

# Fiscal Year 2017 Adopted Budget

Elizabeth B. Tisdahl, Mayor

Submitted by

Wally Bobkiewicz, City Manager

[www.cityofevanston.org](http://www.cityofevanston.org)



**ELECTED OFFICIALS**

**Elizabeth B. Tisdahl  
Mayor**

**CITY COUNCIL**

Judy Fiske	First Ward
Peter Braithwaite	Second Ward
Melissa A. Wynne	Third Ward
Donald N. Wilson	Fourth Ward
Delores A. Holmes	Fifth Ward
Mark Tendam	Sixth Ward
Eleanor Revelle	Seventh Ward
Ann Rainey	Eighth Ward
Brian Miller	Ninth Ward
Rodney Greene	City Clerk

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Wally Bobkiewicz  
City Manager

**CITY OF EVANSTON**  
**FY 2017 ADOPTED BUDGET**

Including the City Manager’s Budget Message and  
Schedules Showing Revenue Estimates

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Budget Presentation  
Award*

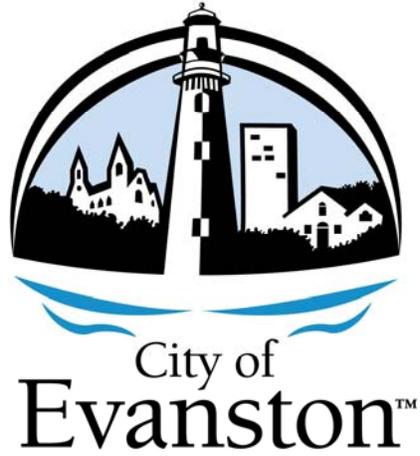
PRESENTED TO

**City of Evanston  
Illinois**

For the Fiscal Year Beginning

**January 1, 2016**

Executive Director



**PART I**

**BUDGET MESSAGE**



January 1, 2017

Mayor Elizabeth B. Tisdahl and  
Members of the City Council

Ladies and Gentlemen:

Please find the Adopted Fiscal Year 2017 Budget for the City of Evanston, Illinois for the period beginning January 1, 2017 and ending December 31, 2017. The annual budget is a policy document, which sets the financial course for the City of Evanston and defines the service priorities provided to the community. It is the culmination of months of effort by the entire City staff, as well as residents, to balance available resources with the actual and desired services required by Evanston residents, businesses, and visitors.

The total adopted budget for FY 2017 is \$308,767,454, which includes interfund transfer expenses; this is the total expense cost for all funds including the Library. While the total budget shows a 2.3% increase over the 2016 Amended Budget, the 2017 Adopted Budget, net of internal transfers actually decreases from \$251,588,775 (2016) to \$247,114,946 or - 1.7%. A fund by fund explanation of the increases and decreases found throughout the City's budget can be found beginning on page 52.

This transmittal letter includes increases in revenues and expenditures for City Council consideration with additional opportunities for decreases pending the resolution of the State of Illinois budget crisis. When interfund transfers are excluded from this calculation, the total budget for all funds is \$247,114,946.

During 2016, the City added 1.5 FTE for the following positions with no increase to the overall budget:

- Office Assistant, Noyes Cultural Arts Center, increased from 0.35 FTE to 0.85 FTE
- Facilities Coordinator, Gibbs-Morrison, increased from 0.5 FTE to 1 FTE
- Facilities Supervisor, Gibbs-Morrison, increased from 1 FTE to 1.5 FTE

The 2017 Adopted Budget budget incorporates the following changes effective 1/1/2017:

- Reduce 1 FTE from Administrative Adjudication reorganization to Finance Division
- Add 1 FTE Equity & Empowerment Coordinator

## **STATE OF THE CITY**

The prevailing economic climate remains stable, however, the State remains an area of concern for the City of Evanston. The State of Illinois has a fiscal year from July 1<sup>st</sup> to June 30<sup>th</sup>. At time of publication, the State continues to operate without an annual budget for the second consecutive year.

The State continues to consider options for balancing their budget that would adversely affect Evanston, including a 50% decrease in the Local Government Distributive Fund (LGDF). The major component of this fund is Income taxes, which is budgeted at \$7.8 million for 2017 or 7.0% of the General Fund; a 50% cut would cause a \$3.9 million shortfall with the City. The State also has discussed a property tax freeze that would become effective in Cook County in 2017. No actions have been taken regarding the adoption of an annual State Budget as of October 1, 2016. With so many unknown factors, staff has been diligently monitoring expenses and revenues to ensure that the City remains fiscally stable in light of any potential decreases. The baseline budget presented in this document includes 100% of property tax and 100% of 2016 LGDF amount. Any changes to these revenues would require spending cuts or revenue increases.

The City has prepared a contingency plan which identifies the reduction of approximately 4.0% in expenses across all General Fund Departments in the event the State of Illinois takes budget action that adversely impacts municipalities.

The 2017 Adopted Budget includes a \$930,152 or 2.4% increase in property taxes for the combined levies in the General Fund, Debt Service Fund, Pension Funds, and General Assistance Fund as follows:

- General Fund Operating Levy decreased (\$654,104)
- General Fund Police Pension Levy increased \$856,260
- General Fund Firefighters' Pension Levy increased \$797,844
- Debt Service Tax Levy decreased (\$169,848)
- General Assistance Fund Levy increased \$100,000
- TOTAL \$930,152

The impact of this increase on an individual homeowner is shown in the table below:

Impact of Proposed City of Evanston Property Tax Rate Increase (2.4% City Portion Only)

Market Value of Home	Assessed Value of Home	Equalized Value of Home	2016 City Tax	2017 Projected Tax	Difference
100,000	10,000	26,685	480	492	12
200,000	20,000	53,370	961	984	23
400,000	40,000	106,740	1,921	1,967	46
600,000	60,000	160,110	2,882	2,951	69
800,000	80,000	213,480	3,843	3,935	92
1,000,000	100,000	266,850	4,803	4,919	115

The Evanston Public Library has a separate tax levy which is approved by the Library Board and recommended to the City Council for approval each year.

In 2016, the City experienced positive building growth throughout the community and is expected to continue through 2017. Evanston was also reassessed during 2016.

Unfortunately, this did not result in an increase in the Equalized Assessed Valuation of the City which decreased slightly from the prior year. Other economic revenues (sales tax, income tax, and utility taxes) are increasing due to the full realization of two new grocery stores; these revenue increases are summarized on page 22.

The 2016 Adopted Tax Levy, which is included in this 2017 Adopted Budget, will use the January 1, 2016 Actuarial Study prepared by Foster and Foster Actuarial Inc. as a basis for setting funding levels for the Police and Firefighter's Pension Funds. The 2016 Study provides for a substantial increase in the annual required contribution due to a change in mortality tables recommended by both the City's Actuary, Foster and Foster and the City's new Auditor, Sikich, LLC. Another major contributing factor was the downturn in investments experienced by nearly all pension funds nation-wide, causing both Police and Fire funds to not make their investment rate assumption of 6.5%. The summary table below provides the change in funding from year-to-year for these funds:

	Police Pension Fund	Firefighter's Pension Fund
<b>INTEREST RATE ASSUMPTION OF 6.5%</b>		
2016 City Recommend Minimum Contribution at 6.50%	\$9,380,940	\$7,350,865
Funded Ratio	47.4%	44.8%
<b>OPTION 1 - NO ASSUMPTION CHANGES</b>		
2017 City Recommend Minimum Contribution at 6.50%	\$9,359,836	\$7,520,758
Funded Ratio	49.0%	45.7%
Increase over 2016 Contribution	(\$21,104)	\$169,893
<b>OPTION 2 - CHANGE IN MORTALITY TABLES ONLY</b>		
	\$10,237,200	\$8,148,709
Funded Ratio	46.6%	43.6%
Increase over 2016 Contribution	\$856,260	\$797,844
<b>OPTION 3 - CHANGE IN MORTALITY TABLES AND INTEREST RATE</b>		
	\$10,814,136	\$8,558,282
Funded Ratio	45.2%	42.2%
Increase over 2016 Contribution	\$1,433,196	\$1,207,417
<b>STATE DEPARTMENT OF INSURANCE ACTUARY REPORT</b>		
	\$6,792,225	\$5,463,239
Funded Ratio	52.0%	47.0%
Decrease over Recommended City funded level	(\$3,444,975)	(\$2,685,470)

Included in the budget balancing worksheet on page 18 is a tax levy reconciliation which details how the above Option #2 – \$1,654,104 is distributed in the adopted 2016 tax levy.

## **FY 2016 SUCCESSES**

### **General Fund Anticipated to Close Fiscal Year 2016 with a Slight Surplus:**

General Fund revenues are estimated at \$112,846,732, which is 0.6% above budget. General Fund expenditures are estimated at \$111,183,274, which is 0.6% below budget. The anticipated \$1.6 million surplus will be applied to the general fund balance in order to bring the fund balance closer to meeting the reserve policy. The City ended 2015 with a reserve of 9.8%. Adding the anticipated \$1.6 million to the fund balance, Evanston will close 2016 with 11.1% fund balance. Best practices (and the City's written policy) call for a 16% fund balance in this fund. This number is increasingly difficult to meet when the additional pension payments are now being counted in the General Fund in accordance with the GASB standards.

Moody's downgraded the City's Bond Rating from Aa1 to Aa2 and Fitch did not change the City's bond ratings for the 2016 A and B bond issues. While the largest factor in this ratings analysis is the City's growing unfunded pension liability, decreases in General Fund reserves were also specifically stated by both ratings agencies as a contributing factor, the Government Finance Officers' Association recommends maintaining a fund balance of at least 16%.

During the budget discussion, the Council approved incorporating the Economic Development Fund into the General Fund. This would bring an additional \$3 million to the General Fund fund balance, helping to get into compliance.

**Public Safety:** The City continues to focus on maintaining Public Safety services without reductions in service or funding. As of September 1, 2016, the Police Department has responded to 25,620 calls for service. Through July 31, 2016, statistics for Part 1 Crimes (offense against person) reveal a 20.41% drop in comparison to the same time period in 2015. Also, as a way to address emerging threats related to violence involving the use of handguns, the Police department was able to reallocate resources within the agency and deploy two officers every night to work solely on recovering firearms. The Fire Department has responded to 6,939 and is on track to respond to approximately 10,000 calls for service this year.

**Community Services:** The Mayor's 2016 Summer Youth and Young Adult Initiative consisted of nearly 600 summer youth employment opportunities, mental health awareness trainings and workshops, and numerous recreational activities. It was enhanced by partnerships with Northwestern University, YOU, McGaw YMCA, YWCA, Youth Job Center of Evanston, The Chicago School of Professional Psychology and more than 41 private Evanston businesses. Recreational programs included open microphone nights, expanded open gym hours, volleyball in the park events, youth entertainment at festivals, middle school dances, concert and movie nights, open lounge, roller-skating, and ice-skating. These and other programs, facilitated by the Parks, Recreation and Community Services Department in collaboration with the Police Department, Library, and City Manager's Office, helped to reduce violence and make it a safe summer for youth and young adults.

**Economic Development:** The 2016 Work Plan continued to focus on five areas for City economic development activities: 1) Attraction and retention of retailers; 2) Workforce

development partnerships; 3) Support of arts and entertainment-focused businesses and ventures; 4) Entrepreneurship, and; 5) Support of the City's Quality of Place initiative that define the City's attractiveness to residents and businesses. It provided particular emphasis on creating business district vitality to support existing businesses and the infrastructure surrounding the districts.

In 2017, Economic Development staff will continue to focus on the retention and expansion of existing businesses, the creation of new jobs for all skill levels, growth and diversification of tax revenue, and support of business district revitalization. In addition to the continued work on the initiatives outlined above, staff will work on the attraction of new experiential businesses and support existing businesses of this type. A growing segment of consumers are preferring experiences over things. Unlike "stuff", experiences cannot be purchased online. Examples of experiential businesses include restaurants, health and fitness, personal service, home kitchen supply stores with cooking classes, arts and crafts shops with quilting or model making, or outdoor outfitters that offer travel classes or lectures.

Notable activities of 2016 include:

- Support for the ongoing redevelopment of Evanston Plaza Shopping Center; this has included the expansion of Dance Center Evanston to include a 120 seat theater, and the announcement of a Goodwill store.
- Continued support of the revitalization of Howard Street. Continued work to bring a live performance theatre to Howard Street. In early 2016, the City engaged Ross Barney Architects to develop concept plans for a facility in a vacant property. Additionally, two properties – 633 Howard Street and 727-729 Howard Street were offered for lease to potential restaurateurs. Staff will continue to work to identify occupants for these properties and finalize lease agreements in 2017.
- In partnership with Sunshine Enterprises a twelve week entrepreneurship training program that focuses on working closely with predominately low-income minority entrepreneurs on business principles such as finance, marketing, and accounting and provide marketplace coaches and trainers to create help their business grow. To date, 54 individuals have graduated from Sunshine's Community Business Academy, 38 of whom reside in Evanston.
- Managed the ongoing efforts to bring a Downtown Performing Arts Center to Evanston. Work has continued in support bringing this use and Northlight Theatre back to Evanston.
- Implementation of Evanston's newest special service area (SSA) that comprises the businesses along Main Street, Chicago Avenue, and Dempster Street (SSA #6). The first year of taxes has been collected and revenues can be utilized for projects identified by the SSA #6 Board.
- Facilitation of Autobarn's redevelopment and reuse of 222 Hartrey Avenue, a former warehouse facility into additional auto repair and sales space for Evanston's only dealership.

**Water Sales:** Evanston continues to meet with and provide information to Morton Grove and Niles in regards to providing them with wholesale water. Staff hopes that a water supply agreement with both municipalities will be executed by the end of 2016 with water delivery to begin in late 2018. Evanston is also meeting with Skokie to negotiate a water supply contract with them. Their current contract expires at the end February 2017.

**Human Services Fund:** This Fund was created to protect Evanston's most vulnerable residents and to provide individuals and families with access to services that promote self-sufficiency. This includes additional support to overt crippling life crisis situations. Crisis intervention needs are currently being addressed through an agreement with Presence Behavioral Health to offer clinical 24-hour crisis services. The Community Action Program supports community initiatives to provide needed opportunities at-risk families, veterans, and vulnerable populations. This fund is a unique approach to meeting human needs through a focus on prevention, remediation of problems, and maintaining a commitment to improving the overall quality of life for served populations.

The Human Services staff focuses on:

- Managing business operations effectively and efficiently by aligning resources across the Department
- Promoting accountability, transparency, and quality in all services and programs administered

**General Assistance Fund:** The General Assistance Program provides assistance (up to \$500.00 monthly) to persons ineligible for any other State or Federal financial assistance programs and who do not have income or resources to provide for their basic needs.

The General Assistance Program also includes the Emergency Assistance Services program which supports residents in avoiding loss of housing and financial crisis. Assistance for essentials are provided to Evanston residents who have applied for, but are not yet receiving, benefits from other agencies such as DHS, Social Security, the Illinois Unemployment Administration Service or for those who have exhausted their income due to unforeseen circumstances. The program provides wrap-around services with community partners to address basic needs for residents who have experienced unforeseen, emergency life-threatening situations. Available assistance includes mortgage, rental assistance, and limited utility assistance.

**Livable Cities:** The City of Evanston continues to make strides in creating the most livable city. Livability is the sum of all the components that make up a high quality of life for the community. Using the Sustainability Tools for Assessing and Rating (STAR) spell out star then abbreviate. Community Rating System as a framework, Evanston has adopted the following seven guiding principles for a livable community.

- Built environment: provide people friendly streets, buildings, parks, and neighborhoods.
- Climate and Energy: reduce environmental impact.
- Economy and Jobs: support quality jobs and shared prosperity.
- Equity and Empowerment: protect inclusive access for all community members.
- Health and Safety: support strong and safe communities.
- Natural Systems: protect and restore resources.
- Innovation and Process: Promote best practices and innovation.

Evanston's highlights for 2016 are summarized based on these Livability Principles. In 2016, the City has further integrated the livability principles to the departmental operations. Starting September 26, 2016, all City Council actions referenced which Livability Principles were benefiting from the action.

**Cultural Arts:** The Cultural Arts division of the City Manager's Office seeks to facilitate performing and fine arts throughout the community by connecting artists to funding, networking, communication, venues to work, rehearse, exhibit and perform, and more. In 2016, many gains were made in our public art program. All City public art pieces were inventoried, photographed and put onto an interactive online map. Pop up art was installed in the Main Dempster Mile in the form of yarn bombing and at Church and Benson, where a community-sourced exhibition entitled Try-Angles was placed. Evanston Made was a city-wide exhibition and tour of local artists' studios and homes throughout the month of June. The large mural on Greenleaf Avenue under the viaduct was repaired and updated. By the end of the 2016, two new murals will have been created, on Church Street just east of Darrow Avenue, and on Washington Street under the viaduct.

In 2017, we will continue to expand and improve our public art offerings in key Evanston locations. We will also focus on building our newly formed coalition of performing arts groups, who are coming together to find innovative solutions to problems that affect all of them. The newly-formed Creative Commerce Committee (C<sup>3</sup>) will facilitate relationships between Evanston artists and Evanston business owners, and help our business districts leverage the arts for events and place-making.

## **FUTURE CHALLENGES**

**State of Illinois:** The fiscal crisis being experienced by the State of Illinois will have adverse financial and service impacts to all local governments and their residents in the coming years. The City of Evanston continues to be a strong voice for fiscal reform within the State to minimize the impact to local residents. Staff will continue to look at alternative service delivery models that could be implemented in the event that actions by the State negatively affect the City. Included on page 20 are options for Council consideration should such a response become necessary.

**Transparency / Equity:** The City has been a leader in community engagement and transparency initiatives. We have received state and national awards for our efforts. However the expectations in Evanston in this area are extremely high and more needs to be done. During this budget discussion, the Council approved my proposal of an Equity and Empowerment Coordinator to serve as an educator, facilitator and advocate regarding issues of access, equity, inclusion, opportunity and diversity in the City of Evanston. The position will help ensure our internal practices address these areas and to be the lead city manager in working with partners on community-wide initiatives.

I believe the addition of this key staff member, coupled with our "Managing to Livability" initiative, will serve as important steps in our continuing efforts to keep Evanston a community where everyone has meaningful opportunities to access and advocate to their city government.

**Capital Investment:** Many residents have previously expressed concern that efforts to balance the City's budget may impact the quality of life through reductions in City services. In 2017, the City will continue to take on the short-term challenge of balancing our operating budget while tackling the long-term task of updating and replacing City facilities, parks, and utility systems. Evanston is a wonderful place, in part, because of the great facilities, parks and transportation systems that bring the community together. These systems require periodic repair and replacement and given our tight operating budgets, developing a strategic plan to prioritize these replacements and upgrades will be an important task in the coming year.

The City's Capital Improvements Plan continues to emphasize infrastructure maintenance and facilities improvements. The five-year Capital Plan identifies \$260.8 million in capital projects. The 2017 Capital Improvements request is \$58.3 million which is distributed over various City funds and is broken down by type of project as listed below.

CAPITAL IMPROVEMENTS PLAN -- 2017 Adopted		TOTAL	
	Street Resurfacing, Water Main, Sewer Projects	19,545,800	33.55%
	Other Transportation	10,048,231	17.25%
	Parks	6,675,000	11.46%
	Facilities	8,379,000	14.38%
	Miscellaneous	1,650,000	2.83%
	Library	4,174,500	7.17%
	Water Treatment, Storage and Billing	7,780,000	13.36%
<b>TOTAL 2017 CIP</b>		<b>58,252,531</b>	<b>100%</b>

**Public Safety:** With increasing pension costs for both Police and Firefighter Pensions, the City of Evanston strives to provide quality services to residents while increasing the funding contribution to the Police and Fire Pension Funds. The 2017 Proposed Budget includes the second year in a row for a \$1.65 million increase in pension funding costs. This increase diverts funds from both ongoing capital needs and ongoing operational needs. While the City will continue to responsibly fund this expense, we will continue to lobby for pension reform that will reduce this burden on the City's tax payer.

**Debt:** Debt Service costs remain level in 2017, however, are anticipated to increase after 2017 when the new Robert Crown Community financing is included.

### **2017 CITY COUNCIL GOALS**

During 2016, the City Council reaffirmed their commitment to a consolidated list of goals that provides direction for staff. The FY 2017 Proposed Budget includes many programs and initiatives to further the adopted goals of the City Council. The adopted 2017 City Council Goals are as follows:

- Buildings and Facility Infrastructure
- Water and Sewer Infrastructure
- Street/Sidewalks Infrastructure
- Economic Development
- At Risk Individuals and Families
- Violence Reduction/Prevention
- Financial Policies

### **FISCAL YEAR 2017 BUDGET OVERVIEW**

The General Fund encompasses the majority of all daily operations as budgeted, excluding Fleet, Parking, Water, and Sewer services.

	FY2016 Amended Budget	FY2017 Baseline Budget	FY2017 Proposed Budget	Changes During Process	FY 217 Adopted Budget
<b>Operating General Fund Revenues</b>					
Property Taxes	27,417,407	27,417,407	28,417,407	-	28,417,407
Other Taxes	45,986,550	46,717,274	49,179,874	205,000	49,384,874
Other Revenue	1,286,843	1,980,550	2,080,550	-	2,080,550
Licenses, Permits and Fees	14,732,027	15,527,650	17,259,650	-	17,259,650
Charges for Services	8,447,967	9,010,612	9,010,612	-	9,010,612
Interfund Transfers	8,842,365	8,540,867	8,240,867	(152,450)	8,088,417
Fines and Forfeitures	4,609,825	3,810,000	3,810,000	(250,000)	3,560,000
Intergovernmental Revenue	765,727	619,965	839,965	87,357	927,322
Interest Income	50,000	50,000	50,000	-	50,000
<b>Total General Fund Revenue</b>	<b>\$ 112,138,711</b>	<b>\$ 113,674,325</b>	<b>\$ 118,888,925</b>	<b>\$ (110,093)</b>	<b>\$118,778,832</b>

	FY2016 Amended Budget	FY2017 Baseline Budget	FY2017 Proposed Budget	Changes During Process	FY 217 Adopted Budget
<b>Operating General Fund Expenses</b>					
City Council	424,958	494,424	497,863	326	498,189
City Clerk	263,203	273,720	275,624	(136)	275,488
City Manager's Office	6,989,746	6,076,549	9,617,218	261,236	9,878,454
Law	1,130,000	1,122,727	1,130,536	(276,486)	854,050
Administrative Services	9,634,173	9,506,358	9,772,483	(71,604)	9,700,879
Community Development	2,782,897	2,737,331	2,806,371	(1,703)	2,804,668
Police	37,696,278	37,103,382	38,217,726	6,116	38,223,842
Fire Mgmt. & Support	22,601,742	23,071,599	24,274,925	19,076	24,294,001
Health	3,610,779	3,517,623	3,567,091	15,221	3,582,312
Parks Rec. And Community Services	11,845,590	12,134,502	12,418,907	(57,447)	12,361,460
Public Works Agency	14,861,248	16,098,360	16,210,337	2,511	16,212,848
<b>Total General Fund Expenses</b>	<b>\$ 111,840,614</b>	<b>\$ 112,136,575</b>	<b>\$ 118,789,081</b>	<b>\$ (102,890)</b>	<b>\$118,686,191</b>

NET SURPLUS	\$ 298,097	\$ 1,537,750	\$ 99,844	\$ (7,203)	\$ 92,641
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Beginning Fund Balance		12,368,294	12,368,294		12,368,294
Economic Fund Balance			2,784,682		2,784,682
Ending Fund Balance		13,906,043	15,252,820		15,245,617
Reserve Balance Percentage		12.4%	12.8%		12.8%

Min. Reserve Per Policy		18,689,429	19,798,180		19,781,032
Reserve Deficit		(4,783,386)	(4,545,360)		(4,535,415)

The difference between the baseline and the proposed budget can be seen on page 18 in the Budget Balancing Worksheet.

**Police and Firefighter Pension Disclosure Changes:** Through 2015, the City has historically included annual costs for employees covered by the Illinois Municipal Retirement Fund (IMRF) in each operating department and fund. Police and Firefighter pension costs, as a part of a locally administered pension system, have only been shown in the respective agency/trust pension funds (page 200 & 202 of this budget). Beginning in 2016 the City now shows Police and Firefighter Pension costs in the Police and Fire Departments. The 2017 Adopted Budget also shows these expenses in the Police and Fire Departments of the General Fund and also shows these expenses in the agencies and trust funds as was done in the 2016 Amended Budget. As noted previously, this annual expenses is approximately \$16.7 million for 2016, and is projected to increase by \$1.65 million above 2016 levels to \$18.35 million.

**Good Neighbor Fund:** Northwestern University is contributing \$1 million to the City of Evanston for use in a variety of programs in 2016 and 2017. Additional details for this fund and its transfers can be found below:

<b>Good Neighbor Fund</b>	
Transfer to Capital Improvements Fund	\$ 500,000
Funding for operating costs of one ambulance company	\$ 200,000
Aid to families affected by violent crime	\$ 50,000
Funding for youth and young adult activities	\$ 100,000
Funding for at-risk youth job training	\$ 150,000
<b>TOTAL</b>	<b>\$ 1,000,000</b>

**Staffing/Compensation:** IAFF, AFSCME and FOP Officer labor contracts expire at the end of 2016. New contracts have not yet been settled.

**Balanced Budget:** During the 2017 Budget Process, there a surplus of \$1,537,749 was originally presented. The items listed below were implemented through the process, resulting in an Adopted Budget surplus of \$92,641.

The \$5.1 million increase in revenue includes the following major components:

- \$1 million General Fund property tax increase (transferred to pension funds)
- \$470,000 increase in parking revenue from increased parking meter hours and a transfer of parking deck fees to the General Fund
- \$80,000 transfer from the Water Fund due to water sales to the City of Des Plaines
- \$1.6 million net increase from merger of Economic Development Fund into General Fund
- One-time revenue from increased building permits of \$1.7 million
- Fire Department grant-- \$220,000

This \$6.5 million increase includes the following major components:

- \$1.6 million police and fire pension increase
- \$1.7 million transfer to capital—this is anticipated one-time permit revenue that should be applied to one-time expenses per City policy
- \$1.7 million increase due to merger of Economic Development Fund and General Fund—a major benefit of this merger would be additional funding to the General Fund reserves. This would help stabilize the City’s bond rating and maintain compliance with the City’s internal policy and best practices calling for 16% reserves.
- \$780,000 increase to employee wages and benefits
- \$100,000 increase to summer youth employment, with the goal of bringing the number of employed youths to 1,000

**CITY OF EVANSTON FY 2017 BUDGET REDUCTION WORKSHEET  
GENERAL FUND**

	Proposed Budget	Adopted Budget
<b>Proposed Revenue Adjustments</b>		
<b><u>Recurring revenue changes</u></b>		
Increase parking deck fees with increase to General Fund	280,000	320,000
Meter Hour Standardization	290,000	-
Increase water fund transfer - new customer (Des Plaines)	80,000	80,000
Net Property Tax Increase of \$830,152:	1,000,000	1,000,000
Decrease Howard-Hartrey Interfund transfer		(152,450)
Fund	1,612,600	1,612,600
<b>TOTAL RECURRING REVENUE CHANGES</b>	<b>\$ 3,262,600</b>	<b>\$ 2,860,150</b>
<b><u>One-time revenue changes</u></b>		
Building Permit Revenues over \$7.5M baseline	1,732,000	1,732,000
Howard-Hartrey TIF closure distribution		87,357
Fire Department Grant for SCBA	220,000	220,000
<b>TOTAL ONE-TIME REVENUE CHANGES</b>	<b>\$ 1,952,000</b>	<b>\$ 2,039,357</b>
<b>TOTAL REVENUE CHANGES FOR 2017 BUDGET</b>	<b>\$ 5,214,600</b>	<b>\$ 4,899,507</b>
<b>Proposed Expense Adjustments</b>		
<b><u>Recurring expense changes</u></b>		
Increase 1 FTE As Equity & Empowerment Coordinator	110,000	110,000
Cradle To Career Programming (2017-2018 funding year)	25,000	25,000
Youth & Young Adult Operations-- 2017 increase toward 1,000 jobs	200,000	200,000
Employee wage and benefit funding	780,000	780,000
Combination of Administrative Adjudication and Finance positions	(100,263)	(100,263)
Equipment Replacement Transfer (no additional vehicles)	50,000	50,000
Increased Transfer To Police / Fire Pension	1,654,104	1,654,104
Decrease IMRF to be consistent with Nov 1 funding level		(127,890)
Combination of Economic Development Fund into General Fund	1,756,664	1,756,664
<b>TOTAL RECURRING EXPENSE CHANGES</b>	<b>\$ 4,475,505</b>	<b>\$ 4,347,615</b>
<b><u>One-time expense changes</u></b>		
Transfer to Capital Fund (one time revenues to capital)	1,732,000	1,732,000
Additional plan review services	50,000	50,000
Facilities maint. Expenses / 2017 levels	150,000	150,000
Cradle to Career (from Howard-Hartrey TIF closure)		25,000
Fire Department SCBA Expense	245,000	245,000
<b>TOTAL ONE-TIME EXPENSE CHANGES</b>	<b>\$ 2,177,000</b>	<b>\$ 2,202,000</b>
<b>TOTAL EXPENSE CHANGES FOR 2017 BUDGET</b>	<b>\$ 6,652,505</b>	<b>\$ 6,549,615</b>

<b>TOTAL PROPOSED REVENUES (General Fund - baseline)</b>	<b>\$ 113,674,325</b>	<b>\$ 113,879,325</b>
<b>TOTAL PROPOSED EXPENDITURES (General Fund - baseline)</b>	<b>\$ 112,136,576</b>	<b>\$ 112,136,576</b>
<b>TOTAL PROPOSED SURPLUS (General Fund - baseline)</b>	<b>\$ 1,537,749</b>	<b>\$ 1,537,749</b>
BBWS PROPOSED REVENUE ADJUSTMENTS (detailed above)	\$ 5,214,600	\$ 4,899,507
BBWS PROPOSED EXPENSE ADJUSTMENTS (detailed above)	\$ 6,652,505	\$ 6,549,615
<b>TOTAL REVISED PROPOSED REVENUES (General Fund)</b>	<b>\$ 118,888,925</b>	<b>\$ 118,778,832</b>
<b>TOTAL REVISED PROPOSED EXPENSES (General Fund)</b>	<b>\$ 118,789,081</b>	<b>\$ 118,686,191</b>
<b>PROPOSED 2017 BUDGET SURPLUS (DEFICIT)</b>	<b>\$ 99,844</b>	<b>\$ 92,641</b>

**OTHER FUND CHANGES:**

Similar to the above Budget Balancing Worksheet, additional changes to other City funds that were implemented are listed below. These changes are included in the detail of this document.

**OTHER FUNDS**

	Proposed Budget	Adopted Budget
<u>GENERAL ASSISTANCE FUND</u>		
Revenues		
Increase property tax levy for general assistance (0.25% of the	100,000	100,000
Expenses		
Additional rent assistance through General Assistance Fund	100,000	100,000
<u>AFFORDABLE HOUSING FUND</u>		
Affordable Housing initiatives: study around NU off-campus housing inventory and reuse (expense increase)		
	20,000	20,000
(expense increase)	27,500	27,500
<u>PARKING FUND</u>		
Additional Divvy Station (expense increase)	52,000	52,000
Increase in extended warranties for meters (expense increase)	200,000	200,000
General Fund	280,000	280,000
<u>OTHER FUNDS</u>		
Employee wage and benefit funding (Water, Sewer, Parkin	213,705	213,705
<b>TOTAL: All other fund revenue increases</b>	100,000	100,000
<b>TOTAL: All other fund expense increases</b>	893,205	893,205

## **BUDGET CONTINGENCY PLANNING**

During the 2017 Budget process, City staff has developed options for reductions in costs, pending State budget announcements. These cuts were recommended by each department. The \$3.7 million in potential cuts is detailed below and will be implemented if necessary at Council direction upon the adoption of a state budget that negatively impacts City funding.

Account Number	Account Description	2017 4% Cuts	Explanation
<b>Public Works Agency</b>			
61010	Salary & Benefits	\$ 193,741	Move positions from General Fund to Water & Sewer Funds
61011	Salary & Benefits	\$ 91,000	Elimination of position
61050	Regular Part-Time	\$ 15,000	Reduction in clerk from 0.75FTE to 0.5FTE
61050	Regular Part-Time	\$ 54,000	Eliminate 2 apprentice positions
61060	Seasonal Employees	\$ 81,259	Reduction in seasonal employees
65055	Material to Maintain Equip	\$ 25,000	Delay equipment updates
65115	Traffic control supplies	\$ 10,000	Use inventory
62509	Service Agreements/Contracts	\$ 30,000	Utilize staff rather than outside contracts
65005	Agri/botanical supplies	\$ 45,000	Eliminate the purchase of new trees
62385	Tree Services	\$ 49,000	eliminate hiring contractor to remove dead trees
61010	Salary & Benefits	\$ 91,000	Eliminate 1 FTE in PWA
<b>Public Works Agency Total</b>		<b>\$ 685,000</b>	
<b>Fire Department</b>			
61010	Regular Pay	\$ 610,000	HOLD 5 VACANCIES EXPECTED BY EOY 2016
<b>Parks, Recreation, and Community Services Department</b>			
62210	PRINTING	\$ 30,000	Reduction in LIFE magazine printing.
61013	PROGRAM ASSISTANTS	\$ 15,000	Eliminate 5 Rec Activity Aides in Preschool Program as of 7/1/17.
61010	REGULAR PAY	\$ 109,550	Eliminate 3.95 FTE in Preschool Program, Athletics Coordinator Position, reduce part-time hours
61050	PERMANENT PART-TIME	\$ 14,000	Change hours of community Centers
62205	ADVERTISING	\$ 1,500	Increase online advertising presence.
62508	SPORTS OFFICIALS	\$ 1,000	Eliminate the summer league at Mason Park.
61011	RECREATION INSTRUCTORS REG PAY	\$ 60,000	Discontinue Personal Training program.
61050	PERMANENT PART-TIME	\$ 15,260	Eliminate 0.67 FTE at Levy Center
62210	PRINTING	\$ 2,000	Print four newsletters yearly instead of six.
61060	SEASONAL EMPLOYEES	\$ 12,000	Eliminate Gate Attendant position at the Dog Beach.
61060	SEASONAL EMPLOYEES	\$ 5,000	Adjustment to Beach hours of operation at beginning of season.
62210	PRINTING	\$ 1,000	Reduce the number of program books printed for shows and competitions.
61060	SEASONAL EMPLOYEES	\$ 11,000	Utilize 11,000 in funding from SYEP to pay Inclusion aides for summer programs
62490	OTHER PROGRAM COSTS	\$ 20,000	Reduce support to YJC pathways for career pathway program.
65080	MERCHANDISE FOR RESALE	\$ 1,500	No longer sell birdseed. Move 1500 to rec supplies, eliminate remainder.
62507	FIELD TRIPS	\$ 7,500	Revamp overnights for Explorers camp.
61050	PERMANENT PART-TIME	\$ 10,500	Adjustment to hours of operation for Noyes to 8:30 am - 10 pm.
62205	ADVERTISING	\$ 500	Advertising done online.
62210	MISC LINE ITEMS	\$ 20,000	reductions to printing, technical information services, office supplies
<b>Parks, Recreation, and Community Services Department Total</b>		<b>\$ 337,310</b>	

Account Number	Account Description	2017 4% Cuts	Explanation
<b>City Manager's Office</b>			
61010	REGULAR PAY	\$ 40,000	conversion of position to part-time
62509	SERVICE AGREEMENTS/ CONTRACTS	\$ 45,000	Reduction to service agreements/contracts
68205	CONTINGENCIES	\$ 50,000	Decreasing City Manager's Contingency
62185	CONSULTING SERVICES	\$ 60,000	No longer outsourcing the A/R function
61010	REGULAR PAY	\$ 15,000	25% of CSR salary transferred to Water/Sewer/Parking
61010	REGULAR PAY	\$ 20,000	reclassification of senior accountant to junior accountant
61010	REGULAR PAY	\$ 20,000	0.25 FTE transferred to Economic Development Fund
<b>City Manager's Office Total</b>		<b>\$ 250,000</b>	
<b>Health and Human Services Department</b>			
61010	Regular Pay	\$ 83,466	Shift 37% of expenses to the General Assistance Fund
<b>Administrative Services Department</b>			
61010	REGULAR PAY	\$ 200,000	Coordinator to Parking Fund
61725	REGULAR PAY	\$ 85,000	Reduction of 1 Parking Enforcement Officer
61010	REGULAR PAY	\$ 100,000	Reduction of one FMIll employee
<b>Administrative Services Department Total</b>		<b>\$ 385,000</b>	
<b>Law Department</b>			
61010	Salary & Benefits	\$ 63,000	Hold Assistant City Attorney Open and fill with Temp
<b>Police Department</b>			
61111	HIREBACK OT PAY	\$ 53,569	Eliminate Beat 88
61010	REGULAR PAY	\$ 251,380	Vacancy Savings
61730	MEDICARE	\$ 777	Eliminate Beat 88
61615	LIFE INSURANCE	\$ 604,971	Eliminate Social Services Bureau
61010	Salary & Benefits	\$ 79,408	Eliminate Records Operator Position
61010	Salary & Benefits	\$ 80,471	Eliminate Training Coordinator Position (Vacant)
62272	OTHER PROFESSIONAL SERVICES	\$ 60,000	Eliminate Grant to Animal Shelter
<b>Police Department Total</b>		<b>\$ 1,130,576</b>	
<b>Community Development Department</b>			
65025	FOOD	\$ 600	Reduced this expense to align with actuals
61110	OVERTIME PAY	\$ -	Implemented flex-time vs. overtime (already in practice)
62275	POSTAGE CHARGEBACKS	\$ 1,000	Recently outsourced this service. Expense will be covered by the applicant.
61060	SEASONAL EMPLOYEES	\$ 11,500	Reduced this expense to align with actuals
61110	OVERTIME PAY/ON-CALL PAY	\$ 6,500	Increased baseline budget to cover necessary on-call pay expense
61010	REGULAR PAY	\$ 102,908	accommodate the proposed 4% cut
62150	CONSTRUCTION ENGINEERING SERVICES	\$ 2,000	Reduced this expense to align with actuals
62190	GRAFFITI REMOVAL SERVICES	\$ 5,000	Recently partnered with PW/Facilities for Graffiti removal services/vendor related expense has reduced significantly
<b>Community Development Department Total</b>		<b>\$ 129,508</b>	
<b>TOTAL</b>		<b>\$ 3,673,859</b>	

## **GENERAL FUND REVENUES**

The City of Evanston economy remains stable and overall revenues are projected to increase for the 2017 Adopted Budget. The table below shows a listing of taxes/revenues that are projected to change and some of the reasons for these changes.

Revenue	FY2016 Adopted	FY2017 Proposed	\$ Change	% Change	Comment
51515 - STATE USE TAX	\$ 1,600,000	\$ 1,750,000	\$ 150,000	9.4%	Per the IL Municipal League, 2017 forecasts \$23.50 per capita for 2017 (up 9.4% from FY2016).
51525 - SALES TAX - BASIC	\$ 10,736,250	\$ 10,942,386	\$ 206,136	1.9%	Sales tax increases reflect both positive economic growth and the inclusion of full year of Whole Foods and Valli Produce
51530 - SALES TAX - HOME RULE	\$ 6,489,000	\$ 6,613,588	\$ 124,588	1.9%	This is Evanston's 1% Home Rule sales tax. Local Sales tax does not include auto sales
51540 - ATHLETIC CONTEST TAX	\$ 1,000,000	\$ 1,000,000	\$ -	0.0%	Estimate is based off historical trends
51545 - STATE INCOME TAX	\$ 7,650,000	\$ 7,800,000	\$ 150,000	2.0%	Per IML, 2015 (May-Apr) Income Tax rate is projected to be just under \$97.00 per capita, which is only a modest increase. City estimates for 2016 are expected to be \$7.65 million.
51565 - ELECTRIC UTILITY TAX	\$ 3,070,000	\$ 3,000,000	\$ (70,000)	-2.3%	Estimate is based off historical trends
51570 - NATURAL GAS UTILITY TAX (Includes Home Rule)	\$ 2,140,000	\$ 2,200,000	\$ 60,000	2.8%	Per the State of IL, the electric utility tax is estimated to increase slightly due to expected longer winter seasonality effects
51585 - CIGARETTE TAX	\$ 200,000	\$ 200,000	\$ -	0.0%	Estimate is based off historical trends
51590 - EVANSTON MOTOR FUEL TAX	\$ 700,000	\$ 750,000	\$ 50,000	7.1%	Estimate is based off historical trends
51595 - LIQUOR TAX	\$ 3,000,000	\$ 3,100,000	\$ 100,000	3.3%	Liquor tax increases reflect both positive economic growth and the inclusion of full year of Whole Foods and Valli Produce
51600 - PARKING TAX	\$ 2,850,000	\$ 2,850,000	\$ -	0.0%	Estimate is based off historical trends
51620 - REAL ESTATE TRANSFER TAX	\$ 3,000,000	\$ 3,100,000	\$ 100,000	3.3%	Continued positive real estate market contributing to \$100K increase
51625 - TELECOMMUNICATIONS TAX	\$ 2,000,000	\$ 1,900,000	\$ (100,000)	-5.0%	This revenue source continues to decrease due to customers eliminating landline phones in their household
52010 - VEHICLE LICENSES	\$ 2,850,000	\$ 2,850,000	\$ -	0.0%	Staff is projecting no change, however compliance activities through the addition of one additional LPR camera enforcement car is anticipated which will increase parking ticket revenue
<b>Grand Total</b>	<b>\$ 47,285,250</b>	<b>\$ 48,055,974</b>	<b>\$ 770,724</b>	<b>1.6%</b>	

## **OTHER FUNDS:**

**Water Fund:** This Proposed Budget includes a 6% increase to the Evanston Water rate. This increase will be completely off-set by a 3% decrease in the sewer rate.

The City's water treatment plant has several large concrete tanks that store water after it has been treated (called clearwells). The largest of these, a five million gallon clearwell built in 1934, is in need of replacement. Engineering evaluations completed in 2012-2013 concluded that the roof of the clearwell would not last more than another five years. A long-term planning study completed in 2014 evaluated options for the 1934 clearwell. Based on this review, the 2017 Capital Improvements Plan includes \$3 million (\$12.2 million to be budgeted in 2018) for the replacement of the clearwell.

Evanston has a high probability of receiving a State Revolving Fund loan for this project at 2.5% or lower interest rate, whereas there is no certainty of such favorable lending conditions in the future. Furthermore, increases to the Northwest Water Commission's wholesale water rate resulting from this project would generate enough revenue to offset about 90% of the 20-year loan repayment cost.

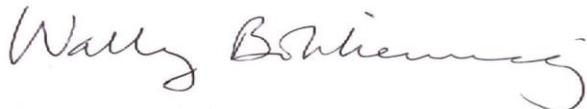
**Sewer Fund:** This Proposed Budget includes a 3% decrease to the Evanston sewer rate. This increase will be completely off-set by a 6% increase in the water rate.

The City budget includes information on many other funds, which account for all other activities accomplished each year. Each fund is summarized in the Executive Summary immediately after this transmittal letter.

## **CONCLUSION**

In closing, I would like to thank Assistant City Manager/Chief Financial Officer Martin Lyons for his leadership of the Budget Team and his efforts to produce a responsible budget which strives to address City needs within the scope of our available resources. I would also like to thank the members of the Budget Team, including Budget and Finance Manager Ashley King and Revenue Manager Alex Thorpe for their research, analysis, and diligent efforts in the development of the annual budget. I would also like to thank the Department Directors and their respective staff for their assistance in helping to find solutions to this year's budgetary challenges.

Sincerely,



Wally Bobkiewicz  
City Manager

**FY 2017 Adopted Budget  
Executive Summary**

I. Introduction

The City of Evanston covers a stretch of four miles along Lake Michigan's picturesque western shoreline. The City's eight square miles include residential neighborhoods encircling thoughtfully-planned business districts and recreational facilities. Ongoing development of both residential and commercial properties has brought the City of Evanston a cosmopolitan flavor while retaining a close-knit suburban atmosphere.

Evanston boasts a diverse populace in terms of religious, racial, educational, and economic composition. Interspersed throughout the community are over 260 acres of parks. This includes over thirty tennis courts, five public swimming beaches, athletic fields, bicycling and jogging trails, and an indoor ice-skating facility.

The City of Evanston operates under the Council-Manager form of government. The non-partisan legislative component is comprised of ten elected officials consisting of a Mayor and nine Ward Aldermen. Through the Council-Manager form of government, elected officials create policy and direct the City Manager to implement the plan. This places the responsibility for day-to-day provision of services on a professional manager and staff.

II. Budget Summary

The total operating budget for FY 2017 is \$308,767,454 for all budgeted funds, including inter-fund transfers. This represents an increase of \$5 million or 2.3% compared to the amended FY 2016 Budget (\$306,336,901). 2017 is the first year for Library Capital to be spent out of its own fund.

III. Fiscal Considerations

The City is anticipating another year of modest revenue growth with no changes in tax rates, fees or fines in the 2017 Adopted Budget. There is a modest proposal to increase Parking Deck Fees by \$5 per month in the Parking Fund. As a result, the focus of the FY 2017 budget will be to continue services at current levels, with a focus on the execution of the City's goals to address families at risk, long-term debt, violence prevention, and facilities and infrastructure improvement.

Revenues across all funds are projected to decrease by approximately 9% compared to FY 2016. FY 2017 General Fund revenues are projected to increase over the prior year by 1.4%. The 2016 tax levy, receivable in 2017 is proposed with several changes compared to the levy received in 2016. The table below provides a comparison of the current and proposed levy by fund:

	2015 ADOPTED LEVY	2016 ADOPTED LEVY	\$ VARIANCE INCREASE / (DECREASE)	% VARIANCE INCREASE / (DECREASE)
General Fund	\$ 8,385,351	\$ 7,731,247	\$ (654,104)	-7.8%
IMRF Pension	\$ 2,665,297	\$ 2,665,297	\$ -	0.0%
Loss Factor*	144,303	160,586	16,283	11.3%
Fire Pension	\$ 7,070,865	\$ 7,868,709	\$ 797,844	11.3%
Police Pension	\$ 9,055,940	\$ 9,912,200	\$ 856,260	9.5%
<b>TOTAL CITY NET LEVY</b>	<b>\$ 27,177,453</b>	<b>\$ 28,177,453</b>	<b>\$ 1,000,000</b>	<b>3.68%</b>
Debt Service	\$ 11,049,841	\$ 10,879,993	\$ (169,848)	-1.5%
General Assistance	\$ 800,000	\$ 900,000	\$ 100,000	12.5%
<b>TOTAL CITY, GA &amp; DEBT LEVY</b>	<b>\$ 39,027,294</b>	<b>\$ 39,957,446</b>	<b>\$ 930,152</b>	<b>2.38%</b>
Library	\$ 6,054,180	\$ 6,284,358	\$ 230,178	3.8%
Library Debt	\$ 385,695	\$ 345,955	\$ (39,740)	-10.3%
<b>TOTAL LIBRARY NET LEVY</b>	<b>\$ 6,439,875</b>	<b>\$ 6,630,313</b>	<b>\$ 190,438</b>	<b>2.96%</b>
<b>TOTAL CITY AND LIBRARY LEVIES</b>	<b>\$ 45,467,169</b>	<b>\$ 46,587,759</b>	<b>\$ 1,120,590</b>	<b>2.46%</b>

#### IV. General Fund

##### Expenditures

The FY 2016 Adopted Budget served as the baseline for non-personnel Departmental expenditure budgets in 2017. All Departments were asked to provide a 4% contingency plan reduction in their total budgets from the FY 2016 Adopted Budget. These plans are included in the Transmittal Letter.

##### Revenues

The General Fund depends upon a variety of revenue sources to fund its services. Many of these revenues are subject to fluctuations based on the economy, although demands and costs for government services typically either remain constant or increase. The summary of revenues below is a budget to budget comparison. The transmittal letter of this document includes a budget to actual comparison.

##### 1. Property Tax:

The General Fund portion of the levy is expected to increase by \$1,000,000; however, this increase is offset by the decrease to debt service levy as noted above.

2. State Sales Tax:

General Fund revenue from the State of Illinois sales tax is expected to be \$10,942,386, which represents an approximate increase of 1.9% in comparison to the FY 2016 budget. This revenue will increase or decrease based on the dollar amount of purchased tangible merchandise within the City. The anticipated increase is based on the projections provided by the State of Illinois budget office and have been adjusted to account for increased sales as a result of increases in retail grocery sales within Evanston.

3. Home Rule Sales Tax:

For FY 2017, this General Fund revenue is budgeted at \$6,613,588, which is a 1.9% increase in comparison to the FY 2016 budget. This tax is not assessed on food, prescription medication, or registered/titled property purchases (i.e., vehicles) so it is often less than the local share of the retailers' occupation tax.

4. State Income Tax:

Based upon projections from the Illinois Municipal League, revenue budgeted for FY 2017 is \$7,800,000, representing a 2% increase from the FY 2016 budget. This revenue is collected by the State of Illinois and the amount distributed to Illinois municipalities is dependent upon population size. The State of Illinois has discussed a potential decrease to the amount of income tax that is distributed to municipalities.

5. Utility Taxes:

Revenues from utility taxes are comprised of electric, natural gas distribution and consumption, and telecommunications taxes. For FY 2017, these taxes are budgeted at \$7.1 million, which represents a 2.2% decrease compared to FY 2016 budget. The decrease is in the telecommunications tax (\$100,000 lower than 2016 Budget) due to a consistent decrease in this revenue source in Evanston and throughout the region.

6. Real Estate Transfer Tax:

Real estate transfer tax revenue is slightly increased to \$3,100,000 in FY 2017, which is \$100,000 over 2016's budget.

7. Vehicle Licenses:

This revenue source is considered to be relatively insulated from economic fluctuations as it is based on the number of vehicles registered within the City. For FY 2017, the revenue projection for vehicle licenses is \$2,850,000, which is flat at the 2016 amount.

8. Licenses, Permits, and Fees:

Excluding vehicle sticker sales, total licenses, permits, and fees are expected to generate \$15.5 million, which represents a 5.4% increase in comparison to FY 2016. There are several revenue sources, which comprise the licenses, permit

and fee category including building permits, liquor licenses and the cable franchise fee.

9. Fines and Forfeitures:

Parking tickets, regular, and other fine revenues are budgeted to be \$3,810,000 in FY 2017, which represents a 17.4% decrease, mainly due to increased parking compliance.

10. Charges for Services

This category consists of many revenue sources, the largest of which relates to recreation and ambulance service fees. Charges for services are projected to generate \$9,010,612 in FY 2017, which is a 6.7% increase over FY 2016.

11. State and Federal Aid

This revenue is completely dependent on grants offered by the State and Federal governments. For FY 2017, the revenue is projected to be slightly lower than 2016 at \$619,965. The majority of the City's grant funding is located in grant-specific funds outside of the General Fund.

V. Other Funds

General Assistance Fund

The General Assistance Program, which is mandated by the State of Illinois, is administered by the City of Evanston and supported by Evanston tax revenues. The program provides assistance (up to \$500 monthly) to Evanston residents who are not eligible for other forms of state or federal financial assistance and do not have resources to support their basic needs. There is a \$100,000 tax levy increase included for discussion in the Transmittal Letter to the City Council. This increase will be dedicated to increasing the amount of basic monthly assistance for current applicants.

Human Services Fund

The Human Services Fund was created to protect Evanston's most vulnerable residents and to provide individuals and families with access to services that promote self-sufficiency and address mental health concerns. This includes community services provided by social services agencies, crisis intervention services, and the Community Action Program.

Good Neighbor Fund

The Good Neighbor Fund is a result of Northwestern University's commitment to contributing \$1 million in support of City programs.

Library Funds

The Evanston Public Library reviews and approves Library Funds/Budgets through the Library Board and these funds are included in this document. As noted above, the Library is increasing both operating and capital expenses for 2017. The Evanston Public Library promotes the development of independent,

self-confident, and literate citizens through the provision of open access to cultural, intellectual, and informational resources for all ages. The 2017 Proposed Budget now includes a separate Library Capital Fund. Library Capital was previously shown within the City's Capital Improvements Fund.

#### Neighborhood Stabilization Fund

The Neighborhood Stabilization Program 2 (NSP2) was funded by the American Recovery and Reinvestment Act of 2009 to stabilize neighborhoods that have been negatively impacted by high numbers of foreclosed and vacant homes.

#### Motor Fuel Tax Fund

The Motor Fuel Tax Fund is used for street maintenance, street resurfacing, and signal upgrade projects. The funds are authorized by the Illinois Department of Transportation and are appropriated as part of the City's share of the gasoline tax. Motor Fuel Tax Fund spending is budgeted at \$2,248,990 in FY 2017.

#### Emergency Telephone System Fund

Revenues for this fund are derived from the \$1.50 Enhanced 911 Surcharge and a share of the State of Illinois wireless surcharge. FY 2017 revenues for the fund are budgeted at \$1,021,700 while expenditures for 2017 total \$1,030,418.

#### Special Service Area (SSA) #4

This accounts for services such as promotion, advertisement, and other public services of the territory as managed by Downtown Evanston, an Illinois not-for-profit corporation. Each fall, Downtown Evanston submits a budget for approval to the City Council. However, because assessed property value was not available in final form as of the date of this document, the Special Service Area and Downtown Evanston budgets remain estimated until a final tax levy can be calculated. The FY 2017 revenues and expenditures budgeted for the SSA #4 Fund are projected to be \$320,000.

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

This accounts for funds granted from the U.S. Department of Housing and Urban Development. The expenditure amount estimated for FY 2017 is \$2,281,978, which includes draw down of prior year available funds. This is a \$312,647 decrease in comparison to FY 2016.

#### CDBG Loan Fund

The CDBG Loan Fund is a revolving loan fund. The purpose of the fund is to provide residential rehabilitation loans for income eligible 1- to 3-unit owner-occupied residential properties and multi-family rental properties that are occupied by income eligible households under HUD regulations. FY 2017 expenditures total is \$293,000.

#### Economic Development Fund

This fund was dissolved with the 2017 Budget. The expenses and revenues are incorporated into the General Fund. This merger improves the City's General

Fund reserve balance, however all Economic Development activity would still be accounted for in a separate business unit.

#### Neighborhood Improvement Fund

This fund was created to track revenues and expenses associated with development agreements in specific areas throughout the community. Revenues for this fund are created through sales tax revenue sharing and expenses are used for neighborhood improvements surrounding the originally developed commercial property. Program expenses are budgeted at \$100,000 in FY 2017. These expenses are associated with the Main Street Commons / KAPSUM agreement.

#### HOME Fund

The HOME Fund is a federally-funded program designed to meet the needs of low- to moderate-income residents in finding affordable housing. The HOME Fund's FY 2017 budgeted expenditures are \$586,692 or \$184,524 more than FY 2016.

#### Affordable Housing Fund

The Affordable Housing Fund seeks to support housing related programs as adopted by the City Council. The FY 2017 budget is \$1,707,252 for Rehab Loans and Housing Related Services.

#### Washington National TIF Debt Service Fund

Expenditures for the Washington National TIF Fund are budgeted to be \$10,540,636 for FY 2017, an increase of \$2,752,953 from 2016. The major expenses in this fund are the payment of debt service for parking facilities, and for the redevelopment of the City's Fountain Square in Downtown Evanston.

#### Special Service Area #5 Fund

Adopted by the City Council on June 27, 1994, Special Service Area #5 overlays the City of Evanston's downtown business district. This fund closed in 2016.

#### Chicago-Main TIF Fund

The City Council adopted the Chicago/Main Tax Increment Financing (TIF) district #8 in January 2013. The goal of this TIF district is to support the continued development of the thriving business district located near the intersection of Chicago Avenue and Main Street. The FY 2017 Budget is \$60,000.

#### Special Service Area #6 Fund

Adopted Special Service Area #6 (SSA #6) on July 13, 2015, Special Service Area #6 is comprised of the commercial areas of Dempster Street, Chicago Avenue, and Main Street. The FY 2017 Budget for this fund is \$220,000.

#### Southwest II (Howard-Hartrey) TIF Debt Service Fund

Also known as the Howard-Hartrey TIF, the district consists of a 23-acre site located at 2201 Howard Street. This TIF closes in 2016, with a final distribution to taxing bodies scheduled for early 2017. The FY 2017 budget is \$513,865, of which Evanston is anticipated to receive approximately 17%.

#### Debt Service Fund

The 2016 tax year levy, to be filed with Cook County in December 2016, has been budgeted as revenue for FY 2017. Budgeted expenditures in this fund primarily consist of general obligation debt service paid from property taxes. Total debt service for FY 2017 is projected at \$14,431,137.

#### Howard-Ridge Tax Increment Finance District Fund

The City Council adopted the Howard-Ridge Tax Increment Finance (TIF) District on January 26, 2004. The TIF district is generally bounded on the north by various parcels that front Howard Street and Chicago Avenue, on the east by the City of Evanston's boundaries and the Chicago Transit Authority (CTA) Red Line, on the south by City boundaries and on the west by Ridge Avenue. The TIF district contains mixed residential uses, retail/commercial properties, and institutional uses. Expenditures budgeted for FY 2017 total \$1,598,600, with a significant portion of this amount budgeted the redevelopment of a theater on Howard Street along with ongoing developer payments from a previous agreement.

#### West Evanston Tax Increment Finance District Fund

The City Council adopted the West Evanston Tax Increment Finance (TIF) District in September 2005. The West Evanston TIF district collected its first tax increment in FY 2007-08. Expenses for FY 2017 are budgeted at \$40,000 and are primarily related to economic development and capital projects.

#### Dempster-Dodge Tax Increment Finance District Fund

The City Council approved the creation of the Dempster-Dodge Tax Increment Financing (TIF) District on June 25, 2013. The Dempster-Dodge TIF District area is comprised of a single parcel. This parcel is a shopping center located at the southwest corner of the intersection of Dempster Street and Dodge Avenue. Expenses for FY 2017 are budgeted at \$40,000.

#### Capital Improvement Fund

The Capital Improvement Fund accounts for all capital outlay expenditures not included in other funds as outlined in the Capital Improvement Plan (CIP). Expenditures in the fund are budgeted at \$30,508,512 which is an increase of \$7,738,987 compared to FY 2016.

#### Special Assessment Fund

The Special Assessment Fund's budgeted expenditures for FY 2017 total \$513,427, which represents a increase of \$131,177 compared to FY 2016. The

majority of this decrease is attributable to more capital improvement projects scheduled in the fund for FY 2017.

#### Parking Fund

All parking revenue sources, including lots, meters, and garages are combined into this fund for ease of tracking and comparison. Operations include the Sherman Plaza, Maple, and Church St. garages along with the entire municipal parking system with over 2,000 meters. FY 2017 budgeted expenses total \$14,524,752, a decrease of \$2,413,290 compared to FY 2016.

#### Water Fund

The Water Fund has budgeted FY 2017 expenses totaling \$29,361,509, which represents a decrease of \$11,763,746 in comparison to FY 2016. This decrease is due to the timing of major capital projects which can be found in the CIP.

#### Sewer Fund

The Sewer Fund has budgeted FY 2017 expenses totaling \$14,588,431 which represents a decrease of \$892,870 compared to FY 2016. The Sewer Fund includes \$2,819,700 in capital improvements and \$8,370,946 in debt service, mainly through Illinois Environmental Protection Agency loans.

#### Solid Waste Fund

This fund was created in FY 2012 and tracks revenues and expenses associated with the City's refuse, recycling, and yard-waste collection services. The FY 2017 budget for Solid Waste operations is projected at \$5,183,453 which is an increase of \$42,936 from FY 2017.

#### Fleet Services Fund

Budgeted expenditures for FY 2017 total \$3,719,237, a \$55,839 increase in comparison to FY 2016. Fleet Services Fund is responsible for the maintenance and repair of the City's fleet; the Equipment Replacement Fund is responsible for the purchase of vehicles and equipment.

#### Equipment Replacement Fund

This fund is responsible for costs associated with purchases of City vehicles and equipment. Revenues for the fund are provided primarily from transfers from other funds. FY 2017 expenditures budgeted for the fund total \$1,530,422.

#### Insurance Fund

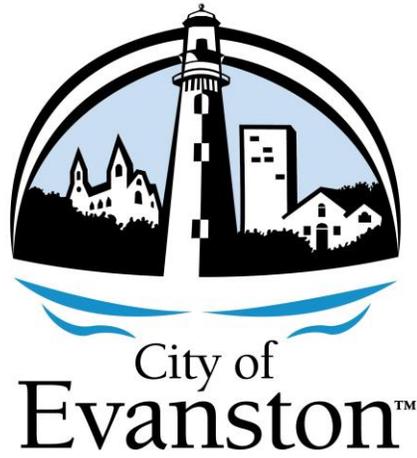
Budgeted expenditures for FY 2017 total \$19,075,612, which is a \$1,872,216 increase from the FY 2016. This increase is due to the anticipated settlement of major claims as well as an increase in the City's employee health benefits program. The City self-insures a large majority of liability insurance claims in this fund, with a self-insured retention set at \$1,250,000.

### Fire Pension Fund

Every Illinois municipality having a population of not less than 5,000 and not more than 500,000 must have a Fire Pension Fund as prescribed in 40 ILCS 5/4-101 of the Illinois Revised Statutes. Fire Pension Fund expenditures for FY 2017 are budgeted at \$8,705,000.

### Police Pension Fund

Every Illinois municipality having a population of not less than 5,000 and not more than 500,000 must have a Police Pension Fund as prescribed in 40 ILCS 5/3-101 of the Illinois Revised Statutes. The Police Pension Fund expenditures for FY 2017 are budgeted at \$11,817,000.



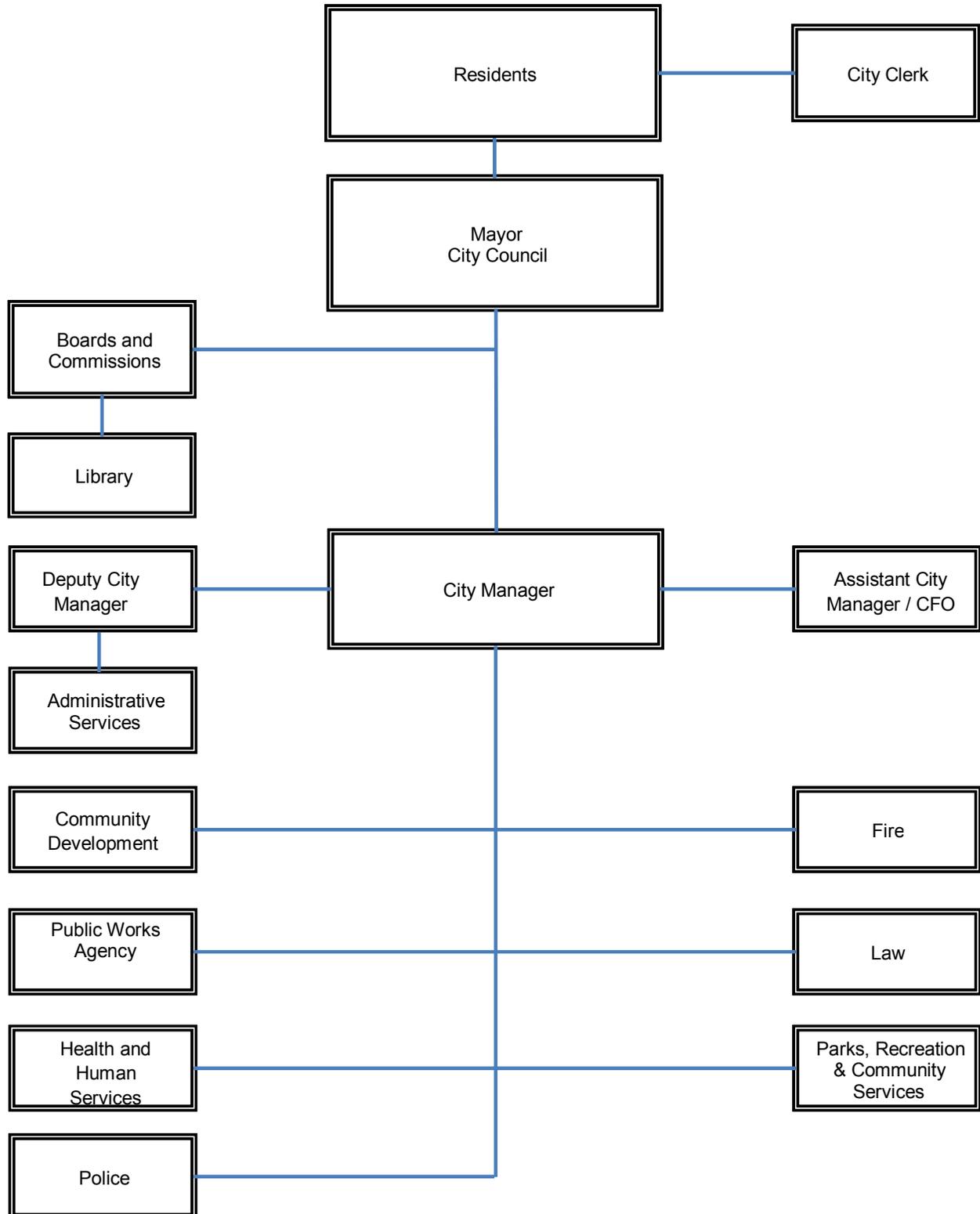
# **PART II**

# **CHARTS & SUMMARIES**



# 2017 ADOPTED BUDGET

## Organizational Chart





# General Information

## Evanston and its Government

The City of Evanston is a Home Rule community located in Northeastern Illinois along Lake Michigan. The City is governed by a Council-Manager form of government, which includes a Mayor and nine ward-elected Aldermen. The City provides a wide variety of services, including fire protection, law enforcement, water and sewer utilities, health and human services, recreation, public works, libraries, and community development.

The City of Evanston's eight square miles include over 33,000 housing units for an estimated 74,486 residents. Evanston also hosts a top tier institution of higher learning, Northwestern University. In addition, the City is home to several other international and national non-profit and philanthropic organizations.

By combining a high quality of life and close proximity to the City of Chicago and Lake Michigan, Evanston continues to be a highly desirable residential community. The quality of Evanston's earliest neighborhoods has been preserved and enhanced by foresight in planning and zoning. Due to cultural opportunities and flourishing commercial districts, the City of Evanston is increasingly a destination for business and pleasure alike, rather than a purely residential community.

<b>Date of Incorporation</b>	1863	<b>Library Services</b>	
<b>Form of Government</b>	Council – Manager	Library Facilities	3
<b>Geographic Location</b>	On Lake Michigan Immediately north of Chicago	Number of Books / Materials	534,400
		Number of Registered Borrowers	63,045
		Annual Circulation	1,071,401
<b>Population (2011 Census Estimate)</b>	75,570	<b>Recreation Facilities</b>	
<b>Number of Households (2010 Census Estimate)</b>	29,106	Number of City-maintained Parks and Playgrounds	75
<b>Number of Housing Units (2009 Census Estimate)</b>	33,335	Park Area in Acres	265
		Number of Public Swimming Beaches	5
<b>Equalized Assessed Valuation (2014)</b>	\$2,244,569,975	<b>Municipal Parking Utility</b>	
<b>Per Capita Income (2010 Census Estimate)</b>	\$41,340	Number of Parking Meters	2,300
<b>Municipal Services and Facilities</b>		Number of Parking Lots	35
Miles of Streets	147	Capacity of Parking Lots	1,919
Miles of Alleys	76	Metered Spaces	686
Miles of Sewers	208	Space Rentals and Free Spaces	1,233
Number of Street Lights	5,641	Capacity of Parking Garages	3,283
		Number of Parking Garages	3
<b>Fire Protection</b>		<b>Municipal Water Utility</b>	
Number of Firefighters (2010)	107	Total Population Served	365,883
Number of Stations	5	Northwest Water Commission	225,137
Number of Fire Hydrants	1,385	Evanston	75,570
I.S.O. Rating	Class 3	Skokie	65,176
<b>Police Protection</b>		Miles of Water Mains	157.5
Number of Sworn Officers (2010)	160	Filtration Plant Rated Daily Capacity (gallons)	108,000,000
Number of School Crossing Guards	49	Rated Daily Pumping Capacity (gallons)	147,000,000
Number of Parking Enforcement Officers	11	Average Daily Pumpage (gallons)	37,850,000
	35		

**CITY OF EVANSTON, ILLINOIS**

Demographic and Economic Statistics

Last Ten Years

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Calendar <u>Year</u>	<u>Population</u>	Total Personal <u>Income</u>	Per Capita Personal <u>Income</u>	Median <u>Age</u>	Education % of population with HS Diploma <u>or Higher</u>	School <u>Enrollment</u>	Unemployment <u>Rate</u>
2005	74,239	2,775,350,776	37,384	32.5	94.0%	9,740	5.0%
2006	74,239	2,902,967,617	39,103	32.5	94.0%	9,550	4.5%
2007	74,239	2,902,967,617	39,103	32.5	94.0%	9,550	4.4%
2008	74,239	2,902,967,617	39,103	32.5	94.0%	9,550	4.6%
2009	74,239	2,902,967,617	39,103	32.5	94.0%	9,550	4.7%
2010	74,486	3,157,759,484	42,394	34.3	94.0%	9,550	7.9%
2011	74,486	3,197,311,550	42,925	34.3	94.0%	11,369	7.3%
2012	74,486	3,176,902,386	42,651	35.1	93.6%	11,418	6.8%
2013	74,619	3,113,477,775	41,725	34.4	93.9%	10,293	6.7%
2014	75,570	3,262,734,750	43,175	34.4	93.9%	10,429	4.2%
2015	75,570	3,124,063,800	41,340	34.4	93.9%	11,088	4.5%

Source: Various Government agencies

City of Evanston  
City Council Budget Calendar  
Fiscal Year 2017

DATE	TIME	ACTIVITY
Monday, August 15, 2016	7PM*	Mid-Year 2016 Budget Review
Wednesday, September 21, 2016	7PM	Multi-media Budget Outreach Event
Friday October 7, 2016	5PM	Proposed 2017 Budget to City Council
Monday, October 17, 2016	7PM	2017 Budget Discussion
Saturday, October 29, 2016	9AM - 1PM	Special City Council meeting Public Hearing-- Truth in Taxation Public Hearing-- FY 2017 Proposed Budget Preliminary Tax Levy Estimate
Monday, October 24, 2016	7PM*	2017 Budget Discussion
Monday, November 7, 2016	7PM	2017 Budget Discussion (if needed)
Monday, November 28, 2016	7PM*	2017 Budget & 2016 Tax Levy Adoption

\*meeting times are approximate

Rosh Hashana is October 2-4  
Yom Kippur is October 11-12  
Columbus Day is October 10  
Thanksgiving is November 24



## 2017 ADOPTED BUDGET

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### Budget Process

#### **Summary of Proceedings**

The City's fiscal year begins on January 1. The City Manager submits to the City Council a proposed operating budget in October for the fiscal year commencing the following January 1. The operating budget includes proposed expenditures and the means of financing those expenditures. The City Council holds public hearings and then may modify the budget prior to adoption.

The City Manager is authorized to transfer budgeted amounts between departments and within any fund (such as the General Fund); however, any revisions that alter the total expenditures of any fund must be approved by the City Council.

#### **Preparation and Adoption**

Budgets are legally adopted on a basis consistent with generally accepted accounting principles (GAAP) except that property taxes are budgeted as revenue in the year for which they are levied. Property taxes are budgeted utilizing a cash basis of accounting whereas budgeted property tax revenue will be what the City actually anticipates receiving for any given budget year. The budgets of the governmental type funds are prepared on a modified accrual basis. Debt service payments and a number of specific accrued liabilities are only recognized as expenditures when payment is due, and revenue is recognized only when it has actually been received.

#### **Related Legislation**

The Evanston City Council has adopted three primary pieces of legislation which govern the budget process:

Resolution 67-R-79 establishes a Budget Policy for the City of Evanston. This policy provides guidelines for determining the amount of property tax to be levied, the funding for the Police and Fire Pension Funds, and the re-appropriation of fund balance.

Ordinance 57-0-79 provides for the adoption of the annual budget. This ordinance establishes the annual budget shall be adopted by the City Council before the beginning of the fiscal year to which it applies.

Compilation of the Proposed Budget - Each year the City Manager shall prepare and submit a proposed budget to the City Council to allow for ample time for discussion and decision-making. The proposed budget shall contain estimates of revenues available to the City for the fiscal year along with recommended expenditures for the departments, boards and commissions. The City Manager is required to submit a balanced budget to Council in which revenues equal expenditures

Revision of Annual Budget - Following City Council adoption of the budget, the City Council by a vote of two-thirds of its members, 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 increase the budget in the event monies are not available to do so.



## 2017 ADOPTED BUDGET

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### Budget Process

Public Hearing, Notice and Inspection of Budget - The City Council will hold a public hearing on the annual budget prior to final action by the City Council. Notice of this hearing shall be published in a local newspaper at least ten days prior to the public hearing. Copies of the proposed budget will be available for public inspection in printed form in the office of the City Clerk for at least ten days prior to the hearing.

Resolution 6-PR-78 establishes a policy concerning municipal budget procedures. The primary components of this resolution include the following:

- In advance of the submission of the City Manager's proposed budget to the City Council, the Administration and Public Works Committee shall publicize and conduct a public hearing to receive input from citizens concerning municipal appropriations for the coming year.
- Sufficient copies of the proposed budget shall be placed on file with the City Clerk, the Public Library, and will be available for public inspection at these locations.
- The City Council budget meeting agendas will be available to the public prior to the initial special meeting of the City Council on the proposed budget.
- Each special meeting of the City Council on the proposed budget shall designate a period of time for citizen testimony concerning budget matters discussed during that special meeting. The length of such time shall be determined by the chairman prior to the budget meeting process.

### **Financial Control Procedures**

The City reports financial results based on generally accepted accounting principles as promulgated by the Governmental Accounting Standards Board (GASB). The accounts of the City are divided into separate self-balancing funds comprised of its assets, liabilities, fund equity, revenues and expenditures, as appropriate.

The City's expenditures are monitored on a regular basis by the Administrative Services Department. Disbursements are made only if the expenditure is within the authorized appropriation. For all major expenditures, purchase orders are prepared, approved and the related appropriation is encumbered before a check is issued.



## 2017 ADOPTED BUDGET

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### Budgetary Basis of Accounting

The City was incorporated in 1863. The City operates under a Council-Manager form of government, is a home rule municipality as defined by Illinois state law and provides the following services as authorized by its charter: general management and support, public safety, public works, health and human resource development, library, recreational and cultural opportunities, and housing and economic development.

The City uses funds and account groups to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain City functions or activities.

A fund is a separate accounting entity with a self-balancing set of accounts. An account group, on the other hand, is a financial reporting device designed to provide accountability for certain assets and liabilities that are not recorded in the funds because they do not directly affect net expendable available financial resources.

Funds are classified into three categories: governmental, proprietary and fiduciary. Each category, in turn, is divided into separate “fund types.”

Governmental funds are used to account for all or most of the City’s general activities, including the collection and disbursement of earmarked monies (special revenue funds), the acquisition or construction of general fixed assets (capital projects funds), and the servicing of general long-term debt (debt service funds). The general fund is used to account for all activities of the City not accounted for in some other fund.

The City follows these procedures in establishing the budgetary data reflected in the financial statements:

1. The City Manager submits to the City Council a proposed operating budget for the fiscal year commencing the following fiscal year. The operating budget includes proposed expenditures and the means of financing them.
2. Public budget hearings are conducted. Taxpayer comments are received and noted.
3. The City Manager is authorized to transfer budgeted amounts between departments within any fund; however, any revisions that alter the total expenditures of any fund must be approved by the City Council.
4. Budgets are legally adopted on a basis consistent with generally accepted accounting principles (GAAP). It should be noted that property taxes are budgeted on a cash basis. For purposes of preparing the combined statement of revenues, expenditure and changes in fund balances - budget and actual, GAAP revenues and expenditures have been adjusted to the budgetary basis.



## 2017 ADOPTED BUDGET

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### Budgetary Basis of Accounting

The level of control (level at which expenditures may not exceed budget) is at the fund level. All unencumbered annual appropriations are lapsed at the fiscal year-end.

Encumbrance accounting, under which purchase orders, contracts, and other commitments for the expenditure of monies are recorded, reserve a portion of a budgeted account so that amount is not spent elsewhere. For non-enterprise funds, encumbrances are usually not counted as expenditures until the actual disbursement has been made.

The financial information of general governmental type funds (for example, the general fund itself and MFT funds) is prepared on a modified accrual basis. Briefly, this means that revenues are usually recorded when they become available and are measurable while expenditures are recorded when the liability has been incurred.

The enterprise funds (Water, Sewer, Solid Waste, and Parking), on the other hand, are often reported on a full accrual basis. Not only are expenses recognized when a commitment is made (through a purchase order) but revenues are also recognized when they are obligated to the City (for example, water user fees are recognized as revenue when bills are produced).

The Comprehensive Annual Financial Report (CAFR) shows the status of the City's finances on the basis of "generally accepted accounting principles" (GAAP) and a budget basis for comparison purposes.



## 2017 ADOPTED BUDGET

### Budget Policies

In ongoing efforts toward formally addressing long-term budgeting provisions, the City of Evanston has endorsed a Budget Policy. The City Council initially adopted this Budget Policy in December 2000. This policy was revised in 2014 as follows:

#### **I. Budget Process**

##### Preliminary Public Hearing

In September of each year prior to submission of the City Manager's proposed budget to the City Council, the Administration and Public Works Committee shall publicize and conduct a public hearing to receive input from citizens concerning municipal appropriations for the coming fiscal year.

##### Mid- year Budget Workshop

Each September the Administration and Public Works Committee shall schedule and hold a mid-year budget workshop. The workshop shall review but not be limited to:

- A revenue and expenditure report for the current fiscal year
- Structural or legislative issues affecting the current or future fiscal year
- Revenue and expenditure forecast for the upcoming fiscal year
- Other issues of policy or indicators that will affect the upcoming fiscal year budget

All members of the City Council shall be invited to participate in the Budget Workshop.

##### Quarterly Financial Update

Following the end of each financial quarter, the City Manager shall present a report summarizing budgeted vs. actual revenues and expenditures.

##### Review of the Comprehensive Annual Financial Report

The Administration and Public Works Committee shall review the Comprehensive Annual Financial Report. This review shall take place at the earliest meeting date following publication.

##### Copies of the Proposed and Final Budget

Sufficient copies of the proposed and final budget shall be placed on file in printed form with the City Clerk, the Public Library, all library branches, and will be available for public inspection at these locations. An electronic version of the proposed and final budget shall be posted on the City of Evanston Website. The City of Evanston may offer for sale a printed and electronic copy of the proposed and final budget for a fee not to exceed the cost of preparation, printing, and distribution of the budget.

##### Submission of the Proposed Budget

The City Manager will submit a balanced budget to the City Council by October 31.



## 2017 ADOPTED BUDGET

### Budget Policies

#### II. Fund Policies

##### General Fund

The General Fund budget will be balanced each year, subject to the current Fund Reserve level. In the event the General Fund Reserve balance is below the minimum level of 16.6%, the fund may be structured with a surplus budget in order to bring reserves up to the minimum. In the event the fund reserve is above the 20% recommended maximum, the budget may be structured in a deficit to account for the transfers out to other funds as noted in the reserve policy.

##### Parking System Fund

This is an enterprise fund and as such is expected to be self-sufficient. Any revenues generated, especially from sales, should be retained to maintain the fund. Fees should be periodically increased sufficiently to fund operating costs, depreciation, and a reserve. The General Fund will continue to be properly compensated for administrative expenses, which support parking system activities.

##### Water Fund

A minimum of 16.6% of expenses shall be maintained as a reserve; in addition, a sufficient reserve shall be maintained to meet debt requirements. A portion of the fund reserve shall be used to fund depreciation and capital improvement needs.

##### Fire and Police Pension Funds

The Firefighters and Police Pension Funds shall receive funding in accordance with the Joint Actuarial Report provided by the City and both Funds each year. Actuarial methods and assumptions shall be reviewed annually and shall meet or exceed Illinois statutory regulations.

##### Emergency Telephone System Fund

This fund must be maintained at a level adequate to provide for maintenance of current operations, the capability to respond to unforeseen events, funding of long-term capital improvements, and needed upgrades. The fund shall be entirely supported by revenues received from the imposed telephone surcharge.

##### Motor Fuel Tax Fund

Revenues for this fund are provided by the state motor fuel tax and as such should be used only for street improvement, repair, and maintenance as allowed by State of Illinois law. Funds may be accumulated for the purpose of accomplishing major projects, however, the beginning reserve balance for this fund should not fall below 25% of the annual revenue received in the prior year.

##### Insurance Fund

The Insurance Fund must be maintained to meet the City's current and future insurance liability and self-funded employee benefits program requirements. Liability Insurance Requirements include current budget year obligations and building a reserve (as noted in the fund reserve section of this communication) over seven years to prepare for anticipated claims and losses. The City Manager shall be required to present an annual report itemizing all of the City's current and long-term claims and liabilities. Each year City staff will review worker compensation, liability, and property insurance policies to determine if coverage meets current financial and operational needs. The City Manager



## 2017 ADOPTED BUDGET

### Budget Policies

each year will recommend to the City Council insurance policy coverage and limits and include the necessary funds in the operating budget. Self-funded Employee Benefit Program costs are accounted for in this fund and at the Intergovernmental Personal Benefits Cooperative (IPBC). As required by the IPBC the City will maintain a minimum of one month's reserve for PPO benefit programs at the IPBC. Further, the City will set rates and manage program benefit costs to keep cost increases below the Medical rate of inflation.

#### Fleet Services Fund

The City of Evanston shall maintain vehicles and equipment, which are safe and adequate for the demands of the operating departments. Interfund transfers from operating departments shall be established to maintain the necessary staff, equipment and supplies/parts to service all appropriate vehicles.

