54,116	380,000
05/01/35	47,466	
11/01/35	47,466	390,000
05/01/36	40,641	
11/01/36	40,641	405,000
05/01/37	33,300	
11/01/37	33,300	420,000
05/01/38	25,688	
11/01/38	25,688	440,000
05/01/39	17,438	
11/01/39	17,438	455,000
05/01/40	8,906	
11/01/40	8,906	475,000
TOTALS	<u>3,856,538</u>	<u>8,565,000</u>
Financed street and alley improvements, street lighting, and equipment purchases.		

Village of Oak Park			
Debt Amortization Schedule			
	Fund: 4025		
	2016A		
<u>Payment Date</u>	<u>Interest</u>	<u>Principal</u>	
05/01/17	320,059		
11/01/17	320,059		
05/01/18	320,059		
11/01/18	320,059		
05/01/19	320,059		
11/01/19	320,059		
05/01/20	320,059		
11/01/20	320,059		
05/01/21	320,059		
11/01/21	320,059		
05/01/22	320,059		
11/01/22	320,059	175,000	
05/01/23	317,434		
11/01/23	317,434	185,000	
05/01/24	314,659		
11/01/24	314,659	155,000	
05/01/25	312,334		
11/01/25	312,334	560,000	
05/01/26	303,934		
11/01/26	303,934	1,075,000	
05/01/27	287,809		
11/01/27	287,809	1,210,000	
05/01/28	269,659		
11/01/28	269,659	1,445,000	
05/01/29	247,984		
11/01/29	247,984	3,190,000	
05/01/30	200,134		
11/01/30	200,134	3,955,000	
05/01/31	138,338		
11/01/31	138,338	4,110,000	
05/01/32	71,550		
11/01/32	71,550	4,240,000	
TOTALS	<u>8,768,388</u>	<u>20,300,000</u>	
<div style="border: 1px solid black; padding: 5px;">           Defeased Series 2006B which was used to finance a portion of the new public works facility.         </div>			

Village of Oak Park		
Debt Amortization Schedule		
	Fund: 5060	
	2016B	
<u>Payment Date</u>	<u>Interest</u>	<u>Principal</u>
05/01/17	67,998	
11/01/17	67,998	
05/01/18	67,998	
11/01/18	67,998	
05/01/19	67,998	
11/01/19	67,998	190,000
05/01/20	66,478	
11/01/20	66,478	195,000
05/01/21	64,528	
11/01/21	64,528	195,000
05/01/22	62,285	
11/01/22	62,285	200,000
05/01/23	59,785	
11/01/23	59,785	205,000
05/01/24	57,018	
11/01/24	57,018	210,000
05/01/25	53,973	
11/01/25	53,973	220,000
05/01/26	50,563	
11/01/26	50,563	225,000
05/01/27	46,850	
11/01/27	46,850	230,000
05/01/28	42,825	
11/01/28	42,825	240,000
05/01/29	38,325	
11/01/29	38,325	250,000
05/01/30	33,638	
11/01/30	33,638	260,000
05/01/31	28,763	
11/01/31	28,763	270,000
05/01/32	23,700	
11/01/32	23,700	280,000
05/01/33	18,100	
11/01/33	18,100	290,000
05/01/34	12,300	
11/01/34	12,300	300,000
05/01/35	6,300	
11/01/35	6,300	315,000
TOTALS	<u>1,738,840</u>	<u>4,075,000</u>
<div style="border: 1px solid black; padding: 5px;">           Financed a garage project easement as defined in the RDA between the Village and Clark Street Real Estate LLC in connection of a mixed use development known as Oak Park Station.         </div>		

Village of Oak Park		
Debt Amortization Schedule		
	Fund: 4025	
	2016C	
<u>Payment Date</u>	<u>Interest</u>	<u>Principal</u>
05/01/17	31,831	
11/01/17	31,831	
05/01/18	31,831	
11/01/18	31,831	
05/01/19	31,831	
11/01/19	31,831	50,000
05/01/20	31,406	
11/01/20	31,406	50,000
05/01/21	30,881	
11/01/21	30,881	2,745,000
TOTALS	<u>315,563</u>	<u>2,845,000</u>
<div style="border: 1px solid black; padding: 5px;">           Financed streetscape projects pursuant to RDA between the Village and Clark Street Real Estate LLC.         </div>		

