

# Fiscal Year 2020-2021 Proposed Budget

Stephen H. Hagerty, Mayor

Submitted by

Erika Storlie, Interim 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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Erika Storlie  
Interim City Manager

# 2019–2020

## City Council Goals



**Invest** in City Infrastructure and Facilities



**Enhance** Community Development and Job Creation Citywide



**Expand** Affordable Housing Options



**Ensure** Equity in All City Operations



**Stabilize** Long-term City Finances

### Mission Statement

The City of Evanston is committed to promoting the highest quality of life for all residents by providing fiscally sound, responsive municipal services and delivering those services equitably, professionally, and with the highest degree of integrity.

### Vision Statement

Creating the Most Livable City in America

### Organizational Values

- Excellent Customer Service
- Continuous Improvement
- Integrity
- Accountability



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Evanston**

**Illinois**

For the Fiscal Year Beginning

**January 1, 2019**

*Christopher P. Morill*

Executive Director

**FY 2020-21 Proposed Budget  
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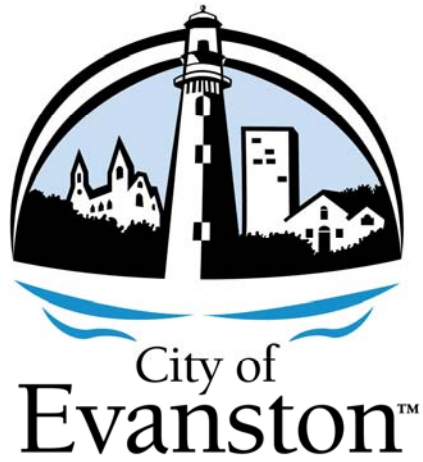
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**PART I**

**BUDGET MESSAGE**



## 2020-21 PROPOSED BUDGET

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October 4, 2019

Mayor Stephen H. Hagerty and  
Members of the City Council:

I am honored to present the Proposed FY 2020-2021 Budget for the City of Evanston, Illinois, for the years of January 1, 2020 through December 31, 2020, and January 1 2021 through December 31, 2021. The budget is a policy document which sets the financial course for the City of Evanston and defines the priorities of services provided to the community. It is the culmination of months of effort by City staff and residents to balance available resources with the actual and desired services required by Evanston residents, businesses, and visitors.

The total Proposed Budget for FY 2020 is \$317,296,978, which includes interfund transfers; this is the total expense for all funds including the Library. This represents a decrease of \$1,868,471 or 0.6% from the 2019 Adopted Budget.

This year, City Council directed staff to create a biennial budget document in order to facilitate better long-term planning. Evanston is one of the first Illinois municipalities to make this change. City Council will adopt a formal budget ordinance and tax levies for only fiscal year 2020. The projected budget for 2021 will serve as a policy guide for the coming year, and will be amended and formally adopted during the fall of 2020. The total Projected Budget for FY 2021 is \$299,358,123.

In September 2019, the City held a series of community roundtable discussions on the budget process. The purpose of these meetings was to present an overview of the City's budget and to gather feedback from residents on the City's current services and 2020 budget process. This feedback is presented in a separate memo on the [City's website](#).

### **2019-2020 City Council Goals**

On April 29, 2019, City Council approved the following goals for 2019-2020:

- Invest in City Infrastructure and Facilities
- Stabilize Long-Term City Finances
- Enhance Community Development and Job Creation Citywide
- Expand Affordable Housing Options
- Ensure Equity in All City Operations

Further detail on these goals can be found in a [report on the City's website](#). Department performance on these goals and upcoming initiatives are detailed in each department's narrative in the General Fund section of this document.

### **Baseline Budget**

The Baseline Budget for the City's General Fund includes expense increases that are known or contractually obligated. Revenues are adjusted based on prior year actuals, current year trends, and policy or economic changes in the upcoming year. All other sections of the budget document reflect baseline General Fund numbers. Other proposed changes to revenues and expenses are tracked in the Budget Balancing Worksheet included later in this transmittal letter.





## 2020-21 PROPOSED BUDGET

### Revenue Changes

2020 Baseline Revenue in the General Fund is expected to increase by \$2.1 million from the 2019 Adopted Budget. A summary of changes to major revenue sources is shown in the table below.

### Home Rule Sales Tax Increase

On September 23, 2019, City Council approved an increase to the home rule sales tax from 1.0% to 1.25%, effective January 1, 2020. This brings the total sales tax rate on general merchandise to 10.25%, matching the current rate in neighboring Skokie, Chicago, and other nearby communities. The new rate is expected to yield \$1.5 million in new revenue for the General Fund, which is built into the General Fund baseline budget.

Selected Revenue	FY2019 Adopted	FY2020 Proposed	\$ Change	%	Comment
State Use Tax	\$ 2,000,000	\$ 2,100,000	\$ 100,000	5.0%	Estimate increased based on Illinois Municipal League (IML) projections. Increase likely due to enforcement of use tax for online sales.
Home Rule Sales Tax	\$ 6,300,000	\$ 7,800,000	\$ 1,500,000	23.8%	Increase based on new rate of 1.25% effective January 1, 2020.
Athletic Contest Tax	\$ 1,080,000	\$ 1,000,000	\$ (80,000)	-7.4%	Estimate decreased based on Northwestern football home game schedule in 2020.
State Income Tax	\$ 7,210,000	\$ 7,600,000	\$ 390,000	5.4%	Estimate increased based on IML per capita distribution. Increase is likely caused by low unemployment rates and increased state minimum wage.
Evanston Motor Fuel Tax	\$ 1,225,000	\$ 1,300,000	\$ 75,000	6.1%	Estimate is based on historical trends.
Parking Tax	\$ 3,450,000	\$ 3,200,000	\$ (250,000)	-7.2%	Estimate is based on historical trends.
Real Estate Transfer Tax	\$ 4,150,000	\$ 3,800,000	\$ (350,000)	-8.4%	The budget for this revenue was increased in 2019 with the implementation of a higher tax rate on sales over \$1.5 million in value. Proposed budget for 2020 is lower based on 2019 actuals and projected cooling of real estate market.
Telecommunications Tax	\$ 1,920,000	\$ 1,800,000	\$ (120,000)	-6.3%	This tax is diminishing as fewer residents use landline phones in their homes.
Cable Franchise Fee	\$ 1,000,000	\$ 950,000	\$ (50,000)	-5.0%	This tax is diminishing as fewer residents purchase cable television services.
Ambulance Service	\$ 2,150,000	\$ 2,200,000	\$ 50,000	2.3%	Estimate is based on historical trends.
Recreation Program Fees	\$ 5,549,409	\$ 6,473,500	\$ 924,091	16.7%	Increase primarily for new programming and rental fees at new Robert Crown Community Center.
<b>Total of Selected Revenue</b>	<b>\$ 36,034,409</b>	<b>\$ 38,223,500</b>	<b>\$ 2,189,091</b>		



## 2020-21 PROPOSED BUDGET

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### **Salaries and Benefits**

In 2019, the City settled contracts with its four employee unions for the years 2019-2022. The contracts include effective general wage increases for the years 2020-2022 as follows:

- American Federation of State, County, and Municipal Employees (AFSCME) - 1.5% in 2020, 2.5% in 2021 and 3% in 2022.
- Fraternal Order of Police (FOP) Sergeants – 1.5% in 2020, 2.5% in 2021 and 3% in 2022.
- Fraternal Order of Police (FOP) Officers - 2.5% in 2020, 2.25% in 2021, 2.25% in 2022.
- International Association of Fire Fighters (IAFF) – 2.5% in 2020, 2.25% in 2021, 2.25% in 2022.

Union employees also receive step increases during their first 7-10 years of service, which vary by grade and contract. Non-union employees are projected to receive general wage increases on track with AFSCME employees. Overall, General Fund salaries will increase by \$1.8 million in 2020 and another \$1.8 million in 2021. Salary expenses will also increase in other funds.

Health insurance expenses in the General Fund are expected to increase by \$180,000 each year. The required contribution for IMRF pensions is increasing from 6.23% of earnings in 2019 to 8.74% in 2020, costing an additional \$584,000 in the General Fund. IMRF pension contributions are required for the majority of AFSCME and non-union employees.

### **Crown Community Center Operations**

The new Robert Crown Community Center is expected to open in January 2020. Thanks to the upgraded and expanded space, the Parks, Recreation, and Community Services department will be able to greatly expand programming and space rental opportunities. As a result, operating expenses and revenues will increase for the new center. The net impact of these increases is neutral to the General Fund as compared to the 2019 adopted budget, with revenues and expenses each increasing by about \$900,000 in 2020. This includes the addition of 4.5 full-time equivalent (FTE) positions.

Included in the expenses is a transfer of \$175,000 to the new Crown Center Maintenance Fund. The Maintenance Fund is intended to build up a balance in order to support major equipment replacements and other maintenance expenses for the new building over time.

Fundraising for the facility by Friends of the Robert Crown Center (FRCC) volunteer organization is on track. To date, over \$12 million of the \$15 million goal has been raised for the construction and financing of the new Center.

### **Social Services Reorganization**

In 2019, the City evaluated social services programs and operations through a Racial Equity Impact Assessment process. The City looked at how inequities in income, health, and other indicators of well-being occur over time and found that these inequalities have been created through systemic bias, public policy, and institutional practices. Recommendations were proposed to City Council in August 2019 after a thorough review that involved multiple roundtable discussions with staff, program participants and the community-at-large. These include moving all social services operations into the Health and Human Services Department in order to provide for a holistic



## 2020-21 PROPOSED BUDGET

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approach and improve coordination between the various services being provided, with the goal of improving outcomes citywide. This reorganization has been implemented in the baseline budget.

As part of this reorganization and to affirm the City’s commitment to its most vulnerable residents, all Social Services are being moved out of the General Fund to the Human Services Fund. A new property tax levy would then be created to specifically support these services, in the amount of \$3,310,674. This would allow the corporate levy to be reduced by \$2,550,000 for a net increase of 1.6%, as shown in the Budget Balancing Worksheet. The proposal also includes the addition of new positions and reclassification of existing positions as recommended in the social services review. Organizing the fund in this manner will create a dedicated revenue source for Social Services provided by the City and separate these services from general operations.

<b>Human Services Fund</b>	
	<b>Expenses</b>
Mental Health Board Distribution	736,373
Presence Health Contract	143,333
Other Program Costs	8,000
<b>Baseline Human Services Fund Expenses</b>	<b>\$887,706</b>
Youth & Young Adult Division	1,502,154
Human Services & Community Health Divisions	783,814
New Positions for Social Services Reorganization (3 FTE)	300,000
<b>Proposed Human Services Fund Expenses</b>	<b>\$3,473,674</b>
	<b>Revenues</b>
Human Services Grant Revenue	\$93,000
Transfer from Library Fund	\$70,000
New Human Services Tax Levy	\$3,310,674
<b>Proposed Human Services Fund Revenue</b>	<b>\$3,473,674</b>

### **Budget Balancing Worksheet**

The Budget Balancing Worksheet (BBWS) is a tool used to track and highlight proposed changes to the General Fund. The worksheet starts with the baseline budget revenues and expenses, which includes the items discussed above. Changes to revenues and expenses are then listed below as a package resulting in a balanced budget. Two items included are highlighted below the worksheet. Additional detail on requested changes can be found in the Budget Memos posted on the [City’s website](#).



## 2020-21 PROPOSED BUDGET

### Proposed 2020 Budget Balancing Worksheet

<u>General Fund Summary</u>	<u>Revenues</u>	<u>Expenses</u>	<u>Net</u>
<b>Baseline General Fund (includes sales tax increase)</b>	\$118,076,525	\$117,970,285	<b>\$106,240</b>
Proposed General Fund Changes (detail below)	-\$906,000	-\$853,539	<b>-\$52,461</b>
<b>Proposed General Fund Budget</b>	<b>\$117,170,525</b>	<b>\$117,116,746</b>	<b>\$53,779</b>
<u>Proposed General Fund Changes</u>	<u>Revenues</u>	<u>Expenses</u>	
<b>Health &amp; Human Services</b>			
Move consolidated Social Services to Human Services Fund	(93,000)	(2,285,968)	
Remove transfer to Human Services Fund		(828,471)	
Decrease to General Fund Tax Levy	(2,550,000)		
<b>Community Development</b>			
Amusement tax increase (4% to 5%)	75,000		
Self Storage user fee (5%)	50,000		
Electronic plan review and self-service permitting software		150,000	
<b>Administrative Services</b>			
Disaster recovery software		50,000	
New administrative adjudication software		10,000	
Long-term financial forecasting software		40,000	
Increase transfers to Equipment Replacement Fund		200,000	
Parking fine standardization and realignment	75,000		
<b>Police Department</b>			
Increase Police Department overtime budget		500,000	
Increase revenue for overtime reimbursements	400,000		
Administrative Towing Fee	50,000		
Increase expenses for Police Payouts (per union contracts)		400,000	
Hold 3 Police Officer positions vacant		(240,000)	
Elimination of Records Manager position (vacant)		(118,000)	
Reclass Assistant Records Manager to Records Coordinator		10,000	
Hold 1 Commander position vacant (retirement Nov. 2019)		(166,000)	
Increase reimbursement for telecommunicators from E911 Fund	200,000		
<b>Fire Department</b>			
Hold 2 Firefighter positions vacant		(156,500)	
Increase Fire Department overtime budget		100,000	
Emergency incident cost recovery (insurance billing only)	75,000		
<b>Parks, Recreation and Community Services</b>			
Increase seasonal employee budgets for state minimum wage		125,000	
<b>Public Works Agency</b>			
Triannual elm tree innoculation		550,000	
Use of elm tree innoculation reserve funds	500,000		
Move expenses to Motor Fuel Tax Fund		(858,600)	
Increase transfer from Motor Fuel Tax Fund	62,000		
<b>City-Wide Changes</b>			
Contribution to general fund balance		1,500,000	
Exempt employee merit increases and compression adjustments		165,000	
Recreational Cannabis Tax	250,000		
<b>Total General Fund Proposed Changes</b>	<b>-\$906,000</b>	<b>-\$853,539</b>	



## 2020-21 PROPOSED BUDGET

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### **Fund Balance Contribution**

In 2018, City Council committed to adopting surplus budgets through 2021 in order to improve the General Fund Balance. The ending 2018 General Fund balance was \$13,632,363, which is 12% of annual expenses. The City's Fund Balance Policy and financial best practices state that fund balance should be 16.6% of operating expenses. The Budget Balancing Worksheet includes a \$1.5 million contribution to fund balance in 2020, which would bring 2019 ending balance to 13% of expenses.

### **Motor Fuel Tax Funding**

As part of the FY2020 Illinois State Budget, the motor fuel tax was increased by 19 cents. A portion of this increase is to be distributed to municipal governments through a new state Transportation Renewal Fund. The City expects to receive approximately \$1,000,000 in new revenue from this source in 2020. These funds will be deposited into the Motor Fuel Tax (MFT) Fund, which is restricted for certain uses related to street maintenance and improvements. The General Fund currently pays for a number of MFT eligible expenses. Staff proposes that these purchases be moved to the MFT fund, creating a savings for the General Fund. An additional \$62,000 will also be transferred from the MFT fund to the General Fund to support street maintenance staff.

### **Property Tax**

The property tax levies for the City and Library combined make up approximately 20% of the total property tax paid by Evanston residents. This 20% goes to multiple funds in the City's budget. The City's tax rate is determined by dividing the tax levy by the equalized assessed value (EAV) of the total taxing district. The EAV is determined by Cook County through the assessment process.

The triennial reassessment in 2019 will be used on tax bills beginning in 2020. Initial projections from Cook County show the EAV for Evanston increasing by up to 60%. With appeals still in progress, staff anticipates that the final increase will be lower than 60%, but still a substantial increase over the prior year's EAV. The reassessment also creates a shift of the property tax burden from residential to commercial properties.

A summary of proposed changes to the City's property tax levy is shown in the table below. The changes to the General Fund Tax Levy and the Human Services Fund are described above. The net increase on these two levies is equal to a 1.6% of the total City and Library Levy. Changes to other tax levies are described below the table.



## 2020-21 PROPOSED BUDGET

	2019 Adopted Budget 2018 Tax Levy	2020 Proposed Budget 2019 Proposed Tax Levy	Proposed Change	Increase as % of total levy
General Fund Tax Levy	11,845,303	9,295,303	(2,550,000)	-5.1%
Human Services Fund	-	3,310,674	3,310,674	6.7%
Solid Waste Fund	820,000	1,332,500	512,500	1.0%
Debt Service Fund	10,879,993	12,521,931	1,641,938	3.3%
Fire Pension Fund	7,986,584	8,967,037	980,453	2.0%
Police Pension Fund	10,177,308	10,900,650	723,342	1.5%
<b>City Total</b>	<b>41,709,188</b>	<b>46,328,095</b>	<b>4,618,907</b>	<b>9.3%</b>
<b>General Assistance Total</b>	<b>900,000</b>	<b>1,080,000</b>	<b>180,000</b>	<b>0.4%</b>
Library Fund	6,750,000	7,252,000	502,000	1.0%
Library Debt Service	353,437	480,145	126,708	0.3%
<b>Library Total</b>	<b>7,103,437</b>	<b>7,732,145</b>	<b>628,708</b>	<b>1.3%</b>
<b>City and Library Total Net Levy</b>	<b>49,712,625</b>	<b>55,140,240</b>	<b>5,427,615</b>	<b>10.9%</b>

### Solid Waste Fund

The property tax levy for the Solid Waste Fund is proposed to increase by \$512,500. This is the last of three annual increases that were agreed to by City Council on October 9, 2017 instead of increasing sanitation service charges at that time. This was reaffirmed on November 12, 2018 when City Council approved increases to sanitation charges in addition to the property tax increases. If this revenue were to be raised through increasing sanitation charges rather than property tax, the increase to rates would be 14%. The table below shows the additional annual cost that this would translate to if this option was chosen instead of a property tax increase.

	2019 Monthly	2019 Annual	2020 Monthly	2020 Annual	Additional Annual Cost
Residential - 65 gal roll-out cart	\$9.14	\$109.68	\$10.42	\$125.04	\$15.36
Residential - 95 gal roll-out cart	\$20.64	\$247.68	\$23.53	\$282.36	\$34.68
Condo (per unit)	\$8.85	\$106.20	\$10.09	\$121.07	\$14.87

### Debt Service Fund

The property tax levy for Debt Service is proposed to increase by \$1,641,938. This increase is equal to 3.3% of the total City/Library levy. The 2020 payment for 2019 bonds on the new Robert Crown Center will be \$637,500, which make up a portion of the overall increase. An additional \$959,750 is an increase in payments on the 2018C bonds, which refunded 2008 series bonds. This refunding created savings in 2018 which allowed the Debt Service levy to remain flat from the 2018 budget to the 2019 budget. Debt service is also supported by a \$2 million transfer from the General Fund in the Baseline Budget, which was started in 2015 and increased in 2018 and 2019. Staff recommends that the City work to reduce this transfer in future years to allow the debt service levy to reflect true payments on outstanding bonds.

### Pension Funds

Tax levies for the Police and Fire Pension funds are proposed to increase by a total of \$1.7 million in 2020. This is the amount recommended based on actuarial valuation reports as of January 2019.



## 2020-21 PROPOSED BUDGET

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The increases are recommended due to a change in the mortality rate assumption and lower than assumed investment returns for 2018. The recommended increases would bring annual contributions to \$11.2 million in the Police Pension Fund and \$9.2 million in the Fire Pension Fund. These are \$1.6 million and \$1.5 million higher, respectively, than the required minimum contributions under state statute.

### **General Assistance Fund**

The levy for General Assistance services is proposed to increase by \$180,000 in order to support continuing General Assistance services at current levels.

### **Library Funds**

The Evanston Public Library Board has approved a budget for Library Funds that includes an increase of \$502,000 to the property tax levy. This will support current operations as well as the new library branch opening in the Robert Crown Community Center.

### **Other Funds**

While many of the City's services are funded through the General Fund, the budget includes more than 35 other funds that serve a variety of purposes. Changes to major funds are highlighted below. Further detail on all funds can be found in the Executive Summary and in the Other Funds section of the document.

### **Capital Improvements**

The City continues its work to improve infrastructure and facilities. The new Robert Crown Community Center building will open in January 2020, with demolition of the old building and construction of new turf fields to take place during the spring and summer of 2020. The project is expected to be completed in July 2020. Water main and street resurfacing projects continue across the City, including a major project in the Howard Street Corridor that is partially supported by federal funding and the City of Chicago. Other major capital projects scheduled for 2020 include replacement of the Central Street Bridge, improvements to McCullough Park, and HVAC improvements at City facilities. More detail on the 2020 capital improvements plan can be found in the Capital Improvements Section of this document.

### **Parking Fund**

In the 2019 budget process, City Council adopted an increase in parking meter rates to \$1.50 per hour in 2019 and \$2.00 per hour in 2020. The 2020 proposed budget for the Parking Fund includes this anticipated increase to \$2.00 per hour. The rate increase has enabled the City to undertake significant capital improvements to parking lots and garages, replace single space meters with more efficient and effective pay stations, and expand use of the ParkEvanston mobile app. Additionally, the new rate has supported General Fund operations via an annual transfer of \$2.9 million.

### **Water & Sewer Funds**

In 2020, staff is proposing to increase water rates by 5.4% and decrease sewer rates by 4.46%. This change is neutral to Evanston residents, with the combined water and sewer rate remaining at \$6.13 per 100 cubic feet. Major capital improvements in the Water Fund include the construction of the connection for Lincolnwood water supply, water main replacements on Dodge and Howard Street, and improvements to the downtown feeder line. The City also continues construction of a new



## 2020-21 PROPOSED BUDGET

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treated water storage tank at the water treatment plant, funded through low-interest IEPA loans. In 2020, the Sewer Fund will contribute \$1.5 million to the construction of storm water detention infrastructure under the turf fields at the new Crown Community Center.

### **Looking Forward**

The projected 2021 budget for the General Fund shows a deficit of \$2.1 million. Most of this can be attributed to increasing expenses for salary and benefits due to union contracts as discussed above. It is also caused by a loss of \$480,000 in revenue to the General Fund from the Good Neighbor Fund agreement with Northwestern, which is set to expire in 2020. The City will begin discussions with the University in early 2020 with the goal of a renewed financial commitment to the City from Northwestern. If successful, this funding will improve the budget outlook for the coming years.

Property tax, debt levels and City infrastructure remain an ongoing concern. The City has many budget pressures, but also much opportunity. As we move forward, City staff will be focusing efforts on long-term financial planning with a goal of modeling financial stability over the next decade, providing the City Council with different options to balance the budget so that future budget processes can be more proactive than reactive.

In closing, I would like to thank the City's Chief Financial Officer/Treasurer Hitesh Desai for his leadership of the budget process and his efforts to produce a responsible budget which strives to address City needs within the scope of our available resources. Special thanks to Budget Coordinator Kate Lewis-Lakin for her work in preparing this budget document. I would also acknowledge the contributions of Revenue Manager Alex Thorpe, Deputy City Manager Kimberly Richardson and Human Resources Manager Jennifer Lin in the development of the annual budget. Chief Equity Officer Patricia Efiom, Assistant to the City Manager Paulina Martinez, ICMA Fellow Shenicka Hohenkirk, and the Community Engagement group were integral to our outreach and engagement efforts surrounding this year's budget. Many thanks to the Department Directors and their respective staff for their assistance in helping to find solutions to this year's budgetary challenges. Finally, I thank our outgoing City Manager, Wally Bobkiewicz, for his leadership of the City through this and many previous budget processes.

Sincerely,

Erika Storlie  
Interim City Manager





## 2020-21 PROPOSED BUDGET

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### Executive Summary

#### **I. About the City of Evanston**

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 290 acres of parks, including tennis courts, five public swimming beaches, athletic fields, and bicycling and jogging trails.

The City of Evanston operates under the Council-Manager form of government. The non-partisan legislative body 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. About this Document**

The Budget Document serves as a policy guide which sets the financial course of the City of Evanston and defines the service priorities provided to the community. This year, City Council directed staff to create a biennial budget document in order to facilitate better long-term planning. City Council will adopt a formal budget ordinance and tax levies only for fiscal year 2020. The projected budget for 2021 will serve as a policy guide for the coming year, and will be amended and formally adopted during the fall of 2020. The 2021 projected budget is shown by department and line item in the General Fund. It is shown only in the fund summary in all other funds.

The City uses fund accounting for its operations in accordance with best practices and legal requirements. A fund is a separate accounting entity with a self-balancing set of accounts. The 2020 Proposed Budget includes 38 funds. Most departments have operations in multiple funds. The relationship between funds and departments is shown in the table below.

The City's largest fund is the General Fund, which supports general services including Police, Fire, Parks & Recreation, Health & Human Services, Community Development, Public Works, and Administrative Services.

Other Funds include Special Revenue Funds, Debt Service Funds, Capital Projects Funds, Enterprise Funds, Internal Service Funds, and Pension Trust Funds. Definitions of these fund types can be found in the Glossary section of this document.

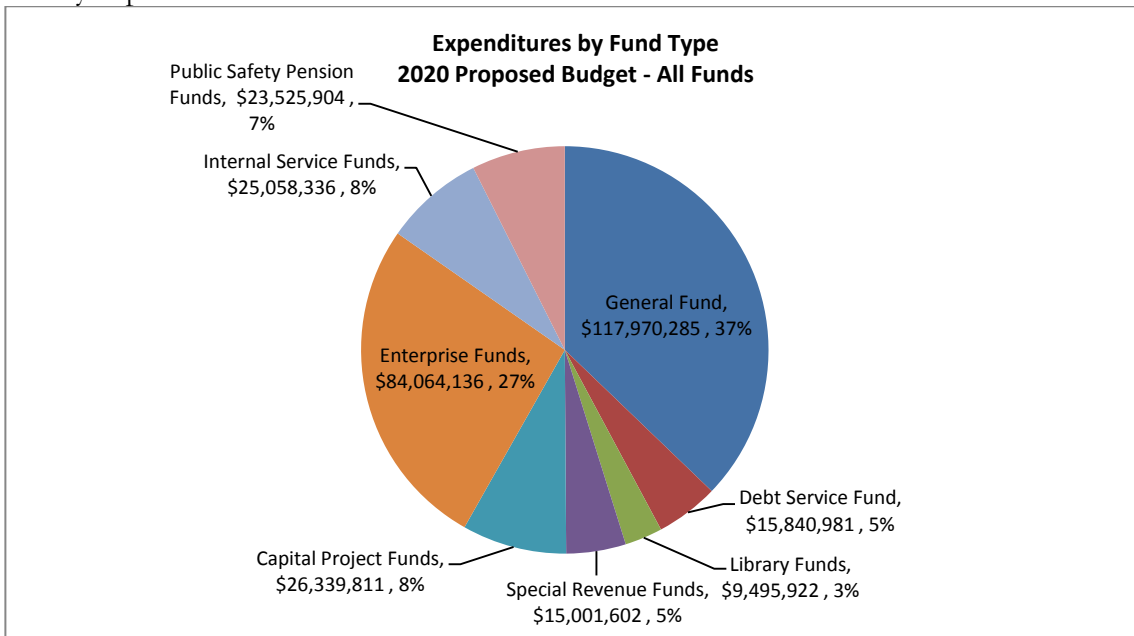
## Department/Fund Relationships

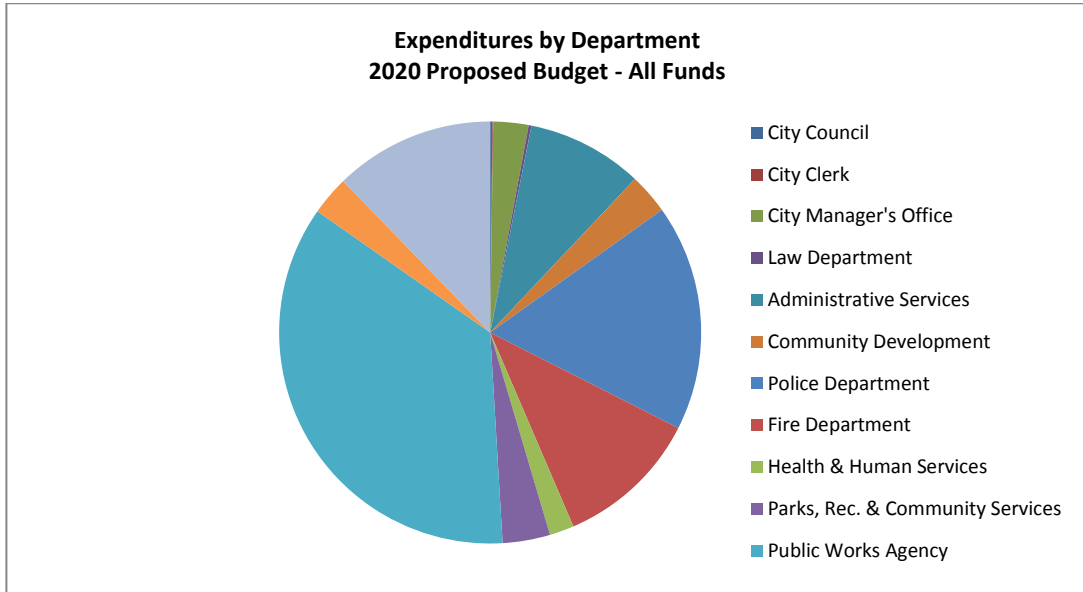
Department	Funds	Department	Funds
<b>13 CITY COUNCIL</b>	100 GENERAL FUND	<b>40 PUBLIC WORKS AGENCY</b>	100 GENERAL FUND
<b>14 CITY CLERK</b>	100 GENERAL FUND		200 MOTOR FUEL TAX FUND
<b>15 CITY MANAGER'S OFFICE</b>	100 GENERAL FUND		415 CAPITAL IMPROVEMENTS FUND
	505 PARKING SYSTEM FUND		416 CROWN CONSTRUCTION FUND
<b>17 LAW</b>	100 GENERAL FUND		417 CROWN COMMUNITY CTR MAINTENANCE
<b>19 ADMINISTRATIVE SERVICES</b>	100 GENERAL FUND		420 SPECIAL ASSESSMENT FUND
	505 PARKING SYSTEM FUND		505 PARKING SYSTEM FUND
	600 FLEET SERVICES FUND		510 WATER FUND
	601 EQUIPMENT REPLACEMENT FUND		515 SEWER FUND
<b>21 COMMUNITY DEVELOPMENT</b>	100 GENERAL FUND		520 SOLID WASTE FUND
	176 HEALTH AND HUMAN SERVICES	<b>48 LIBRARY</b>	185 LIBRARY FUND
	195 NEIGHBORHOOD STABILIZATION FUND		186 LIBRARY DEBT SERVICE FUND
	210 SPECIAL SERVICE AREA (SSA) #4		187 LIBRARY CAPITAL IMPROVEMENT FD
	215 CDBG FUND	<b>99 NON-DEPARTMENTAL</b>	180 GOOD NEIGHBOR FUND
	220 CDBG LOAN FUND		186 LIBRARY DEBT SERVICE FUND
	235 NEIGHBORHOOD IMPROVEMENT		300 WASHINGTON NATIONAL TIF FUND
	240 HOME FUND		320 DEBT SERVICE FUND
	250 AFFORDABLE HOUSING FUND		330 HOWARD-RIDGE TIF FUND
<b>22 POLICE</b>	100 GENERAL FUND		335 WEST EVANSTON TIF FUND
	205 EMERGENCY TELEPHONE (E911) FUND		340 DEMPSTER-DODGE TIF FUND
	705 POLICE PENSION FUND		345 CHICAGO-MAIN TIF
<b>23 FIRE MGMT &amp; SUPPORT</b>	100 GENERAL FUND		350 SPECIAL SERVICE AREA (SSA) #6
	700 FIRE PENSION FUND		355 SPECIAL SERVICE AREA (SSA) #7
<b>24 HEALTH</b>	100 GENERAL FUND		360 SPECIAL SERVICE AREA (SSA) #8
	175 GENERAL ASSISTANCE FUND		415 CAPITAL IMPROVEMENTS FUND
	176 HEALTH AND HUMAN SERVICES		416 CROWN CONSTRUCTION FUND
<b>30 PARKS, REC. AND COMMUNIT</b>	100 GENERAL FUND		605 INSURANCE FUND

### III. Budget Summary

The total Proposed Budget for FY 2020 is \$317,296,978, which includes interfund transfers; this is the total expense for all funds including the Library. This represents a decrease of \$1,868,471 or 0.6% from the 2019 Adopted Budget. The total Projected Budget for FY 2021 is \$299,358,123.

The charts below show the FY 2020 total Proposed Budget for all funds sorted by fund type and by department.



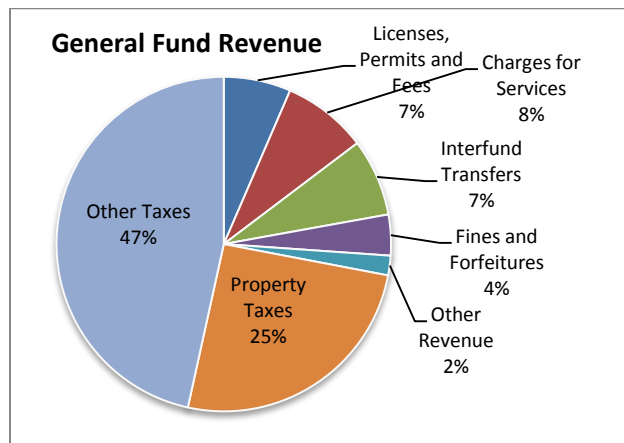


#### IV. General Fund

The Baseline Budget for the City's General Fund includes expense increases that are known or contractually obligated. Revenues are adjusted based on prior year actuals, current year trends, and policy or economic changes in the upcoming year. Part III of the budget document reflects baseline General Fund numbers. Other proposed changes to the General Fund are shown in the Budget Balancing Worksheet in the Transmittal Letter.

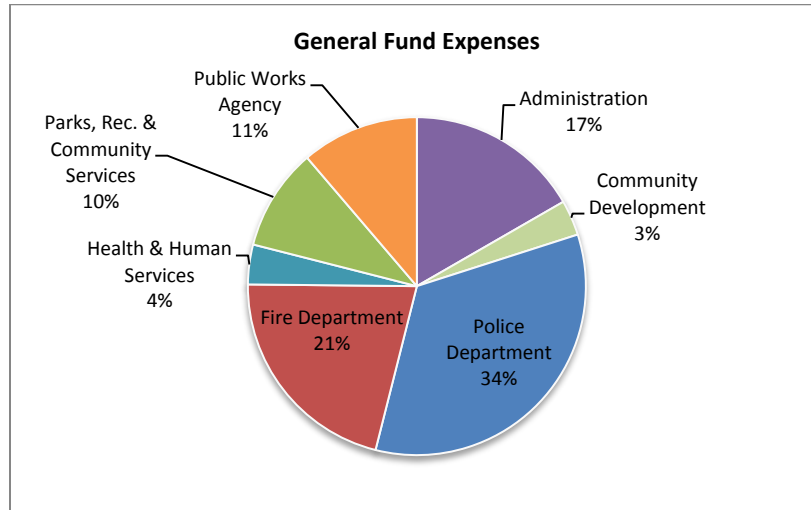
##### Revenues

The General Fund supports many of the City's core services. It is financed by a combination of taxes, fees, permits, fines, and state and federal funding. Property taxes account for about 25% of General Fund revenue. The FY 2020 Baseline Revenue for the General Fund is \$118,076,525. This is an increase of \$2,189,655 from the 2019 Adopted Budget, or +1.9%. More detail on revenue projections can be found in the Transmittal Letter and in the Charts & Summaries section. General Fund revenues by type are shown in the chart below.



## Expenditures

The FY 2020 Baseline Budget for the General Fund is \$117,970,285. This is an increase of \$3,816,913 from the 2019 Adopted Budget, or +3.34%. Most of this can be attributed to contractual increases in salary and benefits, as described in the Transmittal Letter. General Fund expenses by department are shown in the chart below.



## Property Tax

Property taxes support several taxing districts in the City of Evanston. The City of Evanston receives about 17 cents of every dollar paid in property tax, or 17% of the total bill, with the Evanston Public Library receiving an additional 3%. More detail on the City's property tax including proposed changes can be found in the Transmittal Letter.



## **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 property tax revenues. The program provides assistance (up to \$935 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. General Assistance Fund spending is budgeted at \$1,315,848. This includes a proposed increase of \$180,000 to the General Assistance tax levy.

#### 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. The City has proposed moving more services out of the General Fund and into this fund in 2020, as described in the Transmittal letter.

#### Good Neighbor Fund

The Good Neighbor Fund is a result of Northwestern University's commitment to contribute \$1 million in support of City programs. The 5-year gift agreement will end at the in 2020.

#### 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 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.

#### Motor Fuel Tax Fund

The Motor Fuel Tax (MFT) Fund is used for street maintenance, street resurfacing, and signal upgrade projects. The funds are authorized by the Illinois Department of Transportation and through the state gasoline tax. Motor Fuel Tax Fund spending is budgeted at \$2,432,987 in FY 2020. This does not include a proposal to move additional expenses from the General Fund into the MFT fund in order to take advantage of new revenues, as described in the Transmittal Letter.

#### 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 2020 revenues for the fund are budgeted at \$1,569,421 while expenditures total \$1,621,374. This includes upgrading call handling equipment through a state grant in 2020 and beginning a 7-year purchase agreement for new police department radios.

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

This accounts for services such as promotion, advertisement, and other public services of the territory managed by Downtown Evanston, an Illinois not-for-profit corporation. Each fall, Downtown Evanston submits a budget for approval to the City Council. FY 2020 revenues and expenditures budgeted for the SSA #4 Fund is \$592,665.

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

This fund accounts for funds granted from the U.S. Department of Housing and Urban Development (HUD). Expenses from this fund support property improvements and other programs serving designated low income census tracts. The expenditure amount estimated for FY 2020 is \$1,963,875, which includes a draw-down of prior year available funds.

#### Community Development Block Grant (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 2020 expenditures total is \$175,000.

#### 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. There are no projects budgeted from this fund in 2020.

#### 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 2020 budgeted expenditures are \$659,678.

#### Affordable Housing Fund

The Affordable Housing Fund seeks to support housing related programs as adopted by the City Council. The FY 2020 budget is \$1,713,366 for Rehab Loans and Housing Related Services.

#### Debt Service Fund

Budgeted expenditures in this fund primarily consist of general obligation debt service paid from property taxes. Total debt service expenses for FY 2020 are projected at \$15,840,981. This includes the debt service payment for bonds issued for the Crown Community Center Project. The City is proposing an increase of \$1,641,938 to the debt service tax levy in order to cover rising debt service expenses.

#### 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 2020 total \$541,113.

#### West Evanston Tax Increment Finance District Fund

The City Council adopted the West Evanston Tax Increment Finance (TIF) District in September 2005. This TIF spans from commercial properties around the intersection of Dempster and Hartrey to the intersection of Ashland and Emerson. Expenses for FY 2020 are budgeted at \$740,000.

#### 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 2020 are budgeted at \$167,870 for the payment of 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 2020 Budget is \$753,820, including payment of 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 2020 Budget for this fund is \$221,500.

#### Special Service Area #7 Fund

Special Service Area #7 is a new SSA proposed for the East Central Street commercial area, between Hartrey and Eastwood. The FY 2020 Budget for this fund is \$154,600.

#### Special Service Area #8 Fund

Special Service Area #8 is a new SSA proposed for the West Central Street commercial area, between Central Park Avenue and Ewing Avenue. The FY 2020 Budget for this fund is \$60,200.

#### 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 \$17,051,881. The Robert Crown Community Center capital expenses are tracked in a separate fund and is not included as expenditures in the Capital Improvements Fund.

#### Crown Construction Fund

This fund, created in 2018, is used to track revenues and expenses associated with the approximately \$53 million project to build the new Crown Community Center. The FY 2020 budget for this fund is \$8,330,000. The project is expected to be completed by the end of 2020.

#### Crown Center Maintenance Fund

This fund will be established in 2020 as required by the memorandum of understanding between the City and the Friends of the Robert Crown Community Center. It is funded through a transfer from the General Fund. FY 2020 revenues are budgeted at \$175,000. No expenses are budgeted for 2020 or 2021, as the fund will build up balance for larger equipment replacements and repairs in the future.

#### Special Assessment Fund

This fund is used to track revenue and expenses related to alley paving projects. The revenues in this fund consist of bond revenue and payments by homeowners of a designated alley project. Budgeted expenditures for FY 2020 total \$957,930 to be used for alley reconstruction throughout the City.

### Parking Fund

The Parking Fund is an enterprise fund used to track all parking revenue sources, including lots, pay stations, meters, and garages. Operations include the Sherman Plaza, Maple Avenue, and Church Street garages along with the entire municipal parking system of over 2,400 parking spaces. FY 2020 expenses total \$13,362,194.

### Water Fund

The Water Fund has budgeted FY 2020 expenses totaling \$50,147,012. This amount includes major capital projects which can be found in the CIP and includes the replacement of the treated water storage reservoir at the Water Plant. Water Fund revenue is budgeted to increase with the addition of Lincolnwood as a wholesale customer and an increase in water rates by +5.4%. The change in the combined water and sewer rates is neutral to Evanston residents.

### Sewer Fund

The Sewer Fund has budgeted FY 2020 expenses totaling \$14,717,225. Revenues are budgeted to decline as a result of an decrease in the rate by -4.46%. The change in the combined water and sewer rates is neutral to Evanston residents.

### Solid Waste Fund

The FY 2020 budget for Solid Waste operations is projected at \$5,837,705. The fund is proposed to receive an additional \$512,500 in property tax revenue in 2020 based on a 3-year plan approved by City Council in 2017. This is the last of three property tax increases for the fund.

### Fleet Services Fund

Fleet Services Fund is responsible for the maintenance and repair of the City's fleet, including vehicles for Police, Fire, Public Works, Community Development, and Parking operations. It is funded primarily through transfers from other funds Budgeted expenditures for FY 2020 total \$3,161,051.

### 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. Enterprise funds (Parking, Water, Sewer, Solid Waste) purchase vehicles directly and do not contribute to this fund. FY 2020 expenditures budgeted for the fund total \$2,460,000. This includes \$660,000 for the purchase of a new fire engine, funded by bond proceeds.

### Insurance Fund

The Insurance Fund continues to incur increased liability/personnel cost increases. 2020 budgeted expenditures total \$19,437,285. The City self-insures a large majority of liability insurance claims in this fund, with a self-insured retention set at \$1,250,000.

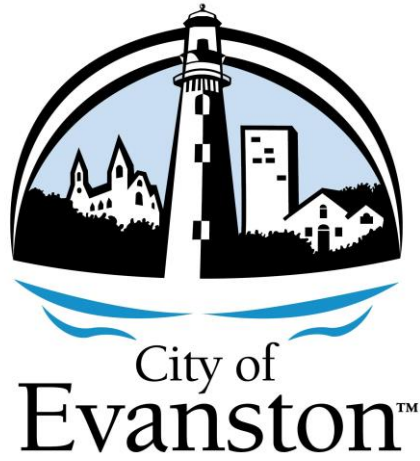
### Fire Pension Fund

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 2020 are budgeted at \$10,076,897. Proposed increases to the levy for Police and Fire pension funds are discussed in the Transmittal Letter.



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 2020 are budgeted at \$13,449,007. Proposed increases to the levy for Police and Fire pension funds are discussed in the Transmittal Letter.



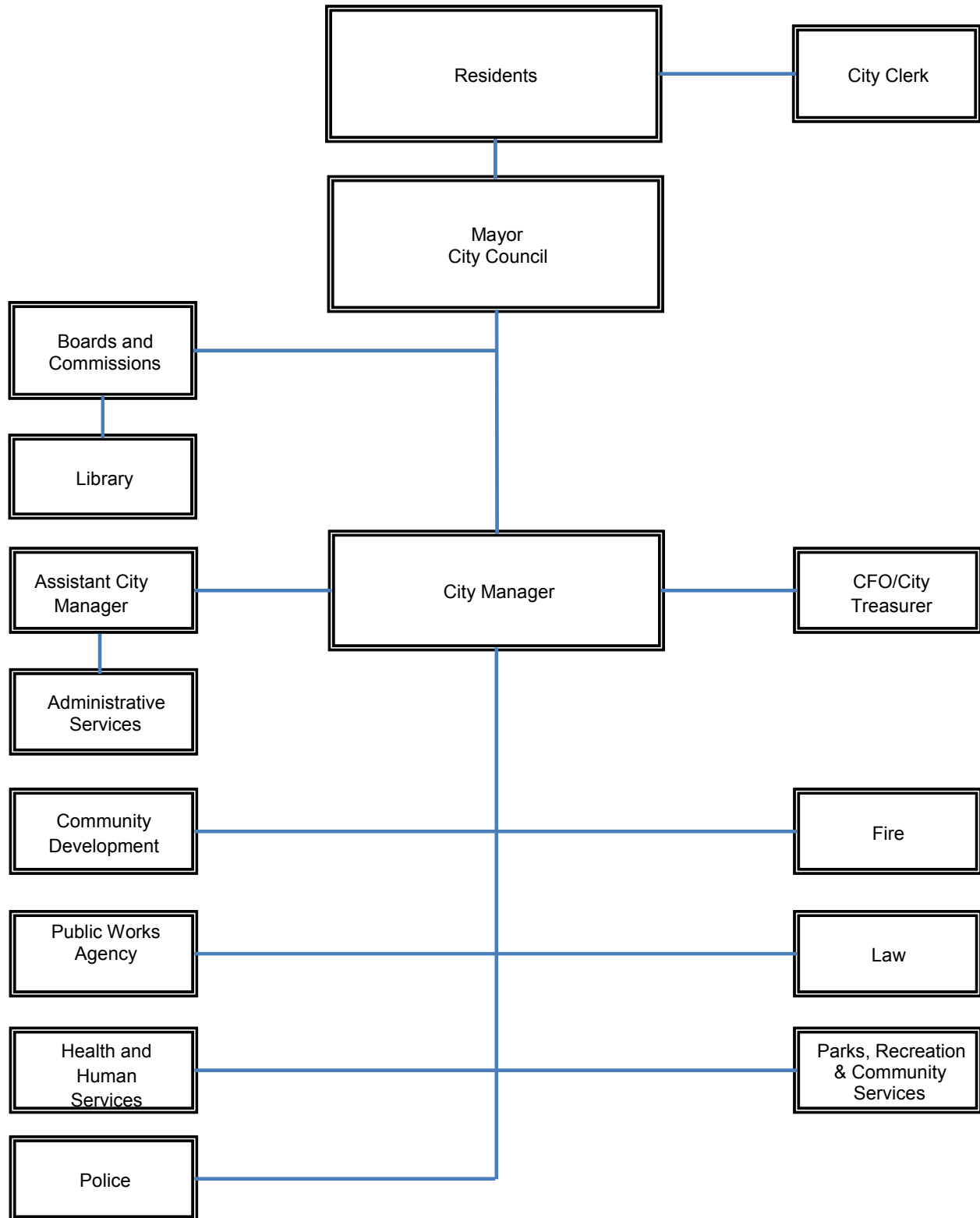
# **PART II**

# **CHARTS & SUMMARIES**



# 2020-21 PROPOSED BUDGET

## Organizational Chart





## 2020-21 PROPOSED BUDGET

### General Information

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 75,557 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	535,049
		Number of Registered Borrowers	40,171
		Annual Circulation	1,207,419
<b>Population</b>	75,557	<b>Recreation Facilities</b>	
<b>Number of Households (2010 Census Estimate)</b>	30,047	Number of City-maintained Parks and Playgrounds	60
<b>Number of Housing Units (2009 Census Estimate)</b>	33,335	Park Area in Acres	290
		Number of Public Swimming Beaches	6
<b>Equalized Assessed Valuation (2018)</b>	\$2,720,580,914	<b>Municipal Parking Utility</b>	
<b>Median Household Income</b>	\$74,901	Surface Parking Lots	37
<b>Municipal Services and Facilities</b>		On-street Paid Parking Space	2,400
Miles of Streets	147	Permitted Parking Spaces	1,233
Miles of Alleys	70	Capacity of Parking Garages	3,250
Miles of Sewers	215	Number of Parking Garages	3
Number of Street Lights	5,736	<b>Municipal Water Utility</b>	
<b>Fire Protection</b>		Total Population Served	477,174
Number of Firefighters (2018)	108	Northwest Water Commission	283,630
Number of Stations	5	Evanston	75,557
I.S.O. Rating	Class 1	Skokie	64,773
<b>Police Protection</b>		Miles of Water Mains	155.8
Number of Sworn Officers (2018)	165	Filtration Plant Rated Daily Capacity (gallons)	108,000,000
Number of School Crossing Guards	58	Rated Daily Pumping Capacity (gallons)	147,000,000
Number of Parking Enforcement Officers	12	Average Daily Pumpage (gallons)	37,850,000
		Average Daily Pumpage (gallons)	37,850,000
		Average Daily Pumpage (gallons)	37,850,000



## 2020-21 PROPOSED BUDGET

### Demographic and Economic Statistics

#### CITY OF EVANSTON, ILLINOIS

#### Demographic and Economic Statistics

#### Last Ten Years

Calendar Year	Population	Total		Per Capita	Education	School Enrollment	Unemployment Rate
		Personal Income	Personal Income	Median Age	% of Population with HS Diploma or Higher		
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%
2016	75,603	3,235,052,370	42,790	35.2	94.0%	12,104	4.3%
2017	75,472	3,316,617,040	43,945	35.3	94.0%	12,026	3.9%
2018	75,557	3,472,297,492	45,956	36.0	93.4%	10,899	3.1%

Source: United States Census Bureau



## 2020-21 PROPOSED BUDGET

### Budget Calendar

Date	Time	Activity
Monday, August 5, 2019	6 p.m.*	2020-21 Budget Update at City Council Meeting
Tuesday, September 17, 2019	6 p.m.	Community Budget Roundtable Discussion – D65 Administration Building
Thursday, September 19, 2019	1 p.m.	Community Budget Roundtable Discussion – Evanston Main Library
Saturday, September 21, 2019	12 p.m.	Community Budget Roundtable Discussion – Levy Senior Center
Friday, October 4, 2019	5 p.m.	Proposed 2020-21 Budget published on City’s website
Monday, October 14, 2019	7 p.m.*	Budget Discussion at City Council Meeting
Saturday, October 26, 2019	9 a.m.-12 p.m.	Special City Council Meeting Public Hearing – FY 2020 Proposed Budget
Monday, October 28, 2019	7 p.m.*	Budget Discussion at City Council Meeting Public Hearing – Truth in Taxation
Monday, November 11, 2019	7 p.m.*	Budget Discussion at City Council Meeting Introduction of 2020 Budget Ordinance and 2019 Tax Levies
Monday, November 18, 2019	6 p.m.*	Budget Discussion at City Council Meeting (if needed)
Monday, November 25, 2019	7 p.m.*	2020 Budget Ordinance and 2019 Tax Levy Adoption

\*meeting times are approximate

All meetings are held in Council Chambers of the Lorraine H. Morton Civic Center unless indicated otherwise.

**Fall Holidays to note:**

Labor Day is September 2

Rosh Hashana is September 29-October 1

Yom Kippur is October 8-9

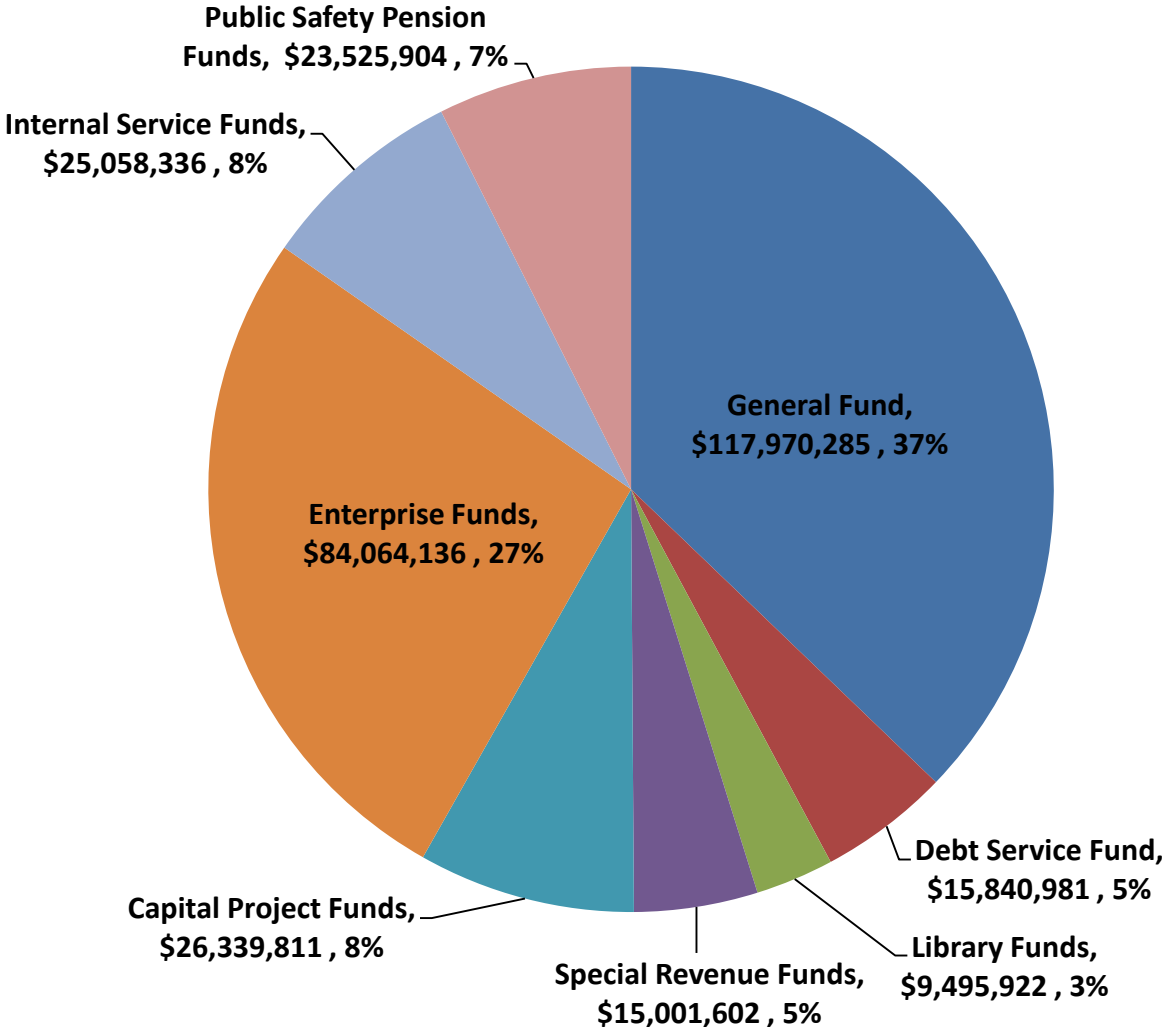
Thanksgiving is November 28

**Total Budgeted Expenditures By Fund  
FY2019 Adopted vs. FY2020 Proposed**

All budget totals are gross figures prior to eliminating interfund transfers.

Fund	Fund #	2018 Actual Amount	2019 Adopted Budget	2019 Estimated Amount	2020 Proposed Budget	Net Change (2019 to 2020)	Percent Change (2019 to 2020)	2021 Projected Budget
General	100	115,416,584	114,153,372	116,345,568	117,970,285	3,816,913	3.3%	119,593,367
General Assistance	175	981,531	1,273,776	1,265,401	1,315,848	42,072	3.3%	1,333,984
Health and Human Services	176	826,851	817,471	887,706	887,706	70,235	8.6%	887,706
Good Neighbor Fund	180	1,000,000	1,000,000	1,000,000	1,000,000	-	0.0%	-
Library Fund	185	7,191,513	7,771,945	7,456,886	8,472,778	700,833	9.0%	8,631,456
Library - Debt Service	186	333,404	353,437	353,437	480,144	126,707	35.8%	482,243
Library - Capital	187	1,497,577	1,835,000	1,777,500	543,000	(1,292,000)	-70.4%	449,000
Neighborhood Stabilization	195	33,844	-	-	-	-	N/A	-
Motor Fuel	200	2,457,990	2,188,897	2,188,897	2,432,987	244,090	11.2%	2,282,987
Emergency Telephone	205	912,905	1,021,489	1,011,089	1,621,374	599,885	58.7%	1,404,522
Special Service Area # 4	210	370,000	525,000	490,000	592,665	67,665	12.9%	592,665
CDBG	215	1,526,206	2,631,080	2,189,395	1,963,875	(667,205)	-25.4%	2,030,400
CDBG Loan	220	199,035	250,000	150,000	175,000	(75,000)	-30.0%	175,000
Neighborhood Improvement	235	163	100,000	100,000	-	(100,000)	-100.0%	-
HOME	240	335,304	741,269	255,334	659,678	(81,591)	-11.0%	604,799
Affordable Housing Fund	250	318,955	1,027,697	505,397	1,713,366	685,669	66.7%	1,297,740
Washington National TIF	300	10,967,279	-	-	-	-	N/A	-
Debt Service	320	21,833,969	14,767,219	14,647,219	15,840,981	1,073,762	7.3%	15,836,877
Howard-Ridge TIF	330	2,183,243	746,225	677,551	541,113	(205,112)	-27.5%	507,813
West Evanston TIF	335	54,049	643,000	646,000	740,000	97,000	15.1%	740,000
Dempster-Dodge TIF	340	76,085	70,870	72,870	167,870	97,000	136.9%	165,923
Chicago-Main TIF	345	109,542	100,610	102,610	753,820	653,210	649.2%	4,626,053
Special Service Area #6	350	222,086	221,500	221,500	221,500	-	0.0%	221,500
Special Service Area #7	355	-	-	-	154,600	154,600	N/A	154,600
Special Service Area #8	360	-	-	-	60,200	60,200	N/A	60,200
Capital Improvement	415	13,860,636	14,260,549	11,676,642	17,051,881	2,791,332	19.6%	13,741,809
Crown Construction	416	10,077,377	23,670,000	34,191,265	8,330,000	(15,340,000)	-64.8%	-
Crown Center Maintenance	417	-	-	-	-	-	N/A	-
Special Assessment	420	892,454	936,955	936,955	957,930	20,975	2.2%	989,314
Parking	505	10,590,510	13,249,881	10,130,822	13,362,194	112,313	0.8%	11,689,371
Water	510	16,564,798	48,657,257	32,076,269	50,147,012	1,489,755	3.1%	42,723,921
Sewer	515	7,537,442	14,755,238	11,412,180	14,717,225	(38,013)	-0.3%	12,833,885
Solid Waste	520	4,851,568	5,416,542	5,504,656	5,837,705	421,163	7.8%	5,861,769
Fleet	600	3,108,799	3,183,322	3,223,690	3,161,051	(22,271)	-0.7%	3,190,072
Equipment Replacement	601	1,777,856	1,622,977	1,617,977	2,460,000	837,023	51.6%	1,800,000
Insurance	605	22,786,573	18,962,870	20,669,694	19,437,285	474,415	2.5%	19,748,949
Fire Pension	700	9,348,322	9,333,500	9,378,500	10,076,897	743,397	8.0%	10,580,762
Police Pension	705	12,288,703	12,876,500	12,791,500	13,449,007	572,507	4.4%	14,119,436
<b>Total All Funds</b>		<b>\$ 282,533,153</b>	<b>\$ 319,165,448</b>	<b>\$ 305,954,510</b>	<b>\$ 317,296,978</b>	<b>\$ (1,868,471)</b>	<b>-0.6%</b>	<b>0.0%</b>

# Expenditures by Fund Type 2020 Proposed Budget - All Funds



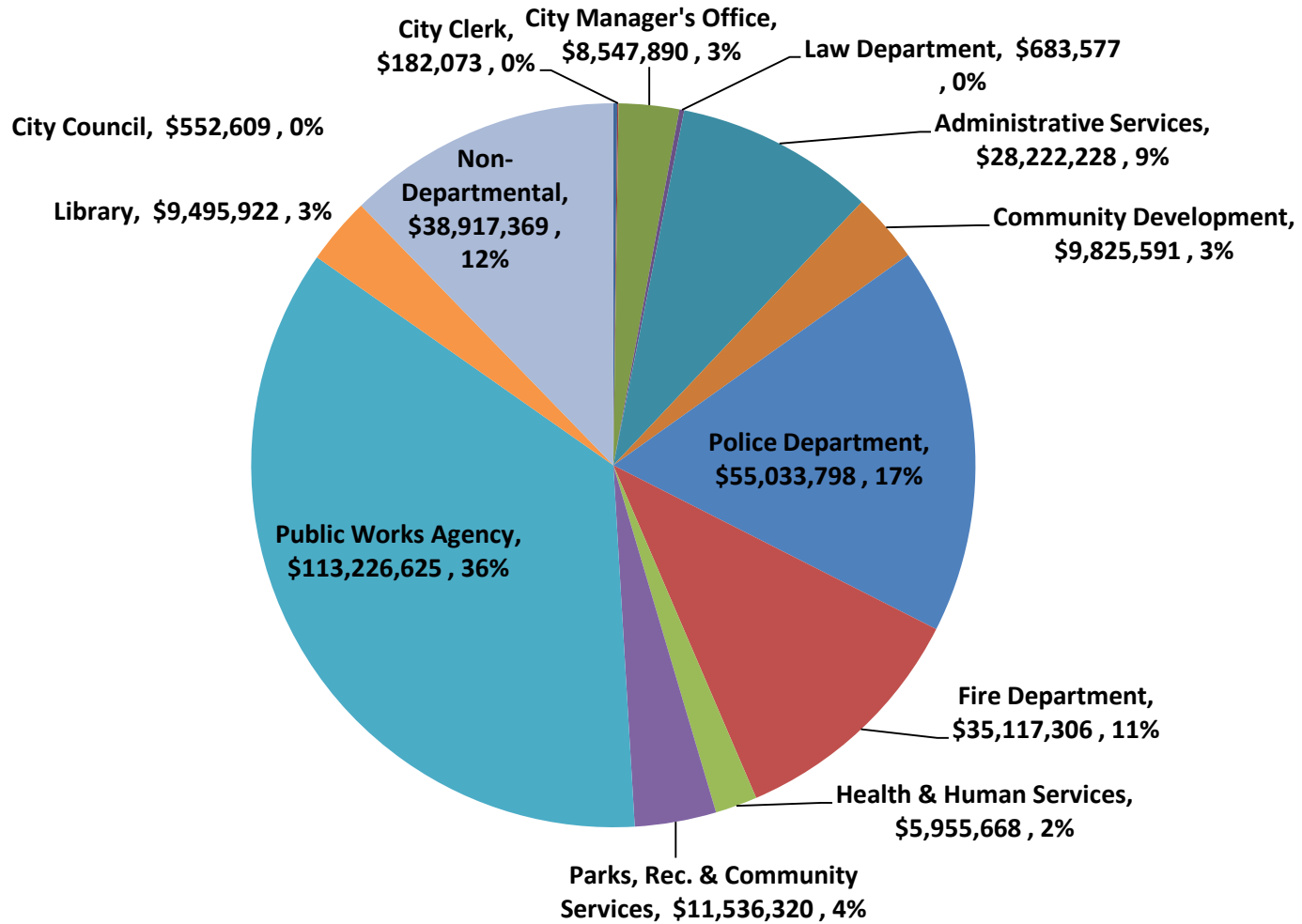


**Total Budgeted Expenditures By Department  
FY 2020 Proposed Budget**

All budget totals in this summary are gross figures prior to eliminating interfund transfers.

Department	Fund	2020 Proposed Budget
City Council	100 GENERAL FUND	552,609
	<b>City Council Total</b>	<b>552,609</b>
City Clerk	100 GENERAL FUND	182,073
	<b>City Clerk Total</b>	<b>182,073</b>
City Manager's Office	100 GENERAL FUND	8,215,161
	505 PARKING SYSTEM FUND	332,729
	<b>City Manager's Office Total</b>	<b>8,547,890</b>
Law Department	100 GENERAL FUND	683,577
	<b>Law Department Total</b>	<b>683,577</b>
Administrative Services	100 GENERAL FUND	10,047,914
	505 PARKING SYSTEM FUND	12,553,262
	600 FLEET SERVICES FUND	3,161,051
	601 EQUIPMENT REPLACEMENT FUND	2,460,000
	<b>Administrative Services Total</b>	<b>28,222,228</b>
Community Development	100 GENERAL FUND	3,984,634
	176 HEALTH AND HUMAN SERVICES	736,373
	210 SPECIAL SERVICE AREA (SSA) #4	592,665
	215 CDBG FUND	1,963,875
	220 CDBG LOAN FUND	175,000
	240 HOME FUND	659,678
	250 AFFORDABLE HOUSING FUND	1,713,366
	<b>Community Development Total</b>	<b>9,825,591</b>
Police Department	100 GENERAL FUND	39,963,417
	205 EMERGENCY TELEPHONE (E911) FUND	1,621,374
	705 POLICE PENSION FUND	13,449,007
	<b>Police Department Total</b>	<b>55,033,798</b>
Fire Department	100 GENERAL FUND	25,040,409
	700 FIRE PENSION FUND	10,076,897
	<b>Fire Department Total</b>	<b>35,117,306</b>
Health & Human Services	100 GENERAL FUND	4,488,487
	175 GENERAL ASSISTANCE FUND	1,315,848
	176 HEALTH AND HUMAN SERVICES	151,333
	<b>Health &amp; Human Services Total</b>	<b>5,955,668</b>
Parks, Rec. & Community Services	100 GENERAL FUND	11,536,320
	<b>Parks, Rec. &amp; Community Services Total</b>	<b>11,536,320</b>
Public Works Agency	100 GENERAL FUND	13,275,682
	200 MOTOR FUEL TAX FUND	2,432,987
	415 CAPITAL IMPROVEMENTS FUND	17,051,881
	416 CROWN CONSTRUCTION FUND	8,330,000
	420 SPECIAL ASSESSMENT FUND	957,930
	505 PARKING SYSTEM FUND	476,203
	510 WATER FUND	50,147,012
	515 SEWER FUND	14,717,225
	520 SOLID WASTE FUND	5,837,705
	<b>Public Works Agency Total</b>	<b>113,226,625</b>
Library	185 LIBRARY FUND	8,472,778
	186 LIBRARY DEBT SERVICE FUND	480,144
	187 LIBRARY CAPITAL IMPROVEMENT FD	543,000
	<b>Library Total</b>	<b>9,495,922</b>
Non-Departmental	180 GOOD NEIGHBOR FUND	1,000,000
	320 DEBT SERVICE FUND	15,840,981
	330 HOWARD-RIDGE TIF FUND	541,113
	335 WEST EVANSTON TIF FUND	740,000
	340 DEMPSTER-DODGE TIF FUND	167,870
	345 CHICAGO-MAIN TIF	753,820
	350 SPECIAL SERVICE AREA (SSA) #6	221,500
	355 SPECIAL SERVICE AREA (SSA) #7	154,600
	360 SPECIAL SERVICE AREA (SSA) #8	60,200
	605 INSURANCE FUND	19,437,285
	<b>Non-Departmental Total</b>	<b>38,917,369</b>

# Expenditures by Department 2020 Proposed Budget - All Funds



**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 FY2020 Proposed budget.  
The total for each fund is compared with that of the Adopted FY2019 budget.