#### Equipment Replacement Fund

The Equipment Replacement Fund receives interfund transfer from operating department's established to replace vehicles within 2 years of the expiration of their useful life as determined by the fleet maintenance division. General obligation debt shall only be used for vehicles with an expected equal to or greater than 15 years and with a purchase price greater than or equal to \$250,000.

#### Debt Service Fund

General Obligation Debt of the City means debt (viz., bonds) for which an unlimited real property tax levy is made or pledged for payment. General Obligation Debt shall be allocated into two categories. Self-Supporting General Obligation Debt shall mean General Obligation Debt which, at the time of issuance, is expected and intended by the Treasurer to be payable out of a source of funds other than the City's general real property tax levy, thus permitting the abatement and avoidance of the property tax levy to pay such bonds; examples of Self-Supporting General Obligation Debt include (without limitation) bonds payable from the Water Fund or the Sewer Fund, bonds payable from special assessments, bonds payable from tax increment financing areas, and bonds payable from Motor Fuel Taxes. Tax-Supported General Obligation Debt shall mean all other General Obligation Debt, which is expected and intended to be paid from a general real property tax levy. General Obligation Debt shall not include any obligation of the City not denominated a bond, including, without limitation, short term notes or warrants or other obligations which the City may issue from time to time for various purposes and to come due within three (3) years of issuance. General Obligation Debt does not include bonds which have been refunded or decreased and which, as a consequence of same, are provided for from a dedicated source of funds or investments. Self-Supporting General Obligation Debt shall not be limited by this Budget Policy. Tax-Supported General Obligation Debt shall not exceed \$113,000,000 in aggregate principal amount, which limit is expressly subject to increase from time to time by action of the City Council as the needs of the City may grow. General Obligation Debt issued as so-called zero coupon bonds or capital appreciation bonds shall be counted as debt in the original principal amount issued. The

Treasurer shall at all times keep a book or record of all General Obligation Debt and its proper allocation. The Treasurer's statements as to the allocation of General Obligation Debt into these two categories shall be conclusive. Notwithstanding this statement of policy, all bonds or other



## 2017 ADOPTED BUDGET

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### Budget Policies

obligations by whatever name designated of the City duly authorized to be issued by the City Council shall be valid and legally binding as against the City, and there shall be no defense of the City as against any bondholder or other obligation holder on the basis of this policy.

#### Economic Development Fund

Expenditures in the Economic Development Fund will be for development activities as directed by the Economic Development Committee and City Council. Funds may be accumulated from year to year for major development activities.

#### Sewer Fund

This is an enterprise fund and as such is expected to be self-sufficient. As a result, rates should be scheduled to increase to meet costs of sewer operations, debt service, and capital projects. Transfers to other funds for administrative expenses should be maintained to reflect true program costs.

#### Solid Waste Fund

This is an enterprise fund and as such is expected to be self-sufficient. As a result, rates should be scheduled to increase to meet costs of solid waste operations, debt service, and capital projects. Transfers to other funds for administrative expenses should be maintained to reflect true program costs.

#### Expenditure Analysis

City Council shall review all significant operational, economic, program, and expenditure proposals in regard to the short term and long-term budgetary and economic impact. The appropriate City Department and staff shall provide the budget analysis for the review and consideration by the City Council.

### **III. Fund Reserve Policy**

The Fund Reserve Policy is as follows:

#### General Fund

A minimum of 16.6% or two month of operating expenses shall be maintained as a reserve. Any monies over a 16.6% reserve in this fund shall be re-appropriated to other funds that have not met their reserve requirements. Once all funds have met their fund requirements additional funds shall go to the Capital Improvement Program. A minimum of a 5% reserve is required, per bond agreements.

#### Parking System Fund

A minimum of 16.6% expenses shall be maintained as a reserve; in addition a sufficient reserve shall be maintained to meet bond requirements. A portion of the fund reserve shall be used to fund depreciation and capital improvement needs. A minimum of 5% is required, per bond requirements.



## 2017 ADOPTED BUDGET

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### Budget Policies

#### Water Fund

A minimum of 10% expenses shall be maintained as a reserve; in addition a sufficient reserve shall be maintained to meet bond requirements. A portion of the fund reserve shall be used to fund depreciation and capital improvement needs. A minimum of a 5% reserve is required, per bond agreements.

#### Sewer Fund

A minimum of 16.6% of expenses shall be maintained as a reserve; in addition, a sufficient reserve shall be maintained to satisfy both bond and IEPA loan debt requirements. A portion of this fund reserve shall be used to fund depreciation and capital improvement needs.

#### Solid Waste Fund

A minimum of 16.6% of expenses shall be maintained as a reserve; in addition, a sufficient reserve shall be maintained to satisfy debt requirements. A portion of this fund reserve shall be used to fund depreciation and capital improvement needs.

#### Motor Fuel Tax Fund

A minimum of 25% expenses shall be maintained as a reserve in order to ensure the efficient startup of roadway projects each year.

#### Capital Improvement Fund

A minimum of 25% of expenses funded from non-debt sources shall be maintained as a reserve. No debt-service costs are located in this fund and therefore no reserve is required for debt service. This 25% reserve shall be used for the startup costs of the current year capital projects in the approved annual budget. Any funds that remain unspent from incomplete capital projects shall be in addition to this 25% level. Any funds that are unspent from projects that were completed under budget shall be included in this 25% level. All projects funded from bond proceeds or other debt issues, shall be tracked along with that debt issue to comply with arbitrage and issuance compliance regulations.

#### Tax Increment Finance Funds

Fund reserves shall be based on outstanding debt-service requirements or multi-year development incentives established by the City. Reserves shall be designated for the funding of these long-term expenses prior to being released for future capital or development expenses.

#### Insurance Fund

Health Insurance Reserves should be no less than three months of annual expenses. At least one month of the three month reserve is required to be kept at the Intergovernmental Personal Benefits Cooperative (IPBC). This reserve will be utilized to cover the claims payable cycle cost which is approximately 45 days, and to provide for reserves in the event of major changes in rates/claims experience. Liability Insurance Reserves are not established to fully fund all potential future claims. As such, cash reserves should be set at a minimum of 25% of outstanding claims payable as defined in the prior year audit or twice the current annual self-insured retention coverage level (currently at \$1,250,000).



## 2017 ADOPTED BUDGET

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### Budget Policies

#### Fleet Maintenance Fund

Fleet Maintenance Fund Reserves should remain in a positive position with sufficient funds to operate during the year.

#### Equipment Replacement Fund

Equipment Replacement Fund Reserves should not exceed the amount of accumulated depreciation of the City's fleet as noted in the prior year Annual Audit.



## 2017 ADOPTED BUDGET

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### Fund Descriptions

#### GENERAL FUND

**General Fund** - To account for all activity traditionally associated with government operations, which are not required to be accounted for in another fund.

#### SPECIAL REVENUE FUNDS

**General Assistance Fund** – To account for the General Assistance program. Assistance is provided to persons who are not eligible for any other state or federal financial assistance programs and who do not have income or resources to provide for their basic needs.

**Human Services Fund** – To account for the access to resources that offer support and empower families.

**Good Neighbor Fund** – To account for the resources provided by Northwestern University to assist City functions and increase programming.

**Library Fund** – To account for the Evanston Public Library. The Evanston Public Library promotes the development of independent, self-confident, and literate citizens through the provision of open access to cultural, intellectual, and informational resources for all ages.

**Library Capital Fund** – To account for the capital improvements to the Evanston Public Library. Funding is provided primarily through property tax levy.

**Library Debt Fund** – To account for principal and interest payments on debt proceeds issued and allocated to the Evanston Public Library.

**Neighborhood Stabilization Program 2** – To account for the NSP2 program. Financing is provided by the United States Department of Housing and Urban Development. Expenditures are made in accordance with federal law.

**Motor Fuel Tax Fund** - To account for the operation of street maintenance programs and capital projects as authorized per the Illinois Department of Transportation. Financing is provided from a State of Illinois municipal allotment of gasoline tax revenue.

**Emergency Telephone System Fund** - To account for revenues and expenditures for 911 emergency telephone service. Financing is provided by landline and wireless phone surcharges.

**Special Service District No. 4 Fund** - To account for promotion, advertisement, and street maintenance costs of the area located in the City's central business district. Financing is provided by the City through an annual special service area property tax levy.

**Special Service Area No. 6 Fund** To account for promotion, advertisement, and street maintenance costs of the area located in the City's commercial district surrounding Dempster, Chicago, and Main. Financing is provided by the City through an annual special service area property tax levy.



## 2017 ADOPTED BUDGET

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### Fund Descriptions

**Community Development Block Grant Fund** - To account for the revenues and expenditures of the Federal Community Development Block Grant program. Financing is provided by the federal government on a reimbursement basis in accordance with federal formula. Expenditures are made in accordance with federal law requirements.

**Community Development Block Grant Loan Fund** - To account for residential rehabilitation loans to residents.

**Economic Development Fund** - To account for costs associated with economic development activities of the City. Financing is primarily provided by hotel and amusement tax revenues.

**Neighborhood Improvement Fund** - To account for a portion of sales tax revenues derived from retail sales at the Home Depot store in Evanston. Sales tax revenues allocated to this fund are to be expended on public projects that will benefit the immediate neighborhood nearby the store.

**HOME Fund** – To account for the Home program. Financing is provided by the federal government and used to create affordable housing to low-income households. Expenditures are made in accordance with the requirements of federal law.

**Affordable Housing Fund** - To account for costs associated with affordable housing programs for low and moderate income City of Evanston residents.

### DEBT SERVICE FUNDS

**Debt Service Fund** - To account for non-abated, general obligation payments on the principal and interest related to bonds and/or other City debt.

**Special Service Area No. 5 Fund** - To account for principal and interest payments on debt issued for this special taxing district.

**Southwest Tax Increment District Fund** - To account for principal and interest payments on debt proceeds issued and allocated to this tax increment financing district.

**Howard-Hartrey Tax Increment District Fund** - To account for principal and interest payments on debt proceeds issued and allocated to this tax increment financing district.

**Washington National Tax Increment District Fund** - To account for principal and interest payments on debt proceeds issued and allocated to this tax increment financing district.

**Howard-Ridge Tax Increment District Fund** - To account for principal and interest payments on debt proceeds issued and allocated to this tax increment financing district.

**West Evanston Tax Increment District Fund** - To account for principal and interest payments on debt proceeds issued and allocated to this tax increment financing district.



## 2017 ADOPTED BUDGET

### Fund Descriptions

**Dempster-Dodge Tax Increment District Fund** – To account for principal and interest payments on debt proceeds issued and allocated to this tax increment financing district.

**Chicago-Main Tax Increment District Fund** – To account for principal and interest payments on debt proceeds issued and allocated to this tax increment financing district.

### CAPITAL PROJECTS FUNDS

**Capital Improvement Fund** - To account for capital projects not funded through special revenue, tax increment financing, or enterprise funds. Capital projects include, but are not limited to: long term improvements to public buildings, the paving of city streets, and the improvement and development of recreation facilities. Financing is provided primarily by grants and general obligation bond proceeds.

**Special Assessment Fund** - To account for capital improvements (primarily alley paving) financed by both special assessments on property owners and City contributions.

### ENTERPRISE FUNDS

**Water Fund** - To account for all activity related to providing water to Evanston residents, as well as the Village of Skokie and the Northwest Water Commission. All activities necessary to provide such services are accounted for in this fund, including, but not limited to: administration, operation, maintenance, debt service, and billing/collection.

**Sewer Fund** - To account for all activity related to providing sewer service to City residents and businesses. Activities necessary to provide such service include, but are not limited to: administration, operations, financing, capital improvements/maintenance, and billing/collection.

**Parking Fund** - To account for all City-owned parking facilities/garages, lots, and metered spaces. Maple Avenue and Sherman Plaza Garage activities have been included in this Fund beginning in FY09-10. All activities are accounted for including administration, operations, financing, and revenue collection.

**Solid Waste Fund** – To account for all activity related to refuse, recycling, and yard waste collection and disposal. Activities necessary to provide such service include, but are not limited to: administration, operations and revenue collection.

### INTERNAL SERVICE FUNDS

**Fleet Services Fund** – To account for the cost of operating the municipal service center maintenance facility for transportation vehicles/equipment used by City departments. Such costs are billed to the user departments.

**Equipment Replacement Fund** – To account for the costs associated with the purchase of vehicles and equipment.



## 2017 ADOPTED BUDGET

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### Fund Descriptions

**Insurance Fund** - To account for all costs related to general liability and workers' compensation claims. Beginning with FY10-11, health insurance premiums are also accounted for in this Fund. This internal service fund uses "funding premium" payments from City operating funds to pay claim and premium costs incurred.

### TRUST AND AGENCY FUNDS

**Fire Pension Fund** - To account for the accumulation of resources to pay pension costs. Resources are contributed by sworn fire members at a fixed rate as mandated by state statute and by the City through an annual property tax levy as determined by an independent actuary.

**Police Pension Fund** - To account for the accumulation of resources to pay pension costs. Resources are contributed by sworn police members at a fixed rate as mandated by state statute and by the City through an annual property tax levy as determined by an independent actuary.

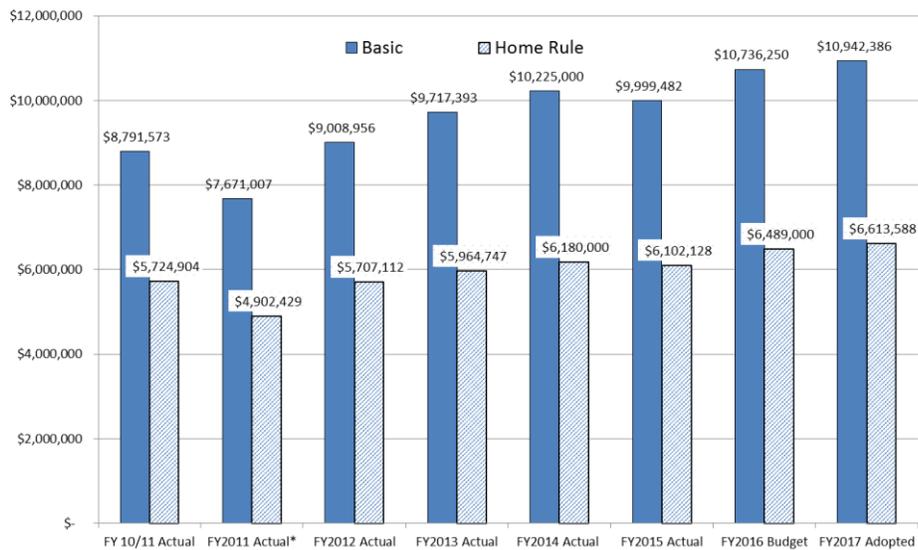


# 2017 ADOPTED BUDGET

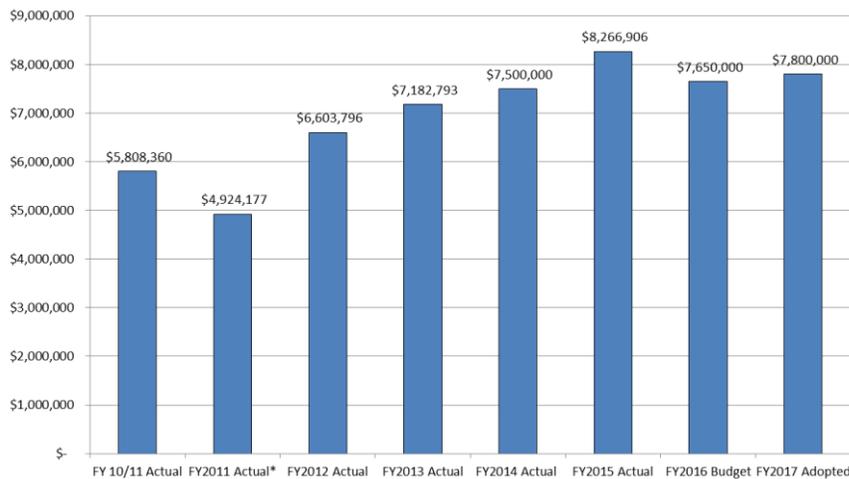
## Revenues Sources, Assumptions and Trends

The following is a summary of major revenue sources, trends, and assumptions for the FY 2017 Adopted Budget:

**SALES TAXES** – The City receives two types of sales taxes – one from the State of Illinois and another from a sales tax imposed through the City’s home-rule status. Both the State tax (retailers’ occupation tax- a.k.a. ROT) and the home rule tax rates are 1%, although the home rule tax is not assessed on “listed” property such as vehicles and most grocery food items and medications. Based on multi-variant revenue projections, the State sales tax budget for FY 2017 is anticipated to be \$10.9 million and the home rule sales tax budget \$6.6 million.



**INCOME TAX** – Income tax is a State shared tax that is distributed on a per capita basis and is based on the average income statewide. Based on the year-to-date actual receipts and Illinois Municipal League (IML) estimates, staff anticipates receiving approximately \$7.8 million in income tax revenues.

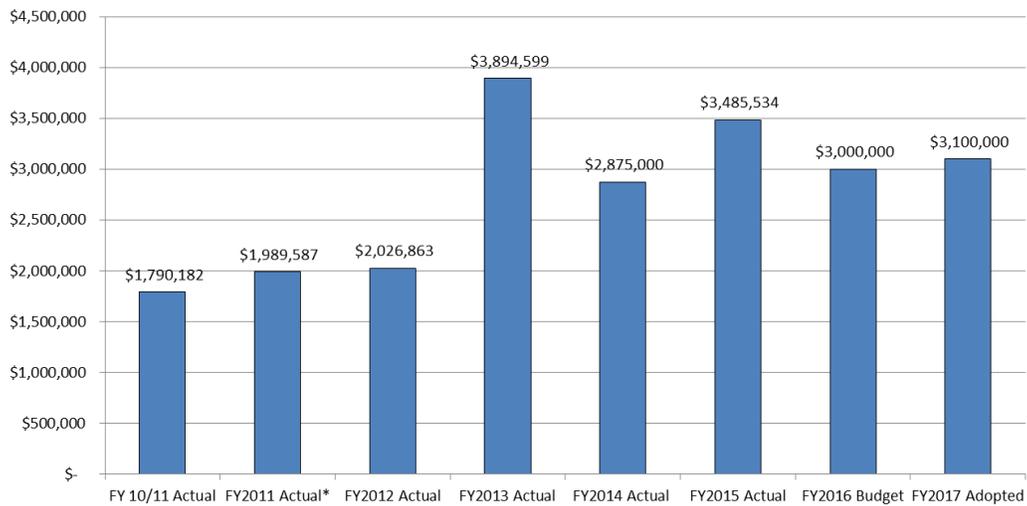




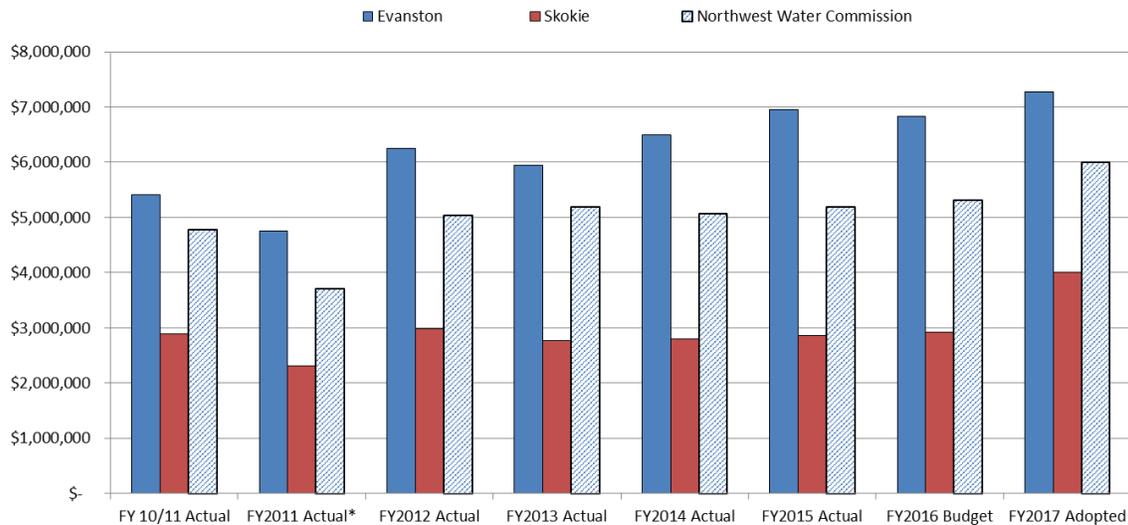
# 2017 ADOPTED BUDGET

## Revenues Sources, Assumptions and Trends

**REAL ESTATE TRANSFER TAX** – The real estate transfer tax is imposed at \$5 dollars per \$1,000 increment of value on the sale or transfer of real estate in the City less certain exemptions as specified per City code. Real estate transfer tax revenues were budgeted based on year-to-date receipts in conjunction with an analysis of regional real estate sales trends. In 2016 the City received its largest property tax transfer stamp on record for a house sale of \$4.9M.



**WATER REVENUES** – Water revenues from Evanston’s water utility customers are expected to remain fairly constant from the prior year. This revenue is almost entirely dependent on water consumption with weather playing a major role, especially during the summer. Evanston water sales in FY2016 saw revenue increases due to sales to the City of Des Plaines.

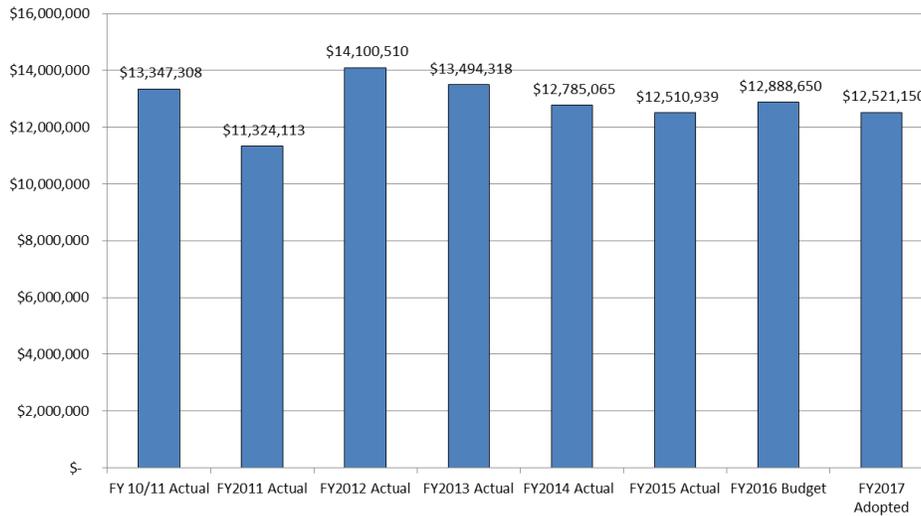




## 2017 ADOPTED BUDGET

### Revenues Sources, Assumptions and Trends

**SEWER REVENUES** – This revenue is billed based on water consumption and the two revenues often go hand in hand. It is important to note that this revenue, unlike water, is not assessed to those communities outside of Evanston that purchase Evanston water.



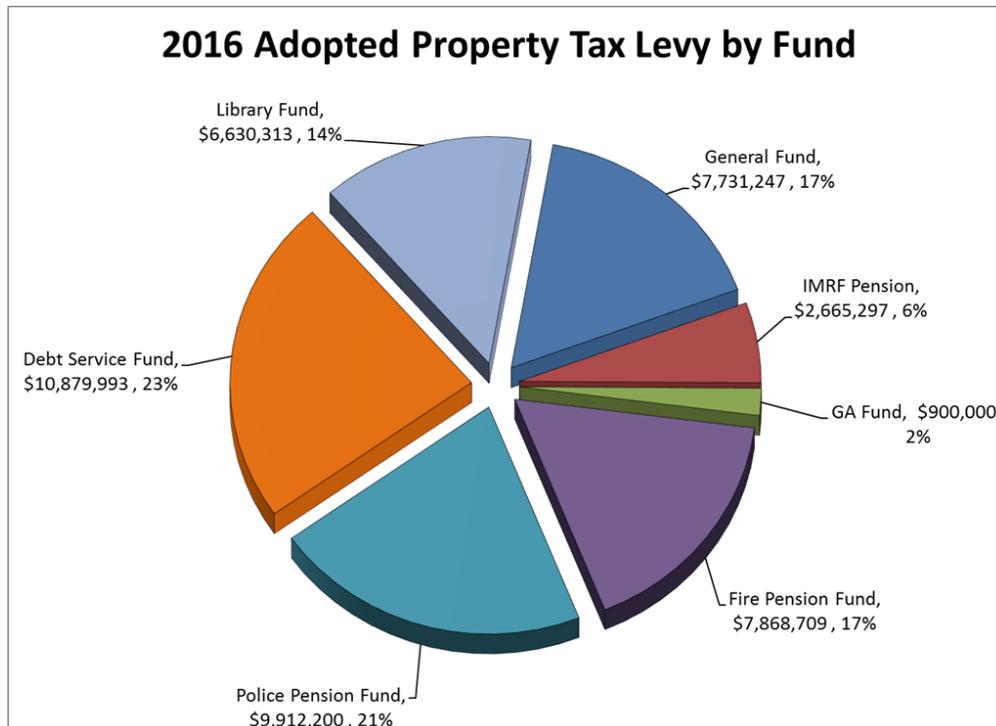
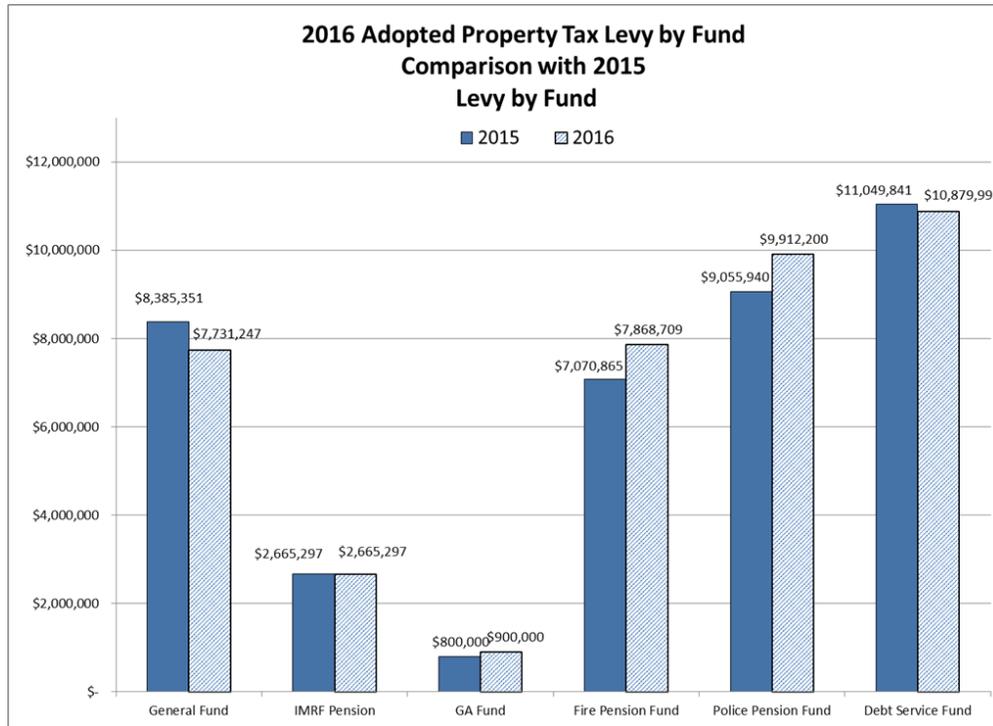
**PARKING REVENUES** – The City owns and operates parking meters, lots, and three major garages, which combined, will generate an estimated \$6.6 million in revenues in FY 2016.





# 2017 ADOPTED BUDGET

## Property Tax Levy Charts





# 2017 ADOPTED BUDGET

## Property Tax Levy Charts

	2014 ADOPTED LEVY	2015 ADOPTED LEVY	2016 ADOPTED LEVY	\$ VARIANCE INCREASE / (DECREASE)	% VARIANCE INCREASE / (DECREASE)
<b>GENERAL FUND</b>					
Gross Levy	8,841,731	8,556,481	7,889,028	(667,453)	-7.8%
Loss Factor*	176,835	171,130	157,781	(13,349)	-7.8%
<b>Net Levy - General Fund</b>	<b>\$ 8,664,896</b>	<b>\$ 8,385,351</b>	<b>\$ 7,731,247</b>	<b>\$ (654,104)</b>	<b>-7.8%</b>
<b>GENERAL FUND - IMRF PENSION</b>					
Gross Levy	2,777,778	2,719,691	2,719,691	-	0.0%
Loss Factor*	55,556	54,394	54,394	-	0.0%
<b>Net Levy - IMRF Pension</b>	<b>\$ 2,722,222</b>	<b>\$ 2,665,297</b>	<b>\$ 2,665,297</b>	<b>\$ -</b>	<b>0.0%</b>
<b>GENERAL ASSISTANCE FUND</b>					
Gross Levy	1,376,074	816,327	918,367	102,040	12.5%
Loss Factor*	27,521	16,327	18,367	2,041	12.5%
<b>Net Levy - General Assistance</b>	<b>\$ 1,348,553</b>	<b>\$ 800,000</b>	<b>\$ 900,000</b>	<b>\$ 100,000</b>	<b>12.5%</b>
<b>TOTAL CITY AND GA FUND</b>	<b>\$ 12,735,671</b>	<b>\$ 11,850,648</b>	<b>\$ 11,296,544</b>	<b>\$ (554,104)</b>	<b>-4.68%</b>
<b>FIRE PENSION FUND</b>					
Gross Levy	6,185,281	7,215,168	8,029,295	814,127	11.3%
Loss Factor*	123,706	144,303	160,586	16,283	11.3%
<b>Net Levy - Fire Pension</b>	<b>\$ 6,061,575</b>	<b>\$ 7,070,865</b>	<b>\$ 7,868,709</b>	<b>\$ 797,844</b>	<b>11.3%</b>
<b>POLICE PENSION FUND</b>					
Gross Levy	8,551,232	9,240,755	10,114,490	873,735	9.5%
Loss Factor*	171,025	184,815	202,290	17,475	9.5%
<b>Net Levy - Police Pension</b>	<b>\$ 8,380,207</b>	<b>\$ 9,055,940</b>	<b>\$ 9,912,200</b>	<b>\$ 856,260</b>	<b>9.5%</b>
<b>DEBT SERVICE FUND</b>					
Gross Levy	11,275,348	11,275,348	11,102,034	(173,314)	-1.5%
Loss Factor*	225,507	225,507	222,041	(3,466)	-1.5%
<b>Net Levy - Debt Service</b>	<b>\$ 11,049,841</b>	<b>\$ 11,049,841</b>	<b>\$ 10,879,993</b>	<b>\$ (169,848)</b>	<b>-1.5%</b>
<b>TOTAL CITY LEVY</b>					
Gross Levy	39,007,443	39,823,770	40,772,904	949,134	2.4%
Loss Factor*	780,149	796,475	815,458	18,983	2.4%
<b>TOTAL CITY NET LEVY</b>	<b>\$ 38,227,294</b>	<b>\$ 39,027,294</b>	<b>\$ 39,957,446</b>	<b>\$ 930,152</b>	<b>2.38%</b>
<b>LIBRARY FUND</b>					
Gross Levy	5,932,148	6,177,735	6,412,610	234,875	3.8%
Loss Factor*	118,643	123,555	128,252	4,697	3.8%
<b>Net Levy - Library</b>	<b>\$ 5,813,505</b>	<b>\$ 6,054,180</b>	<b>\$ 6,284,358</b>	<b>\$ 230,178</b>	<b>3.8%</b>
<b>LIBRARY FUND - DEBT SERVICE</b>					
Gross Levy	617,488	393,409	353,015	(40,394)	-10.3%
Loss Factor*	12,350	7,714	7,060	(654)	-8.5%
<b>Net Levy - Library Debt</b>	<b>\$ 605,138</b>	<b>\$ 385,695</b>	<b>\$ 345,955</b>	<b>\$ (39,740)</b>	<b>-10.3%</b>
<b>TOTAL LIBRARY LEVY</b>					
Gross Levy	6,549,636	6,571,144	6,765,626	194,482	3.0%
Loss Factor*	130,993	131,269	135,313	4,044	3.1%
<b>TOTAL LIBRARY NET LEVY</b>	<b>\$ 6,418,643</b>	<b>\$ 6,439,875</b>	<b>\$ 6,630,313</b>	<b>\$ 190,438</b>	<b>2.96%</b>
<b>TOTAL CITY AND LIBRARY LEVIES</b>	<b>\$ 44,645,937</b>	<b>\$ 45,467,169</b>	<b>\$ 46,587,759</b>	<b>\$ 1,120,590</b>	<b>2.5%</b>

**Total Budgeted Expenditures - All Funds  
(Prior to Interfund Transfers)  
FY2016 vs. FY2017**

In this summary, the total budgets for all funds are compared with the amended fund totals for FY16.  
All budget totals in this summary are gross figures prior to eliminating interfund transfers.

Fund	Fund #	2015 Actual Amount	2016 Amended Budget	2016 Estimated Amount	2017 Adopted Budget	Net Change in Proposed Expenses	Percent Change
General	100	103,661,957	111,840,614	111,183,274	118,686,191	6,845,577	6.1%
General Assistance	175	782,701	987,833	901,937	1,178,971	191,138	19.3%
Human Services	176	849,388	859,153	880,270	859,153	-	0.0%
Good Neighbor Fund	180	-	1,000,000	1,000,000	1,000,000	-	0.0%
Library	185	6,929,456	6,997,142	6,282,055	7,250,345	253,203	3.6%
Library - Debt Service	186	562,740	393,409	504,875	345,955	(47,454)	-12.1%
Library - Capital	187	-	-	-	3,774,500	3,774,500	N/A
Neighborhood Stabilization	195	130,126	198,954	90,144	98,899	(100,055)	-50.3%
Motor Fuel	200	2,416,238	2,189,000	2,184,321	2,248,990	59,990	2.7%
Emergency Telephone	205	1,333,996	1,516,643	1,495,022	1,030,418	(486,225)	-32.1%
Special Service Area # 4	210	323,000	320,000	323,000	320,000	-	0.0%
CDBG	215	1,446,359	2,594,625	2,271,948	2,281,978	(312,647)	-12.0%
CDBG Loan	220	282,380	350,000	200,200	293,000	(57,000)	-16.3%
Economic Development	225	3,150,460	2,548,699	2,390,850	-	(2,548,699)	-100.0%
Neighborhood Improvement	235	-	100,000	-	100,000	-	0.0%
HOME	240	517,430	402,168	256,263	586,692	184,524	45.9%
Affordable Housing Fund	250	214,851	929,347	231,755	1,707,252	777,905	83.7%
Washington National TIF	300	4,150,811	7,787,683	5,578,183	10,540,636	2,752,953	35.4%
Special Service Area # 5	305	297,150	468,271	525,464	-	(468,271)	-100.0%
Southwest II TIF	310	2,322,950	1,952,450	2,067,950	513,865	(1,438,585)	-73.7%
Southwest TIF	315	893,387	-	-	-	-	N/A
Debt Service	320	24,532,661	17,532,129	24,261,214	14,431,137	(3,100,992)	-17.7%
Howard-Ridge TIF	330	689,999	1,646,100	657,000	1,598,600	(47,500)	-2.9%
West Evanston TIF	335	58,365	40,000	40,400	40,000	-	0.0%
Dempster-Dodge TIF	340	2,000,000	40,000	40,000	40,000	-	0.0%
Chicago-Main TIF	345	587,930	43,500	2,363,500	60,000	16,500	37.9%
Special Service Area #6	350	-	200,000	200,000	220,000	20,000	
Capital Improvement	415	10,960,839	22,769,615	11,136,833	30,508,512	7,738,897	34.0%
Special Assessment	420	228,951	382,250	382,275	513,427	131,177	34.3%
Parking	505	8,733,020	16,938,042	11,235,177	14,524,752	(2,413,290)	-14.2%
Water	510	16,403,538	41,125,255	20,200,566	29,361,509	(11,763,746)	-28.6%
Sewer	515	7,159,766	15,481,301	14,525,770	14,607,057	(874,244)	-5.6%
Solid Waste	520	5,150,448	5,140,517	4,585,869	5,198,345	57,828	1.1%
Fleet	600	2,849,539	3,644,146	3,246,532	3,719,237	75,091	2.1%
Equipment Replacement	601	1,738,234	1,515,422	1,020,000	1,530,422	15,000	1.0%
Insurance	605	16,092,521	17,192,633	17,475,425	19,075,611	1,882,978	11.0%
Fire Pension	700	8,302,220	8,163,000	8,423,000	8,705,000	542,000	6.6%
Police Pension	705	10,768,296	11,047,000	11,208,000	11,817,000	770,000	7.0%
<b>Total All Funds</b>		<b>\$ 246,521,708</b>	<b>\$ 306,336,901</b>	<b>\$ 269,369,072</b>	<b>\$ 308,767,454</b>	<b>\$ 2,430,553</b>	<b>0.8%</b>

**Total Budgeted Expenditures  
Adjusted for Interfund Transfers**

This chart presents the gross total for each fund, less interfund transfers.  
The results are net expenditures for each fund and for the FY2016 budget.  
The total for each fund is compared with that of the approved FY2017 budget.

Fund	Fund #	FY2016 Net Budget	FY2017 Adopted Expenditures	Less Transfers to Other Funds	FY2017 Net Expenditures	Net Change	Percent Change
General	100	74,544,655	118,686,191	(36,727,144)	81,959,047	7,414,392	9.9%
General Assistance	175	966,591	1,178,971	(21,242)	1,157,729	191,138	19.8%
Human Services	176	859,153	859,153	-	859,153	-	0.0%
Good Neighbor Fund	180	1,000,000	1,000,000	(1,000,000)	-	(1,000,000)	
Library	185	6,250,449	7,250,345	(756,070)	6,494,275	243,826	3.9%
Library - Debt Service	186	393,409	345,955	-	345,955	(47,454)	-12.1%
Library - Capital	187	-	3,774,500	-	3,774,500	3,774,500	N/A
Neighborhood Stabilization	195	189,552	98,899	(9,576)	89,323	(100,229)	-52.9%
Motor Fuel	200	1,356,000	2,248,990	(857,990)	1,391,000	35,000	2.6%
Emergency Telephone	205	1,279,930	1,030,418	(167,923)	862,495	(417,435)	-32.6%
Special Service Area # 4	210	320,000	320,000	-	320,000	-	0.0%
CDBG	215	2,500,738	2,281,978	(585,376)	1,696,602	(804,136)	-32.2%
CDBG Loan	220	350,000	293,000	-	293,000	(57,000)	-16.3%
Economic Development	225	1,829,046	-	(970,806)	(970,806)	(2,799,852)	-153.1%
Neighborhood Improvement	235	100,000	100,000	-	100,000	-	0.0%
HOME	240	402,168	586,692	-	586,692	184,524	45.9%
Affordable Housing Fund	250	474,347	1,707,252	-	1,707,252	1,232,905	259.9%
Washington National TIF	300	3,830,000	10,540,636	(9,940,636)	600,000	(3,230,000)	-84.3%
Special Service Area # 5	305	468,271	-	-	-	(468,271)	-100.0%
Southwest II TIF	310	1,800,000	513,865	(152,450)	361,415	(1,438,585)	-79.9%
Southwest TIF	315	-	-	-	-	-	N/A
Debt Service	320	16,279,452	14,431,137	-	14,431,137	(1,848,315)	-11.4%
Howard-Ridge TIF	330	1,538,600	1,598,600	(1,060,000)	538,600	(1,000,000)	-65.0%
West Evanston TIF	335	10,000	40,000	(30,000)	10,000	-	0.0%
Dempster-Dodge TIF	340	40,000	40,000	-	40,000	-	0.0%
Chicago-Main TIF	345	43,500	60,000	-	60,000	-	
Special Service Area #6	350	200,000	220,000	-	220,000	-	
Capital Improvement	415	22,279,615	30,508,512	(500,000)	30,008,512	7,728,897	34.7%
Special Assessment	420	121,552	513,427	(513,427)	-	(121,552)	-100.0%
Parking	505	15,476,336	14,524,752	(1,462,606)	13,062,146	(2,414,190)	-15.6%
Water	510	36,508,728	29,361,509	(4,616,527)	24,744,982	(11,763,746)	-32.2%
Sewer	515	14,292,989	14,607,057	(1,424,630)	13,182,427	(1,110,562)	-7.8%
Solid Waste	520	4,511,327	5,198,345	(634,504)	4,563,841	52,514	1.2%
Fleet	600	3,433,248	3,719,237	(211,969)	3,507,268	74,020	2.2%
Equipment Replacement	601	1,515,422	1,530,422	-	1,530,422	15,000	1.0%
Insurance	605	17,183,697	19,075,611	(9,632)	19,065,979	1,882,282	11.0%
Fire Pension	700	8,163,000	8,705,000	-	8,705,000	542,000	6.6%
Police Pension	705	11,047,000	11,817,000	-	11,817,000	770,000	7.0%
<b>Total All Funds</b>		<b>\$ 251,558,775</b>	<b>\$ 308,767,454</b>	<b>\$ (61,652,508)</b>	<b>\$ 247,114,946</b>	<b>\$ (4,443,829)</b>	<b>-1.8%</b>

**City of Evanston  
Budgeted Interfund Transfers  
2017 Adopted Budget**

	<u>Fund</u>	<u>Budget Transfers To</u>		<u>Fund</u>	<u>Budget Transfers From</u>
Revenue To	General	250,000	Expense From	Library	(250,000)
Revenue To	General	500,000	Expense From	Good Neighbor	(500,000)
Revenue To	General	857,990	Expense From	Motor Fuel	(857,990)
Revenue To	General	60,000	Expense From	E911	(60,000)
Revenue To	General	850,000	Expense From	Economic Development	(850,000)
Revenue To	General	350,000	Expense From	Washington National TIF	(350,000)
Revenue To	General	152,450	Expense From	Howard Hartrey TIF	(152,450)
Library	General	60,000	Expense From	Howard Ridge TIF	(60,000)
Library - Debt Service	General	30,000	Expense From	West Evanston TIF	(30,000)
Revenue To	General	500,000	Expense From	Capital Improvement	(500,000)
Revenue To	General	900,000	Expense From	Parking	(900,000)
Revenue To	General	3,369,559	Expense From	Water	(3,369,559)
Revenue To	General	330,167	Expense From	Sewer	(330,167)
	<b>Subtotal</b>	<b>\$ 8,210,166</b>		<b>Subtotal</b>	<b>\$ (8,210,166)</b>
Revenue To	Police and Fire Pensions	16,831,805	Expense From	General	(16,831,805)
	<b>Subtotal</b>	<b>\$ 16,831,805</b>		<b>Subtotal</b>	<b>\$ (16,831,805)</b>
Revenue To	Health and Human Services	859,153	Expense From	General	(859,153)
	<b>Subtotal</b>	<b>\$ 859,153</b>		<b>Subtotal</b>	<b>\$ (859,153)</b>
Revenue To	Capital Fund	490,000	Expense From	CDBG	(490,000)
Revenue To	Capital Fund	5,470,000	Expense From	Washington-National TIF	(5,470,000)
Revenue To	Capital Fund	1,000,000	Expense From	Howard-Ridge TIF	(1,000,000)
Revenue To	Capital Fund	250,000	Expense From	Special Assessment	(250,000)
Revenue To	Capital Fund	500,000	Expense From	Good Neighbor Fund	(500,000)
	<b>Subtotal</b>	<b>\$ 7,710,000</b>		<b>Subtotal</b>	<b>\$ (7,710,000)</b>
Revenue To	Debt Service (ERI)	745,361	Expense From	General	(745,361)
Revenue To	Debt Service (Debt Reduction)	1,414,583	Expense From	General	(1,414,583)
Revenue To	Debt Service (ERI)	83,293	Expense From	Library	(83,293)
Revenue To	Debt Service (ERI)	4,518	Expense From	NSP2	(4,518)
Revenue To	Debt Service (ERI)	12,977	Expense From	E911	(12,977)
Revenue To	Debt Service (ERI)	6,594	Expense From	CDBG	(6,594)
Revenue To	Debt Service (ERI)	15,935	Expense From	Economic Development	(15,935)
Revenue To	Debt Service	263,427	Expense From	Special Assessment	(263,427)
Revenue To	Debt Service (includes ERI)	469,297	Expense From	Sewer	(469,297)
Revenue To	Debt Service (ERI)	27,833	Expense From	Fleet	(27,833)
Revenue To	Debt Service (ERI)	9,632	Expense From	Insurance	(9,632)
	<b>Subtotal</b>	<b>\$ 3,053,450</b>		<b>Subtotal</b>	<b>\$ (3,053,450)</b>

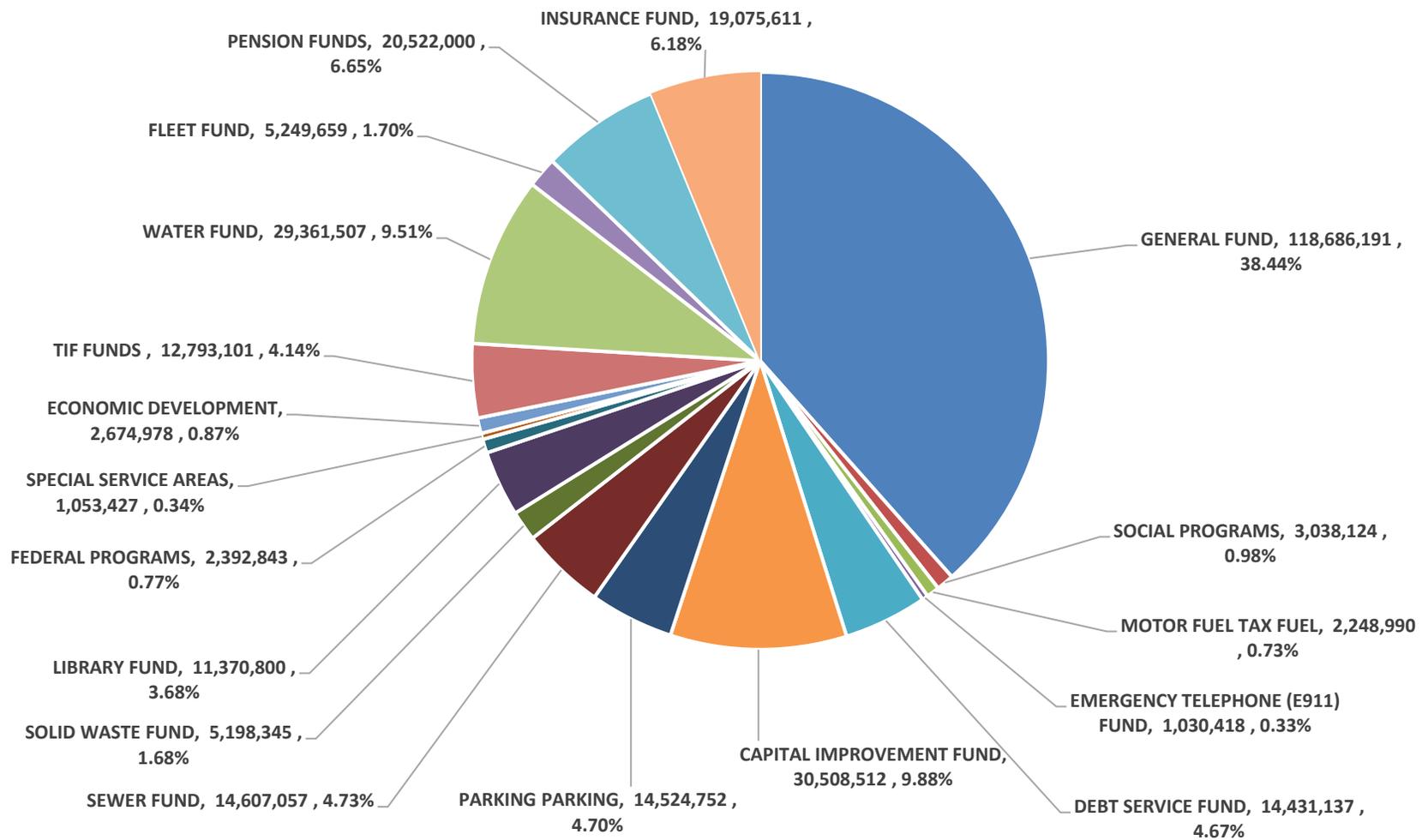
	<u>Fund</u>	<u>Budget Transfers To</u>		<u>Fund</u>	<u>Budget Transfers From</u>
Revenue To	Parking	4,120,636	Expense From	Washington National TIF	(4,120,636)
	<b>Subtotal</b>	<b>4,120,636</b>		<b>Subtotal</b>	<b>(4,120,636)</b>
Revenue To	Solid Waste	1,055,967	Expense From	General	(1,055,967)
	<b>Subtotal</b>	<b>\$ 1,055,967</b>		<b>Subtotal</b>	<b>\$ (1,055,967)</b>
Revenue To	Fleet	2,711,059	Expense From	General	(2,711,059)
Revenue To	Fleet	5,440	Expense From	Library	(5,440)
Revenue To	Fleet	23,783	Expense From	Parking	(23,783)
Revenue To	Fleet	824	Expense From	CDBG	(824)
Revenue To	Fleet	132,754	Expense From	Water	(132,754)
Revenue To	Fleet	192,213	Expense From	Sewer	(192,213)
Revenue To	Fleet	322,362	Expense From	Solid Waste	(322,362)
	<b>Subtotal</b>	<b>\$ 3,388,435</b>		<b>Subtotal</b>	<b>\$ (3,388,435)</b>
Revenue To	Equipment Repl.	1,280,489	Expense From	General	(1,280,489)
Revenue To	Equipment Repl.	4,885	Expense From	Library	(4,885)
Revenue To	Equipment Repl.	1,339	Expense From	CDBG	(1,339)
Revenue To	Equipment Repl.	30,900	Expense From	Parking	(30,900)
Revenue To	Equipment Repl.	182,445	Expense From	Solid Waste	(182,445)
	<b>Subtotal</b>	<b>\$ 1,500,058</b>		<b>Subtotal</b>	<b>\$ (1,500,058)</b>
Revenue To	Insurance	11,826,727	Expense From	General	(11,826,727)
Revenue To	Insurance	21,242	Expense From	General Assistance	(21,242)
Revenue To	Insurance	412,452	Expense From	Library	(412,452)
Revenue To	Insurance	5,058	Expense From	NSP2	(5,058)
Revenue To	Insurance	94,946	Expense From	E911	(94,946)
Revenue To	Insurance	88,619	Expense From	CDBG	(88,619)
Revenue To	Insurance	104,871	Expense From	Economic Development	(104,871)
Revenue To	Insurance	507,923	Expense From	Parking	(507,923)
Revenue To	Insurance	1,114,214	Expense From	Water	(1,114,214)
Revenue To	Insurance	432,953	Expense From	Sewer	(432,953)
Revenue To	Insurance	129,697	Expense From	Solid Waste	(129,697)
Revenue To	Insurance	184,136	Expense From	Fleet	(184,136)
	<b>Subtotal</b>	<b>\$ 14,922,838</b>		<b>Subtotal</b>	<b>\$ (14,922,838)</b>
<b>Grand Total</b>		<b>\$ 61,652,508</b>	<b>Grand Total</b>		<b>\$ (61,652,508)</b>

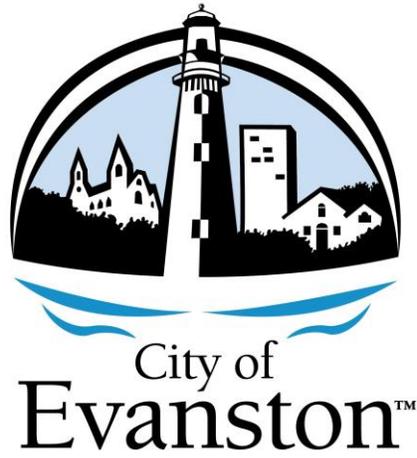
**City of Evanston  
Fund Balance Summary  
FY 2017 Adopted**

Fund Name	Fund #	12/31/16 Estimated Fund Balance*	FY17 Adopted Revenues	FY2017 Adopted Expenditures	FY2017 Adopted Surplus (Deficit)	12/31/17 Estimated Unreserved Fund Balance	Fund Balance as a % of Expenditures	Fund Balance Reserve Policy
General Fund	100	12,368,294	118,778,832	118,686,191	92,641	12,460,935	10.5%	16.6%
General Assistance Fund	175	468,802	926,000	1,178,971	(252,971)	215,831	18%	N/A
Human Services	176	35,406	859,153	859,153	-	35,406	4%	N/A
Good Neighbor Fund	180	-	1,000,000	1,000,000	-	-	N/A	N/A
Library	185	1,048,810	7,250,345	7,250,345	-	1,048,810	14%	N/A
Library - Debt Sevice	186	36,663	345,955	345,955	-	36,663	11%	N/A
Library - Capital	187	-	3,774,500	3,774,500	-	-	N/A	N/A
Neighborhood Stabilization	195	143,009	139,500	98,899	40,601	183,610	186%	N/A
Motor Fuel Tax Fund	200	1,450,072	1,921,000	2,248,990	(327,990)	1,122,082	50%	N/A
Emergency Telephone Fund	205	58,196	1,021,700	1,030,418	(8,718)	49,478	5%	N/A
Special Service Area # 4	210	(193,542)	320,000	320,000	-	(193,542)	-60%	N/A
CDBG	215	515,682	2,272,494	2,281,978	(9,484)	506,198	22%	N/A
CDBG Loan	220	158,365	293,000	293,000	-	158,365	54%	N/A
Economic Development	225	2,784,682	-	-	-	2,784,682	#DIV/0!	N/A
Neighborhood Improvement	235	200,000	-	100,000	(100,000)	100,000	100%	N/A
HOME	240	142,375	585,861	586,692	(831)	141,544	24%	N/A
Affordable Housing Fund	250	1,290,725	635,830	1,707,252	(1,071,422)	219,303	13%	N/A
Washington National TIF	300	5,386,047	5,155,000	10,540,636	(5,385,636)	411	0%	N/A
Special Service Area #5	305	-	-	-	-	-	N/A	N/A
Howard-Hartrey TIF	310	515,865	-	513,865	(513,865)	2,000	0%	N/A
Southwest TIF	315	-	-	-	-	-	N/A	N/A
Debt Service	320	1,898,936	14,125,637	14,431,137	(305,500)	1,593,436	11%	N/A
Howard-Ridge TIF	330	12,379	1,585,400	1,598,600	(13,200)	(821)	0%	N/A
West Evanston TIF	335	411,963	150	40,000	(39,850)	372,113	930%	N/A
Dempster-Dodge TIF	340	10,000	50,000	40,000	10,000	20,000	50%	N/A
Chicago-Main TIF	345	68,570	-	60,000	(60,000)	8,570	14%	N/A
Special Service Area #6	350	20,000	220,500	220,000	500	20,500	9%	N/A
Capital Projects Fund	415	10,800,734	21,925,000	30,508,512	(8,583,512)	2,217,222	7%	N/A
Special Assessment Fund	420	2,782,506	481,200	513,427	(32,227)	2,750,279	536%	N/A
Parking System Fund	505	10,339,917	11,173,922	14,524,752	(3,350,830)	6,989,087	48%	16.6%
Water	510	10,155,637	24,395,000	29,361,509	(4,966,509)	5,189,128	18%	16.6%
Sewer	515	2,571,538	13,126,315	14,607,057	(1,480,742)	1,090,796	7%	16.6%
Solid Waste	520	(1,013,459)	5,201,361	5,198,345	3,016	(1,010,443)	-19%	N/A
Fleet Service	600	458,659	3,471,216	3,719,237	(248,021)	210,638	6%	N/A
Equipment Replacement	601	1,920,827	1,760,275	1,530,422	229,853	2,150,680	141%	N/A
Insurance	605	73,517	18,850,796	19,075,611	(224,815)	(151,298)	-1%	N/A
Fire Pension	700	70,871,949	13,341,709	8,705,000	4,636,709	75,508,658	867%	N/A
Police Pension	705	104,952,530	18,444,200	11,817,000	6,627,200	111,579,730	944%	N/A
<b>Total All Funds</b>		<b>\$ 242,745,654</b>	<b>\$ 293,431,851</b>	<b>\$ 308,767,454</b>	<b>\$ (15,335,603)</b>	<b>\$ 227,410,051</b>		

\* Fund balances above may exclude certain reserved amounts and fixed/illiquid assets

# FY2017 Total Adopted Budget = \$308,767,454





**PART III**

**GENERAL FUND BUDGET**

	FY 2015 Actual	FY 2016 Amended	FY 2016 Estimated	FY 2017 Adopted	PROPOSED	
					FY16 - FY17 Budget \$ Variance	FY16 - FY17 Budget % Variance
<b>Operating General Fund Revenues</b>						
Property Taxes	25,915,970	27,417,407	27,006,805	28,639,628	1,222,221	4.46%
Other Taxes	44,978,985	45,986,550	45,720,000	49,402,274	3,415,724	7.43%
Other Revenue	894,703	1,286,843	1,482,725	2,060,829	773,986	60.15%
Licenses, Permits and Fees	12,179,679	14,732,027	17,061,400	17,259,650	2,527,623	17.16%
Charges for Services	8,285,907	8,447,967	8,948,317	9,010,612	562,645	6.66%
Interfund Transfers	7,836,484	8,842,365	8,244,905	7,705,774	(1,136,591)	-12.85%
Fines and Forfeitures	3,548,230	4,609,825	3,620,000	3,810,000	(799,825)	-17.35%
Intergovernmental Revenue	670,245	765,727	732,580	839,965	74,238	9.70%
Interest Income	6,572	50,000	30,000	50,000	-	0.00%
					-	
<b>Total General Fund Revenue</b>	<b>\$ 104,316,775</b>	<b>\$ 112,138,711</b>	<b>\$ 112,846,732</b>	<b>\$ 118,778,732</b>	<b>\$ 6,640,021</b>	<b>-98.65%</b>
<b>Operating General Fund Expenses</b>						
13 CITY COUNCIL	419,962	424,958	420,504	498,189	73,231	17.23%
14 CITY CLERK	283,764	263,203	305,203	275,488	12,285	4.67%
15 CITY MANAGER'S OFFICE	1,814,469	6,989,746	7,014,207	9,878,454	2,888,708	41.33%
17 LAW	1,051,325	1,130,000	1,130,653	854,050	(275,950)	-24.42%
19 ADMINISTRATIVE SERVICES	9,723,622	9,634,173	9,495,882	9,700,879	66,706	0.69%
21 COMMUNITY DEVELOPMENT	2,425,618	2,782,897	2,514,687	2,804,668	21,771	0.78%
22 POLICE	37,239,961	37,696,278	37,486,540	38,223,842	527,564	1.40%
23 FIRE MGMT & SUPPORT	21,331,507	22,601,742	23,222,704	24,294,001	1,692,259	7.49%
24 HEALTH	3,212,848	3,610,779	3,272,741	3,582,312	(28,467)	-0.79%
26 PUBLIC WORKS	18,148,755	-	-	-	-	
30 PARKS, REC. AND COMMUNITY SERV.	11,180,116	11,845,590	12,053,324	12,361,460	515,870	4.35%
40 PUBLIC WORKS AGENCY	-	14,861,248	14,266,829	16,212,848	1,351,600	9.09%
<b>Total General Fund Expense</b>	<b>\$ 106,831,946</b>	<b>\$ 111,840,614</b>	<b>\$ 111,183,274</b>	<b>\$ 118,686,191</b>	<b>6.7%</b>	<b>-99.7%</b>
<b>NET SURPLUS</b>	<b>\$ (2,515,171)</b>	<b>\$ 298,097</b>	<b>\$ 1,663,458</b>	<b>\$ 92,541</b>		
<b>BEGINNING FUND BALANCE</b>	<b>\$ 13,220,007</b>	<b>\$ 10,669,430</b>	<b>\$ 10,669,430</b>	<b>\$ 12,332,888</b>		
<b>ECONOMIC FUND BALANCE (2016 ESTIMATED ENDING)</b>				<b>\$ 2,784,682</b>		
<b>ENDING FUND BALANCE</b>	<b>\$ 10,704,836</b>	<b>\$ 10,967,527</b>	<b>\$ 12,332,888</b>	<b>\$ 15,210,111</b>		
<b>RESERVE BALANCE PERCENTAGE</b>	<b>10.0%</b>	<b>9.8%</b>	<b>11.1%</b>	<b>12.8%</b>		
<b>MINIMUM RESERVE PER POLICY</b>		<b>\$ 18,640,102</b>	<b>\$ 18,530,546</b>	<b>\$ 19,781,032</b>		
<b>RESERVE DEFICIT</b>		<b>\$ (7,672,575)</b>	<b>\$ (6,197,658)</b>	<b>\$ (4,570,921)</b>		

Account Number - Description	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Estimated Amount	FY 2017 Adopted Budget
<b>Property Taxes</b>	<b>\$ 25,915,970</b>	<b>\$ 27,417,407</b>	<b>\$ 27,006,805</b>	<b>\$ 28,639,628</b>
51015 - PROPERTY TAXES	25,563,551	11,040,602	10,800,000	10,608,719
51017 - PENSION PROPERTY TAX	-	16,126,805	16,126,805	17,780,909
51025 - PRIOR YEAR'S TAXES	352,419	250,000	80,000	250,000
<b>Other Taxes</b>	<b>\$ 44,978,985</b>	<b>\$ 45,986,550</b>	<b>\$ 45,720,000</b>	<b>\$ 49,402,274</b>
51515 - STATE USE TAX	1,656,710	1,600,000	1,700,000	1,750,000
51525 - SALES TAX - BASIC	9,999,482	10,736,250	10,700,000	10,942,386
51530 - SALES TAX - HOME RULE	6,102,128	6,489,000	6,400,000	6,613,588
51535 - AUTO RENTAL TAX	48,733	50,000	50,000	50,000
51540 - ATHLETIC CONTEST TAX	858,154	1,000,000	1,000,000	1,000,000
51545 - STATE INCOME TAX	8,266,906	7,650,000	7,750,000	7,800,000
51550 - MUNICIPAL HOTEL TAX	-	-	-	2,100,000
51565 - ELECTRIC UTILITY TAX	2,875,420	3,070,000	2,900,000	3,000,000
51570 - NATURAL GAS UTILITY TAX	987,000	1,300,000	1,150,000	1,300,000
51575 - NAT GAS USE TAX HOME RULE	775,974	840,000	900,000	900,000
51585 - CIGARETTE TAX	225,000	200,000	210,000	200,000
51590 - EVANSTON MOTOR FUEL TAX	795,586	700,000	750,000	750,000
51595 - LIQUOR TAX	2,531,974	3,000,000	2,900,000	3,100,000
51597 - MEDICAL CANNABIS TAX	-	50,000	5,000	10,000
51600 - PARKING TAX	2,614,820	2,850,000	2,800,000	3,170,000
51605 - PERSONAL PROPERTY REPLACEMENT TAX	1,312,384	800,000	800,000	800,000
51606 - PENSION PPRT	-	605,000	605,000	605,000
51610 - PERS PROP REPL TAX RECREATION	-	46,300	-	46,300
51620 - REAL ESTATE TRANSFER TAX	3,485,534	3,000,000	3,100,000	3,100,000
51625 - TELECOMMUNICATIONS TAX	2,443,181	2,000,000	2,000,000	1,900,000
51630 - AMUSEMENT TAX	-	-	-	265,000
<b>Other Revenue</b>	<b>\$ 956,932</b>	<b>\$ 1,286,843</b>	<b>\$ 1,482,725</b>	<b>\$ 2,060,829</b>
52546 - POLICE EQUIPMENT REIMBURSEMENT	5,956	-	5,000	4,500
53632 - Reimbursements	-	-	5,000	-
55166 - Holiday Food Drive Revenue	-	-	6,000	10,000
56002 - WOMEN OUT WALKING	3,531	5,000	5,000	5,000
56010 - PROPERTY SALES AND RENTAL	90,406	51,543	103,100	103,100
56011 - DONATIONS	20,096	37,000	22,000	31,400
56012 - BERGLUND ANIMAL HOSPITAL PARKING LEASE	2,400	-	-	-
56045 - MISCELLANEOUS REVENUE	543,395	156,300	308,250	321,779
56046 - TAXICAB REVENUES	2,900	-	-	-
56049 - MARKET LINK VOUCHERS	33,803	20,000	12,500	15,000
56065 - SALE OF SURPLUS PROPERTY	1,486	-	550	550
56067 - REIMBURSEMENTS-SERVICES AND SUPPLIES	19,241	2,000	19,800	4,000
56068 - REIMB. SALT USAGE DIST 65 ETHS NW	65,204	75,000	75,000	75,000
56069 - REIMBURSEMENT FOR FIRE DEPARTMENT SERVICES	43,229	25,000	75,000	75,000
56070 - OVER AND SHORT	(1,330)	-	-	-
56095 - OVER AND SHORT - COLLECTOR'S OFFICE	573	-	25	-
56105 - PAYMENT IN LIEU OF TAXES	61,500	267,000	267,000	267,000
56106 - FUND BALANCE APPLIED	-	516,000	516,000	1,016,000
56134 - PRIVATE ELM TREE INSURANCE MONEY	38,734	41,000	41,000	41,000
56157 - CITIZENS CPR CLASS FEES	8,643	6,000	6,500	6,500
56175 - PARKING PERMITS-RYAN FIELD	17,120	15,000	15,000	15,000
56196 - JDE WATER INTERFACE	43	-	-	-
56587 - SALE OF LAND	-	70,000	-	70,000
<b>Licenses, Permits and Fees</b>	<b>\$ 12,184,602</b>	<b>\$ 14,732,027</b>	<b>\$ 17,061,400</b>	<b>\$ 17,259,650</b>
52010 - VEHICLE LICENSES	2,634,172	2,850,000	2,850,000	2,850,000
52015 - BUSINESS LICENSES	104,221	50,000	50,000	50,000
52016 - BED & BREAKFAST LICENSE	-	75	350	150
52017 - COLLECTION BOX LICENSE	3,026	2,500	2,500	2,500
52020 - PET LICENSES	22,318	28,000	28,000	28,000
52030 - CONTRACTORS' LICENSES	106,818	77,302	80,000	150,000
52035 - ROOMING HOUSE LICENSES	244,468	200,000	215,000	215,000
52040 - LIQUOR LICENSES	564,687	475,000	500,000	500,000
52041 - ONE DAY LIQUOR LICENSE	13,023	12,000	12,000	12,000
52045 - FARMERS' MARKET LICENSES	41,700	41,500	50,000	50,000
52046 - RENTAL BUILDING REGISTRATIONS	78,668	100,000	75,000	75,000
52050 - OTHER LICENSES	222	20,000	20,000	20,000
52055 - LONG TERM CARE LICENSES	130,539	98,400	120,000	120,000
52061 - SEASONAL FOOD ESTABLISHMENT LICENSE	14,592	19,500	20,000	20,000
52062 - MOBILE FOOD VEHICLE VENDOR LICENSE	-	1,000	1,000	1,000
52063 - HEN COOP LICENSE	829	800	800	800
52070 - RESIDENT CARE HOME LICENSE	760	600	1,750	600
52080 - BUILDING PERMITS	4,682,618	7,500,000	9,000,000	9,232,000
52090 - PLUMBING PERMITS	177,854	200,000	200,000	200,000
52095 - ELECTRICAL PERMITS	229,371	305,000	300,000	300,000
52105 - SIGNS AND AWNING PERMITS	10,461	8,330	10,000	10,000
52110 - OTHER/MISC PERMITS	415,484	250,920	600,000	475,000

Account Number - Description	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Estimated Amount	FY 2017 Adopted Budget
52115 - ELEVATOR PERMITS	40,137	32,000	30,000	30,000
52125 - COMMERCIAL DRIVE PERMITS	-	-	-	-
52126 - RIGHT-OF-WAY PERMIT	462,469	400,000	550,000	450,000
52127 - PROPERTY CLEAN UP REVENUE	4,285	-	500	20,000
52130 - RESIDENTS ANNUAL PARKING PERMITS	114,296	128,000	120,000	128,000
52131 - VISITOR PARKING PERMITS	15,319	12,300	13,000	13,000
52135 - FIRE SUPPRESSION/ALARM PERMITS	130,435	90,000	110,000	110,000
52145 - ANNUAL SIGN FEES	25,366	25,000	20,000	20,000
52146 - MOVING VAN PERMIT FEES	(200)	50,000	50,000	50,000
52165 - IL BELL FRANCHISE FEE	-	-	-	-
52170 - ALARM PANEL FRANCHISE FEE	4,410	6,000	4,000	4,000
52175 - NU/CENTEL EASEMENT	47,000	-	-	-
52180 - CABLE FRANCHISE FEE	1,267,128	1,200,000	1,100,000	1,200,000
52182 - AZAVAR AUDIT FEES-COMCAST	-	-	-	-
52187 - TRANSFER STATION FEES	-	-	-	-
55075 - SUMMER FOOD INSPECTIONS	300	400	200	200
56170 - SPECIAL PARK RENTALS	-	-	-	-
<b>Charges for Services</b>	<b>\$ 8,285,907</b>	<b>\$ 8,447,967</b>	<b>\$ 8,948,317</b>	<b>\$ 9,010,612</b>
53006 - HHS CHARGES FOR SERVICES	-	-	-	-
53100 - HEALTH CLINIC-LAB	-	-	-	-
53180 - ADDITIONAL SEALANTS	-	-	-	-
53185 - TEMPORARY FOOD LICENSE	8,466	7,500	7,500	7,500
53195 - SCAVENGER TRUCK	-	-	-	-
53205 - FOOD VENDING MACHINE	-	-	-	-
53210 - TOBACCO LICENSE	25,949	19,000	17,000	17,000
53212 - HOME DAY CARE LICENSE FEE	-	-	-	-
53215 - BIRTH CERTIFICATE	110,283	75,000	100,000	95,000
53225 - DEATH CERTIFICATE - 16 OB	-	-	-	-
53230 - FUNERAL DIRECTOR LICENSE	13,490	6,000	6,300	6,300
53250 - PARKING METER REVENUE	-	-	-	-
53540 - PLAN REVIEW	-	-	-	-
53560 - RECREATION - CHARGES FOR SERVICES	20,696	-	3,000	3,000
53565 - RECREATION PROGRAM FEES	5,414,187	5,374,751	5,588,000	5,647,895
53567 - OTHER DEFERRED REVENUE	-	-	-	-
53568 - TRANSFER FROM RESTRICTED ACCOUNT	-	78,716	77,217	77,217
53631 - OTHER SPECIAL EVENT REIMBURSEMENT	-	-	-	-
53635 - WEIGHTS AND MEASURES EX	155	1,200	1,200	1,200
53645 - MFT STAFF ENGINEERING	-	-	-	-
53650 - STATE HIGHWAY MAINTENANCE	61,757	68,000	68,000	68,000
53655 - FIRE COST RECOVERY CHARGE	2,640	10,000	2,000	1,000
53665 - CONDO CONVERSION APP. FEE	-	-	-	-
53666 - HISTORIC PRESERVATION REVIEWS	9,338	7,200	8,000	8,000
53671 - JURY DUTY REIMBURSEMENTS	-	-	-	-
53675 - AMBULANCE SERVICE	1,176,678	1,500,000	1,700,000	1,750,000
53680 - TOWING CHARGES	-	1,000	500	1,000
53685 - POLICE REPORT FEES	26,275	20,000	20,000	20,000
53690 - WOOD RECYCLING	28,010	40,000	35,000	40,000
53695 - ZONING FEES	87,624	55,000	60,000	60,000
53700 - FIRE REPORT FEES	370	-	100	100
53705 - FIRE BUILDING INSPECTIONS	10,755	8,000	15,000	9,000
53710 - PASSPORT PROCESSING FEE	-	-	6,500	6,000
53715 - ALARM REGISTRATION FEE	130,512	111,000	125,000	125,000
53720 - SKOKIE ANIMAL BOARD FEE	-	8,000	8,000	8,000
53735 - CURB/SIDEWALK REPLACEMENT FEE	-	-	-	-
53736 - NEW PAVEMENT DEGRADATION FEES	25,126	10,000	65,000	10,000
57203 - GENERAL ADMIN CONTRIBUTION- SEWER FUND	-	-	-	-
<b>Fines and Forfeitures</b>	<b>\$ 3,548,230</b>	<b>\$ 4,609,825</b>	<b>\$ 3,620,000</b>	<b>\$ 3,810,000</b>
52505 - TICKET FINES-PARKING	2,530,346	3,562,500	2,600,000	2,750,000
52520 - BUILDING CODE VIOLATIONS	-	-	-	-
52525 - ANIMAL ORDINANCE PENALTIES	7,884	-	15,000	15,000
52535 - FAIR HOUSING FINES	-	-	-	-
52540 - POLICE & FIRE FALSE ALARM FEES	64,102	140,000	100,000	115,000
52541 - POLICE CTA DETAIL & BARNES DET	418,107	400,000	400,000	400,000
52544 - POLICE TIP SYSTEMS	-	-	-	-
52550 - LONG TERM CARE FINES	-	-	-	-
52555 - HOUSING CODE VIOL FINES	70,646	60,000	65,000	65,000
52565 - OUT OF SERVICE ALARMS	-	-	-	-
52610 - LIBRARY FINES & FEES	-	-	-	-
56025 - DAMAGE TO SIGNAGE	-	2,000	-	2,000
56030 - DAMAGE TO TRAFFIC SIGNALS	-	20,000	-	20,000
56031 - DAMAGE TO STREET LIGHTS	0	10,000	-	10,000
57006 - FROM INSURANCE FUND	-	-	-	-
57008 - FROM NEIGHBORHOOD IMPROVEMENT	-	-	-	-
57011 - FROM HPRP GRANT FUND	-	-	-	-

Account Number - Description	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Estimated Amount	FY 2017 Adopted Budget
57015 - FROM MOTOR FUEL FUND	-	-	-	-
57020 - FROM MOTOR FUEL FUND-S/M	833,000	833,000	833,000	857,990
57035 - FROM HOME FUND	26990.03	22,500	-	-
57040 - FROM EMERGENCY TEL SYSTEM	129729	129,729	129,729	60,000
57050 - FROM ECON DEV FUND	600000	850,000	850,000	-
57057 - TRANSFER FROM OTHER FUNDS	-	-	-	-
57058 - TRANSFER FROM GOOD NEIGHBOR FUND	-	500,000	500,000	500,000
57060 - FROM HOUSING FUND	-	13,990	-	-
57085 - FROM DOWNTOWN TIF DEBT SV	0	-	-	-
57096 - FROM HOWARD RIDGE TIF	60000	60,000	60,000	60,000
57107 - FROM WASH NATL CAP PROJECTS	0	-	-	-
57110 - FROM SPECIAL ASSMT. FUND	-	-	-	-
57130 - FROM PARKING FUND	870,000	900,000	900,000	900,000
57135 - FROM WATER FUND	162,235	162,235	162,235	242,235
57155 - FROM WATER BOND RESERVE	0	-	-	-
57165 - FROM SEWER FUND	320550	330,137	330,167	330,167
55012 - FULL CIRCLE GRANT-COMM DEVEL	0	-	-	-
55070 - IMMUNIZATION INITIATIVE	0	-	-	-
55080 - KID CARE AGREEMENT	-	-	-	-
55120 - HEALTH WELLNESS INITIATIVE	0	-	-	-
55142 - REACH LEARN GROW GRANT	0	-	-	-
55146 - STATE, COUNTY AND OTHER GRANTS	146724.6	11,000	63,900	51,000
55162 - ICJIA GRANTS-VICTIM SERVICES	0	-	-	-
55170 - FIRE DEPT TRAINING	8196.95	6,000	6,000	6,000
55171 - RBF - RISK BASED FDN	-	-	-	-
55215 - LIBRARY EDUCATE & AUTO GT	0	-	-	-
55231 - LEAD PAINT HAZARD GRANT	20260	100,000	50,000	100,000
55252 - TEEN READERS THEATER GRANT	0	-	-	-
55253 - ENERGY EFFICIENCY & CONSERVATION BLOCK GRANT	-	-	-	-
55255 - COMM AGING GRANT - ADVOCATE	110,066	87,150	80,000	80,000
55265 - FEMA	0	17,000	-	-
55270 - POLICE TRAINING	0	8,000	5,000	5,000
55280 - COMMUNITY POLICE GRANT	0	-	-	-
55306 - NSP2 GRANT REVENUE	0	-	-	-
55311 - YOUTH ORGANIZATION UMBRELLA GRANT	19391.23	40,000	40,000	40,000
56003 - REIMBURSEMENT FOR GENERAL ASSISTANCE	0	-	-	-
56180 - MAYORS SUMMER YOUTH PROGRAM	-	-	-	-
58005 - REAPPROPRIATION OF SURPLUS	0	-	-	-
Special Assessment	0	-	-	-
<b>Grand Total</b>	<b>\$ 104,321,698</b>	<b>\$ 112,138,711</b>	<b>\$ 112,846,732</b>	<b>\$ 118,778,832</b>



## 2017 ADOPTED BUDGET - GENERAL FUND

### City Council

The [City Council](#) consists of the Mayor, who is elected at large, and nine aldermen, one elected from each of the nine wards for a term of four years.

The City Council formulates policies to guide the orderly development and administration of the City; determines the use of tax dollars and other funding sources to meet the City's needs; holds public hearings to provide citizens with opportunities to be heard; participates in conferences, forums, and meetings of legislative groups and associations; keeps its constituency informed of City issues and activities through ward meetings and public forums, and responds to citizen requests for services and information.

#### Financial Summary

	<b>FY 2015 Actual Amount</b>	<b>FY 2016 Amended Budget</b>	<b>FY 2016 Estimated Amount</b>	<b>FY 2017 Adopted Budget</b>
<b>Expenses</b>				
13 CITY COUNCIL	419,962	416,165	420,504	498,189
<b>Grand Total</b>	<b>\$ 419,962</b>	<b>\$ 416,165</b>	<b>\$ 420,504</b>	<b>\$ 498,189</b>

<b>Total Full-Time Equivalent Positions</b>	
<b>Division</b>	<b>2017 Position Total FTE</b>
<b>City Council</b>	1.00
<b>City Council Total</b>	<b>1.00</b>

#### 2016 Initiatives

The City Council initiated the following:

- Hold a bi-annual visionary mission workshop
- Reevaluate City goals
- Review the Water and Sewer Infrastructure
- Evaluate the Street/Sidewalks Infrastructure
- Invest in Buildings and Facility Infrastructure
- Make safety a priority while considering gun violence solutions
- Reevaluate the criteria for affordable housing applicants

<b>Ongoing Activity Measures</b>	<b>2015 Actual</b>	<b>2016 Estimated</b>	<b>2017 Projected</b>
Number of ordinances adopted	134	150	160
Number of resolutions adopted	128	100	120
Updated board, committee, commission rosters	45	35	35

Account Number - Description	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Estimated Amount	FY 2017 Adopted Budget
<b>Salary and Benefits</b>	<b>\$ 236,756</b>	<b>\$ 238,106</b>	<b>\$ 237,700</b>	<b>\$ 280,586</b>
61010 - REGULAR PAY	210,525	213,375	211,000	253,085
61420 - ANNUAL SICK LEAVE PAYOUT	-	-	2,000	-
61513 - WELLNET PRESCRIPTION SERVICES	-	-	-	-
61615 - LIFE INSURANCE	623	-	-	-
61620 - UNIVERSAL LIFE	-	-	-	-
61730 - MEDICARE	3,063	3,113	3,100	3,641
61755 - PENSION-ADMIN. EXPENSE	-	-	-	-
61760 - EMPLOYER'S SHARE - FICA	-	-	-	-
61650 - TOOL ALLOWANCE	-	-	-	-
62215 - PHOTOGRAPHERS/BLUEPRINTS	-	-	-	-
62216 - ART PROJECT	-	-	-	-
62285 - COURIER CHARGES	-	300	300	300
62290 - TUITION	-	-	-	-
62295 - TRAINING & TRAVEL	10,566	8,000	8,000	8,000
62315 - POSTAGE	-	-	-	-
62370 - EXPENSE ALLOWANCE	308	125	350	9,125
62375 - RENTALS	-	-	-	-
62385 - TREE SERVICES	-	-	-	-
62458 - OUTSIDE COPY SERVICES	-	-	-	-
64545 - PERSONAL COMPUTER SOFTWARE	-	-	-	-
65016 - CHEMICALS / OTHER	-	-	-	-
65035 - PETROLEUM PRODUCTS	-	-	-	-
65100 - LIBRARY SUPPLIES	-	-	-	-
61071 - INTERNSHIP PROGRAM	-	-	-	-
62504 - RESERVES	-	-	-	-
66120 - CDBG EXPENDITURES	-	-	-	-
61510 - HEALTH INSURANCE	114,272	113,506	115,000	133,369
66030 - TRANSFER TO INSURANCE - RISK	-	-	-	-
66125 - SERVICES BILLED OUT	-	-	-	-
<b>Grand Total</b>	<b>\$ 419,962</b>	<b>\$ 424,958</b>	<b>\$ 420,504</b>	<b>\$ 498,189</b>



## 2017 ADOPTED BUDGET - GENERAL FUND

### City Clerk

The [City Clerk](#) records the minutes for the City Council and staffs special Council committees. The Clerk produces official minutes of all Council meetings; maintains the City Code and official City records; serves as the local election official; is the deputy registrar for voter registration; and performs other election-related activities. The City Clerk also assists the Mayor, Aldermen, and staff with special projects and activities and represents the City at various meetings, if requested. The City Clerk shall be the custodian and keeper of all the books, records, ordinances and papers of the City.

