

Fiscal Year 2021 Adopted Budget

Stephen H. Hagerty, Mayor

Submitted by

Erika Storlie, City Manager

www.cityofevanston.org

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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

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

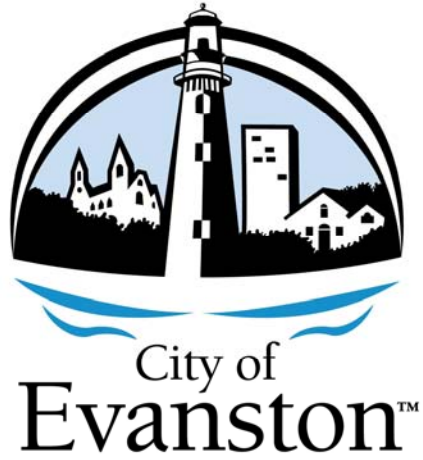
Illinois

For the Fiscal Year Beginning

January 1, 2020

Christopher P. Morill

Executive Director



PART I

BUDGET MESSAGE



2021 ADOPTED BUDGET

Budget Transmittal Letter

January 1, 2021

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

I am honored to present the Adopted Fiscal year 2021 Budget for the City of Evanston, Illinois, for the period of January 1, 2021 through December 31, 2021. The budget is a policy document which sets the financial course for the city and defines the priorities of services provided to the community. It is the culmination of months of effort by City staff, residents, and elected officials to balance available resources and provide high-quality services to Evanston residents, businesses, and visitors.

The total Adopted Budget for fiscal year 2021 is \$296,146,105, which includes interfund transfers. This is the total expense for all funds including the Evanston Public Library. This represents a decrease of \$24,563,125 or 7.66% from the 2020 Adopted Budget.

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

Department performance on these goals and upcoming initiatives are detailed in each department's narrative in the General Fund section of this document.

2020 Year-End Estimate

Since March 2020, the world has experienced a pandemic caused by the novel coronavirus known as COVID-19. This crisis has deeply affected the City's priorities and operations. Since day one, employees across the organization have been dedicated to fighting the virus, keeping our residents safe, and continuing to provide vital City services in frequently changing circumstances.

While City employees work harder than ever during the pandemic, the City has experienced catastrophic losses in revenue to fund operations. The revenue losses are due to a contraction of economic activity as a result of the pandemic. Altogether, the City expects about a \$12 million loss in General Fund revenue by the end of 2020. Income tax and sales tax are expected to be 20-25% below budget. Some smaller revenue sources including amusement tax, athletic contest tax, hotel tax, and auto rental tax have been decimated and are showing losses around 80% of budget.



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The City has taken many steps to mitigate the impact of revenue losses and reduce the City's deficit in the current year. Since March, 12 full-time employees have been laid off, and the City Manager has instituted a hiring freeze for all vacant positions. This has led to about 50 vacant positions across all City departments being held open, yielding savings of close to \$4 million. Non-union and AFSCME employees are required to take 10 unpaid furlough days before December 15, some of which will be unpaid holidays for non-union employees. Fire Department employees represented by IAFF have agreed to forgo general wage increases for 2021 and 2022 in lieu of furlough days. The City is still in negotiations with the FOP union to determine comparable savings from the police department. Across the City, expenses have been closely scrutinized and all unnecessary spending has been halted for the year. Together, these steps are expected to save \$10 million in expenses by year end, leaving the City with \$2 million in deficit spending from the General Fund.

The City expects to receive approximately \$4.5 million in grant funding related to COVID-19 response, as listed below. These grants are given on a reimbursement basis, and as of October 8, 2020 about \$1,300,000 has been received. Most grants will carry over into 2021, and appropriate amounts are shown in the 2021 budget. Grants received in 2020 cover increased expenses due to COVID-19 response.

- Federal Emergency Management Agency (FEMA) Public Assistance - \$1,104,026
- COVID-19 Contact Tracing Grant - \$817,632
- Coronavirus Aid, Relief, and Economic Security (CARES) Act Coronavirus Relief Funds Cook County - \$619,214
- CARES Act Provider Relief Fund (for EMT) - \$51,631
- COVID-19 Crisis Grant - \$58,457
- National Association of County and City Health Officials (NACCHO) - \$50,000
- Community Development Block Grant (CDBG-CV) - \$1,080,243
- Emergency Solutions Grant (ESG-CV) - \$966,314

2021 Budget Priorities

For the 2021 Budget, the City focused on maintaining core services and ensuring the continued health and safety of our residents. In September 2020, staff hosted four community budget conversations, which gave residents an opportunity to share ideas and concerns related to the 2021 budget. The feedback from these meetings can be found on the [City's Budget webpage](#). Across all meetings, themes emerged related to the importance of human and social services in the face of ongoing pandemic. Residents stated concerns related to affordable housing, food security, support for small businesses, and preventing future COVID-19 outbreaks.



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2021 Baseline Budget

Unfortunately, the COVID-19 crisis has not yet been resolved, and staff anticipates continued safety restrictions and economic impact through 2021. The 2021 budget reflects revenue loss of \$8 million compared to the 2020 budget. A summary of major losses is shown in the table below.

Selected Revenues	2020 Budget	2021 Budget	Loss \$	Loss %
State Income Tax	\$7,600,000	\$6,600,000	\$(1,000,000)	-13%
Sales Tax - Basic	10,250,000	9,750,000	(500,000)	-5%
Sales Tax - Home Rule	7,800,000	7,250,000	(550,000)	-7%
Municipal Hotel Tax	2,390,000	1,200,000	(1,190,000)	-50%
Athletic Contest Tax	1,160,000	500,000	(660,000)	-57%
Real Estate Transfer Tax	3,800,000	3,000,000	(800,000)	-21%
Parking Tax	3,200,000	2,600,000	(600,000)	-19%
Parking Tickets	3,800,000	3,200,000	(600,000)	-16%
Recreation Program Fees	6,473,500	5,616,375	(857,125)	-14%
Transportation Network Tax	680,000	510,000	(170,000)	-25%
Motor Fuel Tax	1,300,000	1,000,000	(300,000)	-23%
Liquor Tax	3,150,000	2,900,000	(250,000)	-8%
Amusement Tax	430,000	200,000	(230,000)	-53%
Telecommunications Tax	1,800,000	1,600,000	(200,000)	-11%
Wheel Tax	3,000,000	2,900,000	(100,000)	-3%
Total Selected Revenues	\$56,833,500	\$48,826,375	\$(8,007,125)	-14%

From this \$8 million in revenue lost, the City faced a 2021 General Fund baseline deficit of \$4.5 million. This is due to the 2020 budget including a surplus of \$1.6 million and the removal of \$2 million in a transfer from the General Fund to the debt service fund. Without the transfer, the necessary increase in the debt service levy is only \$1.4 million thanks to savings accomplished by refunding 2011 and 2012 bonds in August 2020. More discussion of the City's debt and annual debt service can be found in the Charts and Summaries section of this document.

2021 Budget Balancing Worksheet

The Budget Balancing Worksheet on the following pages begins with a General Fund deficit of \$4.5 million. The Worksheet is a tool used to track changes proposed during the budget review process to bring the General Fund to balance. Important items from the worksheet are highlighted below.



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Budget Transmittal Letter

Fund Balance – For 2021, City Council chose to include a \$500,000 draw from reserves in the General Fund budget. This was decided in recognition of the economic hardships faced by the community this year and a desire to keep the impact on the property tax low. This draw is projected to bring the General Fund Balance to \$13,156,086 by December 31, 2021, which is approximately 12% of budgeted expenses. City Council will discuss plans in 2021 to bring fund balance back to the recommended policy level of 16.6% of expenses.

Position Eliminations - The worksheet includes 15 positions to be eliminated, 14 of which were already vacant. These cuts yield savings of \$1.2 million to the General Fund. Most of these positions are in the Police Department, including 11 currently vacant police officer positions. This reduction brings sworn Police staff from 165 to 154 full-time employees. The department is currently operating with 146 sworn officers and command staff.

Positions Held Vacant - As of December 2020, the City has about 50 vacant positions across all departments. For 2021 the City will continue to hold 28 of these positions vacant for the entire year, in addition to the 15 positions eliminated. These positions are not recommended for elimination at this time and will be reconsidered in the 2022 budget. Positions held vacant yield savings of \$2.4 million to the General Fund. Where needed, increases in temporary staff, service contracts, or overtime have been added to ensure that departments have enough staffing to maintain services. The total offsetting cost of these increases is \$350,000. One position in Property Standards is added in the 2021 budget.

Union general wage increases - General wage increases for all represented employees were established in contracts effective from January 1, 2019 through December 31, 2022. These contracts included increases on January 1, 2021 of 2.5% for AFSCME employees and FOP Sergeants and 2.25% for FOP Officers and IAFF employees. With the onset of COVID-19 and revenue losses, all unions were asked to take furlough days or propose other savings. AFSCME agreed to 10 furlough days in 2020 which saved the City \$650,000, and will maintain an increase of 2.5% on January 1, 2021. IAFF chose to forgo raises for 2021 and 2022 rather than take furlough days in 2020. The City will guarantee no IAFF employee layoffs for the duration of the contract, and will grant a wage increase of 5% on December 31, 2022. This change yields savings of \$254,000 in the 2021 budget and an additional \$260,000 in 2022. The City is still in negotiations with the FOP Officer and FOP Sergeant Unions, and general wage increases for these two unions are still budgeted according to contract.



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Non-union employees - Non-union employees were also required to take 10 furlough days in 2020, yielding savings of \$566,000. The budget balancing worksheet includes a non-union pay increase of 1.5% effective July 1, 2021.

Adopted 2021 Budget Balancing Worksheet			
General Fund Summary	Revenues	Expenses	Net
Baseline General Fund	\$110,470,609	\$115,048,660	(\$4,578,051)
Proposed General Fund Changes (detail below)	\$552,000	(\$4,028,469)	\$4,580,469
Proposed General Fund Budget	\$111,022,609	\$111,020,191	\$2,418

Proposed General Fund Changes	Revenues	Expenses
<u>City-Wide Changes</u>		
Add transfer to Human Services Fund (replace HS levy increase)		250,000
Reduce equipment replacement transfer		(900,000)
Use \$500,000 from reserve fund	500,000	
Reduce property tax levy	(1,650,000)	
Non-union GWI - 1.5% on July 1 (reduced from 2.5% on January 1)		(237,000)
Remote work stipend		25,000
<u>CARP Initiatives</u>		
Electric Aggregation Fee	75,000	
Infrastructure Maintenance Fee	485,000	
Billing for franchise electric accounts		485,000
Electricity Savings on Franchise Accounts		(70,000)
<u>City Manager's Office</u>		
Contribution to SSA9 - Move to Solid Waste Fund		(50,000)
Emergency Operations Center - expect 75% grant funded	75,000	100,000
Reduce Service Agreements/Contracts		(10,000)
Hold Vacant - Senior Accountant (1 FTE)		(133,696)
- Part-time Accounting services		50,000
Hold Vacant - Administrative Assistant (1 FTE)		(86,624)
Hold Vacant - Equity and Empowerment Coordinator (1 FTE)		(102,921)
- Hire Equity Consultant - \$100,000 from Good Neighbor Fund		
Eliminate - Art Design Coordinator (1 FTE)		(101,297)
- Graphic design contract expenses		25,000
Hold Vacant - Customer Services Representative (1 FTE) - in Parking Fund		



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<u>Law Department</u>		
Hold Vacant - Assistant City Attorney (1 FTE)		(116,364)
- Temporary contract attorney		50,000
<u>Administrative Services</u>		
Reduce transfer to Equipment Replacement Fund (bond funded)		(350,000)
Anticipated Crossing Guard savings from virtual schooling		(315,000)
D65 funding 50% of Crossing Guards in Fall 2021	150,000	
Reduction in HR Testing Services and Test Admin		(32,000)
Hold Vacant - Digital Services Specialist (1 FTE)		(106,176)
- Increase in IT seasonal for virtual working support		25,000
Hold Vacant - Parking Enforcement Officer PT (0.5 FTE)		(34,302)
Hold Vacant - Facilities Maintenance Worker PT (0.5 FTE)		(32,767)
Hold Vacant - Facilities Maintenance Worker III (1 FTE)		(97,945)
Eliminate - Parking Supervisor (1 FTE)		
Hold Vacant - Parking Operations Coordinator (1 FTE) - in Parking Fund		
Hold Vacant - Parking Maintenance Worker (1 FTE) - in Parking Fund		
<u>Community Development</u>		
Hold Vacant - Structural Inspector/Plan Reviewer (1 FTE)		(103,941)
Hold Vacant - Plan Reviewer (1 FTE)		(103,941)
- Costs for increase in SafeBuilt contractors		50,000
Add Position - Property Maintenance Inspector (1 FTE)		100,000
<u>Health & Human Services</u>		
Hold Vacant - Senior Management Analyst (1 FTE)		(115,317)
- Functions filled by Public Health Data Coordinator		
COVID-19 Contact Tracing Grant - funded programs and positions	420,000	420,000
<u>Police</u>		
D65 funding for School Resource Officers (Fall 2021)	40,000	
D202 funding for School Resource Officers (Fall 2021)	60,000	
Police Union Concessions - currently in negotiations		(140,000)
Eliminate - Records Input Operator (1 FTE)		(90,000)
Hold Vacant - Records Input Operator (1 FTE)		(100,000)
Hold Vacant - Service Desk Officers II (3 FTE)		(218,875)
Hold Vacant - Service Desk Officer I (1 FTE)		(80,000)
Eliminate - Towing Coordinator (1 FTE)		(111,000)



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Hold Vacant - Police Commanders (2 FTE) - 1 held since 2019		(310,146)
Eliminate - Police Officers (11 FTE) (4 held vacant since 2018)		(942,876)
Hold Vacant - Police Officer (1 FTE)		(100,000)
Transfer from Police Department to Human Services Fund		200,000
Eliminate - Assistant Communications Coordinator (1 FTE) - in E911 Fund		
- Telecommunicator (2 FTE) moved to E911 Fund		
<u>Fire</u>		
IAFF GWI - Reduced to 0%. Included in baseline, savings of \$254,000		
Hold Vacant - Administrative Lead (1 FTE)		(86,380)
Administrative support savings		(84,911)
Hold Vacant - Firefighter/Paramedic (2 FTE)		(166,092)
- Increase in Fire Department overtime		100,000
Ground Emergency Medical Transport Grant Revenue	100,000	
<u>Parks, Recreation & Community Services</u>		
Hold Vacant - Data Control Clerk (1 FTE)		(69,664)
Hold Vacant - Facilities Coordinator, Gibbs-Morrison (1 FTE)		(100,989)
Increase in minimum wage (\$1 per hour)		70,000
Increase to Boat Launch Fee	7,000	
Increased demand for boat launch	30,000	
Increased demand for park permits	10,000	
<u>Public Works Agency</u>		
Increase transfer from Water Fund (Lincolnwood water sales)	250,000	
Move to Other Funds - Environmental Services Coordinator (1 FTE)		(129,607)
Hold Vacant - Forestry Worker I (1 FTE)		(82,755)
- Increase expenses for contract tree services		25,000
- Increase expenses for contract greenways services		25,000
Hold Vacant - Streets Supervisor (1 FTE)		(115,884)
Hold Vacant - Greenways Worker III (1 FTE) - in baseline		
Hold Vacant - Management Analyst (1 FTE) - in other funds		
Total General Fund Proposed Changes	552,000	(4,028,469)



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Property Taxes

The proposed increase to the City and Library tax levy is 5.9% of the City's 2019 levy (2020 budget) amount. The increase of \$500,000 for the General Fund will be used to replenish reserves. The increase to the debt service levy replaces a transfer from the General Fund of \$2 million and reflects savings achieved from refunding bonds in 2020. Increases to Fire and Police Pension funds reflect actuarial recommendations.

This proposed increase in levy translates to approximately a \$27 increase in property tax for a house with a market value of \$100,000 or \$135 increase in property tax for a house with a market value of \$500,000. The City and Library tax levy represents about 20% of property taxes paid by Evanston residents and businesses.

	2019 Adopted Tax Levy (2020 Budget)	2020 Adopted Tax Levy (2021 Budget)	Proposed Change	Increase as % of total levy
General Fund Tax Levy	\$9,495,300	\$7,845,300	(\$1,650,000)	-3.0%
Human Services Fund	3,110,000	3,110,000	-	0.0%
Solid Waste Fund	1,332,500	1,332,500	-	0.0%
Debt Service Fund	12,521,921	13,936,263	1,414,342	2.6%
Fire Pension Fund	8,967,037	9,346,778	379,741	0.7%
Police Pension Fund	10,900,650	11,106,461	205,811	0.4%
City Total	\$46,327,408	\$46,677,302	\$349,894	0.6%
General Assistance Total	\$1,080,000	\$1,300,000	\$220,000	0.4%
Library Fund	7,252,000	7,252,000	-	0.0%
Library Debt Service	480,145	482,243	2,098	0.0%
Library Total	\$7,732,145	\$7,734,243	\$2,098	0.0%
City and Library Total Net Levy	\$55,139,553	\$55,711,545	\$571,992	1.0%



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Human Services Fund

The Human Services Fund was expanded in the 2020 budget with the addition of programs that have historically been funded in the General Fund. The fund now includes all of the City's social service functions, including youth and young adult outreach, senior services, and victim advocacy. The City's contract with Amita Health for 24-hour crisis services is paid for through the fund, as are allocations to community organizations given through the Mental Health Board. The Human Services Fund receives revenue from a dedicated property tax levy and applicable grant revenues.

For 2021, the fund saw an increase of baseline expenses of about \$250,000. This includes budgeted general wage increases for employees and increases to health insurance and pension costs. To avoid a property tax increase, this amount will be covered by a new transfer from the General Fund to the Human Services Fund.

The fund will also include a new \$200,000, funded through a transfer from the Police Department, for creating an alternative emergency response program. The Alternative Emergency Response subcommittee will set program guidelines and recommendations for responses to 911 calls that may be better served by mental health professionals and social workers. If successful, the City would examine further financial support for an expanded program in 2022.

Reparations Fund

In 2020, the City created the Reparations Fund, becoming one of the first municipalities in the country to establish a municipal reparations program. City Council committed the first \$10 million of the program to be funded through a 3% municipal tax on recreational cannabis sales which began on July 1, 2020. The fund has also received donations from community members and businesses. The cannabis tax is collected and remitted through the state of Illinois, and the City receives distributions 3 months later than when the tax was collected. Because of this delay, the first distribution to the fund was received in October 2020. The Reparations Subcommittee is charged with housing and economic development assistance programs for African-American/Black Evanston residents and establishing eligibility requirements. Currently, the Committee is finalizing their program recommendations for City Council approval.

Racial Equity Fund

From 2016 through 2020, Northwestern University gave the City a contribution of \$1,000,000 per year to be used on specific programs and services as agreed upon by the University and Mayor through a special Good Neighbor Fund. The University has agreed to continue this gift in 2021 and 2022 at the same level of \$1,000,000 per year. Between 2021 and 2022, \$1,000,000 will be dedicated to funding racial equity programs in the City.



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Implementation of Climate Action and Resilience Plan (CARP)

The City continues to make progress on Evanston's Climate Action and Resilience Plan (CARP) amidst difficult budgets and limited State and Federal support for climate policies. Although 2020 has been a challenging year the City has taken meaningful steps to accelerate climate action in 2021 and beyond.

Goals and priorities for 2021 include adopting new high efficiency building codes, providing universal access to waste reduction services, initiating the phasing out of single use plastics, continuing to explore ways to address community air quality concerns, investing in our natural habitat and urban canopy, and implementing the newly adopted Environmental Justice Resolution. The City will also be releasing a new commercial solid waste request for proposals that will increase waste diversion services for commercial properties in 2021. The City continues to explore ways to bring food waste composting to more Evanston residents in a cost-effective manner.

In order to make meaningful progress on many of these items the City must identify structural funding sources in order to provide the revenue and staffing expertise to meet these goals. The City will begin to make progress towards new funding through the restructuring of the City's municipal electric aggregation program (new revenue), new electric supply contract (savings) and changes in fees (new revenue).

Enterprise Funds

The Parking Fund experienced a \$4.5 million loss in revenue in 2020 due to COVID-19, causing a projected year-end deficit of \$1.7 million. With fund balance depleted, the Parking Fund will issue \$1 million in bonds in 2021 to support Capital Projects.

The Water and Sewer Funds remain stable during the pandemic. In 2020, water sales began to the Village of Lincolnwood, generating an estimated \$500,000 in new revenue for the City.

Staff is proposing increases to residential solid waste fees to yield \$313,250 in additional revenue to the Solid Waste Fund. This new revenue is expected to bring the fund to positive balance by 2022. The increases, as shown below, are \$1-2 per month and would be effective on July 1, 2021.

- Residential refuse fee increases (\$178,750)
 - 65 gallon cart - increase monthly cost from \$9.14 to \$10.15
 - 95 gallon cart - increase monthly cost from \$20.64 to \$22.91
- Condominium refuse fees - increase monthly cost from \$8.85 to \$9.82 per unit (\$33,000)
- Apartment refuse fees - increase monthly cost from \$1.85 to \$2.52 per unit (\$26,500)
- Yard waste fee - Increase annual cost from \$25 to \$35 (\$75,000)



2021 ADOPTED BUDGET

Budget Transmittal Letter

Planning for the Future

As the City faces the many unknowns of a continuing pandemic and the uncertainty of state or federal aid, there are also opportunities to continue improving service delivery and stabilizing long-term finances.

An opportunity under discussion is right-sizing of and reinvesting in the City's assets. The City owns many buildings and properties across the community, which also comes with high maintenance and capital improvement costs. Making an effort to right-size the number and kinds of assets owned by the City will allow for stronger investments on our most important assets into the future. One building under consideration for sale is the Civic Center, which has been largely vacant since the pandemic began in March and employees in the building were asked to work from home. The building requires a large amount of capital investment to remain functional, and an even greater investment to become a safe working environment in the midst of a pandemic.

A change in sales tax regulations at the state level may have a positive impact on Evanston's revenues. Effective January 1, 2021, if a good ships from outside the state of Illinois to an address in Evanston, it would be subject to the Evanston sales tax rate of 10.25%. Currently, this good is charged at the state use tax rate of 6.25%, of which the City receives a population-based distribution. With the new policy, 1.25% of the total sales tax rate would come to Evanston directly as home rule sales tax, and another 1% would be distributed through the typical state sales tax share. This would be a benefit to the City of Evanston. However, goods that are shipped from inside Illinois are subject to the sales tax rate at the shipping origin, not the destination. This may cause businesses that are currently shipping from outside the state to adjust their logistics to ship from a lower-tax community within Illinois. If this occurs, Evanston would not receive the added sales tax from that purchase and would see lower use tax revenue as well. Due to these potential changes in response to the law, the net impact on the City is still unknown and will be monitored closely during 2021.

In spring 2020, Evanston City Council voted to expand the City's home rule amusement tax to streaming services. This change captures the changing nature of entertainment in the digital era and is one portion of bringing our tax code in closer alignment with the modern economy. The new policy goes into effect on October 1, 2020, and is expected to yield about \$250,000 per year with full compliance. Unfortunately, the amusement tax has been severely depleted as a result of the pandemic, which has closed the movie theater and performance venues across the City. The City hopes to see this revenue source recover in future years and increase due to the streaming tax at that time.



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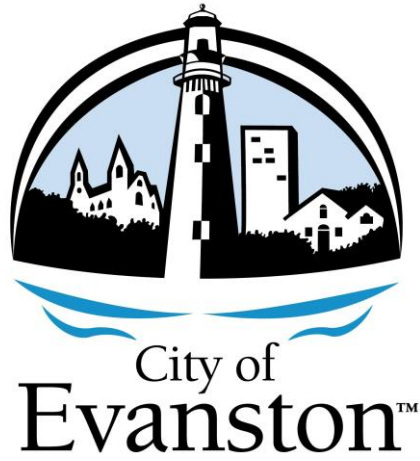
Closing

The COVID-19 pandemic created major challenges for the City and the budget this year, and I am continually impressed by the ability of our staff and our community to rise to these challenges and exceed expectations. In unprecedented times, our community continues to come together to solve difficult problems and seek ways to better serve all of our residents. Many thanks and appreciation to the City of Evanston staff, elected officials, and residents who have continued to serve the community and keep us safe and healthy in this time.

Thanks to Chief Financial Officer Hitesh Desai and Budget Coordinator Kate Lewis-Lakin for their leadership in this year's budget process. Additional thanks to Interim Assistant City Manager Kimberly Richardson, Interim Deputy City Manager Paulina Martinez, Revenue Manager Alex Thorpe, Management Analyst Tasheik Kerr, ICMA Fellow Shenicka Hohenkirk, and Human Resources Manager Jennifer Lin for their work and support on the budget. Thanks also to the Department Directors and staff for their time and efforts in this budget process.

Sincerely,

Erika Storlie
City Manager



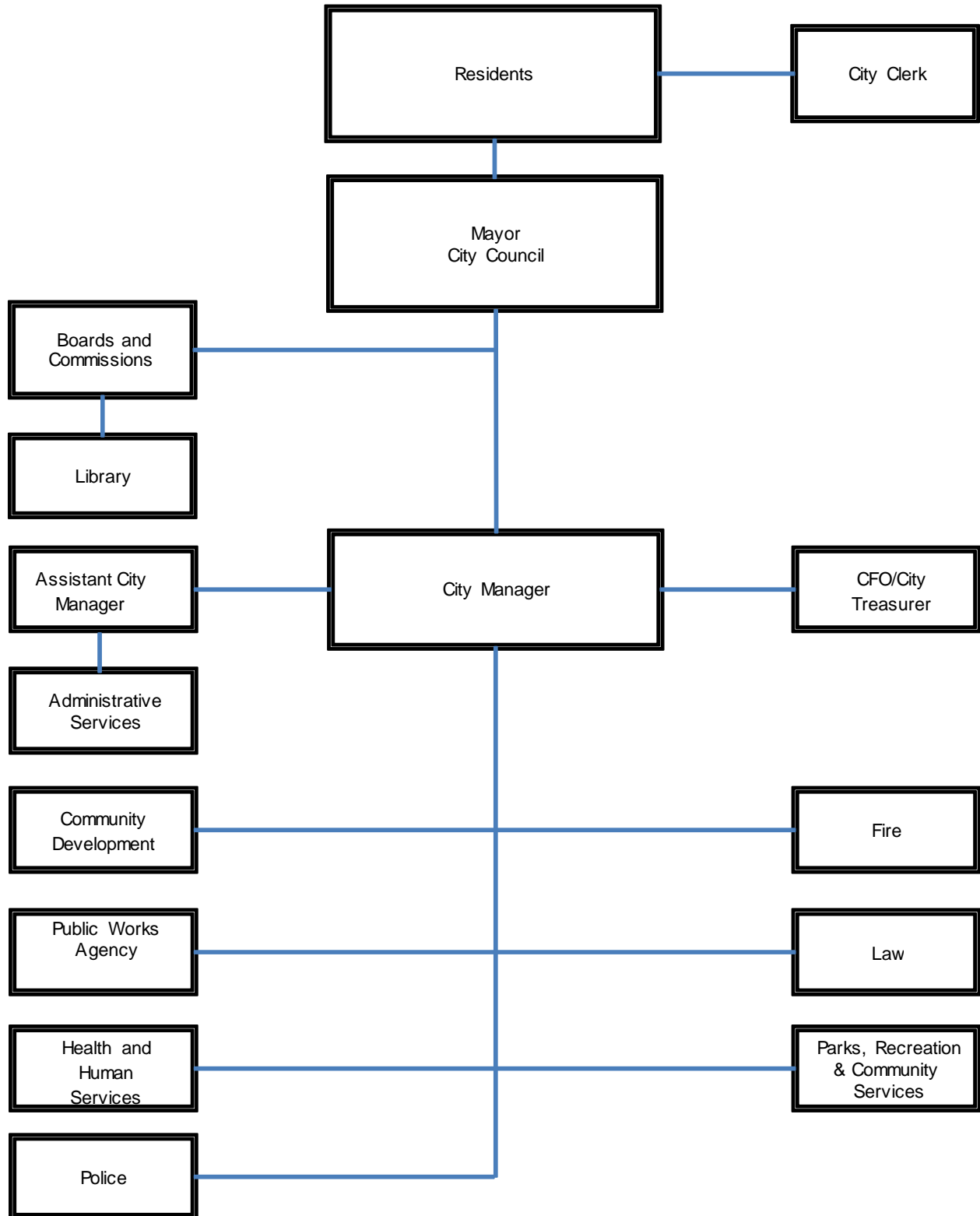
PART II

CHARTS & SUMMARIES



2021 ADOPTED BUDGET

Organizational Chart





2021 ADOPTED BUDGET

General Information

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.

The Budget 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. 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 2021 Adopted Budget includes 38 funds. Most departments have operations in multiple funds. The relationship between departments and funds is shown on the next page.

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. The General Fund budget is shown in detail by department in Part III of this budget document. Changes from the 2020 Adopted Budget are discussed in detail in the Transmittal Letter in Part I of the budget.

Other Funds include Special Revenue Funds, Debt Service Funds, Capital Projects Funds, Enterprise Funds, Internal Service Funds, and Pension Trust Funds. Detailed information by fund is included in Part IV.

Part V of the budget document is a list of all positions authorized in the 2021 Adopted Budget by fund, department, and division. All changes from the 2020 Adopted Budget are noted. Part VI is the Capital Improvements Plan, which lists all capital projects included in the 2021 Adopted Budget with funding source. Part VII includes budget policies, and Part VIII is a Glossary containing key terms found in the budget document.



2021 ADOPTED BUDGET

Fund Descriptions

Funds by Type

Fund Type	Fund Title	Fund Type	Fund Title
General Fund	100 GENERAL FUND	Debt Service Funds	300 WASHINGTON NATIONAL TIF FUND
Special Revenue Funds	175 GENERAL ASSISTANCE FUND		320 DEBT SERVICE FUND
	176 HEALTH AND HUMAN SERVICES		330 HOWARD-RIDGE TIF FUND
	177 REPARATIONS FUND		335 WEST EVANSTON TIF FUND
	180 GOOD NEIGHBOR FUND		340 DEMPSTER-DODGE TIF FUND
	195 NEIGHBORHOOD STABILIZATION FUND		345 CHICAGO-MAIN TIF
	200 MOTOR FUEL TAX FUND	Capital Projects Funds	415 CAPITAL IMPROVEMENTS FUND
	205 EMERGENCY TELEPHONE (E911) FUND		416 CROWN CONSTRUCTION FUND
	210 SPECIAL SERVICE AREA (SSA) #9		417 CROWN COMMUNITY CTR MAINTENANCE
	215 CDBG FUND		420 SPECIAL ASSESSMENT FUND
	220 CDBG LOAN FUND	Enterprise Funds	505 PARKING SYSTEM FUND
	235 NEIGHBORHOOD IMPROVEMENT		510 WATER FUND
	240 HOME FUND		515 SEWER FUND
	250 AFFORDABLE HOUSING FUND		520 SOLID WASTE FUND
	350 SPECIAL SERVICE AREA (SSA) #6	Internal Service Funds	600 FLEET SERVICES FUND
	355 SPECIAL SERVICE AREA (SSA) #7		601 EQUIPMENT REPLACEMENT FUND
360 SPECIAL SERVICE AREA (SSA) #8		605 INSURANCE FUND	
Component Unit Funds	185 LIBRARY FUND	Pension Trust Funds	700 FIRE PENSION FUND
	186 LIBRARY DEBT SERVICE FUND		705 POLICE PENSION FUND
	187 LIBRARY CAPITAL IMPROVEMENT FD		

Department/Fund Relationships

Department	Funds	Department	Funds	
13 CITY COUNCIL	100 GENERAL FUND	40 PUBLIC WORKS AGENCY	100 GENERAL FUND	
14 CITY CLERK	100 GENERAL FUND		200 MOTOR FUEL TAX FUND	
15 CITY MANAGER'S OFFICE	100 GENERAL FUND		415 CAPITAL IMPROVEMENTS FUND	
	177 REPARATIONS FUND		416 CROWN CONSTRUCTION FUND	
	505 PARKING SYSTEM FUND		417 CROWN COMMUNITY CTR MAINTENANCE	
17 LAW	100 GENERAL FUND		420 SPECIAL ASSESSMENT FUND	
19 ADMINISTRATIVE SERVICES	100 GENERAL FUND		505 PARKING SYSTEM FUND	
	505 PARKING SYSTEM FUND		510 WATER FUND	
	600 FLEET SERVICES FUND		515 SEWER FUND	
	601 EQUIPMENT REPLACEMENT FUND		520 SOLID WASTE FUND	
21 COMMUNITY DEVELOPMENT	100 GENERAL FUND		48 LIBRARY	185 LIBRARY FUND
	176 HEALTH AND HUMAN SERVICES			186 LIBRARY DEBT SERVICE FUND
	195 NEIGHBORHOOD STABILIZATION FUND			187 LIBRARY CAPITAL IMPROVEMENT FD
	210 SPECIAL SERVICE AREA (SSA) #9		99 NON-DEPARTMENTAL	180 GOOD NEIGHBOR FUND
	215 CDBG FUND			186 LIBRARY DEBT SERVICE FUND
	220 CDBG LOAN FUND	300 WASHINGTON NATIONAL TIF FUND		
	235 NEIGHBORHOOD IMPROVEMENT	320 DEBT SERVICE FUND		
	240 HOME FUND	330 HOWARD-RIDGE TIF FUND		
250 AFFORDABLE HOUSING FUND	335 WEST EVANSTON TIF FUND			
22 POLICE	100 GENERAL FUND	340 DEMPSTER-DODGE TIF FUND		
	205 EMERGENCY TELEPHONE (E911) FUND	345 CHICAGO-MAIN TIF		
	705 POLICE PENSION FUND	350 SPECIAL SERVICE AREA (SSA) #6		
23 FIRE MGMT & SUPPORT	100 GENERAL FUND	355 SPECIAL SERVICE AREA (SSA) #7		
	700 FIRE PENSION FUND	360 SPECIAL SERVICE AREA (SSA) #8		
24 HEALTH	100 GENERAL FUND	415 CAPITAL IMPROVEMENTS FUND		
	175 GENERAL ASSISTANCE FUND	416 CROWN CONSTRUCTION FUND		
	176 HEALTH AND HUMAN SERVICES	605 INSURANCE FUND		
30 PARKS, REC. AND COMMUNITY SERV.	100 GENERAL FUND			
	417 CROWN COMMUNITY CTR MAINTENANCE			



2021 ADOPTED BUDGET

Fund Descriptions

GENERAL FUND

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

SPECIAL REVENUE FUNDS

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

Human Services Fund – To account for social services, youth and young adult outreach, and Mental Health Board funding.

Reparations Fund – To account for revenues and expenses related to the Evanston Reparations program.

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

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 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. Financing is 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. Financing is provided by the City through an annual special service area property tax levy.

Special Service District No. 9 Fund - To account for promotion, advertisement, and street maintenance costs of the area located in the City's central business district. Financing is provided by the City through an annual special service area property tax levy.



2021 ADOPTED BUDGET

Fund Descriptions

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

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

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.

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

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

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.



2021 ADOPTED BUDGET

Fund Descriptions

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. 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.

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 health insurance, general liability and workers' compensation claims. 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.



2021 ADOPTED BUDGET

Fund Descriptions

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.



2021 ADOPTED BUDGET

Budget Calendar

Date	Time	Activity
Thursday, September 10, 2020	6 p.m.	Community Budget Conversation – Budget 101 (virtual)
Wednesday, September 16, 2020	6 p.m.	Community Budget Conversation – COVID-19 Budget Impacts (virtual)
Monday, September 21, 2020	6 p.m.	Community Budget Conversation – Health and Human Services (virtual)
Friday, October 9, 2020	5 p.m.	Proposed 2021 Budget published on City's website
Monday, October 19, 2020	5 p.m.*	Special City Council Meeting – 2021 Proposed Budget Discussion
Monday, October 26, 2020	6 p.m.*	2021 Budget Public Hearing at City Council meeting
Monday, November 9, 2020	6 p.m.*	Truth in Taxation Public Hearing Introduction of 2021 Budget Ordinance and 2020 Tax Levies
Monday, November 16, 2020	6 p.m.*	Special City Council meeting for budget discussion
Monday, November 23, 2020	6 p.m.*	2020 Budget Ordinance and 2019 Tax Levy Adoption

*meeting times are approximate

All meetings will be held virtually via Zoom videoconference platform.

Fall Holidays to note:

Labor Day is September 7

Rosh Hashana is September 18-September 20

Yom Kippur is September 27-28

Thanksgiving is November 26



2021 ADOPTED BUDGET

Demographic and Economic Statistics

CITY OF EVANSTON, ILLINOIS

Demographic and Economic Statistics

Last Ten Years

Calendar Year	Population	Total	Per Capita	Median Age	Education	School Enrollment	Unemployment Rate
		Personal Income	Personal Income		% of Population with HS Diploma or Higher		
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%

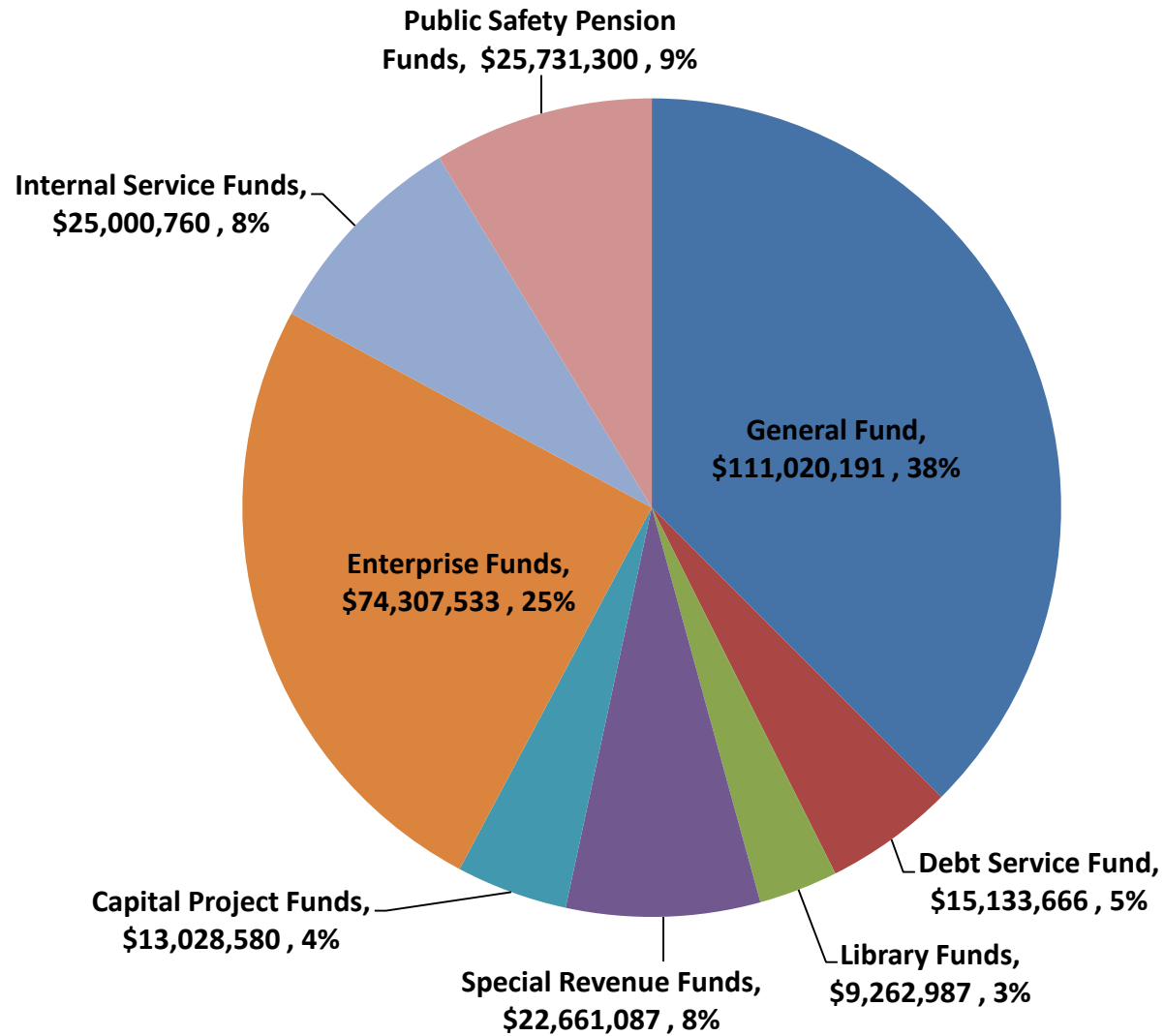
Source: United States Census Bureau

Total Budgeted Expenditures By Fund

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

Fund	Fund #	2019 Actual Amount	2020 Adopted Budget	2020 Estimated Amount	2021 Adopted Budget	Net Change (2020-2021)	Percent Change (2020-2021)
General	100	115,175,062	117,200,492	108,995,146	111,020,191	(6,180,301)	-5.3%
General Assistance	175	1,179,667	1,315,848	1,315,273	1,325,044	9,196	0.7%
Human Services	176	881,526	3,367,752	3,367,102	3,645,724	277,972	8.3%
Reparations Fund	177	-	250,000	-	400,000	150,000	60.0%
Good Neighbor Fund	180	756,364	1,000,000	1,000,000	1,000,000	-	0.0%
Library	185	7,389,495	8,472,778	8,242,309	8,331,744	(141,034)	-1.7%
Library - Debt Service	186	353,438	480,144	480,144	482,243	2,099	0.4%
Library - Capital	187	1,811,339	543,000	543,000	449,000	(94,000)	-17.3%
Motor Fuel	200	1,857,806	3,484,987	3,184,987	4,366,987	882,000	25.3%
Emergency Telephone E911	205	979,263	1,821,374	1,835,740	1,524,371	(297,003)	-16.3%
Special Service Area # 9	210	447,058	592,665	592,665	575,000	(17,665)	-3.0%
CDBG	215	1,841,793	1,963,875	2,112,281	2,756,197	792,322	40.3%
CDBG Loan	220	2,281	175,000	175,025	175,000	-	0.0%
Neighborhood Improvement	235	113	-	150,000	-	-	N/A
HOME	240	259,948	659,678	527,678	564,941	(94,737)	-14.4%
Affordable Housing	250	292,224	1,713,366	846,542	2,529,244	815,878	47.6%
Debt Service	320	15,260,706	15,840,981	15,840,981	15,133,666	(707,315)	-4.5%
Howard-Ridge TIF	330	860,562	541,113	586,113	1,053,113	512,000	94.6%
West Evanston TIF	335	643,031	740,000	230,000	780,000	40,000	5.4%
Dempster-Dodge TIF	340	71,931	167,870	167,870	170,923	3,053	1.8%
Chicago-Main TIF	345	101,677	753,820	695,610	1,397,843	644,023	85.4%
Special Service Area #6	350	223,368	221,500	221,500	221,500	-	0.0%
Special Service Area #7	355	-	154,600	130,000	115,000	(39,600)	-25.6%
Special Service Area #8	360	-	60,200	60,200	60,200	-	0.0%
Capital Improvement	415	11,182,204	17,051,881	8,111,344	10,401,766	(6,650,115)	-39.0%
Crown Construction	416	33,141,798	8,330,000	10,637,500	1,637,500	(6,692,500)	-80.3%
Crown Center Maintenance	417	-	-	-	-	-	N/A
Special Assessment	420	292,724	957,930	707,930	989,314	31,384	3.3%
Parking	505	12,558,075	13,362,194	10,209,644	11,251,334	(2,110,860)	-15.8%
Water	510-513	16,746,450	50,147,012	35,361,064	44,417,334	(5,729,678)	-11.4%
Sewer	515	8,080,540	14,717,225	13,217,498	12,637,237	(2,079,988)	-14.1%
Solid Waste	520	5,078,508	5,837,705	5,839,105	6,001,628	163,923	2.8%
Fleet Maintenance	600	3,083,928	3,161,051	2,565,615	3,182,673	21,622	0.7%
Equipment Replacement	601	1,526,208	2,660,000	2,695,664	1,600,000	(1,060,000)	-39.8%
Insurance	605	22,009,670	19,437,284	19,437,285	20,218,087	780,803	4.0%
Fire Pension	700	9,925,541	10,076,897	10,076,897	11,030,300	953,403	9.5%
Police Pension	705	12,920,706	13,449,007	13,449,007	14,701,000	1,251,993	9.3%
Total All Funds		\$ 286,935,003	\$ 320,709,230	\$ 283,608,719	\$ 296,146,105	\$ (24,563,125)	-7.66%

Expenditures by Fund Type 2021 Adopted 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 FY2021 Adopted budget.

