



# *City of North Chicago* *Budget*

*Fiscal Year 2021*

*May 1, 2020 to April 30, 2021*

*Presented to: Finance Committee / City Council*

*Presented on: April 06, 2020*

*Updated: June 1, 2020*

*June 15, 2020*

*Approved: July 6, 2020*

## Table of Contents

### INTRODUCTION

GFOA Budget Award.....	2
City Officials .....	3
Community Profile .....	4
Letter of Transmittal/Budget Message .....	14
Budget Calendar .....	23
Organizational Chart .....	24
Fund/Department Relationship.....	25

### FINANCIAL SUMMARIES

#### Guidelines & Processes

Budget .....	27
Revenues and Expenditure .....	28
Capital Asset.....	29
Cash Management .....	30
Procurement.....	31
Accounting and Financial Reporting .....	34
Fund Balance .....	35
Debt .....	36
Fund Structure .....	37
Fund Types and Basis of Budgeting .....	38
All Funds Summary FY21 .....	41
All Funds Revenue and Expenditure Summary .....	43

#### All Funds

Where Does the Money Come From? .....	47
Where Does the Money Go?.....	48
Property Tax and EAV vs. Tax Rate .....	49

#### General Fund

Where Does the Money Come From? .....	50
Where Does the Money Go?.....	51

#### Water, Sewer, & Refuse Fund

Where Does the Money Come From? .....	52
Where Does the Money Go?.....	53
Capital Improvement Plan.....	54

### PERSONNEL

Overview .....	58
Historical Table FY14 - FY21 .....	59

## GENERAL FUND

Overview .....	64
Revenues .....	65
<b>Departments</b>	
Office of the Mayor.....	69
Legislative .....	75
City Clerk .....	77
Boards & Commissions.....	81
Administrative Services .....	84
Treasurer .....	88
Economic Development.....	98
Building Division	
Facilities Management Division	
Planning Division	
Police.....	108
Fire .....	114
Information Technology.....	124
Comptroller's Office.....	128
Human Resources.....	135
Public Works.....	139
COVID-19.....	145

## ENTERPRISE FUND

Overview .....	148
Revenue.....	150
<b>Divisions</b>	
Water .....	151
Sewer .....	155
Refuse .....	158

## SPECIAL REVENUE FUNDS

Overview .....	160
Motor Fuel Tax Fund (MFT).....	163
Community Development Block Grant Fund (CDBG) .....	165
Federal Forfeited Property Fund (DEA).....	167
E911 Emergency Fund .....	168
Seized Drug Money .....	169
Sheridan Crossing - TIF II.....	170

Downtown Redevelopment – TIF I.....	171
Skokie Highway Redevelopment Fund - TIF II.....	172
Grant Place Operating Fund.....	173
Grant Place Capital Fund .....	174

## **DEBT SERVICE FUNDS**

Debt Service Fund - 2014A .....	177
Debt Service Fund - 2007C .....	179
Debt Service Fund - 2007A .....	181
Debt Service Fund - 2014B .....	183

## **INTERNAL SERVICE FUNDS**

Overview.....	185
Dental & Vision Fund.....	186
Retiree Premium Fund.....	187

## **CAPITAL PROJECT FUND**

Overview.....	188
---------------	-----

## **COMPONENT UNIT (LIBRARY)**

Overview.....	193
Revenue.....	194
Expenditures.....	195

## **CAPITAL IMPROVEMENT PLAN**

CIP FY20 – FY22.....	197
----------------------	-----

## **GLOSSARY OF TERMS**

Terms.....	287
Acronyms.....	299

## **SUPPLEMENTAL INFORMATION**

Tax Levy Ordinance .....	301
Appropriation Ordinance .....	305





## Introduction



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of North Chicago  
Illinois**

For the Fiscal Year Beginning

**May 1, 2019**

*Christopher P. Morrill*

Executive Director

# City Officials

**Leon Rockingham, Jr.**

*Mayor*

**Ernest Fisher**

*Alderman, Ward 1*

**Bobby Allen**

*Alderman, Ward 4*

**Bonny Mayfield**

*Alderman, Ward 2*

**Torrance Markham**

*Alderman, Ward 5*

**Carl Evans**

*Alderman, Ward 3*

**Bob Runnels, Sr.**

*Alderman, Ward 6*

**Kathy January**

*Alderman, Ward 7*

**Kenneth Robinson**

*City Treasurer*

**Lori Collins**

*City Clerk*

**Staff**

**Deb Waszak**

*Chief of Staff*

**Department Directors**

**Daniela Partipilo**

**Victor Barrera**

**Elizabeth Black**

**Edward Wilmes**

Acting Comptroller

Economic Development Director

Human Resources Director

Public Works (Streets, Water & Sewer)  
Director

Fire Chief

Chief of Police

Library Director

**Dell Urban**

**Lazaro Perez**

**Joan Battley**

# City of North Chicago

Located 33 miles north of downtown Chicago, and 48 miles south of downtown Milwaukee, on the shores of Lake Michigan, North Chicago is home to Naval Station Great Lakes, the Lovell Federal Health Care Center, healthcare giants Abbott and AbbVie and Rosalind Franklin University. Easily accessible by road, commuter and freight rail, air and water; North Chicago has a business friendly environment well suited for economic growth and long-term prosperity. Discover all that North Chicago has to offer.