Village of Oak Park		
Debt Amortization Schedule		
	Fund: 4025	
	2016D	
<u>Payment Date</u>	<u>Interest</u>	<u>Principal</u>
05/01/17	152,641	
11/01/17	152,641	
05/01/18	152,641	
11/01/18	152,641	
05/01/19	152,641	
11/01/19	152,641	125,000
05/01/20	150,766	
11/01/20	150,766	750,000
05/01/21	139,516	
11/01/21	139,516	25,000
05/01/22	139,141	
11/01/22	139,141	800,000
05/01/23	127,141	
11/01/23	127,141	800,000
05/01/24	115,141	
11/01/24	115,141	800,000
05/01/25	103,141	
11/01/25	103,141	600,000
05/01/26	94,141	
11/01/26	94,141	800,000
05/01/27	82,141	
11/01/27	82,141	600,000
05/01/28	73,141	
11/01/28	73,141	600,000
05/01/29	64,141	
11/01/29	64,141	600,000
05/01/30	55,141	
11/01/30	55,141	200,000
05/01/31	52,141	
11/01/31	52,141	200,000
05/01/32	49,141	
11/01/32	49,141	200,000
05/01/33	46,016	
11/01/33	46,016	905,000
05/01/34	31,875	
11/01/34	31,875	1,000,000
05/01/35	16,250	
11/01/35	16,250	500,000
05/01/36	8,125	
11/01/36	8,125	500,000
TOTALS	<u>3,610,031</u>	<u>10,005,000</u>
Financed improvement, construction, purchase and installation of alleys, streets, streetscapes, sidewalks, street lighting, and related equipment.		

Village of Oak Park			
Debt Amortization Schedule			
	Fund: 5060		
	2016E		
<u>Payment Date</u>	<u>Interest</u>	<u>Principal</u>	
05/01/17	149,638		
11/01/17	179,566		
05/01/18	179,566		
11/01/18	179,566	410,000	
05/01/19	173,416		
11/01/19	173,416	420,000	
05/01/20	167,116		
11/01/20	167,116	435,000	
05/01/21	160,591		
11/01/21	160,591	445,000	
05/01/22	153,916		
11/01/22	153,916	460,000	
05/01/23	147,016		
11/01/23	147,016	475,000	
05/01/24	139,891		
11/01/24	139,891	485,000	
05/01/25	132,616		
11/01/25	132,616	500,000	
05/01/26	125,116		
11/01/26	125,116	515,000	
05/01/27	117,391		
11/01/27	117,391	530,000	
05/01/28	109,109		
11/01/28	109,109	550,000	
05/01/29	100,172		
11/01/29	100,172	565,000	
05/01/30	90,638		
11/01/30	90,638	585,000	
05/01/31	80,400		
11/01/31	80,400	605,000	
05/01/32	68,300		
11/01/32	68,300	630,000	
05/01/33	55,700		
11/01/33	55,700	655,000	
05/01/34	42,600		
11/01/34	42,600	680,000	
05/01/35	29,000		
11/01/35	29,000	710,000	
05/01/36	14,800		
11/01/36	14,800	740,000	
TOTALS	<u>4,503,904</u>	<u>10,395,000</u>	
Financed acquisition of a public parking garage (Lake & Forest) in accordance with a RDA between the Village and WDF-3 Wood Oak Park Owner LLC.			

