

# Fiscal Year 2018 Proposed Budget

Stephen H. Hagerty, Mayor

Submitted by

Wally Bobkiewicz, City Manager

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



**ELECTED OFFICIALS**

**Stephen H. Hagerty  
Mayor**

**CITY COUNCIL**

Judy Fiske	First Ward
Peter Braithwaite	Second Ward
Melissa A. Wynne	Third Ward
Donald N. Wilson	Fourth Ward
Robin Rue Simmons	Fifth Ward
Thomas M. Suffredin	Sixth Ward
Eleanor Revelle	Seventh Ward
Ann Rainey	Eighth Ward
Cicely L. Fleming	Ninth Ward
Devon Reid	City Clerk

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Wally Bobkiewicz  
City Manager

**CITY OF EVANSTON**  
**FY 2018 PROPOSED BUDGET**

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

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GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
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**City of Evanston**

**Illinois**

For the Fiscal Year Beginning

**January 1, 2017**

*Christopher P. Morrill*

Executive Director



October 6, 2017

Mayor Stephen H. Hagerty and  
Members of the City Council

Ladies and Gentlemen:

Please find the Proposed Fiscal Year 2018 Budget for the City of Evanston, Illinois for the period beginning January 1, 2018 and ending December 31, 2018. 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 proposed budget for FY 2018 is \$338,888,344, which includes interfund transfer expenses; this is the total expense cost for all funds including the Library. This represents an increase of \$30,120,892 or 9.8% from the 2017 Amended Budget. As will be noted later in this message, this increase is mainly attributable to capital project spending.

The estimated FY 2017 General Fund revenues are \$115,213,428. General Fund expenditures estimate is \$115,128,078, with a year-end surplus of \$85,350. Both revenues and expenditures are estimated to be approximately \$3.5 million below budget in the General Fund for 2017. This decreasing revenue trend continues into the 2018 Proposed Budget which will necessitate changes to General Fund operations.

The 2018 Proposed Baseline revenues for the General Fund are \$112,411,186 which is a \$6.4 million reduction from the 2017 Amended Budget. This reduction is due to a \$5 million reduction in permit revenues and a \$1.4 million reduction in sales and income tax revenues. The 2018 Proposed Baseline expenditures for the General Fund are relatively flat at \$118,508,982, which is a \$177,209 reduction from the 2017 Amended Budget. This differential creates an initial deficit of \$6.1 million. This transmittal proposes approximately \$2.4 million in revenue increases and \$4.4 million in expenditure reductions to eliminate this deficit. Detailed recommendations are shown in the Budget Balancing Worksheet in this transmittal letter.

## **STATE OF THE CITY**

Although the prevailing economic climate nationally remains stable, the local economy remains an area of concern for the City of Evanston. With a decline in revenues from income and sales taxes and the volatility of local building permit



	Police Pension Fund	Firefighter's Pension Fund
INTEREST RATE ASSUMPTION OF 6.5%		
2017 City Recommend Minimum Contribution at 6.50%	\$10,237,200	\$8,148,709
Funded Ratio	46.6%	43.6%
<b>OPTION 1 - CHANGE IN INVESTMENT RATE TO 6.25%</b>	\$11,083,443	\$8,771,718
Funded Ratio	46.9%	43.2%
Increase over 2017 Contribution	\$846,243	\$623,009
<b>OPTION 2 - NO CHANGES IN ASSUMPTIONS</b>	\$10,462,704	\$8,344,947
Funded Ratio	48.4%	44.5%
Increase over 2016 Contribution	\$225,504	\$196,238
<b>STATE DEPARTMENT OF INSURANCE ACTUARY REPORT</b>	\$7,005,290	\$5,588,765
Funded Ratio	54.0%	48.0%
Decrease over Recommended City funded level	(\$3,457,414)	(\$2,756,182)

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.

## **FY 2017 SUCCESSES**

### **General Fund Status:**

In July 2017, staff estimated a decrease in revenues resulting in the General Fund ending the year in a deficit. Based on this review, the City Council authorized expense reductions and revenue increases to balance the General Fund. These changes included:

- Negotiation of a change in the start date of employee raises from January 1 to July 1, 2017;
- A hiring freeze for the remainder of the year;
- A freeze of all non-essential expenses such as furniture and equipment and travel and training;
- An increase in the transfer of funds from the Parking Fund;
- One furlough day

### **Bond Rating:**

The City maintains an Aa2 bond rating from Moody's and an AA+ bond rating from Fitch. The largest factor in this rating analysis is the City's growing unfunded pension liability. The City finished 2016 with a slightly increasing General Fund Balance, which was important in maintaining City bond ratings in the face of increasing

pension liabilities. The Government Finance Officers' Association recommends maintaining a fund balance of at least 16%.

**Public Safety:** The Evanston Police Department continues to focus on improving public safety within the community. In October of 2016 the Computer-Aided Dispatch (CAD) was upgraded to better capture officer's activity during a tour of duty. Through August of 2017, 49,724 events were recorded by the Department. Part I crime data through August of 2017 indicates an overall increase of 10.8% compared to the same time period in 2016. This increase is in the area of property related offenses with violent crime having a significant downward trend with aggravated battery & aggravated assault having a 19.6% reduction compared to the same time period last year. The Department still maintains dedicated resources to individuals illegally carrying firearms and has recovered 40 firearms to date and charged 39 individuals with unlawful use of weapons offenses. In addition, the Department purchased 120 body-worn cameras to improve evidence collection, strengthen officer performance and accountability, increase transparency, provide better documentation of encounters between the police and the public, and assist in the investigation of complaints.

**Community Services:** The Parks, Recreation and Community Service Department had another successful year organizing and recruiting for the Mayor's 2017 Summer Youth and Young Adult Initiative, which consisted of nearly 600 summer youth employment opportunities, mental health awareness trainings and workshops, and numerous recreational activities. 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 also enhanced the program. Recreational activities 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 Economic Development 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 defines the City's attractiveness to residents and businesses. It provided particular emphasis in creating business district vitality to support existing businesses and the infrastructure surrounding the districts.

In 2018, Economic Development staff will reinforce its focus on business district revitalization and retention and expansion of existing businesses. Attraction efforts to fill vacancies will focus on new businesses that provide opportunities for consumers to experience activities such as fitness, cooking classes, and arts. Staff will continue to pursue opportunities to help create jobs, grow the property tax base, and develop the workforce.

**Notable activities of 2017 include:**

- Continued support of the revitalization of Howard Street. Theo Ubique has leased 721-23 Howard Street as its new home for live theater. Continued work to bring live performance theatre to Howard Street is ongoing as Barney Architects finalizes design concepts for the vacant property. Patisserie Coralie has leased 633 Howard Street with plans to open a commercial bakery and a Howard Street cafe, similar to its downtown Evanston location at 600 Davis Street.
- Ongoing support for 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 help their business grow.
- Pursuit of a downtown performing arts center in Evanston. Work continued to bring an arts center and the Northlight Theatre back to Evanston, with recent announcement by Farpoint Development to build a mix use development, anchored by Northlight Theater on Sherman Avenue.
- Contract to sell city-owned parking lot at 1714-20 Chicago Avenue for a “Class A” office development has potential to add 500 new jobs in downtown Evanston. Demand for office space in Evanston continues to grow.
- Coordination with brokers to fill vacant spaces. Staff efforts have resulted in Target’s announcement to lease 25,000 square feet in the long vacant spaces on Sherman Avenue in downtown Evanston.
- Revitalization of numerous properties through the city’s Storefront Modernization Program, which helps small businesses with the cost of constructing new businesses in Evanston’s older building stock. Beneficiaries of the program include:
  - A new location for Good to Go at 711 Howard Street
  - A new branch of Soapies Dry Cleaning and improvements to the shopping center at 2540 Gross Point Road
  - Improvements to the Red Hot Chili Pepper restaurant at 500 Davis Street
  - Improvements to the Sharp Edge Crossfit in the long-vacant center at Dempster-Dodge
  - A renovation of 3006 Central Street
- The launch of the Evanston Entrepreneurship Support Program which provides up to \$3,500 in funding for qualifying startup costs.
- Ongoing support of Evanston’s business districts through the Great Merchant Grant Program which helps fund streetscape, banners, advertising, and events.

**Water Sales:** In 2017, Evanston finalized a 40-year water supply agreement with the Villages of Morton Grove and Niles to provide them with wholesale water. The water delivery begins in late 2018, and will generate an estimated \$750,000 per year in additional revenue for the City of Evanston. The agreement includes two additional 10-year extension provisions at the discretion of Morton Grove and Niles. Unfortunately, Evanston and Skokie are unable to mutually agree on a reasonable rate to pay Evanston for water. Evanston has sought a judicial determination that the equitable and reasonable rate chargeable to Skokie is \$2.06 per 1,000 gallons of water supplied.

**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 avert 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 assists (up to \$875.00 monthly) 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 with the STAR Community Rating System as a framework along with the 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.

In 2017, Evanston is recertifying for the STAR Community Rating System.

**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. 2017 was truly the year of public art, as seven (7) murals, four (4) sculptures, multiple exhibitions, and countless temporary art displays were installed throughout the City of Evanston. Also, the interactive online public art map was updated and improved. This year, the City was gifted two sculptures and two large acrylic paintings.

In 2018, the City will continue to leverage cultural arts in economic and community development. Additionally, the City will turn its focus to the performing arts, working collaboratively with local arts organizations to bring vibrancy to neighborhoods, and to cross-promote and collectively perform, with an emphasis on pop-up presentations.

### **Robert Crown Community Center Project**

Built in 1974 with a generous and visionary donation from the Crown family, the Robert Crown Center has long served as an important social and recreational hub for the City of Evanston. The Center offers a valuable venue for hockey, figure skating, soccer, football, lacrosse, dancing, summer camps, pre-school and many other community programs. Now this vital shared resource is showing severe wear with a number of civil, structural, architectural and mechanical issues. It no longer adequately meets the growing needs of the surrounding community. To continue to provide innovative programs and services in a safe, modern environment, the facilities must be re-envisioned.

The new Robert Crown Community Center will be partially funded through private fundraising led by the Friends of the Robert Crown Center (FRCC), a 501(c)(3) organization. Fundraising revenues will be given from FRCC as a donation to the City for the construction of the new facility. The City expects to receive in 2018 all funds collected in 2016, 2017, and 2018. The project also will be financed by general obligation bond proceeds. Construction is expected to begin in summer 2018 and continue through 2020. Prior to 2018, Crown project revenues and expenses were accounted for in the Capital Improvement Fund. These will be moved to the newly created Crown Construction Fund in 2018.

## **FUTURE CHALLENGES**

**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 2018, 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.

The City's Capital Improvements Plan (CIP) continues to emphasize infrastructure maintenance and facilities improvements. The five-year Capital Plan identifies \$306 million in capital projects. The 2018 Proposed Capital Improvements request is \$84.3 million which is distributed over various City funds and is broken down by type of project as listed below.

CAPITAL IMPROVEMENT PLAN		%	TOTAL
Street Resurfacing, Water Main, Sewer Projects		34.74%	29,273,330
Other Transportation		5.75%	4,849,000
Parks		6.49%	5,465,307
Facilities		21.26%	17,919,811
Miscellaneous		2.41%	2,032,398
Water Treatment, Storage and Billing		17.37%	14,640,000
Library		11.98%	10,095,000
<b>TOTAL 2018 CITY PROJECTS</b>		<b>100%</b>	<b>\$ 84,274,846</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 2018 Proposed Budget includes a more modest increase of \$421,742 assuming no changes in the actuarial assumptions used in our annual funding analysis. As an alternative this analysis also shows the impact of reducing our investment assumption from 6.5% to 6.25%. This change would produce an impact of just over \$1.0 million in funding requirements which would result in a tax levy increase of 2.5%. This adjustment is not recommended in this budget due to decrease in other revenues as noted earlier. 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:** The Proposed 2018 Budget includes two major projects that will impact total debt that is funded through property taxes. The Robert Crown Community and Library Center Project anticipates a total amount of property tax supported debt of \$12.5 million (\$10.0 million from the City and \$2.5 million from the Library). The Library has also requested funding for a major renovation that would require the issuance of an additional \$10.1 million in property tax-supported debt. This will require the City to revisit the debt limit of \$113 million dollars currently included in the Budget. As of the 2017 bond issuance the City is at \$111.5 million in property tax-supported debt.

### **2018 CITY COUNCIL GOALS**

During 2017, the City Council reaffirmed their commitment to a consolidated list of goals that provide direction for staff. The FY 2018 Proposed Budget includes many

programs and initiatives to further the adopted goals of the City Council. The current City Council Goals are as follows:

- City Facilities
- City Streets
- Economic Development
- Financial Policies and City Debt
- Services for At-risk Families
- Water and Sewer Infrastructure
- Violent Crime Reduction

## **FISCAL YEAR 2018 BUDGET OVERVIEW**

The General Fund encompasses the majority of all daily operations as budgeted, excluding Fleet, Parking, Water, and Sewer services. The FY 2018 General Fund budget baseline is projected to have \$112,411,186 in revenues and \$118,508,982 in expenditures, which produces a deficit of \$6,097,796. To balance the budget, difficult but necessary decisions are proposed to adjust revenues and expenditures City-wide, including staffing reductions, operational efficiencies, and services adjustments.

Four departments have proposed reorganizing to realize efficiencies in costs and service delivery.

- Administrative Services Department: The Fleet Services Division is merging with the Facilities Management Division to create a Fleet and Facilities Division. With the retirement of the current Fleet Manager, the Facilities Division Manager will assume management of both operations.
- City Manager's Office: The Economic Development Division is moving from the City Manager's Office to the Community Development Department.
- Police Department: The Social Services Bureau responsibilities are to move to Health and Human Services Department.
- Public Works Agency: The Environmental Services Bureau and Infrastructure Maintenance Bureau are merging to create the Public Services Bureau.

**Staffing/Compensation:** The FY 2018 Proposed Budget includes modest compensation increases in the form of a General Wage Increase of three-percent (3%) for employees. The City is currently in contract negotiations with Evanston chapters of the American Federation of State, County and Municipal Employees (AFSCME), the International Association of Firefighters (IAFF), the local chapter of the Fraternal Order of Police (FOP) Officers, and the FOP Sergeants.

The 2018 Proposed Budget includes significant reductions in the PPO Health Insurance plan for all staff at an estimated savings of \$315,000 in the General Fund. A complete summary of revenues, expenditures, and balances for the General Fund is provided below:

## 2018 Proposed General Fund Summary

	FY 2016 Actual	FY 2017 Amended	FY 2017 Estimated	FY 2018 Baseline Budget	FY 2018 Proposed Budget	FY18 Baseline v FY18 Proposed \$ Variance	FY18 Baseline v FY18 Proposed % Variance
<b>Operating General Fund Revenue</b>							
PROPERTY TAXES	27,302,687	28,639,628	28,639,628	28,639,628	29,061,370	421,742	1.5%
OTHER TAXES	44,156,868	49,402,274	47,432,274	48,462,274	48,502,274	40,000	0.1%
OTHER REVENUE	1,338,382	2,138,046	2,098,792	1,524,217	1,524,217	-	0.0%
LICENSES, PERMITS AND FEES	17,934,463	17,259,650	14,386,430	12,353,150	14,003,150	1,650,000	13.4%
CHARGES FOR SERVICES	8,777,295	8,933,395	9,434,165	9,307,800	9,307,800	-	0.0%
INTERFUND TRANSFERS	8,099,626	7,455,774	8,196,417	7,518,417	7,513,417	(5,000)	-0.1%
FINES AND FORFEITURES	3,611,901	3,810,000	3,720,500	3,797,500	3,797,500	-	0.0%
INTERGOVERNMENTAL REVENUE	1,238,785	1,089,965	1,255,122	758,100	1,033,100	275,000	36.3%
INTEREST INCOME	30,285	50,100	50,100	50,100	50,100	-	0.0%
<b>Total General Fund Revenue</b>	<b>\$ 112,490,292</b>	<b>\$ 118,778,832</b>	<b>\$ 115,213,428</b>	<b>\$ 112,411,186</b>	<b>\$ 114,792,928</b>	<b>\$ 2,381,742</b>	<b>2.1%</b>
<b>Operating General Fund Expenses</b>							
13 CITY COUNCIL	433,601	498,189	503,036	514,206	427,187	(87,019)	-16.9%
14 CITY CLERK	294,665	275,488	312,291	191,996	113,885	(78,111)	-40.7%
15 CITY MANAGER'S OFFICE	7,471,734	9,878,454	7,162,314	8,215,895	7,956,392	(259,503)	-3.2%
17 LAW	1,052,130	854,050	796,617	821,407	748,316	(73,091)	-8.9%
19 ADMINISTRATIVE SERVICES	9,164,947	9,700,879	9,510,499	9,619,843	8,720,160	(899,683)	-9.4%
21 COMMUNITY DEVELOPMENT	2,510,408	2,804,668	2,642,529	2,998,712	2,585,746	(412,966)	-13.8%
22 POLICE	37,817,627	38,223,842	38,689,192	39,286,131	38,547,802	(738,329)	-1.9%
23 FIRE MGMT & SUPPORT	23,235,714	24,294,001	24,144,889	24,413,039	24,057,186	(355,853)	-1.5%
24 HEALTH	3,097,351	3,582,312	3,216,895	3,568,657	3,626,987	58,330	1.6%
30 PARKS, REC. AND COMMUNITY SERV.	11,997,476	12,361,460	12,841,890	12,403,556	12,033,893	(369,663)	-3.0%
40 PUBLIC WORKS AGENCY	14,488,137	16,212,848	15,307,926	16,475,539	15,312,514	(1,163,025)	-7.1%
<b>Total General Fund Expense</b>	<b>\$ 111,562,315</b>	<b>\$ 118,686,191</b>	<b>\$ 115,128,078</b>	<b>\$ 118,508,981</b>	<b>\$ 114,130,069</b>	<b>\$ (4,378,912)</b>	<b>-3.7%</b>
<b>NET SURPLUS</b>	<b>\$ 927,978</b>	<b>\$ 92,641</b>	<b>\$ 85,350</b>	<b>\$ (6,097,795)</b>	<b>\$ 662,859</b>		
<b>BEGINNING FUND BALANCE</b>	<b>\$ 13,665,376</b>	<b>\$ 14,593,354</b>	<b>\$ 14,593,354</b>	<b>\$ 14,678,704</b>	<b>\$ 14,678,704</b>		
<b>ENDING FUND BALANCE</b>	<b>\$ 14,593,354</b>	<b>\$ 14,685,995</b>	<b>\$ 14,678,704</b>	<b>\$ 8,580,909</b>	<b>\$ 15,341,563</b>		
<b>RESERVE BALANCE PERCENTAGE</b>	<b>13.1%</b>	<b>12.4%</b>	<b>12.7%</b>	<b>7.2%</b>	<b>13.4%</b>		

**Balanced Budget:** The FY 2018 General Fund Proposed Budget is presented as a balanced budget with a slight surplus of \$662,858. To accomplish this, the FY 2018 Proposed Budget contains a series of staffing adjustments, revenue increases, and expenditure decreases in all departments. The first table below provides a listing of staff reductions, additions, and vacant positions that will not be funded.

## Summary of Reductions, Additions, and Vacancies

<b>POSITION</b>	<b>DEPARTMENT</b>	<b>FUND</b>	<b>FTE</b>
<b>REDUCTIONS:</b>			
Senior Accountant (Vacant)	City Manager's Office	General	1
Customer Service Representative (Vacant)	City Manager's Office	General	1
Sustainability Specialist (Vacant)	City Manager's Office	Water and Sewer	1
Economic Development Specialist (Vacant)	City Manager's Office	General	1
Human Resource Specialist Training	Admin. Services	General	1
Parking Repair Worker	Admin. Services	Parking	1
Junior Mechanic (Vacant)	Admin. Services	Fleet	1
Equipment Mechanic III	Admin. Services	Fleet	1
Fleet Manager (Vacant)	Admin. Services	Fleet	0.4
Electrical Inspector / Plan Review (Vacant)	Community Development	General	1
Customer Service Representative	Community Development	General	1
Social Services Manager (Vacant)	Police	General	1
Victim Advocates	Police	General	3
Youth Advocate (0.5 Vacant)	Police	General	1.3
Records Input Operator	Police	General	1
Training Coordinator (Vacant)	Police	General	1
Service Desk Officer/311 (Vacant)	Police	General	0.5
Secretary II	Health	General	1
Medical Director	Health	General	0.1
Festival Coordinator	PRCS	General	1
Administrative Supervisor	PRCS	General	1
Recreation Center Manager (Chandler Center)	PRCS	General	1
Recreation Center Manager (Levy Center)	PRCS	General	1
Special Projects Assistant	PWA	General	1
Parks/Forestry Worker II (Forestry)	PWA	General	1
Infrastructure Maintenance Bureau Chief	PWA	General	1
Environmental Services Bureau Chief	PWA	General	1
Equipment Operator II - Streets	PWA	General	1
<b>TOTAL REDUCTIONS</b>			<b>28.3</b>
<b>ADDITIONS:</b>			
Videos Records Clerk (Body Cameras)	Police	General	1
Public Services Bureau Chief	PWA	General	1
Human Services Coordinator	Health	General	1
Human Services Specialists	Health	General	1.5
Chandler/Levy Center Manager	PRCS	General	1
<b>TOTAL ADDITIONS</b>			<b>5.5</b>
<b>TOTAL NET REDUCTIONS</b>			<b>22.8</b>
<b>VACANCIES HELD:</b>			
Police Commander	Police	General	1
Police Officer	Police	General	2
Firefighter/Paramedic	Fire	General	4
<b>TOTAL VACANCIES</b>			<b>7.0</b>

**FY 2018 BALANCING BUDGET WORKSHEET  
GENERAL FUND**

**Proposed Revenue Adjustments**

**Recurring Revenue Changes**

Ground Transportation Tax on Rideshare Services (20 cents per ride on Uber and Lyft)	100,000
AirBnB tax	90,000
Collections Standardization - Home Rule Taxes (One time)	100,000
PRCS - 3% Boat Storage Fee, 2% Increase Rec Fees at All Facilities	80,000
Library Interfund to General Fund	20,000
Community Development Fee Rate Increase	50,000
Parking - Increase parking deck fees with increase to General Fund/\$95 to \$110 (include Sherman Plaza rooftop)	550,000
Parking - Meter hour standardization (All 9AM-6PM meters switch to 8AM-9PM) and uniformity in meter rate (\$1/hr)	450,000
Parking - Parking Meters - Expired Meter Fine Increase - from \$10-\$20	250,000
Parking - Street Cleaning Ticket (\$35 - \$40)	100,000
Parking - Increase Surface Lot Permit Rates (new fee \$60 per month)	160,000
Property Tax Increase for Police/Fire Pension - No change in investment rate of 6.5%	421,742
Health & Human Services Department Inspection Fee Increase	10,000
Washington National Transfer Increase - TIF Closes in 2018	150,000
Reduce Revenue from Assigned Fund Balances for Compensated Absences	(250,000)
Increase in Transfer from Water Fund - Administrative Costs	50,000
Increase in Transfer from Water Fund - Increase in ROI for Water Sales	50,000
<b>TOTAL REVENUE CHANGES FOR 2018 BUDGET</b>	<b>\$ 2,381,742</b>

**Proposed Expense Adjustments**

**Recurring Expense Changes**

<u>General Fund Reductions by Department</u>		
<u>Council</u>	Baseline 4% Cut Amount	<b>(19,928)</b>
<u>Clerk</u>	Baseline 4% Cut Amount	<b>(11,020)</b>
<u>CMO</u>		<b>(792,612)</b>
	Economic Development Reduction	(400,000)
	Seasonal Employee (Economic Development)	(15,000)
	Add Budget for Police Management Audit	50,000
	Duncan/Passport Annual Fee Savings	(75,000)
	Move 50% Workforce Compliance Coordinator to Water and Sewer Funds	(49,800)
	Move 50% Sustainability Coordinator to Water and Solid Waste funds	(60,000)
	1 FTE - Senior Accountant (Vacant, Eliminate)	(89,490)
	1 FTE - Customer Service Rep. (Vacant, Eliminate)	(74,042)
	1 FTE Sustainability Specialist (billed in Water and Sewer Funds) (Vacant, Eliminate)	-
	1 FTE - Econ Dev Specialist (Vacant, Eliminate)	(79,280)
<u>Law</u>		<b>(6,000)</b>
	Legal Services - General	(14,000)
	Court Cost/Litigation	(12,000)
	Hourly Billing Software	20,000
<u>Admin. Services</u>		<b>(832,592)</b>
	Unemployment Compensation and Admin. Fee - Reduce from budget of \$205,000	(63,000)
	Move Parking Coordinator to Parking Fund	(93,858)
	Move PEO License Plate Reader Costs to Parking Fund	(135,734)
	1 FTE - HR Specialist Training (Eliminate)	(130,000)
	Reduce Transfer to Fleet Services (Fuel Cost Savings)	(150,000)
	Reduced Transfers (1 FTE Parking Repair Worker, 1 FTE Jr Mechanic (Vacant), 1 FTE Equipment Mechanic III .4 FTE Fleet Manager (Vacant) (Eliminate)	(260,000)

<u>CD</u>		<b>(345,875)</b>
	1 FTE Elec. Inspector / Plan Review (Vacant, Eliminate)	(102,193)
	1 FTE - Customer Service Representative (Eliminate)	(72,000)
	Move Transportation & Mobility Coordinator to Parking Fund	(91,000)
	Community Grants Program (Mental Health Board) Funding - FY17 \$767,055 to FY18 \$736,193	(30,682)
	Move 25% of Director to Affordable Housing Fund	(50,000)
<u>Police</u>		<b>(671,238)</b>
	Transfer Social Services Bureau (Reorganize to Health and Human Services Department)	
	1 FTE Social Services Manager (Vacant) 3 FTE Victim Advocate; 1.3 FTE Youth Advocate (Eliminate)	(680,000)
	1 FTE - Records Operator Position (Eliminate)	(83,426)
	Add 1 FTE - Videos Records Clerk (Body Cameras)	83,426
	1 FTE - Training Coordinator (Vacant, Eliminate)	(74,742)
	1 FTE Police Commander - (Hold vacancy, not funded)	(165,000)
	2 FTE Police Officers - (Hold vacancies, not funded)	(255,000)
	0.5 FTE - Service Desk Officer I 311 (Vacant, Eliminate)	(22,000)
	2017 Police Actuarial Study Increase - Pension Cost Increase	225,504
	Overtime - Based on 5 year historical average; Increase required	300,000
<u>Fire</u>		<b>(288,762)</b>
	4 FTE Fire Suppression - Hold vacancies	(540,000)
	OT Increase	150,000
	Natural Gas	(20,000)
	Clothing	(20,000)
	Training	(20,000)
	Furniture and fixtures	(35,000)
	2017 Fire Actuarial Study Increase - Pension Cost Increase	196,238
<u>Health</u>		<b>125,421</b>
	Move 25% of Director to General Assistance	(55,079)
	Add 3 PT & 1 Full-Time Human Services Specialists (From Police Social Services Bureau)	280,000
	1 FTE - Secretary II (Eliminate)	(80,000)
	.10 FTE - Medical Director (Eliminate)	(19,500)
<u>PRCS</u>		<b>(352,372)</b>
	Seasonal Employee	(14,148)
	1 FTE - Festival Coordinator (Eliminate)	(70,000)
	1 FTE - Administrative Supervisor (Eliminate)	(105,800)
	1 FTE - Recreation Center Manager (Chandler Center) (Eliminate)	(142,889)
	1 FTE - Recreation Center Manager (Levy Center) (Eliminate)	(122,735)
	Move 50% Workforce Compliance Coordinator to Water and Sewer Funds	(49,800)
	Add 1 FTE - Combined Chandler/Levy Center Manager	128,000
	Increase class outreach efforts	25,000
<u>PWA</u>		<b>(1,495,934)</b>
	Move Seasonal Employees to Solid Waste	(21,000)
	Reduce Seasonal Employees	(14,000)
	Reduce Police OT for Snow Event	(75,000)
	Reduce PW crew OT for snow event	(68,500)
	Reduce Salt	(53,100)
	Move PW Crew Leader Salary to Solid Waste Fund	(97,074)
	Engineering Salary Redistribution	
	Move 4.5 FTE to Capital Fund, Eliminate \$500,00 transfer from Capital to General Fund	(85,527)
	Move 0.75 FTE to Sewer Fund (Currently 1; proposed increase to 1.75 FTE)	(51,760)
	Move 1 FTE to Parking Fund	(144,683)
	Move 0.5 FTE to Special Assessment Fund	(71,790)
	1 FTE Special Projects Assistant (Eliminate)	(88,000)
	1 FTE Parks/Forestry Worker II Forestry (Vacant, Eliminate)	(75,000)
	2 FTE Bureau Chiefs (Eliminate)	(340,000)
	Add 1 FTE - Public Services Bureau Chief, Move Expenses to Other Funds	170,000
	Move 25% of New Public Services Bureau Chief to Solid Waste Fund	(42,500)
	1 FTE Equipment Operator II - Streets (Vacant, Eliminate)	(88,000)
	Decrease Solid Waste Fund Transfer Over Three Years - Year 1 decrease	(350,000)
<b>TOTAL RECURRING EXPENSE CHANGES</b>		<b>\$ (4,690,912)</b>

**One-time expense changes**

General Fund transfer to Insurance Fund for Solid Waste Fund Claims Settlement (2018, 2019, 2020)	400,000
Credit Card Merchant Procurement Change Savings - City-wide	(50,000)
Reduction in Health Insurance Cost for Part-time Employees	(100,000)
3 Furlough Days	(360,000)
Labor Day (City is already closed)	
Presidents Day Furlough (City is open and would close)	
Monday, December 31 Furlough (City is open and would close)	
Budget All Salaries at 99.5%	(278,000)
Increase Transfer to Insurance Fund	700,000
<b>TOTAL ONE-TIME EXPENSE CHANGES</b>	<b>\$ 312,000</b>
<b>TOTAL EXPENSE CHANGES FOR 2018 BUDGET</b>	<b>\$ (4,378,912)</b>

<b>TOTAL PROPOSED REVENUES (General Fund - baseline)</b>	<b>\$ 112,411,186</b>
<b>TOTAL PROPOSED EXPENDITURES (General Fund - baseline)</b>	<b>\$ 118,508,982</b>
<b>TOTAL PROPOSED SURPLUS/Deficit (General Fund - baseline)</b>	<b>\$ (6,097,796)</b>
Above-the-line BBWS PROPOSED REVENUE ADJUSTMENTS (detailed above)	\$ 2,381,742
Above-the-line BBWS PROPOSED EXPENSE ADJUSTMENTS (detailed above)	\$ (4,378,912)
<b>TOTAL REVISED PROPOSED REVENUES (General Fund)</b>	<b>\$ 114,792,928</b>
<b>TOTAL REVISED PROPOSED EXPENSES (General Fund)</b>	<b>\$ 114,130,070</b>
<b>PROPOSED 2018 BUDGET SURPLUS (DEFICIT)</b>	<b>\$ 662,858</b>

**Below the Line**

**Revenues**

<b>CMO</b>	0.25% Home Rule Sales Tax Increase	1,500,000
<b>CMO</b>	Wheel Tax Increase/Has Not Changed in 5 years/\$75 to \$95	500,000
<b>CMO</b>	Parking - Additional \$500,000 Transfer to General Fund	500,000
<b>CMO</b>	1 Cent Gas Tax Increase	200,000
<b>CMO</b>	Tax Levy Increase for 6.25% Police/Fire Actuarial	1,047,510
<b>CMO</b>	Bed and Breakfast Tax	10,000
<b>CMO</b>	Hotel Tax 0.5% Increase	115,000
<b>AS</b>	Private Ground Transportation Tax (Charter buses and other transportation services)	35,000
	<b>Total Revenue Increases</b>	<b>3,907,510</b>

**Expenses**

<b>CMO</b>	Contingencies - Reduction from \$200,000	(100,000)
<b>CMO</b>	Tax Levy Increase for 6.25% Police/Fire Actuarial	1,047,510
<b>CD</b>	Community Grants Program (Mental Health Board) Funding - Additional Reduction	(69,313)
<b>POLICE</b>	Vacancy Savings - 2 Patrol Officers and 2.5 Service Desk Officers	(289,951)
<b>POLICE</b>	Police OT Increase	100,000
<b>FIRE</b>	Fire OT Increase	50,000
<b>PRCS</b>	Beaches Seasonal Employees	(23,000)
<b>PRCS</b>	Youth & Young Adult Seasonal Employees	(60,000)
<b>PRCS</b>	Other Program Cost (Youth & Young Adults)	(35,064)
	<b>Totals of Expense Reductions</b>	<b>620,182</b>

<b>TOTAL - Below the Line Changes</b>	<b>4,527,692</b>
<b>PROPOSED 2018 BUDGET SURPLUS (DEFICIT)</b>	<b>\$ 662,858</b>
<b>TOTAL - Below the Line Changes</b>	<b>4,527,692</b>
<b>Difference</b>	<b>5,190,550</b>

## **GENERAL FUND REVENUES**

The City of Evanston economy remains stable and overall revenues are projected to decrease for the 2018 Proposed Budget. The table below shows a listing of taxes/revenues that are projected to change and some of the reasons for these changes.

Revenue Type	FY2017 Adopted	FY2018 Proposed	\$ Change	% Change	Comment
51515 - STATE USE TAX	1,750,000	1,775,000	25,000	1.4%	Per the IL Municipal League, 2017 forecasts \$25.30 per capita for 2018 (up 7% from FY2017)
51525 - SALES TAX - BASIC	10,942,386	10,542,386	(400,000)	-3.7%	Pace of historical growth slowing down. Revised budget to align with IL economic outlook. State forecast predicts growth of only 1.9% reflecting conditions that may lead to a continued cautious consumer. 2017 Actual was \$9.96M
51530 - SALES TAX - HOME RULE	6,613,588	6,413,588	(200,000)	-3.0%	Reduction due to 2% administrative fee being administrated for the collection of this tax by the State of Illinois Department of Revenue.
51540 - ATHLETIC CONTEST TAX	1,000,000	1,000,000	-	0.0%	Estimate is based off historical trends
51545 - STATE INCOME TAX	7,800,000	7,000,000	(800,000)	-10.3%	In the State's recently passed 2018 budget includes a provision reducing the amount of Income Tax revenue to be deposited into the LGDF for distribution to municipalities by 10%. The City anticipates this reduction to impact the entire City fiscal year.
51565 - ELECTRIC UTILITY TAX	3,000,000	3,000,000	-	0.0%	Estimate is based off historical trends - Variable weather (extreme highs / lows) can alter this estimate
51570 - NATURAL GAS UTILITY TAX (Includes Home Rule)	2,200,000	2,200,000	-	0.0%	Estimate is based off historical trends - Variable weather (extreme highs / lows) can alter this estimate
51585 - CIGARETTE TAX	200,000	200,000	-	0.0%	Estimate is based off historical trends
51590 - EVANSTON MOTOR FUEL	750,000	800,000	50,000	6.7%	Estimate is based off historical trends - Prolonged lower gas prices increase this revenue
51595 - LIQUOR TAX	3,100,000	3,110,000	10,000	0.3%	Liquor tax stable with full year of Whole Foods and Valli Produce sales
51600 - PARKING TAX	3,170,000	2,900,000	(270,000)	-8.5%	Budget reduced due to historical trends
51620 - REAL ESTATE TRANSFER TAX	3,100,000	3,300,000	200,000	6.5%	Continued positive real estate market contributing to \$200K increase
51625 - TELECOMMUNICATIONS TAX	1,900,000	2,100,000	200,000	10.5%	Budget slightly increased as prior years decline is leveling off
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>\$ 48,375,974</b>	<b>\$ 47,190,974</b>	<b>\$ (1,185,000)</b>	<b>-2.4%</b>	



## **OTHER FUNDS:**

**Parking Fund:** The City's parking and transportation services have grown in scale and complexity as infrastructure ages and new services enter the marketplace. To meet these challenges, we are preparing for the creation of a Parking and Transportation Enterprise Fund for FY 2019. This fund will accurately account for all parking and transportation related revenue and expenses for the City.

Part of the process for the creation of this fund will be a Citywide evaluation of all parking assets, fees, and charges with recommendations for changes to existing fees and services to support long-term maintenance and infrastructure needs. Additionally, transportation related personnel expenses will be moved into this fund. The fund will operate in the same manner as the City's other enterprise funds such as water and sewer to give an accurate picture of the total cost of ownership and operation of the City's parking and transportation assets. As noted in the Budget Balancing Worksheet in this transmittal, the City is proposing several parking related revenue changes, however these revenues will remain in the General Fund for 2018.

**Water Fund:** This Proposed Budget includes a 7% increase to the Evanston Water rate. This increase will be completely off-set by a 4% 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 2018 Capital Improvements Plan included \$12.2 million (\$3 million was budgeted in 2017) 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 and the 2017 A bonds were just issued at a 3.06% effective interest rate. 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.

Evanston completed negotiations with the Villages of Morton Grove and Niles to provide water through a newly constructed pipeline to the Evanston border (paid for by Morton Grove and Niles). This project will be completed in late 2018 and only modest start up water provision will begin in November.

**Sewer Fund:** This Proposed Budget includes a 4% decrease to the Evanston sewer rate. This decrease will be completely off-set by a 7% increase in the water rate.

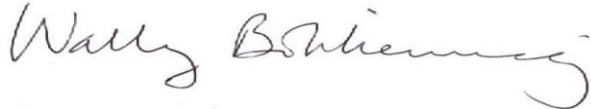
The City budget includes information on many other funds, which account for all other activities accomplished each year. Each fund is summarized in the Executive Summary after this transmittal letter.

## CONCLUSION

As the City moves forward with final preparation of the FY 2018 budget, an equity lens will be applied. This process is in keeping with the Sustainability Tools for Assessing and Rating (STAR) Community ratings and management system that evaluates City operations beyond traditional departmental and fund budgeting systems. This equity review process is also explained more fully in the memo from the City's Equity and Empowerment Coordinator immediately following this transmittal letter.

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, Assistant to the City Manager Kimberly Richardson, Revenue Manager Alex Thorpe, Senior Management Analyst Kate Lewis-Lakin, Deputy City Manager/Administrative Services Director Erika Storlie, and Management Analyst Wolf Peddinghaus, 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,

A handwritten signature in cursive script that reads "Wally Bobkiewicz". The signature is written in black ink and is positioned above the typed name.

Wally Bobkiewicz  
City Manager



# Memorandum

To: Wally Bobkiewicz, City Manager

From: Dr. Patricia Efiom, Equity and Empowerment Coordinator

Subject: Equity and Empowerment Assessment for the FY18 Proposed Budget

Date: October 6, 2017

The City of Evanston is committed to becoming the most livable city in America. The Office of Equity and Empowerment contributes to this goal by ensuring that an equity lens (perspective) is used to eliminate barriers for all people regardless of race/ethnicity, sex, physical or mental disability, sexual orientation, gender identity, age, immigrant status, veteran status, language, and/or socio-economic status.

Equity is achievable when all residents have access to the opportunities and resources necessary to satisfy their essential needs, advance their well-being and achieve their full potential, and where all barriers and biases – institutional and individual– that limit access to those opportunities and eliminated resources.

The 2018 budget has an initial deficit of \$6.4 million and the Budget Balancing Worksheet address how to balance the budget for the upcoming year. This Budget Equity Assessment Report is an overview of the Budget Balancing Worksheet, and how the budget balancing recommendations benefit and/or burden communities, especially people of color, the elderly and people with disabilities, as noted in the City of Evanston Equity and Empowerment Plan.

In reviewing the Budget Balancing Worksheet, equity and social impacts of the budget decision to reduce disparities and promote service level across all populations of Evanston.

## **Proposed New/Increased Revenues**

Parking - Street Cleaning Ticket (\$35 - \$40) : The increase in street cleaning fees will negatively impact the residents living in southeast Evanston. This is due to the high density of multi-family units and limited on street parking.

Ground Transportation Tax on Rideshare Services: This proposed new tax is not out of line with what is implemented in other municipalities. There is not much data currently available on ridership however anecdotal information suggests that the disability community is increasing using rideshare services. Those without personal cars also are frequent users. Cities that have implemented this tax also uses a portion of the revenue to assist low income riders. The concern is that this tax will increase overtime and become a cost burden on low-income residents, the elderly, and the disability community.

## **Proposed Expenditures**

### City Manager's Office

The proposed budget cuts will not unfairly impact programs or services to any particular community or protected classes

### Legal Department

The proposed budget cuts will not unfairly impact programs or services to any particular community or protected classes

### Administrative Services Department

The proposed budget cuts will not unfairly impact programs or services to any particular community or protected classes

### Community Development Department

The proposed budget cuts will not unfairly impact programs or services to any particular community or protected classes

### Police Department

The proposed transfer of Social Service Bureau to Health and Human Services will result in a significant reduction of services offered to victims of crime. This cut will have the greatest impact on African Americans since that population makes up more than fifty (50) percent of those served.

This budget reduction will mean a greater need for police officers to receive training in crisis intervention and death notifications. This combined with body camera training and mandatory state police training, raises a concern about the elimination of the Training Coordinator position.

### Fire Department

The proposed budget cuts do not include reductions in staff and will have no impact on service to residents.

### Health and Human Department

Due to extended medical leave by staff the Health Department, a major direct service provider to the City's most vulnerable residents, has been understaffed for a significant part of 2017 and this will likely continue into 2018. This combined with the additional work necessary to integrate the Evanston Police Department Social Services Bureau into the department will impact the department's ability to maintain the level and quality of service to residents.

While staff medical leave is not a budget issue, the concern is that any changes in staffing during medical leave would put service to residents at significant risk.

The proposed reduction in staff will disproportionately impact people of color, low income residents, neighborhoods with large concentrations of low income residents and department staff.

### Parks, Recreation and Community Services Department

The proposed budget recommends the elimination of the position of Administrative Supervisor who has responsibility for payroll, human resources, budget and finance. Because this position requires a special skill set to handle payroll processing and human resources those responsibilities cannot be folded into the another position. As a direct service provider to all sectors of the Evanston Community, the potential of this decision to negatively impact such programs as the Mayor's Summer Youth Employment Program and seasonal employment must be taken into consideration

### Public Works Agency

The proposed elimination of the Forestry Worker II and the Equipment Operator II will result in a decrease in the frequency of grass mowing, weeding, litter pick up and planting in our parks, greenways and athletic fields as well as a reduction in asphalt and pothole patching. Crews of three are dispatched on service calls, a team of two may not be able to meet the service request and if one of the two team members is off for vacation or sick leave, that crew would not function at all. These staff reductions will have direct impact on service to residents.

### **General Observations**

Training cut from the Evanston Police Department and Administrative Services. While the Compliance Officer will handle training at EPD, there is not a clear plan to cover

training citywide. In addition, the Office of Equity & Empowerment expects to do extensive training for all staff and Board & Commission members

The proposed budget would eliminate seventeen (17) filled staff positions. The demographic makeup of the staff is as follows:

- Six (6) - African Americans
- Nine (9) - Caucasian
- Two (2) - Hispanic
  
- Eleven (11) - Females
- Six (6) - Males
  
- Twelve (12) - over the age of 40

**FY 2018 Proposed 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 includes 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 2018 is \$338,888,344 for all budgeted funds, including inter-fund transfers. This represents an increase of \$30 million or 9.8% compared to the amended FY 2017 Budget (\$308,767,452). 2018 is the first year showing the Crown Construction Fund which will track all expenses related to the construction of the Robert Crown Community Center and Library.

III. Fiscal Considerations

The City experienced revenue shortfalls in the General fund due to the passage of the State of Illinois 2017-18 budget (\$1.1 million in reduced revenues) and due to reduced building permit related revenue (\$5.0 million). This shortfall produces a 2018 Baseline Budget deficit of approximately \$6.0 million. As noted in the Budget Balancing Worksheet in the transmittal letter of this document the Proposed Budget includes \$2.4 million in revenue increases and \$4.3 million in expense decreases to eliminate this deficit. As a result, the focus of the FY 2018 budget includes the evaluation of all General Fund Department Budgets and involves reductions in all department budgets including Public Safety to present a balanced budget for 2018. Service reductions are planned to be minimal in order to 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 increase 12.4% as compared to FY 2017. FY 2018 General Fund revenues are projected to decrease over the prior year by 5.4%. The 2017 tax levy, receivable in 2018 is proposed with changes to the Pension Levy and Library Levy compared to the levy received in 2017. The table below provides a comparison of the current and proposed levy by fund:

CHANGES TO THE 2017 TAX LEVY FOR INCLUSION IN THE 2018 BUDGET ARE INCLUDED IN THE BUDGET BALANCING WORKSHEET AT THE FRONT OF THIS DOCUMENT

	2014 ADOPTED LEVY	2015 ADOPTED LEVY	2016 ADOPTED LEVY	2017 PROPOSED LEVY	\$ VARIANCE INCREASE / (DECREASE)	% VARIANCE INCREASE / (DECREASE)
<b>GENERAL FUND</b>						
Gross Levy	8,841,731	8,556,481	7,889,028	8,060,613	171,586	2.2%
Loss Factor*	176,835	171,130	157,781	161,212	3,432	2.2%
<b>Net Levy - General Fund</b>	<b>\$ 8,664,896</b>	<b>\$ 8,385,351</b>	<b>\$ 7,731,247</b>	<b>\$ 7,899,401</b>	<b>\$ 168,154</b>	<b>\$ 0</b>
<b>GENERAL FUND - IMRF PENSION</b>						
Gross Levy	2,777,778	2,719,691	2,719,691	2,548,105	(171,586)	-6.3%
Loss Factor*	55,556	54,394	54,394	50,962	(3,432)	-6.3%
<b>Net Levy - IMRF Pension</b>	<b>\$ 2,722,222</b>	<b>\$ 2,665,297</b>	<b>\$ 2,665,297</b>	<b>\$ 2,497,143</b>	<b>\$ (168,154)</b>	<b>\$ (0)</b>
<b>GENERAL ASSISTANCE FUND</b>						
Gross Levy	1,376,074	816,327	918,367	918,367	-	0.0%
Loss Factor*	27,521	16,327	18,367	18,367	-	0.0%
<b>Net Levy - General Assistance</b>	<b>\$ 1,348,553</b>	<b>\$ 800,000</b>	<b>\$ 900,000</b>	<b>\$ 900,000</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL CITY AND GA FUND</b>	<b>\$ 12,735,671</b>	<b>\$ 11,850,648</b>	<b>\$ 11,296,544</b>	<b>\$ 11,296,544</b>	<b>\$ -</b>	<b>0.00%</b>
<b>FIRE PENSION FUND</b>						
Gross Levy	6,185,281	7,215,168	8,029,295	8,029,295	-	0.0%
Loss Factor*	123,706	144,303	160,586	160,586	-	0.0%
<b>Net Levy - Fire Pension</b>	<b>\$ 6,061,575</b>	<b>\$ 7,070,865</b>	<b>\$ 7,868,709</b>	<b>\$ 7,868,709</b>	<b>\$ -</b>	<b>\$ -</b>
<b>POLICE PENSION FUND</b>						
Gross Levy	8,551,232	9,240,755	10,114,490	10,114,490	-	0.0%
Loss Factor*	171,025	184,815	202,290	202,290	-	0.0%
<b>Net Levy - Police Pension</b>	<b>\$ 8,380,207</b>	<b>\$ 9,055,940</b>	<b>\$ 9,912,200</b>	<b>\$ 9,912,200</b>	<b>\$ -</b>	<b>\$ -</b>
<b>DEBT SERVICE FUND</b>						
Gross Levy	11,275,348	11,275,348	11,102,034	11,102,034	-	0.0%
Loss Factor*	225,507	225,507	222,041	222,041	-	0.0%
<b>Net Levy - Debt Service</b>	<b>\$ 11,049,841</b>	<b>\$ 11,049,841</b>	<b>\$ 10,879,993</b>	<b>\$ 10,879,993</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL CITY LEVY</b>						
Gross Levy	39,007,443	39,823,770	40,772,904	40,772,904	-	0.0%
Loss Factor*	780,149	796,475	815,458	815,458	-	0.0%
<b>TOTAL CITY NET LEVY</b>	<b>\$ 38,227,294</b>	<b>\$ 39,027,294</b>	<b>\$ 39,957,446</b>	<b>\$ 39,957,446</b>	<b>\$ -</b>	<b>0.00%</b>
<b>LIBRARY FUND</b>						
	NOT AVAILABLE AT TIME OF PUBLICATION					
Gross Levy	5,932,148	6,177,735	6,412,610	6,965,750	553,140	8.6%
Loss Factor*	118,643	123,555	128,252	139,315	11,063	8.6%
<b>Net Levy - Library</b>	<b>\$ 5,813,505</b>	<b>\$ 6,054,180</b>	<b>\$ 6,284,358</b>	<b>\$ 6,826,435</b>	<b>\$ 542,077</b>	<b>\$ 0</b>
<b>LIBRARY FUND - DEBT SERVICE</b>						
Gross Levy	617,488	393,409	353,015	352,847	(168)	0.0%
Loss Factor*	12,350	7,714	7,060	7,057	(3)	0.0%
<b>Net Levy - Library Debt</b>	<b>\$ 605,138</b>	<b>\$ 385,695</b>	<b>\$ 345,955</b>	<b>\$ 345,790</b>	<b>\$ (165)</b>	<b>\$ (0)</b>
<b>TOTAL LIBRARY LEVY</b>						
Gross Levy	6,549,636	6,571,144	6,765,626	7,318,597	552,971	8.2%
Loss Factor*	130,993	131,269	135,313	146,372	11,059	8.2%
<b>TOTAL LIBRARY NET LEVY</b>	<b>\$ 6,418,643</b>	<b>\$ 6,439,875</b>	<b>\$ 6,630,313</b>	<b>\$ 7,172,225</b>	<b>\$ 541,912</b>	<b>8.17%</b>
<b>TOTAL CITY AND LIBRARY LEVIES</b>	<b>\$ 44,645,937</b>	<b>\$ 45,467,169</b>	<b>\$ 46,587,759</b>	<b>\$ 47,129,671</b>	<b>\$ 541,912</b>	<b>1.16%</b>

#### IV. General Fund

##### Expenditures

The FY 2017 Adopted Budget served as the baseline for non-personnel Departmental expenditure budgets in 2018. All Departments were asked to



provide a 4% reduction in their total budgets from the FY 2017 Adopted Budget. The results from these potential cuts are included in plans in the Transmittal Letter. Smaller line item decreases have been included in the 2018 Baseline Budget by department.

### 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 \$421,742 as shown in the Transmittal Letter, but no change is shown in the 2018 Baseline Budget.

2. State Sales Tax:

General Fund revenue from the State of Illinois sales tax is expected to be \$10,542,386, which represents an approximate 3.7% decrease in comparison to the FY 2017 budget. This revenue is a slight decrease due to the projections provided by the State of Illinois budget office.

3. Home Rule Sales Tax:

For FY 2018, this General Fund revenue is budgeted at \$6,413,588, which is a 3.0% decrease in comparison to the FY 2017 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 (i.e. sales tax above). This revenue decrease is associated with a 2% administration surcharge placed on City sales taxes and a slight decrease in overall expected revenues.

4. State Income Tax:

Based upon projections from the Illinois Municipal League, revenue budgeted for FY 2018 is \$7,000,000, representing a 10% decrease from the FY 2017 budget due to the passage of the State of Illinois Budget. This revenue is collected by the State of Illinois and the amount distributed to Illinois municipalities is dependent upon population size.

5. Utility Taxes:

Revenues from utility taxes are comprised of electric, natural gas distribution and consumption, and telecommunications taxes. For FY 2018, these taxes are budgeted at \$7.3 million, which represents a 2.8% increase compared to FY 2017 budget. The increase is in the telecommunications tax (\$200,000 higher than 2017 Budget). Electric and natural gas taxes are weather sensitive and can fluctuate based on high / low weather patterns.

6. Real Estate Transfer Tax:

Real estate transfer tax revenue is slightly increased to \$3,300,000 in FY 2018, which is \$200,000 over the 2017 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 2018, the revenue projection for vehicle licenses is \$2,850,000, which is flat at the 2017 amount.

8. Licenses, Permits, and Fees:

Including vehicle sticker sales, total licenses, permits, and fees are expected to generate \$12.4 million, which represents a 28.4% decrease in comparison to FY 2017. This major decrease is reflected in lower building permit related revenues. 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 \$3,797,500 in FY 2018 and represents virtually no change from the \$3,810,000 budgeted in 2017.

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 \$9,307,800 in FY 2018, which is a 4.2% increase over FY 2017.

11. Intergovernmental Revenue

This revenue is completely dependent on grants offered by the State and Federal governments. For FY 2018, the revenue is projected to be lower than 2017 at \$758,100. 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 \$875 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.

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. This Fund includes a 4% reduction in expenses as noted in the Transmittal Letter.

#### 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. The Library is increasing both operating and capital expenses for 2018. 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.

#### 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 \$2,457,990 in FY 2018.

#### 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 2018 revenues for the fund are budgeted at \$1,051,700 while expenditures for 2017 total \$1,051,049.

#### 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 2018 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 2018 is \$2,445,695,

which includes draw down of prior year available funds. This is an increase in \$163,717 in comparison to FY 2017.

#### 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 2018 expenditures total is \$293,000.

#### 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 2018. 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 2018 budgeted expenditures are \$588,936.

#### Affordable Housing Fund

The Affordable Housing Fund seeks to support housing related programs as adopted by the City Council. The FY 2018 budget is \$439,916 for Rehab Loans and Housing Related Services.

#### Washington National TIF Debt Service Fund

Expenditures for the Washington National TIF Fund are budgeted to be \$9,057,040 for FY 2018. 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. This fund will close at the end of 2018.

#### 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.

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

Also known as the Southwest II TIF, the district consists of a 23-acre site located at 2201 Howard Street. This TIF closed in 2016.

#### Debt Service Fund

The 2017 tax year levy, to be filed with Cook County in December 2017, has been budgeted as revenue for FY 2018. Budgeted expenditures in this fund

primarily consist of general obligation debt service paid from property taxes. Total debt service for FY 2018 is projected at \$14,398,759.

#### 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 2018 total \$4,681,500, with a significant portion of this amount budgeted for 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 2018 are budgeted at \$40,000 and are primarily related to administration and interest expense.

#### 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 2018 are budgeted at \$72,666 for the payment of 2017C bond issue Debt Service.

#### 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 2018 Budget is \$108,999 for the payment of 2017C bond issue debt service.

#### Special Service Area #6 Fund

Special Service Area #6 is comprised of the commercial areas of Dempster Street, Chicago Avenue, and Main Street. The FY 2018 Budget for this fund is \$221,500.

#### 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 \$29,762,000 which is a decrease of \$1,746,512. Two major capital projects – the Robert Crown Community Center and library renovation, are tracked in separate funds and not included as expenditures in the Capital Improvements Fund.

#### Crown Construction Fund

This newly created fund will track revenues and expenses associated with the approximately \$40 million project to build the new Robert Crown Community and Library Center.

#### Special Assessment Fund

The Special Assessment Fund's budgeted expenditures for FY 2018 total \$513,427 to be used for Alley reconstruction throughout the City.

#### 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 2018 budgeted expenses total \$12,530,623, a decrease of \$1,994,129 compared to FY 2017.

#### Water Fund

The Water Fund has budgeted FY 2018 expenses totaling \$45,549,060, which represents an increase of \$16.2 million in comparison to FY 2017. This increase is due to the timing of major capital projects which can be found in the CIP and includes the major project of replacement of the 5.0 million gallon reservoir at the Water Plant.

#### Sewer Fund

The Sewer Fund has budgeted FY 2018 expenses totaling \$14,755,432 which represents an increase of \$148,375 compared to FY 2017. A majority of this decrease is due to lower capital projects in 2018 than in the previous year.

#### Solid Waste Fund

The FY 2018 budget for Solid Waste operations is projected at \$4,986,359 which is a decrease of \$211,986 from FY 2017.

#### Fleet Services Fund

Budgeted expenditures for FY 2018 total \$3,678,853, a \$40,384 decrease in comparison to FY 2017. 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 2018 expenditures budgeted for the fund total \$1,597,977 which is a \$67,555 increase over 2017.

### Insurance Fund

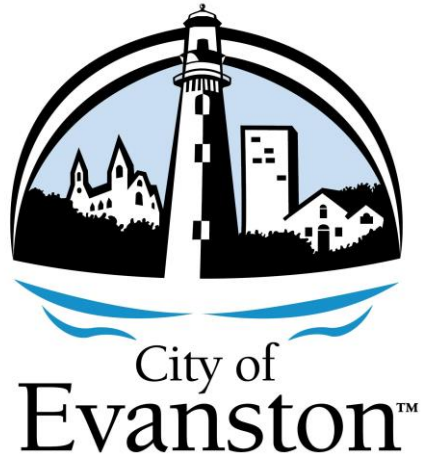
The Insurance Fund continues to incur increased liability/personnel cost increases. 2018 Baseline Budgeted expenditures total \$18,447,601. The City self-insures a large majority of liability insurance claims in this fund, with a self-insured retention set at \$1,250,000.