Fund	Fund #	2019 Net Budget	2020 Proposed Budget	Less Transfers to Other Funds	2020 Net Budget	Net Change (2019 to 2020)	Percent Change
General	100	75,029,217	117,970,285	38,411,146	79,559,139	4,529,922	6.0%
General Assistance	175	1,227,100	1,315,848	50,130	1,265,718	38,618	3.1%
Health and Human Services	176	817,471	887,706	-	887,706	70,235	8.6%
Good Neighbor Fund	180	370,000	1,000,000	730,000	270,000	(100,000)	-27.0%
Library Fund	185	6,870,543	8,472,778	948,190	7,524,588	654,045	9.5%
Library - Debt Service	186	353,437	480,144	-	480,144	126,707	35.8%
Library - Capital	187	585,000	543,000	-	543,000	(42,000)	-7.2%
Neighborhood Stabilization	195	-	-	-	-	-	N/A
Motor Fuel	200	1,206,000	2,432,987	982,987	1,450,000	244,000	20.2%
Emergency Telephone	205	847,862	1,621,374	157,885	1,463,489	615,627	72.6%
Special Service Area # 4	210	525,000	592,665	-	592,665	67,665	12.9%
CDBG	215	1,903,535	1,963,875	87,768	1,876,107	(27,428)	-1.4%
CDBG Loan	220	250,000	175,000	-	175,000	(75,000)	-30.0%
Neighborhood Improvement	235	-	-	-	-	-	N/A
HOME	240	737,639	659,678	3,730	655,948	(81,691)	-11.1%
Affordable Housing Fund	250	1,011,681	1,713,366	16,908	1,696,458	684,777	67.7%
Washington National TIF	300	-	-	-	-	-	N/A
Debt Service	320	14,767,219	15,840,981	-	15,840,981	1,073,762	7.3%
Howard-Ridge TIF	330	400,000	541,113	173,113	368,000	(32,000)	-8.0%
West Evanston TIF	335	613,000	740,000	135,000	605,000	(8,000)	-1.3%
Dempster-Dodge TIF	340	-	167,870	165,870	2,000	2,000	N/A
Chicago-Main TIF	345	-	753,820	260,610	493,210	493,210	N/A
Special Service Area #6	350	221,500	221,500	-	221,500	-	0.0%
Special Service Area #7	355	-	154,600	-	154,600	154,600	N/A
Special Service Area #8	360	-	60,200	-	60,200	60,200	N/A
Capital Improvement	415	14,184,030	17,051,881	72,292	16,979,589	2,795,559	19.7%
Crown Construction	416	23,670,000	8,330,000	-	8,330,000	(15,340,000)	-64.8%
Crown Center Maintenance	417	-	-	-	-	-	N/A
Special Assessment	420	650,006	957,930	477,930	480,000	(170,006)	-26.2%
Parking	505	9,463,537	13,362,194	5,228,786	8,133,408	(1,330,129)	-14.1%
Water	510	43,520,987	50,147,012	6,221,713	43,925,299	404,312	0.9%
Sewer	515	13,520,047	14,717,225	2,834,480	11,882,745	(1,637,302)	-12.1%
Solid Waste	520	4,939,166	5,837,705	509,274	5,328,431	389,265	7.9%
Fleet	600	2,959,045	3,161,051	171,904	2,989,147	30,102	1.0%
Equipment Replacement	601	1,622,977	2,460,000	-	2,460,000	837,023	51.6%
Insurance	605	18,952,756	19,437,285	-	19,437,285	484,529	2.6%
Fire Pension	700	9,333,500	10,076,897	-	10,076,897	743,397	8.0%
Police Pension	705	12,876,500	13,449,007	-	13,449,007	572,507	4.4%
<b>Total All Funds</b>		<b>\$ 263,428,755</b>	<b>\$ 317,296,977</b>	<b>\$ 57,639,716</b>	<b>\$ 259,657,261</b>	<b>\$ (3,771,494)</b>	<b>-1.2%</b>

**City of Evanston  
Budgeted Interfund Transfers  
2020 Proposed Budget**

		Budget			Budget
Fund		Transfers To	Fund		Transfers From
Revenue To	General	274,050	Expense From	Library	(274,050)
Revenue To	General	480,000	Expense From	Good Neighbor	(480,000)
Revenue To	General	982,987	Expense From	Motor Fuel	(982,987)
Revenue To	General	60,000	Expense From	E911	(60,000)
Revenue To	General	30,000	Expense From	Howard-Ridge TIF	(30,000)
Revenue To	General	35,000	Expense From	West Evanston TIF	(35,000)
Revenue To	General	30,000	Expense From	Chicago-Main TIF	(30,000)
Revenue To	General	5,000	Expense From	Dempster-Dodge TIF	(5,000)
Revenue To	General	92,000	Expense From	Special Assessment	(92,000)
Revenue To	General	2,972,390	Expense From	Parking	(2,972,390)
Revenue To	General	3,799,559	Expense From	Water	(3,799,559)
Revenue To	General	330,167	Expense From	Sewer	(330,167)
	<b>Subtotal</b>	<b>\$ 9,091,153</b>		<b>Subtotal</b>	<b>\$ (9,091,153)</b>
Revenue To	Police and Fire Pensions	18,827,651	Expense From	General	(18,827,651)
	<b>Subtotal</b>	<b>\$ 18,827,651</b>		<b>Subtotal</b>	<b>\$ (18,827,651)</b>
Revenue To	Health and Human Services	70,000	Expense From	Library	(70,000)
Revenue To	Health and Human Services	828,471	Expense From	General	(828,471)
	<b>Subtotal</b>	<b>\$ 898,471</b>		<b>Subtotal</b>	<b>\$ (898,471)</b>
Revenue To	Library	75,000	Expense From	Good Neighbor	(75,000)
	<b>Subtotal</b>	<b>\$ 75,000</b>		<b>Subtotal</b>	<b>\$ (75,000)</b>
Revenue To	Dempster-Dodge TIF	100,000	Expense From	West Evanston TIF	(100,000)
	<b>Subtotal</b>	<b>\$ 100,000</b>		<b>Subtotal</b>	<b>\$ (100,000)</b>
Revenue To	Crown Construction	1,500,000	Expense From	Parking	(1,500,000)
Revenue To	Crown Construction	1,500,000	Expense From	Sewer	(1,500,000)
	<b>Subtotal</b>	<b>\$ 3,000,000</b>		<b>Subtotal</b>	<b>\$ (3,000,000)</b>
Revenue To	Crown Center Maintenance	175,000	Expense From	Good Neighbor	(175,000)
	<b>Subtotal</b>	<b>\$ 175,000</b>		<b>Subtotal</b>	<b>\$ (175,000)</b>
Revenue To	Debt Service	2,141,042	Expense From	General	(2,141,042)
Revenue To	Debt Service	385,930	Expense From	Special Assessment	(385,930)
Revenue To	Debt Service	160,870	Expense From	Dempster-Dodge TIF	(160,870)
Revenue To	Debt Service	230,610	Expense From	Chicago-Main TIF	(230,610)
Revenue To	Debt Service	143,113	Expense From	Howard-Ridge TIF	(143,113)
Revenue To	Debt Service	257,488	Expense From	Sewer	(257,488)
	<b>Subtotal</b>	<b>\$ 3,319,053</b>		<b>Subtotal</b>	<b>\$ (3,319,053)</b>
Revenue To	Fleet Maintenance	2,159,412	Expense From	General	(2,159,412)
Revenue To	Fleet Maintenance	5,440	Expense From	Library	(5,440)
Revenue To	Fleet Maintenance	825	Expense From	CDBG	(825)
Revenue To	Fleet Maintenance	159,517	Expense From	Parking	(159,517)
Revenue To	Fleet Maintenance	172,580	Expense From	Water	(172,580)
Revenue To	Fleet Maintenance	249,877	Expense From	Sewer	(249,877)
Revenue To	Fleet Maintenance	322,362	Expense From	Solid Waste	(322,362)
	<b>Subtotal</b>	<b>\$ 3,070,013</b>		<b>Subtotal</b>	<b>\$ (3,070,013)</b>

Revenue To	Equipment Repl.	1,273,200	Expense From	General	(1,273,200)
Revenue To	Equipment Repl.	4,885	Expense From	Library	(4,885)
Revenue To	Equipment Repl.	1,340	Expense From	CDBG	(1,340)
<b>Subtotal</b>		<b>\$ 1,279,425</b>	<b>Subtotal</b>		<b>\$ (1,279,425)</b>
Revenue To	Insurance	13,181,370	Expense From	General	(13,181,370)
Revenue To	Insurance	50,130	Expense From	General Assistance	(50,130)
Revenue To	Insurance	593,815	Expense From	Library	(593,815)
Revenue To	Insurance	97,885	Expense From	E911	(97,885)
Revenue To	Insurance	85,603	Expense From	CDBG	(85,603)
Revenue To	Insurance	3,730	Expense From	HOME Fund	(3,730)
Revenue To	Insurance	16,908	Expense From	Affordable Housing	(16,908)
Revenue To	Insurance	72,292	Expense From	Capital	(72,292)
Revenue To	Insurance	596,879	Expense From	Parking	(596,879)
Revenue To	Insurance	2,249,574	Expense From	Water	(2,249,574)
Revenue To	Insurance	496,948	Expense From	Sewer	(496,948)
Revenue To	Insurance	186,912	Expense From	Solid Waste	(186,912)
Revenue To	Insurance	171,904	Expense From	Fleet Maintenance	(171,904)
<b>Subtotal</b>		<b>\$ 17,803,950</b>	<b>Subtotal</b>		<b>\$ (17,803,950)</b>
<b>Grand Total</b>		<b>\$ 57,639,716</b>	<b>Grand Total</b>		<b>\$ (57,639,716)</b>

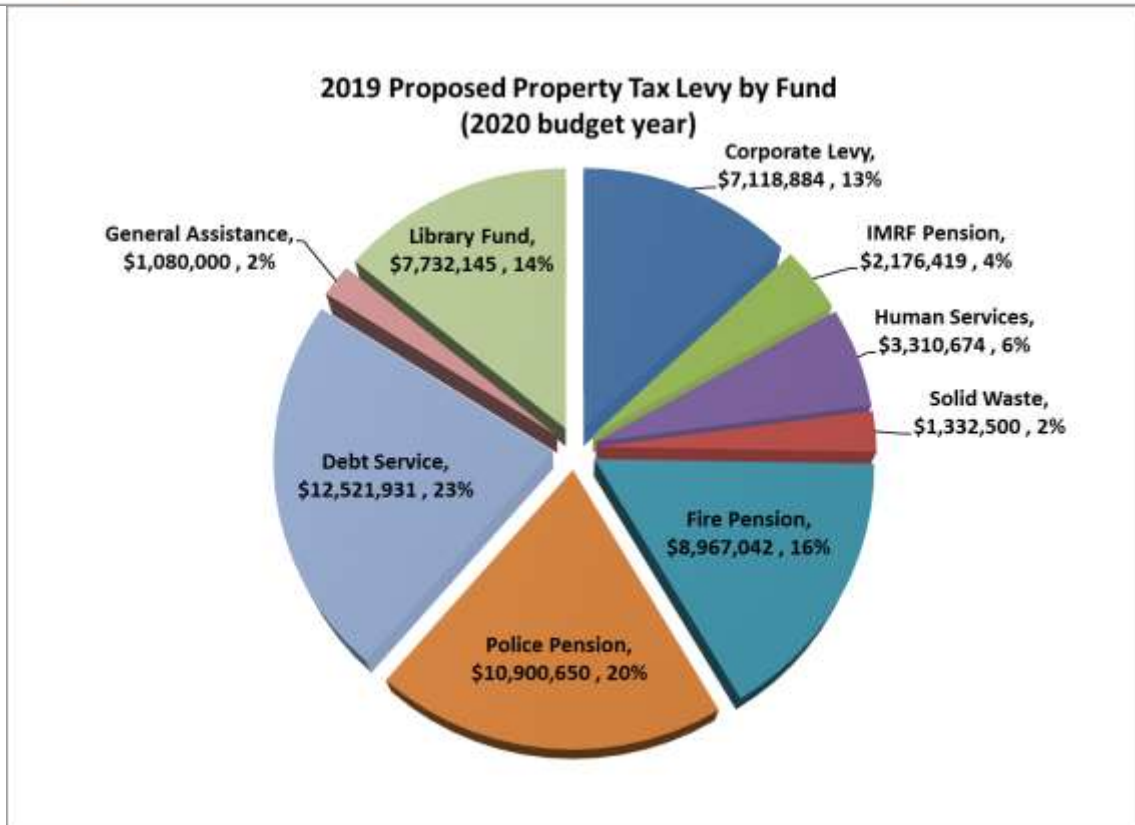
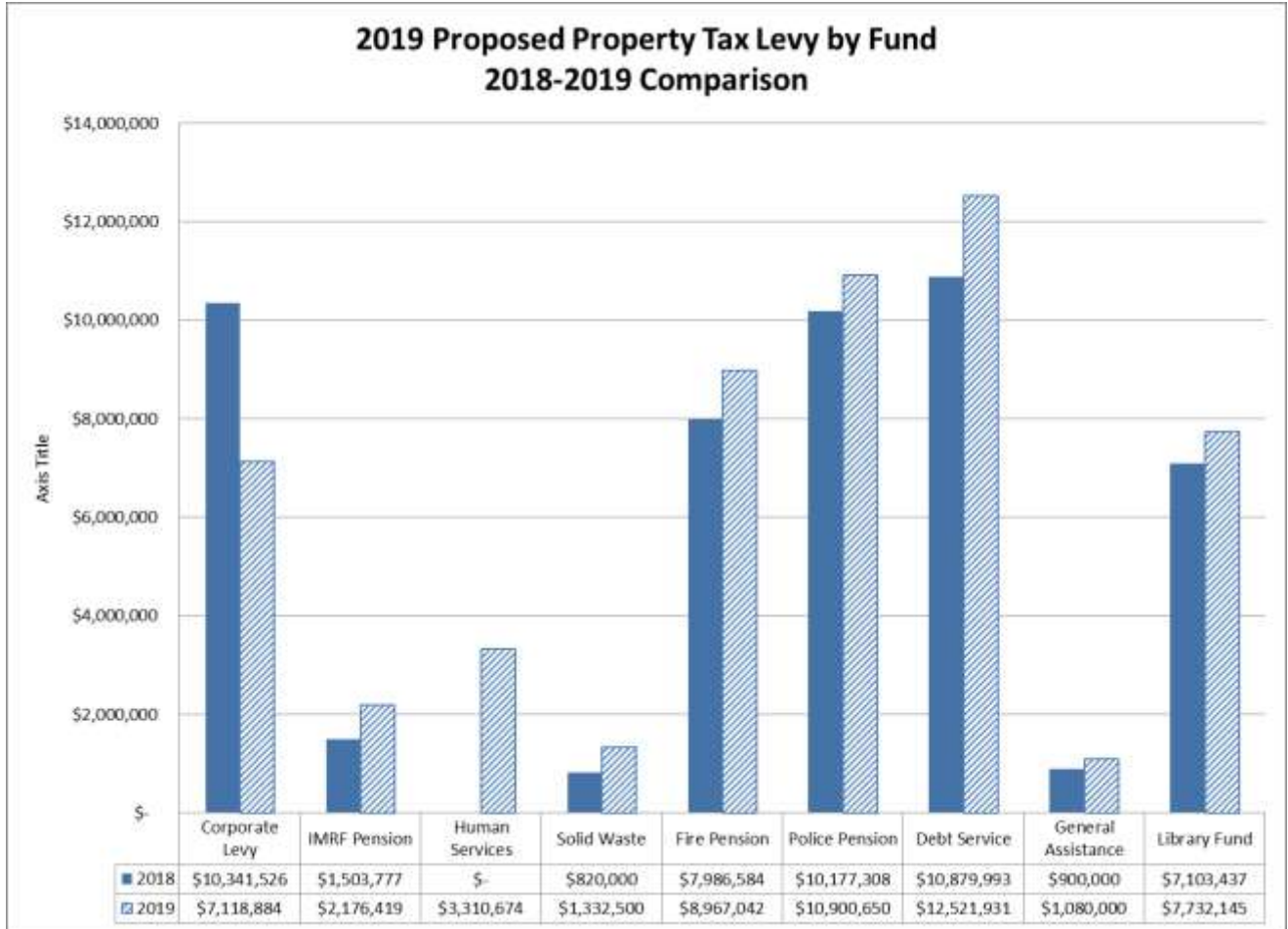
**City of Evanston**  
**FY 2020 Proposed Budget**  
**Fund Balance Summary**

Fund Name	Fund #	12/31/19 Estimated Fund Balance*	2020 Proposed Revenues	2020 Proposed Expenses	2020 Adopted Surplus (Deficit)	12/31/20 Estimated Fund Balance*	Fund Balance as a % of Expenditures	Fund Balance Reserve Policy
General	100	13,806,732	118,076,525	117,970,285	106,240	13,912,972	11.8%	16.6%
General Assistance	175	278,793	1,108,500	1,315,848	(207,348)	71,445	5.4%	-
Health and Human Services	176	24,410	898,471	887,706	10,765	35,175	4.0%	-
Good Neighbor Fund	180	8,102	1,002,000	1,000,000	2,000	10,102	1.0%	-
Library Fund	185	1,879,390	8,513,448	8,472,778	40,670	1,920,060	22.7%	-
Library - Debt Service	186	4,582	480,144	480,144	-	4,582	1.0%	-
Library - Capital	187	1,084,313	543,000	543,000	-	1,084,313	199.7%	-
Neighborhood Stabilization	195	-	-	-	-	-	N/A	-
Motor Fuel	200	1,769,157	3,232,400	2,432,987	799,413	2,568,570	105.6%	25.0%
Emergency Telephone	205	1,222,976	1,569,421	1,621,374	(51,953)	1,171,023	72.2%	-
Special Service Area # 4	210	(226,836)	592,665	592,665	-	(226,836)	-38.3%	-
CDBG	215	61,852	1,963,875	1,963,875	-	61,852	3.1%	-
CDBG Loan	220	123,194	175,000	175,000	-	123,194	70.4%	-
Neighborhood Improvement	235	71,074	-	-	-	71,074	N/A	-
HOME	240	7,324	659,678	659,678	-	7,324	1.1%	-
Affordable Housing Fund	250	3,495,489	222,181	1,713,366	(1,491,185)	2,004,304	117.0%	-
Washington National TIF	300	-	-	-	-	-	N/A	-
Debt Service	320	621,842	15,842,484	15,840,981	1,503	623,345	3.9%	-
Howard-Ridge TIF	330	2,240,077	700,766	541,113	159,653	2,399,730	443.5%	-
West Evanston TIF	335	711,515	737,135	740,000	(2,865)	708,650	95.8%	-
Dempster-Dodge TIF	340	104,770	222,797	167,870	54,927	159,697	95.1%	-
Chicago-Main TIF	345	678,342	607,043	753,820	(146,777)	531,565	70.5%	-
Special Service Area #6	350	3,099	221,500	221,500	-	3,099	1.4%	-
Special Service Area #7	355	-	154,600	154,600	-	-	0.0%	-
Special Service Area #8	360	-	60,200	60,200	-	-	0.0%	-
Capital Improvement	415	13,033,679	12,752,000	17,051,881	(4,299,881)	8,733,798	51.2%	25.0%
Crown Construction	416	6,112,475	4,050,000	8,330,000	(4,280,000)	1,832,475	22.0%	-
Crown Center Maintenance	417	-	175,000	-	175,000	175,000	N/A	-
Special Assessment	420	2,080,771	413,000	957,930	(544,930)	1,535,841	160.3%	-
Parking	505	2,927,143	13,275,689	13,362,194	(86,505)	2,840,638	21.3%	16.6%
Water	510	5,747,951	48,123,470	50,147,012	(2,023,542)	3,724,409	7.4%	16.6%
Sewer	515	4,980,532	14,036,200	14,717,225	(681,025)	4,299,507	29.2%	16.6%
Solid Waste	520	(1,015,570)	5,953,800	5,837,705	116,095	(899,475)	-15.4%	16.6%
Fleet	600	40,827	3,152,793	3,161,051	(8,258)	32,569	1.0%	-
Equipment Replacement	601	915,270	2,149,641	2,460,000	(310,359)	604,911	24.6%	-
Insurance	605	(9,819,797)	21,043,478	19,437,285	1,606,193	(8,213,604)	-42.3%	-
Fire Pension	700	78,349,065	13,898,503	10,076,897	3,821,606	82,170,671	815.4%	-
Police Pension	705	123,195,761	20,843,068	13,449,007	7,394,061	130,589,822	971.0%	-
<b>Total All Funds</b>		<b>\$ 254,518,304</b>	<b>\$ 317,450,475</b>	<b>\$ 317,296,977</b>	<b>\$ 153,499</b>	<b>\$ 254,671,803</b>		



# 2020-21 PROPOSED BUDGET

## Property Tax Levy Charts



	2018 BUDGET	2019 BUDGET	2020 BUDGET	2019-2020	2019-2020
	2017 ADOPTED LEVY	2018 ADOPTED LEVY	2019 PROPOSED LEVY	PROPOSED CHANGE (\$)	PROPOSED CHANGE (%)
<b>GENERAL FUND - CORPORATE</b>					
Gross Levy	8,060,613	10,552,578	7,339,056	(3,213,522)	
Loss Factor*	161,212	211,052	220,172	9,120	
<b>Net Levy</b>	<b>\$ 7,899,401</b>	<b>\$ 10,341,526</b>	<b>\$ 7,118,884</b>	<b>\$ (3,222,642)</b>	<b>-31.2%</b>
<b>GENERAL FUND - IMRF PENSION</b>					
Gross Levy	2,548,105	1,534,466	2,243,731	709,265	
Loss Factor*	50,962	30,689	67,312	36,623	
<b>Net Levy</b>	<b>\$ 2,497,143</b>	<b>\$ 1,503,777</b>	<b>\$ 2,176,419</b>	<b>\$ 672,642</b>	<b>44.7%</b>
<b>TOTAL GENERAL FUND LEVY</b>					
Gross Levy	10,608,718	12,087,044	9,582,787	(2,504,257)	
Loss Factor*	212,174	241,741	287,484	45,743	
<b>GENERAL FUND NET LEVY</b>	<b>\$ 10,396,544</b>	<b>\$ 11,845,303</b>	<b>\$ 9,295,303</b>	<b>\$ (2,550,000)</b>	<b>-21.5%</b>
<b>HUMAN SERVICES FUND</b>					
Gross Levy	-	-	3,413,066	3,413,066	
Loss Factor*	-	-	102,392	102,392	
<b>Net Levy</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,310,674</b>	<b>\$ 3,310,674</b>	<b>N/A</b>
<b>SOLID WASTE FUND</b>					
Gross Levy	418,367	836,735	1,373,711	536,977	
Loss Factor*	8,367	16,735	41,211	24,477	
<b>Net Levy</b>	<b>\$ 410,000</b>	<b>\$ 820,000</b>	<b>\$ 1,332,500</b>	<b>\$ 512,500</b>	<b>62.5%</b>
<b>DEBT SERVICE FUND</b>					
Gross Levy	10,879,993	10,879,993	13,180,980	2,300,987	
Loss Factor*	-	-	659,049	659,049	
<b>Net Levy</b>	<b>\$ 10,879,993</b>	<b>\$ 10,879,993</b>	<b>\$ 12,521,931</b>	<b>\$ 1,641,938</b>	<b>15.1%</b>
<b>FIRE PENSION FUND</b>					
Gross Levy	8,229,538	8,149,576	9,244,368	1,094,793	
Loss Factor*	164,591	162,992	277,331	114,340	
<b>Net Levy</b>	<b>\$ 8,064,947</b>	<b>\$ 7,986,584</b>	<b>\$ 8,967,037</b>	<b>\$ 980,453</b>	<b>12.3%</b>
<b>POLICE PENSION FUND</b>					
Gross Levy	10,344,596	10,385,008	11,237,784	852,775	
Loss Factor*	206,892	207,700	337,134	129,433	
<b>Net Levy</b>	<b>\$ 10,137,704</b>	<b>\$ 10,177,308</b>	<b>\$ 10,900,650</b>	<b>\$ 723,342</b>	<b>7.1%</b>
<b>TOTAL CITY LEVY</b>					
Gross Levy	40,481,212	42,338,355	48,032,695	5,694,340	
Loss Factor*	592,024	629,167	1,704,600	1,075,433	
<b>TOTAL CITY NET LEVY</b>	<b>\$ 39,889,188</b>	<b>\$ 41,709,188</b>	<b>\$ 46,328,095</b>	<b>\$ 4,618,907</b>	<b>11.1%</b>
<b>GENERAL ASSISTANCE FUND</b>					
Gross Levy	918,367	918,367	1,113,402	195,035	
Loss Factor*	18,367	18,367	33,402	15,035	
<b>TOTAL GA NET LEVY</b>	<b>\$ 900,000</b>	<b>\$ 900,000</b>	<b>\$ 1,080,000</b>	<b>\$ 180,000</b>	<b>20.0%</b>
<b>LIBRARY FUND</b>					
Gross Levy	6,761,668	6,887,755	7,476,289	588,534	
Loss Factor*	135,233	137,755	224,289	86,534	
<b>Net Levy - Library</b>	<b>\$ 6,626,435</b>	<b>\$ 6,750,000</b>	<b>\$ 7,252,000</b>	<b>\$ 502,000</b>	<b>7.4%</b>
<b>LIBRARY FUND - DEBT SERVICE</b>					
Gross Levy	333,402	353,437	505,416	151,979	
Loss Factor*	-	-	25,271	25,271	
<b>Net Levy - Library Debt</b>	<b>\$ 333,402</b>	<b>\$ 353,437</b>	<b>\$ 480,145</b>	<b>\$ 126,708</b>	<b>35.9%</b>
<b>TOTAL LIBRARY LEVY</b>					
Gross Levy	7,095,070	7,241,192	7,981,704	740,512	
Loss Factor*	135,233	137,755	249,559	111,804	
<b>TOTAL LIBRARY NET LEVY</b>	<b>\$ 6,959,837</b>	<b>\$ 7,103,437</b>	<b>\$ 7,732,145</b>	<b>\$ 628,708</b>	<b>8.9%</b>
<b>CITY AND LIBRARY NET LEVY</b>					
<b>Total Loss Factor</b>	<b>745,625</b>	<b>785,290</b>	<b>1,987,562</b>	<b>1,202,272</b>	<b>10.9%</b>
<b>Total Gross Levy</b>	<b>48,494,650</b>	<b>50,497,915</b>	<b>57,127,802</b>	<b>6,629,887</b>	<b>13.1%</b>





# 2020-21 PROPOSED BUDGET

## Revenues Sources, Assumptions and Trends

The General Fund consists of many different revenue sources. The following pie chart breaks down the total amount by revenue category.

The largest category of General Fund revenue comes from nearly 20 different local taxes. These include sales (both home rule and State), income, hotel, liquor, amusement, motor fuel, and wheel tax.

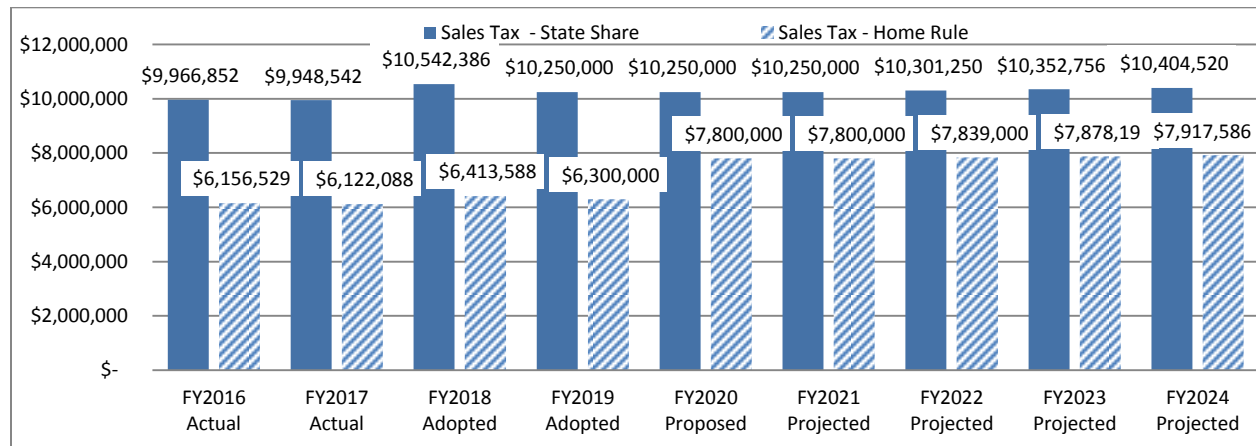
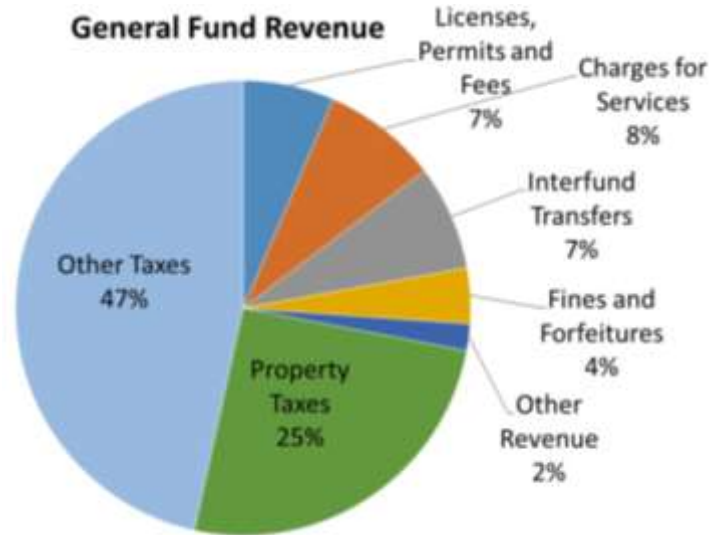
Property taxes make up the second highest percentage of General Fund revenue. The property tax revenue here is for general corporation use, such as salaries for public safety.

The third highest percentage of revenue comes from charges for services. These are direct charges for services by the users of that service. This includes items such as Parks Recreation and Community Service programs fees and ambulance service fees.

Fine and forfeitures make up less than 4% of General Fund revenue. This category includes parking tickets and police citations.

The following is a summary of major revenue sources, trends, and assumptions for the FY 2020-21 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 not assessed on “listed” property such as vehicles and most grocery food items and medications. The City increased its local tax rate from 1% to 1.25% starting January 1, 2020.

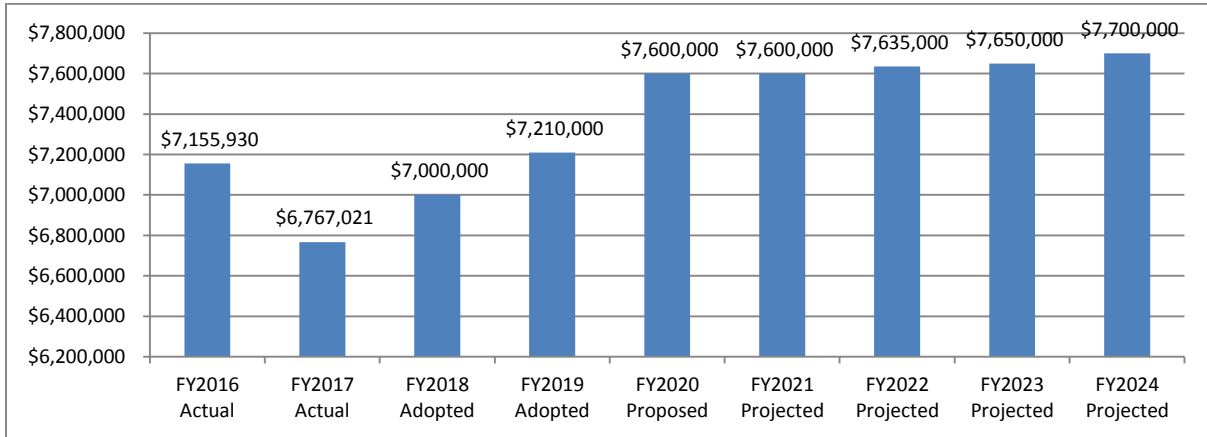




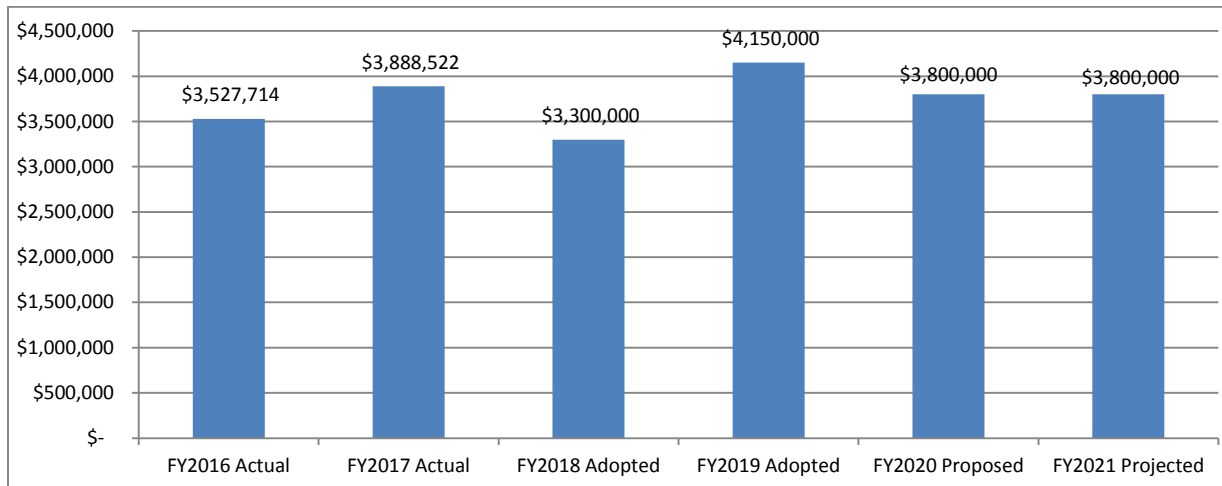
## 2020-21 PROPOSED BUDGET

### Revenues Sources, Assumptions and Trends

**INCOME TAX** – Income tax is a State shared tax that is distributed on a per capita basis. Based on the year-to-date actual receipts and Illinois Municipal League (IML) estimates, staff anticipates receiving approximately \$7.2 million in income tax revenues. The State’s enacted 2019 budget reduces the holdback of income taxes from the Local Government Distributive Fund to 5% from its FY2018 level of 10%.



**REAL ESTATE TRANSFER TAX** – Prior to 2019, the real estate transfer tax was \$5 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. The tax rate was changed through a November 2018 ballot proposal, enacted by Ordinance 148-O-18. This increased the tax to \$7 per \$1,000 on sales from \$1.5 to \$5 million in value, and to \$9 per \$1,000 on sales over \$5 million in value. Real estate transfer tax revenues were budgeted based on year-to-date receipts in conjunction with an analysis of regional real estate sales trends.



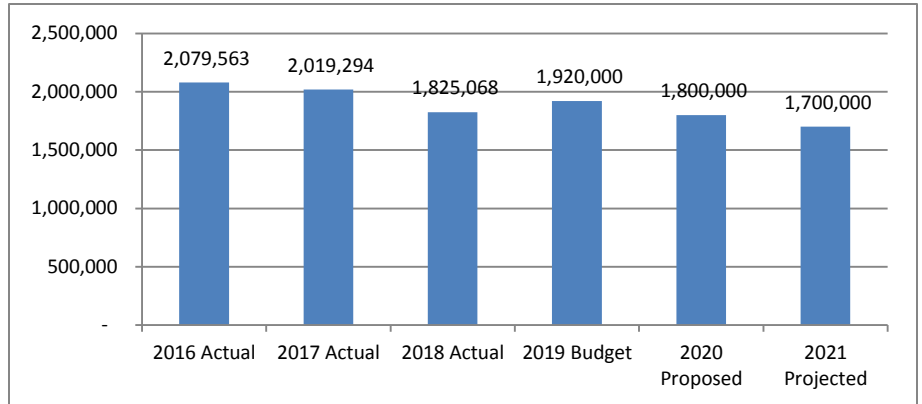


## 2020-21 PROPOSED BUDGET

### Revenues Sources, Assumptions and Trends

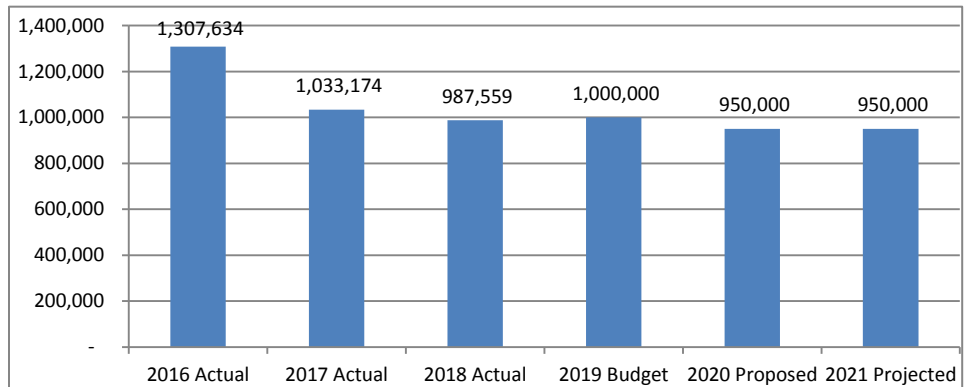
**TELECOMMUNICATION TAX –**

A six percent (6%) tax is imposed on the gross receipts of telecommunications services. This tax is administered by the Illinois Department of Revenue. This tax continues to decline due to customers relying less on land line phone.



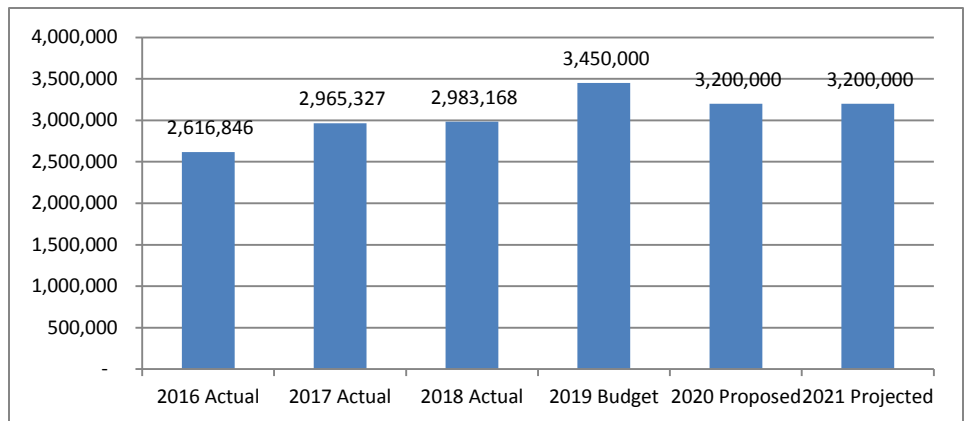
**CABLE FRANCHISE FEE –**

A ten percent (10%) fee is imposed on the gross receipts of cable services. This fee continues to decline due to customers not subscribing to cable services and moving to internet subscription-based programming.



**PARKING TAX –**

A tax of sixty cents (\$0.60) is imposed for each motor vehicle parked in or on each parking lot, parking area, or garage for every twenty-four-hour period. If a motor vehicle is parked for a weekly, monthly, quarterly, or annual basis, the amount of tax shall be three dollars (\$3.00) per week, twelve dollars (\$12.00) per month, thirty-six dollars (\$36.00) per quarter, or one hundred forty-four dollars (\$144.00) per year. This tax is starting to see a downward trend. More utilization of public transit and increased ridesharing activities push community members away from owning vehicles that require parking in lot or garage.

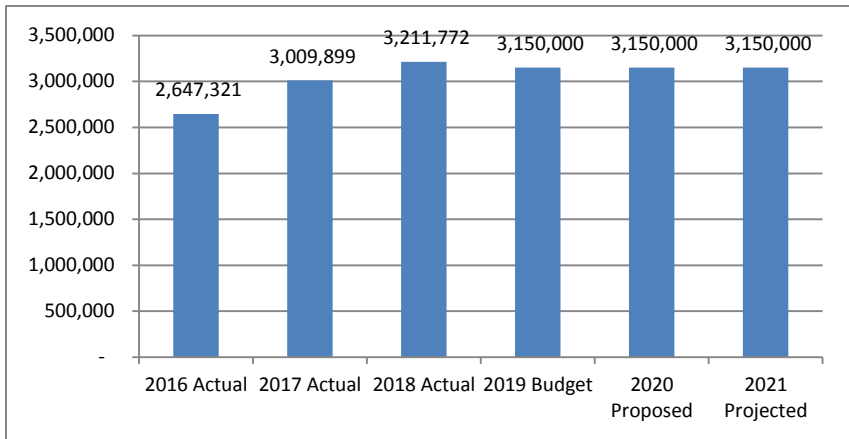




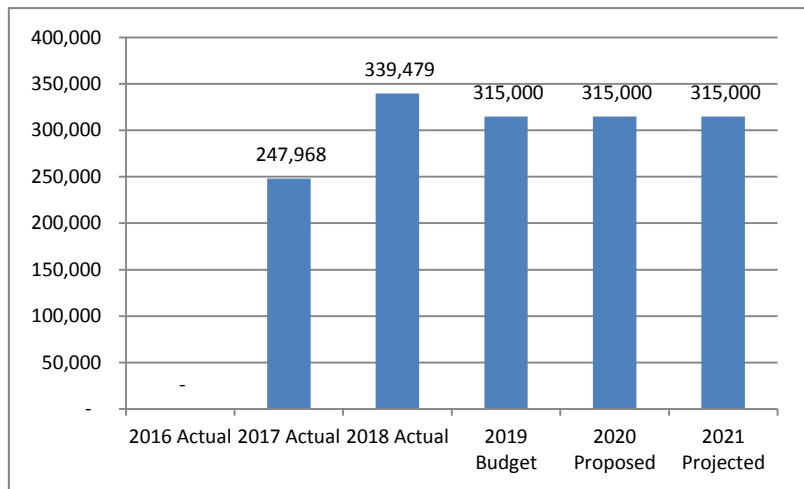
## 2020-21 PROPOSED BUDGET

### Revenues Sources, Assumptions and Trends

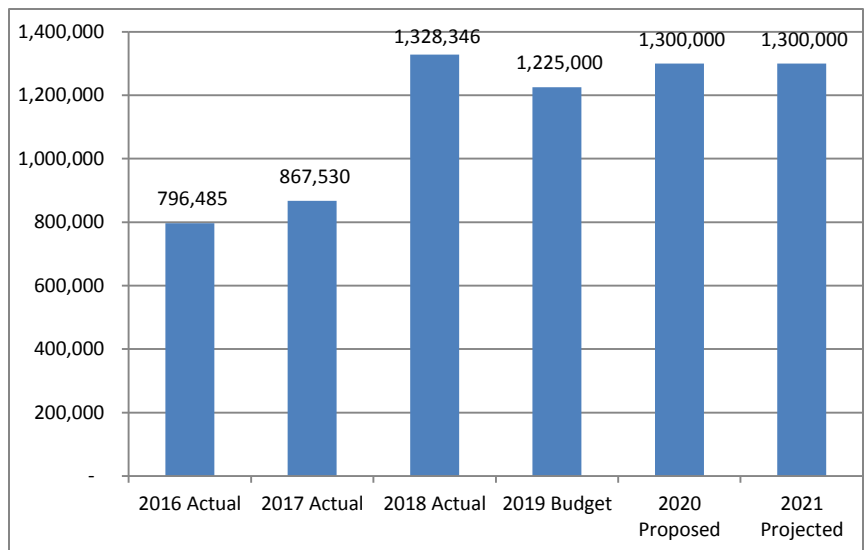
**LIQUOR TAX** – A tax of six percent (6%) is imposed on the purchase price for an alcoholic liquor product. This tax is imposed at restaurants and retail stores and is in addition to the sales tax. This tax continues to trend upwards as more liquor selling establishments are coming to the City.



**AMUSEMENT TAX** – A tax of four percent (4%) is imposed on the admission fee upon every amusement patron in the City. This tax does not apply to governmental agencies, religious societies or organizations, and live performances conducted or sponsored by not-for-profit institutions, organizations, groups or societies where no part of the net earnings inure to the benefit of any private shareholder or person. The amusement tax was part of the Economic Development Fund prior to 2017.



**LOCAL MOTOR FUEL TAX** – The Motor Fuel Tax (local rate) is derived from a 5 cent per gallon tax on gasoline and diesel fuel pumped at Evanston gas stations. This tax is in addition to the State and Federal gas taxes. The total tax rate as of September 2019 for gasoline in Evanston is 61.4 cents per gallon. This consists of an 18.4 cent federal tax, a 38 cent State tax, and a 5 cent Evanston tax. The City also receives a distribution on the state tax, which is deposited separately in the Motor Fuel Tax Fund.

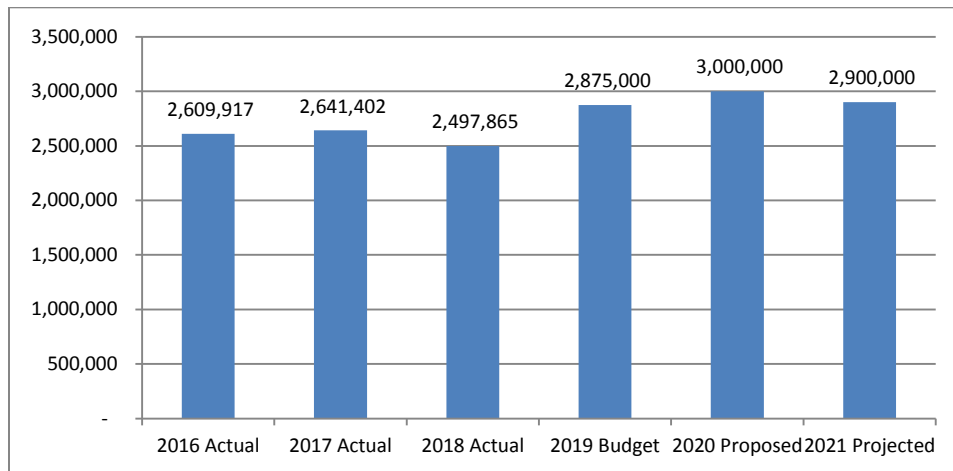




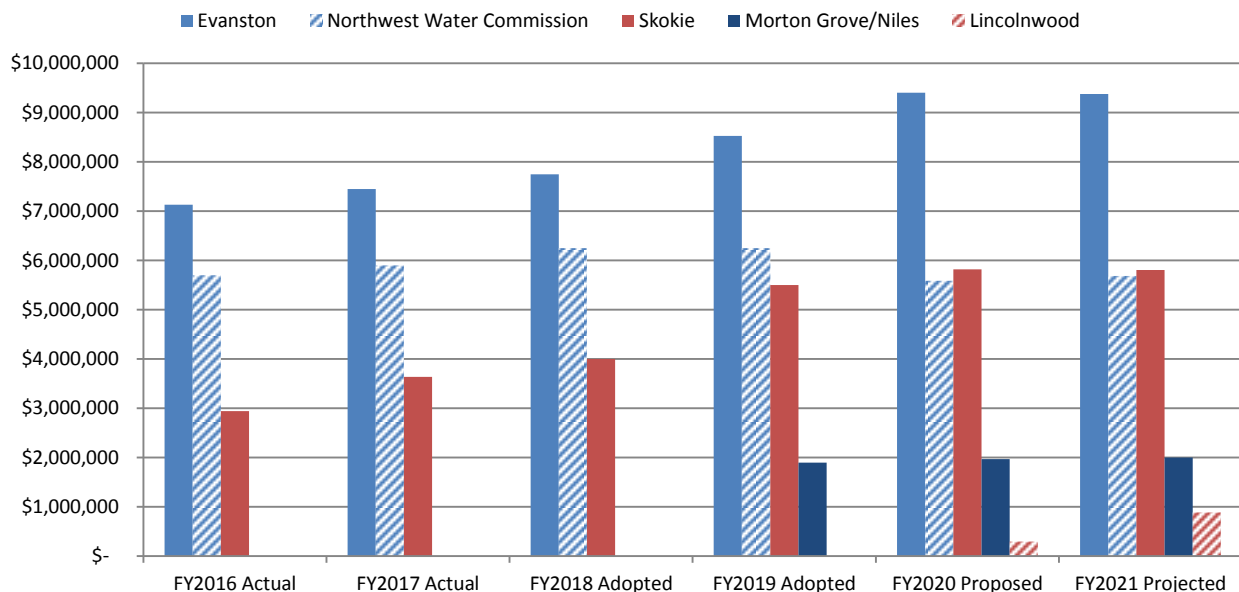
## 2020-21 PROPOSED BUDGET

### Revenues Sources, Assumptions and Trends

**WHEEL TAX** – All vehicles registered through the Illinois Secretary of State to an Evanston address are required to pay an annual wheel tax. For the 2020 budget, the amount due will be prorated on a 9-month basis, ending September 2020. This means that the City will receive 75% of the total wheel tax total cost for the 2020 season. This prorated amount will be \$63.75 for passenger vehicles. Then in July 2020, renewal notifications will be sent for the 2021 wheel tax, which will be October 1, 2020 – September 30, 2021 at the full 100% of the wheel tax (\$85). Compliance is checked by License Plate Recognition (LPR) technology, which stores the license plates of all vehicles registered to an Evanston address, as the City no longer issues physical vehicle wheel tax stickers and residential permits.



**WATER REVENUES** – Water revenues from Evanston’s water utility customers are expected to increase from the prior year due to increased rates. The rate increase is offset for Evanston residents by a decrease to the Sewer rate. This revenue is almost entirely dependent on water consumption with weather playing a major role, especially during the summer.

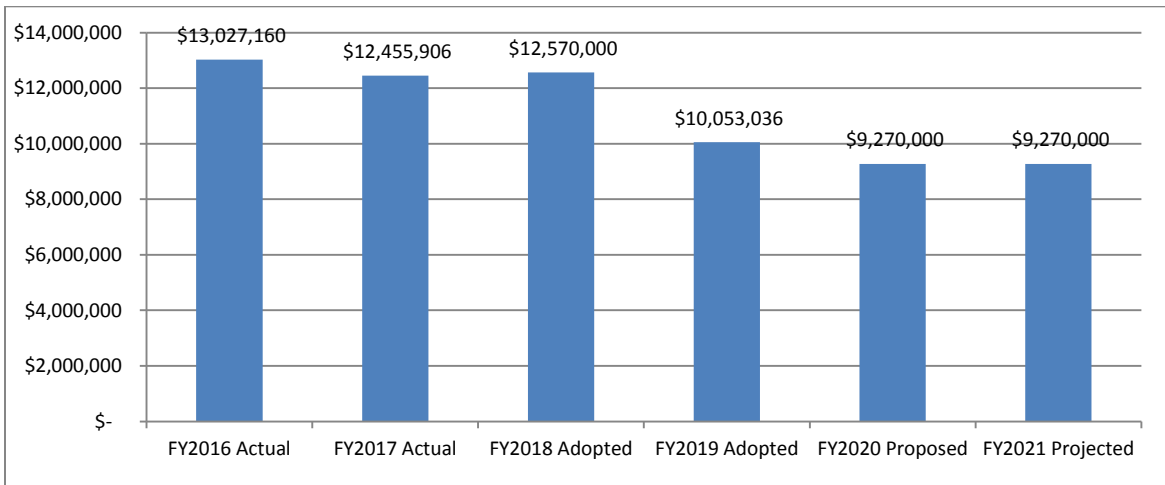




## 2020-21 PROPOSED BUDGET

### Revenues Sources, Assumptions and Trends

**SEWER REVENUES** – This revenue is billed based on water consumption. Revenue is expected to decrease in 2020 due to decreased rates. This is offset for Evanston residents by an increase in water rates. It is important to note that this revenue, unlike water, is not assessed to those communities outside of Evanston that purchase Evanston water.





# 2020-21 PROPOSED BUDGET

## Fund Descriptions

### FUNDS BY TYPE

Fund Type	Fund Title	Fund Type	Fund Title
<b>General Fund</b>	100 GENERAL FUND	<b>Debt Service Funds</b>	300 WASHINGTON NATIONAL TIF FUND
<b>Special Revenue Funds</b>	175 GENERAL ASSISTANCE FUND		320 DEBT SERVICE FUND
	176 HEALTH AND HUMAN SERVICES		330 HOWARD-RIDGE TIF FUND
	180 GOOD NEIGHBOR FUND		335 WEST EVANSTON TIF FUND
	195 NEIGHBORHOOD STABILIZATION FUND		340 DEMPSTER-DODGE TIF FUND
	200 MOTOR FUEL TAX FUND		345 CHICAGO-MAIN TIF
	205 EMERGENCY TELEPHONE (E911) FUND	<b>Capital Projects Funds</b>	415 CAPITAL IMPROVEMENTS FUND
	210 SPECIAL SERVICE AREA (SSA) #4		416 CROWN CONSTRUCTION FUND
	215 CDBG FUND		417 CROWN COMMUNITY CTR MAINTENANCE
	220 CDBG LOAN FUND		420 SPECIAL ASSESSMENT FUND
	235 NEIGHBORHOOD IMPROVEMENT	<b>Enterprise Funds</b>	505 PARKING SYSTEM FUND
	240 HOME FUND		510 WATER FUND
	250 AFFORDABLE HOUSING FUND		515 SEWER FUND
	350 SPECIAL SERVICE AREA (SSA) #6		520 SOLID WASTE FUND
	355 SPECIAL SERVICE AREA (SSA) #7	<b>Internal Service Funds</b>	600 FLEET SERVICES FUND
360 SPECIAL SERVICE AREA (SSA) #8		601 EQUIPMENT REPLACEMENT FUND	
<b>Component Unit Funds</b>	185 LIBRARY FUND		605 INSURANCE FUND
	186 LIBRARY DEBT SERVICE FUND	<b>Pension Trust Funds</b>	700 FIRE PENSION FUND
	187 LIBRARY CAPITAL IMPROVEMENT FD		705 POLICE PENSION FUND

### 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.

**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. NSP2 Fund closed in 2018.

**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



## 2020-21 PROPOSED BUDGET

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### Fund Descriptions

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.

**Special Service District No. 7 Fund** - To account for promotion, advertisement, and street maintenance costs of the area located in the City's East Central Street business district. This SSA will be proposed for City Council for approval in late 2019. Financing will be provided by the City through an annual special service area property tax levy.

**Special Service District No. 8 Fund** - To account for promotion, advertisement, and street maintenance costs of the area located in the City's West Central Street business district. This SSA will be proposed for City Council for approval in late 2019. Financing will be provided by the City through an annual special service area property tax levy.

**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.

**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.

**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. This TIF was terminated at the end of 2018.

**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.





## 2020-21 PROPOSED BUDGET

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### Fund Descriptions

**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.

**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 2017. Financing is provided by general obligation bond proceeds and community contributions.

**Crown Center Maintenance Fund** – To account for activity related to major maintenance and equipment replacement in the newly constructed Robert Crown Community Center. Funding is from the operating revenues through a transfer from the General Fund.

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

### ENTERPRISE FUNDS

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

**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.

**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.



## 2020-21 PROPOSED BUDGET

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### Fund Descriptions

#### INTERNAL SERVICE FUNDS

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

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

**Insurance Fund** - To account for all costs related to general liability and workers' compensation claims. Beginning in 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.

#### PENSION TRUST 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.

#### COMPONENT UNIT FUNDS

**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.



## 2020-21 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 has been revised as follows:

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

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

#### Preliminary Public Hearing

In September of each year prior to submission of the City Manager's proposed budget to the City Council, the City 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 year 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

#### 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.

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



## 2020-21 PROPOSED BUDGET

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### Budget Policies

prior to the hearing.

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.

#### Submission of the Proposed Budget

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

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.

## 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



## 2020-21 PROPOSED BUDGET

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### Budget Policies

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 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 life 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



## 2020-21 PROPOSED BUDGET

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### Budget Policies

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 \$160,000,000 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. As of December 31, 2019, tax-supported General Obligation Debt shall not exceed \$152,000,000. 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 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.



## 2020-21 PROPOSED BUDGET

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### Budget Policies

#### **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 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.

##### 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.



## 2020-21 PROPOSED BUDGET

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### Budget Policies

#### 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.





## 2020-21 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.



## 2020-21 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.

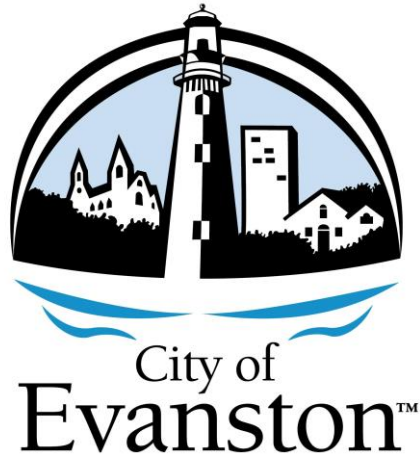
The enterprise funds (Water, Sewer, Solid Waste, and Parking), on the other hand, are often reported on a full accrual basis. Not only are expenses recognized when a commitment is made (through a purchase order) but revenues are also recognized when they are obligated to the City (for example, water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

#### **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 Finance Division of the City Manager's Office. 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.



**PART III**

**GENERAL FUND BUDGET**



## 2020-21 PROPOSED BUDGET - GENERAL FUND

### General Fund Summary

Operating General Fund Revenue	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Estimated Amount	FY 2020 Baseline Budget	Change 2019-2020	FY2021 Projected Budget
PROPERTY TAXES	28,188,353	30,047,955	30,145,304	30,047,955	-	30,047,955
OTHER TAXES	52,673,637	53,671,300	53,220,000	54,965,000	1,293,700	54,915,000
OTHER REVENUE	1,948,636	988,300	1,398,517	1,088,000	99,700	988,000
LICENSES, PERMITS AND FEES	9,165,957	7,651,400	7,577,400	7,663,550	12,150	7,663,550
CHARGES FOR SERVICES	10,396,458	8,900,909	9,267,129	9,687,350	786,441	9,687,350
INTERFUND TRANSFERS	8,133,142	8,877,103	8,817,103	8,817,103	(60,000)	8,337,103
FINES AND FORFEITURES	3,765,058	4,700,500	4,602,910	4,660,500	(40,000)	4,660,500
INTERGOVERNMENTAL REVENUE	1,466,926	994,303	1,341,474	1,091,967	97,664	1,091,967
INTEREST INCOME	94,681	55,100	150,100	55,100	-	55,100
<b>Total General Fund Revenue</b>	<b>115,832,848</b>	<b>115,886,870</b>	<b>116,519,937</b>	<b>118,076,525</b>	<b>2,189,655</b>	<b>117,446,525</b>

Operating General Fund Expenses	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Estimated Amount	FY 2020 Baseline Budget	Change 2019-2020	FY2021 Projected Budget
CITY COUNCIL	547,350	528,173	523,901	552,609	24,436	578,042
CITY CLERK	217,987	180,704	225,597	182,073	1,369	185,022
CITY MANAGER'S OFFICE	7,325,385	7,997,018	8,184,343	8,215,161	218,143	7,768,264
LAW	688,728	646,183	681,436	683,577	37,394	700,474
ADMINISTRATIVE SERVICES	9,222,431	9,483,577	9,577,232	10,047,914	564,337	10,313,504
COMMUNITY DEVELOPMENT	3,579,836	3,480,360	3,508,663	3,984,634	504,274	4,077,289
POLICE	39,403,536	38,737,094	39,808,137	39,963,417	1,226,323	40,777,184
FIRE MGMT & SUPPORT	24,816,621	24,379,850	24,683,723	25,040,409	660,559	25,446,595
HEALTH	3,187,980	3,190,606	3,229,683	4,488,487	1,297,881	4,562,303
PARKS, REC. AND COMMUNITY SERV.	12,901,743	12,297,508	12,399,223	11,536,320	(761,188)	11,696,071
PUBLIC WORKS AGENCY	13,524,988	13,232,299	13,523,630	13,275,682	43,383	13,488,621
<b>Total General Fund Expense</b>	<b>115,416,584</b>	<b>114,153,372</b>	<b>116,345,568</b>	<b>117,970,285</b>	<b>3,816,913</b>	<b>119,593,367</b>
<b>NET SURPLUS (DEFICIT)</b>	<b>416,264</b>	<b>1,733,498</b>	<b>174,369</b>	<b>106,240</b>		<b>(2,146,842)</b>

BEGINNING FUND BALANCE	\$ 13,216,099		\$ 13,632,363	\$ 13,806,732
ENDING FUND BALANCE	\$ 13,632,363		\$ 13,806,732	\$ 13,912,972
RESERVE BALANCE PERCENTAGE	11.8%		11.9%	11.8%

## General Fund - All Revenue

Account Number - Description	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Estimated Amount	FY 2020 Proposed Budget	FY 2021 Projected Budget
<b>Property Taxes</b>	<b>28,188,353</b>	<b>30,047,955</b>	<b>30,145,304</b>	<b>30,047,955</b>	<b>30,047,955</b>
51015 - PROPERTY TAXES	10,235,905	11,845,304	11,845,304	11,845,304	11,845,304
51017 - PENSION PROPERTY TAX	18,202,651	18,202,651	18,300,000	18,202,651	18,202,651
51025 - PRIOR YEAR'S TAXES	(250,203)	-	-	-	-
<b>Other Taxes</b>	<b>52,673,637</b>	<b>53,671,300</b>	<b>53,220,000</b>	<b>54,965,000</b>	<b>54,915,000</b>
51515 - STATE USE TAX	2,188,062	2,000,000	2,200,000	2,100,000	2,100,000
51525 - SALES TAX - BASIC	10,555,251	10,250,000	10,300,000	10,250,000	10,250,000
51530 - SALES TAX - HOME RULE	6,407,406	6,300,000	6,300,000	7,800,000	7,800,000
51535 - AUTO RENTAL TAX	57,348	55,000	55,000	55,000	55,000
51536 - TRANSPORTATION NETWORK PROVIDER TAX	492,185	680,000	750,000	680,000	680,000
51540 - ATHLETIC CONTEST TAX	1,166,760	1,080,000	1,150,000	1,000,000	1,150,000
51545 - STATE INCOME TAX	7,185,203	7,210,000	7,600,000	7,600,000	7,600,000
51550 - MUNICIPAL HOTEL TAX	2,134,163	2,390,000	2,390,000	2,390,000	2,390,000
51565 - ELECTRIC UTILITY TAX	2,929,217	2,920,000	2,920,000	2,920,000	2,920,000
51570 - NATURAL GAS UTILITY TAX	1,024,779	1,100,000	1,100,000	1,100,000	1,100,000
51575 - NAT GAS USE TAX HOME RULE	888,136	900,000	900,000	900,000	900,000
51585 - CIGARETTE TAX	301,632	250,000	150,000	250,000	250,000
51590 - EVANSTON MOTOR FUEL TAX	1,328,346	1,225,000	1,300,000	1,300,000	1,300,000
51595 - LIQUOR TAX	3,211,772	3,150,000	3,150,000	3,150,000	3,150,000
51597 - MEDICAL CANNABIS TAX	1,824	-	-	-	-
51600 - PARKING TAX	2,983,168	3,450,000	3,200,000	3,200,000	3,200,000
51605 - PERSONAL PROPERTY REPLACEMENT TAX	745,173	800,000	750,000	750,000	750,000
51606 - PENSION PPRT	605,000	605,000	605,000	605,000	605,000
51610 - PERS PROP REPL TAX RECREATION	-	46,300	-	-	-
51620 - REAL ESTATE TRANSFER TAX	3,805,801	4,150,000	3,800,000	3,800,000	3,800,000
51625 - TELECOMMUNICATIONS TAX	1,825,068	1,920,000	1,800,000	1,800,000	1,700,000
51630 - AMUSEMENT TAX	339,479	315,000	600,000	315,000	315,000
52010 - WHEEL TAX	2,497,865	2,875,000	2,200,000	3,000,000	2,900,000
<b>Other Revenue</b>	<b>1,948,636</b>	<b>988,300</b>	<b>1,398,517</b>	<b>1,088,000</b>	<b>988,000</b>
52546 - POLICE EQUIPMENT REIMBURSEMENT	3,631	10,000	10,000	10,000	10,000
52547 - NARCOTICS ENFORCEMENT REVENUE	31,229	-	17,000	-	-
53568 - TRANSFER FROM RESTRICTED ACCOUNT	-	116,300	-	-	-
55166 - Holiday Food Drive Revenue	-	10,000	10,000	10,000	10,000
56002 - WE'RE OUT WALKING	4,815	5,000	5,000	6,000	6,000
56010 - PROPERTY SALES AND RENTAL	534,302	51,100	233,876	51,100	51,100
56011 - DONATIONS	35,769	15,400	32,140	13,900	13,900
56015 - DONATIONS - HOWARD ST. THEATER	15,000	-	-	-	-
56016 - Aging Well Conference Revenues	3,210	-	2,000	2,000	2,000
56045 - MISCELLANEOUS REVENUE	450,143	327,500	153,341	227,000	127,000
56049 - MARKET LINK VOUCHERS	24,171	30,000	30,000	30,000	30,000
56055 - NOYES CUL. ARTS RENTALS / SALES	240	-	-	-	-
56065 - SALE OF SURPLUS PROPERTY	5,631	1,500	1,500	1,500	1,500
56067 - REIMBURSEMENTS-SERVICES AND SUPPLIES	45,534	92,000	92,000	105,000	105,000
56068 - REIMB. SALT USAGE DIST 65 ETHS NW	39,975	45,000	70,000	45,000	45,000
56069 - REIMBURSEMENT FOR FIRE DEPARTMENT SERVICES	68,263	30,000	60,000	30,000	30,000
56095 - OVER AND SHORT - COLLECTOR'S OFFICE	178	-	-	-	-
56105 - PAYMENT IN LIEU OF TAXES	211,500	200,000	200,000	200,000	200,000
56120 - LOAN PROCEEDS	-	-	5,000	-	-
56134 - PRIVATE ELM TREE INSURANCE MONEY	32,510	33,000	37,660	35,000	35,000
56157 - CITIZENS CPR CLASS FEES	12,340	6,500	12,000	6,500	6,500
56158 - CHARGEBACK REVENUE	392,371	-	412,000	300,000	300,000
56175 - PARKING PERMITS-RYAN FIELD	27,637	15,000	15,000	15,000	15,000
56709 - PROPERTY SALES AND RENTAL - Little Beans	10,187	-	-	-	-
<b>Licenses, Permits and Fees</b>	<b>9,165,957</b>	<b>7,651,400</b>	<b>7,577,400</b>	<b>7,663,550</b>	<b>7,663,550</b>
52015 - BUSINESS LICENSES	101,678	65,000	99,000	97,800	97,800
52016 - BED & BREAKFAST LICENSE	115	150	150	150	150
52017 - COLLECTION BOX LICENSE	3,000	2,500	2,500	2,500	2,500
52018 - VACATION RENTAL LICENSES	-	-	-	80,000	80,000
52020 - PET LICENSES	13,424	28,000	10,000	10,000	10,000
52030 - CONTRACTORS' LICENSES	184,482	170,000	170,000	170,000	170,000
52035 - ROOMING HOUSE LICENSES	136,337	195,000	195,000	195,000	195,000
52040 - LIQUOR LICENSES	543,111	525,000	525,000	525,000	525,000
52041 - ONE DAY LIQUOR LICENSE	15,546	12,000	12,000	12,000	12,000
52045 - FARMERS' MARKET LICENSES	53,735	51,250	51,250	51,250	51,250
52046 - RENTAL BUILDING REGISTRATIONS	113,951	85,000	85,000	85,000	85,000
52050 - OTHER LICENSES	13,588	20,000	20,000	20,000	20,000
52055 - LONG TERM CARE LICENSES	83,040	120,000	120,000	120,000	120,000
52061 - SEASONAL FOOD ESTABLISHMENT LICENSE	12,373	15,000	15,000	15,000	15,000
52062 - MOBILE FOOD VEHICLE VENDOR LICENSE	1,402	1,000	1,000	1,450	1,450
52063 - HEN COOP LICENSE	1,050	800	800	800	800
52070 - RESIDENT CARE HOME LICENSE	1,160	1,200	1,200	1,200	1,200
52080 - BUILDING PERMITS	4,557,147	3,875,100	4,175,100	4,225,100	4,225,100
52090 - PLUMBING PERMITS	191,394	-	-	-	-
52095 - ELECTRICAL PERMITS	136,895	-	-	-	-
52105 - SIGNS AND AWNING PERMITS	7,655	32,800	-	-	-
52110 - OTHER/MISC PERMITS	488,285	350,000	50,000	-	-
52115 - ELEVATOR PERMITS	44,162	42,000	42,000	42,000	42,000
52120 - HEATING VENT. A/C PERMITS	312,740	-	-	-	-