Village of Oak Park		
Debt Amortization Schedule		
	Fund: 4025	
	2017A	
<u>Payment Date</u>	<u>Interest</u>	<u>Principal</u>
05/01/18	186,906	
11/01/18	210,269	
05/01/19	210,269	
11/01/19	210,269	
05/01/20	210,269	
11/01/20	210,269	
05/01/21	210,269	
11/01/21	210,269	
05/01/22	210,269	
11/01/22	210,269	680,000
05/01/23	200,069	
11/01/23	200,069	320,000
05/01/24	195,269	
11/01/24	195,269	710,000
05/01/25	184,619	
11/01/25	184,619	920,000
05/01/26	170,819	
11/01/26	170,819	615,000
05/01/27	161,594	
11/01/27	161,594	905,000
05/01/28	148,019	
11/01/28	148,019	815,000
05/01/29	135,794	
11/01/29	135,794	780,000
05/01/30	124,094	
11/01/30	124,094	490,000
05/01/31	116,744	
11/01/31	116,744	530,000
05/01/32	108,463	
11/01/32	108,463	550,000
05/01/33	99,869	
11/01/33	99,869	1,270,000
05/01/34	80,025	
11/01/34	80,025	1,015,000
05/01/35	63,531	
11/01/35	63,531	1,355,000
05/01/36	41,513	
11/01/36	41,513	1,305,000
05/01/37	19,491	
11/01/37	19,491	1,155,000
TOTALS	<u>5,779,143</u>	<u>13,415,000</u>
<div style="border: 1px solid black; padding: 5px;">           Financed various capital improvement projects, including streets and alley improvements.         </div>		

Village of Oak Park			
Debt Amortization Schedule			
	Fund: 4025		
	2017B		
<u>Payment Date</u>	<u>Interest</u>	<u>Principal</u>	
05/01/18	21,390.56		
11/01/18	27,700.00	400,000.00	
05/01/19	19,700.00		
11/01/19	19,700.00	295,000.00	
05/01/20	13,800.00		
11/01/20	13,800.00	195,000.00	
05/01/21	9,900.00		
11/01/21	9,900.00	495,000.00	
TOTALS	<u>135,890.56</u>	<u>1,385,000.00</u>	
Current refunding of Series 2007 used for public streets and related streetscape improvements.			



Village of Oak Park			
Debt Amortization Schedule			
	Fund: 4025		
	2017C		
<u>Payment Date</u>	<u>Interest</u>	<u>Principal</u>	
05/01/18	52,511.11		
11/01/18	68,000.00	870,000.00	
05/01/19	46,250.00		
11/01/19	46,250.00	905,000.00	
05/01/20	23,625.00		
11/01/20	23,625.00	945,000.00	
TOTALS	<u>260,261.11</u>	<u>2,720,000.00</u>	
Current refunding of Series 2007A used to finance a new library building and improvements to the Dole Learning Center.			

Village of Oak Park		
Debt Amortization Schedule		
	Fund: 2098	
	2018A	
<u>Payment Date</u>	<u>Interest</u>	<u>Principal</u>
12/01/18	167,909.00	1,005,000.00
06/01/19	115,683.75	
12/01/19	115,683.75	940,000.00
06/01/20	103,933.75	
12/01/20	103,933.75	880,000.00
06/01/21	92,053.75	
12/01/21	92,053.75	895,000.00
06/01/22	79,300.00	
12/01/22	79,300.00	935,000.00
06/01/23	65,742.50	
12/01/23	65,742.50	985,000.00
06/01/24	50,475.00	
12/01/24	50,475.00	995,000.00
06/01/25	34,803.75	
12/01/25	34,803.75	1,035,000.00
06/01/26	17,985.00	
12/01/26	17,985.00	1,090,000.00
TOTALS	<u>1,287,864.00</u>	<u>8,760,000.00</u>
Current refunding of Series 2006C used to finance improvements and expansion of the Holley Court Garage.		

Village of Oak Park								
Non-Bond Debt Maturity Schedule								
	3032.43900.851.570751/2		3032.43900.851.570751/2		Consolidated Total			
Payment	FMB (Fire Truck)		FMB (Ambulance)				Total	
<u>Date</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Payment</u>	
01/01/17					-	-	-	
02/01/17					-	-	-	
03/18/17					-	-	-	
06/01/17			5,707	66,076	5,707	66,076	71,783	
06/18/17					-	-	-	
07/01/17					-	-	-	
09/18/17					-	-	-	
12/18/17					-	-	-	
12/30/17	19,489	75,369			19,489	75,369	94,858	
01/01/18					-	-	-	
02/01/18					-	-	-	
03/18/18					-	-	-	
06/01/18			3,857	67,926	3,857	67,926	71,783	
06/18/18					-	-	-	
07/01/18					-	-	-	
09/18/18					-	-	-	
12/18/18					-	-	-	
12/30/18	16,971	77,886			16,971	77,886	94,858	
01/01/19					-	-	-	
03/18/19					-	-	-	
06/01/19			1,955	69,828	1,955	69,828	71,783	
06/18/19					-	-	-	
09/18/19					-	-	-	
12/30/19	14,370	80,488			14,370	80,488	94,858	
12/30/20	11,682	83,176			11,682	83,176	94,858	
12/30/21	8,903	85,954			8,903	85,954	94,858	
12/30/22	6,033	88,825			6,033	88,825	94,858	
12/30/23	3,066	91,792			3,066	91,792	94,858	
TOTALS	80,513	583,490	11,520	203,830	92,033	787,320	879,353	