Fund	Fund #	2020 Net Budget	2021 Adopted Budget	Less Transfers to Other Funds	2021 Net Budget	Net Change (2020-2021)	Percent Change (2020-2021)
General	100	77,861,021	111,020,191	36,619,232	74,400,959	(3,460,062)	-4.4%
General Assistance	175	1,265,718	1,325,044	50,587	1,274,457	8,739	0.7%
Human Services	176	3,137,960	3,645,724	221,808	3,423,916	285,956	9.1%
Reparations Fund	177	250,000	400,000	-	400,000	150,000	60.0%
Good Neighbor Fund	180	450,000	1,000,000	380,000	620,000	170,000	37.8%
Library	185	7,524,588	8,331,744	981,762	7,349,982	(174,606)	-2.3%
Library - Debt Service	186	480,144	482,243	-	482,243	2,099	0.4%
Library - Capital	187	543,000	449,000	-	449,000	(94,000)	-17.3%
Motor Fuel	200	2,440,000	4,366,987	1,044,987	3,322,000	882,000	36.1%
Emergency Telephone E911	205	1,463,489	1,524,371	227,503	1,296,868	(166,621)	-11.4%
Special Service Area # 9	210	592,665	575,000	-	575,000	(17,665)	-3.0%
CDBG	215	1,876,107	2,756,197	47,139	2,709,058	832,951	44.4%
CDBG Loan	220	175,000	175,000	-	175,000	-	0.0%
Neighborhood Improvement	235	-	-	-	-	-	N/A
HOME	240	655,948	564,941	8,627	556,314	(99,634)	-15.2%
Affordable Housing	250	1,696,458	2,529,244	27,050	2,502,194	805,736	47.5%
Debt Service	320	15,840,981	15,133,666	-	15,133,666	(707,315)	-4.5%
Howard-Ridge TIF	330	368,000	1,053,113	218,113	835,000	467,000	126.9%
West Evanston TIF	335	605,000	780,000	75,000	705,000	100,000	16.5%
Dempster-Dodge TIF	340	2,000	170,923	168,923	2,000	-	0.0%
Chicago-Main TIF	345	493,210	1,397,843	262,843	1,135,000	641,790	130.1%
Special Service Area #6	350	221,500	221,500	-	221,500	-	0.0%
Special Service Area #7	355	154,600	115,000	-	115,000	(39,600)	-25.6%
Special Service Area #8	360	60,200	60,200	-	60,200	-	0.0%
Capital Improvement	415	16,979,589	10,401,766	77,684	10,324,082	(6,655,507)	-39.2%
Crown Construction	416	8,330,000	1,637,500	-	1,637,500	(6,692,500)	-80.3%
Crown Center Maintenance	417	-	-	-	-	-	N/A
Special Assessment	420	480,000	989,314	489,314	500,000	20,000	4.2%
Parking	505	8,133,407	11,251,334	3,673,600	7,577,734	(555,673)	-6.8%
Water	510	43,925,298	44,417,334	6,521,740	37,895,594	(6,029,704)	-13.7%
Sewer	515	11,882,745	12,637,237	1,385,496	11,251,741	(631,004)	-5.3%
Solid Waste	520	5,328,431	6,001,628	506,266	5,495,362	166,931	3.1%
Fleet Maintenance	600	2,989,147	3,182,673	168,401	3,014,272	25,125	0.8%
Equipment Replacement	601	2,660,000	1,600,000	-	1,600,000	(1,060,000)	-39.8%
Insurance	605	19,437,284	20,218,087	-	20,218,087	780,803	4.0%
Fire Pension	700	10,076,897	11,030,300	-	11,030,300	953,403	9.5%
Police Pension	705	13,449,007	14,701,000	-	14,701,000	1,251,993	9.3%
Total All Funds		\$ 261,829,394	\$ 296,146,105	\$ 53,156,075	\$ 242,990,030	\$ (18,839,364)	-6.4%

City of Evanston
Budgeted Interfund Transfers
2021 Adopted Budget

<u>Fund</u>		<u>Budget Transfers To</u>	<u>Fund</u>		<u>Budget Transfers From</u>
Revenue To	General	280,900	Expense From	Library	(280,900)
Revenue To	General	380,000	Expense From	Good Neighbor Fund	(380,000)
Revenue To	General	1,044,987	Expense From	Motor Fuel	(1,044,987)
Revenue To	General	90,000	Expense From	Emergency Telephone E911	(90,000)
Revenue To	General	75,000	Expense From	Howard-Ridge TIF	(75,000)
Revenue To	General	75,000	Expense From	West Evanston TIF	(75,000)
Revenue To	General	10,000	Expense From	Dempster-Dodge TIF	(10,000)
Revenue To	General	30,000	Expense From	Chicago-Main TIF	(30,000)
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	4,049,559	Expense From	Water	(4,049,559)
Revenue To	General	330,167	Expense From	Sewer	(330,167)
Subtotal		\$ 9,430,003	Subtotal		\$ (9,430,003)
Revenue To	Police Pension	11,431,500	Expense From	General	(11,431,500)
Revenue To	Fire Pension	9,627,000	Expense From	General	(9,627,000)
Subtotal		\$ 21,058,500	Subtotal		\$ (21,058,500)
Revenue To	Health and Human Services	450,000	Expense From	General	(450,000)
Revenue To	Health and Human Services	70,000	Expense From	Library	(70,000)
Subtotal		\$ 520,000	Subtotal		\$ (520,000)
Revenue To	Crown Center Maintenance	175,000	Expense From	General	(175,000)
Subtotal		\$ 175,000	Subtotal		\$ (175,000)
Revenue To	Debt Service	143,113	Expense From	Howard-Ridge TIF	(143,113)
Revenue To	Debt Service	158,923	Expense From	Dempster-Dodge TIF	(158,923)
Revenue To	Debt Service	232,843	Expense From	Chicago-Main TIF	(232,843)
Revenue To	Debt Service	397,314	Expense From	Special Assessment	(397,314)
Revenue To	Debt Service	265,208	Expense From	Sewer	(265,208)
Subtotal		\$ 1,197,401	Subtotal		\$ (1,197,401)
Revenue To	Fleet Maintenance	2,200,000	Expense From	General	(2,200,000)
Revenue To	Fleet Maintenance	5,440	Expense From	Library	(5,440)
Revenue To	Fleet Maintenance	160,000	Expense From	Parking	(160,000)
Revenue To	Fleet Maintenance	180,000	Expense From	Water	(180,000)
Revenue To	Fleet Maintenance	260,000	Expense From	Sewer	(260,000)
Revenue To	Fleet Maintenance	322,000	Expense From	Solid Waste	(322,000)
Subtotal		\$ 3,127,440	Subtotal		\$ (3,127,440)
Revenue To	Equipment Replacement	220,000	Expense From	General	(220,000)
Revenue To	Equipment Replacement	4,885	Expense From	Library	(4,885)
Subtotal		\$ 224,885	Subtotal		\$ (224,885)

Revenue To	Insurance - Health Insurance	8,265,732	Expense From	General	(8,265,732)
Revenue To	Insurance - Health Insurance	50,587	Expense From	General Assistance	(50,587)
Revenue To	Insurance - Health Insurance	221,808	Expense From	Human Services	(221,808)
Revenue To	Insurance - Health Insurance	620,537	Expense From	Library	(620,537)
Revenue To	Insurance - Health Insurance	119,273	Expense From	Emergency Telephone E911	(119,273)
Revenue To	Insurance - Health Insurance	47,139	Expense From	CDBG	(47,139)
Revenue To	Insurance - Health Insurance	8,627	Expense From	HOME	(8,627)
Revenue To	Insurance - Health Insurance	27,050	Expense From	Affordable Housing	(27,050)
Revenue To	Insurance - Health Insurance	77,684	Expense From	Capital Improvement	(77,684)
Revenue To	Insurance - Health Insurance	189,708	Expense From	Parking	(189,708)
Revenue To	Insurance - Health Insurance	752,528	Expense From	Water	(752,528)
Revenue To	Insurance - Health Insurance	197,866	Expense From	Sewer	(197,866)
Revenue To	Insurance - Health Insurance	184,266	Expense From	Solid Waste	(184,266)
Revenue To	Insurance - Health Insurance	168,401	Expense From	Fleet Maintenance	(168,401)
Subtotal		\$ 10,931,206	Subtotal		\$ (10,931,206)
Revenue To	Insurance - Liability and Risk	4,250,000	Expense From	General	(4,250,000)
Revenue To	Insurance - Liability and Risk	18,230	Expense From	Emergency Telephone E911	(18,230)
Revenue To	Insurance - Liability and Risk	351,502	Expense From	Parking	(351,502)
Revenue To	Insurance - Liability and Risk	1,539,653	Expense From	Water	(1,539,653)
Revenue To	Insurance - Liability and Risk	332,255	Expense From	Sewer	(332,255)
Subtotal		\$ 6,491,640	Subtotal		\$ (6,491,640)
Grand Total		\$ 53,156,075	Grand Total		\$ (53,156,075)

**City of Evanston
FY 2021 Adopted Budget
Fund Balance Summary**

Fund Name	Fund #	12/31/20 Estimated Fund Balance*	2021 Adopted Revenues	2021 Adopted Expenses	2021 Adopted Surplus (Deficit)	12/31/21 Estimated Fund Balance*	Fund Balance as a % of Expenditures
General	100	13,653,667	111,022,609	111,020,191	2,418	13,156,085	11.9%
General Assistance	175	158,267	1,328,500	1,325,044	3,456	161,722	12.2%
Human Services	176	36,657	3,687,000	3,645,724	41,276	77,932	2.1%
Reparations Fund	177	251,335	400,000	400,000	-	251,335	62.8%
Good Neighbor Fund	180	254,545	1,000,000	1,000,000	-	254,545	25.5%
Library	185	2,399,820	8,341,224	8,331,744	9,480	2,409,299	28.9%
Library - Debt Service	186	1,144	482,243	482,243	-	1,144	0.2%
Library - Capital	187	835,484	449,000	449,000	-	835,484	186.1%
Motor Fuel	200	3,160,751	3,668,700	4,366,987	(698,287)	2,462,464	56.4%
Emergency Telephone E911	205	1,004,641	1,328,600	1,524,371	(195,771)	808,869	53.1%
Special Service Area # 9	210	(226,193)	592,665	575,000	17,665	(208,528)	-36.3%
CDBG	215	63,297	2,758,514	2,756,197	2,317	65,614	2.4%
CDBG Loan	220	102,360	110,000	175,000	(65,000)	37,360	21.3%
Neighborhood Improvement	235	21,864	-	-	-	21,864	N/A
HOME	240	7,526	565,603	564,941	662	8,188	1.4%
Affordable Housing	250	3,546,660	914,300	2,529,244	(1,614,944)	1,931,717	76.4%
Debt Service	320	356,253	15,135,164	15,133,666	1,498	357,751	2.4%
Howard-Ridge TIF	330	2,594,418	973,766	1,053,113	(79,347)	2,515,071	238.8%
West Evanston TIF	335	1,945,476	1,252,000	780,000	472,000	2,417,476	309.9%
Dempster-Dodge TIF	340	162,730	147,000	170,923	(23,923)	138,807	81.2%
Chicago-Main TIF	345	991,143	2,009,000	1,397,843	611,157	1,602,300	114.6%
Special Service Area #6	350	5,342	221,500	221,500	-	5,342	2.4%
Special Service Area #7	355	-	154,800	115,000	39,800	39,800	34.6%
Special Service Area #8	360	-	60,200	60,200	-	-	0.0%
Capital Improvement	415	12,188,902	7,645,000	10,401,766	(2,756,766)	9,432,136	90.7%
Crown Construction	416	1,646,151	1,000,000	1,637,500	(637,500)	1,008,651	61.6%
Crown Center Maintenance	417	175,000	175,000	-	175,000	350,000	N/A
Special Assessment	420	2,374,876	155,000	989,314	(834,314)	1,540,562	155.7%
Parking	505	610,476	11,558,425	11,251,334	307,091	917,567	8.2%
Water	510	11,647,604	42,755,850	44,417,334	(1,661,484)	9,986,120	22.5%
Sewer	515	3,645,532	12,401,408	12,637,237	(235,829)	3,409,703	27.0%
Solid Waste	520	(424,836)	6,267,950	6,001,628	266,322	(158,514)	-2.6%
Fleet Maintenance	600	702,653	3,197,440	3,182,673	14,767	717,419	22.5%
Equipment Replacement	601	558,927	1,285,102	1,600,000	(314,898)	244,029	15.3%
Insurance	605	(10,007,197)	20,767,716	20,218,087	549,629	(9,457,568)	-46.8%
Fire Pension	700	88,906,211	14,315,000	11,030,300	3,284,700	92,190,911	835.8%
Police Pension	705	148,703,902	19,714,700	14,701,000	5,013,700	153,717,602	1045.6%
Total All Funds		\$ 292,055,386	\$ 297,840,979	\$ 296,146,105	\$ 1,694,875	\$ 293,250,261	

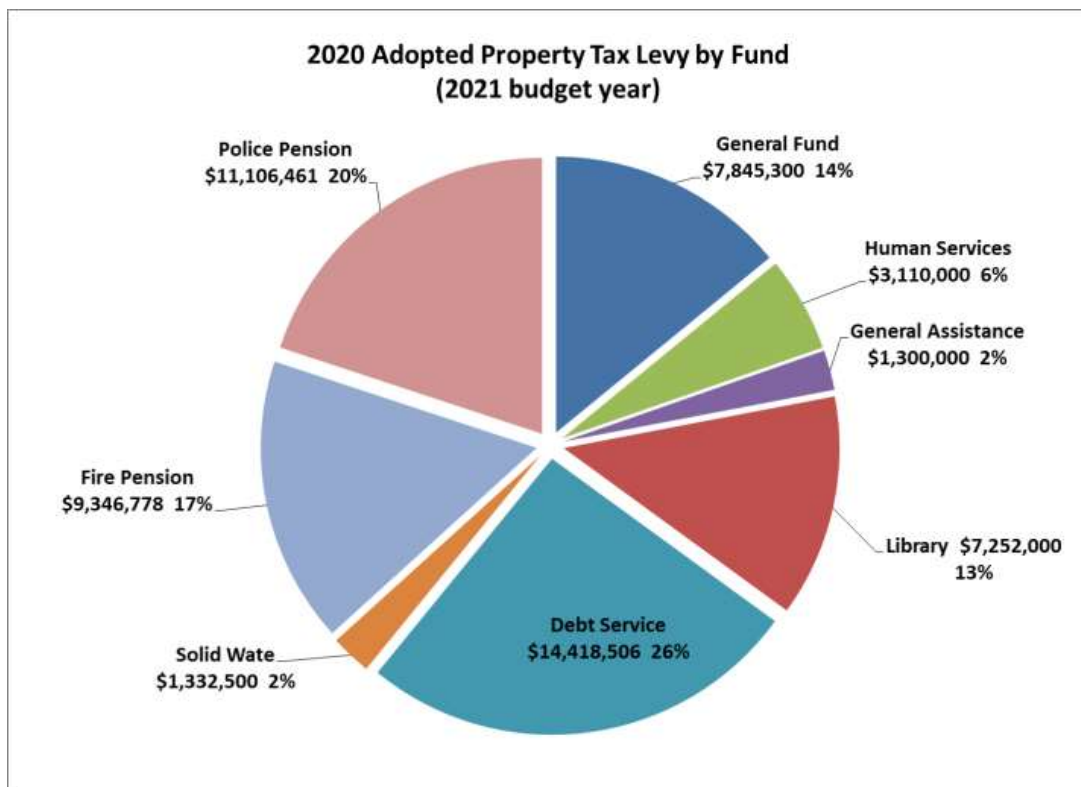
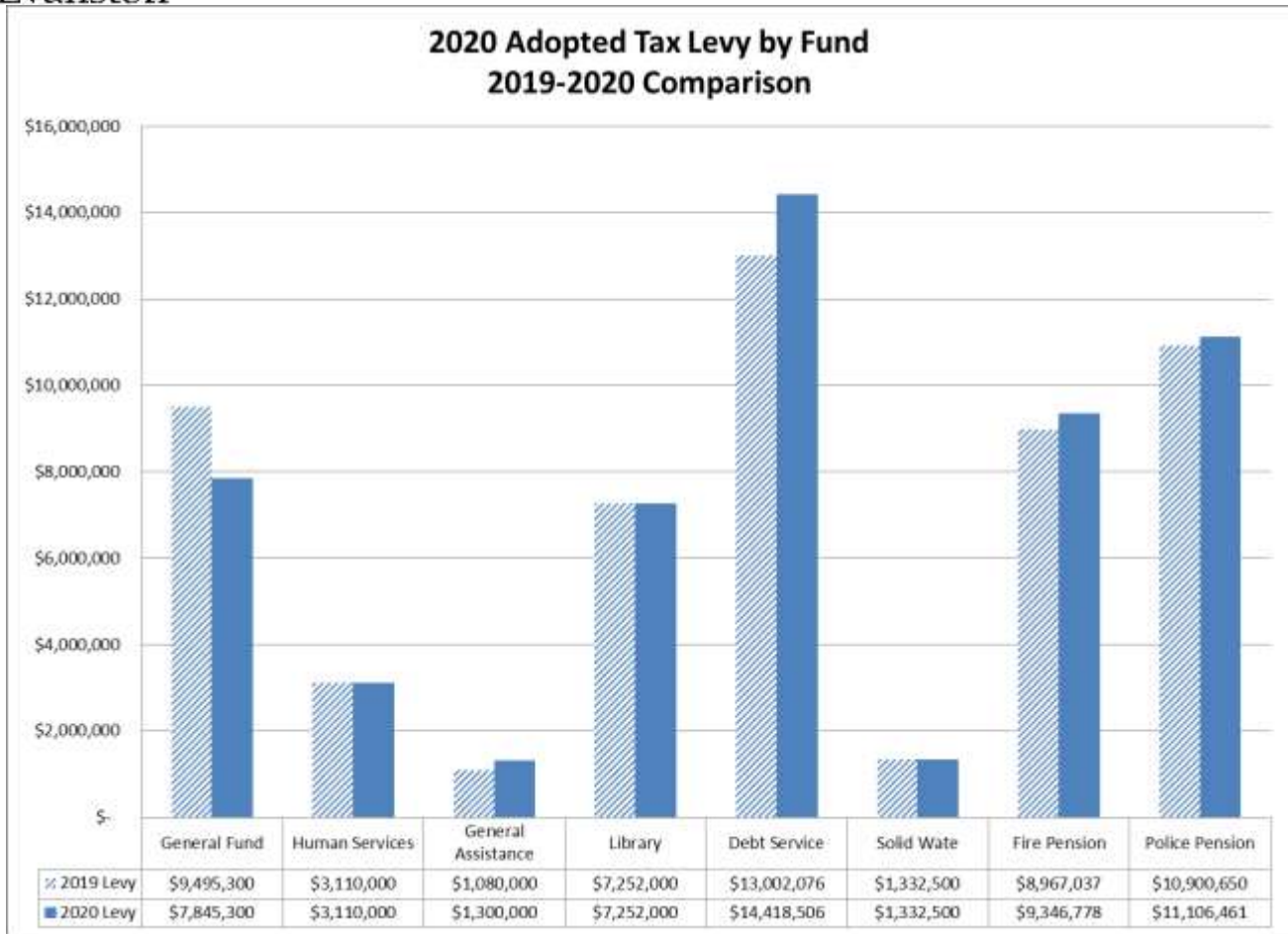
	2020 BUDGET 2019 ADOPTED LEVY	2021 BUDGET 2020 ADOPTED LEVY	2020-2021 CHANGE (\$)	2020-2021 CHANGE (%)
GENERAL FUND - CORPORATE				
Gross Levy	7,633,673	6,230,957	(1,402,716)	
Loss Factor*	229,010	186,929	(42,081)	
Net Levy	\$ 7,404,663	\$ 6,044,028	\$ (1,360,635)	-18.4%
GENERAL FUND - IMRF PENSION				
Gross Levy	2,155,296	1,856,981	(298,314)	
Loss Factor*	64,659	55,709	(8,949)	
Net Levy	\$ 2,090,637	\$ 1,801,272	\$ (289,365)	-13.8%
HUMAN SERVICES FUND				
Gross Levy	3,206,186	3,206,186	-	
Loss Factor*	96,186	96,186	-	
Net Levy	\$ 3,110,000	\$ 3,110,000	\$ -	0.0%
SOLID WASTE FUND				
Gross Levy	1,373,711	1,373,711	-	
Loss Factor*	41,211	41,211	-	
Net Levy	\$ 1,332,500	\$ 1,332,500	\$ -	0.0%
FIRE PENSION FUND				
Gross Levy	9,244,368	9,635,854	391,486	
Loss Factor*	277,331	289,076	11,745	
Net Levy	\$ 8,967,037	\$ 9,346,778	\$ 379,741	4.2%
POLICE PENSION FUND				
Gross Levy	11,237,784	11,449,960	212,176	
Loss Factor*	337,134	343,499	6,365	
Net Levy	\$ 10,900,650	\$ 11,106,461	\$ 205,811	1.9%
TOTAL CITY LEVY				
Gross Levy	34,851,018	33,753,648	(1,097,369)	-3.1%
Loss Factor*	1,704,580	1,746,097	41,517	
TOTAL CITY NET LEVY	\$ 33,805,487	\$ 32,741,039	\$ (1,064,448)	-3.1%
GENERAL ASSISTANCE FUND				
Gross Levy	1,113,402	1,340,206	226,804	20.4%
Loss Factor*	33,402	40,206	6,804	
TOTAL GA NET LEVY	\$ 1,080,000	\$ 1,300,000	\$ 220,000	20.4%
LIBRARY FUND				
Gross Levy	7,476,289	7,476,289	-	0.0%
Loss Factor*	224,289	224,289	-	
TOTAL LIBRARY NET LEVY	\$ 7,252,000	\$ 7,252,000	\$ -	0.0%
DEBT SERVICE FUND				
Gross Levy	13,180,980	14,669,751	1,488,771	
Loss Factor*	659,049	733,488	74,439	
Net Levy	\$ 12,521,931	\$ 13,936,263	\$ 1,414,332	11.3%
LIBRARY DEBT SERVICE				
Gross Levy	505,416	507,624	2,208	
Loss Factor*	25,271	25,381	110	
Net Levy - Library Debt	\$ 480,145	\$ 482,243	\$ 2,098	0.4%
DEBT SERVICE LEVY				
Gross Levy	13,686,396	15,177,375	1,490,979	10.9%
Loss Factor*	684,320	758,869	74,549	
TOTAL DEBT SERVICE NET LEVY	\$ 13,002,076	\$ 14,418,506	\$ 1,416,430	10.9%
CITY AND LIBRARY NET LEVY				
Total Loss Factor*	2,646,590	2,769,461	122,871	
Total Gross Levy	57,127,104	57,747,518	620,414	1.1%

*A loss factor is applied to all levies by Cook County.



2021 ADOPTED BUDGET

Property Tax Levy

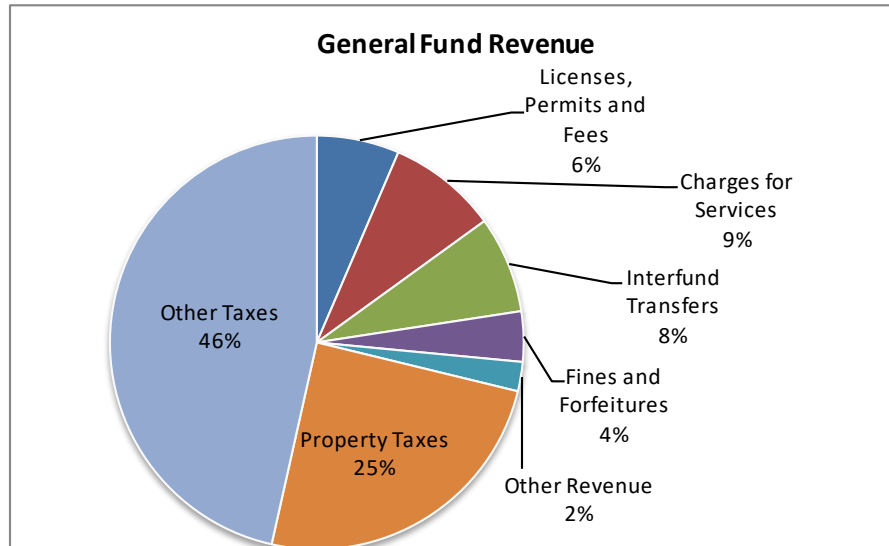




2021 ADOPTED BUDGET

Description of Revenue Sources

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 4% of General Fund revenue. This category includes parking tickets and police citations.

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 total sales tax rate in Evanston is 10.25%. Of this, 1.25% is home rule sales tax that the City receives directly. Another 6.25% is the state sales tax amount, of which the City receives 1% as a distribution. The remaining rate is 1.75% to Cook County and 1% to the Regional Transportation Authority (RTA)

INCOME TAX – Local governments receive 6.06% of the net collections of all income tax collected by the State of Illinois. The amount that each municipality receives is based on its population in proportion to the total state population, not based on income tax paid by employees or residents of the community.



2021 ADOPTED BUDGET

Description of Revenue Sources

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.

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.

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 five percent (5%) is imposed on the admission fee upon every amusement patron in the City, with a higher rate of seven percent (7%) imposed on events with attendance of greater than 1500 people. 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 tax was expanded in 2020 to apply to streaming services.

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.



2021 ADOPTED BUDGET

Description of Revenue Sources

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 was 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. In July 2020, renewal notifications were sent for the 2021 wheel tax, which will be effective 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 are received from Evanston residents and from wholesale water sales to customer communities. This revenue is almost entirely dependent on water consumption with weather playing a major role, especially during the summer.

SEWER REVENUES – This revenue is billed based on water consumption. It is important to note that this revenue, unlike water, is not assessed to those communities outside of Evanston that purchase Evanston water.



2021 ADOPTED BUDGET

Debt Summary

Debt Limit

As a home rule government under Illinois law, there is no legal debt limit for the City. The City Council has adopted as part of its budget policies a self-imposed limit on tax-supported general obligation debt. Tax supported general obligation (G.O.) debt shall not exceed \$155,000,000 in aggregate principal amount, which limit is expressly subject to increase by action of the City Council as the needs of the City may grow.

Types of Debt

The City issues general obligation bonds for capital improvement projects. Bonds issued for general city projects are repaid by property taxes. Some bonds for certain projects may be supported by other revenue sources, including water and sewer fees, special assessment, tax increment financing (TIF) funds, or outside donations.

In addition to general obligation bonds, the City issues low-interest loans through the Illinois Environmental Protection Agency (IEPA) specifically for water and sewer projects. These are repaid through water and sewer fees and are not supported by property taxes.

Current Principal Debt – As of December 31, 2020

General City	\$138,760,678
Library Fund	\$6,258,929
Total Tax Supported G.O. Debt	\$145,019,607
Water Fund	\$30,579,869
Sewer Fund	\$3,909,084
Sewer Surcharge	\$770,497
Parking Fund	\$1,415,000
Special Assessment Fund	\$2,015,943
Tax-Increment Financing (TIF) Districts	\$8,340,000
Total Self-Supporting G.O. Debt	\$42,263,176
Total Principal Outstanding - G.O. Debt	\$192,050,000
Sewer Fund – IEPA Loans (estimated)	\$23,286,024
Water Fund – IEPA Loans (estimated)	\$14,715,191
Total Principal Outstanding – IEPA Loans	\$35,332,719



2021 ADOPTED BUDGET

Debt Summary

Annual Debt Service

Includes principal and interest payments for general obligation bonds and IEPA loans

	2020 Adopted Budget	2021 Adopted Budget
Library Debt Service Fund	\$480,144	\$482,243
Debt Service Fund	\$15,840,981	\$15,133,666
Water Fund	\$2,291,201	\$2,318,294
Sewer Fund	\$5,803,653	\$5,195,191
Parking Fund	\$0	\$47,164
Total Annual Debt Service	\$24,415,979	\$23,176,558

All governmental-type debt is paid through the Debt Service Fund. Some other funds have transfers to the Debt Service Fund to reduce the amount of debt paid directly through property taxes.

	2020 Adopted Budget	2021 Adopted Budget
General Fund	\$2,141,042	\$0
Howard-Ridge TIF Fund	\$143,113	\$143,113
Dempster-Dodge TIF Fund	\$160,870	\$158,923
Chicago-Main TIF Fund	\$230,610	\$232,843
Special Assessment Fund	\$365,930	\$397,314
Sewer Fund (sewer surcharge)	\$257,487	\$265,208
Total Transfers to Debt Service	\$3,319,053	\$1,197,401

New Debt

The 2021 Adopted Budget includes the issuance of debt for capital improvement projects. More information on specific projects can be found in Part VI – Capital Improvement Plan. Debt issued for the Capital Improvement, Library Capital, and Equipment Replacement Funds are supported by property taxes and subject to the self-imposed debt limit.

	2021 Adopted Budget
Capital Improvements Fund	\$7,755,000
Library Capital Improvement Fund	\$480,000
Equipment Replacement Fund	\$800,000
Chicago-Main TIF Fund	\$1,130,000
Parking Fund	\$1,000,000
Water Fund	\$3,040,000
Total Bond Proceeds Revenue	\$14,205,000
Water Fund – IEPA Loans	\$16,400,000
Sewer Fund – IEPA Loans	\$2,000,000
Total IEPA Loan Proceeds Revenue	\$18,400,000



PART III

GENERAL FUND BUDGET



2021 ADOPTED BUDGET - GENERAL FUND

General Fund Summary

Operating General Fund Revenue	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget	Change 2021-2020 Budget
PROPERTY TAXES	29,888,938	29,362,987	28,450,034	28,298,539	(1,064,448)
OTHER TAXES	53,637,882	55,240,000	46,804,559	48,775,000	(6,465,000)
OTHER REVENUE	1,422,940	1,655,100	1,750,805	1,593,100	(62,000)
LICENSES, PERMITS AND FEES	7,667,185	7,663,550	7,194,588	8,085,550	422,000
CHARGES FOR SERVICES	9,222,780	10,187,350	8,544,830	9,357,875	(829,475)
INTERFUND TRANSFERS	8,817,013	8,979,103	9,442,318	9,149,103	170,000
FINES AND FORFEITURES	5,108,236	4,670,500	2,669,092	4,123,500	(547,000)
INTERGOVERNMENTAL REVENUE	1,236,263	1,006,967	2,038,478	1,584,942	577,975
INTEREST INCOME	210,194	55,000	85,375	55,000	-
Total General Fund Revenue	117,211,433	118,820,557	106,980,079	111,022,609	(7,797,948)

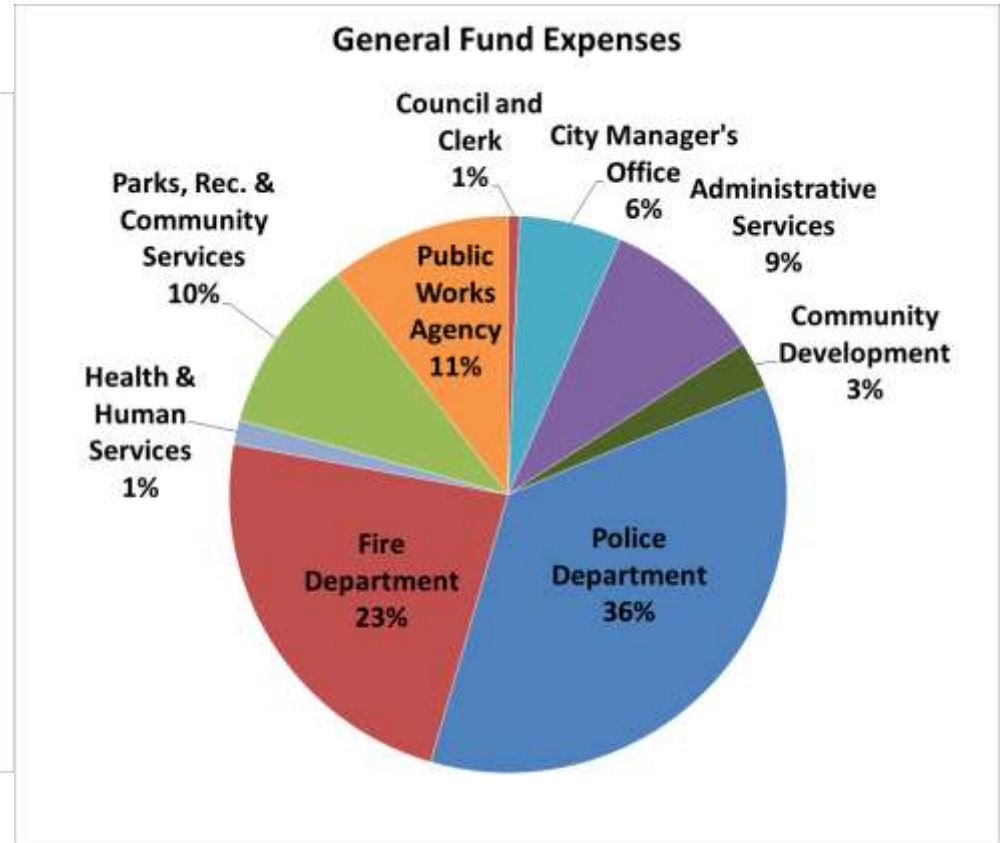
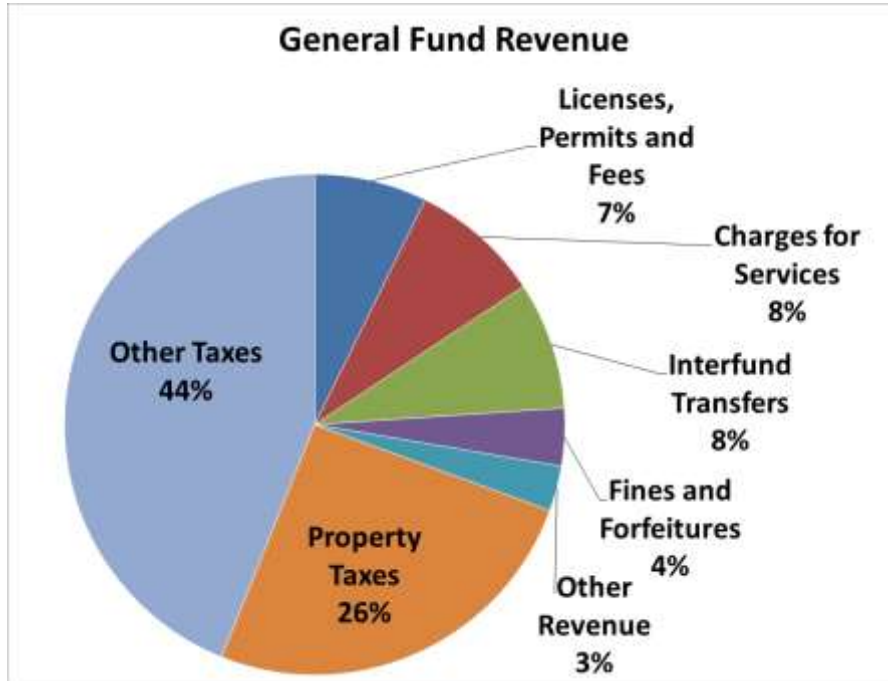
Operating General Fund Expenses	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget	Change 2021-2020 Budget
CITY COUNCIL	540,902	552,609	486,084	556,166	3,556
CITY CLERK	218,776	182,073	180,003	178,795	(3,278)
CITY MANAGER'S OFFICE	7,994,888	8,924,121	8,500,326	6,004,832	(2,919,289)
LAW	706,077	683,577	555,006	576,892	(106,685)
ADMINISTRATIVE SERVICES	9,752,431	10,312,914	9,333,368	10,360,246	47,332
COMMUNITY DEVELOPMENT	3,082,258	3,425,044	3,170,049	3,073,829	(351,215)
POLICE	38,962,955	41,131,727	38,299,716	39,734,286	(1,397,441)
FIRE MGMT & SUPPORT	25,332,850	25,985,716	25,630,525	26,006,574	20,858
HEALTH	2,975,767	1,374,177	1,486,069	1,556,420	182,243
PARKS, REC. AND COMMUNITY SERV.	12,364,345	11,661,451	9,843,182	11,329,361	(332,090)
PUBLIC WORKS AGENCY	13,243,814	12,967,082	11,510,817	11,642,791	(1,324,291)
Total General Fund Expense	115,175,062	117,200,492	108,995,145	111,020,191	(6,180,301)
NET SURPLUS (DEFICIT)	2,036,371	1,620,065	(2,015,066)	2,418	

BEGINNING FUND BALANCE	\$ 13,632,363		\$ 15,668,734	\$ 13,653,668
ENDING FUND BALANCE	\$ 15,668,734		\$ 13,653,668	\$ 13,156,086
FUND BALANCE PERCENTAGE	13.6%		12.5%	11.9%



2021 ADOPTED BUDGET - GENERAL FUND

General Fund Summary



General Fund - All Revenue

Account Number - Description	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2021 Adopted Budget
Property Taxes	\$ 29,888,938	\$ 29,362,987	\$ 28,298,539
51015 - PROPERTY TAXES	11,812,398	9,495,300	7,845,300
51017 - PENSION PROPERTY TAX	18,076,540	19,867,687	20,453,239
Other Taxes	\$ 53,637,882	\$ 55,240,000	\$ 48,775,000
51515 - STATE USE TAX	2,513,280	2,100,000	2,200,000
51525 - SALES TAX - BASIC	10,529,742	10,250,000	9,750,000
51530 - SALES TAX - HOME RULE	6,375,631	7,800,000	7,250,000
51535 - AUTO RENTAL TAX	57,703	55,000	40,000
51536 - TRANSPORTATION NETWORK PROVIDER TAX	1,000,030	680,000	510,000
51540 - ATHLETIC CONTEST TAX	1,224,283	1,160,000	500,000
51545 - STATE INCOME TAX	7,991,868	7,600,000	6,600,000
51550 - MUNICIPAL HOTEL TAX	2,262,400	2,390,000	1,200,000
51565 - ELECTRIC UTILITY TAX	2,905,861	2,920,000	2,920,000
51570 - NATURAL GAS UTILITY TAX	1,100,794	1,100,000	1,100,000
51575 - NAT GAS USE TAX HOME RULE	820,411	900,000	900,000
51585 - CIGARETTE TAX	180,000	250,000	250,000
51590 - EVANSTON MOTOR FUEL TAX	1,069,482	1,300,000	1,000,000
51595 - LIQUOR TAX	3,367,406	3,150,000	2,900,000
51597 - MEDICAL CANNABIS TAX	-	-	150,000
51600 - PARKING TAX	3,271,175	3,200,000	2,600,000
51605 - PERSONAL PROPERTY REPLACEMENT TAX	1,139,366	750,000	600,000
51606 - PENSION PPRT	605,000	605,000	605,000
51620 - REAL ESTATE TRANSFER TAX	2,671,279	3,800,000	3,000,000
51625 - TELECOMMUNICATIONS TAX	1,545,581	1,800,000	1,600,000
51630 - AMUSEMENT TAX	662,116	430,000	200,000
52010 - WHEEL TAX	2,344,475	3,000,000	2,900,000
Other Revenue	\$ 1,422,940	\$ 1,655,100	\$ 1,593,100
52546 - POLICE EQUIPMENT REIMBURSEMENT	12,150	10,000	10,000
52547 - NARCOTICS ENFORCEMENT REVENUE	21,750	-	-
53196 - WASTE TRANSFER STATION REVENUE	7,000	-	-
53632 - REIMBURSEMENTS	15,273	-	100,000
55166 - Holiday Food Drive Revenue	12,415	10,000	10,000
56002 - WE'RE OUT WALKING	2,775	-	6,000
56010 - PROPERTY SALES AND RENTAL	281,358	51,100	51,100
56011 - DONATIONS	24,860	13,900	13,900
56016 - Aging Well Conference Revenues	2,000	-	-
56045 - MISCELLANEOUS REVENUE	1,646	227,100	122,100
56049 - MARKET LINK VOUCHERS	28,951	30,000	30,000
56065 - SALE OF SURPLUS PROPERTY	1,398	1,500	1,500
56067 - REIMBURSEMENTS-SERVICES AND SUPPLIES	63,187	105,000	42,000
56068 - REIMB. SALT USAGE DIST 65 ETHS NW	68,019	45,000	45,000
56069 - REIMBURSEMENT FOR FIRE DEPARTMENT SERVICE	93,413	105,000	105,000
56105 - PAYMENT IN LIEU OF TAXES	86,500	200,000	200,000
56106 - FUND BALANCE APPLIED	-	-	500,000
56120 - LOAN PROCEEDS	8,131	-	-
56132 - TRANSFER FROM DUTCH TREE ELM RESERVE	-	500,000	-
56134 - PRIVATE ELM TREE INSURANCE MONEY	37,660	35,000	35,000
56157 - CITIZENS CPR CLASS FEES	16,823	6,500	6,500
56158 - CHARGEBACK REVENUE	363,466	300,000	300,000
56175 - PARKING PERMITS-RYAN FIELD	-	15,000	15,000
56709 - PROPERTY SALES AND RENTAL - Little Beans	4,163	-	-
56801 - COMPONENT UNIT RECEIPTS	270,000	-	-

Account Number - Description	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2021 Adopted Budget
Licenses, Permits and Fees	\$ 7,667,185	\$ 7,663,550	\$ 8,085,550
51577 - INFRASTRUCTURE MAINTENANCE FEE	-	-	485,000
52015 - BUSINESS REGISTRATION FEE	34,293	97,800	35,000
52016 - BED & BREAKFAST LICENSE	150	150	150
52017 - COLLECTION BOX LICENSE	1,125	2,500	2,500
52018 - VACATION RENTAL LICENSES	-	80,000	80,000
52020 - PET LICENSES	17,266	10,000	10,000
52030 - CONTRACTORS' LICENSES	45,650	170,000	170,000
52035 - ROOMING HOUSE LICENSES	165,567	195,000	195,000
52040 - LIQUOR LICENSES	551,954	525,000	525,000
52041 - ONE DAY LIQUOR LICENSE	20,621	12,000	12,000
52045 - FARMERS' MARKET LICENSES	50,158	51,250	51,250
52046 - RENTAL BUILDING REGISTRATIONS	74,313	85,000	85,000
52050 - OTHER LICENSES	6,005	20,000	20,000
52055 - LONG TERM CARE LICENSES	99,540	120,000	120,000
52061 - SEASONAL FOOD ESTABLISHMENT LICENSE	11,998	15,000	15,000
52062 - MOBILE FOOD VEHICLE VENDOR LICENSE	1,437	1,450	1,450
52063 - HEN COOP LICENSE	250	800	800
52065 - CHILD RESIDENT CARE LICENSE	60	-	-
52070 - RESIDENT CARE HOME LICENSE	900	1,200	1,200
52080 - BUILDING PERMITS	4,617,598	4,225,100	4,225,100
52090 - PLUMBING PERMITS	100	-	-
52095 - ELECTRICAL PERMITS	45	-	-
52105 - SIGNS AND AWNING PERMITS	1,925	-	-
52110 - OTHER/MISC PERMITS	66,771	-	-
52115 - ELEVATOR PERMITS	18,565	42,000	42,000
52126 - RIGHT-OF-WAY PERMIT	275,586	358,000	358,000
52127 - PROPERTY CLEAN UP REVENUE	-	10,000	10,000
52130 - RESIDENTS ANNUAL PARKING PERMITS	121,594	228,000	228,000
52131 - VISITOR PARKING PERMITS	13,523	13,000	13,000
52135 - FIRE PLAN REVIEW	55,451	100,000	100,000
52140 - OVERSIZE TRUCK PERMIT	33,850	20,000	20,000
52145 - ANNUAL SIGN FEES	151	-	-
52146 - MOVING VAN PERMIT FEES	46,656	57,000	57,000
52155 - PLAT PR.&SIGN APP HRG FEE	525	2,100	2,100
52165 - IL BELL FRANCHISE FEE	163,926	-	-
52170 - ALARM PANEL FRANCHISE FEE	-	4,000	4,000
52175 - NU EASEMENT	47,000	47,000	47,000
52180 - CABLE FRANCHISE FEE	1,023,285	950,000	950,000
52181 - PEG FEES - CABLE COMPANIES	54,841	145,000	145,000
52185 - NICOR FRANCHISE FEE	44,507	75,000	75,000
55150 - TANNING PARLOUR INSPECTION	-	200	-
Charges for Services	\$ 9,222,780	\$ 10,187,350	\$ 9,357,875
52085 - PLAN REVIEW	696	5,000	5,000
53010 - BIRTH AND DEATH RECORDS	4,394	-	-
53050 - SANITATION CLASSES	5,000	-	-
53105 - HEALTH FOOD ESTABLISHMENT LICENSE FEE	211,696	230,000	230,000
53185 - TEMPORARY FOOD LICENSE	12,308	11,000	11,000
53190 - FOOD DELIVERY VEHICLE	4,450	6,500	6,500
53200 - BEV SNACK VENDING MACHINE	22,437	41,000	41,000
53205 - FOOD VENDING MACHINE	16,835	-	-
53210 - TOBACCO LICENSE	10,500	17,000	17,000
53211 - BEEKEEPER LICENSE FEE	225	150	300
53215 - BIRTH CERTIFICATE	(1,824)	-	-
53220 - DEATH CERTIFICATE	(564)	-	-
53230 - FUNERAL DIRECTOR LICENSE	-	6,000	6,000
53235 - TEMP FUNERAL DIRECTOR LICENSE	-	4,000	4,000

Account Number - Description	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2021 Adopted Budget
53516 - PARKING ENFORCMENT REIMB	57,588	33,500	183,500
53560 - RECREATION - CHARGES FOR SERVICES	-	3,000	3,000
53565 - RECREATION PROGRAM FEES	5,867,376	6,473,500	5,616,375
53566 - RECREATION - DEFERRED REVENUE	54,193	-	-
53569 - SPECIAL EVENT REVENUE	31,523	25,000	12,500
53625 - POLICE OVERTIME REIMBURSEMENT	306,292	500,000	500,000
53640 - SENIOR TAXI COUPON SALES	84,883	115,000	85,000
53650 - STATE HIGHWAY MAINTENANCE	75,814	72,200	72,200
53655 - FIRE COST RECOVERY CHARGE	1,040	1,000	1,000
53666 - HISTORIC PRESERVATION REVIEWS	39,634	30,000	30,000
53667 - TREE PRESERVATION REVENUES	10,522	5,000	5,000
53675 - AMBULANCE SERVICE	2,112,492	2,200,000	2,200,000
53685 - POLICE REPORT FEES	32,063	25,000	25,000
53695 - ZONING FEES	52,592	130,000	50,000
53700 - FIRE REPORT FEES	-	100	100
53705 - FIRE BUILDING INSPECTIONS	12,140	25,000	25,000
53710 - PASSPORT PROCESSING FEE	22,052	30,000	30,000
53715 - ALARM REGISTRATION FEE	145,465	115,000	115,000
53720 - SKOKIE ANIMAL BOARD FEE	360	-	-
53725 - BACKGR CHKS DAYCARE PROV	195	400	400
53736 - NEW PAVEMENT DEGRADATION FEES	30,022	80,000	80,000
53737 - I HEART EVANSTON TREES PROJECT	380	3,000	3,000
Fines and Forfeitures	\$ 5,108,236	\$ 4,670,500	\$ 4,123,500
52505 - TICKET FINES-PARKING	3,972,067	3,800,000	3,200,000
52510 - REGULAR FINES	133,867	115,000	115,000
52515 - PENALTIES	47,842	-	-
52525 - ANIMAL ORDINANCE PENALTIES	-	7,500	7,500
52530 - BOOT RELEASE FEE	134,651	90,000	90,000
52540 - POLICE & FIRE FALSE ALARM FEES	122,275	115,000	115,000
52541 - POLICE CTA DETAIL & BARNES DET	542,297	300,000	300,000
52545 - POLICE FALSE ALARM FINES	(30)	-	-
52548 - NARCOTICS SEIZURE REVENUE	-	20,000	20,000
52555 - HOUSING CODE VIOL FINES	31,527	40,000	40,000
52556 - PUBLIC HEALTH CODE VIOLATIONS	-	-	3,000
52560 - PERMIT PENALTY FEES	3,347	8,000	8,000
52570 - NON PARKING ORDINANCE VIOLATIONS	120,394	175,000	225,000
Interfund Transfers	\$ 8,817,013	\$ 8,979,103	\$ 9,149,103
57007 - FROM WEST EVANSTON TIF	30,000	35,000	75,000
57020 - FROM MOTOR FUEL FUND-S/M	982,897	1,044,987	1,044,987
57040 - FROM EMERGENCY TEL SYSTEM	60,000	260,000	90,000
57058 - TRANSFER FROM GOOD NEIGHBOR FUND	480,000	380,000	380,000
57087 - FROM DEMPSTER-DODGE TIF	5,000	5,000	10,000
57088 - FROM CHICAGO-MAIN TIF	5,000	30,000	30,000
57096 - FROM HOWARD RIDGE TIF	60,000	30,000	75,000
57110 - FROM SPECIAL ASSMT. FUND	92,000	92,000	92,000
57130 - FROM PARKING FUND	2,972,390	2,972,390	2,972,390
57135 - FROM WATER FUND	492,235	492,235	492,235
57140 - FROM WATER FUND-ROI	2,581,102	2,581,102	2,831,102
57145 - FROM WATER FUND-ADMIN. EX	726,222	726,222	726,222
57165 - TRANSFER FROM SEWER FUND	330,167	330,167	330,167

Account Number - Description	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2021 Adopted Budget
Intergovernmental Revenue	\$ 1,236,263	\$ 1,006,967	\$ 1,584,942
52542 - POLICE DUI REIMBURSEMENT	16,263	15,000	15,000
53676 - GEMT SERVICE REVENUE	-	-	100,000
55025 - COMPREHENSIVE HEALTH PROTECTION GRANT RE'	106,221	82,070	124,183
55051 - eSHARE REVENUE	69,600	-	-
55085 - IL TOBACCO FREE COMMUNITY	25,000	-	25,000
55086 - IL HIV SURVEILLANCE GRANT	1,542	34,150	34,150
55130 - IL STATE CHILDHOOD LEAD GRANT	32,900	24,900	-
55146 - STATE, COUNTY AND OTHER GRANTS	77,037	50,000	545,000
55170 - FIRE DEPT TRAINING	1,583	6,000	6,000
55173 - CRI GRANT-REVENUE HHS	49,803	43,463	43,541
55174 - PHEP GRANT-REVENUE HHS	77,125	63,734	63,701
55231 - LEAD PAINT HAZARD GRANT (TORRENS)	18,700	39,600	39,600
55251 - GRANTS AND AID	412,667	156,000	231,000
55254 - BEACH GRANT - REVENUE HHS	-	14,500	15,097
55255 - COMM AGING GRANT - ADVOCATE	115,517	-	-
55256 - IL VACANT PROPERTY GRANT	58,648	37,500	37,500
55257 - VECTOR GRANT IDPH - REVENUE HHS	-	26,000	-
55258 - RETHINK YOUR DRINK - HHS REVENUE	-	-	5,000
55259 - COOK COUNTY WNV GRANT	-	-	14,270
55265 - FEMA	38,116	-	-
55270 - POLICE TRAINING	2,178	5,000	5,000
55275 - HUD EMERG SHELTER GRANTS	133,362	135,000	-
57009 - TRANSFERS FROM LIBRARY FUND	-	274,050	280,900
Interest Income	\$ 210,194	\$ 55,000	\$ 55,000
56501 - INVESTMENT INCOME	210,194	55,000	55,000
Grand Total	\$ 117,211,433	\$ 118,820,557	\$ 111,022,609



2021 ADOPTED BUDGET - GENERAL FUND

City Council

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

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

Financial Summary

Expenses	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2021 Adopted Budget
1300 CITY COUNCIL	540,902	552,609	556,166
Grand Total	\$ 540,902	\$ 552,609	\$ 556,166

2019- 2021 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 2019 Actual Amount	FY 2020 Adopted Budget	FY 2021 Adopted Budget
Salary and Benefits	\$ 458,696	\$ 469,059	\$ 474,816
61010 - REGULAR PAY	253,277	255,107	257,609
61510 - HEALTH INSURANCE	173,786	177,127	182,542
61615 - LIFE INSURANCE	114	116	118
61626 - CELL PHONE ALLOWANCE	9,000	9,000	7,200
61710 - IMRF	5,358	7,506	7,089
61725 - SOCIAL SECURITY	13,907	16,375	16,418
61730 - MEDICARE	3,253	3,830	3,840
Services and Supplies	\$ 79,468	\$ 80,300	\$ 80,100
62210 - PRINTING	645	100	100
62275 - POSTAGE CHARGEBACKS	158	100	-
62295 - TRAINING & TRAVEL	15,825	14,000	14,000
62360 - MEMBERSHIP DUES	54,359	58,000	58,000
62380 - COPY MACHINE CHARGES	-	100	-
65010 - BOOKS, PUBLICATIONS, MAPS	47	-	-
65025 - FOOD	8,110	7,500	7,500
65095 - OFFICE SUPPLIES	325	500	500
Miscellaneous	\$ 239	\$ 3,250	\$ 1,250
62490 - OTHER PROGRAM COSTS	239	1,250	1,250
66062 - SISTER CITY FUNDING	-	2,000	-
Interfund Transfers	\$ 2,498	\$ -	\$ -
66025 - TRANSFER TO DEBT SERVICE - ERI	2,498	-	-
Grand Total	\$ 540,902	\$ 552,609	\$ 556,166



2021 ADOPTED BUDGET - GENERAL FUND

City Clerk

The [City Clerk](#) records the minutes for the City Council and staffs special Council committees. The Clerk produces official minutes of all Council meetings; maintains the City Code and official City records; serves as the local election official; is the deputy registrar for voter registration; and performs other election-related activities.