### 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 2018 are budgeted at \$8,795,000.

### 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 2018 are budgeted at \$12,525,000.



# **PART II**

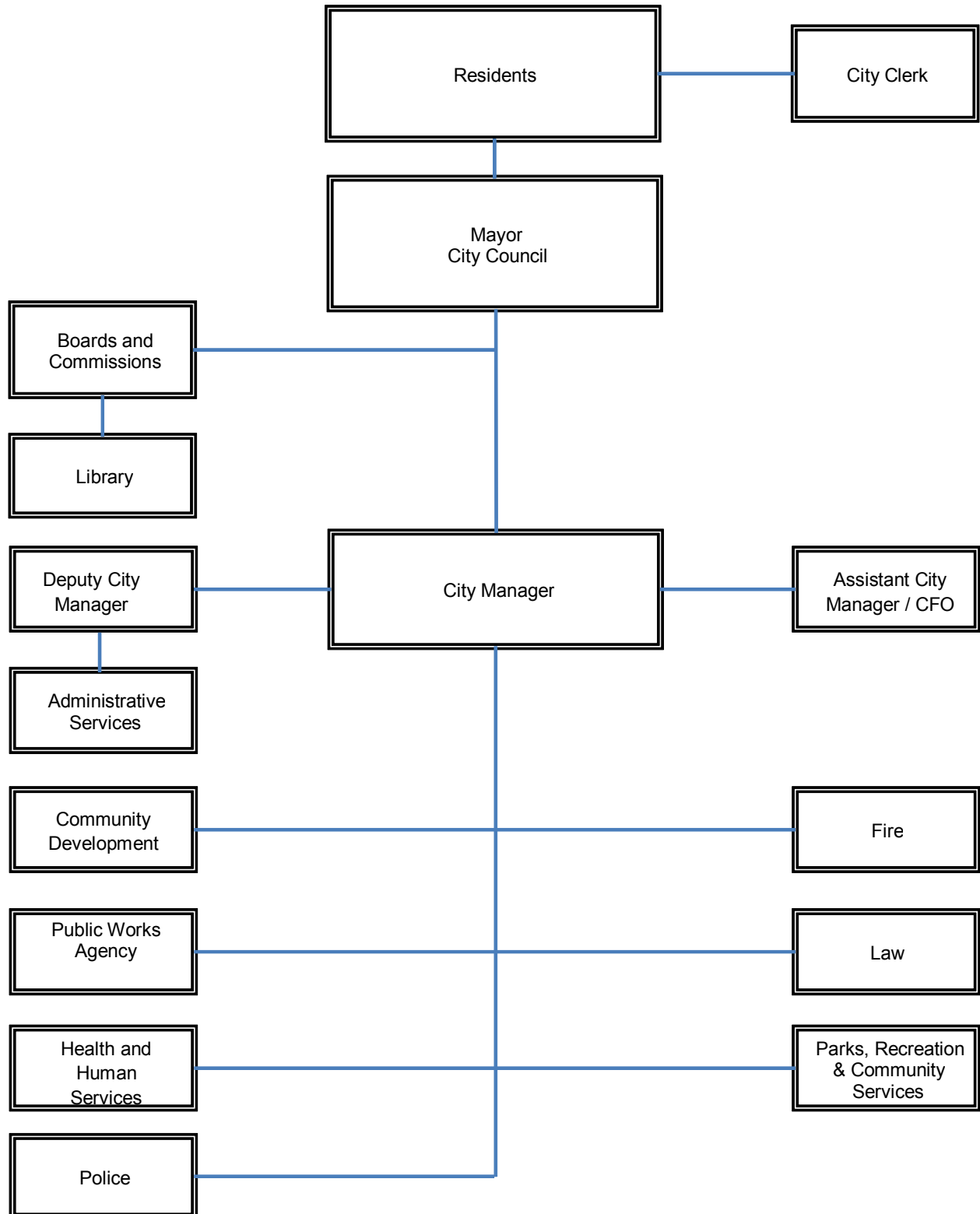
# **CHARTS & SUMMARIES**





# 2018 PROPOSED 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

**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  
2018 Budget Calendar

DATE	TIME	ACTIVITY
Monday, July 10, 2017	7PM*	Mid-Year 2017 Budget Review
Monday, July 24, 2017	7PM*	2017 end of year and 2018 baseline discussion
Wednesday, September 13, 2017	7PM - 9PM in G300	Multi-media Budget Outreach Event
Friday October 6, 2017	5PM	Proposed 2018 Budget to City Council
Monday, October 16, 2017	7PM	2018 Budget Discussion
Monday, October 23, 2017	7PM*	2018 Budget Discussion
Saturday, October 28, 2017	9AM - 1PM	Special City Council meeting Public Hearing-- Truth in Taxation Public Hearing-- FY 2018 Proposed Budget Preliminary Tax Levy Estimate
Monday, November 6, 2017	7PM	2018 Budget Discussion (if needed)
Monday, November 27, 2017	7PM*	2018 Budget & 2017 Tax Levy Adoption

\*meeting times are approximate

All meetings are held in the James C. Lytle Council Chambers except for the Sept 20th outreach event (G300)

Rosh Hashana is September 20-22  
Yom Kippur is September 29-30  
Columbus Day is October 9  
Thanksgiving is November 23



## 2018 PROPOSED 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.



## 2018 PROPOSED 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.

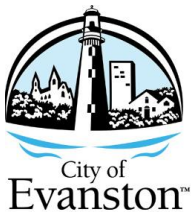
Resolution 6-PR-78 establishes a policy concerning municipal budget procedures. The primary components of this resolution include the following:

- 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.



## 2018 PROPOSED 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.



## 2018 PROPOSED 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.

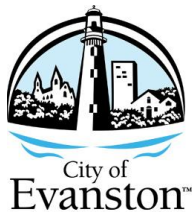
Encumbrance accounting, under which purchase orders, contracts, and other commitments for the expenditure of monies are recorded, reserve a portion of a budgeted account so that amount is not spent elsewhere. For non-enterprise funds, encumbrances are usually not counted as expenditures until the actual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





## 2018 PROPOSED 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.

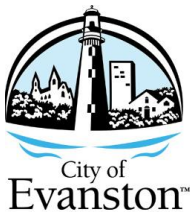
**Neighborhood Stabilization Program 2** – To account for the NSP2 program. Financing is provided by the United States Department of Housing and Urban Development. Expenditures are made in accordance with federal law.

**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.



## 2018 PROPOSED 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.

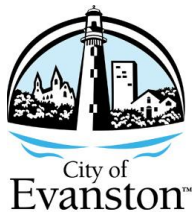
**Southwest Tax Increment District Fund** - To account for principal and interest payments on debt proceeds issued and allocated to this tax increment financing district.

**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.



## 2018 PROPOSED 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.

**Crown Construction Fund** - To account for all activity related to the construction of a new Robert Crown Community Center beginning in 2018. Financing is provided by general obligation bond proceeds and community contributions.

**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.



## 2018 PROPOSED BUDGET

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### Fund Descriptions

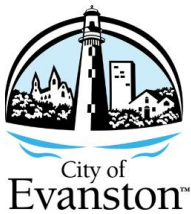
**Equipment Replacement Fund** – To account for the costs associated with the purchase of vehicles and equipment.

**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.



## 2018 PROPOSED BUDGET

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### 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.



## 2018 PROPOSED 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

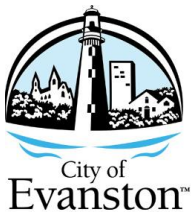
This fund must be maintained at a level adequate to provide for maintenance of current operations, the capability to respond to unforeseen events, funding of long-term capital improvements, and needed upgrades. The fund shall be entirely supported by revenues received from the imposed telephone surcharge.

##### 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



## 2018 PROPOSED BUDGET

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### 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

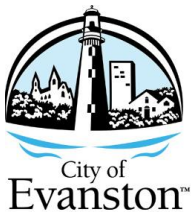
The Equipment Replacement Fund receives interfund transfer from operating department's established to replace vehicles within 2 years of the expiration of their useful life as determined by the fleet maintenance division. General obligation debt shall only be used for vehicles with an expected equal 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





## 2018 PROPOSED 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.

#### 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.

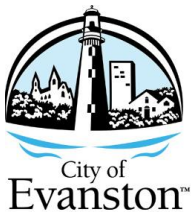
#### Parking System Fund

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.

#### 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.





## 2018 PROPOSED BUDGET

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### Budget Policies

#### 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).

#### 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.

**Total Budgeted Expenditures - All Funds  
(Prior to Interfund Transfers)  
FY2017 vs. FY2018**

In this summary, the total budgets for all funds are compared with the Adopted fund totals for FY17  
All budget totals in this summary are gross figures prior to eliminating interfund transfers.

Fund	Fund #	2016 Actual Amount	2017 Adopted Budget	2017 Estimated Amount	2018 Proposed Budget	Net Change in Proposed Expenses	Percent Change
General	100	111,562,594	118,686,191	115,128,078	118,508,981	(177,210)	-0.1%
General Assistance	175	804,857	1,178,971	1,133,249	1,215,152	36,181	3.1%
Human Services	176	849,394	859,153	859,153	859,153	-	0.0%
Good Neighbor Fund	180	1,000,000	1,000,000	1,000,000	1,000,000	-	0.0%
Library	185	6,785,204	7,250,345	6,888,284	7,716,741	466,396	6.4%
Library - Debt Service	186	1,048,044	345,955	367,288	345,790	(165)	0.0%
Library - Capital	187	-	3,774,500	1,422,150	10,095,000	6,320,500	167.5%
Neighborhood Stabilization	195	91,447	98,899	51,167	95,147	(3,752)	-3.8%
Motor Fuel	200	2,319,789	2,248,990	1,858,000	2,457,990	209,000	9.3%
Emergency Telephone	205	1,429,460	1,030,418	997,202	1,051,049	20,631	2.0%
Special Service Area # 4	210	323,000	320,000	320,000	320,000	-	0.0%
CDBG	215	2,022,452	2,281,978	1,864,064	2,445,695	163,717	7.2%
CDBG Loan	220	160,641	293,000	150,000	293,000	-	0.0%
Economic Development	225	2,145,068	-	-	-	-	N/A
Neighborhood Improvement	235	-	100,000	-	100,000	-	0.0%
HOME	240	207,876	586,692	395,825	588,936	2,244	0.4%
Affordable Housing Fund	250	149,207	1,707,252	397,004	439,916	(1,267,336)	-74.2%
Washington National TIF	300	5,561,415	10,540,636	7,680,636	9,057,040	(1,483,596)	-14.1%
Special Service Area # 5	305	525,284	-	-	-	-	N/A
Southwest II TIF	310	1,873,437	513,865	599,667	-	(513,865)	-100.0%
Debt Service	320	23,604,473	14,431,137	14,465,906	14,398,759	(32,378)	-0.2%
Howard-Ridge TIF	330	787,249	1,598,600	1,318,000	4,681,500	3,082,900	192.8%
West Evanston TIF	335	37,998	40,000	40,000	40,000	-	0.0%
Dempster-Dodge TIF	340	29,415	40,000	2,044,000	72,666	32,666	81.7%
Chicago-Main TIF	345	1,756,993	60,000	3,640,000	108,999	48,999	81.7%
Special Service Area #6	350	145,003	220,000	290,730	221,500	1,500	
Capital Improvement	415	10,759,111	30,508,512	19,604,527	29,762,000	(746,512)	-2.4%
Crown Construction	416	-	-	1,377,730	9,634,000	9,634,000	N/A
Special Assessment	420	369,449	513,427	513,427	513,427	-	0.0%
Parking	505	9,819,656	14,524,752	13,710,049	12,530,623	(1,994,129)	-13.7%
Water	510	15,097,592	29,361,507	21,146,017	45,549,058	16,187,551	55.1%
Sewer	515	7,267,980	14,607,057	14,685,513	14,755,432	148,375	1.0%
Solid Waste	520	4,966,872	5,198,345	5,136,237	4,986,359	(211,986)	-4.1%
Fleet	600	3,004,854	3,719,237	3,076,524	3,678,853	(40,384)	-1.1%
Equipment Replacement	601	1,726,829	1,530,422	1,603,573	1,597,977	67,555	4.4%
Insurance	605	19,705,379	19,075,611	20,583,965	18,447,601	(628,010)	-3.3%
Fire Pension	700	8,603,806	8,705,000	8,745,000	8,795,000	90,000	1.0%
Police Pension	705	11,367,506	11,817,000	11,944,000	12,525,000	708,000	6.0%
<b>Total All Funds</b>		<b>\$ 257,909,336</b>	<b>\$ 308,767,452</b>	<b>\$ 285,036,965</b>	<b>\$ 338,888,344</b>	<b>\$ 30,120,892</b>	<b>9.8%</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 FY2017 budget.  
The total for each fund is compared with that of the approved FY2018 budget.

Fund	Fund #	FY2017 Net Budget	FY2018 Proposed Expenditures	Less Transfers to Other Funds	FY2018 Net Expenditures	Net Change	Percent Change
General	100	81,959,047	118,508,981	(36,567,490)	81,941,491	(17,556)	0.0%
General Assistance	175	1,157,729	1,215,152	(44,666)	1,170,486	12,757	1.1%
Human Services	176	859,153	859,153	-	859,153	-	0.0%
Good Neighbor Fund	180	-	1,000,000	(1,000,000)	-	-	-
Library	185	6,494,275	7,716,741	(839,192)	6,877,549	383,274	5.9%
Library - Debt Service	186	345,955	345,790	-	345,790	(165)	0.0%
Library - Capital	187	3,774,500	10,095,000	-	10,095,000	6,320,500	167.5%
Neighborhood Stabilization	195	89,323	95,147	(8,810)	86,337	(2,986)	-3.3%
Motor Fuel	200	1,391,000	2,457,990	(957,990)	1,500,000	109,000	7.8%
Emergency Telephone	205	862,495	1,051,049	(170,675)	880,374	17,879	2.1%
Special Service Area # 4	210	320,000	320,000	-	320,000	-	0.0%
CDBG	215	1,696,602	2,445,695	(590,141)	1,855,554	158,952	9.4%
CDBG Loan	220	293,000	293,000	-	293,000	-	0.0%
Economic Development	225	(970,806)	-	-	-	-	0.0%
Neighborhood Improvement	235	100,000	100,000	-	100,000	-	0.0%
HOME	240	586,692	588,936	(4,661)	584,275	(2,417)	-0.4%
Affordable Housing Fund	250	1,707,252	439,916	(3,841)	436,075	(1,271,177)	-74.5%
Washington National TIF	300	600,000	9,057,040	(6,957,040)	2,100,000	1,500,000	250.0%
Special Service Area # 5	305	-	-	-	-	-	N/A
Southwest II TIF	310	361,415	-	-	-	-	0.0%
Southwest TIF	315	-	-	-	-	-	N/A
Debt Service	320	14,431,137	14,398,759	-	14,398,759	(32,378)	-0.2%
Howard-Ridge TIF	330	538,600	4,681,500	(1,560,000)	3,121,500	2,582,900	479.6%
West Evanston TIF	335	10,000	40,000	(30,000)	10,000	-	0.0%
Dempster-Dodge TIF	340	40,000	72,666	-	72,666	32,666	81.7%
Chicago-Main TIF	345	60,000	108,999	-	108,999	-	-
Special Service Area #6	350	220,000	221,500	-	221,500	-	-
Capital Improvement	415	30,008,512	29,762,000	(500,000)	29,262,000	(746,512)	-2.5%
Crown Capital	416	-	9,634,000	-	9,634,000	9,634,000	N/A
Special Assessment	420	-	513,427	(513,427)	-	-	N/A
Parking	505	13,062,146	12,530,623	(1,862,997)	10,667,626	(2,394,520)	-18.3%
Water	510	24,744,982	45,549,058	(4,666,787)	40,882,271	16,137,289	65.2%
Sewer	515	13,182,427	14,755,432	(1,417,434)	13,337,998	155,571	1.2%
Solid Waste	520	4,563,841	4,986,359	(444,860)	4,541,499	(22,342)	-0.5%
Fleet	600	3,507,268	3,678,853	(218,909)	3,459,944	(47,324)	-1.3%
Equipment Replacement	601	1,530,422	1,597,977	-	1,597,977	67,555	4.4%
Insurance	605	19,065,979	18,447,601	(9,632)	18,437,969	(628,010)	-3.3%
Fire Pension	700	8,705,000	8,795,000	-	8,795,000	90,000	1.0%
Police Pension	705	11,817,000	12,525,000	-	12,525,000	708,000	6.0%
<b>Total All Funds</b>		<b>\$ 247,114,946</b>	<b>\$ 338,888,344</b>	<b>\$ (58,368,552)</b>	<b>\$ 280,519,793</b>	<b>\$ 33,404,846</b>	<b>13.5%</b>

**City of Evanston**  
**Budgeted Interfund Transfers**  
**2018 Proposed 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	957,990	Expense From	Motor Fuel	(957,990)
Revenue To	General	60,000	Expense From	E911	(60,000)
Revenue To	General	350,000	Expense From	Washington National TIF	(350,000)
Revenue To	General	60,000	Expense From	Howard Ridge TIF	(60,000)
Revenue To	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>\$ 7,307,716</b>		<b>Subtotal</b>	<b>\$ (7,307,716)</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	2,390,000	Expense From	Washington-National TIF	(2,390,000)
Revenue To	Capital Fund	1,500,000	Expense From	Howard-Ridge TIF	(1,500,000)
Revenue To	Capital Fund	250,000	Expense From	Special Assessment	(250,000)
Revenue To	Capital Fund	350,000	Expense From	Parking Fund	(350,000)
Revenue To	Capital Fund	500,000	Expense From	Good Neighbor Fund	(500,000)
	<b>Subtotal</b>	<b>\$ 5,480,000</b>		<b>Subtotal</b>	<b>\$ (5,480,000)</b>
Revenue To	Debt Service (ERI)	761,296	Expense From	General	(761,296)
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	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)	33,442	Expense From	Fleet	(33,442)
Revenue To	Debt Service (ERI)	9,632	Expense From	Insurance	(9,632)
	<b>Subtotal</b>	<b>\$ 3,059,059</b>		<b>Subtotal</b>	<b>\$ (3,059,059)</b>

Revenue To	Parking	4,217,040	Expense From	Washington National TIF	(4,217,040)
	<b>Subtotal</b>	<b>4,217,040</b>		<b>Subtotal</b>	<b>(4,217,040)</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	2,725,986	Expense From	General	(2,725,986)
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>\$ 3,403,362</b>		<b>Subtotal</b>	<b>\$ (3,403,362)</b>
Revenue To	Equipment Repl.	1,329,010	Expense From	General	(1,329,010)
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)
	<b>Subtotal</b>	<b>\$ 1,366,134</b>		<b>Subtotal</b>	<b>\$ (1,366,134)</b>
Revenue To	Insurance	11,589,690	Expense From	General	(11,589,690)
Revenue To	Insurance	44,666	Expense From	General Assistance	(44,666)
Revenue To	Insurance	495,574	Expense From	Library	(495,574)
Revenue To	Insurance	4,292	Expense From	NSP2	(4,292)
Revenue To	Insurance	97,698	Expense From	E911	(97,698)
Revenue To	Insurance	91,384	Expense From	CDBG	(91,384)
Revenue To	Insurance	4,661	Expense From	Home	(4,661)
Revenue To	Insurance	3,841	Expense From	Affordable Housing	(3,841)
Revenue To	Insurance	558,314	Expense From	Parking	(558,314)
Revenue To	Insurance	1,164,474	Expense From	Water	(1,164,474)
Revenue To	Insurance	425,757	Expense From	Sewer	(425,757)
Revenue To	Insurance	122,498	Expense From	Solid Waste	(122,498)
Revenue To	Insurance	185,467	Expense From	Fleet	(185,467)
	<b>Subtotal</b>	<b>\$ 14,788,316</b>		<b>Subtotal</b>	<b>\$ (14,788,316)</b>
<b>Grand Total</b>		<b>\$ 58,368,552</b>	<b>Grand Total</b>		<b>\$ (58,368,552)</b>

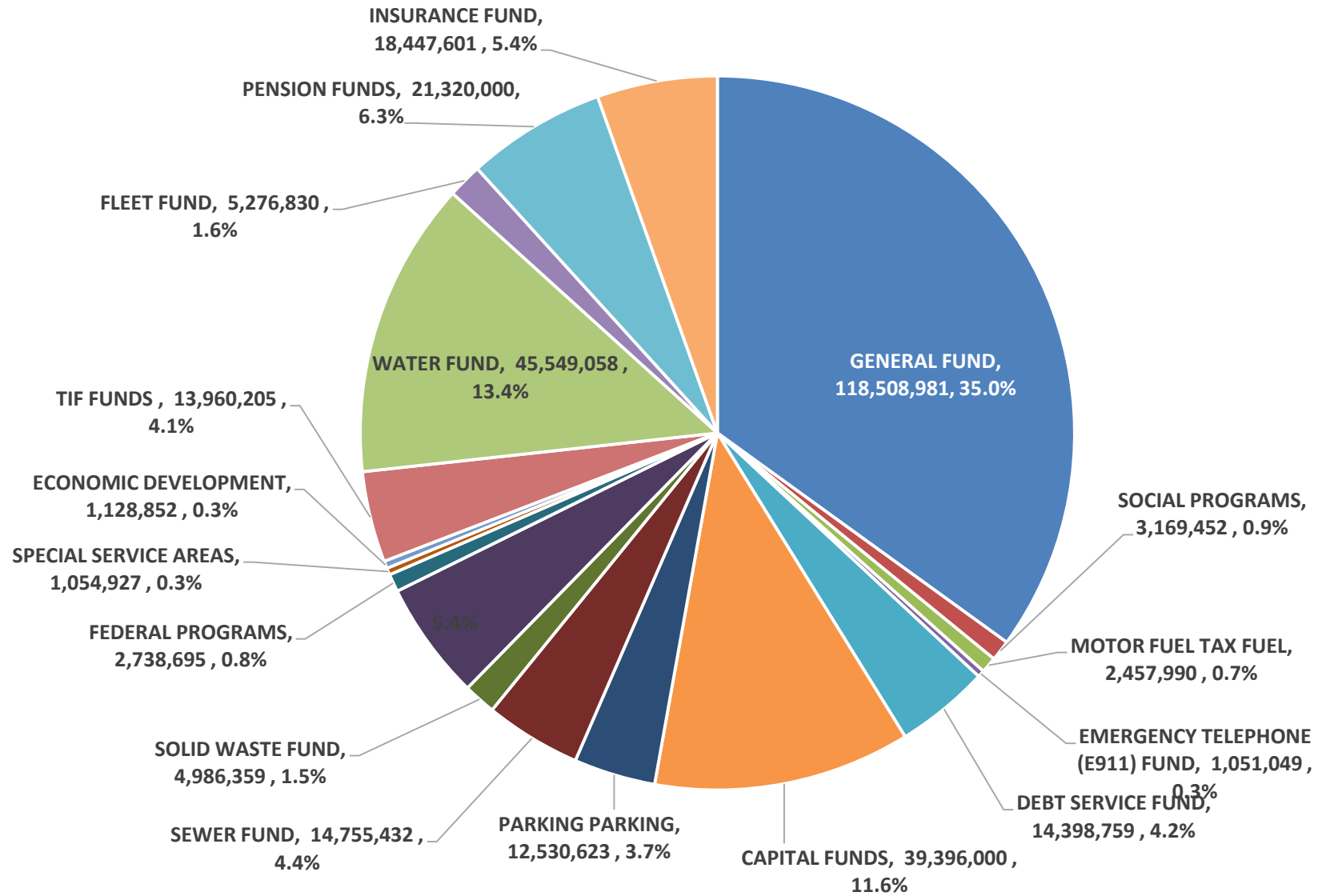
**City of Evanston  
FY 2018 Proposed Budget  
Fund Balance Summary**

Fund Name	Fund #	12/31/17 Estimated Fund Balance*	FY18 Proposed Revenues	FY2018 Proposed Expenditures	FY2018 Proposed Surplus (Deficit)	12/31/18 Estimated Unreserved Fund Balance	Fund Balance as a % of Expenditures	Fund Balance Reserve Policy
General Fund	100	14,678,704	112,411,186	118,508,981	(6,097,795)	8,580,909	7.2%	16.6%
General Assistance Fund	175	402,539	953,500	1,215,152	(261,652)	140,887	12%	N/A
Human Services	176	70,806	859,153	859,153	-	70,806	8%	N/A
Good Neighbor Fund	180	-	1,000,000	1,000,000	-	-	N/A	N/A
Library	185	680,045	7,823,209	7,716,741	106,468	786,513	10%	N/A
Library - Debt Sevice	186	29,709	345,790	345,790	-	29,709	9%	N/A
Library - Capital	187	850	10,095,000	10,095,000	-	850	0%	N/A
Neighborhood Stabilization	195	-	95,147	95,147	-	-	N/A	N/A
Motor Fuel Tax Fund	200	1,508,678	1,922,000	2,457,990	(535,990)	972,688	40%	25.0%
Emergency Telephone Fund	205	194,459	1,051,700	1,051,049	651	195,110	19%	N/A
Special Service Area # 4	210	(188,775)	320,000	320,000	-	(188,775)	-59%	N/A
CDBG	215	64,106	2,330,124	2,445,695	(115,571)	(51,465)	-2%	N/A
CDBG Loan	220	210,921	293,000	293,000	-	210,921	72%	N/A
Economic Development	225	-	-	-	-	-	N/A	N/A
Neighborhood Improvement	235	169,915	-	100,000	(100,000)	69,915	70%	N/A
HOME	240	2,377	588,936	588,936	-	2,377	0%	N/A
Affordable Housing Fund	250	1,187,184	450,830	439,916	10,914	1,198,098	272%	N/A
Washington National TIF	300	3,287,040	5,770,000	9,057,040	(3,287,040)	-	N/A	N/A
Special Service Area #5	305	-	-	-	-	-	N/A	N/A
Howard-Hartrey TIF	310	-	-	-	-	-	N/A	N/A
Southwest TIF	315	-	-	-	-	-	N/A	N/A
Debt Service	320	574,255	14,125,637	14,398,759	(273,122)	301,133	2%	N/A
Howard-Ridge TIF	330	344,211	4,385,400	4,681,500	(296,100)	48,111	1%	N/A
West Evanston TIF	335	430,058	150	40,000	(39,850)	390,208	976%	N/A
Dempster-Dodge TIF	340	14,586	275,000	72,666	202,334	216,920	299%	N/A
Chicago-Main TIF	345	90,507	425,000	108,999	316,001	406,508	373%	N/A
Special Service Area #6	350	294	221,500	221,500	-	294	0%	N/A
Capital Projects Fund	415	9,597,606	22,692,000	29,762,000	(7,070,000)	2,527,606	8%	N/A
Crown Capital	416	22,270	11,500,000	9,634,000	1,866,000	1,888,270	20%	N/A
Special Assessment Fund	420	2,754,789	461,367	513,427	(52,060)	2,702,729	526%	N/A
Parking System Fund	505	5,207,326	11,134,126	12,530,623	(1,396,497)	3,810,829	30%	16.6%
Water	510	6,537,297	45,695,656	45,549,058	146,598	6,683,895	15%	10.0%
Sewer	515	2,866,834	14,698,650	14,755,432	(56,782)	2,810,052	19%	16.6%
Solid Waste	520	(995,553)	5,201,361	4,986,359	215,002	(780,551)	-16%	N/A
Fleet Service	600	1,155,155	3,471,216	3,678,853	(207,637)	947,518	26%	N/A
Equipment Replacement	601	1,042,035	1,577,830	1,597,977	(20,147)	1,021,888	64%	N/A
Insurance	605	(5,105,572)	17,993,273	18,447,601	(454,328)	(5,559,900)	-30%	N/A
Fire Pension	700	75,004,238	13,588,709	8,795,000	4,793,709	79,797,947	907%	N/A
Police Pension	705	112,572,674	18,494,200	12,525,000	5,969,200	118,541,874	946%	N/A
<b>Total All Funds</b>		<b>\$ 234,411,568</b>	<b>\$ 332,250,650</b>	<b>\$ 338,888,344</b>	<b>\$ (6,637,694)</b>	<b>\$ 227,773,874</b>		

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

## 2018 Proposed Budget - All Funds

### \$338,888,344



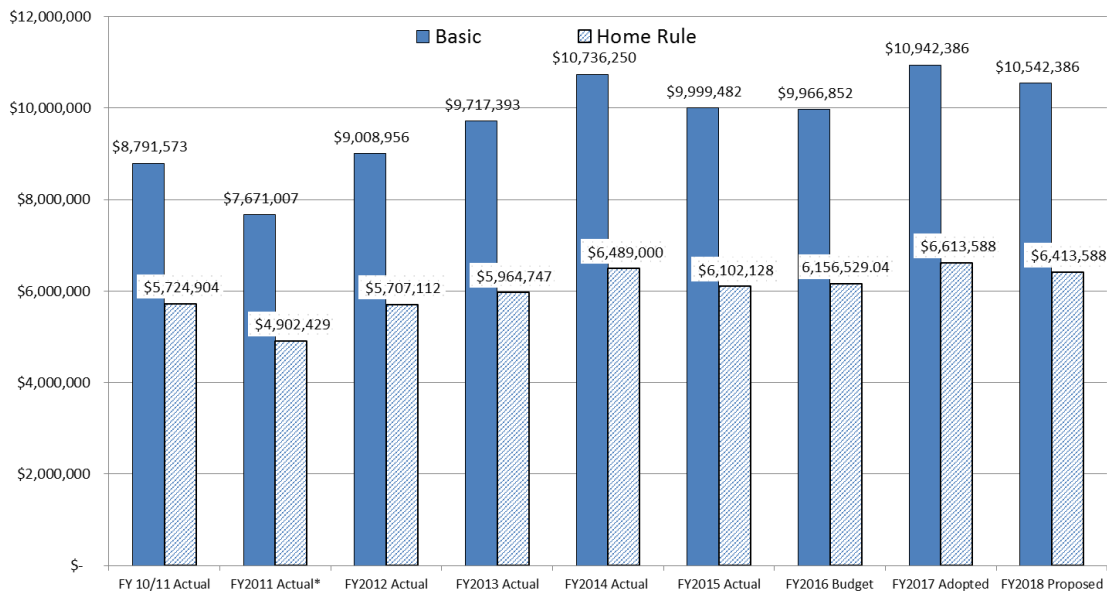


# 2018 PROPOSED BUDGET

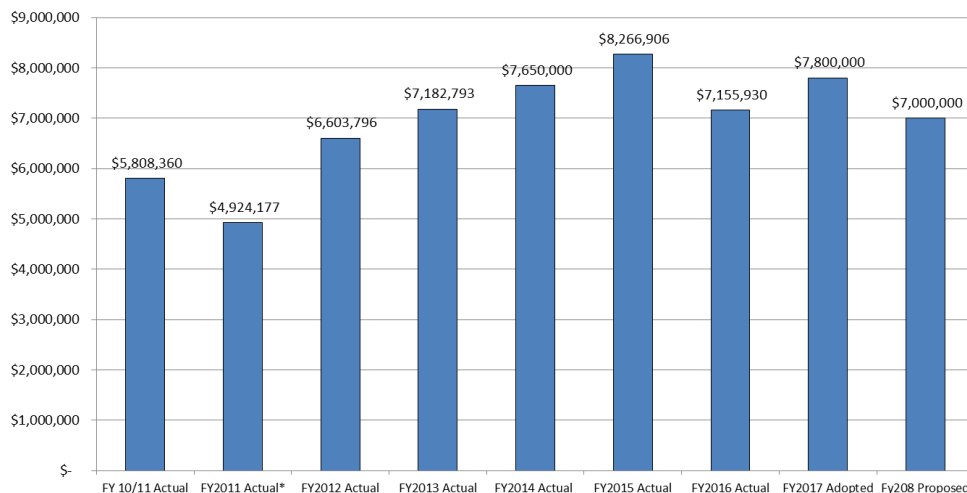
## Revenues Sources, Assumptions and Trends

The following is a summary of major revenue sources, trends, and assumptions for the FY 2018 Proposed Budget:

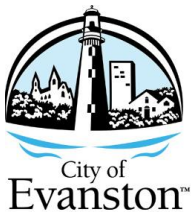
**SALES TAXES** – The City receives two types of sales taxes – one from the State of Illinois and another from a sales tax imposed through the City’s home-rule status. Both the State tax (retailers’ occupation tax- a.k.a. ROT) and the home rule tax rates are 1%, although the home rule tax is not assessed on “listed” property such as vehicles and most grocery food items and medications.



**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 \$7.0 million in income tax revenues. This is mainly contributed to the distribution reduction by the State of Illinois.



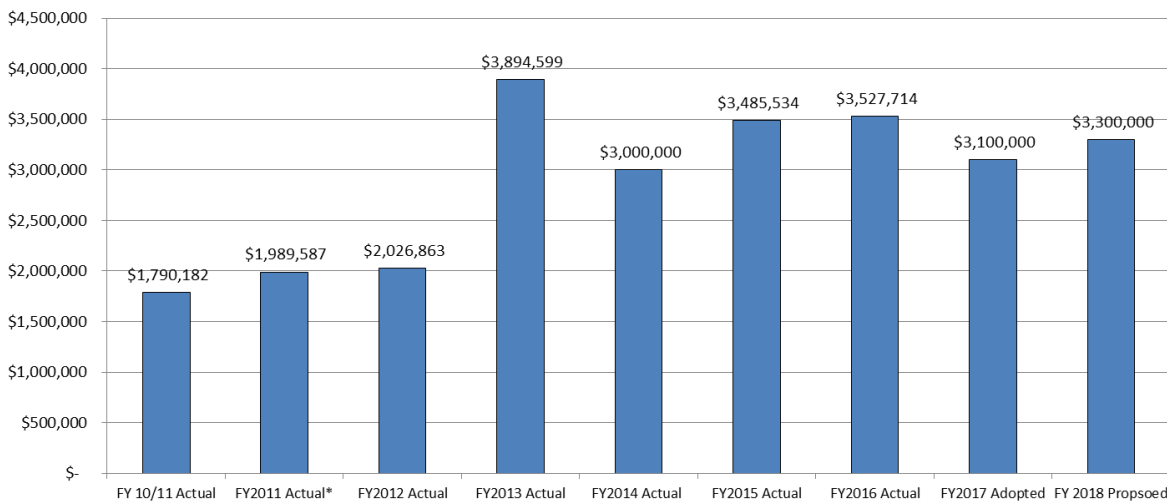




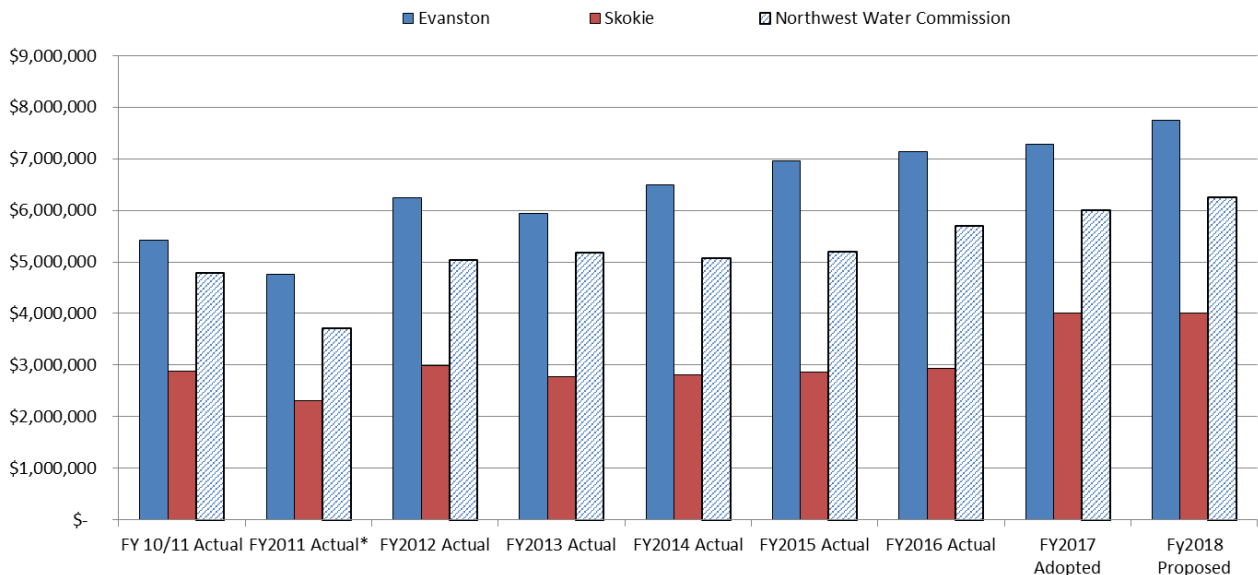
# 2018 PROPOSED BUDGET

## 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.



**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.

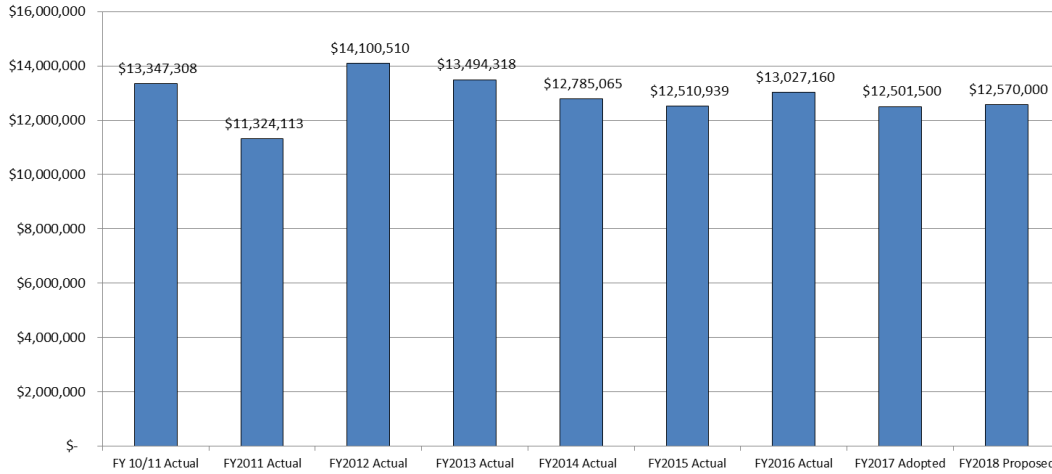




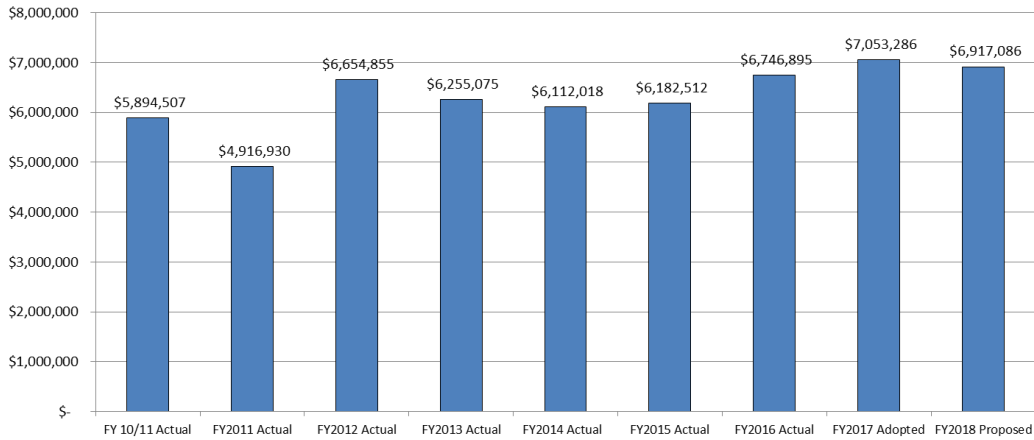
# 2018 PROPOSED BUDGET

## 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 \$6.9 million in revenues in FY 2018.

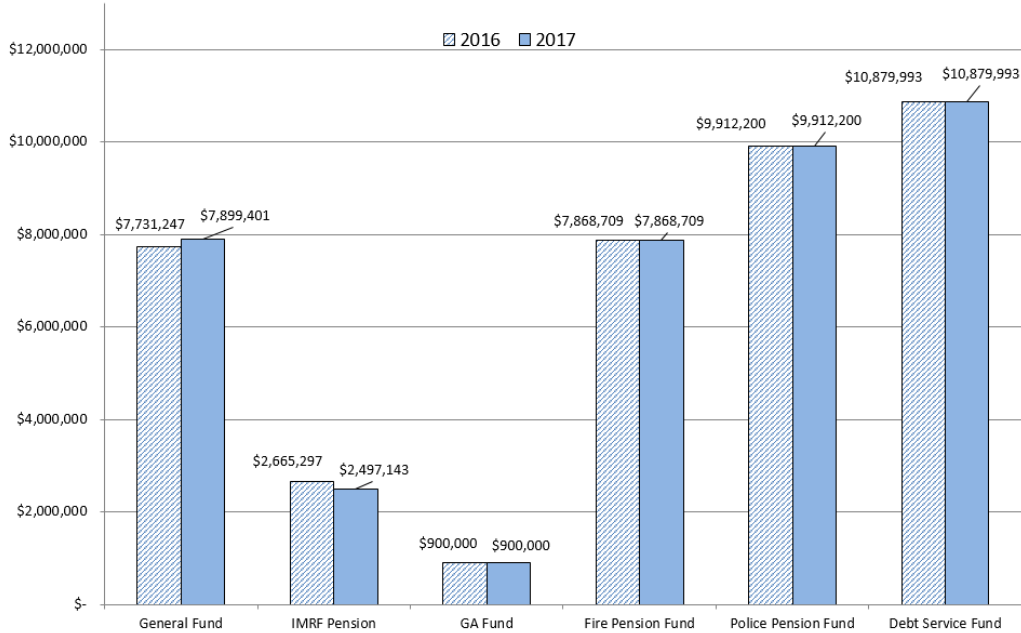




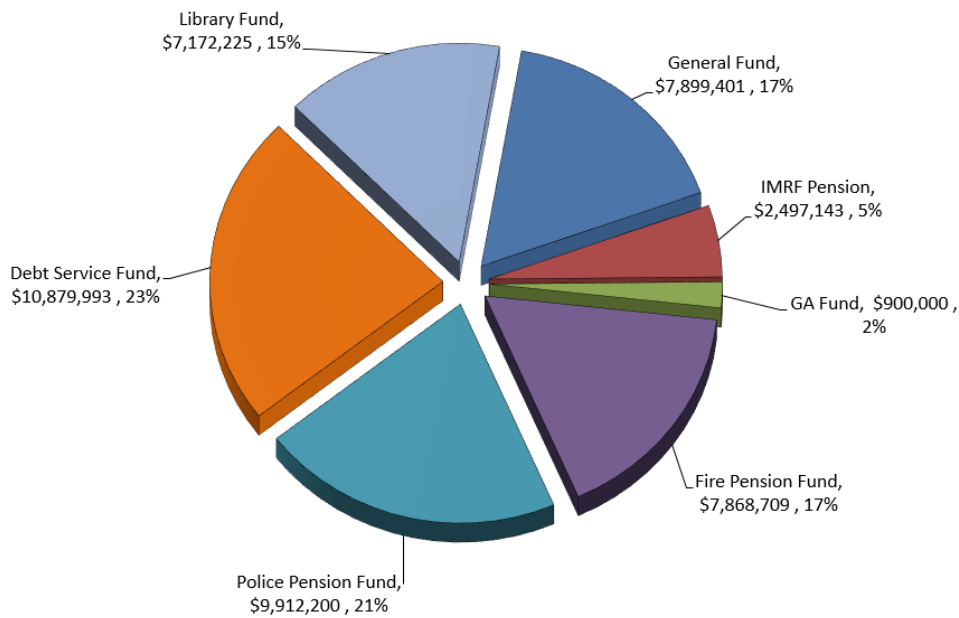
# 2018 PROPOSED BUDGET

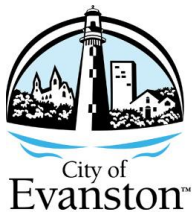
## Property Tax Levy Charts

**2017 Proposed Property Tax Levy by Fund  
Comparison with 2016  
Levy by Fund**



**2017 Proposed Property Tax Levy by Fund**



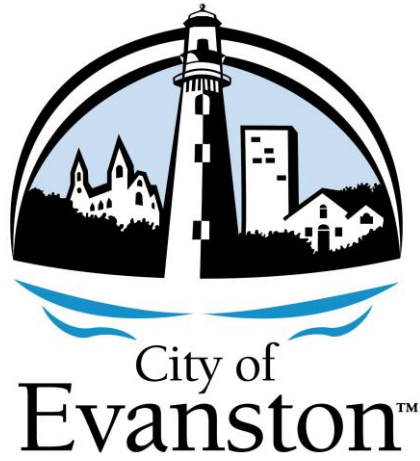


# 2018 PROPOSED BUDGET

## Property Tax Levy Charts

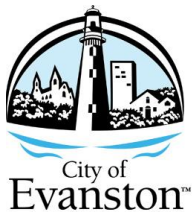
CHANGES TO THE 2017 TAX LEVY FOR INCLUSION IN THE 2018 BUDGET ARE INCLUDED IN THE BUDGET BALANCING WORKSHEET AT THE FRONT OF THIS DOCUMENT

	2014 ADOPTED LEVY	2015 ADOPTED LEVY	2016 ADOPTED LEVY	2017 PROPOSED LEVY	\$ VARIANCE INCREASE / (DECREASE)	% VARIANCE INCREASE / (DECREASE)
<b>GENERAL FUND</b>						
Gross Levy	8,841,731	8,556,481	7,889,028	8,060,613	171,586	2.2%
Loss Factor*	176,835	171,130	157,781	161,212	3,432	2.2%
<b>Net Levy - General Fund</b>	<b>\$ 8,664,896</b>	<b>\$ 8,385,351</b>	<b>\$ 7,731,247</b>	<b>\$ 7,899,401</b>	<b>\$ 168,154</b>	<b>\$ 0</b>
<b>GENERAL FUND - IMRF PENSION</b>						
Gross Levy	2,777,778	2,719,691	2,719,691	2,548,105	(171,586)	-6.3%
Loss Factor*	55,556	54,394	54,394	50,962	(3,432)	-6.3%
<b>Net Levy - IMRF Pension</b>	<b>\$ 2,722,222</b>	<b>\$ 2,665,297</b>	<b>\$ 2,665,297</b>	<b>\$ 2,497,143</b>	<b>\$ (168,154)</b>	<b>\$ (0)</b>
<b>GENERAL ASSISTANCE FUND</b>						
Gross Levy	1,376,074	816,327	918,367	918,367	-	0.0%
Loss Factor*	27,521	16,327	18,367	18,367	-	0.0%
<b>Net Levy - General Assistance</b>	<b>\$ 1,348,553</b>	<b>\$ 800,000</b>	<b>\$ 900,000</b>	<b>\$ 900,000</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL CITY AND GA FUND</b>	<b>\$ 12,735,671</b>	<b>\$ 11,850,648</b>	<b>\$ 11,296,544</b>	<b>\$ 11,296,544</b>	<b>\$ -</b>	<b>0.00%</b>
<b>FIRE PENSION FUND</b>						
Gross Levy	6,185,281	7,215,168	8,029,295	8,029,295	-	0.0%
Loss Factor*	123,706	144,303	160,586	160,586	-	0.0%
<b>Net Levy - Fire Pension</b>	<b>\$ 6,061,575</b>	<b>\$ 7,070,865</b>	<b>\$ 7,868,709</b>	<b>\$ 7,868,709</b>	<b>\$ -</b>	<b>\$ -</b>
<b>POLICE PENSION FUND</b>						
Gross Levy	8,551,232	9,240,755	10,114,490	10,114,490	-	0.0%
Loss Factor*	171,025	184,815	202,290	202,290	-	0.0%
<b>Net Levy - Police Pension</b>	<b>\$ 8,380,207</b>	<b>\$ 9,055,940</b>	<b>\$ 9,912,200</b>	<b>\$ 9,912,200</b>	<b>\$ -</b>	<b>\$ -</b>
<b>DEBT SERVICE FUND</b>						
Gross Levy	11,275,348	11,275,348	11,102,034	11,102,034	-	0.0%
Loss Factor*	225,507	225,507	222,041	222,041	-	0.0%
<b>Net Levy - Debt Service</b>	<b>\$ 11,049,841</b>	<b>\$ 11,049,841</b>	<b>\$ 10,879,993</b>	<b>\$ 10,879,993</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL CITY LEVY</b>						
Gross Levy	39,007,443	39,823,770	40,772,904	40,772,904	-	0.0%
Loss Factor*	780,149	796,475	815,458	815,458	-	0.0%
<b>TOTAL CITY NET LEVY</b>	<b>\$ 38,227,294</b>	<b>\$ 39,027,294</b>	<b>\$ 39,957,446</b>	<b>\$ 39,957,446</b>	<b>\$ -</b>	<b>0.00%</b>
<b>LIBRARY FUND</b> NOT AVAILABLE AT TIME OF PUBLICATION						
Gross Levy	5,932,148	6,177,735	6,412,610	6,965,750	553,140	8.6%
Loss Factor*	118,643	123,555	128,252	139,315	11,063	8.6%
<b>Net Levy - Library</b>	<b>\$ 5,813,505</b>	<b>\$ 6,054,180</b>	<b>\$ 6,284,358</b>	<b>\$ 6,826,435</b>	<b>\$ 542,077</b>	<b>\$ 0</b>
<b>LIBRARY FUND - DEBT SERVICE</b>						
Gross Levy	617,488	393,409	353,015	352,847	(168)	0.0%
Loss Factor*	12,350	7,714	7,060	7,057	(3)	0.0%
<b>Net Levy - Library Debt</b>	<b>\$ 605,138</b>	<b>\$ 385,695</b>	<b>\$ 345,955</b>	<b>\$ 345,790</b>	<b>\$ (165)</b>	<b>\$ (0)</b>
<b>TOTAL LIBRARY LEVY</b>						
Gross Levy	6,549,636	6,571,144	6,765,626	7,318,597	552,971	8.2%
Loss Factor*	130,993	131,269	135,313	146,372	11,059	8.2%
<b>TOTAL LIBRARY NET LEVY</b>	<b>\$ 6,418,643</b>	<b>\$ 6,439,875</b>	<b>\$ 6,630,313</b>	<b>\$ 7,172,225</b>	<b>\$ 541,912</b>	<b>8.17%</b>
<b>TOTAL CITY AND LIBRARY LEVIES</b>	<b>\$ 44,645,937</b>	<b>\$ 45,467,169</b>	<b>\$ 46,587,759</b>	<b>\$ 47,129,671</b>	<b>\$ 541,912</b>	<b>1.2%</b>



**PART III**

**GENERAL FUND BUDGET**



## 2018 PROPOSED BUDGET - GENERAL FUND

### General Fund Summary

	FY 2016 Actual	FY 2017 Amended	FY 2017 Estimated	FY 2018 Baseline Budget	FY 2018 Proposed Budget	FY18 Baseline v FY18 Proposed \$ Variance	FY18 Baseline v FY18 Proposed % Variance
<b>Operating General Fund Revenue</b>							
PROPERTY TAXES	27,302,687	28,639,628	28,639,628	28,639,628	29,061,370	421,742	1.5%
OTHER TAXES	44,156,868	49,402,274	47,432,274	48,462,274	48,502,274	40,000	0.1%
OTHER REVENUE	1,338,382	2,138,046	2,098,792	1,524,217	1,524,217	-	0.0%
LICENSES, PERMITS AND FEES	17,934,463	17,259,650	14,386,430	12,353,150	14,003,150	1,650,000	13.4%
CHARGES FOR SERVICES	8,777,295	8,933,395	9,434,165	9,307,800	9,307,800	-	0.0%
INTERFUND TRANSFERS	8,099,626	7,455,774	8,196,417	7,518,417	7,513,417	(5,000)	-0.1%
FINES AND FORFEITURES	3,611,901	3,810,000	3,720,500	3,797,500	3,797,500	-	0.0%
INTERGOVERNMENTAL REVENUE	1,238,785	1,089,965	1,255,122	758,100	1,033,100	275,000	36.3%
INTEREST INCOME	30,285	50,100	50,100	50,100	50,100	-	0.0%
<b>Total General Fund Revenue</b>	<b>\$ 112,490,292</b>	<b>\$ 118,778,832</b>	<b>\$ 115,213,428</b>	<b>\$ 112,411,186</b>	<b>\$ 114,792,928</b>	<b>\$ 2,381,742</b>	<b>2.1%</b>
<b>Operating General Fund Expenses</b>							
13 CITY COUNCIL	433,601	498,189	503,036	514,206	427,187	(87,019)	-16.9%
14 CITY CLERK	294,665	275,488	312,291	191,996	113,885	(78,111)	-40.7%
15 CITY MANAGER'S OFFICE	7,471,734	9,878,454	7,162,314	8,215,895	7,956,392	(259,503)	-3.2%
17 LAW	1,052,130	854,050	796,617	821,407	748,316	(73,091)	-8.9%
19 ADMINISTRATIVE SERVICES	9,164,947	9,700,879	9,510,499	9,619,843	8,720,160	(899,683)	-9.4%
21 COMMUNITY DEVELOPMENT	2,510,408	2,804,668	2,642,529	2,998,712	2,585,746	(412,966)	-13.8%
22 POLICE	37,817,627	38,223,842	38,689,192	39,286,131	38,547,802	(738,329)	-1.9%
23 FIRE MGMT & SUPPORT	23,235,714	24,294,001	24,144,889	24,413,039	24,057,186	(355,853)	-1.5%
24 HEALTH	3,097,351	3,582,312	3,216,895	3,568,657	3,626,987	58,330	1.6%
30 PARKS, REC. AND COMMUNITY SERV.	11,997,476	12,361,460	12,841,890	12,403,556	12,033,893	(369,663)	-3.0%
40 PUBLIC WORKS AGENCY	14,488,137	16,212,848	15,307,926	16,475,539	15,312,514	(1,163,025)	-7.1%
<b>Total General Fund Expense</b>	<b>\$ 111,562,315</b>	<b>\$ 118,686,191</b>	<b>\$ 115,128,078</b>	<b>\$ 118,508,981</b>	<b>\$ 114,130,069</b>	<b>\$ (4,378,912)</b>	<b>-3.7%</b>
<b>NET SURPLUS</b>	<b>\$ 927,978</b>	<b>\$ 92,641</b>	<b>\$ 85,350</b>	<b>\$ (6,097,795)</b>	<b>\$ 662,859</b>		
<b>BEGINNING FUND BALANCE</b>	<b>\$ 13,665,376</b>	<b>\$ 14,593,354</b>	<b>\$ 14,593,354</b>	<b>\$ 14,678,704</b>	<b>\$ 14,678,704</b>		
<b>ENDING FUND BALANCE</b>	<b>\$ 14,593,354</b>	<b>\$ 14,685,995</b>	<b>\$ 14,678,704</b>	<b>\$ 8,580,909</b>	<b>\$ 15,341,563</b>		
<b>RESERVE BALANCE PERCENTAGE</b>	<b>13.1%</b>	<b>12.4%</b>	<b>12.7%</b>	<b>7.2%</b>	<b>13.4%</b>		

Account Number - Description	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Estimated Amount	FY 2018 Proposed Budget
<b>Property Taxes</b>	<b>27,302,687</b>	<b>28,639,628</b>	<b>28,639,628</b>	<b>28,639,628</b>
51015 - PROPERTY TAXES	11,070,018	10,608,719	10,608,719	10,608,719
51017 - PENSION PROPERTY TAX	16,228,964	17,780,909	17,780,909	17,780,909
51025 - PRIOR YEAR'S TAXES	3,706	250,000	250,000	250,000
<b>Other Taxes</b>	<b>44,156,868</b>	<b>49,402,274</b>	<b>47,432,274</b>	<b>48,462,274</b>
51515 - STATE USE TAX	1,809,147	1,750,000	1,775,000	1,775,000
51525 - SALES TAX - BASIC	9,966,853	10,942,386	10,552,386	10,542,386
51530 - SALES TAX - HOME RULE	6,156,529	6,613,588	6,223,588	6,413,588
51535 - AUTO RENTAL TAX	57,375	50,000	50,000	55,000
51540 - ATHLETIC CONTEST TAX	918,370	1,000,000	1,000,000	1,000,000
51545 - STATE INCOME TAX	7,155,930	7,800,000	7,010,000	7,000,000
51550 - MUNICIPAL HOTEL TAX	-	2,100,000	2,100,000	2,300,000
51565 - ELECTRIC UTILITY TAX	2,963,410	3,000,000	3,000,000	3,000,000
51570 - NATURAL GAS UTILITY TAX	870,092	1,300,000	1,200,000	1,300,000
51575 - NAT GAS USE TAX HOME RULE	748,870	900,000	800,000	900,000
51585 - CIGARETTE TAX	420,074	200,000	200,000	200,000
51590 - EVANSTON MOTOR FUEL TAX	796,485	750,000	800,000	800,000
51595 - LIQUOR TAX	2,647,321	3,100,000	3,105,000	3,110,000
51597 - MEDICAL CANNABIS TAX	1,255	10,000	-	-
51600 - PARKING TAX	2,616,846	3,170,000	2,900,000	2,900,000
51605 - PERSONAL PROPERTY REPLACEMENT TAX	816,037	800,000	800,000	800,000
51606 - PENSION PPRT	605,000	605,000	605,000	605,000
51610 - PERS PROP REPL TAX RECREATION	-	46,300	46,300	46,300
51620 - REAL ESTATE TRANSFER TAX	3,527,714	3,100,000	3,100,000	3,300,000
51625 - TELECOMMUNICATIONS TAX	2,079,563	1,900,000	1,900,000	2,100,000
51630 - AMUSEMENT TAX	-	265,000	265,000	315,000
<b>Other Revenue</b>	<b>1,338,382</b>	<b>2,138,046</b>	<b>2,098,792</b>	<b>1,524,217</b>
52546 - POLICE EQUIPMENT REIMBURSEMENT	8,033	4,500	11,000	10,000
53568 - TRANSFER FROM RESTRICTED ACCOUNT	111,076	77,217	77,217	77,217
53632 - Reimbursements	36,284	-	-	-
55166 - Holiday Food Drive Revenue	9,205	10,000	10,000	10,000
56002 - WOMEN OUT WALKING	6,446	5,000	5,000	5,000
56006 - FORFEITED FSA	30,327	-	-	-
56010 - PROPERTY SALES AND RENTAL	93,379	103,100	93,015	51,100
56011 - DONATIONS	18,725	31,400	34,700	31,400
56016 - Aging Well Conference Revenues	-	-	1,400	-
56045 - MISCELLANEOUS REVENUE	117,055	321,779	329,945	253,500
56049 - MARKET LINK VOUCHERS	23,398	15,000	15,000	15,000
56065 - SALE OF SURPLUS PROPERTY	931	550	2,150	1,500
56067 - REIMBURSEMENTS-SERVICES AND SUPPLIES	37,460	4,000	22,865	4,000
56068 - REIMB. SALT USAGE DIST 65 ETHS NW	36,619	75,000	75,000	75,000
56069 - REIMBURSEMENT FOR FIRE DEPARTMENT SERVICES	93,997	75,000	75,000	75,000
56070 - OVER AND SHORT	(1)	-	-	-
56095 - OVER AND SHORT - COLLECTOR'S OFFICE	(49)	-	-	-
56105 - PAYMENT IN LIEU OF TAXES	61,500	267,000	267,000	267,000
56106 - FUND BALANCE APPLIED	-	1,016,000	1,016,000	516,000
56134 - PRIVATE ELM TREE INSURANCE MONEY	38,710	41,000	41,000	41,000
56157 - CITIZENS CPR CLASS FEES	8,798	6,500	7,500	6,500
56158 - CHARGEBACK REVENUE	360,235	-	-	-
56175 - PARKING PERMITS-RYAN FIELD	16,876	15,000	15,000	15,000
56587 - SALE OF LAND	229,379	70,000	-	70,000
<b>Licenses, Permits and Fees</b>	<b>17,934,463</b>	<b>17,259,650</b>	<b>14,386,430</b>	<b>12,353,150</b>
52010 - VEHICLE LICENSES	2,609,917	2,850,000	2,850,000	2,850,000
52015 - BUSINESS LICENSES	89,205	50,000	50,150	50,000
52016 - BED & BREAKFAST LICENSE	205	150	150	150
52017 - COLLECTION BOX LICENSE	2,100	2,500	2,500	2,500
52020 - PET LICENSES	20,115	28,000	28,000	28,000
52030 - CONTRACTORS' LICENSES	164,682	150,000	150,000	150,000
52035 - ROOMING HOUSE LICENSES	163,899	215,000	215,000	215,000
52040 - LIQUOR LICENSES	525,139	500,000	500,000	525,000
52041 - ONE DAY LIQUOR LICENSE	10,130	12,000	12,000	12,000
52045 - FARMERS' MARKET LICENSES	48,763	50,000	50,000	50,000
52046 - RENTAL BUILDING REGISTRATIONS	44,260	75,000	90,000	85,000
52050 - OTHER LICENSES	-	20,000	20,000	20,000
52055 - LONG TERM CARE LICENSES	94,180	120,000	120,000	120,000
52061 - SEASONAL FOOD ESTABLISHMENT LICENSE	10,938	20,000	20,000	15,000
52062 - MOBILE FOOD VEHICLE VENDOR LICENSE	1,514	1,000	1,030	1,000
52063 - HEN COOP LICENSE	1,000	800	800	800
52070 - RESIDENT CARE HOME LICENSE	1,120	600	1,200	1,200
52080 - BUILDING PERMITS	8,485,571	9,232,000	6,636,000	4,585,900
52090 - PLUMBING PERMITS	172,363	200,000	175,000	180,000
52095 - ELECTRICAL PERMITS	193,234	300,000	175,000	200,000
52105 - SIGNS AND AWNING PERMITS	10,519	10,000	10,000	10,000
52110 - OTHER/MISC PERMITS	503,239	475,000	475,000	500,000
52115 - ELEVATOR PERMITS	42,010	30,000	40,000	42,000