**Village of Oak Park**  
**Projected Outstanding Debt Balances**  
**1/1/19 - 12/31/19**

	<b>1/1/19 Balance</b>		<b>2019 New Issues</b>		<b>2019 Debt Payments</b>		<b>12/31/19 Balance</b>	
<b>DEBT</b>	<b>Principal</b>	<b>Interest</b>	<b>Principal</b>	<b>Interest</b>	<b>Principal</b>	<b>Interest</b>	<b>Principal</b>	<b>Interest</b>
2010C	3,620,000	304,200	-	-	(1,585,000)	(144,800)	2,035,000	159,400
2011A	1,340,000	39,675	-	-	(660,000)	(29,475)	680,000	10,200
2011B	4,890,000	734,896	-	-	(30,000)	(164,019)	4,860,000	570,877
2012A	5,585,000	441,000	-	-	(1,100,000)	(111,700)	4,485,000	329,300
2015A	11,620,000	2,160,000	-	-	(935,000)	(328,550)	10,685,000	1,831,450
2015B	7,745,000	3,304,762	-	-	(430,000)	(257,288)	7,315,000	3,047,474
2016A (Refunded 2006B)	20,300,000	7,488,150	-	-	-	(640,119)	20,300,000	6,848,031
2016B (Proceeds Escrowed)	4,075,000	1,466,851	-	-	(190,000)	(135,995)	3,885,000	1,330,856
2016C (Proceeds Escrowed)	2,845,000	188,238	-	-	(50,000)	(63,663)	2,795,000	124,575
2016D (2016 CIP)	10,005,000	2,999,467	-	-	(125,000)	(305,281)	9,880,000	2,694,186
2016E (L&F Garage)	9,985,000	3,815,568	-	-	(420,000)	(346,831)	9,565,000	3,468,737
2017A (2017 and part of 2018 CIP)	13,415,000	5,381,969	-	-	-	(420,538)	13,415,000	4,961,431
2017B (Refunded 2007)	985,000	86,800	-	-	(295,000)	(39,400)	690,000	47,400
2017C (Refunded 2007A)	1,850,000	139,750	-	-	(905,000)	(92,500)	945,000	47,250
2018A (Refunded 2006C)	7,755,000	1,119,955	-	-	(940,000)	(231,368)	6,815,000	888,587
2019A (New CIP)	-	-	10,000,000	3,500,000	-	-	10,000,000	3,500,000
Huntington Bank (Fire Truck)	430,235	44,053	-	-	(80,488)	(14,370)	349,747	29,683
Huntington Bank (2016 Ambulance)	69,828	1,956	-	-	(69,828)	(1,956)	-	-
	106,515,063	29,717,290	10,000,000	3,500,000	(7,815,316)	(3,327,853)	108,699,747	29,889,437