#### Financial Summary

Expenses	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Estimated Amount	FY 2017 Adopted Budget
1400 CITY CLERK	283,764	263,203	305,203	275,488
<b>Grand Total</b>	<b>\$ 283,764</b>	<b>\$ 263,203</b>	<b>\$ 305,203</b>	<b>\$ 275,488</b>

Account Number - Description	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Estimated Amount	FY 2017 Adopted Budget
56045 - MISCELLANEOUS REVENUE	2,418	2,500	2,500	2,500
56070 - OVER AND SHORT	-	-	-	-
53710 - PASSPORT PROCESSING FEE	-	-	6,500	6,000
<b>Grand Total</b>	<b>\$ 2,418</b>	<b>\$ 2,500</b>	<b>\$ 9,000</b>	<b>\$ 8,500</b>

Total Full-Time Equivalent Positions	
Division	2016 Position Total FTE
City Clerk	2.00
<b>City Clerk Total</b>	<b>2.00</b>

#### Performance Report on FY 2015 Major Program Objectives

- The legal review of the Evanston City Code by departments was initiated by the Law Department and completed in 2013. The City Code was last codified in 1979
- The City Clerk's Office provided:
  - a) Real Estate Transfer Tax (RETT) stamps
  - b) Notary Services
  - c) Certification of various documents
- Code books are no longer sold in the Clerk's Office
- The City Clerk's Office has two full-time Deputy Clerks as of April 2014
- The Mail Room Attendant's position was eliminated and the responsibilities are shared by the two Deputy Clerks
- The City Clerk's Office stopped compiling packets of materials for use by those wishing to run for municipal offices during the election years



## 2017 ADOPTED BUDGET - GENERAL FUND

### City Clerk

- The City Clerk’s Office facilitated voting by registering voters, arranging for an early voting site at the Civic Center, and providing voters with the means to vote absentee by mail
- The City Clerk’s Office reorganized its office space configuration and filing system
- New FOIA Officers have been designated in compliance with the new Illinois Freedom of Information Act (FOIA) laws
- Mandatory electronic training for all designated FOIA officers in the City was completed by necessary personnel in 2015
- The Clerk’s Office provides in-home Notary Services for individuals who can’t come to the office

#### **2016 Initiatives**

- Continued coordination of FOIA requests, and developing a process to electronically log and file the disposition of FOIA requests
- The City Clerk’s Office will work with the Cook County Department of Elections to facilitate the March 15, 2016 Presidential Primary Election, and the November 8, 2016 Presidential Election
- The City Clerk’s Office will provide early voting services for the March 15, 2016 election
- The City Clerk’s Office will continue to track the number of notary public requests that are initiated and completed in the office
- The City Clerk’s Office will continue to maintain a copy of all certifications of the FOIA and Open Meetings Act (OMA) designees
- The City Clerk will give a presentation to all new employees, directors, and managers on the proper procedure for responding to FOIA request with the Legal Department’s assistance
- Increasing efforts to allow web access for all documents requested from the Clerk’s Office to be more accessible to citizens and non-citizens

The City Clerk’s Office will continue to request all documentation from City departments that deal with services, contracts, leases, licenses and any venture the City has with vendors and residents

<b>ONGOING ACTIVITY MEASURES</b>	<b>2014 Actual</b>	<b>2015 Estimated</b>	<b>2016 Projected</b>
Voter Registrations	811	50	900
Early Voters	1867	1087	2100
Real Estate Transfer Tax Transactions	1103	1150	1200
Exemptions from Real Estate Transfer Tax Processed	672	800	900
Disabled Parking Placards Issued	176	75	125
FOIA Requests Processed	644	700	750
Responses to 311 Requests Submitted Online	N/A	20	25
Responses to 311 Requests Received by Phone	N/A	4800	6000
Certifications	125	175	250
Notary Services Provided	1072	1000	1200

Account Number - Description	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Estimated Amount	FY 2017 Adopted Budget
<b>Salary and Benefits</b>	<b>\$ 207,879</b>	<b>\$ 197,087</b>	<b>\$ 231,000</b>	<b>\$ 211,306</b>
61010 - REGULAR PAY	163,983	110,108	180,500	179,961
61050 - PERMANENT PART-TIME	-	56,269	-	-
61110 - OVERTIME PAY	10,979	-	15,000	-
61610 - DENTAL INSURANCE	55	-	-	-
61615 - LIFE INSURANCE	482	-	-	-
61710 - IMRF	19,501	17,801	21,000	17,644
61725 - SOCIAL SECURITY	10,437	10,462	12,000	11,104
61730 - MEDICARE	2,441	2,447	2,500	2,597
<b>Services and Supplies</b>	<b>\$ 36,370</b>	<b>\$ 26,931</b>	<b>\$ 33,300</b>	<b>\$ 26,931</b>
62210 - PRINTING	134	876	800	876
62275 - POSTAGE CHARGEBACKS	1,225	200	2,500	200
62280 - OVERNIGHT MAIL CHARGES	-	65	-	65
62295 - TRAINING & TRAVEL	3,018	5,000	8,000	5,000
62315 - POSTAGE	572	35	-	35
62360 - MEMBERSHIP DUES	2,542	525	2,000	525
62380 - COPY MACHINE CHARGES	400	400	-	400
62457 - CODIFICATION SERVICES	23,374	17,330	17,000	17,330
65025 - FOOD	36	-	-	-
65095 - OFFICE SUPPLIES	5,069	2,000	3,000	2,000
65175 - ELECTION SUPPLIES	-	500	-	500
<b>Insurance and Other Chargebacks</b>	<b>\$ 35,750</b>	<b>\$ 35,282</b>	<b>\$ 37,000</b>	<b>\$ 33,192</b>
61510 - HEALTH INSURANCE	35,750	35,282	35,000	33,192
66059 - HEALTH INSURANCE OPT OUT EXPENSE	-	-	2,000	-
<b>Interfund Transfers</b>	<b>\$ 3,765</b>	<b>\$ 3,903</b>	<b>\$ 3,903</b>	<b>\$ 4,059</b>
66025 - TRANSFER TO DEBT SERVICE - ERI	3,765	3,903	3,903	4,059
<b>Grand Total</b>	<b>\$ 283,764</b>	<b>\$ 263,203</b>	<b>\$ 305,203</b>	<b>\$ 275,488</b>



## 2017 ADOPTED BUDGET - GENERAL FUND

### City Manager's Office

The City Manager and the staff of the [City Manager's Office](#) develop and analyze public policy alternatives and direct the administration and execution of the policies and goals formulated by the City Council. Responsibilities include: Advising the Council on present and future financial, personnel, and program needs; implementing immediate and long-range City priorities; establishing procedures which will assist the City in serving its citizens; and supervising all City departments. Additionally, staff is involved in coordinating large-scale economic development projects, volunteer efforts, program evaluation, environmental sustainability, and policy analysis.

The City Manager's Office coordinates the preparation of the City Council agenda, reviews all items being considered before the governing body, and responds to inquiries from citizens and elected officials. City Manager's Office staff work closely with the public to resolve service delivery problems as well as disseminate information about the City's policies. Staff monitors legislation both in Springfield and Washington D.C. to determine the potential impact on Evanston residents, businesses, and government. The Office also responds to a wide variety of general inquiries.

#### Financial Summary

Revenues	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Estimated Amount	FY 2017 Adopted Budget
1505 CITY MANAGER	82,415	-	1,500	-
1510 PUBLIC INFORMATION	1,376,634	1,330,000	1,250,000	1,345,000
1560 REVENUE & COLLECTIONS	661,244	70,232,717	68,891,630	70,224,967
1575 PURCHASING	-	1,800	2,500	2,500
1585 ADMINISTRATIVE HEARINGS	-	-	-	262,000
5300 ECON. DEVELOPMENT FUND	-	-	-	2,445,379
<b>Grand Total</b>	<b>\$ 2,120,293</b>	<b>\$ 71,564,517</b>	<b>\$ 70,145,630</b>	<b>\$ 74,279,846</b>

Expenses	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Estimated Amount	FY 2017 Adopted Budget
1505 CITY MANAGER	622,367	477,279	682,589	672,204
1510 PUBLIC INFORMATION	872,163	673,628	596,442	544,582
1525 MISC. BUSINESS OPERATIONS	30,000	200,000	100,050	200,000
1535 SUSTAINABILITY GRANT	109,898	110,737	105,281	120,352
1555 FINANCIAL ADMINISTRATION	2,069	2,090,757	2,029,200	2,451,113
1560 REVENUE & COLLECTIONS	-	2,104,138	2,140,123	2,530,382
1570 ACCOUNTING	-	718,640	748,939	768,107
1571 TAX ASSESSMENT ADVOCACY	-	89,978	96,450	95,276
1575 PURCHASING	-	357,324	345,318	384,776
1580 COMMUNITY ARTS	177,973	167,265	169,155	170,911
1581 PARKING ENFORCEMENT & TICKETS	-	-	150	-
1582 SCHOOL CROSSING GUARDS	-	-	510	-
5300 ECON. DEVELOPMENT FUND	-	-	-	1,756,664
<b>Grand Total</b>	<b>\$ 1,814,469</b>	<b>\$ 6,989,746</b>	<b>\$ 7,014,207</b>	<b>\$ 9,878,454</b>



2017 ADOPTED BUDGET - GENERAL FUND

City Manager's Office

Total Full-Time Equivalent Positions	
Division	2017 Position Total FTE
City Manager	4.50
Community Engagement	5.00
Sustainability	1.00
Financial Administration	4.00
Revenue	5.50
Accounting	6.50
Tax Assessment	1.00
Purchasing	3.50
Community Arts	1.00
<b>City Manager's Office Total</b>	<b>32.00</b>

City Council Goal Performance

City Council Goal	Department Initiative
City Facilities	Transition the management of the Public Access Television Service (Channel 6) to the City of Evanston to operate and maintain in order to better service the community with current and relevant content that adheres to Federal Communications Commission (FCC) guidelines.
Economic Development	Ongoing support of business attraction, retention, and marketing activities. Major initiatives have included construction projects: Hyatt House, Main + Chicago, and the downtown building that will house LuLu's and Taco Diablo; support of "Shop Evanston for the Holidays" to encourage annual holiday shopping in Evanston; ongoing support and development of Howard Street corridor and performing arts space.
City Streets	Redesign city-wide wayfinding signs and street cleaning/ snow removal signage.
City Streets City Facilities Economic Development	Implementing a Managing to Livability effort, the city will select a subset of community scale outcomes from the STAR Rating System to measure, track and report on the City's website. Evanston's goal is to "Support strong and safe communities" under a larger vision of "Creating the most livable city".
Financial Policies and City Debt	Integrate financial systems into new Digital Services Project for continued open access to financial reporting.



## 2017 ADOPTED BUDGET - GENERAL FUND

### City Manager's Office

#### 2017 Initiatives

- Continue to work with the boards, committees and commissions to improve training and communication.
- Create a state and federal strategy to target more funding to key City capital needs
- Integrate STAR Communities framework into City operations by using the Livability Principles and Checklist in project planning, program development and procurement of goods and services.
- Develop a Livability Dashboard on the City's website to report metrics for community wide progress on the City's livability including: health and safety, economy and jobs, built and natural environments, equity and empowerment, climate and energy and education, arts and community.
- Coordinate implementation of the Evanston Age-Friendly Action Plan in collaboration with the Age-Friendly Task Force, City Departments and community partners.
- Develop a Master Cultural Plan for the City's fine and performing arts.

#### 2017 Objectives

- Facilitate greater collaboration between Evanston's business and arts communities.
- Convene two annual meetings with the "Sustain Evanston" network with a focus on incorporating environmental, economic, and social elements into collaborative programs and projects
- Expand the Community Ambassadors Program to include a second cohort.
- Streamline the Boards, Commission and Committee application process.

<b>Ongoing Activity Measures</b>	<b>2015 Actual</b>	<b>2016 Estimated</b>	<b>2017 Projected</b>
Prepare agendas and materials for regular and special City Council, Planning and Development, Rules and Administration and Public Works meetings	107	82	85
Number of volunteer opportunities featured on VEP website	150	150	160
Number of organizations featured on VEP website	80	60	80
311 center calls handled	155,000	160,000	160,000
311 center service requests handled	35,000	40,000	40,000

Account Number - Description	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Estimated Amount	FY 2017 Adopted Budget
<b>Salary and Benefits</b>	<b>\$ 1,228,737</b>	<b>\$ 2,629,685</b>	<b>\$ 2,598,698</b>	<b>\$ 3,537,059</b>
61010 - REGULAR PAY	996,004	2,207,028	2,116,670	3,038,145
61050 - PERMANENT PART-TIME	-	4,980	5,900	-
61110 - OVERTIME PAY	1,244	4,800	8,500	14,800
61415 - TERMINATION PAYOUTS	3,022	-	20,000	-
61420 - ANNUAL SICK LEAVE PAYOUT	5,510	-	13,572	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	15,923	-	3,250	-
61610 - DENTAL INSURANCE	296	-	-	-
61615 - LIFE INSURANCE	2,580	7	-	51
61625 - AUTO ALLOWANCE	10,784	15,960	11,625	10,980
61626 - CELL PHONE ALLOWANCE	4,688	5,472	6,150	8,016
61665 - FLEXIBLE SPENDING ACCOUNT MAINTENANCE FEES	-	-	12,000	-
61710 - IMRF	112,775	231,399	225,811	266,834
61725 - SOCIAL SECURITY	60,109	127,941	143,100	158,778
61730 - MEDICARE	15,803	32,098	32,120	39,455
<b>Services and Supplies</b>	<b>\$ 330,261</b>	<b>\$ 890,897</b>	<b>\$ 1,033,893</b>	<b>\$ 1,919,230</b>
61060 - SEASONAL EMPLOYEES	75,522	9,696	29,500	24,696
62110 - AUDITING	-	100,000	120,000	100,000
62185 - CONSULTING SERVICES	-	110,000	115,000	160,000
62205 - ADVERTISING	24,351	17,794	12,200	17,794
62210 - PRINTING	3,366	3,932	2,500	3,932
62235 - OFFICE EQUIPMENT MAINT	-	100	50	100
62275 - POSTAGE CHARGEBACKS	826	9,499	7,904	9,899
62280 - OVERNIGHT MAIL CHARGES	185	767	600	967
62295 - TRAINING & TRAVEL	30,389	44,089	40,000	52,589
62315 - POSTAGE	-	43,499	40,100	43,599
62340 - COMPTER LICENSE & SUPP	-	-	2,000	-
62341 - INTERNET SOLUTION PROVIDERS	-	-	5,000	-
62346 - REAL ESTATE TAX PAYMENTS TO COUNTY	-	-	-	25,000
62360 - MEMBERSHIP DUES	18,844	16,533	26,129	28,533
62380 - COPY MACHINE CHARGES	-	3,450	-	3,450
62431 - ARMORED CAR SERVICES	-	17,000	17,000	17,000
62449 - CITATION AND SECONDARY COLLECTION PROCESSING	-	320,000	321,000	320,000
62458 - OUTSIDE COPY SERVICES	646	750	100	750
62506 - WORK- STUDY	2,465	3,300	2,000	3,300
62509 - SERVICE AGREEMENTS/ CONTRACTS	49,674	85,000	85,000	78,000
62615 - INSURANCE PREMIUM	-	50	100	50
62659 - ECONOMIC DEVELOPMENT PARTNERSHIP CONTRIBUTIONS	-	-	-	200,000
62660 - BUSINESS ATTRACTION	-	-	-	150,000
62662 - BUSINESS RETENTION / EXPANSION INVESTMENTS	-	-	-	250,000
62665 - CONTRIB TO OTHER AGENCIES	40,068	50,000	50,000	50,000
62705 - BANK SERVICE CHARGES	-	-	15,000	-
62706 - REVENUE SHARING AGREEMENTS	-	-	-	325,000
64004 - PEG FEE DISTRIBUTION	71,018	-	70,000	-
64505 - TELECOMMUNICATIONS	2,069	-	-	-
64540 - TELECOMMUNICATIONS - WIRELESS	2,150	-	2,000	-
64541 - UTILITY TAX AUDIT SERVICES	-	2,000	4,000	2,000
64545 - PERSONAL COMPUTER SOFTWARE	6,534	3,500	4,750	3,500
65010 - BOOKS, PUBLICATIONS, MAPS	79	1,683	100	1,383
65020 - CLOTHING	-	-	150	-
65025 - FOOD	-	-	100	-
65045 - LICENSING/REGULATORY SUPP	-	37,000	35,000	37,000
65090 - SAFETY EQUIPMENT	-	-	510	-
65095 - OFFICE SUPPLIES	2,189	10,200	15,350	9,633
65125 - OTHER COMMODITIES	(114)	880	10,600	880
65635 - PERIODICALS	-	175	150	175
<b>Miscellaneous</b>	<b>\$ 8,865</b>	<b>\$ 2,550</b>	<b>\$ 11,100</b>	<b>\$ 28,167</b>
62490 - OTHER PROGRAM COSTS	8,865	2,550	11,100	18,550
62605 - OTHER CHARGES	-	-	-	9,617
<b>Insurance and Other Chargebacks</b>	<b>\$ 184,972</b>	<b>\$ 804,487</b>	<b>\$ 805,889</b>	<b>\$ 572,472</b>
61510 - HEALTH INSURANCE	123,101	344,898	344,500	493,635
66030 - TRANSFER TO INSURANCE - RISK	7,397	9,589	9,589	9,589
66040 - GENERAL ADMINISTRATION & SUPPORT	54,474	50,000	50,000	50,000
66059 - HEALTH INSURANCE OPT OUT EXPENSE	-	-	1,800	1,800
66130 - TRANSFER TO INSURANCE	-	400,000	400,000	17,448
<b>Capital Outlay</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,500</b>	<b>\$ 353,500</b>
65522 - BUSINESS DISTRICT IMPROVEMENTS	-	-	-	350,000
65625 - FURNITURE & FIXTURES	-	-	2,500	3,500
<b>Contingencies</b>	<b>\$ 30,000</b>	<b>\$ 200,000</b>	<b>\$ 100,000</b>	<b>\$ 200,000</b>
68205 - CONTINGENCIES	30,000	200,000	100,000	200,000
<b>Interfund Transfers</b>	<b>\$ 31,633</b>	<b>\$ 2,462,127</b>	<b>\$ 2,462,127</b>	<b>\$ 3,268,026</b>
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	-	443	443	443

Account Number - Description	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Estimated Amount	FY 2017 Adopted Budget
66020 - TRANSFERS TO OTHER FUNDS	-	1,414,583	1,414,583	1,444,663
66146 - TRANSFERS OUT-FIRE PENSION	-	-	-	-
66156 - TRANSFER TO CAPITAL IMPROVEMENT FUND	-	575,000	575,000	1,732,000
69320 - TRANSFERS TO DEBT SERVICE FUND	-	400,000	400,000	-
<b>Grand Total</b>	<b>\$ 1,814,469</b>	<b>\$ 6,989,746</b>	<b>\$ 7,014,207</b>	<b>\$ 9,878,454</b>



## 2017 ADOPTED BUDGET - GENERAL FUND

### Law Department

The [Law Department](#) provides for and supervises all legal services for the City. The Department provides legal advice to the City Council, City Manager, City staff, and City boards and commissions. The Department drafts ordinances and resolutions on all legislative issues. The Department represents the City in federal and state court, and at some administrative adjudication hearings. The Department represents the City in all general litigation matters including, but not limited to, general tort litigation, personal injury, property damage, employment discrimination, civil rights, zoning, and special assessments. The Department prepares or reviews all contracts, leases, easements and plats, and provides advice on public bidding and purchase procedures. The Department assists with the City's liquor licensing activities.

The Department, through the Insurance Fund, supervises the general liability third-party administration of claims. The Department recommends the purchase of insurance in all areas of exposure including general liability, property, and cyber-liability. The Department reviews safety and risk issues and all third-party matters. The Department is responsible for risk transfer and subrogation programs.

#### Financial Summary

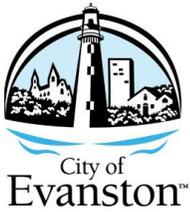
	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Estimated Amount	FY 2017 Adopted Budget
<b>Revenues</b>				
52041 - ONE DAY LIQUOR LICENSE	8,678	12,000	12,000	12,000
52570 - NON PARKING ORDINANCE VIOLATIONS	238,813	262,825	250,000	-
<b>Grand Total</b>	<b>\$ 818,178</b>	<b>\$ 749,825</b>	<b>\$ 774,000</b>	<b>\$ 512,000</b>

	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Estimated Amount	FY 2017 Adopted Budget
<b>Expenses</b>				
17 LAW	1,051,325	1,130,000	1,130,653	854,050
<b>Grand Total</b>	<b>\$ 1,051,325</b>	<b>\$ 1,130,000</b>	<b>\$ 1,130,653</b>	<b>\$ 854,050</b>

Total Full-Time Equivalent Positions	
Division	2017 Position Total FTE
Legal Administration	4.50
<b>Legal Department Total</b>	<b>4.50</b>
<b>*additional 2.5 employees in Insurance Fund</b>	

#### City Council Goal Performance

City Council Goal	Department Initiative
Financial Policies and City Debt	Ongoing success in litigation defense and risk transfers to other entities kept City liability at a minimum.
City Facilities	Successfully appealed and reversed incorrect County real estate tax assessments to eliminate tax assessments issued in error for certain City properties and facilities.
Water and Sewer	Worked with City Council and staff to draft favorable contracts for use with current and prospective wholesale water customers.
Economic Development	Continued to work with staff and prospective developers to assist new and prospective Evanston-based businesses, thereby growing the local tax base.



**2017 ADOPTED BUDGET - GENERAL FUND**

Law Department

**2017 Initiatives**

- Negotiate labor agreements with all collective bargaining units
- Evaluate and pursue further legal strategies to enhance City revenues
- Continue to prevail in litigation at the pre-trial motion stage and at verdict as litigation volume continues to decrease due to ongoing successful litigation reduction strategies
- Continue to work with City Council and staff to execute and implement agreements with current and prospective wholesale water customers
- Work with City Council and staff to secure new economic and community development opportunities

<b>Ongoing Activity Measures</b>	<b>2015 Actual</b>	<b>2016 Estimated</b>	<b>2017 Projected</b>
Ordinance Prosecution	240	230	240
Traffic Prosecution	2450	2400	2500
Legislative Drafting – Ordinance and Resolution	294	250	260
Litigation/Risk Management – Litigated matters positively resolved	12	7	5

Account Number - Description	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Estimated Amount	FY 2017 Adopted Budget
<b>Salary and Benefits</b>	<b>\$ 792,470</b>	<b>\$ 856,439</b>	<b>\$ 809,828</b>	<b>\$ 631,525</b>
61010 - REGULAR PAY	663,445	721,027	685,000	538,468
61420 - ANNUAL SICK LEAVE PAYOUT	-	-	1,620	-
61610 - DENTAL INSURANCE	213	-	-	-
61615 - LIFE INSURANCE	1,856	7	8	7
61625 - AUTO ALLOWANCE	3,646	4,980	3,000	2,490
61626 - CELL PHONE ALLOWANCE	2,199	2,544	2,200	1,944
61630 - SHOE ALLOWANCE	155	155	-	-
61710 - IMRF	73,463	75,524	66,000	53,457
61725 - SOCIAL SECURITY	38,171	41,710	42,000	27,130
61730 - MEDICARE	9,324	10,492	10,000	8,029
<b>Services and Supplies</b>	<b>\$ 132,622</b>	<b>\$ 143,564</b>	<b>\$ 196,000</b>	<b>\$ 142,814</b>
61060 - SEASONAL EMPLOYEES	-	-	50,000	-
62130 - LEGAL SERVICES-GENERAL	5,670	22,000	22,000	22,000
62205 - ADVERTISING	39	-	-	-
62275 - POSTAGE CHARGEBACKS	3,002	2,999	3,000	2,999
62295 - TRAINING & TRAVEL	14,704	3,500	7,500	3,500
62315 - POSTAGE	-	250	-	250
62345 - COURT COST/LITIGATION	8,031	21,000	21,000	21,000
62360 - MEMBERSHIP DUES	2,898	2,800	5,000	2,800
62380 - COPY MACHINE CHARGES	3,215	3,215	-	3,215
62509 - SERVICE AGREEMENTS/ CONTRACTS	68,990	70,000	70,000	70,000
62705 - BANK SERVICE CHARGES	-	-	2,500	-
65010 - BOOKS, PUBLICATIONS, MAPS	21,552	14,000	10,000	14,000
65025 - FOOD	124	-	-	-
65095 - OFFICE SUPPLIES	4,266	3,800	5,000	3,050
65125 - OTHER COMMODITIES	131	-	-	-
<b>Miscellaneous</b>	<b>\$ 614</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
62605 - OTHER CHARGES	614	-	-	-
<b>Insurance and Other Chargebacks</b>	<b>\$ 108,082</b>	<b>\$ 111,820</b>	<b>\$ 106,648</b>	<b>\$ 60,807</b>
61510 - HEALTH INSURANCE	101,628	105,172	100,000	54,159
66030 - TRANSFER TO INSURANCE - RISK	6,454	6,648	6,648	6,648
<b>Interfund Transfers</b>	<b>\$ 17,537</b>	<b>\$ 18,177</b>	<b>\$ 18,177</b>	<b>\$ 18,904</b>
66025 - TRANSFER TO DEBT SERVICE - ERI	17,537	18,177	18,177	18,904
<b>Grand Total</b>	<b>\$ 1,051,325</b>	<b>\$ 1,130,000</b>	<b>\$ 1,130,653</b>	<b>\$ 854,050</b>



## 2017 ADOPTED BUDGET - GENERAL FUND

### Administrative Services Department

As a means to increase efficiency, the [Administrative Services Department](#) was created in FY 10-11. The Administrative Services Department is comprised of multiple divisions that are organized to serve both internal and external customers. Internal customers are city employees and external customers are the citizens and businesses of Evanston.

#### **Human Resources**

The Human Resources Division provides support to the City's most critical assets, its people. The Division is charged with recruiting and hiring quality staff, City-wide training efforts, payroll, benefits administration, workers compensation, safety and compliance associated with government regulations.

#### **Information Technology**

The Information Technology Division (IT) provides support for the City's complex and ever changing technology systems. IT staff support basic computer hardware and software systems as well as acting as resource for specialty systems such as City camera and telephone systems. The IT Division is composed of help desk services, Geographic Information Services, Network Engineering and Development and project management staff for both internal IT and departmental technology related projects.

#### **Parking**

Parking Services is responsible for Residential Parking Districts and Permits; parking lot permits; disabled person's reserved spaces; parking enforcement; parking meters; and operating and maintaining City garages and lots.

#### **Fleet Services**

Fleet Services General Support maintains operating cost records, provides billing and chargeable data to all user City departments, develops vehicle specifications, and purchases vehicular and other equipment. In addition, Fleet Services prepares, documents, and provides disposal of surplus vehicles and equipment through auction services. Overall supervision of department personnel is provided, as is training, direction and coordination of all activities to ensure effective and efficient operations. Key emphasis is placed on reducing down time, which is the amount of time a vehicle or piece of equipment is out of service for repair.

#### **Facilities Management**

The Facilities Management Division supports all City departments by providing functional work environment, including power, lights, HVAC and plumbing. Staff completes over 3,000 work orders and provides over 2,000 hours in preventive maintenance annually. They maintain over 2.1 million sq. ft. of property including 1,129 plumbing fixtures; 294 electrical panels; 3,068 exterior lighting fixtures; 2,294 lock sets and 96 drinking fountains, as well as conduct an annual inspection of 89 RPZ's (backflow prevention valves, such as in drinking fountains, to prevent contamination of the City's water supply).



## 2017 ADOPTED BUDGET - GENERAL FUND

### Administrative Services Department

#### Financial Summary

	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Estimated Amount	FY 2017 Adopted Budget
<b>Revenues</b>				
1910 FINANCE DIVISION - REVENUE	81,674,550	-	-	-
1919 FINANCE DIVISION - COLLECTIONS	66,137	-	-	-
1920 FINANCE DIVISION - ACCOUNTING	201,622	-	-	-
1921 TAX ASSESSMENT ADVOCACY	1,407	-	-	-
1925 FINANCE DIVISION - PURCHASING	2,949	-	-	-
1929 HUMAN RESOURCE DIVISION	19,146	-	-	-
1941 PARKING ENFORCEMENT & TICKETS	2,573,187	3,607,500	2,645,000	2,795,000
1950 FACILITIES	-	51,543	52,000	52,000
<b>Grand Total</b>	<b>\$ 84,538,998</b>	<b>\$ 3,659,043</b>	<b>\$ 2,697,000</b>	<b>\$ 2,847,000</b>

	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Estimated Amount	FY 2017 Adopted Budget
<b>Expenses</b>				
1905 ADM.SERVICES- GENERAL SUPPORT	414,440	470,667	383,100	343,221
1910 FINANCE DIVISION - REVENUE	2,367,724	-	-	-
1915 HUMAN RESOURCE DIVI. - PAYROLL	320,246	306,739	336,810	305,508
1919 FINANCE DIVISION - COLLECTIONS	272,302	-	-	-
1920 FINANCE DIVISION - ACCOUNTING	793,082	-	-	-
1921 TAX ASSESSMENT ADVOCACY	91,630	-	-	-
1925 FINANCE DIVISION - PURCHASING	337,279	-	-	-
1929 HUMAN RESOURCE DIVISION	1,004,488	1,281,633	1,094,795	1,261,244
1932 INFORMATION TECHNOLOGY DIVI.	2,164,203	2,369,590	2,265,105	2,697,157
1940 MISC. EXPENDITURES / BENEFITS	355,668	466,000	325,000	141,000
1941 PARKING ENFORCEMENT & TICKETS	1,257,578	1,259,451	1,208,573	1,290,093
1942 SCHOOL CROSSING GUARDS	383,533	431,442	451,833	462,942
1950 FACILITIES	1,776	3,048,651	3,430,666	3,199,714
<b>Grand Total</b>	<b>\$ 9,763,951</b>	<b>\$ 9,634,173</b>	<b>\$ 9,495,882</b>	<b>\$ 9,700,879</b>

Total Full-Time Equivalent Positions	
Division	2017 Position Total FTE
<b>Administration</b>	3.00
<b>Payroll</b>	2.50
<b>Human Resources</b>	6.00
<b>Information Technology</b>	13.00
<b>Parking Enforcement</b>	12.00
<b>Facilities</b>	21.20
<b>Administrative Services Total</b>	<b>57.70</b>



**2017 ADOPTED BUDGET - GENERAL FUND**

Administrative Services Department

**FY 2017 City Council Goal Performance**

<b>City Council Goal</b>	<b>Department Initiative</b>
City Facilities	Continue to work with the Sustainability Coordinator to reduce energy consumption in all City-owned buildings throughout the fiscal year through lighting upgrades as well as temperature control efficiencies.
City Facilities	Improve energy management techniques with the use of Building Automation Systems to reduce energy consumption throughout the year in City-owned buildings.
City Facilities	Civic Center Security Improvements

**2017 Initiatives**

- Continue citywide implementation and roll-out of Google Apps
- Continue to provide personalized division and departmental training to all staff on Google Apps
- Finalize citywide implementation of new timekeeping software
- Further reduce City printing costs by analyzing internal workflow processes and assisting in process improvement
- Implement online Personnel Change forms
- Implement online time-off requests
- Further conversion to E-suite, paperless checks and online benefit enrollment of all eligible employees
- Implement Performance Management System
- Extend progress of citywide Risk Management performance improvement through further integration and training of staff
- Maintain progress of digitizing all personnel files
- Explore turning Facilities Management Division into its own internal service fund
- Work with Finance and Accounting to ensure all related policies and procedures adhere to best practices
- Work with the City Manager’s Office to further incorporate Livability into the administration of the city and continue to make Evanston the “Most Livable City”.

<b>Ongoing Activity Measures</b>	<b>2015 Actual</b>	<b>2016 Estimated</b>	<b>2017 Projected</b>
Number of Information Technology Service Desk requests closed	5,200	5,200	5,500
Civil Service Commission Meetings	5	5	5
Deliveries received	1,800	1,850	1,800
Civic Center repair costs/sq. ft.	\$2.50	\$2.55	\$2.58
Meetings scheduled	2,000	2,050	2,100
Room set-ups	1,100	1,150	1,150
Staff-hours tracked to work order	22,000	22,000	24,000
Work orders completed	850	1,000	1,100

Account Number - Description	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Estimated Amount	FY 2017 Adopted Budget
<b>Salary and Benefits</b>	<b>\$ 4,330,655</b>	<b>\$ 5,434,021</b>	<b>\$ 5,097,025</b>	<b>\$ 5,591,530</b>
61010 - REGULAR PAY	3,426,251	4,393,240	4,156,489	4,499,278
61050 - PERMANENT PART-TIME	6,681	55,000	63,000	63,397
61055 - TEMPORARY EMPLOYEES	23,020	-	-	-
61110 - OVERTIME PAY	30,233	62,000	72,000	62,000
61415 - TERMINATION PAYOUTS	60,206	-	19,000	-
61420 - ANNUAL SICK LEAVE PAYOUT	11,424	-	3,000	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	20,333	141,000	3,300	141,000
61610 - DENTAL INSURANCE	1,206	-	-	-
61615 - LIFE INSURANCE	10,518	27	34	27
61625 - AUTO ALLOWANCE	6,109	6,180	7,200	6,180
61626 - CELL PHONE ALLOWANCE	5,209	5,976	6,400	5,304
61630 - SHOE ALLOWANCE	1,550	3,875	4,805	4,805
61665 - FLEXIBLE SPENDING ACCOUNT MAINTENANCE FEES	9,854	-	-	-
61710 - IMRF	412,395	440,605	419,369	434,910
61725 - SOCIAL SECURITY	246,892	261,723	275,794	303,147
61730 - MEDICARE	58,774	64,395	66,634	71,482
<b>Services and Supplies</b>	<b>\$ 2,801,566</b>	<b>\$ 3,069,158</b>	<b>\$ 3,300,222</b>	<b>\$ 2,884,172</b>
61060 - SEASONAL EMPLOYEES	361,782	480,595	470,000	470,609
62110 - AUDITING	105,901	-	-	-
62160 - EMPLOYMENT TESTING SERVICES	54,866	172,500	100,000	128,000
62175 - IS SERVICES	15,166	6,600	15,000	6,600
62185 - CONSULTING SERVICES	131,946	14,846	14,000	14,000
62205 - ADVERTISING	6,742	-	100	-
62210 - PRINTING	2,657	750	-	750
62225 - BLDG MAINTENANCE SERVICES	-	101,516	220,000	101,516
62245 - OTHER EQMT MAINTENANCE	1,776	29,318	45,000	29,318
62250 - COMPUTER EQUIPMENT MAINT	46,104	54,450	54,450	50,000
62270 - MEDICAL/HOSPITAL SERVICES	47,679	51,150	51,150	51,150
62274 - TEST ADMINISTRATION	15,154	36,500	36,500	86,500
62275 - POSTAGE CHARGEBACKS	10,556	650	2,400	400
62280 - OVERNIGHT MAIL CHARGES	2,083	-	-	-
62295 - TRAINING & TRAVEL	22,646	16,200	15,500	16,200
62310 - CITY WIDE TRAINING	24,443	29,000	29,000	29,000
62315 - POSTAGE	56,628	-	-	-
62340 - COMPTER LICENSE & SUPP	347,271	437,163	437,000	500,000
62341 - INTERNET SOLUTION PROVIDERS	3,126	9,850	10,000	9,000
62345 - COURT COST/LITIGATION	25	-	-	-
62360 - MEMBERSHIP DUES	26,327	5,400	5,250	5,400
62365 - RECEPTION/ENTERTAINMEN	30	-	-	-
62375 - RENTALS	-	1,000	2,500	-
62376 - 2603 SHERIDAN RD RENTALS EXPENSE	-	2,000	2,000	-
62380 - COPY MACHINE CHARGES	19,133	2,288	14,000	35,000
62415 - DEBRIS/REMOVAL CONTRACTUAL COSTS	-	2,000	2,000	-
62425 - ELEVATOR CONTRACT COSTS	-	4,165	4,165	4,165
62430 - CUSTODIAL CONTRACT SERVICES	-	20,000	20,000	20,000
62431 - ARMORED CAR SERVICES	22,254	-	-	-
62440 - OVERHEAD DOOR CONTRACT COSTS	-	10,000	10,000	10,000
62446 - ROOF REPAIR CONTRACTUAL SVCS	-	20,000	20,000	-
62449 - CITATION AND SECONDARY COLLECTION PROCESSING	319,809	-	-	-
62451 - TOWING AND BOOTING CONTRACTS	33,110	23,000	35,000	23,000
62506 - WORK- STUDY	1,941	2,000	2,000	2,000
62509 - SERVICE AGREEMENTS/ CONTRACTS	18,783	94,845	221,000	260,031
62512 - RECRUITMENT	29,375	46,000	40,000	40,000
62518 - SECURITY ALARM CONTRACTS	-	2,500	2,500	2,500
62615 - INSURANCE PREMIUM	790	-	-	-
62630 - UNEMP. COMP. & ADMIN. FEE	77,505	255,000	150,000	205,000
62706 - REVENUE SHARING AGREEMENTS	355,668	325,000	325,000	-
64005 - ELECTRICITY	1,187	17,700	21,000	17,950
64015 - NATURAL GAS	-	80,000	60,000	80,000
64505 - TELECOMMUNICATIONS	93,425	150,000	100,000	136,755
64510 - TELECOMMUNICATIONS EQUIPMENT MAINTENANCE	-	3,500	3,500	-
64515 - TELECOMMUNICATIONS EQUIPMENT M	15,000	15,000	15,000	-
64540 - TELECOMMUNICATIONS - WIRELESS	22,190	27,300	27,000	30,300
64541 - UTILITY TAX AUDIT SERVICES	156	-	-	-
64545 - PERSONAL COMPUTER SOFTWARE	130,227	4,000	4,000	4,000
65010 - BOOKS, PUBLICATIONS, MAPS	1,623	1,550	500	950
65015 - CHEMICALS/ SALT	-	5,000	5,000	-
65020 - CLOTHING	2,532	3,700	3,700	3,500
65025 - FOOD	447	-	200	-
65040 - JANITORIAL SUPPLIES	-	10,000	10,000	10,000
65045 - LICENSING/REGULATORY SUPP	30,986	3,000	3,000	3,000

Account Number - Description	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Estimated Amount	FY 2017 Adopted Budget
65080 - MERCHANDISE FOR RESALE	-	-	-	-
65085 - MINOR EQUIPMENT & TOOLS	1,541	7,600	15,000	7,600
65090 - SAFETY EQUIPMENT	642	5,833	6,833	11,554
65115 - TRAFFIC CONTROL SUPPLI	-	-	-	-
65545 - GRAFFITI REMOVAL GRANTS	-	-	-	-
65605 - PBX (PRIVATE BRANCH EXCHANGE) MAINTENANCE	-	-	-	-
67065 - HOUSING OPTIONS	-	-	-	-
62766 - PENSION CONTRIBUTION-FIRE	-	-	-	-
66005 - OTHER CHARGES-CAFR AJE	-	-	-	-
99999 - 99999	-	-	-	-
<b>Insurance and Other Chargebacks</b>	<b>\$ 664,649</b>	<b>\$ 791,603</b>	<b>\$ 741,244</b>	<b>\$ 879,266</b>
65665 - PERSONAL COMP EQUIP CHGBK	-	-	-	-
66130 - TRANSFER TO INSURANCE FUND	-	-	-	-
65550 - AUTOMOTIVE EQUIPMENT	-	-	-	-
68010 - DEPRECIATION EXPENSE	-	-	-	-
<b>Interfund Transfers</b>	<b>\$ 1,660,013</b>	<b>\$ 337,391</b>	<b>\$ 337,391</b>	<b>\$ 343,911</b>
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	106,875	159,946	159,946	159,946
62720 - TRANSFER TO GF-STREET MAINTENANCE	-	-	-	-
66020 - TRANSFERS TO OTHER FUNDS	1,414,584	-	-	-
69605 - TRANSFER TO INSURANCE	-	-	-	-
<b>Grand Total</b>	<b>\$ 9,763,951</b>	<b>\$ 9,634,173</b>	<b>\$ 9,495,882</b>	<b>\$ 9,700,879</b>



## 2017 ADOPTED BUDGET - GENERAL FUND

### Community Development Department

The [Community Development Department](#) is responsible for the overall administration and execution of all building, planning and zoning activities, managing affordable housing and other related programs funded with federal and local grants targeting lower income residents as well as the City's transportation and mobility initiatives. The overarching activities of the department are strategically aligned with the City Council goals. The department also serves external customers including: residents, developers, businesses, contractors, architects and local non-profit agencies.

#### **Building and Inspection Services Division**

The mission of the Building and Inspection Services Division is to promote a sustainable, safe and high-quality environment for the residents, workers and visitors of Evanston. The division is committed to providing quality service in a comprehensive, effective, knowledgeable and friendly manner.

The division is responsible for providing the following services:

- Review and approve building plans for commercial and residential projects.
- Issue building permits and inspect permitted work for compliance with approved documents.
- Review and issue business licenses.
- Oversee issuance of elevator permits and semi-annual inspections of conveyance systems within the City.
- Review and issue sign permits and manage required annual inspection of all signs within the City.
- Remove graffiti tags from public right of way and private properties.
- Assist low to moderate-income homeowners with financial and technical assistance in the rehabilitation of their homes.
- Staff the Sign Review and Appeals Board.

#### **Planning and Zoning Division**

The Planning and Zoning Division is tasked with fostering quality growth and development to make Evanston the most livable city. The division is committed to sustaining the architectural vitality of City neighborhoods by aiding in the restoration, rehabilitation and conservation of historic buildings and districts as well as encouraging new and contemporary developments that complement existing neighborhoods and enhance the economic vitality of the City.

The division is responsible for providing the following services:

- Administration of the Zoning and Historic Preservation Ordinances.
- Administration and review of special use applications and applications for relief (variations) from the Zoning Ordinance.
- Coordinate interdepartmental review and land-use entitlement process for large scale developments (Planned Developments).
- Lead neighborhood and city-wide plan efforts to guide future long-term growth and development across the City.
- Staff Design and Project Review (DAPR) Committee, Historic Preservation Commission, Plan Commission and Zoning Board of Appeals.

#### **Housing and Grants Division**

The Housing and Grants Division employs a number of strategies to maintain and improve Evanston's livability for low and moderate-income residents. This includes programs and projects that preserve and



## 2017 ADOPTED BUDGET - GENERAL FUND

### Community Development Department

expand affordable rental and ownership housing, provide needed social services, and improve infrastructure and public facilities in low and moderate income neighborhoods.

The division is responsible for providing the following services:

- Manage grant programs of over \$3 million, including Federal Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), Emergency Solutions Grant (ESG), City’s Affordable Housing Fund and Mental Health Board funds, to address the needs of at-risk and economically disadvantaged residents.
- Ensure compliance with funding requirements of 40-50 programs and projects annually.
- Conduct research and develop policies on housing-related issues, work with housing developers to maintain and expand affordable housing to maintain economic and racial diversity, and improve sustainability.
- Staff the Housing and Community Development Act Committee, Housing, Homelessness, and Human Relations Commission and Mental Health Board.

#### **Transportation and Mobility Function**

The Transportation and Mobility Function coordinates City-wide transportation goals and programs that improve accessibility, mobility and connectivity. The work function also assists in the delivery of transportation infrastructure projects and on-going policy work outlined in the City’s Multi-Modal Transportation and Bike Plans.

Staff is responsible for providing the following services:

- Conduct research and develop policies on emerging new mobility sectors and applications.
- Manage first/last mile programs, including the Transit Planning 4 All grant project and the Divvy Bike Share program.
- Develop long-term policy and programming objectives and coordinate improvement projects with the City’s transit providers.
- Improve services by maximizing the full potential for enhancing non-motorized and transit connections and amenities through new development proposals.
- Staff the Bike Technical Advisory Committee.

#### **Financial Summary**

	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Estimated Amount	FY 2017 Adopted Budget
<b>Revenues</b>				
2105 PLANNING & ZONING	96,373	82,200	110,865	110,865
2126 BUILDING INSPECTION SERVICES	6,201,611	8,808,152	11,000,000	11,177,100
2128 EMERGENCY SOLUTIONS GRANT	171,363	135,550	135,000	135,000
<b>Grand Total</b>	<b>\$ 6,469,347</b>	<b>\$ 9,025,902</b>	<b>\$ 11,245,865</b>	<b>\$ 11,422,965</b>



**2017 ADOPTED BUDGET - GENERAL FUND**

Community Development Department

Expenses	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Estimated	FY 2017 Adopted Budget
2101 COMMUNITY DEVELOPMENT ADMIN	355,078	306,857	355,756	323,208
2105 PLANNING & ZONING	640,832	699,310	605,121	770,275
2115 HOUSING CODE COMPLIANCE	889	-	-	-
2120 HOUSING REHABILITATION	7,895	-	-	-
2126 BUILDING INSPECTION SERVICES	1,266,557	1,622,162	1,399,242	1,556,616
2128 EMERGENCY SOLUTIONS GRANT	154,367	154,568	154,568	154,568
<b>Grand Total</b>	<b>\$ 2,425,618</b>	<b>\$ 2,782,897</b>	<b>\$ 2,514,687</b>	<b>\$ 2,804,668</b>

Total Full-Time Equivalent Positions	
Division	2017 Position Total FTE
Community Development Administration	2.25
Planning and Zoning	5.00
Building Inspection Services	13.25
<b>Total Community Development Positions</b>	<b>20.50</b>

**City Council Goals**

City Council Goal	Department Initiatives
Economic Development	Administered approval of two large-scale Planned Developments: 1815 Ridge/Oak Ave. and 824-828 Noyes St.
Economic Development	Administered approval of 15 new special uses for new businesses.
Economic Development	Continued to review and approve numerous business license applications.
City Streets	Community Development staff served on Steering Committees for two major CIP projects: Sheridan Rd. and Central St. Improvements.
City Streets	Community Development staff managed Bike Plan TAC; led the implementation phase for the Divvy; hosted community bike rides and events; assisted in the delivery of healthy, active transportation pilot programs including bike hand signal signs and bike corrals.
City Streets	Continued to maintain and improve the physical appearance of our City Streets by addressing graffiti tags on public right of ways, and coordinating improvements to transit infrastructure in an efficient manner and making the City a more desirable place to live and work.
City Streets	Researched best practices on new mobility policies and assisted in updating the City's Code to reflect current transportation demands and systems, including taxicabs, transportation network providers, and complete & green streets.
Financial Policies and City Debt	Improved customer service by allowing credit card payment in addition to check payment at permit counter eliminating trips to and from Collector's Office.
Financial Policies and City Debt	Developed and promoted use of online Building and Zoning permit applications for submittal and payment.
Services for At-Risk Families	Rehabbed multiple dwelling units in single- and multi-family properties to maintain safe, sanitary, affordable housing for low and moderate-income residents.



**2017 ADOPTED BUDGET - GENERAL FUND**

Community Development Department

	residents.
Services for At-Risk Families	Renewed funding for the Tenant Based Rental Assistance (TBRA) program for homeless families with children that provides stable housing while the head(s) of household work to achieve economic independence.
Services for At-Risk Families	Continued to improve the grant application and management process for Community Development Block Grant and Mental Health Board programs to realize efficiencies for the City. Reduce compliance requirements for grantees and achieve stronger outcomes for residents served.

**2017 Initiatives**

Promoting neighborhood revitalization, ensuring a safe built environment and affordable housing, and providing first-last mile transportation connections will continue to be major priorities of the department. Specific actions to achieve these priorities include:

**Building and Inspection Services Division**

- Continue utilization of the permit and licensing (PAL) system for digital record management including scanning and attachment of building plans and decreasing the need for outside digital archiving vendor. This initiative aligns with the City’s goal to increase transparency thereby providing comprehensive project information through the Citizen Portal.
- Continue to update worksheets and guides to facilitate the permit process. Include inspection requirements in the guides to improve the inspection process.
- Provide improved customer service by creating a centralized permit center to consolidate issuance of private and public permits. In addition to building, sign, utility and fire permits, the division will also issue right of way, block party and tree permits.
- Use updated application, guidelines and marketing brochures to provide the housing rehabilitation program to low and moderate-income residents to maintain and improve the quality of Evanston’s housing stock.
- Collaborate with the Administrative Services Department and Public Works Agency for graffiti removal services. This effort has been implemented to reduce program costs and minimize vendor utilization.

**Planning and Zoning Division**

- Continue working with Economic Development Division to provide timely and early zoning information to new businesses wishing to locate in Evanston.
- Administer approval of an amendment to 2009 Downtown Plan to incorporate an area immediately north of Emerson St. Complete zoning ordinance text amendment to rezone the Research Park area in the downtown.
- Process review and permit approval of several large-scale Projects and Planned Developments.
- Continue to review and propose amendments to the Zoning Ordinance to improve approval of private projects and facilitate the type of land uses and development that increase livability.

**Housing and Grants Division**

- Continue to focus on substantial rehab of affordable rental and ownership housing units to maintain safe, sanitary and affordable housing. Projects that correct code violations, address life safety issues, improve accessibility, include energy and water efficient features to reduce operating costs, and increase sustainability will be prioritized.



## 2017 ADOPTED BUDGET - GENERAL FUND

### Community Development Department

- Continue to manage grant-funded programs and projects to ensure timely completion and compliance with all federal and local requirements, including affordability restrictions for housing units.

#### **Transportation and Mobility Function**

- Continue to improve connections and expand options for addressing first/last mile networks to transit for all community members: Divvy bike share, rapid transit, and on-demand services.
- Assist the Planning and Zoning Division in securing the full potential for new development proposals' improvements to the non-motorized and transit networks
- Integrate mobility and transportation initiatives into existing and new community events, including community rides and tabling events.
- Work across transportation and transit agencies within Evanston to maintain and grow a reliable, safe, accessible, and active transportation network

Community Development will continue to provide staff support and improve processes for the following boards, commissions and committees:

- Animal Welfare Board
- Bike Technical Advisory Committee
- Design and Project Review (DAPR)
- Housing and Community Development Act Committee
- Housing and Homelessness Commission
- Mental Health Board
- Plan Commission
- Planning and Development Committee
- Preservation Commission
- Sign Review and Appeals Board
- Zoning Board of Appeals

<b>Ongoing Activity Measures</b>	<b>2015 Actual</b>	<b>2016 Estimated</b>	<b>2017 Projected</b>
Total Building Permit Revenue Collected	\$6,120,419	\$10,500,000	\$9,232,000
Total Building Permits Issued	3,879	3,700	3,700
Total Building Inspections	7,589	7,650	7,650
Total Building Construction Work w/o permits investigated	93	200	200
Total Business Licenses Issued	71	70	80
Housing units rehabilitated (major)	87	80	9
Total Elevator Inspections	1,572	1,572	1,572
Contractor Licenses Issued/Renewed	1,020	1,000	1,000
Sign Variations/Variations Approved	8/7	10/9	0*
Graffiti tags removed by graffiti technician	1,493	1,500	1,500
Preservation cases	322	315	318
Zoning Analysis Cases	177	336	330



## 2017 ADOPTED BUDGET - GENERAL FUND

### Community Development Department

Special Uses/Major Variations	39	33	36
Minor Variations	59	65	60
Planned Development/Amendments	8	7	7
NSP2 Housing Units Occupied	1	1	Completed
CDBG, MHB & ESG Programs/Projects Managed	47	47	45
Affordable Housing Units Financed	30	1	8
Households Provided Tenant-Based Rental Assistance	21	26	9
HOME/Affordable Housing Fund Programs/Projects Managed	8	8	8
Design and Project Review Committee Meetings	43	47	45
Housing and Community Development Act Committee	10	10	10
Housing & Homelessness Commission Meetings	6	10	10
Mental Health Board	10	11	11
Plan Commission	10	12	13
Planning and Development Committee	18	17	17
Preservation Commission	12	12	12
Sign Review and Appeals Board Meetings (SRAB)	8	9	0*
Animal Welfare Board Meetings	13	4	4
Zoning Board of Appeals	17	18	18
Zoning Committee of the Plan Commission	3	0	0
Bike Technical Advisory Committee Meetings	3	8	8
24-Hour Divvy Passes Purchased at an Evanston Station	N/A	800	1,200
Annual Active Divvy Memberships (Evanston's portion)	N/A	1,000	1,500
Evanston-Evanston Divvy One-Way Trips	N/A	8,500	15,000
One-Way Divvy Trips that begin and/or end at an Evanston Station	N/A	11,500	20,000

\*BCC consolidation will eliminate SRAB in 2017

Account Number - Description	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Estimated Amount	FY 2017 Adopted Budget
<b>Salary and Benefits</b>	<b>\$ 1,770,405</b>	<b>\$ 2,043,095</b>	<b>\$ 1,825,676</b>	<b>\$ 2,023,356</b>
61010 - REGULAR PAY	1,439,039	1,749,833	1,525,000	1,716,956
61050 - PERMANENT PART-TIME	3,109	-	-	-
61110 - OVERTIME PAY	1,482	4,500	10,600	9,500
61415 - TERMINATION PAYOUTS	26,980	-	10,600	-
61420 - ANNUAL SICK LEAVE PAYOUT	2,256	-	3,710	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	10,894	-	-	-
61610 - DENTAL INSURANCE	549	-	-	-
61615 - LIFE INSURANCE	4,786	9	16	23
61625 - AUTO ALLOWANCE	3,668	3,735	4,100	3,735
61626 - CELL PHONE ALLOWANCE	2,982	3,006	3,200	3,366
61630 - SHOE ALLOWANCE	930	930	2,300	1,682
61710 - IMRF	163,116	165,539	151,500	159,211
61725 - SOCIAL SECURITY	89,386	93,410	92,900	104,201
61730 - MEDICARE	21,228	22,133	21,750	24,682
<b>Services and Supplies</b>	<b>\$ 148,014</b>	<b>\$ 189,704</b>	<b>\$ 168,542</b>	<b>\$ 234,315</b>
61060 - SEASONAL EMPLOYEES	19,654	17,000	46,800	22,000
62150 - CONSTRUCTION ENGINEERING SERVICES	550	6,000	2,000	6,000
62185 - CONSULTING SERVICES	36,153	62,865	10,000	62,865
62190 - GRAFFITI REMOVAL SERVICES	10,274	15,000	5,000	5,000
62205 - ADVERTISING	1,368	2,925	3,000	2,925
62210 - PRINTING	2,777	3,000	2,289	3,000
62245 - OTHER EQMT MAINTENANCE	-	100	100	100
62275 - POSTAGE CHARGEBACKS	13,498	9,100	9,100	9,100
62295 - TRAINING & TRAVEL	5,030	16,000	6,000	16,000
62315 - POSTAGE	-	-	550	-
62345 - COURT COST/LITIGATION	200	-	500	400
62360 - MEMBERSHIP DUES	3,268	4,200	3,825	4,200
62380 - COPY MACHINE CHARGES	2,599	2,600	2,598	2,600
62425 - ELEVATOR CONTRACT COSTS	6,134	5,000	7,000	5,000
62464 - PLUMB, ELEC, PLAN REVEIW SERV	31,520	25,000	50,000	25,000
62509 - SERVICE AGREEMENTS/ CONTRACTS	-	-	-	50,000
62645 - DIGITAL ARCHIVING	5,809	10,000	10,000	10,000
62705 - BANK SERVICE CHARGES	53	-	-	-
64540 - TELECOMMUNICATIONS - WIRELESS	-	2,789	-	-
65010 - BOOKS, PUBLICATIONS, MAPS	1,927	1,275	730	1,275
65020 - CLOTHING	777	-	50	2,000
65025 - FOOD	567	800	1,300	800
65055 - MATER. TO MAINT. IMP.	-	350	300	350
65085 - MINOR EQUIPMENT & TOOLS	874	700	600	700
65095 - OFFICE SUPPLIES	4,984	5,000	6,800	5,000
<b>Insurance and Other Chargebacks</b>	<b>\$ 274,620</b>	<b>\$ 306,935</b>	<b>\$ 277,306</b>	<b>\$ 301,287</b>
61510 - HEALTH INSURANCE	262,924	304,129	274,500	298,481
66030 - TRANSFER TO INSURANCE - RISK	11,696	2,806	2,806	2,806
<b>Community Sponsored Organizations</b>	<b>\$ 141,178</b>	<b>\$ 154,568</b>	<b>\$ 154,568</b>	<b>\$ 154,568</b>
67010 - COMMUNITY SPONSORED ORGANIZATIONS	-	154,568	154,568	154,568
67110 - CONNECTIONS FOR THE HOMELESS	126,178	-	-	-
67111 - YWCA	15,000	-	-	-
<b>Contingencies</b>	<b>\$ -</b>	<b>\$ 8,000</b>	<b>\$ 8,000</b>	<b>\$ 8,000</b>
68205 - CONTINGENCIES	-	8,000	8,000	8,000
<b>Interfund Transfers</b>	<b>\$ 91,400</b>	<b>\$ 80,595</b>	<b>\$ 80,595</b>	<b>\$ 83,142</b>
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	13,526	13,932	13,932	13,932
62309 - RENTAL OF AUTO REPLACEMENT	12,010	12,010	12,010	12,370
66025 - TRANSFER TO DEBT SERVICE - ERI	52,729	54,653	54,653	56,840
66131 - TRANSFER TO GENERAL FUND	13,135	-	-	-
69601 - TRANSFER TO EQUIPMENT REPLACEMENT	-	-	-	-
<b>Grand Total</b>	<b>\$ 2,425,618</b>	<b>\$ 2,782,897</b>	<b>\$ 2,514,687</b>	<b>\$ 2,804,668</b>



## 2017 ADOPTED BUDGET - GENERAL FUND

### Police Department

The [Evanston Police Department](#) is committed to the protection of life and property. With a staff of 165 sworn officers and 62 civilian personnel, the emphasis is on delivering a public service in harmony with the values and expectations of the community. This is accomplished through the three divisions of the Police Department: Field Operations Division, Support Services Division; and Investigative Services Division.

#### **Field Operations Division**

Headed by a Deputy Chief, this division is comprised of three patrol divisions of uniformed officers who respond to calls for service and proactively patrol the community. This Division also includes the Department's K9 unit, Traffic Division and its Community Strategy Division (Problem-Solving Team and Foot Patrol Unit).

#### **Support Services Division**

Charged with the oversight of the internal workings of the Police Department, the Deputy Chief of this Division oversees the Office of Administration, Records Bureau, the Communications Division (9-1-1 Call Center) and the Support Services Division (Service Desk and 3-1-1 Call Center).

#### **Investigative Services Division**

Responsible for the investigation and follow-up of major crimes and incidents, this unit is comprised of the Juvenile Detective Division as well as the Investigative Services Division. Headed by a Deputy Chief, this unit includes the Neighborhood Enforcement Team (NET) and the department's TAC unit, which is responsible for a variety of tactical response operations. In addition, Victim Services and Youth Services provide services to the community.

#### **Financial Summary**

	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Estimated Amount	FY 2017 Adopted Budget
<b>Revenues</b>				
2205 POLICE ADMINISTRATION	486,313	9,794,940	9,822,490	10,678,250
2225 SOCIAL SERVICES BUREAU	49,866	44,000	45,000	44,000
2240 POLICE RECORDS	26,275	20,000	20,000	20,000
2260 OFFICE OF ADMINISTRATION	16,631	-	2,400	-
2270 TRAFFIC BUREAU	136,779	100,000	125,000	118,000
2280 ANIMAL CONTROL	38,358	8,000	23,650	23,000
2285 PROBLEM SOLVING TEAM	2,000	-	2,000	-
<b>Grand Total</b>	<b>\$ 756,222</b>	<b>\$ 9,966,940</b>	<b>\$ 10,040,540</b>	<b>\$ 10,883,250</b>



**2017 ADOPTED BUDGET - GENERAL FUND**

**Police Department**

<b>Expenses</b>	<b>FY 2015 Actual Amount</b>	<b>FY 2016 Amended Budget</b>	<b>FY 2016 Estimated Amount</b>	<b>FY 2017 Adopted Budget</b>
2205 POLICE ADMINISTRATION	9,476,547	10,653,831	9,953,799	11,624,315
2210 PATROL OPERATIONS	12,567,391	11,890,727	11,172,337	10,958,576
2215 CRIMINAL INVESTIGATION	2,219,570	2,371,646	2,387,701	2,252,216
2225 SOCIAL SERVICES BUREAU	524,206	603,694	576,593	654,748
2121 EECB GRANT RESI WEATHER PROGRAM	1,148,347	1,129,761	1,048,159	1,020,127
2235 SCHOOL LIAISON	498,040	532,429	510,213	478,839
2240 POLICE RECORDS	686,574	696,258	715,901	704,031
2245 COMMUNICATIONS	1,569,815	1,618,304	1,578,306	1,558,798
2250 SERVICE DESK	1,705,510	1,382,702	1,577,535	1,301,979
2251 311 CENTER	522,231	584,138	545,270	606,523
2255 OFFICE-PROFESSIONAL STANDARDS	399,482	378,169	621,036	525,088
2260 OFFICE OF ADMINISTRATION	687,743	598,951	720,162	732,852
2265 NEIGHBORHOOD ENFORCEMENT TEAM	2,204,350	1,927,769	2,659,816	2,212,929
2270 TRAFFIC BUREAU	1,110,844	968,938	1,140,620	1,012,090
2275 COMMUNITY STRATEGIC BUREAU	177,487	154,430	167,576	158,381
2280 ANIMAL CONTROL	252,686	253,077	238,689	185,005
2285 PROBLEM SOLVING TEAM	1,488,667	1,555,400	1,789,827	1,823,351
2291 PROPERTY BUREAU	469	223,309	18,000	238,733
2295 BUILDING MANAGEMENT	-	172,745	65,000	175,261
<b>Grand Total</b>	<b>\$ 37,239,961</b>	<b>\$ 37,696,278</b>	<b>\$ 37,486,540</b>	<b>\$ 38,223,842</b>

<b>Total Full-Time Equivalent Positions</b>	
<b>Division</b>	<b>2017 Position Total FTE</b>
Police Administration	3.00
Patrol Operations	91.00
Criminal Investigation	18.00
Social Services Bureau	5.30
Juvenile Bureau	10.00
School Liaison	4.00
Police Records	7.00
Communications	14.00
Service Desk	15.00
Public Information	8.50
Office of Professional Standards	3.00
Office of Administration	4.00
Neighborhood Enforcement Team	16.00
Traffic Bureau	8.00
Community Strategic Bureau	1.00
Animal Control	1.00
Problem Solving Team	14.00
Property Bureau	2.00
Building Management	1.00
<b>Police Department Total</b>	<b>225.80</b>



**2017 ADOPTED BUDGET - GENERAL FUND**

Police Department

<b>Ongoing Activity Measures</b>	<b>2015 Actual</b>	<b>2016 Projected</b>	<b>2017 Projected</b>
Part I crimes	1,963	1,863	1,800
Part II crimes	7,368	7,350	7,330
Total calls for service	38,662	39,000	39,300
Arrests (felony & misdemeanor)	1,710	1,680	1,670
D.U.I. arrests	88	88	88
Ticket & citation production – Parking	18,962	19,000	19,200

**2017 Initiatives**

- Finalize the replacement of the existing Computer Aided Dispatch System (CADS) from Naviline CAD400 to the ONESolution product.
- Develop an in-car camera program in conjunction with Northwestern University as a preamble to the implementation of body cameras for Evanston police officers.
- Research the transition to the STARCOM radio system from the current UHF T-Band frequency.

Account Number - Description	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Estimated Amount	FY 2017 Adopted Budget
<b>Salary and Benefits</b>	<b>\$ 22,545,177</b>	<b>\$ 23,085,127</b>	<b>\$ 22,623,017</b>	<b>\$ 22,459,205</b>
61010 - REGULAR PAY	18,822,861	20,052,943	18,793,000	19,627,068
61050 - PERMANENT PART-TIME	3,350	138,726	33,000	76,504
61055 - TEMPORARY EMPLOYEES	-	3,000	-	-
61062 - SPECIAL EVENT PAY	10,970	184,446	6,000	184,446
61070 - JOB TRAINING AND INTERNSHIPS	-	90,000	500	97,500
61110 - OVERTIME PAY	210,841	145,900	216,410	146,400
61111 - HIREBACK OT PAY	901,504	179,200	1,009,550	182,200
61112 - SPECIAL DETAIL OT	343,750	124,130	324,000	124,130
61415 - TERMINATION PAYOUTS	539,704	275,000	236,500	275,000
61420 - ANNUAL SICK LEAVE PAYOUT	116,288	190,000	185,400	190,000
61425 - ANNUAL HOLIDAY PAYOUT	-	204,000	313,450	204,000
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	94,964	-	21,500	-
61440 - EDUCATION PAY	209,600	232,000	266,600	232,400
61610 - DENTAL INSURANCE	6,140	-	-	-
61615 - LIFE INSURANCE	53,449	40	47	47
61626 - CELL PHONE ALLOWANCE	354	360	400	360
61630 - SHOE ALLOWANCE	620	465	610	465
61635 - UNIFORM ALLOWANCE	167,525	198,600	202,350	195,600
61710 - IMRF	510,717	470,180	418,100	380,646
61725 - SOCIAL SECURITY	255,534	320,460	293,000	258,819
61730 - MEDICARE	297,006	275,677	302,600	283,620
<b>Services and Supplies</b>	<b>\$ 811,769</b>	<b>\$ 753,928</b>	<b>\$ 812,419</b>	<b>\$ 788,928</b>
61060 - SEASONAL EMPLOYEES	185	-	38,000	-
62210 - PRINTING	6,473	3,000	4,500	3,000
62225 - BLDG MAINTENANCE SERVICES	55,227	59,600	53,000	59,600
62240 - AUTOMOTIVE EQMP MAINT	2,510	-	-	-
62245 - OTHER EQMT MAINTENANCE	384	2,700	-	2,700
62270 - MEDICAL/HOSPITAL SERVICES	-	1,000	-	1,000
62272 - OTHER PROFESSIONAL SERVICES	46,295	65,000	19,000	65,000
62275 - POSTAGE CHARGEBACKS	5,614	6,000	5,500	6,000
62280 - OVERNIGHT MAIL CHARGES	222	-	100	-
62295 - TRAINING & TRAVEL	168,619	127,890	127,675	127,890
62315 - POSTAGE	-	-	100	-
62335 - DATA PROCESSING SERVICES	38	378	300	378
62360 - MEMBERSHIP DUES	119,809	116,388	144,140	116,388
62370 - EXPENSE ALLOWANCE	3,823	5,700	2,500	5,700
62375 - RENTALS	9,387	33,430	10,900	33,430
62380 - COPY MACHINE CHARGES	9,779	8,954	8,954	8,954
62425 - ELEVATOR CONTRACT COSTS	4,995	3,112	2,000	3,112
62509 - SERVICE AGREEMENTS/ CONTRACTS	21,538	-	70,400	35,000
62515 - RENTAL SERVICES	678	-	-	-
62518 - SECURITY ALARM CONTRACTS	167	-	-	-
62645 - DIGITAL ARCHIVING	-	-	500	-
62705 - BANK SERVICE CHARGES	-	600	150	600
64005 - ELECTRICITY	3,264	-	600	-
64015 - NATURAL GAS	12,049	15,000	17,000	15,000
64505 - TELECOMMUNICATIONS	29,418	50,000	35,000	50,000
64510 - TELECOMMUNICATIONS EQUIPMENT MAINTENANCE	55	-	-	-
64540 - TELECOMMUNICATIONS - WIRELESS	51,849	22,000	40,400	22,000
64545 - PERSONAL COMPUTER SOFTWARE	48	-	-	-
64565 - CABLE - VIDEO	442	-	-	-
65010 - BOOKS, PUBLICATIONS, MAPS	418	520	500	520
65015 - CHEMICALS/ SALT	39,153	35,833	32,000	35,833
65020 - CLOTHING	62,245	40,450	47,700	40,450
65025 - FOOD	3,204	8,050	3,000	8,050
65035 - PETROLEUM PRODUCTS	31	-	-	-
65040 - JANITORIAL SUPPLIES	12,173	6,600	10,000	6,600
65050 - BLDG MAINTENANCE MATERIAL	996	-	-	-
65085 - MINOR EQUIPMENT & TOOLS	69,001	54,790	64,000	54,790
65090 - SAFETY EQUIPMENT	728	-	-	-
65095 - OFFICE SUPPLIES	22,194	22,300	24,500	22,300
65105 - PHOTO/DRAFTING SUPPLIE	352	4,833	3,500	4,833
65125 - OTHER COMMODITIES	48,405	59,800	46,500	59,800
<b>Miscellaneous</b>	<b>\$ 8,858,156</b>	<b>\$ 35,000</b>	<b>\$ 20,400</b>	<b>\$ -</b>
62490 - OTHER PROGRAM COSTS	27,434	-	17,400	-
62605 - OTHER CHARGES	2,793	-	-	-
62765 - PENSION CONTRIBUTION-POLICE	8,746,427	-	-	-
62770 - MISCELLANEOUS	81,501	35,000	-	-
65120 - POLICE DUI EXPENSE	-	-	3,000	-

Account Number - Description	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Estimated Amount	FY 2017 Adopted Budget
<b>Insurance and Other Chargebacks</b>	<b>\$ 4,016,754</b>	<b>\$ 12,794,325</b>	<b>\$ 13,002,806</b>	<b>\$ 13,915,779</b>
61510 - HEALTH INSURANCE	3,050,041	3,018,519	3,222,000	3,328,113
62745 - IMRF TRANSFER-CHARGEBACK	-	-	-	-
66030 - TRANSFER TO INSURANCE - RISK	966,713	337,866	337,866	337,866
66125 - SERVICES BILLED OUT	-	-	-	-
<b>Capital Outlay</b>	<b>\$ 3,478</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
65550 - AUTOMOTIVE EQUIPMENT	-	-	-	-
64535 - TELECOMMUNICATIONS - NETWORK	-	-	-	-
<b>Contingencies</b>	<b>\$ 1,419</b>	<b>\$ 2,500</b>	<b>\$ 2,500</b>	<b>\$ 2,500</b>
68320 - PRINCIPAL REDUCTION	-	-	-	-
<b>Interfund Transfers</b>	<b>\$ 1,003,206</b>	<b>\$ 1,025,398</b>	<b>\$ 1,025,398</b>	<b>\$ 1,057,430</b>
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	642,165	660,540	660,540	660,540
62540 - MAINTENANCE OFFICE EQUIP CHARGEBACKS	-	-	-	-
69601 - TRANSFER TO EQUIPMENT REPLACEMENT	-	-	-	-
<b>Grand Total</b>	<b>\$ 37,239,961</b>	<b>\$ 37,696,278</b>	<b>\$ 37,486,540</b>	<b>\$ 38,223,842</b>



## 2017 ADOPTED BUDGET - GENERAL FUND

### Fire Department

The [Fire Department](#) exists 24 hours of every day to protect life, property, and the environment. The Department provides superior quality fire suppression, emergency medical services, fire prevention, public education, technical rescue, and non-emergency and support services to prevent or minimize situations that effect Evanston residents, businesses, and visitors. The community service is provided through four divisions: Fire Administration and Support, Fire Prevention, Fire Suppression, and Emergency Preparedness.

The Fire Administration and Support Division provides direction, policy, leadership, and management for moving the organization toward achieving its mission. The Fire Prevention Division provides plan review, business and mercantile safety assistance, code enforcement, and investigation. The Fire Suppression Division is the community's standing army. The 101 members assigned to the Suppression Division deliver first response to all emergencies and situations that require prompt attention on a twenty-four hour a day basis. The members of the Suppression Division staff five fire stations, which house five fire engines, two aerial ladder trucks, three ambulances, and a Shift Chief. The Emergency Preparedness Division in cooperation with all City Departments coordinates the disaster preparation, mitigation, and recovery plans and efforts of the City. The Emergency Preparedness Division integrates the City's plans with the County and State Emergency Preparedness Agencies.

#### Financial Summary

	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Estimated Amount	FY 2017 Adopted Budget
<b>Revenues</b>				
2305 FIRE MGT & SUPPORT	104,690	7,510,865	7,533,965	8,530,809
2310 FIRE PREVENTION	259,654	209,000	250,000	244,000
2315 FIRE SUPPRESSION	1224477.18	1531000	1781500	1831500
2320 EMERGENCY PREPAREDNESS	-	17,000	-	-
<b>Grand Total</b>	<b>\$ 1,588,822</b>	<b>\$ 9,267,865</b>	<b>\$ 9,565,465</b>	<b>\$ 10,606,309</b>

	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Estimated Amount	FY 2017 Adopted Budget
<b>Expenses</b>				
2305 FIRE MGT & SUPPORT	7,019,339	8,165,202	8,065,011	8,965,267
2310 FIRE PREVENTION	600,372	562,954	616,413	642,654
2315 FIRE SUPPRESSION	13,701,285	13,859,384	14,527,678	14,671,809
2320 EMERGENCY PREPAREDNESS	10,510	14,202	13,602	14,271
<b>Grand Total</b>	<b>\$ 21,331,507</b>	<b>\$ 22,601,742</b>	<b>\$ 23,222,704</b>	<b>\$ 24,294,001</b>

Total Full-Time Equivalent Positions	
Division	2017 Position Total FTE
<b>Fire Management &amp; Support</b>	3.00
<b>Fire Prevention</b>	4.00
<b>Fire Suppression</b>	103.00
<b>Fire and Life Safety Services Total</b>	<b>110.00</b>



## 2017 ADOPTED BUDGET - GENERAL FUND

### Fire Department

#### City Council Goal Performance

<b>City Council Goal</b>	<b>Department Initiative</b>
City Facilities	Department will implement a video conferencing system
City Facilities	CERT members volunteered to assist at City sponsored events
Economic Development	Department members presented a successful Citizens Fire Academy
Services for at-risk families	Fire Explorer Program is continuing to be led by Department members

#### 2016 Initiatives Update

The Fire Department, in cooperation with Human Resources, has completed the process of creating an eligibility list for new hiring. The Fire Apparatus Operator promotional exam has been offered. The promotional list has been posted and is effective. The Department has been able to offer the Pediatric Advanced Life Support course. Eighty one members received the advanced certification. The Department's strategic plan has been implemented. The annual review and update process is in progression.

#### 2017 Initiatives

- In cooperation Human Resources, the Department will prepare promotional exams for the position of Shift Chief and Captain.
- Emergency Management will continue working with City Departments on emergency notification, building evacuation, and continuity of operations.
- All Paramedics will be offered the opportunity to complete Advanced Cardiac Life Support Certification.
- In cooperation with the Telecommunications Center, the Department will implement an upgraded Computer Aided Dispatch System, as well as, a new Fire Reporting System. reporting
- The community engagement programs, Fire Explorer, Citizen CPR, and Citizen Fire Academy will be offered through our Department members.
- The Department will continue its Strategic Plan implementation.



## 2017 ADOPTED BUDGET - GENERAL FUND

### Fire Department

<b>Ongoing Activity Measures</b>	<b>2015 Actual</b>	<b>2016 Estimated</b>	<b>2017 Projected</b>
City fire insurance rating	2	2	2
Hydrants inspected/flow tested	1,310	1,310	1,310
Bureau fire inspections	740	750	750
Construction plans reviewed	415	450	480
Staff hours on cause and origin investigations	88	92	100
All Fire Dept. incidents, excluding ambulance calls	3,636	3,650	3,660
Ambulance calls	5,994	6,100	6,300
Extinguishing Alarm System activations (Included above)	1,347	1,445	1,450
Number of fires (included above)	99	101	100
Number of structure fires (included above)	46	65	60
Average fire alarm response time	3:40	3:43	3:40
Average ambulance response time	3:20	3:30	3:30
Training hours/firefighter	240	240	240
Number of paramedics	101	101	100

Account Number - Description	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Estimated Amount	FY 2017 Adopted Budget
<b>Salary and Benefits</b>	<b>\$ 11,412,884</b>	<b>\$ 11,228,881</b>	<b>\$ 11,735,102</b>	<b>\$ 11,624,265</b>
61010 - REGULAR PAY	10,393,442	10,533,254	10,755,000	10,903,923
61110 - OVERTIME PAY	227,079	128,000	181,000	128,000
61111 - HIREBACK OT PAY	297,572	250,000	439,000	250,000
61113 - TRAINING OT	40,688	33,000	50,000	33,000
61415 - TERMINATION PAYOUTS	85,164	50,000	-	50,000
61420 - ANNUAL SICK LEAVE PAYOUT	100,529	50,000	118,000	50,000
61610 - DENTAL INSURANCE	3,493	-	-	-
61615 - LIFE INSURANCE	30,482	102	102	110
61626 - CELL PHONE ALLOWANCE	1,179	1,200	1,300	1,200
61710 - IMRF	75,906	15,606	22,200	21,720
61725 - SOCIAL SECURITY	12,359	22,466	19,500	30,155
61730 - MEDICARE	144,991	145,253	149,000	156,157
<b>Services and Supplies</b>	<b>\$ 382,171</b>	<b>\$ 428,023</b>	<b>\$ 398,323</b>	<b>\$ 428,023</b>
62210 - PRINTING	2,301	4,000	4,650	4,000
62235 - OFFICE EQUIPMENT MAINT	1,256	1,100	700	1,100
62245 - OTHER EQMT MAINTENANCE	2,599	5,100	4,500	5,100
62250 - COMPUTER EQUIPMENT MAINT	3,808	8,100	5,000	8,100
62270 - MEDICAL/HOSPITAL SERVICES	36,647	50,400	40,000	50,400
62275 - POSTAGE CHARGEBACKS	2,472	3,000	2,000	3,000
62295 - TRAINING & TRAVEL	71,679	72,400	73,100	72,400
62315 - POSTAGE	107	500	250	500
62335 - DATA PROCESSING SERVICES	2,718	3,200	2,500	3,200
62355 - LAUNDRY/OTHER CLEANING	1,077	1,000	1,000	1,000
62360 - MEMBERSHIP DUES	44,051	47,200	45,150	47,200
62380 - COPY MACHINE CHARGES	1,223	1,223	1,223	1,223
62430 - CUSTODIAL CONTRACT SERVICES	9,393	2,000	9,500	2,000
62509 - SERVICE AGREEMENTS/ CONTRACTS	5,143	5,100	5,000	5,100
62518 - SECURITY ALARM CONTRACTS	2,139	6,400	5,000	6,400
62705 - BANK SERVICE CHARGES	-	-	650	-
64015 - NATURAL GAS	48,439	70,000	60,000	70,000
64540 - TELECOMMUNICATIONS - WIRELESS	13,980	12,000	12,000	12,000
65005 - AGRI/BOTANICAL SUPPLIES	-	300	300	300
65010 - BOOKS, PUBLICATIONS, MAPS	1,414	2,400	2,150	2,400
65015 - CHEMICALS/ SALT	6,217	6,000	6,000	6,000
65020 - CLOTHING	69,544	70,000	60,000	70,000
65040 - JANITORIAL SUPPLIES	11,024	11,000	11,200	11,000
65050 - BLDG MAINTENANCE MATERIAL	6,039	6,000	6,000	6,000
65070 - OFFICE/OTHER EQT MTN MATL	4,036	4,000	4,000	4,000
65075 - MEDICAL & LAB SUPPLIES	7,659	7,000	7,500	7,000
65085 - MINOR EQUIPMENT & TOOLS	5,288	4,500	4,900	4,500
65090 - SAFETY EQUIPMENT	1,756	2,000	2,500	2,000
65095 - OFFICE SUPPLIES	6,402	7,400	7,750	7,400
65105 - PHOTO/DRAFTING SUPPLIE	1,637	1,700	1,600	1,700
65125 - OTHER COMMODITIES	12,123	12,100	11,400	12,100
65620 - OFFICE MACH. & EQUIP.	-	900	800	900
<b>Miscellaneous</b>	<b>\$ 6,501,430</b>	<b>\$ 128,894</b>	<b>\$ 107,500</b>	<b>\$ 426,590</b>
62521 - MEDICAL EQ MAINT AGREEMENTS	31,496	31,400	30,000	31,400
62522 - SCBA EQ MAINT AGREEMENTS	7,513	5,000	6,000	250,000
62523 - EXTRICATION EQ MAINT AGREEMNTS	1,284	3,000	2,500	3,000
62605 - OTHER CHARGES	8,219	8,000	8,500	8,000
62766 - PENSION CONTRIBUTION-FIRE	6,377,482	-	-	-
62770 - MISCELLANEOUS	34,665	-	8,000	8,202
65141 - FITNESS INCENTIVE	40,772	81,494	52,500	125,988
<b>Insurance and Other Chargebacks</b>	<b>\$ 2,204,940</b>	<b>\$ 9,936,576</b>	<b>\$ 10,103,411</b>	<b>\$ 10,902,378</b>
61510 - HEALTH INSURANCE	1,788,807	1,740,365	1,900,000	1,944,123
62675 - INTERDEPT TRANSFER PENSIONS	-	7,393,865	7,393,865	8,148,709
66030 - TRANSFER TO INSURANCE - RISK	416,133	802,346	802,346	802,346
66059 - HEALTH INSURANCE OPT OUT EXPENSE	-	-	7,200	7,200
<b>Capital Outlay</b>	<b>\$ 36,414</b>	<b>\$ 70,000</b>	<b>\$ 69,000</b>	<b>\$ 70,000</b>
65625 - FURNITURE & FIXTURES	36,414	70,000	69,000	70,000
<b>Interfund Transfers</b>	<b>\$ 793,667</b>	<b>\$ 809,368</b>	<b>\$ 809,368</b>	<b>\$ 842,745</b>
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	516,559	532,055	532,055	547,055
62309 - RENTAL OF AUTO REPLACEMENT	271,500	271,500	271,500	289,645
66025 - TRANSFER TO DEBT SERVICE - ERI	5,608	5,813	5,813	6,045
<b>Grand Total</b>	<b>\$ 21,331,507</b>	<b>\$ 22,601,742</b>	<b>\$ 23,222,704</b>	<b>\$ 24,294,001</b>



## 2017 ADOPTED BUDGET - GENERAL FUND

### Health and Human Services Department

The [Health and Human Services Department](#) (HHS) was created to protect, preserve, and promote wellness for people who live, work, and play in Evanston through creative and sustainable partnerships. The Department is a leader in improving the health and well-being of the Evanston community. The Health and Human Services Department's deliverables are based on the idea that health is influenced by more than just individual choices. One's physical and psychosocial environment, culture, and government all play a role in influencing and determining overall health. Collective success depends on trusting and vibrant relationships throughout key stakeholder groups, including residents, grassroots organizations youth, government leaders, and others who share the goals of policy and systems changes to improve health for all.