Account Number - Description	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Estimated Amount	FY 2018 Proposed Budget
52120 - HEATING VENT. A/C PERMITS	705,303	700,000	500,000	450,000
52126 - RIGHT-OF-WAY PERMIT	669,806	450,000	450,000	450,000
52127 - PROPERTY CLEAN UP REVENUE	492	20,000	20,000	10,000
52130 - RESIDENTS ANNUAL PARKING PERMITS	104,144	128,000	128,000	128,000
52131 - VISITOR PARKING PERMITS	15,431	13,000	13,000	13,000
52135 - FIRE PLAN REVIEW	111,027	110,000	110,000	110,000
52145 - ANNUAL SIGN FEES	24,593	20,000	20,000	25,000
52146 - MOVING VAN PERMIT FEES	30,310	50,000	50,000	50,000
52155 - PLAT PR.&SIGN APP HRG FEE	1,750	2,100	2,100	2,100
52165 - IL BELL FRANCHISE FEE	243,623	-	-	-
52170 - ALARM PANEL FRANCHISE FEE	1,680	4,000	4,000	4,000
52175 - NU EASEMENT	-	-	47,000	47,000
52180 - CABLE FRANCHISE FEE	1,307,634	1,200,000	1,200,000	1,200,000
52181 - PEG FEES - CABLE COMPANIES	200,892	145,000	155,000	145,000
52185 - NICOR FRANCHISE FEE	59,379	75,000	65,000	75,000
52187 - TRANSFER STATION FEES	1,263,248	-	-	-
55075 - SUMMER FOOD INSPECTIONS	1,050	200	200	200
55150 - TANNING PARLOUR INSPECTION	-	300	300	300
<b>Charges for Services</b>	<b>8,777,295</b>	<b>8,933,395</b>	<b>9,434,165</b>	<b>9,307,800</b>
52085 - PLAN REVIEW	2,784	5,000	5,000	5,000
53105 - HEALTH FOOD ESTABLISHMENT LICENSE FEE	230,129	190,000	215,000	200,000
53185 - TEMPORARY FOOD LICENSE	10,765	7,500	10,000	10,000
53190 - FOOD DELIVERY VEHICLE	5,100	5,000	5,000	5,000
53200 - BEV SNACK VENDING MACHINE	36,275	30,000	44,900	31,000
53210 - TOBACCO LICENSE	11,922	17,000	17,000	17,000
53211 - BEEKEEPER LICENSE FEE	100	-	-	-
53215 - BIRTH CERTIFICATE	119,141	95,000	120,000	110,000
53220 - DEATH CERTIFICATE	20,873	36,000	36,000	36,000
53225 - DEATH CERTIFICATE - 16 OB	131	-	35	-
53230 - FUNERAL DIRECTOR LICENSE	4,787	6,300	6,300	6,300
53235 - TEMP FUNERAL DIRECTOR LICENSE	3,124	4,000	4,000	4,000
53251 - PARKING METER REVENUE (Passport)	640,000	640,000	640,000	640,000
53516 - PARKING ENFORCEMT REIMB	47,835	-	33,000	33,500
53560 - RECREATION - CHARGES FOR SERVICES	3,909	3,000	3,000	3,000
53565 - RECREATION PROGRAM FEES	5,394,237	5,647,895	5,911,520	5,845,000
53566 - RECREATION - DEFERRED REVENUE	3,417	-	-	-
53569 - SPECIAL EVENT REVENUE	27,341	25,500	26,500	25,500
53635 - WEIGHTS AND MEASURES EX	80	1,200	-	-
53640 - SENIOR TAXI COUPON SALES	82,067	100,000	100,000	100,000
53650 - STATE HIGHWAY MAINTENANCE	82,491	68,000	68,000	68,000
53655 - FIRE COST RECOVERY CHARGE	1,920	1,000	1,600	1,000
53666 - HISTORIC PRESERVATION REVIEWS	46,873	8,000	8,160	8,000
53667 - TREE PRESERVATION REVENUES	15,926	3,500	14,750	10,000
53675 - AMBULANCE SERVICE	1,645,173	1,750,000	1,750,000	1,750,000
53680 - TOWING CHARGES	-	1,000	1,000	1,000
53685 - POLICE REPORT FEES	25,705	20,000	22,250	25,000
53690 - WOOD RECYCLING	27,514	40,000	40,000	40,000
53695 - ZONING FEES	63,745	60,000	63,050	70,000
53700 - FIRE REPORT FEES	60	100	100	100
53705 - FIRE BUILDING INSPECTIONS	13,655	9,000	17,600	13,000
53710 - PASSPORT PROCESSING FEE	15,364	6,000	35,000	35,000
53715 - ALARM REGISTRATION FEE	97,065	125,000	125,000	125,000
53720 - SKOKIE ANIMAL BOARD FEE	-	8,000	-	-
53725 - BACKGR CHKS DAYCARE PROV	450	400	400	400
53736 - NEW PAVEMENT DEGRADATION FEES	97,387	10,000	100,000	80,000
53737 - I HEART EVANSTON TREES PROJECT	(50)	10,000	10,000	10,000
<b>Fines and Forfeitures</b>	<b>3,611,901</b>	<b>3,810,000</b>	<b>3,720,500</b>	<b>3,797,500</b>
52505 - TICKET FINES-PARKING	2,815,728	2,750,000	2,750,000	2,750,000
52510 - REGULAR FINES	110,906	115,000	115,000	115,000
52520 - BUILDING CODE VIOLATIONS	335	-	-	-
52525 - ANIMAL ORDINANCE PENALTIES	1,310	15,000	7,500	7,500
52530 - BOOT RELEASE FEE	53,450	45,000	45,000	45,000
52540 - POLICE & FIRE FALSE ALARM FEES	57,155	115,000	115,000	115,000
52541 - POLICE CTA DETAIL & BARNES DET	278,392	400,000	400,000	400,000
52542 - POLICE DUI REIMBURSEMENT	-	15,000	15,000	15,000
52545 - POLICE FALSE ALARM FINES	38,760	-	-	-
52555 - HOUSING CODE VIOL FINES	57,680	65,000	65,000	60,000
52560 - PERMIT PENALTY FEES	8,841	8,000	8,000	8,000
52570 - NON PARKING ORDINANCE VIOLATIONS	189,345	250,000	200,000	250,000
56025 - DAMAGE TO SIGNAGE	-	2,000	-	2,000
56030 - DAMAGE TO TRAFFIC SIGNALS	-	20,000	-	20,000
56031 - DAMAGE TO STREET LIGHTS	-	10,000	-	10,000
<b>Interfund Transfers</b>	<b>8,099,626</b>	<b>7,455,774</b>	<b>8,196,417</b>	<b>7,518,417</b>
57007 - FROM WEST EVANSTON TIF	30,000	30,000	30,000	30,000
57012 - FROM NSP2 GRANT FUND	13,279	-	-	-



Account Number - Description	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Estimated Amount	FY 2018 Proposed Budget
57020 - FROM MOTOR FUEL FUND-S/M	833,000	857,990	857,990	957,990
57030 - TRANSFER FROM CDBG	-	330,701	330,701	330,701
57040 - FROM EMERGENCY TEL SYSTEM	129,729	60,000	60,000	60,000
57050 - FROM ECON DEV FUND	849,996	-	-	-
57057 - TRANSFER FROM OTHER FUNDS	91,445	-	178,000	-
57058 - TRANSFER FROM GOOD NEIGHBOR FUND	500,000	500,000	500,000	500,000
57065 - FROM WASHINGTON NAT'L DS	350,000	350,000	500,000	400,000
57070 - FROM HOW HARTREY DEBT SER	152,450	87,357	-	-
57096 - FROM HOWARD RIDGE TIF	60,000	60,000	60,000	60,000
57100 - FROM CAPITAL IMP. FUND	490,000	500,000	500,000	500,000
57130 - FROM PARKING FUND	900,000	900,000	1,400,000	900,000
57135 - FROM WATER FUND	162,235	242,235	242,235	242,235
57140 - FROM WATER FUND-ROI	2,531,102	2,531,102	2,531,102	2,531,102
57145 - FROM WATER FUND-ADMIN. EX	676,222	676,222	676,222	676,222
57165 - FROM SEWER FUND	330,167	330,167	330,167	330,167
<b>Intergovernmental Revenue</b>	<b>1,238,785</b>	<b>1,089,965</b>	<b>1,255,122</b>	<b>758,100</b>
55025 - LOCAL HEALTH PROTECTION GRANT	76,181	76,000	76,200	76,000
55030 - INFANT IMMUNIZATION GRANT	-	-	-	-
55035 - FAMILY CASE AND MANAGEMENT GRANT	-	-	-	-
55040 - DENTAL SEALANT GRANT	-	-	-	-
55085 - IL TOBACCO FREE COMMUNITY	21,039	26,000	26,000	26,000
55086 - IL HIV SURVEILLANCE GRANT	267	4,000	4,000	4,000
55130 - IL STATE CHILDHOOD LEAD GRANT	2,484	2,000	2,007	2,000
55146 - STATE, COUNTY AND OTHER GRANTS	137,702	51,000	96,230	57,000
55170 - FIRE DEPT TRAINING	-	6,000	6,000	6,000
55173 - CRI GRANT-REVENUE HHS	45,075	14,100	31,710	14,100
55174 - PHEP GRANT-REVENUE HHS	71,526	30,000	45,250	30,000
55190 - EVANSTON TOWNSHIP-HOUSING	1,426	-	-	-
55231 - LEAD PAINT HAZARD GRANT	-	100,000	30,000	-
55251 - GRANTS AND AID	345,150	228,000	402,725	8,000
55255 - COMM AGING GRANT - ADVOCATE	98,598	80,000	95,000	95,000
55256 - IL VACANT PROPERTY GRANT	5,575	-	-	-
55265 - FEMA	38,613	-	-	-
55270 - POLICE TRAINING	250	5,000	5,000	5,000
55275 - HUD EMERG SHELTER GRANTS	106,218	135,000	135,000	135,000
55290 - OTHER FEDERAL AID	2,016	42,865	10,000	10,000
55311 - YOUTH ORGANIZATION UMBRELLA GRANT	36,666	40,000	40,000	40,000
57009 - TRANSFERS FROM LIBRARY FUND	250,000	250,000	250,000	250,000
<b>Interest Income</b>	<b>30,285</b>	<b>50,100</b>	<b>50,100</b>	<b>50,100</b>
56501 - INVESTMENT INCOME	30,285	50,100	50,100	50,100
<b>Grand Total</b>	<b>\$ 112,490,292</b>	<b>\$ 118,778,832</b>	<b>\$ 115,213,428</b>	<b>\$ 112,411,186</b>



## 2018 PROPOSED 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

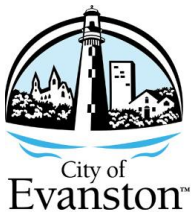
Expenses	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Estimated Amount	FY 2018 Proposed Budget
13 CITY COUNCIL	433,601	498,189	503,610	514,206
<b>Grand Total</b>	<b>\$ 433,601</b>	<b>\$ 498,189</b>	<b>\$ 503,610</b>	<b>\$ 514,206</b>

#### 2017 City Council Goals

- City Facilities
- City Streets
- Economic Development
- Financial Policies and City Debt
- Services for At-risk Families
- Water and Sewer
- Violent Crime Reduction

Ongoing Activity Measures	2016 Actual	2017 Estimated	2018 Projected
Number of ordinances adopted	164	120	130
Number of resolutions adopted	72	100	120
Updated board, committee, commission rosters	35	37	37

Account Number - Description	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Estimated Amount	FY 2018 Proposed Budget
<b>Salary and Benefits</b>	<b>\$ 241,112</b>	<b>\$ 280,586</b>	<b>\$ 270,653</b>	<b>\$ 301,508</b>
61010 - REGULAR PAY	215,266	253,085	241,204	263,577
61420 - ANNUAL SICK LEAVE PAYOUT	1,508	-	-	-
61615 - LIFE INSURANCE	-	-	-	108
61626 - CELL PHONE ALLOWANCE	-	-	6,000	9,000
61710 - IMRF	8,511	8,290	7,997	7,971
61725 - SOCIAL SECURITY	12,827	15,570	12,523	16,900
61730 - MEDICARE	3,000	3,641	2,929	3,952
<b>Services and Supplies</b>	<b>\$ 60,347</b>	<b>\$ 72,313</b>	<b>\$ 64,219</b>	<b>\$ 72,313</b>
62206 - TV BROADCASTING	-	4,165	500	4,165
62210 - PRINTING	204	2,904	500	2,904
62275 - POSTAGE CHARGEBACKS	197	333	333	333
62280 - OVERNIGHT MAIL CHARGES	-	167	167	167
62285 - COURIER CHARGES	126	300	600	300
62295 - TRAINING & TRAVEL	6,076	8,000	8,000	8,000
62360 - MEMBERSHIP DUES	44,926	38,000	45,000	38,000
62370 - EXPENSE ALLOWANCE	145	9,125	1,000	9,125
62380 - COPY MACHINE CHARGES	1,068	619	619	619
62456 - OUTSIDE MAIL SERVICES	108	4,000	500	4,000
64505 - TELECOMMUNICATIONS	930	-	-	-
64540 - TELECOMMUNICATIONS - WIRELESS	286	500	300	500
65010 - BOOKS, PUBLICATIONS, MAPS	37	200	200	200
65025 - FOOD	5,837	2,500	5,000	2,500
65095 - OFFICE SUPPLIES	406	1,500	1,500	1,500
<b>Miscellaneous</b>	<b>\$ 8,844</b>	<b>\$ 7,829</b>	<b>\$ 6,474</b>	<b>\$ 7,829</b>
62490 - OTHER PROGRAM COSTS	482	3,664	2,000	3,664
62605 - OTHER CHARGES	-	-	309	-
62770 - MISCELLANEOUS	8,362	-	-	-
66062 - SISTER CITY FUNDING	-	4,165	4,165	4,165
<b>Insurance and Other Chargebacks</b>	<b>\$ 121,094</b>	<b>\$ 135,169</b>	<b>\$ 159,972</b>	<b>\$ 130,195</b>
61510 - HEALTH INSURANCE	121,094	133,369	159,972	128,395
66059 - HEALTH INSURANCE OPT OUT EXPENSE	-	1,800	-	1,800
<b>Interfund Transfers</b>	<b>\$ 2,204</b>	<b>\$ 2,292</b>	<b>\$ 2,292</b>	<b>\$ 2,361</b>
66025 - TRANSFER TO DEBT SERVICE - ERI	2,204	2,292	2,292	2,361
<b>Grand Total</b>	<b>\$ 433,601</b>	<b>\$ 498,189</b>	<b>\$ 503,610</b>	<b>\$ 514,206</b>



## 2018 PROPOSED 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

	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Estimated Amount	FY 2018 Proposed Budget
<b>Revenue</b>				
56045 - MISCELLANEOUS REVENUE	1,426	2,500	500	500
56070 - OVER AND SHORT	(1)	-	-	-
53710 - PASSPORT PROCESSING FEE	15,364	6,000	-	-
<b>Grand Total</b>	<b>\$ 16,789</b>	<b>\$ 8,500</b>	<b>\$ 500</b>	<b>\$ 500</b>

	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Estimated Amount	FY 2018 Proposed Budget
<b>Expenses</b>				
1400 CITY CLERK	294,665	275,488	312,291	191,996
<b>Grand Total</b>	<b>\$ 294,665</b>	<b>\$ 275,488</b>	<b>\$ 312,291</b>	<b>\$ 191,996</b>

#### 2018 City Clerk Office Goals

- Continued coordination of FOIA requests, and developing a process to electronically log and file the disposition of FOIA requests.
- The Clerk's Office will continue to maintain a copy of all certifications of the FOIA and Open Meetings Act (OMA) designee.
- 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 provide voter registration service.

Account Number - Description	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Estimated Amount	FY 2018 Proposed Budget
<b>Salary and Benefits</b>	<b>\$ 230,782</b>	<b>\$ 211,306</b>	<b>\$ 228,922</b>	<b>\$ 138,062</b>
61010 - REGULAR PAY	180,926	179,961	189,302	121,928
61110 - OVERTIME PAY	14,989	-	10,000	-
61710 - IMRF	20,454	17,644	15,313	6,041
61725 - SOCIAL SECURITY	11,682	11,104	11,595	8,180
61730 - MEDICARE	2,732	2,597	2,712	1,913
<b>Services and Supplies</b>	<b>\$ 27,239</b>	<b>\$ 26,931</b>	<b>\$ 51,331</b>	<b>\$ 26,931</b>
61060 - SEASONAL EMPLOYEES	-	-	21,301	-
62130 - LEGAL SERVICES-GENERAL	-	-	5,000	-
62210 - PRINTING	117	876	200	876
62275 - POSTAGE CHARGEBACKS	826	200	200	200
62280 - OVERNIGHT MAIL CHARGES	-	65	65	65
62295 - TRAINING & TRAVEL	10,343	5,000	1,000	5,000
62315 - POSTAGE	536	35	35	35
62360 - MEMBERSHIP DUES	1,951	525	1,000	525
62380 - COPY MACHINE CHARGES	690	400	400	400
62457 - CODIFICATION SERVICES	9,052	17,330	17,330	16,330
65010 - BOOKS, PUBLICATIONS, MAPS	125	-	-	-
65025 - FOOD	32	-	-	-
65095 - OFFICE SUPPLIES	3,565	2,000	4,300	2,000
65175 - ELECTION SUPPLIES	-	500	500	1,500
<b>Insurance and Other Chargebacks</b>	<b>\$ 32,741</b>	<b>\$ 33,192</b>	<b>\$ 27,979</b>	<b>\$ 21,944</b>
61510 - HEALTH INSURANCE	31,991	33,192	27,979	21,944
66059 - HEALTH INSURANCE OPT OUT EXPENSE	750	-	-	-
<b>Interfund Transfers</b>	<b>\$ 3,903</b>	<b>\$ 4,059</b>	<b>\$ 4,059</b>	<b>\$ 5,059</b>
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	-	-	-	500
62309 - RENTAL OF AUTO REPLACEMENT	-	-	-	500
66025 - TRANSFER TO DEBT SERVICE - ERI	3,903	4,059	4,059	4,059
<b>Grand Total</b>	<b>\$ 294,665</b>	<b>\$ 275,488</b>	<b>\$ 312,291</b>	<b>\$ 191,996</b>



## 2018 PROPOSED BUDGET - GENERAL FUND

### City Manager's Office

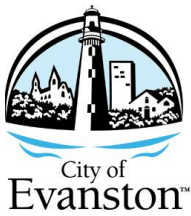
The City Manager and the staff of the [City Manager's Office](#) develop and analyze public policy alternatives and direct the administration and execution of the policies and goals formulated by the City Council. Responsibilities include: advising the Council on present and future financial, personnel, 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

	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Estimated Amount	FY 2018 Proposed Budget
<b>Revenues</b>				
1505 CITY MANAGER	2,374	-	-	-
1510 PUBLIC INFORMATION	1,508,526	1,345,000	1,355,000	1,345,000
1555 FINANCIAL ADMINISTRATION	1,263,248	-	-	-
1560 REVENUE & COLLECTIONS	67,072,340	70,224,967	69,017,180	68,678,410
1570 ACCOUNTING	325,663	-	4,500	-
1575 PURCHASING	3,122	2,500	6,500	3,000
1585 ADMINISTRATIVE HEARINGS	-	262,000	212,000	262,000
5300 ECON. DEVELOPMENT	-	2,445,379	2,445,379	2,655,600
<b>Grand Total</b>	<b>\$ 70,175,272</b>	<b>\$ 74,279,846</b>	<b>\$ 73,040,559</b>	<b>\$ 72,944,010</b>

	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Estimated Amount	FY 2018 Proposed Budget
<b>Expenses</b>				
1505 CITY MANAGER	654,761	672,204	754,908	793,887
1510 PUBLIC INFORMATION	541,293	544,582	534,576	642,925
1525 MISC. BUSINESS OPERATIONS	69,100	200,000	50,000	200,000
1535 SUSTAINABILITY GRANT	121,432	120,352	62,799	107,277
1555 FINANCIAL ADMINISTRATION	2,050,399	2,451,113	649,663	684,926
1560 REVENUE & COLLECTIONS	2,558,055	2,530,382	2,215,271	2,677,954
1570 ACCOUNTING	837,346	768,107	734,762	806,505
1571 TAX ASSESSMENT ADVOCACY	99,400	95,276	97,061	96,921
1575 PURCHASING	359,210	384,776	343,141	366,849
1580 COMMUNITY ARTS	178,768	170,911	171,211	173,315
1581 PARKING ENFORCEMENT & TICKETS	152	-	-	-
1582 SCHOOL CROSSING GUARDS	-	-	-	-
5300 ECON. DEVELOPMENT	-	1,756,664	1,426,942	1,496,235
<b>Grand Total</b>	<b>\$ 7,471,734</b>	<b>\$ 9,878,454</b>	<b>\$ 7,162,314</b>	<b>\$ 8,215,895</b>



## 2018 PROPOSED BUDGET - GENERAL FUND

### City Manager's Office

#### City Council Goal Performance

City Council Goal	Department Initiative
City Facilities	Finish the phase 2 upgrade to City Channel 16. This will result in the output of a true HD signal for streaming, improve broadcast image quality, and reduce staff production time.
Economic Development	Continue efforts to promote and attract "experience-based" businesses and build upon efforts generated through Evanston Explorers, a group that supports businesses that are family-friendly and kid-oriented.
Economic Development City Streets City Facilities	Implementing Managing to Livability effort, the city will select a subset of community scale outcomes from the STAR Rating System to measure, track and report.
Financial Policies and City Debt	Implement a new city-wide Purchasing Card.

#### 2018 Initiatives

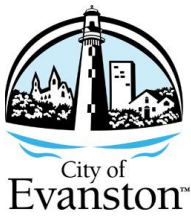
- Facilitate greater collaboration between Evanston's business and arts communities.
- Convene two annual meetings with the "Sustain Evanston" network with a focus on incorporating environmental, economic, and social elements into collaborative programs and projects
- Expand the Community Ambassadors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

Ongoing Activity Measures	2016 Actual	2017 Estimated	2018 Projected
Prepare agendas and materials for regular and special City Council, Planning and Development, Rules and Administration and Public Works meetings	87	95	100
Number of new volunteers registered on the VolunteerEvanston.org website	573	720	800
Number of new Agencies registered on the VolunteerEvanston.org website	54	70	75
Number of volunteer responses on the VolunteerEvanston.org website	250	675	750
311 center service requests handled	70	75	75

Account Number - Description	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Estimated Amount	FY 2018 Proposed Budget
<b>Salary and Benefits</b>	<b>\$ 2,615,307</b>	<b>\$ 3,537,059</b>	<b>\$ 3,025,626</b>	<b>\$ 3,604,745</b>
61010 - REGULAR PAY	2,110,783	3,038,145	2,547,022	3,094,375
61050 - PERMANENT PART-TIME	1,476	-	-	-
61110 - OVERTIME PAY	6,989	14,800	7,673	8,700
61415 - TERMINATION PAYOUTS	61,374	-	7,565	-
61420 - ANNUAL SICK LEAVE PAYOUT	13,444	-	3,775	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	13,508	-	-	-
61610 - DENTAL INSURANCE	-	-	1,287	-
61615 - LIFE INSURANCE	5	51	382	2,709
61625 - AUTO ALLOWANCE	11,037	10,980	11,230	10,980
61626 - CELL PHONE ALLOWANCE	5,448	8,016	8,016	6,144
61665 - FLEXIBLE SPENDING ACCOUNT MAINTENANCE FEES	-	-	-	-
61710 - IMRF	229,017	266,834	246,045	254,859
61725 - SOCIAL SECURITY	129,013	158,778	155,836	181,969
61730 - MEDICARE	32,619	39,455	36,795	45,009
<b>Services and Supplies</b>	<b>\$ 1,145,977</b>	<b>\$ 1,919,230</b>	<b>\$ 1,987,728</b>	<b>\$ 1,886,740</b>
61060 - SEASONAL EMPLOYEES	63,406	24,696	113,974	47,198
62110 - AUDITING	157,250	100,000	100,000	100,000
62185 - CONSULTING SERVICES	85,217	160,000	104,500	90,000
62205 - ADVERTISING	16,881	17,794	13,800	13,200
62210 - PRINTING	2,004	3,932	15,900	7,100
62235 - OFFICE EQUIPMENT MAINT	-	100	100	100
62275 - POSTAGE CHARGEBACKS	3,391	9,899	9,899	7,899
62280 - OVERNIGHT MAIL CHARGES	685	967	967	967
62295 - TRAINING & TRAVEL	33,176	52,589	39,442	43,589
62315 - POSTAGE	59,199	43,599	43,599	43,599
62340 - COMPUTER LICENSE & SUPP	1,982	-	-	-
62341 - INTERNET SOLUTION PROVIDERS	5,000	-	-	-
62346 - REAL ESTATE TAX PAYMENTS TO COUNTY	-	25,000	12,500	25,000
62360 - MEMBERSHIP DUES	25,354	28,533	30,633	30,933
62380 - COPY MACHINE CHARGES	5,954	3,450	3,450	3,450
62431 - ARMORED CAR SERVICES	4,217	17,000	19,000	17,000
62449 - CITATION AND SECONDARY COLLECTION PROCESSING	362,144	320,000	375,000	320,000
62458 - OUTSIDE COPY SERVICES	-	750	750	250
62506 - WORK- STUDY	2,428	3,300	2,500	3,300
62509 - SERVICE AGREEMENTS/ CONTRACTS	2,682	78,000	46,000	65,000
62615 - INSURANCE PREMIUM	450	50	600	50
62659 - ECONOMIC DEVELOPMENT PARTNERSHIP CONTRIBUTIONS	-	200,000	200,000	200,000
62660 - BUSINESS ATTRACTION	-	150,000	132,000	150,000
62662 - BUSINESS RETENTION / EXPANSION INVESTMENTS	-	250,000	200,000	250,000
62665 - CONTRIB TO OTHER AGENCIES	7,762	50,000	10,000	50,000
62705 - BANK SERVICE CHARGES	89,925	-	73,245	30,000
62706 - REVENUE SHARING AGREEMENTS	89,101	325,000	325,000	325,000
64004 - PEG FEE DISTRIBUTION	57,788	-	50,000	-
64505 - TELECOMMUNICATIONS	2,290	-	700	-
64540 - TELECOMMUNICATIONS - WIRELESS	2,342	-	2,000	2,000
64541 - UTILITY TAX AUDIT SERVICES	33,516	2,000	7,000	10,800
64545 - PERSONAL COMPUTER SOFTWARE	3,631	3,500	5,525	1,000
65010 - BOOKS, PUBLICATIONS, MAPS	944	1,383	619	800
65020 - CLOTHING	-	-	-	-
65025 - FOOD	75	-	-	-
65045 - LICENSING/REGULATORY SUPP	5,642	37,000	37,000	37,000
65090 - SAFETY EQUIPMENT	-	-	-	-
65095 - OFFICE SUPPLIES	11,762	9,633	11,600	10,450
65125 - OTHER COMMODITIES	9,009	880	100	880
65635 - PERIODICALS	79	175	175	175
<b>Miscellaneous</b>	<b>\$ 487,201</b>	<b>\$ 28,167</b>	<b>\$ 24,997</b>	<b>\$ 28,167</b>
62490 - OTHER PROGRAM COSTS	15,964	18,550	15,380	18,550
62605 - OTHER CHARGES	314,299	9,617	9,617	9,617
<b>Insurance and Other Chargebacks</b>	<b>\$ 821,563</b>	<b>\$ 572,472</b>	<b>\$ 518,237</b>	<b>\$ 603,990</b>
61510 - HEALTH INSURANCE	351,580	493,635	441,200	525,153
66030 - TRANSFER TO INSURANCE - RISK	9,588	9,589	9,589	9,589
66040 - GENERAL ADMINISTRATION & SUPPORT	58,446	50,000	50,000	50,000
66059 - HEALTH INSURANCE OPT OUT EXPENSE	1,950	1,800	-	1,800
66130 - TRANSFER TO INSURANCE	400,000	17,448	17,448	17,448
<b>Capital Outlay</b>	<b>\$ 7,440</b>	<b>\$ 353,500</b>	<b>\$ 419,700</b>	<b>\$ 353,500</b>
65625 - FURNITURE & FIXTURES	7,440	3,500	1,500	3,500
<b>Community Sponsored Organizations</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
68205 - CONTINGENCIES	50,000	200,000	50,000	200,000
<b>Debt Service</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	443	443	443	443
62309 - RENTAL OF AUTO REPLACEMENT	-	-	-	-



Account Number - Description	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Estimated Amount	FY 2018 Proposed Budget
66025 - TRANSFER TO DEBT SERVICE - ERI	72,101	90,920	90,920	93,647
66027 - TRANSFER TO EQUIP REPLACEMENT	-	-	-	-
69320 - TRANSFERS TO DEBT SERVICE FUND	400,000	-	-	-
<b>Grand Total</b>	<b>\$ 7,471,734</b>	<b>\$ 9,878,454</b>	<b>\$ 7,162,314</b>	<b>\$ 8,215,895</b>



## 2018 PROPOSED BUDGET - GENERAL FUND

### Law Department

The [Law Department](#) provides all legal services for the City. The Department gives legal advice and counsel to the City Council and standing committees, City Manager, City staff, elected officials, and City boards and commissions. The Department drafts ordinances and resolutions. The Department represents the City in federal and state court, and as necessary, at 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, and special assessments. The Department prepares or reviews all contracts, leases, easements and plats, and provides legal counsel regarding public bidding and procurement. The Department assists the Mayor in administering liquor licensing activities in the City.

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 administers risk transfer and subrogation programs throughout the City to protect and save taxpayer funds.

#### Financial Summary

	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Estimated Amount	FY 2018 Proposed Budget
<b>Revenues</b>				
52040 - LIQUOR LICENSES	525,139	500,000	500,000	525,000
52041 - ONE DAY LIQUOR LICENSE	10,130	12,000	12,000	12,000
52570 - NON PARKING ORDINANCE VIOLATIONS	188,390	-	-	-
56045 - MISCELLANEOUS REVENUE	1,322	-	7,000	-
<b>Grand Total</b>	<b>\$ 724,981</b>	<b>\$ 512,000</b>	<b>\$ 519,000</b>	<b>\$ 537,000</b>

	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Estimated Amount	FY 2018 Proposed Budget
<b>Expenses</b>				
17 LAW	1,052,130	854,050	796,617	821,407
<b>Grand Total</b>	<b>\$ 1,052,130</b>	<b>\$ 854,050</b>	<b>\$ 796,617</b>	<b>\$ 821,407</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, Manager and staff to draft favorable contracts for use with current and prospective wholesale water customers.
Economic Development	Negotiated several development agreements to assist in growing the local tax base.



**2018 PROPOSED BUDGET - GENERAL FUND**

Law Department

**2018 Initiatives**

- Work with City Council and staff to secure new economic and community development opportunities
- Continue to work with City Council and staff to negotiate favorable agreements with current and prospective wholesale water customers
- Analyze, evaluate, and implement new risk management strategies, with specific focus upon mitigating workers' compensation claims.

<b>Ongoing Activity Measures</b>	<b>2016 Actual</b>	<b>2017 Estimated</b>	<b>2018 Projected</b>
Ordinance Prosecution	240	230	240
Traffic Prosecution	2450	2600	2700
Legislative Drafting – Ordinance and Resolution	252	250	260

Account Number - Description	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Estimated Amount	FY 2018 Proposed Budget
<b>Salary and Benefits</b>	\$ 779,586	\$ 631,525	\$ 591,661	\$ 612,924
61010 - REGULAR PAY	651,680	538,468	499,260	520,737
61415 - TERMINATION PAYOUTS	3,500	-	-	-
61420 - ANNUAL SICK LEAVE PAYOUT	1,611	-	1,346	-
61615 - LIFE INSURANCE	6	7	75	658
61625 - AUTO ALLOWANCE	2,490	2,490	2,594	2,490
61626 - CELL PHONE ALLOWANCE	1,944	1,944	1,944	1,944
61710 - IMRF	67,631	53,457	49,524	49,054
61725 - SOCIAL SECURITY	40,758	27,130	29,921	30,426
61730 - MEDICARE	9,966	8,029	6,997	7,615
<b>Services and Supplies</b>	\$ 163,207	\$ 142,814	\$ 129,480	\$ 134,652
61060 - SEASONAL EMPLOYEES	49,500	-	-	-
62130 - LEGAL SERVICES-GENERAL	11,515	22,000	12,000	22,000
62275 - POSTAGE CHARGEBACKS	1,000	2,999	2,000	2,999
62295 - TRAINING & TRAVEL	6,199	3,500	8,305	2,500
62315 - POSTAGE	-	250	250	250
62345 - COURT COST/LITIGATION	4,993	21,000	13,858	21,000
62360 - MEMBERSHIP DUES	3,931	2,800	5,400	2,800
62380 - COPY MACHINE CHARGES	5,548	3,215	3,215	3,215
62509 - SERVICE AGREEMENTS/ CONTRACTS	62,690	70,000	70,000	70,000
62705 - BANK SERVICE CHARGES	2,193	-	2,000	-
65010 - BOOKS, PUBLICATIONS, MAPS	13,110	14,000	10,000	9,000
65025 - FOOD	56	-	-	-
65095 - OFFICE SUPPLIES	2,451	3,050	2,452	888
65125 - OTHER COMMODITIES	20	-	-	-
<b>Miscellaneous</b>	\$ 200	\$ -	\$ -	\$ -
62605 - OTHER CHARGES	200	-	-	-
<b>Insurance and Other Chargebacks</b>	\$ 90,959	\$ 60,807	\$ 56,562	\$ 54,360
61510 - HEALTH INSURANCE	83,561	54,159	49,914	47,712
66030 - TRANSFER TO INSURANCE - RISK	6,648	6,648	6,648	6,648
66059 - HEALTH INSURANCE OPT OUT EXPENSE	750	-	-	-
<b>Capital Outlay</b>	\$ -	\$ -	\$ 10	\$ -
65503 - FURNITURE / FIXTURES / EQUIPMENT	-	-	10	-
<b>Interfund Transfers</b>	\$ 18,177	\$ 18,904	\$ 18,904	\$ 19,471
66025 - TRANSFER TO DEBT SERVICE - ERI	18,177	18,904	18,904	19,471
<b>Grand Total</b>	\$ 1,052,130	\$ 854,050	\$ 796,617	\$ 821,407



## 2018 PROPOSED 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**

As the technology leader and a strategic partner, the City's Information Technology (IT) Division aims to provide excellent technical services and support to City employees, residents, businesses and visitors through sustainable, reliable, secure and efficient infrastructure and communications. Leveraging state-of-the-art tools and applications, innovative methods of improving business processes and furthering strategic partnerships through enhanced user experience are top priorities of the Division.

In addition to supporting the existing hardware and numerous software, on-Premise or Software as a Service (SaaS), the Division provides help desk services, 24/7 technical support, website services, open data portal support, network engineering and project management support for departmental technology projects.

In the quest to become the Most Livable City in America, the Division's IT principles are integrated with the City's Strategic Plan. This alignment has enabled the Division to positively impact the evolving needs of its internal and external customers through progressive partnerships, excellent customer service, continuous improvement, integrity and accountability.

#### **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).



## 2018 PROPOSED BUDGET - GENERAL FUND

### Administrative Services Department

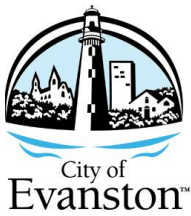
#### Financial Summary

	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Estimated Amount	FY 2018 Proposed Budget
<b>Revenues</b>				
1910 FINANCE DIVISION - REVENUE	(4,382)	-	-	-
1929 HUMAN RESOURCE DIVISION	-	-	500	-
1932 INFORMATION TECHNOLOGY DIVI.	25,020	-	100	-
1941 PARKING ENFORCEMENT & TICKETS	2,869,258	2,795,000	2,795,000	2,795,000
1942 SCHOOL CROSSING GUARDS	47,835	-	33,000	33,500
1950 FACILITIES	190	52,000	-	-
<b>Grand Total</b>	<b>\$ 2,937,920</b>	<b>\$ 2,847,000</b>	<b>\$ 2,828,600</b>	<b>\$ 2,828,500</b>

	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Estimated Amount	FY 2018 Proposed Budget
<b>Expenses</b>				
1905 ADM.SERVICES- GENERAL SUPPORT	355,451	343,221	347,461	355,595
1910 FINANCE DIVISION - REVENUE	30,745	-	-	-
1915 HUMAN RESOURCE DIVI. - PAYROLL	367,788	305,508	305,201	318,953
1921 TAX ASSESSMENT ADVOCACY	1,646	-	8,232	-
1929 HUMAN RESOURCE DIVISION	963,214	1,261,244	1,073,805	1,240,717
1932 INFORMATION TECHNOLOGY DIVI.	2,609,960	2,697,157	2,620,786	2,661,610
1940 MISC. EXPENDITURES / BENEFITS	-	141,000	-	141,000
1941 PARKING ENFORCEMENT & TICKETS	1,212,486	1,290,093	1,281,231	1,308,261
1942 SCHOOL CROSSING GUARDS	413,447	462,942	473,344	462,942
1950 FACILITIES	3,210,209	3,199,714	3,400,439	3,130,765
<b>Grand Total</b>	<b>\$ 9,164,947</b>	<b>\$ 9,700,879</b>	<b>\$ 9,510,499</b>	<b>\$ 9,619,843</b>

#### FY 2017 City Council Goal Performance

City Council Goal	Department Initiative
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



## 2018 PROPOSED BUDGET - GENERAL FUND

### Administrative Services Department

#### 2018 Initiatives

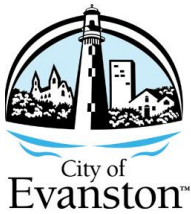
- Continue citywide implementation and roll-out of Google Apps
- Continue to provide personalized division and departmental training to all staff on Google Apps
- Finalize citywide implementation of new timekeeping software
- Further reduce City printing costs by analyzing internal workflow processes and assisting in process improvement
- Continue rollout of online time-off requests
- Continue conversion to electronic timesheets, 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>2016 Actual</b>	<b>2017 Estimated</b>	<b>2018 Projected</b>
Number of Information Technology Service Desk requests closed	8,113	7,957	8,000
Public Safety Civil Service Commission Meetings	5	5	5
Deliveries received	1,800	1,850	1,800
Civic Center repair costs/sq. ft.	2.55	2.58	2.64
Meetings scheduled	2,000	2,050	2,100
Room set-ups	1,150	1,150	1,150
Staff-hours tracked to work order	22,000	24,000	24,000
Work orders completed	900	1,100	1,100

Account Number - Description	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Estimated Amount	FY 2018 Proposed Budget
<b>Salary and Benefits</b>	<b>\$ 5,074,485</b>	<b>\$ 5,591,530</b>	<b>\$ 5,225,091</b>	<b>\$ 5,616,672</b>
61010 - REGULAR PAY	3,986,748	4,499,278	4,150,574	4,519,431
61050 - PERMANENT PART-TIME	64,695	63,397	63,397	69,630
61055 - TEMPORARY EMPLOYEES	-	-	1,300	-
61110 - OVERTIME PAY	74,643	62,000	98,293	62,000
61415 - TERMINATION PAYOUTS	90,742	-	50,817	-
61420 - ANNUAL SICK LEAVE PAYOUT	2,878	-	4,120	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	10,049	141,000	5,490	141,000
61610 - DENTAL INSURANCE	-	-	2,011	-
61615 - LIFE INSURANCE	32	27	308	3,329
61625 - AUTO ALLOWANCE	6,330	6,180	7,063	6,780
61626 - CELL PHONE ALLOWANCE	5,204	5,304	5,304	4,104
61630 - SHOE ALLOWANCE	4,885	4,805	4,805	4,495
61665 - FLEXIBLE SPENDING ACCOUNT MAINTENANCE FEES	13,029	-	35,000	-
61710 - IMRF	468,165	434,910	425,639	424,382
61725 - SOCIAL SECURITY	281,122	303,147	300,657	308,752
61730 - MEDICARE	65,965	71,482	70,313	72,769
<b>Services and Supplies</b>	<b>\$ 3,014,707</b>	<b>\$ 2,884,172</b>	<b>\$ 3,131,291</b>	<b>\$ 2,795,572</b>
61060 - SEASONAL EMPLOYEES	418,981	470,609	500,615	470,609
62160 - EMPLOYMENT TESTING SERVICES	57,912	128,000	70,000	100,000
62175 - IS SERVICES	17,071	6,600	6,600	6,600
62185 - CONSULTING SERVICES	9,775	14,000	14,000	19,000
62205 - ADVERTISING	156	-	-	-
62210 - PRINTING	-	750	750	750
62225 - BLDG MAINTENANCE SERVICES	147,037	101,516	158,000	101,516
62240 - AUTOMOTIVE EQMP MAINT	416	-	-	-
62245 - OTHER EQMT MAINTENANCE	53,815	29,318	65,000	49,318
62250 - COMPUTER EQUIPMENT MAINT	45,982	50,000	50,000	45,000
62270 - MEDICAL/HOSPITAL SERVICES	54,063	51,150	51,150	48,000
62274 - TEST ADMINISTRATION	24,875	86,500	65,000	72,000
62275 - POSTAGE CHARGEBACKS	1,328	400	400	400
62280 - OVERNIGHT MAIL CHARGES	-	-	50	-
62295 - TRAINING & TRAVEL	13,925	16,200	25,699	20,400
62310 - CITY WIDE TRAINING	20,039	29,000	23,000	21,000
62315 - POSTAGE	134	-	60	-
62335 - DATA PROCESSING SERVICES	599	-	-	-
62340 - COMPTER LICENSE & SUPP	531,191	500,000	485,000	500,000
62341 - INTERNET SOLUTION PROVIDERS	1,857	9,000	9,000	9,000
62360 - MEMBERSHIP DUES	4,057	5,400	5,675	3,200
62375 - RENTALS	2,596	-	-	-
62380 - COPY MACHINE CHARGES	12,901	35,000	35,000	40,000
62425 - ELEVATOR CONTRACT COSTS	4,165	4,165	5,504	4,165
62430 - CUSTODIAL CONTRACT SERVICES	-	20,000	-	-
62431 - ARMORED CAR SERVICES	16,167	-	-	-
62440 - OVERHEAD DOOR CONTRACT COSTS	5,638	10,000	10,000	10,000
62451 - TOWING AND BOOTING CONTRACTS	38,825	23,000	35,000	23,000
62506 - WORK- STUDY	1,860	2,000	2,000	2,000
62509 - SERVICE AGREEMENTS/ CONTRACTS	218,414	260,031	223,920	265,031
62512 - RECRUITMENT	34,301	40,000	40,000	35,000
62518 - SECURITY ALARM CONTRACTS	428	2,500	2,500	2,500
62630 - UNEMP. COMP. & ADMIN. FEE	49,389	205,000	70,000	205,000
62705 - BANK SERVICE CHARGES	-	-	3,463	-
64005 - ELECTRICITY	27,106	17,950	17,950	17,950
64015 - NATURAL GAS	35,372	80,000	60,000	60,000
64505 - TELECOMMUNICATIONS	112,738	136,755	136,775	136,755
64510 - TELECOMMUNICATIONS EQUIPMENT MAINTENANCE	7,947	-	42,886	-
64515 - TELECOMMUNICATIONS EQUIPMENT M	686	-	499	-
64540 - TELECOMMUNICATIONS - WIRELESS	32,385	30,300	30,455	31,300
64545 - PERSONAL COMPUTER SOFTWARE	13,485	4,000	23,000	9,000
65010 - BOOKS, PUBLICATIONS, MAPS	253	950	950	950
65015 - CHEMICALS/ SALT	3,035	-	-	-
65020 - CLOTHING	3,750	3,500	3,500	3,500
65025 - FOOD	59	-	283	-
65040 - JANITORIAL SUPPLIES	12,535	10,000	12,400	10,000
65045 - LICENSING/REGULATORY SUPP	2,690	3,000	3,000	3,000
65050 - BLDG MAINTENANCE MATERIAL	453,878	213,074	500,000	213,074
65070 - OFFICE/OTHER EQT MTN MATL	-	-	1,500	-
65085 - MINOR EQUIPMENT & TOOLS	22,126	7,600	30,754	7,600
65090 - SAFETY EQUIPMENT	14,918	11,554	11,554	11,554
65095 - OFFICE SUPPLIES	12,177	24,500	16,200	14,400
65115 - TRAFFIC CONTROL SUPPLI	(150)	-	-	-



Account Number - Description	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Estimated Amount	FY 2018 Proposed Budget
65125 - OTHER COMMODITIES	18,404	17,850	18,199	15,000
65555 - PERSONAL COMPUTER EQUIPMENT	394,217	184,000	225,000	184,000
65615 - INFRASTRUCTURE SUPPLIES	59,202	39,000	39,000	24,000
<b>Miscellaneous</b>	<b>\$ 171</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
62490 - OTHER PROGRAM COSTS	171	-	-	-
<b>Insurance and Other Chargebacks</b>	<b>\$ 719,544</b>	<b>\$ 879,266</b>	<b>\$ 865,906</b>	<b>\$ 860,508</b>
61510 - HEALTH INSURANCE	715,551	879,174	857,582	860,416
66030 - TRANSFER TO INSURANCE - RISK	96	92	92	92
66054 - MEDICARE SUPPLEMENT- SENIOR'S CHOICE	1,646	-	8,232	-
66059 - HEALTH INSURANCE OPT OUT EXPENSE	2,250	-	-	-
<b>Capital Outlay</b>	<b>\$ 18,648</b>	<b>\$ 2,000</b>	<b>\$ 19,300</b>	<b>\$ 2,000</b>
65625 - FURNITURE & FIXTURES	18,648	2,000	19,300	2,000
<b>Interfund Transfers</b>	<b>\$ 337,391</b>	<b>\$ 343,911</b>	<b>\$ 268,911</b>	<b>\$ 345,091</b>
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	159,946	159,946	109,946	159,373
62309 - RENTAL OF AUTO REPLACEMENT	57,898	59,636	34,636	57,658
66025 - TRANSFER TO DEBT SERVICE - ERI	119,547	124,329	124,329	128,060
<b>Grand Total</b>	<b>\$ 9,164,947</b>	<b>\$ 9,700,879</b>	<b>\$ 9,510,499</b>	<b>\$ 9,619,843</b>



## 2018 PROPOSED 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 Community Development Department are strategically aligned with the City Council goals and supporting the City's mission to become the most livable City. The department primarily 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 documents for commercial and residential projects.
- Issue building permits and inspect permitted work for compliance with approved documents.
- Review and issue business licenses.
- Oversee review and 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.

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

The Housing and Grants Division engages in a number of strategies to maintain and enhance living conditions for low and moderate-income residents. A number of programs are designed to promote affordable rental and ownership housing as well as other needed services.

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 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 and Homelessness Commission and Mental Health Board.

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

The Planning and Zoning Division is tasked with providing oversight and guidance on 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



## 2018 PROPOSED BUDGET - GENERAL FUND

### Community Development Department

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 map amendments, text amendments, special use permits 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 area plans and city-wide comprehensive 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, Zoning Board of Appeals and Zoning Committee of the Plan Commission.

#### **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.
- Coordinate the implementation of the updated Complete & Green Streets Policy through regular reporting, and the development of new multi-modal transportation and transportation demand management tools.
- Improve local transportation services by working with developers to enhance non-motorized and transit connections and amenities through development proposals.
- Staff the Transportation & Parking Committee and the Bike Technical Advisory Committee.

#### **Financial Summary**

	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Estimated Amount	FY 2018 Proposed Budget
<b>Revenues</b>				
2105 PLANNING & ZONING	113,104	110,865	79,000	88,000
2126 BUILDING INSPECTION SERVICES	10,366,826	11,177,100	8,243,310	6,203,000
2128 EMERGENCY SOLUTIONS GRANT	106,218	135,000	135,000	135,000
2715 SUMMER YOUTH EMPLOYMENT PROGRAM	1,426	-	-	-
<b>Grand Total</b>	<b>\$ 10,587,574</b>	<b>\$ 11,422,965</b>	<b>\$ 8,457,310</b>	<b>\$ 6,426,000</b>



## 2018 PROPOSED BUDGET - GENERAL FUND

### Community Development Department

Expenses	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Estimated Amount	FY 2018 Proposed Budget
2101 COMMUNITY DEVELOPMENT ADMIN	345,207	323,208	269,216	352,256
2105 PLANNING & ZONING	627,187	770,275	668,851	733,637
2115 HOUSING CODE COMPLIANCE	3,149	1	-	-
2126 BUILDING INSPECTION SERVICES	1,428,467	1,556,616	1,521,897	1,669,383
2128 EMERGENCY SOLUTIONS GRANT	106,218	154,568	75,020	154,568
2710 HOUSING ADVOCACY	181	-	-	-
5300 ECON. DEVELOPMENT	-	-	107,545	88,868
<b>Grand Total</b>	<b>\$ 2,510,408</b>	<b>\$ 2,804,668</b>	<b>\$ 2,642,529</b>	<b>\$ 2,998,712</b>

#### City Council Goals

City Council Goal	Department Initiative
Economic Development	Processed applications for two large-scale Planned Developments: 831 Emerson Street and 1450-1508 Sherman Ave.
Economic Development	Administered approval of 13 new (including substitution of existing) special uses for new businesses.
Economic Development	Completed study and processed a text amendment for the reduction of multi-family residential parking requirements in Transit Oriented Development areas.
City Streets	Community Development staff served on Steering Committees for two major CIP projects: Sheridan Road and Howard Street Improvements.
City Streets	Community Development staff served on Bike TAC, expanded the Divvy project up to 11 stations and 110 bikes, and assisted with other Bike Plan infrastructure implementation efforts such as bike parking improvements.
City Streets	Continued to maintain and improve the physical appearance of our City Streets by addressing graffiti tags on public right of ways 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 complete & green streets and transportation demand management approaches.
Financial Policies and City Debt	Developed and promoted use of online permit application 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.
Services for At-Risk Families	Continued 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	Integrated and streamlined the grant application and management process for Community Development Block Grant and Mental Health Board programs to improve efficiencies for the City, reduced compliance requirements for grantees and achieved stronger outcomes.



## 2018 PROPOSED BUDGET - GENERAL FUND

### Community Development Department

#### **2018 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 Community Development Department. Specific actions to achieve these priorities include:

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

- Continue to utilize Accela for all building permit submittal documents with focus on better management of large documents (building plans).
- Fulfill Office of Emergency Preparedness requirements for Community Development staff including staffing and training of Crisis Management Team members.
- Continue to update Building Division checklists, worksheets and project information guides.
- Fulfill Community Development responsibilities in the implementation of the City's Energy Benchmarking Ordinance to include development of covered building list; creation of correspondence material and tracking compliance.
- Increase on-line permitting opportunities and develop an implementation schedule for Electronic Document Review.

#### **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.
- 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.

#### **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.
- Complete the Survey of Historic Landmark Inventory outside of existing historic districts to improve resident awareness of historic landmarks and enhance historic preservation within the community.
- Process review of several large-scale Projects and Planned Developments currently planned: 601 Davis Street, 1007 Church Street, 128-130 Chicago Avenue, 1714-1718 Chicago Avenue, 1700 Block of Sherman Avenue/Northlight Theater Tower.
- Evaluate and revise sign regulations to improve community aesthetics and provide options for economic development.
- 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 Evanston livability.

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

- Partner with the City's transit providers to invest in a strong public transit service core with connected first/last mile solutions.
- 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.



## 2018 PROPOSED BUDGET - GENERAL FUND

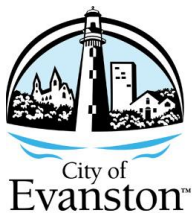
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### Community Development Department

- 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:

- Age Friendly Evanston Task Force
- Design and Project Review (DAPR)
- Housing and Community Development Act Committee
- Housing, Homelessness, and Human Rights Commission
- Mental Health Board
- Plan Commission
  - Zoning Committee of the Plan Commission
  - Comprehensive Plan Committee of the Plan Commission
  - Rules Committee of the Plan Commission
- Planning and Development Committee
- Preservation Commission
- Transportation & Parking Committee
- Zoning Board of Appeals



## 2018 PROPOSED BUDGET - GENERAL FUND

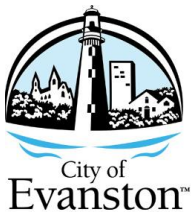
### Community Development Department

Ongoing Activity Measures	2016 Actual	2017 Estimated	2018 Projected
Total Building Permit Revenue Collected	\$10,317,588	\$7,074,749	\$6,291,000
Total Building Permits Issued	3,811	3,600	3,600
Total Building Inspections	7,863	7,452	7,452
Total Building Construction Work w/o permits investigated	150	165	165
Total Business Licenses Issued	66	75	80
Housing units rehabilitated (major)	9	15	12
Total Elevator Inspections	1572	1572	1580
Contractor Licenses Issued/Renewed	1015	1050	1000
Sign Variations/Variations Approved	10/7	10/6	8/6
Graffiti tags removed by graffiti technician	1195	1275	1275
Preservation cases	332	315	315
Zoning Analysis Cases	339	310	305
Special Uses / Major Variation	32	30	21
Minor Variations	54	51	72
Planned Development/Amendments	7	6	5
CDBG & MHB Programs/Projects Managed	47	52	48
Affordable Housing Units Financed	0	2	6
Households Provided Tenant-Based Rental Assistance	26	20	15
HOME/Affordable Housing Fund Programs/Projects Managed	8	8	10
Age Friendly Evanston Task Force	NA	6	6
Design and Project Review Committee Meetings	40	50	45
Housing and Community Development Act Committee	8	7	10
Housing, Homelessness, and Human Relations Commission Meetings	9	11	10
Mental Health Board	10	11	12
Plan Commission	10	12	12
Planning and Development Committee	17	15	17
Preservation Commission	13	12	12
Zoning Board of Appeals	19	20	19
Bike Technical Advisory Committee Meetings	9	9	9
24-Hour Divvy Passes Purchased at an Evanston Station	1,358	1,700	2,000
Annual Active Divvy Memberships (Evanston's portion)	904	1,020	1,200
Divvy Bicycle Miles Traveled from Trips that begin at an Evanston Station	23,036	40,000	46,000
One-Way Divvy Trips that begin at an Evanston Station	10,444	20,000	23,000



Account Number - Description	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Estimated Amount	FY 2018 Proposed Budget
<b>Salary and Benefits</b>	<b>\$ 1,890,271</b>	<b>\$ 2,023,356</b>	<b>\$ 2,026,190</b>	<b>\$ 2,259,688</b>
61010 - REGULAR PAY	1,554,488	1,716,956	1,692,025	1,912,832
61050 - PERMANENT PART-TIME	-	-	2,731	-
61110 - OVERTIME PAY	6,272	9,500	9,500	5,500
61415 - TERMINATION PAYOUTS	31,532	-	6,223	-
61420 - ANNUAL SICK LEAVE PAYOUT	5,219	-	4,911	5,000
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYC	3,492	-	-	-
61610 - DENTAL INSURANCE	-	-	500	-
61615 - LIFE INSURANCE	18	23	48	940
61625 - AUTO ALLOWANCE	3,735	3,735	2,000	4,980
61626 - CELL PHONE ALLOWANCE	3,366	3,366	3,366	3,666
61630 - SHOE ALLOWANCE	1,395	1,682	1,682	1,217
61710 - IMRF	162,783	159,211	168,511	180,128
61725 - SOCIAL SECURITY	96,294	104,201	107,819	117,542
61730 - MEDICARE	21,677	24,682	26,874	27,883
<b>Services and Supplies</b>	<b>\$ 202,203</b>	<b>\$ 234,315</b>	<b>\$ 191,791</b>	<b>\$ 221,125</b>
61060 - SEASONAL EMPLOYEES	39,851	22,000	25,000	14,000
62150 - CONSTRUCTION ENGINEERING SERVICES	250	6,000	3,000	3,000
62185 - CONSULTING SERVICES	1,259	62,865	4,000	25,000
62190 - GRAFFITI REMOVAL SERVICES	3,774	5,000	5,000	5,000
62205 - ADVERTISING	5,559	2,925	2,925	2,325
62210 - PRINTING	2,571	3,000	3,000	2,200
62236 - SOFTWARE MAINTENANCE	-	-	1,061	-
62245 - OTHER EQMT MAINTENANCE	-	100	100	100
62275 - POSTAGE CHARGEBACKS	4,486	9,100	7,100	5,600
62295 - TRAINING & TRAVEL	8,854	16,000	10,520	12,000
62315 - POSTAGE	439	-	-	-
62345 - COURT COST/LITIGATION	540	400	400	400
62360 - MEMBERSHIP DUES	3,027	4,200	4,200	3,375
62380 - COPY MACHINE CHARGES	4,487	2,600	2,600	1,300
62425 - ELEVATOR CONTRACT COSTS	7,857	5,000	5,000	4,500
62464 - PLUMB, ELEC, PLAN REVEIW SERV	86,607	25,000	80,000	75,000
62509 - SERVICE AGREEMENTS/ CONTRACTS	-	50,000	10,000	40,000
62645 - DIGITAL ARCHIVING	13,484	10,000	10,000	10,000
62705 - BANK SERVICE CHARGES	4,321	-	4,200	4,200
64540 - TELECOMMUNICATIONS - WIRELESS	-	-	205	-
64545 - PERSONAL COMPUTER SOFTWARE	-	-	1,800	4,000
65010 - BOOKS, PUBLICATIONS, MAPS	309	1,275	200	1,175
65020 - CLOTHING	1,577	2,000	2,000	1,500
65025 - FOOD	1,562	800	927	400
65050 - BLDG MAINTENANCE MATERIAL	181	-	-	-
65055 - MATER. TO MAINT. IMP.	-	350	350	350
65085 - MINOR EQUIPMENT & TOOLS	675	700	700	700
65095 - OFFICE SUPPLIES	10,535	5,000	7,503	5,000
<b>Miscellaneous</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 80</b>	<b>\$ 500</b>
62490 - OTHER PROGRAM COSTS	-	-	80	500
<b>Insurance and Other Chargebacks</b>	<b>\$ 242,644</b>	<b>\$ 301,287</b>	<b>\$ 264,826</b>	<b>\$ 272,984</b>
61510 - HEALTH INSURANCE	257,466	298,481	262,020	270,178
62740 - OTHER CHARGES-CHARGEBACK	(18,380)	-	-	-
66030 - TRANSFER TO INSURANCE - RISK	2,808	2,806	2,806	2,806
66059 - HEALTH INSURANCE OPT OUT EXPENSE	750	-	-	-
<b>Community Sponsored Organizations</b>	<b>\$ 94,695</b>	<b>\$ 154,568</b>	<b>\$ 75,000</b>	<b>\$ 154,568</b>
67010 - COMMUNITY SPONSORED ORGANIZATIONS	-	154,568	-	154,568
67110 - CONNECTIONS FOR THE HOMELESS	79,695	-	75,000	-
67111 - YWCA	15,000	-	-	-
<b>Contingencies</b>	<b>\$ -</b>	<b>\$ 8,000</b>	<b>\$ 1,500</b>	<b>\$ 5,000</b>
68205 - CONTINGENCIES	-	8,000	1,500	5,000
<b>Interfund Transfers</b>	<b>\$ 80,595</b>	<b>\$ 83,142</b>	<b>\$ 83,142</b>	<b>\$ 84,847</b>
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	13,932	13,932	13,932	13,932
62309 - RENTAL OF AUTO REPLACEMENT	12,010	12,370	12,370	12,370
66025 - TRANSFER TO DEBT SERVICE - ERI	54,653	56,840	56,840	58,545
<b>Grand Total</b>	<b>\$ 2,510,408</b>	<b>\$ 2,804,668</b>	<b>\$ 2,642,529</b>	<b>\$ 2,998,712</b>





## 2018 PROPOSED 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**

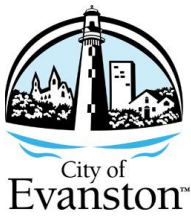
Charged with the oversight of the internal workings of the Police Department, the Deputy Chief of this Division oversees the Office of Administration, Records Bureau, the Communications Division (9-1-1 Call Center) and the Support Services Division (Service Desk and 3-1-1 Call Center).