Village of Oak Park  
Sales Tax Historical Data

	General Merchandise	Food	Drinking/ Eating	Apparel	Furniture/ Household	Lumber/ Hardware	Automotive/ Gas	Drugs/ Misc Retail	Agriculture/ Others	Manufacturers	Total
Calendar Year 2017 Retailers' Occupation	82,570	1,033,063	908,995	110,877	67,886	53,826	563,010	859,345	259,533	50,318	3,989,423
Calendar Year 2017 Home Rule	68,258	327,665	898,798	110,431	67,886	53,328	296,827	427,766	206,760	41,682	2,499,401
<b>Total</b>	<b>150,828</b>	<b>1,360,728</b>	<b>1,807,793</b>	<b>221,308</b>	<b>135,772</b>	<b>107,154</b>	<b>859,837</b>	<b>1,287,111</b>	<b>466,293</b>	<b>92,000</b>	<b>6,488,824</b>
Calendar Year 2016 Retailers' Occupation	46,985	969,790	838,507	107,156	84,598	48,162	584,690	842,977	285,174	58,201	3,866,240
Calendar Year 2016 Home Rule	38,578	309,756	832,288	107,101	84,598	47,351	287,204	430,543	213,218	49,647	2,400,284
<b>Total</b>	<b>85,563</b>	<b>1,279,546</b>	<b>1,670,795</b>	<b>214,257</b>	<b>169,196</b>	<b>95,513</b>	<b>871,894</b>	<b>1,273,520</b>	<b>498,392</b>	<b>107,848</b>	<b>6,266,524</b>
Calendar Year 2015 Retailers' Occupation	42,551	826,330	814,456	114,240	72,595	43,227	559,072	592,766	472,715	65,743	3,603,695
Calendar Year 2015 Home Rule	36,703	283,824	808,085	114,192	72,595	42,989	334,727	194,898	429,707	56,215	2,373,935
<b>Total</b>	<b>79,254</b>	<b>1,110,154</b>	<b>1,622,541</b>	<b>228,432</b>	<b>145,190</b>	<b>86,216</b>	<b>893,799</b>	<b>787,664</b>	<b>902,422</b>	<b>121,958</b>	<b>5,977,630</b>
Calendar Year 2014 Retailers' Occupation	37,282	668,679	782,926	120,681	81,000	30,697	575,138	839,793	249,020	75,041	3,460,257
Calendar Year 2014 Home Rule	32,312	202,341	775,860	120,609	81,000	29,751	388,665	470,552	229,437	66,845	2,397,372
<b>Total</b>	<b>69,594</b>	<b>871,020</b>	<b>1,558,786</b>	<b>241,290</b>	<b>162,000</b>	<b>60,448</b>	<b>963,803</b>	<b>1,310,345</b>	<b>478,457</b>	<b>141,886</b>	<b>5,857,629</b>
Calendar Year 2013 Retailers' Occupation	35,044	817,035	731,104	116,956	56,623	27,896	580,162	803,744	246,710	74,161	3,489,435
Calendar Year 2013 Home Rule	31,491	263,703	726,020	116,820	56,607	26,956	409,894	455,888	198,604	64,873	2,350,856
<b>Total</b>	<b>66,535</b>	<b>1,080,738</b>	<b>1,457,124</b>	<b>233,776</b>	<b>113,230</b>	<b>54,852</b>	<b>990,056</b>	<b>1,259,632</b>	<b>445,314</b>	<b>139,034</b>	<b>5,840,291</b>
Calendar Year 2012 Retailers' Occupation	38,121	799,357	720,612	119,716	95,964	24,652	554,192	787,593	241,452	71,799	3,453,458
Calendar Year 2012 Home Rule	33,137	255,381	710,365	119,584	95,897	23,855	389,043	449,703	192,892	63,135	2,332,992
<b>Total</b>	<b>71,258</b>	<b>1,054,738</b>	<b>1,430,977</b>	<b>239,300</b>	<b>191,861</b>	<b>48,507</b>	<b>943,235</b>	<b>1,237,296</b>	<b>434,344</b>	<b>134,934</b>	<b>5,786,450</b>



**Real Estate Purchases in Oak Park Based on Origin of Purchaser**

**January 1, 2017 – December 31, 2017**

<b>RANK</b>	<b>CITY, STATE</b>	<b># OF SALES</b>	<b>% OF SALES</b>
1	Oak Park, Illinois	321	41.26
2	Chicago, Illinois	221	28.41
3	Forest Park, Illinois	21	2.70
4	River Forest, Illinois	17	2.18
5	Berwyn, Illinois	13	1.67
6	Elmhurst, Illinois	9	1.16
7	Naperville, Illinois	7	0.90
8	Downers Grove, Illinois	4	0.51
8	Lombard, Illinois	4	0.51
		Total Sales = 778	Total % = 79.30%

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

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



**Real Estate Purchases in Oak Park Based on Origin of Purchaser**

**January 1, 2018 – June 30, 2018**

<b>RANK</b>	<b>CITY, STATE</b>	<b># OF SALES</b>	<b>% OF SALES</b>
1	Oak Park, Illinois	241	44.55
2	Chicago, Illinois	147	27.17
3	Forest Park, Illinois	17	3.14
4	River Forest, Illinois	11	2.03
5	Berwyn, Illinois	8	1.48
6	Naperville, Illinois	7	1.29
7	Elmhurst, Illinois	3	0.55
8	Elmwood Park, Illinois	3	0.55
		Total Sales = 541	Total % = 80.76%

Note: This data was collected from real estate transfer tax stamp transactions between January 2018 and June 2018. Transactions not included above include exempt transfers, investment company sales, sales of parking spaces only, and sales where the origin of the purchaser is unknown or not provided.