Financial Summary

	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2021 Adopted Budget
Revenues			
56045 - MISCELLANEOUS REVENUE	302	500	500
Grand Total	\$ 302	\$ 500	\$ 500

	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2021 Adopted Budget
Expenses			
14 CITY CLERK	218,776	182,073	178,795
Grand Total	\$ 218,776	\$ 182,073	\$ 178,795

Account Number - Description	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2021 Adopted Budget
Salary and Benefits	\$ 147,456	\$ 147,152	\$ 145,074
61010 - REGULAR PAY	116,689	118,882	116,987
61110 - OVERTIME PAY	2,264	-	-
61510 - HEALTH INSURANCE	14,154	14,351	14,850
61615 - LIFE INSURANCE	35	37	35
61710 - IMRF	3,463	4,787	4,252
61725 - SOCIAL SECURITY	8,795	7,371	7,253
61730 - MEDICARE	2,057	1,724	1,696
Services and Supplies	\$ 66,024	\$ 33,921	\$ 33,721
61060 - SEASONAL EMPLOYEES	26,922	8,300	8,300
62210 - PRINTING	927	876	876
62275 - POSTAGE CHARGEBACKS	35	200	-
62280 - OVERNIGHT MAIL CHARGES	-	65	65
62295 - TRAINING & TRAVEL	382	1,100	1,100
62360 - MEMBERSHIP DUES	909	525	525
62380 - COPY MACHINE CHARGES	21	-	-
62457 - CODIFICATION SERVICES	16,279	16,330	16,330
62509 - SERVICE AGREEMENTS/ CONTRACTS	16,975	-	-
65025 - FOOD	142	-	-
65095 - OFFICE SUPPLIES	1,451	1,525	1,525
65175 - ELECTION SUPPLIES	1,981	5,000	5,000
Interfund Transfers	\$ 5,295	\$ 1,000	\$ -
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	500	500	-
62309 - RENTAL OF AUTO REPLACEMENT	500	500	-
66025 - TRANSFER TO DEBT SERVICE - ERI	4,295	-	-
Grand Total	\$ 218,776	\$ 182,073	\$ 178,795



2021 ADOPTED 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 2019 Actual Amount	FY 2020 Adopted Budget	FY 2021 Adopted Budget
Revenues			
1505 CITY MANAGER	550	-	-
1510 PUBLIC INFORMATION	1,078,126	1,095,000	1,095,000
1520 EMERGENCY OPERATIONS CENTER	-	-	75,000
1525 MISC. BUSINESS OPERATIONS	179	-	-
1535 OFFICE OF SUSTAINABILITY	10,000	-	75,000
1560 REVENUE & COLLECTIONS	71,879,251	74,330,153	66,842,003
1570 ACCOUNTING	363,466	300,000	300,000
1575 PURCHASING	2,171	3,000	3,000
1585 ADMINISTRATIVE HEARINGS	120,554	175,000	175,000
5300 ECON. DEVELOPMENT	4,362	-	35,000
Grand Total	\$ 73,458,660	\$ 75,903,153	\$ 68,600,003

	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2021 Adopted Budget
Expenses			
1505 CITY MANAGER	729,466	858,246	772,001
1510 PUBLIC INFORMATION	491,382	590,790	531,319
1525 MISC. BUSINESS OPERATIONS	75	150,000	150,000
1535 OFFICE OF SUSTAINABILITY	60,843	61,043	61,919
1555 FINANCIAL ADMINISTRATION	1,857,962	2,009,307	1,948,801
1560 REVENUE & COLLECTIONS	3,468,196	3,167,371	590,930
1570 ACCOUNTING	726,063	701,272	613,762
1571 TAX ASSESSMENT ADVOCACY	109,972	112,295	113,068
1575 PURCHASING	334,811	352,836	363,218
1580 COMMUNITY ARTS	49,722	50,000	50,000
1585 ADMINISTRATIVE HEARINGS	156,076	152,001	153,088
1590 OFFICE OF EQUITY AND EMPOWERMENT	10,320	10,000	10,000
5300 ECON. DEVELOPMENT	-	708,960	646,725
Grand Total	\$ 7,994,888	\$ 8,924,121	\$ 6,004,832



2021 ADOPTED BUDGET - GENERAL FUND

City Manager's Office

City Council Goal Performance

City Council Goal	Department Accomplishments
City Infrastructure and Facilities	Hired a consultant to evaluate the City's holdings in order to implement real estate strategies.
Stabilize Long-Term City Finances	Purchased financial forecast software to assist in projecting long term revenue and expense trends.
Climate Action and Resilience Plan (CARP)	Obtained approval of the Environmental Justice Resolution, Launched renegotiation of ComEd franchise agreement, Transitioned Experience Climate Change Activity into a Virtual Experience, re-bid municipal electric agreement, revised municipal electric aggregation program, added 6 new electric vehicle charges stations to the City.
Ensure Equity in All City Operations	Created the Equity in the Arts Working Group to review Art's Council granting process.
Enhance Community Development and Job Creation Citywide	Expanded the small business loan and grant assistant program to support small business during the COVID-19 pandemic.

2021 Initiatives

- Continue to monitor the city's response to COVID-19.
- Continue to provide the community with timely, consistent COVID-19 information.
- Win the GFOA Award for the 2021 Budget & 2020 CAFR.
- Continue to monitor citywide Amazon spending.
- Improve City website accessibility by providing staff with plain language training.
- Collaborate with internal departments to create a stand-alone RFQ template - review and revise Bid and RFP templates.
- Perform clean-up and maintenance on 50% of Evanston's outdoor public art pieces.
- Rebuild the Evanston's Arts Council in policy and membership, and to successfully onboard strong, capable community members.
- Work with relevant departments and the Budget Office to develop long term funding strategies for implementing CARP.
- Align Economic Development activities to expand workforce development in support of CARP implementation.
- Successfully support approval of updating building and energy codes that set a standard for building electrification and phasing out fossil infrastructure in buildings.
- Begin implementation of the provisions listed in the Environmental Justice Resolution.
- Identify resources to complete the climate risk and vulnerability assessment begun in 2018.
- Evaluate the utility burden experienced in Evanston and work to identify programs and funding to help meet that gap.
- Complete the City's 2-year Partners for Places Grant focusing on identifying the barriers to retrofitting affordable housing to being climate resilient and net zero.
- Present and begin implementation of Zero Waste policies including a revised disposable bag policy and a universal composting and recycling rule.



2021 ADOPTED BUDGET - GENERAL FUND

City Manager's Office

2021 Initiatives

- Seek assistance and guidance from State and Federal regulators on next steps to address environmental concerns related to the operation of the Church St. Waste Transfer Station.
- Successfully issue RFPs for Community Electricity Aggregation, Commercial Solid Waste Franchise, onsite solar for municipal facilities and offsite solar.
- Complete and begin implementation of the Zero Emission Strategy for Municipal Operations.
- Strengthen community workforce development by coordinating disparate activities.
- Design economic development strategies focused on community economic wellbeing and sustainability.
- Coordinate with Community Development on improved built environment as a strategy of retention and attraction, which works in harmony with the natural environment.
- Provide targeted financial and technical support to Evanston businesses.

Ongoing Activity Measures	2019 Actual	2020 Estimated	2021 Projected
Prepare agendas and materials for regular and special City Council, Planning and Development, Rules and Administration and Public Works meetings	75	75	68
Number of new volunteers registered on the VolunteerEvanston.org website	200	250	150
Number of new Agencies registered on the VolunteerEvanston.org website	10	10	9
Number of volunteer responses on the VolunteerEvanston.org website	1,000	900	700
311 center service requests handled	35,000	36,000	36,000

Account Number - Description	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2021 Adopted Budget
Salary and Benefits	\$ 2,872,933	\$ 3,384,649	\$ 3,075,403
61010 - REGULAR PAY	2,165,775	2,573,743	2,356,240
61050 - PERMANENT PART-TIME	3,350	-	-
61055 - TEMPORARY EMPLOYEES	29,004	-	-
61110 - OVERTIME PAY	9,312	12,912	13,872
61415 - TERMINATION PAYOUTS	25,731	-	-
61420 - ANNUAL SICK LEAVE PAYOUT	3,538	-	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	4,494	-	-
61510 - HEALTH INSURANCE	311,425	363,033	324,910
61615 - LIFE INSURANCE	2,162	2,426	2,291
61625 - AUTO ALLOWANCE	8,910	10,485	9,720
61626 - CELL PHONE ALLOWANCE	2,493	3,816	4,716
61710 - IMRF	138,631	224,075	188,890
61725 - SOCIAL SECURITY	135,472	156,112	139,713
61730 - MEDICARE	32,635	38,047	35,050
Services and Supplies	\$ 1,196,698	\$ 1,561,778	\$ 1,116,879
61060 - SEASONAL EMPLOYEES	128,591	119,300	170,000
62110 - AUDITING	116,516	100,000	100,000
62185 - CONSULTING SERVICES	13,260	70,000	50,000
62205 - ADVERTISING	1,678	8,200	8,200
62210 - PRINTING	12,694	6,280	6,280
62235 - OFFICE EQUIPMENT MAINT	170	100	100
62275 - POSTAGE CHARGEBACKS	10,656	7,899	30,000
62280 - OVERNIGHT MAIL CHARGES	157	967	967
62295 - TRAINING & TRAVEL	25,439	32,700	32,700
62315 - POSTAGE	29,730	42,099	42,099
62360 - MEMBERSHIP DUES	12,906	26,033	26,033
62380 - COPY MACHINE CHARGES	19,948	3,700	-
62431 - ARMORED CAR SERVICES	25,142	17,000	17,000
62506 - WORK- STUDY	1,006	-	-
62509 - SERVICE AGREEMENTS/ CONTRACTS	81,756	166,000	191,000
62615 - INSURANCE PREMIUM	450	50	50
62659 - ECONOMIC DEVELOPMENT PARTNERSHIP CONTRIBUTI	-	147,000	97,000
62663 - WORKFORCE DEVELOPMENT	-	100,000	100,000
62664 - ENTREPRENEURSHIP SUPPORT	-	50,000	50,000
62705 - BANK SERVICE CHARGES	213,235	30,000	30,000
62706 - REVENUE SHARING AGREEMENTS	419,050	520,000	-
64004 - PEG FEE DISTRIBUTION	4,832	50,000	50,000
64505 - TELECOMMUNICATIONS	632	-	-
64540 - TELECOMMUNICATIONS - WIRELESS	1,026	2,000	-
64541 - UTILITY TAX AUDIT SERVICES	22,804	10,800	10,800
64545 - PERSONAL COMPUTER SOFTWARE	30,782	1,500	1,500
65010 - BOOKS, PUBLICATIONS, MAPS	89	800	800
65025 - FOOD	4,711	1,000	1,000
65045 - LICENSING/REGULATORY SUPP	8,583	37,000	90,000
65095 - OFFICE SUPPLIES	8,170	11,350	11,350
65555 - IT COMPUTER HARDWARE	2,684	-	-
Miscellaneous	\$ 33,316	\$ 27,550	\$ 27,550
61655 - INTEREST EXPENSE	14,600	-	-
62490 - OTHER PROGRAM COSTS	17,406	27,550	27,550
62605 - OTHER CHARGES	569	-	-
62770 - MISCELLANEOUS	741	-	-

Account Number - Description	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2021 Adopted Budget
Insurance and Other Chargebacks	\$ 1,468,645	\$ 1,488,659	\$ 1,460,000
66030 - TRANSFER TO INSURANCE - RISK	10,164	10,164	1,400,000
66040 - GENERAL ADMINISTRATION & SUPPORT	58,481	60,000	60,000
66130 - TRANSFER TO INSURANCE	1,400,000	1,418,495	-
Capital Outlay	\$ 1,829	\$ 150,000	\$ 150,000
65515 - OTHER IMPROVEMENTS	429	-	-
65522 - BUSINESS DISTRICT IMPROVEMENTS	-	150,000	150,000
65625 - FURNITURE & FIXTURES	1,400	-	-
Contingencies	\$ 75	\$ 150,000	\$ 175,000
68205 - CONTINGENCIES	75	150,000	175,000
Interfund Transfers	\$ 2,421,392	\$ 2,161,485	\$ -
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	443	443	-
66025 - TRANSFER TO DEBT SERVICE - ERI	81,726	-	-
66146 - TRANSFERS OUT-FIRE PENSION	-	20,000	-
66156 - TRANSFER TO CAPITAL IMPROVEMENT FUND	198,181	-	-
69320 - TRANSFERS TO DEBT SERVICE FUND	2,141,042	2,141,042	-
Grand Total	\$ 7,994,888	\$ 8,924,121	\$ 6,004,832



2021 ADOPTED BUDGET - GENERAL FUND

Law Department

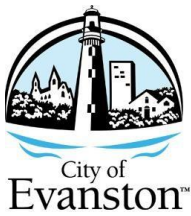
The [Law Department](#) provides legal services for the City. The Department gives legal advice and counsel to the City Council and standing committees, City Manager, City staff, elected officials, and City boards and commissions. The Department drafts ordinances and resolutions. The Department represents 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

Revenues	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2021 Adopted Budget
1705 LEGAL ADMINISTRATION	577,898	537,000	537,000
Grand Total	\$ 577,898	\$ 537,000	\$ 537,000

Expenses	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2021 Adopted Budget
1705 LEGAL ADMINISTRATION	706,077	683,577	576,892
Grand Total	\$ 706,077	\$ 683,577	\$ 576,892



2021 ADOPTED BUDGET - GENERAL FUND

Law Department

City Council Goal Performance

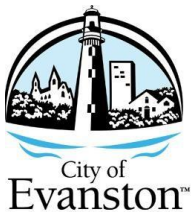
City Council Goal	Department Accomplishments
Invest in City Infrastructure and Facilities	Assisted with drafting contracts on a variety of issues: sale and distribution of water to communities, small cell tower carriers, memorandum of understanding with Friends of Robert Crown for donations, and renewal 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.
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.

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.

Ongoing Activity Measures	2018 Actual	2019 Estimated	2020 Projected
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 2019 Actual Amount	FY 2020 Adopted Budget	FY 2021 Adopted Budget
Salary and Benefits	\$ 532,504	\$ 607,866	\$ 464,442
61010 - REGULAR PAY	414,531	471,875	363,863
61415 - TERMINATION PAYOUTS	13,021	-	-
61510 - HEALTH INSURANCE	41,642	55,825	41,216
61615 - LIFE INSURANCE	493	417	443
61625 - AUTO ALLOWANCE	3,471	2,768	4,935
61626 - CELL PHONE ALLOWANCE	638	450	450
61710 - IMRF	26,775	41,243	26,443
61725 - SOCIAL SECURITY	25,707	28,399	21,737
61730 - MEDICARE	6,228	6,889	5,355
Services and Supplies	\$ 145,922	\$ 68,664	\$ 112,450
62130 - LEGAL SERVICES-GENERAL	3,993	20,000	20,000
62275 - POSTAGE CHARGEBACKS	1,069	2,999	-
62295 - TRAINING & TRAVEL	2,201	3,500	3,500
62315 - POSTAGE	210	250	250
62345 - COURT COST/LITIGATION	10,002	20,000	20,000
62360 - MEMBERSHIP DUES	2,903	3,200	3,200
62380 - COPY MACHINE CHARGES	650	3,215	-
62419 - MWRD - CANAL SHORES	77,450	-	-
62509 - SERVICE AGREEMENTS/ CONTRACTS	28,115	-	50,000
62705 - BANK SERVICE CHARGES	55	1,000	1,000
65010 - BOOKS, PUBLICATIONS, MAPS	18,281	13,500	13,500
65095 - OFFICE SUPPLIES	923	1,000	1,000
65125 - OTHER COMMODITIES	68	-	-
Insurance and Other Chargebacks	\$ 7,047	\$ 7,047	\$ -
66030 - TRANSFER TO INSURANCE - RISK	7,047	7,047	-
Interfund Transfers	\$ 20,604	\$ -	\$ -
66025 - TRANSFER TO DEBT SERVICE - ERI	20,604	-	-
Grand Total	\$ 706,077	\$ 683,577	\$ 576,892



2021 ADOPTED BUDGET - GENERAL FUND

Administrative Services Department

The [Administrative Services Department](#) is the central administrative agency of the City of Evanston with the express goal to serve 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 Divisions, 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

The Human Resources Division provides support to the City's most critical asset, its people. It is charged with recruiting and hiring quality staff, City-wide training efforts, performance management, payroll, benefits administration, pension administration, workers compensation, safety and many compliance items associated with local, state, and federal 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 managing and maintaining the City's surface lots, garages, and on-street parking spaces. The division also processes monthly permits, maintains the meters and the pay stations and 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 as detailed in the City Code.

Facilities & Fleet Management

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

Fleet Management 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 City vehicles and equipment. 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.



2021 ADOPTED BUDGET - GENERAL FUND

Administrative Services Department

Financial Summary

	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2021 Adopted Budget
Revenues			
1929 HUMAN RESOURCE DIVISION	40	-	-
1941 PARKING ENFORCEMENT & TICKETS	4,154,560	3,890,000	3,290,000
1942 SCHOOL CROSSING GUARDS	57,588	33,500	183,500
1950 FACILITIES	-	-	485,000
Grand Total	\$ 4,212,188	\$ 3,923,500	\$ 3,958,500

	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2021 Adopted Budget
Expenses			
1905 ADM.SERVICES- GENERAL SUPPORT	228,939	281,190	310,959
1910 FINANCE DIVISION - REVENUE	630	-	-
1915 HUMAN RESOURCE DIVI. - PAYROLL	222,544	298,220	293,468
1919 FINANCE DIVISION - COLLECTIONS	735	-	-
1929 HUMAN RESOURCE DIVISION	883,052	1,085,618	1,059,793
1932 INFORMATION TECHNOLOGY DIVI.	2,853,025	3,018,206	3,141,685
1940 MISC. EXPENDITURES / BENEFITS	-	341,000	240,000
1941 PARKING ENFORCEMENT & TICKETS	1,677,991	1,549,020	1,543,443
1942 SCHOOL CROSSING GUARDS	628,929	630,000	315,000
1950 FACILITIES	3,256,585	3,109,660	3,455,898
Grand Total	\$ 9,752,431	\$ 10,312,914	\$ 10,360,246



2021 ADOPTED BUDGET - GENERAL FUND

Administrative Services Department

City Council Goal Performance

City Council Goal	Department Accomplishments
City Infrastructure and Facilities	Developed 5-year facility maintenance and replacement plans for Civic Center, Police/Fire Headquarters, and Levy Center.
City Infrastructure and Facilities	Improved adherence to life-cycle replacement of City vehicles. Implement lease and lease-to-own programs for earlier replacement of City vehicles.
Enhance Community Development and Job Creation Citywide	Supported CARP goals for carbon neutrality, zero waste, and 100% renewable electricity by expanding EV Charging program, updating the City’s fleet, expanding solar power, and making improvements to the City’s buildings.
Ensure Equity in All City Operations	Conducted assessments across the organization in order to determine where equity can be improved in service delivery and outcomes. Recommended areas of assessment: workforce, contracting practices, organizational leadership, community access and partnership, data, metrics, and ongoing focus on improvement.

2021 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 to analyze internal service and operational data through an equity lens.
- Continue citywide implementation and roll-out of additional Google Apps.
- Develop software/programs/office set-ups to ensure more efficient employees while working remotely.
- Continue to use online software systems for learning management and performance management.
- Roll out state-mandated annual sexual harassment training and ethics training.
- Implement new timekeeping software system for more efficient payroll processes.
- Review alternative means to digitize maintenance and storage of HR documents.
- Continue to use an alternative sustainable fuel source for City vehicles and increase the electric vehicle charging program.
- Review and implementation of parking review study to be completed in 2021 (citations, fees and general areas that need improvement).
- Continue to develop the Fleet’s CFA program to score the City’s equipment, determine needs of what should be replaced/costing the City more in repairs than what the vehicle is worth, and how to make operations more efficient.

Ongoing Activity Measures	2019 Actual	2020 Estimated	2021 Projected
Number of Information Technology Service Desk Requests	6,610	6,500	6,500
Hours Worked on Fleet	13,000	12,000	12,000
Shop Visits - Fleet	2750	2,250	2,500
General/ Routine Maintenance	1,238	950	1,000
Park Evanston Wallet Transactions	229,645	160,000	180,000
Park Evanston Pay as You Go Transactions	757,390	420,000	480,000

Account Number - Description	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2021 Adopted Budget
Salary and Benefits	\$ 5,693,536	\$ 6,384,554	\$ 6,285,386
61010 - REGULAR PAY	4,148,768	4,455,463	4,447,522
61050 - PERMANENT PART-TIME	112,993	119,489	30,504
61110 - OVERTIME PAY	61,272	68,000	68,000
61415 - TERMINATION PAYOUTS	1,613	35,000	70,000
61420 - ANNUAL SICK LEAVE PAYOUT	2,920	-	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	1,803	141,000	170,000
61510 - HEALTH INSURANCE	737,582	803,136	768,992
61615 - LIFE INSURANCE	3,121	3,225	3,493
61625 - AUTO ALLOWANCE	4,635	4,635	4,635
61626 - CELL PHONE ALLOWANCE	2,664	2,664	2,664
61630 - SHOE ALLOWANCE	6,633	7,008	6,273
61665 - FLEXIBLE SPENDING ACCOUNT MAINTENANCE FEES	18,117	-	15,000
61710 - IMRF	273,974	396,466	359,075
61725 - SOCIAL SECURITY	256,857	281,919	274,099
61730 - MEDICARE	60,584	66,549	65,129
Services and Supplies	\$ 3,882,791	\$ 3,729,965	\$ 4,072,860
61060 - SEASONAL EMPLOYEES	71,532	40,000	80,000
62160 - EMPLOYMENT TESTING SERVICES	58,402	100,000	58,000
62175 - EXTERNAL SERVICES	19,210	11,600	11,600
62185 - CONSULTING SERVICES	24,468	14,000	14,000
62225 - BLDG MAINTENANCE SERVICES	199,714	119,834	119,834
62245 - OTHER EQMT MAINTENANCE	16,949	20,000	-
62250 - COMPUTER EQUIPMENT MAINT	48,806	1,500	1,500
62270 - MEDICAL/HOSPITAL SERVICES	48,756	48,000	48,000
62274 - TEST ADMINISTRATION	38,318	72,000	50,000
62275 - POSTAGE CHARGEBACKS	2,019	400	-
62295 - TRAINING & TRAVEL	9,987	29,470	29,470
62310 - CITY WIDE TRAINING	17,770	21,000	21,000
62315 - POSTAGE	34	-	-
62340 - IT COMPUTER SOFTWARE	768,076	815,800	825,800
62341 - INTERNET SOLUTION PROVIDERS	16,800	-	-
62360 - MEMBERSHIP DUES	4,712	3,950	4,950
62380 - COPY MACHINE CHARGES	3,098	25,000	62,000
62425 - ELEVATOR CONTRACT COSTS	6,171	4,165	8,165
62440 - OVERHEAD DOOR CONTRACT COSTS	37,016	-	-
62451 - TOWING AND BOOTING CONTRACTS	67,274	30,000	30,000
62506 - WORK- STUDY	6,361	5,000	5,000
62509 - SERVICE AGREEMENTS/ CONTRACTS	1,332,107	1,206,696	911,696
62512 - RECRUITMENT	22,042	35,000	35,000
62518 - SECURITY ALARM CONTRACTS	1,378	-	-
62630 - UNEMP. COMP. & ADMIN. FEE	40,312	142,000	155,000
64005 - ELECTRICITY	31,804	16,650	430,000
64015 - NATURAL GAS	40,907	65,000	140,000
64505 - TELECOMMUNICATIONS	206,075	182,755	255,000
64510 - TELECOMMUNICATIONS EQUIPMENT MAINTENANCE	2,946	-	-
64540 - TELECOMMUNICATIONS - WIRELESS	54,100	9,300	95,000
64545 - PERSONAL COMPUTER SOFTWARE	20,440	-	-
65010 - BOOKS, PUBLICATIONS, MAPS	798	950	950
65015 - CHEMICALS/ SALT	411	-	-
65020 - CLOTHING	5,054	5,000	5,000
65025 - FOOD	4,050	1,200	2,200
65040 - JANITORIAL SUPPLIES	14,964	10,000	10,000

Account Number - Description	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2021 Adopted Budget
65045 - LICENSING/REGULATORY SUPP	7,091	3,000	3,000
65050 - BLDG MAINTENANCE MATERIAL	416,956	334,500	334,500
65070 - OFFICE/OTHER EQT MTN MATL	6,519	-	-
65085 - MINOR EQUIPMENT & TOOLS	25,271	25,674	25,674
65090 - SAFETY EQUIPMENT	17,873	15,721	20,721
65095 - OFFICE SUPPLIES	7,579	11,900	11,900
65125 - OTHER COMMODITIES	12,216	15,000	15,000
65555 - IT COMPUTER HARDWARE	67,837	270,900	235,900
65605 - DATA CENTER MAINTENANCE	-	17,000	17,000
65615 - INFRASTRUCTURE SUPPLIES	32,136	-	-
65618 - SECURITY CAMERA SUPPLIES	46,452	-	-
Miscellaneous	\$ 1,200	\$ -	\$ -
65141 - FITNESS INCENTIVE	1,200	-	-
Insurance and Other Chargebacks	\$ 6,991	\$ 98	\$ -
66030 - TRANSFER TO INSURANCE - RISK	98	98	-
66049 - WORKERS COMP TTD PYMTS (NON SWORN)	6,893	-	-
Capital Outlay	\$ 1,003	\$ 2,000	\$ 2,000
65625 - FURNITURE & FIXTURES	1,003	2,000	2,000
Contingencies	\$ 104	\$ 165,000	\$ -
68205 - CONTINGENCIES	104	165,000	-
Interfund Transfers	\$ 166,806	\$ 31,297	\$ -
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	306	306	-
62309 - RENTAL OF AUTO REPLACEMENT	30,991	30,991	-
66025 - TRANSFER TO DEBT SERVICE - ERI	135,509	-	-
Grand Total	\$ 9,752,431	\$ 10,312,914	\$ 10,360,246



2021 ADOPTED BUDGET - GENERAL FUND

Community Development Department

The [Community Development Department](#) is responsible for the overall administration and execution of all building, planning and zoning activities, managing affordable housing and other related programs funded with federal and local grants targeting lower income residents, 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.
- Continue management and compliance of the City's \$2 million in CARES Act CDBG-CV and ESG-CV grant funding received in 2020.
- 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.



2021 ADOPTED BUDGET - GENERAL FUND

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 Mobility Vision for Evanston (MoVE) task force, a community stakeholder engagement working group, to support these services.



2021 ADOPTED BUDGET - GENERAL FUND

Community Development Department

Financial Summary

	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2021 Adopted Budget
Revenues			
2105 PLANNING & ZONING	92,818	160,000	80,000
2115 PROPERTY STANDARDS	-	447,500	447,500
2126 BUILDING INSPECTION SERVICES	4,786,969	4,545,000	4,447,200
2128 EMERGENCY SOLUTIONS GRANT	133,362	135,000	-
5300 ECON. DEVELOPMENT	2,932,448	-	-
Grand Total	\$ 7,945,597	\$ 5,287,500	\$ 4,974,700

	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2021 Adopted Budget
Expenses			
2101 COMMUNITY DEVELOPMENT ADMIN	279,498	352,552	284,445
2105 PLANNING & ZONING	739,257	786,126	716,566
2115 PROPERTY STANDARDS	621	490,509	584,726
2126 BUILDING INSPECTION SERVICES	1,427,270	1,671,971	1,488,092
2128 EMERGENCY SOLUTIONS GRANT	133,362	123,886	-
5300 ECON. DEVELOPMENT	502,249	-	-
Grand Total	\$ 3,082,258	\$ 3,425,044	\$ 3,073,829

Notes to the Financial Summary:

1. Econ. Development Division (5300) moved to City Manager's Office in 2020.



2021 ADOPTED BUDGET - GENERAL FUND

Community Development Department

City Council Goal Performance

City Council Goal	Department Accomplishments
Enhance Community Development and Job Creation Citywide	Processed applications for five new large-scale Planned Developments: 1555 Ridge Avenue (Multi-Family Residential), 605 Davis Street (Office Tower), 999-1015 Howard Street (Evergreen Affordable Senior Housing), 1900 Sherman Avenue (The Emerson), 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.
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.
Invest in City Infrastructure and Facilities	Expanded first/last mile transit options and active transportation modess through the deployment of 90 dockless, electric bicycles in the Divvy bikeshare system.
Invest in City Infrastructure and Facilities	Coordinated Multi-Modal Transportation Plan infrastructure efforts, such as the kick off of the Evanston task force for the CTA's Red/Purple Modernization Study and the installation of bicycle racks throughout downtown to replace former use of meter polls.
Invest in 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.
Ensure Equity in All City Operations	Expanded the Divvy for Every Evanstonian program by adding an online enrollment option to expand sign up capabilities outside of City facilities, including at social service agencies, to provide \$5 Divvy memberships to income qualifying residents, including residents without bank accounts.
Ensure Equity in All City Operations	Recommended a new process for allocating Community Development Block Grant and Mental Health Board funds that uses a racial equity lens to address disparities in access to services, as well as revised priorities to facilitate Evanston's recovery from COVID-19.
Expand Affordable Housing Options	Continued the Tenant-Based Rental Assistance (TBRA) program for homeless families with children. Launched expanded rapid re-housing and prevention services with CARES Act funding to address increased homelessness and housing insecurity from COVID-19.
Expand Affordable Housing Options	Authored Zoning Ordinance Text Amendment for comprehensive Accessory Dwelling Unit regulations. Funded 61 units of new affordable housing in two developments.
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.



2021 ADOPTED BUDGET - GENERAL FUND

Community Development Department

2021 Initiatives

- 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.
- Start the review process for adoption of the 2021 edition of the International Code Council model codes.
- Implement new strategies to expand affordable housing, including accessory dwelling units and small lot housing to more effectively generate on-site units.
- Continue to implement programs that address the expanded needs for housing, food, child care, and other services, as well as assistance for very small businesses to recover from the COVID-19 pandemic.
- 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.
- Explore opportunities to address inclusive long-range planning through an update to the 2000 Comprehensive Plan.
- 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.
- 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 and the RTA Accessible Bus Stop Conversion Project.
- Integrate mobility and transportation initiatives into a new stakeholder engagement task force, including community bus and bike rides, community walks, and charrettes.
- Work across transportation and transit agencies within Evanston to maintain and grow a reliable, safe, accessible, and active transportation network

Ongoing Activity Measures	2019 Actual	2020 Estimated	2021 Projected
Total Building Permits Issued	3,710	4,100	3,500
Total Building Inspections	6,227	5,300	6,000
Total Building Construction Work w/o permits investigated	160	165	150
Housing units rehabilitated (major)	3	6	9
Total Elevator Inspections	1,575	1,585	1,585
Contractor Licenses Issued/Renewed	1,005	1,025	950
Sign Variations/Variations Approved	7/6	4/4	6/5
Graffiti tags removed by graffiti technician	1,356	1,172	1,200
Special Uses / Major Variation	35	20	30
Minor Variations	47	43	45
Planned Development/Amendments	16	14	15
CDBG & MHB Programs/Projects Managed	61	52	50
Affordable Housing Units Financed	0	61	2
Households Provided Tenant-Based Rental Assistance	27	50	50



2021 ADOPTED BUDGET - GENERAL FUND

Community Development Department

Ongoing Activity Measures	2019 Actual	2020 Estimated	2021 Projected
HOME/Affordable Housing Fund Programs/Projects Managed	2	2	2
Housing and Community Development Act Committee Meetings	9	4	8
Housing and Homelessness Commission Meetings	8	6	8
Mental Health Board Meetings	10	5	8
Single Use Divvy Passes Purchased at an Evanston Station	4178	4500	5000
Annual Active Divvy Memberships (Evanston's portion)	716	850	1000
Divvy Bicycle Miles Traveled from Trips that begin at an Evanston Station	62,395	72,000	75,000
One-Way Divvy Trips that begin at an Evanston Station	23,977	24,500	25,000

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

Account Number - Description	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2021 Adopted Budget
Salary and Benefits	\$ 2,383,423	\$ 2,915,814	\$ 2,690,186
61010 - REGULAR PAY	1,822,403	2,211,983	2,044,441
61110 - OVERTIME PAY	4,428	8,500	10,500
61415 - TERMINATION PAYOUTS	3,081	-	-
61420 - ANNUAL SICK LEAVE PAYOUT	2,472	-	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	17,619	-	-
61510 - HEALTH INSURANCE	263,697	322,506	302,766
61615 - LIFE INSURANCE	1,327	1,271	1,228
61625 - AUTO ALLOWANCE	3,426	2,802	2,801
61626 - CELL PHONE ALLOWANCE	4,700	5,050	5,487
61630 - SHOE ALLOWANCE	1,055	1,541	1,775
61710 - IMRF	117,629	193,271	165,191
61725 - SOCIAL SECURITY	114,620	136,681	126,205
61730 - MEDICARE	26,965	32,209	29,790
Services and Supplies	\$ 321,757	\$ 310,043	\$ 353,143
61060 - SEASONAL EMPLOYEES	28,253	14,000	14,000
62150 - CONSTRUCTION ENGINEERING SERVICES	-	3,000	3,000
62185 - CONSULTING SERVICES	3,475	-	-
62190 - GRAFFITI REMOVAL SERVICES	2,572	5,000	5,000
62205 - ADVERTISING	4,412	2,325	2,325
62210 - PRINTING	2,875	2,200	2,200
62236 - SOFTWARE MAINTENANCE	1,819	151,189	151,189
62245 - OTHER EQMT MAINTENANCE	-	100	100
62275 - POSTAGE CHARGEBACKS	1,393	5,600	-
62280 - OVERNIGHT MAIL CHARGES	26	29	29
62295 - TRAINING & TRAVEL	13,790	11,500	11,500
62345 - COURT COST/LITIGATION	-	1,900	1,900
62360 - MEMBERSHIP DUES	4,363	3,375	3,375
62380 - COPY MACHINE CHARGES	4,699	1,300	-
62425 - ELEVATOR CONTRACT COSTS	2,300	4,500	4,500
62464 - PLUMB, ELEC, PLAN REVIEW SERV	71,708	75,000	125,000
62645 - DIGITAL ARCHIVING	965	10,000	10,000
62659 - ECONOMIC DEVELOPMENT PARTNERSHIP CONTRIBUTI	133,609	-	-
62662 - BUSINESS RETENTION / EXPANSION INVESTMENTS	25,385	-	-
62663 - WORKFORCE DEVELOPMENT	102	-	-
62664 - ENTREPRENEURSHIP SUPPORT	5,154	-	-
62705 - BANK SERVICE CHARGES	1,603	9,300	9,300
64545 - PERSONAL COMPUTER SOFTWARE	5,830	-	-
65010 - BOOKS, PUBLICATIONS, MAPS	785	1,175	1,175
65020 - CLOTHING	1,167	1,500	1,500
65025 - FOOD	1,916	1,000	1,000
65055 - MATER. TO MAINT. IMP.	-	350	350
65085 - MINOR EQUIPMENT & TOOLS	763	700	700
65095 - OFFICE SUPPLIES	3,052	5,000	5,000
Miscellaneous	\$ 15,948	\$ 25,500	\$ 25,500
62490 - OTHER PROGRAM COSTS	15,348	500	500
62493 - PROPERTY CLEAN UP EXPENSE	-	25,000	25,000
65141 - FITNESS INCENTIVE	600	-	-
Insurance and Other Chargebacks	\$ 42,949	\$ 2,974	\$ -
62740 - OTHER CHARGES-CHARGEBACK	21,480	-	-
66030 - TRANSFER TO INSURANCE - RISK	2,974	2,974	-
66130 - TRANSFER TO INSURANCE	18,495	-	-
Capital Outlay	\$ 77,655	\$ -	\$ -

Account Number - Description	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2021 Adopted Budget
65522 - BUSINESS DISTRICT IMPROVEMENTS	77,655	-	-
Community Sponsored Organizations	\$ 124,975	\$ 123,886	\$ -
67010 - COMMUNITY SPONSORED ORGANIZATIONS	-	123,886	-
67110 - CONNECTIONS FOR THE HOMELESS	94,975	-	-
67111 - YWCA	30,000	-	-
Contingencies	\$ 5,043	\$ 5,000	\$ 5,000
68205 - CONTINGENCIES	5,043	5,000	5,000
Interfund Transfers	\$ 110,508	\$ 41,827	\$ -
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	13,932	25,457	-
62309 - RENTAL OF AUTO REPLACEMENT	12,370	16,370	-
66025 - TRANSFER TO DEBT SERVICE - ERI	84,206	-	-
Grand Total	\$ 3,082,258	\$ 3,425,044	\$ 3,073,829



2021 ADOPTED BUDGET - GENERAL FUND

Police Department

The [Evanston Police Department](#) is committed to the protection of life and property. With a staff of 153 sworn officers and 56 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 comprises 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 comprises 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.



2021 ADOPTED BUDGET - GENERAL FUND

Police Department

Financial Summary

Revenues	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2021 Adopted Budget
2205 POLICE ADMINISTRATION	11,121,090	12,061,150	12,266,961
2210 PATROL OPERATIONS	103,331	-	-
2225 SOCIAL SERVICES BUREAU	30	-	-
2230 JUVENILE BUREAU	6,250	-	-
2240 POLICE RECORDS	32,063	25,000	25,000
2260 OFFICE OF ADMINISTRATION	31,196	50,000	50,000
2265 NEIGHBORHOOD ENFORCEMENT TEAM	84,095	20,000	20,000
2270 TRAFFIC BUREAU	262,040	130,000	130,000
2280 ANIMAL CONTROL	7,395	7,500	7,500
2285 PROBLEM SOLVING TEAM	6,190	-	-
Grand Total	\$ 11,653,682	\$ 12,293,650	\$ 12,599,461

Expenses	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2021 Adopted Budget
2205 POLICE ADMINISTRATION	11,639,597	13,656,115	14,813,632
2210 PATROL OPERATIONS	12,714,925	13,307,332	12,094,949
2215 CRIMINAL INVESTIGATION	2,273,954	2,221,668	2,069,966
2230 JUVENILE BUREAU	952,990	955,255	901,402
2235 SCHOOL LIAISON	484,078	505,364	494,716
2240 POLICE RECORDS	497,587	497,017	329,080
2245 COMMUNICATIONS	1,626,516	1,613,884	1,426,240
2250 SERVICE DESK	1,271,611	1,258,723	1,047,053
2251 311 CENTER	601,492	623,579	523,090
2255 OFFICE-PROFESSIONAL STANDARDS	410,079	395,888	394,414
2260 OFFICE OF ADMINISTRATION	692,421	654,569	657,542
2265 NEIGHBORHOOD ENFORCEMENT TEAM	2,152,747	2,008,736	1,875,631
2270 TRAFFIC BUREAU	1,160,316	979,417	692,879
2275 COMMUNITY STRATEGIC BUREAU	155,091	157,936	134,603
2280 ANIMAL CONTROL	217,368	202,342	197,351
2285 PROBLEM SOLVING TEAM	1,725,310	1,666,138	1,663,987
2291 PROPERTY BUREAU	228,180	248,936	252,965
2295 BUILDING MANAGEMENT	158,695	178,828	164,788
Grand Total	\$ 38,962,955	\$ 41,131,727	\$ 39,734,286



2021 ADOPTED BUDGET - GENERAL FUND

Police Department

City Council Goal Performance

City Council Goal	Department Accomplishments
City Infrastructure and Facilities	Successfully transitioned to STARCOM digital radio system from obsolete UHF T-band frequency.
Stabilize Long-Term City Finances	Reduced the Department's overall overtime by \$121,044 from 2018 to 2019 and reduced the Department's net overtime (overtime expense less reimbursements) by \$295,368 from 2018 to 2019.

2021 Initiatives

- Develop relationships with other municipal governments interested in the Evanston Police Department providing dispatch services on the STARCOM radios system.
- Decommission the Police Department's legacy 470MHz T-Band radio infrastructure.
- Research and evaluate the PACE scheduling software system department-wide, with a goal of implementation by 2022.
- Ensure mandated training required by State law, Illinois Police Training Board, and Illinois Attorney General, especially crisis intervention training for all sworn personnel, and Human Services Boards, and the Citizen Police Review Commission.
- Continue to reduce the cost of Police vehicle purchases by downsizing the type of vehicles purchased.
- Implement a more community based policing strategy involving foot patrol units in the wards and problem-solving methods in the patrol division.
- Implement the "Evanston Police Department Community Forum" and the "Evanston Police Department Youth Community Forum" programs.

Ongoing Activity Measures	2019 Actual	2020 Estimated	2021 Projected
Part I crimes*	2,052	1,950	1,950
Part II crimes**	2,954	2,800	2,900
Total calls for service	84,843	68,000	68,0000
Arrests (felony & misdemeanor)	1,251	900	9000
D.U.I. arrests	76	65	75
Ticket & citation production	12,485	8,000	100000
Written Reports***	13,708	12,000	13,700

* The FBI's Uniform Crime Reporting defines Part I crimes as aggravated assault, forcible rape, murder, robbery, arson, burglary, larceny-theft, and motor vehicle theft

**The FBI's Uniform Crime Reporting defines Part II crimes as simple assault, curfew offenses and loitering, embezzlement, forgery and counterfeiting, disorderly conduct, driving under the influence, drug offenses, fraud, gambling, liquor offenses, offenses against the family, prostitution, public drunkenness, runaways, sex offenses, stolen property, vandalism, vagrancy, and weapons offenses.

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

Account Number - Description	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2021 Adopted Budget
Salary and Benefits	\$ 25,991,645	\$ 27,323,034	\$ 25,899,081
61010 - REGULAR PAY	19,143,754	20,191,061	19,059,213
61070 - JOB TRAINING AND INTERNSHIPS	81,200	-	-
61110 - OVERTIME PAY	244,967	310,429	313,941
61111 - HIREBACK OT PAY	907,675	895,501	889,527
61112 - SPECIAL DETAIL OT	332,550	280,854	280,854
61415 - TERMINATION PAYOUTS	117,566	694,014	700,629
61420 - ANNUAL SICK LEAVE PAYOUT	256,772	203,137	207,707
61425 - ANNUAL HOLIDAY PAYOUT	385,584	218,105	223,012
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	93,443	-	-
61441 - POLICE EDUCATION INCENTIVES	277,900	288,000	288,000
61510 - HEALTH INSURANCE	3,189,271	3,194,102	3,023,010
61615 - LIFE INSURANCE	25,067	25,267	24,255
61626 - CELL PHONE ALLOWANCE	360	330	360
61630 - SHOE ALLOWANCE	540	540	540
61635 - UNIFORM ALLOWANCE	169,850	171,500	164,800
61710 - IMRF	225,781	315,839	245,963
61725 - SOCIAL SECURITY	233,784	238,936	198,506
61730 - MEDICARE	305,581	295,420	278,763
Services and Supplies	\$ 1,074,918	\$ 1,165,608	\$ 1,045,744
61060 - SEASONAL EMPLOYEES	32,895	-	-
62210 - PRINTING	4,142	3,000	3,000
62225 - BLDG MAINTENANCE SERVICES	46,693	59,600	59,600
62245 - OTHER EQMT MAINTENANCE	788	2,700	2,700
62270 - MEDICAL/HOSPITAL SERVICES	-	1,000	1,000
62272 - OTHER PROFESSIONAL SERVICES	120,083	100,000	100,000
62275 - POSTAGE CHARGEBACKS	5,318	6,000	-
62280 - OVERNIGHT MAIL CHARGES	346	-	-
62295 - TRAINING & TRAVEL	113,068	161,594	161,594
62335 - DATA PROCESSING SERVICES	-	378	378
62360 - MEMBERSHIP DUES	128,497	116,388	116,388
62370 - EXPENSE ALLOWANCE	-	2,200	2,200
62375 - RENTALS	2,587	17,910	-
62380 - COPY MACHINE CHARGES	8,654	8,954	-
62425 - ELEVATOR CONTRACT COSTS	-	3,112	3,112
62451 - TOWING AND BOOTING CONTRACTS	930	-	-
62509 - SERVICE AGREEMENTS/ CONTRACTS	349,834	346,072	346,072
62645 - DIGITAL ARCHIVING	486	-	-
62705 - BANK SERVICE CHARGES	-	600	600
64005 - ELECTRICITY	8,942	-	-
64015 - NATURAL GAS	16,902	15,000	-
64505 - TELECOMMUNICATIONS	28,892	50,000	-
64540 - TELECOMMUNICATIONS - WIRELESS	45,369	22,000	-
64565 - CABLE - VIDEO	679	-	-
65010 - BOOKS, PUBLICATIONS, MAPS	233	520	520
65020 - CLOTHING	47,868	40,450	40,450
65025 - FOOD	3,415	8,050	8,050
65035 - PETROLEUM PRODUCTS	56	-	-
65040 - JANITORIAL SUPPLIES	12,565	6,600	6,600
65050 - BLDG MAINTENANCE MATERIAL	132	-	-
65085 - MINOR EQUIPMENT & TOOLS	26,134	41,716	41,716
65090 - SAFETY EQUIPMENT	103	-	-
65095 - OFFICE SUPPLIES	10,231	22,300	22,300

Account Number - Description	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2021 Adopted Budget
65105 - PHOTO/DRAFTING SUPPLIE	278	4,833	4,833
65123 - NARCOTICS SEIZURE EXPENSE	-	20,000	20,000
65125 - OTHER COMMODITIES	24,243	68,798	68,798
65555 - IT COMPUTER HARDWARE	764	-	-
65616 - PUBLIC SAFETY EQUIPMENT/SUPPLIES	33,792	35,833	35,833
Miscellaneous	\$ 102,333	\$ 127,500	\$ 135,500
62490 - OTHER PROGRAM COSTS	66,458	15,000	33,000
62770 - MISCELLANEOUS	3,485	-	-
65120 - POLICE DUI EXPENSE	14,721	15,000	15,000
65122 - NARCOTICS ENFORCEMENT EXPENSE	17,669	-	-
65141 - FITNESS INCENTIVE	-	97,500	87,500
Insurance and Other Chargebacks	\$ 10,860,446	\$ 11,583,788	\$ 11,781,461
62675 - INTERDEPT TRANSFER PENSIONS	10,502,308	11,225,650	11,431,461
66030 - TRANSFER TO INSURANCE - RISK	358,138	358,138	350,000
Capital Outlay	\$ 614	\$ -	\$ -
65625 - FURNITURE & FIXTURES	614	-	-
Contingencies	\$ 568	\$ 2,500	\$ 2,500
68205 - CONTINGENCIES	568	2,500	2,500
Interfund Transfers	\$ 932,431	\$ 929,297	\$ 870,000
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	539,151	549,838	600,000
62309 - RENTAL OF AUTO REPLACEMENT	279,459	379,459	70,000
66025 - TRANSFER TO DEBT SERVICE - ERI	113,821	-	-
66132 - TRANSFER TO HUMAN SERVICES FUND	-	-	200,000
Grand Total	\$ 38,962,955	\$ 41,131,727	\$ 39,734,286



2021 ADOPTED 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/EMS Operations, 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 Operations Division deliver the first response to all emergencies and situations that require prompt attention on a twenty-four hour a day basis. The members of the Operations 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 emergency operations plans with the County, State and Federal Emergency Management Agencies.

Financial Summary

Revenues	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2021 Adopted Budget
2305 FIRE MGT & SUPPORT	8,522,501	9,389,137	9,768,878
2310 FIRE PREVENTION	212,846	240,000	240,000
2315 FIRE SUPPRESSION	2,285,467	2,311,500	2,411,500
2320 EMERGENCY PREPAREDNESS	38,116	-	-
Grand Total	\$ 11,058,930	\$ 11,940,637	\$ 12,420,378

Expenses	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2021 Adopted Budget
2305 FIRE MGT & SUPPORT	9,052,481	9,964,180	10,164,453
2310 FIRE PREVENTION	722,331	662,718	648,073
2315 FIRE SUPPRESSION	15,549,139	15,344,447	15,187,948
2320 EMERGENCY PREPAREDNESS	8,899	14,371	6,100
Grand Total	\$ 25,332,850	\$ 25,985,716	\$ 26,006,574



2021 ADOPTED BUDGET – GENERAL FUND

Fire Department

City Council Goal Performance

City Council Goal	Department Accomplishments
City Infrastructure and Facilities - Investment in City Fleet	Placed in service new Class A Fire Engine to replace 18 year old apparatus.
Enhance Community Development and Job Creation Citywide	Continue Fire Explorer Program as well as Evanston Township High School (ETHS) Public Safety Class. Launch of Firefighter Apprenticeship program in collaboration with Oakton Community College.
Stabilize Long-Term City Finances - Diversify Revenue Sources	Secured GEMT revenue - a brand new supplemental payment program that helps make up the difference between the revenue we receive from the Medicaid claiming process and the true cost of our EMS transports.