**General Fund - All Revenue**

Account Number - Description	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Estimated Amount	FY 2020 Proposed Budget	FY 2021 Projected Budget
52126 - RIGHT-OF-WAY PERMIT	478,177	358,000	358,000	358,000	358,000
52127 - PROPERTY CLEAN UP REVENUE	230	10,000	10,000	10,000	10,000
52130 - RESIDENTS ANNUAL PARKING PERMITS	79,596	228,000	171,000	228,000	228,000
52131 - VISITOR PARKING PERMITS	12,094	13,000	13,000	13,000	13,000
52135 - FIRE PLAN REVIEW	61,817	100,000	100,000	100,000	100,000
52140 - OVERSIZE TRUCK PERMIT	36,625	20,000	20,000	20,000	20,000
52145 - ANNUAL SIGN FEES	30,693	-	-	-	-
52146 - MOVING VAN PERMIT FEES	36,745	57,000	57,000	57,000	57,000
52155 - PLAT PR.&SIGN APP HRG FEE	59,794	2,100	2,100	2,100	2,100
52165 - IL BELL FRANCHISE FEE	178,073	-	-	-	-
52170 - ALARM PANEL FRANCHISE FEE	225	4,000	4,000	4,000	4,000
52175 - NU EASEMENT	47,000	47,000	47,000	47,000	47,000
52180 - CABLE FRANCHISE FEE	987,559	1,000,000	1,000,000	950,000	950,000
52181 - PEG FEES - CABLE COMPANIES	101,298	145,000	145,000	145,000	145,000
52185 - NICOR FRANCHISE FEE	39,762	75,000	75,000	75,000	75,000
55075 - SUMMER FOOD INSPECTIONS	-	200	-	-	-
55150 - TANNING PARLOUR INSPECTION	-	300	300	200	200
<b>Charges for Services</b>	<b>10,396,458</b>	<b>8,900,909</b>	<b>9,267,129</b>	<b>9,687,350</b>	<b>9,687,350</b>
52085 - PLAN REVIEW	4,872	5,000	5,000	5,000	5,000
53050 - SANITATION CLASSES	1,000	-	-	-	-
53105 - HEALTH FOOD ESTABLISHMENT LICENSE FEE	231,125	200,000	200,000	230,000	230,000
53185 - TEMPORARY FOOD LICENSE	10,502	10,000	12,000	11,000	11,000
53190 - FOOD DELIVERY VEHICLE	6,529	5,000	5,000	6,500	6,500
53200 - BEV SNACK VENDING MACHINE	40,408	41,000	44,095	41,000	41,000
53205 - FOOD VENDING MACHINE	10,338	-	12,000	-	-
53210 - TOBACCO LICENSE	16,000	17,000	17,000	17,000	17,000
53211 - BEEKEEPER LICENSE FEE	150	-	-	150	150
53215 - BIRTH CERTIFICATE	94,167	100,000	-	-	-
53220 - DEATH CERTIFICATE	21,523	30,000	-	-	-
53230 - FUNERAL DIRECTOR LICENSE	4,290	6,300	6,000	6,000	6,000
53235 - TEMP FUNERAL DIRECTOR LICENSE	270	4,000	4,000	4,000	4,000
53251 - PARKING METER REVENUE (PASSPORT ONLY)	1,340,000	-	-	-	-
53516 - PARKING ENFORCMENT REIMB	54,182	33,500	33,500	33,500	33,500
53560 - RECREATION - CHARGES FOR SERVICES	196	3,000	3,000	3,000	3,000
53565 - RECREATION PROGRAM FEES	5,851,977	5,549,409	5,556,750	6,473,500	6,473,500
53566 - RECREATION - DEFERRED REVENUE	60	-	37,632	-	-
53569 - SPECIAL EVENT REVENUE	23,912	25,000	25,000	25,000	25,000
53625 - POLICE OVERTIME REIMBURSEMENT	326,639	-	524,452	-	-
53640 - SENIOR TAXI COUPON SALES	107,604	115,000	115,000	115,000	115,000
53650 - STATE HIGHWAY MAINTENANCE	76,407	72,200	72,200	72,200	72,200
53655 - FIRE COST RECOVERY CHARGE	1,640	1,000	1,000	1,000	1,000
53666 - HISTORIC PRESERVATION REVIEWS	43,282	30,000	30,000	30,000	30,000
53667 - TREE PRESERVATION REVENUES	80,293	5,000	7,000	5,000	5,000
53675 - AMBULANCE SERVICE	1,607,716	2,150,000	2,150,000	2,200,000	2,200,000
53680 - TOWING CHARGES	-	1,000	-	-	-
53685 - POLICE REPORT FEES	23,528	25,000	25,000	25,000	25,000
53695 - ZONING FEES	104,725	210,000	130,000	130,000	130,000
53700 - FIRE REPORT FEES	-	100	100	100	100
53705 - FIRE BUILDING INSPECTIONS	16,800	25,000	25,000	25,000	25,000
53710 - PASSPORT PROCESSING FEE	22,159	35,000	30,000	30,000	30,000
53715 - ALARM REGISTRATION FEE	173,873	115,000	115,000	115,000	115,000
53725 - BACKGR CHKS DAYCARE PROV	510	400	400	400	400
53736 - NEW PAVEMENT DEGRADATION FEES	93,885	80,000	80,000	80,000	80,000
53737 - I HEART EVANSTON TREES PROJECT	5,895	7,000	1,000	3,000	3,000
<b>Fines and Forfeitures</b>	<b>3,765,058</b>	<b>4,700,500</b>	<b>4,602,910</b>	<b>4,660,500</b>	<b>4,660,500</b>
52505 - TICKET FINES-PARKING	2,814,941	3,740,000	3,740,000	3,740,000	3,740,000
52510 - REGULAR FINES	118,820	115,000	145,000	115,000	115,000
52520 - BUILDING CODE VIOLATIONS	275	-	-	-	-
52525 - ANIMAL ORDINANCE PENALTIES	2,770	7,500	7,500	7,500	7,500
52530 - BOOT RELEASE FEE	43,639	45,000	100,000	90,000	90,000
52540 - POLICE & FIRE FALSE ALARM FEES	84,950	115,000	115,000	115,000	115,000
52541 - POLICE CTA DETAIL & BARNES DET	417,955	400,000	302,410	400,000	400,000
52545 - POLICE FALSE ALARM FINES	53,485	-	-	-	-
52548 - NARCOTICS SEIZURE REVENUE	-	-	-	20,000	20,000
52555 - HOUSING CODE VIOL FINES	36,658	60,000	60,000	40,000	40,000
52560 - PERMIT PENALTY FEES	6,637	8,000	8,000	8,000	8,000
52570 - NON PARKING ORDINANCE VIOLATIONS	184,928	210,000	125,000	125,000	125,000
<b>Interfund Transfers</b>	<b>8,133,142</b>	<b>8,877,103</b>	<b>8,817,103</b>	<b>8,817,103</b>	<b>8,337,103</b>
57007 - FROM WEST EVANSTON TIF	30,000	30,000	30,000	35,000	35,000
57020 - FROM MOTOR FUEL FUND-S/M	957,990	982,987	982,987	982,987	982,987
57030 - TRANSFER FROM CDBG	60,000	60,000	-	-	-
57040 - FROM EMERGENCY TEL SYSTEM	-	60,000	60,000	60,000	60,000
57058 - TRANSFER FROM GOOD NEIGHBOR FUND	480,000	480,000	480,000	480,000	-
57065 - FROM WASHINGTON NAT'L DS	1,265,430	-	-	-	-
57087 - FROM DEMPSTER-DODGE TIF	-	5,000	5,000	5,000	5,000
57088 - FROM CHICAGO-MAIN TIF	-	5,000	5,000	30,000	30,000
57096 - FROM HOWARD RIDGE TIF	60,000	60,000	60,000	30,000	30,000
57100 - FROM CAPITAL IMP. FUND	500,000	-	-	-	-
57110 - FROM SPECIAL ASSMT. FUND	-	92,000	92,000	92,000	92,000

## General Fund - All Revenue

Account Number - Description	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Estimated Amount	FY 2020 Proposed Budget	FY 2021 Projected Budget
57130 - FROM PARKING FUND	900,000	2,972,390	2,972,390	2,972,390	2,972,390
57135 - FROM WATER FUND	-	492,235	492,235	492,235	492,235
57140 - FROM WATER FUND-ROI	3,549,555	2,581,102	2,581,102	2,581,102	2,581,102
57145 - FROM WATER FUND-ADMIN. EX	-	726,222	726,222	726,222	726,222
57165 - TRANSFER FROM SEWER FUND	330,167	330,167	330,167	330,167	330,167
<b>Intergovernmental Revenue</b>	<b>1,466,926</b>	<b>994,303</b>	<b>1,341,474</b>	<b>1,091,967</b>	<b>1,091,967</b>
52542 - POLICE DUI REIMBURSEMENT	15,500	15,000	15,000	15,000	15,000
55025 - LOCAL HEALTH PROTECTION GRANT	82,070	82,070	82,070	82,070	82,070
55085 - IL TOBACCO FREE COMMUNITY	28,366	26,000	26,000	25,000	25,000
55086 - IL HIV SURVEILLANCE GRANT	4,692	4,000	4,000	34,150	34,150
55130 - IL STATE CHILDHOOD LEAD GRANT	12,600	12,600	32,900	24,900	24,900
55146 - STATE, COUNTY AND OTHER GRANTS	363,416	91,000	94,200	50,000	50,000
55170 - FIRE DEPT TRAINING	1,768	6,000	6,000	6,000	6,000
55173 - CRI GRANT-REVENUE HHS	33,200	14,100	21,076	43,463	43,463
55174 - PHEP GRANT-REVENUE HHS	52,655	30,000	48,873	63,734	63,734
55231 - LEAD PAINT HAZARD GRANT (TORRENS)	-	39,333	39,333	39,600	39,600
55251 - GRANTS AND AID	191,266	161,700	396,098	156,000	156,000
55254 - BEACH GRANT - REVENUE HHS	-	-	-	14,500	14,500
55255 - COMM AGING GRANT - ADVOCATE	88,097	55,000	82,671	55,000	55,000
55256 - IL VACANT PROPERTY GRANT	18,771	37,500	54,641	37,500	37,500
55257 - VECTOR GRANT IDPH - REVENUE HHS	-	-	-	26,000	26,000
55258 - RETHINK YOUR DRINK - HHS REVENUE	-	-	-	5,000	5,000
55265 - FEMA	60,498	-	28,612	-	-
55270 - POLICE TRAINING	3,275	5,000	5,000	5,000	5,000
55275 - HUD EMERG SHELTER GRANTS	210,752	135,000	135,000	135,000	135,000
55290 - OTHER FEDERAL AID	-	10,000	-	-	-
55311 - YOUTH ORGANIZATION UMBRELLA GRANT	30,000	-	-	-	-
57009 - TRANSFERS FROM LIBRARY FUND	270,000	270,000	270,000	274,050	274,050
<b>Interest Income</b>	<b>94,681</b>	<b>55,100</b>	<b>150,100</b>	<b>55,100</b>	<b>55,100</b>
56501 - INVESTMENT INCOME	94,681	55,100	150,100	55,100	55,100
<b>Grand Total</b>	<b>\$ 115,832,848</b>	<b>\$ 115,886,870</b>	<b>\$ 116,519,937</b>	<b>\$ 118,076,525</b>	<b>\$ 117,446,525</b>



## 2020-21 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

	<b>FY 2018 Actual Amount</b>	<b>FY 2019 Adopted Budget</b>	<b>FY 2019 Estimated Amount</b>	<b>FY 2020 Proposed Budget</b>	<b>FY 2021 Projected Budget</b>
<b>Expenses</b>					
13 CITY COUNCIL	547,350	528,173	523,901	552,609	578,042
<b>13 CITY COUNCIL</b>	<b>\$ 547,350</b>	<b>\$ 528,173</b>	<b>\$ 523,901</b>	<b>\$ 552,609</b>	<b>\$ 578,042</b>

#### 2019-2020 City Council Goals

- Invest in City Infrastructure and Facilities
- Stabilize Long-term City Finances
- Enhance Community Development and Job Creation Citywide
- Expand Affordable Housing Options
- Ensure Equity in All City Operations



Account Number - Description	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Estimated Amount	FY 2020 Proposed Budget	FY 2021 Projected Budget
<b>Salary and Benefits</b>	<b>\$ 463,799</b>	<b>\$ 454,191</b>	<b>\$ 454,191</b>	<b>\$ 469,059</b>	<b>\$ 494,492</b>
61010 - REGULAR PAY	253,532	253,471	253,471	255,107	273,173
61510 - HEALTH INSURANCE	176,439	167,253	167,253	177,127	182,921
61610 - DENTAL INSURANCE	4	-	-	-	-
61615 - LIFE INSURANCE	114	115	115	116	118
61626 - CELL PHONE ALLOWANCE	9,000	7,700	7,700	9,000	9,000
61710 - IMRF	7,832	5,409	5,409	7,506	7,694
61725 - SOCIAL SECURITY	13,679	16,406	16,406	16,375	17,495
61730 - MEDICARE	3,199	3,837	3,837	3,830	4,092
<b>Services and Supplies</b>	<b>\$ 80,761</b>	<b>\$ 66,319</b>	<b>\$ 64,212</b>	<b>\$ 80,300</b>	<b>\$ 80,300</b>
62206 - TV BROADCASTING	-	500	-	-	-
62210 - PRINTING	3,095	700	100	100	100
62275 - POSTAGE CHARGEBACKS	63	333	100	100	100
62280 - OVERNIGHT MAIL CHARGES	-	167	-	-	-
62285 - COURIER CHARGES	-	300	-	-	-
62295 - TRAINING & TRAVEL	13,979	14,000	14,000	14,000	14,000
62360 - MEMBERSHIP DUES	56,966	38,000	42,000	58,000	58,000
62370 - EXPENSE ALLOWANCE	90	1,000	-	-	-
62380 - COPY MACHINE CHARGES	79	619	-	100	100
62456 - OUTSIDE MAIL SERVICES	-	1,000	-	-	-
64540 - TELECOMMUNICATIONS - WIRELESS	-	500	-	-	-
65010 - BOOKS, PUBLICATIONS, MAPS	-	200	12	-	-
65025 - FOOD	6,196	7,500	7,500	7,500	7,500
65095 - OFFICE SUPPLIES	292	1,500	500	500	500
<b>Miscellaneous</b>	<b>\$ 430</b>	<b>\$ 5,165</b>	<b>\$ 3,000</b>	<b>\$ 3,250</b>	<b>\$ 3,250</b>
62490 - OTHER PROGRAM COSTS	430	1,000	1,000	1,250	1,250
66062 - SISTER CITY FUNDING	-	4,165	2,000	2,000	2,000
<b>Interfund Transfers</b>	<b>\$ 2,361</b>	<b>\$ 2,498</b>	<b>\$ 2,498</b>	<b>\$ -</b>	<b>\$ -</b>
66025 - TRANSFER TO DEBT SERVICE - ERI	2,361	2,498	2,498	-	-
<b>Grand Total</b>	<b>\$ 547,350</b>	<b>\$ 528,173</b>	<b>\$ 523,901</b>	<b>\$ 552,609</b>	<b>\$ 578,042</b>



## 2020-21 PROPOSED BUDGET - GENERAL FUND

### City Clerk

The [City Clerk](#) records the minutes for the City Council and staffs special Council meetings. 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.

#### Financial Summary

	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Estimated Amount	FY 2020 Proposed Budget	FY 2021 Projected Budget
<b>Revenue</b>					
56045 - MISCELLANEOUS REVENUE	362	500	500	500	500
<b>Grand Total</b>	<b>\$ 362</b>	<b>\$ 500</b>	<b>\$ 500</b>	<b>\$ 500</b>	<b>\$ 500</b>

	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Estimated Amount	FY 2020 Proposed Budget	FY 2021 Projected Budget
<b>Expenses</b>					
14 CITY CLERK	217,987	180,704	225,597	182,073	185,022
<b>Grand Total</b>	<b>\$ 217,987</b>	<b>\$ 180,704</b>	<b>\$ 225,597</b>	<b>\$ 182,073</b>	<b>\$ 185,022</b>

Account Number - Description	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Estimated Amount	FY 2020 Proposed Budget	FY 2021 Projected Budget
<b>Salary and Benefits</b>	<b>\$ 153,155</b>	<b>\$ 141,588</b>	<b>\$ 143,881</b>	<b>\$ 147,152</b>	<b>\$ 150,101</b>
61010 - REGULAR PAY	115,423	115,768	115,768	118,882	121,176
61110 - OVERTIME PAY	7,227	-	2,293	-	-
61510 - HEALTH INSURANCE	13,466	13,518	13,518	14,351	14,630
61610 - DENTAL INSURANCE	2	-	-	-	-
61615 - LIFE INSURANCE	34	35	35	37	39
61710 - IMRF	5,355	3,304	3,304	4,787	4,987
61725 - SOCIAL SECURITY	9,440	7,264	7,264	7,371	7,513
61730 - MEDICARE	2,208	1,699	1,699	1,724	1,757
<b>Services and Supplies</b>	<b>\$ 58,128</b>	<b>\$ 33,821</b>	<b>\$ 76,421</b>	<b>\$ 33,921</b>	<b>\$ 33,921</b>
61060 - SEASONAL EMPLOYEES	33,177	8,300	40,000	8,300	8,300
62210 - PRINTING	-	876	876	876	876
62275 - POSTAGE CHARGEBACKS	37	200	200	200	200
62280 - OVERNIGHT MAIL CHARGES	-	65	65	65	65
62295 - TRAINING & TRAVEL	186	1,000	1,000	1,100	1,100
62360 - MEMBERSHIP DUES	600	525	525	525	525
62380 - COPY MACHINE CHARGES	17	-	-	-	-
62457 - CODIFICATION SERVICES	13,823	16,330	16,330	16,330	16,330
62509 - SERVICE AGREEMENTS/ CONTRACTS	400	-	10,900	-	-
65025 - FOOD	711	-	-	-	-
65095 - OFFICE SUPPLIES	2,770	1,525	1,525	1,525	1,525
65175 - ELECTION SUPPLIES	6,406	5,000	5,000	5,000	5,000
<b>Miscellaneous</b>	<b>\$ 1,645</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
67107 - OUTREACH	1,645	-	-	-	-
<b>Interfund Transfers</b>	<b>\$ 5,059</b>	<b>\$ 5,295</b>	<b>\$ 5,295</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	500	500	500	500	500
62309 - RENTAL OF AUTO REPLACEMENT	500	500	500	500	500
66025 - TRANSFER TO DEBT SERVICE - ERI	4,059	4,295	4,295	-	-
<b>Grand Total</b>	<b>\$ 217,987</b>	<b>\$ 180,704</b>	<b>\$ 225,597</b>	<b>\$ 182,073</b>	<b>\$ 185,022</b>



## 2020-21 PROPOSED BUDGET - GENERAL FUND

### City Manager's Office

The City Manager and staff of the [City Manager's Office](#) 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 that assist the City in serving its citizens; and supervising all City departments. Additionally, staff is involved in assisting with large-scale City 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.

#### Financial Summary

	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Estimated Amount	FY 2020 Proposed Budget	FY 2021 Projected Budget
<b>Revenues</b>					
1505 CITY MANAGER	25,000	-	-	-	-
1510 PUBLIC INFORMATION	1,088,857	1,145,000	1,145,000	1,095,000	1,095,000
1535 OFFICE OF SUSTAINABILITY	-	-	10,000	-	-
1560 REVENUE & COLLECTIONS	70,332,030	72,373,807	71,522,907	73,497,557	72,867,557
1570 ACCOUNTING	401,153	-	412,000	300,000	300,000
1575 PURCHASING	3,781	3,000	3,000	3,000	3,000
1585 ADMINISTRATIVE HEARINGS	184,668	222,000	125,000	125,000	125,000
1590 OFFICE OF EQUITY AND EMPOWERMENT	7,800	-	-	-	-
5300 ECON. DEVELOPMENT	404,941	-	-	-	-
<b>Grand Total</b>	<b>\$ 72,448,230</b>	<b>\$ 73,743,807</b>	<b>\$ 73,217,907</b>	<b>\$ 75,020,557</b>	<b>\$ 74,390,557</b>

	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Estimated Amount	FY 2020 Proposed Budget	FY 2021 Projected Budget
<b>Expenses</b>					
1505 CITY MANAGER	877,488	809,634	817,523	858,246	868,504
1510 PUBLIC INFORMATION	524,251	628,790	627,437	590,790	610,480
1525 MISC. BUSINESS OPERATIONS	-	150,000	80,000	150,000	150,000
1535 OFFICE OF SUSTAINABILITY	53,059	53,044	56,593	61,043	62,221
1555 FINANCIAL ADMINISTRATION	1,275,286	2,015,775	1,942,021	2,009,307	2,013,905
1560 REVENUE & COLLECTIONS	3,116,481	3,024,410	3,323,571	3,167,371	2,655,433
1570 ACCOUNTING	753,227	661,582	671,582	701,272	713,328
1571 TAX ASSESSMENT ADVOCACY	106,882	101,193	107,209	112,295	114,055
1575 PURCHASING	338,868	346,567	347,696	352,836	366,584
1580 COMMUNITY ARTS	148,873	50,000	54,688	50,000	50,000
1585 ADMINISTRATIVE HEARINGS	123,332	146,023	146,023	152,001	153,754
1590 OFFICE OF EQUITY AND EMPOWERMENT	7,638	10,000	10,000	10,000	10,000
<b>Grand Total</b>	<b>\$ 7,325,385</b>	<b>\$ 7,997,018</b>	<b>\$ 8,184,343</b>	<b>\$ 8,215,161</b>	<b>\$ 7,768,264</b>

Notes to the Financial Summary:

1. Economic Development (5300) moved to Community Development Department in 2018.
2. Expenses in Finance Administration (1555) and Revenue & Collections (1560) include major transfers to Insurance and Debt Service funds.
3. 2020 revenue increase in Revenue & Collections (1560) due to home rule sales tax increase.
4. 2021 expense decrease in Revenue & Collections (1560) due to ending of revenue sharing agreement.



## 2020-21 PROPOSED BUDGET - GENERAL FUND

### City Manager's Office

#### City Council Goal Performance

City Council Goal	Department Initiative
City Infrastructure and Facilities	Issue RFP to evaluate all city-owned properties and identify highest and best use for each holding.
Stabilize Long-Term City Finances	Exploring new options for long-range financial planning and financial transparency.
Stabilize Long-Term City Finances	Adoption of 0.25% increase to home rule sales tax, yielding \$1.5 million in new revenue beginning in 2020.
Ensure Equity in All City Operations	Conducting an equity assessment with each department taking place in fall 2019. There will be a City Council equity training taking place, as well as Beyond Diversity training to all city staff and elected officials taking place in the fall 2019.
Ensure Equity in All City Operations	Completed review in 2019 of all social services in City including input from residents, community partners, and users of City services. Implement reorganization of services in 2020.

#### 2020 Initiatives

- Continuing to audit businesses related to the various home rule taxes the City collects (Gas, amusement, liquor, etc.).
- Win the GFOA Award for the 2020 Budget & 2019 CAFR.
- Expand community outreach for the Evanston Alerts System. Community Engagement staff will attend several Police Department and Fire Department outreach events in order to register people on the spot.
- Continue to monitor citywide Amazon spending.
- Collaborate with internal departments to create a stand-alone RFQ template - review and revise Bid and RFP templates.
- Implementation of new administrative adjudication software.
- Complete a Cultural Arts Master Plan for Evanston, including “arts mapping” to assess accessibility to arts and culture in our neighborhoods.
- Complete the first pilot of the arts hiring program and evaluate for future use.
- To perform clean-up and maintenance on 50% of Evanston’s outdoor public art pieces.
- To rebuild the Evanston’s Arts Council in policy and membership, and to successfully onboard strong, capable community members.
- Complete roll-out and evaluation of the Sustain Evanston Business Recognition Program.
- Finalize air quality monitoring study and submit final report and recommendations to City Council.
- Successfully issue RFPs for Municipal Electric Supply, Community Electricity Aggregation and Commercial Solid Waste Franchise.
- Develop a strategy to fund energy efficiency improvements in municipal operations.



**2020-21 PROPOSED BUDGET - GENERAL FUND**

City Manager's Office

<b>Ongoing Activity Measures</b>	<b>2018 Actual</b>	<b>2019 Estimated</b>	<b>2020 Projected</b>
Prepare agendas and materials for regular and special City Council, Planning and Development, Rules and Administration and Public Works meetings	74	75	75
Number of new volunteers registered on the VolunteerEvanston.org website	365	200	250
Number of new Agencies registered on the VolunteerEvanston.org website	20	10	10
Number of volunteer responses on the VolunteerEvanston.org website	500	1,000	900
311 center service requests handled	34,500	35,000	36,000

Account Number - Description	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Estimated Amount	FY 2020 Proposed Budget	FY 2021 Projected Budget
<b>Salary and Benefits</b>	<b>\$ 3,358,457</b>	<b>\$ 3,085,118</b>	<b>\$ 3,060,109</b>	<b>\$ 3,155,164</b>	<b>\$ 3,228,267</b>
61010 - REGULAR PAY	2,414,420	2,354,749	2,282,310	2,397,412	2,466,207
61055 - TEMPORARY EMPLOYEES	4,680	-	18,000	-	-
61110 - OVERTIME PAY	9,642	3,700	9,100	8,700	8,700
61415 - TERMINATION PAYOUTS	116,897	-	23,281	-	-
61420 - ANNUAL SICK LEAVE PAYOUT	805	-	-	-	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	4,942	-	-	-	-
61510 - HEALTH INSURANCE	379,001	373,736	373,736	344,598	345,115
61610 - DENTAL INSURANCE	33	-	-	-	-
61615 - LIFE INSURANCE	2,371	2,501	2,501	2,275	2,326
61625 - AUTO ALLOWANCE	10,220	11,289	11,289	10,035	10,035
61626 - CELL PHONE ALLOWANCE	4,544	3,320	3,320	2,916	2,916
61710 - IMRF	227,908	150,567	150,903	208,663	207,399
61725 - SOCIAL SECURITY	147,402	148,615	148,950	145,095	149,108
61730 - MEDICARE	35,592	36,641	36,719	35,470	36,461
<b>Services and Supplies</b>	<b>\$ 1,190,609</b>	<b>\$ 1,022,358</b>	<b>\$ 1,299,801</b>	<b>\$ 1,250,798</b>	<b>\$ 730,798</b>
61060 - SEASONAL EMPLOYEES	114,092	79,340	90,000	119,300	119,300
62110 - AUDITING	97,750	100,000	100,000	100,000	100,000
62185 - CONSULTING SERVICES	24,340	65,000	60,000	60,000	60,000
62205 - ADVERTISING	5,804	13,200	7,200	7,200	7,200
62210 - PRINTING	11,700	7,100	11,568	7,100	7,100
62235 - OFFICE EQUIPMENT MAINT	-	100	169	100	100
62275 - POSTAGE CHARGEBACKS	8,195	7,499	7,515	7,499	7,499
62280 - OVERNIGHT MAIL CHARGES	187	767	767	767	767
62285 - COURIER CHARGES	96	-	-	-	-
62295 - TRAINING & TRAVEL	33,105	28,265	28,265	31,100	31,100
62315 - POSTAGE	41,148	41,999	41,999	41,999	41,999
62335 - DATA PROCESSING SERVICES	79	-	-	-	-
62360 - MEMBERSHIP DUES	16,484	25,033	25,330	25,033	25,033
62380 - COPY MACHINE CHARGES	616	3,450	5,450	3,700	3,700
62431 - ARMORED CAR SERVICES	24,268	17,000	17,000	17,000	17,000
62449 - CITATION AND SECONDARY COLLECTION PROCESSIN	66,300	-	-	-	-
62456 - OUTSIDE MAIL SERVICES	96	-	-	-	-
62458 - OUTSIDE COPY SERVICES	-	250	-	-	-
62506 - WORK- STUDY	720	3,300	-	-	-
62509 - SERVICE AGREEMENTS/ CONTRACTS	65,631	100,000	81,000	166,000	166,000
62512 - RECRUITMENT	60	-	-	-	-
62615 - INSURANCE PREMIUM	500	50	450	50	50
62705 - BANK SERVICE CHARGES	86,068	30,000	125,000	30,000	30,000
62706 - REVENUE SHARING AGREEMENTS	476,348	325,000	520,000	520,000	-
64004 - PEG FEE DISTRIBUTION	29,823	50,000	50,000	50,000	50,000
64505 - TELECOMMUNICATIONS	-	-	79	-	-
64540 - TELECOMMUNICATIONS - WIRELESS	1,537	2,000	2,000	2,000	2,000
64541 - UTILITY TAX AUDIT SERVICES	12,002	10,800	10,800	10,800	10,800
64545 - PERSONAL COMPUTER SOFTWARE	2,653	62,500	62,500	1,500	1,500
65010 - BOOKS, PUBLICATIONS, MAPS	301	975	675	800	800
65025 - FOOD	2,849	-	1,500	1,000	1,000
65045 - LICENSING/REGULATORY SUPP	60,007	37,000	37,000	37,000	37,000
65095 - OFFICE SUPPLIES	7,850	10,850	10,850	10,850	10,850
65125 - OTHER COMMODITIES	-	880	-	-	-
65555 - IT COMPUTER HARDWARE	-	-	2,684	-	-
<b>Miscellaneous</b>	<b>\$ 33,023</b>	<b>\$ 26,167</b>	<b>\$ 29,229</b>	<b>\$ 27,550</b>	<b>\$ 27,550</b>
61655 - INTEREST EXPENSE	-	-	7,300	-	-
62490 - OTHER PROGRAM COSTS	17,788	26,167	21,550	27,550	27,550
62605 - OTHER CHARGES	15,012	-	187	-	-
62770 - MISCELLANEOUS	223	-	192	-	-
<b>Insurance and Other Chargebacks</b>	<b>\$ 745,570</b>	<b>\$ 1,470,164</b>	<b>\$ 1,470,164</b>	<b>\$ 1,470,164</b>	<b>\$ 1,470,164</b>
66030 - TRANSFER TO INSURANCE - RISK	9,589	10,164	10,164	10,164	10,164
66040 - GENERAL ADMINISTRATION & SUPPORT	35,981	60,000	60,000	60,000	60,000
66130 - TRANSFER TO INSURANCE	700,000	1,400,000	1,400,000	1,400,000	1,400,000
<b>Capital Outlay</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,829</b>	<b>\$ -</b>	<b>\$ -</b>
65515 - OTHER IMPROVEMENTS	-	-	429	-	-
65625 - FURNITURE & FIXTURES	-	-	1,400	-	-
<b>Contingencies</b>	<b>\$ -</b>	<b>\$ 150,000</b>	<b>\$ 80,000</b>	<b>\$ 150,000</b>	<b>\$ 150,000</b>
68205 - CONTINGENCIES	-	150,000	80,000	150,000	150,000

Account Number - Description	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Estimated Amount	FY 2020 Proposed Budget	FY 2021 Projected Budget
<b>Interfund Transfers</b>	<b>\$ 1,997,726</b>	<b>\$ 2,243,211</b>	<b>\$ 2,243,211</b>	<b>\$ 2,161,485</b>	<b>\$ 2,161,485</b>
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	443	443	443	443	443
66020 - TRANSFERS TO OTHER FUNDS	1,900,142	-	-	-	-
66025 - TRANSFER TO DEBT SERVICE - ERI	77,234	81,726	81,726	-	-
66146 - TRANSFERS OUT-FIRE PENSION	-	20,000	20,000	20,000	20,000
66156 - TRANSFER TO CAPITAL IMPROVEMENT FUND	19,907	-	-	-	-
69320 - TRANSFERS TO DEBT SERVICE FUND	-	2,141,042	2,141,042	2,141,042	2,141,042
<b>Grand Total</b>	<b>\$ 7,325,385</b>	<b>\$ 7,997,018</b>	<b>\$ 8,184,343</b>	<b>\$ 8,215,161</b>	<b>\$ 7,768,264</b>





## 2020-21 PROPOSED BUDGET - GENERAL FUND

### Law Department

The [Law Department](#) provides 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 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Estimated Amount	FY 2020 Proposed Budget	FY 2021 Projected Budget
<b>Revenues</b>					
1705 LEGAL ADMINISTRATION	560,496	537,000	537,000	537,000	537,000
<b>Grand Total</b>	<b>\$ 560,496</b>	<b>\$ 537,000</b>	<b>\$ 537,000</b>	<b>\$ 537,000</b>	<b>\$ 537,000</b>

	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Estimated Amount	FY 2020 Proposed Budget	FY 2021 Projected Budget
<b>Expenses</b>					
1705 LEGAL ADMINISTRATION	688,728	646,183	681,436	683,577	700,474
<b>Grand Total</b>	<b>\$ 688,728</b>	<b>\$ 646,183</b>	<b>\$ 681,436</b>	<b>\$ 683,577</b>	<b>\$ 700,474</b>

#### City Council Goal Performance

City Council Goal	Department Initiative
Invest in City Infrastructure and Facilities	The Law Department provides legal support in drafting and enforcing agreements to improve and invest in city infrastructure and facilities. In 2019, assisted with drafting contracts on a variety of issues: sale and distribution of water to communities, small cell tower carriers, memorandum of understanding with Friends of Robert Crown for donations, and renewal of the cable franchise agreement.
Enhance Community Development and Job Creation Citywide	Worked with City Council, Manager, and staff by drafting ordinances, resolutions and agreements to assist with planned developments and special uses. Examples of projects include YWCA, Northlight Theater, adult cannabis implementation, and SPACE concerts on MWRD land.
Expand Affordable Housing Options	Worked with City Council, Manager and staff to acquire and sell property for affordable housing; draft amendments to the Code for accessory dwelling unit regulations, and increasing the demolition tax.



## 2020-21 PROPOSED BUDGET - GENERAL FUND

### Law Department

Ensure Equity in All City Operations	Drafted an ordinance implementing restorative justice practices for minors. Assisted with drafting intergovernmental and external agreements (Evanston Rebuilding Warehouse, Presence Health, School Districts, Youth Job Center, etc.) to increase access to services for all persons. The Law Department assisted with revisions to the Code of Ethics and Procedures.
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#### **2020 Initiatives**

- Work with City Council and staff to secure new economic and community development opportunities.
- Continue to litigate a substantial majority of cases in-house and seek to prevail at summary disposition or trial in litigation.
- Analyze and evaluate the City’s purchasing contracts for all types of contracts.

<b>Ongoing Activity Measures</b>	<b>2018 Actual</b>	<b>2019 Estimated</b>	<b>2020 Projected</b>
Traffic and Ordinance Prosecution	130	110	110
Legislative Drafting – Ordinance and Resolution	87	100	100
Liquor Licenses Processed	38	39	37

Account Number - Description	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Estimated Amount	FY 2020 Proposed Budget	FY 2021 Projected Budget
<b>Salary and Benefits</b>	<b>\$ 567,756</b>	<b>\$ 575,505</b>	<b>\$ 587,736</b>	<b>\$ 607,866</b>	<b>\$ 624,763</b>
61010 - REGULAR PAY	405,860	447,857	447,857	471,875	486,503
61415 - TERMINATION PAYOUTS	44,590	-	12,231	-	-
61510 - HEALTH INSURANCE	39,930	58,421	58,421	55,825	55,824
61610 - DENTAL INSURANCE	7	-	-	-	-
61615 - LIFE INSURANCE	548	359	359	417	426
61625 - AUTO ALLOWANCE	3,595	1,868	1,868	2,768	2,768
61626 - CELL PHONE ALLOWANCE	1,248	450	450	450	450
61710 - IMRF	39,914	30,348	30,348	41,243	42,520
61725 - SOCIAL SECURITY	25,753	29,093	29,093	28,399	29,171
61730 - MEDICARE	6,311	7,109	7,109	6,889	7,101
<b>Services and Supplies</b>	<b>\$ 94,853</b>	<b>\$ 43,027</b>	<b>\$ 66,049</b>	<b>\$ 68,664</b>	<b>\$ 68,664</b>
62130 - LEGAL SERVICES-GENERAL	8,248	8,000	8,000	20,000	20,000
62275 - POSTAGE CHARGEBACKS	1,086	2,999	2,999	2,999	2,999
62295 - TRAINING & TRAVEL	1,181	2,375	2,375	3,500	3,500
62315 - POSTAGE	638	250	250	250	250
62345 - COURT COST/LITIGATION	9,344	9,000	9,000	20,000	20,000
62360 - MEMBERSHIP DUES	5,652	2,800	2,800	3,200	3,200
62380 - COPY MACHINE CHARGES	1,184	3,215	3,215	3,215	3,215
62509 - SERVICE AGREEMENTS/ CONTRACTS	50,799	-	22,910	-	-
62705 - BANK SERVICE CHARGES	1,463	1,000	1,000	1,000	1,000
65010 - BOOKS, PUBLICATIONS, MAPS	17,159	12,500	12,500	13,500	13,500
65095 - OFFICE SUPPLIES	1,207	888	1,000	1,000	1,000
65125 - OTHER COMMODITIES	(3,107)	-	-	-	-
<b>Insurance and Other Chargebacks</b>	<b>\$ 6,648</b>	<b>\$ 7,047</b>	<b>\$ 7,047</b>	<b>\$ 7,047</b>	<b>\$ 7,047</b>
66030 - TRANSFER TO INSURANCE - RISK	6,648	7,047	7,047	7,047	7,047
<b>Interfund Transfers</b>	<b>\$ 19,471</b>	<b>\$ 20,604</b>	<b>\$ 20,604</b>	<b>\$ -</b>	<b>\$ -</b>
66025 - TRANSFER TO DEBT SERVICE - ERI	19,471	20,604	20,604	-	-
<b>Grand Total</b>	<b>\$ 688,728</b>	<b>\$ 646,183</b>	<b>\$ 681,436</b>	<b>\$ 683,577</b>	<b>\$ 700,474</b>



## 2020-21 PROPOSED BUDGET - GENERAL FUND

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### Administrative Services Department

The [Administrative Services Department](#) is the central administrative agency of the City of Evanston with the express goal to serve City government to benefit the people of Evanston. The Administrative Services Department works to effect improvements, large and small, by implementing the policies and decisions of the City Council and City Manager. Administrative Services uses technology and data to design and monitor high standards of accountability to ensure that financial resources are utilized efficiently and productively.

Comprised of Human Resources, Information Technology, Facilities and Fleet Management and Parking, the Administrative Services Department supports all internal stakeholders and works with residents, businesses, universities, and other government entities to deliver efficient service delivery.

#### **Human Resources**

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

#### **Information Technology**

The City's Information Technology (IT) Division provides technical services and support to City employees, residents, businesses and visitors through sustainable, reliable, secure and efficient infrastructure and communications. IT maintains, implements and supports the City's hardware, software, consulting and telecommunications needs. IT also provides help desk services, 24/7 technical support, website services, open data portal support, network engineering and project management support for departmental technology projects.

#### **Parking**

The Parking Services Division is responsible for processing parking permits in surface lot areas, garages and on residential streets, and maintaining those areas. The Parking Division is also responsible for replacement and the maintenance of single space meters and pay by plate pay stations, and the continued effectiveness of the ParkEvanston App. Parking Services works with residents, businesses and elected officials to determine and implement the best parking practices. Parking Enforcement Officers ensure residents are following the regulations put into place in the City Code.

#### **Facilities Management & Fleet Services**

Facilities Management maintains over 2.1 million sq. ft. of property including plumbing fixtures, electrical panels, exterior lighting fixtures, lock sets, and drinking fountains. Facilities conducts an annual inspection of RPZ's (backflow prevention valves, such as in drinking fountains, to prevent contamination of the City's water supply). Facilities is responsible for all internal repairs and preventative maintenance to City facilities and designs and constructs larger improvements. In addition, Facilities works closely with staff on emergency preparedness planning.

Fleet Services is responsible for all aspects of the City's vehicles, including passenger vehicles, public safety and fire vehicles, recreation watercraft, construction and forestry trucks as well as specialized equipment. This includes the planning, purchasing, maintaining, and disposing of vehicles. Fleet services is responsible for in-house repairs on Evanston vehicles. The fleet team works to manage fuel stations, and plays a large role in snow operations to ensure reliable equipment is ready for deployment throughout the City.



## 2020-21 PROPOSED BUDGET - GENERAL FUND

### Administrative Services Department

#### Financial Summary

	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Estimated Amount	FY 2020 Proposed Budget	FY 2021 Projected Budget
<b>Revenues</b>					
1941 PARKING ENFORCEMENT & TICKETS	2,858,604	3,785,000	3,840,000	3,830,000	3,830,000
1942 SCHOOL CROSSING GUARDS	54,182	33,500	33,500	33,500	33,500
<b>Grand Total</b>	<b>\$ 2,913,717</b>	<b>\$ 3,818,500</b>	<b>\$ 3,873,500</b>	<b>\$ 3,863,500</b>	<b>\$ 3,863,500</b>

	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Estimated Amount	FY 2020 Proposed Budget	FY 2021 Projected Budget
<b>Expenses</b>					
1905 ADM.SERVICES- GENERAL SUPPORT	374,525	259,364	259,364	281,190	287,136
1915 HUMAN RESOURCE DIVI. - PAYROLL	307,989	243,579	245,747	298,220	306,565
1929 HUMAN RESOURCE DIVISION	993,642	1,066,275	1,008,721	1,085,618	1,101,185
1932 INFORMATION TECHNOLOGY DIVI.	2,738,439	2,770,457	2,727,194	2,918,206	2,965,292
1940 MISC. EXPENDITURES / BENEFITS	-	176,000	255,000	176,000	265,468
1941 PARKING ENFORCEMENT & TICKETS	1,068,556	1,362,384	1,454,589	1,549,020	1,581,383
1942 SCHOOL CROSSING GUARDS	419,667	589,842	600,000	630,000	630,000
1950 FACILITIES	3,319,483	3,015,676	3,026,617	3,109,660	3,176,475
<b>Grand Total</b>	<b>\$ 9,222,431</b>	<b>\$ 9,483,577</b>	<b>\$ 9,577,232</b>	<b>\$ 10,047,914</b>	<b>\$ 10,313,504</b>

Notes to the Financial Summary:

- Misc. Expenditures/Benefits (1940) is used to budget terminating and annual payout expenses for all employees. 2021 budget also includes a projected increase in health insurance expenses.

#### City Council Goal Performance

City Council Goal	Department Initiative
City Infrastructure and Facilities	Continue to support all internal and external stakeholders to ensure the safe, successful and continuous usability of city buildings and properties.
City Infrastructure and Facilities	Improve energy management data capture and usage techniques with the use of Building Automation Systems to reduce energy waste.
City Infrastructure and Facilities	On-going Civic Center Security Improvements
City Infrastructure and Facilities	Implement new Computer Maintenance Management System to capture and analyze time consumption of each request to Facilities Maintenance.
City Infrastructure and Facilities	Implement new leases for parking enforcement vehicles and continuing the Repurposing program to maximize the use of vehicle parts



## 2020-21 PROPOSED BUDGET - GENERAL FUND

### Administrative Services Department

#### **2020 Initiatives**

- Focus on the timing of purchases/costs across all divisions to further increase operational efficiency and reduce the potential for delays and poor resource allocation.
- Continue Citywide implementation and roll-out of Google Apps.
- Expand vehicle GPS program to include Fire and Police vehicles.
- Continue to analyze internal service and operational data through an equity lens.
- Continued decrease of paper HR processes.
- Continued use of online software systems for learning management, performance management and timekeeping.
- Continue to use an alternative sustainable fuel source for City vehicles.
- Request for proposal for parking review (citations, fees and general areas that need improvement)

<b>Ongoing Activity Measures</b>	<b>2018 Actual</b>	<b>2019 Estimated</b>	<b>2020 Projected</b>
Number of Information Technology Service Desk Requests	6,838	7,900	8,900
Employees with 15+ Years of Service	243 FT employees, 23 PT employees	252 FT employees, 21 PT employees	248 FT employees, 22 PT employees
Hours Worked on Fleet	12,237	13,000	12,000
Shop Visits - Fleet	X	3,200	3,000
General/ Routine Maintenance	1,211	1,400	1,300
Single Space Parking Meters (replaced with Pay by Plate Meters)	1,500	700	500
Park Evanston Wallet Transactions	X	16,000	32,000
Park Evanston Pay as You Go Transactions	370,082	670,000	650,000

Account Number - Description	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Estimated Amount	FY 2020 Proposed Budget	FY 2021 Projected Budget
<b>Salary and Benefits</b>	<b>\$ 6,054,391</b>	<b>\$ 6,083,121</b>	<b>\$ 6,198,310</b>	<b>\$ 6,384,554</b>	<b>\$ 6,650,143</b>
61010 - REGULAR PAY	4,228,435	4,285,578	4,285,578	4,455,463	4,602,341
61050 - PERMANENT PART-TIME	111,492	127,386	117,874	119,489	124,480
61070 - JOB TRAINING AND INTERNSHIPS	1,800	-	-	-	-
61110 - OVERTIME PAY	64,966	62,000	62,000	68,000	68,000
61415 - TERMINATION PAYOUTS	43,110	35,000	55,146	35,000	35,000
61420 - ANNUAL SICK LEAVE PAYOUT	335	-	1,500	-	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	-	141,000	220,000	141,000	141,000
61510 - HEALTH INSURANCE	789,441	794,908	797,908	803,136	803,133
61610 - DENTAL INSURANCE	62	-	-	-	-
61615 - LIFE INSURANCE	3,436	3,341	3,341	3,225	3,324
61625 - AUTO ALLOWANCE	6,180	4,635	4,635	4,635	4,635
61626 - CELL PHONE ALLOWANCE	3,432	2,574	2,574	2,664	2,664
61630 - SHOE ALLOWANCE	6,670	6,903	7,388	7,008	6,828
61665 - FLEXIBLE SPENDING ACCOUNT MAINTENANCE FEES	16,901	-	15,000	-	-
61710 - IMRF	418,968	278,961	284,491	396,466	409,472
61725 - SOCIAL SECURITY	290,694	275,536	275,576	281,919	291,055
61730 - MEDICARE	68,469	65,299	65,299	66,549	68,744
62001 - HEALTH INSURANCE INCREASE 2021	-	-	-	-	89,468
<b>Services and Supplies</b>	<b>\$ 2,997,751</b>	<b>\$ 3,231,552</b>	<b>\$ 3,212,116</b>	<b>\$ 3,629,965</b>	<b>\$ 3,629,965</b>
61060 - SEASONAL EMPLOYEES	431,317	40,000	52,000	40,000	40,000
62160 - EMPLOYMENT TESTING SERVICES	43,456	100,000	75,000	100,000	100,000
62175 - IS SERVICES	6,659	11,600	13,000	11,600	11,600
62185 - CONSULTING SERVICES	9,735	14,000	7,000	14,000	14,000
62205 - ADVERTISING	62	-	-	-	-
62210 - PRINTING	90	750	-	-	-
62225 - BLDG MAINTENANCE SERVICES	138,855	111,516	120,000	119,834	119,834
62245 - OTHER EQMT MAINTENANCE	68,018	34,318	10,000	20,000	20,000
62250 - COMPUTER EQUIPMENT MAINT	87,219	45,000	40,000	1,500	1,500
62270 - MEDICAL/HOSPITAL SERVICES	55,777	48,000	48,000	48,000	48,000
62274 - TEST ADMINISTRATION	19,006	72,000	65,000	72,000	72,000
62275 - POSTAGE CHARGEBACKS	1,732	400	300	400	400
62295 - TRAINING & TRAVEL	21,037	19,480	10,650	29,470	29,470
62310 - CITY WIDE TRAINING	15,702	21,000	21,000	21,000	21,000
62315 - POSTAGE	34	-	1,000	-	-
62340 - IT COMPUTER SOFTWARE	547,214	550,000	550,000	715,800	715,800
62341 - INTERNET SOLUTION PROVIDERS	10,439	14,000	14,000	-	-
62360 - MEMBERSHIP DUES	4,703	3,200	3,750	3,950	3,950
62380 - COPY MACHINE CHARGES	23,933	35,000	10,000	25,000	25,000
62425 - ELEVATOR CONTRACT COSTS	8,237	4,165	12,000	4,165	4,165
62440 - OVERHEAD DOOR CONTRACT COSTS	36,642	-	37,016	-	-
62451 - TOWING AND BOOTING CONTRACTS	25,885	23,000	50,000	30,000	30,000
62506 - WORK- STUDY	3,544	4,000	4,500	5,000	5,000
62509 - SERVICE AGREEMENTS/ CONTRACTS	204,955	936,040	1,045,000	1,206,696	1,206,696
62512 - RECRUITMENT	47,296	35,000	35,000	35,000	35,000
62518 - SECURITY ALARM CONTRACTS	1,934	-	-	-	-
62630 - UNEMP. COMP. & ADMIN. FEE	117,999	142,000	80,000	142,000	142,000
62705 - BANK SERVICE CHARGES	3	-	-	-	-
64005 - ELECTRICITY	23,336	17,950	30,050	16,650	16,650
64015 - NATURAL GAS	38,623	65,000	40,000	65,000	65,000
64505 - TELECOMMUNICATIONS	173,542	146,755	200,000	182,755	182,755
64510 - TELECOMMUNICATIONS EQUIPMENT MAINTENANC	25,965	-	3,000	-	-
64540 - TELECOMMUNICATIONS - WIRELESS	40,442	31,300	45,000	9,300	9,300
64545 - PERSONAL COMPUTER SOFTWARE	12,176	9,000	20,000	-	-
65010 - BOOKS, PUBLICATIONS, MAPS	299	950	100	950	950
65020 - CLOTHING	4,076	3,500	3,500	5,000	5,000
65025 - FOOD	583	-	200	200	200
65040 - JANITORIAL SUPPLIES	16,414	10,000	10,000	10,000	10,000
65045 - LICENSING/REGULATORY SUPP	3,091	3,000	5,000	3,000	3,000
65050 - BLDG MAINTENANCE MATERIAL	462,736	388,074	325,000	335,500	335,500
65070 - OFFICE/OTHER EQT MTN MATL	4,416	-	-	-	-
65085 - MINOR EQUIPMENT & TOOLS	20,799	17,600	25,000	25,674	25,674
65090 - SAFETY EQUIPMENT	14,900	11,554	20,000	15,721	15,721
65095 - OFFICE SUPPLIES	7,236	14,400	9,050	11,900	11,900
65125 - OTHER COMMODITIES	17,820	15,000	15,000	15,000	15,000
65555 - IT COMPUTER HARDWARE	167,064	174,000	100,000	270,900	270,900
65605 - DATA CENTER MAINTENANCE	-	-	-	17,000	17,000
65615 - INFRASTRUCTURE SUPPLIES	32,749	17,000	15,000	-	-
65618 - SECURITY CAMERA SUPPLIES	-	42,000	42,000	-	-
<b>Miscellaneous</b>	<b>\$ 9,775</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
62770 - MISCELLANEOUS	9,775	-	-	-	-
<b>Insurance and Other Chargebacks</b>	<b>\$ 92</b>	<b>\$ 98</b>	<b>\$ -</b>	<b>\$ 98</b>	<b>\$ 98</b>
66030 - TRANSFER TO INSURANCE - RISK	92	98	-	98	98

Account Number - Description	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Estimated Amount	FY 2020 Proposed Budget	FY 2021 Projected Budget
<b>Capital Outlay</b>	\$ 1,064	\$ 2,000	\$ -	\$ 2,000	\$ 2,000
65625 - FURNITURE & FIXTURES	1,064	2,000	-	2,000	2,000
<b>Interfund Transfers</b>	\$ 159,357	\$ 166,806	\$ 166,806	\$ 31,297	\$ 31,297
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	306	306	306	306	306
62309 - RENTAL OF AUTO REPLACEMENT	30,991	30,991	30,991	30,991	30,991
66025 - TRANSFER TO DEBT SERVICE - ERI	128,060	135,509	135,509	-	-
<b>Grand Total</b>	\$ 9,222,431	\$ 9,483,577	\$ 9,577,232	\$ 10,047,914	\$ 10,313,503





### 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, and the City's transportation and mobility initiatives. The overarching activities of the Community Development Department are strategically aligned with the City Council goals and support 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, approve, issue and inspect permitted work in the public right of way.
- Oversee review and issuance of elevator permits and semi-annual inspections of conveyance systems within the City.
- Staff the Design and Project Review Committee.

#### **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. There are several programs designed to promote equitable access to affordable rental and ownership housing, as well as to provide other needed services.

The division is responsible for providing the following services:

- Manage grant programs totaling over \$3 million annually, 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 on projects that preserve and expand affordable housing to maintain an economically and racially diverse community 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 complement existing neighborhoods and enhance the economic vitality of the City.

The division is responsible for providing the following services:

- Administration and review of map amendments, text amendments, special use permits and applications for relief (variations) from the Zoning Ordinance.



## 2020-21 PROPOSED BUDGET - GENERAL FUND

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### Community Development Department

- 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**

The Transportation and Mobility Coordinator directs City-wide transportation goals and programs that improve accessibility, mobility and connectivity. The Coordinator 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:

- Work across transportation agencies within Evanston to maintain and grow a reliable, safe, accessible, and active transportation network, including first/last mile programs.
- Develop long-term policy and programming objectives, and coordinate improvement projects with the City's transit providers, including the CTA's Red/Purple Line Modernization Study.
- 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.
- Staff the Transportation & Parking Committee to support these services.

#### **Economic Development**

The Economic Development Division provides support for the implementation of the City Council adopted Economic Development Plan and funding for the City's economic development initiatives as well as staff, consulting services, and marketing efforts needed to support these activities.

The division is responsible for providing the following services:

- Issue business licenses and manage license renewal procedures.
- Support redevelopment efforts on key vacant and underutilized properties throughout Evanston, including the City's four Tax Increment Financing (TIF) districts and two Special Service Areas (SSA).
- Resource for business assistance in the form of loans and grants.
- Support small business attraction, retention, and expansion in neighborhood business districts.
- Staff the Economic Development Committee.



## 2020-21 PROPOSED BUDGET - GENERAL FUND

### Community Development Department

#### Financial Summary

	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Estimated Amount	FY 2020 Proposed Budget	FY 2021 Projected Budget
<b>Revenues</b>					
2105 PLANNING & ZONING	148,312	250,000	160,000	160,000	160,000
2115 PROPERTY STANDARDS	-	-	-	447,500	447,500
2126 BUILDING INSPECTION SERVICES	6,119,937	4,545,000	4,545,000	4,545,000	4,545,000
2128 EMERGENCY SOLUTIONS GRANT	210,752	135,000	135,000	135,000	135,000
5300 ECON. DEVELOPMENT	2,505,784	2,745,600	2,995,100	2,745,600	2,745,600
<b>Grand Total</b>	<b>\$ 8,984,785</b>	<b>\$ 7,675,600</b>	<b>\$ 7,835,100</b>	<b>\$ 8,033,100</b>	<b>\$ 8,033,100</b>

	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Estimated Amount	FY 2020 Proposed Budget	FY 2021 Projected Budget
<b>Expenses</b>					
2101 COMMUNITY DEVELOPMENT ADMIN	291,520	310,401	310,401	352,552	364,182
2105 PLANNING & ZONING	668,618	747,206	754,545	786,126	804,257
2115 PROPERTY STANDARDS	-	-	-	490,509	510,273
2126 BUILDING INSPECTION SERVICES	1,456,629	1,552,409	1,552,409	1,522,601	1,557,342
2128 EMERGENCY SOLUTIONS GRANT	210,772	123,886	123,753	123,886	123,886
5300 ECON. DEVELOPMENT	952,298	746,458	767,555	708,960	717,349
<b>Grand Total</b>	<b>\$ 3,579,836</b>	<b>\$ 3,480,360</b>	<b>\$ 3,508,663</b>	<b>\$ 3,984,634</b>	<b>\$ 4,077,289</b>

Notes to the Financial Summary:

1. Property Standards Division (2115) moved from Health & Human Services Department in 2020.

#### City Council Goal Performance

City Council Goal	Department Initiative
Enhance Community Development and Job Creation Citywide	Processed applications for three new large-scale Planned Developments: 910-938 Custer Street Townhomes, 1012-1018 Church Street (Northlight Theatre), 1215 Church Street (YWCA), 1621 Chicago Avenue (Merion Legacy)
Enhance Community Development and Job Creation Citywide	Administered approval of 10 new (including substitution of existing) special uses for new or expanded businesses.
City Infrastructure and Facilities	Expanded accessible transit options through the coordination of 9 ADA compliant bus stops on Dodge Avenue.
City Infrastructure and Facilities	Coordinated Multi-Modal Transportation Plan infrastructure efforts, such as expansion of bicycle share opportunities and implementation of agreements for the CTA's Red/Purple Modernization Study.
Ensure Equity in All City Operations	Expanded the Divvy for Every Evanstonian program to provide \$5 Divvy memberships to income qualifying residents, including residents without bank accounts.
Stabilize long-term City finances	Developed and promoted use of online permit application for submittal and payment; implemented expedited plan review to include additional fees to cover costs associated with service; implementation of business license registration to ensure more businesses are identified through registration and better coordinate and reduce duplicate licensing processes.
City Infrastructure and Facilities	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.



**2020-21 PROPOSED BUDGET - GENERAL FUND**

Community Development Department

Enhance Community Development and Job Creation Citywide	Integrated the City’s 311 system with external communication and inquiries to the Community Development Department to better deliver customer service and provide information to Evanston residents and businesses.
Expand Affordable Housing Options	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.
Expand Affordable Housing Options	Authored Zoning Ordinance Text Amendment to allow rental of coach houses to non-family members.
Ensure Equity in All City Operations	Worked with the Chief Equity Officer to apply an equity lens to allocation recommendations for Community Development Block Grant and Mental Health Board funds.

**2020 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**

- Improve procedures for processing building permits and contractor registrations by offering increased online submittal, review and payment opportunities and by consolidating forms to reduce the amount of time and number of forms required to submit for a permit.
- Improve plan review process with increased use of review by appointment and implementation of electronic document review.

**Housing and Grants Division**

- Implement new strategies to expand affordable housing, including accessory dwelling units and small lot housing, and revisions to the Inclusionary Housing Ordinance to more effectively generate on-site units.
- Work with affordable housing and market rate developers, including the Housing Authority of Cook County, on housing projects including the Perlman Expansion and South Boulevard projects to build new affordable and mixed income housing in transit-oriented development (TOD) areas.

**Planning and Zoning Division**

- Explore opportunities to address inclusive long-range planning.
- Process review of several large-scale projects and planned developments.
- Continue to review and propose amendments to the Zoning Ordinance to improve approval process and facilitate development that increase Evanston livability.

**Transportation and Mobility**

- Partner with the City’s transit providers to invest in a strong public transit service core with connected first/last mile solutions, including the CTA’s Red/Purple Modernization Study.
- 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.



**2020-21 PROPOSED BUDGET - GENERAL FUND**

Community Development Department

**Economic Development**

- Encourage women- and minority-owned startups through Entrepreneurship Support Grant
- Increase marketing and leasing efforts in every merchant district to support the vitality of Evanston’s business community, including marketing city-owned space on Howard Street and implement SSA on Central Street.
- Lead efforts for business retention and new development of properties in the West Evanston TIF district including City-owned property at Church and Darrow.

<b>Ongoing Activity Measures</b>	<b>2018 Actual</b>	<b>2019 Estimated</b>	<b>2020 Projected</b>
Total Building Permits Issued	3,236	3,000	3,000
Total Building Inspections	6,763	4,600*	6,500
Total Building Construction Work w/o permits investigated	139	161	150
Total Business Licenses Issued	88	70	70
Housing units rehabilitated (major)	3	20	10
Total Elevator Inspections	1,585	1,585	1,600
Contractor Licenses Issued/Renewed	1,132	1,500	1,500
Sign Variations/Variations Approved	12/9	7/6	8/7
Graffiti tags removed by graffiti technician	1,292	1,356	1,300
Preservation cases	339	325	325
Zoning Analysis Cases	357	210	250
Special Uses / Major Variation	33	32	33
Minor Variations	43	53	50
Planned Development/Amendments	16	21	18
CDBG & MHB Programs/Projects Managed	46	47	40
Affordable Housing Units Financed	3	0	6
Households Provided Tenant-Based Rental Assistance	20	20	20
HOME/Affordable Housing Fund Programs/Projects Managed	8	10	10
Age Friendly Evanston Task Force	6	6	6
Housing and Community Development Act Committee Meetings	7	9	9
Housing and Homelessness Commission Meetings	11	10	10
Mental Health Board Meetings	10	11	10
Single Use Divvy Passes Purchased at an Evanston Station	4,138	4,500	5,000
Annual Active Divvy Memberships (Evanston’s portion)	1,228	1,330	1,500
Divvy Bicycle Miles Traveled from Trips that begin at an Evanston Station	57,492	64,500	71,500
One-Way Divvy Trips that begin at an Evanston Station	22,742	23,500	24,600

\*Major Developments requesting multiple inspection slots for entire floor or multiple floor inspections reduces the inspection count.

Account Number - Description	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Estimated Amount	FY 2020 Proposed Budget	FY 2021 Projected Budget
<b>Salary and Benefits</b>	<b>\$ 2,519,602</b>	<b>\$ 2,602,044</b>	<b>\$ 2,603,002</b>	<b>\$ 3,145,299</b>	<b>\$ 3,237,954</b>
61010 - REGULAR PAY	1,862,360	2,022,964	2,022,964	2,387,489	2,466,916
61050 - PERMANENT PART-TIME	590	-	-	-	-
61070 - JOB TRAINING AND INTERNSHIPS	420	-	-	-	-
61110 - OVERTIME PAY	9,377	10,500	11,458	13,500	13,500
61415 - TERMINATION PAYOUTS	17,307	-	-	-	-
61420 - ANNUAL SICK LEAVE PAYOUT	5,232	-	-	-	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	476	-	-	-	-
61510 - HEALTH INSURANCE	293,724	295,856	295,856	341,113	341,461
61610 - DENTAL INSURANCE	28	-	-	-	-
61615 - LIFE INSURANCE	1,407	1,350	1,350	1,422	1,470
61625 - AUTO ALLOWANCE	3,735	2,800	2,800	3,252	3,251
61626 - CELL PHONE ALLOWANCE	4,902	3,425	3,425	5,950	5,950
61630 - SHOE ALLOWANCE	1,217	1,217	1,217	1,541	1,541
61710 - IMRF	176,296	118,734	118,734	208,611	215,551
61725 - SOCIAL SECURITY	115,382	117,414	117,414	147,647	152,393
61730 - MEDICARE	27,150	27,784	27,784	34,774	35,921
<b>Services and Supplies</b>	<b>\$ 514,384</b>	<b>\$ 466,953</b>	<b>\$ 494,431</b>	<b>\$ 471,653</b>	<b>\$ 471,653</b>
61060 - SEASONAL EMPLOYEES	29,643	14,000	14,000	14,000	14,000
62150 - CONSTRUCTION ENGINEERING SERVICES	-	3,000	3,000	3,000	3,000
62185 - CONSULTING SERVICES	5,637	10,000	10,000	10,000	10,000
62190 - GRAFFITI REMOVAL SERVICES	3,597	5,000	5,000	5,000	5,000
62205 - ADVERTISING	2,090	2,325	2,441	2,325	2,325
62210 - PRINTING	1,463	2,380	2,380	2,380	2,380
62236 - SOFTWARE MAINTENANCE	1,668	1,819	1,819	1,819	1,819
62245 - OTHER EQMT MAINTENANCE	-	100	100	100	100
62275 - POSTAGE CHARGEBACKS	669	6,000	6,000	6,000	6,000
62280 - OVERNIGHT MAIL CHARGES	29	229	229	229	229
62295 - TRAINING & TRAVEL	6,466	10,500	14,905	13,100	13,100
62315 - POSTAGE	25	100	100	100	100
62345 - COURT COST/LITIGATION	562	400	400	1,900	1,900
62360 - MEMBERSHIP DUES	2,304	4,375	4,375	4,375	4,375
62380 - COPY MACHINE CHARGES	915	1,300	3,276	1,300	1,300
62425 - ELEVATOR CONTRACT COSTS	3,150	4,500	4,500	4,500	4,500
62464 - PLUMB, ELEC, PLAN REVEIW SERV	70,999	75,000	75,000	75,000	75,000
62509 - SERVICE AGREEMENTS/ CONTRACTS	5,250	-	-	-	-
62645 - DIGITAL ARCHIVING	8,020	10,000	10,000	10,000	10,000
62659 - ECONOMIC DEVELOPMENT PARTNERSHIP CONTRIBL	167,275	147,000	147,000	147,000	147,000
62660 - BUSINESS ATTRACTION	26,175	-	-	-	-
62662 - BUSINESS RETENTION / EXPANSION INVESTMENTS	70,624	-	15,000	-	-
62663 - WORKFORCE DEVELOPMENT	93,398	100,000	100,000	100,000	100,000
62664 - ENTREPRENEURSHIP SUPPORT	-	50,000	50,000	50,000	50,000
62705 - BANK SERVICE CHARGES	8,576	9,300	9,300	9,300	9,300
64545 - PERSONAL COMPUTER SOFTWARE	930	-	5,830	-	-
65010 - BOOKS, PUBLICATIONS, MAPS	742	1,175	1,294	1,175	1,175
65020 - CLOTHING	508	1,500	1,500	1,500	1,500
65025 - FOOD	579	400	432	1,000	1,000
65055 - MATER. TO MAINT. IMP.	-	350	350	350	350
65085 - MINOR EQUIPMENT & TOOLS	10	700	700	700	700
65095 - OFFICE SUPPLIES	3,083	5,500	5,500	5,500	5,500
<b>Miscellaneous</b>	<b>\$ 14,681</b>	<b>\$ 500</b>	<b>\$ 500</b>	<b>\$ 25,500</b>	<b>\$ 25,500</b>
62490 - OTHER PROGRAM COSTS	14,681	500	500	500	500
62493 - PROPERTY CLEAN UP EXPENSE	-	-	-	25,000	25,000
<b>Insurance and Other Chargebacks</b>	<b>\$ 30,402</b>	<b>\$ 21,469</b>	<b>\$ 21,469</b>	<b>\$ 21,469</b>	<b>\$ 21,469</b>
62740 - OTHER CHARGES-CHARGEBACK	10,148	-	-	-	-
66030 - TRANSFER TO INSURANCE - RISK	2,806	2,974	2,974	2,974	2,974
66130 - TRANSFER TO INSURANCE	17,448	18,495	18,495	18,495	18,495
<b>Capital Outlay</b>	<b>\$ 200,027</b>	<b>\$ 150,000</b>	<b>\$ 150,000</b>	<b>\$ 150,000</b>	<b>\$ 150,000</b>
65522 - BUSINESS DISTRICT IMPROVEMENTS	200,027	150,000	150,000	150,000	150,000
<b>Community Sponsored Organizations</b>	<b>\$ 200,316</b>	<b>\$ 123,886</b>	<b>\$ 123,753</b>	<b>\$ 123,886</b>	<b>\$ 123,886</b>
67010 - COMMUNITY SPONSORED ORGANIZATIONS	-	123,886	70,000	123,886	123,886
67110 - CONNECTIONS FOR THE HOMELESS	185,316	-	38,753	-	-
67111 - YWCA	15,000	-	15,000	-	-
<b>Contingencies</b>	<b>\$ -</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>
68205 - CONTINGENCIES	-	5,000	5,000	5,000	5,000
<b>Interfund Transfers</b>	<b>\$ 100,424</b>	<b>\$ 110,508</b>	<b>\$ 110,508</b>	<b>\$ 41,827</b>	<b>\$ 41,827</b>
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	13,096	13,932	13,932	25,457	25,457
62309 - RENTAL OF AUTO REPLACEMENT	12,370	12,370	12,370	16,370	16,370
66025 - TRANSFER TO DEBT SERVICE - ERI	74,958	84,206	84,206	-	-
<b>Grand Total</b>	<b>\$ 3,579,836</b>	<b>\$ 3,480,360</b>	<b>\$ 3,508,663</b>	<b>\$ 3,984,634</b>	<b>\$ 4,077,289</b>



## 2020-21 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 57 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 Tactical (TAC) Unit, which is responsible for a variety of tactical response operations.

#### **Financial Summary**

	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Estimated Amount	FY 2020 Proposed Budget	FY 2021 Projected Budget
<b>Revenues</b>					
2205 POLICE ADMINISTRATION	11,455,735	10,898,204	11,423,058	10,898,204	10,898,204
2225 SOCIAL SERVICES BUREAU	27,754	-	-	-	-
2240 POLICE RECORDS	23,528	25,000	25,000	25,000	25,000
2251 311 CENTER	4,950	-	-	-	-
2260 OFFICE OF ADMINISTRATION	-	84,000	67,000	50,000	50,000
2265 NEIGHBORHOOD ENFORCEMENT TEAM	143,831	-	17,000	20,000	20,000
2270 TRAFFIC BUREAU	184,185	130,000	160,000	130,000	130,000
2280 ANIMAL CONTROL	5,115	7,500	7,500	7,500	7,500
2285 PROBLEM SOLVING TEAM	14,815	-	3,140	-	-
<b>Grand Total</b>	<b>\$ 11,859,913</b>	<b>\$ 11,144,704</b>	<b>\$ 11,702,698</b>	<b>\$ 11,130,704</b>	<b>\$ 11,130,704</b>



## 2020-21 PROPOSED BUDGET - GENERAL FUND

### Police Department

Expenses	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Estimated Amount	FY 2020 Proposed Budget	FY 2021 Projected Budget
2205 POLICE ADMINISTRATION	11,395,240	12,608,989	13,052,922	12,671,224	12,701,233
2210 PATROL OPERATIONS	12,580,668	11,910,249	12,493,198	12,962,332	13,392,849
2215 CRIMINAL INVESTIGATION	2,397,960	2,173,528	2,173,528	2,221,668	2,275,604
2225 SOCIAL SERVICES BUREAU	9,756	-	-	-	-
2230 JUVENILE BUREAU	1,149,990	1,160,721	1,160,721	1,035,898	1,059,585
2235 SCHOOL LIAISON	399,847	365,952	366,952	505,364	517,736
2240 POLICE RECORDS	635,617	615,745	616,231	606,549	618,189
2245 COMMUNICATIONS	1,586,724	1,528,334	1,528,334	1,613,884	1,660,958
2250 SERVICE DESK	1,397,338	1,287,556	1,295,868	1,258,723	1,300,284
2251 311 CENTER	575,656	585,581	587,445	623,579	648,919
2255 OFFICE-PROFESSIONAL STANDARDS	488,550	390,962	406,367	395,888	409,982
2260 OFFICE OF ADMINISTRATION	595,676	608,930	607,722	625,975	635,706
2265 NEIGHBORHOOD ENFORCEMENT TEAM	2,487,746	2,106,322	2,124,364	2,008,736	2,052,961
2270 TRAFFIC BUREAU	1,125,685	949,624	949,624	979,417	998,956
2275 COMMUNITY STRATEGIC BUREAU	158,049	157,056	156,956	157,936	160,713
2280 ANIMAL CONTROL	220,304	209,820	210,000	202,342	203,367
2285 PROBLEM SOLVING TEAM	1,811,009	1,661,010	1,661,010	1,666,138	1,705,835
2290 CTA - SPECIAL EMPLOYMENT	84	-	-	-	-
2291 PROPERTY BUREAU	234,592	241,613	241,793	248,936	253,839
2295 BUILDING MANAGEMENT	153,042	175,102	175,102	178,828	180,467
<b>Grand Total</b>	<b>\$ 39,403,536</b>	<b>\$ 38,737,094</b>	<b>\$ 39,808,137</b>	<b>\$ 39,963,417</b>	<b>\$ 40,777,184</b>

Notes to the Financial Summary:

1. Social Services Bureau (2225) activities moved to Health Department in 2018.

#### 2020 Initiatives

- Implement and distribute STARCOM radios from the current UHF T-Band frequency.
- Install National Incident-Based Reporting System (NIBRS) that will become federally mandated in 2020.
- Continue implementation of the accepted recommendations from Hillard Heintze staffing study.
- Manage mandated training required by State law, Illinois Police Training Board, and Illinois Attorney General.
- Develop fleet plan to reduce the cost of Police vehicle purchases.