#### **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 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Estimated Amount	FY 2018 Proposed Budget
<b>Revenues</b>				
2205 POLICE ADMINISTRATION	9,806,243	10,678,250	10,687,350	10,684,700
2225 SOCIAL SERVICES BUREAU	49,032	44,000	50,000	50,000
2240 POLICE RECORDS	25,705	20,000	22,250	25,000
2260 OFFICE OF ADMINISTRATION	(4,189)	-	18,610	-
2270 TRAFFIC BUREAU	155,570	118,000	118,000	118,000
2280 ANIMAL CONTROL	15,270	23,000	8,205	7,500
2285 PROBLEM SOLVING TEAM	2,000	-	2,200	-
<b>Grand Total</b>	<b>\$ 10,074,279</b>	<b>\$ 10,883,250</b>	<b>\$ 10,914,115</b>	<b>\$ 10,885,200</b>



**2018 PROPOSED BUDGET - GENERAL FUND**

Police Department

<b>Expenses</b>	<b>FY 2016 Actual Amount</b>	<b>FY 2017 Amended Budget</b>	<b>FY 2017 Estimated Amount</b>	<b>FY 2018 Proposed Budget</b>
2205 POLICE ADMINISTRATION	10,102,439	11,624,315	11,023,024	11,636,075
2210 PATROL OPERATIONS	11,382,067	10,958,576	11,808,585	11,919,518
2215 CRIMINAL INVESTIGATION	2,344,949	2,252,216	2,321,037	2,297,099
2225 SOCIAL SERVICES BUREAU	575,231	654,748	634,767	600,195
2121 EECB GRANT RESI WEATHER PROGRAM	1,109,704	1,020,127	1,464,927	1,342,834
2235 SCHOOL LIAISON	485,709	478,839	485,609	494,845
2240 POLICE RECORDS	716,716	704,031	703,236	718,102
2245 COMMUNICATIONS	1,620,366	1,558,798	1,504,812	1,541,936
2250 SERVICE DESK	1,472,405	1,301,979	1,359,753	1,413,913
2251 311 CENTER	527,209	606,523	647,210	633,906
2255 OFFICE-PROFESSIONAL STANDARDS	567,969	525,088	407,870	398,955
2260 OFFICE OF ADMINISTRATION	788,369	732,852	638,017	699,362
2265 NEIGHBORHOOD ENFORCEMENT TEAM	2,534,994	2,212,929	2,193,490	2,097,127
2270 TRAFFIC BUREAU	1,136,606	1,012,090	1,015,980	948,154
2275 COMMUNITY STRATEGIC BUREAU	158,555	158,381	155,203	159,190
2280 ANIMAL CONTROL	246,949	185,005	185,780	186,790
2285 PROBLEM SOLVING TEAM	1,820,639	1,823,351	1,749,099	1,775,753
2291 PROPERTY BUREAU	119,153	238,733	222,240	245,758
2295 BUILDING MANAGEMENT	107,600	175,261	168,553	176,619
<b>Grand Total</b>	<b>\$ 37,817,627</b>	<b>\$ 38,223,842</b>	<b>\$ 38,689,192</b>	<b>\$ 39,286,131</b>

<b>Ongoing Activity Measures</b>	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Projected</b>	<b>2018 Projected</b>
Part I crimes	1,963	1,811	1,850	1,830
Part II crimes	7,368	5,832	6,330	6,350
Total calls for service *	38,662	38,832	60,000	61,000
Arrests (felony & misdemeanor)	1,710	1,606	1,610	1,620
D.U.I. arrests	88	100	102	105
Ticket & citation production – Parking	18,962	10,857	11,000	12,000
Written Reports **	-	-	13,900	14,100

**2018 Initiatives**

- Develop a body-worn- camera program in conjunction with Northwestern University as a preamble to implementation of body cameras for Evanston police officers.
- Research the transition to the STARCOM radio system from the current UHF T-Band frequency.
- Update in-car camera system.
- Implement system for in-car printing and electronic submission of citations

\*In 2017 there was a computer aided dispatch/record management system upgrade that more effectively captured activity.

\*\*Written reports include incident, crash and arrest reports.

Account Number - Description	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Estimated Amount	FY 2018 Proposed Budget
<b>Salary and Benefits</b>	<b>\$ 22,889,991</b>	<b>\$ 22,459,205</b>	<b>\$ 22,812,009</b>	<b>\$ 23,490,141</b>
61010 - REGULAR PAY	19,083,050	19,627,068	19,236,484	20,580,673
61050 - PERMANENT PART-TIME	2,060	76,504	57,138	112,500
61055 - TEMPORARY EMPLOYEES	-	-	30,000	-
61062 - SPECIAL EVENT PAY	313	184,446	10,800	-
61070 - JOB TRAINING AND INTERNSHIPS	87,750	97,500	85,000	97,500
61110 - OVERTIME PAY	285,037	146,400	203,194	146,400
61111 - HIREBACK OT PAY	1,073,810	182,200	549,381	366,646
61112 - SPECIAL DETAIL OT	326,922	124,130	268,906	124,130
61415 - TERMINATION PAYOUTS	217,870	275,000	483,038	275,000
61420 - ANNUAL SICK LEAVE PAYOUT	139,338	190,000	100,257	190,000
61425 - ANNUAL HOLIDAY PAYOUT	311,403	204,000	331,893	204,000
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	17,743	-	51,177	-
61440 - EDUCATION PAY	209,100	232,400	245,500	232,400
61610 - DENTAL INSURANCE	-	-	10,000	-
61615 - LIFE INSURANCE	45	47	1,347	24,044
61626 - CELL PHONE ALLOWANCE	360	360	360	360
61630 - SHOE ALLOWANCE	465	465	465	460
61635 - UNIFORM ALLOWANCE	168,000	195,600	193,600	170,500
61710 - IMRF	412,994	380,646	392,654	386,095
61725 - SOCIAL SECURITY	257,349	258,819	258,622	278,650
61730 - MEDICARE	296,382	283,620	302,193	300,783
<b>Services and Supplies</b>	<b>\$ 1,019,652</b>	<b>\$ 788,928</b>	<b>\$ 884,095</b>	<b>\$ 820,926</b>
61060 - SEASONAL EMPLOYEES	55,831	-	5,691	-
62210 - PRINTING	8,894	3,000	3,679	3,000
62225 - BLDG MAINTENANCE SERVICES	53,762	59,600	56,600	59,600
62240 - AUTOMOTIVE EQMP MAINT	2,517	-	-	-
62245 - OTHER EQMT MAINTENANCE	968	2,700	2,700	2,700
62270 - MEDICAL/HOSPITAL SERVICES	-	1,000	1,000	1,000
62272 - OTHER PROFESSIONAL SERVICES	28,727	65,000	32,098	65,000
62275 - POSTAGE CHARGEBACKS	2,317	6,000	6,000	6,000
62280 - OVERNIGHT MAIL CHARGES	166	-	12	-
62295 - TRAINING & TRAVEL	163,550	127,890	137,174	127,890
62315 - POSTAGE	64	-	-	-
62335 - DATA PROCESSING SERVICES	189	378	378	378
62360 - MEMBERSHIP DUES	123,266	116,388	122,717	116,388
62370 - EXPENSE ALLOWANCE	1,351	5,700	5,756	5,700
62375 - RENTALS	46,917	33,430	34,269	33,430
62380 - COPY MACHINE CHARGES	15,453	8,954	8,954	8,954
62425 - ELEVATOR CONTRACT COSTS	362	3,112	3,112	3,112
62509 - SERVICE AGREEMENTS/ CONTRACTS	137,691	35,000	41,005	35,000
62645 - DIGITAL ARCHIVING	444	-	457	-
62705 - BANK SERVICE CHARGES	14	600	324	600
64005 - ELECTRICITY	2,766	-	420	-
64015 - NATURAL GAS	14,737	15,000	26,053	15,000
64505 - TELECOMMUNICATIONS	34,722	50,000	100,000	50,000
64540 - TELECOMMUNICATIONS - WIRELESS	44,834	22,000	26,275	22,000
64545 - PERSONAL COMPUTER SOFTWARE	-	-	30	-
64565 - CABLE - VIDEO	118	-	193	-
65010 - BOOKS, PUBLICATIONS, MAPS	126	520	602	520
65015 - CHEMICALS/ SALT	34,716	35,833	35,833	35,833
65020 - CLOTHING	82,631	40,450	60,817	40,450
65025 - FOOD	1,031	8,050	8,050	8,050
65040 - JANITORIAL SUPPLIES	11,910	6,600	7,186	6,600
65050 - BLDG MAINTENANCE MATERIAL	1,029	-	500	-
65085 - MINOR EQUIPMENT & TOOLS	56,382	54,790	93,495	54,790
65095 - OFFICE SUPPLIES	27,249	22,300	27,673	45,300
65105 - PHOTO/DRAFTING SUPPLIE	309	4,833	4,833	4,833
65125 - OTHER COMMODITIES	64,610	59,800	24,906	68,798
65555 - PERSONAL COMPUTER EQUIPMENT	-	-	1,303	-
<b>Miscellaneous</b>	<b>\$ 48,786</b>	<b>\$ -</b>	<b>\$ 20,909</b>	<b>\$ -</b>
62001 - SHORT TERM BUDGETING SALARY COSTS	-	-	800	-
62490 - OTHER PROGRAM COSTS	40,800	-	11,169	-
62770 - MISCELLANEOUS	7,986	-	-	-
65120 - POLICE DUI EXPENSE	-	-	8,940	-

Account Number - Description	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Estimated Amount	FY 2018 Proposed Budget
<b>Insurance and Other Chargebacks</b>	<b>\$ 12,834,792</b>	<b>\$ 13,915,779</b>	<b>\$ 13,986,929</b>	<b>\$ 13,911,753</b>
61510 - HEALTH INSURANCE	3,050,897	3,328,113	3,406,063	3,324,087
62675 - INTERDEPT TRANSFER PENSIONS	9,437,323	10,237,200	10,237,200	10,237,200
66030 - TRANSFER TO INSURANCE - RISK	337,872	337,866	337,866	337,866
66059 - HEALTH INSURANCE OPT OUT EXPENSE	8,700	12,600	5,800	12,600
<b>Capital Outlay</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 320</b>	<b>\$ -</b>
65625 - FURNITURE & FIXTURES	-	-	320	-
<b>Contingencies</b>	<b>\$ (990)</b>	<b>\$ 2,500</b>	<b>\$ 2,500</b>	<b>\$ 2,500</b>
68205 - CONTINGENCIES	(990)	2,500	2,500	2,500
<b>Interfund Transfers</b>	<b>\$ 1,025,398</b>	<b>\$ 1,057,430</b>	<b>\$ 982,430</b>	<b>\$ 1,060,811</b>
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	660,540	660,540	610,540	660,540
62309 - RENTAL OF AUTO REPLACEMENT	256,498	284,194	259,194	284,194
66025 - TRANSFER TO DEBT SERVICE - ERI	108,360	112,696	112,696	116,077
<b>Grand Total</b>	<b>\$ 37,817,627</b>	<b>\$ 38,223,842</b>	<b>\$ 38,689,192</b>	<b>\$ 39,286,131</b>



## 2018 PROPOSED 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 affect 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 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 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Estimated Amount	FY 2018 Proposed Budget
<b>Revenues</b>				
51606 - PENSION PPRT	280,000	280,000	280,000	280,000
52135 - FIRE PLAN REVIEW	111,027	110,000	110,000	110,000
52540 - POLICE & FIRE FALSE ALARM FEES	57,255	115,000	115,000	115,000
53655 - FIRE COST RECOVERY CHARGE	1,920	1,000	1,600	1,000
53675 - AMBULANCE SERVICE	1,645,173	1,750,000	1,750,000	1,750,000
53700 - FIRE REPORT FEES	60	100	100	100
53705 - FIRE BUILDING INSPECTIONS	13,655	9,000	17,600	13,000
53715 - ALARM REGISTRATION FEE	94,965	125,000	125,000	125,000
55146 - STATE, COUNTY AND OTHER GRANTS	-	-	-	-
55170 - FIRE DEPT TRAINING	-	6,000	6,000	6,000
55251 - GRANTS AND AID	-	220,000	221,150	-
55265 - FEMA	38,613	-	-	-
56045 - MISCELLANEOUS REVENUE	527	40,000	40,000	20,000
56067 - REIMBURSEMENTS-SERVICES AND SUPPLIES	-	-	-	-
56069 - REIMBURSEMENT FOR FIRE DEPARTMENT SERVICES	93,997	75,000	75,000	75,000
56157 - CITIZENS CPR CLASS FEES	8,798	6,500	7,500	6,500
<b>Grand Total</b>	<b>\$ 9,463,715</b>	<b>\$ 10,606,309</b>	<b>\$ 10,617,659</b>	<b>\$ 10,370,309</b>

	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Estimated Amount	FY 2018 Proposed Budget
<b>Expenses</b>				
2305 FIRE MGT & SUPPORT	8,057,286	8,965,267	8,854,039	8,919,419
2310 FIRE PREVENTION	610,580	642,654	643,907	629,752
2315 FIRE SUPPRESSION	14,558,369	14,671,809	14,632,672	14,849,597
2320 EMERGENCY PREPAREDNESS	9,478	14,271	14,271	14,271
<b>Grand Total</b>	<b>\$ 23,235,714</b>	<b>\$ 24,294,001</b>	<b>\$ 24,144,889</b>	<b>\$ 24,413,039</b>



**2018 PROPOSED BUDGET - GENERAL FUND**

**Fire Department**

**City Council 2017 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

**2017 Initiatives Update**

The Fire Department, in cooperation with Human Resources executed promotional exams and eligibility lists for the positions of Shift Chief and Captain. The Department has been able to offer advanced certification to all paramedics in Advanced Cardiac Life Support. In cooperation with the Emergency Telecommunications Center, the Department implemented an upgraded Computer Aided Dispatch System, Fire Incident Reporting System and Emergency Pre-Planning mapping software.

Fire and life safety education programs were expanded to all primary school children (K-5th grade) in the City. The community engagement programs, Fire Explorer, Citizen CPR, and the ETHS Public Safety Program were successfully offered. The Department’s strategic plan continues to be implemented including a community walkthrough of the plan.

**2018 Initiatives**

- In cooperation with Human Resources, the Department will conduct expanded recruitment and new hire testing for the purpose of creating an eligibility list for new hiring.
- In cooperation with Northwestern University work on a cooperative agreement for a shared Emergency Operations Center will be initiated.
- Emergency Management will continue working with City Departments on enhanced emergency preparedness and NIMS compliance while aiding the business community to prepare for continuity of their operations in the event of a disaster.
- All members will be offered the opportunity to complete Incident Safety Officer and Pediatric Advanced Life Support (PALS) certification.
- In cooperation with Information Technology, the Department will implement an upgraded Emergency Patient Care Reporting (ePCR) system.
- The community engagement programs, Fire Explorer, ETHS Public Safety, Citizen CPR, and Citizen Fire Academy will be offered through our Department members.
- The Department will continue its Strategic Plan implementation.



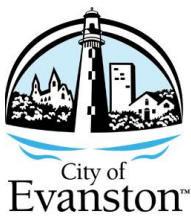
**2018 PROPOSED BUDGET - GENERAL FUND**

Fire Department

Ongoing Activity Measures	2016 Actual	2017 Estimated	2018 Projected
City fire insurance rating	2	2	1
Hydrants inspected/flow tested	1,310	1,310	1,310
Construction plans reviewed	446	435	480
Staff hours on cause and origin investigations	93	92	95
All Fire Dept. incidents, excluding ambulance calls	3,826	3,650	3,660
Ambulance calls	6,441	6,100	6,300
Extinguishing Alarm System activations (Included above)	1,437	1,445	1,450

Account Number - Description	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Estimated Amount	FY 2018 Proposed Budget
<b>Salary and Benefits</b>	<b>\$ 11,954,706</b>	<b>\$ 11,624,265</b>	<b>\$ 11,865,249</b>	<b>\$ 12,117,362</b>
61010 - REGULAR PAY	10,785,731	10,903,923	10,717,103	11,393,156
61110 - OVERTIME PAY	236,407	128,000	140,000	128,000
61111 - HIREBACK OT PAY	495,579	250,000	573,348	250,000
61113 - TRAINING OT	64,805	33,000	43,000	33,000
61415 - TERMINATION PAYOUTS	69,453	50,000	72,738	50,000
61420 - ANNUAL SICK LEAVE PAYOUT	111,605	50,000	96,375	50,000
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	-	-	15,320	-
61610 - DENTAL INSURANCE	-	-	499	-
61615 - LIFE INSURANCE	108	110	563	6,249
61626 - CELL PHONE ALLOWANCE	2,100	1,200	3,200	3,600
61710 - IMRF	22,642	21,720	22,152	22,616
61725 - SOCIAL SECURITY	15,172	30,155	13,410	14,885
61730 - MEDICARE	151,102	156,157	167,541	165,856
<b>Services and Supplies</b>	<b>\$ 384,965</b>	<b>\$ 428,023</b>	<b>\$ 427,224</b>	<b>\$ 428,023</b>
62210 - PRINTING	3,473	4,000	4,000	4,000
62235 - OFFICE EQUIPMENT MAINT	471	1,100	1,100	1,100
62245 - OTHER EQMT MAINTENANCE	2,760	5,100	5,100	5,100
62250 - COMPUTER EQUIPMENT MAINT	2,513	8,100	8,100	8,100
62270 - MEDICAL/HOSPITAL SERVICES	40,061	50,400	50,400	50,400
62275 - POSTAGE CHARGEBACKS	281	3,000	3,000	3,000
62295 - TRAINING & TRAVEL	63,269	72,400	63,716	72,400
62315 - POSTAGE	205	500	500	500
62335 - DATA PROCESSING SERVICES	327	3,200	3,200	3,200
62355 - LAUNDRY/OTHER CLEANING	278	1,000	1,000	1,000
62360 - MEMBERSHIP DUES	58,848	47,200	47,200	47,200
62380 - COPY MACHINE CHARGES	2,111	1,223	1,223	1,223
62430 - CUSTODIAL CONTRACT SERVICES	5,013	2,000	6,840	2,000
62509 - SERVICE AGREEMENTS/ CONTRACTS	4,580	5,100	5,100	5,100
62518 - SECURITY ALARM CONTRACTS	3,629	6,400	6,400	6,400
62705 - BANK SERVICE CHARGES	626	-	619	-
64015 - NATURAL GAS	44,654	70,000	70,000	70,000
64505 - TELECOMMUNICATIONS	-	-	278	-
64540 - TELECOMMUNICATIONS - WIRELESS	18,708	12,000	12,000	12,000
65005 - AGRI/BOTANICAL SUPPLIES	214	300	300	300
65010 - BOOKS, PUBLICATIONS, MAPS	708	2,400	2,400	2,400
65015 - CHEMICALS/ SALT	7,170	6,000	6,000	6,000
65020 - CLOTHING	70,798	70,000	70,000	70,000
65040 - JANITORIAL SUPPLIES	13,644	11,000	11,000	11,000
65050 - BLDG MAINTENANCE MATERIAL	6,011	6,000	6,595	6,000
65070 - OFFICE/OTHER EQ MTN MATL	4,093	4,000	4,000	4,000
65075 - MEDICAL & LAB SUPPLIES	7,119	7,000	7,000	7,000
65085 - MINOR EQUIPMENT & TOOLS	4,504	4,500	4,543	4,500
65090 - SAFETY EQUIPMENT	1,493	2,000	2,000	2,000
65095 - OFFICE SUPPLIES	6,576	7,400	7,400	7,400
65105 - PHOTO/DRAFTING SUPPLIE	1,196	1,700	1,700	1,700
65125 - OTHER COMMODITIES	9,631	12,100	12,100	12,100
65555 - PERSONAL COMPUTER EQUIPMENT	-	-	1,510	-
65620 - OFFICE MACH. & EQUIP.	-	900	900	900
<b>Miscellaneous</b>	<b>\$ 97,065</b>	<b>\$ 426,590</b>	<b>\$ 332,193</b>	<b>\$ 181,090</b>
62521 - MEDICAL EQ MAINT AGREEMENTS	25,933	31,400	31,400	31,400
62522 - SCBA EQ MAINT AGREEMENTS	8,269	250,000	221,091	6,000
62523 - EXTRICATION EQ MAINT AGREEMNTS	2,482	3,000	3,000	3,000
62605 - OTHER CHARGES	7,671	8,000	8,000	8,000
62770 - MISCELLANEOUS	8,281	8,202	8,202	8,202
65141 - FITNESS INCENTIVE	44,429	125,988	60,500	124,488
<b>Insurance and Other Chargebacks</b>	<b>\$ 9,962,868</b>	<b>\$ 10,902,378</b>	<b>\$ 10,763,478</b>	<b>\$ 10,773,638</b>
61510 - HEALTH INSURANCE	1,760,133	1,944,123	1,805,223	1,815,383
62675 - INTERDEPT TRANSFER PENSIONS	7,396,641	8,148,709	8,148,709	8,148,709
66030 - TRANSFER TO INSURANCE - RISK	802,344	802,346	802,346	802,346
66059 - HEALTH INSURANCE OPT OUT EXPENSE	3,750	7,200	7,200	7,200
<b>Capital Outlay</b>	<b>\$ 26,742</b>	<b>\$ 70,000</b>	<b>\$ 64,000</b>	<b>\$ 70,000</b>
65625 - FURNITURE & FIXTURES	26,742	70,000	64,000	70,000
<b>Interfund Transfers</b>	<b>\$ 809,368</b>	<b>\$ 842,745</b>	<b>\$ 692,745</b>	<b>\$ 842,926</b>
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	532,055	547,055	447,055	547,055
62309 - RENTAL OF AUTO REPLACEMENT	271,500	289,645	289,645	289,645
66025 - TRANSFER TO DEBT SERVICE - ERI	5,813	6,045	6,045	6,226
<b>Grand Total</b>	<b>\$ 23,235,714</b>	<b>\$ 24,294,001</b>	<b>\$ 24,144,889</b>	<b>\$ 24,413,039</b>





## 2018 PROPOSED BUDGET - GENERAL FUND

### Health & Human Services Department

The [Health and Human Services Department's](#) mission is 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 Evanston. 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. Healthy outcomes are integrated in a comprehensive approach to bring health, well-being, and equity considerations into the development and implementation of policies, programs, and services of traditionally non-health related government systems or agencies.

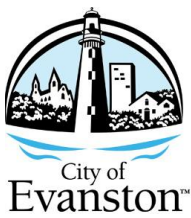
With the Department's food, environmental, property maintenance, emergency preparedness and communicable disease monitoring activities as well as through the addition of General Assistance and Emergency Assistance programs, the Health and Human Services Department is an active force in supporting the health and well-being of Evanston's residents. The Health and Human Services Department is responsible for operating programs that prevent infectious and chronic diseases, promote food safety, and assure quality health care.

The Department is focused on eliminating the social inequities in health between different racial and cultural groups, giving families a healthy start in life, and adopting health reforms that focus on prevention as a better integration of medical care, public health and other needed services. We partner with our community stakeholders to build a culture of health, enabling all in our diverse society to lead healthier lives now and for generations to come.

#### Financial Summary

	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Estimated Amount	FY 2018 Proposed Budget
<b>Revenues</b>				
2407 HEALTH SERVICES ADMIN	10,912	12,000	5,000	5,000
2435 FOOD AND ENVIRONMENTAL HEALTH	958,379	1,046,550	1,055,297	950,650
2440 VITAL RECORDS	140,445	131,300	156,335	146,300
2455 COMMUNITY HEALTH	27,485	31,000	31,000	31,000
<b>Grand Total</b>	<b>\$ 1,137,222</b>	<b>\$ 1,220,850</b>	<b>\$ 1,247,632</b>	<b>\$ 1,132,950</b>

	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Estimated Amount	FY 2018 Proposed Budget
<b>Expenses</b>				
2407 HEALTH SERVICES ADMIN	326,461	329,428	336,160	344,882
2435 FOOD AND ENVIRONMENTAL HEALTH	1,548,936	1,835,024	1,608,643	1,797,686
2440 VITAL RECORDS	87,626	89,051	133,404	107,137
2455 COMMUNITY HEALTH	248,508	301,819	279,535	291,962
2460 COMMUNITY PURCHASED SERVICES	884,794	1,026,990	859,153	1,026,990
2499 GENERAL ASSISTANCE	1,027	-	-	-
<b>Grand Total</b>	<b>\$ 3,097,351</b>	<b>\$ 3,582,312</b>	<b>\$ 3,216,895</b>	<b>\$ 3,568,657</b>



**2018 PROPOSED BUDGET - GENERAL FUND**

Health & Human Services Department

**Council Goal Performance**

<b>City Council Goal</b>	<b>Department Initiative</b>
Services for At-Risk Families	The Department continues with the integration of the General Assistance and Emergency Assistance programs, which were formerly housed in the Township of Evanston.
Services for At-Risk Families	The Department in collaboration with Parks Recreation and Community Services (Dental Access Days), by providing adult dental services 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 2 Town Hall Meetings on Unnatural Causes: Inequity is making us Sick. The goal was to raise the profile of health inequities in our community.
Services for At-Risk Families	The Department hosts General Educational and Adult Basic Education courses improving literacy for community residents.
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.

**2017 Accomplishments**

Technology

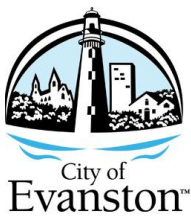
- Create electronic application for General and Emergency assistance
- Established a Universal Tracking system for all At-risk Groups-Apricot

Services for At-Risk Families

- Convener of the Hoarding Taskforce
- Established “Rent” Landlord/Tenant Educational Awareness Campaign

Partnerships

- Erie Family Health Center
- School Based Health Center
- NorthShore University Health Systems “Rethink Your Drink 2.0” Public Health Campaign
- District 202 “Get Yourself Tested”
- District 65 Passive Surveillance School Absenteeism program
- Hosted 2nd Men’s Health Fair



2018 PROPOSED BUDGET - GENERAL FUND

Health & Human Services Department

Ongoing Activity Measures	2016 Actual	2017 Estimated	2018 Projected
Number of licensed food establishments	436	465	465
Number of foodborne illness investigations performed	26	25	25
Total number of food inspections performed	461	664	665
Temporary food inspections performed	365	480	530
Food complaints evaluated / inspected	58	60	60
Food establishment plans reviewed	16	20	20
Rat and Rodent complaints investigated	1168	753	1000
Number of Communicable Disease Investigations	725	745	745
American Smoke-Out participants	150	300	400
Tobacco Education and Outreach	3 events	3 events	4 events
Environmental Scans of Tobacco Retailers	34	33	33
Grants administered	15	15	15
Dwelling Units Inspected	1166	2636	2650
Occupants Affected by Rooming House Inspections	5517	5600	5750
Get Yourself Tested Participants at ETHS	60	70	75
Number of Women Out Walking Participants	514	393	600
Vacant Building Determinations	53	33	30

**2018 Initiatives**

Advancing Health Equity by engaging new allies in the Health Equity Movement through policy, systems and environmental change.

- Develop a comprehensive Mental Health resource and referral guide to share with city departments and community Mental Health partners and continue to update annually.
- Work with the Evanston Mental Health Board and other community partners to develop a method for measuring ratio of Evanston population to Mental Health Providers.
- Partner with Presence St. Francis Hospital to offer quarterly Mental Health First Aid training to all city employees, seeking participation from all City of Evanston departments.
- 3 community educational seminars on hoarding and create an Evanston hoarding support group, holding regular meetings for Evanston residents.
- Expand Women Out Walking to We're Out Walking (including men and women) and increase program participation by 50% from 2016 baseline of 514 participants.



## 2018 PROPOSED BUDGET - GENERAL FUND

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### Health & Human Services Department

- Incorporate a bicycling curriculum into all Evanston District 65 Elementary and Middle Schools and work with the Evanston Police Department to hold 2 targeted enforcement campaigns per year at intersections.
- Expand the Rethink Your Drink Campaign by conducting the “Sugar Show” for all city staff, 10 Evanston businesses, and 10 nonprofit organizations.
- Create a tool to screen for early violence exposure and establish baseline information for youth exposure to violence and trauma.

Account Number - Description	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Estimated Amount	FY 2018 Proposed Budget
<b>Salary and Benefits</b>	<b>\$ 1,652,310</b>	<b>\$ 1,674,527</b>	<b>\$ 1,638,452</b>	<b>\$ 1,802,070</b>
61010 - REGULAR PAY	1,357,828	1,420,347	1,338,680	1,525,768
61050 - PERMANENT PART-TIME	3,968	-	1,120	-
61055 - TEMPORARY EMPLOYEES	6,644	-	-	-
61110 - OVERTIME PAY	10,392	13,506	10,471	13,506
61415 - TERMINATION PAYOUTS	14,987	-	23,506	-
61420 - ANNUAL SICK LEAVE PAYOUT	-	-	17,908	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	403	-	-	-
61610 - DENTAL INSURANCE	-	-	144	-
61615 - LIFE INSURANCE	19	13	55	1,078
61625 - AUTO ALLOWANCE	4,980	4,980	5,188	4,980
61626 - CELL PHONE ALLOWANCE	2,964	2,784	2,784	3,144
61630 - SHOE ALLOWANCE	1,400	930	1,085	1,085
61710 - IMRF	142,624	124,978	133,365	136,383
61725 - SOCIAL SECURITY	85,546	86,236	84,405	93,583
61730 - MEDICARE	20,555	20,753	19,741	22,543
<b>Services and Supplies</b>	<b>\$ 110,544</b>	<b>\$ 198,771</b>	<b>\$ 153,131</b>	<b>\$ 160,615</b>
61060 - SEASONAL EMPLOYEES	64,036	39,075	65,000	58,650
62205 - ADVERTISING	-	400	-	-
62210 - PRINTING	4,952	5,965	15,965	4,765
62235 - OFFICE EQUIPMENT MAINT	-	150	150	150
62275 - POSTAGE CHARGEBACKS	1,945	5,000	4,000	5,000
62295 - TRAINING & TRAVEL	7,827	6,981	6,200	5,600
62345 - COURT COST/LITIGATION	400	1,500	1,000	1,000
62360 - MEMBERSHIP DUES	3,980	4,900	4,650	4,400
62371 - WOMEN OUT WALKING EXPENSE	7,649	5,000	7,000	5,000
62380 - COPY MACHINE CHARGES	3,536	2,049	2,049	2,049
62494 - HOME DAY CARE LICENSE EXPENDITURES	545	-	222	-
62645 - DIGITAL ARCHIVING	-	2,500	-	2,500
62705 - BANK SERVICE CHARGES	3,298	-	1,521	-
64540 - TELECOMMUNICATIONS - WIRELESS	1,655	4,851	4,851	4,851
65010 - BOOKS, PUBLICATIONS, MAPS	188	950	250	-
65020 - CLOTHING	1,322	-	-	-
65025 - FOOD	442	650	473	400
65045 - LICENSING/REGULATORY SUPP	1,056	1,000	500	500
65075 - MEDICAL & LAB SUPPLIES	560	417	417	417
65085 - MINOR EQUIPMENT & TOOLS	603	1,200	400	600
65090 - SAFETY EQUIPMENT	-	750	750	-
65095 - OFFICE SUPPLIES	5,454	12,233	4,733	27,533
65125 - OTHER COMMODITIES	583	200	-	200
65127 - LEADPAINT HAZARD GRANT EXPENSE	-	100,000	30,000	35,000
65620 - OFFICE MACH. & EQUIP.	513	3,000	3,000	2,000
<b>Miscellaneous</b>	<b>\$ 135,611</b>	<b>\$ 332,468</b>	<b>\$ 191,747</b>	<b>\$ 367,468</b>
62468 - IL TOBACCO FREE COMM EXP	-	7,300	7,300	7,300
62469 - IL VACANT PROPERTY EXP	37,215	-	35,000	35,000
62471 - VECTOR SURVEILLANCE EXP	6,192	20,500	23,000	20,500
62472 - BEACH WATER TESTING EXP	5,324	10,000	10,000	10,000
62473 - ENVIRONMENTAL HEATH EXP	111	-	-	-
62474 - HEALTH PROTECTION EXP	14,854	31,227	15,000	31,227
62476 - CRI GRANT -EXPENSE (HHS)	7,118	5,500	5,500	5,500
62477 - PHEP GRANT-EXPENSE	11,314	17,500	10,000	17,500
62490 - OTHER PROGRAM COSTS	33,174	197,641	47,804	197,641
62493 - PROPERTY CLEAN UP EXPENSE	-	20,000	15,000	20,000
62605 - OTHER CHARGES	20,283	22,800	23,143	22,800
62646 - IL HIV SURVEILLANCE	26	-	-	-
<b>Insurance and Other Chargebacks</b>	<b>\$ 237,682</b>	<b>\$ 389,754</b>	<b>\$ 246,773</b>	<b>\$ 250,445</b>
61510 - HEALTH INSURANCE	230,266	380,235	239,354	240,926
66030 - TRANSFER TO INSURANCE - RISK	5,916	5,919	5,919	5,919
66059 - HEALTH INSURANCE OPT OUT EXPENSE	1,500	3,600	1,500	3,600
<b>Community Sponsored Organizations</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>
62647 - Cradle to Career Programming	-	50,000	50,000	50,000
<b>Interfund Transfers</b>	<b>\$ 961,205</b>	<b>\$ 936,792</b>	<b>\$ 936,792</b>	<b>\$ 938,059</b>
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	25,827	25,827	25,827	25,827
62309 - RENTAL OF AUTO REPLACEMENT	9,286	9,565	9,565	9,565
62540 - MAINTENANCE OFFICE EQUIP CHARGEBACKS	675	-	-	-
66020 - TRANSFERS TO OTHER FUNDS	-	859,153	859,153	859,153
66025 - TRANSFER TO DEBT SERVICE - ERI	40,623	42,247	42,247	43,514
66132 - TRANSFER TO HEALTH AND HUMAN SERV	884,794	-	-	-
<b>Grand Total</b>	<b>\$ 3,097,351</b>	<b>\$ 3,582,312</b>	<b>\$ 3,216,895</b>	<b>\$ 3,568,657</b>



## 2018 PROPOSED BUDGET - GENERAL FUND

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### Parks, Recreation and Community Services Department

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, sports, after school and preschool programs, camps, recreation programs, special recreation programs for people with special needs, six beaches/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, and Noyes Theater.

#### **Ecology**

Natural history and environmental programs, camps, community gardens, fishing and canoeing instruction.

#### **Special Events**

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



## 2018 PROPOSED BUDGET - GENERAL FUND

### Parks, Recreation and Community Services Department

#### Financial Summary

	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Estimated Amount	FY 2018 Proposed Budget
<b>Revenues</b>				
3005 REC. MGMT. & GENERAL SUPPORT	36,540	35,500	36,500	35,500
3010 REC. BUSINESS & FISCAL MGMT	7,155	-	-	-
3020 REC GENERAL SUPPORT	133,181	109,000	116,000	109,000
3030 CROWN COMMUNITY CENTER	573,765	453,500	595,000	478,500
3035 CHANDLER COMMUNITY CENTER	687,866	700,500	685,500	700,500
3040 FLEETWOOD JOURDAIN COM CT	231,803	279,500	290,100	279,500
3045 FLEETWOOD/JOURDAIN THEATR	25,514	13,400	29,500	15,900
3050 RECREATION OUTREACH PROGRAM	177,621	125,000	180,000	175,000
3055 LEVY CENTER SENIOR SERVICES	647,395	683,000	712,860	698,000
3065 BOAT RAMP-CHURCH ST	71,158	104,265	95,000	100,000
3075 BOAT STORAGE FACILITIES	122,185	119,475	120,000	120,000
3080 BEACHES	847,284	716,655	845,250	775,000
3081 POOCH PARK	20,346	19,500	20,550	19,500
3085 RECREATION FACILITY MAINTENANCE	50	-	-	-
3095 CROWN ICE RINK	910,569	1,052,000	1,052,000	1,052,000
3100 SPORTS LEAGUES	100,664	74,300	69,300	69,300
3105 AQUATIC CAMP	294,107	240,000	260,000	250,000
3130 SPECIAL RECREATION	63,420	85,000	85,000	85,000
3135 SUMMER PLAYGROUNDS	690	-	720	-
3205 COMMUNITY RELATIONS	75,631	-	-	-
3215 YOUTH ENGAGEMENT DIVISION	74,269	65,000	99,560	65,000
3225 GIBBS-MORRISON CULTURAL CENTER	43,935	-	40,000	50,000
3605 ECOLOGY CENTER	143,866	121,000	131,000	131,000
3610 ECO-QUEST DAY CAMP	235,321	375,000	375,000	375,000
3710 NOYES CULTURAL ARTS CENTER	348,163	362,917	362,917	362,917
3720 CULTURAL ARTS PROGRAMS	300,916	340,000	349,115	340,000
3805 FACILITIES ADMINISTRATION	1,400	-	-	-
<b>Grand Total</b>	<b>\$ 6,174,814</b>	<b>\$ 6,074,512</b>	<b>\$ 6,550,872</b>	<b>\$ 6,286,617</b>

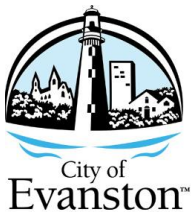


## 2018 PROPOSED BUDGET - GENERAL FUND

### Parks, Recreation and Community Services Department

Expenses	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Estimated Amount	FY 2018 Proposed Budget
2555 FARMER'S MARKET	258	-	-	-
3005 REC. MGMT. & GENERAL SUPPORT	394,184	410,180	423,534	423,307
3010 REC. BUSINESS & FISCAL MGMT	399,372	387,313	390,545	398,627
3015 COMM & MARKETING SERV	2,400	-	-	-
3020 REC GENERAL SUPPORT	1,017,464	1,020,879	990,135	988,771
3025 PARK UTILITIES	84,241	79,500	79,500	82,750
3030 CROWN COMMUNITY CENTER	1,041,173	912,163	966,765	953,279
3035 CHANDLER COMMUNITY CENTER	882,434	896,073	919,953	873,971
3040 FLEETWOOD JOURDAIN COM CT	918,974	915,808	918,517	928,253
3045 FLEETWOOD/JOURDAIN THEATR	163,935	151,114	158,830	157,244
3050 RECREATION OUTREACH PROGRAM	240,472	237,889	324,488	300,828
3055 LEVY CENTER SENIOR SERVICES	1,371,803	1,518,134	1,641,526	1,564,222
3065 BOAT RAMP-CHURCH ST	61,090	53,500	62,877	61,000
3075 BOAT STORAGE FACILITIES	12,743	11,450	13,337	11,450
3080 BEACHES	671,653	640,057	657,084	618,083
3095 CROWN ICE RINK	1,284,218	1,260,470	1,301,804	1,225,238
3100 SPORTS LEAGUES	97,557	215,563	164,051	79,288
3105 AQUATIC CAMP	113,139	114,250	133,287	104,250
3110 TENNIS	50,354	15,289	33,505	-
3130 SPECIAL RECREATION	396,937	394,991	449,536	324,037
3140 BUS PROGRAM	67,589	90,920	83,078	112,059
3150 PARK SERVICE UNIT	97,314	64,625	114,302	112,186
3155 GOLF	89	-	-	-
3215 YOUTH ENGAGEMENT DIVISION	1,249,647	1,488,740	1,466,905	1,546,454
3225 GIBBS-MORRISON CULTURAL CENTER	152,137	225,872	216,890	236,337
3605 ECOLOGY CENTER	409,517	391,523	426,482	417,786
3610 ECO-QUEST DAY CAMP	114,604	116,080	131,754	116,080
3700 NOYES CULTURAL ARTS CTR	106	-	-	-
3710 NOYES CULTURAL ARTS CENTER	211,820	207,502	214,933	219,630
3720 CULTURAL ARTS PROGRAMS	485,305	541,575	553,247	548,426
3729 NCAP-LAKESHORE FESTIVAL	-	-	25	-
3806 CIVIC CENTER SERVICES	4,947	-	5,000	-
<b>Grand Total</b>	<b>\$ 11,997,476</b>	<b>\$ 12,361,460</b>	<b>\$ 12,841,890</b>	<b>\$ 12,403,556</b>





**2018 PROPOSED BUDGET - GENERAL FUND**

**Parks, Recreation and Community Services Department**

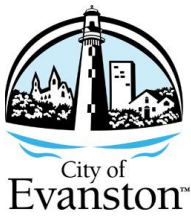
**City Council Goal Performance**

<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. Staff is researching the possibility of adding a new site in 2018.
Services for At-Risk Families	The Recreation department provides numerous camp and program scholarships to income qualified individuals throughout the year, 2017 is on track to provide \$190,000 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 650 youth in Evanston.
Services for At-Risk Families	In response to community demand to continue efforts in violence reduction, the outreach division will remain fully staffed.

**2018 Initiatives**

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

- Begin to assess current programs at all facilities to provide specificity in determining the effectiveness of programs and develop a recreation program plan which will guide direction for current and future programs.
- Enhance and diversify Special Recreation division programs by fall 2018 in order to better meet the needs and interests of participants. Programs will include a mix of athletic, social, arts, ecology and trips.
- By summer 2018, the Lakefront staff will have applied to become a United States Lifeguard Association certifying agency, which allows us to provide our lifeguards the most quality certification for working in an open water surf environment.
- Improve out of school programming for youth on school half days and holidays.
- Develop a Senior Citizens Theatre Summer Camp with Levy Center members by May 2018.
- Partner with the Levy Senior Center Foundation to conduct a “Happy Hour” Concert Series at the Levy Center by September 2018
- Provide more pickleball sport opportunities by working with the pickleball community to grow the sport by June 2018.
- Partner with Evanston Township High School and the Youth Job Center of Evanston to host the 2018 Mayor's Summer Youth Employment Program Annual Job Fair for 14 to 18 year olds. Host young adult 18 to 25 year old job fair with the Youth Job Center of Evanston.
- Secure corporate and business sponsorship for the MSYEP Annual Job Fair by March 2018.
- Establish public Youth and Young Adult Division success board that highlights youth and young adult client achievements and successes.
- Establish a Youth and Young Adult Kingian Nonviolence Summer Leadership Academy as part of the MSYEP.
- Establish joint ventures that help local residents to obtain local union sponsorships for skilled trades opportunities.
- Establish and implement seasonal youth and young adult peace and reconciliation campaigns.



## 2018 PROPOSED BUDGET - GENERAL FUND

### Parks, Recreation and Community Services Department

- Establish data sharing with District's 65 and 202 to support homeless youth and young adults with housing and safety plans.
- Develop and implement educational public and school programs for the apiary by Fall 2018
- Continue partnership with NU's Arts Circle, Northwestern Libraries and Science in Society to expand opportunities for Evanston youth and families
- Introduce first adult Co-ed Flag Football league for the summer of 2018 at Foster Field.

<b>Ongoing Activity Measures</b>	<b>2016 Actual</b>	<b>2017 Estimated</b>	<b>2018 Projected</b>
Beach token sales to Evanston residents	20,657	21,006	19,000
Beach Token donation fund	8,075	10,044	10,000
Number of vendors at the Farmers' Market	58	58	58
Number of staff trained and certified in American Red Cross CPR/AED	60	60	60
Total participants in all Special Recreation programs	756	649	700
Social Media account likes and followers (Facebook, Twitter, Instagram, Mobile App)	6,355	9,576	10,000
Scholarships granted (funds not collected)	173,000	190,000	195,000
Number of meals served (Summer Food program)	36,418	38,400	39,000
Number of meals served senior congregate lunch program	7,583	7,846	8,000
Special Event Permits Issued (City & Private Events)	119	104	125
Total number of camp program registrations	5,655	5,847	6,000
Number of Youth hired for Mayor's Summer Youth Employment Program	550	600	650

Account Number - Description	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Estimated Amount	FY 2018 Proposed Budget
<b>Salary and Benefits</b>	<b>\$ 6,260,198</b>	<b>\$ 6,264,861</b>	<b>\$ 6,370,735</b>	<b>\$ 6,272,788</b>
61010 - REGULAR PAY	3,365,814	3,729,087	3,558,641	3,740,421
61011 - RECREATION INSTRUCTORS REG PAY	473,989	425,308	428,297	415,308
61013 - PROGRAM ASSISTANTS	217,160	292,674	315,867	270,074
61050 - PERMANENT PART-TIME	962,152	991,880	963,839	978,179
61062 - SPECIAL EVENT PAY	3,148	-	1,323	2,000
61110 - OVERTIME PAY	110,462	47,475	111,663	46,725
61415 - TERMINATION PAYOUTS	101,862	-	1,658	-
61420 - ANNUAL SICK LEAVE PAYOUT	21,126	-	9,890	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	17,339	-	8,365	-
61610 - DENTAL INSURANCE	-	-	2,233	-
61615 - LIFE INSURANCE	54	54	667	3,536
61625 - AUTO ALLOWANCE	13,360	13,044	19,487	19,045
61626 - CELL PHONE ALLOWANCE	12,668	11,108	13,497	15,745
61630 - SHOE ALLOWANCE	5,135	5,580	6,510	4,960
61710 - IMRF	435,850	399,372	428,889	410,279
61725 - SOCIAL SECURITY	420,967	282,061	404,950	296,301
61730 - MEDICARE	99,114	67,218	94,959	70,215
<b>Services and Supplies</b>	<b>\$ 3,968,826</b>	<b>\$ 4,194,924</b>	<b>\$ 4,631,608</b>	<b>\$ 4,280,632</b>
61060 - SEASONAL EMPLOYEES	1,650,809	1,881,519	1,991,043	1,914,923
62205 - ADVERTISING	13,362	30,916	30,916	26,516
62210 - PRINTING	64,579	95,208	58,283	91,125
62215 - PHOTOGRAPHERS/BLUEPRINTS	-	600	600	600
62225 - BLDG MAINTENANCE SERVICES	34,843	4,883	11,138	8,383
62235 - OFFICE EQUIPMENT MAINT	816	3,183	3,383	3,183
62245 - OTHER EQMT MAINTENANCE	26,977	32,599	36,060	31,766
62275 - POSTAGE CHARGEBACKS	1,540	15,148	15,148	14,148
62280 - OVERNIGHT MAIL CHARGES	905	-	-	-
62295 - TRAINING & TRAVEL	30,906	29,327	34,371	28,327
62315 - POSTAGE	21,942	24,533	20,243	24,533
62360 - MEMBERSHIP DUES	8,662	9,783	13,873	11,783
62365 - RECEPTION/ENTERTAINMEN	-	483	548	483
62375 - RENTALS	12,959	9,900	9,900	6,400
62380 - COPY MACHINE CHARGES	32,998	19,120	19,120	19,120
62425 - ELEVATOR CONTRACT COSTS	-	2,660	2,660	2,660
62495 - LICENSED PEST CONTROL SERVICES	4,748	5,958	7,358	5,958
62500 - TECHNICAL INFORMATION SERVICES	9,564	16,800	17,000	16,800
62505 - INSTRUCTOR SERVICES	224,801	232,475	356,181	231,975
62506 - WORK- STUDY	12,982	17,166	15,666	15,666
62507 - FIELD TRIPS	127,756	131,546	152,735	131,546
62508 - SPORTS OFFICIALS	13,554	25,664	20,900	21,400
62509 - SERVICE AGREEMENTS/ CONTRACTS	26,161	20,078	26,654	20,078
62510 - EDUCATOR SERVICES	1,409	-	-	-
62511 - ENTERTAIN/PERFORMER SERV	80,877	80,550	80,550	74,550
62513 - COMMUNITY PICNIC-SPECIAL EVENTS	4,507	8,000	8,000	8,000
62515 - RENTAL SERVICES	25,515	26,680	26,680	30,180
62518 - SECURITY ALARM CONTRACTS	12,061	8,841	12,246	3,841
62520 - OTHER CONTRACTUAL SERVICES	600	-	-	-
62525 - CONTRACTUAL SERVICES CHARGEBACK	-	-	670	-
62695 - COUPON PMTS-CAB SUBSIDY	164,634	235,000	288,000	235,000
62705 - BANK SERVICE CHARGES	79,009	75,000	75,149	75,000
62996 - Holiday Food Drive Expenses	13,619	10,000	10,000	10,000
64005 - ELECTRICITY	360,787	362,362	362,362	362,362
64015 - NATURAL GAS	93,878	133,159	134,835	133,159
64530 - TELECOMMUNICATIONS - HANDHELD EQUIPMENT	-	83	-	83
64540 - TELECOMMUNICATIONS - WIRELESS	15,894	10,655	16,145	10,655
65005 - AGRI/BOTANICAL SUPPLIES	1,334	2,633	2,633	2,633
65010 - BOOKS, PUBLICATIONS, MAPS	39	983	817	566
65020 - CLOTHING	20,885	24,475	29,464	26,175
65025 - FOOD	275,636	192,601	275,523	257,413
65040 - JANITORIAL SUPPLIES	40,572	41,065	41,572	43,465
65045 - LICENSING/REGULATORY SUPP	10,570	9,700	12,953	9,100
65050 - BLDG MAINTENANCE MATERIAL	64,794	51,496	77,480	58,996
65055 - MATER. TO MAINT. IMP.	-	3,582	3,582	3,582
65070 - OFFICE/OTHER EQT MTN MATL	9,501	14,015	14,405	14,848
65075 - MEDICAL & LAB SUPPLIES	897	1,666	1,736	1,583
65080 - MERCHANDISE FOR RESALE	4,762	-	-	-
65085 - MINOR EQUIPMENT & TOOLS	1,536	2,800	3,137	6,050
65090 - SAFETY EQUIPMENT	493	3,200	3,545	3,200
65095 - OFFICE SUPPLIES	38,607	29,155	34,244	29,405
65105 - PHOTO/DRAFTING SUPPLIE	199	200	200	200
65110 - RECREATION SUPPLIES	315,967	246,124	260,000	245,363
65125 - OTHER COMMODITIES	9,380	11,350	11,900	7,850

Account Number - Description	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Estimated Amount	FY 2018 Proposed Budget
<b>Miscellaneous</b>	<b>\$ 332,284</b>	<b>\$ 405,427</b>	<b>\$ 353,783</b>	<b>\$ 388,427</b>
62490 - OTHER PROGRAM COSTS	331,066	405,343	351,471	385,343
62560 - TELEPHONE TELEGR CHBK	-	84	-	84
62605 - OTHER CHARGES	4	-	-	-
66461 - Aging Well Conference Expenses	1,214	-	2,312	3,000
<b>Insurance and Other Chargebacks</b>	<b>\$ 1,109,185</b>	<b>\$ 1,194,853</b>	<b>\$ 1,164,446</b>	<b>\$ 1,157,070</b>
61510 - HEALTH INSURANCE	693,242	781,432	751,025	743,649
66030 - TRANSFER TO INSURANCE - RISK	409,824	409,821	409,821	409,821
66040 - GENERAL ADMINISTRATION & SUPPORT	119	-	-	-
66059 - HEALTH INSURANCE OPT OUT EXPENSE	6,000	3,600	3,600	3,600
<b>Capital Outlay</b>	<b>\$ 51,672</b>	<b>\$ 20,000</b>	<b>\$ 38,820</b>	<b>\$ 20,000</b>
62251 - CROWN CENTER SYSTEMS REPAIR	27,660	20,000	35,000	20,000
62482 - CONSTRUCTION	789	-	-	-
65510 - BUILDINGS	-	-	40	-
65515 - OTHER IMPROVEMENTS	23,223	-	-	-
65625 - FURNITURE & FIXTURES	-	-	3,780	-
<b>Community Sponsored Organizations</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,103</b>	<b>\$ -</b>
63095 - HANDYMAN PROGRAM	-	-	1,103	-
<b>Interfund Transfers</b>	<b>\$ 275,312</b>	<b>\$ 281,395</b>	<b>\$ 281,395</b>	<b>\$ 284,639</b>
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	107,312	107,312	107,312	107,312
62309 - RENTAL OF AUTO REPLACEMENT	64,080	66,003	66,003	66,003
66025 - TRANSFER TO DEBT SERVICE - ERI	103,920	108,080	108,080	111,324
<b>Grand Total</b>	<b>\$ 11,997,476</b>	<b>\$ 12,361,460</b>	<b>\$ 12,841,890</b>	<b>\$ 12,403,556</b>



## 2018 PROPOSED 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 Agency includes General Fund 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). A new water supply agreement has been executed with Morton Grove & Niles. Water delivery is anticipated to begin in late 2018.