2021 Initiatives

- Emergency Management will continue to play a pivotal role in helping lead the City’s Crisis Management Team’s COVID-19 pandemic response through the use of the NIMS and the FEMA planning process in collaboration with local, county, state and federal partners.
- The Department will present the City’s first ever Emergency Preparedness Fair.
- Expanding our City’s *Evanston Alerts* Emergency Notification System to incorporate Wireless Emergency Activations (WEA).
- All members will be trained and re-certified in Advanced CardiacLife Support (ACLS).
- The Department will continue to 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 look to expand the ECHO (Evanston Community Health Outreach) program with AMITA St. Francis Hospital and community stakeholders.
- In collaboration with the Evanston Police Department, continue to develop a comprehensive public safety Unmanned Aerial Vehicle program.

Ongoing Activity Measures	2019 Actual	2020 Estimated	2021 Projected
City fire insurance rating	1	1	1
Hydrants inspected/flow tested	1340	1340	1340
Construction plans reviewed	431	285	450
Staff hours on cause and origin investigations	72	80	84
All Fire Dept. incidents, including ambulance calls	10,526	9,100	10,300
Ambulance calls	6,678	6,058	6,550

Account Number - Description	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2021 Adopted Budget
Salary and Benefits	\$ 14,796,990	\$ 14,395,374	\$ 14,390,554
61010 - REGULAR PAY	10,777,065	11,413,546	11,257,099
61062 - SPECIAL EVENT PAY	264	30,000	30,000
61110 - OVERTIME PAY	252,320	178,000	178,000
61111 - HIREBACK OT PAY	1,096,214	648,956	748,956
61113 - TRAINING OT	31,554	33,000	33,000
61415 - TERMINATION PAYOUTS	30,655	50,000	50,000
61420 - ANNUAL SICK LEAVE PAYOUT	454,280	50,000	50,000
61425 - ANNUAL HOLIDAY PAYOUT	121,932	-	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	21,780	-	-
61510 - HEALTH INSURANCE	1,807,977	1,779,802	1,844,911
61615 - LIFE INSURANCE	6,166	5,914	6,227
61626 - CELL PHONE ALLOWANCE	1,950	2,475	1,800
61710 - IMRF	15,480	21,985	15,131
61725 - SOCIAL SECURITY	14,744	15,596	11,611
61730 - MEDICARE	164,609	166,099	163,820
Services and Supplies	\$ 507,568	\$ 464,763	\$ 398,540
62210 - PRINTING	2,126	4,000	4,000
62235 - OFFICE EQUIPMENT MAINT	501	1,100	1,100
62245 - OTHER EQMT MAINTENANCE	2,359	5,100	5,100
62250 - COMPUTER EQUIPMENT MAINT	5,703	-	-
62270 - MEDICAL/HOSPITAL SERVICES	36,691	50,400	50,400
62275 - POSTAGE CHARGEBACKS	4,603	3,000	-
62295 - TRAINING & TRAVEL	75,036	75,100	75,100
62315 - POSTAGE	194	500	500
62335 - DATA PROCESSING SERVICES	-	3,200	3,200
62355 - LAUNDRY/OTHER CLEANING	-	1,000	1,000
62360 - MEMBERSHIP DUES	2,525	27,200	27,200
62380 - COPY MACHINE CHARGES	3,465	1,223	-
62430 - CUSTODIAL CONTRACT SERVICES	6,840	6,840	6,840
62509 - SERVICE AGREEMENTS/ CONTRACTS	918	75,000	75,000
62518 - SECURITY ALARM CONTRACTS	2,359	6,400	6,400
62672 - AFG PORTAL RADIO GRANT	165,590	-	-
62705 - BANK SERVICE CHARGES	150	-	-
64015 - NATURAL GAS	52,715	50,000	-
64540 - TELECOMMUNICATIONS - WIRELESS	15,451	12,000	-
65005 - AGRI/BOTANICAL SUPPLIES	-	300	300
65010 - BOOKS, PUBLICATIONS, MAPS	1,532	2,400	2,400
65015 - CHEMICALS/ SALT	10,353	10,000	10,000
65020 - CLOTHING	64,499	70,000	70,000
65025 - FOOD	2,000	-	-
65040 - JANITORIAL SUPPLIES	13,249	14,400	14,400
65050 - BLDG MAINTENANCE MATERIAL	5,866	6,000	6,000
65070 - OFFICE/OTHER EQMT MATL	3,812	4,000	4,000
65075 - MEDICAL & LAB SUPPLIES	7,176	7,000	7,000
65085 - MINOR EQUIPMENT & TOOLS	6,280	4,500	4,500
65090 - SAFETY EQUIPMENT	1,267	2,000	2,000
65095 - OFFICE SUPPLIES	4,283	7,400	7,400
65105 - PHOTO/DRAFTING SUPPLIE	344	1,700	1,700
65125 - OTHER COMMODITIES	9,542	12,100	12,100
65620 - OFFICE MACH. & EQUIP.	137	900	900
Miscellaneous	\$ 77,802	\$ 100,702	\$ 100,702
62521 - MEDICAL EQ MAINT AGREEMENTS	22,971	23,000	23,000

Account Number - Description	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2021 Adopted Budget
62522 - SCBA EQ MAINT AGREEMENTS	4,540	6,000	6,000
62523 - EXTRICATION EQ MAINT AGREEMENTS	3,317	3,000	3,000
62605 - OTHER CHARGES	8,574	8,000	8,000
62770 - MISCELLANEOUS	-	8,202	8,202
65141 - FITNESS INCENTIVE	38,400	52,500	52,500
Insurance and Other Chargebacks	\$ 9,158,504	\$ 10,097,524	\$ 10,476,778
62675 - INTERDEPT TRANSFER PENSIONS	8,266,584	9,247,037	9,626,778
66030 - TRANSFER TO INSURANCE - RISK	850,487	850,487	850,000
66049 - WORKERS COMP TTD PYMTS (NON SWORN)	41,433	-	-
Capital Outlay	\$ 38,698	\$ 70,000	\$ 70,000
65625 - FURNITURE & FIXTURES	38,698	70,000	70,000
Interfund Transfers	\$ 753,288	\$ 857,353	\$ 570,000
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	457,055	467,708	500,000
62309 - RENTAL OF AUTO REPLACEMENT	289,645	389,645	70,000
66025 - TRANSFER TO DEBT SERVICE - ERI	6,588	-	-
Grand Total	\$ 25,332,850	\$ 25,985,716	\$ 26,006,574



2021 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 for the people of Evanston to 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.

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. This also includes safe environments and living spaces that facilitate healthy living.
- 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, other forms of violence, homelessness and death.
- 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, engage our youth and youth adults, advocate for victims of crime and our senior citizens, 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.



2021 ADOPTED BUDGET - GENERAL FUND

Health & Human Services Department

Financial Summary

Revenues	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2021 Adopted Budget
2407 HEALTH SERVICES ADMIN	210	5,000	-
2420 COVID CONTACT TRACING	-	-	420,000
2435 PUBLIC HEALTH DIVISION	1,041,074	807,767	852,842
2440 VITAL RECORDS	2,006	-	-
2455 COMMUNITY HEALTH	32,775	-	-
Grand Total	\$ 1,076,065	\$ 812,767	\$ 1,272,842

Expenses	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2021 Adopted Budget
2407 HEALTH SERVICES ADMIN	298,094	254,187	111,823
2435 PUBLIC HEALTH DIVISION	1,389,409	1,119,990	1,052,597
2440 VITAL RECORDS	3,156	-	-
2445 HUMAN SERVICES	280,460	-	-
2455 COMMUNITY HEALTH	175,823	-	-
2460 COMMUNITY PURCHASED SERVICES	828,471	-	-
2499 GENERAL ASSISTANCE	355	-	-
Grand Total	\$ 2,975,767	\$ 1,374,177	\$ 1,556,420



2021 ADOPTED BUDGET - GENERAL FUND

Health & Human Services Department

City Council Goal Performance

City Council Goal	Department Accomplishments
Community Development and Job Creation	Facilitated job readiness training through our Human Services and Youth and Young Adult programs. Assisted in identifying potential employment for eligible candidates through Human Services and Youth and Young Adult programs. Recruited and trained Evanston youth and young adult in skill sets needed to compete in the 21st century economy. Provided academic and vocational internships, externships and apprenticeship programming opportunities for youth and youth adults through City programs such as the Mayor’s Summer Youth Employment Program and others.
Expand Affordable Housing	Stabilized housing for residents and those who are homeless through our Human Service and Community Service programs.
Stabilize long-term City Finances	Maintained and acquired grants from the State, Federal and County governments and other agencies to aid in stabilizing finances for City services and operations. The Communicable Disease Surveillance Program received a second year of additional funding to build capacity to reach more persons living with HIV in our community and ensure that they have access to necessary services. Received nearly \$1 million in grant funding to assist in our COVID-19 response and activities.
Ensure Equity in All City Operations	Integrated the Senior Service and Youth and Young Adult Divisions from the Community Parks and Recreation Department to the Health and Human Services Department to facilitate a holistic and equitable social services approach for the community. Provided guidance, communicable disease reporting, surveillance, social service needs and other related activities with the application of equity in the response to COVID-19 in the community, long term care facilities, congregate homes, schools and other entities. Established a comprehensive plan to assist victims of crime through a trauma-informed equitable lens.

2021 Initiatives

- Continue to prioritize the response to COVID-19 in the community including facilities housing high risk populations such as in our long-term care facilities and congregate homes.
- Continue to transition to regular HHS operations while responding to COVID-19 related activities.
- Conduct COVID-19 vaccination activities when the vaccines are made available.
- Partner with Community Action Advocates to increase visibility of social services support to vulnerable populations.
- Create a clearinghouse of data to better measure health equity achievements.
- Create a community cohort of Seeking Educational Equity and Diversity (SEED) members.
- Increase outreach and participants at the Rethink Your Drink programs.
- Develop the Evanston Project for Local Assessment of Needs (EPLAN) for the State’s recertification of the Health and Human Services Department.



2021 ADOPTED BUDGET - GENERAL FUND

Health & Human Services Department

Ongoing Activity Measures	2019 Actual	2020 Estimated	2021 Projected
Number of licensed food establishments	431	435	435
Number of foodborne illness investigations performed	22	15	20
Total number of food inspections performed	921	450	1000
Temporary food inspections performed	454	100	500
Food complaints evaluated / inspected	60	50	65
Food establishment plans reviewed	22	20	25
Rat and Rodent complaints investigated	601	650	600
Number of Communicable Disease Investigations	880	1,600	1,200
Tobacco Education and Outreach	1	1	3
Environmental Scans of Tobacco Retailers	33	33	33
Clean Air Act Compliance Checks	65	100	200
Grants administered	14	18	15
Get Yourself Tested Participants at ETHS	56	N/A*	N/A*
Number of We're Out Walking Participants	348	N/A	400
Home Lead Assessments	14	10	15

Account Number - Description	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2021 Adopted Budget
Salary and Benefits	\$ 1,694,307	\$ 1,035,653	\$ 677,654
61010 - REGULAR PAY	1,251,627	763,581	499,081
61050 - PERMANENT PART-TIME	2,100	-	-
61110 - OVERTIME PAY	19,722	10,800	10,800
61415 - TERMINATION PAYOUTS	22,616	-	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	1,498	-	-
61510 - HEALTH INSURANCE	208,347	129,067	85,978
61615 - LIFE INSURANCE	913	591	366
61625 - AUTO ALLOWANCE	3,346	3,750	1,384
61626 - CELL PHONE ALLOWANCE	2,648	2,445	1,305
61630 - SHOE ALLOWANCE	1,030	589	335
61710 - IMRF	81,431	66,739	40,326
61725 - SOCIAL SECURITY	80,259	46,931	30,798
61730 - MEDICARE	18,770	11,159	7,281
Services and Supplies	\$ 166,096	\$ 186,551	\$ 573,300
61060 - SEASONAL EMPLOYEES	33,619	30,000	422,000
62210 - PRINTING	700	1,200	1,200
62275 - POSTAGE CHARGEBACKS	4,670	2,000	-
62295 - TRAINING & TRAVEL	9,127	5,600	5,600
62345 - COURT COST/LITIGATION	-	500	500
62360 - MEMBERSHIP DUES	2,430	4,900	4,900
62371 - WOMEN OUT WALKING EXPENSE	6,226	-	6,000
62380 - COPY MACHINE CHARGES	2,629	1,500	-
62494 - HOME DAY CARE LICENSE EXPENDITURES	295	-	-
62509 - SERVICE AGREEMENTS/ CONTRACTS	75,000	-	-
62606 - RODENT CONTROL CONTRACT	-	85,000	85,000
62705 - BANK SERVICE CHARGES	871	-	-
64540 - TELECOMMUNICATIONS - WIRELESS	4,054	4,851	-
65020 - CLOTHING	1,618	1,300	1,300
65025 - FOOD	1,389	600	600
65075 - MEDICAL & LAB SUPPLIES	1,105	800	800
65085 - MINOR EQUIPMENT & TOOLS	-	600	600
65095 - OFFICE SUPPLIES	3,486	4,000	4,000
65125 - OTHER COMMODITIES	175	200	200
65127 - LEADPAINT HAZARD GRANT (TORRENS) EXP	18,700	39,600	39,600
65128 - IDPH LEAD GRANT EXPENSE	-	2,900	-
65620 - OFFICE MACH. & EQUIP.	-	1,000	1,000
Miscellaneous	\$ 217,874	\$ 125,832	\$ 55,466
62468 - IL TOBACCO FREE COMM EXP	2,189	3,455	3,455
62469 - IL VACANT PROPERTY EXP	37,625	37,500	-
62471 - VECTOR SURVEILLANCE EXP	4,079	20,300	-
62472 - BEACH WATER TESTING EXP	5,678	9,000	9,097
62473 - ENVIRONMENTAL HEATH EXP	31	-	-
62474 - COMPREHENSIVE HEALTH PROTECTION GRANT EXP	18,746	19,070	28,000
62476 - CRI GRANT -EXPENSE (HHS)	2,243	3,071	1,343
62477 - PHEP GRANT-EXPENSE	6,357	7,886	4,661
62490 - OTHER PROGRAM COSTS	43,010	3,500	3,500
62493 - PROPERTY CLEAN UP EXPENSE	19,026	5,000	5,000
62605 - OTHER CHARGES	77,385	-	-
62646 - IL HIV SURVEILLANCE	904	17,050	410
65141 - FITNESS INCENTIVE	600	-	-
Insurance and Other Chargebacks	\$ 6,274	\$ 6,274	\$ -
66030 - TRANSFER TO INSURANCE - RISK	6,274	6,274	-

Account Number - Description	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2021 Adopted Budget
Interfund Transfers	\$ 891,217	\$ 19,867	\$ 250,000
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	17,046	14,302	-
62309 - RENTAL OF AUTO REPLACEMENT	6,313	5,565	-
66025 - TRANSFER TO DEBT SERVICE - ERI	39,387	-	-
66132 - TRANSFER TO HUMAN SERVICES FUND	828,471	-	250,000
Grand Total	\$ 2,975,767	\$ 1,374,177	\$ 1,556,420



2021 ADOPTED BUDGET - GENERAL FUND

Parks and Recreation Department

The [Parks and Recreation 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 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 Zombie Scramble, Trunk or Treat, Streets Alive, Concerts, Movies in the Park, Drive-In Movies and the Community Picnic (sponsored by the City and other groups).



2021 ADOPTED BUDGET - GENERAL FUND

Parks and Recreation Department

Financial Summary

Revenues	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2021 Adopted Budget
3005 REC. MGMT. & GENERAL SUPPORT	43,943	35,500	23,000
3010 REC. BUSINESS & FISCAL MGMT	87	-	-
3015 FARMER'S MARKET	-	97,250	97,250
3020 REC GENERAL SUPPORT	96,194	-	-
3030 CROWN COMMUNITY CENTER	647,415	2,573,500	1,941,000
3035 CHANDLER COMMUNITY CENTER	683,770	700,500	525,500
3040 FLEETWOOD JOURDAIN COM CT	352,548	275,000	225,000
3045 FLEETWOOD/JOURDAIN THEATR	46,454	15,900	12,775
3050 RECREATION OUTREACH PROGRAM	209,306	155,000	155,000
3055 LEVY CENTER SENIOR SERVICES	791,859	688,000	526,750
3065 BOAT RAMP OPERATIONS	36,388	182,500	219,500
3075 BOAT STORAGE FACILITIES	135,210	-	-
3080 BEACHES	811,937	1,045,000	1,200,000
3081 POOCH PARK	22,533	21,500	31,500
3095 CROWN ICE RINK	1,169,584	-	-
3100 SPORTS LEAGUES	69,004	25,000	137,000
3105 AQUATIC CAMP	259,897	-	-
3130 SPECIAL RECREATION	106,221	148,000	63,750
3135 SUMMER PLAYGROUNDS	538	-	-
3155 GOLF	1,515	-	-
3215 YOUTH ENGAGEMENT DIVISION	11,488	-	-
3225 GIBBS-MORRISON CULTURAL CENTER	43,007	55,000	41,250
3605 ECOLOGY CENTER	234,479	330,000	250,000
3610 ECO-QUEST DAY CAMP	75,836	-	-
3710 NOYES CULTURAL ARTS CENTER	370,371	370,000	370,000
3720 CULTURAL ARTS PROGRAMS	254,611	266,000	201,750
Grand Total	\$ 6,474,193	\$ 6,983,650	\$ 6,021,025



2021 ADOPTED BUDGET - GENERAL FUND

Parks and Recreation Department

Financial Summary

Expenses	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2021 Adopted Budget
3005 REC. MGMT. & GENERAL SUPPORT	595,813	1,795,996	1,603,684
3010 REC. BUSINESS & FISCAL MGMT	310,780	-	-
3015 FARMER'S MARKET	-	77,950	68,450
3020 REC GENERAL SUPPORT	807,925	-	-
3025 PARK UTILITIES	84,797	92,750	88,250
3030 CROWN COMMUNITY CENTER	1,008,857	3,117,713	3,298,078
3035 CHANDLER COMMUNITY CENTER	781,024	817,093	790,050
3040 FLEETWOOD JOURDAIN COM CT	1,038,525	944,807	892,352
3045 FLEETWOOD/JOURDAIN THEATR	166,160	151,524	153,744
3050 RECREATION OUTREACH PROGRAM	273,283	245,976	246,074
3055 LEVY CENTER SENIOR SERVICES	1,562,702	1,437,022	1,325,098
3065 BOAT RAMP OPERATIONS	49,670	62,950	62,950
3075 BOAT STORAGE FACILITIES	13,300	-	-
3080 BEACHES	793,149	797,256	814,087
3085 RECREATION FACILITY MAINTENANCE	17	-	-
3095 CROWN ICE RINK	1,464,908	-	-
3100 SPORTS LEAGUES	49,012	68,328	68,328
3105 AQUATIC CAMP	100,612	-	-
3130 SPECIAL RECREATION	486,422	511,214	498,805
3140 BUS PROGRAM	63,354	78,315	90,557
3150 PARK SERVICE UNIT	123,345	68,244	68,646
3205 COMMUNITY RELATIONS	535	-	-
3210 COMMISSION ON AGING	99	-	-
3215 YOUTH ENGAGEMENT DIVISION	1,397,172	-	-
3225 GIBBS-MORRISON CULTURAL CENTER	172,175	232,115	116,301
3505 PARKS & FORESTRY GENERAL SUP	6	-	-
3605 ECOLOGY CENTER	456,079	551,120	549,112
3610 ECO-QUEST DAY CAMP	3,537	-	-
3700 NOYES CULTURAL ARTS CTR	112	-	-
3705 ARTS COUNCIL G&A	452	-	-
3710 NOYES CULTURAL ARTS CENTER	219,586	251,532	232,887
3720 CULTURAL ARTS PROGRAMS	333,341	359,546	361,908
3730 NCAP-MAYORS AWARD	16	-	-
3806 CIVIC CENTER SERVICES	7,580	-	-
Grand Total	\$ 12,364,345	\$ 11,661,451	\$ 11,329,361



2021 ADOPTED BUDGET - GENERAL FUND

Parks and Recreation Department

City Council Goal Performance

City Council Goal	Department Accomplishments
Invest in City infrastructure and facilities	Fleetwood-Jourdain Community Center is undergoing a gym floor replacement due moisture seepage causing the buckling of the floor.
Invest in City infrastructure and facilities	Shoreline improvements are set to begin in September 2020 to protect the shoreline and keep the lakefront as a community asset that is usable and accessible to residents
Ensure Equity in all city operations	The City partnered with District 65 to provide a scholarship qualification letter to eligible individuals receiving free and reduced lunch. The letter provides easy access to scholarship approval for City recreation programs
Ensure Equity in all city operations	In response to community demand for beach access, the department provided free beach tokens or 10-punch passes to individuals and social service agencies, who qualify under the Parks, Recreation and Community Services fee assistance program

2021 Initiatives

- Provide creative and innovative programming to the community in light of pandemic restrictions.
- Continue to increase the overall number of participants in tennis and pickleball.
- Work collaboratively with D65 to provide pandemic safe recreational programming for youth that are e-learning
- Provide more outdoor programming and events
- 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.
- Execute and implement cooperative agreements to offer running club programs.
- Work with IT to improve communication equipment at the lakefront to improve radio communications.
- By April 2021, develop and introduce a new facility use and allocation management program for user groups and organizations that utilize our outdoor athletic fields.
- By June 2022, 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 a wider variety of programming to Levy participants both virtually and in person.
- Continue to provide virtual programming to seniors that are not ready to re-enter the facility.
- Continue to provide weekly communications regarding programming options, services offered, meal pick up and updates.
- Rebuild and revive programming at Fleetwood-Jourdain Center post pandemic.
- Create positive childhood experiences through programs and camps
- Anticipate the needs of the changing community and structure programming and facilities accordingly.
- 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.



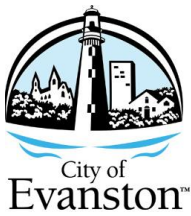
2021 ADOPTED BUDGET - GENERAL FUND

Parks and Recreation Department

Ongoing Activity Measures	2019 Actual	2020 Estimated	2021 Projected
Beach token sales to Evanston residents	18,697	15,172	19,900
Beach token donation fund	18,153	7,628	11,000
Free beach access (funds not collected)	45,786	22,800	50,000
Number of vendors at the Farmers' Market	62	53	58
Number of staff trained and certified in CPR/AED	60	75	75
Total participants in all Special Recreation programs	812	242	450
Social Media account likes and followers (Facebook, Twitter, Instagram)	8,796	11,509	13,150
Scholarships granted (funds not collected)	237,280	95,000	220,000
Subsidized Ice Time (funds not collected)	26,486	49,000	75,700
Number of meals served (Summer Food program)	42,572	25,716	40,000
Number of meals served senior congregate lunch program	9105	15991	15000
Special Event Permits Issued (City & Private Events)	104	110	110
Total number of summer camp program registrations	5461	1668	5000

Account Number - Description	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2021 Adopted Budget
Salary and Benefits	\$ 6,843,118	\$ 6,433,434	\$ 6,155,864
61010 - REGULAR PAY	3,406,418	3,385,269	3,332,603
61011 - RECREATION INSTRUCTORS REG PAY	417,334	495,705	495,705
61013 - PROGRAM ASSISTANTS	315,271	249,601	249,600
61050 - PERMANENT PART-TIME	1,036,913	808,381	703,302
61062 - SPECIAL EVENT PAY	4,533	2,000	2,000
61110 - OVERTIME PAY	89,947	106,146	106,146
61415 - TERMINATION PAYOUTS	31,449	-	-
61420 - ANNUAL SICK LEAVE PAYOUT	4,529	-	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	4,822	-	-
61510 - HEALTH INSURANCE	688,018	695,401	625,928
61615 - LIFE INSURANCE	3,103	2,699	2,987
61625 - AUTO ALLOWANCE	11,358	9,635	9,783
61626 - CELL PHONE ALLOWANCE	10,146	7,188	6,408
61630 - SHOE ALLOWANCE	6,120	5,760	4,680
61710 - IMRF	258,927	335,539	304,979
61725 - SOCIAL SECURITY	448,849	266,462	252,251
61730 - MEDICARE	105,381	63,648	59,492
Services and Supplies	\$ 4,298,030	\$ 4,087,628	\$ 4,148,840
61060 - SEASONAL EMPLOYEES	2,061,847	1,673,378	1,768,163
62205 - ADVERTISING	5,479	30,625	10,625
62210 - PRINTING	41,166	58,720	18,720
62225 - BLDG MAINTENANCE SERVICES	9,230	8,383	8,383
62235 - OFFICE EQUIPMENT MAINT	186	2,983	2,983
62245 - OTHER EQMT MAINTENANCE	36,549	32,866	32,866
62275 - POSTAGE CHARGEBACKS	4,787	6,500	-
62295 - TRAINING & TRAVEL	23,038	23,540	23,540
62315 - POSTAGE	227	-	500
62360 - MEMBERSHIP DUES	14,267	19,458	19,458
62365 - RECEPTION/ENTERTAINMEN	-	400	400
62375 - RENTALS	6,887	6,630	6,630
62380 - COPY MACHINE CHARGES	11,456	14,975	-
62425 - ELEVATOR CONTRACT COSTS	450	2,660	2,660
62495 - LICENSED PEST CONTROL SERVICES	7,199	5,992	5,992
62500 - TECHNICAL INFORMATION SERVICES	3,955	-	-
62505 - INSTRUCTOR SERVICES	298,330	257,439	257,439
62506 - WORK- STUDY	4,453	14,700	9,700
62507 - FIELD TRIPS	131,587	192,546	192,546
62508 - SPORTS OFFICIALS	12,877	19,370	19,370
62509 - SERVICE AGREEMENTS/ CONTRACTS	15,594	17,957	17,957
62511 - ENTERTAIN/PERFORMER SERV	42,326	44,875	44,875
62513 - COMMUNITY PICNIC-SPECIAL EVENTS	565	8,000	8,000
62515 - RENTAL SERVICES	21,783	23,500	23,500
62518 - SECURITY ALARM CONTRACTS	2,128	1,100	1,100
62520 - OTHER CONTRACTUAL SERVICES	308	-	-
62695 - COUPON PMTS-CAB SUBSIDY	173,235	235,000	170,000
62705 - BANK SERVICE CHARGES	78,131	75,000	75,000
62996 - Holiday Food Drive Expenses	21,156	10,000	10,000
64005 - ELECTRICITY	371,889	381,208	514,963
64015 - NATURAL GAS	96,003	134,353	130,000
64540 - TELECOMMUNICATIONS - WIRELESS	14,060	12,000	-
65005 - AGRI/BOTANICAL SUPPLIES	437	1,233	1,233
65010 - BOOKS, PUBLICATIONS, MAPS	310	-	-

Account Number - Description	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2021 Adopted Budget
65020 - CLOTHING	31,353	27,756	27,756
65025 - FOOD	335,611	300,075	300,075
65035 - PETROLEUM PRODUCTS	2,283	1,000	1,000
65040 - JANITORIAL SUPPLIES	48,749	58,460	58,460
65045 - LICENSING/REGULATORY SUPP	6,952	9,100	9,100
65050 - BLDG MAINTENANCE MATERIAL	59,360	67,080	67,080
65055 - MATER. TO MAINT. IMP.	248	-	-
65070 - OFFICE/OTHER EQT MTN MATL	8,634	1,615	1,615
65075 - MEDICAL & LAB SUPPLIES	1,864	2,045	2,045
65085 - MINOR EQUIPMENT & TOOLS	6,351	5,050	5,050
65090 - SAFETY EQUIPMENT	6,442	2,200	2,200
65095 - OFFICE SUPPLIES	17,979	26,856	26,856
65110 - RECREATION SUPPLIES	256,845	271,000	271,000
65125 - OTHER COMMODITIES	3,465	-	-
Miscellaneous	\$ 437,990	\$ 273,657	\$ 233,657
62490 - OTHER PROGRAM COSTS	384,273	223,657	183,657
62647 - Cradle to Career Programming	50,000	50,000	50,000
65141 - FITNESS INCENTIVE	900	-	-
66461 - Aging Well Conference Expenses	2,817	-	-
Insurance and Other Chargebacks	\$ 449,659	\$ 434,410	\$ 450,000
66030 - TRANSFER TO INSURANCE - RISK	434,410	434,410	450,000
66049 - WORKERS COMP TTD PYMTS (NON SWORN)	15,249	-	-
Capital Outlay	\$ 40,798	\$ 86,000	\$ 56,000
62251 - CROWN CENTER SYSTEMS REPAIR	39,649	21,000	21,000
65503 - FURNITURE / FIXTURES / EQUIPMENT	1,091	-	-
65510 - BUILDINGS	58	35,000	35,000
65515 - OTHER IMPROVEMENTS	-	30,000	-
Community Sponsored Organizations	\$ 3,580	\$ -	\$ -
64010 - GAS-EVNORSKO	3,580	-	-
Interfund Transfers	\$ 291,171	\$ 346,322	\$ 285,000
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	107,312	106,993	100,000
62309 - RENTAL OF AUTO REPLACEMENT	66,003	64,329	10,000
62540 - MAINTENANCE OFFICE EQUIP CHARGEBACKS	55	-	-
66025 - TRANSFER TO DEBT SERVICE - ERI	117,801	-	-
66158 - TRANSFER TO CROWN MAINTENANCE FUND	-	175,000	175,000
Grand Total	\$ 12,364,345	\$ 11,661,451	\$ 11,329,361



2021 ADOPTED 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), the Morton Grove Niles Water Commission, and the Village of Lincolnwood. 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.



2021 ADOPTED BUDGET - GENERAL FUND

Public Works Agency

Financial Summary

Revenues	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2021 Adopted Budget
4105 PUBLIC WORKS AGENCY ADMIN	730,198	1,124,200	624,200
4330 GREENWAYS	4,654	-	-
4520 TRAF. SIG.& ST LIGHT MAINT	18,708	14,000	14,000
Grand Total	\$ 753,561	\$ 1,138,200	\$ 638,200

Expenses	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2021 Adopted Budget
4105 PUBLIC WORKS AGENCY ADMIN	3,527,328	3,346,431	2,808,796
4300 ENVIRONMENTAL SERVICES	160,697	162,961	17,860
4310 RECYCLING AND ENVIRONMENTAL MAIN	729,170	572,227	584,886
4320 FORESTRY	1,965,056	2,876,077	2,298,479
4330 GREENWAYS	1,776,930	1,887,264	1,933,282
4400 CAPITAL PLANNING & ENGINEERING	46,610	50,026	43,326
4410 STREETS AND RIGHT OF WAY	216,084	212,232	222,466
4420 TRANSPORTATION	217,564	223,307	227,015
4430 PARKS AND FACILITIES	62,199	64,203	65,621
4500 INFRASTRUCTURE MAINTENANCE	155,934	159,607	154,312
4510 STREET MAINTENANCE	1,762,056	1,682,162	1,572,384
4520 TRAF. SIG.& ST LIGHT MAINT	1,334,164	1,100,235	1,084,014
4530 SEWER MAINTENANCE	2,314	-	-
4540 DISTRIBUTION MAINTENANCE	(303)	-	-
4550 MAINT-SNOW & ICE	1,288,022	630,350	630,350
Grand Total	\$ 13,243,824	\$ 12,967,082	\$ 11,642,791



2021 ADOPTED BUDGET - GENERAL FUND

Public Works Agency

City Council Goal Performance

City Council Goal	Department Accomplishments
Invest in City Infrastructure and Facilities	Completed the design and installation of the Lincolnwood meter vault and completed the construction of the treated water storage facility at the water treatment plant.
Invest in City Infrastructure and Facilities	Started construction of the Howard Street Streetscape Improvements project.
Invest in City Infrastructure and Facilities	Completed the Harbert Park Improvement project and the Robert Crown Community Center and athletic fields..
Invest in City Infrastructure and Facilities	Constructed the Gym Floor Replacement at the Fleetwood Jourdain Community Center.
Invest in City Infrastructure and Facilities	Completed the Water Main Installation and MFT Street Resurfacing Project
Invest in City Infrastructure and Facilities	Completed the Street Patching, Crack Sealing and Pavement Marking Programs

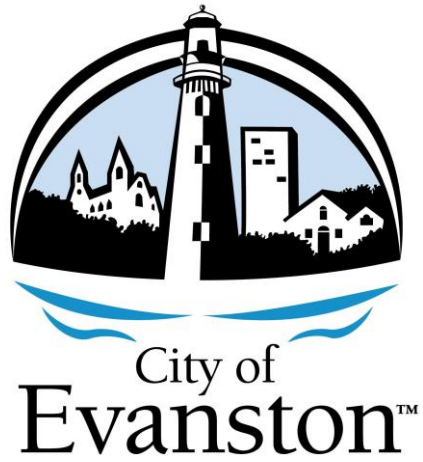
2021 Initiatives

- Complete construction on the Howard Street Corridor Improvements project
- Begin construction on the Central Street Bridge Replacement project
- Replace approximately 65 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.

Ongoing Activity Measures	2019 Actual	2020 Estimated	2021 Projected
In-house design of CIP infrastructure projects	35	37	35
Miles of streets resurfaced – primary routes	0.36	0.40	2.10
Miles of streets resurfaced – residential streets	1.46	1.50	2.80
Total number of unimproved alleys cutout and refreshed with new material	12	6	12
Square yards of streets asphalt patched - contractor	29239	27094	27000
Tons of salt used/season	7334	3762	7000
Mowing rotation in days	4.5	4.5	4.5
Parkway trees trimmed by City crews	3421	3100	3500
Total number of parkway elm removed due to DED	33	22	20
Percentage of parkway elms actually removed	1.10%	0.80%	0.78%
Total number of other trees removed	396	420	500
Total number of new park and parkway trees planted	299	215	250
Elm trees covered under private insurance program	418	340	400
Percentage of trees that are removed by the City and replaced within one year (data source: Division tracking)	28%	23%	25%

Account Number - Description	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2021 Adopted Budget
Salary and Benefits	\$ 8,169,380	\$ 8,261,295	\$ 7,951,572
61010 - REGULAR PAY	5,415,211	5,529,229	5,368,151
61050 - PERMANENT PART-TIME	556	-	-
61072 - JOB TRAINING PROGRAM	2,044	-	-
61110 - OVERTIME PAY	222,953	340,000	340,000
61114 - SNOW OT	483,090	325,000	325,000
61415 - TERMINATION PAYOUTS	3,466	-	-
61420 - ANNUAL SICK LEAVE PAYOUT	17,644	-	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	28,139	-	-
61510 - HEALTH INSURANCE	1,128,926	1,135,355	1,050,629
61615 - LIFE INSURANCE	3,858	3,556	3,461
61625 - AUTO ALLOWANCE	3,808	3,622	2,363
61626 - CELL PHONE ALLOWANCE	504	462	504
61630 - SHOE ALLOWANCE	17,979	18,160	17,630
61710 - IMRF	384,182	483,258	433,749
61725 - SOCIAL SECURITY	369,494	342,151	331,948
61730 - MEDICARE	87,527	80,502	78,138
Services and Supplies	\$ 1,949,618	\$ 1,922,419	\$ 1,378,219
61060 - SEASONAL EMPLOYEES	53,102	85,600	100,600
62185 - CONSULTING SERVICES	12,015	-	-
62195 - LANDSCAPE MAINTENANCE SERVICES	138,681	142,000	162,000
62199 - PARK MNTNCE & FURNITURE RPLCMN	28,893	20,000	20,000
62210 - PRINTING	3,886	6,750	6,750
62235 - OFFICE EQUIPMENT MAINT	204	2,500	2,500
62245 - OTHER EQMT MAINTENANCE	996	2,200	2,200
62275 - POSTAGE CHARGEBACKS	1,788	2,700	-
62295 - TRAINING & TRAVEL	17,484	22,300	22,300
62315 - POSTAGE	1,392	1,250	1,250
62340 - IT COMPUTER SOFTWARE	-	2,100	2,100
62360 - MEMBERSHIP DUES	2,541	6,760	6,760
62375 - RENTALS	2,810	46,810	42,810
62380 - COPY MACHINE CHARGES	1,661	2,500	-
62385 - TREE SERVICES	62,004	75,000	100,000
62415 - RESIDENTIAL DEBRIS/REMOVAL CONTRACTUAL COSTS	51,977	5,000	5,000
62451 - TOWING AND BOOTING CONTRACTS	71,260	55,000	55,000
62496 - DED INOCULATION	38,000	38,000	38,000
62497 - INOCULATION FUNDING- ANNUAL AMORTIZATION	-	800,000	250,000
62509 - SERVICE AGREEMENTS/ CONTRACTS	85,040	5,000	30,000
62705 - BANK SERVICE CHARGES	943	1,000	1,000
64006 - LIGHTING	171,717	-	-
64007 - TRAFFIC LIGHT ELECTRICITY	92,927	-	-
64008 - FESTIVAL LIGHTING	4,069	5,000	5,000
64015 - NATURAL GAS	27,621	35,000	-
64505 - TELECOMMUNICATIONS	20,416	13,000	-
64540 - TELECOMMUNICATIONS - WIRELESS	28,677	27,000	-
64545 - PERSONAL COMPUTER SOFTWARE	17,302	-	-
65005 - AGRI/BOTANICAL SUPPLIES	148,481	162,000	162,000
65010 - BOOKS, PUBLICATIONS, MAPS	1,094	1,033	1,033
65015 - CHEMICALS/ SALT	533,235	-	-
65020 - CLOTHING	60,527	63,350	63,350
65025 - FOOD	2,835	1,350	1,350
65055 - MATER. TO MAINT. IMP.	73,592	91,750	91,750
65070 - OFFICE/OTHER EQT MTN MATL	68,024	85,500	85,500

Account Number - Description	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2021 Adopted Budget
65075 - MEDICAL & LAB SUPPLIES	1,130	500	500
65085 - MINOR EQUIPMENT & TOOLS	30,839	30,550	35,550
65090 - SAFETY EQUIPMENT	16,292	13,850	13,850
65095 - OFFICE SUPPLIES	4,216	6,516	6,516
65105 - PHOTO/DRAFTING SUPPLIE	-	750	750
65115 - TRAFFIC CONTROL SUPPLI	62,203	58,000	58,000
65125 - OTHER COMMODITIES	-	1,300	1,300
65555 - IT COMPUTER HARDWARE	9,471	1,500	1,500
65620 - OFFICE MACH. & EQUIP.	275	2,000	2,000
Miscellaneous	\$ 1,800	\$ -	\$ -
65141 - FITNESS INCENTIVE	1,800	-	-
Insurance and Other Chargebacks	\$ 1,163,514	\$ 1,163,514	\$ 1,200,000
66030 - TRANSFER TO INSURANCE - RISK	1,163,514	1,163,514	1,200,000
Capital Outlay	\$ 19,440	\$ 42,000	\$ 42,000
65503 - FURNITURE / FIXTURES / EQUIPMENT	504	-	-
65515 - OTHER IMPROVEMENTS	-	3,000	3,000
65550 - AUTOMOTIVE EQUIPMENT	11,029	26,000	26,000
65625 - FURNITURE & FIXTURES	7,907	13,000	13,000
Contingencies	\$ 811	\$ 1,000	\$ 1,000
68205 - CONTINGENCIES	811	1,000	1,000
Interfund Transfers	\$ 1,939,262	\$ 1,576,854	\$ 1,070,000
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	992,779	992,779	1,000,000
62309 - RENTAL OF AUTO REPLACEMENT	584,075	584,075	70,000
66025 - TRANSFER TO DEBT SERVICE - ERI	212,408	-	-
69520 - TRANSFER TO SOLID WASTE	150,000	-	-
Grand Total	\$ 13,243,824	\$ 12,967,082	\$ 11,642,791



PART IV

OTHER FUNDS



2020 ADOPTED 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.

Financial Summary

Operating Revenue	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Property Taxes	903,910	1,080,000	1,080,000	1,300,000
Other Revenue	21,723	27,500	27,500	27,500
Interest Income	15,380	1,000	3,000	1,000
Total Revenue	\$ 941,013	\$ 1,108,500	\$ 1,110,500	\$ 1,328,500
Operating Expenses				
Salary and Benefits	385,919	442,866	443,091	452,062
Services and Supplies	788,429	865,982	865,182	865,982
Miscellaneous	5,319	7,000	7,000	7,000
Total Expenses	\$ 1,179,667	\$ 1,315,848	\$ 1,315,273	\$ 1,325,044
Net Surplus (Deficit)	\$ (238,654)	\$ (207,348)	\$ (204,773)	\$ 3,456
Beginning Fund Balance			\$ 363,040	\$ 158,267
Ending Fund Balance	\$ 363,040		\$ 158,267	\$ 161,723

175 GENERAL ASSISTANCE FUND	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Salary and Benefits	\$ 385,919	\$ 442,866	\$ 443,091	\$ 452,062
61010 - REGULAR PAY	289,870	335,775	335,775	344,474
61110 - OVERTIME PAY	2,080	1,500	1,500	1,500
61415 - TERMINATION PAYOUTS	5,206	-	-	-
61510 - HEALTH INSURANCE	46,960	50,130	50,130	50,587
61615 - LIFE INSURANCE	160	196	196	204
61625 - AUTO ALLOWANCE	389	250	250	934
61626 - CELL PHONE ALLOWANCE	38	-	225	225
61630 - SHOE ALLOWANCE	180	540	540	180
61710 - IMRF	18,723	29,347	29,347	27,834
61725 - SOCIAL SECURITY	18,085	20,256	20,256	21,109
61730 - MEDICARE	4,229	4,872	4,872	5,015
Services and Supplies	\$ 788,429	\$ 865,982	\$ 865,182	\$ 865,982
62275 - POSTAGE CHARGEBACKS	874	800	800	800
62295 - TRAINING & TRAVEL	774	2,500	2,500	2,500
62360 - MEMBERSHIP DUES	95	300	300	300
62380 - COPY MACHINE CHARGES	37	500	500	500
62705 - BANK SERVICE CHARGES	5,526	2,050	2,050	2,050
64566 - RENTAL EXPENSE- GA CLIENT	451,207	450,000	450,000	450,000
64567 - PERSONAL EXPENSE- GA CLIENT	282,534	336,000	336,000	336,000
64568 - TRANSPORTATION EXPENSE- GA CLIENT	1,178	5,000	5,000	5,000
64569 - 50/50 WORK PROGRAM- GA CLIENT	-	1,500	1,500	1,500
64570 - CLIENT OTHER NEEDS- GA CLIENT	610	1,000	1,000	1,000
64573 - ALL OTHER PHYSICIANS- GA CLIENT	99	500	500	500
64574 - MEDICAL EXPENSES - GA CLIENT	-	300	300	300
64578 - PSYCH OUTPATIENT/MENTAL- GA CLIENT	-	800	-	800
64582 - MORTGAGE/RENTAL EXPENSE-EAS CLIENT	23,275	30,000	30,000	30,000
64584 - FOOD VOUCHERS - EMERGENCY-EAS CLIENT	360	1,000	1,000	1,000
64585 - UTILITIES - COMED-EAS CLIENT	20,279	15,000	15,000	15,000
64586 - UTILITIES - NICOR-EAS CLIENT	-	8,000	8,000	8,000
64587 - UTILITIES - COE WATER -EAS CLIENT	25	5,000	5,000	5,000
64588 - CLIENT OTHER NEEDS - EAS CLIENT	-	1,500	1,500	1,500
65025 - FOOD	660	1,000	1,000	1,000
65095 - OFFICE SUPPLIES	897	3,232	3,232	3,232
Miscellaneous	\$ 5,319	\$ 7,000	\$ 7,000	\$ 7,000
62490 - OTHER PROGRAM COSTS	5,319	7,000	7,000	7,000
Grand Total	\$ 1,179,667	\$ 1,315,848	\$ 1,315,273	\$ 1,325,044



2021 ADOPTED BUDGET - OTHER FUNDS

#176 – Human Services

Fund Description

The Human Services Fund was created for benefits and facilities such as education, food subsidies, health care, and subsidized housing provided by a government to improve the life and living conditions of the children, disabled, the elderly, and those seeking assistance in the Evanston community. The Fund is intended to build community capacity to drive improvements in population health. The Fund protects 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. The Community Action Program supports community initiatives to provide needed opportunities for at-risk families and vulnerable populations.

The Human Services Fund is responsible for victim response services that provide social services to crime victims, witnesses and residents seeking social service assistance for those affected. In 2019, victim services staff responded to over 1500 calls for service. In 2020, staff have responded to over 1200 calls for service which signifies the importance of this program and funding source. The youth advocacy programs are also established through this funding source to provide family support and intervention services for youth related crisis and youth offenders.

Fund Summary

Operating Revenue	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Property Taxes	-	3,110,000	3,110,000	3,110,000
Other Revenue	70,006	8,000	8,000	2,000
Charges for Services	-	-	-	-
Interfund Transfers	828,471	100,000	100,000	450,000
Intergovernmental Revenue	-	155,000	155,000	125,000
Total Revenue	\$ 898,477	\$ 3,373,000	\$ 3,373,000	\$ 3,687,000
Operating Expenses				
Salary and Benefits	1,342	1,609,824	1,609,824	1,697,148
Services and Supplies	125,894	1,346,243	1,345,593	1,340,243
Miscellaneous	-	265,000	265,000	465,000
Insurance and Other Chargebacks	-	-	-	-
Capital Outlay	-	-	-	-
Community Sponsored Organizations	754,291	143,333	143,333	143,333
Interfund Transfers	-	3,352	3,352	-
Total Expense	\$ 881,526	\$ 3,367,752	\$ 3,367,102	\$ 3,645,724
Net Surplus (Deficit)	\$ 16,951	\$ 5,248	\$ 5,898	\$ 41,276
Beginning Fund Balance			\$ 30,759	\$ 36,657
Ending Fund Balance	\$ 30,759		\$ 36,657	\$ 77,933

	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
176 HEALTH AND HUMAN SERVICES FUND				
Salary and Benefits	\$ 1,342	\$ 1,609,824	\$ 1,609,824	\$ 1,697,148
61010 - REGULAR PAY	-	1,050,502	1,050,502	1,141,884
61050 - PERMANENT PART-TIME	-	125,187	125,187	117,071
61110 - OVERTIME PAY	-	16,000	16,000	16,000
61510 - HEALTH INSURANCE	720	226,440	226,440	221,808
61615 - LIFE INSURANCE	-	762	762	843
61625 - AUTO ALLOWANCE	-	1,575	1,575	3,896
61626 - CELL PHONE ALLOWANCE	-	4,032	4,032	4,482
61710 - IMRF	308	96,102	96,102	94,875
61725 - SOCIAL SECURITY	255	72,094	72,094	77,912
61730 - MEDICARE	60	17,130	17,130	18,377
Services and Supplies	\$ 125,894	\$ 1,346,243	\$ 1,345,593	\$ 1,340,243
61060 - SEASONAL EMPLOYEES	-	560,000	560,000	560,000
62205 - ADVERTISING	-	500	500	500
62210 - PRINTING	-	2,800	2,800	2,800
62275 - POSTAGE CHARGEBACKS	-	2,950	2,950	2,950
62295 - TRAINING & TRAVEL	-	6,560	6,560	6,560
62360 - MEMBERSHIP DUES	-	1,400	1,400	1,400
62371 - WOMEN OUT WALKING EXPENSE	-	6,000	6,000	-
62509 - SERVICE AGREEMENTS/ CONTRACTS	-	6,000	6,000	6,000
62513 - COMMUNITY PICNIC-SPECIAL EVENTS	7,880	8,000	8,000	8,000
62705 - BANK SERVICE CHARGES	24	250	250	250
64540 - TELECOMMUNICATIONS - WIRELESS	-	1,210	1,210	1,210
65020 - CLOTHING	-	2,500	1,500	2,500
65025 - FOOD	-	7,250	7,250	7,250
65085 - MINOR EQUIPMENT & TOOLS	-	1,000	1,000	1,000
65090 - SAFETY EQUIPMENT	-	3,000	3,000	3,000
65095 - OFFICE SUPPLIES	-	450	800	450
65546 - COMMUNITY GRANTS PROGRAMS	-	736,373	736,373	736,373
67015 - PEER SERVICES	66,150	-	-	-
67065 - HOUSING OPTIONS	51,840	-	-	-
Miscellaneous	\$ -	\$ 265,000	\$ 265,000	\$ 465,000
62490 - OTHER PROGRAM COSTS	-	262,000	262,000	462,000
66461 - Aging Well Conference Expenses	-	3,000	3,000	3,000
Community Sponsored Organizations	\$ 754,291	\$ 143,333	\$ 143,333	\$ 143,333
62491 - COMMUNITY INTERVENTION PROGRAM COSTS	131,389	143,333	143,333	143,333
62960 - INTERFAITH ACTION COUNCIL	7,000	-	-	-
62961 - BOOKS AND BREAKFAST	9,996	-	-	-
62962 - THE HARBOUR, INC.	10,000	-	-	-
62980 - NORTH SHORE SENIOR CENTER	35,920	-	-	-
62990 - METROPOLITAN FAMILY SERV	67,200	-	-	-
63067 - CHILDCARE NETWORK EVANSTON	76,857	-	-	-
63069 - JAMES MORAN CENTER	39,360	-	-	-
63071 - SHORE COMMUNITY SERVICES	35,300	-	-	-
63120 - MEALS AT HOME	9,000	-	-	-
67006 - Community Action Program	4,519	-	-	-
67017 - Trilogy Inc.	28,800	-	-	-
67018 - Center for Independent Futures	10,000	-	-	-
67030 - FAMILY FOCUS	33,600	-	-	-
67045 - YOU	70,250	-	-	-
67090 - Child Care Center Of Evanston	25,650	-	-	-
67110 - CONNECTIONS FOR THE HOMELESS	56,000	-	-	-
67125 - INFANT WELFARE SOCIETY	62,400	-	-	-
67146 - NORTHWEST CASA	41,050	-	-	-
Interfund Transfers	\$ -	\$ 3,352	\$ 3,352	\$ -
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	-	1,086	1,086	-
62309 - RENTAL OF AUTO REPLACEMENT	-	2,266	2,266	-
Grand Total	\$ 881,526	\$ 3,367,752	\$ 3,367,102	\$ 3,645,724



2021 ADOPTED BUDGET - OTHER FUNDS

#177 – Reparatons

Fund Description

The Reparatons Fund was created in the 2020 budget. The fund is supported by adult-use cannabis tax. The collection of this tax began on July 1, 2020, as established by Resolution 126-R-19. This will continue until the fund has reached \$10 million in revenue from this source, at which time this tax revenue will be directed to the General Fund.