Ongoing Activity Measures	2018 Actual	2019 Projected	2020 Projected
Part I crimes	1,842	1,800	1,750
Part II crimes	3,047	3,000	3,000
Total calls for service	82,045	82,000	82,000
Arrests (felony & misdemeanor)	1386	1400	1400
D.U.I. arrests	87	100	100
Ticket & citation production – Parking	10,789	11,000	11,000
Written Reports *	11,635	12,000	12,000

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



Account Number - Description	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Estimated Amount	FY 2020 Proposed Budget	FY 2021 Projected Budget
<b>Salary and Benefits</b>	<b>\$ 26,646,475</b>	<b>\$ 25,817,217</b>	<b>\$ 26,709,922</b>	<b>\$ 27,017,670</b>	<b>\$ 27,809,850</b>
61010 - REGULAR PAY	19,296,749	19,622,940	19,623,940	20,695,587	21,356,936
61050 - PERMANENT PART-TIME	623	-	-	-	-
61070 - JOB TRAINING AND INTERNSHIPS	87,600	97,500	-	-	-
61110 - OVERTIME PAY	313,856	154,552	179,552	160,429	164,034
61111 - HIREBACK OT PAY	951,147	573,700	1,132,482	595,501	608,899
61112 - SPECIAL DETAIL OT	341,233	230,854	230,854	230,854	230,854
61415 - TERMINATION PAYOUTS	429,660	283,250	525,486	294,014	300,629
61420 - ANNUAL SICK LEAVE PAYOUT	225,645	195,700	195,700	203,137	207,707
61425 - ANNUAL HOLIDAY PAYOUT	447,568	210,120	327,447	218,105	223,012
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	9,466	-	-	-	-
61440 - EDUCATION PAY	258,400	-	2,000	-	-
61441 - POLICE EDUCATION INCENTIVES	-	232,400	275,900	288,000	288,000
61510 - HEALTH INSURANCE	3,174,873	3,227,950	3,227,950	3,264,422	3,332,622
61610 - DENTAL INSURANCE	269	-	-	-	-
61615 - LIFE INSURANCE	25,364	25,292	25,292	25,446	26,409
61626 - CELL PHONE ALLOWANCE	360	270	270	330	360
61630 - SHOE ALLOWANCE	310	155	515	540	540
61635 - UNIFORM ALLOWANCE	174,125	183,050	183,050	171,500	171,500
61710 - IMRF	347,465	229,182	229,182	323,113	334,032
61725 - SOCIAL SECURITY	247,799	249,607	249,607	244,096	252,139
61730 - MEDICARE	313,964	300,695	300,695	302,596	312,175
<b>Services and Supplies</b>	<b>\$ 823,449</b>	<b>\$ 1,134,104</b>	<b>\$ 1,176,902</b>	<b>\$ 1,165,608</b>	<b>\$ 1,165,608</b>
61060 - SEASONAL EMPLOYEES	15,997	-	25,581	-	-
62210 - PRINTING	7,373	3,000	3,000	3,000	3,000
62225 - BLDG MAINTENANCE SERVICES	50,858	59,600	59,600	59,600	59,600
62240 - AUTOMOTIVE EQMP MAINT	1,140	-	-	-	-
62245 - OTHER EQMT MAINTENANCE	125	2,700	2,700	2,700	2,700
62270 - MEDICAL/HOSPITAL SERVICES	-	1,000	1,000	1,000	1,000
62272 - OTHER PROFESSIONAL SERVICES	109,919	100,000	100,000	100,000	100,000
62275 - POSTAGE CHARGEBACKS	2,456	6,000	6,000	6,000	6,000
62280 - OVERNIGHT MAIL CHARGES	139	-	143	-	-
62295 - TRAINING & TRAVEL	119,078	121,496	121,496	133,000	133,000
62335 - DATA PROCESSING SERVICES	-	378	378	378	378
62360 - MEMBERSHIP DUES	127,823	116,388	128,017	116,388	116,388
62370 - EXPENSE ALLOWANCE	959	2,200	2,200	2,200	2,200
62375 - RENTALS	(60)	33,430	33,430	33,430	33,430
62380 - COPY MACHINE CHARGES	10,159	8,954	8,954	8,954	8,954
62425 - ELEVATOR CONTRACT COSTS	-	3,112	3,112	3,112	3,112
62451 - TOWING AND BOOTING CONTRACTS	1,173	-	-	-	-
62509 - SERVICE AGREEMENTS/ CONTRACTS	45,885	346,072	346,072	346,072	346,072
62645 - DIGITAL ARCHIVING	473	-	486	-	-
62705 - BANK SERVICE CHARGES	8	600	600	600	600
64005 - ELECTRICITY	3,650	-	7,000	-	-
64015 - NATURAL GAS	17,944	15,000	15,000	15,000	15,000
64505 - TELECOMMUNICATIONS	23,990	50,000	50,000	50,000	50,000
64540 - TELECOMMUNICATIONS - WIRELESS	35,626	22,000	22,000	22,000	22,000
64565 - CABLE - VIDEO	1,385	-	-	-	-
65010 - BOOKS, PUBLICATIONS, MAPS	90	520	520	520	520
65015 - CHEMICALS/ SALT	-	35,833	-	-	-
65020 - CLOTHING	41,768	40,450	40,450	40,450	40,450
65025 - FOOD	2,299	8,050	8,050	8,050	8,050
65040 - JANITORIAL SUPPLIES	8,712	6,600	6,600	6,600	6,600
65050 - BLDG MAINTENANCE MATERIAL	138	-	-	-	-
65085 - MINOR EQUIPMENT & TOOLS	122,468	54,790	54,790	54,790	54,790
65095 - OFFICE SUPPLIES	10,512	22,300	22,300	22,300	22,300
65105 - PHOTO/DRAFTING SUPPLIE	350	4,833	4,833	4,833	4,833
65123 - NARCOTICS SEIZURE EXPENSE	-	-	-	20,000	20,000
65125 - OTHER COMMODITIES	25,912	68,798	68,798	68,798	68,798
65616 - PUBLIC SAFETY EQUIPMENT/SUPPLIES	35,099	-	33,792	35,833	35,833
<b>Miscellaneous</b>	<b>\$ 217,169</b>	<b>\$ 30,000</b>	<b>\$ 165,640</b>	<b>\$ 127,500</b>	<b>\$ 127,500</b>
62490 - OTHER PROGRAM COSTS	61,277	15,000	33,017	15,000	15,000
62770 - MISCELLANEOUS	95,577	-	4,081	-	-
65120 - POLICE DUI EXPENSE	26,877	15,000	15,000	15,000	15,000
65122 - NARCOTICS ENFORCEMENT EXPENSE	33,438	-	16,042	-	-
65141 - FITNESS INCENTIVE	-	-	97,500	97,500	97,500

Account Number - Description	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Estimated Amount	FY 2020 Proposed Budget	FY 2021 Projected Budget
<b>Insurance and Other Chargebacks</b>	<b>\$ 10,788,373</b>	<b>\$ 10,820,842</b>	<b>\$ 10,820,842</b>	<b>\$ 10,820,842</b>	<b>\$ 10,820,842</b>
62675 - INTERDEPT TRANSFER PENSIONS	10,450,507	10,462,704	10,462,704	10,462,704	10,462,704
66030 - TRANSFER TO INSURANCE - RISK	337,866	358,138	358,138	358,138	358,138
<b>Capital Outlay</b>	<b>\$ 1,823</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
65625 - FURNITURE & FIXTURES	1,823	-	-	-	-
<b>Contingencies</b>	<b>\$ 73</b>	<b>\$ 2,500</b>	<b>\$ 2,500</b>	<b>\$ 2,500</b>	<b>\$ 2,500</b>
68205 - CONTINGENCIES	73	2,500	2,500	2,500	2,500
<b>Interfund Transfers</b>	<b>\$ 926,174</b>	<b>\$ 932,431</b>	<b>\$ 932,331</b>	<b>\$ 829,297</b>	<b>\$ 850,884</b>
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	539,151	539,151	539,051	549,838	571,425
62309 - RENTAL OF AUTO REPLACEMENT	279,459	279,459	279,459	279,459	279,459
66025 - TRANSFER TO DEBT SERVICE - ERI	107,564	113,821	113,821	-	-
<b>Grand Total</b>	<b>\$ 39,403,536</b>	<b>\$ 38,737,094</b>	<b>\$ 39,808,137</b>	<b>\$ 39,963,417</b>	<b>\$ 40,777,184</b>



## 2020-21 PROPOSED BUDGET – GENERAL FUND

### Fire Department

The [Fire Department](#) operates 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 Division integrates the City’s plans with the County and State Emergency Preparedness Agencies.

#### Financial Summary

	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Estimated Amount	FY 2020 Proposed Budget	FY 2021 Projected Budget
<b>Revenues</b>					
2305 FIRE MGT & SUPPORT	8,437,747	8,487,047	8,606,545	8,487,047	8,487,047
2310 FIRE PREVENTION	251,950	240,000	240,000	240,000	240,000
2315 FIRE SUPPRESSION	1,690,209	2,186,500	2,287,000	2,236,500	2,236,500
2320 EMERGENCY PREPAREDNESS	60,498	-	28,612	-	-
<b>Grand Total</b>	<b>\$ 10,440,405</b>	<b>\$ 10,913,547</b>	<b>\$ 11,162,157</b>	<b>\$ 10,963,547</b>	<b>\$ 10,963,547</b>

	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Estimated Amount	FY 2020 Proposed Budget	FY 2021 Projected Budget
<b>Expenses</b>					
2305 FIRE MGT & SUPPORT	8,994,378	9,052,294	9,052,294	9,062,090	9,074,181
2310 FIRE PREVENTION	670,058	622,813	644,826	662,718	675,254
2315 FIRE SUPPRESSION	15,142,456	14,690,497	14,972,357	15,301,230	15,682,788
2320 EMERGENCY PREPAREDNESS	9,730	14,246	14,246	14,371	14,371
<b>Grand Total</b>	<b>\$ 24,816,621</b>	<b>\$ 24,379,850</b>	<b>\$ 24,683,723</b>	<b>\$ 25,040,409</b>	<b>\$ 25,446,595</b>

#### City Council Goal Performance

City Council Goal	Department Initiative
City Infrastructure and Facilities	Department will continue a cooperative working relationship with Northwestern University in the shared use of the Emergency Operations Center.
Community Development and Job Creation	Fire Explorer Program and Evanston Township High School (ETHS) Public Safety Class are continuing to be led by Department members. Launch of Firefighter Apprenticeship program in collaboration with Oakton Community College.



**2020-21 PROPOSED BUDGET – GENERAL FUND**

Fire Department

**2020 Initiatives**

- In cooperation with Human Resources, the Department will conduct a promotional exam for the position of Fire Captain and Fire Shift Chief.
- Emergency Management will continue working with City Departments and the business community on enhanced emergency preparedness and continuity of operations as well as expanding our community outreach of the City’s *EvanstonAlerts* Emergency Notification System.
- All members will be offered the opportunity to complete Pediatric Advanced Life Support (PALS) certification.
- The Department will work with Oakton Community College on implementing an apprenticeship program aimed at preparing Evanston residents for a career in the fire service.
- 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 the ECHO (Evanston Community Health Outreach) program with AMITA St. Francis Hospital.

<b>Ongoing Activity Measures</b>	<b>2018 Actual</b>	<b>2019 Estimated</b>	<b>2020 Projected</b>
City fire insurance rating	1	1	1
Hydrants inspected/flow tested	1340	1340	1340
Construction plans reviewed	431	446	467
Staff hours on cause and origin investigations	113	120	89
All Fire Dept. incidents, including ambulance calls	10,014	10,280	10,300
Ambulance calls	6,419	6,490	6,550

Account Number - Description	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Estimated Amount	FY 2020 Proposed Budget	FY 2021 Projected Budget
<b>Salary and Benefits</b>	<b>\$ 14,486,446</b>	<b>\$ 13,888,231</b>	<b>\$ 14,160,262</b>	<b>\$ 14,452,157</b>	<b>\$ 14,836,723</b>
61010 - REGULAR PAY	11,134,566	10,977,303	10,707,277	11,543,446	11,908,281
61062 - SPECIAL EVENT PAY	-	30,000	30,000	30,000	30,000
61110 - OVERTIME PAY	197,757	178,000	235,000	178,000	178,000
61111 - HIREBACK OT PAY	765,960	548,956	820,000	548,956	548,956
61113 - TRAINING OT	43,546	33,000	33,000	33,000	33,000
61415 - TERMINATION PAYOUTS	198,874	50,000	50,000	50,000	50,000
61420 - ANNUAL SICK LEAVE PAYOUT	98,666	50,000	200,000	50,000	50,000
61425 - ANNUAL HOLIDAY PAYOUT	-	-	50,000	-	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	18,513	-	-	-	-
61510 - HEALTH INSURANCE	1,814,567	1,801,624	1,815,637	1,804,802	1,817,368
61610 - DENTAL INSURANCE	179	-	-	-	-
61615 - LIFE INSURANCE	6,345	6,199	6,199	5,914	6,392
61626 - CELL PHONE ALLOWANCE	3,000	2,700	2,700	2,475	2,700
61710 - IMRF	22,352	15,348	15,348	21,985	22,670
61725 - SOCIAL SECURITY	14,366	23,231	23,231	15,596	16,082
61730 - MEDICARE	167,755	171,870	171,870	167,983	173,274
<b>Services and Supplies</b>	<b>\$ 312,143</b>	<b>\$ 391,803</b>	<b>\$ 398,645</b>	<b>\$ 464,763</b>	<b>\$ 464,763</b>
62210 - PRINTING	1,497	4,000	4,000	4,000	4,000
62235 - OFFICE EQUIPMENT MAINT	579	1,100	1,100	1,100	1,100
62245 - OTHER EQMT MAINTENANCE	385	5,100	5,100	5,100	5,100
62250 - COMPUTER EQUIPMENT MAINT	1,920	8,100	8,100	-	-
62270 - MEDICAL/HOSPITAL SERVICES	38,543	50,400	50,400	50,400	50,400
62275 - POSTAGE CHARGEBACKS	2,396	3,000	3,000	3,000	3,000
62295 - TRAINING & TRAVEL	50,118	68,780	68,780	75,100	75,100
62315 - POSTAGE	118	500	500	500	500
62335 - DATA PROCESSING SERVICES	496	3,200	3,200	3,200	3,200
62355 - LAUNDRY/OTHER CLEANING	696	1,000	1,000	1,000	1,000
62360 - MEMBERSHIP DUES	25,347	27,200	27,200	27,200	27,200
62380 - COPY MACHINE CHARGES	526	1,223	1,223	1,223	1,223
62430 - CUSTODIAL CONTRACT SERVICES	6,840	2,000	6,840	6,840	6,840
62509 - SERVICE AGREEMENTS/ CONTRACTS	4,477	25,100	25,100	75,000	75,000
62518 - SECURITY ALARM CONTRACTS	3,502	6,400	6,400	6,400	6,400
62705 - BANK SERVICE CHARGES	907	-	102	-	-
64015 - NATURAL GAS	54,781	50,000	50,000	50,000	50,000
64540 - TELECOMMUNICATIONS - WIRELESS	11,376	12,000	12,000	12,000	12,000
65005 - AGRI/BOTANICAL SUPPLIES	-	300	300	300	300
65010 - BOOKS, PUBLICATIONS, MAPS	1,261	2,400	2,400	2,400	2,400
65015 - CHEMICALS/ SALT	6,350	10,000	10,000	10,000	10,000
65020 - CLOTHING	57,469	50,000	50,000	70,000	70,000
65040 - JANITORIAL SUPPLIES	11,875	14,400	14,400	14,400	14,400
65050 - BLDG MAINTENANCE MATERIAL	5,795	6,000	6,000	6,000	6,000
65070 - OFFICE/OTHER EQT MTN MATL	3,066	4,000	4,000	4,000	4,000
65075 - MEDICAL & LAB SUPPLIES	5,055	7,000	7,000	7,000	7,000
65085 - MINOR EQUIPMENT & TOOLS	3,625	4,500	6,400	4,500	4,500
65090 - SAFETY EQUIPMENT	627	2,000	2,000	2,000	2,000
65095 - OFFICE SUPPLIES	3,014	7,400	7,400	7,400	7,400
65105 - PHOTO/DRAFTING SUPPLIE	1,602	1,700	1,700	1,700	1,700
65125 - OTHER COMMODITIES	7,120	12,100	12,100	12,100	12,100
65620 - OFFICE MACH. & EQUIP.	781	900	900	900	900
<b>Miscellaneous</b>	<b>\$ 70,706</b>	<b>\$ 98,202</b>	<b>\$ 98,202</b>	<b>\$ 100,702</b>	<b>\$ 100,702</b>
62521 - MEDICAL EQ MAINT AGREEMENTS	20,073	23,000	23,000	23,000	23,000
62522 - SCBA EQ MAINT AGREEMENTS	3,423	6,000	6,000	6,000	6,000
62523 - EXTRICATION EQ MAINT AGREEMNTS	1,140	3,000	3,000	3,000	3,000
62605 - OTHER CHARGES	7,962	8,000	8,000	8,000	8,000
62770 - MISCELLANEOUS	31	8,202	8,202	8,202	8,202
65141 - FITNESS INCENTIVE	38,077	50,000	50,000	52,500	52,500
<b>Insurance and Other Chargebacks</b>	<b>\$ 9,159,490</b>	<b>\$ 9,195,434</b>	<b>\$ 9,220,434</b>	<b>\$ 9,195,434</b>	<b>\$ 9,195,434</b>
62675 - INTERDEPT TRANSFER PENSIONS	8,357,144	8,344,947	8,344,947	8,344,947	8,344,947
66030 - TRANSFER TO INSURANCE - RISK	802,346	850,487	850,487	850,487	850,487
66049 - WORKERS COMP TTD PYMTS (NON SWORN)	-	-	25,000	-	-
<b>Capital Outlay</b>	<b>\$ 34,910</b>	<b>\$ 52,892</b>	<b>\$ 52,892</b>	<b>\$ 70,000</b>	<b>\$ 70,000</b>
65625 - FURNITURE & FIXTURES	34,910	52,892	52,892	70,000	70,000
<b>Interfund Transfers</b>	<b>\$ 752,926</b>	<b>\$ 753,288</b>	<b>\$ 753,288</b>	<b>\$ 757,353</b>	<b>\$ 778,973</b>
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	457,055	457,055	457,055	467,708	489,328
62309 - RENTAL OF AUTO REPLACEMENT	289,645	289,645	289,645	289,645	289,645
66025 - TRANSFER TO DEBT SERVICE - ERI	6,226	6,588	6,588	-	-
<b>Grand Total</b>	<b>\$ 24,816,621</b>	<b>\$ 24,379,850</b>	<b>\$ 24,683,723</b>	<b>\$ 25,040,409</b>	<b>\$ 25,446,595</b>



## 2019 ADOPTED 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 instrumental in improving and supporting the health and well-being of Evanston. We serve intentionally in partnership with residents and community stakeholders. 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. It is the Department's goal that by 2021, the people of Evanston will experience significant gains in health and well-being. This will be achieved as our community works collectively to make the shift from a costly, crisis-oriented response to health and social problems to one that focuses on prevention, embraces recovery, and eliminates inequities.

#### **Focus Areas**

##### Building Equity in Our Community:

- Removing barriers, such as access to affordable, healthy foods; which limit the ability of some communities and residents to fulfill their full potential.
- Implementing an equitable and social justice agenda so a person's race or neighborhood does not determine how healthy they are or how long they live.

##### Working in the new ways:

- Moving our services from silos that are difficult for people to navigate to a coordinated approach that is more efficient for us and more convenient for residents.
- Providing only the services that people need, and only when they need them.

##### Investing in what works:

- Prevention is the most effective, least expensive way to avoid costly negative outcomes such as chronic disease, domestic violence, mental illness, and homelessness.
- Embracing innovative strategies and partnerships, leveraging grants that allow communities to take a leadership role and address the specific needs of neighborhoods.
- Using data-informed approaches to ensure we are using the best evidence to get the outcomes we want.
- 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.

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, safe housing, promote self-sufficiency, advocate for transformative policy development, and assure quality health care improving life expectancy for all. 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.



## 2019 ADOPTED BUDGET - GENERAL FUND

### Health & Human Services Department

#### Financial Summary

	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Estimated Amount	FY 2020 Proposed Budget	FY 2021 Projected Budget
<b>Revenues</b>					
2407 HEALTH SERVICES ADMIN	1,054	5,000	5,000	5,000	5,000
2435 FOOD AND ENVIRONMENTAL HEALTH	927,015	1,028,853	1,105,943	807,767	807,767
2440 VITAL RECORDS	115,690	130,300	-	-	-
2455 COMMUNITY HEALTH	39,120	31,000	36,000	93,000	93,000
<b>Grand Total</b>	<b>\$ 1,082,880</b>	<b>\$ 1,195,153</b>	<b>\$ 1,146,943</b>	<b>\$ 905,767</b>	<b>\$ 905,767</b>

	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Estimated Amount	FY 2020 Proposed Budget	FY 2021 Projected Budget
<b>Expenses</b>					
2407 HEALTH SERVICES ADMIN	282,353	386,278	386,278	414,058	422,051
2435 FOOD AND ENVIRONMENTAL HEALTH	1,535,739	1,586,170	1,588,670	1,119,990	1,138,280
2440 VITAL RECORDS	78,796	20,226	3,231	-	-
2445 HUMAN SERVICES	184,338	163,381	265,099	290,956	305,498
2455 COMMUNITY HEALTH	278,233	158,243	157,934	332,858	339,976
2460 COMMUNITY PURCHASED SERVICES	828,471	876,308	828,471	828,471	828,471
3215 YOUTH ENGAGEMENT DIVISION	-	-	-	1,502,154	1,528,028
<b>Grand Total</b>	<b>\$ 3,187,980</b>	<b>\$ 3,190,606</b>	<b>\$ 3,229,683</b>	<b>\$ 4,488,487</b>	<b>\$ 4,562,304</b>

Notes to the Financial Summary:

1. Property Standards operations moved out of Food and Environmental Health (2435) to Community Development Department.
2. Human Services (2445) increased in 2020 with addition of Youth Advocates moved from Parks, Recreation, and Community Services (PRCS) Department.
3. Community Health (2455) increased in 2020 with addition of Senior Services operations moved from PRCS Department.
4. Youth Engagement Division (3215) moved from PRCS Department.



**2019 ADOPTED BUDGET - GENERAL FUND**

Health & Human Services Department

City Council Goal	Department Initiative
Community Development and Job Creation	<ul style="list-style-type: none"> <li>• Facilitating job readiness training through our Human Services Programs</li> <li>• Assisting in identifying potential employment for eligible candidates through Human Services Programs</li> <li>• Creating a 50/50 program for employment opportunities through the General Assistance Program</li> </ul>
Expand Affordable Housing	<ul style="list-style-type: none"> <li>• Stabilizing housing for residents, the mentally ill and those who are homeless through our Human Service Programs and community partners</li> </ul>
Stabilize long-term City Finances	<ul style="list-style-type: none"> <li>• Acquiring and maintaining of grants from the State, Federal and County governments and other agencies to aid in stabilizing finances for City services and operations.</li> </ul>
Ensure Equity in All City Operations	<ul style="list-style-type: none"> <li>• Establishing a comprehensive plan to assist victims of crime through a trauma-informed equitable lens</li> <li>• Ensuring that equity is applied in all services and operations within the Department.</li> <li>• Ensuring that each staff undergoes equity and diversity training</li> </ul>

**2020 Initiatives**

- Increase awareness of lead poisoning in children by providing education, prevention tools, lead hazard mitigation and provision of resources. Staff will conduct 2 seminars for residents, landlords and community members in 2020.
- Partner with Community Action Advocates to increase visibility of social services support to vulnerable populations.
- Increase outreach and participants for We're Out Walking (WOW) and the Rethink Your Drink programs.
- Implement the application of suitable software for the FDA inspections.
- Create a clearinghouse of data to better measure health equity achievements.
- Create a community cohort of Seeking Educational Equity and Diversity (SEED) members.
- Commence the process for the City's Project for Local Assessment of Needs, EPLAN for the State's recertification of the Health and Human Services Department.





**2019 ADOPTED BUDGET - GENERAL FUND**

Health & Human Services Department

<b>Ongoing Activity Measures</b>	<b>2018 Actual</b>	<b>2019 Estimated</b>	<b>2020 Projected</b>
Number of licensed food establishments	436	436	440
Number of foodborne illness investigations performed	16	25	25
Total number of food inspections performed	1112	1,250	1,270
Temporary food inspections performed	450	500	525
Food complaints evaluated / inspected	67	80	80
Food establishment plans reviewed	33	35	35
Rat and Rodent complaints investigated	626	525	500
Number of Communicable Disease Investigations	815	810	820
Tobacco Education and Outreach	3 events	3 events	3 events
Environmental Scans of Tobacco Retailers	33	33	33
Grants administered	14	15	15
Dwelling Units Inspected	953	975	1000
Occupants Affected by Rooming House Inspections	3147	3200	3200
Get Yourself Tested Participants at ETHS	70	56	70
Number of We're Out Walking Participants	438	346	500
Vacant Building Determinations	44	30	30
Home Lead Assessments	23	25	25
Death Investigations	25	20	20
Domestic Disturbances	389	483	450
Battery	100	129	115

Account Number - Description	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Estimated Amount	FY 2020 Proposed Budget	FY 2021 Projected Budget
<b>Salary and Benefits</b>	<b>\$ 1,866,946</b>	<b>\$ 1,733,204</b>	<b>\$ 1,834,922</b>	<b>\$ 2,479,870</b>	<b>\$ 2,553,686</b>
61010 - REGULAR PAY	1,365,212	1,294,432	1,389,935	1,746,259	1,806,334
61050 - PERMANENT PART-TIME	3,868	-	-	102,797	106,494
61055 - TEMPORARY EMPLOYEES	12,641	-	-	-	-
61070 - JOB TRAINING AND INTERNSHIPS	900	-	-	-	-
61110 - OVERTIME PAY	13,583	10,506	16,506	18,800	18,800
61415 - TERMINATION PAYOUTS	24,927	-	-	-	-
61420 - ANNUAL SICK LEAVE PAYOUT	610	-	-	-	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	485	-	-	-	-
61510 - HEALTH INSURANCE	196,450	215,091	215,336	306,139	306,134
61610 - DENTAL INSURANCE	20	-	-	-	-
61615 - LIFE INSURANCE	1,023	944	853	1,343	1,269
61625 - AUTO ALLOWANCE	3,735	2,800	2,800	5,325	5,325
61626 - CELL PHONE ALLOWANCE	2,202	1,584	1,584	7,155	7,392
61630 - SHOE ALLOWANCE	930	930	930	939	1,119
61710 - IMRF	130,034	94,673	94,673	150,700	155,906
61725 - SOCIAL SECURITY	89,058	92,437	92,437	113,431	117,000
61730 - MEDICARE	21,269	19,807	19,868	26,982	27,913
<b>Services and Supplies</b>	<b>\$ 133,870</b>	<b>\$ 240,551</b>	<b>\$ 230,051</b>	<b>\$ 793,421</b>	<b>\$ 793,421</b>
61060 - SEASONAL EMPLOYEES	94,244	70,875	70,875	600,000	600,000
62205 - ADVERTISING	-	-	-	500	500
62210 - PRINTING	5,230	7,306	3,265	4,000	4,000
62235 - OFFICE EQUIPMENT MAINT	-	150	-	-	-
62275 - POSTAGE CHARGEBACKS	2,509	4,000	4,000	4,950	4,950
62295 - TRAINING & TRAVEL	8,182	6,270	6,270	12,160	12,160
62345 - COURT COST/LITIGATION	-	2,000	2,000	500	500
62360 - MEMBERSHIP DUES	3,204	5,400	5,400	6,300	6,300
62371 - WOMEN OUT WALKING EXPENSE	2,727	5,000	5,000	6,000	6,000
62380 - COPY MACHINE CHARGES	902	1,049	740	1,500	1,500
62494 - HOME DAY CARE LICENSE EXPENDITURES	527	-	-	-	-
62509 - SERVICE AGREEMENTS/ CONTRACTS	-	75,000	75,000	6,000	6,000
62606 - RODENT CONTROL CONTRACT	-	-	-	80,000	80,000
62645 - DIGITAL ARCHIVING	-	2,500	-	-	-
62705 - BANK SERVICE CHARGES	3,363	-	-	250	250
64540 - TELECOMMUNICATIONS - WIRELESS	4,338	4,851	4,851	6,061	6,061
65020 - CLOTHING	1,015	-	-	3,800	3,800
65025 - FOOD	787	400	400	7,850	7,850
65045 - LICENSING/REGULATORY SUPP	-	500	500	-	-
65075 - MEDICAL & LAB SUPPLIES	770	417	417	800	800
65085 - MINOR EQUIPMENT & TOOLS	-	600	600	1,600	1,600
65090 - SAFETY EQUIPMENT	-	-	-	3,000	3,000
65095 - OFFICE SUPPLIES	1,571	18,033	14,533	4,450	4,450
65125 - OTHER COMMODITIES	-	200	200	200	200
65127 - LEADPAINT HAZARD GRANT (TORRENS) EXP	4,500	35,000	35,000	39,600	39,600
65128 - IDPH LEAD GRANT EXPENSE	-	-	-	2,900	2,900
65620 - OFFICE MACH. & EQUIP.	-	1,000	1,000	1,000	1,000
<b>Miscellaneous</b>	<b>\$ 285,127</b>	<b>\$ 300,668</b>	<b>\$ 248,527</b>	<b>\$ 357,232</b>	<b>\$ 357,232</b>
62468 - IL TOBACCO FREE COMM EXP	-	7,300	7,300	3,455	3,455
62469 - IL VACANT PROPERTY EXP	38,278	35,000	35,000	37,500	37,500
62471 - VECTOR SURVEILLANCE EXP	3,987	20,500	20,500	20,300	20,300
62472 - BEACH WATER TESTING EXP	6,396	10,000	10,000	9,000	9,000
62474 - LOCAL HEALTH PROTECTION GRANT EXP	52,130	31,227	31,227	19,070	19,070
62476 - CRI GRANT -EXPENSE (HHS)	5,226	5,500	5,500	3,071	3,071
62477 - PHEP GRANT-EXPENSE	11,257	17,500	17,500	7,886	7,886
62490 - OTHER PROGRAM COSTS	26,914	75,641	23,500	236,900	236,900
62493 - PROPERTY CLEAN UP EXPENSE	17,338	20,000	20,000	-	-
62605 - OTHER CHARGES	73,325	78,000	78,000	-	-
62646 - IL HIV SURVEILLANCE	277	-	-	17,050	17,050
62647 - Cradle to Career Programming	50,000	-	-	-	-
66461 - Aging Well Conference Expenses	-	-	-	3,000	3,000
<b>Insurance and Other Chargebacks</b>	<b>\$ 5,919</b>	<b>\$ 6,274</b>	<b>\$ 6,274</b>	<b>\$ 6,274</b>	<b>\$ 6,274</b>
66030 - TRANSFER TO INSURANCE - RISK	5,919	6,274	6,274	6,274	6,274
<b>Interfund Transfers</b>	<b>\$ 896,118</b>	<b>\$ 909,909</b>	<b>\$ 909,909</b>	<b>\$ 851,690</b>	<b>\$ 851,690</b>
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	17,611	25,827	25,827	15,388	15,388
62309 - RENTAL OF AUTO REPLACEMENT	6,522	9,565	9,565	7,831	7,831
66020 - TRANSFERS TO OTHER FUNDS	828,471	-	-	-	-
66025 - TRANSFER TO DEBT SERVICE - ERI	43,514	46,046	46,046	-	-
66132 - TRANSFER TO HEALTH AND HUMAN SERV	-	828,471	828,471	828,471	828,471
<b>Grand Total</b>	<b>\$ 3,187,980</b>	<b>\$ 3,190,606</b>	<b>\$ 3,229,683</b>	<b>\$ 4,488,487</b>	<b>\$ 4,562,303</b>



## 2019 ADOPTED 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 and Recreation**

Over 70 parks sites, three recreation centers, sports programs, after school and preschool programs, camps, recreation programs, park and athletic field scheduling, special recreation programs for people with special needs, summer food program, six beaches and a boat ramp, and an outdoor farmers' market.

#### **Senior Services**

Senior Services include the operation of the Levy Senior Center, as well as providing various programs and services for the growing senior population in the community.

#### **Cultural Arts**

The Cultural Arts Division conducts programs such as The Ethnic Arts Festival, camps, arts programs, free Starlight Concert Series and Starlight Movie Series, and the Fleetwood-Jourdain Theater.

#### **Ecology**

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

#### **Special Events**

Coordination of Citywide Special Events including Marshmallow Drop, World Arts and Music Festival, Streets Alive, Concerts, Movies in the Park and the Community Picnic (sponsored by the City and other groups).



## 2019 ADOPTED BUDGET - GENERAL FUND

### Parks, Recreation and Community Services Department

#### Financial Summary

	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Estimated Amount	FY 2020 Proposed Budget	FY 2021 Projected Budget
<b>Revenues</b>					
3005 REC. MGMT. & GENERAL SUPPORT	25,412	35,500	35,500	35,500	35,500
3010 REC. BUSINESS & FISCAL MGMT	87	-	-	-	-
3015 FARMER'S MARKET	-	-	-	97,250	97,250
3020 REC GENERAL SUPPORT	101,164	97,250	97,250	-	-
3030 CROWN COMMUNITY CENTER	581,362	501,500	505,100	2,573,500	2,573,500
3035 CHANDLER COMMUNITY CENTER	711,677	700,500	700,500	700,500	700,500
3040 FLEETWOOD JOURDAIN COM CT	235,957	303,000	275,000	275,000	275,000
3045 FLEETWOOD/JOURDAIN THEATR	28,992	15,900	34,730	15,900	15,900
3050 RECREATION OUTREACH PROGRAM	217,608	155,000	155,000	155,000	155,000
3055 LEVY CENTER SENIOR SERVICES	718,253	743,000	781,672	688,000	688,000
3065 BOAT RAMP OPERATIONS	33,110	50,000	50,000	182,500	182,500
3075 BOAT STORAGE FACILITIES	133,875	132,500	132,500	-	-
3080 BEACHES	897,999	795,000	795,000	1,045,000	1,045,000
3081 POOCH PARK	21,356	21,500	21,500	21,500	21,500
3095 CROWN ICE RINK	1,254,617	1,149,750	1,164,653	-	-
3100 SPORTS LEAGUES	32,931	81,300	25,000	25,000	25,000
3105 AQUATIC CAMP	261,307	250,000	250,000	-	-
3130 SPECIAL RECREATION	112,645	135,000	135,000	148,000	148,000
3135 SUMMER PLAYGROUNDS	2,266	-	-	-	-
3155 GOLF	780	-	-	-	-
3205 COMMUNITY RELATIONS	1,425	-	-	-	-
3215 YOUTH ENGAGEMENT DIVISION	51,517	-	9,400	-	-
3225 GIBBS-MORRISON CULTURAL CENTER	45,523	55,000	55,000	55,000	55,000
3605 ECOLOGY CENTER	127,950	330,000	330,000	330,000	330,000
3610 ECO-QUEST DAY CAMP	223,483	-	-	-	-
3710 NOYES CULTURAL ARTS CENTER	323,837	400,000	370,000	370,000	370,000
3720 CULTURAL ARTS PROGRAMS	278,500	266,159	267,350	266,000	266,000
<b>Grand Total</b>	<b>\$ 6,423,634</b>	<b>\$ 6,217,859</b>	<b>\$ 6,190,155</b>	<b>\$ 6,983,650</b>	<b>\$ 6,983,650</b>

Notes to the Financial Summary - Revenues:

1. Revenue for Farmers' Market operations moved from Rec General Support (3020) to Farmers' Market (3015).
2. Crown Ice Rink (3095) consolidated to Crown Community Center (3030) and increased for operations of new center in 2020.
3. Boat Storage Facilities (3075) consolidated to Boat Ramp Operations (3065).
4. Aquatic Camp (3105) consolidated to Beaches (3080).
5. Youth Engagement Division (3215) moved to Health and Human Services Department.
6. Eco-Quest Day Camp (3610) consolidated to Ecology Center (3605) in 2019 budget.



## 2019 ADOPTED BUDGET - GENERAL FUND

### Parks, Recreation and Community Services Department

Expenses	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Estimated Amount	FY 2020 Proposed Budget	FY 2021 Projected Budget
3005 REC. MGMT. & GENERAL SUPPORT	542,865	713,989	733,676	1,795,996	1,814,201
3010 REC. BUSINESS & FISCAL MGMT	305,772	302,304	304,606	-	-
3015 FARMER'S MARKET	-	-	-	77,950	77,950
3020 REC GENERAL SUPPORT	1,069,555	816,061	819,659	-	-
3025 PARK UTILITIES	86,546	92,750	91,850	92,750	92,750
3030 CROWN COMMUNITY CENTER	1,064,471	928,945	1,013,487	3,109,712	3,165,040
3035 CHANDLER COMMUNITY CENTER	711,341	805,184	807,926	806,876	819,926
3040 FLEETWOOD JOURDAIN COM CT	1,007,415	927,224	933,821	934,363	952,404
3045 FLEETWOOD/JOURDAIN THEATR	158,117	150,134	156,534	151,524	153,408
3050 RECREATION OUTREACH PROGRAM	296,519	261,466	264,449	239,556	240,684
3055 LEVY CENTER SENIOR SERVICES	1,583,532	1,503,746	1,507,691	1,435,522	1,455,514
3065 BOAT RAMP OPERATIONS	48,129	62,783	49,683	62,950	62,950
3075 BOAT STORAGE FACILITIES	14,448	12,191	16,191	-	-
3080 BEACHES	752,652	698,804	715,044	772,156	774,396
3095 CROWN ICE RINK	1,497,410	1,235,872	1,253,872	-	-
3100 SPORTS LEAGUES	87,374	84,617	74,617	68,328	68,328
3105 AQUATIC CAMP	141,645	128,750	108,750	-	-
3110 TENNIS	21,262	-	-	-	-
3130 SPECIAL RECREATION	542,692	503,337	529,370	468,432	469,220
3140 BUS PROGRAM	81,407	91,838	91,838	78,315	81,951
3150 PARK SERVICE UNIT	123,570	111,153	111,113	68,244	70,591
3215 YOUTH ENGAGEMENT DIVISION	1,456,266	1,457,568	1,441,553	-	-
3225 GIBBS-MORRISON CULTURAL CENTER	171,338	237,832	234,946	231,115	239,266
3505 PARKS & FORESTRY GENERAL SUP	206	-	-	-	-
3605 ECOLOGY CENTER	364,293	544,111	544,111	545,154	552,634
3610 ECO-QUEST DAY CAMP	132,576	-	-	-	-
3710 NOYES CULTURAL ARTS CENTER	223,770	274,590	242,676	251,532	256,478
3720 CULTURAL ARTS PROGRAMS	409,435	352,259	351,760	345,846	348,380
3730 NCAP-MAYORS AWARD	67	-	-	-	-
3806 CIVIC CENTER SERVICES	7,069	-	-	-	-
<b>Grand Total</b>	<b>\$ 12,901,743</b>	<b>\$ 12,297,508</b>	<b>\$ 12,399,223</b>	<b>\$ 11,536,320</b>	<b>\$ 11,696,071</b>

Notes to the Financial Summary - Expenses:

1. Expenses for Farmers' Market operations moved from Rec General Support (3020) to Farmers' Market (3015).
2. Administrative expenses from Business & Fiscal (3010) and General Support (3020) consolidated to Rec. Mgmt. & General Support (3005).
3. Crown Ice Rink (3095) consolidated to Crown Community Center (3030) and increased for operations of new center in 2020.
4. Boat Storage Facilities (3075) consolidated to Boat Ramp Operations (3065).
5. Aquatic Camp (3105) consolidated to Beaches (3080).
6. Youth Engagement Division (3215) moved to Health and Human Services Department.
7. Eco-Quest Day Camp (3610) consolidated to Ecology Center (3605) in 2019 budget.



**2019 ADOPTED BUDGET - GENERAL FUND**

Parks, Recreation and Community Services Department

**City Council Goal Performance**

<b>City Council Goal</b>	<b>Department Initiative</b>
Invest in City infrastructure and facilities	Fleetwood-Jourdain Community Center is undergoing a significant renovation due to the deterioration of the facility.
Invest in City infrastructure and facilities	A new Robert Crown Community Center is currently under construction as the current facility is deteriorating.
Ensure Equity in all city operations	The City will partner with District 65 to provide a scholarship qualification letter to eligible individuals receiving free and reduced lunch. The letter will provide easy access to scholarship approval for City recreation programs
Ensure Equity in all city operations	In response to community demand for beach access, free beach tokens or 10-punch passes will be provide to individuals and social service agencies, who qualify under the Parks, Recreation and Community Services fee assistance program

**2020 Initiatives**

- To create a new City wide special event for the community to enjoy.
- Increase the overall number of participants in tennis and pickleball.
- Maintain and encourage additional partnerships with other recreational groups or individuals to further enhance and diversify the programs available to residents at the Robert Crown Community Center.
- Offer a new full day and half day Creative Play Preschool program at the Robert Crown Community Center.
- Execute and implement cooperative agreements to offer visual arts programming and to offer a concessionaire at the Robert Crown Community Center.
- By May 2020, install a floating dock system inside the Church Street Boat launch area for both PRCS boats and EFD jet skis to be kept throughout the season and make these resources more readily available in the event of an emergency.
- By February 2020, develop and introduce a new facility use and allocation management program for user groups and organizations that utilize our outdoor athletic fields.
- By June 2020, the Special Recreation staff will create a program plan and budget for providing winter/spring break camps or days out programs for Park School students.
- Create more partnerships with community organizations to bring more programming into the Levy Center.
- Increase overall marketing for the Levy Center with emphasis on the fitness center and programming.
- Increase Levy Center membership by driving more people into the building.
- To engage the community with an urban garden growing at the Fleetwood-Jourdain Center and making fresh vegetables available to the public
- To promote neighborhood safety through new and innovative evening programming at Fleetwood-Jourdain.
- Engage the growing Spanish-speaking community with English as a second language classes in the evening at Fleetwood-Jourdain.
- Engage the community by providing increased access to the computer lab at Fleetwood-Jourdain for seniors and residents without computers.



**2019 ADOPTED BUDGET - GENERAL FUND**

Parks, Recreation and Community Services Department

<b>Ongoing Activity Measures</b>	<b>2018 Actual</b>	<b>2019 Estimated</b>	<b>2020 Projected</b>
Beach token sales to Evanston residents	19,503	19,874	19,900
Beach token donation fund	10,044	11,043	11,000
Free beach access (funds not collected)	25,818	70,564	70,000
Number of vendors at the Farmers' Market	56	58	58
Number of staff trained and certified in CPR/AED	60	75	75
Total participants in all Special Recreation programs	719	725	735
Social Media account likes and followers (Facebook, Twitter, Instagram)	9,576	10,430	10,600
Scholarships granted (funds not collected)	201,731	220,000	220,000
Subsidized ice rink time (funds not collected)	23,500	25,600	28,000
Number of meals served (Summer Food program)	38,400	42,872	40,000
Number of meals served senior congregate lunch program	5758	5750	5800
Special Event Permits Issued (City & Private Events)	104	110	110
Total number of camp program registrations	5354	5370	5400
Number of Youth hired for Mayor's Summer Youth Employment Program	550	550	550

Account Number - Description	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Estimated Amount	FY 2020 Proposed Budget	FY 2021 Projected Budget
<b>Salary and Benefits</b>	<b>\$ 7,413,159</b>	<b>\$ 6,632,117</b>	<b>\$ 6,680,346</b>	<b>\$ 6,433,432</b>	<b>\$ 6,593,182</b>
61010 - REGULAR PAY	3,533,987	3,411,467	3,412,197	3,385,269	3,489,406
61011 - RECREATION INSTRUCTORS REG PAY	473,808	415,308	425,408	495,705	495,705
61013 - PROGRAM ASSISTANTS	331,907	227,099	256,891	249,601	249,600
61050 - PERMANENT PART-TIME	1,081,528	1,089,904	1,087,476	808,381	843,267
61062 - SPECIAL EVENT PAY	1,269	2,000	2,000	2,000	2,000
61070 - JOB TRAINING AND INTERNSHIPS	900	-	-	-	-
61110 - OVERTIME PAY	108,757	95,725	74,311	106,146	106,146
61415 - TERMINATION PAYOUTS	149,571	-	29,200	-	-
61420 - ANNUAL SICK LEAVE PAYOUT	3,052	-	1,647	-	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	5,454	-	-	-	-
61510 - HEALTH INSURANCE	692,783	674,172	674,172	695,401	695,394
61610 - DENTAL INSURANCE	50	-	-	-	-
61615 - LIFE INSURANCE	3,364	3,345	3,305	2,699	2,860
61625 - AUTO ALLOWANCE	17,244	11,734	11,734	9,635	9,783
61626 - CELL PHONE ALLOWANCE	14,318	11,305	11,692	7,188	6,408
61630 - SHOE ALLOWANCE	5,425	4,960	5,215	5,760	5,760
61710 - IMRF	408,536	267,353	267,353	335,539	346,429
61725 - SOCIAL SECURITY	470,394	337,692	337,692	266,461	274,783
61730 - MEDICARE	110,812	80,053	80,053	63,647	65,642
<b>Services and Supplies</b>	<b>\$ 4,394,054</b>	<b>\$ 4,390,938</b>	<b>\$ 4,455,154</b>	<b>\$ 3,962,499</b>	<b>\$ 3,962,499</b>
61060 - SEASONAL EMPLOYEES	2,110,139	2,051,647	2,092,422	1,548,249	1,548,249
62205 - ADVERTISING	23,988	38,516	31,400	30,625	30,625
62210 - PRINTING	34,496	53,600	49,800	58,720	58,720
62215 - PHOTOGRAPHERS/BLEUPRINTS	300	-	-	-	-
62225 - BLDG MAINTENANCE SERVICES	14,979	8,383	8,383	8,383	8,383
62235 - OFFICE EQUIPMENT MAINT	340	3,183	2,983	2,983	2,983
62245 - OTHER EQMT MAINTENANCE	44,238	31,766	31,766	32,866	32,866
62275 - POSTAGE CHARGEBACKS	2,297	11,299	8,016	6,500	6,500
62295 - TRAINING & TRAVEL	25,724	27,000	27,000	23,540	23,540
62315 - POSTAGE	52	21,183	833	-	-
62340 - IT COMPUTER SOFTWARE	533	-	-	-	-
62360 - MEMBERSHIP DUES	14,599	18,783	19,533	19,458	19,458
62365 - RECEPTION/ENTERTAINMEN	-	483	400	400	400
62375 - RENTALS	12,286	6,400	5,100	6,630	6,630
62380 - COPY MACHINE CHARGES	8,148	19,120	14,811	14,975	14,975
62425 - ELEVATOR CONTRACT COSTS	-	2,660	2,660	2,660	2,660
62495 - LICENSED PEST CONTROL SERVICES	7,304	6,908	6,908	5,992	5,992
62500 - TECHNICAL INFORMATION SERVICES	-	16,800	1,400	-	-
62505 - INSTRUCTOR SERVICES	229,794	231,975	260,125	257,439	257,439
62506 - WORK- STUDY	4,116	20,666	14,700	14,700	14,700
62507 - FIELD TRIPS	154,451	154,546	185,296	192,546	192,546
62508 - SPORTS OFFICIALS	11,820	21,400	18,900	19,370	19,370
62509 - SERVICE AGREEMENTS/ CONTRACTS	20,950	16,757	23,957	17,957	17,957
62511 - ENTERTAIN/PERFORMER SERV	65,994	41,550	44,875	44,875	44,875
62513 - COMMUNITY PICNIC-SPECIAL EVENTS	7,650	8,000	8,000	8,000	8,000
62515 - RENTAL SERVICES	44,510	24,500	24,800	23,500	23,500
62518 - SECURITY ALARM CONTRACTS	2,820	1,100	1,100	1,100	1,100
62520 - OTHER CONTRACTUAL SERVICES	232	-	-	-	-
62525 - CONTRACTUAL SERVICES CHARGEBACK	1,737	-	-	-	-
62695 - COUPON PMTS-CAB SUBSIDY	267,159	235,000	235,000	235,000	235,000
62705 - BANK SERVICE CHARGES	77,666	75,000	75,000	75,000	75,000
62996 - Holiday Food Drive Expenses	61	10,000	13,000	10,000	10,000
64005 - ELECTRICITY	378,478	372,362	371,463	381,208	381,208
64015 - NATURAL GAS	98,120	132,493	132,493	134,353	134,353
64530 - TELECOMMUNICATIONS - HANDHELD EQUIPMENT	-	83	-	-	-
64540 - TELECOMMUNICATIONS - WIRELESS	7,079	13,295	15,766	12,000	12,000
64546 - ELECTRONIC EQUIPMENT/SUPPLIES (IT)	1,410	-	-	-	-
65005 - AGRI/BOTANICAL SUPPLIES	1,057	1,233	1,233	1,233	1,233
65010 - BOOKS, PUBLICATIONS, MAPS	-	566	-	-	-
65020 - CLOTHING	21,678	28,826	29,526	27,756	27,756
65025 - FOOD	275,758	257,413	273,417	300,075	300,075
65035 - PETROLEUM PRODUCTS	-	-	1,000	1,000	1,000
65040 - JANITORIAL SUPPLIES	48,048	43,465	52,560	58,460	58,460
65045 - LICENSING/REGULATORY SUPP	11,600	9,100	9,100	9,100	9,100
65050 - BLDG MAINTENANCE MATERIAL	59,843	58,996	52,127	67,080	67,080
65055 - MATER. TO MAINT. IMP.	798	3,582	-	-	-
65070 - OFFICE/OTHER EQT MTN MATL	7,021	14,848	13,048	1,615	1,615
65075 - MEDICAL & LAB SUPPLIES	2,019	1,583	2,000	2,045	2,045
65085 - MINOR EQUIPMENT & TOOLS	3,318	6,050	6,050	5,050	5,050
65090 - SAFETY EQUIPMENT	1,334	3,200	5,200	2,200	2,200
65095 - OFFICE SUPPLIES	18,159	29,405	26,756	26,856	26,856
65105 - PHOTO/DRAFTING SUPPLIE	-	200	-	-	-
65110 - RECREATION SUPPLIES	258,695	248,163	248,997	271,000	271,000



Account Number - Description	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Estimated Amount	FY 2020 Proposed Budget	FY 2021 Projected Budget
65125 - OTHER COMMODITIES	9,250	7,850	6,250	-	-
65555 - IT COMPUTER HARDWARE	2,010	-	-	-	-
<b>Miscellaneous</b>	<b>\$ 305,312</b>	<b>\$ 498,927</b>	<b>\$ 488,197</b>	<b>\$ 273,657</b>	<b>\$ 273,657</b>
62490 - OTHER PROGRAM COSTS	297,885	445,843	435,197	223,657	223,657
62560 - TELEPHONE TELEGR CHBK	-	84	-	-	-
62647 - Cradle to Career Programming	-	50,000	50,000	50,000	50,000
62770 - MISCELLANEOUS	2,630	-	-	-	-
66461 - Aging Well Conference Expenses	4,796	3,000	3,000	-	-
<b>Insurance and Other Chargebacks</b>	<b>\$ 411,053</b>	<b>\$ 434,410</b>	<b>\$ 454,410</b>	<b>\$ 434,410</b>	<b>\$ 434,410</b>
66030 - TRANSFER TO INSURANCE - RISK	409,821	434,410	434,410	434,410	434,410
66049 - WORKERS COMP TTD PYMTS (NON SWORN)	1,232	-	20,000	-	-
<b>Capital Outlay</b>	<b>\$ 92,776</b>	<b>\$ 50,000</b>	<b>\$ 30,000</b>	<b>\$ 86,000</b>	<b>\$ 86,000</b>
62251 - CROWN CENTER SYSTEMS REPAIR	92,776	20,000	30,000	21,000	21,000
65510 - BUILDINGS	-	-	-	35,000	35,000
65515 - OTHER IMPROVEMENTS	-	30,000	-	30,000	30,000
<b>Community Sponsored Organizations</b>	<b>\$ 751</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
63095 - HANDYMAN PROGRAM	751	-	-	-	-
<b>Interfund Transfers</b>	<b>\$ 284,639</b>	<b>\$ 291,116</b>	<b>\$ 291,116</b>	<b>\$ 346,322</b>	<b>\$ 346,322</b>
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	107,312	107,312	107,312	106,993	106,993
62309 - RENTAL OF AUTO REPLACEMENT	66,003	66,003	66,003	64,329	64,329
66025 - TRANSFER TO DEBT SERVICE - ERI	111,324	117,801	117,801	-	-
66158 - TRANSFER TO CROWN MAINTENANCE FUND	-	-	-	175,000	175,000
<b>Grand Total</b>	<b>\$ 12,901,743</b>	<b>\$ 12,297,508</b>	<b>\$ 12,399,223</b>	<b>\$ 11,536,320</b>	<b>\$ 11,696,070</b>



## 2020-21 PROPOSED BUDGET - GENERAL FUND

### Public Works Agency

The Public Works Agency consists of three individual Bureaus: Water Production, Capital Planning & Engineering and Public Services. Each of these Bureaus has multiple functions. Employees in the Agency are funded by the General Fund, Solid Waste Fund, Parking Fund, Sewer Fund, Water Fund, Capital Improvement Fund and the Special Assessment Fund.

The Water Production Bureau oversees the operation and maintenance of the water treatment plant, the Evanston distribution system and the Evanston sewer system. Potable water is provided to the retail customers in Evanston, as well as to three wholesale water customers: the Village of Skokie, the Northwest Water Commission (Arlington Heights, Buffalo Grove, Palatine, Wheeling, and Des Plaines), and the Morton Grove Niles Water Commission. A new water supply agreement has been executed with the Village of Lincolnwood. Water delivery to Lincolnwood is anticipated in the 4<sup>th</sup> quarter of 2019. 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.

The Capital Planning & Engineering Bureau is responsible for implementing the City-wide 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 Public Services Bureau consists of five 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 Traffic Division performs maintenance on all City traffic signs, traffic signals, street lights and parking lot lights. The Streets Division is responsible for the patching of the paved streets and alleys, grading of unimproved alleys, leaf collection and leads the snow removal effort.

#### Financial Summary

	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Estimated Amount	FY 2020 Proposed Budget	FY 2021 Projected Budget
<b>Revenues</b>					
4105 PUBLIC WORKS AGENCY ADMIN	1,111,070	626,200	834,977	624,200	624,200
4330 GREENWAYS	-	-	5,000	-	-
4520 TRAF. SIG. & ST LIGHT MAINT	7,425	14,000	14,000	14,000	14,000
<b>Grand Total</b>	<b>\$ 1,118,495</b>	<b>\$ 640,200</b>	<b>\$ 853,977</b>	<b>\$ 638,200</b>	<b>\$ 638,200</b>



## 2020-21 PROPOSED BUDGET - GENERAL FUND

### Public Works Agency

Expenses	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Estimated Amount	FY 2020 Proposed Budget	FY 2021 Projected Budget
4105 PUBLIC WORKS AGENCY ADMIN	3,569,549	3,567,162	3,601,758	3,346,431	3,356,794
4300 ENVIRONMENTAL SERVICES	161,547	157,543	159,136	162,961	165,962
4310 RECYCLING AND ENVIRONMENTAL MAIN	1,264,292	692,777	687,691	572,227	589,249
4320 FORESTRY	1,907,099	2,174,747	2,194,976	2,326,077	2,362,983
4330 GREENWAYS	1,791,516	1,865,909	1,870,909	1,887,264	1,965,667
4400 CAPITAL PLANNING & ENGINEERING	39,166	79,973	64,065	50,026	50,026
4410 STREETS AND RIGHT OF WAY	139,056	203,907	209,296	212,232	215,956
4420 TRANSPORTATION	220,779	216,839	217,398	223,307	228,233
4430 PARKS AND FACILITIES	66,065	62,389	62,389	64,203	65,576
4500 INFRASTRUCTURE MAINTENANCE	159,808	152,681	143,181	159,607	162,597
4510 STREET MAINTENANCE	1,732,061	1,625,188	1,629,321	1,802,162	1,837,616
4520 TRAF. SIG. & ST LIGHT MAINT	1,423,489	1,309,234	1,313,688	1,345,235	1,364,012
4530 SEWER MAINTENANCE	8,432	-	-	-	-
4550 MAINT-SNOW & ICE	1,042,130	1,123,950	1,369,822	1,123,950	1,123,950
<b>Grand Total</b>	<b>\$ 13,524,988</b>	<b>\$ 13,232,299</b>	<b>\$ 13,523,630</b>	<b>\$ 13,275,682</b>	<b>\$ 13,488,621</b>

### City Council Goal Performance

City Council Goal	Department Initiative
Invest in City Infrastructure and Facilities	Completed the design and installation of the MGNWC meter vault
Invest in City Infrastructure and Facilities	Completed the concept planning of the Howard Streetscape Improvements project. Design will be ongoing in 2019.
Invest in City Infrastructure and Facilities	Completed the Sheridan Road / Chicago Avenue Improvement Project.
Invest in City Infrastructure and Facilities	Constructed the HVAC / Electrical Improvements at the Fleetwood Jourdain Community Center.
Invest in City Infrastructure and Facilities	Completed the MFT Street Resurfacing Project
Invest in City Infrastructure and Facilities	Completed the Street Patching, Crack Sealing and Pavement Marking Programs

### 2020 Initiatives

- Begin construction on the Howard Street Corridor Improvements project
- Begin construction on the Central Street Bridge Replacement project
- Complete the construction of the new Robert Crown Community Center, Library and Ice Complex project (including both the building and the site improvements).
- Replace approximately 35 light fixtures in street light poles with new LED fixtures in conformance with the Street Light Master Plan.
- Receive proposals and award a contract for the Commercial, Business, Institutional and Multi-Family Residential Buildings Solid Waste Franchise Services.



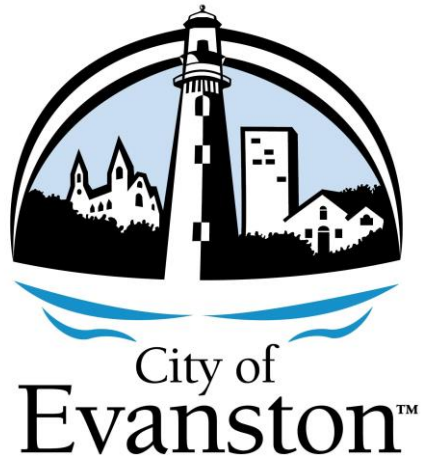
## 2020-21 PROPOSED BUDGET - GENERAL FUND

### Public Works Agency

Ongoing Activity Measures	2018 Actual	2019 Estimated	2020 Projected
In-house design of CIP infrastructure projects	29	33	30
Miles of streets resurfaced – primary routes	0.3	0.36	0.26
Miles of streets resurfaced – residential streets	1.52	1.46	1.49
Total number of unimproved alleys cutout and refreshed with new material	14	12	18
Square yards of streets asphalt patched - contractor	27212	29239	27000
Tons of salt used/season	6793	7245	7000
Mowing rotation in days	4.5	4.5	4.5
Parkway trees trimmed by City crews	3365	3450	4300
Total number of parkway elm removed due to DED	10	48	20
Percentage of parkway elms actually removed	0.39%	1.9%	2.5%
Total number of other trees removed	244	433	500
Total number of new park and parkway trees planted	740	488	550
Elm trees covered under private insurance program	289	299	300
Percentage of trees that are removed by the City and replaced within one year (data source: Division tracking)	30%	35%	40%

Account Number - Description	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Estimated Amount	FY 2020 Proposed Budget	FY 2021 Projected Budget
<b>Salary and Benefits</b>	<b>\$ 8,109,491</b>	<b>\$ 7,837,064</b>	<b>\$ 8,062,569</b>	<b>\$ 8,261,295</b>	<b>\$ 8,474,234</b>
61010 - REGULAR PAY	5,294,665	5,325,653	5,336,140	5,529,229	5,706,715
61050 - PERMANENT PART-TIME	20,935	-	-	-	-
61070 - JOB TRAINING AND INTERNSHIPS	1,500	-	-	-	-
61072 - JOB TRAINING PROGRAM	7,212	-	-	-	-
61110 - OVERTIME PAY	129,087	343,057	334,891	340,000	340,000
61114 - SNOW OT	502,981	325,000	525,000	325,000	325,000
61415 - TERMINATION PAYOUTS	13,296	-	1,830	-	-
61420 - ANNUAL SICK LEAVE PAYOUT	11,849	-	7,903	-	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	3,672	-	19,112	-	-
61510 - HEALTH INSURANCE	1,093,743	1,059,294	1,059,294	1,135,355	1,141,600
61610 - DENTAL INSURANCE	75	-	-	-	-
61615 - LIFE INSURANCE	3,766	3,431	2,888	3,556	3,783
61625 - AUTO ALLOWANCE	4,928	3,779	3,779	3,622	3,780
61626 - CELL PHONE ALLOWANCE	672	504	504	462	504
61630 - SHOE ALLOWANCE	18,196	18,122	18,122	18,160	18,159
61710 - IMRF	554,406	340,606	340,606	483,258	498,764
61725 - SOCIAL SECURITY	362,740	337,419	338,019	342,151	352,854
61730 - MEDICARE	85,769	80,199	74,481	80,502	83,073
<b>Services and Supplies</b>	<b>\$ 1,746,992</b>	<b>\$ 2,249,459</b>	<b>\$ 2,308,263</b>	<b>\$ 2,231,019</b>	<b>\$ 2,231,019</b>
61060 - SEASONAL EMPLOYEES	68,668	85,600	85,600	85,600	85,600
62185 - CONSULTING SERVICES	4,723	-	5,015	-	-
62195 - LANDSCAPE MAINTENANCE SERVICES	91,066	142,000	142,000	142,000	142,000
62199 - PARK MNTNCE & FURNITURE RPLCMN	43,180	20,000	20,000	20,000	20,000
62205 - ADVERTISING	38	-	-	-	-
62210 - PRINTING	1,675	6,750	6,750	6,750	6,750
62235 - OFFICE EQUIPMENT MAINT	267	2,500	2,500	2,500	2,500
62245 - OTHER EQMT MAINTENANCE	-	2,200	2,000	2,200	2,200
62275 - POSTAGE CHARGEBACKS	1,086	2,700	3,383	2,700	2,700
62295 - TRAINING & TRAVEL	13,456	20,240	20,240	22,300	22,300
62315 - POSTAGE	619	1,250	1,250	1,250	1,250
62340 - IT COMPUTER SOFTWARE	2,100	2,100	2,100	2,100	2,100
62360 - MEMBERSHIP DUES	1,191	6,760	6,760	6,760	6,760
62375 - RENTALS	4,437	51,810	46,810	46,810	46,810
62380 - COPY MACHINE CHARGES	466	2,500	2,500	2,500	2,500
62385 - TREE SERVICES	53,328	75,000	75,000	75,000	75,000
62415 - RESIDENTIAL DEBRIS/REMOVAL CONTRACTUAL COS	43,078	48,000	48,000	45,000	45,000
62451 - TOWING AND BOOTING CONTRACTS	43,500	55,000	70,000	55,000	55,000
62496 - DED INOCULATION	29,109	38,000	38,000	38,000	38,000
62497 - INOCULATION FUNDING- ANNUAL AMORTIZATION	-	250,000	250,000	250,000	250,000
62509 - SERVICE AGREEMENTS/ CONTRACTS	84,800	85,000	80,150	85,000	85,000
62705 - BANK SERVICE CHARGES	1,229	1,000	1,000	1,000	1,000
64005 - ELECTRICITY	-	13,000	-	-	-
64006 - LIGHTING	222,575	170,000	170,000	170,000	170,000
64007 - TRAFFIC LIGHT ELECTRICITY	78,691	75,000	75,000	75,000	75,000
64008 - FESTIVAL LIGHTING	5,375	5,000	5,000	5,000	5,000
64015 - NATURAL GAS	31,196	40,000	40,000	35,000	35,000
64505 - TELECOMMUNICATIONS	14,285	13,000	13,549	13,000	13,000
64540 - TELECOMMUNICATIONS - WIRELESS	19,789	22,000	22,000	27,000	27,000
64545 - PERSONAL COMPUTER SOFTWARE	16,600	18,500	18,500	-	-
65005 - AGRI/BOTANICAL SUPPLIES	162,321	162,000	162,000	162,000	162,000
65010 - BOOKS, PUBLICATIONS, MAPS	584	1,033	1,033	1,033	1,033
65015 - CHEMICALS/ SALT	336,568	493,600	533,322	493,600	493,600
65020 - CLOTHING	62,834	63,350	63,350	63,350	63,350
65025 - FOOD	897	1,350	1,350	1,350	1,350
65055 - MATER. TO MAINT. IMP.	72,279	88,750	91,750	91,750	91,750
65070 - OFFICE/OTHER EQT MTN MATL	95,676	72,500	85,885	85,500	85,500
65075 - MEDICAL & LAB SUPPLIES	439	500	500	500	500
65085 - MINOR EQUIPMENT & TOOLS	37,106	25,550	28,550	30,550	30,550
65090 - SAFETY EQUIPMENT	19,792	10,850	13,850	13,850	13,850
65095 - OFFICE SUPPLIES	3,263	6,516	6,516	6,516	6,516
65105 - PHOTO/DRAFTING SUPPLIE	-	750	750	750	750
65115 - TRAFFIC CONTROL SUPPLI	58,316	58,000	58,000	58,000	58,000
65125 - OTHER COMMODITIES	-	1,300	1,300	1,300	1,300
65555 - IT COMPUTER HARDWARE	5,383	6,500	5,000	1,500	1,500
65620 - OFFICE MACH. & EQUIP.	15,005	2,000	2,000	2,000	2,000
<b>Miscellaneous</b>	<b>\$ 22</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
62770 - MISCELLANEOUS	22	-	-	-	-
<b>Insurance and Other Chargebacks</b>	<b>\$ 1,106,777</b>	<b>\$ 1,163,514</b>	<b>\$ 1,163,514</b>	<b>\$ 1,163,514</b>	<b>\$ 1,163,514</b>
66030 - TRANSFER TO INSURANCE - RISK	1,106,777	1,163,514	1,163,514	1,163,514	1,163,514

Account Number - Description	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Estimated Amount	FY 2020 Proposed Budget	FY 2021 Projected Budget
<b>Capital Outlay</b>	\$ 14,896	\$ 42,000	\$ 49,022	\$ 42,000	\$ 42,000
65503 - FURNITURE / FIXTURES / EQUIPMENT	110	-	10,522	-	-
65515 - OTHER IMPROVEMENTS	2,880	3,000	3,000	3,000	3,000
65550 - AUTOMOTIVE EQUIPMENT	1,913	26,000	26,000	26,000	26,000
65625 - FURNITURE & FIXTURES	9,993	13,000	9,500	13,000	13,000
<b>Contingencies</b>	\$ 33	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
68205 - CONTINGENCIES	33	1,000	1,000	1,000	1,000
<b>Interfund Transfers</b>	\$ 2,546,777	\$ 1,939,262	\$ 1,939,262	\$ 1,576,854	\$ 1,576,854
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	1,031,004	992,779	992,779	992,779	992,779
62309 - RENTAL OF AUTO REPLACEMENT	609,075	584,075	584,075	584,075	584,075
66025 - TRANSFER TO DEBT SERVICE - ERI	200,731	212,408	212,408	-	-
69520 - TRANSFER TO SOLID WASTE	705,967	150,000	150,000	-	-
<b>Grand Total</b>	\$ 13,524,988	\$ 13,232,299	\$ 13,523,630	\$ 13,275,682	\$ 13,488,621



# **PART IV**

# **OTHER FUNDS**



## 2020-21 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 is supported by Evanston tax revenues. The program provides monthly financial assistance to Evanston residents who are not eligible for other forms of state or federal financial assistance and do not have the 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:

- Delivering services professionally and treating all clients with dignity and respect
- Managing business operations effectively and efficiently
- Promoting 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.

The financial summary below includes a proposed increase to property tax revenue of \$180,000 in 2020.