While our stakeholders have a role to play, the Health and Human Services Department emphasizes the authentic development, and expression of adult and youth resident voices. This requires meaningful engagement and robust participation of a broad segment of residents, particularly those that have been traditionally excluded, including undocumented immigrants, LGBTQ, formerly incarcerated, and boys and men of color. HHS values the creation of a new ethos of inclusion and a new narrative about health that includes the voice of everyone.

Through the Department's food, environmental, property maintenance, emergency preparedness and communicable disease monitoring activities as well as through the operation of the General Assistance and Emergency Assistance programs, the Health and Human Services Department is an active force in supporting the equitable health and well-being for Evanston. The Health and Human Services Department is committed to nurturing a civically engaged community with the skills and relationships necessary to tackle unique challenges. While each success takes us one step toward a healthier community, it is the investment in the community's civic infrastructure that will sustain these wins beyond an initiative's end.

#### Financial Summary

	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Estimated Amount	FY 2017 Adopted Budget
<b>Revenues</b>				
2407 HEALTH SERVICES ADMIN	585	-	12,000	12,000
2435 FOOD AND ENVIRONMENTAL HEALTH	1,115,564	1,146,175	1,063,215	1,046,550
2440 VITAL RECORDS	147,711	111,000	136,300	131,300
2455 COMMUNITY HEALTH	26,718	36,027	31,000	31,000
<b>GRAND TOTAL</b>	<b>\$ 1,290,578</b>	<b>\$ 1,293,202</b>	<b>\$ 1,242,515</b>	<b>\$ 1,220,850</b>

	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Estimated Amount	FY 2017 Adopted Budget
<b>Expenses</b>				
2407 HEALTH SERVICES ADMIN	336,678	322,119	330,703	329,428
2435 FOOD AND ENVIRONMENTAL HEALTH	1,547,508	1,619,786	1,578,185	1,835,024
2440 VITAL RECORDS	114,827	99,194	86,370	89,051
2455 COMMUNITY HEALTH	255,552	381,108	241,793	301,819
2460 COMMUNITY PURCHASED SERVICES	884,794	1,034,490	1,034,490	1,026,990
2499 GENERAL ASSISTANCE	73,489	87,529	1,200	-
<b>Grand Total</b>	<b>\$ 3,212,848</b>	<b>\$ 3,544,226</b>	<b>\$ 3,272,741</b>	<b>\$ 3,582,312</b>



**2017 ADOPTED BUDGET - GENERAL FUND**

Health and Human Services Department

<b>Total Full-Time Equivalent Positions</b>	
<b>Division</b>	<b>2017 Position Total FTE</b>
<b>Health Services Administration</b>	2.00
<b>Food and Environmental Health</b>	14.10
<b>Vital Records</b>	1.00
<b>Community Health</b>	4.00
<b>Health and Human Services Total</b>	<b>21.10</b>

**Council Goal Performance**

<b>City Council Goal</b>	<b>Department Initiative</b>
Services for At-Risk Families	The Department integrated the General Assistance and Emergency Assistance programs, which were formerly housed in the Township of Evanston, into the Health and Human Services Department.
Services for At-Risk Families	The Department facilitated Dental Access Days, which provides adult dental services to 160 adults over a two-day period
Services for At-Risk Families	The Department continues to strengthen outreach to HIV-positive individuals to help connect them with needed medical care
Services for At-Risk Families	The Health and Human Services Department is an active partner in the Safe and Healthy Homes Committee, a cross-departmental effort, which addresses emergency housing needs
Services for At-Risk Families	The Department hosted the Mobilizing For Action through Planning and Partnerships (MAPP). This is a community-wide strategic planning process for improving public health.
Services for At-Risk Families	The Department established “Job Club” to assist residents in seeking and ascertaining employment.
Services for At-Risk Families	The Department provides human services to at risk residents assisting in creating stability in housing, finances and navigating complex systems.

**2016 Accomplishments**

**Technology**

Created electronic application for General and Emergency assistance inclusive of a checklist of requirements

**Services for At-Risk Families**

Established a Evanston Hoarding Taskforce  
 Hosted the first Inaugural Men’s Health Event

**Partnerships**

- NorthShore University Health Systems “Rethink Your Drink” Public Health Campaign
- District 202 “Get Yourself Tested”



## 2017 ADOPTED BUDGET - GENERAL FUND

### Health and Human Services Department

- Completed for submission of Evanston Project for Local Assessment of Need required for recertification of the department
- Completed regional and interagency POD drill
- Collaborated with Northwestern University to establish it as a closed POD in a time of emergency

#### **Goals for 2017**

Goal 1: Establish a system of providing a more effective and proactive approach towards property maintenance code enforcement inspections to be achieved by incorporating education, best practices and the collaboration of other Departments such as the Police.

Goal 2: Establish a comprehensive approach to address all forms of violence.

Goal 3: Make it easy for people to improve health and well-being through healthy eating and active living.

Goal 4: Establish cross-cutting strategies to conduct operations through the lens of health equity.

Goal 5: Implement new software aimed at improving rental inspections in both frequency and transparency.

Goal 6: Increase Shelter payments to stabilize housing complementing the market values for rental assistance in the General Assistance Benefit program.

<b>Ongoing Activity Measures</b>	<b>2015 Actual</b>	<b>2016 Estimated</b>	<b>2017 Projected</b>
Number of licensed food establishments	430	460	460
Number of foodborne illness investigations performed	29	15	20
Total number of food inspections performed	880	1000	1000
Temporary food inspections performed	360	360	375
Food complaints evaluated / inspected	61	45	45
Food establishment plans reviewed	39	30	30
Rat and Rodent complaints investigated	1,294	1,300	1,400
Number of Communicable Disease Investigations	654	675	675
American Smoke-Out participants	395	0	500
Tobacco Education and Outreach	4 Events	3 Events	7 Events
Environmental Scans of Tobacco Retailers	36	34	34
Grants administered	11	11	10
Dwelling Units Inspected	1209	1200	1250
Occupants Affected by Rooming House Inspections	5227	5250	5300
Get Yourself Tested Participants at ETHS	40	45	50
Number of Women Out Walking Participants	314	514	1000
Vacant Building Determinations	34	40	40
Participants on the Men's Health Initiative	0	62	100
ReThink Your Drink Presentations/Participants Health Education Workshops	0	300	600

Account Number - Description	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Estimated Amount	FY 2017 Adopted Budget
<b>Salary and Benefits</b>	<b>\$ 1,754,490</b>	<b>\$ 1,762,706</b>	<b>\$ 1,622,245</b>	<b>\$ 1,674,527</b>
61010 - REGULAR PAY	1,440,570	1,471,958	1,337,000	1,420,347
61050 - PERMANENT PART-TIME	17,565	-	900	-
61055 - TEMPORARY EMPLOYEES	665	-	-	-
61110 - OVERTIME PAY	13,239	13,506	8,850	13,506
61415 - TERMINATION PAYOUTS	5,579	-	16,000	-
61420 - ANNUAL SICK LEAVE PAYOUT	545	-	-	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	-	-	405	-
61610 - DENTAL INSURANCE	425	-	-	-
61615 - LIFE INSURANCE	3,710	21	20	13
61625 - AUTO ALLOWANCE	4,891	4,980	5,500	4,980
61626 - CELL PHONE ALLOWANCE	2,810	3,144	3,200	2,784
61630 - SHOE ALLOWANCE	1,165	1,085	2,500	930
61710 - IMRF	154,419	155,435	141,100	124,978
61725 - SOCIAL SECURITY	87,798	90,793	86,450	86,236
61730 - MEDICARE	21,109	21,784	20,320	20,753
<b>Services and Supplies</b>	<b>\$ 70,882</b>	<b>\$ 236,594</b>	<b>\$ 162,851</b>	<b>\$ 198,771</b>
61060 - SEASONAL EMPLOYEES	11,945	19,575	48,000	39,075
62185 - CONSULTING SERVICES	-	54,333	-	-
62205 - ADVERTISING	-	400	400	400
62210 - PRINTING	3,841	5,965	4,600	5,965
62235 - OFFICE EQUIPMENT MAINT	-	150	150	150
62275 - POSTAGE CHARGEBACKS	6,860	5,000	6,750	5,000
62295 - TRAINING & TRAVEL	6,044	6,981	9,400	6,981
62345 - COURT COST/LITIGATION	720	3,990	3,000	1,500
62360 - MEMBERSHIP DUES	3,615	5,400	4,800	4,900
62371 - WOMEN OUT WALKING EXPENSE	4,423	5,000	7,700	5,000
62380 - COPY MACHINE CHARGES	2,049	2,049	1,909	2,049
62466 - HHS PROGRAM SERVICES	(153)	-	-	-
62494 - HOME DAY CARE LICENSE EXPENDITURES	120	-	500	-
62645 - DIGITAL ARCHIVING	-	2,500	-	2,500
62705 - BANK SERVICE CHARGES	-	-	2,075	-
64540 - TELECOMMUNICATIONS - WIRELESS	1,922	4,851	4,000	4,851
65010 - BOOKS, PUBLICATIONS, MAPS	457	950	950	950
65020 - CLOTHING	1,100	-	-	-
65025 - FOOD	948	650	650	650
65045 - LICENSING/REGULATORY SUPP	351	1,000	1,000	1,000
65075 - MEDICAL & LAB SUPPLIES	351	417	417	417
65085 - MINOR EQUIPMENT & TOOLS	537	1,200	1,000	1,200
65090 - SAFETY EQUIPMENT	-	750	750	750
65095 - OFFICE SUPPLIES	7,527	12,233	12,100	12,233
65125 - OTHER COMMODITIES	350	200	200	200
65127 - LEADPAINT HAZARD GRANT EXPENSE	17,360	100,000	50,000	100,000
65620 - OFFICE MACH. & EQUIP.	516	3,000	2,500	3,000
<b>Miscellaneous</b>	<b>\$ 194,054</b>	<b>\$ 256,171</b>	<b>\$ 186,333</b>	<b>\$ 332,468</b>
62468 - IL TOBACCO FREE COMM EXP	2,820	7,300	-	7,300
62469 - IL VACANT PROPERTY EXP	26,484	38,127	-	-
62471 - VECTOR SURVEILLANCE EXP	2,403	20,500	15,000	20,500
62472 - BEACH WATER TESTING EXP	3,877	10,000	5,000	10,000
62473 - ENVIRONMENTAL HEATH EXP	596	-	-	-
62474 - HEALTH PROTECTION EXP	6,283	31,227	12,500	31,227
62476 - CRI GRANT -EXPENSE (HHS)	838	5,500	10,000	5,500
62477 - PHEP GRANT-EXPENSE	17,510	17,500	17,500	17,500
62490 - OTHER PROGRAM COSTS	101,110	103,137	99,333	197,641
62493 - PROPERTY CLEAN UP EXPENSE	9,500	-	-	20,000
62605 - OTHER CHARGES	22,588	22,880	27,000	22,800
62646 - IL HIV SURVEILLANCE	44	-	-	-
<b>Insurance and Other Chargebacks</b>	<b>\$ 310,507</b>	<b>\$ 318,415</b>	<b>\$ 264,419</b>	<b>\$ 389,754</b>
61510 - HEALTH INSURANCE	282,817	312,496	255,500	380,235
66030 - TRANSFER TO INSURANCE - RISK	27,690	5,919	5,919	5,919
66059 - HEALTH INSURANCE OPT OUT EXPENSE	-	-	3,000	3,600
<b>Community Sponsored Organizations</b>	<b>\$ 811,461</b>	<b>\$ 770,461</b>	<b>\$ 770,461</b>	<b>\$ 50,000</b>
62647 - Cradle to Career Programming	-	-	-	50,000
62953 - Teen Baby Nursery	41,000	-	-	-
67005 - COMMUNITY SPONS ORG (PRCH SVC)	770,461	770,461	770,461	-
<b>Interfund Transfers</b>	<b>\$ 71,454</b>	<b>\$ 266,432</b>	<b>\$ 266,432</b>	<b>\$ 936,792</b>
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	25,075	25,827	25,827	25,827
62309 - RENTAL OF AUTO REPLACEMENT	9,286	9,286	9,286	9,565
62540 - MAINTENANCE OFFICE EQUIP CHARGEBACKS	650	-	-	-
66020 - TRANSFERS TO OTHER FUNDS	-	190,696	190,696	859,153
66025 - TRANSFER TO DEBT SERVICE - ERI	36,443	40,623	40,623	42,247
<b>Grand Total</b>	<b>\$ 3,212,848</b>	<b>\$ 3,610,779</b>	<b>\$ 3,272,741</b>	<b>\$ 3,582,312</b>



## 2017 ADOPTED BUDGET - GENERAL FUND

### Parks, Recreation and Community Services Department

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The [Parks, Recreation and Community Services Department](#) provides a wide range of services that improve the quality of life of those who live, work or play in Evanston. The department supports the following:

#### **Parks, Recreation**

Over 70 parks sites, three recreation centers, two cultural arts centers, an ecology center, athletics, after school and preschool programs, camps, fitness programs, special recreation programs for people with special needs, six beaches and two boat ramps.

#### **Community Services**

Opportunities for youth and young adults through strengthening existing youth services, establishing a network of service partnerships, creating marketable job training and placement and increasing opportunities for social and recreational outlets for disengaged youth. Senior Services: Operate the Levy Senior Center, as well as providing various programs and services for the growing senior population.

#### **Cultural Arts**

Ethnic Arts and Lakeshore Arts Festival, camps, arts programs, free Starlight Concert Series and Starlight Movie Series, Fleetwood Jourdain Theater and Evanston Children's Theatre.

#### **Ecology**

Urban environmental and natural history programs, camps, community gardens, fishing and canoeing instruction

#### **Special Events**

Coordination of Citywide Special Events (sponsored by the City and other groups).



## 2017 ADOPTED BUDGET - GENERAL FUND

### Parks, Recreation and Community Services Department

#### Financial Summary

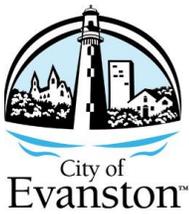
	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Estimated Amount	FY 2017 Adopted Budget
<b>Revenues</b>				
3005 REC. MGMT. & GENERAL SUPPORT	21,043	25,000	31,500	35,500
3010 REC. BUSINESS & FISCAL MGMT	58	-	-	-
3020 REC GENERAL SUPPORT	129,373	96,500	107,500	109,000
3030 CROWN COMMUNITY CENTER	509,268	313,460	455,000	453,500
3035 CHANDLER COMMUNITY CENTER	646,339	711,400	676,500	700,500
3040 FLEETWOOD JOURDAIN COM CT	200,267	286,300	229,500	279,500
3045 FLEETWOOD/JOURDAIN THEATR	43,850	50,900	37,000	13,400
3050 RECREATION OUTREACH PROGRAM	179,530	98,700	125,000	125,000
3055 LEVY CENTER SENIOR SERVICES	724,405	659,280	659,500	683,000
3065 BOAT RAMP-CHURCH ST	71,437	104,265	90,000	104,265
3075 BOAT STORAGE FACILITIES	114,359	119,475	120,000	119,475
3080 BEACHES	766,701	716,655	750,000	716,655
3081 POOCH PARK	17,364	19,500	20,000	19,500
3095 CROWN ICE RINK	986,254	1,075,610	1,002,000	1,052,000
3100 SPORTS LEAGUES	19,842	87,580	74,300	74,300
3105 AQUATIC CAMP	243,650	240,375	240,000	240,000
3110 TENNIS	58,281	-	-	-
3115 SCHOOL-BASED YOUTH SPORTS	21	-	-	-
3130 SPECIAL RECREATION	70,194	86,921	85,000	85,000
3215 YOUTH ENGAGEMENT DIVISION	64,345	40,000	80,000	65,000
3225 GIBBS-MORRISON CULTURAL CENTER	1,596	-	45,000	-
3505 PARKS & FORESTRY GENERAL SUP	16,635	-	-	-
3525 TREE PLANTING	10,350	-	-	-
3605 ECOLOGY CENTER	138,451	126,940	121,000	121,000
3610 ECO-QUEST DAY CAMP	246,996	249,500	375,000	375,000
3710 NOYES CULTURAL ARTS CENTER	314,798	361,356	362,917	362,917
3720 CULTURAL ARTS PROGRAMS	249,632	317,400	320,000	340,000
3805 FACILITIES ADMINISTRATION	4,764	-	-	-
<b>Grand Total</b>	<b>\$ 5,849,801</b>	<b>\$ 5,787,117</b>	<b>\$ 6,064,617</b>	<b>\$ 6,074,512</b>



## 2017 ADOPTED BUDGET - GENERAL FUND

### Parks, Recreation and Community Services Department

Expenses	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Estimated Amount	FY 2017 Adopted Budget
2555 FARMER'S MARKET	-	-	40	-
3005 REC. MGMT. & GENERAL SUPPORT	379,756	399,516	375,288	410,180
3010 REC. BUSINESS & FISCAL MGMT	400,726	405,581	404,626	387,313
3015 COMM & MARKETING SERV	1,657	-	-	-
3020 REC GENERAL SUPPORT	700,021	1,014,953	996,527	1,020,879
3025 PARK UTILITIES	80,807	79,500	78,000	79,500
3030 CROWN COMMUNITY CENTER	953,507	949,195	1,036,119	912,163
3035 CHANDLER COMMUNITY CENTER	869,435	943,175	877,441	896,073
3040 FLEETWOOD JOURDAIN COM CT	949,200	882,345	918,534	915,808
3045 FLEETWOOD/JOURDAIN THEATR	170,184	161,385	160,838	151,114
3050 RECREATION OUTREACH PROGRAM	250,971	234,018	233,640	237,889
3055 LEVY CENTER SENIOR SERVICES	1,428,910	1,431,182	1,414,901	1,518,134
3065 BOAT RAMP-CHURCH ST	52,759	53,500	64,500	53,500
3075 BOAT STORAGE FACILITIES	12,174	11,450	12,260	11,450
3080 BEACHES	656,336	608,172	597,898	640,057
3095 CROWN ICE RINK	1,318,009	1,225,129	1,371,233	1,260,470
3100 SPORTS LEAGUES	45,723	87,689	65,425	215,563
3105 AQUATIC CAMP	121,172	114,250	123,600	114,250
3110 TENNIS	37,100	16,626	26,050	15,289
3130 SPECIAL RECREATION	455,280	406,534	408,352	394,991
3140 BUS PROGRAM	52,915	69,265	74,624	90,920
3150 PARK SERVICE UNIT	89,675	109,643	83,272	64,625
3205 COMMUNITY RELATIONS	55,009	-	-	-
3215 YOUTH ENGAGEMENT DIVISION	888,276	1,280,447	1,283,689	1,488,740
3225 GIBBS-MORRISON CULTURAL CENTER	34,201	195,000	187,086	225,872
3505 PARKS & FORESTRY GENERAL SUP	801	-	-	-
3605 ECOLOGY CENTER	364,562	348,703	431,360	391,523
3610 ECO-QUEST DAY CAMP	126,336	116,080	136,100	116,080
3710 NOYES CULTURAL ARTS CENTER	236,814	175,933	198,908	207,502
3720 CULTURAL ARTS PROGRAMS	436,916	501,319	493,013	541,575
3805 FACILITIES ADMINISTRATION	79	-	-	-
3806 CIVIC CENTER SERVICES	7,046	-	-	-
3807 CONSTRUCTION AND REPAIRS	3,759	-	-	-
<b>Grand Total</b>	<b>\$ 11,180,116</b>	<b>\$ 11,845,590</b>	<b>\$ 12,053,324</b>	<b>\$ 12,361,460</b>



**2017 ADOPTED BUDGET - GENERAL FUND**

**Parks, Recreation and Community Services Department**

<b>Total Full-Time Equivalent Positions</b>	
<b>Division</b>	<b>2017 Position Total FTE</b>
Management and General Support	3.0
Business and Fiscal Management	3.0
Recreation General Support	2.4
Robert Crown Community Center	9.76
Chandler-Newberger Community Center	5.48
Fleetwood-Jourdain Community Center	6.95
Fleetwood-Jourdain Theatre	1.00
Recreation Outreach	0.5
Levy Center/Senior Services	12.5
Beaches	1.25
Robert Crown Ice Rink	7.49
Sports Leagues	0.55
Special Recreation	2.31
Bus Program	1.15
Park Service Unit	1.45
Youth Engagement	8.40
Gibbs-Morrison Cultural Center	2.50
Ecology Center	3.77
Noyes Cultural Arts Center	3.37
Cultural Arts Programs	2.00
<b>Parks Recreation and Community Services Total</b>	<b>78.83</b>

**City Council Goal Performance**

<b>City Council Goal</b>	<b>Department Initiative</b>
Services for At-Risk Families	The mobile produce program provided food for approximately 325 individuals/families each month at the Robert Crown Center
Services for At-Risk Families	The Recreation department provides numerous camp and program scholarships to income qualified individuals throughout the year, 2016 is on track to provide \$193,000 in scholarships to Evanston families at or below the 130% poverty level.
Services for At-Risk Families	The Mayor's Summer Youth Employment Program has set a goal of employing 1000 youth in Evanston.
Services for At-Risk Families	In response to the violence in community as a Public Health Issue, additional Outreach staff was hired.



## 2017 ADOPTED BUDGET - GENERAL FUND

### Parks, Recreation and Community Services Department

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#### 2016 Initiatives

##### **Recreation, Ecology, Arts and Community Services Division:**

- Enhance and diversify Special Recreation division programs by summer 2017 in order to better meet the needs and interests of participants. Programs will include a mix of athletic, social, arts, ecology and trips.
- Conduct a fall fencing tournament at Chandler Newberger center by October 2017.
- Integrate a parent group at the Robert Crown Center for its preschool program in order to encourage parent involvement in activities at the center by September 2017.
- Fully implement the Rec-Trac facility reservation module that will allow residents to reserve picnic and park spaces online by May 2017.
- Offer a 30 and older recreational basketball league at Fleetwood Jourdain Center by summer 2017 in effort to better serve individuals in the age group.
- Provide 1000 jobs for Evanston youth through the Mayor's Summer Youth Employment Program in summer 2017.
- Establish an apiary in conjunction with the Farnette for educational programming regarding pollinators and the food supply.
- Recreate festivals to capture current trends, to increase overall attendance and time spent at the festival by patrons.
- In alignment with Cradle to Career and the Sustainability initiatives of our community, we are working in partnership with the Noyes Tenants Association and Evanston Arts Council to enhance equity and increase diversity in our cultural offerings and services.
- Overhaul evening and weekend programming to better serve those older adults that may be newly retired or still working.
- Collaborate with Evanston Township High School to conduct programmatic initiatives.
- To initiate application for accreditation through CAPRA.
- Apply for a Gold Medal award.



**2017 ADOPTED BUDGET - GENERAL FUND**

Parks, Recreation and Community Services Department

<b>Ongoing Activity Measures</b>	<b>2015 Actual</b>	<b>2016 Estimated</b>	<b>2017 Projected</b>
Beach token sales to Evanston residents	17,675	21,667	18,500
Beach Token donation fund	6,313	8,075	8,250
Number of vendors at the Farmers' Market	58	58	58
Number of staff trained and certified in American Red Cross CPR/AED	60	55	60
Total participants in all Special Recreation programs	715	792	800
Social Media account likes and followers (Facebook, Twitter, Instagram, Mobile App)	2,535	6,355	8,000
Scholarships granted (funds not collected)	180,260	193,000	195,000
Number of meals served (Summer Food program)	31,072	46,418	48,400
Number of meals served senior congregate lunch program	7,283	7,583	8,000
Special Event Permits Issued (City & Private Events)	107	119	124
Total number of camp program registrations	5,784	5,450	5,625
Number of Youth hired for Mayor's Summer Youth Employment Program	550	560	1,000

Account Number - Description	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Estimated Amount	FY 2017 Adopted Budget
<b>Salary and Benefits</b>	<b>\$ 6,219,959</b>	<b>\$ 6,185,482</b>	<b>\$ 6,201,696</b>	<b>\$ 6,264,861</b>
61010 - REGULAR PAY	3,309,657	3,759,383	3,373,135	3,729,087
61011 - RECREATION INSTRUCTORS REG PAY	519,428	412,308	507,000	425,308
61013 - PROGRAM ASSISTANTS	341,610	292,674	287,400	292,674
61050 - PERMANENT PART-TIME	819,332	790,031	840,746	991,880
61055 - TEMPORARY EMPLOYEES	-	110,000	-	-
61062 - SPECIAL EVENT PAY	2,408	-	1,750	-
61110 - OVERTIME PAY	115,610	47,475	92,260	47,475
61415 - TERMINATION PAYOUTS	119,557	-	101,621	-
61420 - ANNUAL SICK LEAVE PAYOUT	18,223	-	14,300	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	8,152	-	1,235	-
61610 - DENTAL INSURANCE	1,095	-	-	-
61615 - LIFE INSURANCE	9,579	54	37	54
61625 - AUTO ALLOWANCE	13,646	14,580	12,715	13,044
61626 - CELL PHONE ALLOWANCE	10,301	7,028	10,322	11,108
61630 - SHOE ALLOWANCE	4,745	4,030	6,735	5,580
61710 - IMRF	421,324	401,501	433,400	399,372
61725 - SOCIAL SECURITY	408,804	280,105	412,130	282,061
61730 - MEDICARE	96,489	66,313	106,910	67,218
<b>Services and Supplies</b>	<b>\$ 3,599,411</b>	<b>\$ 3,806,444</b>	<b>\$ 4,011,428</b>	<b>\$ 4,194,924</b>
61060 - SEASONAL EMPLOYEES	1,477,613	1,551,327	1,624,200	1,881,519
62205 - ADVERTISING	16,318	30,916	25,400	30,916
62210 - PRINTING	80,256	95,208	78,083	95,208
62215 - PHOTOGRAPHERS/BLEUPRINTS	300	600	600	600
62225 - BLDG MAINTENANCE SERVICES	21,100	4,883	38,000	4,883
62235 - OFFICE EQUIPMENT MAINT	1,080	3,983	3,067	3,183
62245 - OTHER EQMT MAINTENANCE	42,437	31,799	34,166	32,599
62275 - POSTAGE CHARGEBACKS	6,152	15,148	14,498	15,148
62280 - OVERNIGHT MAIL CHARGES	47	-	-	-
62295 - TRAINING & TRAVEL	20,253	29,327	29,902	29,327
62315 - POSTAGE	6,505	24,533	16,903	24,533
62360 - MEMBERSHIP DUES	7,130	9,783	9,783	9,783
62365 - RECEPTION/ENTERTAINMEN	584	483	483	483
62375 - RENTALS	8,200	10,200	8,700	9,900
62380 - COPY MACHINE CHARGES	17,620	19,120	18,590	19,120
62425 - ELEVATOR CONTRACT COSTS	1,800	2,660	2,300	2,660
62495 - LICENSED PEST CONTROL SERVICES	5,258	5,958	5,958	5,958
62500 - TECHNICAL INFORMATION SERVICES	10,493	16,800	13,500	16,800
62505 - INSTRUCTOR SERVICES	211,147	244,950	256,000	232,475
62506 - WORK- STUDY	9,179	17,166	30,166	17,166
62507 - FIELD TRIPS	137,670	131,546	135,646	131,546
62508 - SPORTS OFFICIALS	14,198	26,664	24,764	25,664
62509 - SERVICE AGREEMENTS/ CONTRACTS	36,979	20,078	22,800	20,078
62510 - EDUCATOR SERVICES	204	525	525	-
62511 - ENTERTAIN/PERFORMER SERV	66,990	80,550	84,550	80,550
62513 - COMMUNITY PICNIC-SPECIAL EVENTS	11,276	8,000	10,000	8,000
62515 - RENTAL SERVICES	21,519	26,680	25,700	26,680
62518 - SECURITY ALARM CONTRACTS	4,057	16,107	10,541	8,841
62520 - OTHER CONTRACTUAL SERVICES	293	-	-	-
62695 - COUPON PMTS-CAB SUBSIDY	140,166	165,000	165,000	235,000
62705 - BANK SERVICE CHARGES	69,941	75,000	74,265	75,000
62996 - Holiday Food Drive Expenses	-	-	-	10,000
64005 - ELECTRICITY	350,409	362,362	355,669	362,362
64015 - NATURAL GAS	102,343	133,159	135,859	133,159
64530 - TELECOMMUNICATIONS - HANDHELD EQUIPMENT	-	83	83	83
64540 - TELECOMMUNICATIONS - WIRELESS	8,614	10,655	20,655	10,655
65005 - AGRI/BOTANICAL SUPPLIES	644	550	550	2,633
65010 - BOOKS, PUBLICATIONS, MAPS	154	1,233	1,233	983
65020 - CLOTHING	23,141	24,475	26,465	24,475
65025 - FOOD	254,553	191,813	246,666	192,601
65040 - JANITORIAL SUPPLIES	33,941	41,065	41,800	41,065
65045 - LICENSING/REGULATORY SUPP	10,817	9,700	12,000	9,700
65050 - BLDG MAINTENANCE MATERIAL	68,600	48,830	65,980	51,496
65055 - MATER. TO MAINT. IMP.	296	4,582	4,582	3,582
65070 - OFFICE/OTHER EQT MTN MATL	15,302	14,015	14,315	14,015
65075 - MEDICAL & LAB SUPPLIES	928	1,666	1,666	1,666
65080 - MERCHANDISE FOR RESALE	2,730	6,900	5,500	-
65085 - MINOR EQUIPMENT & TOOLS	8,273	2,800	2,900	2,800
65090 - SAFETY EQUIPMENT	3,906	3,200	3,300	3,200
65095 - OFFICE SUPPLIES	21,150	28,155	47,049	29,155
65105 - PHOTO/DRAFTING SUPPLIE	-	200	200	200
65110 - RECREATION SUPPLIES	236,544	244,657	249,966	246,124
65125 - OTHER COMMODITIES	10,301	11,350	10,900	11,350

Account Number - Description	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Estimated Amount	FY 2017 Adopted Budget
62001 - SHORT TERM BUDGETING SALARY COSTS	-	-	-	-
62490 - OTHER PROGRAM COSTS	244,159	401,243	398,543	405,343
66150 - TRSF TO DEBT SERV	-	-	-	-
66461 - Aging Well Conference Expenses	-	-	1,300	-
<b>Insurance and Other Chargebacks</b>	<b>\$ 808,507</b>	<b>\$ 1,157,025</b>	<b>\$ 1,129,961</b>	<b>\$ 1,194,853</b>
61510 - HEALTH INSURANCE	687,279	747,204	718,200	781,432
62602 - OTHER CONTRACTUAL SVC CHARGEBACK	-	-	-	-
66040 - GENERAL ADMINISTRATION & SUPPORT	-	-	-	-
66125 - SERVICES BILLED OUT	-	-	-	-
<b>Capital Outlay</b>	<b>\$ 39,262</b>	<b>\$ 20,000</b>	<b>\$ 35,000</b>	<b>\$ 20,000</b>
62251 - CROWN CENTER SYSTEMS REPAIR	9,974	20,000	35,000	20,000
65510 - BUILDINGS	-	-	-	-
65625 - FURNITURE & FIXTURES	-	-	-	-
<b>Community Sponsored Organizations</b>	<b>\$ 39</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
68320 - PRINCIPAL REDUCTION	-	-	-	-
<b>Interfund Transfers</b>	<b>\$ 268,778</b>	<b>\$ 275,312</b>	<b>\$ 275,312</b>	<b>\$ 281,395</b>
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	104,437	107,312	107,312	107,312
66020 - TRANSFERS TO OTHER FUNDS	-	-	-	-
69601 - TRANSFER TO EQUIPMENT REPLACEMENT	-	-	-	-
<b>Grand Total</b>	<b>\$ 11,180,116</b>	<b>\$ 11,845,590</b>	<b>\$ 12,053,324</b>	<b>\$ 12,361,460</b>



## 2017 ADOPTED BUDGET - GENERAL FUND

### Public Works Agency

The Public Works Agency consists of four individual Bureaus: Water Production, Environmental Services, Capital Planning & Engineering, and Infrastructure and Maintenance. Each of these Bureaus has a number of functions. The new Agency includes General Fund (formerly Public Works) funds as well as Solid Waste, Parking, Sewer, and Water Funds.

The Water Production Bureau oversees the operation and maintenance of the water treatment plant and the storage facilities in the Evanston distribution system. Potable water is provided to the retail customers in Evanston, as well as two wholesale water customers, the Village of Skokie and the Northwest Water Commission (Arlington Heights, Buffalo Grove, Palatine, Wheeling, and Des Plaines).

The Environmental Services Bureau consists of three Divisions. The Greenways Division maintains the landscape at all City owned facilities, parks and athletic fields. The Forestry Division maintains the City's urban forest including the trimming of trees, inoculating elm trees, removal of diseased / dying trees and planting of new trees. The Recycling and Environmental Service Division collects and disposes of recycling materials and bulk materials (special pickups), performs maintenance in smaller business districts and performs street sweeping throughout the City.

The Capital Planning & Engineering Bureau is responsible for implementing the citywide capital improvement program. This includes the planning, design and construction of projects to rehabilitate or otherwise improve physical city assets, including (but not limited to) streets, water main, sewer, bridges, sidewalks, facilities, parks, and the water treatment plant.

The Infrastructure and Maintenance Bureau consists of four Divisions. The Traffic Division performs maintenance on all City traffic signs, traffic signals, street lights and parking lot lights. The Street Division is responsible of the patching of the paved streets and alleys, grading of unimproved alleys, leaf collection and snow removal. The Distribution Division performs maintenance on the water distribution system including water mains, water services, fire hydrants, and valves. The Sewer Division performs maintenance on the City's sewer system including the cleaning and repair of sewer pipes, manholes and drainage structures.

#### **Financial Summary**

	<b>FY 2015 Actual Amount</b>	<b>FY 2016 Amended Budget</b>	<b>FY 2016 Estimated Amount</b>	<b>FY 2017 Adopted Budget</b>
<b>Revenues</b>				
4105 PUBLIC WORKS AGENCY ADMIN	1,182,607	923,600	1,062,100	923,600
4320 FORESTRY	-5147	0	0	0
4520 TRAF. SIG.& ST LIGHT MAINT	13,867	-	-	-
<b>Grand Total</b>	<b>\$ 1,191,327</b>	<b>\$ 923,600</b>	<b>\$ 1,062,100</b>	<b>\$ 923,600</b>



## 2017 ADOPTED BUDGET - GENERAL FUND

### Public Works Agency

Expenses	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Estimated Amount	FY 2017 Adopted Budget
4105 PUBLIC WORKS AGENCY ADMIN	-	3,499,008	3,465,029	3,462,827
4300 ENVIRONMENTAL SERVICES	-	207,712	199,060	238,493
4310 RECYCLING AND ENVIRONMENTAL MAIN	-	610,098	663,050	1,732,956
4320 FORESTRY	-	2,009,209	2,107,425	2,753,812
4330 GREENWAYS	-	2,028,274	1,650,260	1,886,597
4400 CAPITAL PLANNING & ENGINEERING	-	158,018	124,046	166,279
4410 STREETS AND RIGHT OF WAY	-	518,114	457,900	575,853
4420 TRANSPORTATION	-	210,529	201,085	216,477
4430 PARKS AND FACILITIES	-	251,232	249,300	262,278
4500 INFRASTRUCTURE MAINTENANCE	-	267,655	216,600	274,911
4510 STREET MAINTENANCE	-	1,798,017	1,918,075	2,176,404
4520 TRAF. SIG. & ST LIGHT MAINT	-	1,185,465	1,194,507	1,303,011
4530 SEWER MAINTENANCE	-	939,067	939,837	-
4540 DISTRIBUTION MAINTENANCE	-	24,000	1,075	-
4550 MAINT-SNOW & ICE	-	1,154,850	879,580	1,162,950
<b>Grand Total</b>	<b>\$ -</b>	<b>\$ 14,861,248</b>	<b>\$ 14,266,829</b>	<b>\$ 16,212,848</b>

Total Full-Time Equivalent Positions	
Division	2017 Position Total FTE
<b>Public Works Agency Administration</b>	5.25
<b>Environmental Services</b>	1.00
<b>Recycling and Environmental</b>	7.00
<b>Forestry</b>	18.00
<b>Greenways</b>	17.00
<b>Capital Planning &amp; Engineering</b>	0.5
<b>Streets and Right-of-Way</b>	6.00
<b>Transportation</b>	1.50
<b>Parks and Facilities</b>	2.00
<b>Street Maintenance</b>	18.00
<b>Traffic Signs and Street Light Maintenance</b>	8.00
<b>Public Works Agency Total</b>	<b>84.25</b>

#### City Council Goal Performance

City Council Goal	Department Initiative
City Facilities	Completed the design of the Fountain Square Design
City Streets	Completed the 50/50 Sidewalk Replacement Program
City Streets	Completed the Citywide Traffic Calming Program
City Streets	Constructed the Emerson-Ridge-Green Bay Improvements
City Streets	Completed the MFT Street Resurfacing Project
City Streets	Completed the Street Patching, Crack Sealing and Pavement Marking Programs



## 2017 ADOPTED BUDGET - GENERAL FUND

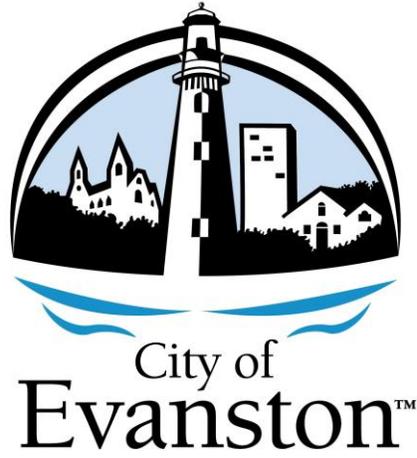
### Public Works Agency

#### **2017 Initiatives**

- Citywide 50/50 Sidewalk Replacement Program
- Citywide Traffic Calming Program
- MFT Street Resurfacing Program
- Citywide Street Patching, Crack Sealing, and Pavement Marking programs
- Fountain Square Construction
- Sheridan Road / Chicago Avenue Improvement Construction
- Fleetwood Jourdain Community Center HVAC / Electrical Improvements
- Continue efforts to remove dead and dying Ash trees infested with Emerald Ash Borers before they become hazardous. Staff will utilize an outside contractor to speed up the removals, as well as the replacement tree plantings to try and shorten the overall wait for residents to receive new parkway trees after the removals. Staff also intends to use an outside contractor to help reduce the backlog of stumps remaining on the parkways citywide.
- Continue fundraising efforts begun 2013 to increase the number of trees being planted on City parkways to help offset the additional losses due to EAB

<b>Ongoing Activity Measures</b>	<b>2015 Actual</b>	<b>2016 Estimated</b>	<b>2017 Projected</b>
In-house design of CIP infrastructure projects	15	22	24
Miles of streets resurfaced – primary routes	2.1	1.9	2.1
Miles of streets resurfaced – residential streets	4.0	1.1	1.2
Miles of streets plowed/season	975	725	1450
Miles of streets salted/season	2610	2175	2175
Tons of salt used/season	4500	3800	5500
Mowing rotation in days	4.5	4.5	4.5
Parkway trees trimmed by City crews	1200	1100	1300
Total number of parkway elm removed due to DED	25	17	15
Percentage of parkway elms actually removed	0.95	0.65	0.58
Total number of other trees removed	536	590	750
Total number of new park and parkway trees planted	503	600	500
Elm trees covered under private insurance program	321	308	305
Percentage of trees that are removed by the City and replaced within one year (data source: Division tracking)	10	15	15

Account Number - Description	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Estimated Amount	FY 2017 Adopted Budget
<b>Salary and Benefits</b>	\$ -	\$ 7,728,207	\$ 7,480,147	\$ 8,322,690
61010 - REGULAR PAY	-	5,480,881	5,653,850	6,267,895
61050 - PERMANENT PART-TIME	-	274,470	36,000	84,879
61072 - JOB TRAINING PROGRAM	-	-	1,000	54,000
61110 - OVERTIME PAY	-	485,200	172,770	429,500
61114 - SNOW OT	-	393,500	443,800	393,500
61615 - LIFE INSURANCE	-	80	297	70
61625 - AUTO ALLOWANCE	-	12,786	10,700	9,990
61626 - CELL PHONE ALLOWANCE	-	5,088	2,900	3,360
61630 - SHOE ALLOWANCE	-	10,308	20,885	11,548
61710 - IMRF	-	603,868	627,320	594,321
61725 - SOCIAL SECURITY	-	372,731	370,500	382,828
61730 - MEDICARE	-	88,295	87,125	90,799
<b>Services and Supplies</b>	\$ -	\$ 2,269,233	\$ 1,900,463	\$ 2,826,369
61060 - SEASONAL EMPLOYEES	-	167,067	48,150	120,600
62195 - LANDSCAPE MAINTENANCE SERVICES	-	120,000	100,000	142,000
62199 - PARK MNTNCE & FURNITURE RPLCMN	-	20,000	20,000	20,000
62210 - PRINTING	-	28,750	24,000	6,750
62235 - OFFICE EQUIPMENT MAINT	-	4,583	4,483	2,500
62245 - OTHER EQMT MAINTENANCE	-	8,800	6,000	2,800
62275 - POSTAGE CHARGEBACKS	-	2,700	1,500	2,700
62295 - TRAINING & TRAVEL	-	35,500	12,950	28,500
62315 - POSTAGE	-	250	200	1,250
62340 - COMPTER LICENSE & SUPP	-	2,000	2,000	2,100
62360 - MEMBERSHIP DUES	-	6,760	6,310	6,760
62375 - RENTALS	-	52,810	4,310	51,810
62380 - COPY MACHINE CHARGES	-	2,539	2,539	2,500
62385 - TREE SERVICES	-	26,000	10,000	75,000
62415 - DEBRIS/REMOVAL CONTRACTUAL COSTS	-	64,200	62,200	59,200
62451 - TOWING AND BOOTING CONTRACTS	-	60,000	40,000	60,000
62496 - DED INOCULATION	-	36,000	36,000	38,000
62497 - INOCULATION FUNDING- ANNUAL AMORTIZATION	-	250,000	250,000	750,000
62509 - SERVICE AGREEMENTS/ CONTRACTS	-	94,500	90,000	125,000
62705 - BANK SERVICE CHARGES	-	-	1,000	1,000
64005 - ELECTRICITY	-	13,000	-	13,000
64006 - LIGHTING	-	240,000	230,000	220,000
64007 - TRAFFIC LIGHT ELECTRICITY	-	90,000	50,000	85,000
64008 - FESTIVAL LIGHTING	-	5,000	7,500	5,000
64015 - NATURAL GAS	-	-	39,200	48,000
64505 - TELECOMMUNICATIONS	-	34,950	5,150	33,000
64540 - TELECOMMUNICATIONS - WIRELESS	-	18,525	31,000	25,000
64545 - PERSONAL COMPUTER SOFTWARE	-	10,000	13,000	11,000
65005 - AGRI/BOTANICAL SUPPLIES	-	117,000	114,000	162,000
65010 - BOOKS, PUBLICATIONS, MAPS	-	3,183	700	1,033
65015 - CHEMICALS/ SALT	-	356,500	374,000	384,100
65020 - CLOTHING	-	81,050	60,250	56,700
65025 - FOOD	-	1,000	650	1,350
65055 - MATER. TO MAINT. IMP.	-	146,250	80,000	113,750
65070 - OFFICE/OTHER EQMT MTN MATL	-	38,500	57,500	57,500
65075 - MEDICAL & LAB SUPPLIES	-	500	250	500
65085 - MINOR EQUIPMENT & TOOLS	-	26,300	23,005	30,550
65090 - SAFETY EQUIPMENT	-	21,350	10,650	13,850
65095 - OFFICE SUPPLIES	-	8,766	7,666	6,516
65105 - PHOTO/DRAFTING SUPPLIE	-	1,950	100	1,750
65115 - TRAFFIC CONTROL SUPPLI	-	50,000	48,000	50,000
65125 - OTHER COMMODITIES	-	1,300	-	1,300
65555 - PERSONAL COMPUTER EQUIPMENT	-	15,000	15,000	5,000
65620 - OFFICE MACH. & EQUIP.	-	2,000	-	2,000
<b>Insurance and Other Chargebacks</b>	\$ -	\$ 1,840,211	\$ 1,860,227	\$ 1,936,340
61510 - HEALTH INSURANCE	-	1,133,434	1,150,900	1,229,563
66030 - TRANSFER TO INSURANCE - RISK	-	706,777	706,777	706,777
<b>Capital Outlay</b>	\$ -	\$ 108,600	\$ 112,500	\$ 53,500
65515 - OTHER IMPROVEMENTS	-	5,000	6,000	3,000
65550 - AUTOMOTIVE EQUIPMENT	-	39,100	36,000	36,000
65625 - FURNITURE & FIXTURES	-	64,500	70,500	14,500
<b>Contingencies</b>	\$ -	\$ 3,005	\$ 1,500	\$ 3,019
68205 - CONTINGENCIES	-	3,005	1,500	3,019
<b>Interfund Transfers</b>	\$ -	\$ 1,972,925	\$ 1,972,925	\$ 3,070,930
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	-	1,211,004	1,211,004	1,211,004
62309 - RENTAL OF AUTO REPLACEMENT	-	571,918	571,918	609,075
66025 - TRANSFER TO DEBT SERVICE - ERI	-	190,003	190,003	194,884
69520 - TRANSFER TO SOLID WASTE	-	-	-	1,055,967
<b>Grand Total</b>	\$ -	\$ 14,861,248	\$ 14,266,829	\$ 16,212,848



# **PART IV**

# **OTHER FUNDS**



## 2017 ADOPTED BUDGET - OTHER FUNDS

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### #175 – General Assistance

#### **Fund Description**

The General Assistance Program is mandated by the State of Illinois and administered through by the Human Services Division of Health and Human Services Department. This program is supported by Evanston tax revenues. The program provides assistance up to \$500 for Evanston residents who are not eligible for other forms of state or federal financial assistance and need additional financial resources to support their basic needs. The goals of the General Assistance Program are to assist individuals in preparation and assist participants to be employment-ready through resources available in the General Assistance program and through programs administered by other City departments. Services will be delivered through a comprehensive system of care, which emphasizes identifying the most appropriate, least restrictive setting to promote the highest level of functioning. General Assistance staff members are committed to:

- Deliver services professionally and treat all clients with dignity and respect
- Manage business operations effectively and efficiently
- Promote accountability, transparency, and equity in all program services

The Emergency Assistance Program is also administered through by the Human Services Division of Health and Human Services Department and is available to all City of Evanston residents who meet income and asset guidelines as established by the General Assistance Office. The Emergency Assistance Program is operated and funded by the General Assistance Program and is provided according to adopted and written standards set forth by the General Assistance Program. Emergency Assistance can only be issued once in a 12-month period and must meet the definition of an emergency or life-threatening situation, such as an imminent eviction, and or the risk of an uninhabitable dwelling caused by utility disconnections.

#### **2017 Initiatives**

- Serve the needs of financially distressed residents
- Prevent temporary financial difficulty
- Facilitate job readiness training
- Assist in identifying potential employment for eligible candidates
- Improve financial and health literacy
- Provide centralized case management and referral services



## 2017 ADOPTED BUDGET - OTHER FUNDS

### #175 – General Assistance

#### Financial Summary

Operating Revenue	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Year End Estimated	FY 2017 Adopted Budget
Property Taxes	1,313,420	800,000	820,000	900,000
Other Revenue	22,742	25,000	37,500	25,000
Intergovernmental Revenue		-	-	-
Interest Income	62	1,000	-	1,000
<b>Total Revenue</b>	<b>\$ 1,336,224</b>	<b>\$ 826,000</b>	<b>\$ 857,500</b>	<b>\$ 926,000</b>
<b>Operating Expenses</b>				
Salary and Benefits	166,822	200,704	241,007	282,103
Services and Supplies	592,645	758,900	633,930	858,900
Miscellaneous	4,625	7,000	5,000	7,000
Community Sponsored Organizations	-	-	-	-
<b>Total Expenses</b>	<b>\$ 782,701</b>	<b>\$ 987,833</b>	<b>\$ 901,937</b>	<b>\$ 1,178,971</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 553,522</b>	<b>\$ (161,833)</b>	<b>\$ (44,437)</b>	<b>\$ (252,971)</b>
<b>Beginning Fund Balance</b>	<b>\$ (40,283)</b>		<b>\$ 513,239</b>	<b>\$ 468,802</b>
<b>Ending Fund Balance</b>	<b>\$ 513,239</b>		<b>\$ 468,802</b>	<b>\$ 215,831</b>

Division	2017 Position Total FTE
<b>General Assistance</b>	4.00
<b>General Assistance Fund Total</b>	4.00

Ongoing Activity Measures	FY 2016 Actuals	FY 2017 Projections
Job readiness training participants	26	32
Financial literacy skills workshop participants	45	65
General Education and Adult Basic Education course participants	11	12
Clients securing part- or full-time employment	19	25
Referrals to community partner agencies	7	10
Clients receiving short-term case management services	67	80
Client housing stabilized/homelessness averted	100	110
Clients receiving utility assistance	3	10
Clients in a tobacco cessation program	0	5
Substance abuse treatment	7	15
Mental/Behavioral Health Services	22	35
Clients participating in Dental Access Days	8	25

175 GENERAL ASSISTANCE FUND	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Year End Estimated	FY 2017 Adopted Budget
<b>Salary and Benefits</b>	<b>\$ 166,822</b>	<b>\$ 200,704</b>	<b>\$ 241,007</b>	<b>\$ 282,103</b>
61010 - REGULAR PAY	140,099	169,789	202,000	244,736
61110 - OVERTIME PAY	-	-	1,000	-
61415 - TERMINATION PAYOUTS	-	-	4,000	-
61610 - DENTAL INSURANCE	56	-	-	-
61615 - LIFE INSURANCE	500	13	7	7
61710 - IMRF	15,652	17,913	19,000	18,919
61725 - SOCIAL SECURITY	8,521	10,527	12,000	14,945
61730 - MEDICARE	1,993	2,462	3,000	3,496
<b>Services and Supplies</b>	<b>\$ 592,645</b>	<b>\$ 758,900</b>	<b>\$ 633,930</b>	<b>\$ 858,900</b>
62210 - PRINTING	-	-	1,500	-
62275 - POSTAGE CHARGEBACKS	875	800	500	800
62295 - TRAINING & TRAVEL	1,402	2,500	2,000	2,500
62315 - POSTAGE	639	-	400	-
62360 - MEMBERSHIP DUES	125	500	-	500
62380 - COPY MACHINE CHARGES	10,165	-	3,000	-
62455 - WTR/SWR BILL PRINT AND MAIL CO	1,007	-	-	-
64566 - RENTAL EXPENSE- GA CLIENT	165,941	200,000	150,000	300,000
64567 - PERSONAL EXPENSE- GA CLIENT	396,931	500,000	450,000	500,000
64568 - TRANSPORTATION EXPENSE- GA CLIENT	3,796	4,000	3,500	4,000
64569 - 50/50 WORK PROGRAM- GA CLIENT	-	1,500	-	1,500
64570 - CLIENT OTHER NEEDS- GA CLIENT	-	500	-	500
64573 - ALL OTHER PHYSICIANS- GA CLIENT	62	500	-	500
64574 - DRUGS- GA CLIENT	191	300	-	300
64577 - EMERGENCY ROOM PHYSICIANS- GA CLIENT	-	500	-	500
64578 - PSYCH OUTPATIENT/MENTAL- GA CLIENT	799	300	-	300
64582 - MORTGAGE/RENTAL EXPENSE-EAS CLIENT	6,327	30,000	15,000	30,000
64584 - FOOD VOUCHERS - EMERGENCY-EAS CLIENT	-	500	-	500
64585 - UTILITIES - COMED-EAS CLIENT	612	5,000	2,500	5,000
64586 - UTILITIES - NICOR-EAS CLIENT	-	5,000	-	5,000
64587 - UTILITIES - COE WATER -EAS CLIENT	-	5,000	-	5,000
65010 - BOOKS, PUBLICATIONS, MAPS	400	1,000	-	1,000
65025 - FOOD	400	-	-	-
65090 - SAFETY EQUIPMENT	-	-	30	-
65095 - OFFICE SUPPLIES	2,975	1,000	5,500	1,000
<b>Miscellaneous</b>	<b>\$ 4,625</b>	<b>\$ 7,000</b>	<b>\$ 5,000</b>	<b>\$ 7,000</b>
62490 - OTHER PROGRAM COSTS	4,625	7,000	5,000	7,000
<b>Insurance and Other Chargebacks</b>	<b>\$ 18,609</b>	<b>\$ 21,229</b>	<b>\$ 22,000</b>	<b>\$ 30,968</b>
61510 - HEALTH INSURANCE	18,609	21,229	22,000	30,968
<b>Grand Total</b>	<b>\$ 782,701</b>	<b>\$ 987,833</b>	<b>\$ 901,937</b>	<b>\$ 1,178,971</b>



## 2017 ADOPTED BUDGET - OTHER FUNDS

### #176 – Human Services

#### Fund Description

The Mental Health Board recommends funding allocations from the Human Services Fund for programs provided by non-profit agencies that provide needed services that the City does not provide directly to Evanston's at-risk residents. Services can include, but are not limited to, treatment for mental health and substance abuse issues and access to basic human needs. The Mental Health Board is staffed by Community Development/Housing and Grants Division; Housing and Grants staff is also responsible for grants management and compliance.

#### 2017 Initiatives

- Coordinate grant application and management process with Community Development Block Grant program to effectively address the needs of at-risk residents, including economically disadvantaged and special needs populations.
- Prioritize funding for programs that address City Council goals of serving at-risk families and violence reduction/prevention.
- Monitor grant-funded programs for compliance, including site visits to assess programmatic and financial capacity of grantees.

#### Financial Summary

<b>Operating Revenue</b>	<b>FY 2015 Actual Amount</b>	<b>FY 2016 Amended Budget</b>	<b>FY 2016 Year End Estimated</b>	<b>FY 2017 Adopted Budget</b>
21 COMMUNITY DEVELOPMENT				
Interfund Transfers			767,055	767,055
24 HEALTH				
Interfund Transfers	884,794	884,794	92,098	92,098
<b>Total Revenue</b>	<b>\$ 884,794</b>	<b>\$ 884,794</b>	<b>\$ 859,153</b>	<b>\$ 859,153</b>
<b>Operating Expenses</b>				
21 COMMUNITY DEVELOPMENT	-	-		
Services and Supplies	-	-	-	767,055
Miscellaneous	-	-	15,000	-
Community Sponsored Organizations	-	-	752,055	-
24 HEALTH				
Community Sponsored Organizations	849,388	859,153	113,215	92,098
<b>Total Expense</b>	<b>\$ 849,388</b>	<b>\$ 859,153</b>	<b>\$ 880,270</b>	<b>\$ 859,153</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 884,794</b>	<b>\$ 884,794</b>	<b>\$ 107,098</b>	<b>\$ 859,153</b>
<b>Beginning Fund Balance</b>	<b>\$ -</b>			<b>\$ 107,098</b>
<b>Ending Fund Balance</b>	<b>\$ -</b>		<b>\$ 107,098</b>	<b>\$ 966,251</b>

176 HEALTH AND HUMAN SERVICES FUND	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Year End Estimated	FY 2017 Adopted Budget
<b>Services and Supplies</b>	\$ -	\$ -	\$ -	\$ 767,055
65546 - COMMUNITY GRANTS PROGRAMS	-	-	-	767,055
<b>Miscellaneous</b>	\$ -	\$ -	\$ 15,000	\$ -
63045 - SUMMER YOUTH EMPLOYMENT	-	-	15,000	-
<b>Community Sponsored Organizations</b>	\$ 849,388	\$ 859,153	\$ 865,270	\$ 92,098
62491 - COMMUNITY INTERVENTION PROGRAM COSTS	77,333	73,333	80,000	73,333
62890 - INFANT WELFARE SOCIETY	74,500	74,500	74,500	-
62940 - LAF (LEGAL ASSIST FOUNDATION)	14,900	14,900	11,900	-
62970 - CONNECTION FOR HOMELESS	29,700	29,700	29,700	-
62980 - NORTH SHORE SENIOR CENTER	40,000	40,000	27,000	-
62990 - METROPOLITAN FAMILY SERV	63,300	63,300	63,300	-
63067 - CHILDCARE NETWORK EVANSTON	133,750	133,750	123,755	-
63068 - HOUSING OPTIONS	58,900	58,900	58,900	-
63069 - JAMES MORAN CENTER	41,500	41,500	41,500	-
63070 - PEER SERVICES	99,900	99,900	101,000	-
63071 - SHORE COMMUNITY SERVICES	36,850	115,055	39,000	-
63120 - MEALS AT HOME	8,000	8,000	7,850	-
67006 - Community Action Program	5,000	33,215	33,215	18,765
67030 - FAMILY FOCUS	36,100	36,100	29,895	-
67045 - YOU	92,655	-	92,655	-
67090 - Child Care Center Of Evanston	22,000	22,000	19,600	-
67105 - YOUTH JOB CENTER	-	-	15,000	-
67146 - NORTHWEST CASA	15,000	15,000	16,500	-
<b>Grand Total</b>	<b>\$ 849,388</b>	<b>\$ 859,153</b>	<b>\$ 880,270</b>	<b>\$ 859,153</b>



## 2017 ADOPTED BUDGET - OTHER FUNDS

### #180 – Good Neighbor

#### Fund Description

The Good Neighbor Fund was established in 2016 as a result of Northwestern University’s commitment to contributing \$1 million for the support of the initiatives listed below.

#### Financial Summary

Operating Revenue	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Year End Estimated	FY 2017 Adopted Budget
Donation from Northwestern University		1,000,000	1,000,000	1,000,000
<b>Total Revenue</b>		<b>\$ 1,000,000</b>	<b>\$ 1,000,000</b>	<b>\$ 1,000,000</b>
<b>Operating Expenses</b>				
Transfer to General Fund		500,000	500,000	500,000
Transfer to Capital Fund		500,000	500,000	500,000
<b>Total Expenses</b>		<b>\$ 1,000,000</b>	<b>\$ 1,000,000</b>	<b>\$ 1,000,000</b>
<b>Net Surplus (Deficit)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Beginning Fund Balance</b>	<b>\$ -</b>		<b>\$ -</b>	<b>\$ -</b>
<b>Ending Fund Balance</b>	<b>\$ -</b>		<b>\$ -</b>	<b>\$ -</b>

#### 2017 Initiatives

- The transfer to Capital Fund is for the Sheridan Road improvement project. This project will continue into 2016 and be fully completed in 2017. 2017 allocation is \$500,000.
- Support for Evanston Fire Department paramedics. This \$180,000 allocation represents one full time ambulance company 24/7/365 serving our community.
- Support for the City’s Youth and Young Adult Division. This \$100,000 allocation would cover the salary of two of the five existing full-time outreach workers.
- 160,000 to support existing at-risk youth job training programs
- Support additional police safety cameras in the community. \$30,000 of allocation would support program.
- \$30,000 supports the Mayor’s discretionary fund to assist families impacted by violent crime

180 GOOD NEIGHBOR FUND	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Year End Estimated	FY 2017 Adopted Budget
<b>Interfund Transfers</b>	\$	<b>1,000,000</b>	\$	<b>1,000,000</b>
66131 - TRANSFER TO GENERAL FUND		500,000	500,000	500,000
66142 - TRANSFER TO CIP-STREET REPAIR	500,000	500,000	500,000	500,000
<b>Grand Total</b>	\$	<b>1,000,000</b>	\$	<b>1,000,000</b>



## 2017 ADOPTED BUDGET - OTHER FUNDS

### #185 – Library

#### Fund Description

The Evanston Public Library aims to be the heart of the community by promoting the development of independent, self-confident and literate citizens by providing open access to cultural, intellectual, technological and informational resources.

The Library Fund budget is passed annually by the Library Board.

#### Financial Summary

Operating Revenue	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Year End Estimated	FY 2017 Proposed Budget
Property Taxes	5,916,852	6,104,180	6,109,180	6,376,358
Other Taxes	46,059	50,200	-	46,100
Other Revenue	286	87,500	87,500	24,849
Fines and Forfeitures	129,808	160,000	135,000	164,000
Interfund Transfers	171,000	185,800	185,800	190,200
Intergovernmental Revenue	181,283	94,177	62,000	57,418
Interest Income	2,683	2,000	4,000	5,400
Library Revenue	315,924	333,300	327,300	386,020
<b>Total Revenue</b>	<b>\$ 6,763,897</b>	<b>\$ 7,017,157</b>	<b>\$ 6,910,780</b>	<b>\$ 7,250,345</b>
<b>Operating Expenses</b>				
Salary and Benefits	4,062,199	4,289,180	4,092,818	4,460,836
Services and Supplies	1,425,484	1,872,573	1,447,965	1,940,058
Miscellaneous	250,000	250,000	250,000	-
Insurance and Other Chargebacks	810,678	462,317	400,000	500,433
Capital Outlay	299,628	32,800	1,000	5,400
Contingencies	-	-	-	-
Debt Service	-	-	-	-
Interfund Transfers			90,272	
<b>Total Expenses</b>	<b>\$ 6,929,456</b>	<b>\$ 6,997,142</b>	<b>\$ 6,282,055</b>	<b>\$ 7,250,345</b>
<b>Net Surplus (Deficit)</b>	<b>\$ (165,560)</b>	<b>\$ 20,015</b>	<b>\$ 628,725</b>	<b>\$ -</b>
<b>Beginning Fund Balance</b>	<b>\$ 585,646</b>		<b>\$ 420,086</b>	<b>\$ 1,048,811</b>
<b>Ending Fund Balance</b>	<b>\$ 420,086</b>		<b>\$ 1,048,811</b>	<b>\$ 1,048,811</b>

Division	2017 Adopted Position Total FTE
<b>Youth Services</b>	12.1
<b>Adult Services</b>	13.2
<b>Circulation</b>	14.88
<b>Neighborhood Services</b>	5.93
<b>Technical Services</b>	6.95
<b>Maintenance</b>	6.34
<b>Administration</b>	7.47
<b>General Assistance Fund Total</b>	<b>66.87</b>

185 LIBRARY FUND	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Year End Estimate	FY 2017 Adopted Budget
<b>Salary and Benefits</b>	<b>\$ 4,062,199</b>	<b>\$ 4,289,180</b>	<b>\$ 4,092,818</b>	<b>\$ 4,460,836</b>
61010 - REGULAR PAY	2,311,182	2,363,565	2,310,000	2,459,125
61012 - LIBRARY SUBSTITUTES	-	15,700	-	17,200
61050 - PERMANENT PART-TIME	1,117,042	1,178,844	1,082,000	1,256,660
61055 - TEMPORARY EMPLOYEES	-	16,400	-	10,600
61110 - OVERTIME PAY	9,421	9,300	12,500	7,000
61415 - TERMINATION PAYOUTS	23,923	70,800	28,695	67,550
61420 - ANNUAL SICK LEAVE PAYOUT	5,629	-	54,950	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	-	-	5,100	-
61615 - LIFE INSURANCE	58	653	73	60
61625 - AUTO ALLOWANCE	7,071	7,200	7,500	7,200
61626 - CELL PHONE ALLOWANCE	3,731	2,400	3,250	2,300
61630 - SHOE ALLOWANCE	620	620	1,000	620
61635 - UNIFORM ALLOWANCE	-	-	-	-
61725 - SOCIAL SECURITY	205,439	217,562	208,000	223,725
61730 - MEDICARE	48,599	50,881	49,250	53,010
<b>Services and Supplies</b>	<b>\$ 1,425,484</b>	<b>\$ 1,872,573</b>	<b>\$ 1,447,965</b>	<b>\$ 1,940,058</b>
61060 - SEASONAL EMPLOYEES	1,712	-	40,000	-
62185 - CONSULTING SERVICES	27,358	195,300	75,000	141,700
62205 - ADVERTISING	-	5,000	3,500	8,000
62210 - PRINTING	2,919	6,000	5,500	8,000
62225 - BLDG MAINTENANCE SERVICES	222,841	230,257	155,000	212,700
62235 - OFFICE EQUIPMENT MAINT	11,718	12,000	1,000	12,000
62240 - AUTOMOTIVE EQMP MAINT	-	-	-	-
62272 - OTHER PROFESSIONAL SERVICES	(1,165)	-	-	-
62275 - POSTAGE CHARGEBACKS	2,624	1,900	3,000	2,600
62290 - TUITION	-	5,000	-	5,000
62295 - TRAINING & TRAVEL	17,941	42,025	40,000	42,000
62315 - POSTAGE	3,697	5,500	4,650	4,500
62340 - COMPPTER LICENSE & SUPP	6,555	36,970	79,000	46,300
62341 - INTERNET SOLUTION PROVIDERS	251,847	288,260	225,500	353,800
62360 - MEMBERSHIP DUES	1,017	2,005	2,500	2,100
62375 - RENTALS	41,524	44,460	40,000	46,238
62380 - COPY MACHINE CHARGES	12,268	12,881	1,500	12,900
62431 - ARMORED CAR SERVICES	-	500	-	-
62506 - WORK- STUDY	4,585	8,200	4,750	8,700
62705 - BANK SERVICE CHARGES	5,701	4,000	4,500	5,700
62912 - WEATHERPROOFING	14,550	-	-	-
64005 - ELECTRICITY	-	-	-	-
64505 - TELECOMMUNICATIONS	504	-	-	-
64540 - TELECOMMUNICATIONS - WIRELESS	1,391	2,000	1,500	2,000
65020 - CLOTHING	-	-	-	-
65050 - BLDG MAINTENANCE MATERIAL	58,285	32,000	23,300	32,000
65060 - MATER. TO MAINT. AUTOS	-	-	-	-
65100 - LIBRARY SUPPLIES	87,960	102,725	89,515	103,850
65125 - OTHER COMMODITIES	-	-	-	30,000
65628 - Library Electronic Resources	-	-	-	-
65635 - PERIODICALS	23,044	17,700	17,950	17,700
65640 - AUDIO RECORDINGS	-	-	-	-
65650 - VISUAL MEDIA COLLECTION	-	-	-	-
62001 - SHORT TERM BUDGETING SALARY COSTS	-	-	-	-
<b>Insurance and Other Chargebacks</b>	<b>\$ 810,678</b>	<b>\$ 462,317</b>	<b>\$ 400,000</b>	<b>\$ 500,433</b>
61510 - HEALTH INSURANCE	810,678	462,317	400,000	500,433
66030 - TRANSFER TO INSURANCE - RISK	-	-	-	-
66130 - TRANSFER TO INSURANCE FUND	-	-	-	-
62155 - CONSTRUCTION MGMT SERVICES	-	-	-	-
63056 - ELEVATOR REPAIR	49,894	-	-	-
65503 - FURNITURE / FIXTURES / EQUIPMENT	37,432	32,800	1,000	5,400
65504 - LIBR GARAGE REHAB CONSTRUCTION DESIGN	75	-	-	-
65506 - LIBR GARAGE REHAB CONSTRUCTION	-	-	-	-
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	2,500	5,440	5,440	5,440
62309 - RENTAL OF AUTO REPLACEMENT	1,700	4,743	4,743	4,885
66025 - TRANSFER TO DEBT SERVICE - ERI	77,268	80,089	80,089	83,293
66131 - TRANSFER TO GENERAL FUND	-	-	-	250,000
<b>Grand Total</b>	<b>\$ 6,929,456</b>	<b>\$ 6,997,142</b>	<b>\$ 6,282,055</b>	<b>\$ 7,250,345</b>



## 2017 PROPOSED BUDGET - OTHER FUNDS

### #186 – Library Debt Service

#### Fund Description

The Library Debt Fund was created to repay the outstanding debt obligation associated with the financing of the Evanston Public Library Main Branch. This fund accounts for the debt service costs associated with Library debt issuance to fund capital projects. Revenues for this fund come from the Library’s tax levy, and expenses are paid as a part of the annual payment of all outstanding bonds.

#### Financial Summary

<b>Operating Revenue</b>	<b>FY 2015 Actual Amount</b>	<b>FY 2016 Amended Budget</b>	<b>FY 2016 Year End Estimated</b>	<b>FY 2017 Adopted Budget</b>
Property Taxes	601,811	393,409	393,409	345,955
Other Revenue	-	-	-	-
<b>Total Revenue</b>	<b>\$ 601,811</b>	<b>\$ 393,409</b>	<b>\$ 393,409</b>	<b>\$ 345,955</b>
<b>Operating Expenses</b>				
186 LIBRARY DEBT SERVICE FUND	562,740	393,409	-	345,955
Services and Supplies	-	-	-	-
Miscellaneous	-	-	-	-
Capital Outlay	-	-	111,466	-
<b>Total Expenses</b>	<b>\$ 562,740</b>	<b>\$ 393,409</b>	<b>\$ 111,466</b>	<b>\$ 345,955</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 39,072</b>	<b>\$ -</b>	<b>\$ 281,943</b>	<b>\$ -</b>
<b>Beginning Fund Balance</b>	<b>\$ (2,409)</b>		<b>\$ 36,663</b>	<b>\$ 318,606</b>
<b>Ending Fund Balance</b>	<b>\$ 36,663</b>		<b>\$ 318,606</b>	<b>\$ 318,606</b>

<b>186 LIBRARY DEBT SERVICE FUND</b>	<b>FY 2015 Actual Amount</b>	<b>FY 2016 Amended Budget</b>	<b>FY 2016 Year End Estimated</b>	<b>FY 2017 Adopted Budget</b>
<b>Capital Outlay</b>	\$ -	\$ -	\$ 111,466	\$ -
62911 - ESSENTIAL REPAIRS	-	-	111,466	-
<b>Debt Service</b>	\$ 562,740	\$ 393,409	\$ 393,409	\$ 345,955
68305 - DEBT SERVICE- PRINCIPAL	481,936	330,955	330,955	330,955
68315 - DEBT SERVICE- INTEREST	80,804	62,454	62,454	15,000
<b>Grand Total</b>	\$ 562,740	\$ 393,409	\$ 504,875	\$ 345,955



## 2017 ADOPTED BUDGET - OTHER FUNDS

### #187 – Library Capital Fund

#### Fund Description

This fund accounts for all of the library’s capital outlay expenditures not financed by annual operations or maintenance. Projects funded from Fund 187 are included in the City’s Capital Improvement Plan. They are developed as part of a multi-year long-term program to construct, rehabilitate or otherwise improve the library’s assets.

#### Financial Summary

<b>Operating Revenue</b>	<b>FY 2015 Actual Amount</b>	<b>FY 2016 Amended Budget</b>	<b>FY 2016 Year End Estimated</b>	<b>FY 2017 Adopted Budget</b>
Other Revenue	-	-	-	3,774,500
<b>Total Revenue</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,774,500</b>
<b>Operating Expenses</b>				
Capital Outlay	-	-	-	3,774,500
<b>Total Expenses</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,774,500</b>
<b>Net Surplus (Deficit)</b>				<b>\$ -</b>
<b>Beginning Fund Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Ending Fund Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

187 LIBRARY CAPITAL IMPROVEMENT FD	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Year End Estimated	FY 2017 Adopted Budget
Capital Outlay	\$ -	\$ -	\$ -	\$ 3,774,500
65515 - OTHER IMPROVEMENTS	-	-	-	3,774,500
<b>Grand Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,774,500</b>



## 2017 ADOPTED BUDGET - OTHER FUNDS

### #195 – Neighborhood Stabilization Program 2

#### Fund Description

The Neighborhood Stabilization Program 2 (NSP2) was funded by the American Recovery and Reinvestment Act of 2009 to stabilize neighborhoods that have been negatively impacted by high numbers of foreclosed and vacant homes. Evanston's NSP2 proposal included two strategies to stabilize neighborhoods in two Census tracts, 8092 and 8102:

- The acquisition, rehabilitation, and re-occupancy of 100 units of foreclosed or abandoned housing
- The redevelopment of two blighted parcels of vacant land in West Evanston into new housing consistent with the West Evanston Master Plan.

Grant closeout will be completed in 2016. All housing units rehabbed or developed with NSP2 funds are rented or sold to households with incomes at or below 120% of the area median income (AMI); 25% of total grant funds have been used to benefit households with incomes at or below 50% AMI, as required by the Department of Housing and Urban Development (HUD). Two properties are being land banked; their disposition will be finalized no later than September 2026, as required. Unexpended NSP2 program income will be retained to maintain land banked properties and for required compliance.

#### Financial Summary

Operating Revenue	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Year End Estimated	FY 2017 Adopted Budget
Other Revenue	-	-	-	-
Intergovernmental Revenue	130,126	198,651	233,123	139,500
<b>Total Revenue</b>	<b>\$ 130,126</b>	<b>\$ 198,651</b>	<b>\$ 233,123</b>	<b>\$ 139,500</b>
<b>Operating Expenses</b>				
Salary and Benefits	54,159	28,590	20,500	28,297
Services and Supplies	4,611	5,100	3,000	5,100
Miscellaneous	179	120,862	53,000	50,000
Insurance and Other Chargebacks	6,847	5,058	4,000	3,981
Capital Outlay	68,352	35,000	5,300	7,000
Interfund Transfers	(4,022)	4,344	4,344	4,518
<b>Total Expenses</b>	<b>\$ 130,126</b>	<b>\$ 198,954</b>	<b>\$ 90,144</b>	<b>\$ 98,896</b>
<b>Net Surplus (Deficit)</b>	<b>\$ -</b>	<b>\$ (303)</b>	<b>\$ 142,979</b>	<b>\$ 40,604</b>
<b>Beginning Fund Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (303)</b>
<b>Ending Fund Balance</b>	<b>\$ -</b>	<b>\$ (303)</b>	<b>\$ 142,979</b>	<b>\$ 40,301</b>

#### 2017 Initiatives

- Maintain compliance with long-term affordability requirements for all rental and ownership properties.
- Submit annual report on the use of remaining NSP2 program income to HUD.

<b>Total Full-Time Equivalent Positions</b>	
<b>Division</b>	<b>2017 Position Total FTE</b>
<b>Neighborhood Stabilization</b>	0.30
<b>Neighborhood Stabilization Fund Total</b>	0.30

195 NEIGHBORHOOD STABILIZATION FUND	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Year End Estimated	FY 2017 Adopted Budget
<b>Salary and Benefits</b>	\$ 54,159	\$ 28,590	\$ 20,500	\$ 28,297
61010 - REGULAR PAY	32,444	23,412	17,000	23,207
61050 - PERMANENT PART-TIME	12,628	-	-	-
61110 - OVERTIME PAY	-	1,000	-	1,000
61415 - TERMINATION PAYOUTS	381	-	-	-
61420 - ANNUAL SICK LEAVE PAYOUT	438	-	-	-
61615 - LIFE INSURANCE	1	-	-	2
61710 - IMRF	4,828	2,422	2,000	2,351
61725 - SOCIAL SECURITY	2,788	1,423	1,200	1,407
61730 - MEDICARE	652	333	300	330
<b>Services and Supplies</b>	\$ 4,611	\$ 5,100	\$ 3,000	\$ 5,100
62205 - ADVERTISING	38	1,000	-	1,000
62275 - POSTAGE CHARGEBACKS	21	500	-	500
62285 - COURIER CHARGES	-	150	-	150
62295 - TRAINING & TRAVEL	179	100	-	100
62380 - COPY MACHINE CHARGES	-	150	-	150
62509 - SERVICE AGREEMENTS/ CONTRACTS	2,400	3,000	3,000	3,000
64545 - PERSONAL COMPUTER SOFTWARE	1,973	-	-	-
65095 - OFFICE SUPPLIES	-	200	-	200
<b>Miscellaneous</b>	\$ 179	\$ 120,862	\$ 53,000	\$ 50,000
62490 - OTHER PROGRAM COSTS	179	120,862	53,000	50,000
<b>Insurance and Other Chargebacks</b>	\$ 6,847	\$ 5,058	\$ 4,000	\$ 3,984
61510 - HEALTH INSURANCE	5,308	5,058	4,000	3,981
66130 - TRANSFER TO INSURANCE FUND	1,539	-	-	-
<b>Capital Outlay</b>	\$ 68,352	\$ 35,000	\$ 5,300	\$ 7,000
62482 - CONSTRUCTION	37,018	-	-	-
62483 - DEVELOPER FEES	7,731	-	-	-
62484 - DISPOSITION	1,229	5,000	-	2,000
62488 - PRE-CONSTRUCTION	206	-	-	-
62489 - SITE MAINTENANCE	22,169	30,000	5,300	5,000
<b>Interfund Transfers</b>	\$ (4,022)	\$ 4,344	\$ 4,344	\$ 4,518
66025 - TRANSFER TO DEBT SERVICE - ERI	4,191	4,344	4,344	4,518
66131 - TRANSFER TO GENERAL FUND	(8,213)	-	-	-
<b>Grand Total</b>	\$ 130,126	\$ 198,954	\$ 90,144	\$ 98,896



## 2017 ADOPTED BUDGET - OTHER FUNDS

### #200 – Motor Fuel Tax

#### **Fund Description**

The Motor Fuel Tax Fund is used for street maintenance, street resurfacing, and signal upgrade projects. The funds are authorized by the Illinois Department of Transportation and are appropriated as part of the City's share of the gasoline tax. Motor Fuel Tax funds are also used for street cleaning, street sweeping, and snow removal operations.

#### **Financial Summary**

<b>Operating Revenue</b>	<b>FY 2015 Actual Amount</b>	<b>FY 2016 Amended Budget</b>	<b>FY 2016 Year End Estimated</b>	<b>FY 2017 Adopted Budget</b>
Intergovernmental Revenue	2,465,781	1,710,000	1,800,000	1,920,000
Interest Income	819	1,000	4,000	1,000
<b>Total Revenue</b>	<b>\$ 2,466,600</b>	<b>\$ 1,711,000</b>	<b>\$ 1,804,000</b>	<b>\$ 1,921,000</b>
<b>Operating Expenses</b>				
Capital Outlay	1,583,238	-	200,000	1,391,000
Interfund Transfers	833,000	2,189,000	1,984,321	857,990
<b>Total Expenses</b>	<b>\$ 2,416,238</b>	<b>\$ 2,189,000</b>	<b>\$ 2,184,321</b>	<b>\$ 2,248,990</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 50,362</b>	<b>\$ (478,000)</b>	<b>\$ (380,321)</b>	<b>\$ (327,990)</b>
<b>Beginning Fund Balance</b>	<b>\$ 1,780,031</b>		<b>\$ 1,830,393</b>	<b>\$ 1,450,072</b>
<b>Ending Fund Balance</b>	<b>\$ 1,830,393</b>		<b>\$ 1,450,072</b>	<b>\$ 1,122,082</b>

<b>200 MOTOR FUEL TAX FUND</b>	<b>FY 2015 Actual Amount</b>	<b>FY 2016 Amended Budget</b>	<b>FY 2016 Year End Estimated</b>	<b>FY 2017 Adopted Budget</b>
<b>Capital Outlay</b>	<b>\$ 1,583,238</b>	<b>\$ -</b>	<b>\$ 200,000</b>	<b>\$ 1,391,000</b>
65515 - OTHER IMPROVEMENTS	1,583,238	-	200,000	1,391,000
<b>Interfund Transfers</b>	<b>\$ 833,000</b>	<b>\$ 2,189,000</b>	<b>\$ 1,984,321</b>	<b>\$ 857,990</b>
66131 - TRANSFER TO GENERAL FUND	833,000	833,000	833,000	857,990
66156 - TRANSFER TO CAPITAL IMPROVEMENT FUND	-	1,356,000	1,151,321	-
<b>Grand Total</b>	<b>\$ 2,416,238</b>	<b>\$ 2,189,000</b>	<b>\$ 2,184,321</b>	<b>\$ 2,248,990</b>



## 2017 ADOPTED BUDGET- OTHER FUNDS

### #205 – Emergency Telephone System

#### **Fund Description**

In accordance with Illinois Public Act 85-978, the City of Evanston enacted Ordinance 133-O-90 by referendum in December of 1990. The purpose of the Ordinance was to establish an Enhanced 9-1-1 system. Per the legislature, an Emergency Telephone System Board (ETSB) was established. The function of the ETSB is to design and implement an enhanced 9-1-1 system for the City of Evanston and monitor the system once in place.

During this year, as a result of Federal legislation that resulted in the eventual loss to public safety agencies of access to “T-Band” frequencies, options for replacing the existing Police UHF radio system, which has preliminary cost projections of 1.5 million dollars, will be explored.