## Demographics

The total population of North Chicago is 32,574 (2010 Census) with a commuting daytime population change of +10,871 (30.3%). The state of Illinois covers 56,343 square miles, Lake County is 470 and the City of North Chicago is approximately 7.8 square miles.

### Age Classifications\*

Age Group	Total Population	
Under 15	5,679	17.4%
15-24	13,385	41.1%
25-34	5,888	18.1%
35-44	2,566	7.9%
45-54	2,103	6.5%
55-64	1,544	4.7%
65 and over	1,409	4.3%

### Racial Classifications\*

Race	Total Population	
White	15,601	47.9%
Black	9,746	29.9%
American Indian, Alaska Native	231	0.7%
Asian/Hawaiian	1,267	3.9%
Hispanic Origin Of Any Race	8,857	27.2%

\*2010 Census

### Current Estimated Population (2014 estimates)

Illinois	12,859,995
Lake County	705,186
North Chicago	30,395

## Transportation

Less than 40 miles from Downtown Chicago and 25 miles from O'Hare International airport, North Chicago has access to major highways, commuter and freight trains, and is a short distance from 6 International, regional and private airports

### Major Roadways

IL 43, IL 131, IL 137	Local
US 43	Local
IL 120	1 Mi. N
IL 176	2 Mi. S
I-94	2 Mi. W

### Public Transportation

METRA Commuter Trains to Chicago
PACE Bus Routes: 563, 564, 566, 569, 573
PACE Dial-A-Ride Service

### Airports

International	
Chicago - O'Hare	24 Mi. SW
Chicago - Midway	37 Mi. S
Milwaukee - Mitchell	43 Mi. N
Regional	
Waukegan Regional	7 Mi. N
Chicago Executive	14 Mi. SW
Private	
Campbell Field	11 Mi. W
	24 Mi. SW

# Economic Development Incentives

Page 1 of 2



## Enterprise Zone

A portion of the City of North Chicago falls within the Waukegan/North Chicago Enterprise Zone. The Illinois Department of Commerce and Economic Opportunity administers the Enterprise Zone Program, which is designed to encourage economic growth and neighborhood revitalization at the local level through various tax incentives, regulatory relief and improved governmental services. Enterprise Zones offer businesses a number of tax incentives to encourage job creation and job retention within their communities.

## Investment Tax Credit

The investment tax credit allows a .5% credit against the state income tax for investments in qualified property which is placed in service in an Enterprise Zone. To qualify, a property must be newly built or have an improvement or addition made to it on or after the date the zone was designated.

## Sales Tax Deduction

The cost of building materials that will be incorporated into real estate as part of a building project may be deducted from the sale receipts when calculating the tax imposed for these materials.

## EZ Machinery and Equipment Sales Tax Exemption

A company in an Enterprise Zone may be able to receive a 6.25% sales tax exemption on all tangible property which is used or consumed within an Enterprise Zone in the process of manufacturing. To be eligible for this incentive the company must either, create 200 full-time jobs in Illinois or retain a minimum of 2,000 full-time jobs, or retain 90% of existing jobs when moving into the Enterprise Zone. The items and materials may be purchased anywhere in Illinois.

## Job Tax Credits

A tax credit of \$500 per qualified employee may be given to an Enterprise Zone company that hires individuals who are certified as economically disadvantaged or as dislocated workers. These workers must be found through the local administrative office of the Workforce Investment Act.

# Economic Development Incentives

Page 2 of 2

## Utility Tax Exemption

A company in an Enterprise Zone may be eligible for a 5% state tax exemption on gas, electricity, the Illinois Commerce Commission .1% administrative charge and the excise taxes on originating telecommunications. Local units of government may also exempt their taxes on gas, electricity and water. To be eligible for these benefits, the company must meet one of three conditions: 1. The business must make an investment of at least \$5,000,000 into the Enterprise Zone and create a minimum of 200 full-time jobs; 2. Make an investment of \$175,000,000 in to the zone and create a minimum of 150 full-time jobs; 3. Make an investment of \$20,000,000 and retain at least 1,000 full-time jobs when moving into the zone. An eligible investment may be purchasing a building, the improvement/renovation of a building or investments in efficiency, capacity, product quality or competitive position.

## Property Tax Incentives

A company in an Enterprise Zone may have the increase in property taxes due to new improvements or renovations abated. This is useful because every time a property is improved it is reassessed, and therefore the taxes increase. Typically, this incentive is marginally beneficial at best.

## Income Tax Deduction for Financial Institutions

Financial institutions in Illinois are eligible for special deductions on their Illinois corporate income tax return. Such institutions may deduct from their taxable income an amount equal to the interest received from a loan for development in an enterprise zone. This is limited to the interest earned on loans or portions of loans secured by property which is in an Enterprise Zone.