Spending from the Reparatons Fund will be determined by the Reparatons Subcommittee. Programs may include: housing assistance and relief initiatives for African American residents in Evanston; and various Economic Development programs and opportunities for African American residents and entrepreneurs in Evanston.

Fund Summary

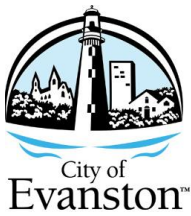
Operating Revenue	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Other Taxes	-	250,000	250,000	400,000
Other Revenue	1,335	-	-	-
Total Revenue	\$ 1,335	\$ 250,000	\$ 250,000	\$ 400,000

Operating Expenses				
Miscellaneous	-	250,000	-	400,000
Total Expenses	\$ -	\$ 250,000	\$ -	\$ 400,000

Net Surplus (Deficit)	\$ 1,335	\$ -	\$ 250,000	\$ -
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Beginning Fund Balance			\$ 1,335	\$ 251,335
Ending Fund Balance	\$ 1,335		\$ 251,335	\$ 251,335

177 REPARATIONS FUND	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Miscellaneous	\$ -	\$ 250,000	\$ -	\$ 400,000
62490 - OTHER PROGRAM COSTS	-	250,000	-	400,000
Grand Total	\$ -	\$ 250,000	\$ -	\$ 400,000



2021 ADOPTED BUDGET - OTHER FUNDS

#180 – Good Neighbor

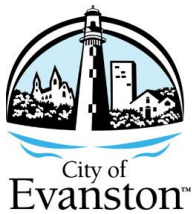
Fund Description

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 through 2020. Northwestern will continue the Good Neighbor Fund in 2021 with another contribution to the City of \$1 million. The City and Northwestern have committed to spending \$1 million of Good Neighbor Fund money on Racial Equity initiatives over 2021 and 2022.

Fund Summary

Operating Revenue	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Other Revenue	1,000,000	1,000,000	1,000,000	1,000,000
Interest Income	4,307	2,000	2,000	-
Total Revenue	\$ 1,004,307	\$ 1,002,000	\$ 1,002,000	\$ 1,000,000
Operating Expenses				
Services and Supplies	583	-	-	-
Miscellaneous	125,781	125,000	125,000	620,000
Interfund Transfers	630,000	875,000	875,000	380,000
Total Expenses	\$ 756,364	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
Net Surplus (Deficit)	\$ 247,943	\$ 2,000	\$ 2,000	\$ -
Beginning Fund Balance			\$ 252,545	\$ 254,545
Ending Fund Balance	\$ 252,545		\$ 254,545	\$ 254,545

180 GOOD NEIGHBOR FUND	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Services and Supplies	\$ 583	\$ -	\$ -	\$ -
62705 - BANK SERVICE CHARGES	583	-	-	-
Interfund Transfers	\$ 630,000	\$ 875,000	\$ 875,000	\$ 380,000
66019 - COMPONENT UNIT DISBURSEMENT	150,000	-	-	-
66131 - TRANSFER TO GENERAL FUND	480,000	385,000	385,000	380,000
66132 - TRANSFER TO HUMAN SERVICES FUND	-	100,000	100,000	-
66156 - TRANSFER TO CAPITAL IMPROVEMENT FUND	-	320,000	320,000	-
66157 - TRANSFER TO LIBRARY FUND	-	70,000	70,000	-
Miscellaneous	\$ 125,781	\$ 125,000	\$ 125,000	\$ 620,000
62490 - OTHER PROGRAM COSTS	125,781	125,000	125,000	620,000
Grand Total	\$ 756,364	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000



2021 ADOPTED BUDGET - OTHER FUNDS

#185 – Library

Fund Description

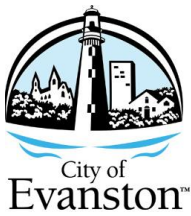
The Library fund covers the costs of Library Staff, collections of books, music, DVDs, and related information, digital holdings, computer and technology resources and networks for free public use. This fund also pays for an array of library programming that serves the community inside our four facilities 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

Operating Revenue	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Property Taxes	6,739,362	7,252,000	7,252,000	7,252,000
Other Revenue	405,427	590,000	602,000	400,000
Charges for Services	445	-	-	-
Fines and Forfeitures	84,204	60,000	17,600	-
Interfund Transfers	195,000	275,948	269,266	209,000
Intergovernmental Revenue	300,330	108,000	258,000	238,000
Interest Income	108,898	15,000	50,000	15,000
Library Revenue	122,317	207,000	123,620	227,224
Total Revenue	\$ 7,955,983	\$ 8,507,948	\$ 8,572,486	\$ 8,341,224
Operating Expenses				
Salary and Benefits	5,038,913	5,831,013	5,860,815	5,910,018
Services and Supplies	1,908,941	2,274,890	2,020,619	2,052,000
Miscellaneous	1,500	-	-	-
Capital Outlay	2,353	12,500	6,500	8,500
Interfund Transfers	437,787	354,375	354,375	361,226
Total Expenses	\$ 7,389,495	\$ 8,472,778	\$ 8,242,309	\$ 8,331,744
Net Surplus (Deficit)	\$ 566,488	\$ 35,170	\$ 330,177	\$ 9,480
Beginning Fund Balance			\$ 2,069,643	\$ 2,399,820
Ending Fund Balance	\$ 2,069,643		\$ 2,399,820	\$ 2,409,300

185 LIBRARY FUND	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Salary and Benefits	\$ 5,038,913	\$ 5,831,013	\$ 5,860,815	\$ 5,910,018
61010 - REGULAR PAY	2,656,266	3,043,810	3,043,810	3,184,270
61050 - PERMANENT PART-TIME	1,273,692	1,457,284	1,457,282	1,378,702
61110 - OVERTIME PAY	17,031	20,250	14,975	16,700
61415 - TERMINATION PAYOUTS	24,296	-	32,884	-
61420 - ANNUAL SICK LEAVE PAYOUT	912	-	2,219	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	4,672	-	-	-
61510 - HEALTH INSURANCE	515,775	593,816	593,805	620,537
61610 - DENTAL INSURANCE	546	-	-	-
61615 - LIFE INSURANCE	2,114	2,119	2,118	2,262
61625 - AUTO ALLOWANCE	6,900	4,800	4,800	4,800
61626 - CELL PHONE ALLOWANCE	3,688	2,100	2,100	2,100
61630 - SHOE ALLOWANCE	540	540	540	540
61710 - IMRF	234,394	366,001	365,991	353,334
61725 - SOCIAL SECURITY	241,198	275,338	275,337	280,495
61730 - MEDICARE	56,890	64,955	64,954	66,278
Services and Supplies	\$ 1,908,941	\$ 2,274,890	\$ 2,020,619	\$ 2,052,000
61060 - SEASONAL EMPLOYEES	100,767	54,000	48,000	75,000
62185 - CONSULTING SERVICES	62,952	153,000	100,880	240,500
62205 - ADVERTISING	1,318	8,000	8,000	8,000
62210 - PRINTING	2,163	8,000	8,000	8,000
62225 - BLDG MAINTENANCE SERVICES	253,941	194,000	233,000	198,000
62235 - OFFICE EQUIPMENT MAINT	-	10,000	10,000	10,000
62245 - OTHER EQMT MAINTENANCE	-	1,300	1,300	1,300
62275 - POSTAGE CHARGEBACKS	5,074	2,600	2,600	2,600
62290 - TUITION	15,324	15,000	15,000	15,000
62295 - TRAINING & TRAVEL	31,030	42,000	20,000	25,000
62315 - POSTAGE	1,816	1,000	1,000	1,000
62340 - IT COMPUTER SOFTWARE	160,194	228,600	199,200	219,200
62341 - INTERNET SOLUTION PROVIDERS	218,463	235,000	253,481	255,000
62360 - MEMBERSHIP DUES	2,139	2,100	2,100	2,100
62375 - RENTALS	59,623	59,740	-	-
62380 - COPY MACHINE CHARGES	6,706	12,900	12,900	10,000
62506 - WORK- STUDY	9,436	9,700	6,400	7,300
62705 - BANK SERVICE CHARGES	6,923	5,700	5,700	5,700
64009 - UTILITIES - COE WATER	-	26,400	26,400	26,400
64015 - NATURAL GAS	23,897	29,900	28,500	28,500
64505 - TELECOMMUNICATIONS	17,905	3,500	3,500	3,500
64540 - TELECOMMUNICATIONS - WIRELESS	2,569	2,000	2,000	2,000
65025 - FOOD	15,407	20,000	6,358	10,000
65040 - JANITORIAL SUPPLIES	10,285	12,000	12,000	12,000
65050 - BLDG MAINTENANCE MATERIAL	25,320	30,000	35,000	35,000
65095 - OFFICE SUPPLIES	77,173	70,000	70,000	70,000
65100 - LIBRARY SUPPLIES	116,931	237,750	86,200	130,000
65125 - OTHER COMMODITIES	-	25,000	-	-
65555 - IT COMPUTER HARDWARE	36,112	45,000	45,000	30,000
65628 - Library Electronic Resources	26,839	-	-	-
65630 - LIBRARY BOOKS	503,427	591,300	646,400	516,400
65635 - PERIODICALS	18,692	18,700	15,200	9,500
65641 - AUDIO VISUAL COLLECTIONS	95,517	120,700	116,500	95,000
65650 - VISUAL MEDIA COLLECTION	999	-	-	-
Miscellaneous	\$ 1,500	\$ -	\$ -	\$ -
65141 - FITNESS INCENTIVE	1,500	-	-	-
Capital Outlay	\$ 2,353	\$ 12,500	\$ 6,500	\$ 8,500
65503 - FURNITURE / FIXTURES / EQUIPMENT	2,348	5,500	1,500	1,500
65550 - AUTOMOTIVE EQUIPMENT	5	7,000	5,000	7,000
Interfund Transfers	\$ 437,787	\$ 354,375	\$ 354,375	\$ 361,226
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
66019 - COMPONENT UNIT DISBURSEMENT	427,462	-	-	-
66131 - TRANSFER TO GENERAL FUND	-	274,050	274,050	280,901
66132 - TRANSFER TO HUMAN SERVICES FUND	-	70,000	70,000	70,000
Grand Total	\$ 7,389,495	\$ 8,472,778	\$ 8,242,309	\$ 8,331,744



2021 ADOPTED 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

Operating Revenue	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Property Taxes	350,000	480,144	480,144	482,243
Total Revenue	\$ 350,000	\$ 480,144	\$ 480,144	\$ 482,243
Operating Expenses				
Debt Service	353,438	480,144	480,144	482,243
Total Expenses	\$ 353,438	\$ 480,144	\$ 480,144	\$ 482,243
Net Surplus (Deficit)	\$ (3,438)	\$ -	\$ -	\$ -
Beginning Fund Balance			\$ 1,144	\$ 1,144
Ending Fund Balance	\$ 1,144		\$ 1,144	\$ 1,144

186 LIBRARY DEBT SERVICE FUND	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Debt Service	\$ 353,438	\$ 480,144	\$ 480,144	\$ 482,243
68305 - DEBT SERVICE- PRINCIPAL	182,561	222,648	222,648	232,343
68315 - DEBT SERVICE- INTEREST	170,877	257,496	257,496	249,900
Grand Total	\$ 353,438	\$ 480,144	\$ 480,144	\$ 482,243



2021 ADOPTED BUDGET - OTHER FUNDS

#187 – Library Capital Fund

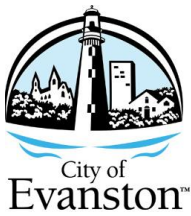
Fund Description

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

Fund Summary

Operating Revenue	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Property Taxes	-	-	-	-
Other Revenue	2,221,274	543,000	-	449,000
Total Revenue	\$ 2,221,274	\$ 543,000	\$ -	\$ 449,000
Operating Expenses				
Services and Supplies	22,462	-	-	-
Capital Outlay	538,877	543,000	543,000	449,000
Interfund Transfers	1,250,000	-	-	-
Total Expenses	\$ 1,811,339	\$ 543,000	\$ 543,000	\$ 449,000
Net Surplus (Deficit)	\$ 409,934	\$ -	\$ (543,000)	\$ -
Beginning Fund Balance			\$ 1,378,484	\$ 835,484
Ending Fund Balance	\$ 1,378,484		\$ 835,484	\$ 835,484

187 LIBRARY CAPITAL IMPROVEMENT	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Services and Supplies	\$ 22,462	\$ -	\$ -	\$ -
62716 - BOND ISSUANCE COSTS	22,462	-	-	-
Capital Outlay	\$ 538,877	\$ 543,000	\$ 543,000	\$ 449,000
65515 - OTHER IMPROVEMENTS	538,877	543,000	543,000	449,000
Interfund Transfers	\$ 1,250,000	\$ -	\$ -	\$ -
66019 - COMPONENT UNIT DISBURSEMENT	1,250,000	-	-	-
Grand Total	\$ 1,811,339	\$ 543,000	\$ 543,000	\$ 449,000



2021 ADOPTED BUDGET - OTHER FUNDS

#200 – Motor Fuel Tax

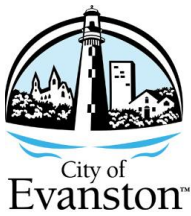
Fund Description

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. The City was able to move additional eligible expenses from the General Fund into the Motor Fuel Tax Fund in 2020, due to new revenue from the Rebuild Illinois Funds.

Fund Summary

Operating Revenue	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Other Revenue	-	-	-	-
Intergovernmental Revenue	2,443,580	3,220,400	3,656,706	3,656,700
Interest Income	47,204	12,000	20,000	12,000
Total Revenue	\$ 2,490,784	\$ 3,232,400	\$ 3,676,706	\$ 3,668,700
Operating Expenses				
Services and Supplies	-	990,000	690,000	1,038,000
Capital Outlay	874,910	1,450,000	1,450,000	2,284,000
Interfund Transfers	982,897	1,044,987	1,044,987	1,044,987
Total Expenses	\$ 1,857,806	\$ 3,484,987	\$ 3,184,987	\$ 4,366,987
Net Surplus (Deficit)	\$ 632,978	\$ (252,587)	\$ 491,719	\$ (698,287)
Beginning Fund Balance			\$ 2,669,032	\$ 3,160,751
Ending Fund Balance	\$ 2,669,032		\$ 3,160,751	\$ 2,462,464

200 MOTOR FUEL TAX FUND	FY 2019 Actual	FY 2020 Adopted	FY 2020 Estimated	FY 2021 Adopted
	Amount	Budget	Amount	Budget
Services and Supplies	\$ -	\$ 990,000	\$ 690,000	\$ 1,038,000
62509 - SERVICE AGREEMENTS/ CONTRACTS	-	120,000	120,000	120,000
64006 - LIGHTING	-	170,000	120,000	170,000
64007 - TRAFFIC LIGHT ELECTRICITY	-	75,000	50,000	75,000
65015 - CHEMICALS/ SALT	-	625,000	400,000	625,000
65055 - MATER. TO MAINT. IMP.	-	-	-	48,000
Capital Outlay	\$ 874,910	\$ 1,450,000	\$ 1,450,000	\$ 2,284,000
65515 - OTHER IMPROVEMENTS	874,910	1,450,000	1,450,000	2,284,000
Interfund Transfers	\$ 982,897	\$ 1,044,987	\$ 1,044,987	\$ 1,044,987
66131 - TRANSFER TO GENERAL FUND	982,897	1,044,987	1,044,987	1,044,987
Grand Total	\$ 1,857,806	\$ 3,484,987	\$ 3,184,987	\$ 4,366,987



2021 ADOPTED BUDGET- OTHER FUNDS

#205 – Emergency Telephone System

Fund Description

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

In 2020, the Fund received 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 began 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

Operating Revenue	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Other Taxes	1,468,418	1,321,600	1,321,600	1,321,600
Intergovernmental Revenue	-	240,821	240,821	-
Interest Income	19,739	7,000	7,000	7,000
Total Revenues	\$ 1,488,157	\$ 1,569,421	\$ 1,569,421	\$ 1,328,600
Expenses				
Salary and Benefits	613,443	634,981	649,347	742,978
Services and Supplies	268,859	374,000	374,000	374,000
Insurance and Other Chargebacks	18,229	18,230	18,230	18,230
Capital Outlay	4,698	534,163	534,163	299,163
Interfund Transfers	74,034	260,000	260,000	90,000
Total Expenses	\$ 979,263	\$ 1,821,374	\$ 1,835,740	\$ 1,524,371
Net Surplus (Deficit)	\$ 508,895	\$ (251,953)	\$ (266,319)	\$ (195,771)
Beginning Fund Balance			\$ 1,270,960	\$ 1,004,641
Ending Fund Balance	\$ 1,270,960		\$ 1,004,641	\$ 808,870

205 EMERGENCY TELEPHONE (E911) FUND	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Salary and Benefits	\$ 613,443	\$ 634,981	\$ 649,347	\$ 742,978
61010 - REGULAR PAY	463,795	473,325	473,325	533,437
61110 - OVERTIME PAY	2,300	2,000	2,000	2,000
61420 - ANNUAL SICK LEAVE PAYOUT	1,335	-	-	-
61510 - HEALTH INSURANCE	80,237	79,656	79,656	119,273
61615 - LIFE INSURANCE	616	591	591	697
61635 - UNIFORM ALLOWANCE	1,700	1,700	1,700	3,400
61710 - IMRF	29,345	41,369	41,269	43,102
61725 - SOCIAL SECURITY	27,649	29,452	29,452	33,284
61730 - MEDICARE	6,466	6,888	6,888	7,785
Services and Supplies	\$ 268,859	\$ 374,000	\$ 374,000	\$ 374,000
62225 - BLDG MAINTENANCE SERVICES	-	3,500	3,500	3,500
62295 - TRAINING & TRAVEL	6,093	7,500	7,500	7,500
62360 - MEMBERSHIP DUES	424	900	900	900
62509 - SERVICE AGREEMENTS/ CONTRACTS	212,422	305,000	305,000	305,000
62705 - BANK SERVICE CHARGES	8	-	-	-
64505 - TELECOMMUNICATIONS	2,598	3,400	3,400	3,400
64540 - TELECOMMUNICATIONS - WIRELESS	35,449	34,000	34,000	34,000
65020 - CLOTHING	248	1,200	1,200	1,200
65085 - MINOR EQUIPMENT & TOOLS	11,111	15,000	15,000	15,000
65095 - OFFICE SUPPLIES	505	1,500	1,500	1,500
65620 - OFFICE MACH. & EQUIP.	-	2,000	2,000	2,000
Insurance and Other Chargebacks	18,229	18,230	18,230	18,230
66130 - TRANSFER TO INSURANCE	18,229	18,230	18,230	18,230
Capital Outlay	4,698	534,163	534,163	299,163
65515 - OTHER IMPROVEMENTS	-	534,163	534,163	299,163
65625 - FURNITURE & FIXTURES	4,698	-	-	-
Interfund Transfers	74,034	260,000	260,000	90,000
66025 - TRANSFER TO DEBT SERVICE - ERI	14,034	-	-	-
66131 - TRANSFER TO GENERAL FUND	60,000	260,000	260,000	90,000
69605 - TRANSFER TO INSURANCE	-	-	-	-
Grand Total	\$ 979,263	\$ 1,821,374	\$ 1,835,740	\$ 1,524,371



2021 ADOPTED BUDGET - OTHER FUNDS

#210 – Special Service Area #9

Fund Description

Special Service Area (SSA) #9 (successor to SSA #4) was reestablished in 2019 to provide certain public services to supplement services currently or customarily provided by the City to the Area. Services include the promotion and advertisement of the Area in order to attract businesses and consumers, 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 SSA#9, include maintenance of public improvements (e.g. landscaping) together with any such other further services necessary to the accomplishment of the improvement. SSA#9 is managed by Downtown Evanston (formerly EvMark), an Illinois not-for-profit corporation.

Fund Summary

Operating Revenue	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Property Taxes	447,638	592,665	592,665	592,665
Interest Income	63	-	-	-
Total Revenue	\$ 447,638	\$ 592,665	\$ 592,665	\$ 592,665
Operating Expenses				
Services and Supplies	447,058	592,665	592,665	575,000
Total Expenses	\$ 447,058	\$ 592,665	\$ 592,665	\$ 575,000
Net Surplus (Deficit)	\$ 580	\$ -	\$ -	\$ 17,665
Beginning Fund Balance			\$ (226,193)	\$ (226,193)
Ending Fund Balance	\$ (226,193)		\$ (226,193)	\$ (208,528)

	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
210 SPECIAL SERVICE AREA (SSA) #9 FUND				
Services and Supplies	\$ 447,058	\$ 592,665	\$ 592,665	\$ 575,000
62517 - SPECIAL SERVICE AREA AGREEMENT	447,058	592,665	592,665	575,000
Grand Total	\$ 447,058	\$ 592,665	\$ 592,665	\$ 575,000



2021 ADOPTED BUDGET - OTHER FUNDS

#215 – Community Development Block Grant

Fund Description

The City is a federal entitlement community and receives Community Development Block Grant (CDBG) 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.

In 2020, the City began receiving funding through the CDBG-CV program, which specifically supports the City's COVID-19 response. Some funding will be received in 2020 and 2021.

Fund Summary

Operating Revenue	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Other Revenue	790	-	-	-
Intergovernmental Revenue	1,840,947	1,963,875	2,112,281	2,758,514
Total Revenue	\$ 1,841,737	\$ 1,963,875	\$ 2,112,281	\$ 2,758,514
Operating Expenses				
Salary and Benefits	413,937	491,382	420,928	319,997
Services and Supplies	7,416	61,450	180,000	506,200
Miscellaneous	97,066	1,360,648	177,000	1,700,000
Insurance and Other Chargebacks	314,712	18,230	448,799	150,000
Capital Outlay	654,902	-	788,222	-
Community Sponsored Organizations	325,773	30,000	78,002	80,000
Interfund Transfers	27,988	2,165	19,330	-
Total Expenses	\$ 1,841,793	\$ 1,963,875	\$ 2,112,281	\$ 2,756,197
Net Surplus (Deficit)	\$ (56)	\$ -	\$ -	\$ 2,317
Beginning Fund Balance			\$ 63,297	\$ 63,297
Ending Fund Balance	\$ 63,297		\$ 63,297	\$ 65,614

215 CDBG FUND	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Salary and Benefits	\$ 413,937	\$ 491,382	\$ 420,928	\$ 319,997
61010 - REGULAR PAY	260,218	317,119	260,602	202,751
61050 - PERMANENT PART-TIME	49,194	46,524	46,524	32,940
61110 - OVERTIME PAY	1,040	-	-	-
61510 - HEALTH INSURANCE	59,926	67,373	53,961	47,139
61615 - LIFE INSURANCE	192	179	143	94
61625 - AUTO ALLOWANCE	51	-	-	-
61626 - CELL PHONE ALLOWANCE	482	405	176	-
61630 - SHOE ALLOWANCE	180	135	-	-
61710 - IMRF	19,553	31,784	32,075	19,043
61725 - SOCIAL SECURITY	18,723	22,581	22,950	14,613
61730 - MEDICARE	4,379	5,282	4,497	3,417
Services and Supplies	\$ 7,416	\$ 61,450	\$ 180,000	\$ 506,200
61060 - SEASONAL EMPLOYEES	3,809	-	25,000	-
62205 - ADVERTISING	2,443	1,000	500	1,000
62275 - POSTAGE CHARGEBACKS	67	350	350	350
62285 - COURIER CHARGES	26	150	150	150
62295 - TRAINING & TRAVEL	11	1,500	1,500	1,500
62360 - MEMBERSHIP DUES	940	-	-	-
62380 - COPY MACHINE CHARGES	-	800	300	800
62665 - CONTRIB TO OTHER AGENCIES	-	55,250	-	-
62705 - BANK SERVICE CHARGES	64	-	-	-
64545 - PERSONAL COMPUTER SOFTWARE	-	2,000	2,000	2,000
65095 - OFFICE SUPPLIES	-	400	200	400
65535 - REHAB LOANS	56	-	-	-
Miscellaneous	\$ 97,066	\$ 1,360,648	\$ 177,000	\$ 1,700,000
62490 - OTHER PROGRAM COSTS	19,079	1,360,648	157,000	1,700,000
63045 - SUMMER YOUTH EMPLOYMENT	43,400	-	-	-
63072 - EVANSTON SCHOLARS	11,200	-	-	-
63073 - CJE SENIOR LIFE	23,387	-	20,000	-
Insurance and Other Chargebacks	314,712	18,230	448,799	150,000
62740 - OTHER CHARGES-CHARGEBACK	296,483	-	448,799	150,000
66130 - TRANSFER TO INSURANCE	18,229	18,230	-	-
Capital Outlay	654,902	-	788,222	-
62790 - FOSTER FIELD PK	225,615	-	71,817	-
62840 - ALLEY PAVING PROGRAM	323,516	-	457,290	-
62845 - SPECIAL ASSESSMENTS-ALLEY	12,462	-	30,000	-
63025 - MASON PARK	11,000	-	-	-
63055 - MCGAW YMCA ELEVATOR	56,400	-	-	-
63105 - CLYDE BRUMMEL PK	20,970	-	2,330	-
65682 - STREETS	4,940	-	-	-
Community Sponsored Organizations	\$ 325,773	\$ 30,000	\$ 78,002	\$ 80,000
62890 - INFANT WELFARE SOCIETY	97,249	-	8,002	-
62930 - GIRL SCOUTS MAKING CHOICE	5,500	-	-	-
62935 - JAMES MORAN CENTER	20,400	-	-	-
62945 - YOUTH JOB CENTER OF EVANSTON	27,399	-	-	-
62946 - REBA REPLACE EARLY LEARNING CENTER	20,030	-	15,000	-
62954 - IMPACT BEHAVIORAL HLT PTNRS (COMMUNITY UNITY 1)	13,000	-	-	-
62955 - YWCA SHELTER PROGRAM	35,000	-	-	-
62960 - INTERFAITH ACTION COUNCIL	15,020	-	-	-
62961 - BOOKS AND BREAKFAST	5,620	-	-	-
62962 - THE HARBOUR, INC.	5,200	-	-	-
62970 - CONNECTION FOR HOMELESS	25,000	-	-	-
62980 - NORTH SHORE SENIOR CENTER	8,600	-	-	-
63065 - DIRECT FINANCIAL ASSISTANCE TO BUSINESSES	-	30,000	25,000	50,000
63120 - MEALS AT HOME	14,200	-	-	-
63125 - OPEN STUDIO PROJECT	4,800	-	-	-
63135 - TODDLER TOWN DAY CARE HVAC	9,855	-	-	-
67030 - FAMILY FOCUS	11,400	-	-	-
67070 - SHORE COMMUNITY SERVICES	7,500	-	-	-
Interfund Transfers	\$ 27,988	\$ 2,165	\$ 19,330	\$ -
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	9,606	825	400	-
62309 - RENTAL OF AUTO REPLACEMENT	4,592	1,340	700	-
66025 - TRANSFER TO DEBT SERVICE - ERI	13,790	-	-	-
Grand Total	\$ 1,841,793	\$ 1,963,875	\$ 2,112,281	\$ 2,756,197



2021 ADOPTED BUDGET - OTHER FUNDS

#220 – Community Development Block Grant Loan

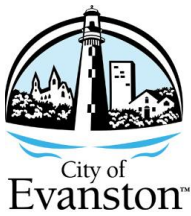
Fund Description

The CDBG Loan Fund is a revolving loan fund. Its purpose is to provide 0-3% interest loans that may be deferred or 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

Operating Revenue	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Other Revenue	47,376	175,000	50,000	110,000
Interest Income	9,096	-	-	-
Total Revenue	\$ 56,473	\$ 175,000	\$ 50,000	\$ 110,000
Operating Expenses				
Services and Supplies	674	175,000	175,000	175,000
Miscellaneous	1,607	-	25	-
Total Expenses	\$ 2,281	\$ 175,000	\$ 175,025	\$ 175,000
Net Surplus (Deficit)	\$ 54,192	\$ -	\$ (125,025)	\$ (65,000)
Beginning Fund Balance			\$ 227,385	\$ 102,360
Ending Fund Balance	\$ 227,385		\$ 102,360	\$ 37,360

220 CDBG LOAN FUND	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Services and Supplies	\$ 674	\$ 175,000	\$ 175,000	\$ 175,000
65535 - REHAB LOANS	674	175,000	175,000	175,000
Miscellaneous	\$ 1,607	\$ -	\$ 25	\$ -
62490 - OTHER PROGRAM COSTS	1,607	-	25	-
Grand Total	\$ 2,281	\$ 175,000	\$ 175,025	\$ 175,000



2021 ADOPTED BUDGET - OTHER FUNDS

#235 – Neighborhood Improvement

Fund Description

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

Financial Summary

Operating Revenue	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Interest Income	904	-	-	-
Total Revenue	\$ 904	\$ -	\$ -	\$ -
Operating Expenses				
Services and Supplies	113	-	-	-
Interfund Transfers	-	-	150,000	-
Total Expenses	\$ 113	\$ -	\$ 150,000	\$ -
Net Surplus (Deficit)	\$ 791	\$ -	\$ (150,000)	\$ -
Beginning Fund Balance			\$ 171,864	\$ 21,864
Ending Fund Balance	\$ 171,864		\$ 21,864	\$ 21,864

	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
235 NEIGHBORHOOD IMPROVEMENT				
Services and Supplies	\$ 113	\$ -	\$ -	\$ -
62705 - BANK SERVICE CHARGES	113	-	-	-
Interfund Transfers	\$ -	\$ -	\$ 150,000	\$ -
66156 - TRANSFER TO CAPITAL IMPROVEMENT FUND	-	-	150,000	-
Grand Total	\$ 113	\$ -	\$ 150,000	\$ -



2021 ADOPTED BUDGET - OTHER FUNDS

#240 – HOME

Fund Description

The HOME Investment Partnership Program addresses the affordable housing needs of low- and moderate-income individuals and families by 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).

Fund Summary

Operating Revenue	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Other Revenue	22,515	25,000	34,000	25,000
Intergovernmental Revenue	232,564	634,528	493,528	540,453
Interest Income	5,071	150	150	150
Total Revenue	\$ 260,149	\$ 659,678	\$ 527,678	\$ 565,603
Operating Expenses				
Salary and Benefits	24,899	35,719	35,719	63,876
Services and Supplies	220,288	622,565	490,565	500,565
Miscellaneous	290	500	500	500
Insurance and Other Chargebacks	14,471	894	894	-
Total Expenses	\$ 259,948	\$ 659,678	\$ 527,678	\$ 564,941
Net Surplus (Deficit)	\$ 201	\$ -	\$ -	\$ 662
Beginning Fund Balance			\$ 7,526	\$ 7,526
Ending Fund Balance	\$ 7,526		\$ 7,526	\$ 8,188

240 HOME FUND	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Salary and Benefits	\$ 24,899	\$ 35,719	\$ 35,719	\$ 63,876
61010 - REGULAR PAY	19,463	28,249	28,249	40,651
61510 - HEALTH INSURANCE	2,793	2,836	2,836	8,627
61615 - LIFE INSURANCE	2	3	3	35
61710 - IMRF	1,219	2,469	2,469	3,855
61725 - SOCIAL SECURITY	1,152	1,752	1,752	2,957
61730 - MEDICARE	269	410	410	692
Services and Supplies	\$ 220,288	\$ 622,565	\$ 490,565	\$ 500,565
62295 - TRAINING & TRAVEL	310	-	-	-
62360 - MEMBERSHIP DUES	500	500	500	500
62705 - BANK SERVICE CHARGES	62	65	65	65
65535 - REHAB LOANS	219,416	412,000	490,000	200,000
65538 - TENANT-BASED RENTAL ASSISTANCE	-	210,000	-	300,000
Miscellaneous	\$ 290	\$ 500	\$ 500	\$ 500
62490 - OTHER PROGRAM COSTS	290	500	500	500
Insurance and Other Chargebacks	\$ 14,471	\$ 894	\$ 894	\$ -
62740 - OTHER CHARGES-CHARGEBACK	13,577	-	-	-
66130 - TRANSFER TO INSURANCE	894	894	894	-
Grand Total	\$ 259,948	\$ 659,678	\$ 527,678	\$ 564,941



2021 ADOPTED BUDGET - OTHER FUNDS

#250 – Affordable Housing

Fund Description

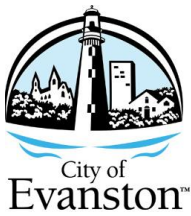
The Affordable Housing Fund must be used to address the housing needs of low-, moderate and middle-income individuals and families by promoting, preserving, and producing affordable housing; providing housing-related services; and providing support for agencies and organizations that actively address these housing needs, including:

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

Fund Summary

	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Operating Revenue				
Other Taxes	63,000	75,000	30,000	75,000
Other Revenue	2,737,534	130,600	160,600	175,600
Intergovernmental Revenue	11,013	-	250,000	658,000
Interest Income	41,126	16,581	27,000	5,700
Total Revenue	\$ 2,852,672	\$ 222,181	\$ 467,600	\$ 914,300
Operating Expense				
Salary and Benefits	127,835	142,316	142,317	202,684
Services and Supplies	81,022	1,478,550	636,725	2,031,050
Miscellaneous	52,881	57,500	32,500	102,510
Insurance and Other Chargebacks	11,785	5,000	5,000	17,000
Capital Outlay	3,434	10,000	10,000	10,000
Community Sponsored Organizations	15,267	20,000	20,000	166,000
Total Expenses	\$ 292,224	\$ 1,713,366	\$ 846,542	\$ 2,529,244
Net Surplus (Deficit)	\$ 2,560,447	\$ (1,491,185)	\$ (378,942)	\$ (1,614,944)
Beginning Fund Balance			\$ 3,925,602	\$ 3,546,660
Ending Fund Balance	\$ 3,925,602		\$ 3,546,660	\$ 1,931,716

250 AFFORDABLE HOUSING FUND	FY 2019 Actual	FY 2020 Adopted	FY 2020 Estimated	FY 2021 Adopted
	Amount	Budget	Amount	Budget
Salary and Benefits	\$ 127,835	\$ 142,316	\$ 142,317	\$ 202,684
61010 - REGULAR PAY	97,710	107,570	107,570	143,874
61510 - HEALTH INSURANCE	15,742	16,098	16,098	27,050
61615 - LIFE INSURANCE	107	109	109	104
61625 - AUTO ALLOWANCE	934	934	934	934
61626 - CELL PHONE ALLOWANCE	225	225	225	225
61710 - IMRF	6,146	9,402	9,402	12,194
61725 - SOCIAL SECURITY	5,607	6,401	6,402	9,038
61730 - MEDICARE	1,364	1,577	1,577	2,205
Services and Supplies	\$ 81,022	\$ 1,478,550	\$ 636,725	\$ 2,031,050
62227 - ADVOCACY SERVICES	-	27,500	-	-
62705 - BANK SERVICE CHARGES	328	50	50	50
65025 - FOOD	50	-	-	-
65496 - WAITLIST MANAGEMENT	-	30,000	38,675	30,000
65497 - LANDLORD-TENANT	54,531	70,000	72,000	70,000
65498 - EMERGENCY HOTEL VOUCHERS	5,613	10,000	5,000	10,000
65500 - HMIS	20,500	21,000	21,000	21,000
65530 - DEVELOPMENT GRANTS/FORGIVABLE LOANS	-	1,000,000	500,000	1,000,000
65535 - REHAB LOANS	-	320,000	-	400,000
Miscellaneous	\$ 52,881	\$ 57,500	\$ 32,500	\$ 102,510
62490 - OTHER PROGRAM COSTS	52,356	55,000	30,000	100,010
62770 - MISCELLANEOUS	525	2,500	2,500	2,500
Insurance and Other Chargebacks	\$ 11,785	\$ 5,000	\$ 5,000	\$ 17,000
62740 - OTHER CHARGES-CHARGEBACK	11,785	5,000	5,000	17,000
Capital Outlay	\$ 3,434	\$ 10,000	\$ 10,000	\$ 10,000
62489 - SITE MAINTENANCE	3,434	10,000	10,000	10,000
Community Sponsored Organizations	\$ 15,267	\$ 20,000	\$ 20,000	\$ 166,000
63095 - HANDYMAN PROGRAM	15,267	20,000	20,000	20,000
Grand Total	\$ 292,224	\$ 1,713,366	\$ 846,542	\$ 2,529,244



2021 ADOPTED BUDGET - OTHER FUNDS

#320 – Debt Service

Fund Description

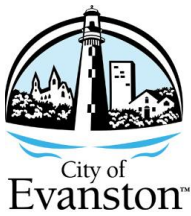
The debt service fund is used to account for payments on general obligations bonds. Debt supported by governmental funds is paid out of the debt service fund and abated through a transfer. Debt supported by enterprise funds are paid directly by those funds.

The budgeted property tax revenue for FY 2021 is on the cash basis and represents the 2020 levy, which will primarily be received in calendar year 2021. The FY 2021 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 an increase in property tax revenue of \$1,414,342 in 2021.

Financial Summary

Operating Revenue	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Property Taxes	10,581,996	12,521,931	12,521,931	13,936,263
Other Revenue	135,486	-	-	-
Interfund Transfers	4,390,093	3,319,053	3,242,872	1,197,401
Interest Income	152,581	1,500	15,000	1,500
Total Revenue	\$ 15,260,156	\$ 15,842,484	\$ 15,779,803	\$ 15,135,164
Operating Expenses				
Services and Supplies	7,034	-	-	-
Debt Service	15,253,672	15,840,981	15,840,981	15,133,666
Total Expenses	\$ 15,260,706	\$ 15,840,981	\$ 15,840,981	\$ 15,133,666
Net Surplus (Deficit)	\$ (550)	\$ 1,503	\$ (61,178)	\$ 1,498
Beginning Fund Balance			\$ 417,431	\$ 356,253
Ending Fund Balance	\$ 417,431		\$ 356,253	\$ 357,751

320 DEBT SERVICE FUND	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Services and Supplies	\$ 7,034	\$ -	\$ -	\$ -
62350 - FISCAL AGENT SERVICES	7,000	-	-	-
62705 - BANK SERVICE CHARGES	34	-	-	-
Debt Service	\$ 15,253,672	\$ 15,840,981	\$ 15,840,981	\$ 15,133,666
68305 - DEBT SERVICE- PRINCIPAL	9,517,155	9,987,933	9,987,933	9,311,152
68315 - DEBT SERVICE- INTEREST	5,736,517	5,853,048	5,853,048	5,822,514
Grand Total	\$ 15,260,706	\$ 15,840,981	\$ 15,840,981	\$ 15,133,666



2021 ADOPTED BUDGET - OTHER FUNDS

#330 – Howard-Ridge TIF

Fund Description

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

This TIF district has supported the residential development at 415 Howard Street 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.

Financial Summary

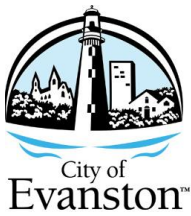
Operating Revenue	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Property Taxes	680,510	695,000	1,050,000	968,000
Other Revenue	50,375	5,366	5,366	5,366
Interest Income	37,579	400	400	400
Total Revenue	\$ 768,465	\$ 700,766	\$ 1,055,766	\$ 973,766

Operating Expenses	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Services and Supplies	591,468	368,000	368,000	335,000
Miscellaneous	1,771	-	-	-
Insurance and Other Chargebacks	2,180	-	-	-
Capital Outlay	12,188	-	-	500,000
Debt Service	49,843	-	-	-
Interfund Transfers	203,112	173,113	218,113	218,113
Total Expenses	\$ 860,562	\$ 541,113	\$ 586,113	\$ 1,053,113

Net Surplus (Deficit)	\$ (92,097)	\$ 159,653	\$ 469,653	\$ (79,347)
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Beginning Fund Balance			\$ 2,124,765	\$ 2,594,418
Ending Fund Balance	\$ 2,124,765		\$ 2,594,418	\$ 2,515,071

330 HOWARD-RIDGE TIF FUND	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Services and Supplies	\$ 591,468	\$ 368,000	\$ 368,000	\$ 335,000
62185 - CONSULTING SERVICES	1,059	5,000	5,000	5,000
62346 - REAL ESTATE TAX PAYMENTS TO COUNTY	-	25,000	25,000	25,000
62509 - SERVICE AGREEMENTS/ CONTRACTS	44,158	-	-	-
62705 - BANK SERVICE CHARGES	28	-	-	-
62706 - REVENUE SHARING AGREEMENTS	544,690	333,000	333,000	300,000
64015 - NATURAL GAS	1,532	5,000	5,000	5,000
Miscellaneous	\$ 1,771	\$ -	\$ -	\$ -
62490 - OTHER PROGRAM COSTS	1,771	-	-	-
Insurance and Other Chargebacks	\$ 2,180	\$ -	\$ -	\$ -
66040 - GENERAL ADMINISTRATION & SUPPORT	2,180	-	-	-
Capital Outlay	\$ 12,188	\$ -	\$ -	\$ 500,000
65515 - OTHER IMPROVEMENTS	12,188	-	-	500,000
Debt Service	\$ 49,843	\$ -	\$ -	\$ -
67210 - LOAN PAYMENT	48,812	-	-	-
68315 - DEBT SERVICE- INTEREST	1,031	-	-	-
Interfund Transfers	\$ 203,112	\$ 173,113	\$ 218,113	\$ 218,113
66131 - TRANSFER TO GENERAL FUND	60,000	30,000	75,000	75,000
69320 - TRANSFERS TO DEBT SERVICE FUND	143,112	143,113	143,113	143,113
Grand Total	\$ 860,562	\$ 541,113	\$ 586,113	\$ 1,053,113



2021 ADOPTED BUDGET - OTHER FUNDS

#335 – West Evanston TIF

Fund Description

The City Council adopted the West Evanston Tax Increment Financing (TIF) District in September 2005. 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 2019 Actual	FY 2020 Adopted	FY 2020 Estimated	FY 2021 Adopted
	Amount	Budget	Amount	Budget
Property Taxes	710,020	722,135	1,450,000	1,237,000
Other Revenue	11,311	11,000	11,000	11,000
Interest Income	11,795	4,000	4,000	4,000
Total Revenue	\$ 733,126	\$ 737,135	\$ 1,465,000	\$ 1,252,000
Operating Expenses				
Services and Supplies	1,805	5,000	5,000	5,000
Miscellaneous	-	200,000	50,000	200,000
Capital Outlay	-	400,000	-	500,000
Debt Service	611,225	-	-	-
Interfund Transfers	30,000	135,000	175,000	75,000
Total Expenses	\$ 643,031	\$ 740,000	\$ 230,000	\$ 780,000
Net Surplus (Deficit)	\$ 90,096	\$ (2,865)	\$ 1,235,000	\$ 472,000
Beginning Fund Balance			\$ 710,476	\$ 1,945,476
Ending Fund Balance	\$ 710,476		\$ 1,945,476	\$ 2,417,476

335 WEST EVANSTON TIF FUND	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Services and Supplies	\$ 1,805	\$ 5,000	\$ 5,000	\$ 5,000
62185 - CONSULTING SERVICES	1,797	5,000	5,000	5,000
62705 - BANK SERVICE CHARGES	8	-	-	-
Miscellaneous	\$ -	\$ 200,000	\$ 50,000	\$ 200,000
62490 - OTHER PROGRAM COSTS	-	200,000	50,000	200,000
Capital Outlay	\$ -	\$ 400,000	\$ -	\$ 500,000
65515 - OTHER IMPROVEMENTS	-	400,000	-	500,000
Debt Service	\$ 611,225	\$ -	\$ -	\$ -
67210 - LOAN PAYMENT	500,000	-	-	-
68305 - DEBT SERVICE- PRINCIPAL	100,000	-	-	-
68315 - DEBT SERVICE- INTEREST	11,225	-	-	-
Interfund Transfers	\$ 30,000	\$ 135,000	\$ 175,000	\$ 75,000
66020 - TRANSFERS TO OTHER FUNDS	-	100,000	100,000	-
66131 - TRANSFER TO GENERAL FUND	30,000	35,000	75,000	75,000
Grand Total	\$ 643,031	\$ 740,000	\$ 230,000	\$ 780,000



2021 ADOPTED BUDGET - OTHER FUNDS

#340 – Dempster-Dodge TIF

Fund Description

The City Council approved the creation of the Dempster-Dodge Tax Increment Financing (TIF) District on June 25, 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

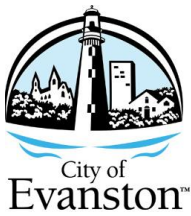
Operating Revenue	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Property Taxes	122,797	122,797	122,797	147,000
Interfund Transfers	-	100,000	100,000	-
Total Revenue	\$ 122,797	\$ 222,797	\$ 222,797	\$ 147,000

Operating Expenses				
Services and Supplies	1,061	2,000	2,000	2,000
Debt Service	-	-	-	-
Interfund Transfers	70,870	165,870	165,870	168,923
Total Expenses	\$ 71,931	\$ 167,870	\$ 167,870	\$ 170,923

Net Surplus (Deficit)	\$ 50,866	\$ 54,927	\$ 54,927	\$ (23,923)
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Beginning Fund Balance			\$ 107,803	\$ 162,730
Ending Fund Balance	\$ 107,803		\$ 162,730	\$ 138,807

340 DEMPSTER-DODGE TIF FUND	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Services and Supplies	\$ 1,061	\$ 2,000	\$ 2,000	\$ 2,000
62185 - CONSULTING SERVICES	1,059	2,000	2,000	2,000
62705 - BANK SERVICE CHARGES	2	-	-	-
Interfund Transfers	\$ 70,870	\$ 165,870	\$ 165,870	\$ 168,923
66131 - TRANSFER TO GENERAL FUND	5,000	5,000	5,000	10,000
69320 - TRANSFERS TO DEBT SERVICE FUND	65,870	160,870	160,870	158,923
Grand Total	\$ 71,931	\$ 167,870	\$ 167,870	\$ 170,923



2021 ADOPTED BUDGET- OTHER FUNDS

#345 – Chicago-Main TIF

Fund Description

The City Council adopted the Chicago-Main Tax Increment Financing (TIF) district #8 in January 2013. 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. Bonds were issued in 2018 for the TIF to fund engineering work on a water main and streetscape project. Construction on this project began in 2020, with additional bonds to be issued for the project in 2021.