#### **Financial Summary**

<b>Operating Revenue</b>	<b>FY 2015 Actual Amount</b>	<b>FY 2016 Amended Budget</b>	<b>FY 2016 Year End Estimated</b>	<b>FY 2017 Adopted Budget</b>
Other Taxes	977,071	1,018,000	1,000,000	1,020,700
Other Revenue	100	-	-	-
Interest Income	189	1,000	1,500	1,000
<b>Total Revenues</b>	<b>\$ 977,361</b>	<b>\$ 1,019,000</b>	<b>\$ 1,001,500</b>	<b>\$ 1,021,700</b>
<b>Expenses</b>				
Salary and Benefits	505,437	503,275	462,500	517,524
Services and Supplies	347,694	377,600	367,500	282,400
Miscellaneous	1,500	-	-	-
Insurance and Other Chargebacks	96,132	94,946	89,815	102,517
Capital Outlay	239,421	393,615	433,000	55,000
Contingencies	2,046	5,000	-	-
Interfund Transfers	141,767	142,207	142,207	72,977
<b>Total Expenses</b>	<b>\$ 1,333,996</b>	<b>\$ 1,516,643</b>	<b>\$ 1,495,022</b>	<b>\$ 1,030,418</b>
<b>Net Surplus (Deficit)</b>	<b>\$ (356,635)</b>	<b>\$ (497,643)</b>	<b>\$ (493,522)</b>	<b>\$ (8,718)</b>
<b>Beginning Fund Balance</b>	<b>\$ 908,353</b>		<b>\$ 551,718</b>	<b>\$ 58,196</b>
<b>Ending Fund Balance</b>	<b>\$ 551,718</b>		<b>\$ 58,196</b>	<b>\$ 49,478</b>

<b>Total Full-Time Equivalent Positions</b>	
<b>Division</b>	<b>2017 Position Total FTE</b>
Emergency Telephone System	5.00
<b>Emergency Telephone System Fund Total</b>	<b>5.00</b>

<b>205 EMERGENCY TELEPHONE (E911) FUND</b>	<b>FY 2015 Actual Amount</b>	<b>FY 2016 Amended Budget</b>	<b>FY 2016 Year End Estimated</b>	<b>FY 2017 Adopted Budget</b>
<b>Salary and Benefits</b>	<b>\$ 505,437</b>	<b>\$ 503,275</b>	<b>\$ 462,500</b>	<b>\$ 517,524</b>
61010 - REGULAR PAY	414,091	423,404	385,000	436,537
61110 - OVERTIME PAY	7,631	2,000	2,000	2,000
61420 - ANNUAL SICK LEAVE PAYOUT	2,059	-	4,000	-
61610 - DENTAL INSURANCE	140	-	-	-
61615 - LIFE INSURANCE	1,218	-	-	-
61635 - UNIFORM ALLOWANCE	1,275	1,275	3,000	1,700
61710 - IMRF	47,350	44,400	40,000	44,383
61725 - SOCIAL SECURITY	25,669	26,093	23,000	26,667
61730 - MEDICARE	6,003	6,103	5,500	6,237
<b>Services and Supplies</b>	<b>\$ 347,694</b>	<b>\$ 377,600</b>	<b>\$ 367,500</b>	<b>\$ 282,400</b>
62225 - BLDG MAINTENANCE SERVICES	3,315	3,500	-	3,500
62295 - TRAINING & TRAVEL	7,770	7,500	1,500	7,500
62360 - MEMBERSHIP DUES	287	900	1,500	900
62509 - SERVICE AGREEMENTS/ CONTRACTS	203,735	225,000	290,000	220,000
64505 - TELECOMMUNICATIONS	72,541	75,000	10,500	15,000
64540 - TELECOMMUNICATIONS - WIRELESS	35,568	41,000	15,000	15,000
64560 - CABLE - NETWORK	-	-	40,000	-
65020 - CLOTHING	-	1,200	-	1,200
65035 - PETROLEUM PRODUCTS	457	800	-	800
65085 - MINOR EQUIPMENT & TOOLS	20,890	19,200	8,000	15,000
65095 - OFFICE SUPPLIES	1,549	1,500	1,000	1,500
65620 - OFFICE MACH. & EQUIP.	1,581	2,000	-	2,000
<b>Miscellaneous</b>	<b>\$ 1,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
62770 - MISCELLANEOUS	1,500	-	-	-
<b>Insurance and Other Chargebacks</b>	<b>\$ 96,132</b>	<b>\$ 94,946</b>	<b>\$ 89,815</b>	<b>\$ 102,517</b>
61510 - HEALTH INSURANCE	78,684	77,498	75,000	85,069
66130 - TRANSFER TO INSURANCE FUND	17,448	17,448	14,815	17,448
<b>Capital Outlay</b>	<b>\$ 239,421</b>	<b>\$ 393,615</b>	<b>\$ 433,000</b>	<b>\$ 55,000</b>
65625 - FURNITURE & FIXTURES	239,421	393,615	433,000	55,000
<b>Contingencies</b>	<b>\$ 2,046</b>	<b>\$ 5,000</b>	<b>\$ -</b>	<b>\$ -</b>
68205 - CONTINGENCIES	2,046	5,000	-	-
<b>Interfund Transfers</b>	<b>\$ 141,767</b>	<b>\$ 142,207</b>	<b>\$ 142,207</b>	<b>\$ 72,977</b>
66025 - TRANSFER TO DEBT SERVICE - ERI	12,038	12,478	12,478	12,977
66131 - TRANSFER TO GENERAL FUND	129,729	129,729	129,729	60,000
<b>Grand Total</b>	<b>\$ 1,333,996</b>	<b>\$ 1,516,643</b>	<b>\$ 1,495,022</b>	<b>\$ 1,030,418</b>



## 2017 ADOPTED BUDGET - OTHER FUNDS

### #210 – Special Service Area 4

#### **Fund Description**

Special Service Area 4 (SSA4) was established to provide certain public services to supplement services currently or customarily provided by the City to the Territory, assist the promotion and advertisement of the Territory in order to attract businesses and consumers to the Territory, and provide any other public services to the Territory which the City may deem appropriate from time to time. Special services, as they apply to SSA4, include maintenance of public improvements (e.g. landscaping) together with any such other further services necessary to the accomplishment of the improvement. SSA4 is managed by Downtown Evanston (formerly EvMark), an Illinois not-for-profit corporation.

#### **Financial Summary**

<b>Operating Revenue</b>	<b>FY 2015 Actual Amount</b>	<b>FY 2016 Amended Budget</b>	<b>FY 2016 Year End Estimated</b>	<b>FY 2017 Proposed Budget</b>
Property Taxes	322,055	320,000	320,000	320,000
Interest Income	3	-	2	-
<b>Total Revenue</b>	<b>\$ 322,058</b>	<b>\$ 320,000</b>	<b>\$ 320,002</b>	<b>\$ 320,000</b>
<b>Operating Expenses</b>				
Services and Supplies	323,000	320,000	323,000	320,000
<b>Total Expenses</b>	<b>\$ 323,000</b>	<b>\$ 320,000</b>	<b>\$ 323,000</b>	<b>\$ 320,000</b>
<b>Net Surplus (Deficit)</b>	<b>\$ (942)</b>	<b>\$ -</b>	<b>\$ (2,998)</b>	<b>\$ -</b>
<b>Beginning Fund Balance</b>	<b>\$ (189,603)</b>		<b>\$ (190,545)</b>	<b>\$ (193,543)</b>
<b>Ending Fund Balance</b>	<b>\$ (190,545)</b>		<b>\$ (193,543)</b>	<b>\$ (193,543)</b>

	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Year End Estimated	FY 2017 Adopted Budget
<b>210 SPECIAL SERVICE AREA (SSA) #4 FUND</b>				
62517 - SPECIAL SERVICE AREA AGREEMENT	323,000	320,000	323,000	320,000
<b>Grand Total</b>	<b>\$ 323,000</b>	<b>\$ 320,000</b>	<b>\$ 323,000</b>	<b>\$ 320,000</b>



## 2017 ADOPTED BUDGET - OTHER FUNDS

### #215 – Community Development Block Grant

#### Fund Description

The City is a federal entitlement community and receives Community Development Block Grant funds annually to address the needs of low- and moderate-income residents. Statutory program goals are to provide decent housing, a suitable living environment, and economic opportunity primarily for residents whose incomes do not exceed 80% of the area median income.

#### Financial Summary

Operating Revenue	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Year End Estimated	FY 2017 Adopted Budget
Other Revenue	3,318	-	-	-
Intergovernmental Revenue	1,502,924	2,595,000	2,727,748	2,272,494
<b>Total Revenue</b>	<b>\$ 1,506,242</b>	<b>\$ 2,595,000</b>	<b>\$ 2,727,748</b>	<b>\$ 2,272,494</b>
<b>Operating Expenses</b>				
Salary and Benefits	318,743	385,285	381,480	393,090
Services and Supplies	28,988	3,800	235,684	220,840
Miscellaneous	79,747	1,274,280	356,843	745,470
Insurance and Other Chargebacks	58,583	87,795	88,176	93,120
Capital Outlay	276,834	-	496,265	-
Community Sponsored Organizations	235,459	-	-	-
Interfund Transfers	453,229	843,465	713,500	829,458
<b>Total Expenses</b>	<b>\$ 1,451,583</b>	<b>\$ 2,594,625</b>	<b>\$ 2,271,948</b>	<b>\$ 2,281,978</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 54,659</b>	<b>\$ 375</b>	<b>\$ 455,800</b>	<b>\$ (9,484)</b>
<b>Beginning Fund Balance</b>	<b>\$ -</b>		<b>\$ 54,659</b>	<b>\$ 510,459</b>
<b>Ending Fund Balance</b>	<b>\$ 54,659</b>		<b>\$ 510,459</b>	<b>\$ 500,975</b>

#### 2017 Initiatives

- Implement the 2017 Action Plan, the third year of the 2015-2019 Consolidated Plan that governs the use of CDBG, HOME, and ESG programs.
- Provide technical assistance to CDBG sub-recipients, particularly relating to reporting and financial management to ensure compliance with federal regulations and local requirements.
- Staff the Housing & Community Development Act Committee. Expand staff input to the Committee on the effectiveness of CDBG sub-recipients in achieving City goals following the Consolidated Plan.
- Monitor and assess all new and ongoing CDBG-funded activities for compliance with program plans and contractual obligations, including Davis-Bacon prevailing wage requirements.
- Expand outreach about the CDBG program and seek input from low- and moderate-income residents, including those for whom English is a second language.

#### Performance Report on FY 2016 Major Program Objectives

Twenty-five programs and projects were funded in FY 2016 and five funded in prior years continue to be implemented. Staff developed the 2017 Action Plan and submitted the 2015 Consolidated Plan Annual Performance and Evaluation Report, Contractor-Subcontractor Reports, and Semi-Annual Labor Reports to HUD by their respective due dates.



## 2017 ADOPTED BUDGET - OTHER FUNDS

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### #215 – Community Development Block Grant

<b>Total Full-Time Equivalent Positions</b>	
<b>Division</b>	<b>2017 Adopted Total FTE</b>
Community Development Block Grant	4.25
<b>Community Development Block Grant Fund Total</b>	<b>4.25</b>

215 CDBG FUND	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Year End Estimated	FY 2017 Adopted Budget
<b>Salary and Benefits</b>	<b>\$ 318,743</b>	<b>\$ 385,285</b>	<b>\$ 381,480</b>	<b>\$ 393,090</b>
61010 - REGULAR PAY	232,195	283,244	280,000	290,555
61050 - PERMANENT PART-TIME	30,182	42,450	40,000	43,132
61110 - OVERTIME PAY	1,067	-	-	-
61415 - TERMINATION PAYOUTS	3,438	-	-	-
61420 - ANNUAL SICK LEAVE PAYOUT	1,314	-	2,500	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	842	-	-	-
61615 - LIFE INSURANCE	6	4	5	10
61626 - CELL PHONE ALLOWANCE	300	414	450	414
61630 - SHOE ALLOWANCE	155	155	275	179
61710 - IMRF	28,456	34,185	34,000	33,796
61725 - SOCIAL SECURITY	16,848	20,125	19,500	20,263
61730 - MEDICARE	3,940	4,708	4,750	4,741
<b>Services and Supplies</b>	<b>\$ 28,988</b>	<b>\$ 3,800</b>	<b>\$ 235,684</b>	<b>\$ 220,840</b>
61060 - SEASONAL EMPLOYEES	9,878	-	-	-
62205 - ADVERTISING	714	500	750	750
62210 - PRINTING	124	250	500	250
62275 - POSTAGE CHARGEBACKS	292	350	250	350
62280 - OVERNIGHT MAIL CHARGES	23	-	-	-
62285 - COURIER CHARGES	17	150	-	150
62295 - TRAINING & TRAVEL	1,214	1,500	1,500	1,500
62315 - POSTAGE	24	-	-	-
62345 - COURT COST/LITIGATION	140	-	-	-
62360 - MEMBERSHIP DUES	940	-	-	-
62380 - COPY MACHINE CHARGES	1,200	800	-	800
62665 - CONTRIB TO OTHER AGENCIES	-	-	228,384	216,640
64545 - PERSONAL COMPUTER SOFTWARE	2,085	-	4,000	-
65095 - OFFICE SUPPLIES	788	250	300	400
65535 - REHAB LOANS	11,550	-	-	-
<b>Miscellaneous</b>	<b>\$ 72,442</b>	<b>\$ 1,274,280</b>	<b>\$ 356,843</b>	<b>\$ 745,470</b>
62490 - OTHER PROGRAM COSTS	13,144	1,274,280	256,843	569,970
62770 - MISCELLANEOUS	299	-	-	-
63045 - SUMMER YOUTH EMPLOYMENT	49,498	-	-	-
63064 - SUNSHINE ENTERPRISES	-	-	100,000	175,500
63072 - EVANSTON SCHOLARS	9,500	-	-	-
<b>Insurance and Other Chargebacks</b>	<b>\$ 58,583</b>	<b>\$ 87,795</b>	<b>\$ 88,176</b>	<b>\$ 93,120</b>
61510 - HEALTH INSURANCE	44,043	67,147	69,000	72,472
66130 - TRANSFER TO INSURANCE FUND	14,540	20,648	19,176	20,648
<b>Capital Outlay</b>	<b>\$ 276,834</b>	<b>\$ -</b>	<b>\$ 496,265</b>	<b>\$ -</b>
62795 - STREETLIGHT UPGRADE	11,424	-	59,786	-
62800 - F/J LOCKER ROOMS	5,910	-	236,479	-
62840 - ALLEY PAVING PROGRAM	132,353	-	200,000	-
62845 - SPECIAL ASSESSMENTS-ALLEY	3,420	-	-	-
63030 - CURB/SIDEWALK REPLACEMENT	78,728	-	-	-
63055 - MCGAW YMCA ELEVATOR	45,000	-	-	-
<b>Community Sponsored Organizations</b>	<b>\$ 235,459</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
62890 - INFANT WELFARE SOCIETY	19,397	-	-	-
62935 - JAMES MORAN CENTER	25,000	-	-	-
62939 - EVANSTON REBUILDING WAREHOUSE	7,500	-	-	-
62940 - LAF (LEGAL ASSIST FOUNDATION)	6,000	-	-	-
62945 - YOUTH JOB CENTER OF EVANSTON	20,000	-	-	-
62954 - COMMUNITY UNITY 1	15,000	-	-	-
62955 - YWCA SHELTER PROGRAM	49,000	-	-	-
62980 - NORTH SHORE SENIOR CENTER	15,000	-	-	-
62985 - OPEN COMMUNITIES	10,000	-	-	-
62995 - FAMILY FOCUS CENTER REHAB	26,447	-	-	-
63120 - MEALS AT HOME	15,000	-	-	-
63125 - OPEN STUDIO PROJECT	4,000	-	-	-
63140 - SCHOOL DIST 65 OAKTON PLAYGROUND	4,115	-	-	-
67030 - FAMILY FOCUS	19,000	-	-	-
<b>Interfund Transfers</b>	<b>\$ 455,310</b>	<b>\$ 843,465</b>	<b>\$ 713,500</b>	<b>\$ 829,458</b>
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	781	824	117	824
62309 - RENTAL OF AUTO REPLACEMENT	1,300	1,300	1,300	1,339
66025 - TRANSFER TO DEBT SERVICE - ERI	6,227	6,341	6,341	6,594
66131 - TRANSFER TO GENERAL FUND	447,002	-	376,900	330,701
66156 - TRANSFER TO CAPITAL IMPROVEMENT FUND	-	835,000	328,842	490,000
<b>Grand Total</b>	<b>\$ 1,446,359</b>	<b>\$ 2,594,625</b>	<b>\$ 2,271,948</b>	<b>\$ 2,281,978</b>



## 2017 ADOPTED BUDGET - OTHER FUNDS

### #220 – Community Development Block Grant Loan

#### **Fund Description**

The CDBG Loan Fund is a revolving loan fund. Its purpose is to provide 0-3% interest loans that may be deferred or amortizing to rehab income eligible one- and two-unit owner-occupied residential properties and multi-family rental properties that are occupied by income-eligible households under HUD regulations. It also funds deferred loans for income-eligible homeowners to demolish unsafe garages and dangerous trees. Funds are prioritized for properties with code violations, as well as for energy efficiency and accessibility. This fund was established with HUD approval using Community Development Block Grant funds. Principal and interest payments from loans are returned to the Revolving Loan Fund and are used for additional eligible projects. Additionally, repayments on CDBG loans made to businesses are deposited into this fund and designated for CDBG economic development activities.

The fund balance listed below is composed of loan receivables of approximately \$2 million and the remaining amount in cash.

#### **Financial Summary**

	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Year End Estimated	FY 2017 Adopted Budget
<b>Operating Revenue</b>				
Other Revenue	397,708	350,000	200,000	293,000
Intergovernmental Revenue	-	-	-	-
Interest Income	375	-	200	-
<b>Total Revenue</b>	<b>\$ 398,083</b>	<b>\$ 350,000</b>	<b>\$ 200,200</b>	<b>\$ 293,000</b>
<b>Operating Expenses</b>				
Services and Supplies	280,461	340,000	200,200	293,000
Miscellaneous	1,919	10,000	-	-
Interfund Transfers	-	-	-	-
<b>Total Expenses</b>	<b>\$ 282,380</b>	<b>\$ 350,000</b>	<b>\$ 200,200</b>	<b>\$ 293,000</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 115,703</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Beginning Fund Balance</b>	<b>\$ 42,662</b>		<b>\$ 158,365</b>	<b>\$ 158,365</b>
<b>Ending Fund Balance</b>	<b>\$ 158,365</b>		<b>\$ 158,365</b>	<b>\$ 158,365</b>

<b>220 CDBG LOAN FUND</b>	<b>FY 2015 Actual Amount</b>	<b>FY 2016 Amended Budget</b>	<b>FY 2016 Year End Estimated</b>	<b>FY 2017 Adopted Budget</b>
<b>Services and Supplies</b>	<b>\$ 280,461</b>	<b>\$ 340,000</b>	<b>\$ 200,200</b>	<b>\$ 293,000</b>
62345 - COURT COST/LITIGATION	34	-	-	-
65535 - REHAB LOANS	280,427	340,000	200,200	293,000
<b>Miscellaneous</b>	<b>\$ 1,919</b>	<b>\$ 10,000</b>	<b>\$ -</b>	<b>\$ -</b>
62490 - OTHER PROGRAM COSTS	1,919	10,000	-	-
<b>Grand Total</b>	<b>\$ 282,380</b>	<b>\$ 350,000</b>	<b>\$ 200,200</b>	<b>\$ 293,000</b>



## 2017 ADOPTED BUDGET - OTHER FUNDS

### #225 – Economic Development

#### **Fund Description**

The Economic Development Fund provides support for the implementation of the City Council adopted Economic Development Plan and funding for the City's economic development initiatives as well as staff, consulting services, and marketing efforts needed to support these activities. In addition, the Economic Development Fund is a resource for business assistance, in the form of loans and grants, particularly in areas outside of the five TIF Districts.

#### **Financial Summary**

<b>Operating Revenue</b>	<b>FY 2015 Actual Amount</b>	<b>FY 2016 Amended Budget</b>	<b>FY 2016 Year End Estimated</b>	<b>FY 2017 Adopted Budget</b>
Other Taxes	2,116,843	2,165,000	2,300,000	-
Other Revenue	1,500	50,000	272,000	-
Intergovernmental Revenue	-	-	-	-
Interest Income	128	100	50	-
<b>Total Revenue</b>	<b>\$ 2,118,471</b>	<b>\$ 2,262,600</b>	<b>\$ 2,619,550</b>	<b>\$ -</b>
<b>Operating Expenses</b>				
Salary and Benefits	537,286	646,806	574,880	-
Services and Supplies	302,867	912,200	582,050	-
Miscellaneous	1,419,643	16,000	5,000	-
Insurance and Other Chargebacks	80,941	104,871	102,448	-
Capital Outlay	274,043	253,500	261,150	-
Community Sponsored Organizations	-	-	-	-
Contingencies	-	-	-	-
<b>Total Expenses</b>	<b>\$ 3,229,562</b>	<b>\$ 2,548,699</b>	<b>\$ 2,390,850</b>	<b>\$ -</b>
<b>Net Surplus (Deficit)</b>	<b>\$ (1,111,091)</b>	<b>\$ (286,099)</b>	<b>\$ 228,700</b>	<b>\$ -</b>
<b>Beginning Fund Balance</b>	<b>\$ 3,540,471</b>		<b>\$ 3,540,471</b>	<b>\$ -</b>
<b>Ending Fund Balance</b>	<b>\$ 2,429,380</b>		<b>\$ 3,769,171</b>	<b>\$ -</b>

#### **2017 Initiatives**

- Work with City Council to update Economic Development Plan and implement accordingly
- Retain and attract locally-based retailers while attracting national retailers to Evanston
- Attract and support “experiential” businesses that focus on offering customers an experience (i.e. painting, cooking, indoor play areas, etc.)
- Complete regular TIF District updates
- Work with economic development partners to support business retention efforts
- Enhance support of existing business district associations
- Continue to support the redevelopment of Evanston Plaza
- Support the development of a Howard Street theatre and ongoing revitalization of the Howard Street corridor
- Stimulate development on the west side of Evanston, particularly Church/Dodge and Dempster/Dodge
- Continue support of implementation of the Chicago/Main TIF Plan
- Support the merchants, property owners, and Board of Directors in their implementation of the Special Service Area District at Main-Chicago-Dempster
- Increase City interaction with incubator/start-up firms; assist with second-stage expansion



## 2017 ADOPTED BUDGET - OTHER FUNDS

### #225 – Economic Development

- Promote the City’s economic development efforts and Evanston’s business successes on the City's Economic Development website, EvanstonEdge.com; pertinent information includes how to start a business, available properties, existing business directories, and newsletter features
- Support redevelopment efforts on key vacant parcels throughout Evanston
- Coordinate with the Cultural Arts Program Coordinator on the development of a Downtown Performing Arts Center
- Increase number of Evanston-based businesses bidding on City-funded projects
- Implement Evanston’s workforce development vision in coordination with Youth and Young Adult Services Division and the City-wide network of workforce development partners

<b>Total Full-Time Equivalent Positions</b>	
<b>Division</b>	<b>2017 Proposed Total FTE</b>
Economic Development	6
<b>Economic Development Fund Total</b>	<b>6</b>

<b>Ongoing Activity Measures</b>	<b>2015 Actual</b>	<b>2016 Estimated</b>	<b>2017 Projected</b>
Number of new businesses located in Evanston	40	50	45
Number of new permanent jobs created	452	300	250
Number of business visits (exclusive of meetings)	56	75	100

225 ECONOMIC DEVELOPMENT FUND	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Year End Estimated	FY 2017 Adopted Budget
61010 - REGULAR PAY	444,034	540,346	480,000	-
61110 - OVERTIME PAY	2,566	10,000	200	-
61415 - TERMINATION PAYOUTS	2,327	-	2,160	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	205	-	965	-
61610 - DENTAL INSURANCE	135	-	-	-
61615 - LIFE INSURANCE	1,184	-	10	-
61620 - UNIVERSAL LIFE	-	-	-	-
61626 - CELL PHONE ALLOWANCE	3,630	3,900	2,800	-
61630 - SHOE ALLOWANCE	-	-	-	-
61725 - SOCIAL SECURITY	26,462	32,993	35,000	-
61730 - MEDICARE	6,296	7,812	7,500	-
Services and Supplies	302,867	912,200	582,050	-
<b>61060 - SEASONAL EMPLOYEES</b>	<b>\$ -</b>	<b>\$ 15,000</b>	<b>\$ 2,000</b>	<b>\$ -</b>
62130 - LEGAL SERVICES-GENERAL	-	-	-	-
62185 - CONSULTING SERVICES	1,715	50,000	-	-
62205 - ADVERTISING	-	-	-	-
62280 - OVERNIGHT MAIL CHARGES	39	200	-	-
62285 - COURIER CHARGES	-	-	-	-
62315 - POSTAGE	-	100	-	-
62345 - COURT COST/LITIGATION	-	-	-	-
62360 - MEMBERSHIP DUES	7,742	12,000	10,000	-
62380 - COPY MACHINE CHARGES	-	-	-	-
62660 - BUSINESS ATTRACTION	(35,168)	200,000	150,000	-
62662 - BUSINESS RETENTION / EXPANSION INVESTMENTS	43,403	300,000	190,000	-
62665 - CONTRIB TO OTHER AGENCIES	-	-	-	-
65010 - BOOKS, PUBLICATIONS, MAPS	234	500	-	-
65025 - FOOD	365	-	-	-
65035 - PETROLEUM PRODUCTS	-	-	-	-
65125 - OTHER COMMODITIES	-	-	-	-
65535 - REHAB LOANS	7,016	-	-	-
65620 - OFFICE MACH. & EQUIP.	-	-	-	-
<b>62001 - SHORT TERM BUDGETING SALARY COSTS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
62605 - OTHER CHARGES	1,418,243	-	-	-
62770 - MISCELLANEOUS	-	-	-	-
<b>61510 - HEALTH INSURANCE</b>	<b>\$ 63,493</b>	<b>\$ 87,423</b>	<b>\$ 85,000</b>	<b>\$ -</b>
66130 - TRANSFER TO INSURANCE FUND	17,448	17,448	17,448	-
Capital Outlay	194,941	253,500	261,150	-
<b>65502 - CONSTRUCTION</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
65625 - FURNITURE & FIXTURES	-	3,500	650	-
Community Sponsored Organizations	-	-	-	-
<b>66020 - TRANSFERS TO OTHER FUNDS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
66131 - TRANSFER TO GENERAL FUND	600,000	600,000	850,000	-
<b>Grand Total</b>	<b>\$ 3,150,460</b>	<b>\$ 2,548,699</b>	<b>\$ 2,390,850</b>	<b>\$ -</b>



## 2017 ADOPTED BUDGET - OTHER FUNDS

### #235 – Neighborhood Improvement

#### Fund Description

The Neighborhood Improvement Fund is used for special improvement projects in the Dempster-Dodge Shopping Center and the Main Street Commons area.

#### Financial Summary

Operating Revenue	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Year End Estimated	FY 2017 Adopted Budget
Other Taxes	-	20,000	-	-
<b>Total Revenue</b>	<b>\$ -</b>	<b>\$ 20,000</b>	<b>\$ 30,085</b>	<b>\$ -</b>
<b>Operating Expenses</b>				
Miscellaneous	-	100,000	-	100,000
<b>Total Expenses</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ 100,000</b>
<b>Net Surplus (Deficit)</b>	<b>\$ -</b>	<b>\$ (80,000)</b>	<b>\$ 30,085</b>	<b>\$ (100,000)</b>
<b>Beginning Fund Balance</b>	<b>\$ 169,915</b>		<b>\$ 169,915</b>	<b>\$ 200,000</b>
<b>Ending Fund Balance</b>	<b>\$ 169,915</b>		<b>\$ 200,000</b>	<b>\$ 100,000</b>

	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Year End Estimated	FY 2017 Adopted Budget
<b>235 NEIGHBORHOOD IMPROVEMENT</b>				
Miscellaneous	\$ -	\$ 100,000	\$ -	\$ 100,000
62490 - OTHER PROGRAM COSTS	-	100,000	-	100,000
<b>Grand Total</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ 100,000</b>



## 2017 ADOPTED BUDGET - OTHER FUNDS

### #240 – HOME

#### Fund Description

The HOME Investment Partnership Program addresses the affordable housing needs of low- and moderate-income individuals and families by promoting, preserving, and producing affordable housing; providing housing-related services; and funding private and non-profit entities that address these needs. HOME funds are used to:

- Finance the acquisition and/or rehabilitation of existing residential units;
- Fund new construction of affordable housing;
- Fund Tenant Based Rental Assistance (TBRA).

The fund balance listed below is composed of loan receivables of approximately \$4.6 million and the remaining amount in cash.

#### Financial Summary

<b>Operating Revenue</b>	<b>FY 2015 Actual Amount</b>	<b>FY 2016 Amended Budget</b>	<b>FY 2016 Year End Estimated</b>	<b>FY 2017 Adopted Budget</b>
Other Revenue	6,402	8,300	-	-
Intergovernmental Revenue	465,961	393,868	393,868	585,861
Interest Income	19	-	-	-
<b>Total Revenue</b>	<b>\$ 472,382</b>	<b>\$ 402,168</b>	<b>\$ 393,868</b>	<b>\$ 585,861</b>
<b>Operating Expenses</b>				
Salary and Benefits	12,388	48,348	33,663	41,005
Services and Supplies	282,753	352,500	218,500	540,200
Miscellaneous	193,931	500	-	500
Capital Outlay	148,184	-	-	-
Interfund Transfers	26,990	-	-	-
<b>Total Expenses</b>	<b>\$ 665,614</b>	<b>\$ 402,168</b>	<b>\$ 256,263</b>	<b>\$ 586,692</b>
<b>Net Surplus (Deficit)</b>	<b>\$ (193,232)</b>	<b>\$ -</b>	<b>\$ 137,605</b>	<b>\$ (831)</b>
<b>Beginning Fund Balance</b>	<b>\$ 49,818</b>		<b>\$ (143,414)</b>	<b>\$ (5,809)</b>
<b>Ending Fund Balance</b>	<b>\$ (143,414)</b>		<b>\$ (5,809)</b>	<b>\$ (6,640)</b>

#### 2017 Initiatives

- Finance the acquisition and rehab of housing units for affordable rental.
- Provide rental assistance through TBRA to nine eligible households with children under the age of 18.

<b>Ongoing Activity Measures</b>	<b>2015 Actual</b>	<b>2016 Estimated</b>	<b>2017 Projected</b>
Number of housing units acquired and/or rehabbed	82	73	0
Number of households helped with TBRA	21	26	9
Housing and Homeless Commission meetings	6	10	10

<b>Division</b>	<b>2017 Adopted Total FTE</b>
<b>HOME</b>	0.5
<b>HOME Fund Total</b>	<b>0.5</b>

240 HOME FUND	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Year End Estimated	FY 2017 Adopted Budget
<b>Salary and Benefits</b>	\$ 12,388	\$ 48,348	\$ 33,663	\$ 41,005
61010 - REGULAR PAY	9,784	40,902	28,500	34,869
61415 - TERMINATION PAYOUTS	765	-	-	-
61615 - LIFE INSURANCE	-	-	3	4
61710 - IMRF	1,032	4,316	3,000	3,527
61725 - SOCIAL SECURITY	654	2,536	1,660	2,111
61730 - MEDICARE	153	594	500	494
<b>Services and Supplies</b>	\$ 282,753	\$ 352,500	\$ 218,500	\$ 540,200
62185 - CONSULTING SERVICES	590	500	1,500	-
62285 - COURIER CHARGES	108	-	-	-
62295 - TRAINING & TRAVEL	492	1,000	-	-
62360 - MEMBERSHIP DUES	400	1,000	500	200
64545 - PERSONAL COMPUTER SOFTWARE	113	-	-	-
65535 - REHAB LOANS	281,050	350,000	216,500	540,000
<b>Miscellaneous</b>	\$ 193,931	\$ 500	\$ -	\$ 500
62490 - OTHER PROGRAM COSTS	680	500	-	500
62770 - MISCELLANEOUS	193,251	-	-	-
<b>Insurance and Other Chargebacks</b>	\$ 1,368	\$ 820	\$ 4,100	\$ 4,987
61510 - HEALTH INSURANCE	-	-	3,350	4,167
66130 - TRANSFER TO INSURANCE FUND	1,368	820	750	820
<b>Interfund Transfers</b>	\$ 26,990	\$ -	\$ -	\$ -
66131 - TRANSFER TO GENERAL FUND	26,990	-	-	-
<b>Grand Total</b>	\$ 517,430	\$ 402,168	\$ 256,263	\$ 586,692



## 2017 ADOPTED BUDGET - OTHER FUNDS

### #250 – Affordable Housing

#### Fund Description

The Affordable Housing Fund addresses the housing needs of low- and moderate-income individuals and families by promoting, preserving, and producing affordable housing; providing housing-related services; and providing support for non-profit organizations that actively address these housing needs, through:

- Funding a comprehensive tenant/landlord program through Open Communities.
- Providing funds for the acquisition, rehabilitation, and new construction of affordable housing.
- Providing funding support for the Homeless Management Information System (HMIS).
- Providing funding support for transitional housing, housing education, and related services.
- Providing local match funds for Federal housing grants where appropriate.
- Funding critical housing initiatives that are not eligible for Federal HOME funds.

The fund balance listed below is composed of loan receivables of approximately \$1.6 million and the remaining amount in cash.

#### Financial Summary

	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Year End Estimated	FY 2017 Adopted Budget
<b>Operating Revenue</b>				
Other Taxes	100,000	30,000	50,000	50,000
Other Revenue	125,150	130,400	477,600	585,600
Intergovernmental Revenue	-	-	-	-
Interest Income	111	228	1,000	230
<b>Total Revenue</b>	<b>\$ 225,261</b>	<b>\$ 160,628</b>	<b>\$ 528,600</b>	<b>\$ 635,830</b>
<b>Operating Expense</b>				
Salary and Benefits	-	48,347	30,755	63,452
Services and Supplies	214,851	805,000	-	1,077,500
Community Sponsored Organizations	-	-	-	455,000
Debt Service	-	-	-	-
<b>Total Expenses</b>	<b>\$ 214,851</b>	<b>\$ 929,347</b>	<b>\$ 231,755</b>	<b>\$ 1,707,252</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 10,410</b>	<b>\$ (768,719)</b>	<b>\$ 296,845</b>	<b>\$ (1,071,422)</b>
<b>Beginning Fund Balance</b>	<b>\$ 983,470</b>		<b>\$ 993,880</b>	<b>\$ 1,290,725</b>
<b>Ending Fund Balance</b>	<b>\$ 993,880</b>		<b>\$ 1,290,725</b>	<b>\$ 219,303</b>

Division	2017 Adopted Total FTE
<b>Affordable Housing</b>	<b>0.7</b>
<b>Affordable Housing Fund Total</b>	<b>0.7</b>

<b>250 AFFORDABLE HOUSING FUND</b>	<b>FY 2015 Actual Amount</b>	<b>FY 2016 Amended Budget</b>	<b>FY 2016 Year End Estimated</b>	<b>FY 2017 Adopted Budget</b>
<b>Salary and Benefits</b>	\$ -	\$ 48,347	\$ 30,755	\$ 63,452
61010 - REGULAR PAY	-	40,902	25,000	53,955
61615 - LIFE INSURANCE	-	-	5	4
61710 - IMRF	-	4,316	3,000	5,460
61725 - SOCIAL SECURITY	-	2,536	2,250	3,268
61730 - MEDICARE	-	593	500	765
<b>Services and Supplies</b>	\$ 98	\$ 805,000	\$ -	\$ 1,077,500
62185 - CONSULTING SERVICES	-	455,000	-	-
62227 - ADVOCACY SERVICES	-	-	-	27,500
62275 - POSTAGE CHARGEBACKS	98	-	-	-
65530 - REHAB GRANTS	-	50,000	-	50,000
65535 - REHAB LOANS	-	300,000	-	1,000,000
<b>Miscellaneous</b>	\$ 214,752	\$ 76,000	\$ 198,000	\$ 102,500
62490 - OTHER PROGRAM COSTS	214,074	60,000	120,000	75,000
62770 - MISCELLANEOUS	679	16,000	78,000	27,500
<b>Insurance and Other Chargebacks</b>	\$ -	\$ -	\$ 3,000	\$ 8,800
61510 - HEALTH INSURANCE	-	-	3,000	8,800
<b>Community Sponsored Organizations</b>	\$ -	\$ -	\$ -	\$ 455,000
68325 - BLIGHT REDUCTION EXPENSE	-	-	-	455,000
<b>Grand Total</b>	\$ 214,851	\$ 929,347	\$ 231,755	\$ 1,707,252



## 2017 ADOPTED BUDGET - OTHER FUNDS

### #300 – Washington National TIF

#### **Fund Description**

The City Council adopted the Washington National Tax Increment Financing District (TIF) on September 15, 1994. This TIF will expire in 2017, with last collection of incremental property taxes in 2018. The TIF District consists of approximately 83,000 square feet of land (bounded by Church Street on the north, Davis Street on the south, and Chicago Avenue on the east) located in the downtown business area of the city.

This fund is responsible for the receipt of all debt proceeds issued and allocated to the TIF, as well as principal and interest payments on outstanding debt. The Washington National TIF typically transfers funds to the Parking Garage Fund and Parking Fund to assist with debt payments related to the Sherman Avenue Parking Garage.

#### **Financial Summary**

<b>Operating Revenue</b>	<b>FY 2015 Actual Amount</b>	<b>FY 2016 Amended Budget</b>	<b>FY 2016 Year End Estimated</b>	<b>FY 2017 Adopted Budget</b>
Property Taxes	4,921,484	5,145,000	4,701,800	5,145,000
Interest Income	3,530	2,000	10,000	10,000
<b>Total Revenue</b>	<b>\$ 4,925,014</b>	<b>\$ 5,147,000</b>	<b>\$ 4,711,800</b>	<b>\$ 5,155,000</b>
<b>Operating Expenses</b>				
Services and Supplies	1,408	1,000,000	1,000,500	500,000
Miscellaneous	110,310	500,000	400,000	100,000
Capital Outlay	198,823	-	-	-
Debt Service	574,976	-	-	-
Interfund Transfers	3,265,296	6,287,683	4,367,683	9,940,636
<b>Total Expenses</b>	<b>\$ 4,150,811</b>	<b>\$ 7,787,683</b>	<b>\$ 5,768,183</b>	<b>\$ 10,540,636</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 774,203</b>	<b>\$ (2,640,683)</b>	<b>\$ (1,056,383)</b>	<b>\$ (5,385,636)</b>
<b>Beginning Fund Balance</b>	<b>\$ 5,668,226</b>		<b>\$ 6,442,429</b>	<b>\$ 5,386,046</b>
<b>Ending Fund Balance</b>	<b>\$ 6,442,429</b>		<b>\$ 5,386,046</b>	<b>\$ 410</b>

<b>300 WASHINGTON NATIONAL TIF FUND</b>	<b>FY 2015 Actual Amount</b>	<b>FY 2016 Amended Budget</b>	<b>FY 2016 Year End Estimated</b>	<b>FY 2017 Adopted Budget</b>
<b>Services and Supplies</b>	\$ 1,408	\$ 1,000,000	\$ 1,000,500	\$ 500,000
62185 - CONSULTING SERVICES	1,158	-	500	-
62350 - FISCAL AGENT SERVICES	250	-	-	-
62665 - CONTRIB TO OTHER AGENCIES	-	1,000,000	1,000,000	500,000
<b>Miscellaneous</b>	\$ 110,310	\$ 500,000	\$ 400,000	\$ 100,000
62605 - OTHER CHARGES	98,670	500,000	400,000	100,000
66017 - BAD DEBT EXPENSE	11,640	-	-	-
<b>Capital Outlay</b>	\$ 198,823	\$ -	\$ -	\$ -
65515 - OTHER IMPROVEMENTS	198,823	-	-	-
<b>Debt Service</b>	\$ 574,976	\$ -	\$ -	\$ -
68305 - DEBT SERVICE- PRINCIPAL	545,000	-	-	-
68315 - DEBT SERVICE- INTEREST	29,976	-	-	-
<b>Interfund Transfers</b>	\$ 3,265,296	\$ 6,287,683	\$ 4,367,683	\$ 9,940,636
66020 - TRANSFERS TO OTHER FUNDS	2,925,296	3,607,683	3,607,683	4,120,636
66131 - TRANSFER TO GENERAL FUND	340,000	350,000	350,000	350,000
66156 - TRANSFER TO CAPITAL IMPROVEMENT FUND	-	2,330,000	410,000	5,470,000
<b>Grand Total</b>	\$ 4,150,811	\$ 7,787,683	\$ 5,768,183	\$ 10,540,636



## 2017 ADOPTED BUDGET - OTHER FUNDS

### #305 – Special Service Area #5

#### **Fund Description**

The City Council adopted Special Service Area #5 (SSA #5) on June 27, 1994. Special Service Area #5 is comprised of the City's downtown business district. The City Council also approved a \$9,500,000 Downtown Public Works Improvement Program for Area #5. The ordinances establishing the area authorized the issuance of up to \$5,000,000 in Special Service Area bonds. On June 21, 1995, the City sold \$3,060,000 of the Special Service Area bonds at public bid, and sold another \$1,940,000 of service bonds on July 9, 1996. The City issued series 2002C bonds in October 2002. A portion of the proceeds were used to refund series 1995 and series 1996 SSA #5 property tax bonds.

The City issued Series 2012A Bonds in July 2012. A portion of the proceeds were used to retire 2002C Bonds, which were used to retire Series 1995 and Series 1996 SSA #5 Bonds.

#### **Financial Summary**

<b>Operating Revenue</b>	<b>FY 2015 Actual Amount</b>	<b>FY 2016 Amended Budget</b>	<b>FY 2016 Year End Estimated</b>	<b>FY 2017 Adopted Budget</b>
Property Taxes	422,527	-	-	-
Interest Income	4	300	35	-
<b>Total Revenue</b>	<b>\$ 422,531</b>	<b>\$ 300</b>	<b>\$ 35</b>	<b>\$ -</b>
<b>Operating Expenses</b>				
Services and Supplies	-	51,399	91,342	-
Debt Service	297,150	416,872	434,122	-
<b>Total Expenses</b>	<b>\$ 297,150</b>	<b>\$ 468,271</b>	<b>\$ 525,464</b>	<b>\$ -</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 125,381</b>	<b>\$ (467,971)</b>	<b>\$ (525,429)</b>	<b>\$ -</b>
<b>Beginning Fund Balance</b>	<b>\$ 400,048</b>		<b>\$ 525,429</b>	<b>\$ (0)</b>
<b>Ending Fund Balance</b>	<b>\$ 525,429</b>		<b>\$ (0)</b>	<b>\$ (0)</b>

305 SPECIAL SERVICE AREA (SSA) #5 FUND	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Year End Estimated	FY 2017 Adopted Budget
<b>Services and Supplies</b>	\$ -	\$ 51,399	\$ 91,342	\$ -
62665 - CONTRIB TO OTHER AGENCIES	-	51,399	91,342	-
<b>Debt Service</b>	\$ 297,150	\$ 416,872	\$ 434,122	\$ -
68305 - DEBT SERVICE- PRINCIPAL	255,000	405,000	405,000	-
68315 - DEBT SERVICE- INTEREST	42,150	11,872	29,122	-
<b>Grand Total</b>	\$ 297,150	\$ 468,271	\$ 525,464	\$ -



## 2017 ADOPTED BUDGET - OTHER FUNDS

### #310 – Howard-Hartrey TIF

#### **Fund Description**

The City Council adopted the Southwest II Tax Increment Finance (TIF) District – also called the Howard-Hartrey TIF – on April 27, 1992. This TIF expired in 2015, with the last collection of incremental property taxes in 2016. The TIF District consists of a 23-acre site located at 2201 West Howard Street in the southwest corner of the city. The development consists of a shopping center with several large stores. The total project cost is estimated to be \$39,266,932, of which the City provided \$7,390,000 in land acquisition and public improvement costs.

This fund is responsible for the payment of principal and interest on any outstanding debt service associated with this TIF. The debt service payment schedule extends through FY 2015.

The TIF was expanded to include property north of the existing TIF that included property at 222 Hartrey Avenue, a property acquired for use by the car dealership, Autobarn. Approximately \$2,500,000 was approved by City Council in April 2014 in support of rehabilitation at the property. Work on this project was completed in mid-2016 and the property is has been utilized for repairs and inventory for the Evanston’s only car dealership.

#### **Financial Summary**

<b>Operating Revenue</b>	<b>FY 2015 Actual Amount</b>	<b>FY 2016 Amended Budget</b>	<b>FY 2016 Year End Estimated</b>	<b>FY 2017 Adopted Budget</b>
Property Taxes	1,248,231	1,300,000	1,300,700	-
Other Revenue	1,986	2,000	-	2,000
<b>Total Revenue</b>	<b>\$ 1,250,217</b>	<b>\$ 1,302,000</b>	<b>\$ 1,300,700</b>	<b>\$ 2,000</b>
<b>Operating Expenses</b>				
Services and Supplies	1,158	-	500	-
Miscellaneous	2,162,381	200,000	215,000	-
Capital Outlay	11,402	-	-	-
Interfund Transfers	148,010	1,752,450	1,852,450	513,865
<b>Total Expenses</b>	<b>\$ 2,322,950</b>	<b>\$ 1,952,450</b>	<b>\$ 2,067,950</b>	<b>\$ 513,865</b>
<b>Net Surplus (Deficit)</b>	<b>\$ (1,072,733)</b>	<b>\$ (650,450)</b>	<b>\$ (767,250)</b>	<b>\$ (511,865)</b>
<b>Beginning Fund Balance</b>	<b>\$ 2,353,848</b>		<b>\$ 1,281,115</b>	<b>\$ 513,865</b>
<b>Ending Fund Balance</b>	<b>\$ 1,281,115</b>		<b>\$ 513,865</b>	<b>\$ 2,000</b>

<b>310 HOWARD-HARTREY TIF FUND</b>	<b>FY 2015 Actual Amount</b>	<b>FY 2016 Amended Budget</b>	<b>FY 2016 Year End Estimated</b>	<b>FY 2017 Adopted Budget</b>
<b>Services and Supplies</b>	\$ 1,158	\$ -	\$ 500	\$ -
62185 - CONSULTING SERVICES	1,158	-	500	-
<b>Miscellaneous</b>	\$ 2,162,381	\$ 200,000	\$ 215,000	\$ -
62605 - OTHER CHARGES	2,153,374	200,000	215,000	-
66017 - BAD DEBT EXPENSE	9,007	-	-	-
<b>Capital Outlay</b>	\$ 11,402	\$ -	\$ -	\$ -
65515 - OTHER IMPROVEMENTS	11,402	-	-	-
<b>Interfund Transfers</b>	\$ 148,010	\$ 1,752,450	\$ 1,852,450	\$ 513,865
66131 - TRANSFER TO GENERAL FUND	148,010	152,450	152,450	-
66156 - TRANSFER TO CAPITAL IMPROVEMENT FUND	-	1,600,000	1,700,000	513,865
<b>Grand Total</b>	<b>\$ 2,322,950</b>	<b>\$ 1,952,450</b>	<b>\$ 2,067,950</b>	<b>\$ 513,865</b>



## 2017 ADOPTED BUDGET - OTHER FUNDS

### #315 – Southwest TIF

#### **Fund Description**

The City Council adopted the Southwest Tax Increment Finance District (TIF) on June 25, 1990. This TIF expired in 2013, with last year of collection in 2014. The Southwest TIF District consists of approximately 12 acres of contiguous land located in the area generally known as the city's southwest industrial corridor and is roughly bounded by Main Street on the north, Pitner Avenue on the east, and the North Shore Channel and Main Street Shopping Plaza on the west.

In order to provide initial funding to implement the plan, the City sold \$15,155,000 worth of Series 1990 General Obligation (GO) bonds on September 24, 1990, of which \$2,100,000 of the proceeds were used for the redevelopment project. Debt service on the TIF District share of the obligation is eventually expected to be met by property tax increment revenues derived from the project. This separate debt service fund is established in accordance with law and is called the Southwest Special Tax Allocation Fund in order to account for the payment of the debt service associated with municipal debt issued for the Southwest TIF District.

#### **Financial Summary**

<b>Operating Revenue</b>	<b>FY 2015 Actual Amount</b>	<b>FY 2016 Amended Budget</b>	<b>FY 2016 Year End Estimated</b>	<b>FY 2017 Adopted Budget</b>
Property Taxes	-	-	-	-
Interest Income	-	-	-	-
<b>Total Revenue</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Operating Expenses</b>				
Services and Supplies	-	-	-	-
Capital Outlay	-	-	-	-
69010 - Surplus Distribution	893,387	-	-	-
<b>Total Expenses</b>	<b>\$ 893,387</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Net Surplus (Deficit)</b>	<b>\$ (893,387)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Beginning Fund Balance</b>	<b>\$ 893,387</b>		<b>\$ (0)</b>	
<b>Ending Fund Balance</b>	<b>\$ (0)</b>		<b>\$ (0)</b>	



## 2017 ADOPTED BUDGET - OTHER FUNDS

### #320 – Debt Service

#### Fund Description

The budgeted property tax revenue for FY 2016 is on the cash basis and represents 2016 levy, which will primarily be received in calendar year 2017. The FY 2017 expenditures are budgeted on cash basis and are the actual payments required to be made during the fiscal year according to debt maturity schedules.

#### Financial Summary

Operating Revenue	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Year End Estimated	FY 2017 Adopted Budget
5560 GENERAL ADMINISTRATION	12,806,553	13,527,784	14,454,529	14,125,637
5712 2010 B BONDS	840,487	-	-	-
5718 2015 B BONDS	11,437,986	-	-	-
5732 2016B Bonds	-	-	9,109,505	-
<b>Total Revenue</b>	<b>\$ 25,085,026</b>	<b>\$ 13,527,784</b>	<b>\$ 23,564,034</b>	<b>\$ 14,125,637</b>
5560 GENERAL ADMINISTRATION	4,590	120,000	-	120,000
5700 2008D (1999 REFINAN.) GO BOND	198,618	-	8,071	-
5705 2006 BONDS	781,988	1,111,618	9,203,809	-
5706 2006B BONDS	13,038,676	2,435,326	2,435,326	-
5707 2007 BONDS	1,836,657	1,517,210	1,517,460	1,294,541
5708 2008C BONDS	778,964	779,416	779,666	779,518
5709 2008D BONDS	250	203,341	203,341	-
5710 2008A (REFINAN. 2000) GO BOND	410,225	398,538	398,788	392,100
5711 2010 A BONDS	170,388	477,137	477,387	480,938
5712 2010 B BONDS	840,985	871,166	871,416	906,144
5713 2011 A BONDS	945,289	941,460	941,960	943,249
5714 2012 A BONDS	649,488	931,088	931,088	880,388
5715 2013A BONDS	847,374	842,624	842,624	838,524
5716 2013 B BONDS	3,157,110	3,052,487	3,052,487	3,057,444
5717 2014A G.O. BONDS	711,536	705,550	705,550	705,925
5718 2015 B BONDS	101,108	1,312,924	1,312,674	1,969,000
5719 2015 A BONDS	59,165	1,832,244	579,567	549,056
5720 2002 GO BONDS	250	-	-	-
5731 2016A Bonds	-	-	-	623,194
5732 2016B Bonds	-	-	-	891,116
<b>Total Expenses</b>	<b>\$ 24,532,661</b>	<b>\$ 17,532,129</b>	<b>\$ 24,261,214</b>	<b>\$ 14,431,137</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 552,365</b>	<b>\$ (4,004,345)</b>	<b>\$ (697,180)</b>	<b>\$ (305,500)</b>
<b>Beginning Fund Balance</b>	<b>\$ 2,043,751</b>		<b>\$ 2,596,116</b>	<b>\$ 1,898,936</b>
<b>Ending Fund Balance</b>	<b>\$ 2,596,116</b>		<b>\$ 1,898,936</b>	<b>\$ 1,593,436</b>

<b>320 DEBT SERVICE FUND</b>	<b>FY 2015 Actual Amount</b>	<b>FY 2016 Amended Budget</b>	<b>FY 2016 Year End Estimated</b>	<b>FY 2017 Adopted Budget</b>
<b>Services and Supplies</b>	<b>\$ 171,576</b>	<b>\$ 315,770</b>	<b>\$ 198,020</b>	<b>\$ 120,250</b>
62350 - FISCAL AGENT SERVICES	15,803	120,250	2,500	120,250
62716 - BOND ISSUANCE COSTS	155,773	-	-	-
62721 - ESCROW FUNDING	-	195,520	195,520	-
<b>Miscellaneous</b>	<b>\$ 3,062</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
62770 - MISCELLANEOUS	880	-	-	-
66017 - BAD DEBT EXPENSE	2,182	-	-	-
<b>Debt Service</b>	<b>\$ 24,358,022</b>	<b>\$ 17,216,359</b>	<b>\$ 24,063,194</b>	<b>\$ 14,310,887</b>
68305 - DEBT SERVICE- PRINCIPAL	20,033,118	12,784,557	19,686,880	10,438,863
68315 - DEBT SERVICE- INTEREST	4,324,904	4,431,802	4,376,314	3,872,024
<b>Grand Total</b>	<b>\$ 24,532,661</b>	<b>\$ 17,532,129</b>	<b>\$ 24,261,214</b>	<b>\$ 14,431,137</b>



## 2017 ADOPTED BUDGET - OTHER FUNDS

### #330 – Howard-Ridge TIF

#### **Fund Description**

The City Council adopted the Howard-Ridge Tax Increment Financing (TIF) District on January 26, 2004. This TIF will expire in 2027, with last year of collection in 2028. The TIF District is generally bounded on the north by various parcels that front Howard Street and Chicago Avenue, on the east by the City of Evanston's boundaries and the Chicago Transit Authority (CTA) Red Line, on the south by City boundaries, and on the west by Ridge Avenue. The TIF District contains mixed residential uses, retail/commercial properties, and institutional uses.

This TIF district has supported the residential development at 415 Howard Street, the revitalization of commercial buildings at 629-631 and 623 Howard Street. Additional City-owned properties at 633, 717-723, and 727-729 Howard Street offer new opportunities for business expansion on this commercial corridor. The City is currently working to bring a theatre to Howard Street to be located at 717-723 Howard Street.

#### **Financial Summary**

<b>Operating Revenue</b>	<b>FY 2015 Actual Amount</b>	<b>FY 2016 Amended Budget</b>	<b>FY 2016 Year End Estimated</b>	<b>FY 2017 Adopted Budget</b>
Property Taxes	540,576	550,000	532,000	555,000
Other Revenue	64,176	1,120,000	165,500	1,030,000
Interest Income	1,815	100	500	400
<b>Total Revenue</b>	<b>\$ 606,568</b>	<b>\$ 1,670,100</b>	<b>\$ 698,000</b>	<b>\$ 1,585,400</b>
<b>Operating Expenses</b>				
Services and Supplies	587,839	538,000	548,900	538,000
Miscellaneous	350	-	-	-
Insurance and Other Chargebacks	-	-	-	-
Capital Outlay	(6,275)	1,000,000	-	1,000,000
Community Sponsored Organizations	-	-	-	-
Debt Service	585	600	600	600
Interfund Transfers	107,500	107,500	107,500	60,000
<b>Total Expenses</b>	<b>\$ 689,999</b>	<b>\$ 1,646,100</b>	<b>\$ 657,000</b>	<b>\$ 1,598,600</b>
<b>Net Surplus (Deficit)</b>	<b>\$ (83,431)</b>	<b>\$ 24,000</b>	<b>\$ 41,000</b>	<b>\$ (13,200)</b>
<b>Beginning Fund Balance</b>	<b>\$ 54,810</b>		<b>\$ (28,621)</b>	<b>\$ 12,379</b>
<b>Ending Fund Balance</b>	<b>\$ (28,621)</b>		<b>\$ 12,379</b>	<b>\$ (821)</b>

<b>330 HOWARD-RIDGE TIF FUND</b>	<b>FY 2015 Actual Amount</b>	<b>FY 2016 Amended Budget</b>	<b>FY 2016 Year End Estimated</b>	<b>FY 2017 Proposed Budget</b>
<b>Services and Supplies</b>	<b>\$ 587,839</b>	<b>\$ 538,000</b>	<b>\$ 548,900</b>	<b>\$ 538,000</b>
62185 - CONSULTING SERVICES	1,158	-	400	-
62225 - BLDG MAINTENANCE SERVICES	2,317	-	-	-
62346 - REAL ESTATE TAX PAYMENTS TO COUNTY	22,135	23,000	22,000	23,000
62705 - BANK SERVICE CHARGES	135	-	2,500	-
62706 - REVENUE SHARING AGREEMENTS	556,889	510,000	520,000	510,000
64015 - NATURAL GAS	5,206	5,000	4,000	5,000
<b>Miscellaneous</b>	<b>\$ 350</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
62490 - OTHER PROGRAM COSTS	15	-	-	-
66017 - BAD DEBT EXPENSE	335	-	-	-
<b>Capital Outlay</b>	<b>\$ (6,275)</b>	<b>\$ 1,000,000</b>	<b>\$ -</b>	<b>\$ 1,000,000</b>
65507 - PROPERTY ACQUISITIONS	-	1,000,000	-	1,000,000
65509 - PROPERTY REHAB WORK	3,740	-	-	-
65511 - BUILDING IMPROVEMENTS	(12,008)	-	-	-
65515 - OTHER IMPROVEMENTS	1,994	-	-	-
<b>Debt Service</b>	<b>\$ 585</b>	<b>\$ 600</b>	<b>\$ 600</b>	<b>\$ 600</b>
68315 - DEBT SERVICE- INTEREST	585	600	600	600
<b>Interfund Transfers</b>	<b>\$ 107,500</b>	<b>\$ 107,500</b>	<b>\$ 107,500</b>	<b>\$ 60,000</b>
66020 - TRANSFERS TO OTHER FUNDS	47,500	47,500	47,500	-
66131 - TRANSFER TO GENERAL FUND	60,000	60,000	60,000	60,000
<b>Grand Total</b>	<b>\$ 689,999</b>	<b>\$ 1,646,100</b>	<b>\$ 657,000</b>	<b>\$ 1,598,600</b>



## 2017 ADOPTED BUDGET - OTHER FUNDS

### #335 – West Evanston TIF

#### **Fund Description**

The City Council adopted the West Evanston Tax Increment Financing (TIF) District in September 2005. This TIF will expire in 2028, with the last year of incremental property taxes collected in 2029. The TIF District is generally bounded on the north by Emerson Street and by various parcels that front Church Street, on the east by parcels that front Florence Avenue and Dodge Avenue, on the south by Dempster Street properties that front Dempster Street and Greenleaf Street, and on the west by the City of Evanston's border, properties that front Hartrey Avenue, and the property that fronts the west side of Dodge Avenue. The TIF District contains mixed residential uses, retail, commercial, industrial and institutional uses.

#### **Financial Summary**

<b>Operating Revenue</b>	<b>FY 2015 Actual Amount</b>	<b>FY 2016 Amended Budget</b>	<b>FY 2016 Year End Estimated</b>	<b>FY 2017 Adopted Budget</b>
Other Revenue	-	-	9,000	-
Interest Income	257	150	1,100	150
<b>Total Revenue</b>	<b>\$ 257</b>	<b>\$ 150</b>	<b>\$ 10,100</b>	<b>\$ 150</b>
<b>Operating Expenses</b>				
Services and Supplies	1,158	-	400	-
Miscellaneous	1,227	-	-	-
Capital Outlay	(11,205)	-	-	-
Debt Service	7,185	10,000	10,000	10,000
Interfund Transfers	60,000	30,000	30,000	30,000
<b>Total Expenses</b>	<b>\$ 58,365</b>	<b>\$ 40,000</b>	<b>\$ 40,400</b>	<b>\$ 40,000</b>
<b>Net Surplus (Deficit)</b>	<b>\$ (58,107)</b>	<b>\$ (39,850)</b>	<b>\$ (30,300)</b>	<b>\$ (39,850)</b>
<b>Beginning Fund Balance</b>	<b>\$ 500,370</b>		<b>\$ 442,263</b>	<b>\$ 411,963</b>
<b>Ending Fund Balance</b>	<b>\$ 442,263</b>		<b>\$ 411,963</b>	<b>\$ 372,113</b>

<b>335 WEST EVANSTON TIF FUND</b>	<b>FY 2015 Actual Amount</b>	<b>FY 2016 Amended Budget</b>	<b>FY 2016 Year End Estimated</b>	<b>FY 2017 Adopted Budget</b>
<b>Services and Supplies</b>	\$ 1,158	\$ -	\$ 400	\$ -
62185 - CONSULTING SERVICES	1,158	-	400	-
<b>Miscellaneous</b>	\$ 1,227	\$ -	\$ -	\$ -
66017 - BAD DEBT EXPENSE	1,227	-	-	-
<b>Capital Outlay</b>	\$ (11,205)	\$ -	\$ -	\$ -
65515 - OTHER IMPROVEMENTS	(11,205)	-	-	-
<b>Debt Service</b>	\$ 7,185	\$ 10,000	\$ 10,000	\$ 10,000
68315 - DEBT SERVICE- INTEREST	7,185	10,000	10,000	10,000
<b>Interfund Transfers</b>	\$ 60,000	\$ 30,000	\$ 30,000	\$ 30,000
66131 - TRANSFER TO GENERAL FUND	60,000	30,000	30,000	30,000
<b>Grand Total</b>	\$ 58,365	\$ 40,000	\$ 40,400	\$ 40,000



## 2017 ADOPTED BUDGET - OTHER FUNDS

### #340 – Dempster-Dodge TIF

#### **Fund Description**

The City Council approved the creation of the Dempster-Dodge Tax Increment Financing (TIF) District on June 25, 2012. This TIF will expire in 2035, with the last collection of incremental property taxes in 2036. The Dempster-Dodge TIF District area is comprised of a single parcel. This parcel is a shopping center located at the southwest corner of the intersection of Dempster Street and Dodge Avenue.

This TIF has supported the redevelopment of the shopping center through direct financial assistance to the property owner to rehabilitate the shopping center, which was constructed in the 1980s. This assistance was utilized to facilitate the attraction of a grocery store to the center.

#### **Financial Summary**

<b>Operating Revenue</b>	<b>FY 2015 Actual Amount</b>	<b>FY 2016 Amended Budget</b>	<b>FY 2016 Year End Estimated</b>	<b>FY 2017 Adopted Budget</b>
Property Taxes	-	-	-	-
Other Revenue	2,000,000	50,000	50,000	50,000
<b>Total Revenue</b>	<b>\$ 2,000,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>
<b>Operating Expenses</b>				
Services and Supplies	-	-	-	-
Capital Outlay	2,000,000	-	-	-
Debt Services	-	40,000	40,000	40,000
<b>Total Expenses</b>	<b>\$ 2,000,000</b>	<b>\$ 40,000</b>	<b>\$ 40,000</b>	<b>\$ 40,000</b>
<b>Net Surplus (Deficit)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>
<b>Beginning Fund Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 10,000</b>
<b>Ending Fund Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 10,000</b>	<b>\$ 20,000</b>

340 DEMPSTER-DODGE TIF FUND	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Year End Estimated	FY 2017 Adopted Budget
<b>Capital Outlay</b>	\$ 2,000,000	\$ -	\$ -	\$ -
62483 - DEVELOPER FEES	2,000,000	-	-	-
<b>Debt Service</b>	\$ -	\$ 40,000	\$ 40,000	\$ 40,000
68315 - DEBT SERVICE- INTEREST	-	40,000	40,000	40,000
<b>Grand Total</b>	\$ 2,000,000	\$ 40,000	\$ 40,000	\$ 40,000



## 2017 ADOPTED BUDGET - OTHER FUNDS

### #345 – Chicago-Main TIF

#### Fund Description

The City Council adopted the Chicago/Main Tax Increment Financing (TIF) district #8 in January 2013. This TIF will expire in 2036, with the last year of incremental property taxes collected in 2037. The goal of this TIF district is to support the continued development of the thriving business district located near the intersection of Chicago Avenue and Main Street.

The key development in this TIF district is the mixed-use 9-story building at the southeast corner of Main Street and Chicago Avenue. The project is anticipated to be completed in late 2016. It features 112 residential units, approximately 10,000 square feet of office space on a second floor and ground floor retail/commercial space. The City provided assistance to support the development of the building in order to include office space.

#### Financial Summary

Operating Revenue	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Year End Estimated	FY 2017 Adopted Budget
Property Taxes	-	75,000	-	-
Other Revenue	900,000	-	2,120,000	-
<b>Total Revenue</b>	<b>\$ 900,000</b>	<b>\$ 75,000</b>	<b>\$ 2,120,000</b>	<b>\$ -</b>
<b>Operating Expenses</b>				
Services and Supplies	-	-	-	-
Capital Outlay	580,000	-	2,320,000	-
Debt Service	7,930	43,500	43,500	60,000
<b>Total Expenses</b>	<b>\$ 587,930</b>	<b>\$ 43,500</b>	<b>\$ 2,363,500</b>	<b>\$ 60,000</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 312,070</b>	<b>\$ 31,500</b>	<b>\$ (243,500)</b>	<b>\$ (60,000)</b>
<b>Beginning Fund Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 312,070</b>	<b>\$ 68,570</b>
<b>Ending Fund Balance</b>	<b>\$ 312,070</b>	<b>\$ -</b>	<b>\$ 68,570</b>	<b>\$ 8,570</b>

345 CHICAGO-MAIN TIF	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Year End Estimated	FY 2017 Adopted Budget
<b>Capital Outlay</b>	\$ -	\$ -	\$ 2,320,000	\$ -
62483 - DEVELOPER FEES	580,000	-	2,320,000	-
<b>Debt Service</b>	\$ 7,930	\$ 43,500	\$ 43,500	\$ 60,000
68315 - DEBT SERVICE- INTEREST	60,000	60,000	43,500	60,000
<b>Grand Total</b>	\$ 587,930	\$ 43,500	\$ 2,363,500	\$ 60,000



## 2017 ADOPTED BUDGET - OTHER FUNDS

### #350 – Special Service Area #6

#### Fund Description

The City Council adopted Special Service Area #6 (SSA #6) on July 13, 2015. Special Service Area #6 is comprised of the commercial areas of Dempster Street, Chicago Avenue, and Main Street. SSA #6 is intended to provide marketing as well as aesthetic and streetscape improvements such as signage, lighting, landscaping, additional garbage collections and holiday decorations to the area. SSA #6 will remain in place for 12 years, for which the tax cap will be set at 0.45% of the equalized assessed value.

#### Financial Summary

Operating Revenue	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Year End Estimated	FY 2017 Adopted Budget
Property Taxes	-	210,000	220,000	220,000
Interest Income	-	500	-	500
<b>Total Revenue</b>	<b>\$ -</b>	<b>\$ 210,500</b>	<b>\$ 220,000</b>	<b>\$ 220,500</b>
<b>Operating Expenses</b>				
Services and Supplies	-	200,000	200,000	220,000
<b>Total Expenses</b>	<b>\$ -</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ 220,000</b>
<b>Net Surplus (Deficit)</b>	<b>\$ -</b>	<b>\$ 10,500</b>	<b>\$ 220,000</b>	<b>\$ 500</b>
<b>Beginning Fund Balance</b>	<b>\$ -</b>		<b>\$ -</b>	<b>-</b>
<b>Ending Fund Balance</b>	<b>\$ -</b>		<b>\$ -</b>	<b>500</b>

350 SPECIAL SERVICE AREA (SSA) #6 FUND	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Year End Estimated	FY 2017 Adopted Budget
Services and Supplies	\$ 145,003	\$ 200,000	\$ 200,000	\$ 220,000
62272 - OTHER PROFESSIONAL SERVICES	145,003	200,000	200,000	220,000
<b>Grand Total</b>	<b>\$ 145,003</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>	<b>\$ 220,000</b>



## 2017 ADOPTED BUDGET - OTHER FUNDS

### #415 – Capital Improvements

#### Fund Description

This fund accounts for all capital outlay expenditures not financed by annual operations or maintenance budgets included in other funds as outlined in the detailed Capital Improvement Plan. Projects financed in the capital improvement fund are developed as part of a multi-year long-term program to construct, rehabilitate or otherwise improve physical city assets, including (but not limited to) streets, water main, sewer, bridges, sidewalks, facilities, parks, and the water treatment plant.

#### Financial Summary

<b>Operating Revenue</b>	<b>FY 2015 Actual Amount</b>	<b>FY 2016 Amended Budget</b>	<b>FY 2016 Year End Estimated</b>	<b>FY 2017 Adopted Budget</b>
Other Revenue	7,945,481	9,248,000	9,692,255	12,295,000
Interfund Transfers	-	6,471,000	5,723,271	7,710,000
Intergovernmental Revenue	69,457	4,841,615	1,000,000	1,920,000
Interest Income	1,247	-	5,000	-
<b>Total Revenue</b>	<b>\$ 8,016,184</b>	<b>\$ 20,560,615</b>	<b>\$ 16,420,526</b>	<b>\$ 21,925,000</b>
<b>Operating Expenses</b>				
Services and Supplies	643,327	2,256,962	122,500	-
Miscellaneous	4,472	-	-	-
Capital Outlay	9,793,887	20,022,653	11,014,333	30,008,512
Debt Service	-	-	-	-
Interfund Transfers	490,000	490,000	-	500,000
<b>Total Expenses</b>	<b>\$ 10,931,687</b>	<b>\$ 22,769,615</b>	<b>\$ 11,136,833</b>	<b>\$ 30,508,512</b>
<b>Net Surplus (Deficit)</b>	<b>\$ (2,915,502)</b>	<b>\$ (2,209,000)</b>	<b>\$ 5,283,693</b>	<b>\$ (8,583,512)</b>
<b>Beginning Fund Balance</b>	<b>\$ 8,170,926</b>		<b>\$ 5,255,424</b>	<b>\$ 10,539,117</b>
<b>Ending Fund Balance</b>	<b>\$ 5,255,424</b>		<b>\$ 10,539,117</b>	<b>\$ 1,955,605</b>

415 CAPITAL IMPROVEMENTS FUND	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Year End Estimated	FY 2017 Adopted Budget
<b>Services and Supplies</b>	\$ 643,510	\$ 2,256,962	\$ 122,500	\$ -
62135 - ARCHITECTURAL SERVICES	11,196	-	-	-
62145 - ENGINEERING SERVICES	459,325	2,226,962	-	-
62150 - CONSTRUCTION ENGINEERING SERVICES	27,358	-	-	-
62185 - CONSULTING SERVICES	80,187	-	120,000	-
62205 - ADVERTISING	-	30,000	2,500	-
62225 - BLDG MAINTENANCE SERVICES	1,499	-	-	-
62275 - POSTAGE CHARGEBACKS	1,284	-	-	-
62280 - OVERNIGHT MAIL CHARGES	272	-	-	-
62385 - TREE SERVICES	4,998	-	-	-
62705 - BANK SERVICE CHARGES	183	-	-	-
62716 - BOND ISSUANCE COSTS	57,208	-	-	-
<b>Miscellaneous</b>	\$ 32,933	\$ -	\$ -	\$ -
66017 - BAD DEBT EXPENSE	32,933	-	-	-
<b>Capital Outlay</b>	\$ 9,794,396	\$ 20,022,653	\$ 11,014,333	\$ 30,008,512
65502 - CONSTRUCTION	1,356,100	-	-	-
65510 - BUILDINGS	417,637	-	-	-
65515 - OTHER IMPROVEMENTS	7,988,333	20,022,653	11,014,333	30,008,512
65625 - FURNITURE & FIXTURES	32,325	-	-	-
<b>Interfund Transfers</b>	\$ 490,000	\$ 490,000	\$ -	\$ 500,000
66020 - TRANSFERS TO OTHER FUNDS	-	-	-	-
66131 - TRANSFER TO GENERAL FUND	490,000	490,000	-	500,000
<b>Grand Total</b>	\$ 10,960,839	\$ 22,769,615	\$ 11,136,833	\$ 30,508,512



## 2017 ADOPTED BUDGET - OTHER FUNDS

### #420 – Special Assessment

#### **Fund Description**

The Special Assessment Fund serves as a collection center for special assessments by residential homeowners for their share of the cost of alley paving. Beginning in FY 10-11, 100% of alley paving costs (homeowner and City share) was paid out of this fund.

#### **Financial Summary**

<b>Operating Revenue</b>	<b>FY 2015 Actual Amount</b>	<b>FY 2016 Amended Budget</b>	<b>FY 2016 Year End Estimated</b>	<b>FY 2017 Adopted Budget</b>
Other Revenue	243,113	250,000	250,000	250,000
Interest Income	24,832	51,033	52,000	51,033
Special Assessment	125,218	180,167	180,000	180,167
<b>Total Revenue</b>	<b>\$ 393,163</b>	<b>\$ 481,200</b>	<b>\$ 482,000</b>	<b>\$ 481,200</b>
<b>Operating Expenses</b>				
Services and Supplies	1,879	-	25	-
Miscellaneous	534	-	-	-
Insurance and Other Chargebacks	-	382,250	382,250	513,427
Capital Outlay	226,538	-	-	-
<b>Total Expenses</b>	<b>\$ 228,951</b>	<b>\$ 382,250</b>	<b>\$ 382,275</b>	<b>\$ 513,427</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 164,213</b>	<b>\$ 98,950</b>	<b>\$ 99,725</b>	<b>\$ (32,227)</b>
<b>Beginning Fund Balance</b>	<b>\$ 2,518,568</b>		<b>\$ 2,682,781</b>	<b>\$ 2,782,506</b>
<b>Ending Fund Balance</b>	<b>\$ 2,682,781</b>		<b>\$ 2,782,506</b>	<b>\$ 2,750,279</b>

	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Year End Estimated	FY 2017 Adopted Budget
<b>420 SPECIAL ASSESSMENT FUND</b>				
<b>Services and Supplies</b>	\$ 1,879	\$ -	\$ 25	\$ -
62205 - ADVERTISING	96	-	-	-
62705 - BANK SERVICE CHARGES	(1)	-	25	-
62716 - BOND ISSUANCE COSTS	1,784	-	-	-
<b>Miscellaneous</b>	\$ 534	\$ -	\$ -	\$ -
66017 - BAD DEBT EXPENSE	534	-	-	-
<b>Capital Outlay</b>	\$ 226,538	\$ -	\$ -	\$ -
62840 - ALLEY PAVING PROGRAM	1,830	-	-	-
65515 - OTHER IMPROVEMENTS	224,708	-	-	-
<b>Interfund Transfers</b>	\$ -	\$ 382,250	\$ 382,250	\$ 513,427
66020 - TRANSFERS TO OTHER FUNDS	-	282,250	282,250	263,427
66156 - TRANSFER TO CAPITAL IMPROVEMENT FUND	-	100,000	100,000	250,000
<b>Grand Total</b>	\$ 228,951	\$ 382,250	\$ 382,275	\$ 513,427



## 2017 ADOPTED BUDGET - OTHER FUNDS

### #505 – Parking

#### Fund Description

The Parking Fund is a City of Evanston Enterprise Fund that generates revenues from the fees paid for the use of metered parking spaces by the general public, the lease of office space, fees charged for the use of surface lots, parking spaces at the city parking garages and lots.

#### Financial Summary

	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Year End Estimated	FY 2017 Adopted Budget
<b>Operating Revenue</b>				
Other Revenue	153,545	119,216	181,150	203,216
Licenses, Permits and Fees	150	-	3,000	-
Charges for Services	6,010,558	6,444,675	6,876,300	6,802,875
Interfund Transfers	2,925,296	3,711,770	3,711,770	4,120,636
Intergovernmental Revenue	-	12,125	-	12,125
Interest Income	18,260	35,070	25,000	35,070
<b>Total Revenue</b>	<b>\$ 9,107,809</b>	<b>\$ 10,322,856</b>	<b>\$ 10,797,220</b>	<b>\$ 11,173,922</b>
<b>Operating Expenses</b>				
Salary and Benefits	963,107	1,297,037	1,305,385	1,247,921
Services and Supplies	2,859,622	3,301,275	3,004,425	3,501,275
Miscellaneous	23,687	252,000	75,000	304,000
Insurance and Other Chargebacks	478,187	507,900	522,648	524,102
Capital Outlay	128,726	3,474,000	1,000,000	3,020,000
Contingencies	6,951	11,000	6,112	11,000
Debt Service	503,423	3,917,652	4,021,107	4,331,771
Depreciation Expense	2,846,227	2,873,395	-	-
Interfund Transfers	923,092	1,303,783	1,300,500	1,584,683
<b>Total Expense</b>	<b>\$ 8,733,020</b>	<b>\$ 16,938,042</b>	<b>\$ 11,235,177</b>	<b>\$ 14,524,752</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 374,789</b>	<b>\$ (6,615,186)</b>	<b>\$ (437,957)</b>	<b>\$ (3,350,830)</b>
<b>Beginning Fund Balance</b>	<b>\$ 13,231,783</b>		<b>\$ 10,777,874</b>	<b>\$ 10,339,917</b>
<b>Change in net investment in capital assets</b>	<b>\$ (2,828,698)</b>			
<b>Ending Fund Balance</b>	<b>\$ 10,777,874</b>		<b>\$ 10,339,917</b>	<b>\$ 6,989,087</b>

#### 2017 Initiatives

- Continue to develop strategies to provide adequate and reasonable parking for business and employees in partnership with Community and Economic Development in an effort to bring business opportunities to the City. This will be a continuing initiative in every fiscal year
- Develop an RFP/Bid Document to select a firm by September 2017 for the installation of cameras in the three downtown parking decks. The current equipment has reached its useful life cycle and needs to be upgraded providing enhanced security.
- Work with revenue in developing an RFP/Bid Document and select a firm by May 2017 for the replacement of cashiering and parking citation management program
- Staff to continue training and familiarization using the New World financial system
- Staff to continue training and familiarization of new Duncan and Cale parking meter technology
- Staff to continue training and familiarization of the new parking access revenue control system “PARCS” in the three parking garages.



## 2017 ADOPTED BUDGET - OTHER FUNDS

### #505 – Parking

<b>Division</b>	<b>2017 Position Total FTE</b>
Transportation	0.50
Street Maintenance	1.00
Recycling And Environmental Maintenance	2.00
Greenways	2.00
Parking System Management	6.15
Parking Lots & Meters	3.00
Maple Avenue Garage	1.00
<b>Water Fund Total</b>	<b>15.65</b>

505 PARKING SYSTEM FUND	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Year End Estimated	FY 2017 Adopted Budget
<b>Salary and Benefits</b>	\$ 963,107	\$ 1,297,037	\$ 1,305,385	\$ 1,247,921
61010 - REGULAR PAY	882,144	1,076,064	1,008,000	1,037,931
61110 - OVERTIME PAY	28,336	23,000	35,900	26,000
61114 - SNOW OT	852	-	14,500	-
61415 - TERMINATION PAYOUTS	-	-	34,400	-
61420 - ANNUAL SICK LEAVE PAYOUT	2,798	-	6,500	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	8,330	-	-	-
61447 - OPEB EXPENSES	3,603	-	-	-
61610 - DENTAL INSURANCE	312	-	-	-
61615 - LIFE INSURANCE	2,732	23	10	13
61626 - CELL PHONE ALLOWANCE	717	672	750	336
61630 - SHOE ALLOWANCE	1,398	1,318	3,075	1,318
61710 - IMRF	103,849	113,349	112,500	104,802
61725 - SOCIAL SECURITY	55,535	66,952	72,000	62,824
61730 - MEDICARE	12,988	15,659	17,750	14,697
61765 - PENSION EXPENSE-IMRF	(140,486)	-	-	-
<b>Services and Supplies</b>	\$ 2,859,622	\$ 3,301,275	\$ 3,004,425	\$ 3,501,275
61060 - SEASONAL EMPLOYEES	1,970	5,833	-	5,833
62210 - PRINTING	-	83	2,500	83
62225 - BLDG MAINTENANCE SERVICES	1,323	14,000	14,250	14,000
62230 - IMPROVEMENT MAINT SERVICE	15,129	40,000	30,000	40,000
62245 - OTHER EQMT MAINTENANCE	43,896	55,740	75,000	55,740
62275 - POSTAGE CHARGEBACKS	2,715	2,000	1,750	2,000
62280 - OVERNIGHT MAIL CHARGES	17	-	50	-
62295 - TRAINING & TRAVEL	1,989	1,100	-	1,100
62346 - REAL ESTATE TAX PAYMENTS TO COUNTY	-	42,000	-	42,000
62350 - FISCAL AGENT SERVICES	-	500	500	500
62360 - MEMBERSHIP DUES	395	1,500	-	1,500
62375 - RENTALS	49,499	62,000	61,000	62,000
62400 - CONTRACT SVC-PARKING GARAGE	1,506,178	1,672,588	1,571,525	1,672,588
62425 - ELEVATOR CONTRACT COSTS	85,349	105,700	42,000	105,700
62431 - ARMORED CAR SERVICES	59,411	65,000	60,000	65,000
62451 - TOWING AND BOOTING CONTRACTS	1,650	-	-	-
62509 - SERVICE AGREEMENTS/ CONTRACTS	201,395	214,100	135,000	414,100
62635 - OTHER INSURANCE	-	35,000	-	35,000
62655 - LEASE PAYMENTS	5,000	-	-	-
62660 - BUSINESS ATTRACTION	84,384	95,000	85,000	95,000
62705 - BANK SERVICE CHARGES	364,683	237,900	363,000	237,900
62715 - AMORT.& BOND COSTS	(86,983)	-	-	-
64005 - ELECTRICITY	231,679	321,000	275,000	321,000
64015 - NATURAL GAS	923	1,100	1,000	1,100
64505 - TELECOMMUNICATIONS	47,921	56,100	57,500	56,100
64540 - TELECOMMUNICATIONS - WIRELESS	2,423	2,700	4,000	2,700
65005 - AGRI/BOTANICAL SUPPLIES	-	4,000	-	4,000
65020 - CLOTHING	153	833	-	833
65040 - JANITORIAL SUPPLIES	-	600	-	600
65045 - LICENSING/REGULATORY SUPP	-	4,165	-	4,165
65050 - BLDG MAINTENANCE MATERIAL	11,568	27,500	14,750	27,500
65070 - OFFICE/OTHER EQT MTN MATL	226,224	230,000	210,000	230,000
65085 - MINOR EQUIPMENT & TOOLS	153	833	500	833
65090 - SAFETY EQUIPMENT	440	1,500	-	1,500
65095 - OFFICE SUPPLIES	137	900	100	900
<b>Miscellaneous</b>	\$ 23,687	\$ 252,000	\$ 75,000	\$ 304,000
62603 - DIVVY OPERATING EXPENSES	-	252,000	75,000	304,000
62730 - GAIN/LOSS SALE FIXED ASST	1,340	-	-	-
66017 - BAD DEBT EXPENSE	22,347	-	-	-
<b>Insurance and Other Chargebacks</b>	\$ 478,187	\$ 507,900	\$ 522,648	\$ 524,102
61510 - HEALTH INSURANCE	158,538	188,252	203,000	204,454
66130 - TRANSFER TO INSURANCE FUND	319,649	319,648	319,648	319,648
<b>Capital Outlay</b>	\$ 128,726	\$ 3,474,000	\$ 1,000,000	\$ 3,020,000
65504 - LIBR GARAGE REHAB CONSTRUCTION DESIGN	19,900	-	-	-
65515 - OTHER IMPROVEMENTS	108,826	3,474,000	1,000,000	3,020,000
<b>Contingencies</b>	\$ 6,951	\$ 11,000	\$ 6,112	\$ 11,000
68205 - CONTINGENCIES	6,951	11,000	6,112	11,000
<b>Debt Service</b>	\$ 503,423	\$ 3,917,652	\$ 4,021,107	\$ 4,331,771
68305 - DEBT SERVICE- PRINCIPAL	1	3,404,823	3,404,823	4,048,509
68315 - DEBT SERVICE- INTEREST	503,423	512,829	616,284	283,262
Depreciation Expense	2,846,227	2,873,395	-	-
68010 - DEPRECIATION EXPENSE	2,846,227	2,873,395	-	-
<b>Interfund Transfers</b>	\$ 923,092	\$ 1,303,783	\$ 1,300,500	\$ 1,584,683
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	23,092	23,783	22,000	23,783
62309 - RENTAL OF AUTO REPLACEMENT	30,000	30,000	28,500	30,900
66131 - TRANSFER TO GENERAL FUND	870,000	900,000	900,000	900,000
66133 - TRANSFER TO GF-METER REVENUE	-	-	-	280,000
66156 - TRANSFER TO CAPITAL IMPROVEMENT FUND	-	350,000	350,000	350,000
<b>Grand Total</b>	\$ 8,733,020	\$ 16,938,042	\$ 11,235,177	\$ 14,524,752



## 2017 ADOPTED BUDGET - OTHER FUNDS

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### #510 - 513 – Water

#### **Fund Description**

The Water Fund includes operations and capital improvements for all divisions of the Water Production Bureau as well as the Distribution Division in the Infrastructure Maintenance Bureau.