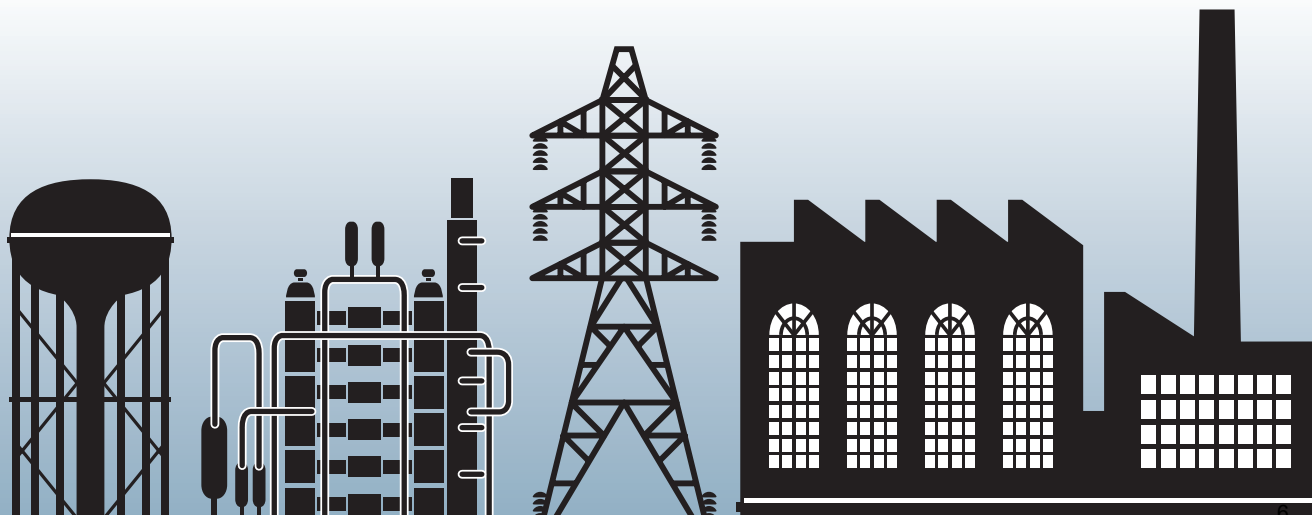
## Dividend Deductions

Taxpayers may deduct from their taxable income an amount equal to those dividends which were paid to them by a corporation which conducts substantially all of its operations in an Enterprise Zone or zones.

## Corporate Contribution Deductions

Corporations may make a donation to designated zone organizations for projects approved by the Illinois Department of Commerce and Economic Opportunity (DCEO), and claim an income tax deduction at double the value of their contribution as long as it is approved by the DCEO.

For more information, please contact City of North Chicago Mayor's Office: 847.596.8610 or [info@northchicago.org](mailto:info@northchicago.org)





# Tax Increment Financing/ Business Development Districts

North Chicago has created two Tax Increment Financing Districts pursuant to legislation of the State of Illinois. Tax Increment Financing (TIF) provides a governmental incentive to private developers or companies to stimulate new investment and job creation and/or retention. Property tax revenue is generated as a result of the new investment and the incremental tax revenues are used to pay for the incentives.

The Downtown TIF District, created in 2000, extends from south of 24th Street to 10th Street on the north, Broadway Avenue on the west and the Sheridan Road corridor on the east. This area also includes properties along Commonwealth and Morrow Avenues along with areas adjacent to Foss Park Avenue.

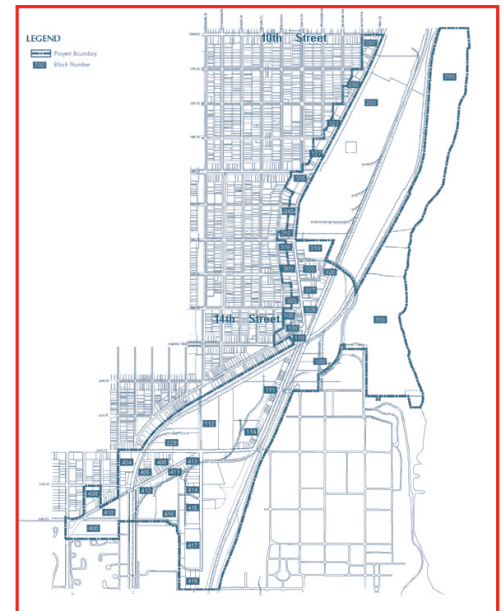
Sheridan Crossing TIF, encompassing upwards of 31 acres, was created in 2007 by extracting property from the Downtown TIF. The Sheridan Crossing TIF is bounded by Sheridan Road on the east, the E-J-E railroad on the north, Tantalum Place on the west, and Martin Luther King Jr. Drive on the south. Sheridan Crossings is an entertainment-tourism-retail destination project which will include a 40,000 square foot museum dedicated to the history of the American Sailor, a hotel, restaurants and retail establishments.

TIF assistance is offered by the City on the condition that the developer would not be able to proceed with the project at a reasonable rate of return "but for" the financial incentive. The type and amount of TIF assistance available to a developer depends on the property's projected increase in incremental tax revenue and its impact on the surrounding area. State legislation authorizes that TIF funds may be used

for: demolition and site preparation; property acquisition; rehabilitation or renovation of existing public or private buildings; construction of public works or improvements; professional services such as architectural, engineering, legal, property marketing and financial planning; studies, survey and plans; financing costs, including interest assistance; job retraining programs; relocation; and day care services.