The Environmental Services Bureau consists of three Divisions. The Greenways Division maintains the landscapes 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 leads the snow removal effort. 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

	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Estimated Amount	FY 2018 Proposed Budget
<b>Revenues</b>				
4105 PUBLIC WORKS AGENCY ADMIN	1,189,007	923,600	1,037,181	1,000,100
4320 FORESTRY	(5,147)	-	-	-
4520 TRAF. SIG. & ST LIGHT MAINT	13,867	-	-	-
<b>Grand Total</b>	<b>\$ 1,197,727</b>	<b>\$ 923,600</b>	<b>\$ 1,037,181</b>	<b>\$ 1,000,100</b>



## 2018 PROPOSED BUDGET - GENERAL FUND

### Public Works Agency

Expenses	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Estimated Amount	FY 2018 Proposed Budget
4105 PUBLIC WORKS AGENCY ADMIN	3,408,008	3,462,827	3,326,498	3,461,910
4300 ENVIRONMENTAL SERVICES	201,851	238,493	216,271	217,341
4310 RECYCLING AND ENVIRONMENTAL MAIN	693,407	1,732,956	1,787,435	1,760,096
4320 FORESTRY	1,917,572	2,753,812	2,707,299	2,878,966
4330 GREENWAYS	1,654,496	1,886,597	1,814,000	2,030,312
4400 CAPITAL PLANNING & ENGINEERING	130,624	166,279	166,376	177,360
4410 STREETS AND RIGHT OF WAY	483,520	575,853	508,827	666,042
4420 TRANSPORTATION	214,515	216,477	215,926	224,387
4430 PARKS AND FACILITIES	260,113	262,278	379,028	395,373
4500 INFRASTRUCTURE MAINTENANCE	227,622	274,911	242,934	230,675
4510 STREET MAINTENANCE	2,015,117	2,176,404	2,122,887	1,977,847
4520 TRAF. SIG.& ST LIGHT MAINT	1,269,062	1,303,011	1,214,686	1,297,280
4530 SEWER MAINTENANCE	1,068,946	-	5,015	-
4540 DISTRIBUTION MAINTENANCE	560	-	-	-
4550 MAINT-SNOW & ICE	942,724	1,162,950	600,744	1,157,950
<b>Grand Total</b>	<b>\$ 14,488,137</b>	<b>\$ 16,212,848</b>	<b>\$ 15,307,926</b>	<b>\$ 16,475,539</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

### 2018 Initiatives

- Complete design and installation of the meter vault at the point of delivery for the Morton Grove / Niles water supply
- Complete the design of the Howard Streetscape Improvements project
- MFT Street Resurfacing Program
- Citywide Street Patching fixing 27,000 square yards of pavement, Crack Sealing program completing 10 streets, and Pavement Marking program completing the 2018 area.
- 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 replacement tree plantings to try and shorten the overall wait for residents to receive new parkway trees after the removals.
- Continue fundraising efforts begun in 2013 to increase the number of trees being planted on City parkways to help offset the additional losses due to EAB



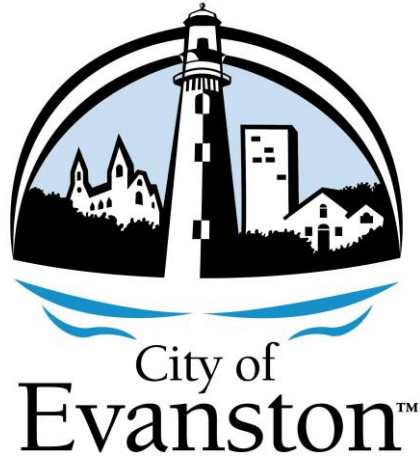
## 2018 PROPOSED BUDGET - GENERAL FUND

### Public Works Agency

<b>Ongoing Activity Measures</b>	<b>2016 Actual</b>	<b>2017 Estimated</b>	<b>2018 Projected</b>
In-house design of CIP infrastructure projects	22	26	25
Miles of streets resurfaced – primary routes	1.9	1.7	1.2
Miles of streets resurfaced – residential streets	1.1	1.9	2.0
Miles of streets plowed/season	725	750	1,450
Miles of streets salted/season	2,250	2,175	4,200
Tons of salt used/season	3,800	2,000	5,500
Mowing rotation in days	4.5	4.5	4.5
Parkway trees trimmed by City crews	1,300	3,000	3,500
Total number of parkway elm removed due to DED	15	12	11
Percentage of parkway elms actually removed	0.58	0.46	0.43
Total number of other trees removed	750	550	550
Total number of new park and parkway trees planted	500	685	500
Elm trees covered under private insurance program	305	410	400
Percentage of trees that are removed by the City and replaced within one year (data source: Division tracking)	15	20	20

Account Number - Description	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Estimated Amount	FY 2018 Proposed Budget
<b>Salary and Benefits</b>	<b>\$ 7,858,614</b>	<b>\$ 8,322,690</b>	<b>\$ 7,734,107</b>	<b>\$ 8,707,895</b>
61010 - REGULAR PAY	5,985,815	6,267,895	6,159,090	6,706,918
61050 - PERMANENT PART-TIME	28,743	84,879	28,044	31,025
61110 - OVERTIME PAY	182,191	429,500	185,901	416,000
61114 - SNOW OT	388,443	393,500	120,000	393,500
61615 - LIFE INSURANCE	192	70	299	4,713
61625 - AUTO ALLOWANCE	9,990	9,990	10,407	9,990
61626 - CELL PHONE ALLOWANCE	3,024	3,360	3,360	3,360
61630 - SHOE ALLOWANCE	11,708	11,548	11,858	10,773
61710 - IMRF	685,290	594,321	637,446	619,336
61725 - SOCIAL SECURITY	398,677	382,828	393,898	414,223
61730 - MEDICARE	95,838	90,799	92,121	98,057
<b>Services and Supplies</b>	<b>\$ 1,672,406</b>	<b>\$ 2,826,369</b>	<b>\$ 2,674,659</b>	<b>\$ 2,674,419</b>
61060 - SEASONAL EMPLOYEES	62,975	120,600	133,542	120,600
62195 - LANDSCAPE MAINTENANCE SERVICES	74,138	142,000	112,199	142,000
62199 - PARK MNTNCE & FURNITURE RPLCMN	21,454	20,000	20,000	20,000
62210 - PRINTING	11,893	6,750	20,300	6,750
62235 - OFFICE EQUIPMENT MAINT	1,337	2,500	2,500	2,500
62245 - OTHER EQMT MAINTENANCE	450	2,800	2,800	2,200
62275 - POSTAGE CHARGEBACKS	570	2,700	2,700	2,700
62295 - TRAINING & TRAVEL	19,052	28,500	15,573	21,200
62315 - POSTAGE	1,072	1,250	1,408	1,250
62340 - COMPTEER LICENSE & SUPP	2,000	2,100	2,100	2,100
62360 - MEMBERSHIP DUES	3,588	6,760	6,760	6,760
62375 - RENTALS	6,568	51,810	26,118	51,810
62380 - COPY MACHINE CHARGES	4,382	2,500	2,500	2,500
62385 - TREE SERVICES	41,988	75,000	75,000	75,000
62415 - DEBRIS/REMOVAL CONTRACTUAL COSTS	16,822	59,200	73,600	48,000
62451 - TOWING AND BOOTING CONTRACTS	51,290	60,000	5,250	55,000
62496 - DED INOCULATION	36,000	38,000	38,288	38,000
62497 - INOCULATION FUNDING- ANNUAL AMORTIZATION	-	750,000	693,150	750,000
62509 - SERVICE AGREEMENTS/ CONTRACTS	83,783	125,000	133,200	85,000
62705 - BANK SERVICE CHARGES	862	1,000	1,000	1,000
64005 - ELECTRICITY	-	13,000	13,244	13,000
64006 - LIGHTING	152,832	220,000	160,000	170,000
64007 - TRAFFIC LIGHT ELECTRICITY	68,743	85,000	75,000	75,000
64008 - FESTIVAL LIGHTING	4,568	5,000	5,000	5,000
64015 - NATURAL GAS	32,423	48,000	30,000	40,000
64505 - TELECOMMUNICATIONS	4,523	33,000	3,000	13,000
64540 - TELECOMMUNICATIONS - WIRELESS	33,481	25,000	42,477	22,000
64545 - PERSONAL COMPUTER SOFTWARE	8,000	11,000	11,000	18,500
65005 - AGRI/BOTANICAL SUPPLIES	110,450	162,000	162,000	162,000
65010 - BOOKS, PUBLICATIONS, MAPS	718	1,033	1,166	1,033
65015 - CHEMICALS/ SALT	421,882	384,100	385,623	384,100
65020 - CLOTHING	61,923	56,700	56,700	63,350
65025 - FOOD	958	1,350	1,000	1,350
65055 - MATER. TO MAINT. IMP.	98,534	113,750	113,750	88,750
65070 - OFFICE/OTHER EQT MTN MATL	76,392	57,500	65,245	72,500
65075 - MEDICAL & LAB SUPPLIES	161	500	500	500
65085 - MINOR EQUIPMENT & TOOLS	45,749	30,550	54,153	25,550
65090 - SAFETY EQUIPMENT	12,119	13,850	20,214	10,850
65095 - OFFICE SUPPLIES	4,461	6,516	7,100	6,516
65105 - PHOTO/DRAFTING SUPPLIE	-	1,750	1,750	750
65115 - TRAFFIC CONTROL SUPPLI	69,995	50,000	50,000	58,000
65125 - OTHER COMMODITIES	-	1,300	300	1,300
65555 - PERSONAL COMPUTER EQUIPMENT	14,448	5,000	3,000	5,000
65620 - OFFICE MACH. & EQUIP.	-	2,000	2,000	2,000
<b>Insurance and Other Chargebacks</b>	<b>\$ 1,870,252</b>	<b>\$ 1,936,340</b>	<b>\$ 1,952,862</b>	<b>\$ 1,971,948</b>
61510 - HEALTH INSURANCE	1,159,726	1,229,563	1,246,085	1,265,171
66030 - TRANSFER TO INSURANCE - RISK	706,776	706,777	706,777	706,777
<b>Capital Outlay</b>	<b>\$ 55,147</b>	<b>\$ 53,500</b>	<b>\$ 24,368</b>	<b>\$ 43,500</b>
65515 - OTHER IMPROVEMENTS	2,863	3,000	3,812	3,000
65550 - AUTOMOTIVE EQUIPMENT	-	36,000	-	26,000
65625 - FURNITURE & FIXTURES	52,283	14,500	14,190	14,500
<b>Contingencies</b>	<b>\$ 2,826</b>	<b>\$ 3,019</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>
68205 - CONTINGENCIES	2,826	3,019	1,000	1,000
<b>Interfund Transfers</b>	<b>\$ 1,972,925</b>	<b>\$ 3,070,930</b>	<b>\$ 2,920,930</b>	<b>\$ 3,076,777</b>
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	1,211,004	1,211,004	1,111,004	1,211,004
62309 - RENTAL OF AUTO REPLACEMENT	571,918	609,075	559,075	609,075
66025 - TRANSFER TO DEBT SERVICE - ERI	190,003	194,884	194,884	200,731
69520 - TRANSFER TO SOLID WASTE	-	1,055,967	1,055,967	1,055,967
<b>Grand Total</b>	<b>\$ 14,488,137</b>	<b>\$ 16,212,848</b>	<b>\$ 15,307,926</b>	<b>\$ 16,475,539</b>





# **PART IV**

# **OTHER FUNDS**



## 2018 PROPOSED BUDGET - OTHER FUNDS

### #175 – General Assistance

#### **Fund Description**

The General Assistance Program 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 \$875 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. The goals of the General Assistance Program are to assist individuals and prepare them to become employment-ready through resources available in the General Assistance program as well as 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 Services Program is administered through the General Assistance Program 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 benefits can only be issued once in a 12-month period and must meet the definition of an emergency or life-threatening situation, such as imminent eviction, utility disconnection, and or food insecurities.

#### **Financial Summary**

	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Year End Estimated	FY 2018 Proposed Budget
<b>Operating Revenue</b>				
Property Taxes	827,615	900,000	920,900	925,000
Other Revenue	49,590	25,000	27,500	27,500
Interest Income	802	1,000	1,000	1,000
<b>Total Revenue</b>	<b>\$ 878,006</b>	<b>\$ 926,000</b>	<b>\$ 949,400</b>	<b>\$ 953,500</b>
<b>Expenses</b>				
Salary and Benefits	246,916	282,103	281,008	305,411
Services and Supplies	529,013	858,900	702,542	858,200
Miscellaneous	2,723	7,000	7,000	7,000
Insurance and Other Chargebacks	26,205	30,968	42,699	44,541
Interfund Transfers	-	-	100,000	-
<b>Total Expenses</b>	<b>\$ 804,857</b>	<b>\$ 1,178,971</b>	<b>\$ 1,133,249</b>	<b>\$ 1,215,152</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 73,149</b>	<b>\$ (252,971)</b>	<b>\$ (183,849)</b>	<b>\$ (261,652)</b>
<b>Beginning Fund Balance</b>	<b>\$ 513,239</b>		<b>\$ 586,388</b>	<b>\$ 402,539</b>
<b>Ending Fund Balance</b>	<b>\$ 586,388</b>		<b>\$ 402,539</b>	<b>\$ 140,887</b>



## 2018 PROPOSED BUDGET - OTHER FUNDS

### #175 – General Assistance

#### **2018 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

Ongoing Activity Measures	2017 Estimated	2017 Actuals	2018 Projections
Job readiness training participants	32	15	10
Financial literacy skills workshop participants	65	23	20
GED course participants	12	9	7
Clients securing part- or full-time employment	25	42	25
Referrals to community partner agencies	10	12	10
Clients receiving short-term case management services	80	100	95
Client housing stabilized/homelessness averted	110	111	115
Clients receiving utility assistance	5	40	42
Clients in a tobacco cessation program	3	2	3
Substance abuse treatment	7	5	6
Mental health services	25	28	25
Clients participating in Dental Access Days	30	30	30

	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Year End Estimated	FY 2018 Proposed Budget
<b>175 GENERAL ASSISTANCE FUND</b>				
<b>Salary and Benefits</b>	<b>\$ 246,916</b>	<b>\$ 282,103</b>	<b>\$ 281,008</b>	<b>\$ 305,411</b>
61010 - REGULAR PAY	204,457	244,736	239,364	260,628
61110 - OVERTIME PAY	488	-	-	-
61415 - TERMINATION PAYOUTS	4,345	-	-	-
61615 - LIFE INSURANCE	10	7	-	125
61630 - SHOE ALLOWANCE	-	-	155	155
61710 - IMRF	21,781	18,919	23,646	24,552
61725 - SOCIAL SECURITY	12,835	14,945	14,461	16,169
61730 - MEDICARE	3,002	3,496	3,382	3,782
<b>Services and Supplies</b>	<b>\$ 529,013</b>	<b>\$ 858,900</b>	<b>\$ 702,542</b>	<b>\$ 858,200</b>
62210 - PRINTING	1,088	-	1,642	-
62275 - POSTAGE CHARGEBACKS	160	800	800	800
62295 - TRAINING & TRAVEL	475	2,500	2,500	2,000
62315 - POSTAGE	1,352	-	-	-
62360 - MEMBERSHIP DUES	-	500	500	300
62380 - COPY MACHINE CHARGES	2,825	-	-	-
62705 - BANK SERVICE CHARGES	333	-	-	-
64566 - RENTAL EXPENSE- GA CLIENT	156,702	300,000	350,000	300,000
64567 - PERSONAL EXPENSE- GA CLIENT	342,490	500,000	300,000	500,000
64568 - TRANSPORTATION EXPENSE- GA CLIENT	2,232	4,000	4,000	4,000
64569 - 50/50 WORK PROGRAM- GA CLIENT	-	1,500	1,500	1,500
64570 - CLIENT OTHER NEEDS- GA CLIENT	-	500	1,500	500
64573 - ALL OTHER PHYSICIANS- GA CLIENT	-	500	500	500
64574 - DRUGS- GA CLIENT	-	300	300	300
64577 - EMERGENCY ROOM PHYSICIANS- GA CLIENT	-	500	500	500
64578 - PSYCH OUTPATIENT/MENTAL- GA CLIENT	-	300	300	300
64582 - MORTGAGE/RENTAL EXPENSE-EAS CLIENT	14,885	30,000	15,000	30,000
64584 - FOOD VOUCHERS - EMERGENCY-EAS CLIENT	-	500	500	500
64585 - UTILITIES - COMED-EAS CLIENT	834	5,000	10,000	5,000
64586 - UTILITIES - NICOR-EAS CLIENT	-	5,000	6,000	5,000
64587 - UTILITIES - COE WATER -EAS CLIENT	-	5,000	5,000	5,000
65010 - BOOKS, PUBLICATIONS, MAPS	-	1,000	1,000	1,000
65025 - FOOD	826	-	-	-
65090 - SAFETY EQUIPMENT	19	-	-	-
65095 - OFFICE SUPPLIES	4,791	1,000	1,000	1,000
<b>Miscellaneous</b>	<b>\$ 2,723</b>	<b>\$ 7,000</b>	<b>\$ 7,000</b>	<b>\$ 7,000</b>
62490 - OTHER PROGRAM COSTS	2,618	7,000	7,000	7,000
62605 - OTHER CHARGES	105	-	-	-
<b>Insurance and Other Chargebacks</b>	<b>\$ 26,205</b>	<b>\$ 30,968</b>	<b>\$ 42,699</b>	<b>\$ 44,541</b>
61510 - HEALTH INSURANCE	25,455	30,968	42,699	44,541
66059 - HEALTH INSURANCE OPT OUT EXPENSE	750	-	-	-
<b>Interfund Transfers</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ -</b>
66131 - TRANSFER TO GENERAL FUND	-	-	100,000	-
<b>Grand Total</b>	<b>\$ 804,857.47</b>	<b>\$ 1,178,971</b>	<b>\$ 1,133,249</b>	<b>\$ 1,215,152</b>



## 2018 PROPOSED BUDGET - OTHER FUNDS

### #176 – Human Services

#### Fund Description

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 well-being. This also includes crisis intervention services and the community action program. 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 for at-risk families, veterans, and vulnerable populations.

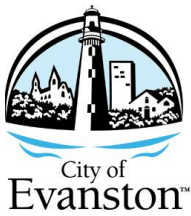
#### 2017 Accomplishments

- Served the needs of financially distressed residents
- Provide short- and long-term case management
- Improved financial and health literacy for 30 residents
- Provided central case management and referral services via Apricot

#### Fund Summary

Operating Revenue	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Year End Estimated	FY 2018 Proposed Budget
Interfund Transfers	884,794	859,153	859,153	859,153
<b>Total Revenue</b>	<b>\$ 884,794</b>	<b>\$ 859,153</b>	<b>\$ 859,153</b>	<b>\$ 859,153</b>
<b>Operating Expenses</b>				
Services and Supplies	61	767,055	-	859,153
Community Sponsored Organizations	849,333	92,098	859,153	-
<b>Total Expense</b>	<b>\$ 849,394</b>	<b>\$ 859,153</b>	<b>\$ 859,153</b>	<b>\$ 859,153</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 35,400</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Beginning Fund Balance</b>	<b>\$ 35,406</b>		<b>\$ 70,806</b>	<b>\$ 70,806</b>
<b>Ending Fund Balance</b>	<b>\$ 70,806</b>		<b>\$ 70,806</b>	<b>\$ 70,806</b>

	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Year End Estimated	FY 2018 Proposed Budget
<b>176 HEALTH AND HUMAN SERVICES FUND</b>				
<b>Services and Supplies</b>	\$ -	\$ 767,055	\$ -	\$ 859,153
65546 - COMMUNITY GRANTS PROGRAMS	-	767,055	-	859,153
<b>Supplies</b>	\$ 61	\$ -	\$ -	\$ -
64540 - TELECOMMUNICATIONS - WIRELESS	61	-	-	-
<b>Community Sponsored Organizations</b>	\$ 849,333	\$ 92,098	\$ 859,153	\$ -
62491 - COMMUNITY INTERVENTION PROGRAM COSTS	107,333	73,333	383,229	-
62890 - INFANT WELFARE SOCIETY	74,500	-	40,393	-
62940 - LAF (LEGAL ASSIST FOUNDATION)	11,900	-	5,282	-
62970 - CONNECTION FOR HOMELESS	29,700	-	27,964	-
62980 - NORTH SHORE SENIOR CENTER	27,000	-	18,643	-
62990 - METROPOLITAN FAMILY SERV	63,300	-	43,501	-
63067 - CHILDCARE NETWORK EVANSTON	123,755	-	62,144	-
63068 - HOUSING OPTIONS	58,900	-	37,286	-
63069 - JAMES MORAN CENTER	41,500	-	25,479	-
63070 - PEER SERVICES	101,000	-	60,902	-
63071 - SHORE COMMUNITY SERVICES	39,000	-	22,993	-
63120 - MEALS AT HOME	7,850	-	4,972	-
67006 - Community Action Program	4,944	18,765	27,210	-
67030 - FAMILY FOCUS	29,895	-	21,751	-
67045 - YOU	92,655	-	48,507	-
67090 - Child Care Center Of Evanston	19,600	-	17,711	-
67146 - NORTHWEST CASA	16,500	-	11,186	-
<b>Grand Total</b>	\$ 849,394	\$ 859,153	\$ 859,153	\$ 859,153



## 2018 PROPOSED BUDGET - OTHER FUNDS

### #180 – Good Neighbor

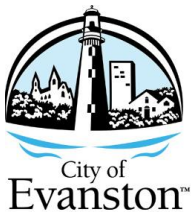
#### **Fund Description**

The Good Neighbor Fund was created in 2016 as a result of Northwestern University’s commitment to contributing \$1 million to the City for the support of operations and capital projects.

<b>Operating Revenue</b>	<b>FY 2016 Actual Amount</b>	<b>FY 2017 Amended Budget</b>	<b>FY 2017 Year End Estimated</b>	<b>FY 2018 Proposed Budget</b>
Donation from Northwestern University	1,000,000	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>\$ 1,000,000</b>
<b>Operating Expenses</b>				
Transfer to General Fund	500,000	500,000	500,000	500,000
Transfer to Capital Fund	500,000	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>\$ 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>

180 GOOD NEIGHBOR FUND	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Year End Estimated	FY 2018 Proposed Budget
<b>Interfund Transfers</b>	<b>\$ 1,000,000</b>	<b>\$ 1,000,000</b>	<b>\$ 1,000,000</b>	<b>\$ 1,000,000</b>
66131 - TRANSFER TO GENERAL FUND	500,000	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>	<b>\$ 1,000,000</b>	<b>\$ 1,000,000</b>





## 2018 PROPOSED BUDGET - OTHER FUNDS

### #185 – Library

#### Fund Description

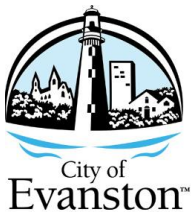
The Evanston Public Library aims to be the heart of the community by promoting the development of independent, self-confident and literate citizens by providing open access to cultural, intellectual, technological and informational resources.

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

#### Fund Summary

Operating Revenue	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Year End Estimated	FY 2018 Proposed Budget
Property Taxes	6,136,248	6,376,358	6,284,000	6,885,000
Other Taxes	4,141	46,100	-	-
Other Revenue	67,943	24,849	64,936	130,000
Charges for Services	-	-	500	-
Fines and Forfeitures	152,537	164,000	130,000	130,000
Interfund Transfers	235,800	190,200	-	195,771
Intergovernmental Revenue	75,418	57,418	110,238	152,418
Interest Income	4,717	5,400	5,000	5,400
Library Revenue	339,027	386,020	323,000	324,620
<b>Total Revenue</b>	<b>\$ 7,015,830</b>	<b>\$ 7,250,345</b>	<b>\$ 6,917,674</b>	<b>\$ 7,823,209</b>
<b>Operating Expenses</b>				
Salary and Benefits	4,246,657	4,460,836	4,214,378	4,661,236
Services and Supplies	1,733,725	1,940,058	1,831,919	2,054,688
Miscellaneous	-	-	-	-
Insurance and Other Chargebacks	406,708	500,433	498,019	493,468
Capital Outlay	57,842	5,400	350	160,400
Contingencies	-	-	-	-
Debt Service	-	-	-	-
Interfund Transfers	340,272	343,618	343,618	346,949
<b>Total Expenses</b>	<b>\$ 6,785,204</b>	<b>\$ 7,250,345</b>	<b>\$ 6,888,284</b>	<b>\$ 7,716,741</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 230,626</b>	<b>\$ -</b>	<b>\$ 29,390</b>	<b>\$ 106,468</b>
<b>Beginning Fund Balance</b>	<b>\$ 420,029</b>		<b>\$ 650,655</b>	<b>\$ 680,045</b>
<b>Ending Fund Balance</b>	<b>\$ 650,655</b>		<b>\$ 680,045</b>	<b>\$ 786,513</b>

185 LIBRARY FUND	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Year End Estimated	FY 2018 Proposed Budget
<b>Salary and Benefits</b>	\$ 4,246,657	\$ 4,460,836	\$ 4,214,378	\$ 4,661,236
61010 - REGULAR PAY	2,366,572	2,459,125	2,406,191	2,598,861
61012 - LIBRARY SUBSTITUTES	-	17,200	-	-
61050 - PERMANENT PART-TIME	1,163,807	1,256,660	1,090,671	1,358,094
61055 - TEMPORARY EMPLOYEES	-	10,600	-	-
61110 - OVERTIME PAY	15,673	7,000	2,500	7,000
61415 - TERMINATION PAYOUTS	56,126	67,550	81,630	47,500
61420 - ANNUAL SICK LEAVE PAYOUT	10,570	-	6,270	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	3,950	-	-	-
61610 - DENTAL INSURANCE	-	-	(49)	-
61615 - LIFE INSURANCE	66	60	450	2,106
61625 - AUTO ALLOWANCE	7,200	7,200	7,200	7,200
61626 - CELL PHONE ALLOWANCE	4,115	2,300	3,900	3,400
61630 - SHOE ALLOWANCE	620	620	620	465
61710 - IMRF	346,735	355,786	338,615	343,098
61725 - SOCIAL SECURITY	219,351	223,725	224,565	237,205
61730 - MEDICARE	51,873	53,010	51,815	56,307
<b>Services and Supplies</b>	\$ 1,733,725	\$ 1,940,058	\$ 1,831,919	\$ 2,054,688
61060 - SEASONAL EMPLOYEES	42,536	-	41,100	41,000
62185 - CONSULTING SERVICES	188,784	141,700	123,000	241,700
62205 - ADVERTISING	9,339	8,000	8,000	8,000
62210 - PRINTING	7,745	8,000	8,000	8,000
62225 - BLDG MAINTENANCE SERVICES	214,081	212,700	208,700	212,700
62235 - OFFICE EQUIPMENT MAINT	6,741	12,000	12,000	12,000
62240 - AUTOMOTIVE EQMP MAINT	15	-	-	-
62245 - OTHER EQMT MAINTENANCE	34	1,300	1,300	1,300
62275 - POSTAGE CHARGEBACKS	1,554	2,600	2,600	2,600
62290 - TUITION	-	5,000	5,000	5,000
62295 - TRAINING & TRAVEL	31,892	42,000	32,000	42,000
62315 - POSTAGE	5,369	4,500	4,892	4,500
62340 - COMPTR LICENSE & SUPP	59,168	46,300	86,300	44,000
62341 - INTERNET SOLUTION PROVIDERS	282,654	353,800	327,950	368,600
62360 - MEMBERSHIP DUES	5,625	2,100	2,100	2,100
62375 - RENTALS	43,712	46,238	46,238	46,238
62380 - COPY MACHINE CHARGES	24,476	12,900	4,000	12,900
62506 - WORK- STUDY	3,157	8,700	10,300	8,700
62705 - BANK SERVICE CHARGES	5,500	5,700	6,000	5,700
64015 - NATURAL GAS	22,993	29,900	29,984	29,900
64505 - TELECOMMUNICATIONS	3,197	-	-	-
64540 - TELECOMMUNICATIONS - WIRELESS	2,568	2,000	2,000	2,000
65040 - JANITORIAL SUPPLIES	12,356	12,000	12,000	12,000
65050 - BLDG MAINTENANCE MATERIAL	29,467	32,000	27,500	30,000
65095 - OFFICE SUPPLIES	63,788	98,100	75,000	98,100
65100 - LIBRARY SUPPLIES	98,567	103,850	79,200	103,850
65125 - OTHER COMMODITIES	-	30,000	-	-
65555 - PERSONAL COMPUTER EQUIPMENT	10,417	55,970	55,970	49,100
65630 - LIBRARY BOOKS	428,542	518,200	480,000	518,200
65635 - PERIODICALS	28,828	17,700	20,000	17,700
65640 - AUDIO RECORDINGS	-	-	85	-
65641 - AUDIO VISUAL COLLECTIONS	100,619	126,800	120,700	126,800
<b>Insurance and Other Chargebacks</b>	\$ 406,708	\$ 500,433	\$ 498,019	\$ 493,468
61510 - HEALTH INSURANCE	402,958	500,433	498,019	493,468
66059 - HEALTH INSURANCE OPT OUT EXPENSE	3,750	-	-	-
<b>Capital Outlay</b>	\$ 57,842	\$ 5,400	\$ 350	\$ 160,400
62911 - ESSENTIAL REPAIRS	56,879	-	-	-
65503 - FURNITURE / FIXTURES / EQUIPMENT	963	5,400	350	5,400
<b>Interfund Transfers</b>	\$ 340,272	\$ 343,618	\$ 343,618	\$ 346,949
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	5,440	5,440	5,440	5,440
62309 - RENTAL OF AUTO REPLACEMENT	4,743	4,885	4,885	4,885
66019 - COMPONENT UNIT DISBURSEMENT	330,089	-	-	-
66025 - TRANSFER TO DEBT SERVICE - ERI	-	83,293	83,293	86,624
66131 - TRANSFER TO GENERAL FUND	-	250,000	250,000	250,000
<b>Grand Total</b>	\$ 6,785,204	\$ 7,250,345	\$ 6,888,284	\$ 7,716,741



## 2018 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 2016 Actual Amount</b>	<b>FY 2017 Amended Budget</b>	<b>FY 2017 Year End Estimated</b>	<b>FY 2018 Proposed Budget</b>
Property Taxes	364,827	345,955	367,288	345,790
Other Revenue	676,150	-	-	-
<b>Total Revenue</b>	<b>\$ 1,040,977</b>	<b>\$ 345,955</b>	<b>\$ 367,288</b>	<b>\$ 345,790</b>
<b>Operating Expenses</b>				
Services and Supplies	12,349	-	-	-
Miscellaneous	-	-	-	-
Capital Outlay	-	-	-	-
Debt Service	385,696	345,955	367,288	345,790
Interfund Transfers	650,000	-	-	-
<b>Total Expenses</b>	<b>\$ 1,048,044</b>	<b>\$ 345,955</b>	<b>\$ 367,288</b>	<b>\$ 345,790</b>
<b>Net Surplus (Deficit)</b>	<b>\$ (7,067)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Beginning Fund Balance</b>	<b>\$ 36,776</b>		<b>\$ 29,709</b>	<b>\$ 29,709</b>
<b>Ending Fund Balance</b>	<b>\$ 29,709</b>		<b>\$ 29,709</b>	<b>\$ 29,709</b>

	FY 2016 Actual	FY 2017 Amended	FY 2017 Year End	FY 2018 Proposed
	Amount	Budget	Estimated	Budget
<b>186 LIBRARY DEBT SERVICE FUND</b>				
62716 - BOND ISSUANCE COSTS	12,349	-	-	-
<b>Debt Service</b>	<b>\$ 385,696</b>	<b>\$ 345,955</b>	<b>\$ 367,288</b>	<b>\$ 345,790</b>
68305 - DEBT SERVICE- PRINCIPAL	323,241	330,955	294,011	231,831
68315 - DEBT SERVICE- INTEREST	62,455	15,000	73,277	113,959
<b>Interfund Transfers</b>	<b>\$ 650,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
66019 - COMPONENT UNIT DISBURSEMENT	650,000	-	-	-
<b>Grand Total</b>	<b>\$ 1,048,044</b>	<b>\$ 345,955</b>	<b>\$ 367,288</b>	<b>\$ 345,790</b>



## 2018 PROPOSED 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 2016 Actual Amount</b>	<b>FY 2017 Amended Budget</b>	<b>FY 2017 Year End Estimated</b>	<b>FY 2018 Proposed Budget</b>
Other Revenue	-	3,774,500	1,423,000	10,095,000
<b>Total Revenue</b>	<b>\$ -</b>	<b>\$ 3,774,500</b>	<b>\$ 1,423,000</b>	<b>\$ 10,095,000</b>
<b>Operating Expenses</b>				
Capital Outlay	-	3,774,500	1,422,150	10,095,000
<b>Total Expenses</b>	<b>\$ -</b>	<b>\$ 3,774,500</b>	<b>\$ 1,422,150</b>	<b>\$ 10,095,000</b>
<b>Net Surplus (Deficit)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 850</b>	<b>\$ -</b>
<b>Beginning Fund Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 850</b>
<b>Ending Fund Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 850</b>	<b>\$ 850</b>

187 LIBRARY CAPITAL IMPROVEMENT FD	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Year End Estimated	FY 2018 Proposed Budget
Capital Outlay	\$ -	\$ 3,774,500	\$ 1,422,150	\$ 10,095,000
65515 - OTHER IMPROVEMENTS	-	3,774,500	1,422,150	10,095,000
<b>Grand Total</b>	<b>\$ -</b>	<b>\$ 3,774,500</b>	<b>\$ 1,422,150</b>	<b>\$ 10,095,000</b>



## 2018 PROPOSED 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 includes 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.

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). Disposition of two remaining properties will be determined within ten years following grant closeout, which is expected to be complete by July 2018. Remaining NSP2 program income will be used to maintain land banked properties and for required compliance.

#### **Financial Summary**

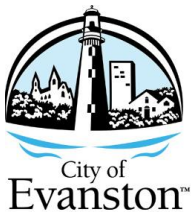
<b>Operating Revenue</b>	<b>FY 2016 Actual Amount</b>	<b>FY 2017 Amended Budget</b>	<b>FY 2017 Year End Estimated</b>	<b>FY 2018 Proposed Budget</b>
Intergovernmental Revenue	91,447	139,500	51,017	95,147
Interest Income	-	-	150	-
<b>Total Revenue</b>	<b>\$ 91,447</b>	<b>\$ 139,500</b>	<b>\$ 51,167</b>	<b>\$ 95,147</b>
<b>Operating Expenses</b>				
Salary and Benefits	22,569	28,297	22,169	24,126
Services and Supplies	6,060	5,100	-	5,100
Miscellaneous	1,705	50,000	20,000	50,000
Insurance and Other Chargebacks	4,173	3,984	4,480	4,267
Capital Outlay	39,316	7,000	-	7,000
Interfund Transfers	17,623	4,518	4,518	4,654
<b>Total Expenses</b>	<b>\$ 91,447</b>	<b>\$ 98,899</b>	<b>\$ 51,167</b>	<b>\$ 95,147</b>
<b>Net Surplus (Deficit)</b>	<b>\$ -</b>	<b>\$ 40,601</b>	<b>\$ -</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>

#### **2018 Initiatives**

- Complete all required rental and ownership compliance work.
- Submit land banking plan to HUD for approval.
- Submit required documents for grant closeout following drawdown of all grant funds and approval of land banking plan.

195 NEIGHBORHOOD STABILIZATION FUND	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Year End Estimated	FY 2018 Proposed Budget
<b>Salary and Benefits</b>	\$ 22,569	\$ 28,297	\$ 22,169	\$ 24,126
61010 - REGULAR PAY	18,837	23,207	18,913	19,731
61110 - OVERTIME PAY	-	1,000	-	1,000
61420 - ANNUAL SICK LEAVE PAYOUT	352	-	-	-
61615 - LIFE INSURANCE	-	2	2	25
61710 - IMRF	1,985	2,351	1,882	1,859
61725 - SOCIAL SECURITY	1,131	1,407	1,112	1,224
61730 - MEDICARE	265	330	260	287
<b>Services and Supplies</b>	\$ 6,060	\$ 5,100	\$ -	\$ 5,100
62205 - ADVERTISING	-	1,000	-	1,000
62275 - POSTAGE CHARGEBACKS	-	500	-	500
62285 - COURIER CHARGES	-	150	-	150
62295 - TRAINING & TRAVEL	-	100	-	100
62380 - COPY MACHINE CHARGES	-	150	-	150
62509 - SERVICE AGREEMENTS/ CONTRACTS	4,200	3,000	-	3,000
64545 - PERSONAL COMPUTER SOFTWARE	1,860	-	-	-
65095 - OFFICE SUPPLIES	-	200	-	200
<b>Miscellaneous</b>	\$ 1,705	\$ 50,000	\$ 20,000	\$ 50,000
62490 - OTHER PROGRAM COSTS	1,705	50,000	20,000	50,000
<b>Insurance and Other Chargebacks</b>	\$ 4,173	\$ 3,984	\$ 4,480	\$ 4,264
61510 - HEALTH INSURANCE	4,173	3,984	4,480	4,267
<b>Capital Outlay</b>	\$ 39,316	\$ 7,000	\$ -	\$ 7,000
62483 - DEVELOPER FEES	25,967	-	-	-
62484 - DISPOSITION	-	2,000	-	2,000
62489 - SITE MAINTENANCE	13,348	5,000	-	5,000
<b>Interfund Transfers</b>	\$ 17,623	\$ 4,518	\$ 4,518	\$ 4,654
66025 - TRANSFER TO DEBT SERVICE - ERI	4,344	4,518	4,518	4,654
66131 - TRANSFER TO GENERAL FUND	13,279	-	-	-
<b>Grand Total</b>	\$ 91,447	\$ 98,899	\$ 51,167	\$ 95,147





## 2018 PROPOSED BUDGET - OTHER FUNDS

### #200 – Motor Fuel Tax

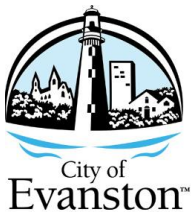
#### **Fund Description**

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

#### **Fund Summary**

<b>Operating Revenue</b>	<b>FY 2016 Actual Amount</b>	<b>FY 2017 Amended Budget</b>	<b>FY 2017 Year End Estimated</b>	<b>FY 2018 Proposed Budget</b>
Intergovernmental Revenue	1,896,461	1,920,000	1,940,000	1,910,000
Interest Income	6,613	1,000	13,000	12,000
<b>Total Revenue</b>	<b>\$ 1,903,074</b>	<b>\$ 1,921,000</b>	<b>\$ 1,953,000</b>	<b>\$ 1,922,000</b>
<b>Operating Expenses</b>				
Capital Outlay	130,789	1,391,000	1,000,000	1,500,000
Interfund Transfers	2,189,000	857,990	858,000	957,990
<b>Total Expenses</b>	<b>\$ 2,319,789</b>	<b>\$ 2,248,990</b>	<b>\$ 1,858,000</b>	<b>\$ 2,457,990</b>
<b>Net Surplus (Deficit)</b>	<b>\$ (416,715)</b>	<b>\$ (327,990)</b>	<b>\$ 95,000</b>	<b>\$ (535,990)</b>
<b>Beginning Fund Balance</b>	<b>\$ 1,830,393</b>		<b>\$ 1,413,678</b>	<b>\$ 1,508,678</b>
<b>Ending Fund Balance</b>	<b>\$ 1,413,678</b>		<b>\$ 1,508,678</b>	<b>\$ 972,688</b>

	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Year End Estimated	FY 2018 Proposed Budget
<b>200 MOTOR FUEL TAX FUND</b>				
<b>Capital Outlay</b>	\$ 130,789	\$ 1,391,000	\$ 1,000,000	\$ 1,500,000
65515 - OTHER IMPROVEMENTS	130,789	1,391,000	1,000,000	1,500,000
<b>Interfund Transfers</b>	\$ 2,189,000	\$ 857,990	\$ 858,000	\$ 957,990
66131 - TRANSFER TO GENERAL FUND	833,000	857,990	858,000	957,990
66156 - TRANSFER TO CAPITAL IMPROVEMENT FUND	1,356,000	-	-	-
<b>Grand Total</b>	\$ 2,319,789	\$ 2,248,990	\$ 1,858,000	\$ 2,457,990



## 2018 PROPOSED 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.

#### **Financial Summary**

Operating Revenue	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Year End Estimated	FY 2018 Proposed Budget
Other Taxes	1,038,331	1,020,700	1,023,000	1,050,700
Interest Income	2,472	1,000	5,600	1,000
<b>Total Revenues</b>	<b>\$ 1,040,803</b>	<b>\$ 1,021,700</b>	<b>\$ 1,028,600</b>	<b>\$ 1,051,700</b>
<b>Expenses</b>				
Salary and Benefits	509,028	517,524	501,229	543,158
Services and Supplies	263,105	282,400	272,470	282,400
Insurance and Other Chargebacks	91,628	102,517	95,526	97,125
Capital Outlay	423,493	55,000	55,000	55,000
Interfund Transfers	142,207	72,977	72,977	73,366
<b>Total Expenses</b>	<b>\$ 1,429,460</b>	<b>\$ 1,030,418</b>	<b>\$ 997,202</b>	<b>\$ 1,051,049</b>
<b>Net Surplus (Deficit)</b>	<b>\$ (388,657)</b>	<b>\$ (8,718)</b>	<b>\$ 31,398</b>	<b>\$ 651</b>
<b>Beginning Fund Balance</b>	<b>\$ 551,718</b>		<b>\$ 163,061</b>	<b>\$ 194,459</b>
<b>Ending Fund Balance</b>	<b>\$ 163,061</b>		<b>\$ 194,459</b>	<b>\$ 195,110</b>

<b>205 EMERGENCY TELEPHONE (E911) FUND</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Amended</b>	<b>FY 2017 Year End</b>	<b>FY 2018 Proposed</b>
	<b>Amount</b>	<b>Budget</b>	<b>Estimated</b>	<b>Budget</b>
<b>Salary and Benefits</b>	<b>\$ 509,028</b>	<b>\$ 517,524</b>	<b>\$ 501,229</b>	<b>\$ 543,158</b>
61010 - REGULAR PAY	409,685	436,537	425,143	460,198
61070 - JOB TRAINING AND INTERNSHIPS	1,500	-	-	-
61110 - OVERTIME PAY	11,370	2,000	1,500	2,000
61415 - TERMINATION PAYOUTS	6,461	-	-	-
61420 - ANNUAL SICK LEAVE PAYOUT	2,067	-	-	-
61615 - LIFE INSURANCE	-	-	-	573
61635 - UNIFORM ALLOWANCE	1,700	1,700	1,700	1,700
61710 - IMRF	44,499	44,383	41,927	43,351
61725 - SOCIAL SECURITY	25,729	26,667	25,091	28,638
61730 - MEDICARE	6,017	6,237	5,868	6,698
<b>Services and Supplies</b>	<b>\$ 263,105</b>	<b>\$ 282,400</b>	<b>\$ 272,470</b>	<b>\$ 282,400</b>
62225 - BLDG MAINTENANCE SERVICES	-	3,500	1,500	3,500
62295 - TRAINING & TRAVEL	2,295	7,500	6,000	7,500
62360 - MEMBERSHIP DUES	1,150	900	500	900
62509 - SERVICE AGREEMENTS/ CONTRACTS	194,852	220,000	230,000	220,000
64505 - TELECOMMUNICATIONS	7,038	15,000	5,000	15,000
64540 - TELECOMMUNICATIONS - WIRELESS	22,818	15,000	15,000	15,000
64560 - CABLE - NETWORK	23,712	-	-	-
65020 - CLOTHING	-	1,200	-	1,200
65035 - PETROLEUM PRODUCTS	379	800	520	800
65085 - MINOR EQUIPMENT & TOOLS	8,518	15,000	11,000	15,000
65095 - OFFICE SUPPLIES	1,120	1,500	950	1,500
65620 - OFFICE MACH. & EQUIP.	1,223	2,000	2,000	2,000
<b>Insurance and Other Chargebacks</b>	<b>\$ 91,628</b>	<b>\$ 102,517</b>	<b>\$ 95,526</b>	<b>\$ 97,125</b>
61510 - HEALTH INSURANCE	73,430	85,069	78,078	79,677
66059 - HEALTH INSURANCE OPT OUT EXPENSE	750	-	-	-
66130 - TRANSFER TO INSURANCE	17,448	17,448	17,448	17,448
<b>Capital Outlay</b>	<b>\$ 423,493</b>	<b>\$ 55,000</b>	<b>\$ 55,000</b>	<b>\$ 55,000</b>
65625 - FURNITURE & FIXTURES	423,493	55,000	55,000	55,000
<b>Interfund Transfers</b>	<b>\$ 142,207</b>	<b>\$ 72,977</b>	<b>\$ 72,977</b>	<b>\$ 73,366</b>
66025 - TRANSFER TO DEBT SERVICE - ERI	12,478	12,977	12,977	13,366
66131 - TRANSFER TO GENERAL FUND	129,729	60,000	60,000	60,000
<b>Grand Total</b>	<b>\$ 1,429,460</b>	<b>\$ 1,030,418</b>	<b>\$ 997,202</b>	<b>\$ 1,051,049</b>



## 2018 PROPOSED BUDGET - OTHER FUNDS

### #210 – Special Service Area 4

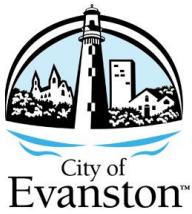
#### **Fund Description**

Special Service Area 4 (SSA4) was established to provide certain public services to supplement services currently or customarily provided by the City to the Area, the promotion and advertisement of the Area in order to attract businesses and consumers to the Area, and provide any other public services to the Area 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.

#### **Fund Summary**

<b>Operating Revenue</b>	<b>FY 2016 Actual Amount</b>	<b>FY 2017 Amended Budget</b>	<b>FY 2017 Year End Estimated</b>	<b>FY 2018 Proposed Budget</b>
Property Taxes	321,266	320,000	323,500	320,000
Interest Income	2	-	-	-
<b>Total Revenue</b>	<b>\$ 321,268</b>	<b>\$ 320,000</b>	<b>\$ 323,500</b>	<b>\$ 320,000</b>
<b>Operating Expenses</b>				
Services and Supplies	323,000	320,000	320,000	320,000
<b>Total Expenses</b>	<b>\$ 323,000</b>	<b>\$ 320,000</b>	<b>\$ 320,000</b>	<b>\$ 320,000</b>
<b>Net Surplus (Deficit)</b>	<b>\$ (1,732)</b>	<b>\$ -</b>	<b>\$ 3,500</b>	<b>\$ -</b>
<b>Beginning Fund Balance</b>	<b>\$ (190,544)</b>		<b>\$ (192,276)</b>	<b>\$ (188,776)</b>
<b>Ending Fund Balance</b>	<b>\$ (192,276)</b>		<b>\$ (188,776)</b>	<b>\$ (188,776)</b>

210 SPECIAL SERVICE AREA (SSA) #4 FUND	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Year End Estimated	FY 2018 Proposed Budget
62517 - SPECIAL SERVICE AREA AGREEMENT	323,000	320,000	320,000	320,000
<b>Grand Total</b>	<b>\$ 323,000</b>	<b>\$ 320,000</b>	<b>\$ 320,000</b>	<b>\$ 320,000</b>



## 2018 PROPOSED BUDGET - OTHER FUNDS

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### #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.

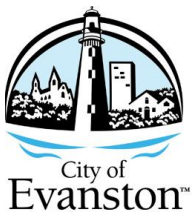
#### **2018 Initiatives**

- Focus CDBG funding on City capital projects in primarily low/moderate income neighborhoods that otherwise would not be undertaken due to limited funding for capital projects.
- Begin work on the new Cook County regional Assessment of Fair Housing required for the 2020-2024 Consolidated Plan, working with Cook County, CMAP, the Housing Authority of Cook County, and other entitlement communities.
- Expand the reach of the CDBG Housing Rehab program to address code and life safety violations, and make accessibility improvements in owner-occupied and rental housing for low/moderate income residents, in coordination with the Handyman Program, Rebuilding Together, and other programs for greatest impact and efficiencies.

#### **Performance Report on FY 2017 Major Program Objectives**

Despite the latest receipt of our CDBG grant funding in the past 11 years, the 2017 CDBG program:

- Completed two major public improvement projects: paving of an unimproved alley using permeable pavers and resurfacing residential streets in low-income neighborhoods.
- Worked with Ridgeville Park District to renovate Brummel Park, an important amenity in south Evanston.
- Provided business loans for two new businesses opening on Howard Street as part of the revitalization of that important business/commercial corridor.
- Provided needed public services to at-risk low/moderate income residents through 16 different programs, including after school programs, job training and placement, home-delivered meals for seniors and people with disabilities, domestic violence programs, Summer Youth Employment and the Certificate of Rehab program that enables residents with criminal backgrounds to be eligible for a wide range of jobs that are otherwise not open to them.



## 2018 PROPOSED BUDGET - OTHER FUNDS

### #215 – Community Development Block Grant

#### Fund Summary

	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Year End Estimated	FY 2018 Proposed Budget
<b>Operating Revenue</b>				
Other Revenue	10,197	-	-	-
Charges for Services	-	-	-	-
Interfund Transfers	-	-	-	-
Intergovernmental Revenue	2,016,478	2,272,494	1,864,064	2,330,124
Interest Income	-	-	-	-
<b>Total Revenue</b>	<b>\$ 2,026,675</b>	<b>\$ 2,272,494</b>	<b>\$ 1,864,064</b>	<b>\$ 2,330,124</b>
<b>Operating Expenses</b>				
Salary and Benefits	414,848	393,090	381,563	438,553
Services and Supplies	6,219	220,840	206,600	220,840
Miscellaneous	61,555	569,970	195,457	569,970
Insurance and Other Chargebacks	405,247	93,120	94,104	91,176
Capital Outlay	608,829	-	47,226	-
Community Sponsored Organizations	507,815	175,500	50,000	175,500
Contingencies	-	-	-	-
Debt Service	-	-	-	-
Interfund Transfers	17,938	829,458	889,114	949,656
<b>Total Expenses</b>	<b>\$ 2,022,452</b>	<b>\$ 2,281,978</b>	<b>\$ 1,864,064</b>	<b>\$ 2,445,695</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 4,224</b>	<b>\$ (9,484)</b>	<b>\$ -</b>	<b>\$ (115,571)</b>
<b>Beginning Fund Balance</b>	<b>\$ 59,882</b>		<b>\$ 64,106</b>	<b>\$ 64,106</b>
<b>Ending Fund Balance</b>	<b>\$ 64,106</b>		<b>\$ 64,106</b>	<b>\$ (51,465)</b>



215 CDBG FUND	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Year End Estimated	FY 2018 Proposed Budget
<b>Salary and Benefits</b>	\$ 414,848	\$ 393,090	\$ 381,563	\$ 438,553
61010 - REGULAR PAY	302,761	290,555	288,771	328,270
61050 - PERMANENT PART-TIME	45,245	43,132	31,032	45,613
61110 - OVERTIME PAY	1,138	-	1,334	-
61415 - TERMINATION PAYOUTS	-	-	780	-
61420 - ANNUAL SICK LEAVE PAYOUT	1,407	-	717	-
61615 - LIFE INSURANCE	10	10	16	208
61626 - CELL PHONE ALLOWANCE	1,466	414	414	414
61630 - SHOE ALLOWANCE	723	179	179	179
61710 - IMRF	36,264	33,796	33,445	35,220
61725 - SOCIAL SECURITY	20,937	20,263	20,161	23,218
61730 - MEDICARE	4,897	4,741	4,714	5,431
<b>Services and Supplies</b>	\$ 6,219	\$ 220,840	\$ 206,600	\$ 220,840
62205 - ADVERTISING	760	750	750	750
62210 - PRINTING	156	250	250	250
62275 - POSTAGE CHARGEBACKS	101	350	350	350
62285 - COURIER CHARGES	22	150	150	150
62295 - TRAINING & TRAVEL	2,087	1,500	1,500	1,500
62360 - MEMBERSHIP DUES	-	-	940	-
62380 - COPY MACHINE CHARGES	-	800	800	800
62665 - CONTRIB TO OTHER AGENCIES	-	216,640	200,000	216,640
64540 - TELECOMMUNICATIONS - WIRELESS	671	-	-	-
64545 - PERSONAL COMPUTER SOFTWARE	1,860	-	1,860	-
65020 - CLOTHING	536	-	-	-
65095 - OFFICE SUPPLIES	26	400	-	400
<b>Miscellaneous</b>	\$ 61,555	\$ 569,970	\$ 195,457	\$ 569,970
62490 - OTHER PROGRAM COSTS	9,555	569,970	195,457	569,970
63045 - SUMMER YOUTH EMPLOYMENT	52,000	-	-	-
<b>Insurance and Other Chargebacks</b>	\$ 405,247	\$ 93,120	\$ 94,104	\$ 91,176
61510 - HEALTH INSURANCE	68,946	72,472	73,456	70,528
62740 - OTHER CHARGES-CHARGEBACK	317,836	-	-	-
66130 - TRANSFER TO INSURANCE	18,466	20,648	20,648	20,648
<b>Capital Outlay</b>	\$ 608,829	\$ -	\$ 47,226	\$ -
62780 - ACCESSIBLE CURB RAMP	95,265	-	-	-
62795 - STREETLIGHT UPGRADE	64,101	-	45,376	-
62800 - F/J LOCKER ROOMS	230,569	-	-	-
62840 - ALLEY PAVING PROGRAM	2,406	-	1,850	-
65682 - STREETS	216,489	-	-	-
<b>Community Sponsored Organizations</b>	\$ 507,815	\$ 175,500	\$ 50,000	\$ 175,500
62935 - JAMES MORAN CENTER	25,000	-	-	-
62940 - LAF (LEGAL ASSIST FOUNDATION)	7,250	-	-	-
62945 - YOUTH JOB CENTER OF EVANSTON	31,817	-	-	-
62954 - COMMUNITY UNITY 1	17,500	-	-	-
62955 - YWCA SHELTER PROGRAM	31,817	-	-	-
62960 - INTERFAITH ACTION COUNCIL	10,000	-	-	-
62980 - NORTH SHORE SENIOR CENTER	13,000	-	-	-
62995 - FAMILY FOCUS CENTER REHAB	56,900	-	-	-
63064 - SUNSHINE ENTERPRISES	147,500	175,500	50,000	175,500
63070 - PEER SERVICES	14,000	-	-	-
63120 - MEALS AT HOME	15,000	-	-	-
63125 - OPEN STUDIO PROJECT	5,000	-	-	-
67030 - FAMILY FOCUS	20,000	-	-	-
67045 - YOU	113,031	-	-	-
<b>Interfund Transfers</b>	\$ 17,938	\$ 829,458	\$ 889,114	\$ 949,656
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	10,547	824	824	824
62309 - RENTAL OF AUTO REPLACEMENT	3,876	1,339	1,339	1,339
66025 - TRANSFER TO DEBT SERVICE - ERI	3,515	6,594	6,594	6,792
66131 - TRANSFER TO GENERAL FUND	-	330,701	405,357	330,701
66156 - TRANSFER TO CAPITAL IMPROVEMENT FUND	-	490,000	475,000	610,000
<b>Grand Total</b>	\$ 2,022,452	\$ 2,281,978	\$ 1,864,064	\$ 2,445,695



## 2018 PROPOSED BUDGET - OTHER FUNDS

### #220 – Community Development Block Grant Loan

#### **Fund Description**

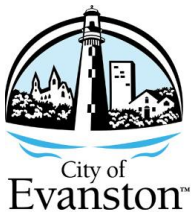
The CDBG Loan Fund is a revolving loan fund. Its purpose is to provide 0-3% interest loans that may be deferred or amortizing to rehab income eligible one- and two-unit owner-occupied residential properties and multi-family rental properties that are occupied by income-eligible households under HUD regulations. 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.

#### **Fund Summary**

<b>Operating Revenue</b>	<b>FY 2016 Actual Amount</b>	<b>FY 2017 Amended Budget</b>	<b>FY 2017 Year End Estimated</b>	<b>FY 2018 Proposed Budget</b>
Other Revenue	208,541	293,000	149,785	293,000
Interest Income	4,656	-	215	-
<b>Total Revenue</b>	<b>\$ 213,197</b>	<b>\$ 293,000</b>	<b>\$ 150,000</b>	<b>\$ 293,000</b>
<b>Operating Expenses</b>				
Services and Supplies	160,641	293,000	150,000	293,000
<b>Total Expenses</b>	<b>\$ 160,641</b>	<b>\$ 293,000</b>	<b>\$ 150,000</b>	<b>\$ 293,000</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 52,555</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Beginning Fund Balance</b>	<b>\$ 158,366</b>		<b>\$ 210,921</b>	<b>\$ 210,921</b>
<b>Ending Fund Balance</b>	<b>\$ 210,921</b>		<b>\$ 210,921</b>	<b>\$ 210,921</b>

**Notes for Financial Summary:** In 2015 all loan receivables were classified as forgivable loans and therefore no longer included in fund balance.

	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Year End Estimated	FY 2018 Proposed Budget
<b>220 CDBG LOAN FUND</b>				
Services and Supplies	\$ 160,641	\$ 293,000	\$ 150,000	\$ 293,000
65535 - REHAB LOANS	160,641	293,000	150,000	293,000
<b>Grand Total</b>	<b>\$ 160,641</b>	<b>\$ 293,000</b>	<b>\$ 150,000</b>	<b>\$ 293,000</b>



## 2018 PROPOSED BUDGET - OTHER FUNDS

### #225 – Economic Development

#### **Fund Description**

The Economic Development Fund provided 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 was a resource for business assistance, in the form of loans and grants, particularly in areas outside of the five TIF Districts.

The Economic Development Fund was closed at the end of 2016, with all revenues, expenditures, and fund balances being moved into the General Fund.

#### **Fund Summary**

<b>Operating Revenue</b>	<b>FY 2016 Actual Amount</b>	<b>FY 2017 Amended Budget</b>	<b>FY 2017 Year End Estimated</b>	<b>FY 2018 Proposed Budget</b>
Other Taxes	2,257,692	-	-	-
Other Revenue	271,359	-	-	-
Interfund Transfers	47,500	-	-	-
Interest Income	8,761	-	-	-
<b>Total Revenue</b>	<b>\$ 2,585,312</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Operating Expenses</b>				
Salary and Benefits	539,508	-	-	-
Services and Supplies	423,972	-	-	-
Miscellaneous	1,845	-	-	-
Insurance and Other Chargebacks	73,245	-	-	-
Capital Outlay	241,180	-	-	-
Interfund Transfers	865,318	-	-	-
<b>Total Expenses</b>	<b>\$ 2,145,068</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 440,244</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Beginning Fund Balance</b>	<b>\$ 2,555,982</b>		<b>\$ -</b>	<b>\$ -</b>
<b>Ending Fund Balance</b>	<b>\$ 2,996,226</b>		<b>\$ -</b>	<b>\$ -</b>

225 ECONOMIC DEVELOPMENT FUND	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Year End Estimated	FY 2018 Proposed Budget
<b>Salary and Benefits</b>	\$ 539,508	\$ -	\$ -	\$ -
61010 - REGULAR PAY	452,033	-	-	-
61110 - OVERTIME PAY	550	-	-	-
61415 - TERMINATION PAYOUTS	1,319	-	-	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	1,191	-	-	-
61615 - LIFE INSURANCE	15	-	-	-
61625 - AUTO ALLOWANCE	1,245	-	-	-
61626 - CELL PHONE ALLOWANCE	2,700	-	-	-
61710 - IMRF	46,974	-	-	-
61725 - SOCIAL SECURITY	27,054	-	-	-
61730 - MEDICARE	6,428	-	-	-
<b>Services and Supplies</b>	\$ 423,972	\$ -	\$ -	\$ -
61060 - SEASONAL EMPLOYEES	1,768	-	-	-
62185 - CONSULTING SERVICES	13,666	-	-	-
62295 - TRAINING & TRAVEL	3,696	-	-	-
62346 - REAL ESTATE TAX PAYMENTS TO COUNTY	(1,059)	-	-	-
62360 - MEMBERSHIP DUES	820	-	-	-
62659 - ECONOMIC DEVELOPMENT PARTNERSHIP CONTRIBUTIONS	98,000	-	-	-
62660 - BUSINESS ATTRACTION	57,225	-	-	-
62662 - BUSINESS RETENTION / EXPANSION INVESTMENTS	244,535	-	-	-
65010 - BOOKS, PUBLICATIONS, MAPS	79	-	-	-
65095 - OFFICE SUPPLIES	241	-	-	-
65525 - PAINT GRANTS	5,000	-	-	-
<b>Miscellaneous</b>	\$ 1,845	\$ -	\$ -	\$ -
62490 - OTHER PROGRAM COSTS	1,315	-	-	-
62770 - MISCELLANEOUS	530	-	-	-
<b>Insurance and Other Chargebacks</b>	\$ 73,245	\$ -	\$ -	\$ -
61510 - HEALTH INSURANCE	59,283	-	-	-
66130 - TRANSFER TO INSURANCE	13,962	-	-	-
<b>Capital Outlay</b>	\$ 241,180	\$ -	\$ -	\$ -
65522 - BUSINESS DISTRICT IMPROVEMENTS	234,211	-	-	-
65625 - FURNITURE & FIXTURES	6,969	-	-	-
<b>Interfund Transfers</b>	\$ 865,318	\$ -	\$ -	\$ -
66025 - TRANSFER TO DEBT SERVICE - ERI	15,322	-	-	-
66131 - TRANSFER TO GENERAL FUND	849,996	-	-	-
<b>Grand Total</b>	\$ 2,145,068	\$ -	\$ -	\$ -



## 2018 PROPOSED 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 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Year End Estimated	FY 2018 Proposed Budget
<b>Total Revenue</b>	\$ -	\$ -	\$ -	\$ -
<b>Operating Expenses</b>				
Miscellaneous	-	100,000	-	100,000
<b>Total Expenses</b>	\$ -	\$ 100,000	\$ -	\$ 100,000
<b>Net Surplus (Deficit)</b>	\$ -	\$ (100,000)	\$ -	\$ (100,000)
<b>Beginning Fund Balance</b>	\$ 169,915		\$ 169,915	\$ 169,915
<b>Ending Fund Balance</b>	\$ 169,915		\$ 169,915	\$ 69,915

<b>235 NEIGHBORHOOD IMPROVEMENT</b>	<b>FY 2016 Actual Amount</b>	<b>FY 2017 Amended Budget</b>	<b>FY 2017 Year End Estimated</b>	<b>FY 2018 Proposed Budget</b>
<b>Miscellaneous</b>	\$ -	\$ 100,000	\$ -	\$ 100,000
62490 - OTHER PROGRAM COSTS	-	100,000	-	100,000
<b>Grand Total</b>	\$ -	\$ 100,000	\$ -	\$ 100,000



## 2018 PROPOSED 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).

#### 2018 Initiatives

<b>Ongoing Activity Measures</b>	<b>2016 Actual</b>	<b>2017 Estimated</b>	<b>2018 Projected</b>
Number of housing units acquired, rehabbed or constructed	153	2	5
Number of households helped with TBRA	10	20	15
Housing, Homeless, and Human Relations Commission meetings	9	10	10

#### Fund Summary

	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Year End Estimated	FY 2018 Proposed Budget
<b>Operating Revenue</b>				
Other Revenue	27,259	-	-	-
Intergovernmental Revenue	178,211	585,861	395,825	588,936
Interest Income	14	-	-	-
<b>Total Revenue</b>	<b>\$ 205,484</b>	<b>\$ 585,861</b>	<b>\$ 395,825</b>	<b>\$ 588,936</b>
<b>Operating Expenses</b>				
Salary and Benefits	31,964	41,005	40,477	43,579
Services and Supplies	180,110	540,200	350,000	540,200
Miscellaneous	100	500	500	500
Insurance and Other Chargebacks	(4,297)	4,987	4,848	4,657
<b>Total Expenses</b>	<b>\$ 207,876</b>	<b>\$ 586,692</b>	<b>\$ 395,825</b>	<b>\$ 588,936</b>
<b>Net Surplus (Deficit)</b>	<b>\$ (2,392)</b>	<b>\$ (831)</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Beginning Fund Balance</b>	<b>\$ 4,769</b>		<b>\$ 2,377</b>	<b>\$ 2,377</b>
<b>Ending Fund Balance</b>	<b>\$ 2,377</b>		<b>\$ 2,377</b>	<b>\$ 2,377</b>



<b>240 HOME FUND</b>	<b>FY 2016 Actual Amount</b>	<b>FY 2017 Amended Budget</b>	<b>FY 2017 Year End Estimated</b>	<b>FY 2018 Proposed Budget</b>
<b>Salary and Benefits</b>	<b>\$ 31,964</b>	<b>\$ 41,005</b>	<b>\$ 40,477</b>	<b>\$ 43,579</b>
61010 - REGULAR PAY	27,031	34,869	34,528	37,220
61615 - LIFE INSURANCE	3	4	-	4
61710 - IMRF	2,907	3,527	3,404	3,507
61725 - SOCIAL SECURITY	1,639	2,111	2,063	2,308
61730 - MEDICARE	383	494	482	540
<b>Services and Supplies</b>	<b>\$ 180,110</b>	<b>\$ 540,200</b>	<b>\$ 350,000</b>	<b>\$ 540,200</b>
62185 - CONSULTING SERVICES	590	-	-	-
62360 - MEMBERSHIP DUES	200	200	-	200
65535 - REHAB LOANS	179,320	540,000	350,000	540,000
<b>Miscellaneous</b>	<b>\$ 100</b>	<b>\$ 500</b>	<b>\$ 500</b>	<b>\$ 500</b>
62490 - OTHER PROGRAM COSTS	100	500	500	500
<b>Insurance and Other Chargebacks</b>	<b>\$ (4,297)</b>	<b>\$ 4,987</b>	<b>\$ 4,848</b>	<b>\$ 4,657</b>
61510 - HEALTH INSURANCE	3,178	4,167	4,028	3,837
62740 - OTHER CHARGES-CHARGEBACK	(8,295)	-	-	-
66130 - TRANSFER TO INSURANCE	820	820	820	820
<b>Grand Total</b>	<b>\$ 207,876</b>	<b>\$ 586,692</b>	<b>\$ 395,825</b>	<b>\$ 588,936</b>



## 2018 PROPOSED BUDGET - OTHER FUNDS

### #250 – Affordable Housing

#### Fund Description

The Affordable Housing Fund addresses the housing needs of low-, moderate and middle-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:

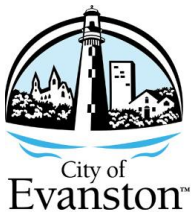
- Funding a comprehensive tenant/landlord program through Open Communities.
- Providing funds for the acquisition, rehabilitation, and new construction of affordable housing.
- Providing gap funding for affordable housing projects funded primarily with Low Income Housing Tax Credits or other sources, particularly for projects with units restricted to households with incomes that do not exceed 50% of the area median.
- 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 housing programs like the Senior Handyman Program that are not eligible for Federal HOME or CDBG funding.