#### **Administration Division**

The Administration Division manages the water utility workforce, coordinates operations between divisions, and oversees the Evanston Water Utility's key business processes, including water billing for the Village of Skokie and the Northwest Water Commission.

#### **Pumping Division**

The Pumping Division oversees the City's three lake water intakes, pumping of raw water to the start of the water treatment process, pumping treated water to retail and wholesale customers, and operation of Evanston's treated water storage facilities and remote water pumping stations. This includes monitoring and operation of water storage facilities in Skokie's water distribution system, as well as controlling the rate of supply to the Northwest Water Commission. The Pumping Division also coordinates with the Distribution Division to maintain adequate pressure in the Evanston and Skokie water distribution systems during water main shutdowns and distribution system maintenance.

#### **Filtration Division**

The Filtration Division manages the water treatment process, including chemical addition, sedimentation, filtration, and disinfection. The Filtration Division includes the City's Water Quality Lab, which monitors Evanston's drinking water for compliance with water quality regulations and completes regular reporting to the public and the Illinois Environmental Protection Agency to certify the quality of Evanston's water.

#### **Distribution Division**

The Distribution Division manages operation, maintenance, and repair of the City's water mains, valves, fire hydrants, and the City's portion of water service lines. This includes repairing water main breaks and water service leaks; and installing new valves, hydrants, and water mains to improve the operation and efficiency of Evanston's water distribution system. Annual maintenance programs administered also include water main leak detection, valve exercising, and fire hydrant testing. The Distribution Division also coordinates with the Filtration Division to perform monthly water quality sampling in buildings throughout Evanston, and administers the City's cross connection control program. These two programs ensure that water remains safe to drink after leaving the water treatment plant.

#### **Meter Division**

The Meter Division coordinates water meter reading and billing for Evanston's 14,500 retail water and sewer customers, working with the City Collector's Office to process water/sewer bill payments and cross connection control fees. The Meter Division also works with the Distribution Division to manage replacement of damaged and obsolete water meters, accuracy testing for large water meters, water service shutoff/restoration, and billing of cross connection control fees. Meter Division staff also manage the City's Advance Metering Information (AMI) system, which generates automated hourly meter reads and leak alerts for customers to help reduce water loss.



## 2017 ADOPTED BUDGET - OTHER FUNDS

### #510 - 513 – Water

#### Financial Summary

Operating Revenue	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Year End Estimated	FY 2017 Adopted Budget
Other Revenue	302,700	22,348,400	6,090,000	6,828,400
Licenses, Permits and Fees		70,000	70,000	70,000
Charges for Services	15,721,606	15,298,000	14,963,000	17,495,000
Interfund Transfers		-	-	-
Interest Income	5,981	1,600	10,000	1,600
<b>Total Revenues</b>	<b>\$ 16,030,287</b>	<b>\$ 37,718,000</b>	<b>\$ 21,133,000</b>	<b>\$ 24,395,000</b>
<b>Operating Expenses</b>				
Salary and Benefits	3,927,752	4,459,423	4,458,980	4,589,411
Services and Supplies	2,303,346	6,155,950	3,622,880	3,611,150
Miscellaneous	104,959	62,980	35,000	62,980
Insurance and Other Chargebacks	1,131,508	1,114,195	1,126,392	1,174,064
Capital Outlay	750,269	24,776,106	6,239,800	14,982,119
Contingencies	933	1,000	1,000	1,000
Debt Service	432,628	1,053,288	1,214,201	1,438,470
Depreciation Expense	2,096,633	-	-	-
Interfund Transfers	3,194,053	3,502,313	3,502,313	3,502,315
<b>Total Expenses</b>	<b>\$ 13,942,080</b>	<b>\$ 41,125,255</b>	<b>\$ 20,200,566</b>	<b>\$ 29,361,509</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 2,088,207</b>	<b>\$ (3,407,255)</b>	<b>\$ 932,434</b>	<b>\$ (4,966,509)</b>
<b>Beginning Unrestricted Fund Balance</b>	<b>\$ 7,797,732</b>		<b>\$ 9,223,203</b>	<b>\$ 10,155,637</b>
<b>Change in net investment in capital assets</b>	<b>\$ (662,736)</b>			
<b>Ending Unrestricted Fund Balance</b>	<b>\$ 9,223,203</b>		<b>\$ 10,155,637</b>	<b>\$ 5,189,128</b>

Division	2017 Position Total FTE
Public Works Agency Admin	2.50
Water Production	2.00
Water Billing	1.50
Pumping	12.00
Filtration	14.00
Capital Planning & Engineering	.50
Water And Sewer Capital	3.00
Distribution Maintenance	9.10
<b>Water Fund Total</b>	<b>44.60</b>

FY 2016 City Council Goal	Department Initiative
Water and Sewer	Continued working to expand the City's wholesale water customer base, including wholesale cost of service analysis and meetings with potential and existing wholesale customers to discuss proposed rates and needed capital improvements.
Water and Sewer	Completed the proactive leak detection survey of the City's water mains, with the goal of reducing water loss throughout the city. Several previously unknown water main leaks were located and repaired.
Water and Sewer	Completed a water main lining pilot project on Sheridan Road and



## 2017 ADOPTED BUDGET - OTHER FUNDS

### #510 - 513 – Water

	South Blvd, meeting the goal to line more water mains as a less expensive and less disruptive alternative to water main replacement.
Water and Sewer	Water Production staff completed the installation of emergency shut off valves on the chlorine feed equipment and replaced the media in the chlorine scrubber.

#### **2017 Initiatives**

- Be a leader in the public drinking water industry by providing high quality service to over 400,000 customers in seven communities, including vigilantly monitoring the quality and quantity of water provided to our customers.
- Assure the quality and reliability of the potable water supply by completing major water treatment plant improvements including chemical feed and treatment process reliability improvements, and initiation of finished water storage improvements to address structural deterioration the City’s largest clearwell built in 1934.
- Implement a Computerized Maintenance Management System (CMMS) at the water treatment plant to more effectively manage long-term maintenance and replacement of critical treatment plant equipment and structures.
- Continue to develop and implement a strategy to expand Evanston’s wholesale water customer base, including ongoing negotiations with Morton Grove and Niles.
- Improve water distribution system reliability and reduce water loss by continuing the water main replacement and water main leak detection programs. Goals are to supplement water main replacement with water main lining where feasible, to improve upon our historical 1% annual water main renewal rate, and to survey the entire distribution system for leaks on an annual cycle.
- Coordinate capital improvement projects with the Street Resurfacing Program and with TIF District improvement projects to ensure cost-effective and efficient use of capital improvement funding.

Ongoing Activity Measures	2016 Target	2016 Estimated Actual	2017 Projected
Number of customers experiencing unscheduled disruption of water service	750	394	750
Number of customer complaints about water service (low pressure, service disruption, quality, etc.)	100	113	100
Days lost from work due to illness or injury	3.0	14.5	3.0
Number of Illinois Environmental Protection Agency regulatory violations	0	0	0
Number of known breaks/leaks per mile of water main	0.3	0.2	0.3
Millions of gallons sold to outside communities (wholesale)	10,500 MG	11,670 MG	12,045 MG

510 - 513 Water Fund	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Year End Estimated	FY 2017 Proposed Budget
<b>Salary and Benefits</b>	<b>\$ 3,927,752</b>	<b>\$ 4,459,423</b>	<b>\$ 4,458,980</b>	<b>\$ 4,589,411</b>
61010 - REGULAR PAY	3,498,676	3,600,133	3,555,000	3,726,791
61050 - PERMANENT PART-TIME	16,098	19,244	20,000	19,702
61072 - JOB TRAINING PROGRAM	48,689	81,140	67,500	54,040
61110 - OVERTIME PAY	108,990	129,325	126,500	129,325
61415 - TERMINATION PAYOUTS	25,684	-	11,000	-
61420 - ANNUAL SICK LEAVE PAYOUT	22,053	-	31,520	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	23,317	-	2,750	-
61447 - OPEB EXPENSES	27,809	-	-	-
61610 - DENTAL INSURANCE	1,166	-	-	-
61615 - LIFE INSURANCE	10,160	19	12	21
61625 - AUTO ALLOWANCE	5,441	2,490	6,200	6,390
61626 - CELL PHONE ALLOWANCE	170	-	1,300	672
61630 - SHOE ALLOWANCE	5,815	5,890	6,865	5,580
61710 - IMRF	404,420	360,355	366,700	368,658
61725 - SOCIAL SECURITY	223,295	211,227	214,800	224,857
61730 - MEDICARE	53,067	49,600	48,833	53,375
61765 - PENSION EXPENSE-IMRF	(547,098)	-	-	-
<b>Services and Supplies</b>	<b>\$ 2,303,346</b>	<b>\$ 6,155,950</b>	<b>\$ 3,622,880</b>	<b>\$ 3,611,150</b>
61060 - SEASONAL EMPLOYEES	8,288	10,400	5,000	10,400
62140 - DESIGN ENGINEERING SERVICES	103	-	200,000	-
62145 - ENGINEERING SERVICES	-	2,655,000	90,000	-
62180 - STUDIES	50,287	367,000	300,000	512,000
62205 - ADVERTISING	4,249	10,000	9,000	-
62210 - PRINTING	3,194	7,300	5,550	7,300
62225 - BLDG MAINTENANCE SERVICES	-	1,000	500	1,000
62230 - IMPROVEMENT MAINT SERVICE	12,086	50,500	35,000	50,500
62235 - OFFICE EQUIPMENT MAINT	1,120	1,500	1,000	1,500
62245 - OTHER EQMT MAINTENANCE	47,276	92,900	34,000	92,900
62273 - LIEN FILING FEE	1,120	1,500	500	1,500
62275 - POSTAGE CHARGEBACKS	1,866	6,400	2,000	6,400
62295 - TRAINING & TRAVEL	22,142	22,200	22,000	22,200
62315 - POSTAGE	17,426	19,500	17,700	19,500
62340 - COMPTER LICENSE & SUPP	107,787	155,150	101,300	155,150
62360 - MEMBERSHIP DUES	5,121	3,910	1,900	3,910
62380 - COPY MACHINE CHARGES	1,200	1,200	-	1,200
62415 - DEBRIS/REMOVAL CONTRACTUAL COSTS	37,725	38,000	50,000	38,000
62420 - MWRD FEES	(17,647)	300,800	300,800	307,800
62455 - WTR/SWR BILL PRINT AND MAIL CO	16,762	12,800	12,800	12,800
62460 - WTR/SWR BILL EPAYMENT CONTRACTS	-	14,400	5,000	14,400
62465 - OUTSIDE LABORATORY COSTS	4,754	17,500	20,000	17,500
62705 - BANK SERVICE CHARGES	73,632	69,000	151,000	69,000
62716 - BOND ISSUANCE COSTS	65,553	-	-	-
64005 - ELECTRICITY	714,028	800,000	920,000	800,000
64015 - NATURAL GAS	72,743	100,000	75,000	100,000
64505 - TELECOMMUNICATIONS	12,699	16,200	23,000	16,200
64540 - TELECOMMUNICATIONS - WIRELESS	19,329	22,900	20,030	22,900
65005 - AGRI/BOTANICAL SUPPLIES	(235)	970	700	970
65010 - BOOKS, PUBLICATIONS, MAPS	7,198	7,550	4,000	7,550
65015 - CHEMICALS/ SALT	272,697	465,000	465,000	465,000
65020 - CLOTHING	4,526	4,770	3,800	4,770
65030 - PHOSPHATE CHEMICALS	69,810	101,000	125,000	101,000
65035 - PETROLEUM PRODUCTS	8,137	15,000	7,000	15,000
65040 - JANITORIAL SUPPLIES	4,407	6,600	4,400	6,600
65050 - BLDG MAINTENANCE MATERIAL	5,665	6,700	8,500	6,700
65051 - MATERIALS - STREETS DIVISION	3,570	27,600	25,000	27,600
65055 - MATER. TO MAINT. IMP.	117,556	155,000	150,000	155,000
65070 - OFFICE/OTHER EQT MTN MATL	218,943	182,500	144,500	182,500
65075 - MEDICAL & LAB SUPPLIES	14,580	16,400	15,000	16,400
65080 - MERCHANDISE FOR RESALE	30,265	30,000	25,000	30,000
65085 - MINOR EQUIPMENT & TOOLS	135,752	186,800	107,500	155,000
65090 - SAFETY EQUIPMENT	16,153	21,800	23,400	21,800
65095 - OFFICE SUPPLIES	4,109	4,900	5,000	4,900
65105 - PHOTO/DRAFTING SUPPLIE	251	400	-	400
65555 - PERSONAL COMPUTER EQUIPMENT	10,838	6,000	6,000	6,000
65702 - WATER GENERAL PLANT	96,281	119,900	100,000	119,900
<b>Miscellaneous</b>	<b>\$ (286,678)</b>	<b>\$ 62,980</b>	<b>\$ 35,000</b>	<b>\$ 62,980</b>
61071 - INTERNSHIP PROGRAM	-	12,480	-	12,480
62696 - PUBLIC EDUCATION	875	50,500	35,000	50,500

	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Year End Estimated	FY 2017 Proposed Budget
<b>510 - 513 Water Fund</b>				
66017 - BAD DEBT EXPENSE	15,147	-	-	-
<b>Insurance and Other Chargebacks</b>	<b>\$ 1,131,508</b>	<b>\$ 1,114,195</b>	<b>\$ 1,126,392</b>	<b>\$ 1,174,064</b>
61510 - HEALTH INSURANCE	663,015	645,703	657,000	705,572
66059 - HEALTH INSURANCE OPT OUT EXPENSE	-	-	900	-
66130 - TRANSFER TO INSURANCE FUND	468,493	468,492	468,492	468,492
<b>Capital Outlay</b>	<b>\$ 750,269</b>	<b>\$ 24,776,106</b>	<b>\$ 6,239,800</b>	<b>\$ 14,982,119</b>
65515 - OTHER IMPROVEMENTS	750,269	24,700,306	6,165,500	14,792,819
65550 - AUTOMOTIVE EQUIPMENT	-	75,800	74,300	189,300
Contingencies	933	1,000	1,000	1,000
68205 - CONTINGENCIES	933	1,000	1,000	1,000
<b>Debt Service</b>	<b>\$ 432,628</b>	<b>\$ 1,053,288</b>	<b>\$ 1,214,201</b>	<b>\$ 1,438,470</b>
68305 - DEBT SERVICE- PRINCIPAL	(0)	658,173	690,668	860,550
68315 - DEBT SERVICE- INTEREST	432,628	395,115	523,533	577,920
<b>Depreciation Expense</b>	<b>\$ 2,096,633</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
68010 - DEPRECIATION EXPENSE	2,096,633	-	-	-
<b>Interfund Transfers</b>	<b>\$ 6,047,148</b>	<b>\$ 3,502,313</b>	<b>\$ 3,502,313</b>	<b>\$ 3,502,313</b>
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	131,102	132,754	132,754	132,754
66020 - TRANSFERS TO OTHER FUNDS	2,721,993	-	-	-
66131 - TRANSFER TO GENERAL FUND	3,194,053	3,369,559	3,369,559	3,369,563
69100 - zzzTRANSFER TO GENERAL FUND	-	-	-	4
69600 - TRANSFER TO FLEET	-	-	-	4
69601 - TRANSFER TO EQUIPMENT REPLACEMENT	-	-	-	4
69605 - TRANSFER TO INSURANCE	-	-	-	4
<b>Grand Total</b>	<b>\$ 16,403,538</b>	<b>\$ 41,125,255</b>	<b>\$ 20,200,566</b>	<b>\$ 29,361,511</b>



## 2017 ADOPTED BUDGET - OTHER FUNDS

### #515 – Sewer

#### Fund Description

The Sewer Fund includes operations, maintenance and capital improvements for the City’s Combined, Relief, and Storm Sewer Systems.

#### Sewer Division

The Sewer Division manages operation, inspection, maintenance, and repair of the City’s sewer mains and drainage structures (sewer manholes, catch basins, and stormwater inlets). This includes proactive programs such as sewer main and drainage structure cleaning, root cutting, and televised internal sewer main inspection; as well as responding to all reports of sewer backups and flooding. This division also inspects work done by contractors including sewer main lining and manhole rehabilitation. Sewer Division staff conduct regular inspection of sewer outfalls and other facilities throughout Evanston for compliance with the City’s sewer system operating permits with the Illinois Environmental Protection Agency.

#### Financial Summary

	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Year End Estimated	FY 2017 Adopted Budget
<b>Operating Revenue</b>				
Other Revenue	2,962	984,165	980,000	604,165
Charges for Services	12,510,940	12,888,650	12,100,000	12,521,150
Interfund Transfers	-	-	-	-
Interest Income	2,706	1,000	4,500	1,000
<b>Total Revenue</b>	<b>\$ 12,516,607</b>	<b>\$ 13,873,815</b>	<b>\$ 13,084,500</b>	<b>\$ 13,126,315</b>
<b>Operating Expenses</b>				
Salary and Benefits	892,099	1,024,459	1,041,625	989,481
Services and Supplies	108,927	995,800	656,850	1,000,800
Miscellaneous	3,306	1,500	8,500	1,500
Insurance and Other Chargebacks	412,461	414,439	413,488	432,953
Capital Outlay	13,609	3,048,314	2,195,200	2,819,700
Contingencies	-	-	-	-
Debt Service	1,550,407	9,222,913	9,222,913	8,370,946
Depreciation Expense	3,443,723	-	-	-
Interfund Transfers	735,235	773,876	987,194	991,677
<b>Total Expenses</b>	<b>\$ 7,159,766</b>	<b>\$ 15,481,301</b>	<b>\$ 14,525,770</b>	<b>\$ 14,607,057</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 5,356,842</b>	<b>\$ (1,607,486)</b>	<b>\$ (1,441,270)</b>	<b>\$ (1,480,742)</b>
<b>Beginning Unrestricted Fund Balance</b>	<b>\$ 4,404,440</b>		<b>\$ 4,012,808</b>	<b>\$ 2,571,538</b>
<b>Change in net investment in capital assets</b>	<b>\$ (5,748,474)</b>			
<b>Ending Unrestricted Fund Balance</b>	<b>\$ 4,012,808</b>		<b>\$ 2,571,538</b>	<b>\$ 1,090,796</b>

Division	2017 Position Total FTE
Public Works Agency Admin	1.00
Refuse Collection & Disposal	0.33
Water And Sewer Capital	1.00
Sewer Maintenance	9.00
<b>Sewer Fund Total</b>	<b>11.33</b>



## 2017 ADOPTED BUDGET - OTHER FUNDS

### #515 – Sewer

<u>FY 2016 City Council Goal</u>	<u>Department Initiative</u>
Water and Sewer	Completed annual capital improvement programs including repairing sewers and drainage structures on streets being resurfaced, stormwater management improvements, and emergency sewer repairs.
Water and Sewer	Rehabilitated 1.0 mile (0.7%) of small diameter combined sewers through cured in place pipe (CIPP) lining. This did not meet the target rate of 1% annual rehabilitation of combined sewers.
Water and Sewer	Rehabilitated 1,970 feet of the City’s network of large diameter sewers (36” and larger) that are over 100 years old. Public Works Agency was successful in applying for a State low-interest loan to fund this project.
Water and Sewer	Sewer Division crews conducted preventative maintenance including cleaning the sewer system in one-third of the city on an annual basis, as well as contracting out the application of root treatments in one-third of the sewer system to prevent sewer blockages due to tree root intrusion. Crews cleaned over 2,600 drainage structures and flushed over 54,000 feet of sewer pipe.
Water and Sewer	Sewer Division continues to replace or rehabilitate deteriorated drainage structures and manholes, as well as collapsing sewer mains.
Water and Sewer	Sewer Division crews performed closed-circuit TV inspections of the sewers under streets to be resurfaced in 2017, in order to determine the repairs needed prior to paving the streets.

#### **2017 Initiatives**

- Perform engineering design and secure State low-interest loan funding for a large diameter sewer rehabilitation project scheduled for 2017.
- Continue the annual small diameter sewer CIPP rehabilitation program at a rate of at least 1% of the combined sewer system rehabilitated per year.
- Continue the sewer structure rehabilitation program to address deterioration of sewer structures on arterial streets.
- Continue to coordinate the inspection and repair of sewer mains and drainage structures in advance of the street resurfacing program.
- Continue preventative maintenance cleaning and inspection of sewer mains and drainage structures.
- Continue to perform inspection of combined and storm sewer outfalls in accordance with IEPA requirements.
- Increase stormwater management initiatives in compliance with requirements for National Pollution Discharge Elimination System (NPDES) permit and Municipal Separate Storm Sewer System (MS4) permit.

<b>Ongoing Activity Measures</b>	<b>2016 Target</b>	<b>2016 Estimated Actual</b>	<b>2017 Projected</b>
Number of customer complaints about sewer service (seepage, backups, overflows, etc.).	200	180	200
Days lost from work due to illness or injury	3.0	5.0	3.0

515 SEWER FUND	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Year End Estimated	FY 2017 Adopted Budget
<b>Salary and Benefits</b>	\$ 892,099	\$ 1,024,459	\$ 1,041,625	\$ 989,481
61010 - REGULAR PAY	782,185	817,066	814,000	797,770
61050 - PERMANENT PART-TIME	1,612	-	-	-
61072 - JOB TRAINING PROGRAM	31,608	27,040	15,000	27,040
61110 - OVERTIME PAY	29,229	30,000	26,500	30,000
61420 - ANNUAL SICK LEAVE PAYOUT	5,332	-	6,510	-
61447 - OPEB EXPENSES	6,491	-	-	-
61610 - DENTAL INSURANCE	267	-	-	-
61615 - LIFE INSURANCE	2,325	-	-	-
61620 - UNIVERSAL LIFE	-	-	-	-
61635 - UNIFORM ALLOWANCE	-	-	-	-
61725 - SOCIAL SECURITY	52,627	50,699	50,800	48,403
61730 - MEDICARE	12,308	11,857	11,750	11,320
61755 - PENSION-ADMIN. EXPENSE	-	-	-	-
61815 - IMRF PENSION CONTRIBUTIONS (SHORTFALL IN 2010)	-	-	-	-
61060 - SEASONAL EMPLOYEES	-	5,200	-	5,200
61650 - TOOL ALLOWANCE	-	-	-	-
62185 - CONSULTING SERVICES	-	-	-	-
62235 - OFFICE EQUIPMENT MAINT	-	-	-	-
62295 - TRAINING & TRAVEL	882	2,500	-	2,500
62315 - POSTAGE	20,162	12,000	12,000	17,000
62340 - COMPUTER LICENSE & SUPP	2,100	2,300	-	2,300
62360 - MEMBERSHIP DUES	-	200	-	200
62415 - DEBRIS/REMOVAL CONTRACTUAL COSTS	650	38,000	38,000	38,000
62421 - NPDES FEES - SEWER	21,000	21,000	21,000	21,000
62455 - WTR/SWR BILL PRINT AND MAIL CO	1,022	7,000	7,000	7,000
62460 - WTR/SWR BILL EPAYMENT CONTRACTS	-	15,000	-	15,000
62461 - SEWER MAINTENANCE CONTRACTS	39,240	715,000	500,000	715,000
62509 - SERVICE AGREEMENTS/ CONTRACTS	-	-	-	-
62716 - BOND ISSUANCE COSTS	-	-	-	-
65005 - AGRI/BOTANICAL SUPPLIES	-	-	-	-
65020 - CLOTHING	810	1,000	1,000	1,000
65040 - JANITORIAL SUPPLIES	-	400	-	400
65050 - BLDG MAINTENANCE MATERIAL	(28,190)	-	-	-
65051 - MATERIALS - STREETS DIVISION	10,082	10,000	10,000	10,000
65055 - MATER. TO MAINT. IMP.	19,839	45,000	42,500	45,000
65070 - OFFICE/OTHER EQT MTN MATL	7,361	7,000	4,500	7,000
65080 - MERCHANDISE FOR RESALE	-	1,000	-	1,000
65085 - MINOR EQUIPMENT & TOOLS	3,144	3,300	2,500	3,300
65090 - SAFETY EQUIPMENT	3,423	8,000	5,000	8,000
65115 - TRAFFIC CONTROL SUPPLI	-	-	-	-
65702 - WATER GENERAL PLANT	-	-	-	-
62001 - SHORT TERM BUDGETING SALARY COSTS	-	-	-	-
62730 - GAIN/LOSS SALE FIXED ASST	-	-	-	-
61510 - HEALTH INSURANCE	142,473	144,451	143,500	162,965
66130 - TRANSFER TO INSURANCE FUND	269,988	269,988	269,988	269,988
<b>Capital Outlay</b>	\$ 13,609	\$ 3,048,314	\$ 2,195,200	\$ 2,819,700
65515 - OTHER IMPROVEMENTS	2,360	2,854,614	2,000,000	2,626,000
65550 - AUTOMOTIVE EQUIPMENT	-	187,200	187,200	187,200
65625 - FURNITURE & FIXTURES	11,249	6,500	8,000	6,500
<b>Contingencies</b>	\$ -	\$ -	\$ -	\$ -
68105 - CAPITAL CONTRIBUTION	-	-	-	-
68310 - DEBT SERVC OTHER AGENCIES	-	-	-	-
68320 - PRINCIPAL REDUCTION	-	-	-	-
68010 - DEPRECIATION EXPENSE	3,443,723	-	-	-
<b>Interfund Transfers</b>	\$ 735,235	\$ 773,876	\$ 987,194	\$ 991,677
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	186,615	192,213	192,000	192,213
62309 - RENTAL OF AUTO REPLACEMENT	-	-	-	-
66026 - TRANSFER TO DEBT SERVICE	228,070	251,496	251,496	251,496
66131 - TRANSFER TO GENERAL FUND	320,550	330,167	330,167	330,167
<b>Grand Total</b>	\$ 7,159,766	\$ 15,481,301	\$ 14,525,770	\$ 14,607,057



## 2017 ADOPTED BUDGET - OTHER FUNDS

### #520 – Solid Waste

#### Fund Description

Full recycling removal service is provided once per week to all family residences of 1-5 units under this program element. Twentyone routes are scheduled for a four-day work week (Monday through Thursday). Condominium buildings and cooperative apartment units are serviced twice a week by a private hauler. The Solid Waste Agency of Northern Cook County (SWANCC) provides a recycling incentive rebate based on the total tons of recycled material collected. The incentive is used to offset operational costs.

Yard waste removal service is provided once per week to all qualified residential units under the Solid Waste Fund. Yard waste collection runs from the first week of April through the first week of December. During the fall, yard waste operations increase dramatically with the addition of leaf collection. This Fund is responsible for costs associated with leaf collection. All residential streets posted with alternate parking signs are cleaned at least twice during the leaf collection operation. This seven-week operation begins in mid-October and continues until the end of November. Streets requiring special posting are cleaned during the first two weeks of November.

#### Financial Summary

<b>Operating Revenue</b>	<b>FY 2015 Actual Amount</b>	<b>FY 2016 Amended Budget</b>	<b>FY 2016 Year End Estimated</b>	<b>FY 2017 Adopted Budget</b>
Other Revenue	228,469	238,000	160,000	238,000
Licenses, Permits and Fees	213,490	275,000	160,000	275,000
Charges for Services	3,561,584	3,632,394	3,425,000	3,632,394
Interfund Transfers	1,055,967	1,055,967	1,055,967	1,055,967
<b>Total Revenue</b>	<b>\$ 5,059,510</b>	<b>\$ 5,201,361</b>	<b>\$ 4,800,967</b>	<b>\$ 5,201,361</b>
<b>Operating Expenses</b>				
Salary and Benefits	600,068	738,408	737,751	750,241
Services and Supplies	3,717,885	3,732,176	3,236,250	3,732,176
Miscellaneous	-	15,000	-	15,000
Capital Outlay	24,738	25,750	7,500	25,750
Debt Service	68,419	-	20,233	21,046
Interfund Transfers	490,106	499,493	450,835	504,807
<b>Total Expenses</b>	<b>\$ 4,901,216</b>	<b>\$ 5,140,517</b>	<b>\$ 4,585,869</b>	<b>\$ 5,198,345</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 158,294</b>	<b>\$ 60,844</b>	<b>\$ 215,098</b>	<b>\$ 3,016</b>
<b>Beginning Fund Balance</b>	<b>\$ (1,137,618)</b>		<b>\$ (979,324)</b>	<b>\$ (764,226)</b>
<b>Ending Fund Balance</b>	<b>\$ (979,324)</b>		<b>\$ (764,226)</b>	<b>\$ (761,210)</b>

<b>Total Full-Time Equivalent Positions</b>	
<b>Division</b>	<b>2017 Position Total FTE</b>
<b>Refuse Collection &amp; Disposal</b>	1.00
<b>Residential Recycling Collection</b>	8.66
<b>Solid Waste Fund Total</b>	<b>9.66</b>

520 SOLID WASTE FUND	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Year End Estimated	FY 2017 Adopted Budget
<b>Salary and Benefits</b>	\$ 600,068	\$ 738,408	\$ 737,751	\$ 750,241
61010 - REGULAR PAY	521,842	602,142	580,000	598,604
61110 - OVERTIME PAY	40,117	25,000	47,000	45,000
61114 - SNOW OT	1,240	-	300	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	2,460	-	-	-
61447 - OPEB EXPENSES	6,133	-	-	-
61610 - DENTAL INSURANCE	136	-	-	-
61615 - LIFE INSURANCE	1,185	7	1	7
61630 - SHOE ALLOWANCE	1,395	1,240	2,500	1,395
61710 - IMRF	62,683	63,718	61,750	60,473
61725 - SOCIAL SECURITY	38,638	37,524	37,200	36,277
61730 - MEDICARE	9,036	8,777	9,000	8,485
61765 - PENSION EXPENSE-IMRF	(84,797)	-	-	-
<b>Services and Supplies</b>	\$ 3,717,885	\$ 3,732,176	\$ 3,236,250	\$ 3,732,176
61060 - SEASONAL EMPLOYEES	69,255	50,000	45,000	50,000
62295 - TRAINING & TRAVEL	529	800	-	800
62315 - POSTAGE	-	-	50	-
62380 - COPY MACHINE CHARGES	1,326	1,326	-	1,326
62390 - CONDOMINIUM REFUSE COLL	409,300	418,000	400,000	418,000
62405 - SWANCC DISPOSAL FEES	822,636	750,000	775,000	750,000
62415 - DEBRIS/REMOVAL CONTRACTUAL COSTS	2,395,505	2,500,000	2,000,000	2,500,000
64005 - ELECTRICITY	7,572	3,000	8,500	3,000
64015 - NATURAL GAS	7,229	6,000	5,700	6,000
64540 - TELECOMMUNICATIONS - WIRELESS	-	500	500	500
65015 - CHEMICALS/ SALT	-	200	-	200
65020 - CLOTHING	-	250	-	250
65055 - MATER. TO MAINT. IMP.	643	400	1,500	400
65085 - MINOR EQUIPMENT & TOOLS	1,148	700	-	700
65090 - SAFETY EQUIPMENT	946	1,000	-	1,000
65125 - OTHER COMMODITIES	1,796	-	-	-
<b>Miscellaneous</b>	\$ -	\$ 15,000	\$ -	\$ 15,000
67107 - OUTREACH	-	15,000	-	15,000
<b>Insurance and Other Chargebacks</b>	\$ 249,232	\$ 129,690	\$ 133,300	\$ 149,325
61510 - HEALTH INSURANCE	249,232	129,690	133,300	149,325
<b>Capital Outlay</b>	\$ 24,738	\$ 25,750	\$ 7,500	\$ 25,750
65625 - FURNITURE & FIXTURES	24,738	25,750	7,500	25,750
<b>Debt Service</b>	\$ 68,419	\$ -	\$ 20,233	\$ 21,046
68305 - DEBT SERVICE- PRINCIPAL	-	-	17,945	19,206
68310 - DEBT SERVC OTHER AGENCIES	65,806	-	-	-
68315 - DEBT SERVICE- INTEREST	2,613	-	2,288	1,840
<b>Interfund Transfers</b>	\$ 490,106	\$ 499,493	\$ 450,835	\$ 504,807
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	312,975	322,362	273,704	322,362
62309 - RENTAL OF AUTO REPLACEMENT	177,131	177,131	177,131	182,445
<b>Grand Total</b>	\$ 5,150,448	\$ 5,140,517	\$ 4,585,869	\$ 5,198,345



## 2017 ADOPTED BUDGET - OTHER FUNDS

### #600 – Fleet Services

#### Fund Description

Fleet Services General Support maintains operating cost records, provides billing and chargeable data to all user City departments, develops vehicle specifications, and purchases vehicular and other equipment. In addition, Fleet Services prepares, documents, and provides disposal of surplus vehicles and equipment through auction services. Overall supervision of department personnel is provided, as is training, direction, and coordination of all activities to ensure effective and efficient operations.

Key emphasis is placed on reducing down time, which is the amount of time a vehicle or piece of equipment is out of service for repair.

#### Financial Summary

Operating Revenue	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Year End Estimated	FY 2017 Adopted Budget
Other Revenue	46,933	81,781	21,781	81,781
Charges for Services	-	3,317,088	3,317,450	3,388,435
Charges for Services	3,289,009	3,317,088	3,317,450	3,388,435
Interest Income	-	1,000	500	1,000
<b>Total Revenue</b>	<b>\$ 3,335,942</b>	<b>\$ 3,399,869</b>	<b>\$ 3,339,731</b>	<b>\$ 3,471,216</b>
<b>Operating Expenses</b>				
Salary and Benefits	961,887	1,052,741	972,080	1,071,267
Services and Supplies	1,686,117	2,380,057	2,059,190	2,380,057
Miscellaneous	-	-	-	-
Insurance and Other Chargebacks	175,716	184,136	188,500	239,630
Contingencies	-	450	-	450
Interfund Transfers	25,820	26,762	26,762	27,833
<b>Total Expenses</b>	<b>\$ 2,849,539</b>	<b>\$ 3,644,146</b>	<b>\$ 3,246,532</b>	<b>\$ 3,719,237</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 486,403</b>	<b>\$ (244,277)</b>	<b>\$ 93,199</b>	<b>\$ (248,021)</b>
<b>Beginning Fund Balance</b>	<b>\$ (120,795)</b>		<b>\$ 365,608</b>	<b>\$ 458,807</b>
<b>Ending Fund Balance</b>	<b>\$ 365,608</b>		<b>\$ 458,807</b>	<b>\$ 210,786</b>

Total Full-Time Equivalent Positions	
Division	2017 Position Total FTE
Fleet Services	12.00
<b>Fleet Fund Total</b>	<b>12.00</b>

#### 2017 Initiatives

- Maintain a five-year vehicle/equipment replacement and funding requirements schedule
- Implement Fleet Telematics System to continue to explore opportunities to "right-size" the fleet where applicable without affecting timely City services
- Complete vehicle prevention and maintenance schedules at a 95% rate
- Provide timely repair services to continue to maintain an overall downtime of less than 6% on a monthly basis
- Complete training of each new employee prior to placing a new vehicle/equipment into service
- Provide each employee with at least one training opportunity annually to enhance technical and interpersonal skills
- Expand use of fleet management software in order to improve timely customer service



## 2017 ADOPTED BUDGET - OTHER FUNDS

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### #600 – Fleet Services

- Conduct internal analysis of overall Fleet Services operations, including parts purchasing and inventory, work order process, accurate billable hours/mechanic, preventative maintenance schedules, etc., to identify potential improvements in service

#### **Performance Report on FY 2016 Program Objectives**

- The vehicle replacement plan was updated to reflect current needs and reduced budget capacity. All programmed vehicle replacements orders are planned to be completed prior to December 2016
- Introduced three all-electric zero emission vehicles into the City fleet
- Installed four electric vehicle charging stations in the Civic Center parking lot

600 FLEET SERVICES FUND	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Year End Estimated	FY 2017 Adopted Budget
<b>Salary and Benefits</b>	<b>\$ 961,887</b>	<b>\$ 1,052,741</b>	<b>\$ 972,080</b>	<b>\$ 1,071,267</b>
61010 - REGULAR PAY	729,763	870,698	807,000	836,564
61050 - PERMANENT PART-TIME	-	-	-	59,035
61110 - OVERTIME PAY	23,093	21,920	16,580	21,920
61114 - SNOW OT	12,942	-	5,200	-
61415 - TERMINATION PAYOUTS	27,815	-	-	-
61420 - ANNUAL SICK LEAVE PAYOUT	-	-	2,500	-
61447 - OPEB EXPENSES	10,226	-	-	-
61610 - DENTAL INSURANCE	222	-	-	-
61615 - LIFE INSURANCE	1,929	-	-	-
61625 - AUTO ALLOWANCE	1,230	1,896	-	-
61626 - CELL PHONE ALLOWANCE	-	-	-	336
61630 - SHOE ALLOWANCE	1,550	1,550	2,800	1,550
61710 - IMRF	89,873	89,270	76,250	84,674
61725 - SOCIAL SECURITY	51,257	54,584	51,250	54,453
61730 - MEDICARE	11,988	12,823	10,500	12,735
<b>Services and Supplies</b>	<b>\$ 1,686,117</b>	<b>\$ 2,380,057</b>	<b>\$ 2,059,190</b>	<b>\$ 2,380,057</b>
61060 - SEASONAL EMPLOYEES	1,872	-	-	-
62205 - ADVERTISING	143	3,498	250	3,498
62235 - OFFICE EQUIPMENT MAINT	110	3,000	1,000	3,000
62240 - AUTOMOTIVE EQMP MAINT	1,716	18,000	-	18,000
62245 - OTHER EQMT MAINTENANCE	2,863	6,000	-	6,000
62275 - POSTAGE CHARGEBACKS	56	200	15	200
62280 - OVERNIGHT MAIL CHARGES	26	-	-	-
62295 - TRAINING & TRAVEL	2,636	4,200	1,350	4,200
62315 - POSTAGE	73	200	75	200
62340 - COMPTER LICENSE & SUPP	4,495	5,395	2,000	5,395
62355 - LAUNDRY/OTHER CLEANING	17,991	17,000	17,000	17,000
62360 - MEMBERSHIP DUES	1,169	1,625	-	1,625
62375 - RENTALS	-	1,000	-	1,000
62380 - COPY MACHINE CHARGES	519	519	-	519
64505 - TELECOMMUNICATIONS	4,843	4,744	7,000	4,744
64540 - TELECOMMUNICATIONS - WIRELESS	2,193	2,250	2,000	2,250
65015 - CHEMICALS/ SALT	11,172	12,886	12,800	12,886
65020 - CLOTHING	-	663	-	663
65025 - FOOD	12	-	-	-
65035 - PETROLEUM PRODUCTS	660,208	1,100,000	1,050,000	1,100,000
65040 - JANITORIAL SUPPLIES	60	417	600	417
65045 - LICENSING/REGULATORY SUPP	1,823	-	800	-
65050 - BLDG MAINTENANCE MATERIAL	1,582	15,250	21,000	15,250
65055 - MATER. TO MAINT. IMP.	1,129	2,910	3,100	2,910
65060 - MATER. TO MAINT. AUTOS	863,499	1,050,000	850,000	1,050,000
65065 - TIRES & TUBES	73,878	100,000	65,000	100,000
65070 - OFFICE/OTHER EQT MTN MATL	1,110	-	-	-
65085 - MINOR EQUIPMENT & TOOLS	27,189	24,000	20,000	24,000
65090 - SAFETY EQUIPMENT	3,541	4,000	3,000	4,000
65095 - OFFICE SUPPLIES	207	2,300	2,200	2,300
<b>Insurance and Other Chargebacks</b>	<b>\$ 175,716</b>	<b>\$ 184,136</b>	<b>\$ 188,500</b>	<b>\$ 239,630</b>
61510 - HEALTH INSURANCE	175,716	184,136	188,500	239,630
<b>Contingencies</b>	<b>\$ -</b>	<b>\$ 450</b>	<b>\$ -</b>	<b>\$ 450</b>
68205 - CONTINGENCIES	-	450	-	450
<b>Interfund Transfers</b>	<b>\$ 25,820</b>	<b>\$ 26,762</b>	<b>\$ 26,762</b>	<b>\$ 27,833</b>
66025 - TRANSFER TO DEBT SERVICE - ERI	25,820	26,762	26,762	27,833
<b>Grand Total</b>	<b>\$ 2,849,539</b>	<b>\$ 3,644,146</b>	<b>\$ 3,246,532</b>	<b>\$ 3,719,237</b>



## 2017 ADOPTED - OTHER FUNDS

### #601 – Equipment Replacement

#### Fund Description

The Equipment Replacement Fund accounts for all vehicle and equipment replacement purchases, new additions to the fleet and some rental and lease activities not included in another fund as outlined in the Equipment Replacement Plan. The Equipment Replacement Fund was created as part of the FY 2012 Budget. Charges associated with the Equipment Replacement Fund were previously part of the Fleet Services Fund.

#### Financial Summary

<b>Operating Revenue</b>	<b>FY 2015 Actual Amount</b>	<b>FY 2016 Amended Budget</b>	<b>FY 2016 Year End Estimated</b>	<b>FY 2017 Adopted Budget</b>
Other Revenue	34,286	210,217	210,217	210,217
Charges for Services	1,451,422	1,451,421	1,452,921	1,550,058
<b>Total Revenue</b>	<b>\$ 1,485,708</b>	<b>\$ 1,661,638</b>	<b>\$ 1,663,138</b>	<b>\$ 1,760,275</b>
<b>Operating Expenses</b>				
Services and Supplies	53,400	60,000	20,000	75,000
Capital Outlay	-	1,455,422	1,000,000	1,455,422
Depreciation Expense	1,684,835	-	-	-
<b>Total Expenses</b>	<b>\$ 1,738,234</b>	<b>\$ 1,515,422</b>	<b>\$ 1,020,000</b>	<b>\$ 1,530,422</b>
<b>Net Surplus (Deficit)</b>	<b>\$ (252,527)</b>	<b>\$ 146,216</b>	<b>\$ 643,138</b>	<b>\$ 229,853</b>
<b>Beginning Fund Balance</b>	<b>\$ 2,183,786</b>		<b>\$ 1,277,688</b>	<b>\$ 1,920,826</b>
<b>Change in net investment in capital assets</b>	<b>\$ (653,571)</b>			
<b>Ending Unrestricted Fund Balance</b>	<b>\$ 1,277,688</b>		<b>\$ 1,920,826</b>	<b>\$ 2,150,679</b>

<b>601 EQUIPMENT REPLACEMENT FUND</b>	<b>FY 2015 Actual Amount</b>	<b>FY 2016 Amended Budget</b>	<b>FY 2016 Year End Estimated</b>	<b>FY 2017 Adopted Budget</b>
<b>Services and Supplies</b>	<b>\$ 53,400</b>	<b>\$ 60,000</b>	<b>\$ 20,000</b>	<b>\$ 75,000</b>
62375 - RENTALS	19,887	25,000	20,000	25,000
62402 - VEHICLE LEASE CHARGES	33,512	35,000	-	50,000
<b>Capital Outlay</b>	<b>\$ -</b>	<b>\$ 1,455,422</b>	<b>\$ 1,000,000</b>	<b>\$ 1,455,422</b>
65550 - AUTOMOTIVE EQUIPMENT	-	1,455,422	1,000,000	1,455,422
<b>Depreciation Expense</b>	<b>\$ 1,684,835</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
68010 - DEPRECIATION EXPENSE	1,684,835	-	-	-
<b>Grand Total</b>	<b>\$ 1,738,234</b>	<b>\$ 1,515,422</b>	<b>\$ 1,020,000</b>	<b>\$ 1,530,422</b>



## 2017 ADOPTED BUDGET - OTHER FUNDS

### #605 – Insurance

The City maintains excess liability coverage for general tort matters. The City's self-insured retention is \$1,250,000. The City also maintains insurance in the areas of property, inland marine, and paramedic. Claims are recorded when a determinable loss has been incurred, including reported losses and an estimated amount for losses incurred, but not yet reported, at year-end. The general liability claims account is administered by the Law Department. The worker's compensation account is administered by the Administrative Services Department.

#### Financial Summary

Operating Revenue	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Year End Estimated	FY 2017 Adopted Budget
<b>7800 RISK MANAGEMENT</b>	<b>\$ 3,803,235</b>	<b>\$ 3,526,688</b>	<b>\$ 3,532,088</b>	<b>\$ 3,540,229</b>
56045 - MISCELLANEOUS REVENUE	47	-	5,000	5,000
56501 - INVESTMENT INCOME	136	1,000	1,000	1,000
57005 - FROM GENERAL FUND	306,051	-	-	-
57035 - FROM HOME FUND	-	-	500	820
57197 - GENERAL ADMIN CONTRIBUTION- PARKING FUND	17,032	17,032	17,032	17,032
57198 - GENERAL ADMIN CONTRIBUTION- E911 FUND	930	930	930	930
57199 - GENERAL ADMIN CONTRIBUTION- CDBG FUND	930	930	930	930
57200 - GENERAL ADMIN CONTRIBUTION- ECONOMIC DEVELOPMENT FUND	930	930	930	930
57201 - GENERAL ADMIN CONTRIBUTION- GENERAL FUND	121,204	121,204	121,204	121,204
57202 - GENERAL ADMIN CONTRIBUTION- WATER FUND	24,962	24,962	24,962	24,962
57203 - GENERAL ADMIN CONTRIBUTION- SEWER FUND	14,385	14,385	14,385	14,385
57204 - LIABILITY/PROPERTY CONTRIBUTION- GENERAL FUND	909,150	909,150	909,150	915,800
57205 - LIABILITY/PROPERTY CONTRIBUTION- PARKING FUND	127,731	127,731	127,731	127,731
57206 - LIABILITY/PROPERTY CONTRIBUTION- WATER FUND	187,209	187,209	187,209	187,209
57207 - LIABILITY/PROPERTY CONTRIBUTION- SEWER FUND	107,887	107,887	107,887	107,887
57208 - LIABILITY/PROPERTY CONTRIBUTION- E911	6,972	6,972	6,972	6,972
57209 - LIABILITY/PROPERTY CONTRIBUTION- CDBG	6,972	6,972	6,972	6,972
57210 - LIABILITY/PROPERTY CONTRIBUTION- E.D.	6,972	6,972	6,872	6,872
57211 - WORKERS COMP CONTRIBUTION- GENERAL FUND	1,244,862	1,244,860	1,244,860	1,244,860
57212 - WORKERS COMP CONTRIBUTION- PARKING FUND	174,886	174,886	174,886	174,886
57213 - WORKERS COMP CONTRIBUTION- WATER FUND	256,322	256,322	256,322	256,322
57214 - WORKERS COMP CONTRIBUTION- SEWER FUND	147,716	147,716	147,716	147,716
57215 - WORKERS COMP CONTRIBUTION- E911	9,546	9,546	9,546	9,546
57216 - WORKERS COMP CONTRIBUTION- CDBG	9,546	9,546	9,546	9,546
57217 - WORKERS COMP CONTRIBUTION- E.D.	9,546	9,546	9,546	9,546
57226 - SUBROGATION PROCEEDS	111,311	100,000	100,000	101,171
57252 - WORKERS COMP CONTRIBUTION- LIBRARY FUND	-	40,000	40,000	40,000
<b>7801 EMPLOYEE BENEFITS</b>	<b>\$ 13,866,575</b>	<b>\$ 14,231,350</b>	<b>\$ 14,381,350</b>	<b>\$ 15,310,567</b>
56125 - LEGAL SETTLEMENTS	180,000	-	-	-
57035 - FROM HOME FUND	-	-	-	4,167
57195 - GENERAL ADMIN CONTRIBUTION- NSP2 FUND	-	5,058	5,058	3,985
57196 - GENERAL ADMIN CONTRIBUTION- SOLID WASTE FUND	126,389	129,690	129,690	149,325
57218 - HEALTH INSURANCE CHARGEBACKS- GENERAL FUND	8,733,166	8,533,334	8,533,334	9,495,345
57219 - HEALTH INSURANCE CHARGEBACKS- E911 FUND	76,210	77,498	77,498	85,069
57220 - HEALTH INSURANCE CHARGEBACKS- CDBG	40,860	67,147	67,147	72,472
57221 - HEALTH INSURANCE CHARGEBACKS- E.D. FUND	76,165	87,423	87,423	64,899
57222 - HEALTH INSURANCE CHARGEBACKS- PARKING FUND	169,672	188,252	188,252	204,454
57223 - HEALTH INSURANCE CHARGEBACKS- WATER FUND	674,154	658,041	658,041	705,572
57224 - HEALTH INSURANCE CHARGEBACKS- SEWER FUND	133,241	141,924	141,924	162,965
57225 - HEALTH INSURANCE CHARGEBACKS- FLEET FUND	185,634	184,136	184,136	239,630
57228 - HEALTH INSURANCE CHARGEBACKS- GA FUND	-	21,229	21,229	30,968
57230 - RETIREE HEALTH INSURANCE CONTRIBUTIONS	1,518,670	1,920,000	1,920,000	1,800,000
57231 - IPBC DISTRIBUTIONS	300,000	-	150,000	-
57232 - HEALTH INSURANCE CHARGEBACKS -- AFFORDABLE HOUSING FUND	-	-	-	8,800
57235 - EMPLOYEE HEALTH INSURANCE CONTRIBUTIONS	1,129,660	1,705,483	1,705,483	1,705,483
57236 - SWANNC-HEALTH INS PREMIUMS	74,215	77,000	77,000	77,000
57262 - HEALTH INSURANCE CHARGEBACKS- LIBRARY FUND	448,539	435,135	435,135	500,433
<b>Total Revenues</b>	<b>\$ 17,669,810</b>	<b>\$ 17,758,038</b>	<b>\$ 17,913,438</b>	<b>\$ 18,850,796</b>



## 2017 ADOPTED BUDGET - OTHER FUNDS

### #605 – Insurance

Operating Expenses				
<b>7800 RISK MANAGEMENT</b>	<b>\$ 3,175,904</b>	<b>\$ 3,516,775</b>	<b>\$ 4,027,925</b>	<b>\$ 4,641,318</b>
61010 - REGULAR PAY	310,374	280,127	273,000	379,549
61415 - TERMINATION PAYOUTS	5,013	-	-	-
61420 - ANNUAL SICK LEAVE PAYOUT	-	-	2,800	-
61510 - HEALTH INSURANCE	36,120	39,351	37,000	52,526
61610 - DENTAL INSURANCE	122	-	-	-
61615 - LIFE INSURANCE	1,074	13	13	13
61625 - AUTO ALLOWANCE	2,134	1,200	3,750	3,690
61626 - CELL PHONE ALLOWANCE	300	-	600	600
61630 - SHOE ALLOWANCE	155	155	-	-
61710 - IMRF	32,017	29,745	30,000	31,254
61725 - SOCIAL SECURITY	16,000	17,565	17,000	21,543
61730 - MEDICARE	4,139	4,109	4,000	5,463
62110 - AUDITING	10,726	-	-	-
62130 - LEGAL SERVICES-GENERAL	961,737	350,000	1,200,000	350,000
62225 - BLDG MAINTENANCE SERVICES	24,729	-	-	-
62260 - SETTLEMENT COSTS - LIABILITY	62,801	400,000	455,000	1,400,000
62266 - TPA SERVICE CHARGES	111,963	120,000	150,000	120,000
62295 - TRAINING & TRAVEL	468	4,000	3,000	4,000
62310 - CITY WIDE TRAINING	7,688	20,000	5,000	20,000
62605 - OTHER CHARGES	-	-	7,500	-
62615 - INSURANCE PREMIUM	485,013	490,000	480,000	490,000
62635 - OTHER INSURANCE	(466,717)	-	-	-
65010 - BOOKS, PUBLICATIONS, MAPS	301	415	-	415
65125 - OTHER COMMODITIES	5,973	833	-	833
66025 - TRANSFER TO DEBT SERVICE - ERI	8,936	9,262	9,262	9,632
66044 - WORKERS COMP INSURANCE PREMIUMS	121,341	130,000	130,000	130,000
66045 - WORKERS COMP LEGAL FEES	34,995	60,000	60,000	60,000
66046 - WORKERS COMP MEDICAL PAYMENTS	692,379	670,000	670,000	670,000
66047 - WORKERS COMP SETTLEMENT PAYMENTS	588,266	800,000	400,000	800,000
66049 - WORKERS COMP TTD PYMTS (NON SWORN)	117,856	90,000	90,000	90,000
66059 - HEALTH INSURANCE OPT OUT EXPENSE	-	-	-	1,800
<b>7801 EMPLOYEE BENEFITS</b>	<b>\$ 13,065,094</b>	<b>\$ 13,675,858</b>	<b>\$ 13,447,500</b>	<b>\$ 14,434,293</b>
61010 - REGULAR PAY	75,543	73,265	71,000	78,519
61110 - OVERTIME PAY	175	-	-	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	-	-	-	-
61615 - LIFE INSURANCE	-	-	-	-
61620 - UNIVERSAL LIFE	-	-	105,000	-
61625 - AUTO ALLOWANCE	-	-	-	-
61710 - IMRF	7,739	7,730	7,500	7,944
61730 - MEDICARE	1,004	1,063	1,000	1,112
62001 - SHORT TERM BUDGETING SALARY COSTS	-	-	-	-
66040 - GENERAL ADMINISTRATION & SUPPORT	34,328	-	15,500	-
66050 - HEALTH INSURANCE PREMIUMS-PPO	9,228,768	9,600,000	9,900,000	10,600,000
66051 - HEALTH INSURANCE PREMIUMS-HMO	3,667,739	3,850,000	3,300,000	3,600,000
<b>66059 - HEALTH INSURANCE OPT OUT EXPENSE</b>	<b>\$ -</b>	<b>\$ 91,800</b>	<b>\$ -</b>	<b>\$ 91,800</b>
62001 - SHORT TERM BUDGETING SALARY COSTS	-	-	-	-
<b>65125 - OTHER COMMODITIES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
62001 - SHORT TERM BUDGETING SALARY COSTS	-	-	-	-
62120 - LEGAL SERVICES - DISBURSMENT	-	-	-	-
<b>62360 - MEMBERSHIP DUES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
62265 - HEALTHCARE COSTS - WC	-	-	-	-
<b>Total Expenses</b>	<b>\$ 16,092,521</b>	<b>\$ 17,192,633</b>	<b>\$ 17,475,425</b>	<b>\$ 19,075,612</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 1,577,289</b>	<b>\$ 565,405</b>	<b>\$ 438,013</b>	<b>\$ (224,816)</b>
<b>Beginning Fund Balance</b>	<b>\$ (1,941,786)</b>	<b>\$ -</b>	<b>\$ (364,496)</b>	<b>\$ 73,517</b>
<b>Adjustment to GAAP Basis of Accounting</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Ending Fund Balance</b>	<b>\$ (364,496)</b>	<b>\$ -</b>	<b>\$ 73,517</b>	<b>\$ (151,299)</b>



## 2017 ADOPTED BUDGET - OTHER FUNDS

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### #605 – Insurance

<b>Total Full-Time Equivalent Positions</b>	
<b>Division</b>	<b>2016 Position Total FTE</b>
Risk Management	4.50
Employee Benefits	1.00
<b>Insurance Fund Total</b>	<b>5.50</b>

605 INSURANCE FUND	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Year End Estimated	FY 2017 Adopted Budget
<b>Salary and Benefits</b>	\$ 460,086	\$ 419,515	\$ 519,913	\$ 534,441
61010 - REGULAR PAY	385,918	353,392	344,000	458,068
61110 - OVERTIME PAY	175	-	-	-
61415 - TERMINATION PAYOUTS	5,013	-	-	-
61420 - ANNUAL SICK LEAVE PAYOUT	-	-	2,800	-
61610 - DENTAL INSURANCE	122	-	-	-
61615 - LIFE INSURANCE	1,074	13	13	13
61620 - UNIVERSAL LIFE	-	-	105,000	-
61625 - AUTO ALLOWANCE	2,134	1,200	3,750	3,690
61626 - CELL PHONE ALLOWANCE	300	-	600	600
61630 - SHOE ALLOWANCE	155	155	-	-
61710 - IMRF	39,756	37,475	37,500	39,198
61725 - SOCIAL SECURITY	20,295	22,108	21,250	26,297
61730 - MEDICARE	5,143	5,172	5,000	6,575
<b>Services and Supplies</b>	\$ 1,305,086	\$ 1,385,248	\$ 2,293,000	\$ 2,385,248
62110 - AUDITING	10,726	-	-	-
62130 - LEGAL SERVICES-GENERAL	1,039,587	350,000	1,200,000	350,000
62225 - BLDG MAINTENANCE SERVICES	24,729	-	-	-
62260 - SETTLEMENT COSTS - LIABILITY	85,355	400,000	455,000	1,400,000
62266 - TPA SERVICE CHARGES	111,963	120,000	150,000	120,000
62295 - TRAINING & TRAVEL	468	4,000	3,000	4,000
62310 - CITY WIDE TRAINING	7,688	20,000	5,000	20,000
62615 - INSURANCE PREMIUM	485,013	490,000	480,000	490,000
62635 - OTHER INSURANCE	(466,717)	-	-	-
65010 - BOOKS, PUBLICATIONS, MAPS	301	415	-	415
65125 - OTHER COMMODITIES	5,973	833	-	833
<b>Miscellaneous</b>	\$ -	\$ -	\$ 7,500	\$ -
62605 - OTHER CHARGES	-	-	7,500	-
<b>Insurance and Other Chargebacks</b>	\$ 14,318,413	\$ 15,378,608	\$ 14,645,750	\$ 16,146,290
61510 - HEALTH INSURANCE	56,383	59,808	57,250	75,690
62640 - WORKMEN'S COMP INSURANCE	(248,881)	-	-	-
66040 - GENERAL ADMINISTRATION & SUPPORT	34,328	-	15,500	-
66044 - WORKERS COMP INSURANCE PREMIUMS	121,341	130,000	130,000	130,000
66045 - WORKERS COMP LEGAL FEES	34,995	60,000	60,000	60,000
66046 - WORKERS COMP MEDICAL PAYMENTS	692,379	670,000	670,000	670,000
66047 - WORKERS COMP SETTLEMENT PAYMENTS	588,266	800,000	400,000	800,000
66049 - WORKERS COMP TTD PYMTS (NON SWORN)	117,856	90,000	90,000	90,000
66050 - HEALTH INSURANCE PREMIUMS-PPO	9,228,768	9,600,000	9,900,000	10,600,000
66051 - HEALTH INSURANCE PREMIUMS-HMO	3,667,739	3,850,000	3,300,000	3,600,000
66054 - MEDICARE SUPPLEMENT- SENIOR'S CHOICE	25,238	27,000	23,000	27,000
66059 - HEALTH INSURANCE OPT OUT EXPENSE	-	91,800	-	93,600
<b>Interfund Transfers</b>	\$ 8,936	\$ 9,262	\$ 9,262	\$ 9,632
66025 - TRANSFER TO DEBT SERVICE - ERI	8,936	9,262	9,262	9,632
<b>Grand Total</b>	\$ 16,092,521	\$ 17,192,633	\$ 17,475,425	\$ 19,075,612



## 2017 ADOPTED BUDGET - OTHER FUNDS

### #700 – Fire Pension

#### Fund Description

Every Illinois municipality having a population of not less than 5,000 and not more than 500,000 must have a Fire Pension Fund as prescribed in 40ILCS 5/4-101.

#### Financial Summary

Operating Revenue	FY 2015 Actual Amount	FY 2016 Amended Budget	FY 2016 Year End Estimated	FY 2017 Adopted Budget
Property Taxes	-	7,070,865	7,120,865	7,868,709
Other Taxes	280,000	280,000	280,000	280,000
Other Revenue	6,273,004	1,010,000	1,010,000	1,050,000
Interest Income	1,206,228	4,100,000	4,100,000	4,100,000
<b>Total Revenue</b>	<b>\$ 7,759,232</b>	<b>\$ 12,460,865</b>	<b>\$ 12,553,865</b>	<b>\$ 13,341,709</b>
<b>Operating Expenses</b>				
Salary and Benefits	8,302,220	8,163,000	8,423,000	8,705,000
<b>Total Expenses</b>	<b>\$ 8,302,220</b>	<b>\$ 8,163,000</b>	<b>\$ 8,423,000</b>	<b>\$ 8,705,000</b>
<b>Net Surplus (Deficit)</b>	<b>\$ (542,988)</b>	<b>\$ 4,297,865</b>	<b>\$ 4,130,865</b>	<b>\$ 4,636,709</b>
<b>Beginning Net Assets held in Trust</b>	<b>\$ 67,284,076</b>		<b>\$ 66,741,088</b>	<b>\$ 70,871,953</b>
<b>Property Tax Adoustment for GAAP Basis</b>				
<b>Ending Net Assets held in Trust</b>	<b>\$ 66,741,088</b>		<b>\$ 70,871,953</b>	<b>\$ 75,508,662</b>

<b>700 FIRE PENSION FUND</b>	<b>FY 2015 Actual Amount</b>	<b>FY 2016 Amended Budget</b>	<b>FY 2016 Year End Estimated</b>	<b>FY 2017 Adopted Budget</b>
<b>Salary and Benefits</b>	<b>\$ 8,302,220</b>	<b>\$ 8,163,000</b>	<b>\$ 8,423,000</b>	<b>\$ 8,705,000</b>
61755 - PENSION-ADMIN. EXPENSE	234,254	150,000	150,000	150,000
61770 - RETIRED EMPLOYEES PENSION	5,538,112	5,450,000	5,800,000	6,000,000
61775 - WIDOWS' PENSIONS	1,101,260	1,120,000	1,061,000	1,100,000
61785 - DISABILITY PENSIONS	1,277,776	1,350,000	1,310,000	1,350,000
61790 - SEPARATION REFUNDS	41,716	-	-	-
61795 - QILDRO'S	109,101	93,000	102,000	105,000
<b>Grand Total</b>	<b>\$ 8,302,220</b>	<b>\$ 8,163,000</b>	<b>\$ 8,423,000</b>	<b>\$ 8,705,000</b>



## 2017 ADOPTED BUDGET - OTHER FUNDS

### #705 – Police Pension

#### Fund Description

Every Illinois municipality having a population of not less than 5,000 and not more than 500,000 must have a Police Pension Fund as prescribed in 40ILCS 5/3-101.

#### Financial Summary

<b>Operating Revenue</b>	<b>FY 2015 Actual Amount</b>	<b>FY 2016 Amended Budget</b>	<b>FY 2016 Year End Estimated</b>	<b>FY 2017 Adopted Budget</b>
Property Taxes	57,836	9,055,940	9,119,693	9,912,200
Other Taxes	325,000	325,000	325,000	325,000
Other Revenue	7,676,438	1,550,000	1,600,000	1,650,000
Interest Income	2,902,399	6,500,000	6,500,000	6,500,000
<b>Total Revenue</b>	<b>\$ 10,961,673</b>	<b>\$ 17,430,940</b>	<b>\$ 17,601,693</b>	<b>\$ 18,444,200</b>
<b>Operating Expenses</b>				
Salary and Benefits	10,768,296	11,047,000	11,208,000	11,817,000
Debt Service	-	-	-	-
<b>Total Expenses</b>	<b>\$ 10,768,296</b>	<b>\$ 11,047,000</b>	<b>\$ 11,208,000</b>	<b>\$ 11,817,000</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 193,377</b>	<b>\$ 6,383,940</b>	<b>\$ 6,393,693</b>	<b>\$ 6,627,200</b>
<b>Beginning Net Assets held in Trust</b>	<b>\$ 98,365,460</b>		<b>\$ 98,558,837</b>	<b>\$ 104,952,530</b>
<b>Ending Net Assets held in Trust</b>	<b>\$ 98,558,837</b>		<b>\$ 104,952,530</b>	<b>\$ 111,579,730</b>

<b>705 POLICE PENSION FUND</b>	<b>FY 2014 Actual Amount</b>	<b>FY 2015 Amended Budget</b>	<b>FY 2015 Year End Estimated</b>	<b>FY 2017 Adopted Budget</b>
<b>Salary and Benefits</b>	<b>\$ 10,768,296</b>	<b>\$ 11,047,000</b>	<b>\$ 11,208,000</b>	<b>\$ 11,817,000</b>
61755 - PENSION-ADMIN. EXPENSE	343,342	250,000	250,000	250,000
61770 - RETIRED EMPLOYEES PENSION	8,732,441	8,810,000	9,240,000	9,520,000
61775 - WIDOWS' PENSIONS	990,417	1,000,000	1,030,000	1,060,000
61785 - DISABILITY PENSIONS	658,020	690,000	666,000	690,000
61790 - SEPARATION REFUNDS	21,708	275,000	-	275,000
61795 - QILDRO'S	22,369	22,000	22,000	22,000
<b>Grand Total</b>	<b>\$ 10,768,296</b>	<b>\$ 11,047,000</b>	<b>\$ 11,208,000</b>	<b>\$ 11,817,000</b>



# **PART V**

# **POSITION INFORMATION**

**CITY OF EVANSTON**  
**FY 2017 FULL-TIME EQUIVALENT (FTE) ADOPTED POSITION DETAIL - ALL FUNDS**

	Position Description	2016 Adopted Budget FTE	2017 Adopted Budget FTE	Difference	
<b>1300</b>	<b>CITY COUNCIL</b>				
	Mayor	0.00	0.00	0.00	
	Alderman	0.00	0.00	0.00	
	Mayor's Assistant	1.00	1.00	0.00	
	<b>CITY COUNCIL TOTAL</b>	<b>1.00</b>	<b>1.00</b>	<b>0.00</b>	
<b>1400</b>	<b>CITY CLERK</b>				
	City Clerk	0.00	0.00	0.00	
	Deputy City Clerk	2.00	2.00	0.00	
	<b>CITY CLERK TOTAL</b>	<b>2.00</b>	<b>2.00</b>	<b>0.00</b>	
	<b>LEGISLATIVE</b>	<b>3.00</b>	<b>3.00</b>	<b>0.00</b>	
<b>1505</b>	<b>CITY MANAGER</b>				
	City Manager	1.00	1.00	0.00	
	Executive Assistant	1.00	1.00	0.00	
	Administrative Assistant	1.00	1.00	0.00	
	Equity and Empowerment Coordinator	0.00	1.00	1.00	Added during the 2017 Budget Process
	Local Government Management Fellow	0.50	0.50	0.00	
	<b>CITY MANAGER TOTAL</b>	<b>3.50</b>	<b>4.50</b>	<b>1.00</b>	
<b>1510</b>	<b>COMMUNITY ENGAGEMENT</b>				
	Community Engagement Coordinator	1.00	1.00	0.00	
	Community Engagement Division Manager	1.00	1.00	0.00	
	Assistant to the City Manager	1.00	1.00	0.00	
	Broadcast Specialist	1.00	1.00	0.00	
	Art Design Coordinator	1.00	1.00	0.00	
	<b>COMMUNITY ENGAGEMENT TOTAL</b>	<b>5.00</b>	<b>5.00</b>	<b>0.00</b>	
<b>1535</b>	<b>SUSTAINABILITY</b>				
	Sustainability Manager	1.00	1.00	0.00	
	<b>SUSTAINABILITY TOTAL</b>	<b>1.00</b>	<b>1.00</b>	<b>0.00</b>	
<b>1555</b>	<b>FINANCIAL ADMINISTRATION</b>				
	Administrative Secretary	1.00	1.00	0.00	
	Senior Management Analyst	1.00	1.00	0.00	
	Finance / Budget Manager	1.00	1.00	0.00	
	Assistant City Manager/Chief Financial Officer	1.00	1.00	0.00	
	<b>FINANCIAL ADMINISTRATION TOTAL</b>	<b>4.00</b>	<b>4.00</b>	<b>0.00</b>	
<b>1560</b>	<b>REVENUE</b>				
	Revenue Manager	0.00	0.50	0.50	Reclassified from Parking/Revenue Manager; .5 in Parking Fund
	Revenue Collections Coordinator	0.00	1.00	1.00	Reclassified from Customer Service Representative
	Customer Service Representative	3.00	2.00	-1.00	Reclassified one position to Revenue Collections Coordinator
	Admin. Adjudication Manager	0.00	1.00	1.00	Function moved from Law Department
	Admin. Adjudication Aide	2.00	1.00	-1.00	Function moved from Law; one position eliminated due to combination
	<b>REVENUE TOTAL</b>	<b>3.00</b>	<b>5.50</b>	<b>2.50</b>	
<b>1570</b>	<b>ACCOUNTING</b>				
	Accounting Manager	1.00	1.00	0.00	
	Accountant	1.00	2.00	1.00	Reclassified from Senior Accountant
	Accounts Payable Coordinator	1.00	1.00	0.00	
	Senior Accountant	3.00	2.00	-1.00	Reclassified to Accountant
	Payroll Pension Administrator	0.50	0.50	0.00	
	<b>ACCOUNTING TOTAL</b>	<b>6.50</b>	<b>6.50</b>	<b>0.00</b>	
<b>1571</b>	<b>TAX ASSESSMENT REVIEW</b>				
	Tax Assessment Reviewer	1.00	1.00	0.00	
	<b>TAX ASSESSMENT REVIEW TOTAL</b>	<b>1.00</b>	<b>1.00</b>	<b>0.00</b>	
<b>1575</b>	<b>PURCHASING</b>				
	MWBE/LEP and Workforce Development Coordinator	0.50	0.50	0.00	0.5 FTE in Youth & Young Adult in Parks Department
	Purchasing Manager	1.00	1.00	0.00	
	Purchasing Specialist	2.00	2.00	0.00	
	<b>PURCHASING TOTAL</b>	<b>3.50</b>	<b>3.50</b>	<b>0.00</b>	
<b>1580</b>	<b>COMMUNITY ARTS</b>				
	Cultural Arts Coordinator	1.00	1.00	0.00	
	<b>COMMUNITY ARTS TOTAL</b>	<b>1.00</b>	<b>1.00</b>	<b>0.00</b>	
	<b>CITY ADMINISTRATION</b>	<b>28.50</b>	<b>32.00</b>	<b>3.50</b>	
<b>1705</b>	<b>LEGAL ADMINISTRATION</b>				
	Admin. Adjudication Manager	1.00	0.00	-1.00	Function moved to Finance
	Admin. Adjudication Aide	2.00	0.00	-2.00	Function moved to Finance
	Paralegal/Office Coordinator	1.00	1.00	0.00	
	Deputy City Attorney	1.00	1.00	0.00	
	Corporation Counsel/City Attorney	1.00	0.50	-0.50	.5 FTE funded in Insurance Fund
	Assistant City Attorney I	1.00	0.00	-1.00	Reclassified to Assistant City Attorney II
	Assistant City Attorney II	1.00	2.00	1.00	Reclassified from Assistant Attorney I
	<b>LEGAL ADMINISTRATION TOTAL</b>	<b>8.00</b>	<b>4.50</b>	<b>-3.50</b>	
	<b>LAW DEPARTMENT</b>	<b>8.00</b>	<b>4.50</b>	<b>-3.50</b>	

**CITY OF EVANSTON**  
**FY 2017 FULL-TIME EQUIVALENT (FTE) ADOPTED POSITION DETAIL - ALL FUNDS**

	Position Description	2016 Adopted Budget FTE	2017 Adopted Budget FTE	Difference	
<b>1905</b>	<b>ADMINISTRATIVE SERVICES ADMINISTRATION</b>				
	Administrative Services Director, Deputy City Manager	1.00	1.00	0.00	
	Digital Services Specialist/Web Developer	1.00	0.00	-1.00	Position moved to 1932
	Administrative Assistant	1.00	1.00	0.00	
	Digital Services Manager	1.00	0.00	-1.00	Position moved to 1932
	Management Analyst	1.00	1.00	0.00	
	<b>ADMINISTRATIVE SERVICES ADMIN TOTAL</b>	<b>5.00</b>	<b>3.00</b>	<b>-2.00</b>	
<b>1915</b>	<b>PAYROLL</b>				
	Payroll Manager	1.00	1.00	0.00	
	Payroll/Pension Specialist	1.00	1.00	0.00	
	Payroll/Pension Administrator	0.50	0.50	0.00	
	<b>PAYROLL TOTAL</b>	<b>2.50</b>	<b>2.50</b>	<b>0.00</b>	
<b>1929</b>	<b>HUMAN RESOURCES</b>				
	Human Resources Assistant	2.00	2.00	0.00	
	Human Resources Specialist	2.00	2.00	0.00	
	HR Specialist/Training	1.00	1.00	0.00	
	Human Resources Division Manager	1.00	1.00	0.00	
	Payroll Pension Administrator	0.50	0.00	-0.50	
	<b>HUMAN RESOURCES TOTAL</b>	<b>6.50</b>	<b>6.00</b>	<b>-0.50</b>	
<b>1932</b>	<b>INFORMATION TECHNOLOGY</b>				
	Network Supervisor	1.00	1.00	0.00	
	GIS Analyst	1.00	1.00	0.00	
	Network Engineer	2.00	1.00	-1.00	Reclassified to System Administrator
	Digital Services Specialist	0.00	1.00	1.00	Position moved from 1905
	Application & Business Analyst	0.00	1.00	1.00	Reclassified from Digital Services Manager (1905)
	Public Safety Coordinator	0.00	1.00	1.00	Reclassified from Application Analyst
	Network Administrator	1.00	1.00	0.00	
	Programmer Analyst	1.00	1.00	0.00	
	Technical Support Specialist I	2.00	2.00	0.00	
	IT Division Manager	1.00	1.00	0.00	
	Applications Analyst	1.00	0.00	-1.00	Reclassified to Public Safety Coordinator
	Technical Services Supervisor	0.00	1.00	1.00	Title change from Tech Support Supervisor
	Tech Support Supervisor	1.00	0.00	-1.00	Title change to Technical Services Supervisor
	System Administrator	0.00	1.00	1.00	Reclassified from Network Engineer
	<b>INFORMATION TECHNOLOGY TOTAL</b>	<b>11.00</b>	<b>13.00</b>	<b>2.00</b>	
<b>1941</b>	<b>PARKING ENFORCEMENT AND TICKETS</b>				
	Parking Enforcement Officer	10.00	10.00	0.00	
	Parking Operations Clerk	1.00	0.00	-1.00	Reclass to Parking Operations Coordinator
	Parking Enforcement Supervisor	1.00	1.00	0.00	
	Parking Operations Coordinator	0.00	1.00	1.00	Reclassified from Parking Operations Clerk
	<b>PARKING ENFORCEMENT AND TICKETS TOTAL</b>	<b>12.00</b>	<b>12.00</b>	<b>0.00</b>	
<b>1950</b>	<b>FACILITIES</b>				
	Operations/Maintenance Supervisor/Building	1.00	0.00	-1.00	Reclassified to Facilities Maintenance Supervisor
	Facilities Maintenance Supervisor	0.00	2.00	2.00	
	Maintenance & Operations Manager, Building/Special Facilities	1.00	0.00	-1.00	Reclassified to Facilities Management Division Manager
	Facilities Management Division Manager	0.00	1.00	1.00	
	Facility Maintenance Technician	1.00	0.00	-1.00	Reclassified to Facilities Maintenance Worker I
	Facility Services Worker	1.00	0.00	-1.00	Reclassified to Facilities Maintenance Worker I
	Custodian I	1.00	0.00	-1.00	Reclassified to Facilities Maintenance Worker I
	Facilities Maintenance Worker I	0.00	4.20	4.20	Reclassified from Maintenance Tech, Service Worker, FMW II
	Facilities Maintenance Worker II	1.00	0.00	-1.00	Reclassified to Facilities Maintenance Worker I
	Facilities Maint. Worker III	12.00	12.00	0.00	
	PT Facility Services Worker	0.20	0.00	-0.20	Reclassified to Facilities Maintenance Worker I
	Master Tradesman	2.00	2.00	0.00	
	<b>FACILITIES TOTAL</b>	<b>20.20</b>	<b>21.20</b>	<b>1.00</b>	
	<b>ADMINISTRATIVE SERVICES DEPARTMENT</b>	<b>57.20</b>	<b>57.70</b>	<b>0.50</b>	
<b>2101</b>	<b>COMMUNITY DEVELOPMENT ADMINISTRATION</b>				
	Director, Community Development	0.75	0.75	0.00	
	Management Analyst	1.00	1.00	0.00	
	Social Services Grants & Compliance Specialist	0.50	0.50	0.00	
	<b>COMMUNITY DEVELOPMENT ADMINISTRATION TOTAL</b>	<b>2.25</b>	<b>2.25</b>	<b>0.00</b>	
<b>2105</b>	<b>PLANNING AND ZONING</b>				
	Senior Planner	1.00	1.00	0.00	
	Planning & Zoning Administrator	1.00	1.00	0.00	
	Neighborhood & Land Use Planner	1.00	1.00	0.00	
	Zoning Officer	1.00	0.00	-1.00	Reclassified to Development Planner
	Development Planner	0.00	1.00	1.00	Reclassified from Zoning Officer
	Zoning Planner	1.00	1.00	0.00	
	<b>PLANNING AND ZONING TOTAL</b>	<b>5.00</b>	<b>5.00</b>	<b>0.00</b>	
<b>2126</b>	<b>BUILDING INSPECTION SERVICES</b>				
	Electrical Inspector II	1.00	1.00	0.00	
	Plumbing/Mechanical Inspector	2.00	2.00	0.00	

**CITY OF EVANSTON**  
**FY 2017 FULL-TIME EQUIVALENT (FTE) ADOPTED POSITION DETAIL - ALL FUNDS**

	Position Description	2016 Adopted Budget FTE	2017 Adopted Budget FTE	Difference	
	Sign Inspector/Graffiti Tech	1.00	1.00	0.00	
	Struct Inspec/Plan Reviewer	1.00	1.00	0.00	
	Plan Reviewer	1.00	1.00	0.00	
	Building Construction Insp. Supervisor	1.00	1.00	0.00	
	Customer Service Coordinator	0.00	0.40	0.40	0.6 in Housing Rehab; formerly Customer Service Representative
	Customer Service Representative	3.40	2.00	-1.40	0.4 moved to Customer Service Coordinator
	Civil Engineer III	1.00	1.00	0.00	
	Civil Engineer II/ROW Permits	1.00	1.00	0.00	
	Electrical Inspector/Plan Reviewer	1.00	1.00	0.00	
	Build/Insp Serv. Division Manager	0.85	0.85	0.00	Other 0.15 in Housing Rehab
<b>2126</b>	<b>BUILDING INSPECTION SERVICES TOTAL</b>	<b>14.25</b>	<b>13.25</b>	<b>-1.00</b>	
<b>COMMUNITY DEVELOPMENT DEPARTMENT</b>		<b>21.50</b>	<b>20.50</b>	<b>-1.00</b>	
<b>2205</b>	<b>POLICE ADMINISTRATION</b>				
	Administrative Secretary	1.00	1.00	0.00	
	Chief of Police	1.00	1.00	0.00	
	Police Commander	1.00	1.00	0.00	
	<b>POLICE ADMINISTRATION TOTAL</b>	<b>3.00</b>	<b>3.00</b>	<b>0.00</b>	
<b>2210</b>	<b>PATROL OPERATIONS</b>				
	Police Commander	3.00	3.00	0.00	
	Police Officer	83.00	76.00	-7.00	
	Police Sergeant	11.00	11.00	0.00	
	Deputy Chief	1.00	1.00	0.00	
	<b>PATROL OPERATIONS TOTAL</b>	<b>98.00</b>	<b>91.00</b>	<b>-7.00</b>	
<b>2215</b>	<b>CRIMINAL INVESTIGATION</b>				
	Police Commander	1.00	1.00	0.00	
	Police Officer	12.00	14.00	2.00	
	Police Sergeant	2.00	2.00	0.00	
	Deputy Chief	1.00	1.00	0.00	
	<b>CRIMINAL INVESTIGATION TOTAL</b>	<b>16.00</b>	<b>18.00</b>	<b>2.00</b>	
<b>2225</b>	<b>SOCIAL SERVICES BUREAU</b>				
	Victim Advocate	3.00	3.00	0.00	
	Social Services Manager	1.00	1.00	1.00	
	Youth Advocate	1.00	1.30	0.30	One position reclassified from 0.5 to 0.8 FTE
	<b>SOCIAL SERVICES BUREAU TOTAL</b>	<b>5.00</b>	<b>5.30</b>	<b>0.30</b>	
<b>2230</b>	<b>JUVENILE BUREAU</b>				
	Police Commander	1.00	1.00	0.00	
	Police Officer	7.00	8.00	1.00	
	Police Sergeant	1.00	1.00	0.00	
	<b>JUVENILE BUREAU TOTAL</b>	<b>9.00</b>	<b>10.00</b>	<b>1.00</b>	
<b>2235</b>	<b>SCHOOL LIAISON</b>				
	Police Officer	5.00	4.00	-1.00	
	<b>SCHOOL LIAISON TOTAL</b>	<b>5.00</b>	<b>4.00</b>	<b>-1.00</b>	
<b>2240</b>	<b>POLICE RECORDS</b>				
	Manager, Police Records Bureau	1.00	1.00	0.00	
	Records Input Operator	4.00	4.00	0.00	
	Review Officer	2.00	2.00	0.00	
	<b>POLICE RECORDS TOTAL</b>	<b>7.00</b>	<b>7.00</b>	<b>0.00</b>	
<b>2245</b>	<b>COMMUNICATIONS</b>				
	Telecommunicator	14.00	14.00	0.00	
	<b>COMMUNICATIONS TOTAL</b>	<b>14.00</b>	<b>14.00</b>	<b>0.00</b>	
<b>2250</b>	<b>SERVICE DESK</b>				
	Court Liaison	1.00	1.00	0.00	
	Custodian I	0.00	0.00	0.00	
	Management Analyst	1.00	0.00	-1.00	
	Property Officer	0.00	0.00	0.00	
	Service Desk Officer II	12.00	12.00	0.00	
	Deputy Chief	1.00	0.00	-1.00	
	311/Service Desk Supervisor	1.00	1.00	0.00	
	311/Service Desk Assistant Supervisor	1.00	1.00	0.00	
	<b>SERVICE DESK TOTAL</b>	<b>17.00</b>	<b>15.00</b>	<b>-2.00</b>	
<b>2251</b>	<b>PUBLIC INFORMATION</b>				
	Service Desk Officer I	8.50	8.50	0.00	
	<b>PUBLIC INFORMATION TOTAL</b>	<b>8.50</b>	<b>8.50</b>	<b>0.00</b>	
<b>2255</b>	<b>OFFICE OF PROFESSIONAL STANDARDS</b>				
	Exec Secretary (non-Dept Head)	1.00	1.00	0.00	
	Police Commander	1.00	1.00	0.00	
	Police Sergeant	1.00	1.00	0.00	
	<b>OFFICE OF PROFESSIONAL STANDARDS TOTAL</b>	<b>3.00</b>	<b>3.00</b>	<b>0.00</b>	
<b>2260</b>	<b>OFFICE OF ADMINISTRATION</b>				
	Deputy Chief	0.00	1.00	1.00	
	Management Analyst	0.00	1.00	1.00	