The City is presently exploring the possibility of creating a third TIF District, which would extend along Skokie Highway/IL Route 41 south from Buckley Road. Additionally, consideration is being given to the creation of Business Development Districts (BDD) along Skokie Highway, Martin Luther King Jr. Drive and Sheridan Road. A BDD functions much in the way a TIF does, but derives revenue not from property tax increment but rather from a special sales tax component.

If your property falls within the boundaries of either TIF District, and you are considering making improvements to your property, please contact the Economic and Community Development Department. A review of your plans and financials by the City will be necessary to determine if your project qualifies for TIF assistance.



**Figure 2.**  
Tax Increment Financing (TIF)  
District Boundary Map

# Lake County Partners

Lake County Partners (LCP), a 501C(3) economic development corporation, works to maintain economic vitality and quality of life in Lake County by creating and retaining jobs, stimulating capital investment, pursuing economic diversity and improving the County's business climate.

LCP offers a range of products and services to meet the needs of businesses, including:

- Site/Building Selection Assistance
- Information Clearinghouse
- Financing and Incentives
- Development Ombudsman
- Workforce
- Export Assistance
- Educational Programs and Networking Opportunities
- Business Advocacy

LCP can help you identify and secure federal, state and local resources, including:

- SBA 504 and SBA7(a) Loans
- LCP has been designated as a Certified Development Company in order to help companies access the SBA 504 Loan Program. This program offers long-term, fixed-rate, below market financing and lower equity requirements. LCP also works with partner banks to package SBA7(a) loans.
- *Industrial Revenue Bonds.* LCP serves as the processing agent for the Private Activity Bond

Clearinghouse, in conjunction with the Illinois Finance Authority. Industrial Revenue Bonds are tax exempt bonds issued to finance the capital expenditures of manufacturers, 501C(3) not-for-profit corporations and affordable housing projects. This type of financing can be used for the acquisition of fixed assets, such as land, buildings or equipment, and for renovation and new construction.

For more information, call Lake County Partners at (847) 247-0137 or visit their website at [www.lakecountypartners.com](http://www.lakecountypartners.com).

For more information, please contact City of North Chicago Mayor's Office: 847.596.8610 or [info@northchicago.org](mailto:info@northchicago.org)







## Illinois Department of Commerce and Economic Opportunity (DECO)

The Illinois Department of Commerce and Economic Opportunity (DECO) is responsible for enhancing Illinois' economic competitiveness by providing technical and financial assistance to businesses, local governments, workers and families.

Some of the programs they offer include:

- *Business Development Public Infrastructure Program.* Helps units of local governments provide infrastructure assistance to expanding or relocating businesses.
- *EDGE (Economic Development for a Growing Economy) Tax Credit.* Tax credits are calculated from the personal income tax collected on the salaries paid to employees in the new jobs created, which may be taken as a nonrefundable credit against corporate income taxes over a period not to exceed 10 taxable years.
- *Employee Training Investment Program (ETIP).* Reimburses individual or multi companies for up to 50% of approved training costs, typically between \$250 and \$750 per employee.
- *High Impact Business Designation.* Provides approved companies with tax incentives such as a sales tax exemption for building materials, investment tax credit, exemption from the state gas and electric tax and a state sales tax exemption on manufacturing repair and equipment repair and replacement.
- *Large Business Development Program.* Provides incentive financing to large, out-of-state companies looking to relocate facilities to Illinois and encourage existing Illinois companies to undertake major job expansion or retention programs in the state.
- *Manufacturer's Modernization Program.* Designed to provide manufacturers with access to adequate and affordable financing for upgrading and modernizing their manufacturing equipment and operations.
- *Participation Loan Program.* To help provide working capital, funds to purchase land and to construct/renovate a building or buy new equipment.
- *Technology Grants and Programs for Businesses.* There are a number of technology grants and programs available for businesses.

Representatives from Lake County Partners are well-versed in these programs (see p. 6). You can also visit the DECO website ([www.commerce.state.il.us/deco](http://www.commerce.state.il.us/deco)) for more information.

# Illinois Department of Revenue

The Illinois Department of Revenue serves as the tax collection agency for state government and for local government.

Incentive programs available through the Department of Revenue include:

- Investment Tax Credits. A state investment tax credit of .5% is allowed a taxpayer who invests in a qualified property, such as machinery, buildings and equipment.
- Manufacturers' Purchase Credit (MPC). Qualified manufacturers may earn a credit equal to half of the state 6.25% tax by purchasing manufacturing or graphic arts equipment that qualifies for existing sales/use tax exemptions. Credits may be used to pay state sales tax or use tax on future purchase of qualified production-related tangible personal property.

- Research and Development Credit. Allows eligible companies to claim a 6.5% credit against their corporate income tax for research activities, in excess of similar expenses incurred during the previous three years.

Representatives from Lake County Partners are well-versed in these programs (see p. 7). Or you can visit the IDOR website ([www.revenue.state.il.us/businesses](http://www.revenue.state.il.us/businesses)) for more information.

# Illinois Department of Transportation

The Illinois Department of Transportation (IDOT) is responsible for the multi-modal transportation systems in the state.

Incentive programs available through the Department of Transportation include:

- IDOT Economic Development Program (EDP). Provides up to 50% state matching funds for eligible roadway-related construction and engineering items.
- IDOT Rail Freight Program. Provide capital assistance to communities, railroads and shippers to preserve and improve rail freight services in Illinois.