#### Fund Summary

<b>Operating Revenue</b>	<b>FY 2016 Actual Amount</b>	<b>FY 2017 Amended Budget</b>	<b>FY 2017 Year End Estimated</b>	<b>FY 2018 Proposed Budget</b>
Other Taxes	106,780	50,000	50,000	50,000
Other Revenue	448,343	585,600	130,000	400,600
Interest Income	1,392	230	3,000	230
<b>Total Revenue</b>	<b>\$ 556,515</b>	<b>\$ 635,830</b>	<b>\$ 183,000</b>	<b>\$ 450,830</b>
<b>Operating Expense</b>				
Salary and Benefits	34,138	63,452	40,476	43,579
Services and Supplies	201	1,077,500	250,000	279,500
Miscellaneous	110,956	102,500	102,500	43,000
Insurance and Other Chargebacks	3,178	8,800	4,028	3,837
Community Sponsored Organizations	735	455,000	-	70,000
<b>Total Expenses</b>	<b>\$ 149,207</b>	<b>\$ 1,707,252</b>	<b>\$ 397,004</b>	<b>\$ 439,916</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 407,308</b>	<b>\$ (1,071,422)</b>	<b>\$ (214,004)</b>	<b>\$ 10,914</b>
<b>Beginning Fund Balance</b>	<b>\$ 993,880</b>		<b>\$ 1,401,188</b>	<b>\$ 1,187,184</b>
<b>Ending Fund Balance</b>	<b>\$ 1,401,188</b>		<b>\$ 1,187,184</b>	<b>\$ 1,198,098</b>

**Notes for Financial Summary:** In 2015, all loan receivables were reclassified as forgivable loans and therefore no longer included in fund balance. The fund balance listed above is composed mainly of cash/investments and represents available balances for future Affordable Housing Fund activities (approximately \$1.0 million per the 2016 Comprehensive Annual Financial Report).

<b>250 AFFORDABLE HOUSING FUND</b>	<b>FY 2016 Actual Amount</b>	<b>FY 2017 Amended Budget</b>	<b>FY 2017 Year End Estimated</b>	<b>FY 2018 Proposed Budget</b>
<b>Salary and Benefits</b>	<b>\$ 34,138</b>	<b>\$ 63,452</b>	<b>\$ 40,476</b>	<b>\$ 43,579</b>
61010 - REGULAR PAY	29,206	53,955	34,528	37,220
61615 - LIFE INSURANCE	3	4	-	4
61710 - IMRF	2,907	5,460	3,404	3,507
61725 - SOCIAL SECURITY	1,639	3,268	2,062	2,308
61730 - MEDICARE	383	765	482	540
<b>Services and Supplies</b>	<b>\$ 201</b>	<b>\$ 1,077,500</b>	<b>\$ 250,000</b>	<b>\$ 279,500</b>
62227 - ADVOCACY SERVICES	-	27,500	-	27,500
62705 - BANK SERVICE CHARGES	201	-	-	-
65497 - LANDLORD-TENANT	-	-	-	41,000
65498 - EMERGENCY HOTEL VOUCHERS	-	-	-	17,500
65499 - SENIOR BRIDGE HOUSING	-	-	-	10,000
65500 - HMIS	-	-	-	18,500
65530 - REHAB GRANTS	-	50,000	-	-
65535 - REHAB LOANS	-	1,000,000	250,000	165,000
<b>Miscellaneous</b>	<b>\$ 110,956</b>	<b>\$ 102,500</b>	<b>\$ 102,500</b>	<b>\$ 43,000</b>
62490 - OTHER PROGRAM COSTS	73,645	75,000	75,000	40,500
62770 - MISCELLANEOUS	590	27,500	27,500	2,500
66017 - BAD DEBT EXPENSE	36,721	-	-	-
<b>Insurance and Other Chargebacks</b>	<b>\$ 3,178</b>	<b>\$ 8,800</b>	<b>\$ 4,028</b>	<b>\$ 3,837</b>
61510 - HEALTH INSURANCE	3,178	8,800	4,028	3,837
<b>Community Sponsored Organizations</b>	<b>\$ 735</b>	<b>\$ 455,000</b>	<b>\$ -</b>	<b>\$ 70,000</b>
63095 - HANDYMAN PROGRAM	735	-	-	-
68325 - BLIGHT REDUCTION EXPENSE	-	455,000	-	70,000
<b>Grand Total</b>	<b>\$ 149,207</b>	<b>\$ 1,707,252</b>	<b>\$ 397,004</b>	<b>\$ 439,916</b>



## 2018 PROPOSED 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. The 2017 Adopted Budget includes \$5.5 million for the rehabilitation of Fountain Square in Downtown Evanston. The Proposed 2018 Budget includes \$1.0 million for the participation in the Red/Purple Modernization Project ongoing with the City of Chicago.

#### **Financial Summary**

<b>Operating Revenue</b>	<b>FY 2016 Actual Amount</b>	<b>FY 2017 Amended Budget</b>	<b>FY 2017 Year End Estimated</b>	<b>FY 2018 Proposed Budget</b>
Property Taxes	4,729,649	5,145,000	5,313,000	5,750,000
Interest Income	14,012	10,000	30,000	20,000
<b>Total Revenue</b>	<b>\$ 4,743,661</b>	<b>\$ 5,155,000</b>	<b>\$ 5,343,000</b>	<b>\$ 5,770,000</b>
<b>Operating Expenses</b>				
Services and Supplies	2,750	500,000	-	2,000,000
Miscellaneous	1,098,676	100,000	100,000	100,000
Capital Outlay	4,473	-	-	-
Interfund Transfers	4,455,515	9,940,636	7,580,636	6,957,040
<b>Total Expenses</b>	<b>\$ 5,561,415</b>	<b>\$ 10,540,636</b>	<b>\$ 7,680,636</b>	<b>\$ 9,057,040</b>
<b>Net Surplus (Deficit)</b>	<b>\$ (817,754)</b>	<b>\$ (5,385,636)</b>	<b>\$ (2,337,636)</b>	<b>\$ (3,287,040)</b>
<b>Beginning Fund Balance</b>	<b>\$ 6,442,430</b>		<b>\$ 5,624,676</b>	<b>\$ 3,287,040</b>
<b>Ending Fund Balance</b>	<b>\$ 5,624,676</b>		<b>\$ 3,287,040</b>	<b>\$ -</b>

300 WASHINGTON NATIONAL TIF FUND	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Year End Estimated	FY 2018 Proposed Budget
<b>Services and Supplies</b>	\$ 2,750	\$ 500,000	\$ -	\$ 2,000,000
62185 - CONSULTING SERVICES	2,750	-	-	-
62665 - CONTRIB TO OTHER AGENCIES	-	500,000	-	2,000,000
<b>Miscellaneous</b>	\$ 1,098,676	\$ 100,000	\$ 100,000	\$ 100,000
62605 - OTHER CHARGES	98,676	100,000	100,000	100,000
69010 - SURPLUS DISTRIBUTION	1,000,000	-	-	-
<b>Capital Outlay</b>	\$ 4,473	\$ -	\$ -	\$ -
65515 - OTHER IMPROVEMENTS	4,473	-	-	-
<b>Interfund Transfers</b>	\$ 4,455,515	\$ 9,940,636	\$ 7,580,636	\$ 6,957,040
66020 - TRANSFERS TO OTHER FUNDS	3,711,768	4,120,636	4,120,636	4,217,040
66131 - TRANSFER TO GENERAL FUND	350,000	350,000	350,000	350,000
66156 - TRANSFER TO CAPITAL IMPROVEMENT FUND	393,747	5,470,000	3,110,000	2,390,000
<b>Grand Total</b>	\$ 5,561,415	\$ 10,540,636	\$ 7,680,636	\$ 9,057,040



## 2018 PROPOSED 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.

SSA #5 was closed at the end of 2016.

#### **Fund Summary**

	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Year End Estimated	FY 2018 Proposed Budget
<b>Operating Revenue</b>				
Property Taxes	(180)	-	-	-
Other Revenue	-	-	-	-
Interfund Transfers	-	-	-	-
Interest Income	35	-	-	-
<b>Total Revenue</b>	<b>\$ (145)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Operating Expenses</b>				
Services and Supplies	5,652	-	-	-
Miscellaneous	-	-	-	-
Debt Service	428,186	-	-	-
Interfund Transfers	91,445	-	-	-
<b>Total Expenses</b>	<b>\$ 525,284</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Net Surplus (Deficit)</b>	<b>\$ (525,429)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Beginning Fund Balance</b>	<b>\$ 525,429</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Ending Fund Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

305 SPECIAL SERVICE AREA (SSA) #5 FUND	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Year End Estimated	FY 2018 Proposed Budget
<b>Services and Supplies</b>	\$ 5,652	\$ -	\$ -	\$ -
62346 - REAL ESTATE TAX PAYMENTS TO COUNTY	5,652	-	-	-
<b>Debt Service</b>	\$ 428,186	\$ -	\$ -	\$ -
68305 - DEBT SERVICE- PRINCIPAL	405,000	-	-	-
68315 - DEBT SERVICE- INTEREST	23,186	-	-	-
<b>Interfund Transfers</b>	\$ 91,445	\$ -	\$ -	\$ -
66020 - TRANSFERS TO OTHER FUNDS	91,445	-	-	-
<b>Grand Total</b>	\$ 525,284	\$ -	\$ -	\$ -



## 2018 PROPOSED 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 consisted 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 was \$39,266,932, of which the City provided \$7,390,000 in land acquisition and public improvement costs.

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

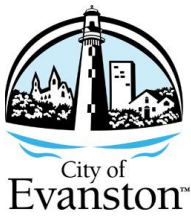
The TIF was expanded to include property north of the existing TIF that included property at 222 Hartrey Avenue, a property acquired for use by the car dealership, Autobarn. Approximately \$2,500,000 was approved by City Council in April 2014 in support of rehabilitation at the property. Work on this project was completed in mid-2016 and the property is has been utilized for repairs and inventory for Evanston’s only car dealership. Final distribution of remaining TIF funds was made to Cook County in 2017 and this TIF is closed.

#### **Financial Summary**

<b>Operating Revenue</b>	<b>FY 2016 Actual Amount</b>	<b>FY 2017 Amended Budget</b>	<b>FY 2017 Year End Estimated</b>	<b>FY 2018 Proposed Budget</b>
Property Taxes	1,233,675	-	-	-
Other Revenue	-	-	(45,325)	-
Interest Income	2,319	-	1,320	-
<b>Total Revenue</b>	<b>\$ 1,233,675</b>	<b>\$ -</b>	<b>\$ (45,325)</b>	<b>\$ -</b>
<b>Operating Expenses</b>				
Services and Supplies	2,488	-	599,667	-
Miscellaneous	129,192	-	-	-
Capital Outlay	-	-	-	-
Interfund Transfers	1,741,757	513,865	-	-
<b>Total Expenses</b>	<b>\$ 1,873,437</b>	<b>\$ 513,865</b>	<b>\$ 599,667</b>	<b>\$ -</b>
<b>Net Surplus (Deficit)</b>	<b>\$ (639,762)</b>	<b>\$ (513,865)</b>	<b>\$ (644,992)</b>	<b>\$ -</b>
<b>Beginning Fund Balance</b>	<b>\$ 1,283,434</b>	<b>\$ -</b>	<b>\$ 643,672</b>	<b>\$ (1,320)</b>
<b>Ending Fund Balance</b>	<b>\$ 643,672</b>	<b>\$ -</b>	<b>\$ (1,320)</b>	<b>\$ (1,320)</b>



310 HOWARD-HARTREY TIF FUND	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Year End Estimated	FY 2018 Proposed Budget
<b>Services and Supplies</b>	\$ 2,488	\$ -	\$ 599,667	\$ -
62185 - CONSULTING SERVICES	2,488	-	-	-
62665 - CONTRIB TO OTHER AGENCIES	-	-	599,667	-
<b>Miscellaneous</b>	\$ 129,192	\$ -	\$ -	\$ -
62605 - OTHER CHARGES	129,192	-	-	-
<b>Interfund Transfers</b>	\$ 1,741,757	\$ 513,865	\$ -	\$ -
66131 - TRANSFER TO GENERAL FUND	152,450	-	-	-
66156 - TRANSFER TO CAPITAL IMPROVEMENT FUND	1,589,307	513,865	-	-
<b>Grand Total</b>	\$ 1,873,437	\$ 513,865	\$ 599,667	\$ -



## 2018 PROPOSED BUDGET - OTHER FUNDS

### #320 – Debt Service

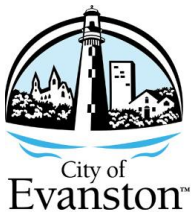
#### Fund Description

The budgeted property tax revenue for FY 2018 is on the cash basis and represents 2017 levy, which will primarily be received in calendar year 2018. The FY 2018 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

<b>Operating Revenue</b>	<b>FY 2016 Actual Amount</b>	<b>FY 2017 Amended Budget</b>	<b>FY 2017 Year End Estimated</b>	<b>FY 2018 Proposed Budget</b>
Property Taxes	10,438,928	10,879,993	11,036,000	10,879,993
Other Revenue (2006B Bond Proceeds)	8,291,285	-	-	-
Interfund Transfers	2,999,879	3,160,852	3,160,872	3,160,852
Intergovernmental Revenue	-	83,292	83,292	83,292
Interest Income	24,264	1,500	14,000	1,500
<b>Total Revenue</b>	<b>\$ 21,754,356</b>	<b>\$ 14,125,637</b>	<b>\$ 14,294,164</b>	<b>\$ 14,125,637</b>
<b>Operating Expenses</b>				
Services and Supplies	149,553	120,250	121,025	120,250
Miscellaneous	57	-	-	-
Debt Service	23,454,863	14,310,887	14,344,881	14,278,509
<b>Total Expenses</b>	<b>\$ 23,604,473</b>	<b>\$ 14,431,137</b>	<b>\$ 14,465,906</b>	<b>\$ 14,398,759</b>
<b>Net Surplus (Deficit)</b>	<b>\$ (1,850,118)</b>	<b>\$ (305,500)</b>	<b>\$ (171,742)</b>	<b>\$ (273,122)</b>
<b>Beginning Fund Balance</b>	<b>\$ 2,596,115</b>		<b>\$ 745,997</b>	<b>\$ 574,255</b>
<b>Ending Fund Balance</b>	<b>\$ 745,997</b>		<b>\$ 574,255</b>	<b>\$ 301,133</b>

<b>320 DEBT SERVICE FUND</b>	<b>FY 2016 Actual Amount</b>	<b>FY 2017 Amended Budget</b>	<b>FY 2017 Year End Estimated</b>	<b>FY 2018 Proposed Budget</b>
<b>Services and Supplies</b>	<b>\$ 149,553</b>	<b>\$ 120,250</b>	<b>\$ 121,025</b>	<b>\$ 120,250</b>
62350 - FISCAL AGENT SERVICES	11,525	120,250	121,025	120,250
62716 - BOND ISSUANCE COSTS	138,028	-	-	-
<b>Miscellaneous</b>	<b>\$ 57</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
62605 - OTHER CHARGES	57	-	-	-
<b>Debt Service</b>	<b>\$ 23,454,863</b>	<b>\$ 14,310,887</b>	<b>\$ 14,344,881</b>	<b>\$ 14,278,509</b>
68305 - DEBT SERVICE- PRINCIPAL	19,255,943	10,438,863	10,463,863	10,425,625
68315 - DEBT SERVICE- INTEREST	4,198,920	3,872,024	3,881,018	3,852,884
<b>Grand Total</b>	<b>\$ 23,604,473</b>	<b>\$ 14,431,137</b>	<b>\$ 14,465,906</b>	<b>\$ 14,398,759</b>



## 2018 PROPOSED 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 and 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. In 2018 the City will complete developments for a new Theater to be located at 717-723 Howard Street and will begin construction of a mixed use housing/retail development on Chicago Avenue.

#### **Financial Summary**

<b>Operating Revenue</b>	<b>FY 2016 Actual Amount</b>	<b>FY 2017 Amended Budget</b>	<b>FY 2017 Year End Estimated</b>	<b>FY 2018 Proposed Budget</b>
Property Taxes	533,105	555,000	582,285	605,000
Other Revenue	282,307	1,030,000	1,080,000	3,780,000
Interest Income	374	400	10	400
<b>Total Revenue</b>	<b>\$ 815,787</b>	<b>\$ 1,585,400</b>	<b>\$ 1,662,295</b>	<b>\$ 4,385,400</b>
<b>Operating Expenses</b>				
Services and Supplies	679,056	538,000	556,000	461,500
Capital Outlay	-	1,000,000	700,000	3,200,000
Debt Service	693	600	2,000	960,000
Interfund Transfers	107,500	60,000	60,000	60,000
<b>Total Expenses</b>	<b>\$ 787,249</b>	<b>\$ 1,598,600</b>	<b>\$ 1,318,000</b>	<b>\$ 4,681,500</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 28,537</b>	<b>\$ (13,200)</b>	<b>\$ 344,295</b>	<b>\$ (296,100)</b>
<b>Beginning Fund Balance</b>	<b>\$ (28,621)</b>		<b>\$ (84)</b>	<b>\$ 344,211</b>
<b>Ending Fund Balance</b>	<b>\$ (84)</b>		<b>\$ 344,211</b>	<b>\$ 48,111</b>

330 HOWARD-RIDGE TIF FUND	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Year End Estimated	FY 2018 Proposed Budget
<b>Services and Supplies</b>	\$ 679,056	\$ 538,000	\$ 556,000	\$ 461,500
62185 - CONSULTING SERVICES	216	-	3,000	-
62346 - REAL ESTATE TAX PAYMENTS TO COUNTY	110,302	23,000	38,000	23,000
62705 - BANK SERVICE CHARGES	2,490	-	-	-
62706 - REVENUE SHARING AGREEMENTS	562,237	510,000	510,000	433,500
64015 - NATURAL GAS	3,811	5,000	5,000	5,000
<b>Capital Outlay</b>	\$ -	\$ 1,000,000	\$ 700,000	\$ 3,200,000
62483 - DEVELOPER FEES	-	-	500,000	1,700,000
65507 - PROPERTY ACQUISITIONS	-	1,000,000	-	-
65509 - PROPERTY REHAB WORK	-	-	200,000	1,500,000
<b>Debt Service</b>	\$ 693	\$ 600	\$ 2,000	\$ 960,000
68305 - DEBT SERVICE- PRINCIPAL	-	-	-	900,000
68315 - DEBT SERVICE- INTEREST	693	600	2,000	60,000
<b>Interfund Transfers</b>	\$ 107,500	\$ 60,000	\$ 60,000	\$ 60,000
66020 - TRANSFERS TO OTHER FUNDS	47,500	-	-	-
66131 - TRANSFER TO GENERAL FUND	60,000	60,000	60,000	60,000
<b>Grand Total</b>	\$ 787,249	\$ 1,598,600	\$ 1,318,000	\$ 4,681,500



## 2018 PROPOSED BUDGET - OTHER FUNDS

### #335 – West Evanston TIF

#### Fund Description

The City Council adopted the West Evanston Tax Increment Financing (TIF) District in September 2005. 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.

#### Fund Summary

Operating Revenue	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Year End Estimated	FY 2018 Proposed Budget
Property Taxes	-	-	42,160	-
Other Revenue	11,311	-	8,500	-
Interest Income	1,684	150	2,138	150
<b>Total Revenue</b>	<b>\$ 12,995</b>	<b>\$ 150</b>	<b>\$ 52,798</b>	<b>\$ 150</b>
<b>Operating Expenses</b>				
Services and Supplies	507	-	-	-
Capital Outlay	(1,028)	-	-	-
Debt Service	8,519	10,000	10,000	10,000
Interfund Transfers	30,000	30,000	30,000	30,000
<b>Total Expenses</b>	<b>\$ 37,998</b>	<b>\$ 40,000</b>	<b>\$ 40,000</b>	<b>\$ 40,000</b>
<b>Net Surplus (Deficit)</b>	<b>\$ (25,003)</b>	<b>\$ (39,850)</b>	<b>\$ 12,798</b>	<b>\$ (39,850)</b>
<b>Beginning Fund Balance</b>	<b>\$ 442,263</b>		<b>\$ 417,260</b>	<b>\$ 430,058</b>
<b>Ending Fund Balance</b>	<b>\$ 417,260</b>		<b>\$ 430,058</b>	<b>\$ 390,208</b>

<b>335 WEST EVANSTON TIF FUND</b>	<b>FY 2016 Actual Amount</b>	<b>FY 2017 Amended Budget</b>	<b>FY 2017 Year End Estimated</b>	<b>FY 2018 Proposed Budget</b>
<b>Services and Supplies</b>	\$ 507	\$ -	\$ -	\$ -
62185 - CONSULTING SERVICES	216	-	-	-
62705 - BANK SERVICE CHARGES	291	-	-	-
<b>Capital Outlay</b>	\$ (1,028)	\$ -	\$ -	\$ -
65515 - OTHER IMPROVEMENTS	(1,028)	-	-	-
<b>Debt Service</b>	\$ 8,519	\$ 10,000	\$ 10,000	\$ 10,000
68315 - DEBT SERVICE- INTEREST	8,519	10,000	10,000	10,000
<b>Interfund Transfers</b>	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
66131 - TRANSFER TO GENERAL FUND	30,000	30,000	30,000	30,000
<b>Grand Total</b>	\$ 37,998	\$ 40,000	\$ 40,000	\$ 40,000



## 2018 PROPOSED BUDGET - OTHER FUNDS

### #340 – Dempster-Dodge TIF

#### Fund Description

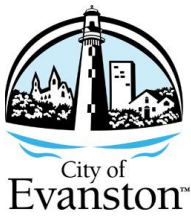
The City Council approved the creation of the Dempster-Dodge Tax Increment Financing (TIF) District on June 25, 2013. The Dempster-Dodge TIF District area is comprised of a single parcel. This parcel is a shopping center located at the southwest corner of the intersection of Dempster Street and Dodge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

#### Fund Summary

	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Year End Estimated	FY 2018 Proposed Budget
<b>Operating Revenue</b>				
Property Taxes	-	-	48,001	275,000
Other Revenue	-	50,000	2,040,000	-
<b>Total Revenue</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ 2,088,001</b>	<b>\$ 275,000</b>
<b>Operating Expenses</b>				
Services and Supplies	971	-	-	-
Debt Services	28,444	40,000	2,044,000	72,666
<b>Total Expenses</b>	<b>\$ 29,415</b>	<b>\$ 40,000</b>	<b>\$ 2,044,000</b>	<b>\$ 72,666</b>
<b>Net Surplus (Deficit)</b>	<b>\$ (29,415)</b>	<b>\$ -</b>	<b>\$ 44,001</b>	<b>\$ 202,334</b>
<b>Beginning Fund Balance</b>	<b>\$ -</b>		<b>\$ (29,415)</b>	<b>\$ 14,586</b>
<b>Ending Fund Balance</b>	<b>\$ (29,415)</b>		<b>\$ 14,586</b>	<b>\$ 216,920</b>



340 DEMPSTER-DODGE TIF FUND	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Year End Estimated	FY 2018 Proposed Budget
<b>Services and Supplies</b>	\$ 971	\$ -	\$ -	\$ -
62705 - BANK SERVICE CHARGES	971	-	-	-
<b>Debt Service</b>	\$ 28,444	\$ 40,000	\$ 2,044,000	\$ 72,666
68305 - DEBT SERVICE- PRINCIPAL	-	-	2,000,000	-
68315 - DEBT SERVICE- INTEREST	28,444	40,000	44,000	72,666
<b>Grand Total</b>	\$ 29,415	\$ 40,000	\$ 2,044,000	\$ 72,666



## 2018 PROPOSED BUDGET- OTHER FUNDS

### #345 – Chicago-Main TIF

#### **Fund Description**

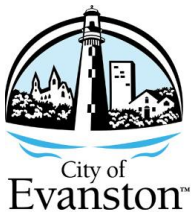
The City Council adopted the Chicago-Main Tax Increment Financing (TIF) district #8 in January 2013. The goal of this TIF district is to support the continued development of the thriving business district located near the intersection of Chicago Avenue and Main Street. In October 2013, the Chicago Main TIF Advisory Committee held its inaugural meeting. This committee reviews all expenditures from the TIF and provides recommendations to the City Council prior to review of any expenditure from the TIF. In 2015, with \$2.9 million in financial assistance, Riverside Development constructed approximately 10,000 square feet of office space in a mixed use building at the southeast corner of Chicago Avenue and Main Street.

Engineering work in this TIF area will begin in 2018, funded through the Capital Improvements Fund, with debt services expenses beginning in 2019.

#### **Fund Summary**

<b>Operating Revenue</b>	<b>FY 2016 Actual Amount</b>	<b>FY 2017 Amended Budget</b>	<b>FY 2017 Year End Estimated</b>	<b>FY 2018 Proposed Budget</b>
Property Taxes	-	-	75,430	425,000
Other Revenue	1,580,000	-	3,520,000	-
<b>Total Revenue</b>	<b>\$ 1,580,000</b>	<b>\$ -</b>	<b>\$ 3,595,430</b>	<b>\$ 425,000</b>
<b>Operating Expenses</b>				
Services and Supplies	437	-	-	-
Capital Outlay	1,740,000	-	580,000	-
Debt Service	16,556	60,000	3,060,000	108,999
<b>Total Expenses</b>	<b>\$ 1,756,993</b>	<b>\$ 60,000</b>	<b>\$ 3,640,000</b>	<b>\$ 108,999</b>
<b>Net Surplus (Deficit)</b>	<b>\$ (176,993)</b>	<b>\$ (60,000)</b>	<b>\$ (44,570)</b>	<b>\$ 316,001</b>
<b>Beginning Fund Balance</b>	<b>\$ 312,070</b>	<b>\$ -</b>	<b>\$ 135,077</b>	<b>\$ 90,507</b>
<b>Ending Fund Balance</b>	<b>\$ 135,077</b>	<b>\$ -</b>	<b>\$ 90,507</b>	<b>\$ 406,508</b>

<b>345 CHICAGO-MAIN TIF</b>	<b>FY 2016 Actual Amount</b>	<b>FY 2017 Amended Budget</b>	<b>FY 2017 Year End Estimated</b>	<b>FY 2018 Proposed Budget</b>
<b>Services and Supplies</b>	\$ 437	\$ -	\$ -	\$ -
62705 - BANK SERVICE CHARGES	437	-	-	-
<b>Capital Outlay</b>	\$ 1,740,000	\$ -	\$ 580,000	\$ -
62483 - DEVELOPER FEES	1,740,000	-	580,000	-
<b>Debt Service</b>	\$ 16,556	\$ 60,000	\$ 3,060,000	\$ 108,999
68305 - DEBT SERVICE- PRINCIPAL	-	-	3,000,000	-
68315 - DEBT SERVICE- INTEREST	16,556	60,000	60,000	108,999
<b>Grand Total</b>	\$ 1,756,993	\$ 60,000	\$ 3,640,000	\$ 108,999



## 2018 PROPOSED 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.

#### Fund Summary

Operating Revenue	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Year End Estimated	FY 2018 Proposed Budget
Property Taxes	223,296	220,000	212,730	221,000
Interest Income	2	500	-	500
<b>Total Revenue</b>	<b>\$ 223,298</b>	<b>\$ 220,500</b>	<b>\$ 212,730</b>	<b>\$ 221,500</b>
<b>Operating Expenses</b>				
Services and Supplies	145,003	220,000	212,730	221,500
Interfund Transfers	-	-	78,000	-
<b>Total Expenses</b>	<b>\$ 145,003</b>	<b>\$ 220,000</b>	<b>\$ 290,730</b>	<b>\$ 221,500</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 78,294</b>	<b>\$ 500</b>	<b>\$ (78,000)</b>	<b>\$ -</b>
<b>Beginning Fund Balance</b>	<b>\$ -</b>		<b>\$ 78,294</b>	<b>\$ 294</b>
<b>Ending Fund Balance</b>	<b>\$ 78,294</b>		<b>\$ 294</b>	<b>\$ 294</b>

350 SPECIAL SERVICE AREA (SSA) #6 FUND	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Year End Estimated	FY 2018 Proposed Budget
<b>Services and Supplies</b>	\$ 145,003	\$ 220,000	\$ 212,730	\$ 221,500
62272 - OTHER PROFESSIONAL SERVICES	145,003	220,000	212,730	221,500
<b>Interfund Transfers</b>	\$ -	\$ -	\$ 78,000	\$ -
66020 - TRANSFERS TO OTHER FUNDS	-	-	78,000	-
<b>Grand Total</b>	\$ 145,003	\$ 220,000	\$ 290,730	\$ 221,500



## 2018 PROPOSED 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. More information on projects can be found in the detailed Capital Improvement Plan in Part VI of the budget document.

#### Fund Summary

Operating Revenue	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Year End Estimated	FY 2018 Proposed Budget
Other Revenue	9,591,988	12,295,000	11,586,912	12,002,000
Licenses, Permits and Fees	-	-	359,707	-
Charges for Services	96,586	-	-	-
Interfund Transfers	4,864,054	7,710,000	5,468,000	6,500,000
Intergovernmental Revenue	2,177,914	1,920,000	277,150	4,190,000
Interest Income	16,690	-	5,200	-
<b>Total Revenue</b>	<b>\$ 16,747,233</b>	<b>\$ 21,925,000</b>	<b>\$ 17,696,969</b>	<b>\$ 22,692,000</b>

#### Operating Expenses

Salary and Benefits	-	-	-	-
Services and Supplies	1,320,475	-	1,773,527	-
Miscellaneous	-	-	-	-
Capital Outlay	8,948,635	30,008,512	17,331,000	29,262,000
Debt Service	-	-	-	-
Interfund Transfers	490,000	500,000	500,000	500,000
<b>Total Expenses</b>	<b>\$ 10,759,111</b>	<b>\$ 30,508,512</b>	<b>\$ 19,604,527</b>	<b>\$ 29,762,000</b>

<b>Net Surplus (Deficit)</b>	<b>\$ 5,988,122</b>	<b>\$ (8,583,512)</b>	<b>\$ (1,907,558)</b>	<b>\$ (7,070,000)</b>
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<b>Beginning Fund Balance</b>	<b>\$ 5,517,042</b>		<b>\$ 11,505,164</b>	<b>\$ 9,287,229</b>
<b>Reserved for IDOT Payables</b>			<b>\$ 310,377</b>	
<b>Ending Fund Balance</b>	<b>\$ 11,505,164</b>		<b>\$ 9,287,229</b>	<b>\$ 2,217,229</b>

	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Year End Estimated	FY 2018 Proposed Budget
<b>415 CAPITAL IMPROVEMENTS FUND</b>				
<b>Services and Supplies</b>	\$ 1,320,475	\$ -	\$ 1,773,527	\$ -
62145 - ENGINEERING SERVICES	782,468	-	1,752,227	-
62185 - CONSULTING SERVICES	352,923	-	-	-
62205 - ADVERTISING	12,200	-	21,300	-
62210 - PRINTING	63	-	-	-
62350 - FISCAL AGENT SERVICES	2,000	-	-	-
62705 - BANK SERVICE CHARGES	33	-	-	-
62716 - BOND ISSUANCE COSTS	170,790	-	-	-
<b>Capital Outlay</b>	\$ 8,948,635	\$ 30,008,512	\$ 17,331,000	\$ 29,262,000
65502 - CONSTRUCTION	26,935	-	-	-
65515 - OTHER IMPROVEMENTS	8,921,700	30,008,512	17,331,000	29,262,000
<b>Interfund Transfers</b>	\$ 490,000	\$ 500,000	\$ 500,000	\$ 500,000
66131 - TRANSFER TO GENERAL FUND	490,000	500,000	500,000	500,000
<b>Grand Total</b>	\$ 10,759,111	\$ 30,508,512	\$ 19,604,527	\$ 29,762,000



## 2018 PROPOSED BUDGET - OTHER FUNDS

### #416 – Crown Construction Fund

#### **Fund Description**

The Crown Construction Fund is created with this 2018 budget for the purpose of tracking revenues and expenditures related to the construction of the Robert Crown Community Center. It has been the practice of the City of Evanston to create discrete funds for major construction projects.

The project will be funded through private fundraising led by the Friends of the Robert Crown Center, a 501(c)(3) organization. Fundraising revenues will be given from FRCC as a donation to the City for the construction of the new facility. The project will also be financed by general obligation bond proceeds. Construction is expected to begin in summer 2018 and continue through 2020.

Prior to 2018, Crown project revenues and expenses were accounted for in the Capital Improvement Fund. These will be moved to the Crown Construction Fund through a 2017 budget amendment.

#### **Financial Summary**

<b>Operating Revenue</b>	<b>FY 2016 Actual Amount</b>	<b>FY 2017 Amended Budget</b>	<b>FY 2017 Year End Estimated</b>	<b>FY 2018 Proposed Budget</b>
Other Revenue	-	-	1,400,000	11,500,000
Interfund Transfers	-	-	-	-
Interest Income	-	-	-	-
<b>Total Revenue</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,400,000</b>	<b>\$ 11,500,000</b>
<b>Operating Expenses</b>				
Services and Supplies	-	-	1,377,730	1,634,000
Capital Outlay	-	-	-	8,000,000
<b>Total Expenses</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,377,730</b>	<b>\$ 9,634,000</b>
<b>Net Surplus (Deficit)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 22,270</b>	<b>\$ 1,866,000</b>
<b>Beginning Fund Balance</b>			<b>\$ -</b>	<b>\$ 22,270</b>
<b>Ending Fund Balance</b>			<b>\$ 22,270</b>	<b>\$ 1,888,270</b>



416 CROWN CONSTRUCTION FUND	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Year End Estimated	FY 2018 Proposed Budget
<b>Services and Supplies</b>	\$ -	\$ -	\$ 1,377,730	\$ 1,634,000
62145 - ENGINEERING SERVICES	-	-	1,027,000	1,632,000
62205 - ADVERTISING	-	-	730	2,000
62272 - OTHER PROFESSIONAL SERVICES	-	-	350,000	-
<b>Capital Outlay</b>	\$ -	\$ -	\$ -	\$ 8,000,000
65515 - OTHER IMPROVEMENTS	-	-	-	8,000,000
<b>Grand Total</b>	\$ -	\$ -	\$ 1,377,730	\$ 9,634,000



## 2018 PROPOSED BUDGET - OTHER FUNDS

### #420 – Special Assessment

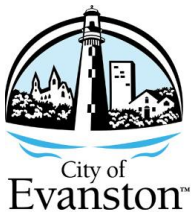
#### Fund Description

The Special Assessment Fund serves as a collection center for special assessments by residential homeowners for their share of the cost of alley paving.

#### Financial Summary

<b>Operating Revenue</b>	<b>FY 2016 Actual Amount</b>	<b>FY 2017 Amended Budget</b>	<b>FY 2017 Year End Estimated</b>	<b>FY 2018 Proposed Budget</b>
Other Revenue	513,349	250,000	250,000	250,000
Interest Income	29,661	51,033	19,000	31,200
Special Assessment	142,874	180,167	-	180,167
<b>Total Revenue</b>	<b>\$ 685,884</b>	<b>\$ 481,200</b>	<b>\$ 269,000</b>	<b>\$ 461,367</b>
<b>Operating Expenses</b>				
Services and Supplies	8,751	-	-	-
Interfund Transfers	360,698	513,427	513,427	513,427
<b>Total Expenses</b>	<b>\$ 369,449</b>	<b>\$ 513,427</b>	<b>\$ 513,427</b>	<b>\$ 513,427</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 316,435</b>	<b>\$ (32,227)</b>	<b>\$ (244,427)</b>	<b>\$ (52,060)</b>
<b>Beginning Fund Balance</b>	<b>\$ 2,682,781</b>		<b>\$ 2,999,216</b>	<b>\$ 2,754,789</b>
<b>Ending Fund Balance</b>	<b>\$ 2,999,216</b>		<b>\$ 2,754,789</b>	<b>\$ 2,702,729</b>

	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Year End Estimated	FY 2018 Proposed Budget
<b>420 SPECIAL ASSESSMENT FUND</b>				
<b>Services and Supplies</b>	\$ 8,751	\$ -	\$ -	\$ -
62705 - BANK SERVICE CHARGES	12	-	-	-
62716 - BOND ISSUANCE COSTS	8,739	-	-	-
<b>Interfund Transfers</b>	\$ 360,698	\$ 513,427	\$ 513,427	\$ 513,427
66020 - TRANSFERS TO OTHER FUNDS	260,698	263,427	263,427	263,427
66156 - TRANSFER TO CAPITAL IMPROVEMENT FUND	100,000	250,000	250,000	250,000
<b>Grand Total</b>	\$ 369,449	\$ 513,427	\$ 513,427	\$ 513,427



## 2018 PROPOSED 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

<b>Operating Revenue</b>	<b>FY 2016 Actual Amount</b>	<b>FY 2017 Amended Budget</b>	<b>FY 2017 Year End Estimated</b>	<b>FY 2018 Proposed Budget</b>
Other Revenue	195,895	203,216	213,500	193,316
Licenses, Permits and Fees	3,350	-	1,900	-
Charges for Services	6,509,492	6,802,875	6,793,675	6,676,575
Interfund Transfers	3,711,768	4,120,636	4,120,636	4,217,040
Intergovernmental Revenue	-	12,125	-	12,125
Interest Income	38,159	35,070	35,000	35,070
<b>Total Revenue</b>	<b>\$ 10,458,663</b>	<b>\$ 11,173,922</b>	<b>\$ 11,164,711</b>	<b>\$ 11,134,126</b>
<b>Operating Expenses</b>				
Salary and Benefits	1,462,702	1,247,921	1,247,515	1,380,942
Services and Supplies	3,084,543	3,501,275	3,271,110	3,451,775
Miscellaneous	255,626	304,000	304,000	304,000
Insurance and Other Chargebacks	504,784	524,102	544,970	557,598
Capital Outlay	(24,598)	3,020,000	2,416,000	2,450,000
Contingencies	5,910	11,000	10,000	11,000
Debt Service	390,235	4,331,771	4,331,771	3,070,625
Depreciation Expense	2,836,672	-	-	-
Interfund Transfers	1,303,783	1,584,683	1,584,683	1,304,683
<b>Total Expenses</b>	<b>\$ 9,819,656</b>	<b>\$ 14,524,752</b>	<b>\$ 13,710,049</b>	<b>\$ 12,530,623</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 639,007</b>	<b>\$ (3,350,830)</b>	<b>\$ (2,545,338)</b>	<b>\$ (1,396,497)</b>
<b>Reclassification from Fund Balance to Capital Assets</b>			<b>\$ -</b>	<b>\$ -</b>
<b>Beginning Fund Balance</b>	<b>\$ 7,113,657</b>		<b>\$ 7,752,664</b>	<b>\$ 5,207,326</b>
<b>Ending Fund Balance</b>	<b>\$ 7,752,664</b>		<b>\$ 5,207,326</b>	<b>\$ 3,810,829</b>

#### 2018 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 October of 2018 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 implementing a new cashiering and parking citation management program by February 2018.
- 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.

	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Year End Estimated	FY 2018 Proposed Budget
<b>505 PARKING SYSTEM FUND</b>				
<b>Salary and Benefits</b>	\$ 1,462,702	\$ 1,247,921	\$ 1,247,515	\$ 1,380,942
61010 - REGULAR PAY	1,103,964	1,037,931	990,227	1,173,310
61050 - PERMANENT PART-TIME	1,716	-	-	-
61110 - OVERTIME PAY	23,456	26,000	29,044	26,000
61114 - SNOW OT	3,009	-	-	-
61415 - TERMINATION PAYOUTS	18,550	-	40,000	-
61420 - ANNUAL SICK LEAVE PAYOUT	3,102	-	1,611	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	-	-	7,325	-
61447 - OPEB EXPENSES	3,002	-	-	-
61615 - LIFE INSURANCE	16	13	13	716
61626 - CELL PHONE ALLOWANCE	672	336	336	336
61630 - SHOE ALLOWANCE	1,708	1,318	1,628	1,473
61710 - IMRF	226,586	104,802	101,616	89,203
61725 - SOCIAL SECURITY	62,633	62,824	61,364	72,861
61730 - MEDICARE	14,290	14,697	14,351	17,043
<b>Services and Supplies</b>	\$ 3,084,543	\$ 3,501,275	\$ 3,271,110	\$ 3,451,775
61060 - SEASONAL EMPLOYEES	-	5,833	5,833	5,833
62205 - ADVERTISING	-	-	75	-
62210 - PRINTING	1,447	83	83	83
62225 - BLDG MAINTENANCE SERVICES	11,455	14,000	14,000	14,000
62230 - IMPROVEMENT MAINT SERVICE	19,773	40,000	28,000	30,000
62245 - OTHER EQMT MAINTENANCE	53,608	55,740	64,000	55,740
62275 - POSTAGE CHARGEBACKS	868	2,000	2,000	2,000
62280 - OVERNIGHT MAIL CHARGES	15	-	-	-
62295 - TRAINING & TRAVEL	-	1,100	1,100	1,100
62346 - REAL ESTATE TAX PAYMENTS TO COUNTY	-	42,000	-	-
62350 - FISCAL AGENT SERVICES	250	500	500	500
62360 - MEMBERSHIP DUES	595	1,500	1,500	1,000
62375 - RENTALS	56,856	62,000	57,000	62,000
62400 - CONTRACT SVC-PARKING GARAGE	1,670,949	1,672,588	1,672,588	1,672,588
62425 - ELEVATOR CONTRACT COSTS	83,441	105,700	105,700	105,700
62431 - ARMORED CAR SERVICES	66,946	65,000	65,000	65,000
62509 - SERVICE AGREEMENTS/ CONTRACTS	70,801	414,100	197,100	294,100
62635 - OTHER INSURANCE	-	35,000	-	35,000
62655 - LEASE PAYMENTS	5,000	-	-	-
62660 - BUSINESS ATTRACTION	84,667	95,000	95,000	95,000
62705 - BANK SERVICE CHARGES	421,108	237,900	373,900	362,900
64005 - ELECTRICITY	235,241	321,000	246,500	319,000
64015 - NATURAL GAS	888	1,100	1,100	1,100
64505 - TELECOMMUNICATIONS	63,026	56,100	56,100	56,100
64540 - TELECOMMUNICATIONS - WIRELESS	4,724	2,700	2,700	2,700
65005 - AGRI/BOTANICAL SUPPLIES	-	4,000	-	4,000
65020 - CLOTHING	-	833	833	833
65040 - JANITORIAL SUPPLIES	-	600	600	600
65045 - LICENSING/REGULATORY SUPP	-	4,165	4,165	4,165
65050 - BLDG MAINTENANCE MATERIAL	8,402	27,500	27,500	27,500
65070 - OFFICE/OTHER EQT MTN MATL	220,656	230,000	245,000	230,000
65085 - MINOR EQUIPMENT & TOOLS	276	833	833	833
65090 - SAFETY EQUIPMENT	-	1,500	1,500	1,500
65095 - OFFICE SUPPLIES	32	900	900	900
65115 - TRAFFIC CONTROL SUPPLI	3,520	-	-	-
<b>Miscellaneous</b>	\$ 255,626	\$ 304,000	\$ 304,000	\$ 304,000
62603 - DIVVY OPERATING EXPENSES	238,064	304,000	304,000	304,000
62730 - GAIN/LOSS SALE FIXED ASST	17,562	-	-	-
<b>Insurance and Other Chargebacks</b>	\$ 504,784	\$ 524,102	\$ 544,970	\$ 557,598
61510 - HEALTH INSURANCE	184,385	204,454	225,322	237,950
66059 - HEALTH INSURANCE OPT OUT EXPENSE	750	-	-	-
66130 - TRANSFER TO INSURANCE	319,649	319,648	319,648	319,648
<b>Capital Outlay</b>	\$ (24,598)	\$ 3,020,000	\$ 2,416,000	\$ 2,450,000
65515 - OTHER IMPROVEMENTS	(24,598)	3,020,000	2,416,000	2,450,000
<b>Contingencies</b>	\$ 5,910	\$ 11,000	\$ 10,000	\$ 11,000
68205 - CONTINGENCIES	5,910	11,000	10,000	11,000
<b>Debt Service</b>	\$ 390,235	\$ 4,331,771	\$ 4,331,771	\$ 3,070,625
68305 - DEBT SERVICE- PRINCIPAL	-	4,048,509	4,048,509	2,964,363
68315 - DEBT SERVICE- INTEREST	390,235	283,262	283,262	106,262
<b>Depreciation Expense</b>	\$ 2,836,672	\$ -	\$ -	\$ -
68010 - DEPRECIATION EXPENSE	2,836,672	-	-	-
<b>Interfund Transfers</b>	\$ 1,303,783	\$ 1,584,683	\$ 1,584,683	\$ 1,304,683
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	23,783	23,783	23,783	23,783
62309 - RENTAL OF AUTO REPLACEMENT	30,000	30,900	30,900	30,900
66131 - TRANSFER TO GENERAL FUND	900,000	900,000	900,000	900,000
66133 - TRANSFER TO GF-METER REVENUE	-	280,000	280,000	-
66156 - TRANSFER TO CAPITAL IMPROVEMENT FUND	350,000	350,000	350,000	350,000
<b>Grand Total</b>	\$ 9,819,656	\$ 14,524,752	\$ 13,710,049	\$ 12,530,623



## 2018 PROPOSED 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. The Evanston Water Treatment Plant supplies water to the City of Evanston, Village of Skokie, and the Northwest Water Commission (Arlington Heights, Buffalo Grove, Palatine, Wheeling, and Des Plaines).

In 2017, Evanston finalized a 40-year Water Supply Agreement with the villages of Morton Grove and Niles to provide them with wholesale water. The water delivery begins in late 2018, and will generate an estimated \$750,000 per year in additional revenue for the City of Evanston.

#### **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 our customer communities.

#### **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**

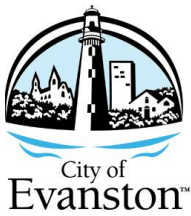
The Filtration Division manages the water treatment process, including chemical addition, sedimentation, filtration, and disinfection. The Filtration Division includes the City's Water Quality Lab, which monitors Evanston's drinking water for compliance with water quality regulations and completes regular 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



## 2018 PROPOSED BUDGET - OTHER FUNDS

### #510 - 513 – Water

City's Advance Metering Information (AMI) system, which generates automated hourly meter reads and leak alerts for customers to help reduce water loss.

#### Financial Summary

<b>Operating Revenue</b>	<b>FY 2016 Actual Amount</b>	<b>FY 2017 Amended Budget</b>	<b>FY 2017 Year End Estimated</b>	<b>FY 2018 Proposed Budget</b>
Other Revenue	306,143	6,828,400	3,143,906	27,333,656
Licenses, Permits and Fees	90,592	70,000	91,000	70,000
Charges for Services	16,071,271	17,495,000	16,882,830	18,267,000
Interest Income	16,537	1,600	29,500	25,000
<b>Total Revenues</b>	<b>\$ 16,484,543</b>	<b>\$ 24,395,000</b>	<b>\$ 20,147,236</b>	<b>\$ 45,695,656</b>
<b>Operating Expenses</b>				
Salary and Benefits	4,980,085	4,589,411	4,695,880	4,906,991
Services and Supplies	2,620,878	3,611,150	3,384,546	4,655,410
Miscellaneous	238,468	62,980	10,000	15,000
Insurance and Other Chargebacks	1,110,835	1,174,064	1,175,083	1,161,384
Capital Outlay	36,713	14,982,119	1,601,172	29,346,200
Contingencies	1,000	1,000	1,000	1,000
Debt Service	633,708	1,438,470	1,776,023	1,960,760
Depreciation Expense	1,973,593	-	-	-
Interfund Transfers	3,502,313	3,502,313	8,502,313	3,502,313
<b>Total Expenses</b>	<b>\$ 15,097,592</b>	<b>\$ 29,361,507</b>	<b>\$ 21,146,017</b>	<b>\$ 45,549,058</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 1,386,951</b>	<b>\$ (4,966,507)</b>	<b>\$ (998,781)</b>	<b>\$ 146,598</b>
<b>Beginning Unrestricted Fund Balance</b>	<b>\$ 6,149,127</b>		<b>\$ 7,536,078</b>	<b>\$ 6,537,297</b>
<b>Ending Unrestricted Fund Balance</b>	<b>\$ 7,536,078</b>		<b>\$ 6,537,297</b>	<b>\$ 6,683,895</b>

<b><u>FY 2017 City Council Goal</u></b>	<b><u>Department Initiative</u></b>
Water and Sewer	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.
Water and Sewer	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.
Water and Sewer	Continue to develop and implement a strategy to expand Evanston's wholesale water customer base, including ongoing negotiations with Lincolnwood.
Water and Sewer	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 watermain 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.



## 2018 PROPOSED BUDGET - OTHER FUNDS

### #510 - 513 – Water

Water and Sewer	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.
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#### 2018 Initiatives

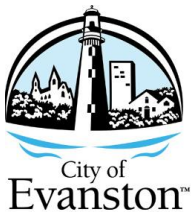
- Be a leader in the public drinking water industry by providing high quality service to over 400,000 customers in seven communities, including vigilantly monitoring the quality and quantity of water provided to our customers.
- Assure the quality and reliability of the potable water supply by beginning a major water treatment plant improvement with the replacement of the City’s 5M gallon finished water Clearwell built in 1934 to address structural deterioration.
- Begin Year 2 implementation of the Computerized Maintenance Management System (CMMS) including Right of Way (signs, streetlights and trees) and Library assets to more effectively manage long-term maintenance and replacement of critical equipment and structures.
- Continue to develop and implement a strategy to expand Evanston’s wholesale water customer base, including ongoing negotiations with Lincolnwood.
- 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.
- Complete Phase 1 of the citywide Water Meter Replacement Program with the replacement of 5,789 water meters.
- Complete modifications to the South Standpipe Pump Station motor controls, electrical system and pump station building.

Ongoing Activity Measures	2017 Target	2017 Estimated Actual	2018 Projected
Number of customers experiencing unscheduled disruption of water service	750	358	750
Number of customer complaints about water service (low pressure, service disruption, quality, etc.)	100	174	100
Days lost from work due to illness or injury	3.0	5.1	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)	11,628 MG	11,044 MG	11,016 MG



510 - 513 Water Fund	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Year End Estimated	FY 2018 Proposed Budget
<b>Salary and Benefits</b>	<b>\$ 4,980,085</b>	<b>\$ 4,589,411</b>	<b>\$ 4,695,880</b>	<b>\$ 4,906,991</b>
61010 - REGULAR PAY	3,546,091	3,726,791	3,757,011	3,928,786
61050 - PERMANENT PART-TIME	19,570	19,702	23,184	22,719
61072 - JOB TRAINING PROGRAM	63,288	54,040	64,000	135,200
61110 - OVERTIME PAY	130,040	129,325	129,325	129,325
61415 - TERMINATION PAYOUTS	9,955	-	-	-
61420 - ANNUAL SICK LEAVE PAYOUT	23,647	-	18,841	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	4,071	-	1,494	-
61447 - OPEB EXPENSES	21,715	-	-	-
61615 - LIFE INSURANCE	19	21	189	3,090
61625 - AUTO ALLOWANCE	6,240	6,390	7,856	6,390
61626 - CELL PHONE ALLOWANCE	952	672	952	672
61630 - SHOE ALLOWANCE	5,740	5,580	6,355	11,120
61710 - IMRF	866,657	368,658	390,795	369,371
61725 - SOCIAL SECURITY	228,077	224,857	239,798	242,825
61730 - MEDICARE	54,022	53,375	56,080	57,493
<b>Services and Supplies</b>	<b>\$ 2,620,878</b>	<b>\$ 3,611,150</b>	<b>\$ 3,384,546</b>	<b>\$ 4,655,410</b>
61060 - SEASONAL EMPLOYEES	1,773	10,400	10,400	5,000
62145 - ENGINEERING SERVICES	3,697	-	89,429	450,000
62180 - STUDIES	28,830	512,000	382,000	509,000
62185 - CONSULTING SERVICES	-	-	-	93,000
62205 - ADVERTISING	4,833	-	2,000	-
62210 - PRINTING	2,486	7,300	2,800	7,300
62225 - BLDG MAINTENANCE SERVICES	866	1,000	1,000	1,000
62230 - IMPROVEMENT MAINT SERVICE	25,282	50,500	50,500	71,500
62235 - OFFICE EQUIPMENT MAINT	331	1,500	-	1,500
62245 - OTHER EQMT MAINTENANCE	56,318	92,900	39,913	86,900
62273 - LIEN FILING FEE	-	1,500	1,500	1,500
62275 - POSTAGE CHARGEBACKS	632	6,400	6,400	6,400
62295 - TRAINING & TRAVEL	24,647	22,200	23,397	23,000
62315 - POSTAGE	19,629	19,500	19,500	19,500
62340 - COMPTER LICENSE & SUPP	60,583	155,150	155,150	192,000
62360 - MEMBERSHIP DUES	864	3,910	5,458	3,920
62380 - COPY MACHINE CHARGES	2,071	1,200	1,200	1,200
62410 - LEAD SERVICE ABATEMENT	-	-	3,600	25,000
62415 - DEBRIS/REMOVAL CONTRACTUAL COSTS	4,875	38,000	38,000	38,000
62420 - MWRD FEES	231,940	307,800	195,600	307,800
62455 - WTR/SWR BILL PRINT AND MAIL CO	8,783	12,800	12,800	12,800
62460 - WTR/SWR BILL EPAYMENT CONTRACTS	-	14,400	14,400	14,400
62465 - OUTSIDE LABARATORY COSTS	96,068	17,500	17,500	25,000
62705 - BANK SERVICE CHARGES	97,956	69,000	100,000	100,000
62716 - BOND ISSUANCE COSTS	68,677	-	-	-
64005 - ELECTRICITY	939,692	800,000	800,000	800,000
64015 - NATURAL GAS	52,686	100,000	100,000	100,000
64505 - TELECOMMUNICATIONS	12,245	16,200	25,000	18,700
64540 - TELECOMMUNICATIONS - WIRELESS	18,130	22,900	20,400	22,900
65005 - AGRI/BOTANICAL SUPPLIES	1,493	970	970	970
65010 - BOOKS, PUBLICATIONS, MAPS	1,846	7,550	7,597	7,550
65015 - CHEMICALS/ SALT	297,267	465,000	465,000	465,000
65020 - CLOTHING	4,054	4,770	4,700	4,770
65025 - FOOD	2,161	-	-	-
65030 - PHOSPHATE CHEMICALS	85,480	101,000	101,000	101,000
65035 - PETROLEUM PRODUCTS	11,059	15,000	15,000	15,000
65040 - JANITORIAL SUPPLIES	7,409	6,600	7,904	7,500
65050 - BLDG MAINTENANCE MATERIAL	8,227	6,700	10,100	6,700
65051 - MATERIALS - STREETS DIVISION	6,214	27,600	27,600	27,600
65055 - MATER. TO MAINT. IMP.	125,491	155,000	155,000	150,000
65070 - OFFICE/OTHER EQT MTN MATL	119,358	182,500	154,500	201,500
65075 - MEDICAL & LAB SUPPLIES	14,946	16,400	16,400	16,400
65080 - MERCHANDISE FOR RESALE	29,876	30,000	31,000	30,000
65085 - MINOR EQUIPMENT & TOOLS	111,704	155,000	115,339	113,300
65090 - SAFETY EQUIPMENT	24,108	21,800	23,289	19,500
65095 - OFFICE SUPPLIES	3,781	4,900	4,900	4,900
65105 - PHOTO/DRAFTING SUPPLIE	-	400	400	400
65125 - OTHER COMMODITIES	611	-	-	-
65555 - PERSONAL COMPUTER EQUIPMENT	4,412	6,000	6,000	6,000
65702 - WATER GENERAL PLANT	(2,516)	119,900	119,900	540,000
<b>Miscellaneous</b>	<b>\$ 238,468</b>	<b>\$ 62,980</b>	<b>\$ 10,000</b>	<b>\$ 15,000</b>
61071 - INTERNSHIP PROGRAM	-	12,480	-	5,000
62696 - PUBLIC EDUCATION	10,543	50,500	10,000	10,000
62730 - GAIN/LOSS SALE FIXED ASST	227,924	-	-	-

510 - 513 Water Fund	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Year End Estimated	FY 2018 Proposed Budget
<b>Insurance and Other Chargebacks</b>	\$ 1,110,835	\$ 1,174,064	\$ 1,175,083	\$ 1,161,384
61510 - HEALTH INSURANCE	639,331	705,572	706,591	692,892
66059 - HEALTH INSURANCE OPT OUT EXPENSE	3,000	-	-	-
66130 - TRANSFER TO INSURANCE	468,503	468,492	468,492	468,492
<b>Capital Outlay</b>	\$ 36,713	\$ 14,982,119	\$ 1,601,172	\$ 29,346,200
65515 - OTHER IMPROVEMENTS	36,301	14,792,819	1,411,872	29,281,000
65522 - BUSINESS DISTRICT IMPROVEMENTS	411	-	-	-
65550 - AUTOMOTIVE EQUIPMENT	-	189,300	189,300	65,200
<b>Contingencies</b>	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
68205 - CONTINGENCIES	1,000	1,000	1,000	1,000
<b>Debt Service</b>	\$ 633,708	\$ 1,438,470	\$ 1,776,023	\$ 1,960,760
68305 - DEBT SERVICE- PRINCIPAL	-	860,550	1,002,264	1,190,915
68315 - DEBT SERVICE- INTEREST	633,708	577,920	773,759	769,845
<b>Depreciation Expense</b>	\$ 1,973,593	\$ -	\$ -	\$ -
68010 - DEPRECIATION EXPENSE	1,973,593	-	-	-
<b>Interfund Transfers</b>	\$ 3,502,313	\$ 3,502,313	\$ 8,502,313	\$ 3,502,313
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	132,754	132,754	132,754	132,754
66020 - TRANSFERS TO OTHER FUNDS	-	-	5,000,000	-
66131 - TRANSFER TO GENERAL FUND	3,369,559	3,369,559	3,369,559	3,369,559
<b>Grand Total</b>	\$ 15,097,592	\$ 29,361,507	\$ 21,146,017	\$ 45,549,058



## 2018 PROPOSED 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.

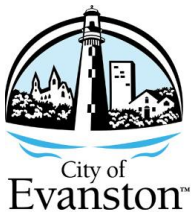
#### Sewer Division

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 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Year End Estimated	FY 2018 Proposed Budget
<b>Operating Revenue</b>				
Other Revenue	3,087	604,165	12,000	2,104,000
Charges for Services	13,048,760	12,521,150	12,921,749	12,589,650
Interfund Transfers	-	-	-	-
Interest Income	4,450	1,000	6,500	5,000
<b>Total Revenue</b>	<b>\$ 13,056,297</b>	<b>\$ 13,126,315</b>	<b>\$ 12,940,249</b>	<b>\$ 14,698,650</b>
<b>Operating Expenses</b>				
Salary and Benefits	1,104,448	989,481	998,391	1,057,082
Services and Supplies	157,551	1,000,800	1,004,814	2,558,630
Miscellaneous	5,000	1,500	1,500	1,500
Insurance and Other Chargebacks	414,270	432,953	432,151	425,177
Capital Outlay	15,370	2,819,700	3,126,500	2,181,300
Contingencies	-	-	-	-
Debt Service	1,336,366	8,370,946	8,130,480	7,540,066
Depreciation Expense	3,461,103	-	-	-
Interfund Transfers	773,873	991,677	991,677	991,677
<b>Total Expenses</b>	<b>\$ 7,267,980</b>	<b>\$ 14,607,057</b>	<b>\$ 14,685,513</b>	<b>\$ 14,755,432</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 5,788,316</b>	<b>\$ (1,480,742)</b>	<b>\$ (1,745,264)</b>	<b>\$ (56,782)</b>
<b>Beginning Unrestricted Fund Balance</b>	<b>\$ (1,176,218)</b>		<b>\$ 4,612,098</b>	<b>\$ 2,866,834</b>
<b>Ending Unrestricted Fund Balance</b>	<b>\$ 4,612,098</b>		<b>\$ 2,866,834</b>	<b>\$ 2,810,052</b>

<u>FY 2017 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 1.1 miles (0.83%) of small diameter combined sewers through cured in place pipe (CIPP) lining. This did not meet the target rate of 1% (1.34 miles) annual rehabilitation of small diameter combined sewers.
Water and Sewer	Rehabilitated 1,920 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, and also obtained funding for a project that will be completed in 2018.