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Village of Oak Park										
Tax Levy Summary										
<i>Note: Schedule includes automatic County "loss" add-on amount</i>										
			Police	Fire			VOP	VOP Tax		
	<u>Corporate</u>	<u>Debt</u>	<u>Pension</u>	<u>Pension</u>	<u>Total</u>		<u>EAV</u>	<u>Rate</u>		<u>SSA #1</u> <u>SSA #7</u>
Tax Year 2017	17,837,540	4,130,489	5,634,808	5,436,009	33,038,846		1,655,776,153	1.995%		414,060    7,725
Tax Year 2016	15,689,380	4,735,605	5,088,688	5,769,533	31,283,206		1,386,653,517	2.256%		185,400    7,210
Tax Year 2015	14,072,280	5,156,580	4,606,123	3,681,648	27,516,631		1,334,441,513	2.062%		321,644    7,145
Tax Year 2014	13,662,408	4,317,216	4,062,179	3,418,123	25,459,926		1,383,005,873	1.841%		396,341    7,145
Tax Year 2013	13,147,408	4,151,588	4,004,160	3,321,736	24,624,892		1,369,216,060	1.798%		254,762    -
Tax Year 2012	12,764,474	3,220,248	3,678,259	3,311,313	22,974,294		1,470,162,652	1.563%		77,250    -
Tax Year 2011	12,392,693	3,675,229	3,582,302	3,044,593	22,694,817		1,596,903,799	1.421%		231,750    -
Tax Year 2010	12,031,741	2,697,521	4,046,795	3,228,201	22,004,258		1,850,649,808	1.189%		221,450    -



## FY 2019 PRIORITIES

The Village's fourteen (14) departments are classified into two (2) main categories: Administration and Operations. Each department established priorities for Fiscal Year 2019 as presented at the Special Village Board meeting held on August 27, 2018. Core services are assumed to be maintained in addition to the priorities described.



## Communications

- Grow the Village's overall social media presence
- Upgrade aging audio/visual equipment in the Council Chambers
- Establish a social media presence for the Fire Department (Facebook page, Twitter account) similar to Police Department
- Expand the content in the Village's websites

## Finance

- Assist Development Customer Services with the integration of the villages existing permitting, licensing and inspection system City View and the new parking citation, passes and permits system, Passport Parking with the existing financial system, BS&A
- Assist Development Customer Services with the implementation of an excise tax (single-use bags, liquor) payment process in the Village's existing permitting, licensing, and inspection system, City View
- Set-up a system to coordinate budget and performance measurement activities among newly hired Budget Analysts in various departments
- Find efficiencies in purchasing by assisting other departments in following required purchasing policies and procedures
- Connect finance staff with other municipal finance professionals for development and training opportunities

## Human Resources

- Finish integration of all remaining departments to the new time/attendance/benefits system (Kronos), including scheduling software for public safety
- Finish configuration of the HR modules in the Village's new time/attendance/benefits system (Kronos) and the new financial system (BS&A) which requires establishing written/electronic business procedures for all HR functions
- Review and update the Personnel Manual, village policies and procedures and health & wellness benefits
- Conduct a compensation audit for non-represented employees
- Establish formal employee training programs & protocols for training
- Establish formal succession plans for Departments
- Develop a clear special event process for applicants, including a training program with a focus on public safety

### Information Technology

- Upgrade the Village's fiber wide area network that connects 12 village facilities
- Upgrade the Village's environment to protect against threats
- Assist vendor and operating departments with the implementation of new or enhanced services in City View (Development Customer Services), Passport Parking (Development Customer Services, Adjudication & Police), BS&A (Finance & Human Resources), Geographic Information Systems Aerial Photography (Information Technology) and a resident service request system (Village Manager's Office)