#### **Financial Summary**

<b>Operating Revenue</b>	<b>FY 2018 Actual Amount</b>	<b>FY 2019 Adopted Budget</b>	<b>FY 2019 Year End Estimated</b>	<b>FY 2020 Proposed Budget</b>	<b>FY 2021 Projected Budget</b>
Property Taxes	913,827	925,000	900,000	1,080,000	1,280,000
Other Revenue	14,724	27,500	27,500	27,500	27,500
Interest Income	10,174	1,000	15,000	1,000	1,000
<b>Total Revenue</b>	<b>\$ 938,725</b>	<b>\$ 953,500</b>	<b>\$ 942,500</b>	<b>\$ 1,108,500</b>	<b>\$ 1,308,500</b>
<b>Operating Expenses</b>					
Salary and Benefits	398,809	407,294	408,419	442,866	461,003
Services and Supplies	578,513	859,482	849,982	865,982	865,982
Miscellaneous	4,209	7,000	7,000	7,000	7,000
<b>Total Expenses</b>	<b>\$ 981,531</b>	<b>\$ 1,273,776</b>	<b>\$ 1,265,401</b>	<b>\$ 1,315,848</b>	<b>\$ 1,333,985</b>
<b>Net Surplus (Deficit)</b>	<b>\$ (42,806)</b>	<b>\$ (320,276)</b>	<b>\$ (322,901)</b>	<b>\$ (207,348)</b>	<b>\$ (25,485)</b>
<b>Beginning Fund Balance</b>			<b>\$ 601,694</b>	<b>\$ 278,793</b>	<b>\$ 71,445</b>
<b>Ending Fund Balance</b>	<b>\$ 601,694</b>		<b>\$ 278,793</b>	<b>\$ 71,445</b>	<b>\$ 45,960</b>





**2020-21 PROPOSED BUDGET - OTHER FUNDS**

#175 – General Assistance

**2020 Initiatives**

- Serve the needs of financially distressed residents
- Create a 50/50 program for employment opportunity
- 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 via Apricot

<b>Ongoing Activity Measures</b>	<b>2018 Actual</b>	<b>2019 Estimate</b>	<b>2020 Projections</b>
Job readiness training participants	15	11	15
Financial literacy skills workshop participants	21	20	20
GED course participants	7	7	10
Clients securing part- or full-time employment	56	68	75
Referrals to community partner agencies	26	38	45
Clients receiving short-term case management services	299	305	350
Client housing stabilized/homelessness averted	299	305	350
Clients receiving utility assistance	33	30	45
Clients in a tobacco cessation program	10	10	10
Substance abuse treatment	4	38	45
Mental health services	7	36	45
Clients participating in Dental Access Days	20	25	25

175 GENERAL ASSISTANCE FUND	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Year End Estimated	FY 2020 Proposed Budget
<b>Salary and Benefits</b>	<b>\$ 398,809</b>	<b>\$ 407,294</b>	<b>\$ 408,419</b>	<b>\$ 442,866</b>
61010 - REGULAR PAY	300,824	315,245	315,245	335,775
61070 - JOB TRAINING AND INTERNSHIPS	300	-	-	-
61110 - OVERTIME PAY	-	-	1,125	1,500
61510 - HEALTH INSURANCE	46,007	46,482	46,482	50,130
61610 - DENTAL INSURANCE	4	-	-	-
61615 - LIFE INSURANCE	187	194	194	196
61625 - AUTO ALLOWANCE	1,245	934	934	250
61630 - SHOE ALLOWANCE	155	155	155	540
61710 - IMRF	28,121	20,165	20,165	29,347
61725 - SOCIAL SECURITY	17,683	19,405	19,405	20,256
61730 - MEDICARE	4,282	4,714	4,714	4,872
<b>Services and Supplies</b>	<b>\$ 578,513</b>	<b>\$ 859,482</b>	<b>\$ 849,982</b>	<b>\$ 865,982</b>
62210 - PRINTING	156	-	-	-
62275 - POSTAGE CHARGEBACKS	409	800	800	800
62295 - TRAINING & TRAVEL	1,496	2,000	2,000	2,500
62360 - MEMBERSHIP DUES	-	300	300	300
62380 - COPY MACHINE CHARGES	2,466	-	-	500
62705 - BANK SERVICE CHARGES	2,426	2,050	2,050	2,050
64566 - RENTAL EXPENSE- GA CLIENT	362,347	300,000	450,000	450,000
64567 - PERSONAL EXPENSE- GA CLIENT	167,711	488,000	330,000	336,000
64568 - TRANSPORTATION EXPENSE- GA CLIENT	1,957	3,000	3,000	5,000
64569 - 50/50 WORK PROGRAM- GA CLIENT	-	1,500	1,500	1,500
64570 - CLIENT OTHER NEEDS- GA CLIENT	880	500	500	1,000
64573 - ALL OTHER PHYSICIANS- GA CLIENT	-	500	500	500
64574 - MEDICAL EXPENSES - GA CLIENT	-	300	300	300
64577 - EMERGENCY ROOM PHYSICIANS- GA CLIENT	-	500	-	-
64578 - PSYCH OUTPATIENT/MENTAL- GA CLIENT	-	300	300	800
64582 - MORTGAGE/RENTAL EXPENSE-EAS CLIENT	20,313	30,000	30,000	30,000
64584 - FOOD VOUCHERS - EMERGENCY-EAS CLIENT	-	500	500	1,000
64585 - UTILITIES - COMED-EAS CLIENT	15,118	15,000	15,000	15,000
64586 - UTILITIES - NICOR-EAS CLIENT	-	5,000	5,000	8,000
64587 - UTILITIES - COE WATER -EAS CLIENT	-	5,000	5,000	5,000
64588 - CLIENT OTHER NEEDS - EAS CLIENT	-	-	-	1,500
65010 - BOOKS, PUBLICATIONS, MAPS	-	1,000	-	-
65025 - FOOD	577	-	-	1,000
65095 - OFFICE SUPPLIES	2,656	3,232	3,232	3,232
<b>Miscellaneous</b>	<b>\$ 4,209</b>	<b>\$ 7,000</b>	<b>\$ 7,000</b>	<b>\$ 7,000</b>
62490 - OTHER PROGRAM COSTS	4,209	7,000	7,000	7,000
<b>Grand Total</b>	<b>\$ 981,531</b>	<b>\$ 1,273,776</b>	<b>\$ 1,265,401</b>	<b>\$ 1,315,848</b>



## 2020-21 PROPOSED BUDGET - OTHER FUNDS

### #176 – Human Services

#### Fund Description

The Human Services Fund was created to protect Evanston's most vulnerable residents by providing individuals and families with access to services that promote self-sufficiency and address mental well-being. Crisis Intervention is currently being addressed through an agreement with Presence Behavioral Health to offer clinical 24-hour crisis services. This agreement also provides for a full-time social worker at the Evanston Public Library. The Mental Health Board supports community initiatives to provide needed opportunities for at-risk families and vulnerable populations.

As described in the Budget Transmittal Letter, staff proposed to move additional expenses from the General Fund into the Human Services Fund in 2020. These new expenses are not shown in the Fund Summary below; they will be added to the Adopted Budget if approved by City Council.

#### 2020 Initiatives

- Continue to serve the needs of financially distressed residents
- Provide short- and long-term case management
- Improve financial and health literacy for all participants
- Provide central case management and referral services via Apricot
- Establish a comprehensive plan to assist victims of crime through a trauma-informed, equitable lens
- Partnering with the Evanston Public Library to host a mental health fair for the participants

#### Fund Summary

	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Year End Estimated	FY 2020 Proposed Budget	FY 2021 Projected Budget
<b>Operating Revenue</b>					
Other Revenue	22,593	-	-	-	-
Interfund Transfers	828,471	828,471	828,471	828,471	828,471
Intergovernmental Revenue	-	-	70,000	70,000	70,000
Interest Income	247	-	-	-	-
<b>Total Revenue</b>	<b>\$ 851,311</b>	<b>\$ 828,471</b>	<b>\$ 898,471</b>	<b>\$ 898,471</b>	<b>\$ 898,471</b>
<b>Operating Expenses</b>					
Services and Supplies	57,637	736,373	744,373	744,373	744,373
Miscellaneous	10,000	-	-	-	-
Community Sponsored Organizations	759,214	81,098	143,333	143,333	143,333
<b>Total Expense</b>	<b>\$ 826,851</b>	<b>\$ 817,471</b>	<b>\$ 887,706</b>	<b>\$ 887,706</b>	<b>\$ 887,706</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 24,460</b>	<b>\$ 11,000</b>	<b>\$ 10,765</b>	<b>\$ 10,765</b>	<b>\$ 10,765</b>
<b>Beginning Fund Balance</b>			<b>\$ 13,645</b>	<b>\$ 24,410</b>	<b>\$ 35,175</b>
<b>Ending Fund Balance</b>	<b>\$ 13,645</b>		<b>\$ 24,410</b>	<b>\$ 35,175</b>	<b>\$ 45,940</b>

176 HEALTH AND HUMAN SERVICES FUND	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Year End Estimated	FY 2020 Proposed Budget
<b>Services and Supplies</b>	\$ 57,637	\$ 736,373	\$ 744,373	\$ 744,373
62513 - COMMUNITY PICNIC-SPECIAL EVENTS	-	-	8,000	8,000
62705 - BANK SERVICE CHARGES	37	-	-	-
65546 - COMMUNITY GRANTS PROGRAMS	-	736,373	736,373	736,373
67065 - HOUSING OPTIONS	57,600	-	-	-
<b>Miscellaneous</b>	\$ 10,000	\$ -	\$ -	\$ -
62750 - GRANTS	10,000	-	-	-
<b>Community Sponsored Organizations</b>	\$ 759,214	\$ 81,098	\$ 143,333	\$ 143,333
62491 - COMMUNITY INTERVENTION PROGRAM COSTS	79,166	81,098	143,333	143,333
62890 - INFANT WELFARE SOCIETY	46,800	-	-	-
62980 - NORTH SHORE SENIOR CENTER	38,800	-	-	-
62990 - METROPOLITAN FAMILY SERV	67,200	-	-	-
63067 - CHILDCARE NETWORK EVANSTON	81,663	-	-	-
63069 - JAMES MORAN CENTER	39,360	-	-	-
63070 - PEER SERVICES	88,200	-	-	-
63120 - MEALS AT HOME	10,000	-	-	-
67006 - Community Action Program	11,275	-	-	-
67017 - Trilogy Inc.	28,800	-	-	-
67018 - Center for Independent Futures	10,000	-	-	-
67030 - FAMILY FOCUS	33,600	-	-	-
67045 - YOU	70,250	-	-	-
67070 - SHORE COMMUNITY SERVICES	37,000	-	-	-
67090 - Child Care Center Of Evanston	28,500	-	-	-
67110 - CONNECTIONS FOR THE HOMELESS	55,000	-	-	-
67125 - INFANT WELFARE SOCIETY	15,600	-	-	-
67146 - NORTHWEST CASA	18,000	-	-	-
<b>Grand Total</b>	\$ 826,851	\$ 817,471	\$ 887,706	\$ 887,706



## 2020-21 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, capital projects, and special initiatives. The programs and projects to be supported by the Good Neighbor Fund are decided annually by the Mayor and the President of Northwestern. The initial Good Neighbor agreement had a term of five years and will expire at the end of 2020.

#### Fund Summary

Operating Revenue	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Year End Estimated	FY 2020 Proposed Budget	FY 2021 Projected Budget
Donation from Northwestern University	1,000,000	1,000,000	1,000,000	1,000,000	-
Investment Income	2,718	2,000	3,500	2,000	-
<b>Total Revenue</b>	<b>\$ 1,002,718</b>	<b>\$ 1,002,000</b>	<b>\$ 1,003,500</b>	<b>\$ 1,002,000</b>	<b>\$ -</b>
<b>Operating Expenses</b>					
Other Program Costs	-	370,000	370,000	445,000	-
Transfer to General Fund	550,000	480,000	480,000	480,000	-
Transfer to Capital Improvements Fund	450,000	-	-	-	-
Transfer to Library Fund	-	150,000	150,000	75,000	-
<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>\$ -</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 2,718</b>	<b>\$ 2,000</b>	<b>\$ 3,500</b>	<b>\$ 2,000</b>	<b>\$ -</b>
<b>Beginning Fund Balance</b>			<b>\$ 4,602</b>	<b>\$ 8,102</b>	<b>\$ 10,102</b>
<b>Ending Fund Balance</b>	<b>\$ 4,602</b>		<b>\$ 8,102</b>	<b>\$ 10,102</b>	<b>\$ 10,102</b>

<b>180 GOOD NEIGHBOR FUND</b>	<b>FY 2018 Actual Amount</b>	<b>FY 2019 Adopted Budget</b>	<b>FY 2019 Year End Estimated</b>	<b>FY 2020 Proposed Budget</b>
<b>Interfund Transfers</b>	<b>\$ 1,000,000</b>	<b>\$ 630,000</b>	<b>\$ 630,000</b>	<b>\$ 555,000</b>
66131 - TRANSFER TO GENERAL FUND	550,000	480,000	480,000	480,000
66142 - TRANSFER TO CIP-STREET REPAIR	450,000	-	-	-
66157 - TRANSFER TO LIBRARY FUND	-	150,000	150,000	75,000
<b>Miscellaneous</b>	<b>\$ -</b>	<b>\$ 370,000</b>	<b>\$ 370,000</b>	<b>\$ 445,000</b>
62490 - OTHER PROGRAM COSTS	-	370,000	370,000	445,000
<b>Grand Total</b>	<b>\$ 1,000,000</b>	<b>\$ 1,000,000</b>	<b>\$ 1,000,000</b>	<b>\$ 1,000,000</b>



## 2020-21 PROPOSED BUDGET - OTHER FUNDS

### #185 – Library

#### Fund Description

The Library fund covers the costs of Library Staff, collections of books, music, DVDs, and related information, digital holdings, computer and technology resources and networks for free public use. This fund also pays for an array of library programming that serves the community inside our four facilities and throughout the community through our network of partnerships. Stewardship of the library and our public trust also includes regular daily maintenance and upkeep for facilities that are available day and night throughout the year (except for major holidays.). The Library is more than a building of books; it is a place to meet, connect, learn and explore.

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

#### Fund Summary

	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Year End Estimated	FY 2020 Proposed Budget	FY 2021 Projected Budget
<b>Operating Revenue</b>					
Property Taxes	6,597,472	6,810,000	6,750,000	7,252,500	7,400,000
Other Revenue	230,333	383,500	335,500	590,000	410,000
Charges for Services	332	-	350	-	-
Fines and Forfeitures	110,721	85,000	65,000	60,000	55,000
Interfund Transfers	280,380	345,771	345,771	280,948	305,948
Intergovernmental Revenue	163,324	123,000	130,000	108,000	113,000
Interest Income	48,821	10,000	85,000	15,000	25,000
Library Revenue	220,981	188,000	121,500	207,000	228,000
<b>Total Revenue</b>	<b>\$ 7,652,365</b>	<b>\$ 7,945,271</b>	<b>\$ 7,833,121</b>	<b>\$ 8,513,448</b>	<b>\$ 8,536,948</b>
<b>Operating Expenses</b>					
Salary and Benefits	4,994,357	5,161,176	5,002,409	5,831,013	6,063,148
Services and Supplies	1,829,028	2,230,488	2,004,196	2,248,490	2,168,182
Capital Outlay	1,179	12,500	12,500	12,500	12,500
Interfund Transfers	366,949	367,781	437,781	380,775	387,626
<b>Total Expenses</b>	<b>\$ 7,191,513</b>	<b>\$ 7,771,945</b>	<b>\$ 7,456,886</b>	<b>\$ 8,472,778</b>	<b>\$ 8,631,456</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 460,851</b>	<b>\$ 173,326</b>	<b>\$ 376,235</b>	<b>\$ 40,670</b>	<b>\$ (94,508)</b>
<b>Beginning Fund Balance</b>			<b>\$ 1,503,155</b>	<b>\$ 1,879,390</b>	<b>\$ 1,920,060</b>
<b>Ending Fund Balance</b>	<b>\$ 1,503,155</b>		<b>\$ 1,879,390</b>	<b>\$ 1,920,060</b>	<b>\$ 1,825,552</b>

185 LIBRARY FUND	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Year End Estimated	FY 2020 Proposed Budget
<b>Salary and Benefits</b>	<b>\$ 4,994,357</b>	<b>\$ 5,161,176</b>	<b>\$ 5,002,409</b>	<b>\$ 5,831,013</b>
61010 - REGULAR PAY	2,461,825	2,694,412	2,552,273	2,936,925
61050 - PERMANENT PART-TIME	1,333,273	1,366,132	1,321,184	1,564,169
61070 - JOB TRAINING AND INTERNSHIPS	300	-	-	-
61110 - OVERTIME PAY	13,698	10,000	21,400	20,250
61415 - TERMINATION PAYOUTS	31,834	-	11,275	-
61420 - ANNUAL SICK LEAVE PAYOUT	4,263	-	1,250	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	6,062	-	11,100	-
61510 - HEALTH INSURANCE	499,954	531,560	531,560	593,816
61610 - DENTAL INSURANCE	321	-	346	-
61615 - LIFE INSURANCE	2,042	2,060	2,188	2,119
61625 - AUTO ALLOWANCE	13,200	13,200	5,900	4,800
61626 - CELL PHONE ALLOWANCE	3,949	2,550	2,550	2,100
61630 - SHOE ALLOWANCE	465	465	540	540
61710 - IMRF	335,611	237,070	237,082	366,001
61725 - SOCIAL SECURITY	232,548	245,312	245,339	275,338
61730 - MEDICARE	55,014	58,415	58,422	64,955
<b>Services and Supplies</b>	<b>\$ 1,829,028</b>	<b>\$ 2,230,488</b>	<b>\$ 2,004,196</b>	<b>\$ 2,248,490</b>
61060 - SEASONAL EMPLOYEES	55,958	45,000	85,000	54,000
62185 - CONSULTING SERVICES	189,393	176,700	97,175	153,000
62205 - ADVERTISING	3,972	8,000	4,000	8,000
62210 - PRINTING	1,723	8,000	4,500	8,000
62225 - BLDG MAINTENANCE SERVICES	157,653	212,700	189,800	194,000
62235 - OFFICE EQUIPMENT MAINT	-	12,000	12,000	10,000
62240 - AUTOMOTIVE EQMP MAINT	15	-	-	-
62245 - OTHER EQMT MAINTENANCE	8	1,300	1,300	1,300
62250 - COMPUTER EQUIPMENT MAINT	372	-	-	-
62275 - POSTAGE CHARGEBACKS	1,659	2,600	2,600	2,600
62290 - TUITION	10,067	10,000	15,000	15,000
62295 - TRAINING & TRAVEL	27,168	42,000	30,000	42,000
62315 - POSTAGE	2,080	4,500	1,000	1,000
62340 - IT COMPUTER SOFTWARE	69,744	212,600	212,735	228,600
62341 - INTERNET SOLUTION PROVIDERS	289,517	200,000	231,123	235,000
62360 - MEMBERSHIP DUES	1,911	2,100	2,100	2,100
62375 - RENTALS	62,504	46,238	58,000	59,740
62380 - COPY MACHINE CHARGES	23,001	12,900	10,000	12,900
62506 - WORK- STUDY	9,782	8,700	9,300	9,700
62705 - BANK SERVICE CHARGES	5,474	5,700	5,700	5,700
64015 - NATURAL GAS	25,563	29,900	29,900	29,900
64505 - TELECOMMUNICATIONS	3,059	-	3,500	3,500
64540 - TELECOMMUNICATIONS - WIRELESS	2,170	2,000	2,000	2,000
65025 - FOOD	-	-	18,000	20,000
65040 - JANITORIAL SUPPLIES	16,252	12,000	10,000	12,000
65050 - BLDG MAINTENANCE MATERIAL	18,427	30,000	30,045	30,000
65090 - SAFETY EQUIPMENT	769	-	-	-
65095 - OFFICE SUPPLIES	85,121	90,000	75,000	70,000
65100 - LIBRARY SUPPLIES	91,455	193,850	129,300	237,750
65125 - OTHER COMMODITIES	949	50,000	-	25,000
65555 - IT COMPUTER HARDWARE	12,675	49,000	43,500	45,000
65628 - Library Electronic Resources	38,244	-	26,838	-
65630 - LIBRARY BOOKS	496,247	598,200	518,280	591,300
65635 - PERIODICALS	21,507	22,700	19,700	18,700
65641 - AUDIO VISUAL COLLECTIONS	104,589	141,800	126,800	120,700
<b>Capital Outlay</b>	<b>\$ 1,179</b>	<b>\$ 12,500</b>	<b>\$ 12,500</b>	<b>\$ 12,500</b>
65503 - FURNITURE / FIXTURES / EQUIPMENT	1,179	5,500	5,500	5,500
65550 - AUTOMOTIVE EQUIPMENT	-	7,000	7,000	7,000
<b>Interfund Transfers</b>	<b>\$ 366,949</b>	<b>\$ 367,781</b>	<b>\$ 437,781</b>	<b>\$ 380,775</b>
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	5,440	5,440	5,440	5,440
62309 - RENTAL OF AUTO REPLACEMENT	4,885	4,885	4,885	4,885
66025 - TRANSFER TO DEBT SERVICE - ERI	86,624	87,456	87,456	-
66131 - TRANSFER TO GENERAL FUND	270,000	270,000	270,000	274,050
66132 - TRANSFER TO HEALTH AND HUMAN SERV	-	-	70,000	70,000
69525 - TRANSFER TO WATER FUND	-	-	-	26,400
<b>Grand Total</b>	<b>\$ 7,191,513</b>	<b>\$ 7,771,945</b>	<b>\$ 7,456,886</b>	<b>\$ 8,472,778</b>





## 2020-21 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 at the Main library and the branch locations. Revenues for this fund come from the Library’s tax levy, and expenses are paid to the City as a part of the annual payment of all outstanding bonds.

#### **Fund Summary**

<b>Operating Revenue</b>	<b>FY 2018 Actual Amount</b>	<b>FY 2019 Adopted Budget</b>	<b>FY 2019 Year End Estimated</b>	<b>FY 2020 Proposed Budget</b>	<b>FY 2021 Projected Budget</b>
Property Taxes	333,896	353,437	353,437	480,144	482,243
<b>Total Revenue</b>	<b>\$ 333,896</b>	<b>\$ 353,437</b>	<b>\$ 353,437</b>	<b>\$ 480,144</b>	<b>\$ 482,243</b>
<b>Operating Expenses</b>					
Debt Service	333,404	353,437	353,437	480,144	482,243
<b>Total Expenses</b>	<b>\$ 333,404</b>	<b>\$ 353,437</b>	<b>\$ 353,437</b>	<b>\$ 480,144</b>	<b>\$ 482,243</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 492</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Beginning Fund Balance</b>			<b>\$ 4,582</b>	<b>\$ 4,582</b>	<b>\$ 4,582</b>
<b>Ending Fund Balance</b>	<b>\$ 4,582</b>		<b>\$ 4,582</b>	<b>\$ 4,582</b>	<b>\$ 4,582</b>

186 LIBRARY DEBT SERVICE FUND	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Year End Estimated	FY 2020 Proposed Budget
<b>Debt Service</b>	\$ 333,404	\$ 353,437	\$ 353,437	\$ 480,144
68305 - DEBT SERVICE- PRINCIPAL	231,831	182,561	182,561	222,648
68315 - DEBT SERVICE- INTEREST	101,573	170,876	170,876	257,496
<b>Grand Total</b>	\$ 333,404	\$ 353,437	\$ 353,437	\$ 480,144



## 2020-21 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.

#### Fund Summary

<b>Operating Revenue</b>	<b>FY 2018 Actual Amount</b>	<b>FY 2019 Adopted Budget</b>	<b>FY 2019 Year End Estimated</b>	<b>FY 2020 Proposed Budget</b>	<b>FY 2021 Projected Budget</b>
Other Revenue	2,157,728	1,835,000	1,893,264	543,000	449,000
<b>Total Revenue</b>	<b>\$ 2,157,728</b>	<b>\$ 1,835,000</b>	<b>\$ 1,893,264</b>	<b>\$ 543,000</b>	<b>\$ 449,000</b>
<b>Operating Expenses</b>					
Services and Supplies	30,700	-	-	-	-
Capital Outlay	190,247	585,000	527,500	543,000	449,000
Debt Service	26,631	-	-	-	-
Interfund Transfers	1,250,000	1,250,000	1,250,000	-	-
<b>Total Expenses</b>	<b>\$ 1,497,577</b>	<b>\$ 1,835,000</b>	<b>\$ 1,777,500</b>	<b>\$ 543,000</b>	<b>\$ 449,000</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 660,150</b>	<b>\$ -</b>	<b>\$ 115,764</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Beginning Fund Balance</b>			<b>\$ 968,549</b>	<b>\$ 1,084,313</b>	<b>\$ 1,084,313</b>
<b>Ending Fund Balance</b>	<b>\$ 968,549</b>		<b>\$ 1,084,313</b>	<b>\$ 1,084,313</b>	<b>\$ 1,084,313</b>

<b>187 LIBRARY CAPITAL IMPROVEMENT FD</b>	<b>FY 2018 Actual Amount</b>	<b>FY 2019 Adopted Budget</b>	<b>FY 2019 Year End Estimated</b>	<b>FY 2020 Proposed Budget</b>
<b>Services and Supplies</b>	\$ 30,700	\$ -	\$ -	\$ -
62716 - BOND ISSUANCE COSTS	30,700	-	-	-
<b>Capital Outlay</b>	\$ 190,247	\$ 585,000	\$ 527,500	\$ 543,000
65515 - OTHER IMPROVEMENTS	190,247	585,000	527,500	543,000
<b>Debt Service</b>	\$ 26,631	\$ -	\$ -	\$ -
68315 - DEBT SERVICE- INTEREST	26,631	-	-	-
<b>Interfund Transfers</b>	\$ 1,250,000	\$ 1,250,000	\$ 1,250,000	\$ -
66020 - TRANSFERS TO OTHER FUNDS	1,250,000	1,250,000	1,250,000	-
<b>Grand Total</b>	\$ 1,497,577	\$ 1,835,000	\$ 1,777,500	\$ 543,000



## 2020-21 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. The fund closed at the end of 2018.

#### Financial Summary

	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Year End Estimated	FY 2020 Proposed Budget	FY 2021 Projected Budget
<b>Operating Revenue</b>					
Intergovernmental Revenue	33,844	-	-	-	-
<b>Total Revenue</b>	<b>\$ 33,844</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Operating Expenses</b>					
Salary and Benefits	28,095	-	-	-	-
Services and Supplies	1,890	-	-	-	-
Miscellaneous	1,964	-	-	-	-
Insurance and Other Chargebacks	(9,760)	-	-	-	-
Capital Outlay	7,008	-	-	-	-
Interfund Transfers	4,648	-	-	-	-
<b>Total Expenses</b>	<b>\$ 33,844</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Net Surplus (Deficit)</b>	<b>\$ -</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>	<b>\$ -</b>

195 NEIGHBORHOOD STABILIZATION FUND	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Year End Estimated	FY 2020 Proposed Budget
<b>Salary and Benefits</b>	\$ 28,095	\$ -	\$ -	\$ -
61010 - REGULAR PAY	20,352	-	-	-
61510 - HEALTH INSURANCE	4,349	-	-	-
61610 - DENTAL INSURANCE	0	-	-	-
61615 - LIFE INSURANCE	27	-	-	-
61710 - IMRF	1,903	-	-	-
61725 - SOCIAL SECURITY	1,186	-	-	-
61730 - MEDICARE	277	-	-	-
<b>Services and Supplies</b>	\$ 1,890	\$ -	\$ -	\$ -
62705 - BANK SERVICE CHARGES	30	-	-	-
64545 - PERSONAL COMPUTER SOFTWARE	1,860	-	-	-
<b>Miscellaneous</b>	\$ 1,964	\$ -	\$ -	\$ -
62490 - OTHER PROGRAM COSTS	1,964	-	-	-
<b>Insurance and Other Chargebacks</b>	\$ (9,760)	\$ -	\$ -	\$ -
62740 - OTHER CHARGES-CHARGEBACK	(9,760)	-	-	-
<b>Capital Outlay</b>	\$ 7,008	\$ -	\$ -	\$ -
62489 - SITE MAINTENANCE	7,008	-	-	-
<b>Interfund Transfers</b>	\$ 4,648	\$ -	\$ -	\$ -
66025 - TRANSFER TO DEBT SERVICE - ERI	4,648	-	-	-
<b>Grand Total</b>	\$ 33,844	\$ -	\$ -	\$ -



## 2020-21 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. This funding also includes Transportation Renewal Funds authorized by the State of Illinois 2019 Rebuild Illinois legislation. 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.

As described in the Budget Transmittal Letter, staff proposes to move additional eligible expenses from the General Fund into the Motor Fuel Tax Fund in 2020. This change is in order to take advantage of new revenue from Transportation Renewal Funds. These new expenses are not shown in the Fund Summary below; they will be added to the Adopted Budget if approved by City Council.

#### Fund Summary

	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Year End Estimated	FY 2020 Proposed Budget	FY 2021 Projected Budget
<b>Operating Revenue</b>					
Interfund Transfers	166,761	-	-	-	-
Intergovernmental Revenue	1,906,519	1,910,000	1,910,000	3,220,400	3,220,400
Interest Income	47,035	12,000	12,000	12,000	12,000
<b>Total Revenue</b>	<b>\$ 2,120,315</b>	<b>\$ 1,922,000</b>	<b>\$ 1,922,000</b>	<b>\$ 3,232,400</b>	<b>\$ 3,232,400</b>
<b>Operating Expenses</b>					
Capital Outlay	-	1,206,000	1,206,000	1,450,000	1,300,000
Interfund Transfers	2,457,990	982,897	982,897	982,987	982,987
<b>Total Expenses</b>	<b>\$ 2,457,990</b>	<b>\$ 2,188,897</b>	<b>\$ 2,188,897</b>	<b>\$ 2,432,987</b>	<b>\$ 2,282,987</b>
<b>Net Surplus (Deficit)</b>	<b>\$ (337,675)</b>	<b>\$ (266,897)</b>	<b>\$ (266,897)</b>	<b>\$ 799,413</b>	<b>\$ 949,413</b>
<b>Beginning Fund Balance</b>			<b>\$ 2,036,054</b>	<b>\$ 1,769,157</b>	<b>\$ 2,568,570</b>
<b>Ending Fund Balance</b>	<b>\$ 2,036,054</b>		<b>\$ 1,769,157</b>	<b>\$ 2,568,570</b>	<b>\$ 3,517,983</b>

<b>200 MOTOR FUEL TAX FUND</b>	<b>FY 2018 Actual Amount</b>	<b>FY 2019 Adopted Budget</b>	<b>FY 2019 Year End Estimated</b>	<b>FY 2020 Proposed Budget</b>
<b>Capital Outlay</b>	\$ -	\$ 1,206,000	\$ 1,206,000	\$ 1,450,000
65515 - OTHER IMPROVEMENTS	-	1,206,000	1,206,000	1,450,000
<b>Interfund Transfers</b>	\$ 2,457,990	\$ 982,897	\$ 982,897	\$ 982,987
66131 - TRANSFER TO GENERAL FUND	957,990	982,897	982,897	982,987
66156 - TRANSFER TO CAPITAL IMPROVEMENT FUND	1,500,000	-	-	-
<b>Grand Total</b>	\$ 2,457,990	\$ 2,188,897	\$ 2,188,897	\$ 2,432,987





## 2020-21 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.

In 2020, the Fund will receive a grant of \$240,821 to upgrade call handling equipment for Next Generation 911 system requirements. This grant is shown as Other Revenue in the financial summary below, and the matching expense is in Capital Outlay. Also in 2020, the Fund will begin supporting a seven year contract for the purchase of a new radio system for Police Officers and the 9-1-1 center, in the amount of \$239,000 per year. Maintenance Expenses on the new radios are projected to increase \$80,000 per year, which is included in Services and Supplies.

#### Financial Summary

<b>Operating Revenue</b>	<b>FY 2018 Actual Amount</b>	<b>FY 2019 Adopted Budget</b>	<b>FY 2019 Year End Estimated</b>	<b>FY 2020 Proposed Budget</b>	<b>FY 2021 Projected Budget</b>
Other Taxes	1,478,608	1,312,800	1,450,000	1,321,600	1,321,600
Other Revenue	863	-	-	240,821	-
Interest Income	13,504	7,000	22,000	7,000	7,000
<b>Total Revenues</b>	<b>\$ 1,492,975</b>	<b>\$ 1,319,800</b>	<b>\$ 1,472,000</b>	<b>\$ 1,569,421</b>	<b>\$ 1,328,600</b>
<b>Expenses</b>					
Salary and Benefits	602,282	613,825	613,825	634,981	653,129
Services and Supplies	210,642	290,400	285,800	374,000	374,000
Insurance and Other Chargebacks	17,448	18,230	18,230	18,230	18,230
Capital Outlay	9,167	25,000	19,200	534,163	299,163
Interfund Transfers	73,366	74,034	74,034	60,000	60,000
<b>Total Expenses</b>	<b>\$ 912,905</b>	<b>\$ 1,021,489</b>	<b>\$ 1,011,089</b>	<b>\$ 1,621,374</b>	<b>\$ 1,404,522</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 580,069</b>	<b>\$ 298,311</b>	<b>\$ 460,911</b>	<b>\$ (51,953)</b>	<b>\$ (75,922)</b>
<b>Beginning Fund Balance</b>			<b>\$ 762,065</b>	<b>\$ 1,222,976</b>	<b>\$ 1,171,023</b>
<b>Ending Fund Balance</b>	<b>\$ 762,065</b>		<b>\$ 1,222,976</b>	<b>\$ 1,171,023</b>	<b>\$ 1,095,101</b>

205 EMERGENCY TELEPHONE (E911) FUND	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Year End Estimated	FY 2020 Proposed Budget
<b>Salary and Benefits</b>	<b>\$ 602,282</b>	<b>\$ 613,825</b>	<b>\$ 613,825</b>	<b>\$ 634,981</b>
61010 - REGULAR PAY	436,387	462,694	462,694	473,325
61070 - JOB TRAINING AND INTERNSHIPS	2,000	-	-	-
61110 - OVERTIME PAY	5,466	2,000	2,000	2,000
61420 - ANNUAL SICK LEAVE PAYOUT	1,335	-	-	-
61510 - HEALTH INSURANCE	80,671	80,751	80,751	79,656
61610 - DENTAL INSURANCE	6	-	-	-
61615 - LIFE INSURANCE	592	612	612	591
61635 - UNIFORM ALLOWANCE	1,700	1,700	1,700	1,700
61710 - IMRF	41,543	29,596	29,596	41,369
61725 - SOCIAL SECURITY	26,407	29,559	29,559	29,452
61730 - MEDICARE	6,176	6,913	6,913	6,888
<b>Services and Supplies</b>	<b>\$ 210,642</b>	<b>\$ 290,400</b>	<b>\$ 285,800</b>	<b>\$ 374,000</b>
62225 - BLDG MAINTENANCE SERVICES	-	3,500	3,500	3,500
62295 - TRAINING & TRAVEL	5,257	7,500	5,500	7,500
62360 - MEMBERSHIP DUES	498	900	700	900
62509 - SERVICE AGREEMENTS/ CONTRACTS	161,600	225,000	224,800	305,000
64505 - TELECOMMUNICATIONS	1,876	3,000	2,700	3,400
64540 - TELECOMMUNICATIONS - WIRELESS	29,016	30,000	33,900	34,000
65020 - CLOTHING	-	1,200	500	1,200
65035 - PETROLEUM PRODUCTS	-	800	-	-
65085 - MINOR EQUIPMENT & TOOLS	11,248	15,000	13,000	15,000
65095 - OFFICE SUPPLIES	437	1,500	500	1,500
65620 - OFFICE MACH. & EQUIP.	711	2,000	700	2,000
<b>Insurance and Other Chargebacks</b>	<b>\$ 17,448</b>	<b>\$ 18,230</b>	<b>\$ 18,230</b>	<b>\$ 18,230</b>
66130 - TRANSFER TO INSURANCE	17,448	18,230	18,230	18,230
<b>Capital Outlay</b>	<b>\$ 9,167</b>	<b>\$ 25,000</b>	<b>\$ 19,200</b>	<b>\$ 534,163</b>
65515 - OTHER IMPROVEMENTS	-	-	-	534,163
65625 - FURNITURE & FIXTURES	9,167	25,000	19,200	-
<b>Interfund Transfers</b>	<b>\$ 73,366</b>	<b>\$ 74,034</b>	<b>\$ 74,034</b>	<b>\$ 60,000</b>
66025 - TRANSFER TO DEBT SERVICE - ERI	13,366	14,034	14,034	-
66131 - TRANSFER TO GENERAL FUND	60,000	60,000	60,000	60,000
<b>Grand Total</b>	<b>\$ 912,905</b>	<b>\$ 1,021,489</b>	<b>\$ 1,011,089</b>	<b>\$ 1,621,374</b>



## 2020-21 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

Operating Revenue	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Year End Estimated	FY 2020 Proposed Budget	FY 2021 Projected Budget
Property Taxes	341,934	525,000	490,000	592,665	592,665
Interest Income	25	-	-	-	-
<b>Total Revenue</b>	<b>\$ 341,959</b>	<b>\$ 525,000</b>	<b>\$ 490,000</b>	<b>\$ 592,665</b>	<b>\$ 592,665</b>
<b>Operating Expenses</b>					
Services and Supplies	370,000	525,000	490,000	592,665	592,665
<b>Total Expenses</b>	<b>\$ 370,000</b>	<b>\$ 525,000</b>	<b>\$ 490,000</b>	<b>\$ 592,665</b>	<b>\$ 592,665</b>
<b>Net Surplus (Deficit)</b>	<b>\$ (28,041)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Beginning Fund Balance</b>			<b>\$ (226,836)</b>	<b>\$ (226,836)</b>	<b>\$ (226,836)</b>
<b>Ending Fund Balance</b>	<b>\$ (226,836)</b>		<b>\$ (226,836)</b>	<b>\$ (226,836)</b>	<b>\$ (226,836)</b>

210 SPECIAL SERVICE AREA (SSA) #4 FUND	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Year End Estimated	FY 2020 Proposed Budget
Services and Supplies	\$ 370,000	\$ 525,000	\$ 490,000	\$ 592,665
62517 - SPECIAL SERVICE AREA AGREEMENT	370,000	525,000	490,000	592,665
<b>Grand Total</b>	<b>\$ 370,000</b>	<b>\$ 525,000</b>	<b>\$ 490,000</b>	<b>\$ 592,665</b>



## 2020-21 PROPOSED BUDGET - OTHER FUNDS

### #215 – Community Development Block Grant

#### Fund Description

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

#### 2020 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.
- Amend the 2020-2024 Consolidated Plan as needed following completion of the Cook County-wide Assessment of Fair Housing in summer of 2020.
- Continue the CDBG Housing Rehab program to address code and life safety violations, and improve accessibility and energy efficiency 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.
- Incorporate an equity lens in the allocation of CDBG funds to address City Council goal.

#### Fund Summary

	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Year End Estimated	FY 2020 Proposed Budget	FY 2021 Projected Budget
<b>Operating Revenue</b>					
Other Revenue	14,347	-	-	-	-
Intergovernmental Revenue	1,511,105	2,631,080	2,187,894	1,963,875	2,030,400
<b>Total Revenue</b>	<b>\$ 1,525,452</b>	<b>\$ 2,631,080</b>	<b>\$ 2,187,894</b>	<b>\$ 1,963,875</b>	<b>\$ 2,030,400</b>
<b>Operating Expenses</b>					
Salary and Benefits	447,460	509,100	510,600	491,382	509,676
Services and Supplies	5,032	447,700	95,907	61,450	6,200
Miscellaneous	154,443	971,410	61,200	1,360,648	1,494,129
Insurance and Other Chargebacks	293,332	18,230	430,230	18,230	18,230
Capital Outlay	443,440	-	426,501	-	-
Community Sponsored Organizations	161,448	50,000	248,539	30,000	-
Interfund Transfers	21,050	634,640	416,418	2,165	2,165
<b>Total Expenses</b>	<b>\$ 1,526,206</b>	<b>\$ 2,631,080</b>	<b>\$ 2,189,395</b>	<b>\$ 1,963,875</b>	<b>\$ 2,030,400</b>
<b>Net Surplus (Deficit)</b>	<b>\$ (754)</b>	<b>\$ -</b>	<b>\$ (1,501)</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Beginning Fund Balance</b>			<b>\$ 63,353</b>	<b>\$ 61,852</b>	<b>\$ 61,852</b>
<b>Ending Fund Balance</b>	<b>\$ 63,353</b>		<b>\$ 61,852</b>	<b>\$ 61,852</b>	<b>\$ 61,852</b>

215 CDBG FUND	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Year End Estimated	FY 2020 Proposed Budget
<b>Salary and Benefits</b>	\$ 447,460	\$ 509,100	\$ 510,600	\$ 491,382
61010 - REGULAR PAY	278,003	332,897	332,897	317,119
61050 - PERMANENT PART-TIME	46,628	47,024	47,024	46,524
61070 - JOB TRAINING AND INTERNSHIPS	180	-	-	-
61110 - OVERTIME PAY	1,405	-	1,500	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	106	-	-	-
61510 - HEALTH INSURANCE	65,858	74,483	74,483	67,373
61610 - DENTAL INSURANCE	4	-	-	-
61615 - LIFE INSURANCE	217	192	192	179
61626 - CELL PHONE ALLOWANCE	414	311	311	405
61630 - SHOE ALLOWANCE	178	179	179	135
61710 - IMRF	30,473	24,223	24,223	31,784
61725 - SOCIAL SECURITY	19,446	24,144	24,144	22,581
61730 - MEDICARE	4,548	5,647	5,647	5,282
<b>Services and Supplies</b>	\$ 5,032	\$ 447,700	\$ 95,907	\$ 61,450
62205 - ADVERTISING	760	1,000	1,000	1,000
62275 - POSTAGE CHARGEBACKS	54	350	350	350
62285 - COURIER CHARGES	159	150	150	150
62295 - TRAINING & TRAVEL	444	1,500	1,500	1,500
62360 - MEMBERSHIP DUES	940	-	-	-
62380 - COPY MACHINE CHARGES	43	800	800	800
62665 - CONTRIB TO OTHER AGENCIES	-	441,500	89,707	55,250
62705 - BANK SERVICE CHARGES	31	-	-	-
64545 - PERSONAL COMPUTER SOFTWARE	1,860	2,000	2,000	2,000
65095 - OFFICE SUPPLIES	-	400	400	400
65535 - REHAB LOANS	742	-	-	-
<b>Miscellaneous</b>	\$ 154,443	\$ 971,410	\$ 61,200	\$ 1,360,648
62490 - OTHER PROGRAM COSTS	15,193	971,410	6,600	1,360,648
63045 - SUMMER YOUTH EMPLOYMENT	65,000	-	43,400	-
63050 - Children's Home + Aid	59,250	-	-	-
63072 - EVANSTON SCHOLARS	15,000	-	11,200	-
<b>Insurance and Other Chargebacks</b>	\$ 293,332	\$ 18,230	\$ 430,230	\$ 18,230
62740 - OTHER CHARGES-CHARGEBACK	275,884	-	412,000	-
66130 - TRANSFER TO INSURANCE	17,448	18,230	18,230	18,230
<b>Capital Outlay</b>	\$ 443,440	\$ -	\$ 426,501	\$ -
62845 - SPECIAL ASSESSMENTS-ALLEY	240,016	-	10,000	-
63025 - MASON PARK	98,996	-	11,000	-
63030 - CURB/SIDEWALK REPLACEMENT	-	-	405,501	-
65682 - STREETS	104,427	-	-	-
<b>Community Sponsored Organizations</b>	\$ 161,448	\$ 50,000	\$ 248,539	\$ 30,000
62935 - JAMES MORAN CENTER	20,000	-	20,400	-
62945 - YOUTH JOB CENTER OF EVANSTON	21,000	-	27,399	-
62946 - REBA REPLACE EARLY LEARNING CENTER	-	-	36,220	-
62954 - IMPACT BEHAVIORAL HLT PTNRS (COMMUNITY UNITY 1)	15,000	-	13,000	-
62955 - YWCA SHELTER PROGRAM	25,000	-	35,000	-
62960 - INTERFAITH ACTION COUNCIL	15,000	-	15,020	-
62970 - CONNECTION FOR HOMELESS	15,000	-	25,000	-
62980 - NORTH SHORE SENIOR CENTER	9,000	-	8,600	-
63065 - DIRECT FINANCIAL ASSISTANCE TO BUSINESSES	-	50,000	30,000	30,000
63120 - MEALS AT HOME	15,000	-	14,200	-
63125 - OPEN STUDIO PROJECT	4,000	-	4,800	-
67030 - FAMILY FOCUS	15,000	-	11,400	-
67070 - SHORE COMMUNITY SERVICES	7,448	-	7,500	-
<b>Interfund Transfers</b>	\$ 21,050	\$ 634,640	\$ 416,418	\$ 2,165
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	9,876	825	825	825
62309 - RENTAL OF AUTO REPLACEMENT	4,382	1,340	1,340	1,340
66025 - TRANSFER TO DEBT SERVICE - ERI	6,792	7,131	7,131	-
66131 - TRANSFER TO GENERAL FUND	-	10,344	10,344	-
66156 - TRANSFER TO CAPITAL IMPROVEMENT FUND	-	615,000	396,778	-
<b>Grand Total</b>	\$ 1,526,206	\$ 2,631,080	\$ 2,189,395	\$ 1,963,875



## 2020-21 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 amortized 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 provides 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 to fund new eligible projects. Additionally, repayments on CDBG loans made to businesses are deposited into this fund and may be used for CDBG economic development activities. Revolving loan funds must be used before additional entitlement funds for eligible activities.

#### Fund Summary

	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Year End Estimated	FY 2020 Proposed Budget	FY 2021 Projected Budget
<b>Operating Revenue</b>					
Other Revenue	114,531	250,000	100,000	175,000	175,000
Interest Income	5,087	-	-	-	-
<b>Total Revenue</b>	<b>\$ 119,618</b>	<b>\$ 250,000</b>	<b>\$ 100,000</b>	<b>\$ 175,000</b>	<b>\$ 175,000</b>
<b>Operating Expenses</b>					
Services and Supplies	190,484	250,000	150,000	175,000	175,000
Insurance and Other Chargebacks	8,552	-	-	-	-
<b>Total Expenses</b>	<b>\$ 199,035</b>	<b>\$ 250,000</b>	<b>\$ 150,000</b>	<b>\$ 175,000</b>	<b>\$ 175,000</b>
<b>Net Surplus (Deficit)</b>	<b>\$ (79,418)</b>	<b>\$ -</b>	<b>\$ (50,000)</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Beginning Fund Balance</b>			<b>\$ 173,194</b>	<b>\$ 123,194</b>	<b>\$ 123,194</b>
<b>Ending Fund Balance</b>	<b>\$ 173,194</b>		<b>\$ 123,194</b>	<b>\$ 123,194</b>	<b>\$ 123,194</b>

<b>220 CDBG LOAN FUND</b>	<b>FY 2018 Actual Amount</b>	<b>FY 2019 Adopted Budget</b>	<b>FY 2019 Year End Estimated</b>	<b>FY 2020 Proposed Budget</b>
<b>Services and Supplies</b>	<b>\$ 190,484</b>	<b>\$ 250,000</b>	<b>\$ 150,000</b>	<b>\$ 175,000</b>
62190 - GRAFFITI REMOVAL SERVICES	1,622	-	-	-
65535 - REHAB LOANS	188,862	250,000	150,000	175,000
<b>Insurance and Other Chargebacks</b>	<b>\$ 8,552</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
62740 - OTHER CHARGES-CHARGEBACK	8,552	-	-	-
<b>Grand Total</b>	<b>\$ 199,035</b>	<b>\$ 250,000</b>	<b>\$ 150,000</b>	<b>\$ 175,000</b>





## 2020-21 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 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Year End Estimated	FY 2020 Proposed Budget	FY 2021 Projected Budget
Interest Income	1,066	-	-	-	-
<b>Total Revenue</b>	<b>\$ 1,066</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Operating Expenses</b>					
Services and Supplies	163	-	-	-	-
Interfund Transfers	-	100,000	100,000	-	-
<b>Total Expenses</b>	<b>\$ 163</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 903</b>	<b>\$ (100,000)</b>	<b>\$ (100,000)</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Beginning Fund Balance</b>			<b>\$ 171,074</b>	<b>\$ 71,074</b>	<b>\$ 71,074</b>
<b>Ending Fund Balance</b>	<b>\$ 171,074</b>		<b>\$ 71,074</b>	<b>\$ 71,074</b>	<b>\$ 71,074</b>

<b>235 NEIGHBORHOOD IMPROVEMENT</b>	<b>FY 2018 Actual Amount</b>	<b>FY 2019 Adopted Budget</b>	<b>FY 2019 Year End Estimated</b>	<b>FY 2020 Proposed Budget</b>
Services and Supplies	\$ 163	\$ -	\$ -	\$ -
62705 - BANK SERVICE CHARGES	163	-	-	-
<b>Interfund Transfers</b>	\$ -	\$ 100,000	\$ 100,000	\$ -
66156 - TRANSFER TO CAPITAL IMPROVEMENT FUND	-	100,000	100,000	-
<b>Grand Total</b>	\$ 163	\$ 100,000	\$ 100,000	\$ -



## 2020-21 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 preserving existing and producing new affordable housing, and by providing rent and utility assistance to low income households that enable them to afford market rate housing. 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).

Ongoing Activity Measures	2018 Actual	2019 Estimated	2020 Projected
Number of housing units acquired, rehabbed or constructed	0	2	2
Number of households helped with TBRA	29	26	20
Housing and Homeless Commission meetings	10	10	10

#### Fund Summary

Operating Revenue	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Year End Estimated	FY 2020 Proposed Budget	FY 2021 Projected Budget
Other Revenue	27,477	-	25,000	25,000	25,000
Intergovernmental Revenue	300,423	741,269	230,174	634,528	579,649
Interest Income	5,451	-	160	150	150
<b>Total Revenue</b>	<b>\$ 333,351</b>	<b>\$ 741,269</b>	<b>\$ 255,334</b>	<b>\$ 659,678</b>	<b>\$ 604,799</b>
<b>Operating Expenses</b>					
Salary and Benefits	36,173	33,375	33,375	35,719	37,840
Services and Supplies	301,124	696,500	210,565	622,565	565,565
Miscellaneous	-	500	500	500	500
Insurance and Other Chargebacks	(1,992)	10,894	10,894	894	894
<b>Total Expenses</b>	<b>\$ 335,304</b>	<b>\$ 741,269</b>	<b>\$ 255,334</b>	<b>\$ 659,678</b>	<b>\$ 604,799</b>
<b>Net Surplus (Deficit)</b>	<b>\$ (1,953)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>(0)</b>
<b>Beginning Fund Balance</b>			<b>\$ 7,324</b>	<b>\$ 7,324</b>	<b>\$ 7,324</b>
<b>Ending Fund Balance</b>	<b>\$ 7,324</b>		<b>\$ 7,324</b>	<b>\$ 7,324</b>	<b>\$ 7,324</b>

<b>240 HOME FUND</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Adopted</b>	<b>FY 2019 Year End</b>	<b>FY 2020 Proposed</b>
	<b>Amount</b>	<b>Budget</b>	<b>Estimated</b>	<b>Budget</b>
<b>Salary and Benefits</b>	<b>\$ 36,173</b>	<b>\$ 33,375</b>	<b>\$ 33,375</b>	<b>\$ 35,719</b>
61010 - REGULAR PAY	28,275	26,816	26,816	28,249
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	123	-	-	-
61510 - HEALTH INSURANCE	3,014	2,733	2,733	2,836
61610 - DENTAL INSURANCE	1	-	-	-
61615 - LIFE INSURANCE	3	3	3	3
61710 - IMRF	2,656	1,716	1,716	2,469
61725 - SOCIAL SECURITY	1,703	1,707	1,707	1,752
61730 - MEDICARE	398	400	400	410
<b>Services and Supplies</b>	<b>\$ 301,124</b>	<b>\$ 696,500</b>	<b>\$ 210,565</b>	<b>\$ 622,565</b>
62360 - MEMBERSHIP DUES	500	500	500	500
62705 - BANK SERVICE CHARGES	31	-	65	65
64545 - PERSONAL COMPUTER SOFTWARE	590	-	-	-
65535 - REHAB LOANS	300,003	696,000	160,000	412,000
65538 - TENANT-BASED RENTAL ASSISTANCE	-	-	50,000	210,000
<b>Miscellaneous</b>	<b>\$ -</b>	<b>\$ 500</b>	<b>\$ 500</b>	<b>\$ 500</b>
62490 - OTHER PROGRAM COSTS	-	500	500	500
<b>Insurance and Other Chargebacks</b>	<b>\$ (1,992)</b>	<b>\$ 10,894</b>	<b>\$ 10,894</b>	<b>\$ 894</b>
62740 - OTHER CHARGES-CHARGEBACK	(2,812)	10,000	10,000	-
66130 - TRANSFER TO INSURANCE	820	894	894	894
<b>Grand Total</b>	<b>\$ 335,304</b>	<b>\$ 741,269</b>	<b>\$ 255,334</b>	<b>\$ 659,678</b>



## 2020-21 PROPOSED BUDGET - OTHER FUNDS

### #250 – Affordable Housing

#### Fund Description

The Affordable Housing Fund (AHF) is used to address the housing needs of low-, moderate- and middle-income individuals and households by promoting, preserving, and producing affordable housing; providing housing-related services; and supporting agencies and organizations that actively address these housing needs, including:

- Funding a tenant/landlord program.
- Funding expenses to acquire vacant and blighted properties through the Cook County No Cash Bid program and pursue judicial deeds on properties with City liens.
- Funding the acquisition, rehabilitation, and new construction of affordable housing.
- “Gap” funding for affordable housing projects funded primarily with Low Income Housing Tax Credits or other sources, particularly projects with units restricted to households with incomes that do not exceed 50% of the area median.
- Funding for the Homeless Management Information System (HMIS).
- Funding for transitional housing, housing education, and related services.
- Providing matching funds for Federal housing grants where appropriate.
- Funding for housing programs such as the Senior Handyman Program, Senior Bridge Housing, and management of the IHO Wait List.
- Administration of the Inclusionary Housing Ordinance, development and implementation of a comprehensive Affordable Housing Plan.

#### Fund Summary

	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Year End Estimated	FY 2020 Proposed Budget	FY 2021 Projected Budget
<b>Operating Revenue</b>					
Other Taxes	58,700	80,000	40,000	75,000	75,000
Other Revenue	134,417	2,530,600	2,530,600	130,600	130,600
Interfund Transfers	-	-	-	-	-
Intergovernmental Revenue	-	-	40,464	-	-
Interest Income	14,449	4,500	24,667	16,581	5,700
<b>Total Revenue</b>	<b>\$ 207,566</b>	<b>\$ 2,615,100</b>	<b>\$ 2,635,731</b>	<b>\$ 222,181</b>	<b>\$ 211,300</b>
<b>Operating Expense</b>					
Salary and Benefits	82,955	136,697	136,697	142,316	146,691
Services and Supplies	126,852	818,500	285,700	1,478,550	1,058,550
Miscellaneous	43,387	52,500	56,000	57,500	57,500
Insurance and Other Chargebacks	47,755	-	6,500	5,000	5,000
Capital Outlay	-	-	6,500	10,000	10,000
Community Sponsored Organizations	18,006	20,000	14,000	20,000	20,000
Debt Service	-	-	-	-	-
<b>Total Expenses</b>	<b>\$ 318,955</b>	<b>\$ 1,027,697</b>	<b>\$ 505,397</b>	<b>\$ 1,713,366</b>	<b>\$ 1,297,741</b>
<b>Net Surplus (Deficit)</b>	<b>\$ (111,389)</b>	<b>\$ 1,587,403</b>	<b>\$ 2,130,334</b>	<b>\$ (1,491,185)</b>	<b>\$ (1,086,441)</b>
<b>Beginning Fund Balance</b>			<b>\$ 1,365,155</b>	<b>\$ 3,495,489</b>	<b>\$ 2,004,304</b>
<b>Ending Fund Balance</b>	<b>\$ 1,365,155</b>		<b>\$ 3,495,489</b>	<b>\$ 2,004,304</b>	<b>\$ 917,863</b>

250 AFFORDABLE HOUSING FUND	FY 2018 Actual		FY 2019 Adopted Budget		FY 2019 Year End		FY 2020 Proposed	
		Amount			Estimated		Budget	
<b>Salary and Benefits</b>	\$	<b>82,955</b>	\$	<b>136,697</b>	\$	<b>136,697</b>	\$	<b>142,316</b>
61010 - REGULAR PAY		63,308		104,912		104,912		107,570
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)		123		-		-		-
61510 - HEALTH INSURANCE		7,399		15,908		15,908		16,098
61610 - DENTAL INSURANCE		1		-		-		-
61615 - LIFE INSURANCE		52		108		108		109
61625 - AUTO ALLOWANCE		1,245		934		934		934
61626 - CELL PHONE ALLOWANCE		300		225		225		225
61710 - IMRF		5,930		6,711		6,711		9,402
61725 - SOCIAL SECURITY		3,681		6,314		6,314		6,401
61730 - MEDICARE		916		1,585		1,585		1,577
<b>Services and Supplies</b>	\$	<b>126,852</b>	\$	<b>818,500</b>	\$	<b>285,700</b>	\$	<b>1,478,550</b>
62227 - ADVOCACY SERVICES		-		27,500		27,500		27,500
62705 - BANK SERVICE CHARGES		1,013		-		25		50
65496 - WAITLIST MANAGEMENT		-		-		28,675		30,000
65497 - LANDLORD-TENANT		12,000		50,000		50,000		70,000
65498 - EMERGENCY HOTEL VOUCHERS		227		10,000		9,000		10,000
65499 - SENIOR BRIDGE HOUSING		-		10,000		-		-
65500 - HMIS		20,500		21,000		20,500		21,000
65530 - DEVELOPMENT GRANTS/FORGIVABLE LOANS		-		200,000		-		1,000,000
65535 - REHAB LOANS		93,112		500,000		150,000		320,000
<b>Miscellaneous</b>	\$	<b>43,387</b>	\$	<b>52,500</b>	\$	<b>56,000</b>	\$	<b>57,500</b>
62490 - OTHER PROGRAM COSTS		42,690		50,000		55,000		55,000
62770 - MISCELLANEOUS		697		2,500		1,000		2,500
<b>Insurance and Other Chargebacks</b>	\$	<b>47,755</b>	\$	<b>-</b>	\$	<b>6,500</b>	\$	<b>5,000</b>
62740 - OTHER CHARGES-CHARGEBACK		47,755		-		6,500		5,000
<b>Capital Outlay</b>	\$	<b>-</b>	\$	<b>-</b>	\$	<b>6,500</b>	\$	<b>10,000</b>
62489 - SITE MAINTENANCE		-		-		6,500		10,000
<b>Community Sponsored Organizations</b>	\$	<b>18,006</b>	\$	<b>20,000</b>	\$	<b>14,000</b>	\$	<b>20,000</b>
63095 - HANDYMAN PROGRAM		18,006		20,000		14,000		20,000
<b>Grand Total</b>	\$	<b>318,955</b>	\$	<b>1,027,697</b>	\$	<b>505,397</b>	\$	<b>1,713,366</b>



## 2020-21 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 expired 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.

The Washington-National TIF Fund was closed at the end of 2018.

#### Financial Summary

<b>Operating Revenue</b>	<b>FY 2018 Actual Amount</b>	<b>FY 2019 Adopted Budget</b>	<b>FY 2019 Year End Estimated</b>	<b>FY 2020 Proposed Budget</b>	<b>FY 2021 Projected Budget</b>
Property Taxes	5,714,572	-	-	-	-
Other Taxes	-	-	-	-	-
Other Revenue	(45,663)	-	-	-	-
Interfund Transfers	-	-	-	-	-
Interest Income	35,826	-	-	-	-
<b>Total Revenue</b>	<b>\$ 5,704,735</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Operating Expenses</b>					
Salary and Benefits	-	-	-	-	-
Services and Supplies	168	-	-	-	-
Miscellaneous	98,672	-	-	-	-
Capital Outlay	500,000	-	-	-	-
Debt Service	-	-	-	-	-
Interfund Transfers	10,368,439	-	-	-	-
<b>Total Expenses</b>	<b>\$ 10,967,279</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Net Surplus (Deficit)</b>	<b>\$ (5,262,544)</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>	<b>\$ -</b>

300 WASHINGTON NATIONAL TIF FUND	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Year End Estimated	FY 2020 Proposed Budget
<b>Services and Supplies</b>	\$ 168	\$ -	\$ -	\$ -
62185 - CONSULTING SERVICES	168	-	-	-
<b>Miscellaneous</b>	\$ 98,672	\$ -	\$ -	\$ -
62605 - OTHER CHARGES	98,672	-	-	-
<b>Capital Outlay</b>	\$ 500,000	\$ -	\$ -	\$ -
65515 - OTHER IMPROVEMENTS	500,000	-	-	-
<b>Interfund Transfers</b>	\$ 10,368,439	\$ -	\$ -	\$ -
66020 - TRANSFERS TO OTHER FUNDS	7,428,439	-	-	-
66131 - TRANSFER TO GENERAL FUND	550,000	-	-	-
66156 - TRANSFER TO CAPITAL IMPROVEMENT FUND	2,390,000	-	-	-
<b>Grand Total</b>	\$ 10,967,279	\$ -	\$ -	\$ -





## 2020-21 PROPOSED BUDGET - OTHER FUNDS

### #320 – Debt Service

#### Fund Description

The debt service fund is used to account for payments on general obligations bonds. Debt supported by governmental funds is paid out of the debt service fund and abated through a transfer. Debt supported by enterprise funds are paid directly by those funds.

The budgeted property tax revenue for FY 2020 is on the cash basis and represents 2019 levy, which will primarily be received in calendar year 2020. The FY 2020 expenditures are budgeted on cash basis and are the actual payments required to be made during the fiscal year according to debt maturity schedules.

The financial summary below includes a proposed increase to property tax revenue of \$1,641,938.

#### Financial Summary

<b>Operating Revenue</b>	<b>FY 2018 Actual Amount</b>	<b>FY 2019 Adopted Budget</b>	<b>FY 2019 Year End Estimated</b>	<b>FY 2020 Proposed Budget</b>	<b>FY 2021 Projected Budget</b>
Property Taxes	10,520,453	10,879,993	10,879,993	12,521,931	12,521,931
Other Revenue	7,106,441	-	-	-	-
Interfund Transfers	4,137,327	4,676,744	3,783,630	3,319,053	3,338,443
Intergovernmental Revenue	86,624	87,457	87,457	-	-
Interest Income	159,322	1,500	100,000	1,500	1,500
<b>Total Revenue</b>	<b>\$ 22,010,168</b>	<b>\$ 15,645,694</b>	<b>\$ 14,851,080</b>	<b>\$ 15,842,484</b>	<b>\$ 15,861,874</b>
<b>Operating Expenses</b>					
Services and Supplies	63,225	120,000	-	-	-
Debt Service	21,770,744	14,647,219	14,647,219	15,840,981	15,836,877
<b>Total Expenses</b>	<b>\$ 21,833,969</b>	<b>\$ 14,767,219</b>	<b>\$ 14,647,219</b>	<b>\$ 15,840,981</b>	<b>\$ 15,836,877</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 176,199</b>	<b>\$ 878,475</b>	<b>\$ 203,861</b>	<b>\$ 1,503</b>	<b>\$ 24,997</b>
<b>Beginning Fund Balance</b>			<b>\$ 417,981</b>	<b>\$ 621,842</b>	<b>\$ 623,345</b>
<b>Ending Fund Balance</b>	<b>\$ 417,981</b>		<b>\$ 621,842</b>	<b>\$ 623,345</b>	<b>\$ 648,342</b>

<b>320 DEBT SERVICE FUND</b>	<b>FY 2018 Actual Amount</b>	<b>FY 2019 Adopted Budget</b>	<b>FY 2019 Year End Estimated</b>	<b>FY 2020 Proposed Budget</b>
<b>Services and Supplies</b>	\$ 63,225	\$ 120,000	\$ -	\$ -
62350 - FISCAL AGENT SERVICES	4,900	120,000	-	-
62705 - BANK SERVICE CHARGES	43	-	-	-
62716 - BOND ISSUANCE COSTS	58,282	-	-	-
<b>Debt Service</b>	\$ 21,770,744	\$ 14,647,219	\$ 14,647,219	\$ 15,840,981
68305 - DEBT SERVICE- PRINCIPAL	17,257,414	9,517,156	9,517,156	9,987,933
68315 - DEBT SERVICE- INTEREST	4,513,330	5,130,063	5,130,063	5,853,048
<b>Grand Total</b>	\$ 21,833,969	\$ 14,767,219	\$ 14,647,219	\$ 15,840,981



## 2020-21 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, 623, 633, and 727 Howard Street. A new theater located at 721-723 Howard Street was completed by the end of 2018 and the City will begin construction of a mixed use housing/retail development at the northwest corner of Howard Street and Chicago Avenue.

#### **Financial Summary**

	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Year End Estimated	FY 2020 Proposed Budget	FY 2021 Projected Budget
<b>Operating Revenue</b>					
Property Taxes	622,345	655,000	695,000	695,000	695,000
Other Revenue	3,530,261	5,366	5,366	5,366	5,366
Interest Income	120	400	400	400	400
<b>Total Revenue</b>	<b>\$ 4,152,727</b>	<b>\$ 660,766</b>	<b>\$ 700,766</b>	<b>\$ 700,766</b>	<b>\$ 700,766</b>
<b>Operating Expenses</b>					
Services and Supplies	490,957	400,000	422,000	368,000	334,700
Miscellaneous	-	-	-	-	-
Insurance and Other Chargebacks	-	-	-	-	-
Capital Outlay	1,585,566	-	2,438	-	-
Community Sponsored Organizations	-	-	-	-	-
Debt Service	1,401	-	50,000	-	-
Interfund Transfers	105,319	346,225	203,113	173,113	173,113
<b>Total Expenses</b>	<b>\$ 2,183,243</b>	<b>\$ 746,225</b>	<b>\$ 677,551</b>	<b>\$ 541,113</b>	<b>\$ 507,813</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 1,969,484</b>	<b>\$ (85,459)</b>	<b>\$ 23,215</b>	<b>\$ 159,653</b>	<b>\$ 192,953</b>
<b>Beginning Fund Balance</b>			<b>\$ 2,216,862</b>	<b>\$ 2,240,077</b>	<b>\$ 2,399,730</b>
<b>Ending Fund Balance</b>	<b>\$ 2,216,862</b>		<b>\$ 2,240,077</b>	<b>\$ 2,399,730</b>	<b>\$ 2,592,683</b>

330 HOWARD-RIDGE TIF FUND	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Year End Estimated	FY 2020 Proposed Budget
<b>Services and Supplies</b>	\$ 490,957	\$ 400,000	\$ 422,000	\$ 368,000
62185 - CONSULTING SERVICES	1,981	-	2,000	5,000
62346 - REAL ESTATE TAX PAYMENTS TO COUNTY	126	25,000	25,000	25,000
62509 - SERVICE AGREEMENTS/ CONTRACTS	-	-	20,000	-
62706 - REVENUE SHARING AGREEMENTS	446,408	370,000	370,000	333,000
62716 - BOND ISSUANCE COSTS	39,831	-	-	-
64015 - NATURAL GAS	2,611	5,000	5,000	5,000
<b>Capital Outlay</b>	\$ 1,585,566	\$ -	\$ 2,438	\$ -
65509 - PROPERTY REHAB WORK	1,571,544	-	-	-
65511 - BUILDING IMPROVEMENTS	2,561	-	-	-
65515 - OTHER IMPROVEMENTS	11,461	-	2,438	-
<b>Debt Service</b>	\$ 1,401	\$ -	\$ 50,000	\$ -
67210 - LOAN PAYMENT	-	-	50,000	-
68315 - DEBT SERVICE- INTEREST	1,401	-	-	-
<b>Interfund Transfers</b>	\$ 105,319	\$ 346,225	\$ 203,113	\$ 173,113
66026 - TRANSFER TO DEBT SERVICE	45,319	-	-	-
66131 - TRANSFER TO GENERAL FUND	60,000	60,000	60,000	30,000
69320 - TRANSFERS TO DEBT SERVICE FUND	-	286,225	143,113	143,113
<b>Grand Total</b>	\$ 2,183,243	\$ 746,225	\$ 677,551	\$ 541,113



## 2020-21 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 Avenues, 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 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Year End Estimated	FY 2020 Proposed Budget	FY 2021 Projected Budget
Property Taxes	217,949	220,000	722,135	722,135	722,135
Other Revenue	11,311	11,000	11,000	11,000	11,000
Interest Income	12,403	4,000	4,000	4,000	4,000
<b>Total Revenue</b>	<b>\$ 241,663</b>	<b>\$ 235,000</b>	<b>\$ 737,135</b>	<b>\$ 737,135</b>	<b>\$ 737,135</b>
<b>Operating Expenses</b>					
Services and Supplies	6,831	-	3,000	5,000	5,000
Miscellaneous	-	-	-	200,000	200,000
Insurance and Other Chargebacks	-	-	-	-	-
Capital Outlay	-	-	-	400,000	400,000
Contingencies	-	-	-	-	-
Debt Service	17,218	613,000	613,000	-	-
Interfund Transfers	30,000	30,000	30,000	135,000	135,000
<b>Total Expenses</b>	<b>\$ 54,049</b>	<b>\$ 643,000</b>	<b>\$ 646,000</b>	<b>\$ 740,000</b>	<b>\$ 740,000</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 187,614</b>	<b>\$ (408,000)</b>	<b>\$ 91,135</b>	<b>\$ (2,865)</b>	<b>\$ (2,865)</b>
<b>Beginning Fund Balance</b>			<b>\$ 620,380</b>	<b>\$ 711,515</b>	<b>\$ 708,650</b>
<b>Ending Fund Balance</b>	<b>\$ 620,380</b>		<b>\$ 711,515</b>	<b>\$ 708,650</b>	<b>\$ 705,785</b>

<b>335 WEST EVANSTON TIF FUND</b>	<b>FY 2018 Actual Amount</b>	<b>FY 2019 Adopted Budget</b>	<b>FY 2019 Year End Estimated</b>	<b>FY 2020 Proposed Budget</b>
<b>Services and Supplies</b>	\$ 6,831	\$ -	\$ 3,000	\$ 5,000
62185 - CONSULTING SERVICES	6,831	-	3,000	5,000
<b>Miscellaneous</b>	\$ -	\$ -	\$ -	\$ 200,000
62490 - OTHER PROGRAM COSTS	-	-	-	200,000
<b>Capital Outlay</b>	\$ -	\$ -	\$ -	\$ 400,000
65515 - OTHER IMPROVEMENTS	-	-	-	400,000
<b>Debt Service</b>	\$ 17,218	\$ 613,000	\$ 613,000	\$ -
67210 - LOAN PAYMENT	-	-	500,000	-
68305 - DEBT SERVICE- PRINCIPAL	-	600,000	100,000	-
68315 - DEBT SERVICE- INTEREST	17,218	13,000	13,000	-
<b>Interfund Transfers</b>	\$ 30,000	\$ 30,000	\$ 30,000	\$ 135,000
66020 - TRANSFERS TO OTHER FUNDS	-	-	-	100,000
66131 - TRANSFER TO GENERAL FUND	30,000	30,000	30,000	35,000
<b>Grand Total</b>	<b>\$ 54,049</b>	<b>\$ 643,000</b>	<b>\$ 646,000</b>	<b>\$ 740,000</b>



## 2020-21 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 development - The Evanston Plaza Shopping Center - located at the southwest corner of the intersection of Dempster Street and Dodge Avenue.