## 2018 PROPOSED BUDGET - OTHER FUNDS

### #515 – Sewer

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 2,779 drainage structures and flushed 225,966 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 2018, in order to determine the repairs needed prior to paving the streets.

#### **2018 Initiatives**

- Complete Mulford Street Large Diameter Sewer Lining awarded in 2017. Perform engineering design and secure State low-interest loan funding for a large diameter sewer rehabilitation project scheduled for 2018.
- Continue the annual small diameter sewer CIPP rehabilitation program at a rate of at least 1% (1.34 miles) of the combined, small diameter 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.

Ongoing Activity Measures	2016 Target	2016 Estimated Actual	2017 Projected
Number of customer complaints about sewer service (seepage, backups, overflows, etc.).	200	262	200
Days lost from work due to illness or injury	3.0	3.9	3.0

<b>515 SEWER FUND</b>	<b>FY 2016 Actual Amount</b>	<b>FY 2017 Amended Budget</b>	<b>FY 2017 Year End Estimated</b>	<b>FY 2018 Proposed Budget</b>
<b>Salary and Benefits</b>	<b>\$ 1,104,448</b>	<b>\$ 989,481</b>	<b>\$ 998,391</b>	<b>\$ 1,057,082</b>
61010 - REGULAR PAY	761,716	797,770	782,787	853,917
61072 - JOB TRAINING PROGRAM	4,056	27,040	27,412	27,040
61110 - OVERTIME PAY	33,707	30,000	35,000	30,000
61415 - TERMINATION PAYOUTS	27,304	-	-	-
61420 - ANNUAL SICK LEAVE PAYOUT	6,509	-	2,613	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	2,297	-	5,653	-
61447 - OPEB EXPENSES	7,766	-	-	-
61615 - LIFE INSURANCE	-	-	-	580
61630 - SHOE ALLOWANCE	1,550	1,550	1,550	1,550
61710 - IMRF	196,564	73,398	81,631	78,549
61725 - SOCIAL SECURITY	51,043	48,403	49,911	53,040
61730 - MEDICARE	11,937	11,320	11,834	12,406
<b>Services and Supplies</b>	<b>\$ 157,551</b>	<b>\$ 1,000,800</b>	<b>\$ 1,004,814</b>	<b>\$ 2,558,630</b>
61060 - SEASONAL EMPLOYEES	-	5,200	5,200	5,200
62180 - STUDIES	18,000	75,000	75,000	75,000
62230 - IMPROVEMENT MAINT SERVICE	-	10,000	10,138	10,000
62245 - OTHER EQMT MAINTENANCE	6,465	5,500	5,576	5,500
62295 - TRAINING & TRAVEL	-	2,500	2,500	2,500
62315 - POSTAGE	12,000	17,000	17,000	17,000
62340 - COMPTER LICENSE & SUPP	-	2,300	2,300	4,800
62360 - MEMBERSHIP DUES	-	200	200	200
62415 - DEBRIS/REMOVAL CONTRACTUAL COSTS	24,750	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	6,557	7,000	9,900	7,000
62460 - WTR/SWR BILL EPAYMENT CONTRACTS	-	15,000	15,000	15,000
62461 - SEWER MAINTENANCE CONTRACTS	20,721	715,000	715,000	2,270,330
64540 - TELECOMMUNICATIONS - WIRELESS	3,680	7,200	7,200	7,200
65015 - CHEMICALS/ SALT	1,864	1,200	2,100	3,200
65020 - CLOTHING	301	1,000	1,000	1,000
65040 - JANITORIAL SUPPLIES	-	400	400	400
65051 - MATERIALS - STREETS DIVISION	3,000	10,000	10,000	10,000
65055 - MATER. TO MAINT. IMP.	24,745	45,000	45,000	43,000
65070 - OFFICE/OTHER EQT MTN MATL	2,942	7,000	7,000	7,000
65080 - MERCHANDISE FOR RESALE	-	1,000	1,000	1,000
65085 - MINOR EQUIPMENT & TOOLS	3,015	3,300	3,300	3,300
65090 - SAFETY EQUIPMENT	8,511	8,000	8,000	8,000
65555 - PERSONAL COMPUTER EQUIPMENT	-	3,000	3,000	3,000
<b>Miscellaneous</b>	<b>\$ 5,000</b>	<b>\$ 1,500</b>	<b>\$ 1,500</b>	<b>\$ 1,500</b>
62696 - PUBLIC EDUCATION	5,000	1,500	1,500	1,500
<b>Insurance and Other Chargebacks</b>	<b>\$ 414,270</b>	<b>\$ 432,953</b>	<b>\$ 432,151</b>	<b>\$ 425,177</b>
61510 - HEALTH INSURANCE	144,282	162,965	162,163	155,189
66130 - TRANSFER TO INSURANCE	269,988	269,988	269,988	269,988
<b>Capital Outlay</b>	<b>\$ 15,370</b>	<b>\$ 2,819,700</b>	<b>\$ 3,126,500</b>	<b>\$ 2,181,300</b>
65515 - OTHER IMPROVEMENTS	10,370	2,626,000	2,626,000	1,700,000
65550 - AUTOMOTIVE EQUIPMENT	-	187,200	494,000	460,300
65625 - FURNITURE & FIXTURES	5,000	6,500	6,500	21,000
<b>Debt Service</b>	<b>\$ 1,336,366</b>	<b>\$ 8,370,946</b>	<b>\$ 8,130,480</b>	<b>\$ 7,540,066</b>
68305 - DEBT SERVICE- PRINCIPAL	-	7,190,615	6,949,764	6,539,105
68315 - DEBT SERVICE- INTEREST	1,336,366	1,180,331	1,180,716	1,000,961
<b>Depreciation Expense</b>	<b>\$ 3,461,103</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
68010 - DEPRECIATION EXPENSE	3,461,103	-	-	-
<b>Interfund Transfers</b>	<b>\$ 773,873</b>	<b>\$ 991,677</b>	<b>\$ 991,677</b>	<b>\$ 991,677</b>
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	192,213	192,213	192,213	192,213
66025 - TRANSFER TO DEBT SERVICE - ERI	251,493	217,801	217,801	217,801
66026 - TRANSFER TO DEBT SERVICE	-	251,496	251,496	251,496
66131 - TRANSFER TO GENERAL FUND	330,167	330,167	330,167	330,167
<b>Grand Total</b>	<b>\$ 7,267,980</b>	<b>\$ 14,607,057</b>	<b>\$ 14,685,513</b>	<b>\$ 14,755,432</b>



## 2018 PROPOSED BUDGET - OTHER FUNDS

### #520 – Solid Waste

#### **Fund Description**

All solid waste removal services are provided once per week to all family residences of 1-5 units under this program element. Twenty-one 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 for refuse and once a week by City staff for recycling. 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 second 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 yard waste removal and a portion of street cleaning 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.

#### **Financial Summary**

	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Year End Estimated	FY 2018 Proposed Budget
<b>Operating Revenue</b>				
Other Revenue	274,808	238,000	225,000	238,000
Licenses, Permits and Fees	170,144	275,000	190,000	275,000
Charges for Services	3,586,453	3,632,394	3,642,500	3,632,394
Interfund Transfers	1,055,967	1,055,967	1,055,967	1,055,967
Intergovernmental Revenue	-	-	-	-
Interest Income	-	-	-	-
<b>Total Revenue</b>	<b>\$ 5,087,372</b>	<b>\$ 5,201,361</b>	<b>\$ 5,113,467</b>	<b>\$ 5,201,361</b>
<b>Operating Expenses</b>				
Salary and Benefits	815,166	750,241	729,831	762,027
Services and Supplies	3,493,078	3,732,176	3,731,676	3,474,676
Miscellaneous	12,232	15,000	3,000	7,500
Insurance and Other Chargebacks	138,618	149,325	120,127	122,247
Capital Outlay	6,034	25,750	25,750	275,750
Community Sponsored Organizations	-	-	-	-
Contingencies	-	-	-	-
Debt Service	2,251	21,046	21,046	21,797
Depreciation Expense	-	-	-	-
Interfund Transfers	499,493	504,807	504,807	322,362
<b>Total Expenses</b>	<b>\$ 4,966,872</b>	<b>\$ 5,198,345</b>	<b>\$ 5,136,237</b>	<b>\$ 4,986,359</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 120,500</b>	<b>\$ 3,016</b>	<b>\$ (22,770)</b>	<b>\$ 215,002</b>
<b>Beginning Fund Balance</b>	<b>\$ (1,093,283)</b>		<b>\$ (972,783)</b>	<b>\$ (995,553)</b>
<b>Ending Fund Balance</b>	<b>\$ (972,783)</b>		<b>\$ (995,553)</b>	<b>\$ (780,551)</b>

	FY 2016 Actual	FY 2017 Amended	FY 2017 Year End	FY 2018 Proposed
	Amount	Budget	Estimated	Budget
<b>520 SOLID WASTE FUND</b>				
<b>Salary and Benefits</b>	\$ 815,166	\$ 750,241	\$ 729,831	\$ 762,027
61010 - REGULAR PAY	565,834	598,604	528,812	618,705
61110 - OVERTIME PAY	42,854	45,000	98,848	45,000
61114 - SNOW OT	171	-	-	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	-	-	-	-
61447 - OPEB EXPENSES	15,084	-	-	-
61610 - DENTAL INSURANCE	-	-	-	-
61615 - LIFE INSURANCE	6	7	-	251
61630 - SHOE ALLOWANCE	1,395	1,395	1,550	2,700
61710 - IMRF	136,832	60,473	56,132	47,944
61725 - SOCIAL SECURITY	40,177	36,277	35,812	38,437
61730 - MEDICARE	9,391	8,485	8,376	8,990
61765 - PENSION EXPENSE-IMRF	-	-	-	-
<b>Services and Supplies</b>	\$ 3,493,078	\$ 3,732,176	\$ 3,731,676	\$ 3,474,676
61060 - SEASONAL EMPLOYEES	52,228	50,000	50,000	60,000
62295 - TRAINING & TRAVEL	-	800	-	800
62315 - POSTAGE	25	-	-	-
62380 - COPY MACHINE CHARGES	2,288	1,326	1,326	1,326
62390 - CONDOMINIUM REFUSE COLL	420,954	418,000	418,000	424,500
62405 - SWANCC DISPOSAL FEES	746,300	750,000	750,000	750,000
62415 - DEBRIS/REMOVAL CONTRACTUAL COSTS	2,256,580	2,500,000	2,500,000	2,225,000
64005 - ELECTRICITY	4,790	3,000	3,000	3,000
64015 - NATURAL GAS	7,239	6,000	6,000	6,000
64540 - TELECOMMUNICATIONS - WIRELESS	544	500	500	500
65015 - CHEMICALS/ SALT	-	200	200	200
65020 - CLOTHING	-	250	250	250
65055 - MATER. TO MAINT. IMP.	630	400	400	400
65085 - MINOR EQUIPMENT & TOOLS	329	700	700	700
65090 - SAFETY EQUIPMENT	1,035	1,000	1,000	1,000
65125 - OTHER COMMODITIES	-	-	-	-
<b>Miscellaneous</b>	\$ 12,232	\$ 15,000	\$ 3,000	\$ 7,500
67107 - OUTREACH	12,232	15,000	3,000	7,500
<b>Insurance and Other Chargebacks</b>	\$ 138,618	\$ 149,325	\$ 120,127	\$ 122,247
61510 - HEALTH INSURANCE	138,618	149,325	120,127	122,247
<b>Capital Outlay</b>	\$ 6,034	\$ 25,750	\$ 25,750	\$ 275,750
65625 - FURNITURE & FIXTURES	6,034	25,750	25,750	25,750
<b>Debt Service</b>	\$ 2,251	\$ 21,046	\$ 21,046	\$ 21,797
68305 - DEBT SERVICE- PRINCIPAL	-	19,206	19,206	20,467
68310 - DEBT SERVC OTHER AGENCIES	-	-	-	-
68315 - DEBT SERVICE- INTEREST	2,251	1,840	1,840	1,330
<b>Interfund Transfers</b>	\$ 499,493	\$ 504,807	\$ 504,807	\$ 322,362
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	322,362	322,362	322,362	322,362
62309 - RENTAL OF AUTO REPLACEMENT	177,131	182,445	182,445	-
<b>Grand Total</b>	\$ 4,966,872	\$ 5,198,345	\$ 5,136,237	\$ 4,986,359



## 2018 PROPOSED 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.

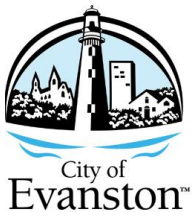
#### Financial Summary

Operating Revenue	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Year End Estimated	FY 2018 Proposed Budget
Other Revenue	14,415	81,781	80,000	81,781
Charges for Services	3,387,680	3,388,435	3,388,435	3,388,435
Interest Income	-	1,000	500	1,000
<b>Total Revenue</b>	<b>\$ 3,402,094</b>	<b>\$ 3,471,216</b>	<b>\$ 3,468,935</b>	<b>\$ 3,471,216</b>
<b>Operating Expenses</b>				
Salary and Benefits	897,673	1,071,267	976,580	1,079,638
Services and Supplies	1,912,423	2,380,057	1,880,313	2,380,057
Insurance and Other Chargebacks	167,952	239,630	191,348	185,266
Contingencies	-	450	450	450
Depreciation Expense	44	-	-	-
Interfund Transfers	26,762	27,833	27,833	33,442
<b>Total Expenses</b>	<b>\$ 3,004,854</b>	<b>\$ 3,719,237</b>	<b>\$ 3,076,524</b>	<b>\$ 3,678,853</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 397,241</b>	<b>\$ (248,021)</b>	<b>\$ 392,411</b>	<b>\$ (207,637)</b>
<b>Beginning Fund Balance</b>	<b>\$ 365,503</b>		<b>\$ 762,744</b>	<b>\$ 1,155,155</b>
<b>Ending Fund Balance</b>	<b>\$ 762,744</b>		<b>\$ 1,155,155</b>	<b>\$ 947,518</b>

#### 2018 Initiatives

- Maintain a three and five-year vehicle/equipment replacement and funding requirements schedule
- Staff completion of all NIMS training requirements
- 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
- If possible add an electric powered small work truck to replace larger inefficient small trucks currently in operation
- 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
- 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





## 2018 PROPOSED BUDGET - OTHER FUNDS

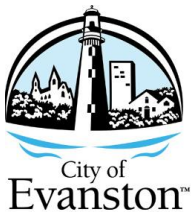
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### #600 – Fleet Services

#### **Performance Report on FY 2017 Program Objectives**

- The vehicle replacement plan was updated to reflect current needs and reduced budget capacity. All programmed vehicle replacements orders were completed prior to September 2017
- Introduced LED lighting fixtures to fleet office and will add to fleet maintenance areas in 2018.
- Completed the restoration of the staff locker room and break facility.
- Completed a water drainage improvement in the fleet service area.
- An internal fleet operation is an on-going effort.
- Implementation of Fleet Telematics System was completed and staff will continue to explore opportunities to "right-size" the fleet where applicable without affecting timely City services

600 FLEET SERVICES FUND	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Year End Estimated	FY 2018 Proposed Budget
<b>Salary and Benefits</b>	\$ 897,673	\$ 1,071,267	\$ 976,580	\$ 1,079,638
61010 - REGULAR PAY	736,473	836,564	813,557	851,571
61050 - PERMANENT PART-TIME	443	59,035	154	54,388
61110 - OVERTIME PAY	16,392	21,920	16,000	21,920
61114 - SNOW OT	3,187	-	3,534	-
61420 - ANNUAL SICK LEAVE PAYOUT	1,414	-	-	-
61447 - OPEB EXPENSES	9,411	-	-	-
61615 - LIFE INSURANCE	0	-	-	201
61626 - CELL PHONE ALLOWANCE	-	336	280	336
61630 - SHOE ALLOWANCE	1,550	1,550	1,550	1,550
61710 - IMRF	75,082	84,674	81,170	80,219
61725 - SOCIAL SECURITY	43,539	54,453	48,899	56,288
61730 - MEDICARE	10,182	12,735	11,436	13,165
<b>Services and Supplies</b>	\$ 1,912,423	\$ 2,380,057	\$ 1,880,313	\$ 2,380,057
61060 - SEASONAL EMPLOYEES	4,081	-	3,500	-
62205 - ADVERTISING	129	3,498	3,498	3,498
62235 - OFFICE EQUIPMENT MAINT	110	3,000	3,000	3,000
62240 - AUTOMOTIVE EQMP MAINT	-	18,000	15,000	18,000
62245 - OTHER EQMT MAINTENANCE	-	6,000	2,500	6,000
62275 - POSTAGE CHARGEBACKS	0	200	200	200
62295 - TRAINING & TRAVEL	2,163	4,200	4,200	4,200
62315 - POSTAGE	31	200	200	200
62340 - COMPTER LICENSE & SUPP	8,135	5,395	5,395	5,395
62355 - LAUNDRY/OTHER CLEANING	20,644	17,000	17,000	17,000
62360 - MEMBERSHIP DUES	724	1,625	1,625	1,625
62375 - RENTALS	-	1,000	1,000	1,000
62380 - COPY MACHINE CHARGES	896	519	519	519
64505 - TELECOMMUNICATIONS	7,924	4,744	8,000	4,744
64540 - TELECOMMUNICATIONS - WIRELESS	1,464	2,250	2,250	2,250
65015 - CHEMICALS/ SALT	11,816	12,886	12,886	12,886
65020 - CLOTHING	-	663	663	663
65035 - PETROLEUM PRODUCTS	568,666	1,100,000	600,000	1,100,000
65040 - JANITORIAL SUPPLIES	608	417	417	417
65045 - LICENSING/REGULATORY SUPP	1,386	-	-	-
65050 - BLDG MAINTENANCE MATERIAL	18,635	15,250	15,250	15,250
65055 - MATER. TO MAINT. IMP.	1,809	2,910	2,910	2,910
65060 - MATER. TO MAINT. AUTOS	1,144,624	1,050,000	1,050,000	1,050,000
65065 - TIRES & TUBES	86,491	100,000	100,000	100,000
65085 - MINOR EQUIPMENT & TOOLS	25,313	24,000	24,000	24,000
65090 - SAFETY EQUIPMENT	4,236	4,000	4,000	4,000
65095 - OFFICE SUPPLIES	2,417	2,300	2,300	2,300
65125 - OTHER COMMODITIES	121	-	-	-
<b>Insurance and Other Chargebacks</b>	\$ 167,952	\$ 239,630	\$ 191,348	\$ 185,266
61510 - HEALTH INSURANCE	167,802	239,630	191,348	185,266
66059 - HEALTH INSURANCE OPT OUT EXPENSE	150	-	-	-
<b>Contingencies</b>	\$ -	\$ 450	\$ 450	\$ 450
68205 - CONTINGENCIES	-	450	450	450
<b>Depreciation Expense</b>	\$ 44	\$ -	\$ -	\$ -
68010 - DEPRECIATION EXPENSE	44	-	-	-
<b>Interfund Transfers</b>	\$ 26,762	\$ 27,833	\$ 27,833	\$ 33,442
66025 - TRANSFER TO DEBT SERVICE - ERI	26,762	27,833	27,833	33,442
<b>Grand Total</b>	\$ 3,004,854	\$ 3,719,237	\$ 3,076,524	\$ 3,678,853



## 2018 PROPOSED BUDGET - OTHER FUNDS

### #601 – Equipment Replacement

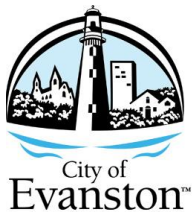
#### **Fund Description**

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 2016 Actual Amount</b>	<b>FY 2017 Amended Budget</b>	<b>FY 2017 Year End Estimated</b>	<b>FY 2018 Proposed Budget</b>
Other Revenue	63,430	210,217	210,217	210,217
Charges for Services	1,455,172	1,550,058	1,550,058	1,367,613
<b>Total Revenue</b>	<b>\$ 1,518,602</b>	<b>\$ 1,760,275</b>	<b>\$ 1,760,275</b>	<b>\$ 1,577,830</b>
<b>Operating Expenses</b>				
Services and Supplies	102,765	75,000	75,000	75,000
Capital Outlay	-	1,455,422	1,528,573	1,522,977
Depreciation Expense	1,624,064	-	-	-
<b>Total Expenses</b>	<b>\$ 1,726,829</b>	<b>\$ 1,530,422</b>	<b>\$ 1,603,573</b>	<b>\$ 1,597,977</b>
<b>Net Surplus (Deficit)</b>	<b>\$ (208,226)</b>	<b>\$ 229,853</b>	<b>\$ 156,702</b>	<b>\$ (20,147)</b>
<b>Beginning Fund Balance</b>	<b>\$ 1,093,559</b>		<b>\$ 885,333</b>	<b>\$ 1,042,035</b>
<b>Ending Unrestricted Fund Balance</b>	<b>\$ 885,333</b>		<b>\$ 1,042,035</b>	<b>\$ 1,021,888</b>

	FY 2016 Actual	FY 2017 Amended	FY 2017 Year End	FY 2018 Proposed
	Amount	Budget	Estimated	Budget
<b>601 EQUIPMENT REPLACEMENT FUND</b>				
<b>Services and Supplies</b>	\$ 102,765	\$ 75,000	\$ 75,000	\$ 75,000
62205 - ADVERTISING	63	-	-	-
62375 - RENTALS	23,485	25,000	25,000	25,000
62402 - VEHICLE LEASE CHARGES	43,586	50,000	50,000	50,000
<b>65010 - BOOKS, PUBLICATIONS, MAPS</b>	\$ 418	\$ -	\$ -	\$ -
65060 - MATER. TO MAINT. AUTOS	35,213	-	-	-
<b>Capital Outlay</b>	\$ -	\$ 1,455,422	\$ 1,528,573	\$ 1,522,977
65550 - AUTOMOTIVE EQUIPMENT	-	1,455,422	1,528,573	1,522,977
<b>Depreciation Expense</b>	\$ 1,624,064	\$ -	\$ -	\$ -
68010 - DEPRECIATION EXPENSE	1,624,064	-	-	-
<b>Grand Total</b>	\$ 1,726,829	\$ 1,530,422	\$ 1,603,573	\$ 1,597,977



## 2018 PROPOSED 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.

Estimated expenses for 2017 and budgeted expenses for 2018 include major settlements that will be funded over the next three years with transfers from the departments involved in the claims.

2017 and 2018 expenses also include major attorney and professional fees for the James Park case. These expenses may be reimbursed assuming a positive settlement of the case in 2018 or 2019.

2017 estimated expenses include a \$1.0 million transfer from the IPBC Terminal Reserve to fund major liability claims.

#### Financial Summary

	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Year End Estimated	FY 2018 Proposed Budget
<b>Operating Revenue</b>				
Other Revenue	9,995,502	11,237,646	10,654,782	10,858,534
Charges for Services	441,246	162,411	162,411	162,411
Interfund Transfers	-	4,987	4,987	59,899
Intergovernmental Revenue	-	-	-	-
Interest Income	218	1,000	600	1,000
Insurance	6,546,063	6,413,937	6,621,823	5,815,014
Workers Compensation and Liability	89,822	1,030,815	1,030,815	1,096,415
<b>Total Revenue</b>	<b>\$ 17,072,851</b>	<b>\$ 18,850,796</b>	<b>\$ 18,475,418</b>	<b>\$ 17,993,273</b>
<b>Operating Expenses</b>				
Salary and Benefits	448,109	534,441	589,038	664,601
Services and Supplies	4,704,399	2,385,248	3,855,845	2,385,448
Miscellaneous	4,330	-	-	-
Insurance and Other Chargebacks	14,539,279	16,146,290	16,129,450	15,387,920
Depreciation Expense	-	-	-	-
Interfund Transfers	9,262	9,632	9,632	9,632
<b>Total Expenses</b>	<b>\$ 19,705,379</b>	<b>\$ 19,075,611</b>	<b>\$ 20,583,965</b>	<b>\$ 18,447,601</b>
<b>Net Surplus (Deficit)</b>	<b>\$ (2,632,528)</b>	<b>\$ (224,815)</b>	<b>\$ (2,108,547)</b>	<b>\$ (454,328)</b>
<b>Beginning Fund Balance</b>	<b>\$ (364,497)</b>		<b>\$ (2,997,025)</b>	<b>\$ (5,105,572)</b>
<b>Ending Unrestricted Fund Balance</b>	<b>\$ (2,997,025)</b>		<b>\$ (5,105,572)</b>	<b>\$ (5,559,900)</b>

605 INSURANCE FUND	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Year End Estimated	FY 2018 Proposed Budget
<b>Salary and Benefits</b>	<b>\$ 448,109</b>	<b>\$ 534,441</b>	<b>\$ 589,038</b>	<b>\$ 664,601</b>
61010 - REGULAR PAY	373,335	458,068	400,809	463,813
61415 - TERMINATION PAYOUTS	5,353	-	-	-
61420 - ANNUAL SICK LEAVE PAYOUT	1,611	-	153	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	368	-	-	-
61615 - LIFE INSURANCE	13	13	138	272
61620 - UNIVERSAL LIFE	(3,050)	-	105,000	105,000
61625 - AUTO ALLOWANCE	3,790	3,690	3,690	3,690
61626 - CELL PHONE ALLOWANCE	600	600	600	600
61630 - SHOE ALLOWANCE	-	-	155	155
61710 - IMRF	38,984	39,198	44,876	50,929
61725 - SOCIAL SECURITY	21,617	26,297	27,030	31,967
61730 - MEDICARE	5,489	6,575	6,587	8,175
<b>Services and Supplies</b>	<b>\$ 4,704,399</b>	<b>\$ 2,385,248</b>	<b>\$ 3,855,845</b>	<b>\$ 2,385,448</b>
61060 - SEASONAL EMPLOYEES	11,148	-	-	-
62120 - LEGAL SERVICES - DISBURSMENT	-	-	19,200	-
62130 - LEGAL SERVICES-GENERAL	1,234,192	350,000	1,200,000	350,000
62225 - BLDG MAINTENANCE SERVICES	-	-	300	-
62260 - SETTLEMENT COSTS - LIABILITY	2,182,161	1,400,000	2,000,000	1,400,000
62266 - TPA SERVICE CHARGES	115,620	120,000	120,000	120,000
62295 - TRAINING & TRAVEL	795	4,000	2,000	4,000
62310 - CITY WIDE TRAINING	15,061	20,000	11,000	20,000
62345 - COURT COST/LITIGATION	3,500	-	13,100	-
62360 - MEMBERSHIP DUES	-	-	195	-
62615 - INSURANCE PREMIUM	510,331	490,000	490,000	490,000
62635 - OTHER INSURANCE	631,268	-	-	-
65010 - BOOKS, PUBLICATIONS, MAPS	188	415	-	415
65095 - OFFICE SUPPLIES	-	-	50	200
65125 - OTHER COMMODITIES	136	833	-	833
<b>Miscellaneous</b>	<b>\$ 4,330</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
62605 - OTHER CHARGES	4,330	-	-	-
<b>Insurance and Other Chargebacks</b>	<b>\$ 14,539,279</b>	<b>\$ 16,146,290</b>	<b>\$ 16,129,450</b>	<b>\$ 15,387,920</b>
61510 - HEALTH INSURANCE	70,349	75,690	50,129	72,096
62640 - WORKMEN'S COMP INSURANCE	317,750	-	-	-
66040 - GENERAL ADMINISTRATION & SUPPORT	11,320	-	12,563	-
66043 - LIABILITY SETTLEMENT PAYMENTS	-	-	46,000	-
66044 - WORKERS COMP INSURANCE PREMIUMS	141,312	130,000	130,000	130,000
66045 - WORKERS COMP LEGAL FEES	79,802	60,000	60,000	60,000
66046 - WORKERS COMP MEDICAL PAYMENTS	830,742	670,000	875,000	750,000
66047 - WORKERS COMP SETTLEMENT PAYMENTS	16,520	800,000	800,000	650,000
66049 - WORKERS COMP TTD PYMTS (NON SWORN)	106,365	90,000	115,000	100,000
66050 - HEALTH INSURANCE PREMIUMS-PPO	9,735,600	10,600,000	10,700,000	10,165,000
66051 - HEALTH INSURANCE PREMIUMS-HMO	3,210,658	3,600,000	3,221,608	3,253,824
66054 - MEDICARE SUPPLEMENT- SENIOR'S CHOICE	18,110	27,000	18,000	18,000
66055 - IPBC MEDICAL WAIVER FEE	-	-	1,150	-
66059 - HEALTH INSURANCE OPT OUT EXPENSE	750	93,600	100,000	189,000
<b>Interfund Transfers</b>	<b>\$ 9,262</b>	<b>\$ 9,632</b>	<b>\$ 9,632</b>	<b>\$ 9,632</b>
66020 - TRANSFERS TO OTHER FUNDS	-	-	-	1
66025 - TRANSFER TO DEBT SERVICE - ERI	9,262	9,632	9,632	9,632
<b>Grand Total</b>	<b>\$ 19,705,379</b>	<b>\$ 19,075,611</b>	<b>\$ 20,583,965</b>	<b>\$ 18,447,601</b>



## 2017 PROPOSED 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 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Year End Estimated	FY 2018 Proposed Budget
Property Taxes	-	7,868,709	-	-
Other Taxes	-	280,000	-	280,000
Other Revenue	10,902,978	1,050,000	9,039,240	9,198,709
Interest Income	1,559,737	4,100,000	4,100,000	4,100,000
<b>Total Revenue</b>	<b>\$ 12,462,715</b>	<b>\$ 13,341,709</b>	<b>\$ 13,149,240</b>	<b>\$ 13,588,709</b>
<b>Operating Expenses</b>				
Salary and Benefits	8,429,695	8,705,000	8,745,000	8,795,000
<b>Total Expenses</b>	<b>\$ 8,603,806</b>	<b>\$ 8,705,000</b>	<b>\$ 8,745,000</b>	<b>\$ 8,795,000</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 3,858,910</b>	<b>\$ 4,636,709</b>	<b>\$ 4,404,240</b>	<b>\$ 4,793,709</b>
<b>Beginning Net Assets held in Trust</b>	<b>\$ 66,741,088</b>		<b>\$ 70,599,998</b>	<b>\$ 75,004,238</b>
<b>Ending Net Assets held in Trust</b>	<b>\$ 70,599,998</b>		<b>\$ 75,004,238</b>	<b>\$ 79,797,947</b>

<b>700 FIRE PENSION FUND</b>	<b>FY 2016 Actual Amount</b>	<b>FY 2017 Amended Budget</b>	<b>FY 2017 Year End Estimated</b>	<b>FY 2018 Proposed Budget</b>
<b>Salary and Benefits</b>	<b>\$ 8,429,695</b>	<b>\$ 8,705,000</b>	<b>\$ 8,745,000</b>	<b>\$ 8,795,000</b>
61755 - PENSION-ADMIN. EXPENSE	85,755	150,000	125,000	125,000
61770 - RETIRED EMPLOYEES PENSION	5,839,866	6,000,000	6,100,000	6,100,000
61775 - WIDOWS' PENSIONS	1,076,402	1,100,000	1,100,000	1,100,000
61785 - DISABILITY PENSIONS	1,300,653	1,350,000	1,300,000	1,350,000
61790 - SEPARATION REFUNDS	4,237	-	-	-
61795 - QILDRO'S	122,782	105,000	120,000	120,000
<b>Grand Total</b>	<b>\$ 8,603,806</b>	<b>\$ 8,705,000</b>	<b>\$ 8,745,000</b>	<b>\$ 8,795,000</b>





## 2018 PROPOSED 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

Operating Revenue	FY 2016 Actual Amount	FY 2017 Amended Budget	FY 2017 Year End Estimated	FY 2018 Proposed Budget
Property Taxes	-	9,912,200	-	-
Other Taxes	-	325,000	-	-
Other Revenue	16,286,867	1,650,000	11,768,129	11,937,200
Interest Income	2,713,348	6,500,000	6,500,000	6,500,000
<b>Total Revenue</b>	<b>\$ 19,000,215</b>	<b>\$ 18,444,200</b>	<b>\$ 18,325,129</b>	<b>\$ 18,494,200</b>
<b>Operating Expenses</b>				
Salary and Benefits	11,094,711	11,817,000	11,674,000	12,255,000
Debt Service	-	-	-	-
<b>Total Expenses</b>	<b>\$ 11,367,506</b>	<b>\$ 11,817,000</b>	<b>\$ 11,944,000</b>	<b>\$ 12,525,000</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 7,632,708</b>	<b>\$ 6,627,200</b>	<b>\$ 6,381,129</b>	<b>\$ 5,969,200</b>
<b>Beginning Net Assets held in Trust</b>	<b>\$ 98,558,837</b>		<b>\$ 106,191,545</b>	<b>\$ 112,572,674</b>
<b>Ending Net Assets held in Trust</b>	<b>\$ 106,191,545</b>		<b>\$ 112,572,674</b>	<b>\$ 118,541,874</b>

<b>705 POLICE PENSION FUND</b>	<b>FY 2016 Actual Amount</b>	<b>FY 2017 Amended Budget</b>	<b>FY 2017 Year End Estimated</b>	<b>FY 2018 Proposed Budget</b>
<b>Salary and Benefits</b>	<b>\$ 11,094,711</b>	<b>\$ 11,817,000</b>	<b>\$ 11,674,000</b>	<b>\$ 12,255,000</b>
61755 - PENSION-ADMIN. EXPENSE	123,795	250,000	150,000	150,000
61770 - RETIRED EMPLOYEES PENSION	9,199,072	9,520,000	9,700,000	10,000,000
61775 - WIDOWS' PENSIONS	1,034,588	1,060,000	1,060,000	1,100,000
61785 - DISABILITY PENSIONS	667,590	690,000	690,000	700,000
61790 - SEPARATION REFUNDS	46,625	275,000	50,000	275,000
61795 - QILDRO'S	23,040	22,000	24,000	30,000
<b>Grand Total</b>	<b>\$ 11,367,506</b>	<b>\$ 11,817,000</b>	<b>\$ 11,944,000</b>	<b>\$ 12,525,000</b>



**PART V**

**POSITION INFORMATION**

	Position Description	2017 Adopted Budget FTE	2018 Proposed Baseline Budget FTE	Difference	2018 Notes
<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	1.00	-1.00	1 FTE moved to Revenue (1560)
	<b>CITY CLERK TOTAL</b>	<b>2.00</b>	<b>1.00</b>	<b>-1.00</b>	
	<b>LEGISLATIVE</b>	<b>3.00</b>	<b>2.00</b>	<b>-1.00</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	1.00	1.00	0.00	
	Local Government Management Fellow	0.50	0.50	0.00	
	<b>CITY MANAGER TOTAL</b>	<b>4.50</b>	<b>4.50</b>	<b>0.00</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 Coordinator	1.00	1.00	0.00	Reclassified from Sustainability Manager
	Sustainability Manager	1.00	0.00	-1.00	Reclassified to Sustainability Coordinator
	<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	0.50	0.50	0.00	0.5 FTE in Parking Fund (7005)
	Revenue Collections Coordinator	1.00	1.00	0.00	
	Customer Service Representative	2.00	3.00	1.00	1 FTE reclassified from Deputy City Clerk (1400)
	Admin. Adjudication Manager	1.00	0.00	-1.00	Function moved to Administrative Adjudication (1585)
	Admin. Adjudication Aide	1.00	0.00	-1.00	Function moved to Administrative Adjudication (1585)
	<b>REVENUE TOTAL</b>	<b>5.50</b>	<b>4.50</b>	<b>-1.00</b>	
<b>1570</b>	<b>ACCOUNTING</b>				
	Accounting Manager	1.00	1.00	0.00	
	Accountant	2.00	2.00	0.00	
	Accounts Payable Coordinator	1.00	1.00	0.00	
	Senior Accountant	2.00	2.00	0.00	
	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>				
	MWEBE/LEP and Workforce Development Coordinator	0.50	0.50	0.00	0.5 FTE in Parks (3215)
	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>	

	Position Description	2017 Adopted Budget FTE	2018 Proposed Baseline Budget FTE	Difference	2018 Notes
<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>1585</b>	<b>ADMINISTRATIVE ADJUDICATION</b>				
	Admin. Adjudication Manager	0.00	0.00	0.00	Moved from 1560, reclassified to Admin. Adjudication Aide
	Admin. Adjudication Aide	0.00	2.00	2.00	Moved from 1560, reclassified from Admin. Adjudication Manager
	<b>ADMIN. ADJUDICATION TOTAL</b>	<b>0.00</b>	<b>2.00</b>	<b>2.00</b>	
<b>5300</b>	<b>ECONOMIC DEVELOPMENT</b>				
	Director, Community Development	0.25	0.00	-0.25	Position moved to 2101
	Senior Economic Development Coordinator	1.00	1.00	0.00	
	Economic Development Division Mgr.	1.00	1.00	0.00	
	Transportation and Mobility Coordinator	1.00	1.00	0.00	
	ICMA Fellow	0.50	0.50	0.00	
	Digital Services Manager	0.25	0.00	-0.25	Position moved and reclassified to Civic Technology Analyst
	Economic Development Program Specialist	2.00	2.00	0.00	
	<b>ECONOMIC DEVELOPMENT TOTAL</b>	<b>6.00</b>	<b>5.50</b>	<b>-0.50</b>	
	<b>CITY ADMINISTRATION</b>	<b>38.00</b>	<b>38.50</b>	<b>0.50</b>	
<b>1705</b>	<b>LEGAL ADMINISTRATION</b>				
	Paralegal/Office Coordinator	1.00	1.00	0.00	
	Deputy City Attorney	1.00	1.00	0.00	
	Corporation Counsel/City Attorney	0.50	0.50	0.00	
	Assistant City Attorney II	2.00	2.00	0.00	
	<b>LEGAL ADMINISTRATION TOTAL</b>	<b>4.50</b>	<b>4.50</b>	<b>0.00</b>	
	<b>LAW DEPARTMENT</b>	<b>4.50</b>	<b>4.50</b>	<b>0.00</b>	
<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	0.00	0.00	0.00	
	Administrative Assistant	1.00	1.00	0.00	
	Management Analyst	1.00	1.00	0.00	
	<b>ADMINISTRATIVE SERVICES ADMIN TOTAL</b>	<b>3.00</b>	<b>3.00</b>	<b>0.00</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	0.00	0.00	0.00	
	<b>HUMAN RESOURCES TOTAL</b>	<b>6.00</b>	<b>6.00</b>	<b>0.00</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	1.00	1.00	0.00	
	Digital Services Specialist	1.00	1.00	0.00	
	Civic Technology Analyst	0.00	1.00	1.00	Reclassified from Application & Business Analyst
	Application & Business Analyst	1.00	0.00	-1.00	Reclassified to Civic Technology Analyst
	Public Safety Coordinator	1.00	1.00	0.00	
	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	0.00	-1.00	Reclassified to CIO/IT Division Manager
	CIO/IT Division Manager	0.00	1.00	1.00	Reclassified from IT Division Manager
	Applications Analyst	0.00	0.00	0.00	
	Technical Services Supervisor	1.00	1.00	0.00	
	Tech Support Supervisor	0.00	0.00	0.00	

	Position Description	2017 Adopted Budget FTE	2018 Proposed Baseline Budget FTE	Difference	2018 Notes
	System Administrator	1.00	1.00	0.00	
	<b>INFORMATION TECHNOLOGY TOTAL</b>	<b>13.00</b>	<b>13.00</b>	<b>0.00</b>	
<b>1941</b>	<b>PARKING ENFORCEMENT AND TICKETS</b>				
	Parking Enforcement Officer	10.00	10.00	0.00	
	Parking Operations Clerk	0.00	0.00	0.00	
	Parking Enforcement Supervisor	1.00	1.00	0.00	
	Parking Operations Coordinator	1.00	1.00	0.00	
	<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	0.00	0.00	0.00	
	Facilities Maintenance Supervisor	2.00	2.00	0.00	
	Maintenance & Operations Manager, Building/Special Facilities	0.00	0.00	0.00	
	Facilities Management Division Manager	1.00	1.00	0.00	
	Facility Maintenance Technician	0.00	0.00	0.00	
	Facility Services Worker	0.00	0.00	0.00	
	Custodian I	0.00	0.00	0.00	
	Facilities Maintenance Worker I	4.20	4.00	-0.20	Reclassified to PT Facility Services Worker
	Facilities Maintenance Worker II	0.00	0.00	0.00	
	Facilities Maint. Worker III	12.00	12.00	0.00	
	PT Facility Services Worker	0.00	0.20	0.20	Reclassified from Facilities Maintenance Worker I
	Master Tradesman	2.00	2.00	0.00	
	<b>FACILITIES TOTAL</b>	<b>21.20</b>	<b>21.20</b>	<b>0.00</b>	
	<b>ADMINISTRATIVE SERVICES DEPARTMENT</b>	<b>57.70</b>	<b>57.70</b>	<b>0.00</b>	
<b>2101</b>	<b>COMMUNITY DEVELOPMENT ADMINISTRATION</b>				
	Director, Community Development	0.75	1.00	0.25	Postion moved from 5300
	Management Analyst	1.00	1.00	0.00	
	Social Services Grants & Compliance Specialist	0.50	0.50	0.00	
	<b>2101 COMMUNITY DEVELOPMENT ADMINISTRATION TOTAL</b>	<b>2.25</b>	<b>2.50</b>	<b>0.25</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	0.00	0.00	0.00	
	Development Planner	1.00	1.00	0.00	
	Zoning Planner	1.00	1.00	0.00	
	<b>2105 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	
	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	0.40	0.40	0.00	
	Customer Service Representative	2.00	2.00	0.00	
	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	
	<b>2126 BUILDING INSPECTION SERVICES TOTAL</b>	<b>13.25</b>	<b>13.25</b>	<b>0.00</b>	
	<b>COMMUNITY DEVELOPMENT DEPARTMENT</b>	<b>20.50</b>	<b>20.75</b>	<b>0.25</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	76.00	76.00	0.00	

	Position Description	2017 Adopted Budget FTE	2018 Proposed Baseline Budget FTE	Difference	2018 Notes
	Police Sergeant	11.00	11.00	0.00	
	Deputy Chief	1.00	1.00	0.00	
	<b>PATROL OPERATIONS TOTAL</b>	<b>91.00</b>	<b>91.00</b>	<b>0.00</b>	
<b>2215</b>	<b>CRIMINAL INVESTIGATION</b>				
	Police Commander	1.00	1.00	0.00	
	Police Officer	14.00	14.00	0.00	
	Police Sergeant	2.00	2.00	0.00	
	Deputy Chief	1.00	1.00	0.00	
	<b>CRIMINAL INVESTIGATION TOTAL</b>	<b>18.00</b>	<b>18.00</b>	<b>0.00</b>	
<b>2225</b>	<b>SOCIAL SERVICES BUREAU</b>				
	Victim Advocate	3.00	3.00	0.00	
	Social Services Manager	1.00	1.00	0.00	
	Youth Advocate	1.30	1.30	0.00	
	<b>SOCIAL SERVICES BUREAU TOTAL</b>	<b>5.30</b>	<b>5.30</b>	<b>0.00</b>	
<b>2230</b>	<b>JUVENILE BUREAU</b>				
	Police Commander	1.00	1.00	0.00	
	Police Officer	8.00	8.00	0.00	
	Police Sergeant	1.00	1.00	0.00	
	<b>JUVENILE BUREAU TOTAL</b>	<b>10.00</b>	<b>10.00</b>	<b>0.00</b>	
<b>2235</b>	<b>SCHOOL LIAISON</b>				
	Police Officer	4.00	4.00	0.00	
	<b>SCHOOL LIAISON TOTAL</b>	<b>4.00</b>	<b>4.00</b>	<b>0.00</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	1.00	-1.00	Reclassified to Review Officer/Records Specialist.
	Review Officer/Records Specialist	0.00	1.00	1.00	Reclassified from Review Officer.
	<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	
	Service Desk Officer II	12.00	12.00	0.00	
	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>15.00</b>	<b>15.00</b>	<b>0.00</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	2.00	1.00	Increase by 1 FTE for Compliance Officer.
	<b>OFFICE OF PROFESSIONAL STANDARDS TOTAL</b>	<b>3.00</b>	<b>4.00</b>	<b>1.00</b>	
<b>2260</b>	<b>OFFICE OF ADMINISTRATION</b>				
	Deputy Chief	1.00	1.00	0.00	
	Management Analyst	1.00	0.00	-1.00	Reclassified to Administrator Coordinator.
	Administrative Coordinator	0.00	1.00	1.00	Reclassified from Management Analyst.
	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>4.00</b>	<b>4.00</b>	<b>0.00</b>	
<b>2265</b>	<b>NEIGHBORHOOD ENFORCEMENT TEAM</b>				
	Police Commander	1.00	1.00	0.00	
	Police Officer	13.00	13.00	0.00	
	Police Sergeant	2.00	2.00	0.00	

	Position Description	2017 Adopted Budget FTE	2018 Proposed Baseline Budget FTE	Difference	2018 Notes
	<b>NEIGHBORHOOD ENFORCEMENT TEAM TOTAL</b>	<b>16.00</b>	<b>16.00</b>	<b>0.00</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	
	<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	12.00	12.00	0.00	
	<b>PROBLEM SOLVING TEAM TOTAL</b>	<b>14.00</b>	<b>14.00</b>	<b>0.00</b>	
<b>2290</b>	<b>PROPERTY BUREAU</b>				
	Management Analyst	1.00	1.00	0.00	
	Property Officer	1.00	1.00	0.00	
	<b>PROPERTY BUREAU TOTAL</b>	<b>2.00</b>	<b>2.00</b>	<b>0.00</b>	
<b>2295</b>	<b>BUILDING MANAGEMENT</b>				
	Custodian I	1.00	1.00	0.00	
	<b>BUILDING MANAGEMENT TOTAL</b>	<b>1.00</b>	<b>1.00</b>	<b>0.00</b>	
	<b>POLICE DEPARTMENT</b>	<b>225.80</b>	<b>226.80</b>	<b>1.00</b>	
<b>2305</b>	<b>FIRE MANAGEMENT &amp; SUPPORT</b>				
	Administrative Secretary	1.00	1.00	0.00	
	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	1.00	2.00	1.00	Reclassified from Deputy Chief
	Deputy Chief, Fire	1.00	0.00	-1.00	Reclassified as 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	2.00	3.00	1.00	Reclassified from Secretary II
	Senior Environmental Health Practitioner	1.00	1.00	0.00	
	Property Maint Inspector I	3.00	3.00	0.00	
	Senior Property Maintenance Inspector	1.00	1.00	0.00	
	Secretary II	1.00	0.00	-1.00	Reclassified as a Environmental Health Practitioner
	Communicable Dis Surv Specialist	1.00	1.00	0.00	
	Medical Director	0.10	0.00	-0.10	Elimination of position during 2017



	Position Description	2017 Adopted Budget FTE	2018 Proposed Baseline Budget FTE	Difference	2018 Notes
	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	1.00	1.00	0.00	
	Health Field Staff Supervisor	0.00	0.00	0.00	
	<b>FOOD AND ENVIRONMENTAL HEALTH TOTAL</b>	<b>14.10</b>	<b>14.00</b>	<b>-0.10</b>	
<b>2440</b>	<b>VITAL RECORDS</b>				
	Clerk III	1.00	0.00	-1.00	Reclassified to CSR
	Customer Service Representative		1.00	1.00	Reclassified from Clerk III
	<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>				
	Human Services Manager	1.00	1.00	0.00	
	General Assistance Specialist	1.00	0.00	-1.00	Reclassified to Management Analyst
	Management Analyst	0.00	1.00	1.00	Reclassified from General Assistance Specialist
	Medical Billing Clerk	1.00	0.00	-1.00	Position Budgeted for only one year
	Public Health Educator	1.00	1.00	0.00	
	<b>COMMUNITY HEALTH PROGRAM ADMINISTR. TOTAL</b>	<b>4.00</b>	<b>3.00</b>	<b>-1.00</b>	
	<b>HEALTH AND HUMAN SERVICES DEPARTMENT</b>	<b>21.10</b>	<b>20.00</b>	<b>-1.10</b>	
<b>4105</b>	<b>PUBLIC WORKS AGENCY ADMIN</b>				
	Public Works Agency Director	0.50	0.00	-0.50	Reclassified to Water Fund (4200)
	Part-Time Clerk	0.75	0.50	-0.25	
	Special Projects Assistant	3.00	3.00	0.00	
	Project Management Supervisor	1.00	2.00	1.00	
	<b>PUBLIC WORKS AGENCY ADMIN TOTAL</b>	<b>5.25</b>	<b>5.50</b>	<b>0.25</b>	
<b>4300</b>	<b>ENVIRONMENTAL SERVICES</b>				
	Environmental Services Bureau Chief	1.00	0.00	-1.00	Reclassified to 4310
	<b>ENVIRONMENTAL SERVICES TOTAL</b>	<b>1.00</b>	<b>0.00</b>	<b>-1.00</b>	
<b>4310</b>	<b>RECYCLING AND ENVIRONMENTAL MAINTENANCE</b>				
	Environmental Services Bureau Chief	0.00	1.00	1.00	Reclassified from 4300
	Equipment Operator I	1.00	1.00	0.00	
	Equipment Operator II	2.00	2.00	0.00	
	Public Works Maint Wrkr II	3.00	3.00	0.00	
	PW Crew Leader	1.00	1.00	0.00	
	<b>RECYCLING AND ENVIRONMENTAL MAINTAINENC</b>	<b>7.00</b>	<b>8.00</b>	<b>1.00</b>	
<b>4320</b>	<b>FORESTRY</b>				
	Arborist	1.00	1.00	0.00	
	Forestry Worker 1	0.00	1.00	1.00	Reclassification of Park/Forestry Worker III
	Parks/Forestry Crew Leader	3.00	3.00	0.00	
	Parks/Forestry Worker III	14.00	13.00	-1.00	Reclassified to Forestry Worker I
	<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	2.00	2.00	0.00	
	General Tradesman	1.00	1.00	0.00	
	Greenway Supervisor	1.00	1.00	0.00	
	Greenway Crew Leader	1.00	1.00	0.00	
	Parks/Forestry Crew Leader	3.00	3.00	0.00	
	Parks/Forestry Worker II	2.00	2.00	0.00	
	Public Works Maintenance Worker II	3.00	2.00	-1.00	Reclassified to Worker I
	Public Works Maintenance Worker I	0.00	1.00	1.00	Reclassified from Worker II
	Parks/Forestry Worker III	4.00	4.00	0.00	
	<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	0.00	-0.50	Moved to Water Fund (4200)
	<b>CAPITAL PLANNING &amp; ENGINEERING TOTAL</b>	<b>0.50</b>	<b>0.00</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	0.00	-1.00	Reclassified to Architect, moved to 4430
	Engineering Associate II	1.00	1.00	0.00	

	Position Description	2017 Adopted Budget FTE	2018 Proposed Baseline Budget FTE	Difference	2018 Notes
	Sr. Prjct Mgr.	0.00	1.00	1.00	Reclassified from Sr. Prjct. Mgr: Construct/Design
	Sr Prjct Mgr: Construct/Design	2.00	1.00	-1.00	1 FTE reclassified to Sr. Prjct Mgr.
	<b>STREETS AND RIGHT OF WAY TOTAL</b>	<b>6.00</b>	<b>5.00</b>	<b>-1.00</b>	
<b>4420</b>	<b>TRANSPORTATION</b>				
	Sr Proj Mgr: Traf/R/W/Permits	1.00	1.00	0.00	
	Traffic Engineering Technician	0.50	0.50	0.00	
	<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	
	Architect	0.00	1.00	1.00	Reclased from Construction Inspector 4410
	Sr Project Mgr: Facilities/Parks	1.00	1.00	0.00	
	<b>PARKS AND FACILITIES TOTAL</b>	<b>2.00</b>	<b>3.00</b>	<b>1.00</b>	
<b>4510</b>	<b>STREET MAINTENANCE</b>				
	Infrastructure Maintenance Bureau Chief	1.00	1.00	0.00	
	Equipment Operator II	11.00	10.00	-1.00	1 FTE reclassified to Equipment Operator III
	Equipment Operator III	2.00	3.00	1.00	1 FTE reclassified from Equipment Operator II
	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>STREET MAINTENANCE TOTAL</b>	<b>18.00</b>	<b>18.00</b>	<b>0.00</b>	
<b>4520</b>	<b>TRAFFIC SIGNS AND STREET LIGHT MAINTENANCE</b>				
	Traffic Operations Supervisor	1.00	1.00	0.00	
	Public Works Maint Wrkr II	1.00	0.00	-1.00	1 FTE reclassified to PW Maint Wrkr III
	Public Works Maint Wrkr III	2.00	3.00	1.00	1 FTE reclassified from PW Maint Wrkr II
	Traffic Electrician	3.00	3.00	0.00	
	Traffic Electrician Leader	1.00	1.00	0.00	
	<b>TRAFFIC SIGNS AND STREET LIGHT MAINTENANCE</b>	<b>8.00</b>	<b>8.00</b>	<b>0.00</b>	
	<b>PUBLIC WORKS AGENCY</b>	<b>84.25</b>	<b>84.00</b>	<b>-0.25</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>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>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>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	
	After School Supervisor	0.50	1.00	0.50	Reclassified from Preschool Program Supervisor
	PT Preschool Instructor	2.66	2.66	0.00	
	PT Custodian	1.60	1.60	0.00	
	Preschool Program Supervisor	1.00	0.50	-0.50	Reclassified to After School Supervisor
	<b>CROWN COMMUNITY CENTER TOTAL</b>	<b>9.76</b>	<b>9.76</b>	<b>0.00</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	1.00	1.00	0.00	
	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>CHANDLER COMMUNITY CENTER TOTAL</b>	<b>5.48</b>	<b>5.48</b>	<b>0.00</b>	

	Position Description	2017 Adopted Budget FTE	2018 Proposed Baseline Budget FTE	Difference	2018 Notes
<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 TOTAL</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	0.67	0.67	0.00	
	Facilities Supervisor	1.38	1.38	0.00	
	FT Bus Driver	1.00	1.00	0.00	
	PT Custodian	1.45	1.45	0.00	
	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>	