### Law

- Continue efforts to defend and prosecute civil litigation and workers' compensation matters brought against the Village
- Negotiate and review contracts & agreements
- Update various chapters and articles of the Village Code as directed
- Archive historical documents in the Village's new electronic filing system, Laserfiche

### Village Manager's Office

- Organize leadership training for employees , with a focus on race equity
- Implement a work plan for sustainability initiatives; review success of single-use plastic bag ordinance
- Implement a customer service request system portal and/or app for residents
- Establish a monthly service reporting & performance management system
- Bring forward recommendation for a new or remodeled police station
- Evaluate a 5-year operating budget; 5-year pension contribution plan

### Village Clerk's Office

- Archive more Village Board records so they are quickly and accurately accessible for review
- Increase citizen awareness of civic service and engage more volunteers from all sectors of the community
- Implement process improvements related to Freedom of Information Act; evaluate storage options
- As Chair of the Special Events Committee, assist in improving application process

### Adjudication

- Work with the Finance Department to determine an opportunity to configure Parking Citation Payment Plan services in the existing financial system, BS&A
- Implement the parking citation process in the new parking citation system, Passport Parking
- Integrate the local ordinance compliance process into the Village's existing permitting, licensing and inspection system, City View

### Community Relations

- Enhance coordination with Community Policing and attend resident beat officer zone neighborhood meetings to provide information and resource referral services
- Develop and identify a role for the Community Relations staff on issues of race equity and training opportunities

### Development Customer Services

- Implement the parking pilot program
- Promote the use of the existing City View system (on-line building scheduling & permits) and the new Passport Parking system (parking permits and passes)
- Transfer historic preservation information into existing software to reduce the reliance on microfiche (includes a request for 2 new part-time paid interns)
- Complete the digitization of all remaining microfiche
- Implement the DoBi bike share program
- Promote the Commercial Façade Improvement Grant Program to improve participation
- Reinstigate the Multi-Family Incentives program
- Improve the planned development review process

### Fire

- Replace an existing 1998 Fire engine
- Add a 3rd ambulance to operations
- Replace ambulance computers, add 1 additional
- Replace 1 cardiac monitor
- Replace Fire Station Alerting and Dispatch System
- Replace 25 Self Contained Breathing Apparatus Bottles
- Replace Overhead Doors at Station 2 and 3
- Restroom, Locker/Shower, Kitchen Renovations
- Explore career development programs for future recruitments/explore health & wellness programs to minimize risk/exposure and injury (includes request for part-time FTE)

### Health

- Continue to work with the Early Childhood Collaboration to build on the Village's Family Case Management program
- Explore the option to include animal licensing in the existing permitting, licensing, and inspection system, City View
- Focus on measurable objectives to address seven public health priorities that were identified in the community health needs assessment approved by the Village Board in 2017 for the five year period of 2017-2022 (required by State to maintain independent certified health department)
- Upgrade Village's automated emergency response system

## Police

- Evaluate the use of the mobile surveillance cameras in the community
- Enhance the use of social media to assist the police department and involve the community (including request for part-time FTE)
- Evaluate an electronic policies & procedures system in partnership with the Information Technology Department and Human Resources Department
- Enhance training programs for all levels of command and frontline staff
- Assist the Human Resources Department with exploring new scheduling software options for coordination with the Village's time/attendance/benefits system (Kronos)
- Organize an effort to determine how to reduce paper records
- Enhance chaplaincy and peer support unit

## Public Works

- Manage Lake Street and Madison Street construction, Oak Park Avenue engineering
- Focus on water loss, including an annual water leak detection program, meter testing and replacement
- Conduct a water rate study
- Review the accessibility of Village Hall
- Complete the Street lighting energy efficiency retro-fit project; replace viaduct lighting
- Seek more opportunities for green-fleet replacement, i.e.. electric vehicles
- Move to and implement a 3-year pruning cycle (from current 4-year)
- Promote/increase participation for Composting program, At Your Door service, focus on contamination in recycling
- Promote participation in the multi-family refuse program for 6-units or greater to decrease overall truck traffic in the Village & increased recycling, composting and At-Your-Door services