- IDOT Truck Access Route Program. To help local government agencies to upgrade roads to accommodate 80,000 pound trucks.

Representatives from Lake County Partners are well-versed in these programs (see p. 7). Or you can visit the IDOT website ([www.dot.state.il.us](http://www.dot.state.il.us)) for more information.



# Labor Force

Lake County is a preferred location for Fortune 500 corporate headquarters – including *Walgreen Co., Abbott, Baxter International, Discover Financial Services, CDW, Grainger, Tenneco, and United Stationers*. There are more than 100 biotechnology/pharmaceutical companies in Lake County, including 10 corporate headquarters

- Total sales of these companies (worldwide) exceeds \$57 billion.
- Includes chemical manufacturers, scientific research and development firms, and medical and diagnostic laboratories.
- The average wage for the bio pharma industry is \$89,636 – more than 45% higher than the overall average wage in Lake County, and more than twice the national average.
- Lake County has a highly educated and skilled workforce...41.5% of our population has at least a bachelor's degree, compared with 34.0% for the Chicago metro area and 28.2% nationwide.

## Workforce

- These 100 + firms employ more than 19,000 people. In other words .5% of the businesses in Lake County employ nearly 6.3% of the workforce.

The Chicago Tribune reports that Lake County pay increases, measured by the

federal government, rose faster than all but one other large county in the nation during the third quarter of 2015.

- Wages grew 11.7 percent over the same quarter the previous year. That gain was far greater than the 2.6 percent national average tracked by the Bureau of Labor Statistics.
- Lake County's gains, which came primarily from pharmaceutical and medical manufacturing, far surpassed other Illinois counties, according to the data.

# Parks and Recreation

- Foss Park District operates 7 local parks, playgrounds and skate/bike park facilities spanning 7 acres of land.
- Lighted ball fields and tennis courts.
- Special events and recreational programming for families, children and adults
- 2 local golf courses, Foss Park and Willow Glen. 43 total courses in Lake County.
- Lake County Forest Preserves operates the Greenbelt Forest Preserve, Greenbelt Cultural Center.
- Robert McClory Trail provides access to miles of trails for pedestrians, bicycling and rollerblading.

For more information, please contact City of North Chicago Mayor's Office: 847.596.8610 or [info@northchicago.org](mailto:info@northchicago.org)



# Housing

North Chicago has a variety of housing options, including single-family detached and attached dwellings, two-flats, townhouses and apartments. The 2015 Median Home Value was \$138,814.

**2015 Households 6,442**

**2015 Average Household Size 2.99**

## 2015 Housing Units 7,851

Owner Occupied Housing Units	29.2%
Renter Occupied Housing Units	52.9%
Vacant Housing Units	17.9%

# Income and Education

Lake County has a highly educated workforce with 41.5% of residents having a bachelor degree or higher, exceeding the national average by over 13%.

## 2015 Household by Income

### Household Income Base 6,441

<\$15,000	16.0%
\$15,000 - \$24,999	10.1%
\$25,000 - \$34,999	12.6%
\$35,000 - \$49,999	16.6%
\$50,000 - \$74,999	19.1%
\$75,000 - \$99,999	10.9%
\$100,000 - \$149,999	9.2%
\$150,000 - \$199,999	2.9%
\$200,000+	2.7%
Average Household Income	\$59,376

# School Info

- North Chicago is served by North Chicago Community Unit School District 187.
- Public: 1 Pre-K, 2 K-2 grade level centers, 2 3-5 schools, 1 middle school and 1 high school.
- 2 charter schools serving grade K-8.

## School District Statistics (2015)

### Elementary (K-8)

Pupil Teacher Ratio	18.4:1
\$ Spent per Pupil	\$12,926

### High School (9-12)

Av. Class Size	17.7
\$ Spent per Pupil	\$12,926
Avg. ACT Score	15.9
% Graduated	67.8%

## 2015 Population 25+ by Educational Attainment

### Total 12,893

Less than 9th Grade	12.0%
9th - 12th Grade, No Diploma	9.3%
High School Graduate	21.9%
GED/Alternative Credential	3.2%
Some College, No Degree	27.1%
Associate Degree	6.5%
Bachelor's Degree	13.9%
Graduate/Professional Degree	6.1%



# Community Highlights

North Chicago is home to two of the largest employers in Lake County, Naval Station Great Lakes and Abbvie.

*Naval Station Great Lakes* – In 1911, the Naval Station Great Lakes was built directly south of North Chicago to provide U.S. naval training in the Midwestern United States. Naval Station Great Lakes was annexed by the City in the 1960s. Due to military base closures in Orlando and San Diego, Great Lakes operates as the Navy's only recruit training center. Its training commands and schools proudly graduate more than 80,000 recruits and sailors every year. More than two million sailors have been trained here since 1911. Great Lakes host numerous visitors annually, who travel from every state in the Union and all parts of the globe.

*Captain James A. Lovell Federal Health Care Center* – Another major government employer in the City is the Veterans' Administration Medical Center, whose mission is: "We are a caring community, proud to provide patient centered, coordinated health care to Veterans, Navy and all VA/DoD sharing patients." It is the nation's first

fully integrated Veteran's Affairs and Department of Defense entity.