#### Fund Summary

	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Year End Estimated	FY 2020 Proposed Budget	FY 2021 Projected Budget
<b>Operating Revenue</b>					
Property Taxes	136,927	275,000	122,797	122,797	122,797
Interfund Transfers	-	-	-	100,000	100,000
Interest Income	10	-	-	-	-
<b>Total Revenue</b>	<b>\$ 136,937</b>	<b>\$ 275,000</b>	<b>\$ 122,797</b>	<b>\$ 222,797</b>	<b>\$ 222,797</b>
<b>Operating Expenses</b>					
Services and Supplies	1,981	-	2,000	2,000	2,000
Interfund Transfers	74,104	70,870	70,870	165,870	163,923
<b>Total Expenses</b>	<b>\$ 76,085</b>	<b>\$ 70,870</b>	<b>\$ 72,870</b>	<b>\$ 167,870</b>	<b>\$ 165,923</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 60,852</b>	<b>\$ 204,130</b>	<b>\$ 49,927</b>	<b>\$ 54,927</b>	<b>\$ 56,874</b>
<b>Beginning Fund Balance</b>			<b>\$ 54,843</b>	<b>\$ 104,770</b>	<b>\$ 159,697</b>
<b>Ending Fund Balance</b>	<b>\$ 54,843</b>		<b>\$ 104,770</b>	<b>\$ 159,697</b>	<b>\$ 216,571</b>

<b>340 DEMPSTER-DODGE TIF FUND</b>	<b>FY 2018 Actual Amount</b>	<b>FY 2019 Adopted Budget</b>	<b>FY 2019 Year End Estimated</b>	<b>FY 2020 Proposed Budget</b>
<b>Services and Supplies</b>	\$ 1,981	\$ -	\$ 2,000	\$ 2,000
62185 - CONSULTING SERVICES	1,981	-	2,000	2,000
<b>Interfund Transfers</b>	\$ 74,104	\$ 70,870	\$ 70,870	\$ 165,870
66131 - TRANSFER TO GENERAL FUND	-	5,000	5,000	5,000
69320 - TRANSFERS TO DEBT SERVICE FUND	74,104	65,870	65,870	160,870
<b>Grand Total</b>	\$ 76,085	\$ 70,870	\$ 72,870	\$ 167,870





## 2020-21 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, this TIF provided \$2.9 million in financial assistance to Riverside Development for construction of approximately 10,000 square feet of office space in the mixed use building at the southeast corner of Chicago Avenue and Main Street. The space has since been leased to Multilingual Connections and Fusion Academy.

Engineering work in this TIF area began in 2018, funded through the Capital Improvements Fund, with debt services expenses beginning in 2019. Water main and streetscape construction work is expected to begin in 2020.

#### **Fund Summary**

<b>Operating Revenue</b>	<b>FY 2018 Actual Amount</b>	<b>FY 2019 Adopted Budget</b>	<b>FY 2019 Year End Estimated</b>	<b>FY 2020 Proposed Budget</b>	<b>FY 2021 Projected Budget</b>
Property Taxes	222,235	225,000	607,043	607,043	607,043
Other Revenue	-	-	-	-	4,300,000
Interest Income	23	-	-	-	-
<b>Total Revenue</b>	<b>\$ 222,258</b>	<b>\$ 225,000</b>	<b>\$ 607,043</b>	<b>\$ 607,043</b>	<b>\$ 4,907,043</b>
<b>Operating Expenses</b>					
Services and Supplies	1,981	-	2,000	5,000	5,000
Capital Outlay	-	-	-	430,000	4,300,000
Debt Service	-	-	-	-	-
Interfund Transfers	107,561	100,610	100,610	318,820	321,053
<b>Total Expenses</b>	<b>\$ 109,542</b>	<b>\$ 100,610</b>	<b>\$ 102,610</b>	<b>\$ 753,820</b>	<b>\$ 4,626,053</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 112,716</b>	<b>\$ 124,390</b>	<b>\$ 504,433</b>	<b>\$ (146,777)</b>	<b>\$ 280,990</b>
<b>Beginning Fund Balance</b>			<b>\$ 173,909</b>	<b>\$ 678,342</b>	<b>\$ 531,565</b>
<b>Ending Fund Balance</b>	<b>\$ 173,909</b>		<b>\$ 678,342</b>	<b>\$ 531,565</b>	<b>\$ 812,555</b>

<b>345 CHICAGO-MAIN TIF</b>	<b>FY 2018 Actual Amount</b>	<b>FY 2019 Adopted Budget</b>	<b>FY 2019 Year End Estimated</b>	<b>FY 2020 Proposed Budget</b>
<b>Services and Supplies</b>	\$ 1,981	\$ -	\$ 2,000	\$ 5,000
62185 - CONSULTING SERVICES	1,981	-	2,000	5,000
<b>Capital Outlay</b>	\$ -	\$ -	\$ -	\$ 430,000
65515 - OTHER IMPROVEMENTS	-	-	-	430,000
<b>Interfund Transfers</b>	\$ 107,561	\$ 100,610	\$ 100,610	\$ 318,820
66126 - TRANSFER TO RESERVES	-	-	-	58,210
66131 - TRANSFER TO GENERAL FUND	-	5,000	5,000	30,000
69320 - TRANSFERS TO DEBT SERVICE FUND	107,561	95,610	95,610	230,610
<b>Grand Total</b>	\$ 109,542	\$ 100,610	\$ 102,610	\$ 753,820



## 2020-21 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 between Hinman and Maple. SSA #6 is intended to provide marketing as well as aesthetic and streetscape improvements such as signage, lighting, landscaping, public art, 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. SSA6 is managed by The Main Dempster Mile organization, an Illinois not-for-profit corporation.

#### Fund Summary

Operating Revenue	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Year End Estimated	FY 2020 Proposed Budget	FY 2021 Projected Budget
Property Taxes	222,944	221,000	221,500	221,000	221,000
Interest Income	34	500	-	500	500
<b>Total Revenue</b>	<b>\$ 222,978</b>	<b>\$ 221,500</b>	<b>\$ 221,500</b>	<b>\$ 221,500</b>	<b>\$ 221,500</b>
<b>Operating Expenses</b>					
Services and Supplies	222,086	221,500	221,500	221,500	221,500
<b>Total Expenses</b>	<b>\$ 222,086</b>	<b>\$ 221,500</b>	<b>\$ 221,500</b>	<b>\$ 221,500</b>	<b>\$ 221,500</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 892</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Beginning Fund Balance</b>		<b>\$ 3,099</b>	<b>\$ 3,099</b>	<b>\$ 3,099</b>	<b>\$ 3,099</b>
<b>Ending Fund Balance</b>	<b>\$ 3,099</b>		<b>\$ 3,099</b>	<b>\$ 3,099</b>	<b>\$ 3,099</b>

	FY 2018 Actual	FY 2019 Adopted	FY 2019 Year End	FY 2020 Proposed
	Amount	Budget	Estimated	Budget
<b>350 SPECIAL SERVICE AREA (SSA) #6 FUND</b>				
<b>Services and Supplies</b>	\$ 222,086	\$ 221,500	\$ 221,500	\$ 221,500
62272 - OTHER PROFESSIONAL SERVICES	222,086	221,500	221,500	221,500
<b>Grand Total</b>	\$ 222,086	\$ 221,500	\$ 221,500	\$ 221,500



## 2020-21 PROPOSED BUDGET - OTHER FUNDS

### #355 - Special Service Area #7

#### Fund Description

The Central Street merchants are seeking to establish two Special Service Areas (SSA) for commercial properties located in the merchant district along Central Street. A West Central St. district (SSA #8) would be located between Central Park Ave. on the west and Ewing Ave. on the east. An East Central St. district (SSA #7) would be located between Hartrey on the west, Eastwood on the east, Isabella on the north and Lincoln on the south. The purpose of the Central Street SSA districts are to help the merchant association grow and establish a stable funding stream for merchant and business district activities that range from street beautification (planters, street furniture, etc.) to programmatic needs (event management, marketing support, and organizational management)

#### Fund Summary

Operating Revenue	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Year End Estimated	FY 2020 Proposed Budget	FY 2021 Projected Budget
Property Taxes	-	-	-	154,600	154,600
<b>Total Revenue</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 154,600</b>	<b>\$ 154,600</b>
<b>Operating Expenses</b>					
Services and Supplies	-	-	-	154,600	154,600
<b>Total Expenses</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 154,600</b>	<b>\$ 154,600</b>
<b>Net Surplus (Deficit)</b>	<b>\$ -</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>	<b>\$ -</b>

355 SPECIAL SERVICE AREA (SSA) #7 FUND	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Year End Estimated	FY 2020 Proposed Budget
<b>Services and Supplies</b>	\$ -	\$ -	\$ -	\$ 154,600
62517 - SPECIAL SERVICE AREA AGREEMENT	-	-	-	154,600
<b>Grand Total</b>	\$ -	\$ -	\$ -	\$ 154,600



## 2020-21 PROPOSED BUDGET - OTHER FUNDS

### #360 - Special Service Area #8

#### Fund Description

The Central Street merchants are seeking to establish two Special Service Areas (SSA) for commercial properties located in the merchant district along Central Street. A West Central St. district (SSA #8) would be located between Central Park Ave. on the west and Ewing Ave. on the east. An East Central St. district (SSA #7) would be located between Hartrey on the west, Eastwood on the east, Isabella on the north and Lincoln on the south. The purpose of the Central Street SSA districts are to help the merchant association grow and establish a stable funding stream for merchant and business district activities that range from street beautification (planters, street furniture, etc.) to programmatic needs (event management, marketing support, and organizational management)

#### Fund Summary

Operating Revenue	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Year End Estimated	FY 2020 Proposed Budget	FY 2021 Projected Budget
Property Taxes	-	-	-	60,200	60,200
<b>Total Revenue</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 60,200</b>	<b>\$ 60,200</b>
<b>Operating Expenses</b>					
Services and Supplies	-	-	-	60,200	60,200
<b>Total Expenses</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 60,200</b>	<b>\$ 60,200</b>
<b>Net Surplus (Deficit)</b>	<b>\$ -</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>	<b>\$ -</b>

360 SPECIAL SERVICE AREA (SSA) #8 FUND	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Year End Estimated	FY 2020 Proposed Budget
<b>Services and Supplies</b>	\$ -	\$ -	\$ -	\$ 60,200
62517 - SPECIAL SERVICE AREA AGREEMENT	\$ -	\$ -	\$ -	\$ 60,200
<b>Grand Total</b>	\$ -	\$ -	\$ -	\$ 60,200





## 2020-21 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 Improvements 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 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Year End Estimated	FY 2020 Proposed Budget	FY 2021 Projected Budget
Other Revenue	10,274,896	9,000,000	9,270,295	12,192,000	13,232,000
Charges for Services	59,572	-	90,000	-	-
Interfund Transfers	8,260,353	715,000	496,778	-	-
Intergovernmental Revenue	206,797	3,970,000	780,000	510,000	320,000
Interest Income	198,795	-	175,000	50,000	50,000
<b>Total Revenue</b>	<b>\$ 19,000,412</b>	<b>\$ 13,685,000</b>	<b>\$ 10,812,073</b>	<b>\$ 12,752,000</b>	<b>\$ 13,602,000</b>
<b>Operating Expenses</b>					
Salary and Benefits	650,911	648,393	649,985	671,344	689,809
Services and Supplies	1,473,875	-	-	-	-
Capital Outlay	10,942,274	13,612,156	11,026,657	16,380,537	13,052,000
Interfund Transfers	793,576	-	-	-	-
<b>Total Expenses</b>	<b>\$ 13,860,636</b>	<b>\$ 14,260,549</b>	<b>\$ 11,676,642</b>	<b>\$ 17,051,881</b>	<b>\$ 13,741,809</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 5,139,776</b>	<b>\$ (575,549)</b>	<b>\$ (864,569)</b>	<b>\$ (4,299,881)</b>	<b>\$ (139,809)</b>
<b>Beginning Fund Balance</b>			<b>\$ 13,898,248</b>	<b>\$ 13,033,679</b>	<b>\$ 8,733,798</b>
<b>Ending Fund Balance</b>	<b>\$ 13,898,248</b>		<b>\$ 13,033,679</b>	<b>\$ 8,733,798</b>	<b>\$ 8,593,989</b>

415 CAPITAL IMPROVEMENTS FUND	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Year End Estimated	FY 2020 Proposed Budget
<b>Salary and Benefits</b>	\$ 650,911	\$ 648,393	\$ 649,985	\$ 671,344
61010 - REGULAR PAY	484,865	497,222	497,222	510,746
61070 - JOB TRAINING AND INTERNSHIPS	150	-	-	-
61110 - OVERTIME PAY	422	-	1,210	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	3,142	-	-	-
61510 - HEALTH INSURANCE	73,734	75,878	75,878	72,292
61610 - DENTAL INSURANCE	6	-	-	-
61615 - LIFE INSURANCE	633	641	641	603
61625 - AUTO ALLOWANCE	3,850	2,925	2,925	2,738
61626 - CELL PHONE ALLOWANCE	1,652	1,260	1,260	1,155
61630 - SHOE ALLOWANCE	460	-	382	383
61710 - IMRF	45,645	31,804	31,804	44,639
61725 - SOCIAL SECURITY	29,372	31,180	31,180	31,320
61730 - MEDICARE	6,980	7,483	7,483	7,468
<b>Services and Supplies</b>	\$ 1,473,875	\$ -	\$ -	\$ -
62145 - ENGINEERING SERVICES	1,275,376	-	-	-
62205 - ADVERTISING	14,544	-	-	-
62272 - OTHER PROFESSIONAL SERVICES	2,319	-	-	-
62705 - BANK SERVICE CHARGES	51	-	-	-
62716 - BOND ISSUANCE COSTS	181,585	-	-	-
<b>Capital Outlay</b>	\$ 10,942,274	\$ 13,612,156	\$ 11,026,657	\$ 16,380,537
65515 - OTHER IMPROVEMENTS	10,942,274	12,567,343	10,626,657	16,380,537
65516 - CAPITAL OUTLAY	-	1,044,813	400,000	-
<b>Interfund Transfers</b>	\$ 793,576	\$ -	\$ -	\$ -
66020 - TRANSFERS TO OTHER FUNDS	166,761	-	-	-
66026 - TRANSFER TO DEBT SERVICE	126,815	-	-	-
66131 - TRANSFER TO GENERAL FUND	500,000	-	-	-
<b>Grand Total</b>	\$ 13,860,636	\$ 14,260,549	\$ 11,676,642	\$ 17,051,881



## 2019 PROPOSED BUDGET - OTHER FUNDS

### #416 – Crown Construction Fund

#### Fund Description

The Crown Construction Fund was created as part of the 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 is partially funded through private fundraising led by the Friends of the Robert Crown Center, a 501(c)(3) organization. The first \$5 million donation was received in May 2019, with an additional \$1 million expected in early 2020. After construction is completed, donations will be used to abate debt service associated with the project. The project is also financed by general obligation bonds issued in 2018 and 2019. Construction began in summer 2018 and will continue through summer 2020. Expenses for the project are expected to conclude by the end of 2020.

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

#### Financial Summary

Operating Revenue	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Year End Estimated	FY 2020 Proposed Budget	FY 2021 Projected Budget
Other Revenue	25,652,394	17,605,498	20,478,205	1,000,000	-
Interfund Transfers	-	-	1,000,000	3,000,000	-
Intergovernmental Revenue	1,250,000	1,250,000	1,250,000	-	-
Interest Income	159,657	50,000	50,000	50,000	-
<b>Total Revenue</b>	<b>\$ 27,062,051</b>	<b>\$ 18,905,498</b>	<b>\$ 22,778,205</b>	<b>\$ 4,050,000</b>	<b>\$ -</b>
<b>Operating Expenses</b>					
Services and Supplies	2,007,340	-	713,810	460,000	-
Capital Outlay	7,753,657	23,670,000	33,477,455	7,870,000	-
Interfund Transfers	316,380	-	-	-	-
<b>Total Expenses</b>	<b>\$ 10,077,377</b>	<b>\$ 23,670,000</b>	<b>\$ 34,191,265</b>	<b>\$ 8,330,000</b>	<b>\$ -</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 16,984,674</b>	<b>\$ (4,764,502)</b>	<b>\$ (11,413,060)</b>	<b>\$ (4,280,000)</b>	<b>\$ -</b>
<b>Beginning Fund Balance</b>			<b>\$ 17,525,535</b>	<b>\$ 6,112,475</b>	<b>\$ 1,832,475</b>
<b>Ending Fund Balance</b>	<b>\$ 17,525,535</b>		<b>\$ 6,112,475</b>	<b>\$ 1,832,475</b>	<b>\$ 1,832,475</b>

<b>416 CROWN CONSTRUCTION FUND</b>	<b>FY 2018 Actual Amount</b>	<b>FY 2019 Adopted Budget</b>	<b>FY 2019 Year End Estimated</b>	<b>FY 2020 Proposed Budget</b>
<b>Services and Supplies</b>	<b>\$ 2,007,340</b>	<b>\$ -</b>	<b>\$ 713,810</b>	<b>\$ 460,000</b>
62145 - ENGINEERING SERVICES	1,697,139	-	549,512	460,000
62205 - ADVERTISING	1,137	-	-	-
62272 - OTHER PROFESSIONAL SERVICES	293	-	-	-
62705 - BANK SERVICE CHARGES	30	-	100	-
62716 - BOND ISSUANCE COSTS	308,742	-	164,198	-
<b>Capital Outlay</b>	<b>\$ 7,753,657</b>	<b>\$ 23,670,000</b>	<b>\$ 33,477,455</b>	<b>\$ 7,870,000</b>
65515 - OTHER IMPROVEMENTS	7,753,657	23,670,000	33,477,455	7,870,000
<b>Interfund Transfers</b>	<b>\$ 316,380</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
66026 - TRANSFER TO DEBT SERVICE	316,380	-	-	-
<b>Grand Total</b>	<b>\$ 10,077,377</b>	<b>\$ 23,670,000</b>	<b>\$ 34,191,265</b>	<b>\$ 8,330,000</b>



## 2020-21 PROPOSED BUDGET - OTHER FUNDS

### #417 – Robert Crown Center Maintenance Fund

#### **Fund Description**

The Robert Crown Center Maintenance Fund was created by resolution 65-R-17 specifically for the allocation of operating funds and donations for the long-term maintenance of the Robert Crown Community Center facility and surrounding park.

As stated in the Memorandum of Understanding with the Friends of the Robert Crown Center, the City will provide annual deposits of at least \$175,000 to the Robert Crown Community Center Maintenance Fund for 30 years commencing in 2020. The Maintenance Fund shall not be used or borrowed from or posted as collateral for any purpose other than the maintenance of the new Robert Crown Center.

#### **Financial Summary**

<b>Operating Revenue</b>	<b>FY 2018 Actual Amount</b>	<b>FY 2019 Adopted Budget</b>	<b>FY 2019 Year End Estimated</b>	<b>FY 2020 Proposed Budget</b>	<b>FY 2021 Projected Budget</b>
Other Revenue	-	-	-	-	-
Interfund Transfers	-	-	-	175,000	175,000
<b>Total Revenue</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 175,000</b>	<b>\$ 175,000</b>
<b>Operating Expenses</b>					
Services and Supplies	-	-	-	-	-
Capital Outlay	-	-	-	-	-
<b>Total Expenses</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Net Surplus (Deficit)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 175,000</b>	<b>\$ 175,000</b>
<b>Beginning Fund Balance</b>			<b>\$ -</b>	<b>\$ -</b>	<b>\$ 175,000</b>
<b>Ending Fund Balance</b>	<b>\$ -</b>		<b>\$ -</b>	<b>\$ 175,000</b>	<b>\$ 350,000</b>

417 CROWN COMMUNITY CTR MAINTENANCE	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Year End Estimated	FY 2020 Proposed Budget
<b>Services and Supplies</b>	\$ -	\$ -	\$ -	\$ -
62245 - OTHER EQMT MAINTENANCE	-	-	-	-
65050 - BLDG MAINTENANCE MATERIAL	-	-	-	-
<b>Capital Outlay</b>	\$ -	\$ -	\$ -	\$ -
62251 - CROWN CENTER SYSTEMS REPAIR	-	-	-	-
65515 - OTHER IMPROVEMENTS	-	-	-	-
<b>Grand Total</b>	\$ -	\$ -	\$ -	\$ -



## 2020-21 PROPOSED BUDGET - OTHER FUNDS

### #420 – Special Assessment

#### Fund Description

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

#### Financial Summary

Operating Revenue	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Year End Estimated	FY 2020 Proposed Budget	FY 2021 Projected Budget
Other Revenue	277,004	250,000	257,937	250,000	250,000
Interest Income	55,067	38,000	19,000	38,000	38,000
Special Assessment	183,472	180,167	120,000	125,000	125,000
<b>Total Revenue</b>	<b>\$ 515,543</b>	<b>\$ 468,167</b>	<b>\$ 396,937</b>	<b>\$ 413,000</b>	<b>\$ 413,000</b>
<b>Operating Expenses</b>					
Salary and Benefits	73,338	-	-	-	-
Services and Supplies	1,953	-	-	-	-
Capital Outlay	-	650,000	650,000	500,000	500,000
Debt Service	303,736	-	-	-	-
Interfund Transfers	513,427	286,955	286,955	457,930	489,314
<b>Total Expenses</b>	<b>\$ 892,454</b>	<b>\$ 936,955</b>	<b>\$ 936,955</b>	<b>\$ 957,930</b>	<b>\$ 989,314</b>
<b>Net Surplus (Deficit)</b>	<b>\$ (376,911)</b>	<b>\$ (468,788)</b>	<b>\$ (540,018)</b>	<b>\$ (544,930)</b>	<b>\$ (576,314)</b>
<b>Beginning Fund Balance</b>			<b>\$ 2,620,789</b>	<b>\$ 2,080,771</b>	<b>\$ 1,535,841</b>
<b>Ending Fund Balance</b>	<b>\$ 2,620,789</b>		<b>\$ 2,080,771</b>	<b>\$ 1,535,841</b>	<b>\$ 959,527</b>

420 SPECIAL ASSESSMENT FUND	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Year End Estimated	FY 2020 Proposed Budget
<b>Salary and Benefits</b>	\$ 73,338	\$ -	\$ -	\$ -
61010 - REGULAR PAY	53,658	-	-	-
61110 - OVERTIME PAY	1,571	-	-	-
61420 - ANNUAL SICK LEAVE PAYOUT	628	-	-	-
61510 - HEALTH INSURANCE	7,891	-	-	-
61610 - DENTAL INSURANCE	1	-	-	-
61615 - LIFE INSURANCE	36	-	-	-
61630 - SHOE ALLOWANCE	150	-	-	-
61710 - IMRF	5,223	-	-	-
61725 - SOCIAL SECURITY	3,387	-	-	-
61730 - MEDICARE	792	-	-	-
<b>Services and Supplies</b>	\$ 1,953	\$ -	\$ -	\$ -
62705 - BANK SERVICE CHARGES	50	-	-	-
62716 - BOND ISSUANCE COSTS	1,903	-	-	-
<b>Capital Outlay</b>	\$ -	\$ 650,000	\$ 650,000	\$ 500,000
65515 - OTHER IMPROVEMENTS	-	650,000	650,000	500,000
<b>Debt Service</b>	\$ 303,736	\$ -	\$ -	\$ -
68305 - DEBT SERVICE- PRINCIPAL	299,800	-	-	-
68315 - DEBT SERVICE- INTEREST	3,936	-	-	-
<b>Interfund Transfers</b>	\$ 513,427	\$ 286,955	\$ 286,955	\$ 457,930
66020 - TRANSFERS TO OTHER FUNDS	263,427	-	-	-
66026 - TRANSFER TO DEBT SERVICE	-	194,955	194,955	365,930
66131 - TRANSFER TO GENERAL FUND	-	92,000	92,000	92,000
66156 - TRANSFER TO CAPITAL IMPROVEMENT FUND	250,000	-	-	-
<b>Grand Total</b>	\$ 892,454	\$ 936,955	\$ 936,955	\$ 957,930





## 2020-21 PROPOSED BUDGET - OTHER FUNDS

### #505 – Parking

#### Fund Description

The Parking Fund is a City of Evanston Enterprise Fund that generates revenue from the parking fees paid by the general public, the lease of office space in City garages, fees charged for permits at surface lots, and transient and monthly parking spaces at the City’s garages.

Generally Accepted Accounting Principles (GAAP) require state and local governments to use the enterprise fund type to account for “business-type activities” – activities similar to those found in the private sector. Business-type activities include services primarily funded through user charges.

#### Financial Summary

	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Year End Estimated	FY 2020 Proposed Budget	FY 2021 Projected Budget
<b>Operating Revenue</b>					
Other Revenue	337,563	202,020	230,410	356,700	356,700
Licenses, Permits and Fees	2,798	-	-	-	-
Charges for Services	6,299,952	10,343,855	9,648,200	12,898,989	12,898,989
Interfund Transfers	3,037,704	-	-	-	-
Interest Income	109,598	20,000	70,000	20,000	20,000
<b>Total Revenue</b>	<b>\$ 9,787,615</b>	<b>\$ 10,565,875</b>	<b>\$ 9,948,610</b>	<b>\$ 13,275,689</b>	<b>\$ 13,275,689</b>
<b>Operating Expenses</b>					
Salary and Benefits	1,886,080	1,996,976	1,994,803	1,756,950	1,808,292
Services and Supplies	3,887,706	3,546,775	2,804,889	4,913,316	4,913,316
Miscellaneous	231,879	304,000	100,000	100,000	100,000
Insurance and Other Chargebacks	319,648	333,969	333,969	350,667	351,502
Capital Outlay	81,227	3,510,000	1,350,000	1,575,000	1,350,000
Contingencies	1,495	11,000	-	-	-
Debt Service	97,498	34,354	34,354	34,354	34,354
Depreciation Expense	2,644,560	-	-	-	-
Interfund Transfers	1,440,417	3,512,807	3,512,807	4,631,907	3,131,907
<b>Total Expenses</b>	<b>\$ 10,590,510</b>	<b>\$ 13,249,881</b>	<b>\$ 10,130,822</b>	<b>\$ 13,362,194</b>	<b>\$ 11,689,371</b>
<b>Net Surplus (Deficit)</b>	<b>\$ (802,896)</b>	<b>\$ (2,684,006)</b>	<b>\$ (182,212)</b>	<b>\$ (86,505)</b>	<b>\$ 1,586,318</b>
<b>Beginning Fund Balance</b>			<b>\$ 3,109,355</b>	<b>\$ 2,927,143</b>	<b>\$ 2,840,638</b>
<b>Ending Fund Balance</b>	<b>\$ 3,109,355</b>		<b>\$ 2,927,143</b>	<b>\$ 2,840,638</b>	<b>\$ 4,426,956</b>

#### 2020 Initiatives

- Continue to develop strategies to provide adequate and reasonable parking for business and employees in partnership with the community in an effort to bring business opportunities to the City. This is a continuing initiative in every fiscal year.
- Continue development and implementation of new wheel tax administration and management utilizing Passport.
- Continue meter modernization program and replace downtown single space parking meters with multi-space machines and app payment areas.
- Review and consolidate residential parking permits.
- Improve signage to increase occupancy in lots and garages; create parking capacity signage for the garages.
- Improve outreach with the community and City Council.
- Manage and report citation and parking data to the City and the public.
- Work with management sites/vendors to ensure continued accuracy and improvements of data.
- Issue RFP for Parking Review of fees, citations and areas of the City that need alterations.

505 PARKING SYSTEM FUND	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Year End Estimated	FY 2020 Proposed Budget
<b>Salary and Benefits</b>	\$ 1,886,080	\$ 1,996,976	\$ 1,994,803	\$ 1,756,950
61010 - REGULAR PAY	1,273,352	1,482,953	1,482,953	1,242,223
61050 - PERMANENT PART-TIME	3,840	-	-	30,143
61110 - OVERTIME PAY	18,631	26,000	18,465	26,000
61415 - TERMINATION PAYOUTS	3,388	-	-	-
61420 - ANNUAL SICK LEAVE PAYOUT	1,328	-	796	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	57	-	4,489	-
61447 - OPEB EXPENSES	5,476	-	-	-
61510 - HEALTH INSURANCE	256,139	288,566	288,566	246,213
61610 - DENTAL INSURANCE	17	-	-	-
61615 - LIFE INSURANCE	986	1,002	1,002	678
61625 - AUTO ALLOWANCE	550	-	-	413
61626 - CELL PHONE ALLOWANCE	308	-	-	231
61630 - SHOE ALLOWANCE	2,375	2,375	2,452	2,276
61710 - IMRF	222,823	87,895	87,895	111,206
61725 - SOCIAL SECURITY	78,460	87,677	87,677	79,071
61730 - MEDICARE	18,350	20,508	20,508	18,496
<b>Services and Supplies</b>	\$ 3,887,706	\$ 3,546,775	\$ 2,804,889	\$ 4,913,316
61060 - SEASONAL EMPLOYEES	7,488	5,833	10,000	5,833
62205 - ADVERTISING	-	-	156	-
62210 - PRINTING	-	83	-	83
62225 - BLDG MAINTENANCE SERVICES	2,146	14,000	3,000	4,000
62230 - IMPROVEMENT MAINT SERVICE	29,896	30,000	7,000	10,000
62245 - OTHER EQMT MAINTENANCE	189,436	55,740	30,000	100,000
62275 - POSTAGE CHARGEBACKS	541	2,000	100	2,000
62295 - TRAINING & TRAVEL	99	1,100	1,100	1,200
62346 - REAL ESTATE TAX PAYMENTS TO COUNTY	118	-	-	-
62347 - PARKING TAX PAYMENTS TO COUNTY	-	-	-	132,000
62348 - PARKING TAX PAYMENTS TO CITY	-	-	-	1,420,000
62350 - FISCAL AGENT SERVICES	350	500	500	500
62360 - MEMBERSHIP DUES	-	1,000	-	1,000
62375 - RENTALS	65,082	62,000	62,000	62,000
62400 - CONTRACT SVC-PARKING GARAGE	1,655,908	1,672,588	1,000,000	1,330,000
62425 - ELEVATOR CONTRACT COSTS	86,370	105,700	168,700	105,700
62431 - ARMORED CAR SERVICES	65,915	65,000	50,000	68,000
62509 - SERVICE AGREEMENTS/ CONTRACTS	619,166	394,100	442,100	515,000
62519 - PASSPORT MOBILE PARKING APP FEES	-	150,000	200,000	350,000
62655 - LEASE PAYMENTS	5,000	-	-	-
62660 - BUSINESS ATTRACTION	83,782	95,000	70,000	95,000
62705 - BANK SERVICE CHARGES	538,307	392,900	400,000	374,000
64005 - ELECTRICITY	285,862	319,000	268,000	294,000
64015 - NATURAL GAS	1,191	1,100	1,100	1,100
64505 - TELECOMMUNICATIONS	41,010	56,100	19,000	19,000
64540 - TELECOMMUNICATIONS - WIRELESS	8,245	2,700	12,000	12,000
65005 - AGRI/BOTANICAL SUPPLIES	-	4,000	-	-
65020 - CLOTHING	-	833	-	-
65040 - JANITORIAL SUPPLIES	-	600	-	-
65045 - LICENSING/REGULATORY SUPP	-	4,165	1,000	-
65050 - BLDG MAINTENANCE MATERIAL	380	27,500	7,400	8,500
65070 - OFFICE/OTHER EQT MTN MATL	200,001	80,000	50,000	-
65085 - MINOR EQUIPMENT & TOOLS	272	833	833	-
65090 - SAFETY EQUIPMENT	427	1,500	-	1,500
65095 - OFFICE SUPPLIES	715	900	900	900
<b>Miscellaneous</b>	\$ 231,879	\$ 304,000	\$ 100,000	\$ 100,000
62603 - DIVVVY OPERATING EXPENSES	231,879	304,000	100,000	100,000
<b>Insurance and Other Chargebacks</b>	\$ 319,648	\$ 333,969	\$ 333,969	\$ 350,667
66130 - TRANSFER TO INSURANCE	319,648	333,969	333,969	350,667
<b>Capital Outlay</b>	\$ 81,227	\$ 3,510,000	\$ 1,350,000	\$ 1,575,000
65515 - OTHER IMPROVEMENTS	81,227	3,510,000	1,350,000	1,575,000
<b>Contingencies</b>	\$ 1,495	\$ 11,000	\$ -	\$ -
68205 - CONTINGENCIES	1,495	11,000	-	-
<b>Debt Service</b>	\$ 97,498	\$ 34,354	\$ 34,354	\$ 34,354
68305 - DEBT SERVICE- PRINCIPAL	-	33,256	33,256	33,256
68315 - DEBT SERVICE- INTEREST	97,498	1,098	1,098	1,098
<b>Depreciation Expense</b>	\$ 2,644,560	\$ -	\$ -	\$ -
68010 - DEPRECIATION EXPENSE	2,644,560	-	-	-
<b>Interfund Transfers</b>	\$ 1,440,417	\$ 3,512,807	\$ 3,512,807	\$ 4,631,907
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	159,517	159,517	159,517	159,517
62309 - RENTAL OF AUTO REPLACEMENT	30,900	30,900	30,900	-
66020 - TRANSFERS TO OTHER FUNDS	-	-	-	1,500,000
66131 - TRANSFER TO GENERAL FUND	900,000	2,972,390	2,972,390	2,972,390
66156 - TRANSFER TO CAPITAL IMPROVEMENT FUND	350,000	350,000	350,000	-
<b>Grand Total</b>	\$ 10,590,510	\$ 13,249,881	\$ 10,130,822	\$ 13,362,194



## 2020-21 PROPOSED BUDGET - OTHER FUNDS

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### #510 - 513 – Water

#### **Fund Description**

The Water Fund includes operations and capital improvements for all divisions at the Water Treatment Plant as well as the Distribution Division. The Evanston Water Treatment Plant supplies water to the City of Evanston, Village of Skokie, the Northwest Water Commission (Arlington Heights, Buffalo Grove, Palatine, Wheeling, and Des Plaines) and the Morton Grove / Niles Water Commission.

In 2018, Evanston finalized a 40-year Water Supply Agreement with the village of Lincolnwood to provide wholesale water. The water delivery is anticipated for mid-year 2020 and will generate an estimated \$500,000 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



## 2020-21 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

	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Year End Estimated	FY 2020 Proposed Budget	FY 2021 Projected Budget
<b>Operating Revenue</b>					
Other Revenue	235,772	23,194,160	14,359,433	24,935,200	18,829,150
Licenses, Permits and Fees	47,218	50,000	50,000	50,000	50,000
Charges for Services	15,223,033	22,615,529	17,844,047	23,068,270	23,781,770
Interfund Transfers	187,430	-	-	-	-
Interest Income	255,928	40,000	70,000	70,000	70,000
<b>Total Revenues</b>	<b>\$ 15,949,380</b>	<b>\$ 45,899,689</b>	<b>\$ 32,323,480</b>	<b>\$ 48,123,470</b>	<b>\$ 42,730,920</b>
<b>Operating Expenses</b>					
Salary and Benefits	5,804,716	5,533,772	5,591,590	5,774,506	5,914,338
Services and Supplies	3,183,368	6,231,350	5,344,148	5,794,210	5,128,510
Miscellaneous	-	42,000	15,000	15,000	15,000
Insurance and Other Chargebacks	470,397	489,481	497,481	1,513,955	1,539,653
Capital Outlay	22,219	30,345,500	14,534,252	30,785,000	23,853,200
Contingencies	-	1,000	1,000	1,000	1,000
Debt Service	819,926	2,081,841	2,160,485	2,291,201	2,291,452
Depreciation Expense	2,581,863	-	-	-	-
Interfund Transfers	3,682,309	3,932,313	3,932,313	3,972,140	3,980,768
<b>Total Expenses</b>	<b>\$ 16,564,798</b>	<b>\$ 48,657,257</b>	<b>\$ 32,076,269</b>	<b>\$ 50,147,012</b>	<b>\$ 42,723,921</b>
<b>Net Surplus (Deficit)</b>	<b>\$ (615,417)</b>	<b>\$ (2,757,568)</b>	<b>\$ 247,211</b>	<b>\$ (2,023,542)</b>	<b>\$ 6,999</b>
<b>Beginning Fund Balance</b>			<b>\$ 5,550,740</b>	<b>\$ 5,797,951</b>	<b>\$ 3,774,409</b>
<b>Ending Fund Balance</b>	<b>\$ 5,550,740</b>		<b>\$ 5,797,951</b>	<b>\$ 3,774,409</b>	<b>\$ 3,781,408</b>

#### 2019 Successes

- Be a leader in the public drinking water industry by providing high quality service to over 450,000 customers in ten 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 3 implementation of the Computerized Maintenance Management System (CMMS) including Roads, curbs, sidewalks; Facilities (Service Center, Police and Fire Stations) assets to more effectively manage long-term maintenance and replacement of critical equipment and structures.
- 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 modifications to the South Standpipe Pump Station motor controls, electrical system and pump station building.



## 2020-21 PROPOSED BUDGET - OTHER FUNDS

### #510 - 513 – Water

#### 2020 Initiatives

- Be a leader in the public drinking water industry by providing high quality service to over 450,000 customers in ten communities, including vigilantly monitoring the quality and quantity of water provided to our customers.
- Assure the quality and reliability of the potable water supply by completing 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.
- 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.
- Begin improvements to the water quality laboratory, used to analyze water for bacteriological contamination and other water quality parameters, at the water treatment plant to continue to meet requirements necessary to be certified by the Illinois Department of Public Health.

Ongoing Activity Measures	2017 Actual	2018 Estimate	2019 Projected
Number of customers experiencing unscheduled disruption of water service	443	1104	960
Number of customer complaints about water service (low pressure, service disruption, quality, etc.)	198	216	200
Days lost from work due to illness or injury	5	1	2
Number of Illinois Environmental Protection Agency regulatory violations	0	0	0
Number of known breaks/leaks per mile of water main	0.3	0.3	0.3
Millions of gallons sold to outside communities (wholesale)	11,904 MG	15,036 MG	20,798 MG

510 - 513 Water Fund	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Year End Estimated	FY 2020 Proposed Budget
<b>Salary and Benefits</b>	<b>\$ 5,804,716</b>	<b>\$ 5,533,772</b>	<b>\$ 5,591,590</b>	<b>\$ 5,774,506</b>
61010 - REGULAR PAY	3,832,201	3,975,610	3,975,610	4,065,908
61050 - PERMANENT PART-TIME	22,140	24,311	24,311	20,751
61070 - JOB TRAINING AND INTERNSHIPS	600	-	-	-
61072 - JOB TRAINING PROGRAM	75,958	108,200	103,642	135,200
61110 - OVERTIME PAY	111,167	129,325	136,713	136,500
61415 - TERMINATION PAYOUTS	17,951	-	12,796	-
61420 - ANNUAL SICK LEAVE PAYOUT	11,147	-	7,969	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	5,330	-	33,923	-
61447 - OPEB EXPENSES	14,313	-	-	-
61510 - HEALTH INSURANCE	696,893	711,297	711,297	735,620
61610 - DENTAL INSURANCE	53	-	-	-
61615 - LIFE INSURANCE	3,168	3,179	3,179	3,100
61625 - AUTO ALLOWANCE	6,390	4,793	4,793	4,793
61626 - CELL PHONE ALLOWANCE	672	504	504	504
61630 - SHOE ALLOWANCE	10,980	11,260	11,560	10,980
61710 - IMRF	688,614	253,805	253,805	352,019
61725 - SOCIAL SECURITY	248,432	251,685	251,685	249,935
61730 - MEDICARE	58,705	59,803	59,803	59,196
<b>Services and Supplies</b>	<b>\$ 3,183,368</b>	<b>\$ 6,231,350</b>	<b>\$ 5,344,148</b>	<b>\$ 5,794,210</b>
61060 - SEASONAL EMPLOYEES	11,700	5,000	5,000	5,000
62140 - DESIGN ENGINEERING SERVICES	(19,020)	-	-	-
62145 - ENGINEERING SERVICES	133	1,455,000	1,124,000	1,440,000
62180 - STUDIES	515,806	597,000	567,000	330,000
62185 - CONSULTING SERVICES	93,600	93,000	93,000	164,200
62205 - ADVERTISING	9,168	5,000	5,000	5,000
62210 - PRINTING	2,023	8,300	8,300	8,300
62225 - BLDG MAINTENANCE SERVICES	-	1,000	1,000	1,000
62230 - IMPROVEMENT MAINT SERVICE	19,170	71,500	20,500	21,000
62235 - OFFICE EQUIPMENT MAINT	-	1,500	1,500	1,500
62245 - OTHER EQMT MAINTENANCE	22,004	87,600	42,600	157,600
62273 - LIEN FILING FEE	-	1,500	1,500	1,500
62275 - POSTAGE CHARGEBACKS	859	6,400	6,400	6,400
62295 - TRAINING & TRAVEL	20,396	23,000	23,000	23,000
62315 - POSTAGE	16,052	19,500	19,500	27,500
62340 - IT COMPUTER SOFTWARE	126,676	672,000	425,000	373,300
62360 - MEMBERSHIP DUES	8,433	5,360	5,160	7,520
62380 - COPY MACHINE CHARGES	310	1,200	1,200	1,200
62410 - LEAD SERVICE ABATEMENT	19,962	100,000	10,000	100,000
62415 - RESIDENTIAL DEBRIS/REMOVAL CONTRACTUAL COSTS	23,286	38,000	38,000	45,000
62420 - MWRD FEES	156,451	346,800	346,800	347,000
62455 - WTR/SWR BILL PRINT AND MAIL CO	4,783	12,800	12,800	12,800
62460 - WTR/SWR BILL EPAYMENT CONTRACTS	-	14,400	-	-
62465 - OUTSIDE LABARATORY COSTS	10,858	30,000	30,000	32,500
62705 - BANK SERVICE CHARGES	134,832	100,000	137,000	140,000
62716 - BOND ISSUANCE COSTS	73,094	-	-	-
64005 - ELECTRICITY	953,796	904,000	904,000	904,000
64015 - NATURAL GAS	69,502	113,000	113,000	113,000
64505 - TELECOMMUNICATIONS	13,077	19,300	19,300	19,300
64540 - TELECOMMUNICATIONS - WIRELESS	16,449	24,800	24,800	25,800
65005 - AGRI/BOTANICAL SUPPLIES	(162)	970	970	970
65010 - BOOKS, PUBLICATIONS, MAPS	7,005	7,550	7,550	10,550
65015 - CHEMICALS/ SALT	235,559	525,500	404,000	489,500
65020 - CLOTHING	2,833	4,770	4,770	4,770
65025 - FOOD	971	2,000	2,000	2,000
65030 - PHOSPHATE CHEMICALS	80,183	114,100	134,000	150,000
65035 - PETROLEUM PRODUCTS	8,292	15,300	15,300	15,300
65040 - JANITORIAL SUPPLIES	3,690	7,500	7,500	7,500
65050 - BLDG MAINTENANCE MATERIAL	5,412	6,700	6,700	6,700
65051 - MATERIALS - STREETS DIVISION	27,564	27,600	27,600	35,000
65055 - MATER. TO MAINT. IMP.	103,637	150,000	150,000	150,000
65070 - OFFICE/OTHER EQT MTN MATL	144,104	222,900	215,300	287,300
65075 - MEDICAL & LAB SUPPLIES	15,248	16,400	16,400	16,400
65080 - MERCHANDISE FOR RESALE	23,547	30,000	30,000	30,000
65085 - MINOR EQUIPMENT & TOOLS	62,144	77,300	78,798	123,500
65090 - SAFETY EQUIPMENT	21,865	19,500	21,600	27,000
65095 - OFFICE SUPPLIES	2,472	4,900	4,900	4,900
65105 - PHOTO/DRAFTING SUPPLIE	-	400	400	400
65555 - IT COMPUTER HARDWARE	4,364	6,000	6,000	7,000
65702 - WATER GENERAL PLANT	131,240	235,000	225,000	112,000
<b>Miscellaneous</b>	<b>\$ -</b>	<b>\$ 42,000</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>
61071 - INTERNSHIP PROGRAM	-	32,000	5,000	5,000
62696 - PUBLIC EDUCATION	-	10,000	10,000	10,000
<b>Insurance and Other Chargebacks</b>	<b>\$ 470,397</b>	<b>\$ 489,481</b>	<b>\$ 497,481</b>	<b>\$ 1,513,955</b>
66049 - WORKERS COMP TTD PYMTS (NON SWORN)	1,905	-	8,000	-
66130 - TRANSFER TO INSURANCE	468,492	489,481	489,481	1,513,955
<b>Capital Outlay</b>	<b>\$ 22,219</b>	<b>\$ 30,345,500</b>	<b>\$ 14,534,252</b>	<b>\$ 30,785,000</b>
65515 - OTHER IMPROVEMENTS	22,219	30,279,000	14,508,252	30,785,000
65550 - AUTOMOTIVE EQUIPMENT	-	66,500	26,000	-

<b>510 - 513 Water Fund</b>	<b>FY 2018 Actual Amount</b>	<b>FY 2019 Adopted Budget</b>	<b>FY 2019 Year End Estimated</b>	<b>FY 2020 Proposed Budget</b>
<b>Contingencies</b>	\$ -	\$ 1,000	\$ 1,000	\$ 1,000
68205 - CONTINGENCIES	-	1,000	1,000	1,000
<b>Debt Service</b>	\$ 819,926	\$ 2,081,841	\$ 2,160,485	\$ 2,291,201
68305 - DEBT SERVICE- PRINCIPAL	0	1,187,694	1,247,678	1,265,594
68315 - DEBT SERVICE- INTEREST	819,926	894,147	912,807	1,025,607
<b>Depreciation Expense</b>	\$ 2,581,863	\$ -	\$ -	\$ -
68010 - DEPRECIATION EXPENSE	2,581,863	-	-	-
<b>Interfund Transfers</b>	\$ 3,682,309	\$ 3,932,313	\$ 3,932,313	\$ 3,972,140
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	132,754	132,754	132,754	172,581
66131 - TRANSFER TO GENERAL FUND	3,549,555	3,799,559	3,799,559	3,799,559
<b>Grand Total</b>	<b>\$ 16,564,798</b>	<b>\$ 48,657,257</b>	<b>\$ 32,076,269</b>	<b>\$ 50,147,012</b>



## 2020-21 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 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Year End Estimated	FY 2020 Proposed Budget	FY 2021 Projected Budget
<b>Operating Revenue</b>					
Other Revenue	3,002	3,104,000	1,032,752	3,601,000	2,501,000
Charges for Services	11,919,244	10,483,885	10,909,900	10,410,200	10,410,200
Interfund Transfers	187,430	-	-	-	-
Interest Income	56,455	5,000	60,000	25,000	25,000
<b>Total Revenue</b>	<b>\$ 12,166,129</b>	<b>\$ 13,592,885</b>	<b>\$ 12,002,652</b>	<b>\$ 14,036,200</b>	<b>\$ 12,936,200</b>
<b>Operating Expenses</b>					
Salary and Benefits	1,400,023	1,354,512	1,359,464	1,373,834	1,414,281
Services and Supplies	301,786	304,500	1,445,911	1,462,150	1,359,650
Miscellaneous	230	1,500	1,610	1,500	1,500
Insurance and Other Chargebacks	269,988	282,083	282,083	306,557	332,255
Capital Outlay	(654)	4,890,636	1,259,825	3,432,000	3,588,000
Debt Service	959,123	6,148,475	5,289,755	5,803,653	5,280,453
Depreciation Expense	3,615,269	-	-	-	-
Interfund Transfers	991,677	1,773,532	1,773,532	2,337,531	857,746
<b>Total Expenses</b>	<b>\$ 7,537,442</b>	<b>\$ 14,755,238</b>	<b>\$ 11,412,180</b>	<b>\$ 14,717,225</b>	<b>\$ 12,833,885</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 4,628,687</b>	<b>\$ (1,162,353)</b>	<b>\$ 590,472</b>	<b>\$ (681,025)</b>	<b>\$ 102,315</b>
<b>Beginning Fund Balance</b>			<b>\$ 4,390,060</b>	<b>\$ 4,980,532</b>	<b>\$ 4,299,507</b>
<b>Ending Fund Balance</b>	<b>\$ 4,390,060</b>		<b>\$ 4,980,532</b>	<b>\$ 4,299,507</b>	<b>\$ 4,401,822</b>





## 2020-21 PROPOSED BUDGET - OTHER FUNDS

### #515 – Sewer

#### 2019 Successes

- Complete Greenleaf Street Large Diameter Sewer Lining awarded in 2019. Perform engineering design and secure State low-interest loan funding for a large diameter sewer rehabilitation project scheduled for 2019.
- 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 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 storm water management initiatives in compliance with requirements for National Pollution Discharge Elimination System (NPDES) permit and Municipal Separate Storm Sewer System (MS4) permit.

#### 2020 Initiatives

- Complete Greenleaf Street Large Diameter Sewer Lining. Perform engineering design and secure State low-interest loan funding for a large diameter sewer rehabilitation project scheduled for 2020.
- 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 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.
- Begin a hydraulic analysis of the Evanston sewer system to determine where improvements could be made to address the potential to flooding due to storm water runoff. This will assist in meeting the objectives established in the CARP.

<b>Ongoing Activity Measures</b>	<b>2017 Actual</b>	<b>2018 Estimate</b>	<b>2019 Projected</b>
Number of customer complaints about sewer service (sewer, odor complaint, basement flooding, broken sewer, poor drainage, street/alley flooding)	407	400	420
Days lost from work due to illness or injury	0	0	2

515 SEWER FUND	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Year End Estimated	FY 2020 Proposed Budget
<b>Salary and Benefits</b>	\$ 1,400,023	\$ 1,354,512	\$ 1,359,464	\$ 1,373,834
61010 - REGULAR PAY	930,569	975,773	975,773	964,371
61070 - JOB TRAINING AND INTERNSHIPS	150	-	-	-
61072 - JOB TRAINING PROGRAM	-	27,040	27,000	27,000
61110 - OVERTIME PAY	28,231	30,000	30,000	30,000
61415 - TERMINATION PAYOUTS	17,951	-	-	-
61420 - ANNUAL SICK LEAVE PAYOUT	1,691	-	3,650	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	742	-	1,117	-
61447 - OPEB EXPENSES	6,046	-	-	-
61510 - HEALTH INSURANCE	170,814	178,791	178,791	190,391
61610 - DENTAL INSURANCE	13	-	-	-
61615 - LIFE INSURANCE	716	786	786	700
61630 - SHOE ALLOWANCE	3,075	2,850	3,075	3,075
61710 - IMRF	166,555	62,414	62,414	84,287
61725 - SOCIAL SECURITY	59,543	62,290	62,290	59,982
61730 - MEDICARE	13,925	14,568	14,568	14,028
<b>Services and Supplies</b>	\$ 301,786	\$ 304,500	\$ 1,445,911	\$ 1,462,150
61060 - SEASONAL EMPLOYEES	-	5,200	5,200	5,200
62180 - STUDIES	38,000	20,000	20,000	300,000
62230 - IMPROVEMENT MAINT SERVICE	1,568	10,000	10,000	10,000
62245 - OTHER EQMT MAINTENANCE	1,111	5,500	5,500	5,500
62295 - TRAINING & TRAVEL	-	2,500	2,500	2,500
62315 - POSTAGE	15,000	17,000	17,000	25,000
62340 - IT COMPUTER SOFTWARE	3,200	6,000	6,000	10,500
62360 - MEMBERSHIP DUES	296	200	340	5,350
62415 - RESIDENTIAL DEBRIS/REMOVAL CONTRACTUAL COSTS	36,886	38,000	38,000	45,000
62420 - MWRD FEES	-	-	5,000	-
62421 - NPDES FEES - SEWER	21,000	21,000	21,000	21,000
62455 - WTR/SWR BILL PRINT AND MAIL CO	4,783	7,000	7,000	7,000
62460 - WTR/SWR BILL EPAYMENT CONTRACTS	-	15,000	-	-
62461 - SEWER MAINTENANCE CONTRACTS	104,345	70,000	1,195,561	900,000
62705 - BANK SERVICE CHARGES	10,291	-	15,000	15,000
62716 - BOND ISSUANCE COSTS	9,326	-	10,710	-
64540 - TELECOMMUNICATIONS - WIRELESS	4,674	7,200	7,200	7,200
65015 - CHEMICALS/ SALT	2,115	3,200	3,200	3,200
65020 - CLOTHING	60	1,000	1,000	1,000
65040 - JANITORIAL SUPPLIES	-	400	400	400
65051 - MATERIALS - STREETS DIVISION	9,987	10,000	10,000	18,000
65055 - MATER. TO MAINT. IMP.	17,979	43,000	43,000	58,000
65070 - OFFICE/OTHER EQT MTN MATL	7,493	7,000	7,000	7,000
65080 - MERCHANDISE FOR RESALE	-	1,000	1,000	1,000
65085 - MINOR EQUIPMENT & TOOLS	2,707	3,300	3,300	3,300
65090 - SAFETY EQUIPMENT	10,966	8,000	8,000	8,000
65555 - IT COMPUTER HARDWARE	-	3,000	3,000	3,000
<b>Miscellaneous</b>	\$ 230	\$ 1,500	\$ 1,610	\$ 1,500
62696 - PUBLIC EDUCATION	230	1,500	1,610	1,500
<b>Insurance and Other Chargebacks</b>	\$ 269,988	\$ 282,083	\$ 282,083	\$ 306,557
66130 - TRANSFER TO INSURANCE	269,988	282,083	282,083	306,557
<b>Capital Outlay</b>	\$ (654)	\$ 4,890,636	\$ 1,259,825	\$ 3,432,000
65515 - OTHER IMPROVEMENTS	(654)	4,435,561	929,825	2,825,000
65550 - AUTOMOTIVE EQUIPMENT	-	420,075	295,000	540,000
65625 - FURNITURE & FIXTURES	-	35,000	35,000	67,000
<b>Debt Service</b>	\$ 959,123	\$ 6,148,475	\$ 5,289,755	\$ 5,803,653
68305 - DEBT SERVICE- PRINCIPAL	-	5,323,409	4,477,189	5,064,516
68315 - DEBT SERVICE- INTEREST	959,123	825,066	812,566	739,137
<b>Depreciation Expense</b>	\$ 3,615,269	\$ -	\$ -	\$ -
68010 - DEPRECIATION EXPENSE	3,615,269	-	-	-
<b>Interfund Transfers</b>	\$ 991,677	\$ 1,773,532	\$ 1,773,532	\$ 2,337,531
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	192,213	192,213	192,213	249,877
66020 - TRANSFERS TO OTHER FUNDS	-	1,000,000	1,000,000	1,500,000
66025 - TRANSFER TO DEBT SERVICE - ERI	217,801	-	-	-
66026 - TRANSFER TO DEBT SERVICE	251,496	251,152	251,152	257,487
66131 - TRANSFER TO GENERAL FUND	330,167	330,167	330,167	330,167
<b>Grand Total</b>	\$ 7,537,442	\$ 14,755,238	\$ 11,412,180	\$ 14,717,225



## 2020-21 PROPOSED BUDGET - OTHER FUNDS

### #520 – Solid Waste

#### Fund Description

Solid waste removal services are provided once per week to all family residences of 1-5 units. Twenty-eight 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. In 2019 the City will introduce apartment recycling services to all apartment complexes. This service will exclude exempt properties, businesses, and mixed use commercial properties. Operational costs for these services are funded by sanitation service fees; 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 April 1<sup>st</sup> through December 15<sup>th</sup> of every year. 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.

The financial summary below includes a proposed increase to property tax revenues of \$512,500. This is the third of three annual increases agreed upon by the City Council.

#### Financial Summary

	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Year End Estimated	FY 2020 Proposed Budget	FY 2021 Projected Budget
<b>Operating Revenue</b>					
Property Taxes	410,000	820,000	820,000	1,332,500	1,332,500
Other Revenue	124,222	138,000	123,800	122,000	122,000
Licenses, Permits and Fees	286,662	486,000	297,000	297,000	297,000
Charges for Services	3,672,193	4,239,270	4,202,300	4,202,300	4,202,300
Interfund Transfers	705,967	150,000	150,000	-	-
<b>Total Revenue</b>	<b>\$ 5,199,044</b>	<b>\$ 5,833,270</b>	<b>\$ 5,593,100</b>	<b>\$ 5,953,800</b>	<b>\$ 5,953,800</b>
<b>Operating Expenses</b>					
Salary and Benefits	1,075,012	1,076,209	1,077,322	1,380,102	1,419,331
Services and Supplies	3,432,094	3,601,076	3,529,240	3,651,621	3,743,776
Miscellaneous	5,288	7,500	9,237	10,000	10,000
Insurance and Other Chargebacks	1,520	-	1,000	-	-
Capital Outlay	14,013	386,650	542,750	357,520	366,300
Debt Service	1,280	22,745	22,745	-	-
Interfund Transfers	322,362	322,362	322,362	438,462	322,362
<b>Total Expenses</b>	<b>\$ 4,851,568</b>	<b>\$ 5,416,542</b>	<b>\$ 5,504,656</b>	<b>\$ 5,837,705</b>	<b>\$ 5,861,769</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 347,476</b>	<b>\$ 416,728</b>	<b>\$ 88,444</b>	<b>\$ 116,095</b>	<b>\$ 92,031</b>
<b>Beginning Fund Balance</b>			<b>\$ (1,104,014)</b>	<b>\$ (1,015,570)</b>	<b>\$ (899,475)</b>
<b>Ending Fund Balance</b>	<b>\$ (1,104,014)</b>		<b>\$ (1,015,570)</b>	<b>\$ (899,475)</b>	<b>\$ (807,444)</b>

<b>520 SOLID WASTE FUND</b>	<b>FY 2018 Actual Amount</b>	<b>FY 2019 Adopted Budget</b>	<b>FY 2019 Year End Estimated</b>	<b>FY 2020 Proposed Budget</b>
<b>Salary and Benefits</b>	<b>\$ 1,075,012</b>	<b>\$ 1,076,209</b>	<b>\$ 1,077,322</b>	<b>\$ 1,380,102</b>
61010 - REGULAR PAY	707,862	763,195	763,195	947,967
61070 - JOB TRAINING AND INTERNSHIPS	300	-	-	20,000
61110 - OVERTIME PAY	37,385	45,000	45,000	65,000
61415 - TERMINATION PAYOUTS	876	-	-	-
61420 - ANNUAL SICK LEAVE PAYOUT	-	-	1,113	-
61447 - OPEB EXPENSES	8,415	-	-	-
61510 - HEALTH INSURANCE	131,643	154,584	154,584	186,912
61610 - DENTAL INSURANCE	10	-	-	-
61615 - LIFE INSURANCE	407	430	430	563
61625 - AUTO ALLOWANCE	413	338	338	310
61630 - SHOE ALLOWANCE	3,039	3,740	3,740	3,794
61710 - IMRF	126,975	48,818	48,818	82,853
61725 - SOCIAL SECURITY	46,749	48,691	48,691	58,897
61730 - MEDICARE	10,939	11,413	11,413	13,806
<b>Services and Supplies</b>	<b>\$ 3,432,094</b>	<b>\$ 3,601,076</b>	<b>\$ 3,529,240</b>	<b>\$ 3,651,621</b>
61060 - SEASONAL EMPLOYEES	47,278	74,000	74,000	95,220
62145 - ENGINEERING SERVICES	-	20,000	-	-
62295 - TRAINING & TRAVEL	644	800	800	800
62340 - IT COMPUTER SOFTWARE	-	20,000	-	-
62375 - RENTALS	-	-	6,378	-
62380 - COPY MACHINE CHARGES	77	1,326	1,329	1,326
62390 - CONDOMINIUM REFUSE COLL	425,394	433,300	440,000	451,000
62405 - SWANCC DISPOSAL FEES	694,804	750,000	700,000	743,125
62415 - RESIDENTIAL DEBRIS/REMOVAL CONTRACTUAL COSTS	2,259,033	1,626,400	1,626,400	1,667,000
62417 - YARD WASTE REMOVAL CONTRACTUAL COSTS	-	671,200	672,300	689,100
62705 - BANK SERVICE CHARGES	561	1,000	1,000	1,000
64015 - NATURAL GAS	3,045	-	-	-
64540 - TELECOMMUNICATIONS - WIRELESS	165	500	500	500
65015 - CHEMICALS/ SALT	-	200	200	200
65020 - CLOTHING	-	250	250	250
65055 - MATER. TO MAINT. IMP.	499	400	1,542	400
65070 - OFFICE/OTHER EQT MTN MATL	-	-	700	-
65085 - MINOR EQUIPMENT & TOOLS	617	700	-	700
65090 - SAFETY EQUIPMENT	(22)	1,000	2,881	1,000
65555 - IT COMPUTER HARDWARE	-	-	960	-
<b>Miscellaneous</b>	<b>\$ 5,288</b>	<b>\$ 7,500</b>	<b>\$ 9,237</b>	<b>\$ 10,000</b>
67107 - OUTREACH	5,288	7,500	9,237	10,000
<b>Insurance and Other Chargebacks</b>	<b>\$ 1,520</b>	<b>\$ -</b>	<b>\$ 1,000</b>	<b>\$ -</b>
66049 - WORKERS COMP TTD PYMTS (NON SWORN)	1,520	-	1,000	-
<b>Capital Outlay</b>	<b>\$ 14,013</b>	<b>\$ 386,650</b>	<b>\$ 542,750</b>	<b>\$ 357,520</b>
65550 - AUTOMOTIVE EQUIPMENT	-	283,900	432,000	292,520
65625 - FURNITURE & FIXTURES	14,013	102,750	110,750	65,000
<b>Debt Service</b>	<b>\$ 1,280</b>	<b>\$ 22,745</b>	<b>\$ 22,745</b>	<b>\$ -</b>
68305 - DEBT SERVICE- PRINCIPAL	-	22,019	22,019	-
68315 - DEBT SERVICE- INTEREST	1,280	726	726	-
<b>Interfund Transfers</b>	<b>\$ 322,362</b>	<b>\$ 322,362</b>	<b>\$ 322,362</b>	<b>\$ 438,462</b>
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	322,362	322,362	322,362	322,362
66156 - TRANSFER TO CAPITAL IMPROVEMENT FUND	-	-	-	116,100
<b>Grand Total</b>	<b>\$ 4,851,568</b>	<b>\$ 5,416,542</b>	<b>\$ 5,504,656</b>	<b>\$ 5,837,705</b>



## 2020-21 PROPOSED BUDGET - OTHER FUNDS

### #600 – Fleet Services

#### Fund Description

Fleet Services 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

	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Year End Estimated	FY 2020 Proposed Budget	FY 2021 Projected Budget
<b>Operating Revenue</b>					
Other Revenue	18,765	81,781	81,781	81,781	81,781
Charges for Services	2,988,640	2,950,415	2,950,415	3,070,012	3,144,903
Interest Income	24	1,000	1,000	1,000	1,000
<b>Total Revenue</b>	<b>\$ 3,007,429</b>	<b>\$ 3,033,196</b>	<b>\$ 3,033,196</b>	<b>\$ 3,152,793</b>	<b>\$ 3,227,684</b>
<b>Operating Expenses</b>					
Salary and Benefits	1,117,721	1,117,701	1,134,929	1,126,544	1,155,565
Services and Supplies	1,956,650	2,030,057	2,035,197	2,034,507	2,034,507
Miscellaneous	118	-	-	-	-
Insurance and Other Chargebacks	868	-	18,000	-	-
Contingencies	-	450	450	-	-
Interfund Transfers	33,442	35,114	35,114	-	-
<b>Total Expenses</b>	<b>\$ 3,108,799</b>	<b>\$ 3,183,322</b>	<b>\$ 3,223,690</b>	<b>\$ 3,161,051</b>	<b>\$ 3,190,072</b>
<b>Net Surplus (Deficit)</b>	<b>\$ (101,370)</b>	<b>\$ (150,126)</b>	<b>\$ (190,494)</b>	<b>\$ (8,258)</b>	<b>\$ 37,612</b>
<b>Beginning Fund Balance</b>			<b>\$ 231,216</b>	<b>\$ 40,722</b>	<b>\$ 32,464</b>
<b>Ending Fund Balance</b>	<b>\$ 231,216</b>		<b>\$ 40,722</b>	<b>\$ 32,464</b>	<b>\$ 70,076</b>

#### 2020 Initiatives

- Continue analysis on internal operations and service delivery to:
- Reduce costs;
- Reduce vehicle downtime;
- Further increase efficient resource allocation including parts and labor.
- Continue to expand alternative fuel for City fleet.

600 FLEET SERVICES FUND	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Year End Estimated	FY 2020 Proposed Budget
<b>Salary and Benefits</b>	\$ 1,117,721	\$ 1,117,701	\$ 1,134,929	\$ 1,126,544
61010 - REGULAR PAY	747,097	786,373	786,373	798,482
61050 - PERMANENT PART-TIME	444	-	-	-
61070 - JOB TRAINING AND INTERNSHIPS	300	-	-	-
61110 - OVERTIME PAY	37,122	21,920	21,920	21,920
61415 - TERMINATION PAYOUTS	11,654	-	16,929	-
61420 - ANNUAL SICK LEAVE PAYOUT	898	-	299	-
61447 - OPEB EXPENSES	12,296	-	-	-
61510 - HEALTH INSURANCE	171,879	189,030	189,030	171,904
61610 - DENTAL INSURANCE	10	-	-	-
61615 - LIFE INSURANCE	548	133	133	585
61630 - SHOE ALLOWANCE	2,555	2,633	2,633	2,583
61710 - IMRF	74,109	52,699	52,699	69,788
61725 - SOCIAL SECURITY	47,662	52,608	52,608	49,666
61730 - MEDICARE	11,147	12,305	12,305	11,616
<b>Services and Supplies</b>	\$ 1,956,650	\$ 2,030,057	\$ 2,035,197	\$ 2,034,507
62235 - OFFICE EQUIPMENT MAINT	18	-	-	-
62240 - AUTOMOTIVE EQMP MAINT	34,552	18,000	35,000	37,910
62245 - OTHER EQMT MAINTENANCE	5,034	6,000	15,000	-
62275 - POSTAGE CHARGEBACKS	-	400	400	400
62295 - TRAINING & TRAVEL	9,723	4,200	4,200	6,950
62340 - IT COMPUTER SOFTWARE	-	5,395	5,395	5,395
62355 - LAUNDRY/OTHER CLEANING	18,851	17,000	17,000	17,000
62360 - MEMBERSHIP DUES	195	1,625	1,625	1,625
62375 - RENTALS	-	1,000	1,000	1,000
62380 - COPY MACHINE CHARGES	38	519	519	519
64505 - TELECOMMUNICATIONS	9,633	4,744	-	-
64540 - TELECOMMUNICATIONS - WIRELESS	5,373	2,250	15,000	16,994
65015 - CHEMICALS/ SALT	4,390	12,886	2,000	4,886
65020 - CLOTHING	-	663	663	663
65025 - FOOD	-	-	646	-
65035 - PETROLEUM PRODUCTS	709,654	750,000	750,000	750,000
65040 - JANITORIAL SUPPLIES	766	417	417	417
65045 - LICENSING/REGULATORY SUPP	2,290	-	834	-
65050 - BLDG MAINTENANCE MATERIAL	5,857	15,250	-	-
65055 - MATER. TO MAINT. IMP.	1,035	2,910	-	-
65060 - MATER. TO MAINT. AUTOS	1,026,487	1,050,000	1,050,000	1,055,250
65065 - TIRES & TUBES	99,021	100,000	100,000	100,000
65085 - MINOR EQUIPMENT & TOOLS	20,891	24,000	24,000	24,000
65090 - SAFETY EQUIPMENT	1,470	10,498	10,498	10,498
65095 - OFFICE SUPPLIES	1,372	2,300	1,000	1,000
<b>Miscellaneous</b>	\$ 118	\$ -	\$ -	\$ -
62100 - ADMINISTRATION EXPENSE-CAFR USE	118	-	-	-
<b>Insurance and Other Chargebacks</b>	\$ 868	\$ -	\$ 18,000	\$ -
66049 - WORKERS COMP TTD PYMTS (NON SWORN)	868	-	18,000	-
<b>Contingencies</b>	\$ -	\$ 450	\$ 450	\$ -
68205 - CONTINGENCIES	-	450	450	-
<b>Interfund Transfers</b>	\$ 33,442	\$ 35,114	\$ 35,114	\$ -
66025 - TRANSFER TO DEBT SERVICE - ERI	33,442	35,114	35,114	-
<b>Grand Total</b>	\$ 3,108,799	\$ 3,183,322	\$ 3,223,690	\$ 3,161,051



## 2020-21 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 receives revenue through transfers from the General Fund and other governmental funds. Enterprise Funds (Parking, Water, Sewer, Solid Waste) purchase equipment directly and do not transfer to the Equipment Replacement Fund.