**CITY OF EVANSTON**  
**FY 2017 FULL-TIME EQUIVALENT (FTE) ADOPTED POSITION DETAIL - ALL FUNDS**

	Position Description	2016 Adopted Budget FTE	2017 Adopted Budget FTE	Difference	
	Finance and Budget Manager	1.00	1.00	0.00	
	Training Coordinator	1.00	1.00	0.00	
	<b>OFFICE OF ADMINISTRATION TOTAL</b>	<b>2.00</b>	<b>4.00</b>	<b>2.00</b>	
<b>2265</b>	<b>NEIGHBORHOOD ENFORCEMENT TEAM</b>				
	Police Commander	1.00	1.00	0.00	
	Police Officer	12.00	13.00	1.00	
	Police Sergeant	2.00	2.00	0.00	
	<b>NEIGHBORHOOD ENFORCEMENT TEAM TOTAL</b>	<b>15.00</b>	<b>16.00</b>	<b>1.00</b>	
<b>2270</b>	<b>TRAFFIC BUREAU</b>				
	Police Officer	6.00	6.00	0.00	
	Police Sergeant	1.00	1.00	0.00	
	Towing Coordinator	1.00	1.00	0.00	
	<b>TRAFFIC BUREAU TOTAL</b>	<b>8.00</b>	<b>8.00</b>	<b>0.00</b>	
<b>2275</b>	<b>COMMUNITY STRATEGIC BUREAU</b>				
	Crime Analyst	1.00	1.00	0.00	
	<b>COMMUNITY STRATEGIC BUREAU TOTAL</b>	<b>1.00</b>	<b>1.00</b>	<b>0.00</b>	
<b>2280</b>	<b>ANIMAL CONTROL</b>				
	Animal Control Warden	1.00	1.00	0.00	
	Chief Animal Warden	0.00	0.00	0.00	
	PT Animal Warden	0.00	0.00	0.00	
	<b>ANIMAL CONTROL TOTAL</b>	<b>1.00</b>	<b>1.00</b>	<b>0.00</b>	
<b>2285</b>	<b>PROBLEM SOLVING TEAM</b>				
	Police Commander	1.00	1.00	0.00	
	Police Sergeant	1.00	1.00	0.00	
	Police Officer	8.00	12.00	4.00	
	<b>PROBLEM SOLVING TEAM TOTAL</b>	<b>10.00</b>	<b>14.00</b>	<b>4.00</b>	
<b>2290</b>	<b>PROPERTY BUREAU</b>				
	Management Analyst	1.00	1.00	1.00	
	Property Officer	1.00	1.00	1.00	
	<b>PROPERTY BUREAU TOTAL</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	
<b>2295</b>	<b>BUILDING MANAGEMENT</b>				
	Custodian I	1.00	1.00	1.00	
	<b>BUILDING MANAGEMENT TOTAL</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	
	<b>POLICE DEPARTMENT</b>	<b>225.50</b>	<b>225.80</b>	<b>0.30</b>	
<b>2305</b>	<b>FIRE MANAGEMENT &amp; SUPPORT</b>				
	Clerk II	1.00	0.00	-1.00	Reclassified to Administrative Secretary
	Administrative Secretary	0.00	1.00	1.00	Reclassified from Clerk II
	Fire Chief	1.00	1.00	0.00	
	Management Analyst	1.00	1.00	0.00	
	<b>FIRE MANAGEMENT &amp; SUPPORT TOTAL</b>	<b>3.00</b>	<b>3.00</b>	<b>0.00</b>	
<b>2310</b>	<b>FIRE PREVENTION</b>				
	Division Chief, Fire	1.00	1.00	0.00	
	Fire Captain	2.00	2.00	0.00	
	Fire Plan Reviewer	1.00	1.00	0.00	
	<b>FIRE PREVENTION TOTAL</b>	<b>4.00</b>	<b>4.00</b>	<b>0.00</b>	
<b>2315</b>	<b>FIRE SUPPRESSION</b>				
	Division Chief, Fire	2.00	1.00	-1.00	Reclassified of 1 Division Chief to Deputy Chief
	Deputy Chief, Fire	0.00	1.00	1.00	Reclassified from Division Chief
	Fire Captain	24.00	24.00	0.00	
	Firefighter	74.00	74.00	0.00	
	Shift Chief, Fire	3.00	3.00	0.00	
	<b>FIRE SUPPRESSION TOTAL</b>	<b>103.00</b>	<b>103.00</b>	<b>0.00</b>	
	<b>FIRE DEPARTMENT</b>	<b>110.00</b>	<b>110.00</b>	<b>0.00</b>	
<b>2407</b>	<b>HEALTH SERVICES ADMINISTRATION</b>				
	Director, Health & Human Services	1.00	1.00	0.00	
	Exec Secretary (to Dept. Head)	1.00	1.00	0.00	
	<b>HEALTH SERVICES ADMINISTRATION TOTAL</b>	<b>2.00</b>	<b>2.00</b>	<b>0.00</b>	
<b>2435</b>	<b>FOOD AND ENVIRONMENTAL HEALTH</b>				
	Environmental Health Practitioner	3.00	2.00	-1.00	Reclassified to Environmental Health Practitioner
	Senior Environmental Health Practitioner	0.00	1.00	1.00	Reclassified from Environmental Health Practitioner
	Property Maint Inspector I	4.00	3.00	-1.00	Reclassified to Senior Property Maintenance Inspector
	Senior Property Maintenance Inspector	0.00	1.00	1.00	Reclassified from Property Maintenance Inspector 1
	Secretary II	1.00	1.00	0.00	
	Communicable Dis Surv Specialist	1.00	1.00	0.00	
	Medical Director	0.10	0.10	0.00	
	Emergency Response Coordinator	1.00	1.00	0.00	
	Health License Coordinator	1.00	1.00	0.00	
	Customer Service Representative	1.00	1.00	0.00	
	Assistant Health Director	1.00	1.00	0.00	
	Public Health Manager	0.00	1.00	1.00	Reclassified from Health Field Staff Supervisor

**CITY OF EVANSTON**  
**FY 2017 FULL-TIME EQUIVALENT (FTE) ADOPTED POSITION DETAIL - ALL FUNDS**

	Position Description	2016 Adopted Budget FTE	2017 Adopted Budget FTE	Difference	
	Health Field Staff Supervisor	1.00	0.00	-1.00	Reclassified to Public Health Manager
	<b>FOOD AND ENVIRONMENTAL HEALTH TOTAL</b>	<b>14.10</b>	<b>14.10</b>	<b>0.00</b>	
<b>2440</b>	<b>VITAL RECORDS</b>				
	Clerk III	1.00	1.00	0.00	
	<b>VITAL RECORDS TOTAL</b>	<b>1.00</b>	<b>1.00</b>	<b>0.00</b>	
<b>2455</b>	<b>COMMUNITY HEALTH PROGRAM ADMINISTRATION</b>				
	Management Analyst	1.00	0.00	-1.00	Reclassified to Human Services Manager
	Human Services Manager	0.00	1.00	1.00	Reclassified from Management Analyst
	General Assistance Specialist	1.00	1.00	0.00	
	Medical Billing Clerk	1.00	1.00	0.00	
	Public Health Educator	1.00	1.00	0.00	
	<b>COMMUNITY HEALTH PROGRAM ADMINISTR. TOTAL</b>	<b>4.00</b>	<b>4.00</b>	<b>0.00</b>	
	<b>HEALTH AND HUMAN SERVICES DEPARTMENT</b>	<b>21.10</b>	<b>21.10</b>	<b>0.00</b>	
<b>4105</b>	<b>PUBLIC WORKS AGENCY ADMIN</b>				
	Public Works Agency Director	0.50	0.50	0.00	
	Part-Time Clerk	0.75	0.75	0.00	
	Special Projects Assistant	3.00	3.00	0.00	
	Project Management Supervisor	0.00	1.00	1.00	Reclassified from Ops and Maintenance Manager
	Ops and Maint Mgr: Streets/San	1.00	0.00	-1.00	Reclassified to Project Management Supervisor
	<b>PUBLIC WORKS AGENCY ADMIN TOTAL</b>	<b>5.25</b>	<b>5.25</b>	<b>0.00</b>	
<b>4300</b>	<b>ENVIRONMENTAL SERVICES</b>				
	Environmental Services Bureau Chief	1.00	1.00	0.00	
	<b>ENVIRONMENTAL SERVICES TOTAL</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	
<b>4310</b>	<b>RECYCLING AND ENVIRONMENTAL MAINTENANCE</b>				
	Equipment Operator I	1.00	1.00	0.00	
	Equipment Operator II	1.00	2.00	1.00	Reclassified from EO III
	Equipment Operator III	1.00	0.00	-1.00	Reclassified to EO II
	Public Works Maint Wrkr II	3.00	3.00	0.00	
	PW Crew Leader	1.00	1.00	0.00	
	<b>RECYCLING AND ENVIRONMENTAL MAINTAINENCE TOTAL</b>	<b>7.00</b>	<b>7.00</b>	<b>0.00</b>	
<b>4320</b>	<b>FORESTRY</b>				
	Arborist	1.00	1.00	0.00	
	Equipment Operator II	1.00	0.00	-1.00	Reclassified to P/F Worker III
	Parks/Forestry Crew Leader	3.00	3.00	0.00	
	Parks/Forestry Worker III	13.00	14.00	1.00	Reclassified from EO II
	<b>FORESTRY TOTAL</b>	<b>18.00</b>	<b>18.00</b>	<b>0.00</b>	
<b>4330</b>	<b>GREENWAYS</b>				
	Equipment Operator II	3.00	2.00	-1.00	Reclassified to Greenway Crew Leader
	General Tradesman	1.00	1.00	0.00	
	Greenway Supervisor	1.00	1.00	0.00	
	Greenway Crew Leader	0.00	1.00		Reclassified from EO II
	Parks/Forestry Crew Leader	3.00	3.00	0.00	
	Parks/Forestry Worker II	4.00	2.00	-2.00	Reclassified to PWM II
	Public Works Maintenance Worker II	0.00	3.00	3.00	Reclassified from P/F Worker II and P/F Worker III
	Parks/Forestry Worker III	5.00	4.00	-1.00	Reclassified to PWM II
	<b>GREENWAYS TOTAL</b>	<b>17.00</b>	<b>17.00</b>	<b>0.00</b>	
<b>4400</b>	<b>CAPITAL PLANNING &amp; ENGINEERING</b>				
	Bureau Chief	0.50	0.50	0.50	
	<b>CAPITAL PLANNING &amp; ENGINEERING TOTAL</b>	<b>0.50</b>	<b>0.50</b>	<b>0.50</b>	
<b>4410</b>	<b>STREETS AND RIGHT OF WAY</b>				
	Civil Engineer III	1.00	1.00	0.00	
	Civil Engineer II	1.00	1.00	0.00	
	Construction Inspector	1.00	1.00	0.00	
	Engineering Associate II	1.00	1.00	0.00	
	Sr Prjct Mgr: Construct/Design	2.00	2.00	0.00	
	<b>STREETS AND RIGHT OF WAY TOTAL</b>	<b>6.00</b>	<b>6.00</b>	<b>0.00</b>	
<b>4420</b>	<b>TRANSPORTATION</b>				
	Sr Proj Mgr: Traf/ROW/Permits	1.00	1.00	0.00	
	Traffic Engineering Technician	0.50	0.50	0.00	0.5 FTE in Parking Fund
	<b>TRANSPORTATION TOTAL</b>	<b>1.50</b>	<b>1.50</b>	<b>0.00</b>	
<b>4430</b>	<b>PARKS AND FACILITIES</b>				
	ADA/CIP Project Manager	1.00	1.00	0.00	
	Sr Project Mgr: Facilities/Parks	1.00	1.00	0.00	
	<b>PARKS AND FACILITIES TOTAL</b>	<b>2.00</b>	<b>2.00</b>	<b>0.00</b>	
<b>4500</b>	<b>INFRASTRUCTURE MAINTENANCE</b>				
	Infrastructure Maintenance Bureau Chief	1.00	0.00	-1.00	Position moved to 4510
	<b>INFRASTRUCTURE MAINTENANCE TOTAL</b>	<b>1.00</b>	<b>0.00</b>	<b>-1.00</b>	
<b>4510</b>	<b>STREET MAINTENANCE</b>				
	Infrastructure Maintenance Bureau Chief	0.00	1.00	1.00	Position moved from 4500
	Equipment Operator II	11.00	11.00	0.00	

**CITY OF EVANSTON**  
**FY 2017 FULL-TIME EQUIVALENT (FTE) ADOPTED POSITION DETAIL - ALL FUNDS**

	Position Description	2016 Adopted Budget FTE	2017 Adopted Budget FTE	Difference	
	Equipment Operator III	2.00	2.00	0.00	
	Public Works Maint Wrkr II	1.00	1.00	0.00	
	PW Crew Leader	2.00	2.00	0.00	
	Supervisor: Streets	1.00	1.00	0.00	
<b>4510</b>	<b>STREET MAINTENANCE TOTAL</b>	<b>17.00</b>	<b>18.00</b>	<b>1.00</b>	
<b>4520</b>	<b>TRAFFIC SIGNS AND STREET LIGHT MAINTENANCE</b>				
	HVAC/Elect. Supervisor	1.00	0.00	-1.00	Reclassified to Traffic Operations Supervisor
	Traffic Operations Supervisor	0.00	1.00	1.00	Reclassified from HVAC/Electric Supervisor
	Public Works Maint Wrkr II	1.00	1.00	0.00	
	Public Works Maint Wrkr III	2.00	2.00	0.00	
	Traffic Electrician	3.00	3.00	0.00	
	Traffic Electrician Leader	1.00	1.00	0.00	
<b>4520</b>	<b>TRAFFIC SIGNS AND STREET LIGHT MAINTENANCE TOTAL</b>	<b>8.00</b>	<b>8.00</b>	<b>0.00</b>	
	<b>PUBLIC WORKS AGENCY</b>	<b>84.25</b>	<b>84.25</b>	<b>0.00</b>	
<b>3005</b>	<b>RECREATION MANAGEMENT &amp; GENERAL SUPPORT</b>				
	Director, Recreation & Comm. Services	1.00	1.00	0.00	
	Special Projects Assistant	1.00	1.00	0.00	
	Exec Secretary (to Dept. Head)	1.00	1.00	0.00	
<b>3005</b>	<b>RECREATION MGMT &amp; GENERAL SUPPORT</b>	<b>3.00</b>	<b>3.00</b>	<b>0.00</b>	
<b>3010</b>	<b>RECREATION BUSINESS &amp; FISCAL MANAGEMENT</b>				
	Data Control Clerk	1.00	1.00	0.00	
	Recreation Support Specialist	1.00	1.00	0.00	
	Administrative Supervisor	1.00	1.00	0.00	
<b>3010</b>	<b>RECREATION BUSINESS &amp; FISCAL MANAGEMENT</b>	<b>3.00</b>	<b>3.00</b>	<b>0.00</b>	
<b>3020</b>	<b>RECREATION GENERAL SUPPORT</b>				
	Asst. Director of Recr. & Comm. Services	2.00	2.00	0.00	
	Program Coordinator	0.40	0.40	0.00	
<b>3020</b>	<b>RECREATION GENERAL SUPPORT TOTAL</b>	<b>2.40</b>	<b>2.40</b>	<b>0.00</b>	
<b>3030</b>	<b>CROWN COMMUNITY CENTER</b>				
	Building Supervisor	1.00	1.00	0.00	
	Custodian II	1.00	1.00	0.00	
	Fac Maint. Worker/Cust II	1.00	1.00	0.00	
	Recreation Program Coordinator	1.00	1.00	0.00	
	PT After School Supervisor	0.50	0.50	0.00	
	PT Preschool Instructor	1.46	2.66	1.20	Reclased from Recreation Program Coordinator (3035)
	PT Custodian	1.60	1.60	0.00	
	Preschool Program Supervisor	1.00	1.00	0.00	
<b>3030</b>	<b>CROWN COMMUNITY CENTER TOTAL</b>	<b>8.56</b>	<b>9.76</b>	<b>1.20</b>	
<b>3035</b>	<b>CHANDLER COMMUNITY CENTER</b>				
	Clerk III	0.75	0.75	0.00	
	Recreation Manager	1.00	1.00	0.00	
	Recreation Program Coordinator	2.00	1.00	-1.00	Reclassified to PT Preschool Instructor (3030)
	Program Supervisor	0.80	0.80	0.00	
	PT Custodian	1.53	1.53	0.00	
	Facilities Supervisor	0.40	0.40	0.00	
<b>3035</b>	<b>CHANDLER COMMUNITY CENTER TOTAL</b>	<b>6.48</b>	<b>5.48</b>	<b>-1.00</b>	
<b>3040</b>	<b>FLEETWOOD JOURDAIN COMMUNITY CENTER</b>				
	Clerk III	0.70	0.70	0.00	
	Office Coordinator	1.00	1.00	0.00	
	Custodian II	1.00	1.00	0.00	
	Recreation Manager	1.00	1.00	0.00	
	Recreation Program Coordinator	1.00	1.00	0.00	
	Program Supervisor	1.25	1.25	0.00	
	After School Supervisor	0.50	0.50	0.00	
	PT Custodian	0.50	0.50	0.00	
<b>3040</b>	<b>FLEETWOOD JOURDAIN COMM. CENTER TOTAL</b>	<b>6.95</b>	<b>6.95</b>	<b>0.00</b>	
<b>3045</b>	<b>FLEETWOOD JOURDAIN THEATER</b>				
	Recreation Program Coordinator	1.00	1.00	0.00	
<b>3045</b>	<b>FLEETWOOD JOURDAIN THEATER TOTAL</b>	<b>1.00</b>	<b>1.00</b>	<b>0.00</b>	
<b>3050</b>	<b>RECREATION OUTREACH</b>				
	Program Supervisor	0.50	0.50	0.00	
<b>3050</b>	<b>RECREATION OUTREACH</b>	<b>0.50</b>	<b>0.50</b>	<b>0.00</b>	
<b>3055</b>	<b>LEVY CENTER SENIOR SERVICES</b>				
	Custodian I	2.00	2.00	0.00	
	Recreation Manager	1.00	1.00	0.00	
	Recreation Program Coordinator	2.00	2.00	0.00	
	Secretary II	1.00	1.00	0.00	
	PT Office Assistant	0.75	0.67	-0.08	Reclased to PT Custodian
	Facilities Supervisor	1.38	1.38	0.00	
	FT Bus Driver	0.00	1.00	1.00	Reclased from FT Bus Driver
	PT Bus Driver	1.00	0.00	-1.00	Reclased to FT Bus Driver
	PT Custodian	1.37	1.45	0.08	Reclased from PT Office Assistant

**CITY OF EVANSTON**  
**FY 2017 FULL-TIME EQUIVALENT (FTE) ADOPTED POSITION DETAIL - ALL FUNDS**

	Position Description	2016 Adopted Budget FTE	2017 Adopted Budget FTE	Difference	
	Senior Citizen Ombudsman	1.00	1.00	0.00	
	Senior Citizen Ombudsman Assistant	1.00	1.00	0.00	
	<b>LEVY CENTER SENIOR SERVICES TOTAL</b>	<b>12.50</b>	<b>12.50</b>	<b>0.00</b>	
<b>3080</b>	<b>BEACHES</b>				
	Recreation Program Coordinator	0.75	0.75	0.00	
	Recreation Services Manager	0.50	0.50	0.00	
	<b>BEACHES TOTAL</b>	<b>1.25</b>	<b>1.25</b>	<b>0.00</b>	
<b>3095</b>	<b>CROWN ICE RINK</b>				
	Clerk II	1.50	1.50	0.00	
	Office Coordinator	1.00	1.00	0.00	
	Recreation Program Coordinator	1.00	1.00	0.00	
	Assistant Program Coordinator	1.00	1.00	0.00	
	Recreation Manager	1.00	1.00	0.00	
	Office Assistant	0.60	0.60	0.00	
	Facilities Supervisor	0.89	0.89	0.00	
	PT Custodian	0.50	0.50	0.00	
	<b>CROWN ICE RINK TOTAL</b>	<b>7.49</b>	<b>7.49</b>	<b>0.00</b>	
<b>3100</b>	<b>SPORTS LEAGUES</b>				
	Recreation Services Manager	0.05	0.05	0.00	
	Program Supervisor	0.50	0.50	0.00	
	<b>SPORTS LEAGUES TOTAL</b>	<b>0.55</b>	<b>0.55</b>	<b>0.00</b>	
<b>3130</b>	<b>SPECIAL RECREATION</b>				
	Recreation Program Coordinator	1.60	1.60	0.00	
	Recreation Services Manager	0.25	0.25	0.00	
	Program Supervisor	0.46	0.46	0.00	
	<b>SPECIAL RECREATION TOTAL</b>	<b>2.31</b>	<b>2.31</b>	<b>0.00</b>	
<b>3140</b>	<b>BUS PROGRAM</b>				
	PT Bus Driver	1.15	1.15	0.00	
	<b>BUS PROGRAM TOTAL</b>	<b>1.15</b>	<b>1.15</b>	<b>0.00</b>	
<b>3150</b>	<b>PARK SERVICE UNIT</b>				
	Recreation Program Coordinator	0.25	0.25	0.00	
	Recreation Services Manager	0.20	0.20	0.00	
	PT Park Ranger	1.00	1.00	0.00	
	<b>PARK SERVICE UNIT TOTAL</b>	<b>1.45</b>	<b>1.45</b>	<b>0.00</b>	
<b>3215</b>	<b>YOUTH ENGAGEMENT</b>				
	Youth-Young Adult Ast. Prog. Mgr.	1.00	1.00	0.00	
	MWEBE/LEP and Workforce Development Coordinator	0.50	0.50	0.00	
	Youth-Young Adult Outreach Worker	2.90	2.90	0.00	
	Community Services Manager	1.00	1.00	0.00	
	Youth-Young Adult Outreach Development Worker	3.00	3.00	0.00	
	<b>YOUTH ENGAGEMENT TOTAL</b>	<b>8.40</b>	<b>8.40</b>	<b>0.00</b>	
<b>3225</b>	<b>GIBBS-MORRISON CULTURAL CENTER</b>				
	Facilities Coordinator	0.50	1.00	0.50	Position increased to FTE during 2016
	Facilities Supervisor	1.00	1.50	0.50	Position reclassified to 1.5 FTE during 2016
	<b>GIBBS-MORRISON CULTURAL CENTER TOTAL</b>	<b>1.50</b>	<b>2.50</b>	<b>1.00</b>	
<b>3605</b>	<b>ECOLOGY CENTER</b>				
	Clerk III	1.00	1.00	0.00	
	Recreation Program Coordinator	1.00	2.00	1.00	
	Garden Coordinator	0.20	0.20	0.00	
	Facilities Supervisor	0.32	0.32	0.00	
	PT Custodian	0.25	0.25	0.00	
	Program Supervisor	1.00	0.00	-1.00	Reclassified to Recreation Program Coordinator during 2016
	<b>ECOLOGY CENTER TOTAL</b>	<b>3.77</b>	<b>3.77</b>	<b>0.00</b>	
<b>3710</b>	<b>NOYES CULTURAL ARTS CENTER</b>				
	Facilities Maint. Worker II	0.00	0.00	0.00	
	Office Assistant	0.35	0.85	0.50	Position increased 0.5 FTE during 2016
	Weekend/Evening Coordinator	1.00	1.00	0.00	
	PT Custodian	1.52	1.52	0.00	
	<b>NOYES CULTURAL ARTS CENTER TOTAL</b>	<b>2.87</b>	<b>3.37</b>	<b>0.50</b>	
<b>3720</b>	<b>CULTURAL ARTS PROGRAMS</b>				
	Recreation Program Coordinator	1.00	1.00	0.00	
	Festival Coordinator	1.00	1.00	0.00	
	<b>CULTURAL ARTS PROGRAMS TOTAL</b>	<b>2.00</b>	<b>2.00</b>	<b>0.00</b>	
	<b>PARKS, RECREATION, &amp; COMM. SERV. DEPT.</b>	<b>77.13</b>	<b>78.83</b>	<b>1.70</b>	
	<b>General Fund</b>	<b>636.18</b>	<b>637.68</b>	<b>1.50</b>	
<b>2499</b>	<b>GENERAL ASSISTANCE ADMINISTRATION</b>				
	Customer Service Representative	1.00	1.00	0.00	
	Human Services Specialist	0.00	1.00	1.00	Reclassified from General Assistance Specialist
	General Assistance Specialist	3.00	2.00	-1.00	Reclassified to Human Services Specialist
	<b>GENERAL ASSISTANCE ADMINISTRATION TOTAL</b>	<b>4.00</b>	<b>4.00</b>	<b>0.00</b>	
	<b>GENERAL ASSISTANCE FUND</b>	<b>4.00</b>	<b>4.00</b>	<b>0.00</b>	

**CITY OF EVANSTON**  
**FY 2017 FULL-TIME EQUIVALENT (FTE) ADOPTED POSITION DETAIL - ALL FUNDS**

	Position Description	2016 Adopted Budget FTE	2017 Adopted Budget FTE	Difference
<b>4805</b>	<b>YOUTH SERVICES</b>			
	Librarian I	3.50	3.50	0.00
	Librarian III	1.00	1.00	0.00
	Supervising Librarian	1.00	1.00	0.00
	Library Assistant	6.60	6.60	0.00
	<b>YOUTH SERVICES TOTAL</b>	<b>12.10</b>	<b>12.10</b>	<b>0.00</b>
<b>4806</b>	<b>ADULT SERVICES</b>			
	Librarian I	5.03	5.03	0.00
	Supervising Librarian	1.00	1.00	0.00
	Library Assistant	2.37	2.37	0.00
	Technology Associate	2.80	2.80	0.00
	Library Clerk	0.00	0.00	0.00
	Administrative Librarian	1.00	1.00	0.00
	Virtual Services Librarian	1.00	1.00	0.00
	<b>ADULT SERVICES TOTAL</b>	<b>13.20</b>	<b>13.20</b>	<b>0.00</b>
<b>4820</b>	<b>CIRCULATION</b>			
	Circulation Manager	1.00	1.00	0.00
	Assistant Circulation Manager	1.00	1.00	0.00
	Clerk III	0.00	0.00	0.00
	Library Aide II	3.28	3.28	0.00
	Library Clerk	5.17	5.17	0.00
	Shelver	4.43	4.43	0.00
	<b>CIRCULATION TOTAL</b>	<b>14.88</b>	<b>14.88</b>	<b>0.00</b>
<b>4825</b>	<b>NEIGHBORHOOD SERVICES</b>			
	Librarian II	1.00	1.00	0.00
	Librarian I	0.00	0.00	0.00
	Branch Assistant	3.36	3.36	0.00
	Library Clerk	1.57	1.57	0.00
	<b>NEIGHBORHOOD SERVICES TOTAL</b>	<b>5.93</b>	<b>5.93</b>	<b>0.00</b>
<b>4835</b>	<b>TECHNICAL SERVICES</b>			
	Librarian I	0.67	0.67	0.00
	Librarian III	1.00	1.00	0.00
	Library Assistant	2.75	2.75	0.00
	Collection Development Manager	1.00	1.00	0.00
	Library Clerk	1.53	1.53	0.00
	<b>TECHNICAL SERVICES TOTAL</b>	<b>6.95</b>	<b>6.95</b>	<b>0.00</b>
<b>4840</b>	<b>MAINTENANCE</b>			
	Custodian II	2.00	2.00	0.00
	Custodian I	0.67	0.67	0.00
	Security Monitor	2.67	2.67	0.00
	Facilities Management Supervisor	1.00	1.00	0.00
	<b>MAINTENANCE TOTAL</b>	<b>6.34</b>	<b>6.34</b>	<b>0.00</b>
<b>4845</b>	<b>ADMINISTRATION</b>			
	Bookkeeper	1.00	1.00	0.00
	Clerk III	1.00	1.00	0.00
	Director, Library	1.00	1.00	0.00
	Assistant Library Director	1.00	1.00	0.00
	Administrative Services Manager	0.00	0.00	0.00
	Administrative Assistant	0.00	0.00	0.00
	Development Associate	0.67	0.67	0.00
	Development Manager	1.00	1.00	0.00
	Community Engagement Coordinator	0.80	0.80	0.00
	Community Engagement Librarian	1.00	1.00	0.00
	<b>ADMINISTRATION TOTAL</b>	<b>7.47</b>	<b>7.47</b>	<b>0.00</b>
	<b>LIBRARY FUND</b>	<b>66.87</b>	<b>66.87</b>	<b>0.00</b>
<b>5005</b>	<b>NSP2</b>			
	Housing and Grant Administrator	0.20	0.10	-0.10
	Grants and Compliance Specialist	0.25	0.20	-0.05
	<b>NSP2 TOTAL</b>	<b>0.45</b>	<b>0.30</b>	<b>-0.15</b>
	<b>NSP2 FUND</b>	<b>0.45</b>	<b>0.30</b>	<b>-0.15</b>
<b>5150</b>	<b>EMERGENCY TELEPHONE SYSTEM</b>			
	Asst. Communications Coordinator	2.00	2.00	0.00
	Communications Coordinator	1.00	1.00	0.00
	Telecommunicator	2.00	2.00	0.00
	<b>EMERGENCY TELEPHONE SYSTEM TOTAL</b>	<b>5.00</b>	<b>5.00</b>	<b>0.00</b>
	<b>EMERGENCY TELEPHONE SYSTEM FUND</b>	<b>5.00</b>	<b>5.00</b>	<b>0.00</b>
<b>5187</b>	<b>HOUSING REHABILITATION</b>			
	Housing Rehabilitation Specialist	1.00	1.00	0.00
	Customer Service Representative	0.60	0.60	0.00
	Build/Insp. Serv. Division Manager	0.15	0.15	0.00
	<b>HOUSING REHABILITATION TOTAL</b>	<b>1.75</b>	<b>1.75</b>	<b>0.00</b>
<b>5220</b>	<b>CDBG ADMINISTRATION</b>			
	Housing and Grant Administrator	0.80	0.70	-0.10

**CITY OF EVANSTON**  
**FY 2017 FULL-TIME EQUIVALENT (FTE) ADOPTED POSITION DETAIL - ALL FUNDS**

	Position Description	2016 Adopted Budget FTE	2017 Adopted Budget FTE	Difference	
	PT Financial Analyst	0.50	0.50	0.00	
	Grants and Compliance Specialist	1.00	0.80	1.00	
	Social Services Grants and Compliance Specialist	0.50	0.50	0.50	
	<b>CDBG ADMINISTRATION TOTAL</b>	<b>2.80</b>	<b>2.50</b>	<b>-0.30</b>	
	<b>CDBG ADMINISTRATION FUND</b>	<b>4.55</b>	<b>4.25</b>	<b>-0.30</b>	
<b>5300</b>	<b>ECONOMIC DEVELOPMENT</b>				
	Director, Community Development	0.25	0.25	0.00	
	Senior Economic Development Coordinator	1.00	1.00	0.00	
	Economic Development Coordinator	1.00	0.00	-1.00	Reclassified to Economic Development Program Specialist
	Economic Development Division Mgr.	1.00	1.00	0.00	
	Intergovernmental Affairs Coordinator	0.00	0.00	0.00	
	Transportation and Mobility Coordinator	1.00	1.00	0.00	
	ICMA Fellow	0.50	0.50	0.00	
	Economic Development Program Specialist	0.00	2.00	2.00	Reclassified from Economic Development Specialist
	Economic Development Specialist	1.00	0.00	-1.00	Reclassified to Economic Development Program Specialist
	<b>ECONOMIC DEVELOPMENT FUND TOTAL</b>	<b>5.75</b>	<b>5.75</b>	<b>0.00</b>	
	<b>ECONOMIC DEVELOPMENT FUND</b>	<b>5.75</b>	<b>5.75</b>	<b>0.00</b>	
<b>5430</b>	<b>HOME FUND</b>				
	Housing Policy & Planning Analyst	0.50	0.50	0.00	
	<b>HOME FUND</b>	<b>0.50</b>	<b>0.50</b>	<b>0.00</b>	
<b>5465</b>	<b>AFFORDABLE HOUSING FUND</b>				
	Housing Policy & Planning Analyst	0.50	0.50	0.00	
	Housing and Grant Administrator	0.00	0.20	0.20	
	<b>AFFORDABLE HOUSING FUND</b>	<b>0.50</b>	<b>0.70</b>	<b>0.20</b>	
<b>4420</b>	<b>TRANSPORTATION</b>				
	Traffic Engineering Technician	0.50	0.50	0.50	
	<b>TRANSPORTATION TOTAL</b>	<b>0.50</b>	<b>0.50</b>	<b>0.50</b>	
<b>4510</b>	<b>STREET MAINTENANCE</b>				
	Public Works Maint Wrkr II	1.00	1.00	0.00	
	<b>STREET MAINTENANCE TOTAL</b>	<b>1.00</b>	<b>1.00</b>	<b>0.00</b>	
<b>4310</b>	<b>RECYCLING AND ENVIRONMENTAL MAINTENANCE</b>				
	Public Works Maint Wrkr II	1.00	1.00	0.00	
	Sanitation Supervisor	1.00	1.00	0.00	
	<b>RECYCLING AND ENVIRONMENTAL MAINTENANCE TOTAL</b>	<b>2.00</b>	<b>2.00</b>	<b>0.00</b>	
<b>4330</b>	<b>GREENWAYS</b>				
	Public Works Maint Wrkr II	2.00	2.00	0.00	
	<b>GREENWAYS TOTAL</b>	<b>2.00</b>	<b>2.00</b>	<b>0.00</b>	
<b>7005</b>	<b>PARKING SYSTEM MANAGEMENT</b>				
	Finance Operations Coordinator	1.00	1.00	0.00	
	Revenue Manager	0.00	0.50	0.50	0.5 of FTE in CMO
	Digital Services Manager	0.00	0.15	0.15	
	Parking Facilities Supervisor	1.00	1.00	0.00	
	Customer Service Representative	3.00	2.00	-1.00	Reclassified to Revenue Collections Coordinator
	Revenue Collections Coordinator	0.00	1.00	1.00	Reclassified from CSR
	Parking/Fleet Division Manager	0.00	0.50	0.50	
	Revenue/Parking Manager	1.00	0.00	-1.00	Reclassified to Parking/Fleet Division Manager and Revenue Manager
	<b>PARKING SYSTEM MANAGEMENT TOTAL</b>	<b>6.00</b>	<b>6.15</b>	<b>0.15</b>	
<b>7015</b>	<b>PARKING LOTS &amp; METERS</b>				
	Parking Repair Worker	3.00	0.00	-3.00	Reclassified to Parking Maintenance Worker
	Parking Maintenance Worker	0.00	3.00	3.00	
	<b>PARKING LOTS &amp; METERS TOTAL</b>	<b>3.00</b>	<b>3.00</b>	<b>0.00</b>	
<b>7037</b>	<b>MAPLE AVENUE GARAGE</b>				
	Facilities Maintenance Worker III	0.00	1.00	1.00	
	Public Works Maint Wrkr II	1.00	0.00	-1.00	Reclassified to Facilities Maintenance Worker III
	<b>MAPLE AVENUE GARAGE TOTAL</b>	<b>1.00</b>	<b>1.00</b>	<b>0.00</b>	
	<b>PARKING SYSTEM FUND</b>	<b>15.50</b>	<b>15.65</b>	<b>0.15</b>	
<b>4105</b>	<b>PUBLIC WORKS AGENCY ADMIN</b>				
	Director of Public Works Agency	0.50	0.50	0.00	
	Divison Chief, Distribution	0.50	0.00	-0.50	Reclassified to Project Management Supervisor
	Project Management Supervisor	0.00	0.50	0.50	
	Exec Secretary	1.00	0.00	-1.00	Reclassified to Special Projects Assistant
	Special Project Assistant	0.00	1.00	1.00	Reclassified from Executive Secretary
	Plumbing Inspector	0.50	0.50	0.00	
	<b>PUBLIC WORKS AGENCY ADMIN TOTAL</b>	<b>2.50</b>	<b>2.50</b>	<b>0.00</b>	
<b>4200</b>	<b>WATER PRODUCTION</b>				
	Management Analyst	1.00	0.00	-1.00	Reclassified to Civil Engineer
	Civil Engineer	0.00	1.00	1.00	
	Water Production Bureau Chief	1.00	1.00	0.00	
	<b>WATER PRODUCTION TOTAL</b>	<b>2.00</b>	<b>2.00</b>	<b>0.00</b>	

**CITY OF EVANSTON**  
**FY 2017 FULL-TIME EQUIVALENT (FTE) ADOPTED POSITION DETAIL - ALL FUNDS**

	Position Description	2016 Adopted Budget FTE	2017 Adopted Budget FTE	Difference	
<b>4208</b>	<b>WATER BILLING</b>				
	Cust. Svc./Wtr Bill Coordinator	1.00	1.00	0.00	
	Part Time Clerk	0.50	0.50	0.00	
	<b>WATER BILLING TOTAL</b>	<b>1.50</b>	<b>1.50</b>	<b>0.00</b>	
<b>4210</b>	<b>PUMPING</b>				
	Division Chief, Pumping	1.00	1.00	0.00	
	Water Maintenance Supervisor	1.00	0.00	-1.00	Reclassified to Project Management Supervisor
	Project Management Supervisor	0.00	1.00	1.00	Reclassified from Water Maintenance Supervisor
	Water Plant Operator	5.00	5.00	0.00	
	Water Worker I	1.00	1.00	0.00	
	Water Worker II	1.00	1.00	0.00	
	Water/Sewer Mechanic	3.00	3.00	0.00	
	<b>PUMPING TOTAL</b>	<b>12.00</b>	<b>12.00</b>	<b>0.00</b>	
<b>4220</b>	<b>FILTRATION</b>				
	Chemist	1.00	1.00	0.00	
	Division Chief, Filtration	1.00	1.00	0.00	
	Microbiologist	1.00	1.00	0.00	
	Water Maintenance Supervisor	1.00	0.00	-1.00	Reclassified to Project Management Supervisor
	Project Management Supervisor	0.00	1.00	1.00	Reclassified from Water Maintenance Supervisor
	Water Plant Operator	5.00	5.00	0.00	
	Water Worker I	1.00	1.00	0.00	
	Water Worker II	1.00	1.00	0.00	
	Water/Sewer Mechanic	3.00	3.00	0.00	
	<b>FILTRATION TOTAL</b>	<b>14.00</b>	<b>14.00</b>	<b>0.00</b>	
<b>4400</b>	<b>CAPITAL PLANNING &amp; ENGINEERING</b>				
	Bureau Chief	0.50	0.50	0.00	
	<b>CAPITAL PLANNING &amp; ENGINEERING TOTAL</b>	<b>0.50</b>	<b>0.50</b>	<b>0.00</b>	
<b>4440</b>	<b>WATER AND SEWER CAPITAL</b>				
	Civil Engineer II	1.00	1.00	0.00	
	GIS / Engineering Technician	1.00	1.00	0.00	
	Utilities Project Manager	1.00	1.00	0.00	
	<b>WATER AND SEWER CAPITAL TOTAL</b>	<b>3.00</b>	<b>3.00</b>	<b>0.00</b>	
<b>4540</b>	<b>DISTRIBUTION MAINTENANCE</b>				
	Water Distribution Supervisor	1.00	1.00	0.00	
	Water Worker I	2.00	2.00	0.00	
	Water Worker III	3.00	3.00	0.00	
	Digital Services Manager	0.00	0.10	0.10	
	Water / Sewer Crew Leader	3.00	3.00	0.00	
	<b>DISTRIBUTION MAINTENANCE TOTAL</b>	<b>9.00</b>	<b>9.10</b>	<b>0.10</b>	
	<b>WATER FUND</b>	<b>44.50</b>	<b>44.60</b>	<b>0.10</b>	
<b>4105</b>	<b>PUBLIC WORKS AGENCY ADMIN</b>				
	Division Chief, Distribution	0.50	0.00	-0.50	Reclassified to Project Management Supervisor
	Project Management Supervisor	0.00	0.50	0.50	Reclassified from Division Chief, Distribution
	Plumbing Inspector	0.50	0.50	0.00	
	<b>PUBLIC WORKS AGENCY ADMIN TOTAL</b>	<b>1.00</b>	<b>1.00</b>	<b>0.00</b>	
<b>4310</b>	<b>REFUSE COLLECTION &amp; DISPOSAL</b>				
	Environmental Project Coordinator	0.00	0.33	0.33	
	Sustainability Fellow	0.33	0.00	-0.33	Reclassified to Environmental Project Coordinator
	<b>REFUSE COLLECTION &amp; DISPOSAL TOTAL</b>	<b>0.33</b>	<b>0.33</b>	<b>0.00</b>	
<b>4440</b>	<b>WATER AND SEWER CAPITAL</b>				
	GIS / Engineering Technician	1.00	1.00	0.00	
	<b>WATER AND SEWER CAPITAL TOTAL</b>	<b>1.00</b>	<b>1.00</b>	<b>0.00</b>	
<b>4530</b>	<b>SEWER MAINTENANCE</b>				
	Senior Sewer Supervisor	1.00	1.00	0.00	
	Water Worker I	2.00	2.00	0.00	
	Water Worker II	1.00	1.00	0.00	
	Water Worker III	1.00	1.00	0.00	
	Water/Sewer Crew Leader	4.00	4.00	0.00	
	<b>SEWER MAINTENANCE TOTAL</b>	<b>9.00</b>	<b>9.00</b>	<b>0.00</b>	
	<b>SEWER MAINTENANCE FUND</b>	<b>11.33</b>	<b>11.33</b>	<b>0.00</b>	
<b>4310</b>	<b>REFUSE COLLECTION &amp; DISPOSAL</b>				
	Sustainability Fellow	0.66	0.00	-0.66	Reclassified to Environmental Project Coordinator
	Environmental Project Coordinator	0.00	0.66	0.66	
	Equipment Operator II	9.00	9.00	0.00	
	<b>REFUSE COLLECTION &amp; DISPOSAL TOTAL</b>	<b>9.66</b>	<b>9.66</b>	<b>0.00</b>	
	<b>SOLID WASTE FUND</b>	<b>9.66</b>	<b>9.66</b>	<b>0.00</b>	

**CITY OF EVANSTON**  
**FY 2017 FULL-TIME EQUIVALENT (FTE) ADOPTED POSITION DETAIL - ALL FUNDS**

	Position Description	2016 Adopted Budget FTE	2017 Adopted Budget FTE	Difference	
<b>7705</b>	<b>GENERAL SUPPORT</b>				
	Fleet Services Manager	1.00	0.00	-1.00	Reclassified to Revenue Manager and Parking/Fleet Division Manager
	Parking/Fleet Division Manager	0.00	0.50	0.50	
	Auto Shop Supervisor	1.00	1.00	0.00	
	<b>GENERAL SUPPORT TOTAL</b>	<b>2.00</b>	<b>1.50</b>	<b>-0.50</b>	
<b>7710</b>	<b>MAJOR MAINTENANCE</b>				
	Equipment Mechanic III	7.00	7.00	0.00	
	PT Junior Mechanic	1.50	1.50	0.00	
	Lead Mechanic	1.00	1.00	0.00	
	Fleet Operations Coordinator	1.00	1.00	0.00	
	<b>MAJOR MAINTENANCE TOTAL</b>	<b>10.50</b>	<b>10.50</b>	<b>0.00</b>	
	<b>FLEET SERVICES FUND</b>	<b>12.50</b>	<b>12.00</b>	<b>-0.50</b>	
<b>7800</b>	<b>RISK MANAGEMENT</b>				
	Exec. Secretary (to Dept. Head)	1.00	0.00	-1.00	Reclassified to Administrative Secretary
	Administrative Secretary	0.00	1.00	1.00	
	Corporation Counsel/City Attorney	0.00	0.50	0.50	0.5 FTE in Law
	Assistant City Attorney I	1.00	1.00	0.00	
	Workers Comp. and Safety Manager	1.00	1.00	0.00	
	Safety Specialist	1.00	1.00	0.00	
	<b>RISK MANAGEMENT TOTAL</b>	<b>4.00</b>	<b>4.50</b>	<b>0.50</b>	
<b>7801</b>	<b>EMPLOYEE BENEFITS</b>				
	Insurance Administrator	1.00	1.00	0.00	
	<b>EMPLOYEE BENEFITS TOTAL</b>	<b>1.00</b>	<b>1.00</b>	<b>0.00</b>	
	<b>INSURANCE FUND</b>	<b>5.00</b>	<b>5.50</b>	<b>0.50</b>	
	<b>All Funds</b>	<b>822.29</b>	<b>823.79</b>	<b>1.50</b>	

**DEPARTMENT /  
DIVISION  
SUMMARY**

**FY 2011    FY 2012    FY 2013    FY 2014    FY 2015    FY2016    FY2017    FY16-FY17  
Difference**

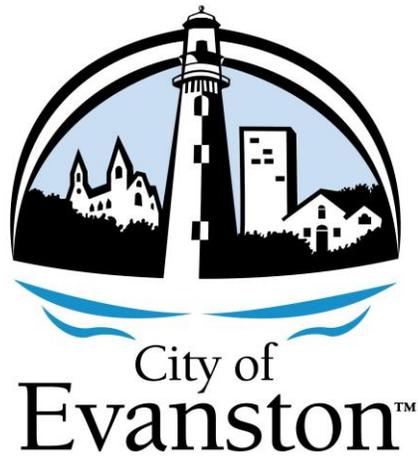
**GENERAL FUND DEPARTMENTS**

<b>1300</b>	<b>City Council</b>	<b>1.00</b>	<b>0.00</b>						
<b>1400</b>	<b>City Clerk</b>	<b>1.00</b>	<b>1.80</b>	<b>2.20</b>	<b>2.20</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>0.00</b>
<b>1505</b>	City Manager's Office	6.00	6.00	6.00	5.00	5.00	3.50	4.50	<b>1.00</b>
<b>1510</b>	Community Engagement	4.00	5.00	5.00	6.00	5.00	5.00	5.00	<b>0.00</b>
<b>1515</b>	Farmer's Market	0.00							
<b>1520</b>	Emergency Management Operations	0.00							
<b>1530</b>	Youth Engagement Division	0.00							
<b>1535</b>	Sustainability	1.00	1.00	1.00	1.00	1.00	1.00	1.00	<b>0.00</b>
<b>1540</b>	Summer Youth Employment Program	0.00							
<b>1545</b>	Human Relations Commission	0.00							
<b>1550</b>	Business Perf. & Technology Admin.	0.00	0.00	0.00	0.00				
<b>1555</b>	Financial Administration	0.00					4.00	4.00	<b>0.00</b>
<b>1560</b>	Revenue	0.00					3.00	5.50	<b>2.50</b>
<b>1570</b>	Accounting	0.00					6.50	6.50	<b>0.00</b>
<b>1571</b>	Tax Assessment Review	0.00					1.00	1.00	<b>0.00</b>
<b>1575</b>	Purchasing	0.00					3.50	3.50	<b>0.00</b>
<b>1580</b>	Community Arts	0.00	0.00	0.00	1.00	1.00	1.00	1.00	<b>0.00</b>
	<b>Subtotal City Manager's Office</b>	<b>11.00</b>	<b>12.00</b>	<b>12.00</b>	<b>13.00</b>	<b>12.00</b>	<b>28.50</b>	<b>32.00</b>	<b>3.50</b>
<b>1605</b>	Administration	0.00							
<b>1615</b>	Information Systems	0.00							
<b>1620</b>	Geographic Information System	0.00							
<b>1625</b>	Administrative Adjudication	0.00							
<b>1630</b>	Project Management Office	0.00							
	<b>Subtotal Mgt. Bus. &amp; Info. Systems</b>	<b>0.00</b>							
<b>1705</b>	<b>Law Department</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>8.00</b>	<b>8.00</b>	<b>4.50</b>	<b>(3.50)</b>
<b>1805</b>	<b>Human Resources General Support</b>	<b>0.00</b>							
<b>1905</b>	Administration General Support	4.00	4.00	4.00	4.00	5.00	5.00	3.00	<b>(2.00)</b>
<b>1910</b>	Revenue Division	5.00	4.00	4.00	4.00	3.00	0.00		<b>0.00</b>
<b>1915</b>	Payroll	2.50	2.50	2.50	2.50	2.50	2.50	2.50	<b>0.00</b>
<b>1920</b>	Accounting	6.50	6.50	6.50	6.50	5.50	0.00		<b>0.00</b>
<b>1921</b>	Tax Assessment Review	0.00	0.00	0.00	0.00	1.00	0.00		<b>0.00</b>
<b>1925</b>	Purchasing	2.50	2.60	3.00	3.00	3.50	0.00		<b>0.00</b>
<b>1929</b>	Human Resources Division	5.00	5.00	5.00	6.00	6.50	6.50	6.00	<b>(0.50)</b>
<b>1930</b>	Budget	0.00	0.00	0.00	0.00				<b>0.00</b>
<b>1932</b>	Information Systems	13.00	11.50	10.50	11.00	12.00	11.00	13.00	<b>2.00</b>
<b>1935</b>	Administrative Adjudication	0.00	0.00	0.00	0.00				<b>0.00</b>
<b>1941</b>	Parking Enforcement & Tickets	12.00	12.00	12.00	12.00	12.00	12.00	12.00	<b>0.00</b>
<b>1950</b>	Facilities	0.00					20.20	21.20	<b>1.00</b>
	<b>Subtotal Administrative Services</b>	<b>50.50</b>	<b>48.10</b>	<b>47.50</b>	<b>49.00</b>	<b>51.00</b>	<b>57.20</b>	<b>57.70</b>	<b>0.50</b>
<b>2005</b>	Facilities Mgt General Support	0.00							<b>0.00</b>
<b>2010</b>	Construction and Repair	0.00							<b>0.00</b>
<b>2015</b>	Mail and Information Services	0.00							<b>0.00</b>
<b>2020</b>	Custodial Maintenance	0.00							<b>0.00</b>
<b>2025</b>	Emergency Serv. & Disaster Agency	0.00							<b>0.00</b>
	<b>Subtotal Facilities Management</b>	<b>0.00</b>							<b>0.00</b>
<b>2101</b>	Community Development Admin	1.00	2.00	1.75	1.75	2.75	2.25	2.25	<b>0.00</b>
<b>2105</b>	Planning & Support	8.00	7.00	6.00	6.00	5.00	5.00	5.00	<b>0.00</b>
<b>2110</b>	Zoning Analysis and Support								<b>0.00</b>
<b>2115</b>	Housing Code Compliance	7.00	7.00	0.00	0.00				<b>0.00</b>
<b>2120</b>	Housing Rehabilitation	3.00	1.60	1.60	1.60				<b>0.00</b>
<b>2125</b>	Building Code Compliance								<b>0.00</b>
<b>2126</b>	Building Inspection Services	8.00	9.40	11.40	11.40	11.25	14.25	13.25	<b>(1.00)</b>
<b>2127</b>	Community Intervention Services	1.00	0.00	0.00	0.00				<b>0.00</b>
<b>2130</b>	Building & Zoning	0.00	0.00	0.00	0.00				<b>0.00</b>
<b>2135</b>	Economic Development	1.00	0.00	0.00	0.00				<b>0.00</b>
	<b>Subtotal Community &amp; Economic Development</b>	<b>29.00</b>	<b>27.00</b>	<b>20.75</b>	<b>20.75</b>	<b>19.00</b>	<b>21.50</b>	<b>20.50</b>	<b>(1.00)</b>
<b>2205</b>	Police Administration	2.00	2.00	2.00	3.00	3.00	3.00	3.00	<b>0.00</b>
<b>2210</b>	Patrol Operations	103.00	103.00	102.00	103.00	98.00	98.00	91.00	<b>(7.00)</b>
<b>2215</b>	Criminal Investigation	16.00	16.00	15.00	15.00	16.00	16.00	18.00	<b>2.00</b>
<b>2225</b>	Social Services Bureau	4.00	4.00	4.00	5.00	5.00	5.00	5.30	<b>0.30</b>
<b>2230</b>	Juvenile Bureau	10.00	10.00	9.00	9.00	9.00	9.00	10.00	<b>1.00</b>
<b>2235</b>	School Liaison	3.00	3.00	3.00	3.00	5.00	5.00	4.00	<b>(1.00)</b>
<b>2240</b>	Police Records	6.00	7.00	7.00	7.00	7.00	7.00	7.00	<b>0.00</b>
<b>2245</b>	Communications Bureau	14.00	14.00	14.00	14.00	14.00	14.00	14.00	<b>0.00</b>
<b>2250</b>	Service Desk Bureau	18.00	19.00	19.00	19.00	19.00	17.00	15.00	<b>(2.00)</b>
<b>2251</b>	Public Information	9.50	9.50	8.50	8.50	8.50	8.50	8.50	<b>0.00</b>

DEPARTMENT / DIVISION SUMMARY		FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY2016	FY2017	FY16-FY17 Difference
2255	Office of Professional Standards	3.00	3.00	3.00	3.00	3.00	3.00	3.00	0.00
2260	Office of Administration	2.00	2.00	3.00	3.00	3.00	2.00	4.00	2.00
2265	Neighborhood Enforcement Team (N.E.T.)	15.00	14.00	15.00	15.00	15.00	15.00	16.00	1.00
2270	Traffic Bureau	8.00	8.00	8.00	8.00	8.00	8.00	8.00	0.00
2275	Community Strategies Bureau	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00
2280	Animal Control Bureau	2.50	2.50	2.50	2.50	2.50	1.00	1.00	0.00
2285	Problem Solving Team	7.00	7.00	8.00	8.00	10.00	10.00	14.00	4.00
2290	Property Bureau	0.00					2.00	2.00	0.00
2295	Building Management	0.00					1.00	1.00	0.00
<b>Subtotal Police</b>		<b>224.00</b>	<b>225.00</b>	<b>224.00</b>	<b>227.00</b>	<b>227.00</b>	<b>225.50</b>	<b>225.80</b>	<b>0.30</b>
2305	Fire Management and Support	3.00	3.00	3.00	3.00	3.00	3.00	3.00	0.00
2310	Fire Prevention	4.00	4.00	4.00	4.00	4.00	4.00	4.00	0.00
2315	Fire Suppression	103.00	103.00	103.00	103.00	103.00	103.00	103.00	0.00
<b>Subtotal Fire</b>		<b>110.00</b>	<b>0.00</b>						
2407	Health Services Administration	2.00	2.00	2.00	2.00	2.00	2.00	2.00	0.00
2410	Laboratory	0.00							0.00
2415	Family Health	0.00							0.00
2416	Family & Community Wellness	0.00	0.00	0.00	0.00				0.00
2420	Infectious Disease Control	0.00							0.00
2425	Dental Services	2.80	2.80	0.00	0.00				0.00
2430	Adult Health	0.00							0.00
2435	Food and Environmental Health	7.10	8.90	12.90	14.10	14.10	14.10	14.10	0.00
2440	Vital Records	2.00	2.00	2.00	2.00	1.00	1.00	1.00	0.00
2450	Community Intervention Services	0.00							0.00
2455	Community Health Program Administration	2.00	2.00	3.00	3.00	5.00	4.00	4.00	0.00
2530	Commission on Aging	0.00	0.00	0.00	0.00				0.00
2540	Summer Youth Employ. Program	0.00	0.00	0.00	0.00				0.00
2541	Youth Engagement Division	0.00	0.00	0.00	0.00				0.00
2550	Human Relations Commission	0.00	0.00	0.00	0.00				0.00
<b>Subtotal Health &amp; Human Services</b>		<b>15.90</b>	<b>17.70</b>	<b>19.90</b>	<b>21.10</b>	<b>22.10</b>	<b>21.10</b>	<b>21.10</b>	<b>0.00</b>
2605	Director of Public Works	2.00	2.00	3.00	4.25	4.25	0.00		0.00
2606	Sustainability Grant	0.00	0.00	0.00	0.00				0.00
2610	Municipal Service Center	2.00	2.00	2.00	2.00	2.00	0.00		0.00
2620	Infrastructure & Engineering	1.00	1.00	1.00	4.50	4.50	0.00		0.00
2625	Engineering	6.00	6.00	7.00	8.00	7.00	0.00		0.00
2630	Traffic Engineering	4.50	4.50	3.50	2.50	1.50	0.00		0.00
2635	Traffic Signs	0.00	0.00	0.00	0.00				0.00
2640	Traffic Signals & Streetlight Maint.	4.00	4.00	4.00	4.00	4.00	0.00		0.00
2645	Parking Enforcement & Tickets	0.00	0.00	0.00	0.00				0.00
2650	Parks and Forestry Administration	0.00	0.00	0.00	3.50	3.50	0.00		0.00
2655	Parks & Forestry Maint. and Operations	0.00	0.00	0.00	31.00	30.00	0.00		0.00
2665	Operations and Maintenance Administration	5.75	5.75	4.75	4.50	6.50	0.00		0.00
2670	Street and Alley Maintenance	20.00	20.00	22.50	23.00	22.00	0.00		0.00
2675	Business District - Park Maintenance	4.00	4.00	2.50	5.00	6.00	0.00		0.00
2677	Facilities	0.00	0.00	0.00	16.20	16.20	0.00		0.00
2685	Refuse Collection and Disposal	0.00	0.00	0.00	0.00				0.00
2695	Yard Waste Collection and Disposal	0.00	0.00	0.00	0.00				0.00
2697	Facilities Administration	0.00	0.00	0.00	0.00				0.00
2699	Construction and Repair	0.00	0.00	0.00	0.00				0.00
<b>Subtotal Public Works</b>		<b>49.25</b>	<b>49.25</b>	<b>50.25</b>	<b>108.45</b>	<b>107.45</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
2705	Human Relations Commission								0.00
2710	Housing Advocacy								0.00
<b>Subtotal Human Relations</b>		<b>0.00</b>							<b>0.00</b>
3005	Recreation Mgt. & General Support	3.00	2.00	2.00	2.00	3.00	3.00	3.00	0.00
3010	Recreation Business and Fiscal Mgt.	3.00	3.00	3.00	3.00	3.00	3.00	3.00	0.00
3015	Communications & Marketing Serv.	1.00	0.00	0.00	0.00				0.00
3020	Recreation General Support	1.00	1.00	1.00	1.00	2.40	2.40	2.40	0.00
3030	Robert Crown Community Center	8.70	8.70	8.70	8.56	8.56	8.56	9.76	1.20
3035	Chandler Community Center	5.83	5.83	5.83	5.83	6.48	6.48	5.48	(1.00)
3040	Fleetwood-Jourdain Community Ctr.	6.75	6.75	6.75	6.75	7.45	6.95	6.95	0.00
3045	Fleetwood-Jourdain Comm. Theater	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00
3050	At-Risk Programs								0.00
3050	Recreation Outreach	0.00	0.00	0.00	0.00	0.50	0.50	0.50	0.00
3055	Levy Senior Center	8.83	8.83	12.01	12.01	12.50	12.50	12.50	0.00
3080	Beaches	1.25	1.25	1.25	1.25	1.25	1.25	1.25	0.00
3085	Recreation Facility Maintenance	6.00	5.00	5.00	0.00				0.00
3095	Crown Ice Rink	7.01	7.01	7.00	7.00	6.99	7.49	7.49	0.00
3100	Sports Leagues	0.45	0.55	0.55	0.55	0.55	0.55	0.55	0.00
3110	Tennis	0.40	0.40	0.40	0.40				0.00
3130	Special Recreation	2.46	2.71	2.71	2.71	2.31	2.31	2.31	0.00
3140	Bus Program	1.15	1.15	1.15	1.15	1.15	1.15	1.15	0.00
3150	Park Service Unit	1.45	1.45	1.45	1.45	1.45	1.45	1.45	0.00
3205	Community Relations	2.00	0.00	0.00	0.00				0.00

DEPARTMENT / DIVISION SUMMARY		FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY2016	FY2017	FY16-FY17 Difference
3210	Commission On Aging	1.90	1.50	0.00	0.00				0.00
3215	Youth Engagement	1.00	4.00	4.00	4.90	7.40	8.40	8.40	0.00
3225	Gibbs-Morrison Cultural Center	0.00					1.50	2.50	1.00
3505	Parks and Forestry General Support	3.00	2.00	2.00	0.00				0.00
3510	Horticulture Maintenance	13.00	13.00	13.00	0.00				0.00
3515	Maintenance of Parkway Trees	8.50	8.50	8.50	0.00				0.00
3520	Dutch Elm Disease Control	7.25	7.25	7.25	0.00				0.00
3525	Tree Planting	2.25	2.25	2.25	0.00				0.00
3605	Ecology Center	3.77	3.77	3.77	3.77	3.77	3.77	3.77	0.00
3700	Arts Council	0.80	0.00	0.00	0.00				0.00
3710	Noyes Cultural Arts Center	4.31	3.31	3.31	3.31	2.87	2.87	3.37	0.50
3720	Cultural Arts Programs	1.80	3.00	3.00	3.00	1.60	2.00	2.00	0.00
3805	Facilities Administration	2.00	2.00	2.00	0.00				0.00
3806	Civic Center Services	2.20	2.20	2.20	0.00				0.00
3807	Construction & Repair	16.00	16.00	16.00	0.00				0.00
<b>Subtotal Parks, Recreation &amp; Comm. Services</b>		<b>129.06</b>	<b>125.41</b>	<b>127.08</b>	<b>69.64</b>	<b>74.23</b>	<b>77.13</b>	<b>78.83</b>	<b>1.70</b>
4105	Public Works Agency Administration	0.00					5.25	5.25	0.00
4300	Environmental Services	0.00					1.00	1.00	0.00
4310	Recycling and Environmental Maintenance	0.00					7.00	7.00	0.00
4320	Forestry	0.00					18.00	18.00	0.00
4330	Greenways	0.00					17.00	17.00	0.00
4400	Capital Planning and Engineering	0.00					0.50	0.50	0.00
4410	Streets and Right of Way	0.00					6.00	6.00	0.00
4420	Transportation	0.00					1.50	1.50	0.00
4430	Parks and Facilities	0.00					2.00	2.00	0.00
4500	Infrastructure Maintenance	0.00					1.00	0.00	(1.00)
4510	Street Maintenance	0.00					17.00	18.00	1.00
4520	Street Light Maintenance	0.00					8.00	8.00	0.00
<b>Subtotal Public Works Agency</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>84.25</b>	<b>84.25</b>	<b>84.25</b>
<b>TOTAL - GENERAL FUND</b>		<b>627.71</b>	<b>624.26</b>	<b>621.68</b>	<b>629.14</b>	<b>633.78</b>	<b>636.18</b>	<b>637.68</b>	<b>1.50</b>
<b>OTHER FUNDS</b>									
2499	<b>General Assistance Administration</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>0.00</b>
4310	Recycling and Environmental Maintenance	0.00					2.00	2.00	0.00
4330	Greenways	0.00					2.00	2.00	0.00
4420	Transportation	0.00					0.50	0.50	0.00
4510	Street Maintenance	0.00					1.00	1.00	0.00
7005	Parking System Management	6.50	6.50	6.50	6.50	6.50	6.00	6.15	0.15
7015	Parking Lots and Meters	8.00	8.00	8.00	8.00	8.00	3.00	3.00	0.00
7037	Maple Avenue Garage	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00
<b>Subtotal Parking System Fund</b>		<b>15.50</b>	<b>15.50</b>	<b>15.50</b>	<b>15.50</b>	<b>15.50</b>	<b>15.50</b>	<b>15.65</b>	<b>0.15</b>
4805	Youth Services	8.38	10.71	11.24	11.88	11.30	12.10	12.10	0.00
4806	Adult Services	16.37	15.39	13.86	14.53	14.20	13.20	13.20	0.00
4808	Neighborhood Services	2.64	0.00	0.00	0.00				0.00
4810	Reader's Services	0.00	0.00	0.00	0.00				0.00
4815	Reference Services and Periodicals	0.00	0.00	0.00	0.00				0.00
4820	Circulation	14.51	14.44	14.44	13.31	15.32	14.88	14.88	0.00
4825	Neighborhood Services	0.00	2.64	2.64	5.49	6.01	5.93	5.93	0.00
4830	South Branch	0.00	0.00	0.00	0.00				0.00
4835	Technical Services	5.61	5.61	5.61	5.75	6.95	6.95	6.95	0.00
4840	Library Maintenance	3.00	3.00	3.00	5.31	5.34	6.34	6.34	0.00
4845	Library Administration	4.65	4.59	5.59	6.86	7.33	7.47	7.47	0.00
<b>Subtotal Library Fund</b>		<b>55.16</b>	<b>56.38</b>	<b>56.38</b>	<b>63.13</b>	<b>66.45</b>	<b>66.87</b>	<b>66.87</b>	<b>0.00</b>
5005	<b>Neighborhood Stabilization Program 2</b>	<b>1.00</b>	<b>2.00</b>	<b>2.66</b>	<b>1.31</b>	<b>0.50</b>	<b>0.45</b>	<b>0.30</b>	<b>(0.15)</b>
5150	<b>Emergency Telephone System</b>	<b>5.00</b>	<b>0.00</b>						
5187	<b>Housing Rehabilitation</b>	<b>0.00</b>				<b>1.75</b>	<b>1.75</b>	<b>1.75</b>	<b>0.00</b>
5220	<b>Community Develop. Block Grant (CDBG)</b>	<b>2.00</b>	<b>1.53</b>	<b>1.50</b>	<b>2.60</b>	<b>2.60</b>	<b>2.80</b>	<b>2.50</b>	<b>(0.30)</b>
5300	<b>Economic Development Fund</b>	<b>5.00</b>	<b>7.00</b>	<b>6.25</b>	<b>6.25</b>	<b>6.25</b>	<b>5.75</b>	<b>5.75</b>	<b>0.00</b>
5430	<b>Home Fund</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.25</b>	<b>0.40</b>	<b>0.50</b>	<b>0.50</b>	<b>0.00</b>
5465	<b>Affordable Housing Fund</b>	<b>0.00</b>					<b>0.50</b>	<b>0.70</b>	<b>0.20</b>
5999	<b>Capital Projects Fund</b>	<b>1.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>				<b>0.00</b>
5800	<b>Downtown II TIF Fund</b>	<b>0.00</b>							<b>0.00</b>
4105	Public Works Agency Administration	0.00					2.50	2.50	0.00
4200	Water Production	0.00					2.00	2.00	0.00

DEPARTMENT / DIVISION SUMMARY		FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY2016	FY2017	FY16-FY17 Difference
4208	Water Billing	0.00					1.50	1.50	0.00
4210	Pumping	0.00					12.00	12.00	0.00
4220	Filtration	0.00					14.00	14.00	0.00
4400	Capital Planning and Engineering	0.00					0.50	0.50	0.00
4440	Water and Sewer Capital	0.00					3.00	3.00	0.00
4540	Distribution Maintenance	0.00					9.00	9.10	0.10
7100	Water General Support	4.00	5.00	5.00	5.00	5.00	0.00		0.00
7105	Water Pumping	11.00	11.00	11.00	11.00	12.00	0.00		0.00
7110	Water Filtration	14.00	14.00	14.00	14.00	14.00	0.00		0.00
7115	Water Distribution	11.00	10.50	10.50	10.00	12.00	0.00		0.00
7120	Water Meter Maintenance	2.00	2.00	2.00	2.50	1.50	0.00		0.00
<b>Subtotal Water Fund</b>		<b>42.00</b>	<b>42.50</b>	<b>42.50</b>	<b>42.50</b>	<b>44.50</b>	<b>44.50</b>	<b>44.60</b>	<b>0.10</b>
4105	Public Works Agency Administration	0.00					1.00	1.00	0.00
4310	Refuse Collection and Disposal	0.00					0.33	0.33	0.00
4440	Water and Sewer Capital	0.00					1.00	1.00	0.00
4530	Sewer Maintenance	0.00					9.00	9.00	0.00
7400	Sewer Maintenance	13.00	13.00	13.00	13.33	11.33	0.00		0.00
<b>Subtotal Sewer Maintenance Fund</b>		<b>13.00</b>	<b>13.00</b>	<b>13.00</b>	<b>13.33</b>	<b>11.33</b>	<b>11.33</b>	<b>11.33</b>	<b>0.00</b>
4310	Refuse Collection and Disposal	0.00					9.66	9.66	0.00
7600	Solid Waste	10.00	10.00	9.00	9.66	9.66	0.00		0.00
7685	Refuse Collection and Disposal	0.00					0.00		0.00
7690	Residential Recycling Program	0.00					0.00		0.00
<b>Subtotal Solid Waste Fund</b>		<b>10.00</b>	<b>10.00</b>	<b>9.00</b>	<b>9.66</b>	<b>9.66</b>	<b>9.66</b>	<b>9.66</b>	<b>0.00</b>
7705	Fleet Services General Support	2.00	2.00	2.00	2.00	2.00	2.00	1.50	(0.50)
7710	Major Maintenance	10.00	10.00	10.00	10.00	10.50	10.50	10.50	0.00
<b>Subtotal Fleet Services Fund</b>		<b>12.00</b>	<b>12.00</b>	<b>12.00</b>	<b>12.00</b>	<b>12.50</b>	<b>12.50</b>	<b>12.00</b>	<b>(0.50)</b>
7800	Risk Management	4.00	4.00	4.00	5.00	5.00	4.00	4.50	0.50
7801	Employee Benefits	0.00	0.00	0.00	0.00	0.00	1.00	1.00	0.00
<b>Subtotal Insurance Fund</b>		<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.50</b>	<b>0.50</b>
<b>TOTAL - OTHER FUNDS</b>		<b>110.50</b>	<b>112.53</b>	<b>111.41</b>	<b>113.15</b>	<b>185.44</b>	<b>186.11</b>	<b>186.11</b>	<b>0.00</b>
<b>GRAND TOTAL - ALL FUNDS</b>		<b>793.37</b>	<b>793.17</b>	<b>789.47</b>	<b>805.67</b>	<b>819.22</b>	<b>822.29</b>	<b>823.79</b>	<b>1.50</b>



# **PART VI**

# **CAPITAL IMPROVEMENT PLAN**



# Capital Improvement Plan

## **Overview**

The Capital Improvement Plan (CIP) is a process by which the City designs a multi-year plan for major capital expenditures. It represents the City's plan for physical development and is reviewed and updated each year to reflect changing priorities. It provides an ongoing framework for identifying capital requirements, scheduling projects over a period of years, coordinating related projects, and identifying future fiscal impacts. Generally, the CIP includes improvements that are relatively expensive, have a multi-year useful life, and, similar to capital outlay items, result in fixed assets. These include the construction of new buildings, additions to or renovations of existing buildings, construction of streets, sewer improvements, land purchases, and major software or equipment purchases. Due to the nature and total costs of the identified projects, bond proceeds are one of the major sources of revenue. The CIP is a dynamic process, with anticipated projects being changed, added, and deleted from the plan as the five-year timeline evolves.

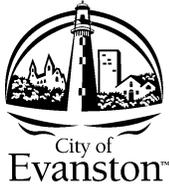
During the past several years, staff has undertaken a variety of comprehensive assessments of many of the City's capital assets to provide a more complete understanding of the City's future needs. A sample of these include: the Comprehensive Pavement Study; Parks, Forestry, and Recreation Strategic Plan; the analysis of the Civic Center; the Crown Center Study, the Ten-Year Sewer Improvement Program; Street Lighting; Chicago Avenue Corridor; Downtown Streetscape Audit; the assessments of Fire and Police Stations; the current development of the IT Strategic Plan, as well as development of the City's Strategic Plan. These studies serve as the foundation for the staff recommendations set forth in the attached Capital Improvement Plan. As the City moves forward, it must continually assess the ongoing infrastructure needs of the community.

Formal City Council adoption of the Capital Improvement Program indicates the City's commitment to the plan, but does not in itself authorize expenditures. The necessary funding mechanisms must be adopted each year to pay for the improvements – year one is the approved Capital Budget for which Council approval authorizes expenditures, with years two and three reflecting the City's plan for improvements.

## **Summary of FY 2017-2020 Capital Improvement Plan**

It is important to distinguish between the City's Capital Improvement Plan (CIP) and Capital Improvement Fund (CIF). The CIP report in this section includes all citywide capital projects, regardless of the fund and/or funding source. This contrasts with the City's CIF, which includes only those capital projects that are not paid through one of the City's internal service, special revenue, or enterprise funds. Typically, capital purchases used to benefit the City as a whole are budgeted and paid from the CIF, while capital purchases specific to one area, function, or fund are typically paid from that specific source or fund.

An example of the above would be an addition or capital improvement to the City's water filtration plant. While this project would be included in the City's CIP report, the expense would be budgeted in the City's Water Utility Fund. There are a couple of exceptions to this rule. Capital projects funded via the City's Motor Fuel Tax (MFT) Fund may benefit the City as a whole, but for legal purposes such capital projects must be budgeted and paid out of the City's MFT Fund. Another example would be capital purchases related to the City's fleet. Since the City maintains a separate internal service Fleet Fund for tracking purposes, CIP projects pertaining to fleet vehicles and equipment purchases are budgeted and paid from the Fleet Fund rather than the CIF.



# Capital Improvement Fund Policy

## Section I: Objectives and Priorities

The overall goal for Evanston's capital improvement effort is:

A comprehensive capital improvement program that is used by decision-makers to guide capital investments, make the best use of limited resources and provide community facilities that function well and contribute to the attractiveness, public health, and safety of the City.

To accomplish this goal, a broad set of objectives and policies have been developed to guide preparation and monitoring of the capital improvement program. These broad objectives, priorities, and policies adopted by the City Council guide staff each year as a capital program is developed and presented to the City Council for review and consideration.

### Objectives

- Undertake a comprehensive assessment of all capital needs and develop a strategic plan to meet the City's capital needs, so that projects and funding are rationally sequenced, coordinated, and kept on the public agenda.
- Undertake capital improvements that are needed to maintain existing public facilities, increase operating efficiency, and reduce operating costs.
- Undertake capital investments that encourage and support economic development or directly produce income.
- Undertake capital improvements that are of the highest quality that the City can afford which enhance Evanston's physical appearance, public image, quality of life, and promote public health and safety.
- Limit the extent to which local property taxes are required to finance capital improvements.
- Plan all capital projects to meet ADA requirements.

### Priorities

- Project major capital improvement replacement needs to cover a 5- to 10- year period so that a long-range capital maintenance plan can be developed.
- Set priorities for capital improvements and match projects with appropriate funding sources.
- Monitor implementation of the Capital Improvement Plan through periodic capital improvement staff meetings and reports to the Administration and Public Works Committee.
- Undertake an annual review of capital improvement funding sources and an assessment of capital improvement projects proposed for the following years.



# Capital Improvement Fund Policy

- Commit funds annually for improvements so that incremental progress can be made toward long-range goals.
- Coordinate planned capital improvement projects where opportunities exist to do so.
- Leverage local capital improvement funds to the extent possible.
- Give priority to projects that further the objectives of the Comprehensive General Plan.

More specific policies have also been written to guide the scheduling and prioritization of projects within each of the major project classifications.

## **Economic Development**

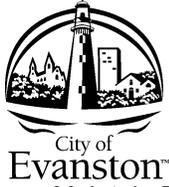
- Make capital investments needed to realize the full potential of the Downtown Redevelopment.
- Implement the goals of the Evanston Local Employment Program and work to increase the participation of Evanston businesses in capital improvement projects.
- Coordinate improvements made in retail and commercial areas.
- Develop and implement programs to upgrade and maintain streetscapes in each neighborhood business district within the City.
- Develop and implement plans for capital needs of neighborhood economic development.

## **Environment**

- Maintain water system improvements needed to ensure a safe and adequate water supply.
- Develop and implement programs to eliminate environmental hazards where they exist in City facilities and on public grounds.
- Participate in development of area-wide solutions to the problem of solid waste disposal and promote local recycling and waste reduction efforts to minimize solid waste disposal requirements and conserve resources.
- Forward the objectives of the Livability Plan, especially on items related to climate change mitigation and adaptation

## **Parks and Recreation**

- Rehabilitate parks through periodic replacement of pavement, athletic fields and courts, equipment, site furnishings, infrastructure, and landscaping.
- Undertake improvements to enhance and protect the lakefront park system.



# Capital Improvement Fund Policy

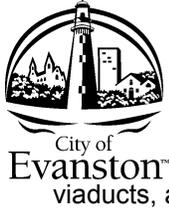
- Maintain Evanston's community recreational facilities to the high standard expected.
- Bring play equipment into compliance with CPSC / ASTM safety guidelines and ADA requirements.

## Public Buildings

- Consider life cycle costs (long-term costs of maintenance, operation, utilities and financing) in making decisions concerning construction, purchasing, disposal, or rehabilitation of public facilities.
- Continue to undertake preventive maintenance, energy conservation, and rehabilitation programs for public buildings.
- Undertake projects needed to improve the security of public buildings and facilities.
- Complete the rehabilitation/replacement of the Robert Crown Community Center and the surrounding athletic fields.
- Undertake projects and improvement to municipal facilities to meet the standards of the Federal Americans with Disabilities Act (ADA).
- Incorporate age-friendly features into all City facilities.
- Develop and implement a plan for the municipal offices.
- Implement policy advocating art within city building projects, in compliance with Title 7, Chapter 16 of the City Code.

## Transportation

- Improve the condition, efficiency, and safety of Evanston's circulation system.
- Undertake improvements needed to keep municipal parking facilities well maintained, safe and attractive.
- Plan and implement expanded public parking inventory.
- Continue the City's programs for maintaining curbs, gutters, and sidewalks.
- Evaluate all sidewalks and develop an improvement schedule.
- Enhance livability of neighborhoods by implementing various traffic controls.
- Improve Evanston's remaining unpaved streets and alleys.
- Implement a Citywide bike plan and encourage inter-modal transportation.
- Ensure adequate street lighting to balance crime prevention, safety, and residential atmosphere.
- Develop plans and programs to improve the appearance and maintenance of rail embankments,



# Capital Improvement Fund Policy

## Section II: Fiscal Management

### Capital Expenditure Policies

- Drawn from the long-range capital needs list, a three-year capital improvement program will be developed and updated annually, including anticipated funding sources.
- The City will maintain all of its physical assets at a level adequate to protect the City's capital investment and to minimize future maintenance and replacement costs.
- The City will coordinate development of the capital improvement budget with the development of the operating budget. Future operating costs associated with new capital improvements will be projected and included in operating budget forecasts.
- If a new project (non-emergency) is identified during the fiscal year, staff shall prepare a report to the City Council describing the project, and if necessary, recommend a decrease in another approved project so as not to alter the overall funding for the capital budget.

### Capital Financing Policies

- Long-term borrowing will not be used to finance current operations or normal maintenance.
- Capital projects financed through the issuance of bonds will be financed for a period not to exceed the expected useful life of the project.
- The City will establish an appropriate mix of bonded debt and pay-as-you-go financing in the funding of capital projects. The City will strive to find more streams of revenue to support pay-as-you-go financing of its future capital improvements.
- Dedicated revenue stream options include, but are not limited to, excess funds, additional taxes (i.e. motor fuel tax for street improvements) and use of tax increment financing revenues as they become available.
- Outstanding tax-supported debt shall not exceed \$113 million.

### Capital Project Planning and Cost Containment

- City staff will meet quarterly to review the progress on all outstanding projects. Semi-annual reports will be presented to the Administration & Public Works Committee.
- Identification of funding opportunities should be included within the project development phase.
- Recognize that most projects will take at least two years to plan and implement.
- Where appropriate, separate project planning and execution costs, acknowledging that approving a study does not guarantee the implementation of the project.
- For any enterprise fund or storm water management fund that is supporting debt, an annual rate



# Capital Improvement Fund Policy

study will be performed to ensure that the fees or rates are sufficient to meet the debt service requirements.

- A five-year projection of revenues and expenditures for the general, special revenue, and enterprise funds should be prepared to provide strategic perspective to each annual budget process.

## Emergency Fund Reserves

- An emergency account within the capital improvement fund shall be established to fund emergency capital needs.
- The emergency account shall be initially funded through a one-time revenue source and replenished with a percentage of project surpluses at the end of the fiscal year.