*The Rosalind Franklin University of Medicine and Science* – The Rosalind Franklin University of Medicine and Science is a four year university that was built around the Chicago Medical School (CMS), and has been educating physicians and furthering biomedical research for 93 years. The school trains physicians and professionals in a variety of health fields, including audiology/speech pathology, biomedical engineering, dental assisting, medical technology, pharmacy, nursing, physical therapy, podiatry, psychology, social work, and many other areas. It also provides graduate-level education for biomedical researchers and teachers.

*Abbvie* – The world headquarters for AbbVie, is located in the City of North Chicago. AbbVie is a research-based biopharmaceutical manufacturer with a portfolio of more than 40 medicines and is listed as one of 33 Illinois companies on the Fortune 500.

*Abbott* – The City's industrial base is largely characterized by the presence of Abbott World Headquarters just outside the municipal borders. Abbott specializes in diversified products including medical devices, diagnostic equipment and nutrition products. Abbott also has facilities in the municipal borders of the City of North Chicago.

Other major businesses with a presence in North Chicago include Liberty Coach (manufacturers of custom coach busses for celebrities and others), Goelitz Candy Company (parent company of Jelly Belly), Coffee Fresh (wholesale micro-technology roaster), Ivy Lane Design (manufacturers of bridal and prom assortments), West Rock (a leading global packaging company), ULINE (distributor of shipping, industrial, and packing materials), EMCO Chemical Distributors and P&G.

For more information, please contact City of North Chicago Mayor's Office: 847.596.8610 or [info@northchicago.org](mailto:info@northchicago.org)



## Letter of Transmittal

This document reflects the Fiscal Year 2020-2021 Operating Budget for the City of North Chicago (City). It echoes the City's priorities and responsibilities. Adoption of the budget is one of the most important activities undertaken by the City Council. The budget communicates the financial plan and demonstrates a commitment to excellence in responsible service delivery.

The budget is a comprehensive document containing detailed revenues and expenditures for all funds operated by the City. The details of the budget begin on page 61 of this document.

City government is divided among various functional categories: Mayor's Office, Administrative Services, Treasurer, Comptroller Office, City Clerk Office, Economic Development which include three subdivisions of building, planning and facilities management, Police, Fire and Public Works with subdivisions consisting of streets, water, and sewer. In addition, this fiscal year the City added another department to account for expenses due to COVID-19 to better control expenses and facilitate reimbursement from governmental agencies as approved by the federal and state government.

## Budget Process

The budget is prepared under the direction of the Mayor and each department director formulates that segment of the budget for which he/she is directly responsible. Following is a review of the budget by the Mayor, Chief of Staff and the Comptroller, who then recommend appropriate revisions. After this review and both revenues and expenditures are finalized, the budget is presented to the Mayor and City Council by the Comptroller and if further changes are necessary, the revisions are made and the document updated. The final step of the budget process includes a public hearing for comments from the taxpayers and subsequent adoption by the Council.

This budget is the result of the city's financial and operational planning process. The budget is a plan of action, is flexible, and allows the ability to adjust expenses as unanticipated needs arise.

This budget is the product that emerged after many changes, "give and take" among departments, yet is very conservative in nature. The City Council adopted a Fund Balance Policy shaping the construction of the budget and, indeed this budget demonstrates achievement of the goal and is within the adopted fund balance policy.

To arrive at this point, it began with the Comptroller's Office projecting revenues and expenditures, fund balance available for the new budget year to determine resources available. Considerations are given to several factors:

- Relatively static revenues in the Enterprise Funds
- Decline to revenues due to pandemic and economic factors for this fiscal year
- The Tax Levy remained static, but the budget allowed for increased support to both police and fire pension from the General Fund
- Increase to the City Salary Ordinance (CSO) covering personnel not covered under other labor contracts after no increases for these employees in several budget years is included to be effective October 1, 2020.

- Union concessions for the previous fiscal year have now been applied to those positions per an agreement arrived at between the city and the union in the fall of 2018.

In the spring of 2018, the City's bond rating was reduced to BBB. The City began the consolidation of the dispatch center and will be completed by June, 2020. Personnel reductions are occurring only through attrition while supplementing those functions through temporary outsourced placements, thereby, saving long term liabilities and reduction in employee benefit costs.

The City has realized a surplus in the General Fund for the fiscal year ended April 30, 2020, however, the pandemic has not only caused added costs but will also affect revenues for this fiscal year, causing a deficit budget.

The City has updated the Capital Improvement Plan (CIP) but has decided, at this time, to only incorporate capital projects that are part of grant programs and complete those projects already under construction. CIPs will be re-reviewed at the end of the calendar year and possibly complete a budget amendment if revenues show improvement and the pandemic has been neutralized.

The City continues its quest for the following:

#### *Revenues*

- Economic Development for business growth

#### *Expenditures*

- Maintaining current service levels
- Rising costs associated with labor

The annual budget intends to serve three essential purposes. First, it is designed and intended to set and become a basis for public policy in the defining and prioritizing of the delivery of key public services. Second, it is to act as a form of legislative control on taxation and spending. Third, it is to serve as a planning tool, both current and for the future. This budget development involved all departments through a process with the intent of providing quality services while minimizing costs, within the structure of anticipated available resources.