#### Financial Summary

Operating Revenue	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Year End Estimated	FY 2020 Proposed Budget	FY 2021 Projected Budget
Other Revenue	(74,225)	210,217	210,217	870,217	210,217
Charges for Services	1,334,732	1,309,732	1,309,732	1,279,424	1,279,424
Interfund Transfers	-	-	-	-	-
Interest Income	5,037	-	2,000	-	-
<b>Total Revenue</b>	<b>\$ 1,265,543</b>	<b>\$ 1,519,949</b>	<b>\$ 1,521,949</b>	<b>\$ 2,149,641</b>	<b>\$ 1,489,641</b>
<b>Operating Expenses</b>					
Salary and Benefits	-	-	-	-	-
Services and Supplies	40,745	75,000	70,000	-	-
Miscellaneous	-	-	-	-	-
Capital Outlay	41,579	1,547,977	1,547,977	2,460,000	1,800,000
Depreciation Expense	1,695,533	-	-	-	-
<b>Total Expenses</b>	<b>\$ 1,777,856</b>	<b>\$ 1,622,977</b>	<b>\$ 1,617,977</b>	<b>\$ 2,460,000</b>	<b>\$ 1,800,000</b>
<b>Net Surplus (Deficit)</b>	<b>\$ (512,313)</b>	<b>\$ (103,028)</b>	<b>\$ (96,028)</b>	<b>\$ (310,359)</b>	<b>\$ (310,359)</b>
<b>Beginning Fund Balance</b>			<b>\$ 1,011,298</b>	<b>\$ 915,270</b>	<b>\$ 604,911</b>
<b>Ending Fund Balance</b>	<b>\$ 1,011,298</b>		<b>\$ 915,270</b>	<b>\$ 604,911</b>	<b>\$ 294,552</b>

601 EQUIPMENT REPLACEMENT FUND	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Year End Estimated	FY 2020 Proposed Budget
<b>Services and Supplies</b>	\$ 40,745	\$ 75,000	\$ 70,000	\$ -
62375 - RENTALS	21,468	25,000	-	-
62402 - VEHICLE LEASE CHARGES	18,488	50,000	70,000	-
62705 - BANK SERVICE CHARGES	788	-	-	-
<b>Capital Outlay</b>	\$ 41,579	\$ 1,547,977	\$ 1,547,977	\$ 2,460,000
65515 - OTHER IMPROVEMENTS	-	-	-	660,000
65550 - AUTOMOTIVE EQUIPMENT	41,579	1,547,977	1,547,977	1,800,000
<b>Depreciation Expense</b>	\$ 1,695,533	\$ -	\$ -	\$ -
68010 - DEPRECIATION EXPENSE	1,695,533	-	-	-
<b>Grand Total</b>	\$ 1,777,856	\$ 1,622,977	\$ 1,617,977	\$ 2,460,000





## 2020-21 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.

Expenses in 2018 and 2019 include costs for major lawsuits that will be funded over the next 3-5 years with transfers from the departments involved in the claims.

#### Financial Summary

	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Year End Estimated	FY 2020 Proposed Budget	FY 2021 Projected Budget
<b>Operating Revenue</b>					
Other Revenue	10,447,722	10,391,176	10,498,596	10,750,045	10,892,860
Charges for Services	167,917	-	-	-	-
Interfund Transfers	-	54,958	-	1,000,000	1,000,000
Interest Income	-	1,000	-	-	-
Insurance	5,628,212	6,118,205	6,118,205	6,269,237	6,339,105
Workers Compensation and Liability	2,087,381	3,026,943	3,026,943	3,024,191	3,024,191
<b>Total Revenue</b>	<b>\$ 18,331,231</b>	<b>\$ 19,592,282</b>	<b>\$ 19,643,744</b>	<b>\$ 21,043,473</b>	<b>\$ 21,256,156</b>
<b>Operating Expenses</b>					
Salary and Benefits	577,318	630,531	630,526	657,996	681,966
Services and Supplies	6,414,377	2,420,448	4,195,801	2,669,200	2,669,200
Insurance and Other Chargebacks	15,780,235	15,901,777	15,833,253	16,110,089	16,397,783
Capital Outlay	5,011	-	-	-	-
Interfund Transfers	9,632	10,114	10,114	-	-
<b>Total Expenses</b>	<b>\$ 22,786,573</b>	<b>\$ 18,962,870</b>	<b>\$ 20,669,694</b>	<b>\$ 19,437,285</b>	<b>\$ 19,748,949</b>
<b>Net Surplus (Deficit)</b>	<b>\$ (4,455,342)</b>	<b>\$ 629,412</b>	<b>\$ (1,025,950)</b>	<b>\$ 1,606,188</b>	<b>\$ 1,507,207</b>
<b>Beginning Fund Balance</b>			<b>\$ (8,793,847)</b>	<b>\$ (9,819,797)</b>	<b>\$ (8,213,609)</b>

605 INSURANCE FUND	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Year End Estimated	FY 2020 Proposed Budget
<b>Salary and Benefits</b>	\$ 577,318	\$ 630,531	\$ 630,526	\$ 657,996
61010 - REGULAR PAY	384,485	468,551	468,551	490,402
61110 - OVERTIME PAY	-	-	303	-
61415 - TERMINATION PAYOUTS	28,037	-	-	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	458	-	-	-
61510 - HEALTH INSURANCE	87,949	87,233	87,233	78,954
61610 - DENTAL INSURANCE	6	-	-	-
61615 - LIFE INSURANCE	486	553	553	600
61620 - UNIVERSAL LIFE	(132)	-	-	-
61625 - AUTO ALLOWANCE	1,780	2,768	2,280	2,280
61626 - CELL PHONE ALLOWANCE	200	450	450	450
61630 - SHOE ALLOWANCE	-	-	180	180
61710 - IMRF	37,918	29,972	29,972	42,862
61725 - SOCIAL SECURITY	29,105	32,789	32,789	33,861
61730 - MEDICARE	7,026	8,215	8,215	8,408
<b>Services and Supplies</b>	\$ 6,414,377	\$ 2,420,448	\$ 4,195,801	\$ 2,669,200
61060 - SEASONAL EMPLOYEES	1,018	-	-	-
62130 - LEGAL SERVICES-GENERAL	4,265,061	350,000	900,000	750,000
62175 - IS SERVICES	13,187	-	-	-
62260 - SETTLEMENT COSTS - LIABILITY	1,394,992	1,400,000	2,700,000	1,250,000
62266 - TPA SERVICE CHARGES	104,685	120,000	120,000	120,000
62295 - TRAINING & TRAVEL	845	4,000	-	4,000
62310 - CITY WIDE TRAINING	4,989	20,000	20,000	20,000
62345 - COURT COST/LITIGATION	29,078	-	-	-
62509 - SERVICE AGREEMENTS/ CONTRACTS	855	-	-	-
62615 - INSURANCE PREMIUM	597,144	525,000	453,601	525,000
62705 - BANK SERVICE CHARGES	2,323	-	2,000	-
65010 - BOOKS, PUBLICATIONS, MAPS	-	415	-	-
65095 - OFFICE SUPPLIES	200	200	200	200
65125 - OTHER COMMODITIES	-	833	-	-
<b>Insurance and Other Chargebacks</b>	\$ 15,780,235	\$ 15,901,777	\$ 15,833,253	\$ 16,110,089
66040 - GENERAL ADMINISTRATION & SUPPORT	4,200	-	2,000	-
66044 - WORKERS COMP INSURANCE PREMIUMS	5,063	130,000	157,476	161,000
66045 - WORKERS COMP LEGAL FEES	50,186	60,000	60,000	60,000
66046 - WORKERS COMP MEDICAL PAYMENTS	645,037	750,000	750,000	750,000
66047 - WORKERS COMP SETTLEMENT PAYMENTS	894,945	800,000	800,000	800,000
66049 - WORKERS COMP TTD PYMTS (NON SWORN)	76,750	100,000	-	-
66050 - HEALTH INSURANCE PREMIUMS-PPO	10,575,729	10,571,600	10,571,600	10,783,032
66051 - HEALTH INSURANCE PREMIUMS-HMO	3,422,687	3,383,977	3,383,977	3,451,657
66054 - MEDICARE SUPPLEMENT- SENIOR'S CHOICE	20,307	18,000	18,000	18,000
66055 - IPBC MEDICAL WAIVER FEE	2,382	-	2,000	-
66059 - HEALTH INSURANCE OPT OUT EXPENSE	82,950	88,200	88,200	86,400
<b>Capital Outlay</b>	\$ 5,011	\$ -	\$ -	\$ -
65550 - AUTOMOTIVE EQUIPMENT	5,011	-	-	-
<b>Interfund Transfers</b>	\$ 9,632	\$ 10,114	\$ 10,114	\$ -
66025 - TRANSFER TO DEBT SERVICE - ERI	9,632	10,114	10,114	-
<b>Grand Total</b>	\$ 22,786,573	\$ 18,962,870	\$ 20,669,694	\$ 19,437,285



## 2020-21 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.

The financial summary below includes a proposed increase to property tax revenue of \$980,543 in 2020.

#### Financial Summary

<b>Operating Revenue</b>	<b>FY 2018 Actual Amount</b>	<b>FY 2019 Adopted Budget</b>	<b>FY 2019 Year End Estimated</b>	<b>FY 2020 Proposed Budget</b>	<b>FY 2021 Projected Budget</b>
City Contribution	8,344,947	8,266,584	8,344,947	9,247,042	9,709,394
Participant Contributions	1,098,506	1,081,500	1,081,500	1,131,461	1,188,034
Investment Income	(3,387,090)	2,520,000	2,520,000	3,520,000	3,520,000
<b>Total Revenue</b>	<b>\$ 6,056,363</b>	<b>\$ 11,868,084</b>	<b>\$ 11,946,447</b>	<b>\$ 13,898,503</b>	<b>\$ 14,417,428</b>
<b>Operating Expenses</b>					
Pension Management Fees	91,737	-	150,000	100,000	105,000
Pension Admin Expense	105,755	230,000	125,000	125,000	131,250
Pension Expenses	9,150,830	9,103,500	9,103,500	9,851,897	10,344,512
<b>Total Expenses</b>	<b>\$ 9,348,322</b>	<b>\$ 9,333,500</b>	<b>\$ 9,378,500</b>	<b>\$ 10,076,897</b>	<b>\$ 10,580,762</b>
<b>Net Surplus (Deficit)</b>	<b>\$ (3,291,959)</b>	<b>\$ 2,534,584</b>	<b>\$ 2,567,947</b>	<b>\$ 3,821,606</b>	<b>\$ 3,836,666</b>
<b>Beginning Net Assets held in Trust</b>			<b>\$ 75,781,118</b>	<b>\$ 78,349,065</b>	<b>\$ 82,170,671</b>
<b>Ending Net Assets held in Trust</b>	<b>\$ 75,781,118</b>		<b>\$ 78,349,065</b>	<b>\$ 82,170,671</b>	<b>\$ 86,007,337</b>

700 FIRE PENSION FUND	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Year End Estimated	FY 2020 Proposed Budget
<b>Salary and Benefits</b>	\$ 9,256,585	\$ 9,333,500	\$ 9,228,500	\$ 9,976,897
61755 - PENSION-ADMIN. EXPENSE	105,755	230,000	125,000	125,000
61770 - RETIRED EMPLOYEES PENSION	6,105,725	6,405,000	6,405,000	6,716,297
61775 - WIDOWS' PENSIONS	1,515,367	1,155,000	1,155,000	1,560,000
61785 - DISABILITY PENSIONS	1,378,666	1,417,500	1,417,500	1,420,000
61795 - QILDRO'S	151,072	126,000	126,000	155,600
<b>Miscellaneous</b>	\$ 91,737	\$ -	\$ 150,000	\$ 100,000
61715 - Pension Management Fees	91,737	-	150,000	100,000
<b>Grand Total</b>	\$ 9,348,322	\$ 9,333,500	\$ 9,378,500	\$ 10,076,897



## 2020-21 PROPOSED BUDGET - OTHER FUNDS

### #705 – Police Pension

#### Fund Description

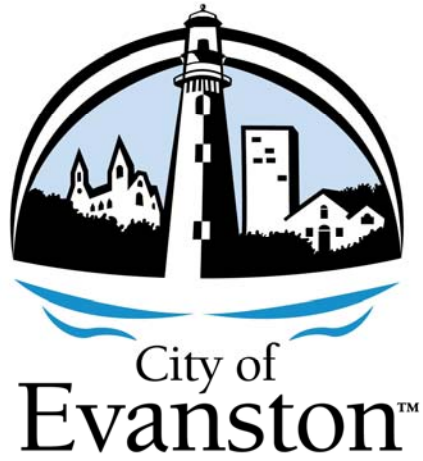
Every Illinois municipality having a population of not less than 5,000 and not more than 500,000 must have a Police Pension Fund as prescribed in 40ILCS 5/3-101.

The financial summary below includes a proposed increase to property tax revenue of \$723,342 in 2020.

#### Financial Summary

<b>Operating Revenue</b>	<b>FY 2018 Actual Amount</b>	<b>FY 2019 Adopted Budget</b>	<b>FY 2019 Year End Estimated</b>	<b>FY 2020 Proposed Budget</b>	<b>FY 2021 Projected Budget</b>
City Contribution	10,462,704	10,502,308	10,462,704	11,225,650	11,786,933
Participant Contributions	1,570,309	1,769,500	1,769,500	1,617,418	1,698,289
Investment Income	(4,618,921)	7,000,000	7,000,000	8,000,000	8,000,000
<b>Total Revenue</b>	<b>\$ 7,414,092</b>	<b>\$ 19,271,808</b>	<b>\$ 19,232,204</b>	<b>\$ 20,843,068</b>	<b>\$ 21,485,222</b>
<b>Operating Expenses</b>					
Pension Management Fees	292,132	275,000	275,000	325,000	341,250
Pension Admin Expense	58,885	160,000	75,000	75,000	78,750
Pension Expenses	55,993,595	36,768,500	12,441,500	13,049,007	13,699,436
<b>Total Expenses</b>	<b>\$ 56,344,612</b>	<b>\$ 37,203,500</b>	<b>\$ 12,791,500</b>	<b>\$ 13,449,007</b>	<b>\$ 14,119,436</b>
<b>Net Surplus (Deficit)</b>	<b>\$ (48,930,520)</b>	<b>\$ (17,931,692)</b>	<b>\$ 6,440,704</b>	<b>\$ 7,394,061</b>	<b>\$ 7,365,786</b>
<b>Beginning Net Assets held in Trust</b>			<b>\$ 75,781,118</b>	<b>\$ 82,221,822</b>	<b>\$ 89,615,883</b>
<b>Ending Net Assets held in Trust</b>	<b>\$ 75,781,118</b>		<b>\$ 82,221,822</b>	<b>\$ 89,615,883</b>	<b>\$ 96,981,669</b>

705 POLICE PENSION FUND	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2019 Year End Estimated	FY 2020 Proposed Budget
<b>Salary and Benefits</b>	<b>\$ 11,996,570</b>	<b>\$ 12,601,500</b>	<b>\$ 12,516,500</b>	<b>\$ 13,124,007</b>
61755 - PENSION-ADMIN. EXPENSE	58,885	160,000	75,000	75,000
61770 - RETIRED EMPLOYEES PENSION	10,055,337	10,500,000	10,500,000	11,060,870
61775 - WIDOWS' PENSIONS	1,056,002	1,155,000	1,155,000	1,087,000
61785 - DISABILITY PENSIONS	801,903	735,000	735,000	825,960
61790 - SEPARATION REFUNDS	-	20,000	20,000	50,000
61795 - QILDRO'S	24,443	31,500	31,500	25,177
<b>Miscellaneous</b>	<b>\$ 292,132</b>	<b>\$ 275,000</b>	<b>\$ 275,000</b>	<b>\$ 325,000</b>
61715 - Pension Management Fees	292,132	275,000	275,000	325,000
<b>Grand Total</b>	<b>\$ 12,288,703</b>	<b>\$ 12,876,500</b>	<b>\$ 12,791,500</b>	<b>\$ 13,449,007</b>



**PART V**

**POSITION INFORMATION**

	Position Description	2019 Adopted Budget FTE	2020 Proposed Budget FTE	2019-2020 Difference	2020 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	1.00	1.00	0.00	
	<b>CITY CLERK TOTAL</b>	<b>1.00</b>	<b>1.00</b>	<b>0.00</b>	
	<b>LEGISLATIVE</b>	<b>2.00</b>	<b>2.00</b>	<b>0.00</b>	
<b>1505</b>	<b>CITY MANAGER</b>				
	City Manager	1.00	1.00	0.00	
	Deputy City Manager	1.00	1.00	0.00	
	Executive Assistant	1.00	0.00	-1.00	Reclassified to Executive Secretary
	Executive Secretary	0.00	1.00	1.00	Reclassified from Executive Assistant
	Administrative Coordinator	0.00	1.00	1.00	Moved from 1555
	Chief Equity Officer	1.00	1.00	0.00	
	Local Government Management Fellow	1.00	1.00	0.00	
	<b>CITY MANAGER TOTAL</b>	<b>5.00</b>	<b>6.00</b>	<b>1.00</b>	
<b>1510</b>	<b>COMMUNITY ENGAGEMENT</b>				
	Community Engagement Coordinator	1.00	0.00	-1.00	Reclassified to Community Engagement Specialist
	Communications Manager	0.00	1.00	1.00	Reclassified from Community Engagement Division Manager
	Community Engagement Specialist	0.00	1.00	1.00	Reclassified from Community Engagement Coordinator
	Community Engagement Division Manager	1.00	0.00	-1.00	Reclassified to Communications Manager
	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>				
	Chief Sustainability & Resilience Officer	0.50	0.50	0.00	0.25 FTE in Water Fund (4105) and 0.25 FTE in Solid Waste Fund (4310); retitled from Sustainability Coordinator
	<b>SUSTAINABILITY TOTAL</b>	<b>0.50</b>	<b>0.50</b>	<b>0.00</b>	
<b>1555</b>	<b>FINANCIAL ADMINISTRATION</b>				
	Administrative Lead	1.00	0.00	-1.00	Reclassified to Administrative Coordinator; moved to 1505
	Senior Management Analyst	1.00	1.00	0.00	
	Budget Coordinator	1.00	1.00	0.00	
	Chief Financial Officer/Treasurer	1.00	1.00	0.00	
	<b>FINANCIAL ADMINISTRATION TOTAL</b>	<b>4.00</b>	<b>3.00</b>	<b>-1.00</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	2.00	0.00	
	<b>REVENUE TOTAL</b>	<b>3.50</b>	<b>3.50</b>	<b>0.00</b>	
<b>1570</b>	<b>ACCOUNTING</b>				
	Accounting Manager	1.00	1.00	0.00	
	Accountant	1.00	1.00	0.00	
	Accounts Payable Coordinator	1.00	1.00	0.00	
	Senior Accountant	1.00	1.00	0.00	
	Payroll Pension Administrator	0.50	0.50	0.00	0.5 FTE in Payroll (1915)
	<b>ACCOUNTING TOTAL</b>	<b>4.50</b>	<b>4.50</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>				
	Purchasing Manager	1.00	1.00	0.00	
	Purchasing Specialist	2.00	2.00	0.00	
	<b>PURCHASING TOTAL</b>	<b>3.00</b>	<b>3.00</b>	<b>0.00</b>	
<b>1585</b>	<b>ADMINISTRATIVE ADJUDICATION</b>				
	Admin. Adjudication Aide	1.00	1.00	0.00	
	<b>ADMIN. ADJUDICATION TOTAL</b>	<b>1.00</b>	<b>1.00</b>	<b>0.00</b>	
	<b>CITY ADMINISTRATION</b>	<b>27.50</b>	<b>27.50</b>	<b>0.00</b>	



	Position Description	2019 Adopted Budget FTE	2020 Proposed Budget FTE	2019-2020 Difference	2020 Notes
<b>1705</b>	<b>LEGAL ADMINISTRATION</b>				
	Paralegal	1.00	1.00	0.00	
	Deputy City Attorney	0.00	1.00	1.00	
	Corporation Counsel/City Attorney	0.50	0.50	0.00	0.5 FTE in Insurance Fund
	Deputy City Attorney - Transactions	1.00	0.00	-1.00	Reclassified to Assistant City Attorney
	Deputy City Attorney - Litigation	1.00	0.00	-1.00	Reclassified to Deputy City Attorney
	Assistant City Attorney	1.00	2.00	1.00	
	<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/Assistant City Manager	1.00	1.00	0.00	
	Management Analyst	0.00	0.50	0.50	Moved from Parking Fund (7005); 0.5 FTE in Parking Fund (7005)
	Administrative Assistant	0.60	0.00	-0.60	Moved to Facilities Division (1950)
	<b>ADMINISTRATIVE SERVICES ADMIN TOTAL</b>	<b>1.60</b>	<b>1.50</b>	<b>-0.10</b>	
<b>1915</b>	<b>PAYROLL</b>				
	Payroll Manager	1.00	1.00	0.00	
	Payroll/Pension Clerk	0.50	0.00	-0.50	Reclassified to Payroll/Pension Administrator
	Payroll/Pension Administrator	0.50	1.50	1.00	
	<b>PAYROLL TOTAL</b>	<b>2.00</b>	<b>2.50</b>	<b>0.50</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	
	Human Resources Division Manager	1.00	1.00	0.00	
	<b>HUMAN RESOURCES TOTAL</b>	<b>5.00</b>	<b>5.00</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	1.00	1.00	0.00	
	Public Safety Technology Coordinator	1.00	1.00	0.00	
	Chief Information Security Officer	1.00	1.00	0.00	Retitled from Network Infrastructure & Security Manager
	Programmer Analyst	1.00	1.00	0.00	
	Technical Support Specialist I	2.00	2.00	0.00	
	CIO/IT Division Manager	1.00	1.00	0.00	
	IT Service Delivery Manager	1.00	1.00	0.00	
	Systems 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	12.00	12.00	0.00	
	Parking Enforcement Supervisor	1.00	1.00	0.00	
	<b>PARKING ENFORCEMENT AND TICKETS TOTAL</b>	<b>13.00</b>	<b>13.00</b>	<b>0.00</b>	
<b>1950</b>	<b>FACILITIES</b>				
	Facilities Maintenance Supervisor	2.00	2.00	0.00	
	Administrative Assistant	0.00	0.60	0.60	Moved from Administration (1905); 0.4 FTE in Fleet Services Fund (7710)
	Facilities & Fleet Division Manager	0.50	0.50	0.00	0.5 FTE Fleet Fund (7710)
	Facilities Maintenance Worker I	2.00	2.00	0.00	
	Facilities Operations Coordinator	1.00	1.00	0.00	
	Facilities Maint. Worker III	11.00	11.00	0.00	
	Master Tradesman	2.00	2.00	0.00	
	<b>FACILITIES TOTAL</b>	<b>18.50</b>	<b>19.10</b>	<b>0.60</b>	
	<b>ADMINISTRATIVE SERVICES DEPARTMENT</b>	<b>53.10</b>	<b>54.10</b>	<b>1.00</b>	
<b>2101</b>	<b>COMMUNITY DEVELOPMENT ADMINISTRATION</b>				
	Director, Community Development	0.75	0.75	0.00	0.25 FTE in Affordable Housing Fund (5465)
	Management Analyst	1.00	1.00	0.00	
	Construction Rehab Specialist	0.00	0.25	0.25	Moved from CDBG (5187); 0.75 FTE in CDBG (5187)
	Social Services Grants & Compliance Specialist	0.50	0.50	0.00	0.5 FTE in CDBG (5220)
	<b>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 Manager	1.00	1.00	0.00	
	Neighborhood & Land Use Planner	1.00	1.00	0.00	
	Development Planner	1.00	1.00	0.00	
	Planner	1.00	1.00	0.00	
	Zoning Administrator	1.00	1.00	0.00	
	<b>PLANNING AND ZONING TOTAL</b>	<b>6.00</b>	<b>6.00</b>	<b>0.00</b>	

	Position Description	2019 Adopted Budget FTE	2020 Proposed Budget FTE	2019-2020 Difference	2020 Notes
<b>2115</b>	<b>PROPERTY STANDARDS</b>				
	Property Maint Inspector I	0.00	3.00	3.00	Moved from Health and Human Services (2435)
	Senior Property Maintenance Inspector	0.00	1.00	1.00	Moved from Health and Human Services (2435)
	Customer Service Representative	0.00	1.00	1.00	Moved from Health and Human Services (2435)
<b>2115</b>	<b>PROPERTY STANDARDS TOTAL</b>	<b>0.00</b>	<b>5.00</b>	<b>5.00</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	
	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	0.6 FTE in Housing Rehabilitation (5187)
	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	
	Structural Inspector/Plan Reviewer	1.00	1.00	0.00	
	Build/Insp Serv. Division Manager	0.85	0.85	0.00	0.15 FTE in Housing Rehabilitation (5187)
<b>2126</b>	<b>BUILDING INSPECTION SERVICES TOTAL</b>	<b>12.25</b>	<b>12.25</b>	<b>0.00</b>	
<b>5300</b>	<b>ECONOMIC DEVELOPMENT</b>				
	Economic Development Specialist	1.00	1.00	0.00	
	Economic Development Division Mgr.	1.00	1.00	0.00	
	<b>ECONOMIC DEVELOPMENT TOTAL</b>	<b>2.00</b>	<b>2.00</b>	<b>0.00</b>	
<b>COMMUNITY DEVELOPMENT DEPARTMENT</b>		<b>22.50</b>	<b>27.75</b>	<b>5.25</b>	
<b>2205</b>	<b>POLICE ADMINISTRATION</b>				
	Administrative Lead	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	
	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>2230</b>	<b>JUVENILE BUREAU</b>				
	Police Officer	8.00	8.00	0.00	
	Police Sergeant	1.00	1.00	0.00	
	<b>JUVENILE BUREAU TOTAL</b>	<b>9.00</b>	<b>9.00</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	3.00	3.00	0.00	
	Assistant Records Manager/Specialist	1.00	1.00	0.00	
	Review Officer	1.00	1.00	0.00	
	<b>POLICE RECORDS TOTAL</b>	<b>6.00</b>	<b>6.00</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>				
	Service Desk Officer II	11.50	11.50	0.00	
	311/Service Desk Manger	1.00	1.00	0.00	
	311/Service Desk Assistant Supervisor	1.00	1.00	0.00	
	<b>SERVICE DESK TOTAL</b>	<b>13.50</b>	<b>13.50</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>	

	Position Description	2019 Adopted Budget FTE	2020 Proposed Budget FTE	2019-2020 Difference	2020 Notes
<b>2255</b>	<b>OFFICE OF PROFESSIONAL STANDARDS</b>				
	Administrative Assistant	1.00	1.00	0.00	
	Police Commander	1.00	1.00	0.00	
	Police Sergeant	2.00	2.00	0.00	
	<b>OFFICE OF PROFESSIONAL STANDARDS TOTAL</b>	<b>4.00</b>	<b>4.00</b>	<b>0.00</b>	
<b>2260</b>	<b>OFFICE OF ADMINISTRATION</b>				
	Deputy Chief	1.00	1.00	0.00	
	Administrative Coordinator	1.00	1.00	0.00	
	Manager of Finance and Budget	1.00	1.00	0.00	
	<b>OFFICE OF ADMINISTRATION TOTAL</b>	<b>3.00</b>	<b>3.00</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	
	<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>217.00</b>	<b>217.00</b>	<b>0.00</b>	
<b>2305</b>	<b>FIRE MANAGEMENT &amp; SUPPORT</b>				
	Administrative Lead	1.00	1.00	0.00	
	Fire Chief	1.00	1.00	0.00	
	Administrative Coordinator	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>				
	Deputy Chief	1.00	1.00	0.00	Retitled from Division Chief
	Fire Captain	2.00	2.00	0.00	
	Fire Plan Reviewer	1.00	1.00	0.00	
	<b>FIRE PREVENTION TOTAL</b>	<b>4.00</b>	<b>4.00</b>	<b>0.00</b>	
<b>2315</b>	<b>FIRE SUPPRESSION</b>				
	Division Chief, Fire	2.00	2.00	0.00	
	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>	

	Position Description	2019 Adopted Budget FTE	2020 Proposed Budget FTE	2019-2020 Difference	2020 Notes
<b>2407</b>	<b>HEALTH SERVICES ADMINISTRATION</b>				
	Director, Health & Human Services	0.75	0.75	0.00	0.25 FTE in General Assistance Fund (2407)
	Senior Management Analyst	1.00	1.00	0.00	
	Administrative Lead	1.00	1.00	0.00	
	<b>HEALTH SERVICES ADMINISTRATION TOTAL</b>	<b>2.75</b>	<b>2.75</b>	<b>0.00</b>	
<b>2435</b>	<b>FOOD AND ENVIRONMENTAL HEALTH</b>				
	Environmental Health Practitioner	2.00	2.00	0.00	
	Senior Environmental Health Practitioner	1.00	1.00	0.00	
	Property Maint Inspector I	3.00	0.00	-3.00	Moved to Community Development (2115)
	Senior Property Maintenance Inspector	1.00	0.00	-1.00	Moved to Community Development (2115)
	Communicable Dis Surv Specialist	1.00	1.00	0.00	
	Emergency Response Coordinator	1.00	1.00	0.00	
	Health License Coordinator	1.00	1.00	0.00	
	Customer Service Representative	1.00	0.00	-1.00	Moved to Community Development (2115)
	Public Health Manager	1.00	1.00	0.00	
	<b>FOOD AND ENVIRONMENTAL HEALTH TOTAL</b>	<b>12.00</b>	<b>7.00</b>	<b>-5.00</b>	
<b>2445</b>	<b>HUMAN SERVICES</b>				
	Youth Advocate	0.00	0.00	0.00	Moved from Parks, Recreation & Comm. Services (3005)
	Family Advocate	0.00	1.00	1.00	Reclassified from Youth Advocate
	Human Services Advocate	2.00	2.00	0.00	
	<b>HUMAN SERVICES TOTAL</b>	<b>2.00</b>	<b>3.00</b>	<b>1.00</b>	
<b>2455</b>	<b>COMMUNITY HEALTH</b>				
	Senior Citizen Ombudsman Manager	0.00	0.00	0.00	Moved from Parks, Recreation & Comm. Services (3055)
	Senior Services Program Manager	0.00	1.00	1.00	Reclassified from Senior Citizen Ombudsman Manager
	Senior Citizen Ombudsman Assistant	0.00	0.00	0.00	Moved from Parks, Recreation & Comm. Services (3055)
	Senior Services Program Assistant	0.00	1.00	1.00	Reclassified from Senior Citizen Ombudsman Assistant
	Human Services Manager	1.00	1.00	0.00	
	<b>COMMUNITY HEALTH TOTAL</b>	<b>1.00</b>	<b>3.00</b>	<b>2.00</b>	
<b>3215</b>	<b>YOUTH ENGAGEMENT</b>				
	Community Services Manager	0.00	1.00	1.00	Moved from Parks, Recreation & Comm. Services (3215)
	Program Coordinator - YYA	0.00	0.00	0.00	Moved from Parks, Recreation & Comm. Services (3215)
	Community Services Coordinator	0.00	1.00	1.00	Reclassified from Program Coordinator - YYA
	Youth-Young Adult Ast. Prog. Coordinator	0.00	0.00	0.00	Moved from Parks, Recreation & Comm. Services (3215)
	Senior Outreach Worker	0.00	1.00	1.00	Reclassified from YYA Assistant Program Coordinator
	Youth-Young Adult Outreach Program Assistant	0.00	0.45	0.45	Moved from Parks, Recreation & Comm. Services (3215)
	Youth-Young Adult Outreach Worker	0.00	2.45	2.45	Moved from Parks, Recreation & Comm. Services (3215)
	Youth-Young Adult Outreach Development Worker	0.00	2.00	2.00	Moved from Parks, Recreation & Comm. Services (3215)
	<b>YOUTH ENGAGEMENT TOTAL</b>	<b>0.00</b>	<b>7.90</b>	<b>7.90</b>	
	<b>HEALTH AND HUMAN SERVICES DEPARTMENT</b>	<b>17.75</b>	<b>23.65</b>	<b>5.90</b>	
<b>4105</b>	<b>PUBLIC WORKS AGENCY ADMIN</b>				
	Director of Public Works Agency	0.50	0.50	0.00	0.5 FTE in Water Fund (4200)
	Administrative Lead	2.00	2.00	0.00	
	Project Management Supervisor	1.00	1.00	0.00	
	<b>PUBLIC WORKS AGENCY ADMIN TOTAL</b>	<b>3.50</b>	<b>3.50</b>	<b>0.00</b>	
<b>4300</b>	<b>ENVIRONMENTAL SERVICES</b>				
	Environmental Services Coordinator	1.00	1.00	0.00	
	<b>ENVIRONMENTAL SERVICES TOTAL</b>	<b>1.00</b>	<b>1.00</b>	<b>0.00</b>	
<b>4310</b>	<b>RECYCLING AND ENVIRONMENTAL MAINTAINENCE</b>				
	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	
	<b>RECYCLING AND ENVIRONMENTAL MAINTAINENCE TOTAL</b>	<b>6.00</b>	<b>6.00</b>	<b>0.00</b>	
<b>4320</b>	<b>FORESTRY</b>				
	Arborist	1.00	1.00	0.00	
	Parks/Forestry Crew Leader	3.00	3.00	0.00	
	Parks/Forestry Worker III	13.00	13.00	0.00	
	<b>FORESTRY TOTAL</b>	<b>17.00</b>	<b>17.00</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	
	Public Works Maintenance Worker II	2.00	2.00	0.00	
	Public Works Maintenance Worker I	1.00	1.00	0.00	
	Parks/Forestry Worker III	4.00	5.00	1.00	1 FTE increase for new Crown Center fields
	<b>GREENWAYS TOTAL</b>	<b>15.00</b>	<b>16.00</b>	<b>1.00</b>	

	Position Description	2019 Adopted Budget FTE	2020 Proposed Budget FTE	2019-2020 Difference	2020 Notes
<b>4410</b>	<b>STREETS AND RIGHT OF WAY</b>				
	Civil Engineer III	0.75	0.75	0.00	
	Engineering Associate II	1.00	1.00	0.00	
	<b>STREETS AND RIGHT OF WAY TOTAL</b>	<b>1.75</b>	<b>1.75</b>	<b>0.00</b>	
<b>4420</b>	<b>TRANSPORTATION</b>				
	Sr Proj Mgr: Traf/ROW/Permits	1.00	1.00	0.00	
	Traffic Engineering Technician	0.50	0.50	0.00	0.5 FTE in Parking Fund (4510)
	<b>TRANSPORTATION TOTAL</b>	<b>1.50</b>	<b>1.50</b>	<b>0.00</b>	
<b>4430</b>	<b>PARKS AND FACILITIES</b>				
	Architect	0.50	0.50	0.00	0.5 FTE in Parking Fund (4430)
	<b>PARKS AND FACILITIES TOTAL</b>	<b>0.50</b>	<b>0.50</b>	<b>0.00</b>	
<b>4500</b>	<b>INFRASTRUCTURE MAINTENANCE</b>				
	Public Services Bureau Chief	0.75	0.75	0.00	0.25 FTE in Solid Waste Fund (4310)
	<b>INFRASTRUCTURE MAINTENANCE TOTAL</b>	<b>0.75</b>	<b>0.75</b>	<b>0.00</b>	
<b>4510</b>	<b>STREET MAINTENANCE</b>				
	Equipment Operator II	9.00	9.00	0.00	
	Equipment Operator III	3.00	3.00	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>15.00</b>	<b>15.00</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 III	3.00	3.00	0.00	
	Traffic Electrician	3.00	3.00	0.00	
	Traffic Electrician Leader	1.00	1.00	0.00	
	<b>TRAFFIC SIGNS AND STREET LIGHT MAINTENANCE TOTAL</b>	<b>8.00</b>	<b>8.00</b>	<b>0.00</b>	
	<b>PUBLIC WORKS AGENCY</b>	<b>70.00</b>	<b>71.00</b>	<b>1.00</b>	
<b>3005</b>	<b>RECREATION MANAGEMENT &amp; GENERAL SUPPORT</b>				
	Director, Recreation & Comm. Services	1.00	1.00	0.00	
	Administrative Coordinator	1.00	1.00	0.00	
	Administrative Lead	1.00	1.00	0.00	
	Data Control Clerk	0.00	1.00	1.00	Moved from 3010
	Recreation Support Specialist	0.00	1.00	1.00	Moved from 3010
	Asst. Director of Recr. & Comm. Services	0.00	1.00	1.00	Moved from 3020
	Recreation Services Manager	0.00	1.00	1.00	Moved from 3080
	Youth Advocate	1.00	0.00	-1.00	Moved to Health & Human Services (2445)
	<b>RECREATION MGMT &amp; GENERAL SUPPORT</b>	<b>4.00</b>	<b>7.00</b>	<b>3.00</b>	
<b>3010</b>	<b>RECREATION BUSINESS &amp; FISCAL MANAGEMENT</b>				
	Data Control Clerk	1.00	0.00	-1.00	Moved 3005
	Recreation Support Specialist	1.00	0.00	-1.00	Moved 3005
	<b>RECREATION BUSINESS &amp; FISCAL MANAGEMENT</b>	<b>2.00</b>	<b>0.00</b>	<b>-2.00</b>	
<b>3020</b>	<b>RECREATION GENERAL SUPPORT</b>				
	Asst. Director of Recr. & Comm. Services	1.00	0.00	-1.00	Moved 3005
	<b>RECREATION BUSINESS &amp; FISCAL MANAGEMENT</b>	<b>1.00</b>	<b>0.00</b>	<b>-1.00</b>	
<b>3030</b>	<b>CROWN COMMUNITY CENTER</b>				
	After School Supervisor	1.00	1.00	0.00	
	Assistant Program Coordinator	0.00	1.00	1.00	Moved from 3095
	Clerk II	0.00	3.00	3.00	1.5 FTE moved from 3095; 0.5 position increased to full-time; 1 FTE new
	Crown Operations Supervisor	0.00	1.00	1.00	New Position
	Facilities Maintenance Worker Crown	0.00	5.00	5.00	3 FTE reclassified from Building Supervisor, Fac Maint/Cust II; 2 FTE new
	Facility Coordinator Crown	0.00	1.00	1.00	New Position
	Office Coordinator	0.00	1.00	1.00	Moved from 3095
	Preschool Instructor	2.66	3.75	1.09	Existing positions reclassified to 0.75 FTE; 0.75 FTE new position
	Preschool Program Supervisor	0.50	1.00	0.50	Reclassified to full-time
	Recreation Manager	0.00	1.00	1.00	Moved from 3095
	Recreation Program Coordinator	1.00	3.00	2.00	1 FTE moved from 3095; 1 FTE increased
	Building Supervisor	1.00	0.00	-1.00	Reclass to Crown Facility Maintenance Worker
	Fac Maint. Worker/Cust II	2.00	0.00	-2.00	Reclassified to Facilities Maintenance Worker Crown
	PT Custodian	1.60	0.00	-1.60	Positions transferred
	<b>CROWN COMMUNITY CENTER TOTAL</b>	<b>9.76</b>	<b>21.75</b>	<b>11.99</b>	
<b>3035</b>	<b>CHANDLER COMMUNITY CENTER</b>				
	Clerk III	0.75	0.75	0.00	
	Recreation Program Coordinator	2.00	2.00	0.00	
	PT Custodian	1.78	1.78	0.00	
	Facilities Supervisor	0.40	0.40	0.00	
	<b>CHANDLER COMMUNITY CENTER TOTAL</b>	<b>4.93</b>	<b>4.93</b>	<b>0.00</b>	

	Position Description	2019 Adopted Budget FTE	2020 Proposed Budget FTE	2019-2020 Difference	2020 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	0.60	0.60	0.00	
	Assistant Program Coordinator	1.00	1.00	0.00	
	After School Supervisor	0.50	0.50	0.00	
	PT Custodian	0.50	0.50	0.00	
	<b>FLEETWOOD JOURDAIN COMM. CENTER TOTAL</b>	<b>7.30</b>	<b>7.30</b>	<b>0.00</b>	
<b>3045</b>	<b>FLEETWOOD JOURDAIN THEATER</b>				
	Recreation Program Coordinator	1.00	1.00	0.00	
	<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>RECREATION OUTREACH</b>	<b>0.50</b>	<b>0.50</b>	<b>0.00</b>	
<b>3055</b>	<b>LEVY CENTER SENIOR SERVICES</b>				
	Custodian II	1.00	1.00	0.00	
	Fac Maint. Worker/Cust II	1.00	1.00	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	1.17	0.50	Moved from Noyes Center (3710)
	Facilities Supervisor	1.22	1.22	0.00	
	FT Bus Driver	1.00	1.00	0.00	
	PT Custodian	1.45	1.45	0.00	
	Senior Citizen Ombudsman Manager	1.00	0.00	-1.00	Moved to Health & Human Services (2455)
	Senior Citizen Ombudsman Assistant	1.00	0.00	-1.00	Moved to Health & Human Services (2455)
	<b>LEVY CENTER SENIOR SERVICES TOTAL</b>	<b>12.34</b>	<b>10.84</b>	<b>-1.50</b>	
<b>3080</b>	<b>BEACHES</b>				
	Recreation Program Coordinator	0.75	1.00	0.25	0.25 FTE moved from Park Service (3150)
	Recreation Services Manager	0.50	0.00	-0.50	Moved to 3005
	<b>BEACHES TOTAL</b>	<b>1.25</b>	<b>1.00</b>	<b>-0.25</b>	
<b>3095</b>	<b>CROWN ICE RINK</b>				
	Clerk II	1.50	0.00	-1.50	Moved to 3030
	Office Coordinator	1.00	0.00	-1.00	Moved to 3030
	Recreation Program Coordinator	1.00	0.00	-1.00	Moved to 3030
	Assistant Program Coordinator	1.00	0.00	-1.00	Moved to 3030
	Recreation Manager	1.00	0.00	-1.00	Moved to 3030
	Office Assistant	0.60	0.00	-0.60	Position eliminated
	Facilities Supervisor	0.89	0.00	-0.89	Position transferred
	PT Custodian	0.50	0.00	-0.50	Position transferred
	<b>CROWN ICE RINK TOTAL</b>	<b>7.49</b>	<b>0.00</b>	<b>-7.49</b>	
<b>3100</b>	<b>SPORTS LEAGUES</b>				
	Recreation Services Manager	0.05	0.00	-0.05	Moved to 3005
	<b>SPORTS LEAGUES TOTAL</b>	<b>0.05</b>	<b>0.00</b>	<b>-0.05</b>	
<b>3130</b>	<b>SPECIAL RECREATION</b>				
	Recreation Program Coordinator	2.00	2.00	0.00	
	Recreation Services Manager	0.25	0.00	-0.25	Moved to 3005
	Program Supervisor	0.46	0.46	0.00	
	<b>SPECIAL RECREATION TOTAL</b>	<b>2.71</b>	<b>2.46</b>	<b>-0.25</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	0.00	-0.25	Moved to 3080
	Recreation Services Manager	0.20	0.00	-0.20	Moved to 3005
	PT Park Ranger	1.00	1.00	0.00	
	<b>PARK SERVICE UNIT TOTAL</b>	<b>1.45</b>	<b>1.00</b>	<b>-0.45</b>	
<b>3215</b>	<b>YOUTH ENGAGEMENT</b>				
	Community Services Manager	1.00	0.00	-1.00	Moved to Health & Human Services (3215)
	Program Coordinator - YYA	1.00	0.00	-1.00	Moved to Health & Human Services (3215)
	Youth-Young Adult Ast. Prog. Coordinator	1.00	0.00	-1.00	Moved to Health & Human Services (3215)
	Youth-Young Adult Outreach Program Assistant	0.45	0.00	-0.45	Moved to Health & Human Services (3215)
	Youth-Young Adult Outreach Worker	2.45	0.00	-2.45	Moved to Health & Human Services (3215)
	Youth-Young Adult Outreach Development Worker	2.00	0.00	-2.00	Moved to Health & Human Services (3215)
	<b>YOUTH ENGAGEMENT TOTAL</b>	<b>7.90</b>	<b>0.00</b>	<b>-7.90</b>	

	Position Description	2019 Adopted Budget FTE	2020 Proposed Budget FTE	2019-2020 Difference	2020 Notes
<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	0.50	0.50	0.00	
	PT Custodian	0.25	0.25	0.00	
	<b>ECOLOGY CENTER TOTAL</b>	<b>3.95</b>	<b>3.95</b>	<b>0.00</b>	
<b>3710</b>	<b>NOYES CULTURAL ARTS CENTER</b>				
	Office Assistant	0.50	0.00	-0.50	Moved to Levy Center (3055)
	Weekend/Evening Coordinator	1.00	1.00	0.00	
	PT Custodian	1.68	1.70	0.02	
	<b>NOYES CULTURAL ARTS CENTER TOTAL</b>	<b>3.18</b>	<b>2.70</b>	<b>-0.48</b>	
<b>3720</b>	<b>CULTURAL ARTS PROGRAMS</b>				
	Recreation Program Coordinator	1.00	1.00	0.00	
	<b>CULTURAL ARTS PROGRAMS TOTAL</b>	<b>1.00</b>	<b>1.00</b>	<b>0.00</b>	
	<b>PARKS, RECREATION, &amp; COMM. SERV. DEPT.</b>	<b>75.46</b>	<b>69.08</b>	<b>-6.38</b>	
	<b>General Fund</b>	<b>599.81</b>	<b>606.58</b>	<b>6.77</b>	
<b>4605</b>	<b>GENERAL ASSISTANCE ADMINISTRATION</b>				
	Director, Health & Human Services	0.25	0.25	0.00	0.75 FTE in General Fund (2407)
	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>4.25</b>	<b>4.25</b>	<b>0.00</b>	
	<b>GENERAL ASSISTANCE FUND</b>	<b>4.25</b>	<b>4.25</b>	<b>0.00</b>	
<b>4805</b>	<b>EARLY LEARNING &amp; LITERACY</b>				
	Librarian I	2.50	2.50	0.00	
	Early Learning & Literacy Manager	1.00	1.00	0.00	Retitled from Librarian III
	Youth Engagement Librarian II	1.00	1.00	0.00	
	Library Assistant	3.11	4.18	1.07	
	<b>EARLY LEARNING &amp; LITERACY TOTAL</b>	<b>7.61</b>	<b>8.68</b>	<b>1.07</b>	
<b>4806</b>	<b>LIFELONG LEARNING &amp; LITERACY</b>				
	Librarian I	5.03	5.03	0.00	
	Learning & Literacy Manager	1.00	1.00	0.00	Retitled from Librarian III
	Library Assistant	2.74	2.74	0.00	
	<b>LIFELONG LEARNING &amp; LITERACY TOTAL</b>	<b>8.77</b>	<b>8.77</b>	<b>0.00</b>	
<b>4820</b>	<b>ACCESS SERVICES</b>				
	Circulation Manager	1.00	1.00	0.00	
	Access Manager	1.00	1.00	0.00	Retitled from Librarian III
	Assistant Circulation Manager	1.00	1.00	0.00	
	Library Aide II	3.21	3.21	0.00	
	Collection Development Manager	1.00	1.00	0.00	
	Library Assistant	2.75	3.00	0.25	
	Library Clerk	7.34	7.19	-0.15	
	Shelver	4.84	4.97	0.13	
	<b>ACCESS SERVICES TOTAL</b>	<b>22.14</b>	<b>22.37</b>	<b>0.23</b>	
<b>4825</b>	<b>ENGAGEMENT SERVICES</b>				
	Community Engagement Manager	0.00	1.00	1.00	Retitled from Librarian III
	Community Engagement Assistant	0.67	0.67	0.00	
	Library Aide II	0.21	0.21	0.00	
	Latino Engagement Librarian	1.00	1.00	0.00	
	Librarian III	2.00	1.00	-1.00	1 FTE retitled to Community Engagement Manager
	Branch Assistant	3.68	6.50	2.82	Increased for branch at RCCC
	Library Assistant	0.00	0.24	0.24	Increased for branch at RCCC
	Librarian I	0.00	1.00	1.00	New position for branch at RCCC
	Shelver	0.40	0.82	0.42	Increased for branch at RCCC
	Security Monitor	0.00	0.40	0.40	New position for branch at RCCC
	Supervising Librarian	0.00	1.00	1.00	New position for branch at RCCC
	Library Clerk	0.53	1.71	1.18	Increased for branch at RCCC
	<b>ENGAGEMENT SERVICES TOTAL</b>	<b>8.49</b>	<b>15.55</b>	<b>7.06</b>	

	Position Description	2019 Adopted Budget FTE	2020 Proposed Budget FTE	2019-2020 Difference	2020 Notes
<b>4835</b>	<b>INNOVATION &amp; DIGITAL LEARNING</b>				
	Librarian III	1.00	1.00	0.00	
	Library Assistant	0.53	0.53	0.00	
	Virtual Services Librarian	1.00	1.00	0.00	
	Technology Associate	3.53	3.29	-0.24	
	Technology Trainer	1.06	1.34	0.28	
	Teen Services Librarian I	1.00	1.00	0.00	
	Teen Engagement Coordinator	1.00	1.00	0.00	
	<b>INNOVATION &amp; DIGITAL LEARNING TOTAL</b>	<b>9.12</b>	<b>9.16</b>	<b>0.04</b>	
<b>4840</b>	<b>MAINTENANCE</b>				
	Custodian II	2.00	2.00	0.00	
	Custodian I	0.75	1.00	0.25	
	Security Monitor	2.79	2.79	0.00	
	Facilities Management Supervisor	1.00	1.00	0.00	
	<b>MAINTENANCE TOTAL</b>	<b>6.54</b>	<b>6.79</b>	<b>0.25</b>	
<b>4845</b>	<b>ADMINISTRATION</b>				
	Office Coordinator	1.00	1.00	0.00	
	Executive Director	1.00	1.00	0.00	Retitled from Library Director
	Assistant Library Director	1.00	1.00	0.00	
	Administrative Lead	1.00	1.00	0.00	
	Development Associate	1.34	1.34	0.00	
	Development Manager	1.00	1.00	0.00	
	Community Engagement Coordinator	0.80	0.80	0.00	
	<b>ADMINISTRATION TOTAL</b>	<b>7.14</b>	<b>7.14</b>	<b>0.00</b>	
	<b>LIBRARY FUND</b>	<b>69.81</b>	<b>78.46</b>	<b>8.65</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>				
	Construction Rehabilitation Specialist	1.00	0.75	-0.25	0.25 FTE moved to General Fund (2105)
	Customer Service Coordinator	0.60	0.60	0.00	0.4 FTE in Building Inspection (2126)
	Build/Insp. Serv. Division Manager	0.15	0.15	0.00	0.85 FTE in Building Inspection (2126)
	<b>HOUSING REHABILITATION TOTAL</b>	<b>1.75</b>	<b>1.50</b>	<b>-0.25</b>	
<b>5220</b>	<b>CDBG ADMINISTRATION</b>				
	Housing and Grant Manager	0.60	0.60	0.00	0.4 FTE in Affordable Housing (5465)
	PT Financial Analyst	0.50	0.50	0.00	
	Grants and Compliance Specialist	1.00	1.00	0.00	
	Social Services Grants and Compliance Specialist	0.50	0.50	0.00	0.5 FTE in General Fund (2101)
	Housing Policy & Planning Analyst	0.30	0.30	0.00	Additional FTE in HOME (5430) and Affordable Housing (5465)
	<b>CDBG ADMINISTRATION TOTAL</b>	<b>2.90</b>	<b>2.90</b>	<b>0.00</b>	
	<b>CDBG ADMINISTRATION FUND</b>	<b>4.65</b>	<b>4.40</b>	<b>-0.25</b>	
<b>5430</b>	<b>HOME FUND</b>				
	Housing Policy & Planning Analyst	0.35	0.35	0.00	Additional FTE in CDBG (5220) and Affordable Housing (5465)
	<b>HOME FUND</b>	<b>0.35</b>	<b>0.35</b>	<b>0.00</b>	
<b>5465</b>	<b>AFFORDABLE HOUSING FUND</b>				
	Housing Policy & Planning Analyst	0.35	0.35	0.00	Additional FTE in CDBG (5220) and HOME (5430)
	Community Development Director	0.25	0.25	0.00	0.75 FTE in General Fund (2101)
	Housing and Grant Manager	0.40	0.40	0.00	0.6 FTE in CDBG Administration (5220)
	<b>AFFORDABLE HOUSING FUND</b>	<b>1.00</b>	<b>1.00</b>	<b>0.00</b>	
<b>4105</b>	<b>CAPITAL IMPROVEMENT FUND</b>				
	Capital Planning Bureau Chief	0.50	0.50	0.00	0.5 FTE in Water Fund (4105)
	Senior Project Manager	2.50	2.50	0.00	0.5 FTE in Parking Fund (4510)
	Civil Engineer II	0.50	0.50	0.00	0.5 FTE in Sewer Fund (4530)
	ADA/CIP Project Manager	1.00	1.00	0.00	
	<b>CAPITAL IMPROVEMENT FUND</b>	<b>4.50</b>	<b>4.50</b>	<b>0.00</b>	



	Position Description	2019 Adopted Budget FTE	2020 Proposed Budget FTE	2019-2020 Difference	2020 Notes
<b>1560</b>	<b>REVENUE AND COLLECTIONS</b>				
	Revenue Manager	0.50	0.50	0.00	
	Customer Service Representative	2.00	2.00	0.00	
	Collections Coordinator	1.00	1.00	0.00	
	<b>REVENUE AND COLLECTIONS TOTAL</b>	<b>3.50</b>	<b>3.50</b>	<b>0.00</b>	
<b>4430</b>	<b>PARKS AND FACILITIES</b>				
	Architect	0.50	0.50	0.00	0.5 FTE in Parking Fund (4430)
	<b>PARKS AND FACILITIES TOTAL</b>	<b>0.50</b>	<b>0.50</b>	<b>0.00</b>	
<b>4510</b>	<b>STREET MAINTENANCE</b>				
	Traffic Engineering Technician	0.50	0.50	0.00	0.5 FTE in General Fund (4420)
	Senior Project Manager	0.50	0.50	0.00	0.5 FTE in Capital Fund (4118)
	<b>STREET MAINTENANCE TOTAL</b>	<b>1.00</b>	<b>1.00</b>	<b>0.00</b>	
<b>4310</b>	<b>RECYCLING AND ENVIRONMENTAL MAINTENANCE</b>				
	Public Works Maint Wrkr I	1.00	0.00	-1.00	Moved to Solid Waste Fund (4310)
	Sanitation Supervisor	1.00	0.00	-1.00	Moved to Solid Waste Fund (4310)
	<b>RECYCLING AND ENVIRONMENTAL MAINTENANCE TOTAL</b>	<b>2.00</b>	<b>0.00</b>	<b>-2.00</b>	
<b>4330</b>	<b>GREENWAYS</b>				
	Public Works Maint Wrkr II	3.00	3.00	0.00	
	<b>GREENWAYS TOTAL</b>	<b>3.00</b>	<b>3.00</b>	<b>0.00</b>	
<b>7005</b>	<b>PARKING SYSTEM MANAGEMENT</b>				
	Parking Operations Coordinator	1.00	1.00	0.00	
	Transportation and Mobility Coordinator	1.00	1.00	0.00	
	Management Analyst	1.00	0.50	-0.50	0.5 FTE moved to General Fund (1905)
	Parking Operations Specialist	1.00	1.00	0.00	
	Parking Facilities Supervisor	1.00	0.00	-1.00	Reclassified to Parking Maintenance Worker (7015)
	Facilities Maintenance Worker I	0.00	0.50	0.50	
	Parking Division Manager	1.00	1.00	0.00	
	<b>PARKING SYSTEM MANAGEMENT TOTAL</b>	<b>6.00</b>	<b>5.00</b>	<b>-1.00</b>	
<b>7015</b>	<b>PARKING LOTS &amp; METERS</b>				
	Facilities Maintenance Worker III	0.00	1.00	1.00	Moved from 7037
	Parking Maintenance Worker	2.00	3.00	1.00	Reclassified from Parking Facilities Supervisor (7005)
	<b>PARKING LOTS &amp; METERS TOTAL</b>	<b>2.00</b>	<b>4.00</b>	<b>2.00</b>	
<b>7037</b>	<b>MAPLE AVENUE GARAGE</b>				
	Facilities Maintenance Worker III	1.00	0.00	-1.00	Moved to 7015
	<b>MAPLE AVENUE GARAGE TOTAL</b>	<b>1.00</b>	<b>0.00</b>	<b>-1.00</b>	
	<b>PARKING SYSTEM FUND</b>	<b>19.00</b>	<b>17.00</b>	<b>-2.00</b>	
<b>4105</b>	<b>PUBLIC WORKS AGENCY ADMIN</b>				
	MWEBE/LEP and Workforce Development Coordinator	0.50	0.50	0.00	0.5 FTE in Sewer Fund (4530)
	Capital Planning Bureau Chief	0.50	0.50	0.00	
	Chief Sustainability & Resilience Officer	0.25	0.25	0.00	0.5 FTE General Fund (1535), 0.25 FTE Solid Waste Fund (4310)
	Management Analyst	0.50	0.50	0.00	.5 FTE in Sewer Fund (4105)
	Plumbing Inspector	0.50	0.50	0.00	0.5 FTE in Sewer Fund (4105)
	Project Management Supervisor	1.00	1.00	0.00	
	<b>PUBLIC WORKS AGENCY ADMIN TOTAL</b>	<b>3.25</b>	<b>3.25</b>	<b>0.00</b>	
<b>4200</b>	<b>WATER PRODUCTION</b>				
	Director of Public Works Agency	0.50	0.50	0.00	0.5 FTE in General Fund (4105)
	Civil Engineer	1.00	1.00	0.00	
	Senior Project Manager	1.00	1.00	0.00	
	Administrative Lead	1.00	1.00	0.00	
	Water Production Bureau Chief	1.00	1.00	0.00	
	<b>WATER PRODUCTION TOTAL</b>	<b>4.50</b>	<b>4.50</b>	<b>0.00</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>	

	Position Description	2019 Adopted Budget FTE	2020 Proposed Budget FTE	2019-2020 Difference	2020 Notes
<b>4220</b>	<b>FILTRATION</b>				
	Chemist	1.00	1.00	0.00	
	Division Chief, Filtration				
	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>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	
	<b>WATER AND SEWER CAPITAL TOTAL</b>	<b>2.00</b>	<b>2.00</b>	<b>0.00</b>	
<b>4540</b>	<b>DISTRIBUTION MAINTENANCE</b>				
	Water Distribution Supervisor	1.00	1.00	0.00	
	Water Worker I	2.00	2.00	0.00	
	Water Worker III	3.00	3.00	0.00	
	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>46.25</b>	<b>46.25</b>	<b>0.00</b>	
<b>4530</b>	<b>SEWER MAINTENANCE</b>				
	Management Analyst	0.50	0.50	0.00	0.5 FTE in Water Fund (4105)
	Plumbing Inspector	0.50	0.50	0.00	0.5 FTE in Water Fund (4105)
	Bus. Workforce Compliance Coordinator	0.50	0.50	0.00	0.5 FTE in Water Fund (4105)
	GIS / Engineering Technician	1.00	1.00	0.00	
	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	
	Civil Engineer II	0.50	0.50	0.00	0.5 FTE in Capital Fund (4118)
	Civil Engineer III	0.25	0.25	0.00	0.5 FTE in Special Assessment (6000), 0.25 FTE in General Fund (4410)
	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>12.25</b>	<b>12.25</b>	<b>0.00</b>	
<b>SEWER MAINTENANCE FUND</b>		<b>12.25</b>	<b>12.25</b>	<b>0.00</b>	
<b>4310</b>	<b>REFUSE COLLECTION &amp; DISPOSAL</b>				
	Public Services Bureau Chief	0.25	0.25	0.00	0.75 FTE in General Fund (4500)
	Sustainability Coordinator	0.25	0.25	0.00	0.5 FTE in General Fund (1535), 0.25 FTE in Water Fund (4105)
	PW Crew Leader	1.00	1.00	0.00	
	Public Works Maintenance Worker I	0.00	1.00	1.00	Moved from Parking Fund (4310)
	Sanitation Supervisor	0.00	1.00	1.00	Moved from Parking Fund (4310)
	Equipment Operator II	10.00	10.00	0.00	
	<b>REFUSE COLLECTION &amp; DISPOSAL TOTAL</b>	<b>11.50</b>	<b>13.50</b>	<b>2.00</b>	
<b>SOLID WASTE FUND</b>		<b>11.50</b>	<b>13.50</b>	<b>2.00</b>	
<b>7710</b>	<b>FLEET MAINTENANCE</b>				
	Administrative Assistant	0.40	0.40	0.00	
	Facilities & Fleet Supervisor	1.00	1.00	0.00	Retitled from Fleet Services Supervisor
	Facilities & Fleet Division Manager	0.50	0.50	0.00	
	Equipment Mechanic III	7.00	6.00	-1.00	1 FTE reclassified to Lead Mechanic
	Lead Mechanic	1.00	2.00	1.00	
	<b>MAJOR MAINTENANCE TOTAL</b>	<b>9.90</b>	<b>9.90</b>	<b>0.00</b>	
<b>FLEET SERVICES FUND</b>		<b>9.90</b>	<b>9.90</b>	<b>0.00</b>	
<b>7800</b>	<b>RISK MANAGEMENT</b>				
	Administrative Lead	1.00	1.00	0.00	
	Corporation Counsel/City Attorney	0.50	0.50	0.00	
	Assistant City Attorney	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>				
	HR Assistant/Benefits Coordinator	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>793.77</b>	<b>808.94</b>	<b>15.17</b>	

## DEPARTMENT / DIVISION SUMMARY

FY2016

FY2017

FY 2018

FY 2019

FY 2020

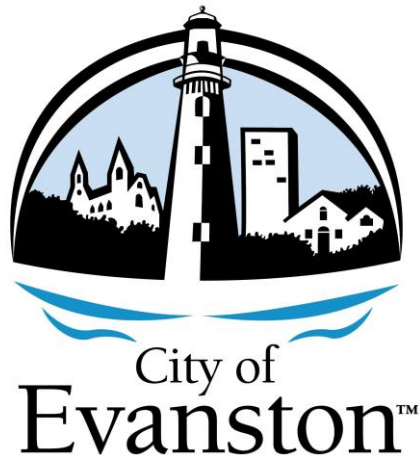
FY19-FY20  
Difference

## GENERAL FUND DEPARTMENTS

1300	City Council	1.00	1.00	1.00	1.00	1.00	0.00
1400	City Clerk	2.00	2.00	1.00	1.00	1.00	0.00
1505	City Manager's Office	3.50	4.50	4.50	5.00	6.00	1.00
1510	Community Engagement	5.00	5.00	5.00	5.00	5.00	0.00
1535	Sustainability	1.00	1.00	0.50	0.50	0.50	0.00
1555	Financial Administration	4.00	4.00	4.00	4.00	3.00	(1.00)
1560	Revenue & Collections	3.00	5.50	3.50	3.50	3.50	0.00
1570	Accounting	6.50	6.50	5.50	4.50	4.50	0.00
1571	Tax Assessment Review	1.00	1.00	1.00	1.00	1.00	0.00
1575	Purchasing	3.50	3.50	3.00	3.00	3.00	0.00
1580	Community Arts	1.00	1.00	1.00	0.00	0.00	0.00
1585	Administrative Adjudication			2.00	1.00	1.00	0.00
	<b>Subtotal City Manager's Office</b>	<b>28.50</b>	<b>32.00</b>	<b>30.00</b>	<b>27.50</b>	<b>27.50</b>	<b>0.00</b>
1705	Law Department	8.00	4.50	4.50	4.50	4.50	0.00
1905	Administration General Support	5.00	3.00	3.00	1.60	1.50	(0.10)
1915	Payroll	2.50	2.50	2.50	2.00	2.50	0.50
1929	Human Resources Division	6.50	6.00	5.00	5.00	5.00	0.00
1932	Information Systems	11.00	13.00	13.00	13.00	13.00	0.00
1941	Parking Enforcement & Tickets	12.00	12.00	11.00	13.00	13.00	0.00
1950	Facilities	20.20	21.20	20.20	18.50	19.10	0.60
	<b>Subtotal Administrative Services</b>	<b>57.20</b>	<b>57.70</b>	<b>54.70</b>	<b>53.10</b>	<b>54.10</b>	<b>1.00</b>
2101	Community Development Admin	2.25	2.25	2.25	2.25	2.50	0.25
2105	Planning & Zoning	5.00	5.00	5.00	6.00	6.00	0.00
2115	Property Standards					5.00	5.00
2126	Building Inspection Services	14.25	13.25	11.25	12.25	12.25	0.00
2135	Economic Development		4.50	3.50	2.00	2.00	0.00
	<b>Subtotal Community Development</b>	<b>21.50</b>	<b>25.00</b>	<b>22.00</b>	<b>22.50</b>	<b>27.75</b>	<b>5.25</b>
2205	Police Administration	3.00	3.00	3.00	3.00	3.00	0.00
2210	Patrol Operations	98.00	91.00	91.00	91.00	91.00	0.00
2215	Criminal Investigation	16.00	18.00	18.00	18.00	18.00	0.00
2225	Social Services Bureau	5.00	5.30				
2230	Juvenile Bureau	9.00	10.00	10.00	9.00	9.00	0.00
2235	School Liaison	5.00	4.00	4.00	4.00	4.00	0.00
2240	Police Records	7.00	7.00	7.00	6.00	6.00	0.00
2245	Communications Bureau	14.00	14.00	14.00	14.00	14.00	0.00
2250	Service Desk Bureau	17.00	15.00	14.50	13.50	13.50	0.00
2251	Public Information	8.50	8.50	8.50	8.50	8.50	0.00
2255	Office of Professional Standards	3.00	3.00	4.00	4.00	4.00	0.00
2260	Office of Administration	2.00	4.00	3.00	3.00	3.00	0.00
2265	Neighborhood Enforcement Team (N.E.T.)	15.00	16.00	16.00	16.00	16.00	0.00
2270	Traffic Bureau	8.00	8.00	8.00	8.00	8.00	0.00
2275	Community Strategies Bureau	1.00	1.00	1.00	1.00	1.00	0.00
2280	Animal Control Bureau	1.00	1.00	1.00	1.00	1.00	0.00
2285	Problem Solving Team	10.00	14.00	14.00	14.00	14.00	0.00
2290	Property Bureau	2.00	2.00	2.00	2.00	2.00	0.00
2295	Building Management	1.00	1.00	1.00	1.00	1.00	0.00
	<b>Subtotal Police</b>	<b>225.50</b>	<b>225.80</b>	<b>220.00</b>	<b>217.00</b>	<b>217.00</b>	<b>0.00</b>
2305	Fire Management and Support	3.00	3.00	3.00	3.00	3.00	0.00
2310	Fire Prevention	4.00	4.00	4.00	4.00	4.00	0.00
2315	Fire Suppression	103.00	103.00	103.00	103.00	103.00	0.00
	<b>Subtotal Fire</b>	<b>110.00</b>	<b>110.00</b>	<b>110.00</b>	<b>110.00</b>	<b>110.00</b>	<b>0.00</b>

DEPARTMENT / DIVISION SUMMARY		FY2016	FY2017	FY 2018	FY 2019	FY 2020	FY19-FY20 Difference
2407	Health Services Administration	2.00	2.00	1.75	2.75	2.75	0.00
2435	Food and Environmental Health	14.10	14.10	13.00	12.00	7.00	(5.00)
2440	Vital Records	1.00	1.00	1.00			0.00
2445	Human Services			3.00	2.00	3.00	1.00
2455	Community Health	4.00	4.00	2.00	1.00	3.00	2.00
3215	Youth Engagement Division					7.90	7.90
<b>Subtotal Health &amp; Human Services</b>		<b>21.10</b>	<b>21.10</b>	<b>20.75</b>	<b>17.75</b>	<b>23.65</b>	<b>5.90</b>
3005	Recreation Mgt. & General Support	3.00	3.00	3.00	4.00	7.00	3.00
3010	Recreation Business and Fiscal Mgt.	3.00	3.00	2.00	2.00		(2.00)
3020	Recreation General Support	2.40	2.40	2.40	1.00		(1.00)
3030	Robert Crown Community Center	8.56	9.76	9.76	9.76	21.75	11.99
3035	Chandler Community Center	6.48	5.48	4.48	4.93	4.93	0.00
3040	Fleetwood-Jourdain Community Ctr.	6.95	6.95	6.95	7.30	7.30	0.00
3045	Fleetwood-Jourdain Comm. Theater	1.00	1.00	1.00	1.00	1.00	0.00
3050	Recreation Outreach	0.50	0.50	0.50	0.50	0.50	0.00
3055	Levy Senior Center	12.50	12.50	12.50	12.34	10.84	(1.50)
3080	Beaches	1.25	1.25	1.25	1.25	1.00	(0.25)
3095	Crown Ice Rink	7.49	7.49	7.49	7.49	0.00	(7.49)
3100	Sports Leagues	0.55	0.55	0.55	0.05	0.00	(0.05)
3130	Special Recreation	2.31	2.31	2.31	2.71	2.46	(0.25)
3140	Bus Program	1.15	1.15	1.15	1.15	1.15	0.00
3150	Park Service Unit	1.45	1.45	1.45	1.45	1.00	(0.45)
3215	Youth Engagement	8.40	8.40	8.70	7.90	0.00	(7.90)
3225	Gibbs-Morrison Cultural Center	1.50	2.50	2.50	2.50	2.50	0.00
3605	Ecology Center	3.77	3.77	3.77	3.95	3.95	0.00
3710	Noyes Cultural Arts Center	2.87	3.37	3.37	3.18	2.70	(0.48)
3720	Cultural Arts Programs	2.00	2.00	1.00	1.00	1.00	0.00
<b>Subtotal Parks, Recreation &amp; Comm. Services</b>		<b>77.13</b>	<b>78.83</b>	<b>76.13</b>	<b>75.46</b>	<b>69.08</b>	<b>(6.38)</b>
4105	Public Works Agency Administration	5.25	5.25	4.50	3.50	3.50	0.00
4300	Environmental Services	1.00	1.00	1.00	1.00	1.00	0.00
4310	Recycling and Environmental Maintenance	7.00	7.00	6.00	6.00	6.00	0.00
4320	Forestry	18.00	18.00	18.00	17.00	17.00	0.00
4330	Greenways	17.00	17.00	16.00	15.00	16.00	1.00
4400	Capital Planning and Engineering	0.50	0.50				
4410	Streets and Right of Way	6.00	6.00	1.25	1.75	1.75	0.00
4420	Transportation	1.50	1.50	1.50	1.50	1.50	0.00
4430	Parks and Facilities	2.00	2.00	0.50	0.50	0.50	0.00
4500	Infrastructure Maintenance			0.75	0.75	0.75	0.00
4510	Street Maintenance	17.00	18.00	16.00	15.00	15.00	0.00
4520	Traffic Signs and Street Light Maintenance	8.00	8.00	8.00	8.00	8.00	0.00
<b>Subtotal Public Works Agency</b>		<b>83.25</b>	<b>84.25</b>	<b>73.50</b>	<b>70.00</b>	<b>71.00</b>	<b>1.00</b>
<b>TOTAL - GENERAL FUND</b>		<b>635.18</b>	<b>642.18</b>	<b>613.58</b>	<b>599.81</b>	<b>606.58</b>	<b>6.77</b>
<b>OTHER FUNDS</b>							
2499	<b>General Assistance Fund</b>	<b>4.00</b>	<b>4.00</b>	<b>4.25</b>	<b>4.25</b>	<b>4.25</b>	<b>0.00</b>
4805	Early Learning & Literacy	12.10	13.10	10.61	7.61	8.68	1.07
4806	Lifelong Learning & Literacy	13.20	13.73	14.42	8.77	8.77	0.00
4820	Access Services	14.88	14.88	15.59	22.14	22.37	0.23
4825	Engagement Services	5.93	8.62	9.88	8.49	15.55	7.06
4835	Innovation & Digital Learning	6.95	6.95	6.95	9.12	9.16	0.04
4840	Maintenance	6.34	6.47	6.47	6.54	6.79	0.25
4845	Administration	7.47	10.13	7.14	7.14	7.14	0.00
<b>Subtotal Library Fund</b>		<b>66.87</b>	<b>73.88</b>	<b>71.06</b>	<b>69.81</b>	<b>78.46</b>	<b>8.65</b>

DEPARTMENT / DIVISION SUMMARY		FY2016	FY2017	FY 2018	FY 2019	FY 2020	FY19-FY20 Difference
5005	Neighborhood Stabilization Program 2	0.45	0.30	0.15			
5150	Emergency Telephone System	5.00	5.00	5.00	5.00	5.00	0.00
5187	Housing Rehabilitation	1.75	1.75	1.75	1.75	1.50	(0.25)
5220	Community Develop. Block Grant (CDBG)	2.80	2.50	2.75	2.90	2.90	0.00
	<b>Subtotal CDBG Fund</b>	<b>4.55</b>	<b>4.25</b>	<b>4.50</b>	<b>4.65</b>	<b>4.40</b>	<b>(0.25)</b>
5300	Economic Development Fund	5.75					
5430	Home Fund	0.50	0.50	0.35	0.35	0.35	0.00
5465	Affordable Housing Fund	0.50	0.70	1.00	1.00	1.00	0.00
4105	Capital Improvements Fund			4.50	4.50	4.50	0.00
6000	Special Assessment Fund			0.50			
1560	Revenue and Collections	1.00	0.50	3.50	3.50	3.50	0.00
4310	Recycling and Environmental Maintenance	2.00	2.00	2.00	2.00		(2.00)
4330	Greenways	2.00	2.00	2.00	3.00	3.00	0.00
4420	Transportation	0.50	0.50	0.50	0.50		(0.50)
4510	Street Maintenance	1.00	1.00	1.50	0.50	1.00	0.50
4430	Parks and Facilities			0.50	0.50	0.50	0.00
7005	Parking System Management	6.00	6.00	4.00	6.00	5.00	(1.00)
7015	Parking Lots and Meters	3.00	3.00	2.00	2.00	4.00	2.00
7037	Maple Avenue Garage	1.00	1.00	1.00	1.00	0.00	(1.00)
	<b>Subtotal Parking System Fund</b>	<b>16.50</b>	<b>16.00</b>	<b>17.00</b>	<b>19.00</b>	<b>17.00</b>	<b>(2.00)</b>
4105	Public Works Agency Administration	2.50	2.50	2.25	3.25	3.25	0.00
4200	Water Production	2.00	2.00	5.00	4.50	4.50	0.00
4208	Water Billing	1.50	1.50	1.50	1.50	1.50	0.00
4210	Pumping	12.00	12.00	12.00	12.00	12.00	0.00
4220	Filtration	14.00	14.00	14.00	14.00	14.00	0.00
4400	Capital Planning and Engineering	0.50	0.50				
4440	Water and Sewer Capital	3.00	3.00	2.00	2.00	2.00	0.00
4540	Distribution Maintenance	9.00	9.00	9.00	9.00	9.00	0.00
	<b>Subtotal Water Fund</b>	<b>44.50</b>	<b>44.50</b>	<b>45.75</b>	<b>46.25</b>	<b>46.25</b>	<b>0.00</b>
4105	Public Works Agency Administration	1.00	1.00				0.00
4310	Refuse Collection and Disposal	0.33	0.33				
4440	Water and Sewer Capital	1.00	1.00	1.00			0.00
4530	Sewer Maintenance	9.00	9.00	11.25	12.25	12.25	0.00
	<b>Subtotal Sewer Maintenance Fund</b>	<b>11.33</b>	<b>11.33</b>	<b>12.25</b>	<b>12.25</b>	<b>12.25</b>	<b>0.00</b>
4310	Refuse Collection and Disposal	9.66	9.66	10.50	11.50	13.50	2.00
	<b>Subtotal Solid Waste Fund</b>	<b>9.66</b>	<b>9.66</b>	<b>10.50</b>	<b>11.50</b>	<b>13.50</b>	<b>2.00</b>
7705	Fleet Services General Support	2.00	1.50				0.00
7710	Major Maintenance	10.50	10.50	9.50	9.90	9.90	0.00
	<b>Subtotal Fleet Services Fund</b>	<b>12.50</b>	<b>12.00</b>	<b>9.50</b>	<b>9.90</b>	<b>9.90</b>	<b>0.00</b>
7800	Risk Management	4.00	4.50	4.50	4.50	4.50	0.00
7801	Employee Benefits	1.00	1.00	1.00	1.00	1.00	0.00
	<b>Subtotal Insurance Fund</b>	<b>5.00</b>	<b>5.50</b>	<b>5.50</b>	<b>5.50</b>	<b>5.50</b>	<b>0.00</b>
	<b>TOTAL - OTHER FUNDS</b>	<b>187.11</b>	<b>187.62</b>	<b>191.81</b>	<b>193.96</b>	<b>202.36</b>	<b>8.40</b>
	<b>GRAND TOTAL - ALL FUNDS</b>	<b>822.29</b>	<b>829.80</b>	<b>805.39</b>	<b>793.77</b>	<b>808.94</b>	<b>15.17</b>



# **PART VI**

# **CAPITAL IMPROVEMENT PLAN**



# Capital Improvement Plan

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## 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 and parks, 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; citywide roofing assessment; Streetlight Master Plan; Howard Street Corridor Improvements; the assessments of emergency generators; and the current development of the IT 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 through five reflecting the City's plan for improvements.