Fund Summary

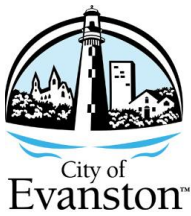
Operating Revenue	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Property Taxes	603,848	607,043	1,000,000	879,000
Other Revenue	-	-	-	1,130,000
Interest Income	10,673	-	-	-
Total Revenue	\$ 614,522	\$ 607,043	\$ 1,000,000	\$ 2,009,000

Operating Expenses				
Services and Supplies	1,067	5,000	5,000	5,000
Capital Outlay	-	430,000	430,000	1,130,000
Interfund Transfers	100,610	318,820	260,610	262,843
Total Expenses	\$ 101,677	\$ 753,820	\$ 695,610	\$ 1,397,843

Net Surplus (Deficit)	\$ 512,844	\$ (146,777)	\$ 304,390	\$ 611,157
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Beginning Fund Balance			\$ 686,753	\$ 991,143
Ending Fund Balance	\$ 686,753		\$ 991,143	\$ 1,602,300

345 CHICAGO-MAIN TIF	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Services and Supplies	\$ 1,067	\$ 5,000	\$ 5,000	\$ 5,000
62185 - CONSULTING SERVICES	1,059	5,000	5,000	5,000
62705 - BANK SERVICE CHARGES	8	-	-	-
Capital Outlay	\$ -	\$ 430,000	\$ 430,000	\$ 1,130,000
65515 - OTHER IMPROVEMENTS	-	430,000	430,000	1,130,000
Interfund Transfers	\$ 100,610	\$ 318,820	\$ 260,610	\$ 262,843
66126 - TRANSFER TO RESERVES	-	58,210	-	-
66131 - TRANSFER TO GENERAL FUND	5,000	30,000	30,000	30,000
69320 - TRANSFERS TO DEBT SERVICE FUND	95,610	230,610	230,610	232,843
Grand Total	\$ 101,677	\$ 753,820	\$ 695,610	\$ 1,397,843



2021 ADOPTED BUDGET - OTHER FUNDS

#350 – Special Service Area #6

Fund Description

The City Council adopted Special Service Area #6 (SSA #6) on July 13, 2015. Special Service Area #6 is comprised of the commercial areas of Dempster Street, Chicago Avenue, and Main Street 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 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Property Taxes	223,306	221,000	221,000	221,000
Interest Income	2,304	500	500	500
Total Revenue	\$ 225,611	\$ 221,500	\$ 221,500	\$ 221,500
Operating Expenses				
Services and Supplies	223,368	221,500	221,500	221,500
Total Expenses	\$ 223,368	\$ 221,500	\$ 221,500	\$ 221,500
Net Surplus (Deficit)	\$ 2,243	\$ -	\$ -	\$ -
Beginning Fund Balance			\$ 5,342	\$ 5,342
Ending Fund Balance	\$ 5,342		\$ 5,342	\$ 5,342

	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
350 SPECIAL SERVICE AREA (SSA) #6				
Services and Supplies	\$ 223,368	\$ 221,500	\$ 221,500	\$ 221,500
62272 - OTHER PROFESSIONAL SERVICES	223,366	221,500	221,500	221,500
62705 - BANK SERVICE CHARGES	2	-	-	-
Grand Total	\$ 223,368	\$ 221,500	\$ 221,500	\$ 221,500



2021 ADOPTED BUDGET - OTHER FUNDS

#355 - Special Service Area #7

Fund Description

Special Service Area (SSA) #7 supports commercial properties located in the Central Street merchant district. SSA #7 represents the east portion of Central Street 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 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Property Taxes	-	154,600	130,000	154,800
Total Revenue	\$ -	\$ 154,600	\$ 130,000	\$ 154,800
Operating Expenses				
Services and Supplies	-	154,600	130,000	115,000
Total Expenses	\$ -	\$ 154,600	\$ 130,000	\$ 115,000
Net Surplus (Deficit)	\$ -	\$ -	\$ -	\$ 39,800
Beginning Fund Balance			\$ -	\$ -
Ending Fund Balance	\$ -		\$ -	\$ 39,800

355 SPECIAL SERVICE AREA (SSA) #7 FUND	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Services and Supplies	\$ -	\$ 154,600	\$ 130,000	\$ 115,000
62517 - SPECIAL SERVICE AREA AGREEMENT	-	154,600	130,000	115,000
Grand Total	\$ -	\$ 154,600	\$ 130,000	\$ 115,000



2021 ADOPTED BUDGET - OTHER FUNDS

#360 - Special Service Area #8

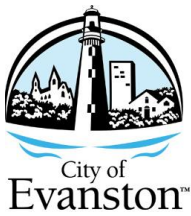
Fund Description

Special Service Area (SSA) #8 supports commercial properties located in the Central Street merchant district. SSA #8 represents the west portion of Central Street be located between Central Park Ave. on the west and Ewing Ave. on the east. 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 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Property Taxes	-	60,200	60,200	60,200
Total Revenue	\$ -	\$ 60,200	\$ 60,200	\$ 60,200
Operating Expenses				
Services and Supplies	-	60,200	60,200	60,200
Total Expenses	\$ -	\$ 60,200	\$ 60,200	\$ 60,200
Net Surplus (Deficit)	\$ -	\$ -	\$ -	\$ -
Beginning Fund Balance			\$ -	\$ -
Ending Fund Balance	\$ -		\$ -	\$ -

360 SPECIAL SERVICE AREA (SSA) #8 FUND	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Services and Supplies	\$ -	\$ 60,200	\$ 60,200	\$ 60,200
62517 - SPECIAL SERVICE AREA AGREEMENT	-	60,200	60,200	60,200
Grand Total	\$ -	\$ 60,200	\$ 60,200	\$ 60,200



2021 ADOPTED BUDGET - OTHER FUNDS

#415 – Capital Improvements

Fund Description

This fund accounts for all capital outlay expenditures not financed by annual operations or maintenance budgets included in other funds as outlined in the detailed Capital Improvement Plan. Projects financed in the Capital 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 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Other Revenue	8,475,837	12,192,000	7,245,000	7,645,000
Charges for Services	84,261	-	-	-
Interfund Transfers	198,181	320,000	320,000	-
Intergovernmental Revenue	894,216	510,000	-	-
Interest Income	291,706	50,000	75,000	-
Total Revenue	\$ 9,944,202	\$ 13,072,000	\$ 7,640,000	\$ 7,645,000

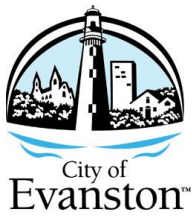
Operating Expenses

Salary and Benefits	664,469	671,344	671,344	696,766
Services and Supplies	2,212,654	-	150,000	-
Miscellaneous	150	-	-	-
Capital Outlay	8,001,288	16,380,537	7,000,000	9,705,000
Interfund Transfers	303,644	-	290,000	-
Total Expenses	\$ 11,182,204	\$ 17,051,881	\$ 8,111,344	\$ 10,401,766

Net Surplus (Deficit)	\$ (1,238,002)	\$ (3,979,881)	\$ (471,344)	\$ (2,756,766)
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Beginning Fund Balance			\$ 12,660,246	\$ 12,188,902
Ending Fund Balance	\$ 12,660,246		\$ 12,188,902	\$ 9,432,136

415 CAPITAL IMPROVEMENTS FUND	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Salary and Benefits	\$ 664,469	\$ 671,344	\$ 671,344	\$ 696,766
61010 - REGULAR PAY	505,885	510,746	510,746	530,932
61110 - OVERTIME PAY	1,697	-	-	-
61415 - TERMINATION PAYOUTS	6,768	-	-	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	3,058	-	-	-
61510 - HEALTH INSURANCE	71,164	72,292	72,292	77,684
61615 - LIFE INSURANCE	641	603	603	671
61625 - AUTO ALLOWANCE	2,925	2,738	2,738	2,925
61626 - CELL PHONE ALLOWANCE	1,260	1,155	1,155	1,260
61630 - SHOE ALLOWANCE	383	383	383	150
61710 - IMRF	32,611	44,639	44,639	42,899
61725 - SOCIAL SECURITY	30,760	31,320	31,320	32,483
61730 - MEDICARE	7,318	7,468	7,468	7,762
Services and Supplies	\$ 2,212,654	\$ -	\$ 150,000	\$ -
62145 - ENGINEERING SERVICES	2,103,787	-	50,000	-
62205 - ADVERTISING	15,520	-	-	-
62509 - SERVICE AGREEMENTS/ CONTRACTS	-	-	100,000	-
62705 - BANK SERVICE CHARGES	71	-	-	-
62716 - BOND ISSUANCE COSTS	93,276	-	-	-
Miscellaneous	\$ 150	\$ -	\$ -	\$ -
65141 - FITNESS INCENTIVE	150	-	-	-
Capital Outlay	\$ 8,001,288	\$ 16,380,537	\$ 7,000,000	\$ 9,705,000
65515 - OTHER IMPROVEMENTS	7,997,900	16,380,537	7,000,000	9,705,000
65516 - CAPITAL OUTLAY	3,388	-	-	-
Interfund Transfers	\$ 303,644	\$ -	\$ 290,000	\$ -
66026 - TRANSFER TO DEBT SERVICE	303,644	-	-	-
66131 - TRANSFER TO GENERAL FUND	-	-	290,000	-
Grand Total	\$ 11,182,204	\$ 17,051,881	\$ 8,111,344	\$ 10,401,766



2021 ADOPTED 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 was also financed by general obligation bonds issued in 2018 and 2019. Construction began in summer 2018 and was completed summer 2020. A small number of fixtures will remain to be purchased in 2021, which will be funded by a donation from the Friends of Robert Crown.

Financial Summary

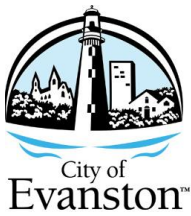
Operating Revenue	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Other Revenue	21,732,046	1,000,000	2,037,500	1,000,000
Interfund Transfers	1,000,000	3,000,000	2,500,000	-
Interest Income	530,368	50,000	100,000	-
Total Revenue	\$ 23,262,413	\$ 4,050,000	\$ 4,637,500	\$ 1,000,000

Operating Expenses	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Services and Supplies	1,061,075	460,000	-	-
Capital Outlay	31,777,910	7,870,000	10,000,000	1,000,000
Interfund Transfers	302,813	-	637,500	637,500
Total Expenses	\$ 33,141,798	\$ 8,330,000	\$ 10,637,500	\$ 1,637,500

Net Surplus (Deficit)	\$ (9,879,384)	\$ (4,280,000)	\$ (6,000,000)	\$ (637,500)
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Beginning Fund Balance			\$ 7,646,151	\$ 1,646,151
Ending Fund Balance	\$ 7,646,151		\$ 1,646,151	\$ 1,008,651

416 CROWN CONSTRUCTION FUND	FY 2018 Actual Amount	FY 2019 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Services and Supplies	\$ 1,061,075	\$ 460,000	\$ -	\$ -
62145 - ENGINEERING SERVICES	600,265	460,000	-	-
62705 - BANK SERVICE CHARGES	105	-	-	-
62716 - BOND ISSUANCE COSTS	171,063	-	-	-
65555 - IT COMPUTER HARDWARE	289,642	-	-	-
Capital Outlay	\$ 31,777,910	\$ 7,870,000	\$ 10,000,000	\$ 1,000,000
65515 - OTHER IMPROVEMENTS	31,777,910	7,870,000	10,000,000	1,000,000
Interfund Transfers	\$ 302,813	\$ -	\$ 637,500	\$ 637,500
66026 - TRANSFER TO DEBT SERVICE	302,813	-	637,500	637,500
Grand Total	\$ 33,141,798	\$ 8,330,000	\$ 10,637,500	\$ 1,637,500



2021 ADOPTED 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

Operating Revenue	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Other Revenue	-	175,000	175,000	175,000
Total Revenue	\$ -	\$ 175,000	\$ 175,000	\$ 175,000

Operating Expenses

Services and Supplies	-	-	-	-
Total Expenses	\$ -	\$ -	\$ -	\$ -

Net Surplus (Deficit) \$	-	\$ 175,000	\$ 175,000	\$ 175,000
Beginning Fund Balance			\$ -	\$ 175,000
Ending Fund Balance \$	-		\$ 175,000	\$ 350,000

	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
417 CROWN COMMUNITY CTR MAINTENANCE				
Services and Supplies	\$ -	\$ -	\$ -	\$ -
62245 - OTHER EQMT MAINTENANCE	-	-	-	-
65050 - BLDG MAINTENANCE MATERIAL	-	-	-	-
Grand Total	\$ -	\$ -	\$ -	\$ -



2021 ADOPTED BUDGET - OTHER FUNDS

#420 – Special Assessment

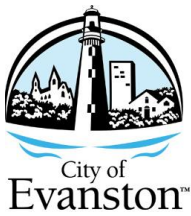
Fund Description

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 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Other Taxes	214,776	125,000	125,000	125,000
Other Revenue	305,146	250,000	-	-
Interest Income	79,818	38,000	30,000	30,000
Total Revenue	\$ 599,740	\$ 413,000	\$ 155,000	\$ 155,000
Operating Expenses				
Salary and Benefits	1,172	-	-	-
Services and Supplies	3,120	-	-	-
Capital Outlay	1,477	500,000	250,000	500,000
Interfund Transfers	286,955	457,930	457,930	489,314
Total Expenses	\$ 292,724	\$ 957,930	\$ 707,930	\$ 989,314
Net Surplus (Deficit)	\$ 307,017	\$ (544,930)	\$ (552,930)	\$ (834,314)
Beginning Fund Balance			\$ 2,927,806	\$ 2,374,876
Ending Fund Balance	\$ 2,927,806		\$ 2,374,876	\$ 1,540,562

420 SPECIAL ASSESSMENT FUND	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Salary and Benefits	\$ 1,172	\$ -	\$ -	\$ -
61010 - REGULAR PAY	900	-	-	-
61510 - HEALTH INSURANCE	148	-	-	-
61710 - IMRF	56	-	-	-
61725 - SOCIAL SECURITY	54	-	-	-
61730 - MEDICARE	13	-	-	-
Services and Supplies	\$ 3,120	\$ -	\$ -	\$ -
62705 - BANK SERVICE CHARGES	60	-	-	-
62716 - BOND ISSUANCE COSTS	3,060	-	-	-
Capital Outlay	\$ 1,477	\$ 500,000	\$ 250,000	\$ 500,000
65515 - OTHER IMPROVEMENTS	1,477	500,000	250,000	500,000
Interfund Transfers	\$ 286,955	\$ 457,930	\$ 457,930	\$ 489,314
66026 - TRANSFER TO DEBT SERVICE	194,955	365,930	365,930	397,314
66131 - TRANSFER TO GENERAL FUND	92,000	92,000	92,000	92,000
Grand Total	\$ 292,724	\$ 957,930	\$ 707,930	\$ 989,314



2021 ADOPTED 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

Operating Revenue	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Other Revenue	484,328	356,700	1,812,380	1,404,700
Licenses, Permits and Fees	79,053	-	-	-
Charges for Services	10,298,674	12,638,475	6,596,750	10,133,725
Interest Income	113,897	20,000	35,000	20,000
Total Revenue	\$ 10,975,952	\$ 13,015,175	\$ 8,444,130	\$ 11,558,425
Operating Expenses				
Salary and Benefits	1,758,187	1,756,950	1,702,450	1,435,962
Services and Supplies	4,505,080	4,913,316	3,518,620	4,484,316
Miscellaneous	51,935	100,000	6,000	50,000
Insurance and Other Chargebacks	333,968	350,667	350,667	351,502
Capital Outlay	50,801	1,575,000	500,000	1,750,000
Debt Service	1,006	34,354	-	47,164
Depreciation Expense	2,694,291	-	-	-
Interfund Transfers	3,162,807	4,631,907	4,131,907	3,132,390
Total Expenses	\$ 12,558,075	\$ 13,362,194	\$ 10,209,644	\$ 11,251,334
Net Surplus (Deficit)	\$ (1,582,122)	\$ (347,019)	\$ (1,765,514)	\$ 307,091
Beginning Fund Balance			\$ 2,375,990	\$ 610,476
Ending Fund Balance	\$ 2,375,990		\$ 610,476	\$ 917,567

505 PARKING SYSTEM FUND	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Salary and Benefits	\$ 1,758,187	\$ 1,756,950	\$ 1,702,450	\$ 1,435,962
61010 - REGULAR PAY	1,284,928	1,242,223	1,215,223	1,051,430
61050 - PERMANENT PART-TIME	-	30,143	30,143	-
61110 - OVERTIME PAY	17,213	26,000	19,000	26,000
61415 - TERMINATION PAYOUTS	11,070	-	-	-
61420 - ANNUAL SICK LEAVE PAYOUT	1,227	-	-	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	4,490	-	-	-
61447 - OPEB EXPENSES	13,682	-	-	-
61510 - HEALTH INSURANCE	256,874	246,213	231,213	189,708
61615 - LIFE INSURANCE	989	678	678	690
61625 - AUTO ALLOWANCE	450	413	413	450
61626 - CELL PHONE ALLOWANCE	252	231	231	252
61630 - SHOE ALLOWANCE	2,580	2,276	2,276	1,840
61710 - IMRF	65,945	111,206	111,206	84,959
61725 - SOCIAL SECURITY	79,820	79,071	74,071	65,349
61730 - MEDICARE	18,668	18,496	17,996	15,285
Services and Supplies	\$ 4,505,080	\$ 4,913,316	\$ 3,518,620	\$ 4,484,316
61060 - SEASONAL EMPLOYEES	7,044	5,833	833	5,833
62205 - ADVERTISING	233	-	-	-
62210 - PRINTING	-	83	83	83
62225 - BLDG MAINTENANCE SERVICES	9,250	4,000	2,000	-
62230 - IMPROVEMENT MAINT SERVICE	25,935	10,000	5,000	10,000
62245 - OTHER EQMT MAINTENANCE	36,180	100,000	49,945	50,000
62275 - POSTAGE CHARGEBACKS	266	2,000	100	2,000
62295 - TRAINING & TRAVEL	728	1,200	-	1,200
62347 - PARKING TAX PAYMENTS TO COUNTY	57,971	132,000	158,000	132,000
62348 - PARKING TAX PAYMENTS TO CITY	1,004,564	1,420,000	1,310,000	1,420,000
62349 - PARKING TAX PAYMENTS TO STATE	-	-	8,727	-
62350 - FISCAL AGENT SERVICES	-	500	500	500
62360 - MEMBERSHIP DUES	-	1,000	-	1,000
62375 - RENTALS	57,291	62,000	35,000	35,000
62380 - COPY MACHINE CHARGES	650	-	-	-
62400 - CONTRACT SVC-PARKING GARAGE	1,569,996	1,330,000	771,824	1,100,000
62425 - ELEVATOR CONTRACT COSTS	80,944	105,700	100,000	105,700
62431 - ARMORED CAR SERVICES	50,528	68,000	20,000	68,000
62509 - SERVICE AGREEMENTS/ CONTRACTS	310,482	515,000	415,000	535,000
62519 - PASSPORT MOBILE PARKING APP FEES	258,678	350,000	75,000	300,000
62655 - LEASE PAYMENTS	5,000	-	-	-
62660 - BUSINESS ATTRACTION	70,164	95,000	20,000	-
62705 - BANK SERVICE CHARGES	571,013	374,000	229,000	374,000
64005 - ELECTRICITY	260,733	294,000	261,000	294,000
64015 - NATURAL GAS	1,569	1,100	1,100	1,100
64505 - TELECOMMUNICATIONS	50,665	19,000	42,108	28,000
64540 - TELECOMMUNICATIONS - WIRELESS	12,333	12,000	8,000	12,000
65005 - AGRI/BOTANICAL SUPPLIES	141	-	-	-
65020 - CLOTHING	591	-	-	-
65045 - LICENSING/REGULATORY SUPP	2,503	-	-	-
65050 - BLDG MAINTENANCE MATERIAL	9,841	8,500	3,000	6,500
65070 - OFFICE/OTHER EQT MTN MATL	47,409	-	-	-
65085 - MINOR EQUIPMENT & TOOLS	75	-	-	-
65090 - SAFETY EQUIPMENT	1,487	1,500	1,500	1,500
65095 - OFFICE SUPPLIES	818	900	900	900
Miscellaneous	\$ 51,935	\$ 100,000	\$ 6,000	\$ 50,000
62603 - DIVVY OPERATING EXPENSES	51,535	100,000	6,000	50,000
62770 - MISCELLANEOUS	400	-	-	-
Insurance and Other Chargebacks	\$ 333,968	\$ 350,667	\$ 350,667	\$ 351,502
66130 - TRANSFER TO INSURANCE	333,968	350,667	350,667	351,502
Capital Outlay	\$ 50,801	\$ 1,575,000	\$ 500,000	\$ 1,750,000
62730 - LOSS SALE FIXED ASST	27,257	-	-	-
65515 - OTHER IMPROVEMENTS	23,544	1,575,000	500,000	1,750,000
Debt Service	\$ 1,006	\$ 34,354	\$ -	\$ 47,164
68305 - DEBT SERVICE- PRINCIPAL	-	33,256	-	-
68315 - DEBT SERVICE- INTEREST	1,006	1,098	-	47,164
Depreciation Expense	\$ 2,694,291	\$ -	\$ -	\$ -
68010 - DEPRECIATION EXPENSE	2,694,291	-	-	-
Interfund Transfers	\$ 3,162,807	\$ 4,631,907	\$ 4,131,907	\$ 3,132,390
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	159,517	159,517	159,517	160,000
62309 - RENTAL OF AUTO REPLACEMENT	30,900	-	-	-
66020 - TRANSFERS TO OTHER FUNDS	-	1,500,000	1,000,000	-
66131 - TRANSFER TO GENERAL FUND	2,972,390	2,972,390	2,972,390	2,972,390
Grand Total	\$ 12,558,075	\$ 13,362,194	\$ 10,209,644	\$ 11,251,334



2021 ADOPTED BUDGET - OTHER FUNDS

#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, Village of Lincolnwood, 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



2021 ADOPTED 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

Operating Revenue	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Other Revenue	448,762	24,935,200	23,935,200	19,629,150
Licenses, Permits and Fees	51,805	50,000	50,000	50,000
Charges for Services	16,810,050	23,068,270	19,884,770	23,006,700
Interest Income	734,037	70,000	70,000	70,000
Total Revenues	\$ 18,044,655	\$ 48,123,470	\$ 43,939,970	\$ 42,755,850
Operating Expenses				
Salary and Benefits	5,374,057	5,774,506	5,842,198	5,927,918
Services and Supplies	3,196,372	5,794,210	4,917,881	6,293,710
Miscellaneous	300	15,000	5,000	15,000
Insurance and Other Chargebacks	500,523	1,513,955	1,513,955	1,539,653
Capital Outlay	168,327	30,785,000	16,818,689	24,092,200
Contingencies	1,000	1,000	-	1,000
Debt Service	924,577	2,291,201	2,291,201	2,318,294
Depreciation Expense	2,648,980	-	-	-
Interfund Transfers	3,932,313	3,972,140	3,972,140	4,229,559
Total Expenses	\$ 16,746,450	\$ 50,147,012	\$ 35,361,064	\$ 44,417,334
Net Surplus (Deficit)	\$ 1,298,205	\$ (2,023,542)	\$ 8,578,906	\$ (1,661,484)
Beginning Fund Balance			\$ 3,068,698	\$ 11,647,604
Ending Fund Balance	\$ 3,068,698		\$ 11,647,604	\$ 9,986,120

510 - 513 Water Fund	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Salary and Benefits	\$ 5,374,057	\$ 5,774,506	\$ 5,842,198	\$ 5,927,918
61010 - REGULAR PAY	3,844,328	4,065,908	4,065,908	4,209,536
61050 - PERMANENT PART-TIME	13,550	20,751	20,751	24,802
61072 - JOB TRAINING PROGRAM	53,413	135,200	135,200	135,200
61110 - OVERTIME PAY	122,515	136,500	136,500	136,500
61415 - TERMINATION PAYOUTS	25,678	-	64,260	-
61420 - ANNUAL SICK LEAVE PAYOUT	7,970	-	4,029	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	53,101	-	-	-
61447 - OPEB EXPENSES	6,117	-	-	-
61510 - HEALTH INSURANCE	711,103	735,620	735,620	752,528
61615 - LIFE INSURANCE	3,166	3,100	3,103	2,945
61625 - AUTO ALLOWANCE	4,792	4,793	4,793	3,375
61626 - CELL PHONE ALLOWANCE	504	504	504	504
61630 - SHOE ALLOWANCE	10,980	10,980	10,980	10,525
61710 - IMRF	204,484	352,019	351,419	330,383
61725 - SOCIAL SECURITY	252,564	249,935	249,935	260,013
61730 - MEDICARE	59,793	59,196	59,196	61,608
Services and Supplies	\$ 3,196,372	\$ 5,794,210	\$ 4,917,881	\$ 6,293,710
61060 - SEASONAL EMPLOYEES	5,288	5,000	5,000	5,000
62145 - ENGINEERING SERVICES	55,570	1,440,000	1,215,971	1,495,000
62180 - STUDIES	446,752	330,000	330,000	467,000
62185 - CONSULTING SERVICES	93,681	164,200	87,200	124,200
62205 - ADVERTISING	2,954	5,000	5,000	5,000
62210 - PRINTING	2,852	8,300	5,300	8,300
62225 - BLDG MAINTENANCE SERVICES	-	1,000	1,000	1,000
62230 - IMPROVEMENT MAINT SERVICE	7,296	21,000	11,000	21,000
62235 - OFFICE EQUIPMENT MAINT	-	1,500	500	1,500
62245 - OTHER EQMT MAINTENANCE	50,204	157,600	157,600	159,400
62273 - LIEN FILING FEE	-	1,500	1,500	1,500
62275 - POSTAGE CHARGEBACKS	1,298	6,400	1,200	6,400
62295 - TRAINING & TRAVEL	22,145	23,000	7,200	23,000
62315 - POSTAGE	13,689	27,500	26,200	27,500
62340 - IT COMPUTER SOFTWARE	151,936	373,300	273,000	564,200
62345 - COURT COST/LITIGATION	20	-	-	-
62360 - MEMBERSHIP DUES	1,465	7,520	7,520	7,520
62380 - COPY MACHINE CHARGES	2,104	1,200	1,200	1,200
62410 - LEAD SERVICE ABATEMENT	35,147	100,000	100,000	100,000
62415 - RESIDENTIAL DEBRIS/REMOVAL CONTRACTUAL COSTS	39,881	45,000	45,000	45,000
62420 - MWRD FEES	165,234	347,000	160,000	360,200
62455 - WTR/SWR BILL PRINT AND MAIL CO	5,729	12,800	12,800	12,800
62465 - OUTSIDE LABORATORY COSTS	13,872	32,500	25,000	32,500
62705 - BANK SERVICE CHARGES	147,701	140,000	140,000	140,000
62716 - BOND ISSUANCE COSTS	35,866	-	-	-
64005 - ELECTRICITY	979,134	904,000	904,000	940,200
64015 - NATURAL GAS	63,585	113,000	113,000	100,000
64505 - TELECOMMUNICATIONS	11,722	19,300	16,000	19,300
64540 - TELECOMMUNICATIONS - WIRELESS	17,273	25,800	18,700	25,800
65005 - AGR/BOTANICAL SUPPLIES	(169)	970	970	970
65010 - BOOKS, PUBLICATIONS, MAPS	7,093	10,550	550	10,550
65015 - CHEMICALS/ SALT	281,132	489,500	451,000	509,100
65020 - CLOTHING	(665)	4,770	2,870	4,770
65025 - FOOD	252	2,000	1,000	2,000
65030 - PHOSPHATE CHEMICALS	89,656	150,000	150,000	156,000
65035 - PETROLEUM PRODUCTS	7,220	15,300	9,500	15,300
65040 - JANITORIAL SUPPLIES	8,052	7,500	5,200	7,500
65050 - BLDG MAINTENANCE MATERIAL	(7,552)	6,700	6,700	6,700
65051 - MATERIALS - STREETS DIVISION	27,965	35,000	35,000	35,000
65055 - MATER. TO MAINT. IMP.	172,508	150,000	150,000	150,000
65070 - OFFICE/OTHER EQT MTN MATL	73,223	287,300	198,500	295,000
65075 - MEDICAL & LAB SUPPLIES	16,290	16,400	16,400	21,000
65080 - MERCHANDISE FOR RESALE	25,800	30,000	30,000	30,000
65085 - MINOR EQUIPMENT & TOOLS	2,470	123,500	75,500	117,500
65090 - SAFETY EQUIPMENT	13,774	27,000	27,000	27,500
65095 - OFFICE SUPPLIES	4,200	4,900	4,900	4,900
65105 - PHOTO/DRAFTING SUPPLIE	-	400	400	400
65555 - IT COMPUTER HARDWARE	4,935	7,000	4,500	18,000
65702 - WATER GENERAL PLANT	97,787	112,000	87,000	187,000
Miscellaneous	\$ 300	\$ 15,000	\$ 5,000	\$ 15,000
61071 - INTERNSHIP PROGRAM	-	5,000	5,000	5,000
62696 - PUBLIC EDUCATION	-	10,000	-	10,000
65141 - FITNESS INCENTIVE	300	-	-	-
Insurance and Other Chargebacks	\$ 500,523	\$ 1,513,955	\$ 1,513,955	\$ 1,539,653
66049 - WORKERS COMP TTD PYMTS (NON SWORN)	11,042	-	-	-
66130 - TRANSFER TO INSURANCE	489,481	1,513,955	1,513,955	1,539,653
Capital Outlay	\$ 168,327	\$ 30,785,000	\$ 16,818,689	\$ 24,092,200
62730 - LOSS SALE FIXED ASST	72,586	-	-	-
65515 - OTHER IMPROVEMENTS	95,741	30,785,000	16,818,689	24,068,000
65550 - AUTOMOTIVE EQUIPMENT	-	-	-	24,200
Contingencies	\$ 1,000	\$ 1,000	\$ -	\$ 1,000
68205 - CONTINGENCIES	1,000	1,000	-	1,000

510 - 513 Water Fund	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Debt Service	\$ 924,577	\$ 2,291,201	\$ 2,291,201	\$ 2,318,294
68305 - DEBT SERVICE- PRINCIPAL	-	1,265,594	1,265,594	1,149,648
68315 - DEBT SERVICE- INTEREST	924,577	1,025,607	1,025,607	1,168,646
Depreciation Expense	\$ 2,648,980	\$ -	\$ -	\$ -
68010 - DEPRECIATION EXPENSE	2,648,980	-	-	-
Interfund Transfers	\$ 3,932,313	\$ 3,972,140	\$ 3,972,140	\$ 4,229,559
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	132,754	172,581	172,581	180,000
66131 - TRANSFER TO GENERAL FUND	3,799,559	3,799,559	3,799,559	4,049,559
Grand Total	\$ 16,746,450	\$ 50,147,012	\$ 35,361,064	\$ 44,417,334



2021 ADOPTED BUDGET - OTHER FUNDS

#515 – Sewer

Fund Description

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

Sewer Division

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

Financial Summary

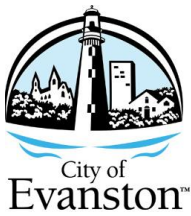
Operating Revenue	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Other Revenue	14,594	3,601,000	1,501,000	2,001,000
Charges for Services	10,780,345	10,410,200	10,359,058	10,375,408
Interest Income	39,012	25,000	25,000	25,000
Total Revenue	\$ 10,833,951	\$ 14,036,200	\$ 11,885,058	\$ 12,401,408

Operating Expenses				
Salary and Benefits	1,305,839	1,373,834	1,378,787	1,425,266
Services and Supplies	249,225	1,462,150	995,650	1,484,650
Miscellaneous	2,288	1,500	1,500	1,500
Insurance and Other Chargebacks	282,082	306,557	306,557	332,255
Capital Outlay	(10,482)	3,432,000	2,393,820	3,343,000
Debt Service	796,129	5,803,653	5,803,653	5,195,191
Depreciation Expense	3,681,927	-	-	-
Interfund Transfers	1,773,532	2,337,531	2,337,531	855,375
Total Expenses	\$ 8,080,540	\$ 14,717,225	\$ 13,217,498	\$ 12,637,237

Net Surplus (Deficit)	\$ 2,753,411	\$ (681,025)	\$ (1,332,440)	\$ (235,829)
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Beginning Fund Balance			\$ 4,977,972	\$ 3,645,532
Ending Fund Balance	\$ 4,977,972		\$ 3,645,532	\$ 3,409,703

515 SEWER FUND	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Salary and Benefits	\$ 1,305,839	\$ 1,373,834	\$ 1,378,787	\$ 1,425,266
61010 - REGULAR PAY	929,720	964,371	964,371	1,007,869
61072 - JOB TRAINING PROGRAM	12,191	27,000	27,000	27,000
61110 - OVERTIME PAY	30,005	30,000	30,000	30,000
61415 - TERMINATION PAYOUTS	-	-	2,260	-
61420 - ANNUAL SICK LEAVE PAYOUT	3,650	-	2,092	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	8,086	-	601	-
61447 - OPEB EXPENSES	10,863	-	-	-
61510 - HEALTH INSURANCE	186,257	190,391	190,391	197,866
61615 - LIFE INSURANCE	710	700	700	681
61630 - SHOE ALLOWANCE	3,075	3,075	3,075	3,075
61710 - IMRF	47,476	84,287	84,287	81,436
61725 - SOCIAL SECURITY	59,817	59,982	59,982	62,679
61730 - MEDICARE	13,989	14,028	14,028	14,659
Services and Supplies	\$ 249,225	\$ 1,462,150	\$ 995,650	\$ 1,484,650
61060 - SEASONAL EMPLOYEES	-	5,200	5,200	5,200
62180 - STUDIES	15,073	300,000	200,000	400,000
62230 - IMPROVEMENT MAINT SERVICE	-	10,000	2,000	10,000
62245 - OTHER EQMT MAINTENANCE	6,205	5,500	2,500	5,500
62295 - TRAINING & TRAVEL	970	2,500	-	2,500
62315 - POSTAGE	12,500	25,000	25,000	25,000
62340 - IT COMPUTER SOFTWARE	10,357	10,500	3,500	10,500
62360 - MEMBERSHIP DUES	340	5,350	350	5,350
62415 - RESIDENTIAL DEBRIS/REMOVAL CONTRACTUAL COSTS	46,442	45,000	45,000	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	5,646	7,000	7,000	7,000
62461 - SEWER MAINTENANCE CONTRACTS	53,277	900,000	588,200	820,000
62705 - BANK SERVICE CHARGES	811	15,000	4,000	15,000
62716 - BOND ISSUANCE COSTS	12,241	-	-	-
64540 - TELECOMMUNICATIONS - WIRELESS	5,063	7,200	4,000	7,200
65015 - CHEMICALS/ SALT	1,879	3,200	1,500	3,200
65020 - CLOTHING	-	1,000	1,000	1,000
65040 - JANITORIAL SUPPLIES	-	400	400	400
65051 - MATERIALS - STREETS DIVISION	10,000	18,000	18,000	18,000
65055 - MATER. TO MAINT. IMP.	26,073	58,000	53,000	58,000
65070 - OFFICE/OTHER EQT MTN MATL	6,942	7,000	3,000	7,000
65080 - MERCHANDISE FOR RESALE	-	1,000	-	1,000
65085 - MINOR EQUIPMENT & TOOLS	2,765	3,300	2,000	3,300
65090 - SAFETY EQUIPMENT	5,690	8,000	8,000	8,000
65555 - IT COMPUTER HARDWARE	951	3,000	1,000	5,500
Miscellaneous	\$ 2,288	\$ 1,500	\$ 1,500	\$ 1,500
62696 - PUBLIC EDUCATION	2,138	1,500	1,500	1,500
65141 - FITNESS INCENTIVE	150	-	-	-
Insurance and Other Chargebacks	\$ 282,082	\$ 306,557	\$ 306,557	\$ 332,255
66130 - TRANSFER TO INSURANCE	282,082	306,557	306,557	332,255
Capital Outlay	\$ (10,482)	\$ 3,432,000	\$ 2,393,820	\$ 3,343,000
62730 - LOSS SALE FIXED ASST	(7,412)	-	-	-
65515 - OTHER IMPROVEMENTS	(3,069)	2,825,000	1,950,000	3,195,000
65550 - AUTOMOTIVE EQUIPMENT	-	540,000	431,820	26,000
65625 - FURNITURE & FIXTURES	-	67,000	12,000	122,000
Debt Service	\$ 796,129	\$ 5,803,653	\$ 5,803,653	\$ 5,195,191
68305 - DEBT SERVICE- PRINCIPAL	-	5,064,516	5,064,516	4,544,357
68315 - DEBT SERVICE- INTEREST	796,129	739,137	739,137	650,834
Depreciation Expense	\$ 3,681,927	\$ -	\$ -	\$ -
68010 - DEPRECIATION EXPENSE	3,681,927	-	-	-
Interfund Transfers	\$ 1,773,532	\$ 2,337,531	\$ 2,337,531	\$ 855,375
62305 - RENTAL OF AUTO-FLEET MAINTENANCE	192,213	249,877	249,877	260,000
66020 - TRANSFERS TO OTHER FUNDS	1,000,000	1,500,000	1,500,000	-
66026 - TRANSFER TO DEBT SERVICE	251,152	257,487	257,487	265,208
66131 - TRANSFER TO GENERAL FUND	330,167	330,167	330,167	330,167
Grand Total	\$ 8,080,540	\$ 14,717,225	\$ 13,217,498	\$ 12,637,237



2021 ADOPTED 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. Apartment recycling services are provided by City staff to all apartment complexes; excluding 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 1st through December 15th 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 operation begins in mid-October and continues until December 15th.

The financial summary below includes increases to residential refuse rates and yard waste collection fees, as detailed in the Budget Balancing worksheet found in the budget transmittal letter.

Financial Summary

	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Operating Revenue				
Property Taxes	820,000	1,332,500	1,332,500	1,332,500
Other Revenue	129,377	122,000	122,000	122,000
Licenses, Permits and Fees	300,733	297,000	297,000	297,000
Charges for Services	4,238,116	4,202,300	4,202,300	4,516,450
Interfund Transfers	150,000	-	-	-
Total Revenue	\$ 5,638,226	\$ 5,953,800	\$ 5,953,800	\$ 6,267,950
Operating Expenses				
Salary and Benefits	1,071,205	1,380,102	1,380,102	1,405,702
Services and Supplies	3,521,985	3,651,621	3,656,621	3,778,926
Miscellaneous	12,882	10,000	6,400	10,000
Insurance and Other Chargebacks	898	-	-	-
Capital Outlay	121,728	357,520	357,520	505,000
Debt Service	666	-	-	-
Depreciation Expense	26,783	-	-	-
Interfund Transfers	322,362	438,462	438,462	302,000
Total Expenses	\$ 5,078,508	\$ 5,837,705	\$ 5,839,105	\$ 6,001,628
Net Surplus (Deficit)	\$ 559,718	\$ 116,095	\$ 114,695	\$ 266,322
Beginning Fund Balance			\$ (539,531)	\$ (424,836)
Ending Fund Balance	\$ (539,531)		\$ (424,836)	\$ (158,514)

520 SOLID WASTE FUND	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Salary and Benefits	\$ 1,071,205	\$ 1,380,102	\$ 1,380,102	\$ 1,405,702
61010 - REGULAR PAY	763,001	947,967	947,967	977,975
61070 - JOB TRAINING AND INTERNSHIPS	-	20,000	20,000	20,000
61110 - OVERTIME PAY	49,918	65,000	65,000	65,000
61420 - ANNUAL SICK LEAVE PAYOUT	1,113	-	-	-
61430 - VACATION PAYOUTS (PREVIOUSLY OTHER PAYOUTS)	2,584	-	-	-
61447 - OPEB EXPENSES	(6,173)	-	-	-
61510 - HEALTH INSURANCE	142,657	186,912	186,912	184,267
61615 - LIFE INSURANCE	450	563	563	712
61625 - AUTO ALLOWANCE	347	310	310	338
61630 - SHOE ALLOWANCE	3,339	3,794	3,794	3,455
61710 - IMRF	46,554	82,853	82,853	79,022
61725 - SOCIAL SECURITY	54,620	58,897	58,897	60,696
61730 - MEDICARE	12,796	13,806	13,806	14,237
Services and Supplies	\$ 3,521,985	\$ 3,651,621	\$ 3,656,621	\$ 3,778,926
61060 - SEASONAL EMPLOYEES	89,431	95,220	95,220	98,550
62185 - CONSULTING SERVICES	10,084	-	-	-
62295 - TRAINING & TRAVEL	673	800	800	800
62375 - RENTALS	6,378	-	-	-
62380 - COPY MACHINE CHARGES	549	1,326	1,326	1,326
62390 - CONDOMINIUM REFUSE COLL	439,276	451,000	451,000	455,400
62405 - SWANCC DISPOSAL FEES	665,006	733,125	743,125	734,400
62415 - RESIDENTIAL DEBRIS/REMOVAL CONTRACTUAL COSTS	1,624,158	1,667,000	1,667,000	1,730,000
62417 - YARD WASTE REMOVAL CONTRACTUAL COSTS	669,144	689,100	689,100	699,400
62509 - SERVICE AGREEMENTS/ CONTRACTS	416	10,000	5,000	5,000
62659 - ECONOMIC DEVELOPMENT PARTNERSHIP CONTRIBUTIONS	-	-	-	50,000
62705 - BANK SERVICE CHARGES	428	1,000	1,000	1,000
64540 - TELECOMMUNICATIONS - WIRELESS	260	500	500	500
65015 - CHEMICALS/ SALT	-	200	200	200
65020 - CLOTHING	907	250	250	250
65025 - FOOD	503	-	-	-
65055 - MATER. TO MAINT. IMP.	3,038	400	400	400
65085 - MINOR EQUIPMENT & TOOLS	4,827	700	700	700
65090 - SAFETY EQUIPMENT	2,271	1,000	1,000	1,000
65555 - IT COMPUTER HARDWARE	4,637	-	-	-
Miscellaneous	\$ 12,882	\$ 10,000	\$ 6,400	\$ 10,000
65141 - FITNESS INCENTIVE	-	-	-	-
67107 - OUTREACH	12,882	10,000	6,400	10,000
62675 - INTERDEPT TRANSFER PENSIONS	-	-	-	-
66130 - TRANSFER TO INSURANCE	-	-	-	-
65516 - CAPITAL OUTLAY	-	-	-	-
65550 - AUTOMOTIVE EQUIPMENT	-	292,520	292,520	440,000
68205 - CONTINGENCIES	-	-	-	-
68310 - DEBT SERVC OTHER AGENCIES	-	-	-	-
68320 - PRINCIPAL REDUCTION	-	-	-	-
Depreciation Expense	\$ 26,783	\$ -	\$ -	\$ -
68010 - DEPRECIATION EXPENSE	26,783	-	-	-
Interfund Transfers	\$ 322,362	\$ 438,462	\$ 438,462	\$ 302,000
66131 - TRANSFER TO GENERAL FUND	-	-	-	-
69605 - TRANSFER TO INSURANCE	-	-	-	-
Grand Total	\$ 5,078,508	\$ 5,837,705	\$ 5,839,105	\$ 6,001,628



2021 ADOPTED 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

Operating Revenue	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Other Revenue	17,770	81,781	81,781	69,000
Charges for Services	2,950,416	3,070,012	3,070,012	3,127,440
Interest Income	-	1,000	1,000	1,000
Total Revenue	\$ 2,968,186	\$ 3,152,793	\$ 3,152,793	\$ 3,197,440

Operating Expenses				
Salary and Benefits	1,064,594	1,126,544	1,114,673	1,148,166
Services and Supplies	1,933,702	2,034,507	1,450,942	2,034,507
Miscellaneous	600	-	-	-
Insurance and Other Chargebacks	23,432	-	-	-
Capital Outlay	2,904	-	-	-
Contingencies	23,583	-	-	-
Interfund Transfers	35,114	-	-	-
Total Expenses	\$ 3,083,928	\$ 3,161,051	\$ 2,565,615	\$ 3,182,673

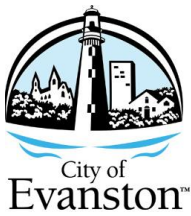
Net Surplus (Deficit)	\$ (115,741)	\$ (8,258)	\$ 587,178	\$ 14,767
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Beginning Fund Balance			\$ 115,475	\$ 702,653
Ending Fund Balance	\$ 115,475		\$ 702,653	\$ 717,420

2021 Initiatives

- Continue analysis on internal operations and service delivery;
- Reduce costs and vehicle downtime;
- Further increase efficient resource allocation including parts and labor; and
- Continue to use an alternative sustainable fuel source for City vehicles and increase the electric vehicle charging program.

600 FLEET SERVICES FUND	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Salary and Benefits	\$ 1,064,594	\$ 1,126,544	\$ 1,114,673	\$ 1,148,166
61110 - OVERTIME PAY	29,522	21,920	10,000	21,920
61415 - TERMINATION PAYOUTS	17,661	-	-	-
61420 - ANNUAL SICK LEAVE PAYOUT	299	-	-	-
61447 - OPEB EXPENSES	640	-	-	-
61510 - HEALTH INSURANCE	161,748	171,904	171,904	168,401
61630 - SHOE ALLOWANCE	2,333	2,583	2,632	2,633
Services and Supplies	\$ 1,933,702	\$ 2,034,507	\$ 1,450,942	\$ 2,034,507
61060 - SEASONAL EMPLOYEES	2,165	-	-	-
62205 - ADVERTISING	59	-	-	-
62240 - AUTOMOTIVE EQMP MAINT	44,473	37,910	37,910	37,910
62245 - OTHER EQMT MAINTENANCE	19,378	-	-	-
62275 - POSTAGE CHARGEBACKS	25	400	400	400
62295 - TRAINING & TRAVEL	9,726	6,950	5,000	6,950
62340 - IT COMPUTER SOFTWARE	6,698	5,395	5,395	5,395
62355 - LAUNDRY/OTHER CLEANING	25,105	17,000	-	17,000
62360 - MEMBERSHIP DUES	1,697	1,625	1,000	1,625
62375 - RENTALS	11,703	1,000	-	1,000
62380 - COPY MACHINE CHARGES	690	519	-	519
64505 - TELECOMMUNICATIONS	18,351	-	-	-
64540 - TELECOMMUNICATIONS - WIRELESS	8,866	16,994	6,200	6,994
65015 - CHEMICALS/ SALT	1,461	4,886	2,600	4,886
65020 - CLOTHING	10	663	4,687	5,663
65025 - FOOD	1,480	-	-	-
65035 - PETROLEUM PRODUCTS	637,361	750,000	360,000	750,000
65040 - JANITORIAL SUPPLIES	302	417	-	417
65045 - LICENSING/REGULATORY SUPP	1,008	-	-	-
65050 - BLDG MAINTENANCE MATERIAL	5,983	-	-	-
65055 - MATER. TO MAINT. IMP.	4,029	-	-	-
65060 - MATER. TO MAINT. AUTOS	1,030,717	1,055,250	900,000	1,055,250
65065 - TIRES & TUBES	63,767	100,000	100,000	100,000
65085 - MINOR EQUIPMENT & TOOLS	25,554	24,000	24,000	29,000
65090 - SAFETY EQUIPMENT	11,220	10,498	3,000	10,498
65095 - OFFICE SUPPLIES	1,873	1,000	750	1,000
Miscellaneous	\$ 600	\$ -	\$ -	\$ -
65141 - FITNESS INCENTIVE	600	-	-	-
Insurance and Other Chargebacks	\$ 23,432	\$ -	\$ -	\$ -
66049 - WORKERS COMP TTD PYMTS (NON SWORN)	23,432	-	-	-
Capital Outlay	\$ 2,904	\$ -	\$ -	\$ -
65550 - AUTOMOTIVE EQUIPMENT	2,904	-	-	-
Contingencies	\$ 23,583	\$ -	\$ -	\$ -
68205 - CONTINGENCIES	23,583	-	-	-
Interfund Transfers	\$ 35,114	\$ -	\$ -	\$ -
66025 - TRANSFER TO DEBT SERVICE - ERI	35,114	-	-	-
Grand Total	\$ 3,083,928	\$ 3,161,051	\$ 2,565,615	\$ 3,182,673



2021 ADOPTED 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 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Other Revenue	31,618	870,217	870,217	1,060,217
Charges for Services	1,309,733	1,479,424	1,479,424	224,885
Interest Income	3,103	-	-	-
Total Revenue	\$ 1,344,454	\$ 2,349,641	\$ 2,349,641	\$ 1,285,102
Operating Expenses				
Services and Supplies	36,082	-	35,664	-
Capital Outlay	-	2,660,000	2,660,000	1,600,000
Depreciation Expense	1,490,126	-	-	-
Total Expenses	\$ 1,526,208	\$ 2,660,000	\$ 2,695,664	\$ 1,600,000
Net Surplus (Deficit)	\$ (181,754)	\$ (310,359)	\$ (346,023)	\$ (314,898)
Beginning Fund Balance			\$ 904,950	\$ 558,927
Ending Fund Balance	\$ 904,950		\$ 558,927	\$ 244,029

2021 Initiatives

- Continue to develop the Fleet’s CFA program to score the City’s equipment, determine needs of what should be replaced/costing the City more in repairs than what the vehicle is worth, and how to make operations more efficient.
- Continue to use an alternative sustainable fuel source for City vehicles and increase the electric vehicle charging program.