## Budget Overview

<b>General Fund</b>
---------------------

### Proposed Revenues

The FY21 budget for the General Fund projected revenues from taxes, fees, fines, grants and other sources including interfund transfers for a total of \$23,128,810. This amount represents a decrease of 1.43% or \$334,583 over the previous year's budget. The difference between FY20 projections and the FY21 estimated revenues is a reduction of \$262,877. Although due to the pandemic, revenues are generally expected to less than FY2019, it is aided by increases due to additional grant funding from the Department of Justice (DOJ) for employing additional police officers and additional funding from the Illinois Housing Department Agency (IHDA) for funds to aid with demolition expense to fight the City's blight busting efforts.

Discussions of major categories of City revenues follows in more detail in the appropriate section.

<b>Revenue by Category</b>	<b>FY20 Budget</b>	<b>FY20 Projected</b>	<b>FY21 Budget</b>
Property Taxes	6,665,143	6,665,143	6,610,360
Local Taxes	3,000,000	2,705,000	2,763,000
Intergovernmental Taxes	7,281,500	6,851,500	6,855,500
Grant Proceeds	155,000	421,000	610,000
Licenses & Permits	751,500	646,825	681,600
Fines & Fees	2,301,500	2,306,300	2,220,100
Interest Income	100,000	160,000	130,000
Miscellaneous Income	475,750	377,165	450,250
Transfers In	2,733,000	2,733,000	2,808,000

<b>Total:</b>	<b>23,463,393</b>	<b>22,865,933</b>	<b>23,128,810</b>
---------------	-------------------	-------------------	-------------------

## Proposed Expenditures

The FY21 expenditures in the General Fund reflect general operations of the City and are the largest fund of the City. Including transfers out the total amounts to \$23, 592,613, which is 0.55% or \$129,444 increase over the FY20 General Fund Budget.

The table below details the various categorical changes. Increases are shown for Salary & Wages due to collective bargaining agreements, increases to health and medical premiums as well as pension related adjustments and increase to contractual services due to outsourcing some administrative function thereby savings to personnel benefits and expected future personnel liabilities for those benefits.

<b>Expenditure by Category</b>	<b>FY20 Budget</b>	<b>FY20 Projected</b>	<b>FY21 Budget</b>
Salary & Wages	11,115,100	10,944,625	11,233,100
Fringe Benefits	5,094,931	5,315,940	5,472,503
Contractual Services	4,997,783	4,344,141	4,860,697
Commodities	480,600	482,865	480,190
Capital Programs & Projects	458,000	173,452	121,000
Debt Service	143,555	145,643	108,298
Transfer Out	75,000	75,000	105,000
Other Charges/Financing Sources	1,098,200	1,091,075	1,211,825

<b>Total:</b>	<b>23,463,169</b>	<b>22,572,741</b>	<b>23,592,613</b>
---------------	-------------------	-------------------	-------------------



## Change in Fund Balance

The City showed a positive surplus in FY2019 and projecting a positive surplus for FY20 even though the City had expenses outside the budget due to COVID-19. The funding of police and fire pensions was included and followed the approved plan resolved in fall 2018.

The fund balance in the General Fund is well within the established Fund Balance policy. The City has continued conservative budgeting that will allow having more funds for projects in the adopted CIP and or gaps between revenues and expenditures in years when the economy is not strong.

The City continues to follow its resolution to fund additional contributions to the police and fire pension. This fiscal year above the property tax collection, each pension will have additional funds for \$150,000 added above last fiscal year's amount. It is not as much as the previous fiscal year, however, it follows the approved resolved plan.

## Challenges

The City faces several challenges, the uppermost is to sustain and maintain the commitment of the Elected Officials to continue to fund the police and fire pension to meet statutory requirements, Commit to work on improving beautification efforts throughout the City by ensuring building codes are adhered to, demolition of vacant properties deemed to be unsafe, selling of City-owned properties so that those properties are put back on the tax rolls.

All the items noted above have indeed increased property values and level funding of the tax levy the City's tax rate has decreased to 13.55% overall. The tax rate is reduced by 12.11% over the last tax levy year.

In addition, this year the City, as well as worldwide, is being tested with COVID-19. The City continued to provide services to its residents and other stakeholders during the pandemic. The City also did not shut off water for non-payment, afforded water customers the ability to receive a credit to their water and sewer bills with enrollment in an automatic payment registration. Businesses received extensions for renewing their respective licenses until July 2020.

The City and its staff are committed to providing excellent service levels even though there have been reductions in personnel.

## Revenue Updates

There are new revenue streams in this fiscal year. There are revenue changes that must be highlighted:

1. State Sharing revenues
  - a. Cannabis state revenues began to be allocated to municipalities
2. Municipal new revenue
  - a. Council approved a cannabis dispensary within the Skokie Highway TIF area

## Expenditure Updates

The major increases in the General Fund are attributable to the increased contribution to the police and fire pension from operations, and salary increases for personnel governed by collective bargaining agreements (CBA) as well as increases to positions governed by the CSO Ordinance (City Salary Ordinance).

There was one anomaly for firefighters governed by their respective CBA and providing the City with some concessions on salary and time off. This fiscal year the concessions have been applied to include FY20's concession that has been added to this fiscal year's salary expense.