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 Policy

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## 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 at least a 5- 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.
- 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.





## Capital Improvement Policy

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### **Economic Development**

- Make capital investments needed to realize the full potential of Tax Increment Finance areas.
- 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.
- Address stormwater issues to minimize public and private property damage.
- 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 Climate Action Resiliency Plan

### **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.
- 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.



## Capital Improvement Policy

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### 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.
- Incorporate the City's complete and green streets policy into transportation project.
- 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.

### Section II: Fiscal Management

#### Capital Expenditure Policies

- Drawn from the long-range capital needs list, a five-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 \$160 million per resolution 44-R-19.



## Capital Improvement Policy

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### **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 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  
FY 2020 Proposed Capital Improvement Program**

Project Title	FY 2019 GO Bond	FY 2020 GO Bond	Water Fund	Sewer Fund	IEPA Loan	MFT Fund	Other Funds	Parking Fund	Total	Funding Notes
<b>STREET RESURFACING, WATER MAIN AND SEWER</b>										
<b>Major Projects</b>										
1 Chicago Ave, Howard to Davis - Ph I Engr Svcs		\$ 400,000							\$ 400,000	
2 ETHS/Church St/Canal Park Bike Infrastructure - Ph I Engr Svcs		\$ 300,000							\$ 300,000	
3 Green Bay Rd, Simpson to McCormick - Landscaping							\$ 75,000		\$ 75,000	Acct. 415.40.4116.65515-416540
4 Green Bay Rd, McCormick to Isabella - Ph I Engr Svcs	\$ 300,000								\$ 600,000	
5 Howard Street Corridor, Target Access to Callan, Ph III Engr Svcs		\$ 400,000					\$ 572,000		\$ 972,000	\$190k Invest in Cook, \$382k Reimbursement by Chicago
6 Howard Street Corridor, Target Access to Callan, Construction		\$ 500,000	\$ 1,520,000				\$ 660,000		\$ 2,680,000	\$660k Reimbursement by Chicago, Water and Sewer Fund are bonded, \$2.42M STP-BR (not shown)
7 Main Street, Hartrey to Asbury - Ph I Engr Svcs		\$ 300,000							\$ 300,000	
8 Main Street, Maple to Hinman - Ph II Engr Svcs		\$ 20,000					\$ 430,000		\$ 450,000	Chicago-Main TIF
<b>Street Resurfacing (SR)</b>										
9 SR - Chancellor, Eastwood to Broadway						\$ 46,000			\$ 46,000	
10 SR - Darrow, Church to Lyons						\$ 139,000			\$ 139,000	
11 SR - Grant, Crawford to Cowper						\$ 163,000			\$ 163,000	
12 SR - Grey, Greenleaf to South End						\$ 113,000			\$ 113,000	
13 SR - Wesley, Grove to Davis						\$ 117,000			\$ 117,000	
14 SR - Madison, Dodge to Dewey						\$ 134,000			\$ 134,000	
15 SR - Park Place, Central Park to Hurd						\$ 57,000			\$ 57,000	
16 SR - Park Place, Hurd to Lincolnwood						\$ 63,000			\$ 63,000	
17 SR - Pioneer, Noyes to Grant						\$ 68,000			\$ 68,000	
18 SR - Pioneer, Simpson to Payne						\$ 77,000			\$ 77,000	
19 SR - Lincolnwood, Isabella to Park Place						\$ 209,000			\$ 209,000	
20 SR - Callan, Hull Terrace to Mulford						\$ 116,000			\$ 116,000	
21 SR - Patching - Downtown - Elgin and Orrington						\$ 100,000			\$ 100,000	
<b>Water Main (WM)</b>										
22 WM - 30" Downtown Feeder Main Rehab - Engr Svcs					\$ 200,000				\$ 200,000	IEPA Water SRF Loan
23 WM - 30" Downtown Feeder Main Rehab - Const					\$ 4,100,000				\$ 4,100,000	IEPA Water SRF Loan
24 WM - Lead Service Line Replacement (Full)			\$ 3,164,000						\$ 3,164,000	
25 WM - Lining Small Dia Mains on Private Easements - A					\$ 1,300,000				\$ 1,300,000	IEPA Water SRF Loan
26 WM - Darrow, Church to Lyons			\$ 290,000	\$ 277,000					\$ 567,000	Water Bond
27 WM - Dodge, Mulford to Howard	\$ 100,000		\$ 1,334,000						\$ 1,434,000	
28 WM - Lawndale, Grant to Harrison			\$ 842,000						\$ 842,000	
29 Lincolnwood Connection and Meter Vault - Const			\$ 2,600,000						\$ 2,600,000	
30 Lincolnwood Connection and Meter Vault - Engr Svcs			\$ 90,000						\$ 90,000	
<b>Sewer Rehabilitation</b>										
31 Sewer - Lyons, Darrow to East End	\$ 52,000			\$ 103,000					\$ 155,000	Sewer Bond
32 Sewer - CIPP Rehabilitation				\$ 700,000					\$ 700,000	
33 Sewer - Emergency Sewer Repairs				\$ 75,000					\$ 75,000	
34 Sewer - Repairs on Street Improvements				\$ 200,000					\$ 200,000	
35 Sewer - MWRD Grant Match - Green Infrastructure				\$ 50,000					\$ 50,000	
36 Sewer - Sewer Rehabilitation							\$ 400,000		\$ 400,000	West Evanston TIF
37 Sewer - Large Dia Rehab - Greenleaf					\$ 2,100,000				\$ 2,100,000	IEPA Sewer SRF Loan
<b>TOTAL</b>	<b>\$ 300,000</b>	<b>\$ 2,072,000</b>	<b>\$ 9,840,000</b>	<b>\$ 1,405,000</b>	<b>\$ 7,700,000</b>	<b>\$ 1,402,000</b>	<b>\$ 2,137,000</b>	<b>\$ -</b>	<b>\$ 25,156,000</b>	

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

Project Title	FY 2019 GO Bond	FY 2020 GO Bond	Water Fund	Sewer Fund	IEPA Loan	MFT Fund	Other Funds	Parking Fund	Total	Funding Notes
<b>OTHER TRANSPORTATION</b>										
<b>Major Projects</b>										
38 Central Street Bridge Replacement - Ph III Engr Svcs	\$ 60,000	\$ 100,000							\$ 220,000	STP-BR Funds
39 Central Street Bridge Replacement - Right-of-Way Acquisition		\$ 140,000							\$ 140,000	STP-BR Funds
40 Central Street Bridge - Construction	\$ 193,000	\$ 250,000							\$ 636,000	STP-BR Funds
41 Lincoln Street Bridge Replacement - Ph I Engr Svcs		\$ 80,000							\$ 80,000	Project dependent of federal funding
42 Ridge Avenue Signal Study	\$ 175,000								\$ 350,000	
43 Oakton Street Corridor Study	\$ 175,000								\$ 350,000	
<b>Annual Projects</b>										
44 Bridge Inspection		\$ 30,000							\$ 30,000	
45 General Phase I Engineering		\$ 30,000	\$ 35,000						\$ 65,000	
46 Pavement Marking		\$ 110,000							\$ 110,000	
47 Street Patching Program		\$ 650,000							\$ 650,000	
48 Street Rejuvenation		\$ 50,000							\$ 50,000	
49 Streetlight LED Conversion						\$ 50,000			\$ 50,000	
50 Streetlight Replacement	\$ 28,598	\$ 100,000							\$ 157,196	
51 Tallmadge Light Pole Mold Creation	\$ 158,000								\$ 316,000	
52 Traffic Calming, Bicycle and Ped Improvements		\$ 320,000							\$ 320,000	
<b>Alley Projects</b>										
53 Special Assessment Alleys		\$ 250,000					\$ 250,000		\$ 500,000	Special Assessment Fund
54 Alleys in Waste Transfer Station Area							\$ 560,000		\$ 560,000	Waste Transfer Station Funds
<b>Parking Lot Projects</b>										
55 PL - Parking Lot No. 54 (Poplar/Central)								\$ 450,000	\$ 450,000	
56 PL - Police/Fire HQ Onstreet Parking								\$ 125,000	\$ 125,000	
									\$ -	
<b>TOTAL</b>	<b>\$ 789,598</b>	<b>\$ 2,110,000</b>	<b>\$ 35,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ 810,000</b>	<b>\$ 575,000</b>	<b>\$ 5,159,196</b>	
<b>PARKS</b>										
57 Beck Park - Consulting Services		\$ 150,000							\$ 150,000	
58 Chandler - Playground Equip and Surfacing Replacement		\$ 150,000					\$ 100,000		\$ 250,000	Donation by Northshore University Health
59 Dog Park Planning & Design		\$ 50,000							\$ 50,000	
60 Fitzsimmons - Tennis Court Resurfacing		\$ 100,000							\$ 100,000	
61 Harbert Park - Improvements	\$ 120,000						\$ 520,000		\$ 760,000	\$100k Good Neighbor Funds; \$100k Neighborhood Impr Fund; \$320 OSLAD grant
62 Harbert Park - Drainage Improvements		\$ 100,000							\$ 100,000	
63 James Park - Tennis Court Resurfacing		\$ 150,000							\$ 150,000	
64 James Park - West Fence Installation		\$ 50,000							\$ 50,000	
65 Larimer Park - Improvements - Consulting Svcs		\$ 75,000							\$ 75,000	
66 Lovelace Park - Path Repairs		\$ 50,000					\$ 150,000		\$ 200,000	2020 Good Neighbor Fund
67 Mason Park - Tennis Court Resurfacing		\$ 100,000							\$ 100,000	
68 McCullogh Park - Improvements - Construction		\$ 825,000							\$ 825,000	
69 Park Sign Replacements		\$ 50,000							\$ 50,000	
70 Parks Contingency		\$ 75,000							\$ 75,000	
71 Parks Strategic Plan		\$ 100,000					\$ 50,000		\$ 150,000	2019 Good Neighbor Fund
<b>TOTAL</b>	<b>\$ 120,000</b>	<b>\$ 2,025,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 820,000</b>	<b>\$ -</b>	<b>\$ 3,085,000</b>	

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

Project Title	FY 2019 GO Bond	FY 2020 GO Bond	Water Fund	Sewer Fund	IEPA Loan	MFT Fund	Other Funds	Parking Fund	Total	Funding Notes
<b>FACILITIES</b>										
72 ADA Transition Plan		\$ 150,000							\$ 150,000	
73 Beach House - Roofing and Tuckpointing (South Blvd, Lighthouse Landing)		\$ 75,000							\$ 75,000	
74 Chandler - Masonry and Foundation Repairs		\$ 20,000							\$ 20,000	
75 Civic Center - Planning/Design Svcs	\$ 250,000	\$ 250,000							\$ 750,000	
76 Ecology Center - Restroom and Crawlspace Improvements		\$ 375,000					\$ 50,000		\$ 425,000	2018 GO Bond
77 Ecology Center - Overhang/Gutter Repairs		\$ 30,000							\$ 30,000	
78 Ecology Center - Security Improvements		\$ 30,000							\$ 30,000	
79 Energy Efficiency Improvements	\$ 50,000	\$ 50,000					\$ 30,500		\$ 180,500	\$30,500 in 2018 GOB; Use for Ecology Center Lighting Upgrade
80 Facilities Contingency		\$ 300,000							\$ 300,000	
81 Fire Station 1 - Emergency Generator Rehabilitation		\$ 50,000							\$ 50,000	
82 Fire Station 2 - Emergency Generator Rehabilitation	\$ 37,000	\$ 100,000							\$ 174,000	
83 Fleetwood-Jourdain - Gym Floor Replacement		\$ 250,000							\$ 250,000	
84 Lagoon Building - Window Replacements		\$ 100,000							\$ 100,000	
85 Levy - BAS Upgrade	\$ 30,000								\$ 60,000	
86 Levy Center - Linden Room Rehabilitation							\$ 250,000		\$ 250,000	Levy Foundation Donation
87 Levy - HVAC Improvements - Constr	\$ 330,000								\$ 660,000	
88 Maple Garage - Security Cameras								\$ 400,000	\$ 400,000	
89 Noyes - Chimney Repairs		\$ 45,000							\$ 45,000	
90 Noyes - HVAC Study	\$ 100,000								\$ 200,000	
91 Noyes - Security Camera Upgrade							\$ 30,000		\$ 30,000	Noyes Tenant Reserve Fund (100.30.3710.65515)
92 Parking Garages - Church/Maple/Sherman - Structural Inspection								\$ 350,000	\$ 350,000	
93 Police Fire HQ - Emergency Generator Replacement	\$ 147,000								\$ 294,000	
94 Police Fire HQ - HVAC Improvements (RTU 1)	\$ 250,000								\$ 500,000	
95 Service Center - D Building Structural Assessment		\$ 30,000							\$ 30,000	
96 Service Center - HVAC Study/Design	\$ 125,000								\$ 250,000	
97 Service Center - Service Yard Resurfacing		\$ 850,000							\$ 850,000	
98 Service Center - Tuckpointing		\$ 400,000							\$ 400,000	
99 Sherman Avenue Garage - Security Camera Upgrade								\$ 250,000	\$ 250,000	
	<b>\$ 1,319,000</b>	<b>\$ 3,105,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 360,500</b>	<b>\$ 1,000,000</b>	<b>\$ 7,103,500</b>
<b>MISCELLANEOUS</b>										
100 Fiber Optic System Upgrade		\$ 300,000							\$ 300,000	
101 Renewable Energy Project Support		\$ 30,000							\$ 30,000	
102 Zero Emission Study		\$ 50,000							\$ 50,000	
103 IT - Network Switch Reliability	\$ 77,686	\$ 11,277					\$ 13,037		\$ 179,686	2017 GO Bond
104 Public Art		\$ 30,000							\$ 30,000	
105 Environmental Monitoring							\$ 50,000		\$ 50,000	Waste Transfer Station Funds
106 Fire Engine		\$ 660,000							\$ 660,000	Equipment Replacement Fund
107 In-House Engineering Services		\$ 500,000							\$ 500,000	
	<b>\$ 77,686</b>	<b>\$ 1,581,277</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 63,037</b>	<b>\$ -</b>	<b>\$ 1,799,686</b>	

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

Project Title	FY 2019 GO Bond	FY 2020 GO Bond	Water Fund	Sewer Fund	IEPA Loan	MFT Fund	Other Funds	Parking Fund	Total	Funding Notes
<b>WATER TREATMENT, STORAGE AND BILLING</b>										
108 Retail Water Meter Replacement Program			\$ 400,000						\$ 400,000	
109 WTP - 36/42 Intake Replacement - Engr Svcs					\$ 400,000				\$ 400,000	IEPA Water SRF Loan
110 WTP - 54" Intake Heater Cable Repair			\$ 1,000,000						\$ 1,000,000	
111 WTP - Admin Bldg - HVAC Replacement - Engr Svcs			\$ 20,000						\$ 20,000	
112 WTP - Admin Bldg - HVAC Replacement - Const			\$ 150,000						\$ 150,000	
113 WTP - Filter Freight Elevator and Controls Rehab			\$ 235,000						\$ 235,000	
114 WTP - Filtration Headhouse Improvements - Engr Svcs			\$ 50,000						\$ 50,000	
115 WTP - Filtration Headhouse Improvements - Const			\$ 800,000						\$ 800,000	
116 WTP - Laboratory Expansion - Construction			\$ 1,000,000						\$ 1,000,000	
117 WTP - Laboratory Expansion - Engr Svcs			\$ 55,000						\$ 55,000	
118 WTP - Low Lift 4/5/6 Pump Improvements - Engr Svcs			\$ 175,000						\$ 175,000	
119 WTP - Protective Relay Replacement			\$ 120,000						\$ 120,000	
120 WTP - Reliability Improvements - Engr Svcs			\$ 120,000						\$ 120,000	
121 WTP - SCADA System Upgrades			\$ 300,000						\$ 300,000	
122 WTP - Security Improvements			\$ 150,000						\$ 150,000	
123 WTP - Settling Basins 1 and 2 Rehab			\$ 50,000						\$ 50,000	
124 WTP - Treated Water Storage Replacement - Construction					\$ 11,280,000				\$ 11,280,000	IEPA Water SRF Loan
125 WTP - Treated Water Storage Replacement - Const Engr Svcs					\$ 450,000				\$ 450,000	IEPA Water SRF Loan
			\$ 4,625,000	\$ -	\$ 12,130,000	\$ -	\$ -	\$ -	\$ 16,755,000	

	FY 2019 GO Bond	FY 2020 GO Bond	Water Fund	Sewer Fund	IEPA Loan	MFT Fund	Other Funds	Parking Fund	TOTAL
Street Resurfacing, Water Main, Sewer Projects	\$ 300,000	\$ 2,072,000	\$ 9,840,000	\$ 1,405,000	\$ 7,700,000	\$ 1,402,000	\$ 2,137,000	\$ -	\$ 25,156,000
Other Transportation	\$ 789,598	\$ 2,110,000	\$ 35,000	\$ -	\$ -	\$ 50,000	\$ 810,000	\$ 575,000	\$ 5,159,196
Parks	\$ 120,000	\$ 2,025,000	\$ -	\$ -	\$ -	\$ -	\$ 820,000	\$ -	\$ 3,085,000
Facilities	\$ 1,319,000	\$ 3,105,000	\$ -	\$ -	\$ -	\$ -	\$ 360,500	\$ 1,000,000	\$ 7,103,500
Miscellaneous	\$ 77,686	\$ 1,581,277	\$ -	\$ -	\$ -	\$ -	\$ 63,037	\$ -	\$ 1,799,686
Water Treatment, Storage and Billing	\$ -	\$ -	\$ 4,625,000	\$ -	\$ 12,130,000	\$ -	\$ -	\$ -	\$ 16,755,000
	\$ 2,606,284	\$ 10,893,277	\$ 14,500,000	\$ 1,405,000	\$ 19,830,000	\$ 1,452,000	\$ 4,190,537	\$ 1,575,000	\$ 59,058,382

**Robert Crown Community Center**

126 Robert Crown - Construction - Arch/Engr Svcs							\$ 460,000		\$ 460,000	\$460k 2018 GO Bond
127 Robert Crown - Construction - Const Mgr GMP Fees				\$ 1,500,000			\$ 1,000,000	\$ 1,500,000	\$ 7,625,000	\$1.5M Sewer Bond, \$1.0M FRC Donation
128 Robert Crown - Furniture, Fixtures and Equipment									\$ -	
129 Robert Crown - Field Equipment									\$ 50,000	
130 Robert Crown - Public Art									\$ 195,000	
	\$ -	\$ -	\$ -	\$ 1,500,000	\$ -	\$ -	\$ 1,460,000	\$ 1,500,000	\$ 8,330,000	

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

Project Title	FY 2019 GO Bond	FY 2020 GO Bond	Water Fund	Sewer Fund	IEPA Loan	MFT Fund	Other Funds	Parking Fund	Total	Funding Notes
<b>Library</b>										
131 Main Library - Building Exterior Painting and Repairs							\$ 70,000		\$ 70,000	GO Bonds abated by Library Fund
132 Main Library - Building Interior Painting							\$ 50,000		\$ 50,000	GO Bonds abated by Library Fund
133 Main Library - Replace Elevator Operating Controls							\$ 52,000		\$ 52,000	GO Bonds abated by Library Fund
134 Main Library - Plumbing Fixture Repl/ Unisex Bathroom							\$ 193,000		\$ 193,000	GO Bonds abated by Library Fund
135 Main Library - Fire Alarm/ Area of Rescue Assistance							\$ 147,000		\$ 147,000	GO Bonds abated by Library Fund
136 Main Library - Landscape Improvements							\$ 31,000		\$ 31,000	GO Bonds abated by Library Fund
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 543,000	\$ -	\$ 543,000	



**City of Evanston  
FY 2021 Projected Capital Improvement Program**

Project Title	FY 2021 GO Bond	Water Fund	Sewer Fund	IEPA Loan	MFT Fund	Other Funds	Parking Fund	Total	Funding Notes
<b>STREET RESURFACING, WATER MAIN AND SEWER</b>									
<b>Major Projects</b>									
1 Central Street, Hartrey to Eastwood, - Ph I Engr Svcs	\$ 400,000							\$ 400,000	
2 Chicago Ave, Howard to Dempster, Ph I Engr Svcs								\$ -	
3 ETHS/Church St Bike Path, Grey to McCormick, Ph I Engr Svcs								\$ -	
4 Green Bay Rd, McCormick to Isabella, Ph II Engr Svcs	\$ 350,000							\$ 350,000	
5 Howard Street Corridor, Target Access to Callan, Ph III Engr Svcs								\$ -	
6 Howard Street Corridor, Target Access to Callan, Construction	\$ 1,500,000		\$ 540,000					\$ 2,040,000	
7 Main Street, Hartrey to Asbury - Ph II Engr Svcs	\$ 350,000							\$ 350,000	
8 Main Street, Maple to Hinman - Ph III Engr Svcs	\$ 140,000					\$ 430,000		\$ 570,000	Chicago-Main TIF
9 Main Street, Maple to Hinman - Const	\$ 1,000,000	\$ 310,000				\$ 4,300,000		\$ 5,610,000	Chicago-Main TIF
<b>Street Resurfacing (SR)</b>									
10 SR - MFT Resurfacing					\$ 1,200,000			\$ 1,200,000	
<b>Water Main (WM)</b>									
11 WM - 30" Downtown Feeder Main Rehab - Engr Svcs				\$ 100,000				\$ 100,000	IEPA Water SRF Loan
12 WM - 30" Downtown Feeder Main Rehab - Const				\$ 4,100,000				\$ 4,100,000	IEPA Water SRF Loan
13 WM - Lead Service Line Replacement (Full)		\$ 3,072,000						\$ 3,072,000	
14 WM - Lining Small Dia Mains on Private Easements - A								\$ -	IEPA Water SRF Loan
15 WM - Lining of Large Dia Mains				\$ 1,700,000				\$ 1,700,000	IEPA Water SRF Loan
16 WM - Annual Water Main Replacement		\$ 3,697,000						\$ 3,697,000	
<b>Sewer Rehabilitation</b>									
17 Sewer - CIPP Rehabilitation			\$ 700,000					\$ 700,000	
18 Sewer - Emergency Sewer Repairs			\$ 75,000					\$ 75,000	
19 Sewer - Repairs on Street Improvements			\$ 200,000					\$ 200,000	
20 Sewer - Extension for Alley Improvements			\$ 150,000					\$ 150,000	
21 Sewer - MWRD Grant Match - Green Infrastructure			\$ 50,000					\$ 50,000	
21 Sewer - Sewer Rehabilitation						\$ 400,000		\$ 400,000	West Evanston TIF
22 Sewer - Large Dia Rehab - Phase 2A				\$ 2,500,000				\$ 2,500,000	IEPA Sewer SRF Loan
<b>TOTAL</b>	<b>\$ 3,740,000</b>	<b>\$ 7,079,000</b>	<b>\$ 1,715,000</b>	<b>\$ 8,400,000</b>	<b>\$ 1,200,000</b>	<b>\$ 5,130,000</b>	<b>\$ -</b>	<b>\$ 27,264,000</b>	
<b>OTHER TRANSPORTATION</b>									
<b>Major Projects</b>									
23 Central Street Bridge Replacement - Ph III Engr Svcs								\$ -	STP-BR Funds
24 Central Street Bridge Replacement - Right-of-Way Acquisition								\$ -	STP-BR Funds
25 Central Street Bridge - Construction	\$ 1,110,000	\$ 30,000						\$ 1,140,000	STP-BR Funds
26 Lincoln Street Bridge Replacement - Ph II Engr Svcs	\$ 80,000							\$ 80,000	Project dependent on Federal Funding
27 Ridge Avenue Signal Improvements								\$ -	
28 Oakton Street Improvements	\$ 500,000							\$ 500,000	
<b>Annual Projects</b>									
29 Bridge Inspection	\$ 30,000							\$ 30,000	
30 General Phase I Engineering	\$ 30,000	\$ 35,000						\$ 65,000	
31 Pavement Marking	\$ 110,000							\$ 110,000	
32 Street Patching Program	\$ 650,000							\$ 650,000	
33 Street Rejuvenation	\$ 50,000							\$ 50,000	
34 Streetlight LED Conversion				\$ 50,000				\$ 50,000	
35 Streetlight Replacement	\$ 110,000							\$ 110,000	
36 Tallmadge Light Pole Mold Creation								\$ -	
37 Traffic Calming, Bicycle and Ped Improvements	\$ 330,000							\$ 330,000	

**City of Evanston  
FY 2021 Projected Capital Improvement Program**

Project Title	FY 2021 GO Bond	Water Fund	Sewer Fund	IEPA Loan	MFT Fund	Other Funds	Parking Fund	Total	Funding Notes
<b>Alley Projects</b>									
38 Special Assessment Alleys	\$ 250,000					\$ 250,000		\$ 500,000	Special Assessment Fund
<b>Parking Lot Projects</b>									
39 Parking Lot Rehabilitation							\$ 450,000	\$ 450,000	
<b>TOTAL</b>	<b>\$ 3,250,000</b>	<b>\$ 65,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ 250,000</b>	<b>\$ 450,000</b>	<b>\$ 4,065,000</b>	
<b>PARKS</b>									
40 Beach Protection Study	\$ 50,000							\$ 50,000	
41 Beck Park Expansion - Consulting Svcs								\$ -	
42 Crown - Playground	\$ 330,000							\$ 330,000	
43 James Park - Play Equipment Replacement	\$ 250,000							\$ 250,000	
44 Larimer Park - Improvements - Consulting Svcs	\$ 700,000							\$ 700,000	
45 Mason Park - Expansion Study	\$ 50,000							\$ 50,000	
46 Park Sign Replacements	\$ 50,000							\$ 50,000	
47 Parks Contingency	\$ 75,000							\$ 75,000	
<b>TOTAL</b>	<b>\$ 1,505,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,505,000</b>	
<b>FACILITIES</b>									
48 ADA Transition Plan								\$ -	
49 Citywide Roof Evaluation	\$ 70,000	\$ 30,000						\$ 100,000	
50 Civic Center - Planning/Design Svcs	\$ 500,000							\$ 500,000	
51 Ecology Center - Parking Lot Resurfacing	\$ 275,000							\$ 275,000	
52 Energy Efficiency Improvements	\$ 50,000							\$ 50,000	Focus on Noyes Lighting Upgrade
53 Facilities Contingency	\$ 300,000							\$ 300,000	
54 Fire Station 4 - Roof Replacement	\$ 85,000							\$ 85,000	
55 Gibbs-Morrison - Roofing Replacement	\$ 125,000							\$ 125,000	
56 Lovelace Park Fieldhouse - Roofing Replacement	\$ 75,000							\$ 75,000	
57 Noyes - HVAC Study								\$ -	
58 Park Fieldhouses - Roofing and Tuckpointing (Bent, Baker, Leahy)	\$ 100,000							\$ 100,000	
59 Park Fieldhouses - HVAC	\$ 100,000							\$ 100,000	
60 Parking Garages - Concrete Repairs							\$ 300,000	\$ 300,000	
61 Parking Garages - Joint Repairs							\$ 600,000	\$ 600,000	
62 Roofing Repairs - Miscellaneous Facilities	\$ 75,000							\$ 75,000	
63 Service Center - HVAC Design and Construction	\$ 1,500,000							\$ 1,500,000	
	<b>\$ 3,255,000</b>	<b>\$ 30,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 900,000</b>	<b>\$ 4,185,000</b>	
<b>MISCELLANEOUS</b>									
64 Fiber Optic System Upgrade	\$ 300,000							\$ 300,000	
65 CARP Project Support	\$ 150,000							\$ 150,000	
66 IT - Network Switch Reliability	\$ 102,000							\$ 102,000	Approved City Council 3/12/18
67 Public Art	\$ 30,000							\$ 30,000	
68 In-House Engineering Services	\$ 500,000							\$ 500,000	
	<b>\$ 1,082,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 782,000</b>	

City of Evanston  
 FY 2021 Projected Capital Improvement Program

Project Title	FY 2021 GO Bond	Water Fund	Sewer Fund	IEPA Loan	MFT Fund	Other Funds	Parking Fund	Total	Funding Notes
<b>WATER TREATMENT, STORAGE AND BILLING</b>									
69 Retail Water Meter Replacement Program		\$ 800,000						\$ 800,000	
70 WTP - 36/42 Intake Replacement - Engr Svcs				\$ 350,000				\$ 350,000	IEPA Water SRF Loan
71 WTP - 36/42 Intake Replacement - Construction				\$ 5,000,000				\$ 5,000,000	IEPA Water SRF Loan
72 WTP - Fire Sprinkler System Upgrade 1 - Engr Svcs		\$ 50,000						\$ 50,000	
73 WTP - Laboratory Expansion - Construction		\$ 1,000,000						\$ 1,000,000	
74 WTP - Laboratory Expansion - Engr Svcs		\$ 30,000						\$ 30,000	
75 WTP - Lead Paint Removal and Repainting		\$ 300,000						\$ 300,000	
76 WTP - Low Lift 4/5/6 Pump Improvements - Engr Svcs		\$ 30,000						\$ 30,000	
77 WTP - Low Lift 4/5/6 Pump Improvements - Const		\$ 700,000						\$ 700,000	
77 WTP - Medium Voltage Switchgear Replacement - Engr Svcs								\$ -	
78 WTP - Reliability Improvements - Engr Svcs		\$ 350,000						\$ 350,000	
79 WTP - Reliability Improvements - Construction		\$ 1,000,000						\$ 1,000,000	
80 WTP - Remote SCADA Fiber Communications Repl/Upgrades		\$ 20,000						\$ 20,000	
81 WTP - Security Improvements		\$ 100,000						\$ 100,000	
82 WTP - Treated Water Storage Replacement - Construction				\$ 2,000,000				\$ 2,000,000	IEPA Water SRF Loan
83 WTP - Treated Water Storage Replacement - Const Engr Svcs				\$ 100,000				\$ 100,000	IEPA Water SRF Loan
	\$ -	\$ 4,380,000	\$ -	\$ 7,450,000	\$ -	\$ -	\$ -	\$ 11,830,000	

	FY 2021 GO Bond	Water Fund	Sewer Fund	IEPA Loan	MFT Fund	Other Funds/ Reserves	Parking Fund	TOTAL	
Street Resurfacing, Water Main, Sewer Projects	\$ 3,740,000	\$ 7,079,000	\$ 1,715,000	\$ 8,400,000	\$ 1,200,000	\$ 5,130,000	\$ -	\$ 27,264,000	
Other Transportation	\$ 3,250,000	\$ 65,000	\$ -	\$ -	\$ 50,000	\$ 250,000	\$ 450,000	\$ 4,065,000	
Parks	\$ 1,505,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,505,000	
Facilities	\$ 3,255,000	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 900,000	\$ 4,185,000	
Miscellaneous	\$ 1,082,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,082,000	
Water Treatment, Storage and Billing	\$ -	\$ 4,380,000	\$ -	\$ 7,450,000	\$ -	\$ -	\$ -	\$ 11,830,000	
	\$ 12,832,000	\$ 11,554,000	\$ 1,715,000	\$ 15,850,000	\$ 1,250,000	\$ 5,380,000	\$ 1,350,000	\$ 49,931,000	

**City of Evanston  
FY 2021 Projected Capital Improvement Program**

Project Title	FY 2021 GO Bond	Water Fund	Sewer Fund	IEPA Loan	MFT Fund	Other Funds	Parking Fund	Total	Funding Notes
<b>Library</b>									
84 Main Library - Roofing and Gutter Improvements						\$ 40,000		\$ 40,000	GO Bonds abated by Library Fund
85 Main Library - Replace Employee Entry Doors						\$ 20,000		\$ 20,000	GO Bonds abated by Library Fund
86 Main Library - Fire Protection System Maintenance						\$ 172,000		\$ 172,000	GO Bonds abated by Library Fund
87 Main Library - HVAC Pump and VAV Box Repl						\$ 149,000		\$ 149,000	GO Bonds abated by Library Fund
88 Main Library - Repair Transformer Pad and Smart Meter Upgrade						\$ 68,000		\$ 68,000	GO Bonds abated by Library Fund
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 449,000	\$ -	\$ 449,000	

Bureau of Capital Planning  
Long-Term CIP  
FY 2022 - FY 2025

	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	TOTAL	NOTES
<b>STREET RESURFACING, WATER MAIN, AND SEWER</b>						
<b>Major Projects</b>						
1 Central Street, Hartrey to Eastwood, Ph II Engr	Ongoing				\$ -	
2 Chicago Ave, Howard to Dempster, Ph II Engr	Ongoing				\$ -	
3 ETHS/Church St Bike Path, Grey to McCormick, Ph I Engr	Ongoing				\$ -	
4 Green Bay Road, McCormick to Isabella, Ph II Engr	Ongoing				\$ -	
5 Main Street, Hartrey to Asbury, Ph II Engr	Ongoing				\$ -	
6 Sheridan Road - S. Limits to South Blvd.		\$ 500,000			\$ 500,000	
<b>Street Resurfacing (SR)</b>						
7 SR - CIP Funded - Future Years	\$ 1,300,000	\$ 1,300,000	\$ 1,300,000	\$ 1,300,000	\$ 5,200,000	
8 SR - MFT Funded - Future Years	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 6,000,000	MFT
<b>Water Main</b>						
9 Dist Sys - Hydrant Painting			\$ 200,000	\$ 200,000	\$ 400,000	
10 Dist Sys - Lead Service Replacement (Full)	\$ 2,533,000	\$ 2,456,000	\$ 1,598,000		\$ 6,587,000	
11 WM - Lining Small Dia Mains on Private Easements - B	\$ 1,200,000				\$ 1,200,000	IEPA SRF Loan
12 WM - Water Funded - Future Years	\$ 4,107,000	\$ 4,210,000	\$ 4,210,000	\$ 4,210,000	\$ 16,737,000	Water Bond
<b>Sewer Rehabilitation</b>						
13 Sewer - CIPP Rehabilitation	\$ 725,000	\$ 750,000	\$ 775,000	\$ 800,000	\$ 3,050,000	Sewer Fund
14 Sewer - Emergency Sewer Repairs	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 300,000	Sewer Fund
15 Sewer - Repairs on Street Improvements	\$ 170,000	\$ 180,000	\$ 180,000	\$ 180,000	\$ 710,000	Sewer Fund
16 Sewer - Sewer Extension for Alley Improvements	\$ 150,000	\$ 155,000	\$ 160,000	\$ 165,000	\$ 630,000	Sewer Fund
17 Sewer - Drainage Structure Lining	\$ 180,000	\$ 190,000	\$ 200,000	\$ 210,000	\$ 780,000	Sewer Fund
18 Sewer - Stormwater Master Plan Improvements		\$ 400,000	\$ 415,000	\$ 430,000	\$ 1,245,000	Sewer Fund
19 Sewer - Large Dia Rehab - Future	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 8,000,000	IEPA SRF Loan
20 Sewer - Large Dia Rehab - Dodge Avenue	\$ 195,000				\$ 195,000	Dodge-Dempster TIF
21 Sewer - Small Dia Rehab - Chicago Main TIF	\$ 225,000				\$ 225,000	Chicago-Main TIF
<b>TOTAL STREETS, WATER MAIN AND SEWER PROJECTS</b>	<b>\$ 14,360,000</b>	<b>\$ 13,716,000</b>	<b>\$ 12,613,000</b>	<b>\$ 11,070,000</b>	<b>\$ 51,759,000</b>	
<b>OTHER TRANSPORTATION</b>						
<b>Major Projects</b>						
22 Central Street Bridge Engr, Phase III	Ongoing				\$ -	
23 Central Street Bridge Right of Way Acquisition	Ongoing				\$ -	
24 Central Street Bridge Construction	Ongoing				\$ -	
25 Bridge Inspection	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 160,000	
26 Lincoln Street Bridge	\$ 6,000,000				\$ 6,000,000	STP-BR Funding
27 Ridge Avenue Intersection Improvements	Ongoing					
28 Traffic Signal - Future	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 4,000,000	
<b>Annual Projects</b>						
29 General Phase I Engineering	\$ 90,000	\$ 90,000	\$ 95,000	\$ 95,000	\$ 370,000	
30 Alley Paving	\$ 900,000	\$ 900,000	\$ 900,000	\$ 900,000	\$ 3,600,000	
31 Alley Paving - CDBG Funded - Future Years	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 1,600,000	
32 Sidewalk Gap Reductions	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 800,000	
33 Pavement Marking	\$ 110,000	\$ 110,000	\$ 110,000	\$ 110,000	\$ 440,000	
34 Streetlight Replacement	\$ 110,000	\$ 110,000	\$ 110,000	\$ 110,000	\$ 440,000	
35 Streetlight LED Conversion	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 200,000	MFT
36 Street Patching Program	\$ 650,000	\$ 650,000	\$ 650,000	\$ 650,000	\$ 2,600,000	
37 Street Rejuvenation	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 200,000	
38 Traffic Calming, Bicycle & Ped Improvements	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 1,400,000	
<b>Parking Lot Projects</b>						
39 PL - Surface Parking Lot Rehabilitation - Future Years	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 2,000,000	Parking Fund
<b>TOTAL OTHER TRANSPORTATION PROJECTS</b>	<b>\$ 10,450,000</b>	<b>\$ 4,450,000</b>	<b>\$ 4,455,000</b>	<b>\$ 4,455,000</b>	<b>\$ 23,810,000</b>	
<b>PARKS</b>						
40 Ackerman Park Drainage	\$ 50,000	\$ 500,000			\$ 550,000	
41 Arrington Lagoon - Retaining Wall	\$ 500,000				\$ 500,000	
42 Beach Protection Improvements	\$ 200,000	\$ 1,000,000	\$ 100,000		\$ 1,300,000	
43 Beck Park Expansion/Shore School	\$ 1,900,000				\$ 1,900,000	
44 Butler Park Improvements (Lighting, Drainage)			\$ 400,000		\$ 400,000	
45 Cartwright Park Renovations		\$ 825,000			\$ 825,000	
46 Church Street Harbor - Phase 3 Renovations		\$ 700,000	\$ 700,000	\$ 700,000	\$ 2,100,000	
47 Clark Street Beach - Boardwalk				\$ 700,000	\$ 700,000	
48 Clark Street Beach - Great Lawn				\$ 6,000,000	\$ 6,000,000	
49 Dempster Street Beach - Tennis Court Rehab	\$ 100,000				\$ 100,000	
50 Dog Park	\$ 500,000				\$ 500,000	
51 Fitzsimons Park Renovations	\$ 450,000				\$ 450,000	
52 Foster Field - Athletic Field Improvements		\$ 300,000			\$ 300,000	
53 Grey Park Renovations		\$ 875,000			\$ 875,000	
54 Harbert Park Drainage Improvements		\$ 1,250,000			\$ 1,250,000	
55 Hobart Park Renovations			\$ 400,000		\$ 400,000	
56 Independence Park Renovations		\$ 775,000			\$ 775,000	
57 James Park - Artificial Turf Fields			\$ 150,000	\$ 2,550,000	\$ 2,700,000	
58 James Park - Entry Renovations			\$ 300,000		\$ 300,000	
59 James Park - Field Lighting		\$ 400,000			\$ 400,000	
60 James Park - Pathway Lighting				\$ 800,000	\$ 800,000	
61 James Park - Pathway Reconstruction				\$ 950,000	\$ 950,000	
62 James Park - Phase 3 Field Improvements			\$ 1,500,000		\$ 1,500,000	
63 James Park - Tennis Court Resurfacing	\$ 250,000				\$ 250,000	
64 Lovelace Park Drainage Improvements			\$ 250,000		\$ 250,000	
65 Lovelace Park Path Repairs			\$ 500,000		\$ 500,000	
66 Lovelace Park Playground			\$ 450,000		\$ 450,000	
67 Mason Park Expansion Study				\$ 2,000,000	\$ 2,000,000	
68 Parks Contingency	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 300,000	

Bureau of Capital Planning  
Long-Term CIP  
FY 2022 - FY 2025

	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	TOTAL	NOTES
69 Philbrick Park Renovation			\$ 500,000		\$ 500,000	
70 Southwest Park Renovations				\$ 400,000	\$ 400,000	
71 St. Paul's Park Renovations		\$ 500,000			\$ 500,000	
72 Tallmadge Park - Renovations	\$ 75,000	\$ 400,000			\$ 475,000	
73 Twiggs Park - Renovation (soccer/parking)	\$ 400,000	\$ 400,000	\$ 400,000		\$ 1,200,000	
74 Twiggs Park - Shelter Restoration		\$ 60,000			\$ 60,000	

<b>TOTAL PARKS PROJECTS</b>	<b>\$ 4,500,000</b>	<b>\$ 8,060,000</b>	<b>\$ 5,725,000</b>	<b>\$ 14,175,000</b>	<b>\$ 32,460,000</b>	
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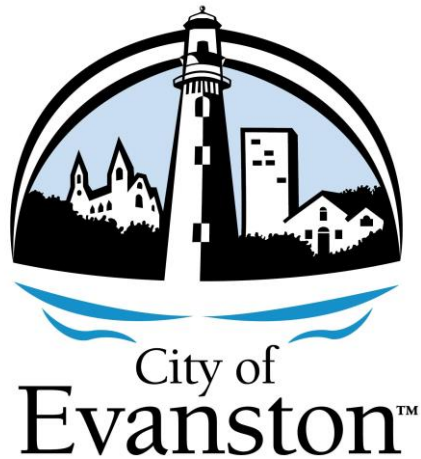
**FACILITIES PROJECTS**

75 ADA Transition Plan			\$ 300,000		\$ 300,000	
76 Animal Shelter Renovations	\$ 2,500,000				\$ 2,500,000	
77 Chandler - ADA Accessibility (replace 4 doors + hardware)	\$ 40,000				\$ 40,000	
78 Chandler - Gym Floor Replacement + Hallway	\$ 250,000				\$ 250,000	
79 Chandler - Racquetball Court Conversion		\$ 500,000			\$ 500,000	
80 Chandler - Replace Security Alarm Panel	\$ 30,000				\$ 30,000	
81 Citywide Generator Evaluation				\$ 70,000	\$ 70,000	
82 Citywide Roof Evaluation				\$ 75,000	\$ 75,000	
83 Citywide Roof Repairs	\$ 200,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 1,100,000	
84 Civic Center - ACM Flooring	\$ 500,000				\$ 500,000	
85 Civic Center - Electrical Panels / Distribution Upgrades	\$ 3,000,000				\$ 3,000,000	
86 Civic Center - HVAC Improvements - Const	\$ 3,500,000	\$ 3,500,000			\$ 7,000,000	
87 Civic Center - HVAC Improvements - Engr Svcs	\$ 300,000				\$ 300,000	
88 Civic Center - Restroom Improvements	\$ 800,000				\$ 800,000	
89 Civic Center - Security Improvements	\$ 500,000	\$ 500,000			\$ 1,000,000	
90 Civic Center - Window Repairs	\$ 250,000				\$ 250,000	
91 Dempster Beachhouse Interior Renovation			\$ 400,000		\$ 400,000	
92 Energy Efficiency Improvements	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 200,000	
93 Facilities Contingency	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 1,600,000	
94 Fire Station 2 - Lighting Upgrade	\$ 50,000				\$ 50,000	
95 Fire Station 2 - Restroom Upgrades		\$ 500,000			\$ 500,000	
96 Fire Station 2 - Second Floor Rehabilitation		\$ 1,000,000			\$ 1,000,000	
97 Fire Station 3 - Flooring Upgrade		\$ 20,000			\$ 20,000	
98 Fleetwood - Main Office Rehabilitation			\$ 100,000		\$ 100,000	
99 Fleetwood - Stage	\$ 250,000				\$ 250,000	
100 Fleetwood - Upstairs Office Renovation/Security		\$ 100,000			\$ 100,000	
101 Levy Center - Draperies			\$ 100,000		\$ 100,000	
102 Levy Center - Entryway Air Barrier		\$ 30,000			\$ 30,000	
103 Levy Center - Exterior Bollard Light Replacement				\$ 30,000	\$ 30,000	
104 Levy Center - Exterior Louver Replacements				\$ 150,000	\$ 150,000	
105 Levy Center - Family Restroom			\$ 30,000		\$ 30,000	
106 Levy Center - Flooring Upgrade - Tiles, Carpet, Fitness Room		\$ 40,000			\$ 40,000	
107 Levy Center - Kitchen		\$ 250,000			\$ 250,000	
108 Levy Center - Lighting Upgrade		\$ 50,000			\$ 50,000	
109 Levy Center - Office Renovations		\$ 200,000			\$ 200,000	
110 Levy Center - Retractable Wall Replacement			\$ 20,000		\$ 20,000	
111 Levy Center - Sewer Service Replacement				\$ 100,000	\$ 100,000	
112 Levy Center Courtyard - Rubberized Surfacing			\$ 50,000		\$ 50,000	
113 Maple Street Garage - Through Wall Flashing Repairs		\$ 150,000			\$ 150,000	Parking Fund
114 Noyes - AC/Chiller	\$ 1,600,000				\$ 1,600,000	
115 Noyes - Brick Tuckpointing/Recoating (minor repairs)	\$ 300,000				\$ 300,000	
116 Noyes - HVAC and Unit Heaters	\$ 1,400,000				\$ 1,400,000	
117 Noyes - Interior Lighting Upgrade/Energy Efficiency	\$ 120,000				\$ 120,000	
118 Noyes - Retaining Wall Repairs	\$ 210,000				\$ 210,000	
Park Fieldhouses Restrooms (Ackerman, Baker, Bent, Lagoon, Leahy, Lovelace)	\$ 600,000				\$ 600,000	
120 Parking Garages - Maple/Church - Structural Inspection				\$ 200,000	\$ 200,000	Parking Fund
121 Parking Garages - Sherman - Painting Rehabilitation		\$ 700,000			\$ 700,000	Parking Fund
122 Parking Garages - Sherman - Structural Inspection		\$ 150,000			\$ 150,000	Parking Fund
123 Parking Garages - Traffic Coating / Striping		\$ 1,750,000			\$ 1,750,000	Parking Fund
124 Police Fire HQ - Chillers			\$ 500,000		\$ 500,000	
125 Police Fire HQ - Elmwood Lot Lighting Impr and Resurfacing			\$ 400,000		\$ 400,000	
126 Police Fire HQ - Exterior Signage		\$ 75,000			\$ 75,000	
127 Police Fire HQ - Fire Prevention System Repairs			\$ 200,000		\$ 200,000	
128 Police Fire HQ - Flooring Upgrade			\$ 50,000		\$ 50,000	
129 Police Fire HQ - Foundation Repair	\$ 75,000				\$ 75,000	
130 Police Fire HQ - Furniture Upgrade			\$ 50,000		\$ 50,000	
131 Police Fire HQ - Interior Entry	\$ 150,000				\$ 150,000	
132 Police Fire HQ - Interior Lighting Improvements		\$ 200,000			\$ 200,000	
133 Police Fire HQ - Interior Renovation				\$ 500,000	\$ 500,000	
134 Police Fire HQ - Roof Repair	\$ 50,000				\$ 50,000	
135 Police Fire HQ - Security Door Improvement			\$ 60,000		\$ 60,000	
136 Police Fire HQ - Underground Pits and Waste Line Replacement			\$ 1,250,000		\$ 1,250,000	
137 Service Center - ADA Improvements		\$ 400,000			\$ 400,000	
138 Service Center - BAS Replacement	\$ 100,000				\$ 100,000	
139 Service Center - D Building Structural Assessment		\$ 30,000			\$ 30,000	
140 Service Center - Energy Efficiency Lighting Improvements		\$ 200,000			\$ 200,000	
141 Service Center - Overhead Door Replacements	\$ 1,500,000				\$ 1,500,000	
142 Service Center - Restroom Renovations		\$ 200,000			\$ 200,000	

<b>TOTAL FACILITIES PROJECTS</b>	<b>\$ 18,725,000</b>	<b>\$ 11,295,000</b>	<b>\$ 4,260,000</b>	<b>\$ 1,875,000</b>	<b>\$ 36,155,000</b>	
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Bureau of Capital Planning  
 Long-Term CIP  
 FY 2022 - FY 2025

	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	TOTAL	NOTES
<b>MISCELLANEOUS</b>						
143 Fiber Optic System Upgrade	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 1,200,000	
144 CARP Project Support	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 600,000	
145 Public Art	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 120,000	
146 In-House Engineering Services	\$ 600,000	\$ 650,000	\$ 700,000	\$ 750,000	\$ 2,700,000	
<b>TOTAL MISCELLANEOUS PROJECTS</b>	<b>\$ 1,080,000</b>	<b>\$ 1,130,000</b>	<b>\$ 1,180,000</b>	<b>\$ 1,230,000</b>	<b>\$ 4,620,000</b>	
<b>WATER TREATMENT, BILLING AND STORAGE</b>						
147 WTP - 36/42 Intake Replacement - Const Eng Svcs	\$ 300,000	\$ 200,000			\$ 500,000	
148 WTP - 36/42 Intake Replacement - Construction	\$ 10,000,000	\$ 10,000,000			\$ 20,000,000	
149 WTP - Fire Sprinkler System Upgrade 1 - Eng Svcs	\$ 30,000				\$ 30,000	
150 WTP - Fire Sprinkler System Upgrade 1 - Construction	\$ 200,000				\$ 200,000	
151 WTP - Roof Improvements - Construction	\$ 250,000				\$ 250,000	
152 WTP - Medium Voltage Generator and Switchgear - Eng Svcs	\$ 175,000				\$ 175,000	
153 WTP - Medium Voltage Generator and Switchgear - Const	\$ 3,500,000				\$ 3,500,000	
154 WTP - Low Lift 4/5/6 Pump Improvements - Eng Svcs		\$ 40,000			\$ 40,000	
155 WTP - Low Lift 4/6 Pump Improvements - Construction		\$ 1,000,000			\$ 1,000,000	
156 WTP - West Filter Plant Modifications - Eng Svcs		\$ 250,000	\$ 200,000		\$ 450,000	
157 WTP - West Filter Plant Modifications - Construction			\$ 11,000,000		\$ 11,000,000	
158 WTP - Parking Lot Resurfacing			\$ 225,000		\$ 225,000	
159 WTP - Fire Sprinkler System Upgrade 2 - Eng Svcs			\$ 50,000		\$ 50,000	
160 WTP - Reliability Improvements	\$ 50,000	\$ 500,000			\$ 550,000	
161 WTP - Security Improvements	\$ 250,000	\$ 100,000			\$ 350,000	
<b>TOTAL WATER TREATMENT, BILLING AND STORAGE</b>	<b>\$ 14,755,000</b>	<b>\$ 12,090,000</b>	<b>\$ 11,475,000</b>	<b>\$ -</b>	<b>\$ 38,320,000</b>	



**PART VII**

**COMPREHENSIVE  
PERFORMANCE  
MEASUREMENT**



**City of Evanston - Comprehensive Performance Measures**

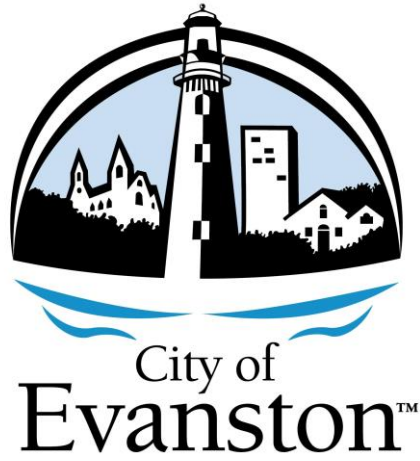
Service Area	Measure Name	2018 Number	2019 Estimate	2020 Target
Code Enforcement	Code Enforcement cases resolved through forced compliance	54	50	56
Code Enforcement	Average calendar days, Inspection to forced compliance	291	300	186
Code Enforcement	Average calendar days, Inspection to voluntary compliance	30	28	27
Code Enforcement	Percentage of cases resolved through forced compliance	1.6%	1.5%	1.5%
Code Enforcement	Total code cases available for resolution during the reporting period	3,394	3,400	3,400
Fire/EMS	Residential population of area served: Fire suppression	74,756	74,756	74,756
Fire/EMS	Residential population of area served: Emergency Medical Services	74,756	74,756	74,756
Fire/EMS	EMS: Total BLS and ALS Responses	6,419	6,531	6,600
Fire/EMS	Expenditure: Total fire/EMS personnel and operations (including support charged to department)	\$ 24,815,932	\$ 24,379,850	\$ 24,996,896
Fire/EMS	Fire confinement: Residential 1-2 Family Structures: Percentage Confined to Object or Room of Origin	57.9%	60.0%	50.0%
Fire/EMS	Fire Incidents: Residential: Total 1-2 family, multi-family	19	20	15
Fire/EMS	Hours paid, Sworn fire/EMS, including overtime	267,475	265,500	265,500
Fire/EMS	Emergency fire travel time: % 4 Min or under: From conclusion of turnout to arrival on scene for all fire calls	97.0%	97.0%	97.0%
Fire/EMS	Emergency fire response time: % of responses with a total time of 6 minutes, 20 seconds and under from call entry to arrival on scene (dispatch + turnout + travel time) for all fire calls	93.0%	90.0%	95.0%
Fire/EMS	FTEs: Sworn Fire&EMS	103	103	107
Fire/EMS	FTEs: Sworn Fire&EMS per 1,000 population	1.3	1.3	1.4
Fire/EMS	Expenditures per capita: Fire&EMS	\$ 331	\$ 325	\$ 328
Fire/EMS	Total BLS and ALS responses per 1,000 population	87	88	88
Fire/EMS	Residential fire incidents per 1,000 population served	0.253	0.500	0.500
General Govt.	Residential population of area served	74,756	74,756	74,756
General Govt.	Square miles of land area served	7.8	7.8	7.8
General Gov't	Population density - Residents per square mile	9,584	9,584	9,584
General Gov't	Expenditures per capita: All general fund services	\$ 1,544	\$ 1,556	\$ 1,577
General Govt.	Expenditures: General fund personnel and operations	\$ 115,416,584	\$ 116,345,568	\$ 117,919,627
General Govt.	Median Household Income	\$ 74,901	\$ 75,000	\$ 75,000
General Govt.	Percentage of Housing units that are vacant	0.2%	0.2%	0.2%
General Govt.	Unemployment rate	5.0%	4.5%	4.0%
Human Resources	Hours paid to all jurisdiction staff	2,418,750	2,030,000	2,030,000
Human Resources	Percentage of new full-time employees completing probationary period	85.0%	85.0%	85.0%
Human Resources	Total Sick Leave Hours Used: All Employees	43,558	43,000	40,000
Human Resources	Total Sick Leave Hours Used: Sworn Fire/EMS Employees	6,019	4,120	4,120
Human Resources	Total Sick Leave Hours Used: Sworn Police Employees	7,519	7,500	7,500
Human Resources	Turnover rate: All full-time employees	9.3%	9.0%	8.0%
Human Resources	Percentage of Turnover rate: Public safety full-time employees	5.0%	5.0%	5.0%

**City of Evanston - Comprehensive Performance Measures**

Service Area	Measure Name	2018 Number	2019 Estimate	2020 Target
Human Resources	FTEs: Total jurisdiction	805	793	806
Human Resources	Total Jurisdiction FTEs per 1,000 Population	10.8	10.6	10.8
Human Resources	Sick leave hours used per FTE: All employees	54.1	54.2	49.63
Human Resources	Sick leave hours used per FTE: Sworn fire&EMS	58.4	40.0	40.0
Human Resources	Sick leave hours used per FTE: Sworn police	45.0	45.5	45.5
Info. Tech.	Expenditures: Information technology personnel and operations	\$ 2,738,439	\$ 2,770,457	\$ 3,083,000
Info. Tech.	Help desk (IT): Number of requests received	6,838	7,500	8,000
Info. Tech.	IT: Number of endpoints served	1,700	1,700	1,700
Info. Tech.	Percentage of help desk requests resolved within 4 work hours	62.0%	62.0%	65.0%
Info. Tech.	IT expenditures per endpoint served	\$ 1,611	\$ 1,630	\$ 1,688
Info. Tech.	IT Help Desk Requests per Endpoint Served	4.0	4.4	4.7
Info. Tech.	IT as a share of total General Fund expenditures	2.4%	2.5%	2.7%
Library	Hard copy circulation per registered borrower	27.0	31.0	32.0
Library	Electronic circulation per registered borrower	2.5	3.7	4.0
Library	Expenditures: Library personnel and operations	\$ 7,257,751	\$ 7,504,070	\$ 8,463,875
Library	Library: Circulation for all library facilities (hard copy materials)	1,094,236	1,095,000	1,100,000
Library	Library: Circulation for all library facilities (electronic materials)	113,183	147,896	155,000
Library	Number of library visits	558,090	560,000	575,000
Library	Number of registered borrowers	45,331	41,000	42,000
Library	Library expenditures per visitor (each visit counted separately)	\$ 13	\$ 13	\$ 15
Library	Library expenditures per registered borrower	\$ 160	\$ 183	\$ 202
Parks and Rec.	Park maintenance expenditure per developed park acre	\$ 8,368	\$ 8,536	\$ 8,706
Parks and Rec.	Parks and recreation class/program/facility registrants per 1,000 population	37	40	42
Parks and Recreation	Developed park acreage: Total	268	268	268
Parks and Recreation	Park maintenance expenditures	\$ 2,264,659	\$ 2,332,600	\$ 2,402,578
Parks and Recreation	Recreation Community Centers: Class/program/facility registrants	46,030	47,500	48,800
Permits	Development permits: Average calendar days from application to issuance: Commercial	17	17	17
Permits	Development permits: Average calendar days from application to issuance: Residential	14	14	14
Permits	Development: Average calendar days from request to inspection: Commercial	2	2	2
Permits	Development: Average calendar days from request to inspection: Residential	2	2	2
Police	Residential population of area served: Police	74,756	74,756	74,756
Police	DUI Arrests	87	100	100
Police	Number of traffic accidents involving fatalities	2	0	0
Police	Number of traffic accidents involving alcohol with fatalities	0	0	0

**City of Evanston - Comprehensive Performance Measures**

Service Area	Measure Name	2018 Number	2019 Estimate	2020 Target
Police	Expenditures: Sworn police overtime	\$ 1,173,337	\$ 1,200,000	\$ 1,300,000
Police	Expenditures: Sworn police salaries and benefits (excluding OT)	\$ 19,865,904	\$ 20,291,635	\$ 20,348,380
Police	Hours Paid: Sworn police staff	379,784	380,000	380,000
Police	Percentage of property crimes cleared	22.0%	25.0%	25.0%
Police	Percentage of violent crimes cleared	82.8%	75.0%	75.0%
Police	Police calls: Calls for service resulting in a unit being dispatched	28,186	27,000	28,500
Police	Top Priority calls: Average time, dispatch to arrival on scene (in seconds)	209 seconds	220 seconds	200 seconds
Police	Top Priority calls: Average time from receipt to dispatch (in seconds)	177 seconds	170 seconds	175 seconds
Police	UCR Part I Property Crimes: Reported	1,761	1,700	1,650
Police	UCR Part I Violent Crimes: Reported	87	80	75
Police	FTEs: Sworn Police	165	165	165
Police	FTEs: Sworn Police per 1,000 population	2.22	2.22	2.22
Police	Sworn police overtime as a percentage of total sworn police compensation	5.6%	5.6%	6.0%
Police	Calls for service per sworn police FTE	527	530	530
Police	Calls for service per 1,000 population	1,163	1,175	1,175
Police	DUI arrests per 1,000 population	1	1	1
Police	Number of traffic accidents involving fatalities per 1,000 population	0	0	0
Police	Number of traffic accidents involving alcohol w/fatalities per 1,000 population	0	0	0
Police	UCR Part II Property Crimes Reported per 1,000 population	24.00	22.00	20.00
Police	UCR Part I Violent Crimes Reported per 1,000 population	1.00	1.15	1.15
Procurement	Dollar amount of purchases made via purchasing card/credit card	\$ 2,470,693	\$ 2,500,000	\$ 2,400,000
Risk Mgt.	Workers compensation, Number days lost to injury: All departments	328	199	264
Risk Mgt.	Workers compensation, Number days lost to injury: Sworn Fire/EMS	153	162	158
Risk Mgt.	Workers compensation, Number days lost to injury: Sworn Law Enforcement	45	26	36
Risk Mgt.	Worker days lost to injury per 100 FTEs (Sworn Police)	3.58	3.61	3.59
Sustainability	Waste Diversion: Percentage diverted	23.4%	27.2%	31.0%
Sustainability	Recycling Diversion: Percentage diverted	18.0%	19.0%	22.5%
Sustainability	Total Energy Consumed (in megawatt hours MWh)	731,708	710,342	688,976
Sustainability	Total Energy Consumed (in Therms)	68,553,124	65,167,354	62,392,532
Sustainability	Greenhouse Gas Emissions (in Metric Tons of Carbon Dioxide Equilant MTCO2e)	842,285	794,721	747,156



# **PART VIII**

# **GLOSSARY**



## Glossary

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**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.

**BALANCED BUDGET:** A budget in which revenues equal expenses.

**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 Aa2 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 fiscal years, and the views and recommendations of the City Manager.



## Glossary

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**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.

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



## Glossary

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**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.

**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.



## Glossary

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

**FULL-TIME EQUIVALENT (FTE):** Staff hours equal to one full-time employee; typically 37.5 or 40 hours per week, depending on position classification.

**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 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.





## Glossary

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**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 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.



## Glossary

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**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.

**PENSION TRUST 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 the funds for the Police and Fire Pension Boards.

**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.

**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.



## Glossary

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**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%.

**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 project costs within the zone, including debt service obligations.

**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.