601 EQUIPMENT REPLACEMENT FUND	FY 2019 Actual	FY 2020 Adopted	FY 2020 Estimated	FY 2021 Adopted
	Amount	Budget	Amount	Budget
Services and Supplies	\$ 36,082	\$ -	\$ 35,664	\$ -
62402 - VEHICLE LEASE CHARGES	35,664	-	35,664	-
62705 - BANK SERVICE CHARGES	418	-	-	-
Capital Outlay	\$ -	\$ 2,660,000	\$ 2,660,000	\$ 1,600,000
65515 - OTHER IMPROVEMENTS	-	660,000	660,000	-
65550 - AUTOMOTIVE EQUIPMENT	-	2,000,000	2,000,000	1,600,000
Depreciation Expense	\$ 1,490,126	\$ -	\$ -	\$ -
68010 - DEPRECIATION EXPENSE	1,490,126	-	-	-
Grand Total	\$ 1,526,208	\$ 2,660,000	\$ 2,695,664	\$ 1,600,000



2021 ADOPTED BUDGET - OTHER FUNDS

#605 – Insurance

Fund Description

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 2019 included 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

Operating Revenue	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Other Revenue	10,275,414	10,716,597	10,715,741	10,402,039
Charges for Services	101	-	-	-
Interfund Transfers	-	1,000,000	1,000,000	-
Insurance	5,933,093	6,390,189	5,845,856	8,890,677
Workers Compensation and Liability	3,001,812	2,916,362	3,461,589	1,475,000
Total Revenue	\$ 19,210,420	\$ 21,023,148	\$ 21,023,186	\$ 20,767,716

Operating Expenses	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Salary and Benefits	561,984	657,995	657,996	662,620
Services and Supplies	7,267,647	2,669,200	2,669,200	2,914,200
Miscellaneous	300	-	-	-
Insurance and Other Chargebacks	14,169,625	16,110,089	16,110,089	16,641,267
Interfund Transfers	10,114	-	-	-
Total Expenses	\$ 22,009,670	\$ 19,437,284	\$ 19,437,285	\$ 20,218,087
Net Surplus (Deficit)	\$ (2,799,251)	\$ 1,585,864	\$ 1,585,901	\$ 549,629
Beginning Fund Balance			\$ (11,593,098)	\$ (10,007,197)
Ending Fund Balance	\$ (11,593,098)		\$ (10,007,197)	\$ (9,457,568)

605 INSURANCE FUND	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Salary and Benefits	\$ 561,984	\$ 657,995	\$ 657,996	\$ 662,620
61010 - REGULAR PAY	420,098	490,402	490,402	497,615
61110 - OVERTIME PAY	634	-	-	-
61415 - TERMINATION PAYOUTS	721	-	-	-
61510 - HEALTH INSURANCE	76,061	78,954	78,954	79,660
61615 - LIFE INSURANCE	561	600	600	624
61620 - UNIVERSAL LIFE	(388)	-	-	-
61625 - AUTO ALLOWANCE	1,539	2,280	2,280	4,185
61626 - CELL PHONE ALLOWANCE	263	450	450	450
61630 - SHOE ALLOWANCE	180	180	180	180
61710 - IMRF	26,581	42,862	42,862	37,250
61725 - SOCIAL SECURITY	28,602	33,861	33,861	34,122
61730 - MEDICARE	7,133	8,407	8,407	8,533
Services and Supplies	\$ 7,267,647	\$ 2,669,200	\$ 2,669,200	\$ 2,914,200
62130 - LEGAL SERVICES-GENERAL	770,886	750,000	750,000	750,000
62260 - SETTLEMENT COSTS - LIABILITY	5,896,858	1,250,000	1,250,000	1,250,000
62266 - TPA SERVICE CHARGES	94,184	120,000	120,000	120,000
62295 - TRAINING & TRAVEL	1,910	4,000	4,000	4,000
62310 - CITY WIDE TRAINING	14,514	20,000	20,000	20,000
62615 - INSURANCE PREMIUM	487,322	525,000	525,000	770,000
62705 - BANK SERVICE CHARGES	1,973	-	-	-
65095 - OFFICE SUPPLIES	-	200	200	200
Miscellaneous	\$ 300	\$ -	\$ -	\$ -
65141 - FITNESS INCENTIVE	300	-	-	-
Insurance and Other Chargebacks	\$ 14,169,625	\$ 16,110,089	\$ 16,110,089	\$ 16,641,267
66040 - GENERAL ADMINISTRATION & SUPPORT	1,686	-	-	-
66044 - WORKERS COMP INSURANCE PREMIUMS	159,740	161,000	161,000	185,000
66045 - WORKERS COMP LEGAL FEES	72,437	60,000	60,000	60,000
66046 - WORKERS COMP MEDICAL PAYMENTS	624,562	750,000	750,000	750,000
66047 - WORKERS COMP SETTLEMENT PAYMENTS	233,618	800,000	800,000	800,000
66050 - HEALTH INSURANCE PREMIUMS-PPO	9,549,709	10,783,032	10,783,032	11,089,435
66051 - HEALTH INSURANCE PREMIUMS-HMO	3,433,952	3,451,657	3,451,657	3,647,032
66054 - MEDICARE SUPPLEMENT- SENIOR'S CHOICE	21,670	18,000	18,000	18,000
66055 - IPBC MEDICAL WAIVER FEE	3,201	-	-	-
66059 - HEALTH INSURANCE OPT OUT EXPENSE	69,050	86,400	86,400	91,800
Interfund Transfers	\$ 10,114	\$ -	\$ -	\$ -
66025 - TRANSFER TO DEBT SERVICE - ERI	10,114	-	-	-
Grand Total	\$ 22,009,670	\$ 19,437,284	\$ 19,437,285	\$ 20,218,087



2021 ADOPTED BUDGET - OTHER FUNDS

#700 – Fire Pension

Fund Description

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

Financial Summary

Operating Revenue	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Other Revenue	21,901,059	11,378,503	6,676,067	11,815,000
Interfund Transfers	-	20,000	-	-
Interest Income	2,050,406	2,500,000	2,500,000	2,500,000
Total Revenue	\$ 23,951,465	\$ 13,898,503	\$ 9,176,067	\$ 14,315,000
Operating Expenses				
Salary and Benefits	9,722,353	9,976,897	9,976,897	10,805,300
Miscellaneous	203,188	100,000	100,000	225,000
Total Expenses	\$ 9,925,541	\$ 10,076,897	\$ 10,076,897	\$ 11,030,300
Net Surplus (Deficit)	\$ 14,025,923	\$ 3,821,606	\$ (900,830)	\$ 3,284,700
Beginning Net Assets held in Trust			\$ 89,807,041	\$ 88,906,211
Ending Net Assets held in Trust	\$ 89,807,041		\$ 88,906,211	\$ 92,190,911

700 FIRE PENSION FUND	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Salary and Benefits	\$ 9,722,353	\$ 9,976,897	\$ 9,976,897	\$ 10,805,300
61755 - PENSION-ADMIN. EXPENSE	97,588	125,000	125,000	125,000
61770 - RETIRED EMPLOYEES PENSION	6,263,465	6,716,297	6,716,297	7,387,900
61775 - WIDOWS' PENSIONS	1,702,687	1,560,000	1,560,000	1,638,000
61785 - DISABILITY PENSIONS	1,512,747	1,420,000	1,420,000	1,491,000
61795 - QILDRO'S	145,867	155,600	155,600	163,400
Miscellaneous	\$ 203,188	\$ 100,000	\$ 100,000	\$ 225,000
61715 - Pension Management Fees	203,188	100,000	100,000	225,000
Grand Total	\$ 9,925,541	\$ 10,076,897	\$ 10,076,897	\$ 11,030,300



2021 ADOPTED BUDGET - OTHER FUNDS

#705 – Police Pension

Fund Description

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

Financial Summary

Operating Revenue	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Other Revenue	34,340,999	17,343,068	17,343,068	18,214,700
Interest Income	3,134,491	3,500,000	3,500,000	1,500,000
Total Revenue	\$ 37,475,490	\$ 20,843,068	\$ 20,843,068	\$ 19,714,700
Operating Expenses				
Salary and Benefits	12,574,748	13,124,007	13,124,007	14,326,000
Miscellaneous	345,959	325,000	325,000	375,000
Total Expenses	\$ 12,920,706	\$ 13,449,007	\$ 13,449,007	\$ 14,701,000
Net Surplus (Deficit)	\$ 24,554,784	\$ 7,394,061	\$ 7,394,061	\$ 5,013,700
Beginning Net Assets held in Trust			\$ 141,309,841	\$ 148,703,902
Ending Net Assets held in Trust	\$ 141,309,841		\$ 148,703,902	\$ 153,717,602

705 POLICE PENSION FUND	FY 2019 Actual Amount	FY 2020 Adopted Budget	FY 2020 Estimated Amount	FY 2021 Adopted Budget
Salary and Benefits	\$ 12,574,748	\$ 13,124,007	\$ 13,124,007	\$ 14,326,000
61755 - PENSION-ADMIN. EXPENSE	52,088	75,000	75,000	75,000
61770 - RETIRED EMPLOYEES PENSION	10,530,293	11,060,870	11,060,870	12,167,000
61775 - WIDOWS' PENSIONS	1,106,435	1,087,000	1,087,000	1,141,000
61785 - DISABILITY PENSIONS	820,642	825,960	825,960	867,000
61790 - SEPARATION REFUNDS	40,112	50,000	50,000	50,000
61795 - QILDRO'S	25,177	25,177	25,177	26,000
Miscellaneous	\$ 345,959	\$ 325,000	\$ 325,000	\$ 375,000
61715 - Pension Management Fees	345,959	325,000	325,000	375,000
Grand Total	\$ 12,920,706	\$ 13,449,007	\$ 13,449,007	\$ 14,701,000



PART V

POSITION INFORMATION

	Position Description	2020 Adopted Budget FTE	2021 Adopted Budget FTE	2019-2020 Difference	2021 Notes
1300	CITY COUNCIL				
	Mayor	0.00	0.00	0.00	
	Alderman	0.00	0.00	0.00	
	Mayor's Assistant	1.00	1.00	0.00	
	CITY COUNCIL TOTAL	1.00	1.00	0.00	
1400	CITY CLERK				
	City Clerk	0.00	0.00	0.00	
	Deputy City Clerk	1.00	1.00	0.00	
	CITY CLERK TOTAL	1.00	1.00	0.00	
	LEGISLATIVE	2.00	2.00	0.00	
1505	CITY MANAGER				
	City Manager	1.00	1.00	0.00	
	Deputy City Manager	1.00	1.00	0.00	
	Executive Secretary	1.00	0.00	-1.00	Reclassified to Administrative Lead
	Administrative Lead	0.00	1.00	1.00	
	Administrative Coordinator	1.00	1.00	0.00	Held Vacant 2021
	Equity and Empowerment Coordinator	1.00	1.00	0.00	Held Vacant 2021
	Local Government Management Fellow	1.00	1.00	0.00	
	CITY MANAGER TOTAL	6.00	6.00	0.00	
1510	COMMUNITY ENGAGEMENT				
	Communications Manager	1.00	1.00	0.00	
	Community Engagement Specialist	1.00	1.00	0.00	
	Assistant to the City Manager	1.00	1.00	0.00	
	Broadcast Operations Specialist	1.00	1.00	0.00	
	Art Design Coordinator	1.00	0.00	-1.00	Position eliminated
	COMMUNITY ENGAGEMENT TOTAL	5.00	4.00	-1.00	
1535	SUSTAINABILITY				
	Chief Sustainability & Resilience Officer	0.50	0.50	0.00	0.5 FTE in Water (4105) and Solid Waste (4310)
	SUSTAINABILITY TOTAL	0.50	0.50	0.00	
1555	FINANCIAL ADMINISTRATION				
	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	
	FINANCIAL ADMINISTRATION TOTAL	3.00	3.00	0.00	
1560	REVENUE				
	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	
	REVENUE TOTAL	3.50	3.50	0.00	
1570	ACCOUNTING				
	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	Hold Vacant 2021
	Payroll Pension Administrator	0.50	0.50	0.00	0.5 FTE in Payroll (1915)
	ACCOUNTING TOTAL	4.50	4.50	0.00	
1571	TAX ASSESSMENT REVIEW				
	Tax Assessment Reviewer	1.00	1.00	0.00	
	TAX ASSESSMENT REVIEW TOTAL	1.00	1.00	0.00	
1575	PURCHASING				
	Purchasing Manager	1.00	1.00	0.00	
	Purchasing Specialist	2.00	2.00	0.00	
	PURCHASING TOTAL	3.00	3.00	0.00	
1585	ADMINISTRATIVE ADJUDICATION				
	Admin. Adjudication Aide	1.00	1.00	0.00	
	ADMIN. ADJUDICATION TOTAL	1.00	1.00	0.00	
5300	ECONOMIC DEVELOPMENT				
	Economic Development Specialist	1.00	1.00	0.00	
	Economic Development Division Mgr.	1.00	1.00	0.00	
	ECONOMIC DEVELOPMENT TOTAL	2.00	2.00	0.00	
	CITY ADMINISTRATION	29.50	28.50	-1.00	

	Position Description	2020 Adopted Budget FTE	2021 Adopted Budget FTE	2019-2020 Difference	2021 Notes
1705	LEGAL ADMINISTRATION				
	Paralegal	1.00	1.00	0.00	
	Deputy City Attorney	1.00	1.00	0.00	
	Corporation Counsel/City Attorney	0.50	0.50	0.00	0.5 FTE in Insurance Fund
	Assistant City Attorney	2.00	2.00	0.00	1 FTE Hold Vacant 2021
	LEGAL ADMINISTRATION TOTAL	4.50	4.50	0.00	
	LAW DEPARTMENT	4.50	4.50	0.00	
1905	ADMINISTRATIVE SERVICES ADMINISTRATION				
	Administrative Services Director/Assistant City Manager	1.00	1.00	0.00	
	Management Analyst	0.50	0.50	0.00	0.5 FTE in Parking Fund (7005)
	ADMINISTRATIVE SERVICES ADMIN TOTAL	1.50	1.50	0.00	
1915	PAYROLL				
	Payroll Manager	1.00	1.00	0.00	
	Payroll/Pension Administrator	1.50	1.50	0.00	
	PAYROLL TOTAL	2.50	2.50	0.00	
1929	HUMAN RESOURCES				
	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	
	HUMAN RESOURCES TOTAL	5.00	5.00	0.00	
1932	INFORMATION TECHNOLOGY				
	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	Hold Vacant 2021
	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	
	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	
	INFORMATION TECHNOLOGY TOTAL	13.00	13.00	0.00	
1941	PARKING ENFORCEMENT AND TICKETS				
	Parking Enforcement Officer	12.00	12.00	0.00	1 FTE Hold Vacant 2021
	Parking Enforcement Supervisor	1.00	1.00	0.00	
	PARKING ENFORCEMENT AND TICKETS TOTAL	13.00	13.00	0.00	
1950	FACILITIES				
	Facilities Maintenance Supervisor	2.00	2.00	0.00	
	Administrative Assistant	0.60	0.50	-0.10	0.5 FTE in Fleet Services Fund (7710)
	Facilities & Fleet Division Manager	0.50	0.50	0.00	0.5 FTE Fleet Services Fund (7710)
	Facilities Maintenance Worker I	2.00	3.50	1.50	Reclassified from FMWIII; 0.5 FTE Hold Vacant 2021
	Facilities Operations Coordinator	1.00	1.00	0.00	
	Facilities Maint. Worker III	11.00	10.00	-1.00	Reclassified to Facilities Maintenance Worker I; 1 FTE Hold Vacant 2021
	Master Tradesman	2.00	2.00	0.00	
	FACILITIES TOTAL	19.10	19.50	0.40	
	ADMINISTRATIVE SERVICES DEPARTMENT	54.10	54.50	0.40	
2101	COMMUNITY DEVELOPMENT ADMINISTRATION				
	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	0.25	0.00	-0.25	Position eliminated 2021
	Social Services Grants & Compliance Specialist	0.50	0.00	-0.50	0.5 FTE moved to Human Services Fund (2445)
	COMMUNITY DEVELOPMENT ADMINISTRATION TOTAL	2.50	1.75	-0.75	
2105	PLANNING AND ZONING				
	Senior Planner	1.00	0.00	-1.00	Reclassified to Planner
	Planning & Zoning Manager	1.00	0.00	-1.00	Reclassified to Comprehensive Plan Coordinator
	Comprehensive Plan Coordinator	0.00	1.00	1.00	Reclassified from Planning & Zoning Manager
	Planner	1.00	4.00	3.00	
	Neighborhood & Land Use Planner	1.00	1.00	0.00	Reclassified to Planner
	Development Planner	1.00	0.00	-1.00	Reclassified to Planner
	Zoning Administrator	1.00	0.00	-1.00	
	PLANNING AND ZONING TOTAL	6.00	6.00	0.00	

	Position Description	2020 Adopted Budget FTE	2021 Adopted Budget FTE	2019-2020 Difference	2021 Notes
2115	PROPERTY STANDARDS				
	Property Maint Inspector I	3.00	4.00	1.00	1 FTE Added 2021
	Senior Property Maintenance Inspector	1.00	1.00	0.00	
	Customer Service Representative	1.00	1.00	0.00	
2115	PROPERTY STANDARDS TOTAL	5.00	6.00	1.00	
2126	BUILDING INSPECTION SERVICES				
	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	Hold Vacant 2021
	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	Hold Vacant 2021
	Build/Insp Serv. Division Manager	0.85	1.00	0.15	0.15 FTE moved from CDBG Fund
2126	BUILDING INSPECTION SERVICES TOTAL	12.25	12.40	0.15	
COMMUNITY DEVELOPMENT DEPARTMENT		25.75	26.15	0.40	
2205	POLICE ADMINISTRATION				
	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	Hold Vacant 2021
	POLICE ADMINISTRATION TOTAL	3.00	3.00	0.00	
2210	PATROL OPERATIONS				
	Police Commander	3.00	3.00	0.00	
	Police Officer	76.00	70.00	-6.00	5 FTE moved from PST (2285); 11 FTE eliminated; 1 FTE Held vacant 2021
	Police Sergeant	11.00	11.00	0.00	
	Deputy Chief	1.00	1.00	0.00	
	PATROL OPERATIONS TOTAL	91.00	85.00	-6.00	
2215	CRIMINAL INVESTIGATION				
	Police Commander	1.00	1.00	0.00	
	Police Officer	14.00	11.00	-3.00	3 FTE moved to Juvenile (2230), NET (2265) and Traffic (2270)
	Police Sergeant	2.00	2.00	0.00	
	Deputy Chief	1.00	1.00	0.00	
	CRIMINAL INVESTIGATION TOTAL	18.00	15.00	-3.00	
2230	JUVENILE BUREAU				
	Police Officer	8.00	9.00	1.00	1 FTE moved from Criminal Investigations (2215)
	Police Sergeant	1.00	1.00	0.00	
	JUVENILE BUREAU TOTAL	9.00	10.00	1.00	
2235	SCHOOL LIAISON				
	Police Officer	4.00	4.00	0.00	
	SCHOOL LIAISON TOTAL	4.00	4.00	0.00	
2240	POLICE RECORDS				
	Records Input Operator	3.00	2.00	-1.00	1 FTE Eliminated; 1 FTE Held Vacant 2021
	Records Coordinator	1.00	1.00	0.00	
	Review Officer	1.00	1.00	0.00	
	POLICE RECORDS TOTAL	5.00	4.00	-1.00	
2245	COMMUNICATIONS				
	Telecommunicator	14.00	12.00	-2.00	2 FTE moved to E911 Fund (5150)
	COMMUNICATIONS TOTAL	14.00	12.00	-2.00	
2250	SERVICE DESK				
	Service Desk Officer II	11.50	12.00	0.50	0.5 FTE reclassified from SDO I (2251); 3 FTE Held vacant 2021
	311/Service Desk Manager	1.00	1.00	0.00	
	311/Service Desk Assistant Supervisor	1.00	1.00	0.00	
	SERVICE DESK TOTAL	13.50	14.00	0.50	
2251	PUBLIC INFORMATION (311)				
	Service Desk Officer I	8.50	8.00	-0.50	0.5 FTE reclassified to SDO II (2250); 1 FTE Held vacant 2021
	PUBLIC INFORMATION TOTAL	8.50	8.00	-0.50	

	Position Description	2020 Adopted Budget FTE	2021 Adopted Budget FTE	2019-2020 Difference	2021 Notes
2255	OFFICE OF PROFESSIONAL STANDARDS				
	Administrative Assistant	1.00	1.00	0.00	
	Police Commander	1.00	1.00	0.00	Held Vacant 2021
	Police Sergeant	2.00	1.00	-1.00	Moved to Administration (2260)
	OFFICE OF PROFESSIONAL STANDARDS TOTAL	4.00	3.00	-1.00	
2260	OFFICE OF ADMINISTRATION				
	Deputy Chief	1.00	1.00	0.00	
	Police Sergeant	0.00	1.00	1.00	Moved from OPS (2255)
	Administrative Coordinator	1.00	1.00	0.00	
	Manager of Finance and Budget	1.00	1.00	0.00	
	OFFICE OF ADMINISTRATION TOTAL	3.00	4.00	1.00	
2265	NEIGHBORHOOD ENFORCEMENT TEAM				
	Police Commander	1.00	1.00	0.00	
	Police Officer	13.00	14.00	1.00	Moved from Criminal Investigation (2215)
	Police Sergeant	2.00	2.00	0.00	
	NEIGHBORHOOD ENFORCEMENT TEAM TOTAL	16.00	17.00	1.00	
2270	TRAFFIC BUREAU				
	Police Officer	6.00	7.00	1.00	Moved from Criminal Investigation (2215)
	Police Sergeant	1.00	1.00	0.00	
	Towing Coordinator	1.00	0.00	-1.00	Position eliminated
	TRAFFIC BUREAU TOTAL	8.00	8.00	0.00	
2275	COMMUNITY STRATEGIC BUREAU				
	Crime Analyst	1.00	1.00	0.00	
	COMMUNITY STRATEGIC BUREAU TOTAL	1.00	1.00	0.00	
2280	ANIMAL CONTROL				
	Animal Control Warden	1.00	1.00	0.00	
	ANIMAL CONTROL TOTAL	1.00	1.00	0.00	
2285	PROBLEM SOLVING TEAM				
	Police Commander	1.00	1.00	0.00	
	Police Sergeant	1.00	1.00	0.00	
	Police Officer	12.00	7.00	-5.00	5 FTE moved to Patrol (2210)
	PROBLEM SOLVING TEAM TOTAL	14.00	9.00	-5.00	
2291	PROPERTY BUREAU				
	Management Analyst	1.00	1.00	0.00	
	Property Officer	1.00	1.00	0.00	
	PROPERTY BUREAU TOTAL	2.00	2.00	0.00	
2295	BUILDING MANAGEMENT				
	Custodian I	1.00	1.00	0.00	
	BUILDING MANAGEMENT TOTAL	1.00	1.00	0.00	
	POLICE DEPARTMENT	216.00	201.00	-15.00	
2305	FIRE MANAGEMENT & SUPPORT				
	Administrative Lead	1.00	1.00	0.00	Hold Vacant 2021
	Fire Chief	1.00	1.00	0.00	
	Management Analyst	0.00	1.00	1.00	
	Administrative Coordinator	1.00	0.00	-1.00	Reclassified to Management Analyst
	FIRE MANAGEMENT & SUPPORT TOTAL	3.00	3.00	0.00	
2310	FIRE PREVENTION				
	Deputy Chief	1.00	1.00	0.00	
	Fire Captain	2.00	2.00	0.00	
	Fire Plan Reviewer	1.00	1.00	0.00	
	FIRE PREVENTION TOTAL	4.00	4.00	0.00	
2315	FIRE SUPPRESSION				
	Division Chief, Fire	2.00	2.00	0.00	
	Fire Captain	24.00	24.00	0.00	
	Firefighter	74.00	74.00	0.00	2 FTE Hold Vacant 2021
	Shift Chief, Fire	3.00	3.00	0.00	
	FIRE SUPPRESSION TOTAL	103.00	103.00	0.00	
	FIRE DEPARTMENT	110.00	110.00	0.00	

	Position Description	2020 Adopted Budget FTE	2021 Adopted Budget FTE	2019-2020 Difference	2021 Notes
2407	HEALTH SERVICES ADMINISTRATION				
	Director, Health & Human Services	0.25	0.25	0.00	
	Senior Management Analyst	1.00	1.00	0.00	Hold Vacant
	Administrative Lead	0.50	0.50	0.00	
	HEALTH SERVICES ADMINISTRATION TOTAL	1.75	1.75	0.00	
2435	FOOD AND ENVIRONMENTAL HEALTH				
	Environmental Health Practitioner	2.00	2.00	0.00	
	Senior Environmental Health Practitioner	1.00	1.00	0.00	
	Communicable Disease Surveillance Specialist	1.00	1.00	0.00	
	Emergency Response Coordinator	1.00	0.00	-1.00	Reclassified to Public Health Preparedness Specialist
	Public Health Preparedness Specialist	0.00	1.00	1.00	Reclassified from Emergency Response Coordinator
	Health License Coordinator	1.00	1.00	0.00	
	Public Health Manager	1.00	1.00	0.00	
	FOOD AND ENVIRONMENTAL HEALTH TOTAL	7.00	7.00	0.00	
	HEALTH AND HUMAN SERVICES DEPARTMENT	8.75	8.75	0.00	
4105	PUBLIC WORKS AGENCY ADMIN				
	Director of Public Works Agency	0.50	0.50	0.00	
	Administrative Lead	2.00	2.00	0.00	
	Project Management Supervisor	1.00	1.00	0.00	
	PUBLIC WORKS AGENCY ADMIN TOTAL	3.50	3.50	0.00	
4300	ENVIRONMENTAL SERVICES				
	Environmental Services Coordinator	1.00	0.00	-1.00	Moved to Water & Sewer Funds
	ENVIRONMENTAL SERVICES TOTAL	1.00	0.00	-1.00	
4310	RECYCLING AND ENVIRONMENTAL MAINTENANCE				
	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	
	RECYCLING AND ENVIRONMENTAL MAINTENANCE TOTAL	6.00	6.00	0.00	
4320	FORESTRY				
	Arborist	1.00	1.00	0.00	
	Parks/Forestry Crew Leader	3.00	0.00	-3.00	Retitled to Forestry Crew Leader
	Forestry Crew Leader	0.00	3.00	3.00	Retitled from Parks/Forestry Crew Leader
	Parks/Forestry Worker III	13.00	0.00	-13.00	Retitled to Forestry Worker III; 1 FTE reclassified to FWI
	Forestry Worker III	0.00	12.00	12.00	Retitled from Parks/Forestry Worker III
	Forestry Worker I	0.00	1.00	1.00	Reclassified from PFW III; Hold vacant 2021
	FORESTRY TOTAL	17.00	17.00	0.00	
4330	GREENWAYS				
	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	0.00	-3.00	Retitled to Greenways Crew Leader
	Greenways Crew Leader	0.00	3.00	3.00	Retitled from Parks/Forestry Crew Leader
	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	5.00	0.00	-5.00	Retitled to Greenways Worker III
	Greenways Worker III	0.00	4.00	4.00	Retitled from Parks/Forestry Worker III; 1 FTE eliminated
	GREENWAYS TOTAL	16.00	15.00	-1.00	
4410	STREETS AND RIGHT OF WAY				
	Civil Engineer III	0.75	0.75	0.00	
	Engineering Associate II	1.00	1.00	0.00	
	STREETS AND RIGHT OF WAY TOTAL	1.75	1.75	0.00	
4420	TRANSPORTATION				
	Sr Proj Mgr: Traf/ROW/Permits	1.00	1.00	0.00	
	Traffic Engineering Technician	0.50	0.50	0.00	
	TRANSPORTATION TOTAL	1.50	1.50	0.00	
4430	PARKS AND FACILITIES				
	Architect	0.50	0.50	0.00	
	PARKS AND FACILITIES TOTAL	0.50	0.50	0.00	
4500	INFRASTRUCTURE MAINTENANCE				
	Public Services Bureau Chief	0.75	0.75	0.00	
	INFRASTRUCTURE MAINTENANCE TOTAL	0.75	0.75	0.00	

	Position Description	2020 Adopted Budget FTE	2021 Adopted Budget FTE	2019-2020 Difference	2021 Notes
4510	STREET MAINTENANCE				
	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	Hold Vacant 2021
	STREET MAINTENANCE TOTAL	15.00	15.00	0.00	
4520	TRAFFIC SIGNS AND STREET LIGHT MAINTENANCE				
	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	
4520	TRAFFIC SIGNS AND STREET LIGHT MAINTENANCE TOTAL	8.00	8.00	0.00	
PUBLIC WORKS AGENCY		71.00	69.00	-2.00	
3005	RECREATION MANAGEMENT & GENERAL SUPPORT				
	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	1.00	1.00	0.00	Hold Vacant 2021
	Recreation Support Specialist	1.00	1.00	0.00	
	Asst. Director of Recr. & Comm. Services	1.00	1.00	0.00	
	Recreation Services Manager	1.00	1.00	0.00	
	RECREATION MGMT & GENERAL SUPPORT	7.00	7.00	0.00	
3030	CROWN COMMUNITY CENTER				
	After School Supervisor	1.00	1.00	0.00	
	Assistant Program Coordinator	1.00	1.00	0.00	
	Clerk II	3.00	3.00	0.00	
	Crown Operations Supervisor	1.00	1.00	0.00	
	Crown Facilities Maintenance Worker II	5.00	5.00	0.00	
	Facility Coordinator Crown	1.00	1.00	0.00	
	Office Coordinator	1.00	1.00	0.00	
	Preschool Instructor	3.75	3.75	0.00	
	Preschool Program Supervisor	1.00	1.00	0.00	
	Recreation Manager	1.00	1.00	0.00	
	Recreation Program Coordinator	3.00	3.00	0.00	
	Facilities Supervisor	0.00	0.25	0.25	
	PT Custodian	0.00	0.50	0.50	
	CROWN COMMUNITY CENTER TOTAL	21.75	22.50	0.75	
3035	CHANDLER COMMUNITY CENTER				
	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	
	CHANDLER COMMUNITY CENTER TOTAL	4.93	4.93	0.00	
3040	FLEETWOOD JOURDAIN COMMUNITY CENTER				
	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	0.50	-0.10	
	Assistant Program Coordinator	1.00	1.00	0.00	
	After School Supervisor	0.50	0.00	-0.50	
	PT Custodian	0.50	0.50	0.00	
	FLEETWOOD JOURDAIN COMM. CENTER TOTAL	7.30	6.70	-0.60	
3045	FLEETWOOD JOURDAIN THEATER				
	Recreation Program Coordinator	1.00	1.00	0.00	
	FLEETWOOD JOURDAIN THEATER TOTAL	1.00	1.00	0.00	
3050	RECREATION OUTREACH				
	Program Supervisor	0.50	0.50	0.00	
	RECREATION OUTREACH	0.50	0.50	0.00	
3055	LEVY CENTER SENIOR SERVICES				
	Custodian II	1.00	0.00	-1.00	Reclassified to Custodian I
	Custodian I	0.00	1.00	1.00	Reclassified from Custodian II
	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	1.17	0.67	-0.50	
	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	
	LEVY CENTER SENIOR SERVICES TOTAL	10.84	10.34	-0.50	

	Position Description	2020 Adopted Budget FTE	2021 Adopted Budget FTE	2019-2020 Difference	2021 Notes
3080	BEACHES				
	Recreation Program Coordinator	1.00	1.00	0.00	
	BEACHES TOTAL	1.00	1.00	0.00	
3130	SPECIAL RECREATION				
	Recreation Program Coordinator	2.00	2.00	0.00	
	Recreation Services Manager	0.00	0.00	0.00	
	Program Supervisor	0.46	0.46	0.00	
	SPECIAL RECREATION TOTAL	2.46	2.46	0.00	
3140	BUS PROGRAM				
	PT Bus Driver	1.15	1.15	0.00	
	BUS PROGRAM TOTAL	1.15	1.15	0.00	
3150	PARK SERVICE UNIT				
	PT Park Ranger	1.00	1.00	0.00	
	PARK SERVICE UNIT TOTAL	1.00	1.00	0.00	
3225	GIBBS-MORRISON CULTURAL CENTER				
	Facilities Coordinator	1.00	1.00	0.00	Proposed Hold Vacant
	Facilities Supervisor	1.50	1.50	0.00	
	GIBBS-MORRISON CULTURAL CENTER TOTAL	2.50	2.50	0.00	
3605	ECOLOGY CENTER				
	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	
	ECOLOGY CENTER TOTAL	3.95	3.95	0.00	
3710	NOYES CULTURAL ARTS CENTER				
	Office Assistant	0.00	0.50	0.50	
	Weekend/Evening Coordinator	1.00	1.00	0.00	
	PT Custodian	1.70	1.68	-0.02	
	NOYES CULTURAL ARTS CENTER TOTAL	2.70	3.18	0.48	
3720	CULTURAL ARTS PROGRAMS				
	Recreation Program Coordinator	1.00	1.00	0.00	
	CULTURAL ARTS PROGRAMS TOTAL	1.00	1.00	0.00	
	PARKS, RECREATION, & COMM. SERV. DEPT.	69.08	69.21	0.13	
	General Fund	590.68	573.61	-17.07	
4605	GENERAL ASSISTANCE ADMINISTRATION				
	Director, Health & Human Services	0.25	0.25	0.00	
	Customer Service Representative	1.00	1.00	0.00	
	Human Services Specialist	1.00	3.00	2.00	Retitled from General Assistance Specialist
	General Assistance Specialist	2.00	0.00	-2.00	Retitled to Human Services Specialist
	GENERAL ASSISTANCE ADMINISTRATION TOTAL	4.25	4.25	0.00	
	GENERAL ASSISTANCE FUND	4.25	4.25	0.00	
2445	HUMAN SERVICES				
	Director, Health & Human Services	0.50	0.50	0.00	
	Administrative Lead	0.50	0.50	0.00	
	Family Advocate	1.00	1.00	0.00	
	Community Health Specialist	1.00	1.00	0.00	
	Senior Human Services Advocate	1.00	1.00	0.00	
	Human Services Advocate	1.50	2.00	0.50	
	Senior Services Manager	1.00	0.00	-1.00	Reclassified to Outreach Social Worker (3215)
	Senior Services Advocate	1.00	1.00	0.00	
	Long-term Care Ombudsman	1.00	1.00	0.00	
	Human Services Manager	1.00	1.00	0.00	
	HUMAN SERVICES TOTAL	9.50	9.00	-0.50	
3215	YOUTH & COMMUNITY ENGAGEMENT				
	Community Services Manager	1.00	1.00	0.00	
	Community Services Coordinator	1.00	0.00	-1.00	Reclassified to Youth/Young Adult Program Supervisor
	Youth/Young Adult Program Supervisor	0.00	1.00	1.00	Reclassified from Community Services Coordinator
	Senior Outreach Worker	1.00	1.00	0.00	
	Outreach Social Worker	0.00	1.00	1.00	Reclassified from Senior Services Manager (2445)
	Outreach Assistant	0.45	0.45	0.00	
	Outreach Worker	2.45	4.45	2.00	Reclassified from Outreach Development Worker
	Youth-Young Adult Outreach Development Worker	2.00	0.00	-2.00	Reclassified to Outreach Worker
	YOUTH & COMMUNITY ENGAGEMENT TOTAL	7.90	8.90	1.00	
	HUMAN SERVICES FUND	17.40	17.90	0.50	

	Position Description	2020 Adopted Budget FTE	2021 Adopted Budget FTE	2019-2020 Difference	2021 Notes
4805	EARLY LEARNING & LITERACY				
	Librarian I	2.50	2.50	0.00	
	Early Learning & Literacy Manager	1.00	1.00	0.00	
	Youth Engagement Librarian II	1.00	1.00	0.00	
	Library Assistant	4.18	4.18	0.00	
	EARLY LEARNING & LITERACY TOTAL	8.68	8.68	0.00	
4806	LIFELONG LEARNING & LITERACY				
	Librarian I	5.03	5.03	0.00	
	Learning & Literacy Manager	1.00	1.00	0.00	
	Branch Assistant	0.00	2.06	2.06	Moved from Engagement Services (4825)
	Library Assistant	2.74	2.53	-0.21	
	LIFELONG LEARNING & LITERACY TOTAL	8.77	10.62	1.85	
4820	ACCESS SERVICES				
	Circulation Manager	1.00	1.00	0.00	
	Access Manager	1.00	1.00	0.00	
	Assistant Circulation Manager	1.00	1.00	0.00	
	Library Aide II	3.21	3.00	-0.21	
	Collection Development Manager	1.00	1.00	0.00	
	Library Assistant	3.00	3.00	0.00	
	Library Clerk	7.19	7.84	0.65	
	Shelver	4.97	4.61	-0.36	
	ACCESS SERVICES TOTAL	22.37	22.45	0.08	
4825	ENGAGEMENT SERVICES				
	Community Engagement Manager	1.00	1.00	0.00	
	Community Engagement Assistant	0.66	0.66	0.00	
	Library Aide II	0.21	0.00	-0.21	
	Latino Engagement Librarian	1.00	1.00	0.00	
	Librarian III	1.00	1.00	0.00	
	Branch Assistant	6.50	4.65	-1.85	
	Library Assistant	0.24	0.00	-0.24	
	Librarian I	1.00	1.00	0.00	
	Shelver	0.82	0.00	-0.82	
	Security Monitor	0.40	0.00	-0.40	
	Supervising Librarian	1.00	1.00	0.00	
	Library Clerk	1.71	1.59	-0.12	
	ENGAGEMENT SERVICES TOTAL	15.54	11.90	-3.64	
4835	INNOVATION & DIGITAL LEARNING				
	Librarian III	1.00	1.00	0.00	
	Library Assistant	0.53	0.53	0.00	
	Library Assistant - Music Tech.	0.00	1.00	1.00	
	Virtual Services Librarian	1.00	1.00	0.00	
	Technology Associate	3.29	3.29	0.00	
	Technology Trainer	1.34	1.34	0.00	
	Teen Services Librarian I	1.00	1.00	0.00	
	Teen Engagement Coordinator	1.00	1.00	0.00	
	INNOVATION & DIGITAL LEARNING TOTAL	9.16	10.16	1.00	
4840	MAINTENANCE				
	Custodian II	2.00	2.00	0.00	
	Custodian I	1.00	1.00	0.00	
	Security Monitor	2.79	3.09	0.30	
	Facilities Management Supervisor	1.00	1.00	0.00	
	MAINTENANCE TOTAL	6.79	7.09	0.30	
4845	ADMINISTRATION				
	Office Coordinator	1.00	1.00	0.00	
	Executive Director	1.00	1.00	0.00	
	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	
	ADMINISTRATION TOTAL	7.14	7.14	0.00	
LIBRARY FUND		78.45	78.04	-0.41	

	Position Description	2020 Adopted Budget FTE	2021 Adopted Budget FTE	2019-2020 Difference	2021 Notes
5150	EMERGENCY TELEPHONE SYSTEM				
	Asst. Communications Coordinator	2.00	1.00	-1.00	1 FTE Eliminated
	Communications Coordinator	1.00	1.00	0.00	
	Telecommunicator	2.00	4.00	2.00	2 FTE moved from General Fund (2245)
	EMERGENCY TELEPHONE SYSTEM TOTAL	5.00	6.00	1.00	
	EMERGENCY TELEPHONE SYSTEM FUND	5.00	6.00	1.00	
5187	HOUSING REHABILITATION				
	Construction Rehabilitation Specialist	0.75	0.00	-0.75	Position Eliminated
	Customer Service Coordinator	0.60	0.60	0.00	0.4 FTE in Building Inspection (2126)
	Build/Insp. Serv. Division Manager	0.15	0.00	-0.15	Moved to General Fund (2126)
	HOUSING REHABILITATION TOTAL	1.50	0.60	-0.90	
5220	CDBG ADMINISTRATION				
	Housing and Grant Manager	0.60	0.45	-0.15	0.55 FTE in Affordable Housing (5465) and HOME (5430)
	PT Financial Analyst	0.50	0.35	-0.15	0.15 FTE in Affordable Housing (5465) and HOME (5430)
	Grants and Compliance Specialist	1.00	0.00	-1.00	Reclassified to Housing & Economic Development Analyst
	Housing & Economic Development Analyst	0.00	0.50	0.50	0.5 FTE in Affordable Housing (5465) and HOME (5430)
	Social Services Grants and Compliance Specialist	0.50	0.50	0.00	0.5 FTE in Human Services (2445) and HOME (5430)
	Housing & Economic Development Analyst	0.30	0.50	0.20	0.5 FTE in Affordable Housing (5465) and HOME (5430)
	CDBG ADMINISTRATION TOTAL	2.90	2.30	-0.60	
	CDBG ADMINISTRATION FUND	4.40	2.90	-1.50	
5430	HOME FUND				
	Housing and Grant Manager	0.00	0.25	0.25	0.75 FTE in CDBG (5220) and Affordable Housing (5465)
	PT Financial Analyst	0.00	0.08	0.08	0.42 FTE in CDBG (5220) and Affordable Housing (5465)
	Housing & Economic Development Analyst	0.00	0.20	0.20	0.8 FTE in CDBG (5220) and Affordable Housing (5465)
	Housing & Economic Development Analyst	0.35	0.20	-0.15	0.8 FTE in CDBG (5220) and Affordable Housing (5465)
	HOME FUND	0.35	0.73	0.38	
5465	AFFORDABLE HOUSING FUND				
	PT Financial Analyst	0.00	0.08	0.08	0.42 in CDBG (5220) and HOME (5430)
	Social Services Grants and Compliance Specialist	0.00	0.20	0.20	0.8 FTE in Human Services (2445) and CDBG (5220)
	Housing & Economic Development Analyst	0.00	0.30	0.30	0.7 FTE in CDBG (5220) and HOME (5430)
	Housing & Economic Development Analyst	0.35	0.30	-0.05	0.7 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	0.30	-0.10	0.7 FTE in CDBG (5220) and HOME (5430)
	AFFORDABLE HOUSING FUND	1.00	1.43	0.43	
4105	CAPITAL IMPROVEMENT FUND				
	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	
	CAPITAL IMPROVEMENT FUND	4.50	4.50	0.00	
1560	REVENUE AND COLLECTIONS				
	Revenue Manager	0.50	0.50	0.00	
	Customer Service Representative	2.00	2.00	0.00	1 FTE Held Vacant 2021
	Collections Coordinator	1.00	1.00	0.00	
	REVENUE AND COLLECTIONS TOTAL	3.50	3.50	0.00	
4430	PARKS AND FACILITIES				
	Architect	0.50	0.50	0.00	0.5 FTE in Parking Fund (4430)
	PARKS AND FACILITIES TOTAL	0.50	0.50	0.00	
4510	STREET MAINTENANCE				
	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)
	STREET MAINTENANCE TOTAL	1.00	1.00	0.00	
4330	GREENWAYS				
	Public Works Maint Wrkr II	3.00	0.00	-3.00	Retitled to Greenways Worker II
	Greenways Worker II	0.00	3.00	3.00	Retitled from Public Works Maint Wkr II
	GREENWAYS TOTAL	3.00	3.00	0.00	
7005	PARKING SYSTEM MANAGEMENT				
	Parking Operations Coordinator	1.00	1.00	0.00	Held Vacant 2021
	Transportation and Mobility Coordinator	1.00	1.00	0.00	
	Management Analyst	0.50	0.50	0.00	
	Parking Operations Specialist	1.00	1.00	0.00	
	Facilities Maintenance Worker I	0.50	0.00	-0.50	
	Parking Division Manager	1.00	1.00	0.00	
	PARKING SYSTEM MANAGEMENT TOTAL	5.00	4.50	-0.50	

	Position Description	2020 Adopted Budget FTE	2021 Adopted Budget FTE	2019-2020 Difference	2021 Notes
7015	PARKING LOTS & METERS				
	Facilities Maintenance Worker III	1.00	1.00	0.00	
	Parking Maintenance Worker	3.00	3.00	0.00	1 FTE Held Vacant 2021
	PARKING LOTS & METERS TOTAL	4.00	4.00	0.00	
	PARKING SYSTEM FUND	17.00	16.50	-0.50	
4105	PUBLIC WORKS AGENCY ADMIN				
	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	0.5 FTE in Capital Fund (4105)
	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	0.5 FTE in Sewer Fund (4105) Held vacant 2021
	Environmental Services Coordinator	0.00	0.50	0.00	Moved from General Fund; 0.5 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	
	PUBLIC WORKS AGENCY ADMIN TOTAL	3.25	3.75	0.00	
4200	WATER PRODUCTION				
	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	
	WATER PRODUCTION TOTAL	4.50	4.50	0.00	
4208	WATER BILLING				
	Cust. Svc./Wtr Bill Coordinator	1.00	1.00	0.00	
	CMMS Analyst	0.00	1.00	1.00	New position, converted from contractor
	Part Time Clerk	0.50	0.50	0.00	
	WATER BILLING TOTAL	1.50	2.50	1.00	
4210	PUMPING				
	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	
	PUMPING TOTAL	12.00	12.00	0.00	
4220	FILTRATION				
	Chemist	1.00	1.00	0.00	
	Division Chief, Filtration	1.00	1.00	0.00	
	Microbiologist	1.00	1.00	0.00	
	Project Management Supervisor	1.00	1.00	0.00	
	Water Plant Operator	5.00	5.00	0.00	
	Water Worker I	1.00	1.00	0.00	
	Water Worker II	1.00	1.00	0.00	
	Water/Sewer Mechanic	3.00	3.00	0.00	
	FILTRATION TOTAL	14.00	14.00	0.00	
4440	WATER AND SEWER CAPITAL				
	Civil Engineer II	1.00	1.00	0.00	
	GIS / Engineering Technician	1.00	1.00	0.00	
	WATER AND SEWER CAPITAL TOTAL	2.00	2.00	0.00	
4540	DISTRIBUTION MAINTENANCE				
	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	
	DISTRIBUTION MAINTENANCE TOTAL	9.00	9.00	0.00	
	WATER FUND	46.25	47.75	1.00	

	Position Description	2020 Adopted Budget FTE	2021 Adopted Budget FTE	2019-2020 Difference	2021 Notes
4530	SEWER MAINTENANCE				
	Management Analyst	0.50	0.50	0.00	0.5 FTE in Water Fund (4105); Hold Vacant 2021
	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)
	Environmental Services Coordinator	0.00	0.50	0.00	Moved from General Fund; 0.5 FTE in Sewer 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	
	SEWER MAINTENANCE TOTAL	12.25	12.75	0.00	
	SEWER MAINTENANCE FUND	12.25	12.75	0.00	
4310	REFUSE COLLECTION & DISPOSAL				
	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	1.00	1.00	0.00	
	Sanitation Supervisor	1.00	1.00	0.00	
	Equipment Operator II	10.00	10.00	0.00	
	REFUSE COLLECTION & DISPOSAL TOTAL	13.50	13.50	0.00	
	SOLID WASTE FUND	13.50	13.50	0.00	
7710	FLEET MAINTENANCE				
	Administrative Assistant	0.40	0.50	0.10	0.5 FTE in General Fund (1905)
	Facilities & Fleet Supervisor	1.00	1.00	0.00	
	Facilities & Fleet Division Manager	0.50	0.50	0.00	0.5 FTE in General Fund (1950)
	Equipment Mechanic III	6.00	6.00	0.00	
	Lead Mechanic	2.00	2.00	0.00	
	MAJOR MAINTENANCE TOTAL	9.90	10.00	0.10	
	FLEET SERVICES FUND	9.90	10.00	0.10	
7800	RISK MANAGEMENT				
	Administrative Lead	1.00	1.00	0.00	
	Corporation Counsel/City Attorney	0.50	0.50	0.00	0.5 FTE in General Fund (1705)
	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	
	RISK MANAGEMENT TOTAL	4.50	4.50	0.00	
7801	EMPLOYEE BENEFITS				
	HR Assistant/Benefits Coordinator	1.00	1.00	0.00	
	EMPLOYEE BENEFITS TOTAL	1.00	1.00	0.00	
	INSURANCE FUND	5.50	5.50	0.00	
	All Funds	810.43	795.36	-16.07	
			28.50		FTE Held Vacant in 2021

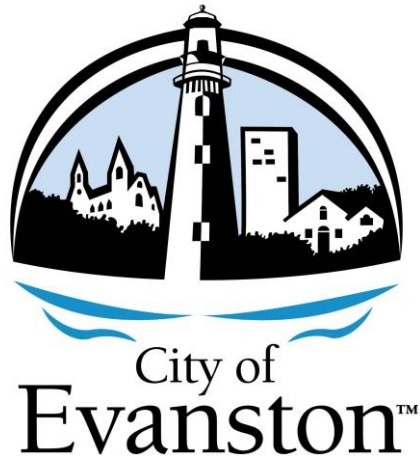
DEPARTMENT / DIVISION SUMMARY		FY2017	FY 2018	FY 2019	FY 2020	FY 2021	FY20-FY21 Difference
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GENERAL FUND DEPARTMENTS