	Position Description	2017 Adopted Budget FTE	2018 Proposed Baseline Budget FTE	Difference	2018 Notes
<b>3215</b>	<b>YOUTH ENGAGEMENT</b>				
	MWEBE/LEP and Workforce Development Coordinator	0.50	0.50	0.00	
	Community Services Manager	1.00	1.00	0.00	
	Program Coordinator - YYA	1.00	1.00	0.00	
	Youth-Young Adult Ast. Prog. Coordinator	0.00	1.00	1.00	Reclassified from Outreach Dev. Worker
	Youth-Young Adult Outreach Program Assistant	0.00	0.45	0.45	Reclassified from Outreach Worker
	Youth-Young Adult Outreach Worker	2.90	2.45	-0.45	Reclassified to Program Assistant
	Youth-Young Adult Outreach Development Worker	3.00	2.00	-1.00	Reclassified to Ast. Prog. Coordinator
	<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	1.00	1.00	0.00	
	Facilities Supervisor	1.50	1.50	0.00	
	<b>GIBBS-MORRISON CULTURAL CENTER TOTAL</b>	<b>2.50</b>	<b>2.50</b>	<b>0.00</b>	
<b>3605</b>	<b>ECOLOGY CENTER</b>				
	Clerk III	1.00	1.00	0.00	
	Recreation Program Coordinator	2.00	2.00	0.00	
	Garden Coordinator	0.20	0.20	0.00	
	Facilities Supervisor	0.32	0.32	0.00	
	PT Custodian	0.25	0.25	0.00	
	<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>				
	Office Assistant	0.85	0.85	0.00	
	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>3.37</b>	<b>3.37</b>	<b>0.00</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>78.83</b>	<b>78.83</b>	<b>0.00</b>	
	<b>General Fund</b>	<b>643.68</b>	<b>643.08</b>	<b>-0.60</b>	
<b>2499</b>	<b>GENERAL ASSISTANCE ADMINISTRATION</b>				
	Customer Service Representative	1.00	1.00	0.00	
	Human Services Specialist	1.00	1.00	0.00	
	General Assistance Specialist	2.00	2.00	0.00	
	<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>	
<b>4805</b>	<b>YOUTH SERVICES</b>				
	Librarian I	3.50	2.50	-1.00	
	Librarian III	1.00	1.00	0.00	
	Supervising Librarian	1.00	1.00	0.00	
	Teen Services Librarian I	0.00	1.00	1.00	
	Youth Outreach Librarian II	1.00	0.00	-1.00	moved to neighborhood services
	Library Assistant	6.60	5.11	-1.49	
	<b>YOUTH SERVICES TOTAL</b>	<b>13.10</b>	<b>10.61</b>	<b>-2.49</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	2.53	0.16	
	Technology Associate	2.80	2.80	0.00	
	Technology Trainer	0.53	1.06	-0.53	new part-time position added
	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>13.73</b>	<b>14.42</b>	<b>0.69</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	

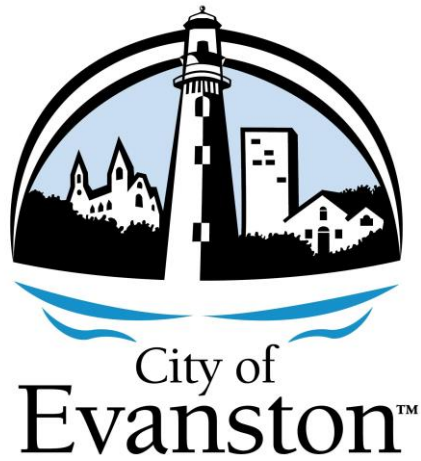
	Position Description	2017 Adopted Budget FTE	2018 Proposed Baseline Budget FTE	Difference	2018 Notes
	Library Aide II	3.28	3.07	-0.21	
	Library Clerk	5.17	5.68	0.51	
	Shelver	4.43	4.84	0.41	
	<b>CIRCULATION TOTAL</b>	<b>14.88</b>	<b>15.59</b>	<b>0.71</b>	
<b>4825</b>	<b>NEIGHBORHOOD SERVICES</b>				
	Librarian III	1.00	1.00	0.00	
	Shelver	0.69	0.40	-0.29	
	Community Engagement Assistant	0.00	0.53	0.53	
	Latino Engagement Librarian	1.00	1.00	0.00	Moved from Administration during 2017
	Community Engagement Librarian	1.00	1.00	0.00	Moved from Administration during 2017
	Youth Outreach Librarian II	0.00	1.00	1.00	Moved from Youth Services
	Branch Assistant	3.36	3.68	0.32	
	Library Clerk	1.57	1.27	-0.30	
	<b>NEIGHBORHOOD SERVICES TOTAL</b>	<b>8.62</b>	<b>9.88</b>	<b>1.26</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	0.80	0.80	0.00	
	Security Monitor	2.67	2.67	0.00	
	Facilities Management Supervisor	1.00	1.00	0.00	
	<b>MAINTENANCE TOTAL</b>	<b>6.47</b>	<b>6.47</b>	<b>0.00</b>	
<b>4845</b>	<b>ADMINISTRATION</b>				
	Bookkeeper	1.00	0.00	-1.00	
	Office Coordinator	0.00	1.00	1.00	
	Clerk III	1.00	0.00	-1.00	
	Director, Library	1.00	1.00	0.00	
	Assistant Library Director	1.00	1.00	0.00	
	Administrative Secretary	0.00	1.00	1.00	
	Administrative Services Manager	1.00	0.00	-1.00	
	Development Associate	1.33	1.33	0.00	
	Development Manager	1.00	1.00	0.00	
	Latino Engagement Librarian	1.00	0.00	-1.00	Moved to Neighborhood Services
	Community Engagement Coordinator	0.80	0.80	0.00	
	Community Engagement Librarian	1.00	0.00	-1.00	Moved to Neighborhood Services
	<b>ADMINISTRATION TOTAL</b>	<b>10.13</b>	<b>7.13</b>	<b>-3.00</b>	
	<b>LIBRARY FUND</b>	<b>73.88</b>	<b>71.05</b>	<b>-2.83</b>	
<b>5005</b>	<b>NSP2</b>				
	Housing and Grant Administrator	0.10	0.05	-0.05	0.05 FTE moved to 5465
	Grants and Compliance Specialist	0.20	0.10	-0.10	0.10 FTE moved to 5220
	<b>NSP2 TOTAL</b>	<b>0.30</b>	<b>0.15</b>	<b>-0.15</b>	
	<b>NSP2 FUND</b>	<b>0.30</b>	<b>0.15</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>				

	Position Description	2017 Adopted Budget FTE	2018 Proposed Baseline Budget FTE	Difference	2018 Notes
	Housing and Grant Administrator	0.70	0.55	-0.15	0.15 FTE moved to 5465
	PT Financial Analyst	0.50	1.00	0.50	Increase in position
	Grants and Compliance Specialist	0.80	0.90	0.10	moved from 5005
	Social Services Grants and Compliance Specialist	0.50	0.50	0.00	
	Housing Policy & Planning Analyst	0.00	0.30	0.30	moved from 5430
	<b>CDBG ADMINISTRATION TOTAL</b>	<b>2.50</b>	<b>3.25</b>	<b>0.75</b>	
	<b>CDBG ADMINISTRATION FUND</b>	<b>4.25</b>	<b>5.00</b>	<b>0.75</b>	
	<b>5430 HOME FUND</b>				
	Housing Policy & Planning Analyst	0.50	0.35	-0.15	Decrease in position
	<b>HOME FUND</b>	<b>0.50</b>	<b>0.35</b>	<b>-0.15</b>	
	<b>5465 AFFORDABLE HOUSING FUND</b>				
	Housing Policy & Planning Analyst	0.50	0.40	-0.10	Decrease in position
	Housing and Grant Administrator	0.20	0.40	0.20	Moved from 5220 & 5005
	<b>AFFORDABLE HOUSING FUND</b>	<b>0.70</b>	<b>0.80</b>	<b>0.10</b>	
	<b>4420 TRANSPORTATION</b>				
	Traffic Engineering Technician	0.50	0.50	0.00	
	<b>TRANSPORTATION TOTAL</b>	<b>0.50</b>	<b>0.50</b>	<b>0.00</b>	
	<b>4510 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 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</b>	<b>2.00</b>	<b>2.00</b>	<b>0.00</b>	
	<b>4330 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 PARKING SYSTEM MANAGEMENT</b>				
	Revenue Manager	0.50	0.50	0.00	
	Finance Operations Coordinator	1.00	0.00	-1.00	Eliminated during 2017
	Parking Facilities Supervisor	1.00	1.00	0.00	
	Customer Service Representative	2.00	2.00	0.00	
	Revenue Collections Coordinator	1.00	1.00	0.00	
	Parking Division Manager	0.00	1.00	1.00	Position reclassified from Parking/Fleet Manager
	Parking/Fleet Division Manager	0.50	0.00	-0.50	
	<b>PARKING SYSTEM MANAGEMENT TOTAL</b>	<b>6.00</b>	<b>5.50</b>	<b>-0.50</b>	
	<b>7015 PARKING LOTS &amp; METERS</b>				
	Parking Maintenance Worker	3.00	3.00	0.00	
	<b>PARKING LOTS &amp; METERS TOTAL</b>	<b>3.00</b>	<b>3.00</b>	<b>0.00</b>	
	<b>7037 MAPLE AVENUE GARAGE</b>				
	Facilities Maintenance Worker III	1.00	1.00	0.00	
	<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>15.50</b>	<b>0.00</b>	
	<b>4105 PUBLIC WORKS AGENCY ADMIN</b>				
	Director of Public Works Agency	0.50	0.00	-0.50	Moved to 4200
	Project Management Supervisor	0.50	0.50	0.00	
	Special Project Assistant	1.00	0.00	-1.00	Moved to 4200
	Plumbing Inspector	0.50	0.50	0.00	
	<b>PUBLIC WORKS AGENCY ADMIN TOTAL</b>	<b>2.50</b>	<b>1.00</b>	<b>-1.50</b>	
	<b>4200 WATER PRODUCTION</b>				
	Director of Public Works Agency	0.00	1.00	1.00	Moved from 4105 in General Fund and Water Fund
	Capital Planning Bureau Chief	0.00	1.00	1.00	Moved from 4400 in General Fund and Water Fund
	Civil Engineer	1.00	1.00	0.00	
	Senior Project Manager	0.00	1.00	1.00	Moved from 4440
	Special Project Assistant	0.00	1.00	1.00	Moved from 4105
	Water Production Bureau Chief	1.00	1.00	0.00	

	Position Description	2017 Adopted Budget FTE	2018 Proposed Baseline Budget FTE	Difference	2018 Notes
	<b>WATER PRODUCTION TOTAL</b>	<b>2.00</b>	<b>6.00</b>	<b>4.00</b>	
<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	
	Project Management Supervisor	1.00	1.00	0.00	
	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	
	Project Management Supervisor	1.00	1.00	0.00	
	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	0.00	-0.50	Moved to 4200
	<b>CAPITAL PLANNING &amp; ENGINEERING TOTAL</b>	<b>0.50</b>	<b>0.00</b>	<b>-0.50</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	0.00	-1.00	Moved to 4200
	<b>WATER AND SEWER CAPITAL TOTAL</b>	<b>3.00</b>	<b>2.00</b>	<b>-1.00</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	
	Water / Sewer Crew Leader	3.00	3.00	0.00	
	<b>DISTRIBUTION MAINTENANCE TOTAL</b>	<b>9.00</b>	<b>9.00</b>	<b>0.00</b>	
	<b>WATER FUND</b>	<b>44.50</b>	<b>45.50</b>	<b>1.00</b>	
<b>4105</b>	<b>PUBLIC WORKS AGENCY ADMIN</b>				
	Project Management Supervisor	0.50	0.50	0.00	
	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	0.33	0.33	0.00	
	<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>	

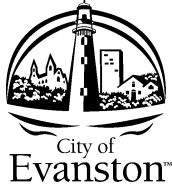
	Position Description	2017 Adopted Budget FTE	2018 Proposed Baseline Budget FTE	Difference	2018 Notes
				0.00	
<b>SEWER MAINTENANCE FUND</b>		<b>11.33</b>	<b>11.33</b>	<b>0.00</b>	
<b>4310</b>	<b>REFUSE COLLECTION &amp; DISPOSAL</b>				
	Environmental Project Coordinator	0.66	0.66	0.00	
	Equipment Operator 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>	
				0.00	
<b>SOLID WASTE FUND</b>		<b>9.66</b>	<b>9.66</b>	<b>0.00</b>	
<b>7705</b>	<b>GENERAL SUPPORT</b>				
	Fleet Services Manager	0.00	1.00	1.00	
	Parking/Fleet Division Manager	0.50	0.00	-0.50	Position reclassified to Fleet Manager and Parking Mgr
	Auto Shop Supervisor	1.00	1.00	0.00	
	<b>GENERAL SUPPORT TOTAL</b>	<b>1.50</b>	<b>2.00</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>12.00</b>	<b>12.50</b>	<b>0.50</b>	
<b>7800</b>	<b>RISK MANAGEMENT</b>				
	Exec. Secretary (to Dept. Head)	0.00	0.00	0.00	
	Administrative Secretary	1.00	1.00	0.00	
	Corporation Counsel/City Attorney	0.50	0.50	0.00	
	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>4.50</b>	<b>4.50</b>	<b>0.00</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>5.50</b>	<b>5.50</b>	<b>0.00</b>	
<b>All Funds</b>		<b>830.80</b>	<b>829.42</b>	<b>-1.38</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.

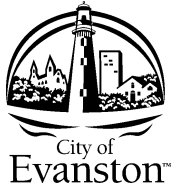
During the past several years, staff has undertaken a variety of comprehensive assessments of many of the City's capital assets to provide a more complete understanding of the City's future needs. A sample of these include: the Comprehensive Pavement Study; Parks, Forestry, and Recreation Strategic Plan; 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 2018-2022 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.

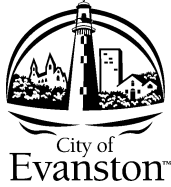
To accomplish this goal, a broad set of objectives and policies have been developed to guide preparation and monitoring of the capital improvement program. These broad objectives, priorities, and policies adopted by the City Council guide staff each year as a capital program is developed and presented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

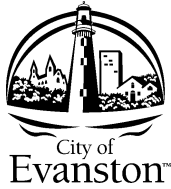
- Make capital investments needed to realize the full potential of the Downtown Redevelopment.
- Implement the goals of the Evanston Local Employment Program and work to increase the participation of Evanston businesses in capital improvement projects.
- Coordinate improvements made in retail and commercial 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.
- Maintain Evanston's community recreational facilities to the high standard expected.



# Capital Improvement Fund Policy

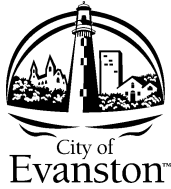
- Bring play equipment into compliance with CPSC / ASTM safety guidelines and ADA requirements.

## 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, viaducts, and rail stations.



# 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. The City may need to change this policy during 2018 pending Crown Center financing needs.

### 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



City of  
**Evanston**<sup>™</sup>

## 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  
2018 Proposed Capital Improvement Program**

Project Title	Carryover	FY 2017 GO Bond	FY 2018 GO Bond	Water Fund	Sewer Fund	IEPA Loan	MFT Fund	Federal Funds	Other Funds	TIF Funding	Parking Fund	Total
<b>STREET RESURFACING, WATER MAIN AND SEWER</b>												
<b>Major Projects</b>												
Sheridan Road/Chicago Avenue Const Engr Ph III			\$ 280,000	\$ 200,000								\$ 480,000
Sheridan Road/Chicago Avenue, Grove to Isabella	\$ 4,820,000		\$ 1,600,000	\$ 2,150,000	\$ 235,000							\$ 8,805,000
Main Street, Maple to Hinman Design Engr Ph I/II			\$ 380,000	\$ 120,000								\$ 500,000
Main Street Commons/Corridor - Engr Svcs	\$ 30,000	\$ 4,000	\$ 100,000									\$ 134,000
Main Street Commons/Corridor - Construction			\$ 900,000				\$ 300,000					\$ 1,200,000
Howard Street Corridor, Dodge to Custer - Original Scope		\$ 10,000	\$ 103,000					\$ 240,000				\$ 353,000
Howard Street Corridor, Dodge to Custer - Extended Scope			\$ 105,000									\$ 105,000
<b>Street Resurfacing</b>												
SR - MFT - Colfax, Ridge to Sherman							\$ 180,000					\$ 180,000
SR - MFT - Chicago, Howard to Hamilton (patching only)							\$ 160,000					\$ 160,000
SR - MFT - Hinman, Keeney to Kedzie							\$ 220,000					\$ 220,000
SR - MFT - Lake, Sherman to Chicago							\$ 130,000					\$ 130,000
SR - MFT - Lake, Chicago to Hinman							\$ 100,000					\$ 100,000
SR - MFT - Monroe, Asbury to Ridge							\$ 190,000					\$ 190,000
SR - MFT - Thayer, McDaniel to Walnut							\$ 130,000					\$ 130,000
SR - MFT - South, Custer to Callan							\$ 90,000					\$ 90,000
SR - CDBG - Crain, McDaniel to East End								\$ 290,000				\$ 290,000
<b>Water Main</b>												
WM - 30" Downtown Feeder Main Rehab - Engr Svcs						\$ 190,000						\$ 190,000
WM - 30" Downtown Feeder Main Rehab - Const						\$ 6,000,000						\$ 6,000,000
WM - Colfax, Bryant to Ridge			\$ 170,000	\$ 380,000								\$ 550,000
WM - Colfax Place, Crawford to East End				\$ 140,000								\$ 140,000
WM - Dewey, Lake to Church			\$ 210,000	\$ 640,000								\$ 850,000
WM - Dodge, Howard to Mulford				\$ 610,000								\$ 610,000
WM - Madison Place, Hartrey to West End				\$ 550,000								\$ 550,000
WM - Lining Small Dia Mains on Private Easement						\$ 1,300,000						\$ 1,300,000
WM - Inspection of Large Diameter Mains				\$ 650,000								\$ 650,000
Drinking Fountain Replacement				\$ 150,000								\$ 150,000
Emerson St Water Meter Vault - Engr Svcs				\$ 131,000								\$ 131,000
Emerson St Water Meter Vault - Construction				\$ 1,250,000								\$ 1,250,000
Lincolnwood Connection and Meter Vault - Engr Svcs				\$ 150,000								\$ 150,000



**City of Evanston  
2018 Proposed Capital Improvement Program**

Project Title	Carryover	FY 2017 GO Bond	FY 2018 GO Bond	Water Fund	Sewer Fund	IEPA Loan	MFT Fund	Federal Funds	Other Funds	TIF Funding	Parking Fund	Total
<b>Sewer Rehabilitation</b>												\$ -
Sewer - CIPP Rehabilitation					\$ 675,000							\$ 675,000
Sewer - Emergency Sewer Repairs					\$ 75,000							\$ 75,000
Sewer - Repairs on Street Improvements					\$ 150,000							\$ 150,000
Sewer - Sewer Extension for Alley Improvements					\$ 60,000							\$ 60,000
Sewer - Drainage Structure Lining					\$ 160,000							\$ 160,000
Sewer - Stormwater Mgmt Improvements					\$ 100,000							\$ 100,000
Sewer - Stormwater Master Plan Improvements					\$ 100,000							\$ 100,000
Sewer - Hinman Relief Sewer Ext Ph 2					\$ 300,000							\$ 300,000
Sewer - Large Dia Rehab - Mulford Ph 2						\$ 365,330						\$ 365,330
Sewer - Large Dia Rehab - Greenleaf						\$ 1,700,000						\$ 1,700,000
<b>TOTAL STREETS, SEWER, WATER MAIN PROJECTS</b>	<b>\$ 4,850,000</b>	<b>\$ 14,000</b>	<b>\$ 3,848,000</b>	<b>\$ 7,121,000</b>	<b>\$ 1,855,000</b>	<b>\$ 9,555,330</b>	<b>\$ 1,500,000</b>	<b>\$ 530,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 29,273,330</b>
<b>OTHER TRANSPORTATION</b>												
<b>Major Projects</b>												
Bridge Inspection			\$ 30,000									\$ 30,000
Dodge Ave Bus Stop Pilot			\$ 50,000									\$ 50,000
Central Street Bridge - Engr Svcs Ph II Design	\$ 20,000		\$ 100,000					\$ 400,000				\$ 520,000
Comprehensive Signs										\$ 75,000		\$ 75,000
Pavement Condition Survey			\$ 250,000									\$ 250,000
Survey Benchmark Update			\$ 50,000									\$ 50,000
Traffic Signals - Emerson @ Maple/Elgin/Benson/Dodge - Engr Svcs Ph II Design	\$ 35,000								\$ 64,000			\$ 99,000
<b>Annual Projects</b>												\$ -
General Phase I Engineering			\$ 50,000	\$ 30,000								\$ 80,000
Street Impr Program (Lighting, Pavement Marking)			\$ 175,000									\$ 175,000
Street Patching Program			\$ 600,000									\$ 600,000
Street Rejuvenation Pilot			\$ 50,000									\$ 50,000
Traffic Calming, Bicycle and Ped Improvements			\$ 300,000									\$ 300,000
Viaduct Painting			\$ 600,000									\$ 600,000
<b>Alley Improvements</b>												\$ -
North of Payne, East of McDaniel			\$ 250,000						\$ 250,000			\$ 500,000
CDBG - North of Emerson, West of Jackson								\$ 210,000				\$ 210,000
North of Grove, East of Dodge			\$ 140,000									\$ 140,000
North of Davis, East of Dodge			\$ 200,000									\$ 200,000
North of Church, East of Darrow			\$ 120,000									\$ 120,000
<b>Parking Lot Projects</b>												\$ -
PL - James Park North Lot											\$ 800,000	\$ 800,000
<b>TOTAL TRANSPORTATION PROJECTS</b>	<b>\$ 55,000</b>	<b>\$ -</b>	<b>\$ 2,965,000</b>	<b>\$ 30,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 610,000</b>	<b>\$ 314,000</b>	<b>\$ -</b>	<b>\$ 875,000</b>	<b>\$ 4,849,000</b>
<b>PARKS</b>												

**City of Evanston  
2018 Proposed Capital Improvement Program**

Project Title	Carryover	FY 2017 GO Bond	FY 2018 GO Bond	Water Fund	Sewer Fund	IEPA Loan	MFT Fund	Federal Funds	Other Funds	TIF Funding	Parking Fund	Total
Beck Park Expansion/Shore School			\$ 400,000									\$ 400,000
Church Street Harbor - South Pier - Engr Svcs	\$ 25,000											\$ 25,000
Church Street Harbor - South Pier - Construction			\$ 600,000									\$ 600,000
Fountain Square Renovations - Engr Svcs	\$ 70,000	\$ 9,000										\$ 79,000
Fountain Square Renovations - Construction		\$ 236,307								\$ 3,500,000		\$ 3,736,307
Garden Park - Engr Svcs			\$ 75,000									\$ 75,000
Lovlace Park - Pond Rehabilitation	\$ 100,000											\$ 100,000
James Park - Field Lighting			\$ 400,000									\$ 400,000
Parks Contingency			\$ 75,000									\$ 75,000
<b>TOTAL PARKS PROJECTS</b>	<b>\$ 170,000</b>	<b>\$ 245,307</b>	<b>\$ 1,550,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,500,000</b>	<b>\$ -</b>	<b>\$ 5,490,307</b>
<b>FACILITIES</b>												
Animal Shelter Programming Study			\$ 50,000									\$ 50,000
Electrical Improvements per Arc Flash Requirements			\$ 150,000									\$ 150,000
Chandler - HVAC Improvements - Constr		\$ 27,000										\$ 27,000
Chander - Electrical/HVAC - Engr Svcs	\$ 35,000											\$ 35,000
Chandler - Electrical Upgrades		\$ 65,000	\$ 334,000						\$ 301,978			\$ 700,978
Civic Center - Boiler Replacement - Engr Svcs		\$ 100,000										\$ 100,000
Civic Center - Elevator Upgrades			\$ 310,000									\$ 310,000
Crown Center - Arch/Engr Svcs	\$ 520,000		\$ 1,112,833									\$ 1,632,833
Crown Center - Construction			\$ 5,367,167						\$ 2,632,833			\$ 8,000,000
Ecology Center - Crawl Space Impr - Engr Svcs			\$ 50,000									\$ 50,000
Energy Efficiency Improvements	\$ 100,000		\$ 50,000									\$ 150,000
Facilities Contingency			\$ 450,000									\$ 450,000
Fire Station 2 - Bunkroom Upgrades		\$ 30,000										\$ 30,000
Fire Station 2 - Roof Replacement			\$ 220,000									\$ 220,000
Fleetwood - HVAC and Electrical - Engr Svcs	\$ 35,000											\$ 35,000
Fleetwood - HVAC and Electrical - Const		\$ 900,000	\$ 700,000						\$ 362,000			\$ 1,962,000
Howard Street Theater										\$ 1,730,000		\$ 1,730,000
Mason Park - Roofing / Exterior Impr								\$ 110,000				\$ 110,000
Noyes - Hallway and Basement Common Area Impr									\$ 200,000			\$ 200,000
Service Center - Parking Deck Membrane and Joint Repairs - Const			\$ 500,000									\$ 500,000
Service Center - Parking Deck Membrane and Joint Repairs - Engr Svcs	\$ 27,000											\$ 27,000
Service Center - Tuckpointing/Windows Bldg B/C			\$ 450,000									\$ 450,000
Sherman Avenue Garage - Lighting Upgrade											\$ 700,000	\$ 700,000
Sherman Avenue Garage - Paint Rehab											\$ 500,000	\$ 500,000
<b>TOTAL FACILITIES PROJECTS</b>	<b>\$ 717,000</b>	<b>\$ 1,122,000</b>	<b>\$ 9,544,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 110,000</b>	<b>\$ 3,496,811</b>	<b>\$ 1,730,000</b>	<b>\$ 1,200,000</b>	<b>\$ 17,919,811</b>

**City of Evanston  
2018 Proposed Capital Improvement Program**

Project Title	Carryover	FY 2017 GO Bond	FY 2018 GO Bond	Water Fund	Sewer Fund	IEPA Loan	MFT Fund	Federal Funds	Other Funds	TIF Funding	Parking Fund	Total
<b>MISCELLANEOUS</b>												
Cameras - Parking Garages											\$ 375,000	\$ 375,000
Cameras - Police	\$ 525,000											\$ 525,000
Cybersecurity Alignment Study		\$ 50,000										\$ 50,000
Network Switch Reliability		\$ 115,000										\$ 115,000
Engineering transfer to General Fund			\$ 500,000									\$ 500,000
Public Art - Neighborhood Public Art	\$ 88,898	\$ 61,000	\$ 75,000									\$ 224,898
Public Art - Cultural Art Master Plan		\$ 50,000										\$ 50,000
Environmental Monitoring Study									\$ 25,000			\$ 25,000
Environmental Monitoring Equipment									\$ 167,500			\$ 167,500
<b>TOTAL MISCELLANEOUS PROJECTS</b>	<b>\$ 613,898</b>	<b>\$ 276,000</b>	<b>\$ 575,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 192,500</b>	<b>\$ -</b>	<b>\$ 375,000</b>	<b>\$ 2,032,398</b>
<b>WATER TREATMENT, STORAGE AND BILLING</b>												
South Standpipe - Motor Control Center - Const				\$ 325,000								\$ 325,000
South Standpipe - Motor Control Center - Engr Svcs				\$ 35,000								\$ 35,000
WTP - 36/42 Intake Replacement - Engr Svcs						\$ 600,000						\$ 600,000
WTP - Exterior Door Improvements				\$ 130,000								\$ 130,000
WTP - Fire Sprinkler Syst Upgrade 1 - Engr Svcs				\$ 50,000								\$ 50,000
WTP - Laboratory Expansion - Engr Svcs				\$ 150,000								\$ 150,000
WTP - Retail Water Meter Replacement Program				\$ 800,000								\$ 800,000
WTP - Settling Basins 1 and 2 Rehab - Engr Svcs				\$ 50,000								\$ 50,000
WTP - Treated Water Storage Replacement - Construction						\$ 12,200,000						\$ 12,200,000
WTP - Treated Water Storage Replacement - Engineering						\$ 300,000						\$ 300,000
<b>TOTAL WATER TREATMENT PROJECTS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,540,000</b>	<b>\$ -</b>	<b>\$ 13,100,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 14,640,000</b>

**City of Evanston  
2018 Proposed Capital Improvement Program**

Project Title	Carryover	FY 2017 GO Bond	FY 2018 GO Bond	Water Fund	Sewer Fund	IEPA Loan	MFT Fund	Federal Funds	Other Funds	TIF Funding	Parking Fund	Total
<b>SUMMARY</b>												
	Carryover	FY 2017 GO Bond	FY 2018 GO Bond	Water Fund	Sewer Fund	IEPA Loan	MFT Fund	Federal Funds	Other Funds/ Reserves	TIF Funding	Parking Fund	TOTAL
Street Resurfacing, Water Main, Sewer Projects	\$ 4,850,000	\$ 14,000	\$ 3,848,000	\$ 7,121,000	\$ 1,855,000	\$ 9,555,330	\$ 1,500,000	\$ 530,000	\$ -	\$ -	\$ -	\$ 29,273,330
Other Transportation	\$ 55,000	\$ -	\$ 2,965,000	\$ 30,000	\$ -	\$ -	\$ -	\$ 610,000	\$ 314,000	\$ -	\$ 875,000	\$ 4,849,000
Parks	\$ 170,000	\$ 245,307	\$ 1,550,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,500,000	\$ -	\$ 5,465,307
Facilities	\$ 717,000	\$ 1,122,000	\$ 9,544,000	\$ -	\$ -	\$ -	\$ -	\$ 110,000	\$ 3,496,811	\$ 1,730,000	\$ 1,200,000	\$ 17,919,811
Miscellaneous	\$ 613,898	\$ 276,000	\$ 575,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 192,500	\$ -	\$ 375,000	\$ 2,032,398
Water Treatment, Storage and Billing	\$ -	\$ -	\$ -	\$ 1,540,000	\$ -	\$ 13,100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,640,000
<b>TOTAL 2017 CITY PROJECTS</b>	<b>\$ 6,405,898</b>	<b>\$ 1,657,307</b>	<b>\$ 18,482,000</b>	<b>\$ 8,691,000</b>	<b>\$ 1,855,000</b>	<b>\$ 22,655,330</b>	<b>\$ 1,500,000</b>	<b>\$ 1,250,000</b>	<b>\$ 4,003,311</b>	<b>\$ 5,230,000</b>	<b>\$ 2,450,000</b>	<b>\$ 74,179,846</b>

<b>LIBRARY</b>												
Main Library - Renovation			8,000,000									\$ 8,000,000
Main Library - Phase IV Weatherproofing (Final Phase)			380,000									\$ 380,000
Main Library - Concrete walkways and steps			50,000									\$ 50,000
Main Library - Entryways			225,000									\$ 225,000
Main Library - Storefront glazing (east/south entryways)			100,000									\$ 100,000
Main Library - Dock garage doors, openers and controls			30,000									\$ 30,000
Main Library - Artwork cleaning			10,000									\$ 10,000
Main Library - Clock replacement (mechanical)			25,000									\$ 25,000
Robert Crown Community Center Library			1,250,000									\$ 1,250,000
Refresh of Library Building Reserve Study (2014)			25,000									\$ 25,000
<b>TOTAL LIBRARY PROJECTS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 10,095,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 10,095,000</b>
<b>TOTAL 2018 CIP</b>	<b>\$ 6,405,898</b>	<b>\$ 1,657,307</b>	<b>\$ 28,577,000</b>	<b>\$ 8,691,000</b>	<b>\$ 1,855,000</b>	<b>\$ 22,655,330</b>	<b>\$ 1,500,000</b>	<b>\$ 1,250,000</b>	<b>\$ 4,003,311</b>	<b>\$ 5,230,000</b>	<b>\$ 2,450,000</b>	<b>\$ 84,274,846</b>

**City of Evanston**

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

	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected	4-YEAR TOTAL	NOTES (list funding sources if not GOB)
<b>STREET RESURFACING, WATER MAIN AND SEWER</b>						
<b>Major Projects</b>						
Main Street, Maple to Hinman Construction/Const Engr		\$ 5,000,000			\$ 5,000,000	\$1.5M GOB, \$3.5M Chicago Main TIF
Main Street Commons Intersection - Phase I Construction	\$ 900,000				\$ 900,000	Incl. \$200k from Sewer
Howard Street Corridor, Dodge to Custer - Original	\$ 3,450,000				\$ 3,450,000	\$2.45M STP;\$0.95M 2019 GOB
Howard Street Corridor, Dodge to Custer - Extended	\$ 1,625,000				\$ 1,625,000	2019 GOB
Chicago Ave Corridor Impr, Howard to Main		\$ 100,000	\$ 150,000	\$ 2,000,000	\$ 2,250,000	
Chicago Ave Corridor Impr, Main to Hamilton			\$ 25,000	\$ 50,000	\$ 75,000	
Chicago Ave Corridor Impr, Hamilton to Dempster				\$ 900,000	\$ 900,000	
<b>Street Resurfacing</b>						
SR - CIP Funded - Future Years	\$ 500,000	\$ 1,300,000	\$ 1,000,000	\$ 1,000,000	\$ 3,800,000	CDBG
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	\$ 1,020,000				\$ 1,020,000	IEPA SRF Loan
WM - Water Funded - Future Years	\$ 3,814,000	\$ 3,928,000	\$ 4,046,000	\$ 4,167,000	\$ 15,955,000	Water Fund
WM - Lining Small Dia Mains on Private Easements - B			\$ 1,200,000		\$ 1,200,000	Water Fund
WM - Lining of Large Dia Mains	\$ 1,700,000				\$ 1,700,000	Water Fund
Drinking Fountain Replacement	\$ 240,000	\$ 240,000			\$ 480,000	Water Fund
Lincolnwood Connection and Meter Vault - Engr Svcs	\$ 240,000	\$ 240,000			\$ 480,000	Water Fund
<b>Sewer</b>						
Sewer - CIPP Rehabilitation	\$ 700,000	\$ 725,000	\$ 750,000	\$ 775,000	\$ 2,950,000	Sewer Fund
Sewer - Emergency Sewer Repairs	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 300,000	Sewer Fund
Sewer - Repairs on Street Improvements	\$ 155,000	\$ 160,000	\$ 165,000	\$ 170,000	\$ 650,000	Sewer Fund
Sewer - Sewer Extension for Alley Improvements	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 600,000	Sewer Fund
Sewer - Drainage Structure Lining	\$ 165,000	\$ 170,000	\$ 180,000	\$ 190,000	\$ 705,000	Sewer Fund
Sewer - Stormwater Mgmt Improvements	\$ 100,000	\$ 100,000	\$ 100,000	\$ 200,000	\$ 500,000	Sewer Fund

**City of Evanston**

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

	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected	4-YEAR TOTAL	NOTES (list funding sources if not GOB)
Sewer - Stormwater Master Plan Improvements	\$ 100,000	\$ 100,000	\$ 100,000	\$ 200,000	\$ 500,000	Sewer Fund
Sewer - Large Dia Rehab - Phase 2A	\$ 1,300,000	\$ 1,300,000			\$ 2,600,000	IEPA SRF Loan
Sewer - Large Dia Rehab - Phase 2B			\$ 2,000,000	\$ 2,000,000	\$ 4,000,000	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>\$ 17,909,000</b>	<b>\$ 15,318,000</b>	<b>\$ 11,586,000</b>	<b>\$ 13,327,000</b>	<b>\$ 58,140,000</b>	
<b>OTHER TRANSPORTATION</b>						
<b>Major Projects</b>						
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	\$ 2,000,000	\$ 2,250,000	
Bridge Inspection			\$ 50,000		\$ 50,000	
Lincoln Street Bridge		\$ 700,000	\$ 6,000,000		\$ 6,700,000	
Traffic Signal - Emerson@ Maple/Elgin/Benson/Dodge	\$ 1,250,000				\$ 1,250,000	
Traffic Signal - Sherman@ Grove		\$ 300,000			\$ 300,000	
Traffic Signa Replacement - Future	\$ 100,000	\$ 700,000	\$ 1,000,000	\$ 1,000,000	\$ 2,800,000	
<b>Annual Projects</b>						
General Phase I Engineering	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 320,000	
Traffic Calming, Bicycle & Ped Improvements	\$ 310,000	\$ 320,000	\$ 330,000	\$ 340,000	\$ 1,300,000	
Street Improvement Program (Lighting, Pavement Marking)	\$ 210,000	\$ 220,000	\$ 230,000	\$ 240,000	\$ 900,000	
Sidewalk Gap Reductions		\$ 200,000	\$ 200,000	\$ 200,000	\$ 600,000	
Street Rejuvenation Pilot	\$ 300,000	\$ 160,000	\$ 165,000	\$ 170,000	\$ 795,000	
Street Patching Program	\$ 610,000	\$ 620,000	\$ 630,000	\$ 640,000	\$ 2,500,000	
<b>Alley Improvements</b>						
Alley Paving	\$ 650,000	\$ 775,000	\$ 900,000	\$ 900,000	\$ 3,225,000	50% Funded by SSA
Alley Paving - CDBG Funded - Future Years	\$ 450,000	\$ 450,000	\$ 450,000	\$ 450,000	\$ 1,800,000	CDBG Funded
North of Lyons, East of Darrow	\$ 190,000				\$ 190,000	Waste Transfer Station Fund

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

	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected	4-YEAR TOTAL	NOTES (list funding sources if not GOB)
<b>Parking Lot Projects</b>						
PL - Parking Lot No. 51 (Noyes Center/Tallmadge Park)	\$ 350,000				\$ 350,000	Parking Fund
PL - Parking Lot No. 54 (Poplar & Central)	\$ 450,000				\$ 450,000	Parking Fund
PL - Surface Parking Lot Rehabilitation - Future Years	\$ 560,000	\$ 570,000	\$ 580,000	\$ 590,000	\$ 2,300,000	Parking Fund
					\$ -	
<b>TOTAL TRANSPORTATION PROJECTS</b>	<b>\$ 11,610,000</b>	<b>\$ 5,095,000</b>	<b>\$ 10,865,000</b>	<b>\$ 6,610,000</b>	<b>\$ 34,180,000</b>	

**PARKS**

**Community Parks**

Beck Park Expansion/Shore School Site	\$ 1,900,000				\$ 1,900,000	
Church Street Harbor - Phase 3 Renovations				\$ 700,000	\$ 700,000	
Clark Street Beach - Boardwalk			\$ 700,000		\$ 700,000	
Clark Street Beach - Great Lawn				\$ 2,000,000	\$ 2,000,000	
Foster Field Athletic Field Improvements	\$ 700,000				\$ 700,000	
James Park - Artificial Turf Field	\$ 150,000	\$ 2,550,000			\$ 2,700,000	
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 - Phase 3 Field Improvements			\$ 1,500,000		\$ 1,500,000	
James Park - Play Equipment Replacement				\$ 250,000	\$ 250,000	
Lakefront - Pedestrian Path Reconstruction	\$ 640,000				\$ 640,000	
Lakefront - Portable Stage		\$ 130,000			\$ 130,000	
Lakefront - Water Park Play Feature	\$ 300,000				\$ 300,000	
Lovelace Park - Path Repairs				\$ 100,000	\$ 100,000	
Lovelace/Mason/James - Tennis Court Resurfacing	\$ 120,000	\$ 120,000	\$ 120,000		\$ 360,000	
Strategic Plan - Parks and Community Centers	\$ 100,000				\$ 100,000	
Twiggs Park - Renovation (soccer/parking)		\$ 400,000	\$ 400,000	\$ 400,000	\$ 1,200,000	
Twiggs Park - Shelter Restoration				\$ 60,000	\$ 60,000	
Parks Contingency	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 400,000	

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

	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected	4-YEAR TOTAL	NOTES (list funding sources if not GOB)
<b>Neighborhood Parks</b>						
Chandler Park Playground			\$ 500,000		\$ 500,000	Should coordinate cost share with hospital
Garden Park Renovations	\$ 500,000				\$ 500,000	
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	
Tallmage Park - Renovations	\$ 500,000				\$ 500,000	
<b>Pocket Parks</b>						
Hobart Park - Renovations	\$ 400,000				\$ 400,000	
St. Paul's Park - Renovations				\$ 500,000	\$ 500,000	
<b>TOTAL PARKS</b>	<b>\$ 7,365,000</b>	<b>\$ 5,760,000</b>	<b>\$ 5,095,000</b>	<b>\$ 5,185,000</b>	<b>\$ 23,405,000</b>	



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

	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected	4-YEAR TOTAL	NOTES (list funding sources if not GOB)
<b>FACILITIES</b>						
Animal Shelter Renovations	\$ 2,000,000				\$ 2,000,000	
Arc Flash Study at City Bldgs	\$ 150,000				\$ 150,000	
Beach House - Exterior Envelope - carpentry, tuckpointing, roofing (south blvd, lighthouse landing)		\$ 150,000			\$ 150,000	
Chandler - ADA Accessibility (replace 4 doors + hardware)	\$ 40,000				\$ 40,000	
Chandler - Gym Floor Refinishing + Hallway		\$ 150,000			\$ 150,000	
Chandler - HVAC Improvements - Construction	\$ 580,000				\$ 580,000	
Chandler - Racquetball Court Conversion			\$ 500,000		\$ 500,000	
Chandler - Replace Fire Panel	\$ 30,000				\$ 30,000	
Chandler - Replace Security Alarm Panel		\$ 30,000			\$ 30,000	
Chandler - Roofing Repairs	\$ 240,000				\$ 240,000	
Civic Center - ACM Flooring		\$ 75,000	\$ 75,000		\$ 150,000	
Civic Center - ADA Improvements (door hardware)	\$ 100,000				\$ 100,000	
Civic Center - Boiler Replacement	\$ 900,000				\$ 900,000	
Civic Center - Electrical Panels / Distribution Upgrades	\$ 500,000				\$ 500,000	
Civic Center - Fire Protection Upgrades		\$ 1,500,000			\$ 1,500,000	
Civic Center - HVAC Improvements	\$ 1,500,000				\$ 1,500,000	
Civic Center - Restroom Improvements			\$ 800,000	\$ 800,000	\$ 1,600,000	
Civic Center - Window Repairs/Replacement		\$ 250,000	\$ 250,000		\$ 500,000	
Crown Center - Construction Management	\$ 2,000,000	\$ 250,000			\$ 2,250,000	
Crown Center - Building Construction	\$ 14,000,000	\$ 6,000,000			\$ 20,000,000	
Crown Center - Site Construction	\$ 4,000,000	\$ 3,000,000			\$ 7,000,000	
Ecology Center - Crawl Space Improvements	\$ 420,000				\$ 420,000	
Ecology Center - Lighting Upgrades	\$ 30,000				\$ 30,000	
Ecology Center - Parking Lot Lighting		\$ 75,000			\$ 75,000	
Ecology Center - Parking Lot Resurfacing		\$ 100,000			\$ 100,000	
Ecology Center - Restroom Renovations	\$ 150,000				\$ 150,000	
Ecology Center - Security System Improvements			\$ 20,000		\$ 20,000	
Ecology Center - Wood Floor Replacement	\$ 60,000				\$ 60,000	
Energy Efficiency Improvements	\$ 50,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 275,000	
Facilities Contingency	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 2,000,000	

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

	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected	4-YEAR TOTAL	NOTES (list funding sources if not GOB)
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 - Flooring Upgrade			\$ 20,000		\$ 20,000	
Fire Station 3 - HVAC Improvements	\$ 75,000	\$ 75,000			\$ 150,000	
Fire Station 4 - Roof Replacement	\$ 80,000				\$ 80,000	
Fleetwood - Auditorium Renovation (incl ADA access)		\$ 100,000			\$ 100,000	
Fleetwood - Entrance Lobby	\$ 100,000				\$ 100,000	
Fleetwood - Miscellaneous Improvements			\$ 100,000		\$ 100,000	
Fleetwood - Office Renovation		\$ 100,000			\$ 100,000	
Fleetwood - Stage		\$ 100,000			\$ 100,000	
Fleetwood - Upstairs Office Renovation			\$ 100,000		\$ 100,000	
Gibbs Morrison - Roofing Replacement	\$ 150,000				\$ 150,000	
James Park Field House - Restroom Renovations	\$ 115,000				\$ 115,000	
Levy Center - Draperies		\$ 100,000			\$ 100,000	
Levy Center - Entryway Air Barrier		\$ 30,000			\$ 30,000	
Levy Center - Exterior Bollard Light Replacement			\$ 30,000		\$ 30,000	
Levy Center - Exterior Louver Replacements		\$ 150,000			\$ 150,000	
Levy Center - Flooring Upgrade - Tiles, Carpet, Fitness Room		\$ 40,000			\$ 40,000	
Levy Center - HVAC	\$ 300,000				\$ 300,000	
Levy Center - Kitchen		\$ 250,000			\$ 250,000	
Levy Center - Lighting Upgrade			\$ 50,000		\$ 50,000	
Levy Center - Office Renovations		\$ 200,000			\$ 200,000	
Levy Center - Retractable Wall Replacement			\$ 20,000		\$ 20,000	
Levy Center - Sewer Service Replacement			\$ 100,000		\$ 100,000	
Levy Center - Upgrade BAS	\$ 30,000				\$ 30,000	
Levy Center Courtyard - Rubberized Surfacing		\$ 50,000			\$ 50,000	
Lovelace Park - Roofing Replacement	\$ 75,000				\$ 75,000	
Maple Street Garage - Through Wall Flashing Repairs	\$ 150,000				\$ 150,000	Parking Fund
Noyes - Basement			\$ 200,000		\$ 200,000	
Noyes - Hallway Floor Refinishing and Repair				\$ 110,000	\$ 110,000	

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

	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected	4-YEAR TOTAL	NOTES (list funding sources if not GOB)
Noyes - HVAC and Unit Heaters	\$ 100,000	\$ 1,200,000			\$ 1,300,000	
Noyes - Paint & Plaster Repair				\$ 160,000	\$ 160,000	
Noyes - Parking Lot Rehabilitation	\$ 300,000				\$ 300,000	Parking Fund
Noyes - Security System (alarm and cameras)		\$ 30,000			\$ 30,000	
Park Fieldhouses - Exterior Envelope - carpentry, tuckpointing, roofing (bent, baker, Leahy, Lovelace)			\$ 150,000		\$ 150,000	
Park Fieldhouses - HVAC			\$ 50,000		\$ 50,000	
Park Fieldhouses Restrooms (Ackerman, Baker, Bent, Lagoon, Leahy, Lovelace)		\$ 600,000			\$ 600,000	135K - lighthouse landing
Parking Garages - Concrete Repairs			\$ 300,000		\$ 300,000	Parking Fund
Parking Garages - Joint Repairs			\$ 600,000		\$ 600,000	Parking Fund
Parking Garages - Silane Sealer / Striping	\$ 1,400,000				\$ 1,400,000	Parking Fund
Parking Garages - Steel Repairs			\$ 300,000		\$ 300,000	Parking Fund
Parking Garages - Traffic Coating / Striping			\$ 1,400,000		\$ 1,400,000	Parking Fund
Police Fire HQ - Chillers		\$ 500,000			\$ 500,000	
Police Fire HQ - Elmwood Lot Lighting Impr and Resurfacing				\$ 400,000	\$ 400,000	
Police Fire HQ - Emergency Generator Replacement	\$ 500,000				\$ 500,000	
Police Fire HQ - Exterior Lighting Improvements		\$ 100,000			\$ 100,000	
Police Fire HQ - Exterior Signage			\$ 50,000		\$ 50,000	
Police Fire HQ - Fire Prevention System Repairs				\$ 100,000	\$ 100,000	
Police Fire HQ - Flooring Upgrade			\$ 20,000		\$ 20,000	
Police Fire HQ - Foundation Repair	\$ 50,000				\$ 50,000	
Police Fire HQ - Furniture Upgrade			\$ 30,000		\$ 30,000	
Police Fire HQ - Interior Entry		\$ 100,000			\$ 100,000	
Police Fire HQ - Lake Street Parking Lot Security & Resurf				\$ 200,000	\$ 200,000	
Police Fire HQ - Roof Repair		\$ 25,000			\$ 25,000	
Police Fire HQ - RTU1	\$ 250,000				\$ 250,000	
Police Fire HQ - Security Door Improvement	\$ 60,000				\$ 60,000	
Police Fire HQ - Underground Pits and Waste Line Replacemer	\$ 100,000				\$ 100,000	
Roofing Repairs - Miscellaneous Facilities		\$ 75,000			\$ 75,000	
Service Center - ADA Improvements				\$ 400,000	\$ 400,000	
Service Center - BAS Replacement	\$ 100,000				\$ 100,000	

City of Evanston

Proposed FY 2018 - FY 2020 Capital Improvement Program

	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected	4-YEAR TOTAL	NOTES (list funding sources if not GOB)
Service Center - Energy Efficiency Lighting Improvements		\$ 200,000			\$ 200,000	
Service Center - HVAC Replacement (Bldgs A and D)	\$ 125,000	\$ 600,000			\$ 725,000	
Service Center - Overhead Door Replacements	\$ 1,125,000				\$ 1,125,000	
Service Center - Restroom Renovations		\$ 200,000			\$ 200,000	
Sherman Avenue Garage - Paint Rehabilitation	\$ 300,000			\$ 800,000	\$ 1,100,000	Parking Fund
<b>TOTAL FACILITIES PROJECTS</b>	<b>\$ 33,235,000</b>	<b>\$ 17,030,000</b>	<b>\$ 6,240,000</b>	<b>\$ 4,545,000</b>	<b>\$ 61,050,000</b>	

MISCELLANEOUS

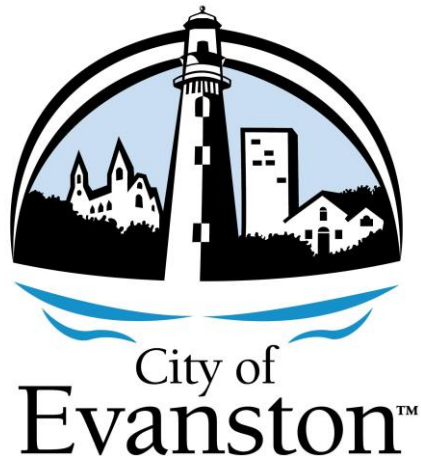
Engineering Transfer to General Fund	500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 2,000,000	
IT Infrastructure - Future Years	150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 600,000	
<b>TOTAL MISCELLANEOUS PROJECTS</b>	<b>\$ 650,000</b>	<b>\$ 650,000</b>	<b>\$ 650,000</b>	<b>\$ 650,000</b>	<b>\$ 2,600,000</b>	

WATER TREATMENT, STORAGE AND BILLING

Dist Sys - Retail Water Meter Replacement Program		\$ 1,200,000			\$ 1,200,000	Water Fund
WTP - 36/42 Intake Replacement - Const		\$ 15,000,000	\$ 10,000,000		\$ 25,000,000	IEPA SRF Loan
WTP - 36/42 Intake Replacement - Engr Svcs	\$ 600,000	\$ 200,000	\$ 200,000		\$ 1,000,000	Water Fund
WTP - Filter Freight Elevator and Controls Rehab	\$ 500,000				\$ 500,000	Water Fund
WTP - Filtration Reliability Improvement - Construction		\$ 2,750,000			\$ 2,750,000	IEPA SRF Loan
WTP - Filtration Reliability Improvement - Engr Svcs	\$ 250,000	\$ 200,000			\$ 450,000	IEPA SRF Loan
WTP - Fire Sprinkler System Upgrade 1 - Construction	\$ 200,000				\$ 200,000	Water Fund
WTP - Fire Sprinkler System Upgrade 1 - Engr Svcs	\$ 30,000				\$ 30,000	Water Fund
WTP - Fire Sprinkler System Upgrade 2 - Construction				\$ 250,000	\$ 250,000	Water Fund
WTP - Fire Sprinkler System Upgrade 2 - Engr Svcs			\$ 50,000	\$ 30,000	\$ 80,000	Water Fund
WTP - Laboratory Expansion - Construction	\$ 1,250,000				\$ 1,250,000	Water Fund
WTP - Laboratory Expansion - Eng Svcs	\$ 150,000				\$ 150,000	Water Fund
WTP - Reliability Improvements - Phase 2				\$ 2,500,000	\$ 2,500,000	IEPA SRF Loan
WTP - Settling Basin 1/2 Rehabilitation - Construction	\$ 375,000				\$ 375,000	Water Fund
WTP - Settling Basin 1/2 Rehabilitation - Engr Svcs	\$ 30,000				\$ 30,000	Water Fund
WTP - Treated Water Storage Replacement - Construction	\$ 7,000,000				\$ 7,000,000	IEPA SRF Loan
WTP - Treated Water Storage Replacement - Engr Svcs	\$ 200,000				\$ 200,000	IEPA SRF Loan
<b>TOTAL WATER TREATMENT PROJECTS</b>	<b>\$ 10,585,000</b>	<b>\$ 19,350,000</b>	<b>\$ 10,250,000</b>	<b>\$ 2,780,000</b>	<b>\$ 42,965,000</b>	

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

	<b>FY 2019 Projected</b>	<b>FY 2020 Projected</b>	<b>FY 2021 Projected</b>	<b>FY 2022 Projected</b>	<b>4-YEAR TOTAL</b>	<b>NOTES (list funding sources if not GOB)</b>
<b>SUMMARY</b>						
Street Resurfacing, Water Main, Sewer Projects	\$ 17,909,000	\$ 15,318,000	\$ 11,586,000	\$ 13,327,000	\$ 58,140,000	
Other Transportation	\$ 11,610,000	\$ 5,095,000	\$ 10,865,000	\$ 6,610,000	\$ 34,180,000	
Parks	\$ 7,365,000	\$ 5,760,000	\$ 5,095,000	\$ 5,185,000	\$ 23,405,000	
Facilities	\$ 33,235,000	\$ 17,030,000	\$ 6,240,000	\$ 4,545,000	\$ 61,050,000	
Miscellaneous	\$ 650,000	\$ 650,000	\$ 650,000	\$ 650,000	\$ 2,600,000	
Water Treatment, Storage and Billing	\$ 10,585,000	\$ 19,350,000	\$ 10,250,000	\$ 2,780,000	\$ 42,965,000	
<b>TOTAL CIP 2018 - 2021</b>	<b>\$ 81,354,000</b>	<b>\$ 63,203,000</b>	<b>\$ 44,686,000</b>	<b>\$ 33,097,000</b>	<b>\$ 222,340,000</b>	



**PART VII**

**COMPREHENSIVE  
PERFORMANCE  
MEASUREMENT**

<b>Administrative Services</b>	<b>2017 Target</b>	<b>2017 Actual</b>	<b>Target Met?</b>	<b>2018 Goal</b>
Number of IT requests per year	8500	7957		8000
IT responses with eight hours	85%	76%		85%
Average backlog of IT open requests	20%	19.5%	✓	18%
Number of parking tickets issued	83,000	90,000	✓	100,000
Number of e-mail and text alert subscribers for street cleaning notifications	N/A	22,052	N/A	22,200

<b>City Manager's Office</b>	<b>2017 Target</b>	<b>2017 Actual</b>	<b>Target Met?</b>	<b>2018 Goal</b>
Number of service request received by 311 Staff	8500	8300		8500
Number of administrative services assumed by 311	7	8	✓	10
Number of subscribers to City communication channels (through 9-1-17)	100,000	115,027	✓	116,000
Number of citizen engagement events and/or activities	110	107		110

<b>Community Development</b>	<b>2017 Target</b>	<b>2017 Actual</b>	<b>Target Met?</b>	<b>2018 Goal</b>
Average review time of Single Family & Accessory Structures	20 days	18.25 days	✓	20 days
Average review time of Commercial & Accessory Structures	20 days	N/A	No Applications Received	20 days
Average review time of Planned Developments by Plan Commission	60 days	60 days	✓	60 days
Average review time of Certificates of Appropriateness by Historic Preservation Commission	<45 days	<45 days	✓	<45 days
Average review time of Variation & Special Use permit cases by Zoning Board of Appeals	30 days	30 days	✓	30 says
Percentage of grant-funded programs/projects progressing as planned	85%	87%	✓	85%
Number of housing units (owner and rental) substantially rehabbed	9	15	✓	12

<b>Fire</b>	<b>2017 Target</b>	<b>2017 Actual</b>	<b>Target Met?</b>	<b>2018 Goal</b>
Fire incidents confined to room of origin	65%	65%	✓	65%

Job related vehicle crashes, deemed preventable, per 100 members in a one-year period	<5	14		<5
Sworn and civilian FTE's per 1,000 population	1.4	1.4	✓	1.4
Emergency response time (in seconds)	240	201	✓	240
Turnout time for emergency alarms (in seconds)	<70	67	✓	<70
Estimated property value preserved	90%	99%	✓	93%

<b>Health and Human Services</b>	<b>2017 Target</b>	<b>2017 Actual</b>	<b>Target Met?</b>	<b>2018 Goal</b>
Number of Food Borne Illness investigations and Food related complaints	85	84	✓	80
Track local trends in testing sites for lead, childhood blood lead screening rates, and incidence in childhood lead poisoning rates	10	10	✓	6
Number of restaurant, temporary food and farmer's market inspections	1621	1274	✓	1300

<b>Law</b>	<b>2017 Target</b>	<b>2017 Actual</b>	<b>Target Met?</b>	<b>2018 Goal</b>
Traffic prosecution cases	2,200	1,489		2,700
Administrative review cases	8	1	✓	3
Ordinances and resolutions written and/or reviewed	280	177		250
Cases that had a pre-trial disposition or were tried to verdict	5	3		4

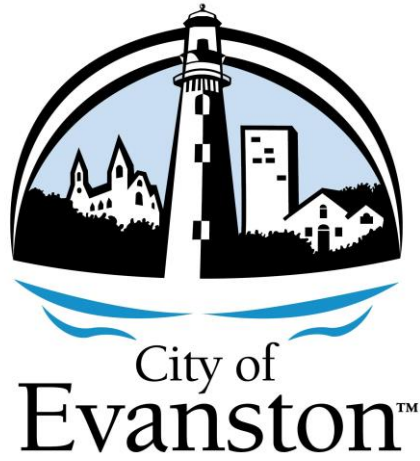
<b>Library</b>	<b>2017 Target</b>	<b>2017 Actual</b>	<b>Target Met?</b>	<b>2018 Goal</b>
Percentage of citizens who rated library service as satisfactory	98%	98%	✓	98%
Percentage of library users who rate the helpfulness and the general attitude of library staff as satisfactory	98%	98%	✓	98%
Percentage of library users who rated the availability of library materials as satisfactory	93%	93%	✓	93%
Number of items circulated per resident	14%	14%	✓	14%
Number of dollars spent for materials acquisition per resident	\$11.59	\$11.68	✓	\$11.68
Number of meeting room requests and estimated attendees	10,500/7,500	9,500/7,000		8,500/63,000



<b><i>Parks, Recreation and Community Services</i></b>	<b>2017 Target</b>	<b>2017 Actual</b>	<b>Target Met?</b>	<b>2018 Goal</b>
Percentage of applicants for youth employment and vocational training opportunities who received such opportunities	85%	80%		85%
Total recreation program & activity participation and community service outreach clients	135,000	173,000	✓	175,000
Evaluate employee and employer satisfaction with youth employment programs	97%	95%		97%
Attendance at PR&CS special events and park permit	52,000	42,000		40,000
User satisfaction rate of Recreation facilities (condition, safety and cleanliness, etc.)	90%	85%		87%

<b><i>Police</i></b>	<b>2017 Target</b>	<b>2017 Actual</b>	<b>Target Met?</b>	<b>2018 Goal</b>
Victim Services follow-ups on crime related investigations	1200	900	✓	1400
Victim Services follow-ups on non-crime related investigations	850	700	✓	850
Quantity of illicit drugs seized	400	345	✓	400
Quantity of firearms seized	100	59		50

<b><i>Public Works</i></b>	<b>2017 Target</b>	<b>2017 Actual</b>	<b>Target Met?</b>	<b>2018 Goal</b>
In-house design of CIP infrastructure projects	20	26	✓	25
Number of new park and parkway trees planned	500	685	✓	500
Number of customers experiencing an unscheduled disruption of water service	750	358	✓	750
Number of known breaks/leaks per mile of water main	0.3	0.2	✓	0.2
Percentage of residential and commercial waste and recycling picked up on schedule	98%	99%	✓	98%
Number of customers complaints about sewer services (seepage, backups, overflows, etc.)	200	262		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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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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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.