## Grants

- City staff should seek grants for projects which are in the current fiscal year, the five-year plan, or fund a recognized City need.
- For projects not currently funded or in the five year plan, the Council must approve the reduction or elimination of a previously planned project.
- If a grant is received, the original funds can be used in any of the following ways:
  - Reallocated to a new project within the five-year plan within the same area
  - Reallocated to a priority list of projects approved by the City Council during consideration of the capital plan
  - Used to expand the scope of the existing project for which the grant is received
  - Placed in the contingency fund for future matches or cost overruns
  - Placed in an emergency fund for unanticipated projects

## Community Development Block Grant (CDBG) Funds

- A comprehensive program for all capital projects in the CDBG target area will be presented to the CDBG Committee.

**City of Evanston  
2017 Adopted Capital Improvement Program**

Project Title	FY 2016 GO Bond	FY 2017 GO Bond	Water Fund	Sewer Fund	IEPA Loan	MFT Fund	Federal Funds	Other Funds/ Reserves	TIF Funding	Parking Fund	TOTAL	Funding Notes
<b>STREET RESURFACING, WATER MAIN AND SEWER</b>												
<b>Major Projects</b>												
ERGB Construction Engr Phase III	\$ 150,000										\$ 150,000	
Sheridan Road/Chicago Avenue Const Engr Ph III		\$ 500,000									\$ 500,000	
Sheridan Road/Chicago Avenue, Grove to Isabella		\$ 2,585,000		\$ 235,000			\$ 1,992,400	\$ 2,992,400	\$ 750,000	\$ 250,000	\$ 8,804,800	\$1.9924M ITEP; \$1.7M State JT; \$1M Good Neighbor
Main Street, Maple to Hinman Design Engr Ph I/II		\$ 150,000									\$ 150,000	
Main Street Commons/Corridor Design Engineering		\$ 175,000									\$ 175,000	
Howard Street Corridor, Dodge to Custer		\$ 300,000									\$ 300,000	
Chicago Ave Corridor Impr, Howard to Main		\$ 50,000									\$ 50,000	
<b>Street Resurfacing</b>												
SR - MFT - Hinman, Kedzie to Main						\$ 174,000					\$ 174,000	
SR - MFT - Wesley, Dempster to Grove						\$ 338,000					\$ 338,000	
SR - MFT - Grey, Foster to North End						\$ 73,000					\$ 73,000	
SR - MFT - Cowper, Grant to Colfax						\$ 99,000					\$ 99,000	
SR - MFT - Cowper, Colfax to Harrison						\$ 138,000					\$ 138,000	
SR - MFT - Livingston, Green Bay Rd to Broadway						\$ 138,000					\$ 138,000	
SR - MFT - Dobson, Hartrey to Grey						\$ 136,000					\$ 136,000	
SR - MFT - South, Asbury to Ridge						\$ 295,000					\$ 295,000	
SR - Garnet Place, CTA Viaduct to East Alley										\$ 300,000	\$ 300,000	
SR - CDBG - Dewey, South End to North End							\$ 210,000				\$ 210,000	CDBG
<b>Water Main</b>												
WM - 30" Downtown Feeder Main Rehabilitation					\$ 400,000						\$ 400,000	
WM - Howard, Dodge to Ashland			\$ 1,500,000								\$ 1,500,000	
WM - Grant, Cowper to Lawndale		\$ 230,000	\$ 580,000								\$ 810,000	
WM - Lee, Brown to Dewey			\$ 1,020,000								\$ 1,020,000	
WM - Lining Small Dia Mains on Private Easement					\$ 1,300,000						\$ 1,300,000	
WM - Inspection of Large Diameter Mains			\$ 650,000								\$ 650,000	
<b>Sewer Rehabilitation</b>												
Sewer - CIPP Rehabilitation			\$ 655,000								\$ 655,000	
Sewer - Emergency Sewer Repairs			\$ 75,000								\$ 75,000	
Sewer - Repairs on Street Improvements			\$ 100,000								\$ 100,000	
Sewer - Sewer Extension for Alley Improvements			\$ 150,000								\$ 150,000	
Sewer - Drainage Structure Lining			\$ 155,000								\$ 155,000	
Sewer - Stormwater Mgmt Improvements			\$ 100,000								\$ 100,000	
Sewer - Large Dia Rehab - Mulford St Ext Phase 2					\$ 600,000						\$ 600,000	
											\$ -	
<b>TOTAL STREETS, SEWER, WATER MAIN PROJECTS</b>	<b>\$ 150,000</b>	<b>\$ 3,990,000</b>	<b>\$ 3,750,000</b>	<b>\$ 1,470,000</b>	<b>\$ 2,300,000</b>	<b>\$ 1,391,000</b>	<b>\$ 2,202,400</b>	<b>\$ 2,992,400</b>	<b>\$ 750,000</b>	<b>\$ 550,000</b>	<b>\$ 19,545,800</b>	

**City of Evanston  
2017 Adopted Capital Improvement Program**

Project Title	FY 2016 GO Bond	FY 2017 GO Bond	Water Fund	Sewer Fund	IEPA Loan	MFT Fund	Federal Funds	Other Funds/ Reserves	TIF Funding	Parking Fund	TOTAL	Funding Notes
<b>OTHER TRANSPORTATION</b>												
<b>Major Projects</b>												
Central Street Bridge Engr, Phase I	\$ 360,000										\$ 360,000	\$80k 2016GOB;\$360k grant reimbursement
Comprehensive Signs										\$ 150,000	\$ 150,000	Parking Fund
Bridge Inspection		\$ 30,000									\$ 30,000	
Safe Routes to School	\$ 25,000	\$ 15,000									\$ 40,000	
Streetlight Master Plan Study		\$ 150,000									\$ 150,000	
Traffic Signal Design - Emerson@ Maple/Elgin/Benson/Dodge								\$ 150,000			\$ 150,000	PUD fees, Ord.45-O-07
<b>Annual Projects</b>												
General Phase I Engineering		\$ 80,000									\$ 80,000	
Alley Paving	\$ -	\$ 250,000					\$ 280,000	\$ 286,000			\$ 816,000	\$250k funded by SSA, \$36k from PUD, \$150k new CDBG funds; \$130k carryover CDBG funds
Neighborhood Traffic Calming & Ped Safety	\$ 15,000	\$ 100,000									\$ 115,000	
Pavement Marking	\$ -	\$ 90,000									\$ 90,000	
Bike Infrastructure Improvements	\$ 35,000	\$ 50,000									\$ 85,000	
Sidewalk - 50/50 Replacement	\$ -	\$ 150,000									\$ 150,000	
Streetlight Purchase	\$ -	\$ 100,000									\$ 100,000	
Street Patching Program	\$ -	\$ 600,000									\$ 600,000	
<b>Parking Lot Projects</b>												
PL - 2016 Parking Lot Engineering Svcs										\$ 25,000	\$ 25,000	Parking Fund 2016 Carryover
PL - Davis Street Permeable Parking Repl	\$ 9,758							\$ 90,000			\$ 99,758	\$90k Davis St deferral
PL - Levy Center Lot		\$ 650,000									\$ 650,000	
PL - Parking Lot No. 22 (South Blvd & Sheridan Rd)										\$ 350,000	\$ 350,000	
PL - Parking Lot No. 23 (Dempster & Elmwood)										\$ 200,000	\$ 200,000	
PL - Parking Lot No. 39 (711 Hinman Ave)										\$ 375,000	\$ 375,000	
PL - Parking Lot No. 45 (833 Forest Ave)										\$ 200,000	\$ 200,000	
PL - James Park North Lot										\$ 850,000	\$ 850,000	
<b>IDOT Reimbursements</b>												
IDOT Reimb - Sheridan Rd Signal Upgrade, Main to Burnham								\$ 77,090			\$ 77,090	
IDOT Reimb - Dempster Traffic Signals								\$ 66,384			\$ 66,384	
IDOT Reimb - Dodge Ave Bike Lane, Howard to Church	\$ 120,180										\$ 120,180	2016 GOB
IDOT Reimb - Ladd Arboretum Bike Path								\$ 135,000			\$ 135,000	2015 GOB
IDOT Reimb - ERGB	\$ 1,400,000		\$ 1,562,819	\$ 1,021,000							\$ 3,983,819	2016 GOB
IDOT Reimb - LED Traffic Signals, Various Locations											\$ -	
IDOT Reimb - Dempster Parking Lanes											\$ -	
<b>TOTAL TRANSPORTATION PROJECTS</b>	<b>\$ 1,964,938</b>	<b>\$ 2,265,000</b>	<b>\$ 1,562,819</b>	<b>\$ 1,021,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 280,000</b>	<b>\$ 804,474</b>	<b>\$ -</b>	<b>\$ 2,150,000</b>	<b>\$ 10,048,231</b>	

**City of Evanston  
2017 Adopted Capital Improvement Program**

Project Title	FY 2016 GO Bond	FY 2017 GO Bond	Water Fund	Sewer Fund	IEPA Loan	MFT Fund	Federal Funds	Other Funds/ Reserves	TIF Funding	Parking Fund	TOTAL	Funding Notes
<b>PARKS</b>												
Church Street Harbor - South Pier Reconstruction	\$ 210,000	\$ 370,000									\$ 580,000	
Fountain Square Renovations - Engineering									\$ 180,000		\$ 180,000	Washington-Natl TIF
Fountain Square Renovations - Construction									\$ 4,740,000		\$ 4,740,000	Washington-Natl TIF
Lovlace Park - Pond Rehabilitation	\$ 100,000										\$ 100,000	
James Park - North Baseball Field		\$ 1,000,000									\$ 1,000,000	
Parks Contingency		\$ 75,000									\$ 75,000	
<b>TOTAL PARKS PROJECTS</b>	<b>\$ 310,000</b>	<b>\$ 1,445,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,920,000</b>	<b>\$ -</b>	<b>\$ 6,675,000</b>	
<b>FACILITIES</b>												
Chandler - HVAC Improvements - Engr Design Svcs		\$ 75,000									\$ 75,000	
Chandler - Electrical Upgrades		\$ 65,000						\$ 335,000			\$ 400,000	
Chandler - Exterior Waterproofing		\$ 200,000									\$ 200,000	
Crown Center - Consulting Svcs (Planning and Design)	\$ 600,000	\$ 900,000									\$ 1,500,000	
Ecology Center - Roofing / Clerestory / Masonry		\$ 80,000									\$ 80,000	
Ecology Center - Crawl Space Impr - Engr Design		\$ 50,000									\$ 50,000	
Fleetwood - HVAC and Electrical - Engr	\$ 29,000										\$ 29,000	
Fleetwood - HVAC and Electrical - Const	\$ 800,000	\$ 900,000									\$ 1,700,000	
Fleetwood - Restrooms		\$ 150,000									\$ 150,000	
Gibbs Morrison - Site Improvements - Engr	\$ 7,000			\$ 10,000							\$ 17,000	\$10k Sewer Fund Carryover
Gibbs Morrison - Site Improvements - Const	\$ 163,000	\$ 50,000		\$ 190,000							\$ 403,000	
Levy Center - Solar Panel Installation		\$ 100,000									\$ 100,000	
Civic Center - Security Improvements	\$ -	\$ 175,000									\$ 175,000	
Civic Center - Boiler Replacement - Engr Design Svcs		\$ 100,000									\$ 100,000	
Fire Station 1,2,4 - Bunkroom Upgrades		\$ 30,000									\$ 30,000	
Sherman Avenue Garage - Coating Rehabilitation										\$ 150,000	\$ 150,000	
Sherman Avenue Garage - Elevator Cab Flooring										\$ 70,000	\$ 70,000	
Maple Street Garage - Pavement Striping and Traffic Coating										\$ 400,000	\$ 400,000	
Data Center Study		\$ 50,000									\$ 50,000	
Dempster Beach House Renovations		\$ 200,000									\$ 200,000	
Energy Efficiency Improvements	\$ 50,000	\$ 50,000									\$ 100,000	
Facilities Contingency		\$ 200,000									\$ 200,000	
Harley-Clarke Repairs		\$ 250,000									\$ 250,000	
Howard Street Theater									\$ 1,400,000		\$ 1,400,000	Howard-Ridge TIF
Generator Study		\$ 70,000									\$ 70,000	
Solar Panel Install	\$ 30,000										\$ 30,000	
Roofing Repairs - Miscellaneous Facilities		\$ 50,000									\$ 50,000	
Fog House Roof and Masonry	\$ 250,000	\$ 150,000									\$ 400,000	
											\$ -	
<b>TOTAL FACILITIES PROJECTS</b>	<b>\$ 1,929,000</b>	<b>\$ 3,895,000</b>	<b>\$ -</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 335,000</b>	<b>\$ 1,400,000</b>	<b>\$ 620,000</b>	<b>\$ 8,379,000</b>	

**City of Evanston  
2017 Adopted Capital Improvement Program**

Project Title	FY 2016 GO Bond	FY 2017 GO Bond	Water Fund	Sewer Fund	IEPA Loan	MFT Fund	Federal Funds	Other Funds/ Reserves	TIF Funding	Parking Fund	TOTAL	Funding Notes
<b>MISCELLANEOUS</b>												
Cameras - Parking Garages										\$ 300,000	\$ 300,000	
Cameras - Police	\$ 200,000							\$ 325,000			\$ 525,000	\$325k 2015GOB, \$200k 2016GOB
Network Switch Reliability		\$ 125,000									\$ 125,000	
Engineering transfer to General Fund		\$ 500,000										
Public Art - Neighborhood Public Art	\$ 75,000	\$ 75,000									\$ 150,000	
Public Art - Cultural Art Master Plan	\$ 50,000										\$ 50,000	
<b>TOTAL MISCELLANEOUS PROJECTS</b>	<b>\$ 325,000</b>	<b>\$ 700,000</b>	<b>\$ -</b>	<b>\$ 325,000</b>	<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ 1,150,000</b>					
<b>LIBRARY</b>												
Main Library - Interior Renovations								2,500,000			\$ 2,500,000	Library GOB Debt
Main Library - Weatherproofing - Phases 2 & 3								250,000			\$ 250,000	Library GOB Debt
Main Library - Parking Garage Renovations										250,000	\$ 250,000	
Main Library - Generator								50,000			\$ 50,000	Library GOB Debt
North Branch - 2022 Central Street Improvements								150,000			\$ 150,000	Library GOB Debt
North Branch - Roof and Gutter Replacement								150,000			\$ 150,000	Library GOB Debt
North Branch - Exterior Improvements								249,500			\$ 249,500	Library GOB Debt
North Branch - Asbestos Remediation								75,000			\$ 75,000	Library GOB Debt
Robert Crown - New Library Branch								500,000			\$ 500,000	Library GOB Debt
<b>TOTAL LIBRARY PROJECTS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,924,500</b>	<b>\$ -</b>	<b>\$ 250,000</b>	<b>\$ 4,174,500</b>	

**City of Evanston  
2017 Adopted Capital Improvement Program**

Project Title	FY 2016 GO Bond	FY 2017 GO Bond	Water Fund	Sewer Fund	IEPA Loan	MFT Fund	Federal Funds	Other Funds/ Reserves	TIF Funding	Parking Fund	TOTAL	Funding Notes
<b>WATER TREATMENT, STORAGE AND BILLING</b>												
Dist Sys - In-House Meter Replacement			\$ 20,000								\$ 20,000	
Dist Sys - Pressure Gauges at Fire Stations			\$ 20,000								\$ 20,000	
Dist Sys - Retail Water Meter Replacement Program			\$ 1,220,000								\$ 1,220,000	
Dist Sys - Water Main Corrosion Control in Various Locations			\$ 20,000								\$ 20,000	
North Standpipe - Fiber Optic From FS#5			\$ 120,000								\$ 120,000	
South Standpipe - Motor Control Center			\$ 300,000								\$ 300,000	
South Standpipe - Storage Building Repairs			\$ 75,000								\$ 75,000	
WTP - CMMS Software Implementation			\$ 170,000								\$ 170,000	\$150k carryover from 2016
WTP - Crack Repair of Low Lift Suction Tunnels			\$ 50,000								\$ 50,000	
WTP - Exterior Door Improvements			\$ 130,000								\$ 130,000	
WTP - Laboratory HVAC Replacement - Engr Svcs			\$ 90,000								\$ 90,000	
WTP - Reliability Improvements - Construction					\$ 1,100,000						\$ 1,100,000	Carryover from 2016 funding
WTP - Reliability Improvements - Engineering					\$ 170,000						\$ 170,000	Carryover from 2016 funding
WTP - SCADA System Upgrades			\$ 260,000								\$ 260,000	
WTP - Security Equipment			\$ 50,000								\$ 50,000	
WTP - Treated Water Storage Replacement - Construction					\$ 3,000,000						\$ 3,000,000	
WTP - Treated Water Storage Replacement - Engineering					\$ 920,000						\$ 920,000	Carryover from 2016 funding
WTP - Turbidimeter Replacement			\$ 25,000								\$ 25,000	
WTP - Upgrade Flushing Water Supply to Basins 1 & 2			\$ 40,000								\$ 40,000	
<b>TOTAL WATER TREATMENT PROJECTS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,590,000</b>	<b>\$ -</b>	<b>\$ 5,190,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,780,000</b>	
<b>SUMMARY</b>												
	<b>FY 2016 GO Bond</b>	<b>FY 2017 GO Bond</b>	<b>Water Fund</b>	<b>Sewer Fund</b>	<b>IEPA Loan</b>	<b>MFT Fund</b>	<b>Federal Funds</b>	<b>Other Funds/ Reserves</b>	<b>TIF Funding</b>	<b>Parking Fund</b>	<b>TOTAL</b>	
Street Resurfacing, Water Main, Sewer Projects	\$ 150,000	\$ 3,990,000	\$ 3,750,000	\$ 1,470,000	\$ 2,300,000	\$ 1,391,000	\$ 2,202,400	\$ 2,992,400	\$ 750,000	\$ 550,000	\$ 19,545,800	
Other Transportation	\$ 1,964,938	\$ 2,265,000	\$ 1,562,819	\$ 1,021,000	\$ -	\$ -	\$ 280,000	\$ 804,474	\$ -	\$ 2,150,000	\$ 10,048,231	
Parks	\$ 310,000	\$ 1,445,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,920,000	\$ -	\$ 6,675,000	
Facilities	\$ 1,929,000	\$ 3,895,000	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ 335,000	\$ 1,400,000	\$ 620,000	\$ 8,379,000	
Miscellaneous	\$ 325,000	\$ 700,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 325,000	\$ -	\$ 300,000	\$ 1,650,000	
Library	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,924,500	\$ -	\$ 250,000	\$ 4,174,500	
Water Treatment, Storage and Billing	\$ -	\$ -	\$ 2,590,000	\$ -	\$ 5,190,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,780,000	
<b>TOTAL 2017 CIP</b>	<b>\$ 4,678,938</b>	<b>\$ 12,295,000</b>	<b>\$ 7,902,819</b>	<b>\$ 2,691,000</b>	<b>\$ 7,490,000</b>	<b>\$ 1,391,000</b>	<b>\$ 2,482,400</b>	<b>\$ 8,381,374</b>	<b>\$ 7,070,000</b>	<b>\$ 3,870,000</b>	<b>\$ 58,252,531</b>	

City of Evanston

Proposed FY 2018 - FY 2020 Capital Improvement Program

	FY 2018 Projected	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected	5-YEAR TOTAL	NOTES (list funding sources if not GOB)
<b>STREET RESURFACING, WATER MAIN AND SEWER</b>						
<b>Major Projects</b>						
Sheridan Road/Chicago Avenue Const Engr Phase III	\$ 480,000				\$ 480,000	\$280k GOB; \$200k Water
Sheridan Road/Chicago Avenue, Grove to Isabella	\$ 4,135,000				\$ 4,135,000	\$1.6M GOB; \$2.3M Water; \$235k Sewer
Main Street, Maple to Hinman Design Engr Phase I/II	\$ 400,000				\$ 400,000	
Main Street, Maple to Hinman Construction/Const Engr		\$ 4,455,000			\$ 4,455,000	\$1.4M GOB, \$3.055M Chicago Main TIF
Main Street Commons Intersection - Phase I Construction	\$ 1,500,000				\$ 1,500,000	Incl. \$200k from Sewer
Howard Street Corridor, Dodge to Custer	\$ 275,000	\$ 3,400,000			\$ 3,675,000	STP Grant pays 70%, but not Ph1 Engr
Chicago Ave Corridor Impr, Howard to Main			\$ 2,000,000		\$ 2,000,000	
Chicago Ave Corridor Impr, Hamilton to Dempster				\$ 900,000	\$ 900,000	
Green Bay Rd Corridor Impr, McCormick to Isabella			\$ 1,700,000		\$ 1,700,000	
Green Bay Rd/Central/Poplar/Broadway Intersection				\$ 1,100,000	\$ 1,100,000	
Central St Streetscape, Hartrey to Eastwood				\$ 2,400,000	\$ 2,400,000	
<b>Street Resurfacing</b>						
SR - MFT Funded - Future Years	\$ 1,100,000	\$ 1,100,000	\$ 1,100,000	\$ 1,100,000	\$ 4,400,000	MFT
SR - CDBG Funded - Future Years	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 1,400,000	CDBG
<b>Water Main</b>						
WM - 30" Downtown Feeder Main Rehabilitation	\$ 6,820,000				\$ 6,820,000	IEPA SRF Loan
WM - Water Funded - Future Years	\$ 3,700,000	\$ 3,810,000	\$ 3,920,000	\$ 4,040,000	\$ 15,470,000	Water Fund
<b>Sewer</b>						
Sewer - CIPP Rehabilitation	\$ 450,000	\$ 700,000	\$ 725,000	\$ 750,000	\$ 2,625,000	Sewer Fund
Sewer - Emergency Sewer Repairs	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 300,000	Sewer Fund
Sewer - Repairs on Street Improvements	\$ 150,000	\$ 235,000	\$ 245,000	\$ 255,000	\$ 885,000	Sewer Fund
Sewer - Sewer Extension for Alley Improvements	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 600,000	Sewer Fund
Sewer - Drainage Structure Lining	\$ 160,000	\$ 165,000	\$ 170,000	\$ 180,000	\$ 675,000	Sewer Fund
Sewer - Stormwater Mgmt Improvements	\$ 480,000	\$ 495,000	\$ 510,000	\$ 530,000	\$ 2,015,000	Sewer Fund
Sewer - Stormwater Master Plan Improvements	\$ 130,000	\$ 380,000	\$ 395,000	\$ 410,000	\$ 1,315,000	Sewer Fund
Sewer - Large Dia Rehab - Greenleaf	\$ 1,700,000				\$ 1,700,000	IEPA SRF Loan
Sewer - Large Dia Rehab - Dodge Avenue				\$ 195,000	\$ 195,000	Dodge-Dempster TIF
Sewer - Custer Ave Relief Sewer Ext			\$ 280,000		\$ 280,000	Chicago-Main TIF
Sewer - Small Dia Rehab - Chicago Main TIF	\$ 225,000				\$ 225,000	Chicago-Main TIF
<b>TOTAL STREETS, SEWER, WATER MAIN PROJECTS</b>	<b>\$ 22,280,000</b>	<b>\$ 15,315,000</b>	<b>\$ 11,620,000</b>	<b>\$ 12,435,000</b>	<b>\$ 61,650,000</b>	

**City of Evanston**  
**Proposed FY 2018 - FY 2020 Capital Improvement Program**

	FY 2018 Projected	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected	5-YEAR TOTAL	NOTES (list funding sources if not GOB)
<b>OTHER TRANSPORTATION</b>						
<b>Major Projects</b>						
Central Street Bridge Engr, Phase II	\$ 400,000				\$ 400,000	
Central Street Bridge Engr, Phase III		\$ 600,000			\$ 600,000	
Central Street Bridge Construction		\$ 5,500,000			\$ 5,500,000	
ETHS/Church St Bike Path, Grey to McCormick	\$ 250,000				\$ 250,000	
Bridge Inspection				\$ 50,000	\$ 50,000	
Pavement Condition Study	\$ 250,000				\$ 250,000	
Survey Benchmark Update	\$ 50,000				\$ 50,000	
Traffic Signal Design - Emerson@ Maple/Elgin/Benson/Dodge		\$ 1,250,000			\$ 1,250,000	Initial Study from PUD fees
<b>Annual Projects</b>						
General Phase I Engineering	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 320,000	
Alley Paving	\$ 500,000	\$ 550,000	\$ 600,000	\$ 650,000	\$ 2,300,000	\$250k funded by SSA, \$36k from PUD, \$450k CDBG
Alley Paving - CDBG Funded - Future Years	\$ 450,000	\$ 450,000	\$ 450,000	\$ 450,000	\$ 1,800,000	CDBG Funded
Neighborhood Traffic Calming & Ped Safety	\$ 100,000	\$ 110,000	\$ 115,000	\$ 120,000	\$ 445,000	
Pavement Marking	\$ 95,000	\$ 100,000	\$ 105,000	\$ 110,000	\$ 410,000	
Bike Infrastructure Improvements	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 200,000	
Sidewalk - 50/50 Replacement	\$ 155,000	\$ 160,000	\$ 165,000	\$ 170,000	\$ 650,000	
Streetlight Purchase	\$ 100,000	\$ 110,000	\$ 120,000	\$ 130,000	\$ 460,000	
Street Patching Program	\$ 600,000	\$ 700,000	\$ 750,000	\$ 750,000	\$ 2,800,000	
<b>Parking Lot Projects</b>						
PL - Parking Lot No. 42 (743 Hinman Ave)	\$ 200,000				\$ 200,000	Parking Fund
PL - On-street Parking on Lake&Elmwood	\$ 150,000				\$ 150,000	
PL - Police HQ Elmwood Lot	\$ 100,000				\$ 100,000	
PL - Surface Parking Lot Rehabilitation - Future Years	\$ 550,000	\$ 560,000	\$ 570,000	\$ 580,000	\$ 2,260,000	Parking Fund
					\$ -	
<b>TOTAL TRANSPORTATION PROJECTS</b>	<b>\$ 4,080,000</b>	<b>\$ 10,220,000</b>	<b>\$ 3,005,000</b>	<b>\$ 3,140,000</b>	<b>\$ 20,445,000</b>	

**City of Evanston  
Proposed FY 2018 - FY 2020 Capital Improvement Program**

	FY 2018 Projected	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected	5-YEAR TOTAL	NOTES (list funding sources if not GOB)
<b>PARKS</b>						
<b>Community Parks</b>						
Clark Street Beach - Boardwalk				\$ 580,000	\$ 580,000	
Foster Field - Athletic Field Improvements		\$ 630,000			\$ 630,000	
James Park - Artificial Turf Field	\$ 1,500,000				\$ 1,500,000	
James Park - Entry Renovations			\$ 300,000		\$ 300,000	
James Park - Pathway Lighting			\$ 790,000		\$ 790,000	
James Park - Pathway Reconstruction			\$ 910,000		\$ 910,000	
James Park - Play Equipment Replacement			\$ 220,000		\$ 220,000	
Lakefront - Pedestrian Path Reconstruction		\$ 640,000			\$ 640,000	
Twiggs Park - Shelter Restoration	\$ 60,000				\$ 60,000	
Twiggs Park - Renovation (soccer/parking)		\$ 400,000	\$ 400,000	\$ 400,000	\$ 1,200,000	
Parks Contingency	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 600,000	
<b>Neighborhood Parks</b>						
Garden Park Renovations	\$ 400,000				\$ 400,000	
Grey Park Renovations	\$ 875,000				\$ 875,000	
McCullough Park Renovations	\$ 825,000				\$ 825,000	
Cartwright Park Renovations	\$ 760,000				\$ 760,000	
Independence Park Renovations		\$ 775,000			\$ 775,000	
Fitzsimons Park Renovations			\$ 450,000		\$ 450,000	
Larimer Park Renovations			\$ 680,000		\$ 680,000	
Philbrick Park Renovation				\$ 500,000	\$ 500,000	
Southwest Park Renovations				\$ 400,000	\$ 400,000	
<b>Pocket Parks</b>						
Hobart Park Renovations		\$ 330,000			\$ 330,000	
St. Paul's Park Renovations				\$ 750,000		
<b>TOTAL PARKS</b>	<b>\$ 4,570,000</b>	<b>\$ 2,925,000</b>	<b>\$ 3,900,000</b>	<b>\$ 2,780,000</b>	<b>\$ 13,425,000</b>	

**City of Evanston**

**Proposed FY 2018 - FY 2020 Capital Improvement Program**

	FY 2018 Projected	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected	5-YEAR TOTAL	NOTES (list funding sources if not GOB)
<b>FACILITIES</b>						
Chandler - HVAC Improvements - Construction	\$ 450,000				\$ 450,000	
Chandler - Gym Floor Refinishing + Hallway			\$ 150,000		\$ 150,000	
Chandler - Gym and Racquetball Court Lighting	\$ 40,000				\$ 40,000	
Chandler - Replace Fire Panel		\$ 30,000			\$ 30,000	
Chandler - Replace Security Alarm Panel			\$ 30,000		\$ 30,000	
Chandler - ADA Accessibility (replace 4 doors + hardware)		\$ 40,000			\$ 40,000	
Chandler - Racquetball Court Conversion				\$ 500,000	\$ 500,000	
Chandler - Upgrade Play Equipment/Surfacing		\$ 200,000			\$ 200,000	
Chandler - Roofing Repairs	\$ 220,000				\$ 220,000	
Crown Center - Construction/Construction Engineering	\$ 28,500,000				\$ 28,500,000	
Ecology Center - Restroom Renovations	\$ 100,000				\$ 100,000	
Ecology Center - Lighting Upgrades		\$ 30,000			\$ 30,000	
Ecology Center - Crawl Space Improvements	\$ 350,000				\$ 350,000	
Ecology Center - Wood Floor Replacement		\$ 60,000			\$ 60,000	
Ecology Center - Office Reconfiguration		\$ 100,000			\$ 100,000	
Ecology Center - Parking Lot Resurfacing			\$ 100,000		\$ 100,000	
Ecology Center - Parking Lot Lighting			\$ 75,000		\$ 75,000	
Ecology Center - Security System Improvements				\$ 20,000	\$ 20,000	
Ecology Center - Standing Seam Roof Restoration		\$ 50,000			\$ 50,000	
Fleetwood - Gym Flooring	\$ 75,000				\$ 75,000	
Fleetwood - Stage			\$ 50,000		\$ 50,000	
Fleetwood - Gym Lighting		\$ 50,000			\$ 50,000	
Fleetwood - Miscellaneous Improvements				\$ 100,000	\$ 100,000	
Fleetwood - Entrance Lobby		\$ 100,000			\$ 100,000	
Fleetwood - Office Renovation			\$ 100,000		\$ 100,000	
Fleetwood - Auditorium Renovation (incl ADA access)			\$ 100,000		\$ 100,000	
Fleetwood - Upstairs Office Renovation				\$ 100,000	\$ 100,000	
Gibbs Morrison - Roofing Replacement		\$ 150,000			\$ 150,000	

**City of Evanston**  
**Proposed FY 2018 - FY 2020 Capital Improvement Program**

	FY 2018 Projected	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected	5-YEAR TOTAL	NOTES (list funding sources if not GOB)
Levy Center Courtyard - Rubberized Surfacing			\$ 50,000		\$ 50,000	
Levy Center - Entryway Air Barrier			\$ 30,000		\$ 30,000	
Levy Center - Exterior Louver Replacements			\$ 150,000		\$ 150,000	
Levy Center - Kitchen			\$ 250,000		\$ 250,000	
Levy Center - Office Renovations			\$ 200,000		\$ 200,000	
Levy Center - Retractable Wall Replacement				\$ 20,000	\$ 20,000	
Levy Center - Draperies			\$ 100,000		\$ 100,000	
Levy Center - HVAC	\$ 300,000				\$ 300,000	
Levy Center - Upgrade BAS	\$ 30,000				\$ 30,000	
Levy Center - Lighting Upgrade			\$ 50,000		\$ 50,000	
Levy Center - Exterior Bollard Light Replacement			\$ 30,000		\$ 30,000	
Levy Center - Flooring Upgrade - Tiles, Carpet, Fitness Room		\$ 40,000			\$ 40,000	
Levy Center - Sewer Service Replacement			\$ 100,000		\$ 100,000	
Noyes - Basement			\$ 200,000		\$ 200,000	
Noyes - Flooring (room 106)				\$ 40,000	\$ 40,000	
Noyes - Hallway Floor Refinishing and Repair				\$ 110,000	\$ 110,000	
Noyes - Paint & Plaster Repair	\$ 225,000				\$ 225,000	
Noyes - Security System (alarm and cameras)		\$ 30,000			\$ 30,000	
Noyes - HVAC and Unit Heaters	\$ 1,200,000				\$ 1,200,000	
Noyes - Theater Electrical / Lighting Improvement	\$ 300,000				\$ 300,000	
Noyes - Parking Lot Rehabilitation	\$ 300,000				\$ 300,000	Parking Fund
Civic Center - Boiler Replacement	\$ 900,000				\$ 900,000	
Civic Center - Restroom Improvements			\$ 800,000	\$ 800,000	\$ 1,600,000	
Civic Center - Window Repairs/Replacement			\$ 250,000		\$ 250,000	
Civic Center - ACM Flooring			\$ 75,000		\$ 75,000	
Civic Center - Electrical Panels / Distribution Upgrades	\$ 500,000				\$ 500,000	
Civic Center - Fire Protection Upgrades		\$ 1,500,000			\$ 1,500,000	
Civic Center - Elevator Upgrades	\$ 300,000				\$ 300,000	
Civic Center - HVAC Improvements	\$ 1,500,000				\$ 1,500,000	
Civic Center - ADA Improvements (door hardware)		\$ 100,000			\$ 100,000	

**City of Evanston**

**Proposed FY 2018 - FY 2020 Capital Improvement Program**

	FY 2018 Projected	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected	5-YEAR TOTAL	NOTES (list funding sources if not GOB)
Service Center - BAS Replacement	\$ 100,000				\$ 100,000	
Service Center - D Building Heating System Replacements	\$ 300,000				\$ 300,000	
Service Center - Energy Efficiency Lighting Improvements			\$ 200,000		\$ 200,000	
Service Center - Parking Deck Membrane and Joint Repairs			\$ 200,000		\$ 200,000	
Service Center - Restroom Renovations			\$ 100,000		\$ 100,000	
Service Center - Tuckpointing			\$ 300,000		\$ 300,000	
Service Center - Ventilation and Unit Heater Replacement	\$ 150,000				\$ 150,000	
Service Center - ADA Improvements				\$ 400,000	\$ 400,000	
Service Center - Overhead Door Replacements		\$ 1,125,000			\$ 1,125,000	
Service Center Yard - roofing repairs	\$ 100,000				\$ 100,000	
Fire Station 2 - Emergency Generator Replacement		\$ 500,000			\$ 500,000	
Fire Station 2 - Lighting Upgrade			\$ 50,000		\$ 50,000	
Fire Station 2 - Restroom Upgrades				\$ 500,000	\$ 500,000	
Fire Station 2 - Second Floor Rehabilitation				\$ 1,000,000	\$ 1,000,000	
Fire Station 3 - HVAC Improvements		\$ 75,000	\$ 75,000		\$ 150,000	
Fire Station 3 - Flooring Upgrade			\$ 20,000		\$ 20,000	
Police Fire HQ - Interior Entry			\$ 100,000		\$ 100,000	
Police Fire HQ - Emergency Generator Replacement	\$ 500,000				\$ 500,000	
Police Fire HQ - Chillers			\$ 500,000		\$ 500,000	
Police Fire HQ - Underground Pits and Waste Line Replacemer	\$ 100,000				\$ 100,000	
Police Fire HQ - Flooring Upgrade			\$ 20,000		\$ 20,000	
Police Fire HQ - Furniture Upgrade			\$ 30,000		\$ 30,000	
Police Fire HQ - RTU1	\$ 250,000				\$ 250,000	
Fire Station 4 - Roof Replacement		\$ 80,000			\$ 80,000	
Fire Station 2 - Roof Replacement		\$ 200,000			\$ 200,000	
Sherman Avenue Garage - Coating Rehabilitation		\$ 150,000		\$ 175,000	\$ 325,000	
Maple Street Garage - Through Wall Flashing Repairs	\$ 150,000				\$ 150,000	Parking Fund
Sherman Avenue Garage - Lighting Upgrade	\$ 500,000				\$ 500,000	

**City of Evanston**

**Proposed FY 2018 - FY 2020 Capital Improvement Program**

	FY 2018 Projected	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected	5-YEAR TOTAL	NOTES (list funding sources if not GOB)
Parking Garages - Silane Sealer / Striping		\$ 1,400,000			\$ 1,400,000	Parking Fund
Parking Garages - Concrete Repairs				\$ 300,000	\$ 300,000	Parking Fund
Parking Garages - Steel Repairs				\$ 300,000	\$ 300,000	Parking Fund
Parking Garages - Joint Repairs				\$ 600,000	\$ 600,000	Parking Fund
Parking Garages - Traffic Coating / Striping				\$ 1,400,000	\$ 1,400,000	Parking Fund
Animal Shelter Renovations			\$ 300,000		\$ 300,000	
Arc Flash Study at City Bldgs	\$ 150,000				\$ 150,000	
Energy Efficiency Improvements	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 200,000	
Facilities Contingency	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 800,000	
James Park Field House - Restroom Renovations		\$ 115,000			\$ 115,000	
Lighthouse Fog / Signal House Renovations	\$ 90,000	\$ 1,000,000			\$ 1,090,000	
Park Fieldhouses - HVAC				\$ 50,000	\$ 50,000	
Park Fieldhouses - Exterior Envelope - carpentry, tuckpointing, roofing (bent, baker, Leahy, Lovelace)				\$ 150,000	\$ 150,000	
Park Fieldhouses Restrooms (Ackerman, Baker, Bent, Lagoon, Leahy, Lovelace)			\$ 600,000		\$ 600,000	135K - lighthouse landing
Beach House - Exterior Envelope - carpentry, tuckpointing, roofing (south blvd, lighthouse landing)			\$ 100,000		\$ 100,000	
Roofing Repairs - Miscellaneous Facilities			\$ 75,000		\$ 75,000	
Lovelace Park - Roofing Replacement		\$ 75,000			\$ 75,000	
Mason Park - Roofing Replacement		\$ 100,000			\$ 100,000	
<b>TOTAL FACILITIES PROJECTS</b>	<b>\$ 37,930,000</b>	<b>\$ 7,550,000</b>	<b>\$ 5,810,000</b>	<b>\$ 6,815,000</b>	<b>\$ 58,105,000</b>	
<b>MISCELLANEOUS</b>						
Network Switch Reliability	125,000				\$ 125,000	
Engineering Transfer to General Fund	500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 2,000,000	
IT Infrastructure - Future Years		\$ 150,000	\$ 150,000	\$ 150,000	\$ 450,000	
Public Art - Neighborhood Public Art	75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 300,000	
<b>TOTAL MISCELLANEOUS PROJECTS</b>	<b>\$ 700,000</b>	<b>\$ 725,000</b>	<b>\$ 725,000</b>	<b>\$ 725,000</b>	<b>\$ 2,875,000</b>	

City of Evanston

Proposed FY 2018 - FY 2020 Capital Improvement Program

	FY 2018 Projected	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected	5-YEAR TOTAL	NOTES (list funding sources if not GOB)
<b>LIBRARY</b>						
Main Library - Interior Renovations	2,500,000				\$ 2,500,000	Library Bond Debt
Main Library - Weatherproofing - Phases 2 & 3	250,000				\$ 250,000	Library Bond Debt
Main Library - Generator	750,000				\$ 750,000	Library Bond Debt
Robert Crown - New Library Branch	2,000,000				\$ 2,000,000	Library Bond Debt
<b>TOTAL LIBRARY PROJECTS</b>	<b>\$ 5,500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,500,000</b>	

**WATER TREATMENT, STORAGE AND BILLING**

Dist Sys - Retail Water Meter Replacement Program			\$ 1,200,000		\$ 1,200,000	Water Fund
WTP - Chemical Storage Tank Repairs and Lining		\$ 125,000	\$ 125,000		\$ 250,000	Water Fund
WTP - Filter Freight Elevator and Controls Rehab	\$ 150,000				\$ 150,000	Water Fund
WTP - Filter Workshop Sprinkler System	\$ 150,000				\$ 150,000	Water Fund
WTP - Laboratory HVAC Replacement	\$ 300,000				\$ 300,000	Water Fund
WTP - Filtration Reliability Improvement	\$ 250,000	\$ 2,750,000			\$ 3,000,000	IEPA SRF Loan
WTP - Roof Improvements	\$ 250,000		\$ 250,000		\$ 500,000	Water Fund
WTP - Security Equipment	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 200,000	Water Fund
WTP - Settling Basin 1/2 Rehabilitation	\$ 50,000	\$ 350,000			\$ 400,000	Water Fund
WTP - Treated Water Storage Replacement - Construction	\$ 12,200,000	\$ 4,000,000			\$ 16,200,000	IEPA SRF Loan
WTP - Turbidimeter Replacement	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 100,000	Water Fund
WTP - 36/42 Intake Replacement			\$ 1,500,000	\$ 16,500,000	\$ 18,000,000	IEPA SRF Loan
<b>TOTAL WATER TREATMENT PROJECTS</b>	<b>\$ 13,425,000</b>	<b>\$ 7,300,000</b>	<b>\$ 3,150,000</b>	<b>\$ 16,575,000</b>	<b>\$ 40,450,000</b>	

**SUMMARY**

	FY 2018 Projected	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected	5-YEAR TOTAL	NOTES (list funding sources if not GOB)
Street Resurfacing, Water Main, Sewer Projects	\$ 22,280,000	\$ 15,315,000	\$ 11,620,000	\$ 12,435,000	\$ 61,650,000	
Other Transportation	\$ 4,080,000	\$ 10,220,000	\$ 3,005,000	\$ 3,140,000	\$ 20,445,000	
Parks	\$ 4,570,000	\$ 2,925,000	\$ 3,900,000	\$ 2,780,000	\$ 13,425,000	
Facilities	\$ 37,930,000	\$ 7,550,000	\$ 5,810,000	\$ 6,815,000	\$ 58,105,000	
Miscellaneous	\$ 700,000	\$ 725,000	\$ 725,000	\$ 725,000	\$ 2,875,000	
Library	\$ 5,500,000	\$ -	\$ -	\$ -	\$ 5,500,000	
Water Treatment, Storage and Billing	\$ 13,425,000	\$ 7,300,000	\$ 3,150,000	\$ 16,575,000	\$ 40,450,000	
<b>TOTAL CIP 2018 - 2021</b>	<b>\$ 88,485,000</b>	<b>\$ 44,035,000</b>	<b>\$ 28,210,000</b>	<b>\$ 42,470,000</b>	<b>\$ 202,450,000</b>	

**City of Evanston**  
**Adopted 2017 Capital Improvement Program Maintenance Requirements**

	TOTAL	Maintenance Impacts	Decrease Overall Maintenance	Neutral	Increase Overall Maintenance
<b>STREET RESURFACING, WATER MAIN AND SEWER</b>					
<b>Major Projects</b>					
ERGB Construction Engr Phase III	\$ 150,000	Resurfacing will decrease need for street repairs in short term. Increased number of light fixtures will increase amount of labor needed to maintain lighting in long-term.	X		X
ERGB Construction	\$ 500,000				
Sheridan Road/Chicago Avenue Const Engr Phase III	\$ 500,000	Road base/surface improvements will assist in decreasing need for street repairs over next 20 years. Increased number of traffic signals will increase amount of labor by traffic maintenance staff in long-term. Separate bike lanes and bus pull-offs will require additional snow-removal efforts	X		X
Sheridan Road/Chicago Avenue, Grove to Isabella	\$ 8,940,000				
Main Street, Maple to Hinman Design Engr Phase I/II	\$ 150,000	Resurfacing will decrease need for street repairs in short term. Changes in sidewalk design will also decrease maintenance requirements	X		
Main Street Commons/Corridor Design Engineering	\$ 175,000	Unknown at this time.			
Howard Street Corridor, Dodge to Custer	\$ 300,000	Unknown at this time.			
Chicago Ave Corridor Impr, Howard to Main	\$ 50,000	Unknown at this time.			
<b>Street Resurfacing</b>					
SR - MFT - Hinman, Kedzie to Main	\$ 174,000	Resurfacing will decrease need for street repairs in short-term.	X		
SR - MFT - Wesley, Dempster to Grove	\$ 338,000	Resurfacing will decrease need for street repairs in short-term.	X		
SR - MFT - Grey, Foster to North End	\$ 73,000	Resurfacing will decrease need for street repairs in short-term.	X		
SR - MFT - Cowper, Grant to Colfax	\$ 99,000	Resurfacing will decrease need for street repairs in short-term.	X		
SR - MFT - Cowper, Colfax to Harrison	\$ 138,000	Resurfacing will decrease need for street repairs in short-term.	X		
SR - MFT - Livingston, Green Bay Rd to Broadway	\$ 138,000	Resurfacing will decrease need for street repairs in short-term.	X		
SR - MFT - Hartrey, Dobson to Grey	\$ 136,000	Resurfacing will decrease need for street repairs in short-term.	X		
SR - MFT - South, Asbury to Ridge	\$ 295,000	Resurfacing will decrease need for street repairs in short-term.	X		
SR - Garnet Street, CTA Viaduct to East Alley	\$ 300,000	Resurfacing will decrease need for street repairs in short-term.	X		
SR - CDBG - 2017 Streets	\$ 500,000	Resurfacing will decrease need for street repairs in short-term.	X		
<b>Water Main</b>					
WM - 30" Downtown Feeder Main Rehabilitation	\$ 400,000	Water main rehabilitation will reduce likelihood of emergency water main repairs over next 75 years.	X		
WM - Howard, Dodge to Ashland	\$ 1,500,000	Resurfacing will decrease need for street repairs in short-term. Water main rehabilitation will reduce likelihood of emergency water main repairs over next 75 years.	X		
WM - Grant, Cowper to Lawndale	\$ 810,000	Resurfacing will decrease need for street repairs in short-term. Water main rehabilitation will reduce likelihood of emergency water main repairs over next 75 years.	X		
WM - Lee, Brown to Dewey	\$ 1,020,000	Resurfacing will decrease need for street repairs in short-term. Water main rehabilitation will reduce likelihood of emergency water main repairs over next 75 years.	X		
WM - Lining Small Dia Mains on Private Easement	\$ 1,300,000	Water main rehabilitation will reduce likelihood of emergency water main repairs over next 75 years.	X		
WM - Inspection of Large Diameter Mains	\$ 650,000	Unknown at this time.			
<b>Sewer Rehabilitation</b>					
Sewer - CIPP Rehabilitation	\$ 655,000	Sewer rehabilitation will reduce likelihood of emergency sewer repairs over next 75 years.	X		
Sewer - Emergency Sewer Repairs	\$ 75,000	Sewer rehabilitation will reduce likelihood of emergency sewer repairs over next 75 years.	X		
Sewer - Repairs on Street Improvements	\$ 100,000	Sewer rehabilitation will reduce likelihood of emergency sewer repairs over next 75 years.	X		
Sewer - Sewer Extension for Alley Improvements	\$ 150,000	Increased amount of sewer may result in increased maintenance need, but will likely result in decrease in the amount of private property damage due to flooding.	X		X
Sewer - Drainage Structure Lining	\$ 155,000	Drainage rehabilitation will reduce likelihood of emergency sewer repairs over next 25 years.	X		
Sewer - Stormwater Mgmt Improvements	\$ 100,000	Increased amount of sewer facilities may result in increased maintenance need, but will likely result in decrease in the amount of private property damage due to flooding.	X		X
Sewer - Large Dia Rehab - Mulford St Ext Phase 2	\$ 600,000	Sewer rehabilitation will reduce likelihood of emergency sewer repairs over next 75 years.	X		

**City of Evanston**  
**Adopted 2017 Capital Improvement Program Maintenance Requirements**

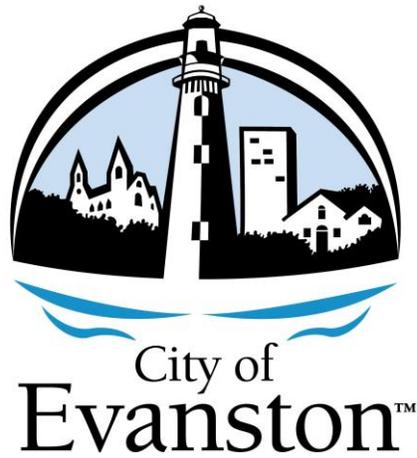
	TOTAL	Maintenance Impacts	Decrease Overall Maintenance	Neutral	Increase Overall Maintenance
<b>OTHER TRANSPORTATION</b>					
<b>Major Projects</b>					
Central Street Bridge Engr, Phase I	\$ 360,000	Unknown at this time.			
Comprehensive Signs	\$ 150,000	Unknown at this time.			
Bridge Inspection	\$ 30,000	Unknown at this time.			
Safe Routes to School	\$ 40,000	Increased signage and radar signs will require increased labor by traffic maintenance staff.			X
Streetlight Master Plan Study	\$ 150,000	Unknown at this time.			
Traffic Signal Design - Emerson@ Maple/Elgin/Benson/Dc	\$ 150,000	Unknown at this time.			
<b>Annual Projects</b>					
General Phase I Engineering	\$ 80,000	Unknown at this time.			
Alley Paving	\$ 986,000	Improving alleys eliminates need for alley regrading multiple times per year. Sewer is added, which results in increased amount of sewer facilities to maintain.	X		X
Neighborhood Traffic Calming & Ped Safety	\$ 115,000	Unknown at this time.			
Pavement Marking	\$ 90,000	Refreshing pavement markings results in less spot repairs needed on an emergency basis	X		
Bike Infrastructure Improvements	\$ 85,000	Increased amount of bike facilities will result in increased labor hours by Streets Division			X
Sidewalk - 50/50 Replacement	\$ 150,000	Sidewalk rehabilitation will result in less emergency repairs needed over next 25 years.	X		
Streetlight Purchase	\$ 100,000	Replacing deteriorated street lights will result in less maintenance hours needed by Traffic Division over next 30 years.	X		
Street Patching Program	\$ 600,000	Street patching will decrease need for street repairs in short-term.	X		
<b>Parking Lot Projects</b>					
PL - 2016 Parking Lot Engineering Svcs	\$ 25,000	Parking lot surface rehabilitation will result in decreased emergency spot repairs by Streets Division. Installation of green infrastructure elements will increase amount of labor hours by Streets Division and Greenways Division.	X		X
PL - Davis Street Permeable Parking Repl	\$ 99,758	Street patching will decrease need for street repairs in short-term.	X		
PL - Levy Center Lot	\$ 650,000				
PL - Parking Lot No. 22 (South Blvd & Sheridan Rd)	\$ 350,000				
PL - Parking Lot No. 23 (Dempster & Elmwood)	\$ 200,000	Parking lot surface rehabilitation will result in decreased emergency spot repairs by Streets Division. Installation of green infrastructure elements will increase amount of labor hours by Streets Division and Greenways Division.	X		X
PL - Parking Lot No. 39 (711 Hinman Ave)	\$ 375,000				
PL - Parking Lot No. 45 (833 Forest Ave)	\$ 200,000				
<b>PARKS</b>					
Church Street Harbor - South Pier Reconstruction	\$ 580,000	New pier wall will decrease dredging and wall maintenance requirements	X		
Fountain Square Renovations - Engineering	\$ 180,000	New fountain, street surface and sidewalk design will decrease maintenance requirements over next 25 years. Additional lighting fixtures will increase amount of labor hours needed by Traffic Division.	X		X
Fountain Square Renovations - Construction	\$ 4,740,000				
Lovelace Park - Pond Rehabilitation	\$ 100,000	Repair of pond wall will decrease maintenance requirements over next 25 years.	X		
James Park - North Baseball Field	\$ 1,000,000	Replacement of existing baseball field with new field with a drainage system will reduce maintenance requirements. Installation of needed stormwater detention may increase maintenance requirements.	X		X
Parks Contingency	\$ 150,000	Unknown at this time.			

**City of Evanston**  
**Adopted 2017 Capital Improvement Program Maintenance Requirements**

	TOTAL	Maintenance Impacts	Decrease Overall Maintenance	Neutral	Increase Overall Maintenance
<b>FACILITIES</b>					
Chandler - HVAC Improvements - Engr Design Svcs	\$ 75,000	Unknown at this time.			
Chandler - Electrical Upgrades	\$ 400,000	Replacement of deteriorated electrical equipment and new electrical system layout will decrease labor hours needed for maintenance by Facilities.	X		
Chandler - Exterior Waterproofing	\$ 200,000	Elimination of flooding into building will decrease labor hours needed for maintenance by Facilities.	X		
Crown Center - Consulting Svcs (Planning and Design)	\$ 1,500,000	Unknown at this time.			
Ecology Center - Roofing / Clerestory / Masonry	\$ 80,000	Elimination of leaking windows and roof will decrease labor hours needed for maintenance by Facilities.	X		
Ecology Center - Crawl Space Impr - Engr Design	\$ 50,000	Unknown at this time.			
Fleetwood - HVAC and Electrical - Engr	\$ 29,000	Replacement of deteriorated HVAC and electrical equipment and new systems layout will decrease labor hours needed for maintenance by Facilities. Addition of multiple HVAC units may increase maintenance requirements.	X		X
Fleetwood - HVAC and Electrical - Const	\$ 1,700,000				
Fleetwood - Restrooms	\$ 150,000	Replacement of deteriorated furnishings and surfaces will decrease maintenance requirements by Facilities.	X		
Gibbs Morrison - Site Improvements - Engr	\$ 17,000	Elimination of flooding into building will decrease labor hours needed for maintenance by Facilities. Addition of stormwater detention, lighting and landscaping may increase maintenance requirements.	X		X
Gibbs Morrison - Site Improvements - Const	\$ 403,000				
Levy Center - Solar Panel Installation	\$ 100,000	Addition of solar panels will increase labor hours needed for maintenance by Facilities.			X
Civic Center - Security Improvements	\$ 500,000	Unknown at this time.			
Civic Center - Boiler Replacement - Engr Design Svcs	\$ 100,000	Unknown at this time.			
Fire Station 1,2,4 - Bunkroom Upgrades	\$ 30,000	Unknown at this time.			
Sherman Avenue Garage - Coating Rehabilitation	\$ 150,000	Replacement of coating will reduce labor hours needed for maintenance by Parking Division. It will also reduce potential for long-term deterioration of concrete.	X		
Sherman Avenue Garage - Elevator Cab Flooring	\$ 70,000	Replacement of flooring will reduce labor hours needed for maintenance by Parking Division. It will also reduce potential for long-term deterioration of elevators.	X		
Maple Street Garage - Pavement Striping and Traffic Coat	\$ 400,000	Replacement of coating will reduce labor hours needed for maintenance by Parking Division. It will also reduce potential for long-term deterioration of concrete.	X		
Data Center Study	\$ 50,000	Unknown at this time.			
Dempster Beach House Renovations	\$ 200,000	Replacement of deteriorated windows, roofing, furnishings and surfaces will decrease maintenance requirements by Facilities.	X		
Energy Efficiency Improvements	\$ 100,000	Unknown at this time.			
Facilities Contingency	\$ 200,000	Unknown at this time.			
Harley-Clarke Repairs	\$ 250,000	Unknown at this time.			
Howard Street Theater	\$ 1,000,000	Construction of new City-owned facility will increase labor hours needed by Facilities for maintenance.			X
Generator Study	\$ 70,000	Unknown at this time.			
Solar Panel Install	\$ 30,000	Addition of solar panels will increase labor hours needed for maintenance by Facilities.			X
Roofing Repairs - Miscellaneous Facilities	\$ 50,000	Roofing repairs will decrease labor hours needed by Facilities for maintenance.	X		
<b>MISCELLANEOUS</b>					
Cameras - Parking Garages	\$ 300,000	Installation of additional cameras and software will increase maintenance requirements by IT Division.			X
Cameras - Police	\$ 525,000				
Network Switch Reliability	\$ 125,000	Replacement of failing network equipment will reduce labor hours needed for maintenance by IT staff.	X		
Public Art - Neighborhood Public Art	\$ 150,000	Addition of art installation citywide will increase maintenance requirements.			X
Public Art - Cultural Art Master Plan	\$ 50,000	Unknown at this time.			

**City of Evanston**  
**Adopted 2017 Capital Improvement Program Maintenance Requirements**

	TOTAL	Maintenance Impacts	Decrease Overall Maintenance	Neutral	Increase Overall Maintenance
<b>LIBRARY</b>					
Main Library - Interior Renovations	\$ 2,500,000	Unknown at this time.			
Main Library - Weatherproofing - Phases 2 & 3	\$ 250,000	Unknown at this time.			
Main Library - Parking Garage Renovations	\$ 250,000	Unknown at this time.			
Main Library - Generator	\$ 50,000	Unknown at this time.			
North Branch - 2022 Central Street Improvements	\$ 150,000	Unknown at this time.			
North Branch - Roof and Gutter Replacement	\$ 150,000	Rehabilitation of roofing and gutters will decrease labor hours needed for maintenance by Library staff.	X		
North Branch - Exterior Improvements	\$ 249,500	Unknown at this time.			
North Branch - Asbestos Remediation	\$ 75,000	Unknown at this time.			
Robert Crown - New Library Branch	\$ 500,000	Addition of new City-owned facility will increase labor hours needed for maintenance.			X
<b>WATER TREATMENT, STORAGE AND BILLING</b>					
Dist Sys - In-House Meter Replacement	\$ 20,000	Replacement of older water meters will decrease maintenance requirements by Distribution Division.	X		
Dist Sys - Pressure Gauges at Fire Stations	\$ 20,000	Addition of new instrumentation will increase maintenance requirements by Pumping Division.			X
Dist Sys - Retail Water Meter Replacement Program	\$ 1,220,000	Replacement of older water meters will decrease maintenance requirements by Distribution Division.	X		
Dist Sys - Water Main Corrosion Control in Various Locations	\$ 20,000	Addition of corrosion control will reduce water main failures and decrease maintenance requirements by Distribution Division.	X		
North Standpipe - Fiber Optic From FS#5	\$ 120,000	Addition of new communications technology will reduce need for maintenance of existing radio equipment.	X		
South Standpipe - Motor Control Center	\$ 300,000	Replacement of older outdated electrical equipment will decrease labor hours needed for maintenance by Pumping Division.	X		
South Standpipe - Storage Building Repairs	\$ 75,000	Spot repairs of deteriorated roof and walls will decrease labor hours needed for maintenance by Distribution Division.	X		
WTP - CMMS Software Implementation	\$ 170,000	Expansion of CMMS will increase labor hours needed by office staff for data tracking while allowing field staff to operate more efficiently.	X		X
WTP - Crack Repair of Low Lift Suction Tunnels	\$ 50,000	Spot repairs of deteriorated roof and walls will decrease labor hours needed for maintenance by Pumping Division.	X		
WTP - Exterior Door Improvements	\$ 130,000	Replacement of older doors while reducing water entering the building will reduce labor hours needed for maintenance by Filtration Division.	X		
WTP - Laboratory HVAC Replacement - Engr Svcs	\$ 90,000	Replacement of outdated HVAC equipment will reduce labor hours needed for maintenance by Filtration Division.	X		
WTP - Reliability Improvements - Construction	\$ 1,100,000	Rehabilitation of failed water plant components will reduce labor hours need for maintenance by Filtration Division.	X		
WTP - Reliability Improvements - Engineering	\$ 170,000				
WTP - SCADA System Upgrades	\$ 260,000	Repair/replacement of computer system will decrease labor hours needed for maintenance by Filtration and Pumping Divisions.	X		
WTP - Security Equipment	\$ 50,000	Unknown at this time.			
WTP - Treated Water Storage Replacement - Construction	\$ 3,000,000	Replacement of deteriorated structure will decrease long-term maintenance requirements. Installation of new pumping system will increase maintenance requirements.	X		X
WTP - Treated Water Storage Replacement - Engineering	\$ 920,000				
WTP - Turbidimeter Replacement	\$ 25,000	Replacement of outdated instrumentation will decrease labor hours needed for maintenance by Filtration Division.	X		
WTP - Upgrade Flushing Water Supply to Basins 1 & 2	\$ 40,000	Replacement of deteriorated flushing water system will decrease labor hours needed for maintenance by Filtration Division.	X		
	\$ 53,215,258	*excludes IDOT reimbursement projects of \$5,585,156			



**PART VII**

**COMPREHENSIVE  
PERFORMANCE  
MEASUREMENT**

<b>Administrative Services</b>	<b>2016 Target</b>	<b>2016 Actual</b>	<b>Target Met?</b>	<b>2017 Goal</b>
Number of IT calls per week	8200	8113	✓	8500
IT responses with eight hours	80%	85%	✓	85%
Average backlog of IT open requests	50%	25%	✓	20%
Number of parking tickets issued	82,000	62,000 (09/30/2016)	75%	83,000
Parking-related revenue generated (in millions of dollars)	\$10,322,856	\$10,797,220	✓	\$10,765,056

<b>City Manager's Office</b>	<b>2016 Target</b>	<b>2016 Actual</b>	<b>Target Met?</b>	<b>2017 Goal</b>
Number of service request received by 311 Staff	29,000	61,000	✓	65,000
Number of administrative services assumed by 311	5	5	✓	7
Increase in number of subscribers to City communication channels annually	38,000	84,000	✓	100,000
Number of citizen engagement events and/or activities	101	105	✓	110

<b>Community Development</b>	<b>2016 Target</b>	<b>2016 Actual</b>	<b>Target Met?</b>	<b>2017 Goal</b>
Average review time of Single Family & Accessory Structures	20 days	18.9 days	✓	20 days
Average review time of Commercial & Accessory Structures	20 days	19.1 days	✓	20 days
Average review time of Planned Developments by Plan Commission	90 days	60 days	✓	60 days
Average review time of Certificates of Appropriateness by Historic Preservation Commission	<45 days	30 days	✓	<45days
Average review time of Variation & Special Use permit cases by Zoning Board of Appeals	30 days	30 days	✓	30 days
Percentage of grant-funded programs/projects progressing as planned	85%	88%	✓	85%
Number of housing units (owner and rental) substantially rehabbed	70	80	✓	9

<b>Fire</b>	<b>2016 Target</b>	<b>2016 Actual</b>	<b>Target Met?</b>	<b>2017 Goal</b>
Percentage of emergency fire calls with a response time of five minutes and under from dispatch to arrival on scene, compared with square miles served per fire	95%	99.86%	✓	95%

Suppression Station, and compared with population density				
Fire incidents confined to room of origin	65%	80%	✓	68%
Number of on the Job (OJI) related injuries per 100 members that resulted in time lost from duty in a one-year period	<5	8		<5
Job related vehicle crashes, deemed preventable, per 100 members in a one-year period	<5	5	✓	<5
Sworn and civilian FTE's per 1,000 population	1.4	1.46		1.4
Emergency response time	<241 sec	184 sec	✓	<241 sec
Turnout time for emergency (E) and non-emergency (NE) alarms	E: 45 sec NE: 78 sec	E: 46 sec NE: 80 sec		E:45 sec NE: 78 sec
Estimated property value preserved	95%	98%	✓	95%

**Health and Human Services**

2016 Target	2016 Actual	Target Met?	2017 Goal
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Number of investigations and complaints	3000	2569	✓	3000
Track local trends in testing sites for lead, childhood blood lead screening rates, and incidence in childhood lead poisoning rates	20	18	✓	25
Number of restaurant, temporary food and farmer's market inspections	17	14	✓	17

**Law**

2016 Target	2016 Actual	Target Met?	2017 Goal
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Traffic prosecution cases	2,500	1,471		2,200
Administrative review cases	8	6	✓	8
Ordinances and resolutions written and/or reviewed	275	183	✓	280
Cases that had a pre-trial disposition or were tried to verdict	8	11	✓	5
Annual number of administrative adjudication parking cases tried	3,800	2,855	✓	4,000
Annual number of administrative adjudication ordinance/compliance cases tried	2,500	1,490		2,200

**Library**

2016 Target	2016 Actual	Target Met?	2017 Goal
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Percentage of citizens who rated library service as satisfactory	98%	98%	✓	98%
Percentage of library users who rated the helpfulness and the general attitude of library staff as satisfactory	98%	98%	✓	98%

Percentage of library users who rated the availability of library materials as satisfactory	93%	91%		93%
Number of items circulated per resident	12.5	13.0	✓	13.5
Number of dollars spent for materials acquisition per resident	\$10.11	\$10.25	✓	\$11.59
Number of meeting room requests and estimated attendees	10,298/ 77,852	10,050/ 75,000		10,500/ 75,000
Number of library program participants that enroll in additional programs	85%	85%	✓	85%

<b><i>Parks, Recreation and Community Services</i></b>	<b>2016 Target</b>	<b>2016 Actual</b>	<b>Target Met?</b>	<b>2017 Goal</b>
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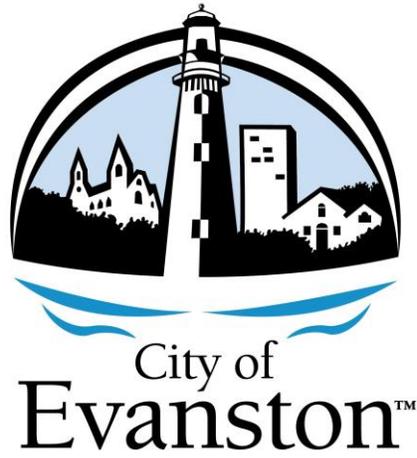
Percentage of applicants for youth employment and vocational training opportunities who received such opportunities	82%	80%		85%
Total recreation program & activity participation and community service outreach clients	109,500	175,015	✓	135,000
Evaluate employee and employer satisfaction with youth employment programs	98%	95%		97%
Attendance at PR&CS special events and park permit	50,000	49,690		52,000
User satisfaction rate of Recreation facilities (condition, safety and cleanliness, etc.)	90%	85%		90%

<b><i>Police</i></b>	<b>2016 Target</b>	<b>2016 Actual</b>	<b>Target Met?</b>	<b>2017 Goal</b>
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Victim Services follow-ups on crime related investigations	1200	779	✓	1200
Victim Services follow-ups on non-crime related investigations	800	503	✓	850
Benchmark of quantity of illicit drugs seized	350	7005.2	✓	400
Benchmark of quantity of firearms seized	100	71	✓	100

<b><i>Public Works Agency</i></b>	<b>2016 Target</b>	<b>2016 Actual</b>	<b>Target Met?</b>	<b>2017 Goal</b>
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In-house design of CIP infrastructure projects	20	22	✓	20
Number of new park and parkway trees planted	500	600	✓	500
Number of parkway trees trimmed by City crews	1200	1100		1200
Number of customers experiencing an unscheduled disruption of water service	750	113	✓	750
Number of known breaks/leaks per mile of water main	0.3	0.2	✓	0.3
Percentage of residential and commercial waste and recycling picked up on schedule	98%	99%	✓	98%
Number of customer complaints about sewer service (seepage, backups, overflows, etc.)	200	180	✓	200



# **PART VIII**

# **GLOSSARY**

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**Glossary**

**ACCRUAL BASIS:** The basis of accounting under which transactions are recognized when they occur, regardless of the timing of estimated cash flows.

**ACCRUED EXPENSES:** Expenses incurred but not due until a later date.

**ACTIVITY:** A specified and distinguishable line of work performed by a Division.

**AFSCME:** American Federation of State, County and Municipal Employees, a labor union representing some City of Evanston employees.

**ALERTS:** Allows officers access to driver's license, registration, warrant and other computerized law enforcement data. The ALERTS system also provides for inter-car communications via in-car data terminals.

**ASSESSED VALUATION:** A value that is established for real or personal property for use as a basis for levying property taxes. (Note: Property values are established by the Cook County Assessor's Office.)

**AUDIT:** An examination of an organizations' financial statements and the utilization of resources.

**BOCA:** Building Officials and Code Administrators International, an organization that writes the guidelines for basic community building codes.

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

**BOND RATING:** An assessment of the likelihood that a bond issuer will pay the interest on its debt on time. Bond ratings are assigned by independent agencies, such as Moody's Investors Service and Standard & Poor's. Ratings range from AAA or Aaa (highest) to D (in default). Bonds rated below B are not investment grade and are called high-yield or junk bonds. Since the likelihood of default is greater on such bonds, issues are forced to pay higher interest rates to attract investors. Evanston is rated as an Aa1 community by Moody's Investors Service.

**BONDED DEBT:** Portion of indebtedness represented by outstanding bonds.

**BUDGET:** A fiscal plan showing estimated expenditures, revenue, and service levels for a specific fiscal year.

**BUDGET ADJUSTMENT:** Legal procedure utilized by the City staff and Council to revise an adopted budget. The City of Evanston has a written budget adjustment policy that allows adjustments in accordance with the City Code.

**BUDGET CALENDAR:** The schedule of key dates or milestones, which the City departments follow in the preparation, adoption and administration of the budget.

**BUDGET DOCUMENT:** Instrument used by the budget-making authority to present a comprehensive financial plan of operations to the City Council.

**BUDGET MESSAGE:** The opening section of the budget document, which provides the City Council and the public with a general summary of the most important aspects of the budget, including current and previous

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**Glossary**

fiscal years, and the views and recommendations of the City Manager.

BUDGETARY CONTROL: The control or management of a governmental or enterprise fund in accordance with an approved budget to keep expenditures within available revenue.

CAPITAL EXPENDITURE (ALSO KNOWN AS CAPITAL OUTLAY): Refers to the purchase of land, buildings, and other improvements and also the purchase of machinery and equipment items which have an estimated useful life of three years or more and belong to the classes of property commonly considered as fixed assets.

CAPITAL IMPROVEMENT PLAN (CIP): A plan for capital expenditures to provide long-lasting physical improvements to be incurred over a fixed period of several future years.

CAPITAL IMPROVEMENT PLAN BUDGET: A Capital Improvement Program (CIP) budget is a separate budget from the operating budget. Items in the CIP are usually construction projects designed to improve the value of government assets.

CAPITAL PROJECT: A specific identifiable improvement or purpose for which expenditures are proposed within the capital budget or capital improvement plan. Examples of capital improvement projects include new roads, sewer lines, buildings, operating systems, recreational facilities, and large scale remodeling.

CAPITAL PROJECT FUND: A fund created to account for financial resources to be used for the acquisition or the construction of major capital facilities or equipment.

CASH BASIS: A basis of accounting under which transactions are recognized only when cash changes hand.

CITY COUNCIL: The Mayor and nine (9) Aldermen collectively acting as the legislative and policy making body of the City.

COMMODITIES: All expenditures for materials, parts, supplies and commodities, except those incidentally used by outside firms performing contractual services for the City.

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG): Federal funds made available to municipalities specifically for community revitalization. Funds may be used by internal City divisions, or distributed to outside organizations located within the City's boundaries.

COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR): A governmental unit's official annual report prepared and published as a matter of public record, according to governmental accounting standards.

CONTINGENCY: A budgetary reserve, set aside for emergencies or unforeseen expenditures not otherwise budgeted.

CONTRACTUAL SERVICES: Expenditures for services which are obtained by an express or implied contract. Major types of contractual services are: (1) advertising and printing; (2) maintenance and repair services; (3) public utility services; and (4) travel and training.

DEBT SERVICE: The City's obligation to pay the principal and interest of all bonds and other debt instruments according to a pre-determined payment schedule.

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**Glossary**

DEBT SERVICE FUND: A fund established to account for the accumulation of resources for the payment of principal and interest on long term debt.

DEFICIT: The excess of the liabilities of a fund over its assets; or the excess of expenditures over revenues during an accounting period; or, in the case of proprietary funds, the excess of expense over income during an accounting period.

DEPARTMENT: Administrative subsection of the City that indicates management responsibility for an operation.

DEPRECIATION: That portion of the cost of a capital asset that is charged as an expense during a particular period. This is a process of estimating and recording the lost usefulness, expired useful life, or diminution of service from a fixed asset that cannot or will not be restored by repair and will be replaced. The cost of the loss of usefulness of a fixed asset is the depreciation or the cost to reserve in order to replace the item at the end of its useful life.

DISTINGUISHED BUDGET AWARD: A voluntary program administered by the Government Finance Officers Association to encourage governments to publish well-organized and easily-readable budget documents and to provide peer recognition and technical assistance to the fiscal officers preparing them.

ENCUMBRANCE: Obligations in the form of purchase orders and contracts which are chargeable to a budgetary account and for which a part of the balance is reserved because the goods or services have not been

received. When paid, the encumbrance is liquidated.

ENTERPRISE FUND: A fund established to account for operations that are financed and operated in a manner similar to private business enterprises – where the intent of the governing body is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

ETSB: Emergency Telephone Systems Board.

EXPENDITURES: This term refers to the outflow of funds paid or to be paid for an asset obtained or goods and services obtained, regardless of when the expense is actually paid. Note: An encumbrance is not expenditure. An encumbrance reserves funds to be expended for a future date.

EXPENSES: A decrease in net total assets. Expenses represent the total cost of operations during a period regardless of the timing of related expenditures.

FEMA: Federal Emergency Management Agency.

FICA: Federal Insurance Contribution Act, the name of the piece of federal legislation that established the Social Security payroll tax. The current FICA tax rate is 15%, half of which is paid by the employer and half by the employee.

FISCAL YEAR (FY): The time period designating the beginning and ending period for recording financial transactions. The City of Evanston moved to a calendar year fiscal year beginning in FY2012.

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**Glossary**

FIXED ASSETS: Assets of a long term character which are intended to continue to be held or used, such as land, buildings, machinery and equipment.

FRANCHISE FEE: The fee paid by public service businesses for use of City streets, alleys, and property in providing their services to the citizens of a community. Services requiring franchises include electricity, telephone, natural gas, and cable television.

FULL ACCRUAL BASIS: The basis of accounting under which transactions are recognized when they occur, regardless of the timing of estimated cash flows.

FUND: An accounting entity with a separate set of self-balancing accounts which comprise its assets, liabilities, fund balance, revenues and expenditures.

FUND ACCOUNTING: A governmental accounting system that is organized and operated on a fund basis.

FUND BALANCE: The assets of a fund less liabilities, as determined at the end of each fiscal year. Any reservations of fund balance are deducted to result in an "unreserved fund balance."

FUND TYPE: In governmental accounting, all funds are classified into eight fund types: General, Special Revenue, Debt Services, Capital Projects, Special Assessment, Enterprise, Internal Service, and Trust and Agency.

GASB 67/68: Financial reports of defined benefit pension plans.

GENERAL FUND: The largest fund within the City, the General Fund accounts for most of the financial resources of the government. General Fund revenues include property taxes, licenses and permits, local taxes, service charges, and other types of revenue. This fund usually includes most of the basic operating services such as fire and police protection, parks, recreation and community services, public works, health, community development, and general administration.

GENERAL ACCEPTED ACCOUNTING PRINCIPLES (GAAP): Uniform minimum standard of and guidelines to financial accounting and reporting. They govern the form and content of the basic financial statements of an entity. They encompass the conventions, rules, and procedures necessary to define accepted accounting practice at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. They provide a standard by which to measure financial presentations.

GENERAL OBLIGATION (GO) BONDS: Bonds that finance public projects such as streets, municipal facilities, and park improvements. The repayment of these bonds is made from property taxes, and these bonds are backed by the full faith and credit of the issuing government.

GFOA: Government Finance Officers Association.

GPS: Global Positioning System, equipment that has the ability to survey the location of an object.

GRANT: A contribution by a government or other organization to support a particular

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**Glossary**

function. Typically, these contributions are made to local governments from the state and federal governments.

IDOT: Illinois Department of Transportation.

IDPH: Illinois Department of Public Health.

IEPA: Illinois Environmental Protection Agency.

IMRF: Illinois Municipal Retirement Fund, a pension plan for employees of member cities within the State of Illinois.

INCOME: A term used in proprietary fund type accounting to represent revenues, or the excess of revenues over expenses.

INFRASTRUCTURE: The underlying permanent foundation or basic framework.

INTEREST EARNINGS: The earnings from available funds invested during the year in U.S.

INTERFUND TRANSFER: Amounts transferred from one fund to another.

INTERNAL SERVICE FUND: Fund used to account for the financing of goods or services provided by one department to another department on a cost reimbursement basis.

INVESTMENTS: Securities and real estate held for the production of revenues in the form of interest, dividends, rentals, or lease payments. The term does not include fixed assets used in governmental operations.

ISO: Insurance Services Office, a non-profit organization that grades the Fire Department's ability to provide service to a

community, which is reflected in the insurance premium paid by the occupier.

LEVY: To impose taxes, special assessments, or service charges for the support of City services.

LIABILITIES: Debts or other legal obligations arising out of transactions in the past which must be liquidated, renewed, or refunded at some future date.

LONG-TERM DEBT: Debt with a maturity of more than one year after the date of issuance.

MABAS: Mutual Aid Box Alarm System. This system was established to provide a swift, standardized and effective method of mutual aid assistance for extra alarm fires and mass casualty incidents. The MABAS system is divided into over 20 Divisions from the communities along I-53 and the Northwest Tollway corridor.

MAINTENANCE: All materials or contract expenditures covering repair and upkeep of City buildings, machinery and equipment, systems, and land.

MFT: Motor Fuel Tax, represents revenues for the City's share of gasoline taxes, allotted by the state for street improvements.

MODIFIED ACCRUAL BASIS: The accrual basis of accounting adapted to the governmental fund type spending measurement focus. Under it, revenues are recognized when they become both "measurable" and "available" to finance expenditures of the current period. Expenditures are recognized when the related fund liability is incurred except for (1) inventories of materials and supplies which

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**Glossary**

may be considered expenditures either when purchased or when used; (2) prepaid insurance and similar items which need not be reported; (3) accumulated unpaid vacation, sick pay, and other employee benefit amounts which need not be recognized in the current period, but for which larger than normal accumulations must be disclosed in the notes to the financial statements; (4) interest on special assessment indebtedness which may be recorded when due rather than accrued, if offset by interest earnings on special assessment levies, and (5) principal and interest on long-term debt which are generally recognized when due.

MOODY'S INVESTMENT RATING SERVICE: An independent agency that analyzes the financial credit ratings of organizations. These ratings are based on debt issuance and carry a three letter coding. The City possesses a Prime-1 rating level, which is Aa1.

MUNICIPAL: Of or pertaining to a city or its government.

NORTAF: North Regional Major Crimes Task Force, this task force was established to serve as a standing task force that would be available to its member agencies for the investigation of major crimes, including homicides and non-parental kidnappings. Member communities include Evanston, Glencoe, Glenview, Kenilworth, Lincolnwood, Morton Grove, Niles, Northbrook, Northfield, Skokie, Wheeling, Wilmette, and Winnetka.

OBJECTIVES: The objectives in the performance area of the budget are statements of one-time projects. These statements are intended to address either a new service or project, or a significant change

in focus or priority in response to a special community need or City effort to improve productivity. Objectives are generally limited to one fiscal year.

ONGOING ACTIVITY MEASURES: These measures provide annual workload data on the activities of the City, which occur on an ongoing basis, year after year

OPERATING BUDGET: A financial plan outlining the estimated revenues and expenditures and other information for a specific period (usually a fiscal year). The "proposed budget" is the financial plan presented by the City Manager for consideration by the City Council, and the "adopted budget" is the financial plan ultimately approved and authorized by the City Council.

OPERATING EXPENSES: Proprietary fund expenses that are directly related to the fund's primary service activities.

OPERATING INCOME: The excess of proprietary fund operating revenues over operating expenses.

OPERATING REVENUES: Proprietary fund revenues that are directly related to the fund's primary service activities. They consist primarily of user charges for services.

PEER Services: Fiscal agent for Evanston Substance Abuse Prevention Council.

PER CAPITA COSTS: The cost of service per person. Per capita costs in Evanston are based on a 74,486 estimated population provided by the 2010 Census.

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PIMS: Police Information Management System, a computerized record system developed and maintained by the State of Illinois Criminal Justice Information Authority.

PROPERTY TAXES: Used to describe all revenues received in a period from current taxes, delinquent taxes, penalties, and interest on delinquent taxes.

PUBLIC HEARING: The portions of open meetings held to present evidence and provide information on both sides of an issue.

RESERVE: An account used to indicate that a portion of fund balance is restricted for a specific purpose. An account used to earmark a portion of fund balance to indicate that it is not appropriate for expenditure. A reserve may also be an account used to earmark a portion of fund equity as legally segregated for a specific future use.

REVENUES: All amounts of money earned or received by the City from external sources. It includes such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues and interest income.

REVENUE BONDS: Bonds whose principal and interest are payable exclusively from a revenue source pledged as the payment source before issuance.

ROI: Return on investment, a method to assist management decision-making by evaluating the return on various investment alternatives.

SALES TAXES: The City receives two types of sales taxes – one from the state and the other from a home-rule sales tax. The state tax rate

is 1% and the local home rule sales tax rate is 1%.

SAMHSA: Substance Abuse and Mental Health Services Administration.

SERVICES BILLED OUT: Includes revenues received for services provided by one department to another within the same fund. An example would be the revenue received by the Community Development Department for services provided by Public Works, such as vehicle maintenance.

SYEP: Summer Youth Employment Program.

TAX BASE: The total value of all real and personal property in the City as of January 1 of each year, as certified. The tax base represents net value after all exemptions.

TAX LEVY: The resultant product when the tax rate per one hundred dollars is multiplied by the tax base.

TAX RATE: A percentage applied to all taxable property to raise general revenues. It is derived by dividing the total tax levy by the taxable net property valuation.

TAXES: Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. The term does not include charges for services rendered only to those paying such charges; for example, sewer service charges.

TIF: Tax Increment Financing or the act of capturing the amount of property taxes levied by a taxing unit for the year on the appraised value of real property located within a defined investment zone. The tax increments are paid into the TIF fund and used to pay

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project costs within the zone, including debt service obligations.

TRUST AND AGENCY FUNDS: Funds created to account for assets held by the City in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and/or other funds. These include pension trust funds and agency funds.

USER CHARGES: The payment of a fee for direct receipt of a public service by the party benefiting from the service.

YEP: Youth and Young Adult Job Training and Employment Program.