1300	City Council	1.00	1.00	1.00	1.00	1.00	-
1400	City Clerk	2.00	1.00	1.00	1.00	1.00	-
1505	City Manager's Office	4.50	4.50	5.00	6.00	6.00	-
1510	Community Engagement	5.00	5.00	5.00	5.00	4.00	(1.00)
1535	Sustainability	1.00	0.50	0.50	0.50	0.50	-
1555	Financial Administration	4.00	4.00	4.00	3.00	3.00	-
1560	Revenue & Collections	5.50	3.50	3.50	3.50	3.50	-
1570	Accounting	6.50	5.50	4.50	4.50	4.50	-
1571	Tax Assessment Review	1.00	1.00	1.00	1.00	1.00	-
1575	Purchasing	3.50	3.00	3.00	3.00	3.00	-
1580	Community Arts	1.00	1.00	-	-	-	-
1585	Administrative Adjudication	-	2.00	1.00	1.00	1.00	-
5300	Economic Development	-	-	-	2.00	2.00	-
	Subtotal City Manager's Office	32.00	30.00	27.50	29.50	28.50	(1.00)
1705	Law Department	4.50	4.50	4.50	4.50	4.50	-
1905	Administration General Support	3.00	3.00	1.60	1.50	1.50	-
1915	Payroll	2.50	2.50	2.00	2.50	2.50	-
1929	Human Resources Division	6.00	5.00	5.00	5.00	5.00	-
1932	Information Systems	13.00	13.00	13.00	13.00	13.00	-
1941	Parking Enforcement & Tickets	12.00	11.00	13.00	13.00	13.00	-
1950	Facilities	21.20	20.20	18.50	19.10	19.50	0.40
	Subtotal Administrative Services	57.70	54.70	53.10	54.10	54.50	0.40
2101	Community Development Admin	2.25	2.25	2.25	2.50	1.75	(0.75)
2105	Planning & Zoning	5.00	5.00	6.00	6.00	6.00	-
2115	Property Standards	-	-	-	5.00	6.00	1.00
2126	Building Inspection Services	13.25	11.25	12.25	12.25	12.40	0.15
5300	Economic Development	4.50	3.50	2.00	-	-	-
	Subtotal Community Development	25.00	22.00	22.50	25.75	26.15	0.40
2205	Police Administration	3.00	3.00	3.00	3.00	3.00	-
2210	Patrol Operations	91.00	91.00	91.00	91.00	85.00	(6.00)
2215	Criminal Investigation	18.00	18.00	18.00	18.00	15.00	(3.00)
2225	Social Services Bureau	5.30	-	-	-	-	-
2230	Juvenile Bureau	10.00	10.00	9.00	9.00	10.00	1.00
2235	School Liaison	4.00	4.00	4.00	4.00	4.00	-
2240	Police Records	7.00	7.00	6.00	5.00	4.00	(1.00)
2245	Communications Bureau	14.00	14.00	14.00	14.00	12.00	(2.00)
2250	Service Desk Bureau	15.00	14.50	13.50	13.50	14.00	0.50
2251	Public Information	8.50	8.50	8.50	8.50	8.00	(0.50)
2255	Office of Professional Standards	3.00	4.00	4.00	4.00	3.00	(1.00)
2260	Office of Administration	4.00	3.00	3.00	3.00	4.00	1.00
2265	Neighborhood Enforcement Team (N.E.T.)	16.00	16.00	16.00	16.00	17.00	1.00
2270	Traffic Bureau	8.00	8.00	8.00	8.00	8.00	-
2275	Community Strategies Bureau	1.00	1.00	1.00	1.00	1.00	-
2280	Animal Control Bureau	1.00	1.00	1.00	1.00	1.00	-
2285	Problem Solving Team	14.00	14.00	14.00	14.00	9.00	(5.00)
2290	Property Bureau	2.00	2.00	2.00	2.00	2.00	-
2295	Building Management	1.00	1.00	1.00	1.00	1.00	-
	Subtotal Police	225.80	220.00	217.00	216.00	201.00	(15.00)
2305	Fire Management and Support	3.00	3.00	3.00	3.00	3.00	-
2310	Fire Prevention	4.00	4.00	4.00	4.00	4.00	-
2315	Fire Suppression	103.00	103.00	103.00	103.00	103.00	-
	Subtotal Fire	110.00	110.00	110.00	110.00	110.00	-

DEPARTMENT / DIVISION SUMMARY		FY2017	FY 2018	FY 2019	FY 2020	FY 2021	FY20-FY21 Difference
2407	Health Services Administration	2.00	1.75	2.75	1.75	1.75	-
2435	Food and Environmental Health	14.10	13.00	12.00	7.00	7.00	-
2440	Vital Records	1.00	1.00	-	-	-	-
2445	Human Services	-	3.00	2.00	-	-	-
2455	Community Health	4.00	2.00	1.00	-	-	-
Subtotal Health & Human Services		21.10	20.75	17.75	8.75	8.75	-
3005	Recreation Mgt. & General Support	3.00	3.00	4.00	7.00	7.00	-
3010	Recreation Business and Fiscal Mgt.	3.00	2.00	2.00	-	-	-
3020	Recreation General Support	2.40	2.40	1.00	-	-	-
3030	Robert Crown Community Center	9.76	9.76	9.76	21.75	22.50	0.75
3035	Chandler Community Center	5.48	4.48	4.93	4.93	4.93	-
3040	Fleetwood-Jourdain Community Ctr.	6.95	6.95	7.30	7.30	6.70	(0.60)
3045	Fleetwood-Jourdain Comm. Theater	1.00	1.00	1.00	1.00	1.00	-
3050	Recreation Outreach	0.50	0.50	0.50	0.50	0.50	-
3055	Levy Senior Center	12.50	12.50	12.34	10.84	10.34	(0.50)
3080	Beaches	1.25	1.25	1.25	1.00	1.00	-
3095	Crown Ice Rink	7.49	7.49	7.49	-	-	-
3100	Sports Leagues	0.55	0.55	0.05	-	-	-
3130	Special Recreation	2.31	2.31	2.71	2.46	2.46	-
3140	Bus Program	1.15	1.15	1.15	1.15	1.15	-
3150	Park Service Unit	1.45	1.45	1.45	1.00	1.00	-
3215	Youth Engagement	8.40	8.70	7.90	-	-	-
3225	Gibbs-Morrison Cultural Center	2.50	2.50	2.50	2.50	2.50	-
3605	Ecology Center	3.77	3.77	3.95	3.95	3.95	-
3710	Noyes Cultural Arts Center	3.37	3.37	3.18	2.70	3.18	0.48
3720	Cultural Arts Programs	2.00	1.00	1.00	1.00	1.00	-
Subtotal Parks, Recreation & Comm. Services		78.83	76.13	75.46	69.08	69.21	0.13
4105	Public Works Agency Administration	5.25	4.50	3.50	3.50	3.50	-
4300	Environmental Services	1.00	1.00	1.00	1.00	-	(1.00)
4310	Recycling and Environmental Maintenance	7.00	6.00	6.00	6.00	6.00	-
4320	Forestry	18.00	18.00	17.00	17.00	17.00	-
4330	Greenways	17.00	16.00	15.00	16.00	15.00	(1.00)
4400	Capital Planning and Engineering	0.50	-	-	-	-	-
4410	Streets and Right of Way	6.00	1.25	1.75	1.75	1.75	-
4420	Transportation	1.50	1.50	1.50	1.50	1.50	-
4430	Parks and Facilities	2.00	0.50	0.50	0.50	0.50	-
4500	Infrastructure Maintenance	-	0.75	0.75	0.75	0.75	-
4510	Street Maintenance	18.00	16.00	15.00	15.00	15.00	-
4520	Traffic Signs and Street Light Maintenance	8.00	8.00	8.00	8.00	8.00	-
Subtotal Public Works Agency		84.25	73.50	70.00	71.00	69.00	(2.00)
TOTAL - GENERAL FUND		642.18	613.58	599.81	590.68	573.61	(17.07)
OTHER FUNDS							
2499	General Assistance Fund	4.00	4.25	4.25	4.25	4.25	-
2445	Human Services	-	-	-	9.50	9.00	(0.50)
3215	Youth & Community Engagement	-	-	-	7.90	8.90	1.00
Subtotal Human Services Fund		-	-	-	17.40	17.90	0.50
4805	Early Learning & Literacy	13.10	10.61	7.61	8.68	8.68	-
4806	Lifelong Learning & Literacy	13.73	14.42	8.77	8.77	10.62	1.85
4820	Access Services	14.88	15.59	22.14	22.37	22.45	0.08
4825	Engagement Services	8.62	9.88	8.49	15.54	11.90	(3.64)
4835	Innovation & Digital Learning	6.95	6.95	9.12	9.16	10.16	1.00
4840	Maintenance	6.47	6.47	6.54	6.79	7.09	0.30
4845	Administration	10.13	7.14	7.14	7.14	7.14	-
Subtotal Library Fund		73.88	71.06	69.81	78.45	78.04	(0.41)

DEPARTMENT / DIVISION SUMMARY		FY2017	FY 2018	FY 2019	FY 2020	FY 2021	FY20-FY21 Difference
5005	Neighborhood Stabilization Program 2	0.30	0.15	-	-	-	-
5150	Emergency Telephone System	5.00	5.00	5.00	5.00	6.00	1.00
5187	Housing Rehabilitation	1.75	1.75	1.75	1.50	0.60	(0.90)
5220	Community Develop. Block Grant (CDBG)	2.50	2.75	2.90	2.90	2.30	(0.60)
	Subtotal CDBG Fund	4.25	4.50	4.65	4.40	2.90	(1.50)
5430	Home Fund	0.50	0.35	0.35	0.35	0.73	0.38
5465	Affordable Housing Fund	0.70	1.00	1.00	1.00	1.43	0.43
4105	Capital Improvements Fund		-	4.50	4.50	4.50	-
6000	Special Assessment Fund	-	0.50	-	-	-	-
1560	Revenue and Collections	0.50	3.50	3.50	3.50	3.50	-
4310	Recycling and Environmental Maintenance	2.00	2.00	2.00	-	-	-
4330	Greenways	2.00	2.00	3.00	3.00	3.00	-
4420	Transportation	0.50	0.50	0.50	-	-	-
4510	Street Maintenance	1.00	1.50	0.50	1.00	1.00	-
4430	Parks and Facilities	-	0.50	0.50	0.50	0.50	-
7005	Parking System Management	6.00	4.00	6.00	5.00	4.50	(0.50)
7015	Parking Lots and Meters	3.00	2.00	2.00	4.00	4.00	-
7037	Maple Avenue Garage	1.00	1.00	1.00	-	-	-
	Subtotal Parking System Fund	16.00	17.00	19.00	17.00	16.50	(0.50)
4105	Public Works Agency Administration	2.50	2.25	3.25	3.25	3.75	0.50
4200	Water Production	2.00	5.00	4.50	4.50	4.50	-
4208	Water Billing	1.50	1.50	1.50	1.50	2.50	1.00
4210	Pumping	12.00	12.00	12.00	12.00	12.00	-
4220	Filtration	14.00	14.00	14.00	14.00	14.00	-
4400	Capital Planning and Engineering	0.50	-	-	-	-	-
4440	Water and Sewer Capital	3.00	2.00	2.00	2.00	2.00	-
4540	Distribution Maintenance	9.00	9.00	9.00	9.00	9.00	-
	Subtotal Water Fund	44.50	45.75	46.25	46.25	47.75	1.50
4105	Public Works Agency Administration	1.00	-	-	-	-	-
4310	Refuse Collection and Disposal	0.33	-	-	-	-	-
4440	Water and Sewer Capital	1.00	1.00	-	-	-	-
4530	Sewer Maintenance	9.00	11.25	12.25	12.25	12.75	0.50
	Subtotal Sewer Maintenance Fund	11.33	12.25	12.25	12.25	12.75	0.50
4310	Refuse Collection and Disposal	9.66	10.50	11.50	13.50	13.50	-
	Subtotal Solid Waste Fund	9.66	10.50	11.50	13.50	13.50	-
7705	Fleet Services General Support	1.50					-
7710	Major Maintenance	10.50	9.50	9.90	9.90	10.00	0.10
	Subtotal Fleet Services Fund	12.00	9.50	9.90	9.90	10.00	0.10
7800	Risk Management	4.50	4.50	4.50	4.50	4.50	-
7801	Employee Benefits	1.00	1.00	1.00	1.00	1.00	-
	Subtotal Insurance Fund	5.50	5.50	5.50	5.50	5.50	-
	TOTAL - OTHER FUNDS	187.62	187.31	193.96	219.75	221.75	2.00
	GRAND TOTAL - ALL FUNDS	829.80	800.89	793.77	810.43	795.36	(15.07)



PART VI

CAPITAL IMPROVEMENT PLAN



Capital Improvement Plan

Overview

The Capital Improvement Plan (CIP) is a process by which the City designs a multi-year plan for major capital expenditures. It represents the City's plan for physical development and is reviewed and updated each year to reflect changing priorities. It provides an ongoing framework for identifying capital requirements, scheduling projects over a period of years, coordinating related projects, and identifying future fiscal impacts. Generally, the CIP includes improvements that are relatively expensive, have a multi-year useful life, and, similar to capital outlay items, result in fixed assets. These include the construction of new buildings, additions to or renovations of existing buildings 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

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

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

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

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 2021 Capital Improvement Program
 Adopted CIP

Project Title	FY 2020	FY 2021	Water Fund	Sewer Fund	IEPA Loan	MFT Fund	CDBG	Other Funds	TIF Funding	Parking	Total	Funding Notes
STREET RESURFACING, WATER MAIN AND SEWER												
Major Projects												
1 30" Transmission Main Rehab - Engr Svcs					\$ 100,000						\$ 100,000	
2 30" Transmission Main Rehab - Const					\$ 4,100,000						\$ 4,100,000	
3 Chicago Ave, Howard to Dempster, Ph I Engr Svcs	\$ 1,000										\$ 1,000	
4 Svcs	\$ 7,000										\$ 7,000	
5 Green Bay Rd, McCormick to Isabella, Ph II Engr Svcs		\$ 200,000									\$ 200,000	Total project cost \$470,000
6 Engr Svcs		Ongoing									\$ -	
Howard Street Corridor, Target Access to Callan, Construction	\$ 2,000	\$ 1,500,000		\$ 540,000							\$ 2,042,000	
8 Main Street, Maple to Hinman - Ph III Engr Svcs		\$ 140,000							\$ 430,000		\$ 570,000	Chicago-Main TIF (345.99.3400.65515)
9 Main Street, Maple to Hinman - Const (Water Main Only)			\$ 450,000						\$ 700,000		\$ 1,150,000	Chicago-Main TIF (345.99.3400.65515) \$700k; 2021 bond abated by Water Fund \$450k
Street Resurfacing (SR)												
10 SR - Chancellor, Eastwood to East End					\$ 45,000						\$ 45,000	
11 SR - Clark, Chicago to Sheridan					\$ 212,000						\$ 212,000	
12 SR - Dobson, Custer to Elmwood					\$ 122,000						\$ 122,000	
13 SR - Lincoln, Pioneer to McDaniel					\$ 173,000						\$ 173,000	
14 SR - Madison, Asbury to Ridge					\$ 215,000						\$ 215,000	
15 SR - Michigan, South Blvd to Keeney					\$ 180,000						\$ 180,000	
16 SR - Reese, Hartzell to Isabella					\$ 248,000						\$ 248,000	
17 2021 MFT-Funded Street Patching					\$ 179,000						\$ 179,000	
Water Main (WM)												
18 WM - Dewey, Madison to Keeney			\$ 673,000								\$ 673,000	2021 bond abated by Water Fund
19 WM - Dewey, Madison to Main			\$ 432,000								\$ 432,000	2021 bond abated by Water Fund
20 WM - Ewing, Grant to Payne			\$ 370,000		\$ 148,000						\$ 518,000	2021 bond abated by Water Fund
21 WM - Garrison, South End to City Limits			\$ 278,000								\$ 278,000	
22 WM - Foster, Emerson to Hartrey			\$ 573,000		\$ 122,000						\$ 695,000	
23 WM - Harrison, Cowper to Ridgeway			\$ 300,000		\$ 97,000						\$ 397,000	2021 bond abated by Water Fund
24 WM - Lincolnwood, Payne to Simpson			\$ 210,000								\$ 210,000	
25 WM - Ridgeway, Grant to Harrison			\$ 610,000		\$ 293,000						\$ 903,000	
26 WM - Lead Service Line Replacement (Pilot) - Const					\$ 3,500,000						\$ 3,500,000	IEPA Water SRF Loan
27 WM - Lead Service Line Replacement (Pilot) - Engr Svcs					\$ 350,000						\$ 350,000	IEPA Water SRF Loan
28 WM - Lead Service Line Replacement (Full)		\$ 3,072,000									\$ 3,072,000	
29 WM - Small Diameter Water Main Lining					\$ 1,300,000						\$ 1,300,000	IEPA Water SRF Loan
Sewer Rehabilitation												
30 Sewer - CIPP Rehabilitation			\$ 700,000								\$ 700,000	
31 Sewer - CIPP Rehabilitation - West Evanston TIF Area								\$ 500,000			\$ 500,000	West Evanston TIF (335.99.5870.65515)
32 Sewer - Drainage Structure Lining			\$ 180,000								\$ 180,000	
33 Sewer - Emergency Sewer Repairs			\$ 75,000								\$ 75,000	
32 Sewer - Grit Separators			\$ 100,000								\$ 100,000	
33 Sewer - Large Dia Sewer Lining - Greenleaf					\$ 2,000,000						\$ 2,000,000	IEPA Sewer SRF Loan
34 Sewer - Repairs on Street Improvements			\$ 200,000								\$ 200,000	
35 Sewer - Extension for Alley Improvements			\$ 150,000								\$ 150,000	
36 Sewer - Civic Center Permeable Concrete Repair			\$ 50,000								\$ 50,000	
TOTAL	\$ 10,000	\$ 1,840,000	\$ 6,968,000	\$ 1,995,000	\$ 11,350,000	\$ 2,034,000	\$ -	\$ -	\$ 1,630,000	\$ -	\$ 25,827,000	

OTHER TRANSPORTATION

Major Projects																							
37	Central Street Bridge Replacement - Ph III Engr Svcs	\$	9,000									\$ 9,000	STP-BR Funds										
38	Central Street Bridge - Construction	\$	610,000	\$	30,000							\$ 640,000	STP-BR Funds; check against council memo 7/13; move \$500k to 2022										
39	Ridge Avenue Signal Improvements							\$	15,000			\$ 15,000	To be constructed in 2022; \$15K from 1727 Oak PUD (Ord 59-O-18)										
40	Traffic Signal Improvements- Sherman and Grove							\$	15,000			\$ 15,000	1500 Sherman PUD (Ord 103-O-18)										
41	Oakton Street Improvements Ph II Engr Svcs	\$	180,000					\$	35,000			\$ 215,000	\$35k from 2019 GO Bond										
Annual Projects																							
42	Bridge Inspection	\$	30,000	\$	30,000							\$ 60,000											
43	General Phase I Engineering	\$	30,000	\$	35,000							\$ 65,000											
44	Pavement Marking	\$	120,000									\$ 120,000											
45	Street Patching Program	\$	470,000				\$	200,000				\$ 670,000											
46	Street Rejuvenation	\$	50,000									\$ 50,000											
47	Streetlight LED Conversion						\$	50,000				\$ 50,000											
48	Streetlight Replacement						\$	50,000	\$	50,000	\$	15,000	\$ 115,000	\$50k from 1500 Sherman PUD (Ord 103-O-18) for Lake Street Viaduct Lighting Improvements; \$15k from West Evanston for engineering design to improve streetlights at Church/Dodge to include power outlets.									
49	50/50 Sidewalk Improvements	\$	150,000									\$ 150,000											
50	Traffic Calming, Bicycle and Ped Improvements	\$	86,000	\$	100,000							\$ 186,000											
Alley Projects																							
51	Special Assessment Alleys							\$	500,000			\$ 500,000	Special Assessment Fund										
52	WTS Alley, East of Darrow, North of Lyons							\$	390,000			\$ 390,000											
53	CDBG Alley, North of Nathaniel, East of McDaniel						\$	260,000				\$ 260,000											
54	CDBG Alley, 8th Ward, North of Dobson, East of Ridge						\$	290,000				\$ 290,000											
Parking Lot Projects																							
55	Parking Lot No. 54 (Poplar/Central)										\$	450,000	\$ 450,000										
TOTAL		\$	125,000	\$	1,740,000	\$	65,000	\$	-	\$	-	\$	300,000	\$	550,000	\$	1,005,000	\$	15,000	\$	450,000	\$	4,250,000
PARKS																							
56	Beck Park Expansion - Phase 1 Planning (in-house)	\$	30,000									\$ 30,000											
57	Dog Park - Planning & Design (in-house)	\$	25,000					\$	85,000			\$ 110,000	2020 Good Neighbor Fund										
58	Crown - Playground (in-house)							\$	370,000			\$ 370,000	FRCC Donation										
59	Larimer Park - Improvements - Planning and Design Svcs	\$	75,000									\$ 75,000											
60	Lovelace Park - Path Repairs	\$	60,000					\$	150,000			\$ 210,000	\$150k 2020 Good Neighbor Fund										
61	Mason Park - Expansion Study (in-house)	\$	30,000									\$ 30,000											
62	McCulloch Park - Construction	\$	1,000,000									\$ 1,000,000											
63	Parks Contingency	\$	75,000									\$ 75,000											
64	Raymond Park Improvements							\$	50,000			\$ 50,000	1500 Sherman PUD (Ord 103-O-18)										
65	Park Sign Replacements	\$	25,000									\$ 25,000											
66	Shoreline Stabilization at Sheridan Road, Elliot Park and	\$	300,000									\$ 300,000											
67	Temporary Skate Park - Const	\$	50,000									\$ 50,000											
68	Skate Park - Consulting Svcs	\$	60,000									\$ 60,000											
TOTAL		\$	-	\$	1,730,000	\$	-	\$	-	\$	-	\$	655,000	\$	-	\$	-	\$	-	\$	-	\$	2,385,000

FACILITIES

69 ADA Transition Plan	\$ 150,000									\$ 150,000			
70 Citywide Roof Evaluation		\$ 60,000								\$ 60,000			
71 Civic Center - Planning/Design Svcs	\$ 250,000	\$ 200,000								\$ 450,000			
72 Facilities Contingency		\$ 600,000								\$ 600,000			
73 HVAC - PFHQ, Fire 3, Levy, Water	\$ 610,000	\$ 250,000								\$ 860,000			
74 Lovelace Park Fieldhouse - Roofing Replacement		\$ 75,000								\$ 75,000			
75 Levy - Linden Room Rehabilitation		\$ 25,000				\$ 175,000				\$ 200,000	\$175k Levy Center Foundation		
76 Maple Garage Security Cameras								\$ 400,000		\$ 400,000	2021 bond abated by Parking Fund		
77 Noyes - HVAC Study		\$ 100,000								\$ 100,000			
78 Park Fieldhouses - Roofing and Tuckpointing		\$ 150,000								\$ 150,000			
79 Parking Garages - Concrete Repairs								\$ 300,000		\$ 300,000			
80 Parking Garages - Joint Repairs								\$ 600,000		\$ 600,000	2021 bond abated by Parking Fund		
81 Service Center Study	\$ 125,000	\$ 125,000								\$ 250,000			
TOTAL	\$ 1,135,000	\$ 1,585,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 175,000	\$ -	\$ 1,300,000	\$ 4,195,000

MISCELLANEOUS

82 Zero Emission Strategy Implementation		\$ 50,000										\$ 50,000	
83 Public Art		\$ 30,000										\$ 30,000	
84 Public Art - Albion								\$ 50,000				\$ 50,000	1500 Sherman PUD (Ord 103-O-18)
85 Renewable Energy Project Support		\$ 30,000										\$ 30,000	
86 Public Works Truck Radio System		\$ 50,000										\$ 50,000	
87 In-House Engineering Services		\$ 700,000										\$ 700,000	
TOTAL	\$ -	\$ 860,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ 910,000

WATER TREATMENT, STORAGE AND BILLING

88 Remote Pump Station - Pump Reliability		\$ 150,000										\$ 150,000	
89 WTP - 36/42 Intake Replacement - Const						\$ 5,000,000						\$ 5,000,000	IEPA Water SRF Loan
90 WTP - 36/42 Intake Replacement - Const Engr Svcs						\$ 200,000						\$ 200,000	IEPA Water SRF Loan
91 WTP - 36/42 Intake Replacement - Engr Svcs						\$ 150,000						\$ 150,000	IEPA Water SRF Loan
92 WTP - 54" Intake Heater Cable Replacement		\$ 1,000,000										\$ 1,000,000	2020 bond abated by Water Fund
93 WTP - Admin Bldg HVAC Repl - Const		\$ 150,000										\$ 150,000	
94 WTP - Admin Bldg HVAC Repl - Engr		\$ 25,000										\$ 25,000	
95 WTP - Electrical Reliability Improvements - Engr Svcs		\$ 400,000										\$ 400,000	
96 WTP - Filter Freight Elevator		\$ 50,000										\$ 50,000	
97 WTP - Laboratory Modernization - Const		\$ 750,000										\$ 750,000	2021 bond abated by Water Fund
98 WTP - Laboratory Modernization - Engr Svcs		\$ 35,000										\$ 35,000	
99 WTP - Protective Relay Replacement		\$ 120,000										\$ 120,000	
## WTP - SCADA System Server Upgrades		\$ 300,000										\$ 300,000	
## WTP - Treated Water Storage - Const						\$ 100,000						\$ 100,000	IEPA Water SRF Loan
## WTP - Treated Water Storage - Engr Svcs						\$ 500,000						\$ 500,000	IEPA Water SRF Loan
## WTP - Treated Water Storage Closeout (NU + Incentive)		\$ 150,000										\$ 150,000	
TOTAL	\$ -	\$ -	\$ 3,130,000	\$ -	\$ 5,950,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,080,000

	FY 2020	FY 2021	Water Fund	Sewer Fund	IEPA Loan	MFT Fund	CDBG	Other Funds/	TIF Funding	Parking	TOTAL
Street Resurfacing, Water Main, Sewer Projects	\$ 10,000	\$ 1,840,000	\$ 6,968,000	\$ 1,995,000	\$ 11,350,000	\$ 2,034,000	\$ -	\$ -	\$ 1,630,000	\$ -	\$ 25,827,000
Other Transportation	\$ 125,000	\$ 1,740,000	\$ 65,000	\$ -	\$ -	\$ 300,000	\$ 550,000	\$ 1,005,000	\$ 15,000	\$ 450,000	\$ 4,250,000
Parks	\$ -	\$ 1,730,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 655,000	\$ -	\$ -	\$ 2,385,000
Facilities	\$ 1,135,000	\$ 1,585,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 175,000	\$ -	\$ 1,300,000	\$ 4,195,000
Miscellaneous	\$ -	\$ 860,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ 910,000
Water Treatment, Storage and Billing	\$ -	\$ -	\$ 3,130,000	\$ -	\$ 5,950,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,080,000
TOTAL	\$ 1,270,000	\$ 7,755,000	\$ 10,163,000	\$ 1,995,000	\$ 17,300,000	\$ 2,334,000	\$ 550,000	\$ 1,885,000	\$ 1,645,000	\$ 1,750,000	\$ 46,647,000

LIBRARY

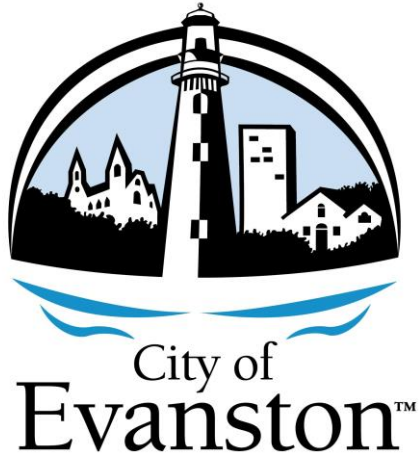
1 Main Library - Div 07 Roof Maint and Gutter Heat Trace	\$ 40,000	\$ 40,000									\$ 40,000
2 Main Library - Div 08 Replace Employee Entrance Doors	\$ 20,000	\$ 20,000									\$ 20,000
3 Main Library - Div 21 Fire Protection System Maintenance	\$ 172,000	\$ 172,000									\$ 172,000
4 Main Library - Div 23 HVAC Pump and VAV Repl	\$ 149,000	\$ 149,000									\$ 149,000
5 Main Library - Div 26 Electrical (Repair Transformer Pad)	\$ 68,000	\$ 68,000									\$ 68,000
6 Main Library - Div 32 Landscape Improvement	\$ 31,000	\$ 31,000									\$ 31,000
TOTAL	\$ -	\$ 480,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 480,000

City of Evanston Final
 Long-Term CIP
 FY 2022 - FY 2026

	FY 2022 Projected	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected	TOTAL	NOTES
STREET RESURFACING, WATER MAIN, AND SEWER							
Major Projects							
1 30" Transmission Main - Engr	\$200,000						
2 30" Transmission Main - Const	\$4,100,000						
3 Central Street, Hartrey to Eastwood, Ph II Engr		\$400,000		\$2,000,000	\$1,000,000	\$3,400,000	
4 Chicago Ave, Howard to Davis, Ph II Engr	\$160,000	\$900,000	\$2,400,000			\$3,460,000	FY23 Water Main, FY24 Streetscape, assumes federal grant funds
5 ETHS/Church St Bike Path, Grey to McCormick, Ph I Engr	\$300,000		\$2,500,000			\$2,800,000	
6 Green Bay Road, McCormick to Isabella, Ph II Engr		\$800,000	\$1,374,000			\$2,174,000	FY23 Water Main, FY24 Streetscape
7 Main Street, Hartrey to Asbury, Ph II Engr	\$100,000	\$1,400,000				\$1,500,000	
8 Sheridan Road - S. Limits to South Blvd., Ph I Engr					\$500,000	\$500,000	
Street Resurfacing (SR)							
9 SR - CIP Funded - Future Years	\$1,300,000	\$1,300,000	\$1,300,000	\$1,300,000	\$1,300,000	\$6,500,000	
10 SR - MFT Funded - Future Years	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$5,000,000	MFT
11 SR - MFT/Rebuild Illinois Funded - Future Years	\$1,006,000					\$1,006,000	MFT-Rebuild Illinois
Water Main							
12 Dist Sys - Hydrant Painting			\$200,000	\$200,000		\$400,000	Water Fund 510.40.4540.62230
13 Dist Sys - Lead Service Replacement (Full)						\$0	Water Fund
14 WM - Lining Large Diameter	\$1,700,000					\$1,700,000	IEPA SRF Loan
15 WM - Water Funded - Future Years	\$4,107,000	\$4,210,000	\$4,315,000	\$4,423,000	\$4,534,000	\$21,589,000	Water Fund
Sewer Rehabilitation							
16 Sewer - CIPP Rehabilitation	\$725,000	\$750,000	\$775,000	\$800,000	\$825,000	\$3,875,000	Sewer Fund
17 Sewer - Emergency Sewer Repairs	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$375,000	Sewer Fund
18 Sewer - Repairs on Street Improvements	\$200,000	\$210,000	\$210,000	\$220,000	\$230,000	\$1,070,000	Sewer Fund
19 Sewer - Sewer Extension for Alley Improvements	\$150,000	\$155,000	\$160,000	\$165,000	\$170,000	\$800,000	Sewer Fund
20 Sewer - Drainage Structure Lining	\$190,000	\$200,000	\$200,000	\$200,000	\$200,000	\$990,000	Sewer Fund
21 Sewer - Stormwater Master Plan Improvements	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$5,000,000	Sewer Fund
22 Sewer - Large Dia Rehab - Future	\$2,500,000	\$2,000,000	\$2,000,000	\$2,000,000	-	\$8,500,000	IEPA SRF Loan
23 Sewer - Large Dia Rehab - Dodge Avenue	\$195,000					\$195,000	West-Evanston TIF
24 Sewer - Small Dia Rehab - Chicago Main TIF	\$225,000					\$225,000	Chicago-Main TIF
TOTAL STREETS, WATER MAIN AND SEWER PROJECTS	\$19,233,000	\$14,400,000	\$17,509,000	\$13,383,000	\$10,834,000	\$71,059,000	
OTHER TRANSPORTATION							
Major Projects							
25 Central Street Bridge Engr, Phase III	Ongoing					\$0	
26 Central Street Bridge Construction	Ongoing					\$0	
27 Bridge Inspection	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$200,000	
28 Lincoln Street Bridge	\$80,000		\$400,000	\$6,000,000		\$6,480,000	STP-BR Funding
29 Ridge Avenue Intersection Improvements	\$200,000					\$200,000	
30 Traffic Signal - Future		\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$4,000,000	
Annual Projects							
31 General Phase I Engineering	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$300,000	
32 Alley Paving	\$500,000	\$600,000	\$600,000	\$600,000	\$600,000	\$2,900,000	
33 Alley Paving - CDBG Funded - Future Years	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$2,500,000	
34 Sidewalk Gap Reductions		\$200,000	\$200,000	\$200,000	\$200,000	\$800,000	
35 Pavement Marking	\$110,000	\$120,000	\$120,000	\$120,000	\$120,000	\$590,000	
36 Streetlight Replacement	\$110,000	\$110,000	\$120,000	\$120,000	\$120,000	\$580,000	
37 Streetlight LED Conversion	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000	MFT
38 Street Patching Program	\$650,000	\$650,000	\$650,000	\$700,000	\$700,000	\$3,350,000	
39 Street Rejuvenation	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000	
40 Traffic Calming, Bicycle & Ped Improvements	\$350,000	\$350,000	\$360,000	\$360,000	\$360,000	\$1,780,000	
Parking Lot Projects							
41 PL - Surface Parking Lot Rehabilitation - Future Years	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$2,500,000	Parking Fund
TOTAL OTHER TRANSPORTATION PROJECTS	\$3,200,000	\$4,230,000	\$4,650,000	\$10,300,000	\$4,300,000	\$26,680,000	
PARKS							
42 Ackerman Park Drainage			\$50,000	\$500,000		\$550,000	
43 Arrington Lagoon - Retaining Wall	\$500,000					\$500,000	
44 Beach Protection Improvements	\$200,000	\$1,000,000	\$100,000			\$1,300,000	
45 Beck Park Expansion/Shore School	\$125,000	\$2,000,000				\$2,125,000	
46 Canal Park Environmental Assessment			\$50,000			\$50,000	Required by MWRD Lease
47 Cartwright Park Renovations		\$80,000	\$850,000			\$930,000	
48 Church Street Harbor - Phase 3 Renovations				\$200,000	\$2,000,000	\$2,200,000	
49 Clark Street Beach - Boardwalk					\$700,000	\$700,000	
50 Clark Street Beach - Great Lawn					\$6,000,000	\$6,000,000	
51 Dempster Street Beach - Tennis Court Rehab	\$100,000					\$100,000	
52 Fitzsimons Park Renovations			\$450,000			\$450,000	
53 Foster Field - Athletic Field Improvements		\$300,000				\$300,000	
54 Grey Park Renovations					\$875,000	\$875,000	
55 Harbert Park Pathway / Drainage Improvements Phase B				\$500,000		\$500,000	
56 Hobart Park Renovations					\$400,000	\$400,000	
57 Independence Park Renovations		\$775,000				\$775,000	
58 James Park - Entry and Landscaping Renovations				\$500,000		\$500,000	
59 James Park - Existing Field Lighting Replacement					\$1,000,000	\$1,000,000	
60 James Park - Field Lighting	\$500,000					\$500,000	
61 James Park - Pathway Lighting				\$800,000		\$800,000	
62 James Park - Pathway Reconstruction				\$950,000		\$950,000	
63 James Park - Phase 3 Field Improvements			\$1,500,000			\$1,500,000	
64 James Park - Playground Replacement					\$500,000	\$500,000	
65 James Park - Tennis Court Resurfacing	\$250,000					\$250,000	
66 Larimer Park Renovations	Ongoing	\$700,000				\$700,000	
67 Lovelace Park Drainage Improvements			\$300,000			\$300,000	
68 Lovelace Park Path Repairs Phase B			\$600,000			\$600,000	
69 Lovelace Park Playground			\$500,000			\$500,000	
70 Mason Park Expansion				\$2,000,000		\$2,000,000	
71 McCulloch Park Renovations	\$1,000,000					\$1,000,000	
71 Parks Contingency	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$375,000	

72 Philbrick Park Renovation				\$500,000		\$500,000
73 Public Canoe Launch (incl. Eco Cntr Parking Lot)		\$200,000	\$1,000,000	\$1,000,000		\$2,200,000
74 Southwest Park Renovations				\$400,000		\$400,000
75 St. Paul's Park Renovations				\$500,000		\$500,000
76 Tallmadge Park - Athletic Field Renovations	\$75,000	\$400,000				\$475,000
77 Twiggs Park - Renovation (soccer/parking)			\$400,000	\$400,000	\$400,000	\$1,200,000
78 Twiggs Park - Shelter Restoration			\$60,000			\$60,000
TOTAL PARKS PROJECTS	\$2,825,000	\$5,330,000	\$5,135,000	\$6,925,000	\$14,350,000	\$34,565,000
FACILITIES PROJECTS						
79 ADA Transition Plan				\$300,000		\$300,000
80 Animal Shelter Renovations	\$1,000,000					\$1,000,000
81 Chandler - ADA Accessibility (replace 4 doors + hardware)			\$40,000			\$40,000
82 Chandler - Gym Floor Replacement + Hallway			\$250,000			\$250,000
83 Chandler - Racquetball Court Conversion			\$500,000			\$500,000
84 Citywide Generator Evaluation				\$70,000		\$70,000
85 Citywide Roof Evaluation				\$75,000		\$75,000
86 Citywide Roof Repairs	\$200,000	\$300,000	\$300,000	\$300,000	\$300,000	\$1,400,000
87 Civic Center - ACM Flooring	\$500,000					\$500,000
88 Civic Center - Boiler Building Stair Case Repair	\$50,000					\$50,000
89 Civic Center - Electrical Panels / Distribution Upgrades	\$3,000,000	\$500,000				\$3,500,000
90 Civic Center - HVAC Improvements - Const	\$3,500,000	\$3,500,000				\$7,000,000
91 Civic Center - HVAC Improvements - Engr Svcs	\$300,000	\$200,000				\$500,000
92 Civic Center - Restroom Improvements	\$1,000,000					\$1,000,000
93 Civic Center - Security Improvements	\$1,000,000	\$1,000,000				\$2,000,000
94 Civic Center - Window Repairs	\$250,000					\$250,000
95 Dempster Beachhouse Interior Renovation					\$400,000	\$400,000
96 Ecology Center Improvements	\$400,000					\$400,000
96 Energy Efficiency Improvements	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000
97 Facilities Contingency	\$600,000	\$600,000	\$600,000	\$650,000	\$650,000	\$3,100,000
98 Fire Station 2 - Lighting Upgrade		\$50,000				\$50,000
99 Fire Station 2 - Restroom Upgrades			\$500,000			\$500,000
100 Fire Station 2 - Second Floor Rehabilitation			\$1,000,000			\$1,000,000
101 Fire Station 3 - Flooring Upgrade		\$20,000				\$20,000
102 Fleetwood - Main Office Rehabilitation				\$100,000		\$100,000
103 Fleetwood - Stage				\$250,000		\$250,000
104 Fleetwood - Upstairs Office Renovation/Security				\$100,000		\$100,000
105 Levy Center - Draperies			\$100,000			\$100,000
106 Levy Center - Entryway Air Barrier		\$30,000				\$30,000
107 Levy Center - Exterior Bollard Light Replacement				\$30,000		\$30,000
108 Levy Center - Exterior Louver Replacements				\$150,000		\$150,000
109 Levy Center - Family Restroom			\$30,000			\$30,000
110 Levy Center - Flooring Upgrade - Tiles, Carpet, Fitness Room			\$40,000			\$40,000
111 Levy Center - Kitchen			\$250,000			\$250,000
112 Levy Center - Lighting Upgrade			\$50,000			\$50,000
113 Levy Center - Office Renovations			\$200,000			\$200,000
114 Levy Center - Sewer Service Replacement					\$100,000	\$100,000
115 Levy Center Courtyard - Rubberized Surfacing					\$50,000	\$50,000
116 Maple Street Garage - Through Wall Flashing Repairs		\$150,000				\$150,000 Parking Fund
117 Noyes - AC/Chiller		\$1,600,000				\$1,600,000
118 Noyes - Brick Tuckpointing/Recoating (minor repairs)		\$300,000				\$300,000
119 Noyes - HVAC and Unit Heaters		\$1,400,000				\$1,400,000
120 Noyes - Interior Lighting Upgrade/Energy Efficiency		\$120,000				\$120,000
121 Noyes - Retaining Wall Repairs		\$210,000				\$210,000
Park Fieldhouses Restrooms (Ackerman, Baker, Bent, Lagoon, Leahy, Lovelace)	\$600,000					\$600,000
123 Parking Garages - Maple/Church - Structural Inspection				\$200,000	\$300,000	\$500,000 Parking Fund
124 Parking Garages - Sherman - Painting Rehabilitation		\$700,000				\$700,000 Parking Fund
125 Parking Garages - Sherman - Structural Inspection		\$150,000				\$150,000 Parking Fund
126 Parking Garages - Structural Repairs			\$300,000			\$300,000
126 Parking Garages - Traffic Coating / Striping		\$1,750,000				\$1,750,000 Parking Fund
127 Police Fire HQ - Chillers			\$500,000			\$500,000
128 Police Fire HQ - Elmwood Lot Lighting Impr and Resurfacing			\$400,000			\$400,000
129 Police Fire HQ - Exterior Signage		\$75,000				\$75,000
130 Police Fire HQ - Fire Prevention System Repairs			\$200,000			\$200,000
131 Police Fire HQ - Flooring Upgrade				\$50,000		\$50,000
132 Police Fire HQ - Foundation Repair		\$100,000				\$100,000
133 Police Fire HQ - Furniture Upgrade			\$200,000			\$200,000
134 Police Fire HQ - Interior Entry		\$150,000				\$150,000
135 Police Fire HQ - Interior Lighting Improvements		\$200,000				\$200,000
136 Police Fire HQ - Interior Renovation - Offices				\$750,000		\$750,000
137 Police Fire HQ - Interior Renovation - Holding Area				\$1,000,000		\$1,000,000
138 Police Fire HQ - Roof Repair		\$50,000				\$50,000
139 Police Fire HQ - Security System Improvement			\$150,000			\$150,000
140 Police Fire HQ - Underground Pits and Waste Line Replacement			\$1,250,000			\$1,250,000
141 Service Center - ADA Improvements			\$400,000			\$400,000
142 Service Center - Restroom Renovations			\$200,000			\$200,000
143 Service Center - D Building Structural Assessment		\$30,000				\$30,000
144 Service Center - Structural Repairs			\$300,000			\$300,000
145 Service Center - Roofing Upgrades		\$500,000				\$500,000
146 Service Center - Energy Efficiency Lighting Improvements			\$200,000			\$200,000
147 Service Center - Fuel System Replacement	\$1,500,000					\$1,500,000
148 Service Center - HVAC Improvements		\$1,500,000				\$1,500,000
149 Service Center - BAS Replacement		\$100,000				\$100,000
150 Service Center - Overhead Door System Upgrades		\$1,500,000				\$1,500,000
TOTAL FACILITIES PROJECTS	\$14,250,000	\$16,535,000	\$8,010,000	\$4,075,000	\$1,850,000	\$44,720,000

MISCELLANEOUS						
151 Fiber Optic System Upgrade	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$1,500,000
152 CARP Project Support	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$750,000
153 Public Art	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$150,000
154 In-House Engineering Services	\$600,000	\$650,000	\$700,000	\$750,000	\$750,000	\$3,450,000
TOTAL MISCELLANEOUS PROJECTS	\$1,080,000	\$1,130,000	\$1,180,000	\$1,230,000	\$1,230,000	\$5,850,000
WATER TREATMENT, BILLING AND STORAGE						
155 WTP - 36/42 Intake Replacement - Const Eng Svcs	\$300,000	\$200,000				\$500,000
156 WTP - 36/42 Intake Replacement - Construction	\$25,000,000	\$20,000,000				\$45,000,000
157 WTP - Fire Sprinkler System Upgrade 1 - Eng Svcs	\$30,000		\$50,000	\$30,000		\$110,000
158 WTP - Fire Sprinkler System Upgrade 1 - Construction				\$200,000		\$200,000
159 WTP - Roof Improvements - Construction	\$1,000,000					\$1,000,000
160 WTP - Standpipe Pumping Reliability	\$150,000					\$150,000
161 WTP - Security - Electronic Access Control	\$40,000					\$40,000
162 WTP - Filtration Headhouse Improvements - Eng Svcs	\$50,000					\$50,000
163 WTP - Filtration Headhouse Improvements - Construction	\$850,000					\$850,000
164 WTP - Security - Entrance Way Study	\$30,000					\$30,000
165 WTP - Security - Entrance Way Construction		\$200,000				\$200,000
166 WTP - Medium Voltage Generator and Switchgear - Eng Svcs	\$200,000	\$200,000				\$400,000
167 WTP - Medium Voltage Generator and Switchgear - Const	\$3,500,000	\$3,500,000				\$7,000,000
168 WTP - Low Lift 4/5/6 Pump Improvements - Eng Svcs	\$175,000	\$30,000	\$40,000			\$245,000
169 WTP - Low Lift 4/6 Pump Improvements - Construction		\$425,000	\$1,000,000			\$1,425,000
170 WTP - Security - First Floor Exterior Windows		\$75,000				\$75,000
171 WTP - Roof Improvements - Eng Svcs		\$175,000				\$175,000
172 WTP - Roof Improvements - Construction			\$700,000			\$700,000
173 WTP - Lead Paint Removal and Repainting		\$300,000	\$150,000	\$150,000	\$150,000	\$750,000
174 WTP - Thermal Security Camera Installation - Eng Svcs		\$50,000				\$50,000
175 WTP - Thermal Security Camera Installation - Construction			\$550,000			\$550,000
176 WTP - Retail Water Meter Replacement Program			\$400,000	\$800,000		\$1,200,000
177 WTP - Retail Water Meter MIU Replacement Program			\$1,000,000	\$1,000,000	\$1,000,000	\$3,000,000
178 WTP - East Filter Plant Reliability (Roof and Process) - Engineering			\$500,000	\$200,000		\$700,000
179 WTP - East Filter Plant Reliability (Roof and Process) - Construction				\$5,000,000		\$5,000,000
180 WTP - Parking Lot Resurfacing			\$225,000			\$225,000
181 WTP - Fire Sprinkler System Upgrade 2 - Eng Svcs					\$50,000	\$50,000
182 WTP - Reliability Improvements	\$0	\$0				\$0
183 WTP - Security Improvements	\$0	\$0				\$0
TOTAL WATER TREATMENT, BILLING AND STORAGE	\$31,325,000	\$25,155,000	\$4,615,000	\$7,380,000	\$1,200,000	\$69,675,000
	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	
Total Budget (All Funding Sources)	\$71,913,000	\$66,780,000	\$41,099,000	\$43,293,000	\$33,764,000	\$252,549,000



PART VII

BUDGET POLICIES



2021 ADOPTED BUDGET

Budget Policies

In ongoing efforts to formally address 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, allowing ample time for discussion and decision-making. The proposed budget shall contain estimates of revenues available to the City 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 for public inspection at the City Clerk, at the Public Library, and at all library branches. 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 prior to the hearing.



2021 ADOPTED BUDGET

Budget Policies

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. Periodically, fees should be increased to sufficiently fund operating costs, depreciation, and a reserve. The General Fund will continue to be properly compensated for administrative expenses, which support parking system activities.

Water Fund

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

Fire and Police Pension Funds

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

Emergency Telephone System Fund

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



2021 ADOPTED BUDGET

Budget Policies

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 Fund, bonds payable from special assessments, bonds payable from tax increment financing areas, and bonds payable from Motor Fuel Taxes.



2021 ADOPTED BUDGET

Budget Policies

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 \$155,000,000 in aggregate principal amount, which limit is expressly subject to increase from time to time by action of the City Council as the needs of the City may grow. General Obligation Debt issued as so-called zero coupon bonds or capital appreciation bonds shall be counted as debt in the original principal amount issued.

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



2021 ADOPTED BUDGET

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 its 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 Illinois Environmental Protection Agency (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.



2021 ADOPTED BUDGET

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.



2021 ADOPTED BUDGET

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.



2021 ADOPTED BUDGET

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.

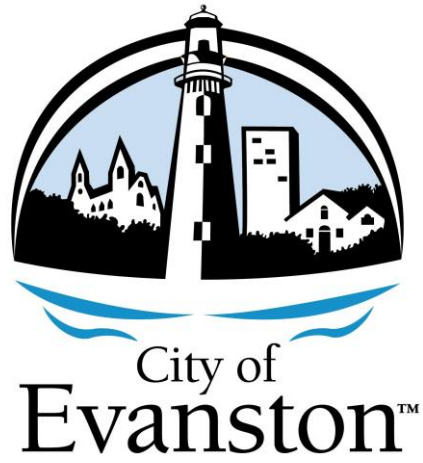
The enterprise funds (Water, Sewer, Solid Waste, and Parking), on the other hand, are often reported on a full accrual basis. Not only are expenses recognized when a commitment is made (through a purchase order) but revenues are also recognized when they are obligated to the City (for example, water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

GLOSSARY



Glossary

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

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

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

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

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

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

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

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

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

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

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

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

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

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.