Below is a summary of the departmental percentage change for expenditures.

Expenditure by Department	Fiscal Year 2020			Fiscal Year 2021	
	Budget	Revised Budget	YTD Projected	Request	Percentage Change
Mayor's Office	440,951	440,951	423,093	447,399	1.46%
Clerk's Office	208,855	208,855	196,962	201,591	-3.48%
Legislative	186,325	186,325	185,725	192,015	3.05%
Boards & Commissions	54,692	54,692	57,900	63,565	16.22%
Treasurer	40,152	40,152	34,996	38,500	-4.11%
ECD-Building Division	912,330	912,330	750,630	912,670	0.04%
ECD-Facilities Mgmt Div	468,390	468,390	363,505	351,352	-24.99%
ECD-Planning Division	446,805	446,805	292,558	441,980	-1.08%
Administrative Services	5,815,964	5,815,964	5,885,625	6,301,589	8.35%
Police	8,439,957	8,439,957	7,988,964	8,105,623	-3.96%
Fire	3,321,956	3,321,956	3,473,246	3,525,831	6.14%
Streets	1,518,033	1,518,033	1,571,145	1,520,544	0.17%
IT	447,500	447,500	381,000	444,500	-0.67%
Comptroller's Office	921,770	921,770	625,720	727,355	-21.09%
Human Resources	239,489	239,489	222,725	213,099	-11.02%
COVID-19	0	0	118,947	105,000	100.00%
<b>Total Fund Expenditure</b>	<b>23,463,169</b>	<b>23,463,169</b>	<b>22,572,741</b>	<b>23,592,613</b>	<b>0.55%</b>

## General Fund Summary

The challenges faced by the City to reduce the budget and fund pensions were the focal point resolved via the budget amendment of fall 2018. This first step, albeit difficult, has started to work as is evidenced by a balanced budget and meeting pension obligations. A decision that was necessary in order to ensure the General Fund's long-term viability.



The pandemic of 2020 caused an increase in costs for the health and safety of the City's citizens and employees. However, the decisions made during the course of the fiscal year to not fill vacant positions, conservative spending, and with some capital improvement project costs already in progress coming in lower than anticipated changed a negative into a positive by adding surplus to the General Fund Balance.

Additional challenges that will affect the City are noted and include the following:

- **Census 2020** – The City is a “hard to count community”. Current numbers show responses are lower than the previous census conducted in 2010.

In fact, Illinois anticipates lower numbers and this will affect the City's shared revenue allocations. Currently, it is projected approximately \$500,000 less shared allocation. This impacts the City's ability to improve and upgrade the infrastructure. The anticipated reduced population may also affect the operation of the water treatment plant and the revenue it generates through the sale of water.

- **Cost of personnel and associated benefits** – Benefit costs associated with medical and pension obligations continue to increase.
- **Increased contribution** – While the City resolved in fall 2018 to increase their contributions to police and fire pensions and made a commitment to those pensions to follow statutory mandates, it will need to make further changes to the budget to accommodate those increases.

These highlighted challenges will affect future budget years, the City authorities will need to consider additional cost cutting measures while not sacrificing service levels.

## Special Revenue Funds

Below are the notables for each fund within this category.

### 1. Library Fund

The Library Fund has its own board who approve their budget led by the Library Director and the Library Finance Committee. This fiscal year the Library will be drawing down on their reserves for a total of \$120,965 to fund some improvements and outsourcing of some maintenance services.

### 2. Motor Fuel Tax Fund (MFT)

The MFT fund pays for the utilities and maintenance of the City street lights and for road improvements. This fiscal year the street program has been scaled back to allow for other needed projects such as pavement marking, alleys, and pavement patching.

The State budget passed July 2019 increased the state's wheel tax and sharing part of this revenue to local government units throughout the state. The City's share allocated these funds for the future improvement of a major roadway in the City.

Another development within the state is the additional allocation to local government units for the Rebuild Illinois program. The City of North Chicago will receive a total of \$2,146,755 over a three-year period. This allocation will help to defray the cost of that roadway.

### **3. Community Development Block Grant Fund (CDBG)**

The fund will use available grant proceeds for various projects. The budget is net neutral.

### **4. E911 Emergency Fund**

The City entered into a contract to consolidate its dispatch center with the Village of Mundelein and therefore will become members of the Joint Emergency Telephone System Board (JETSBS). The consolidation is now complete, therefore, necessitating the fund closure. Funds accumulated are budgeted to pay for dispatch services and any remaining money allocated for other expenses incurred by the JETSBS.

### **5. TIF Funds**

There are three (3) TIF funds, and all expenses are accounted for within the funds. The City is anticipating closing one of the funds in the near future.

### **6. Grant Place Operating and Grant Place Capital Funds**

The City owns and operates an 18,000 square foot building. The Grant Place Operating Fund accounts for all the revenues generated from rents and common area maintenance costs. The Grant Place Capital Fund accounts for expenses associated with the construction activities of the retail center. The City continues to operate the center; this is the second year of operating at a surplus. The surplus is attributable to an appeal of the property taxes by the City.

<b>Internal Service Funds</b>
-------------------------------

The City has two (2) such funds: Dental and Vision as well as Retiree Premium. These funds in concept should be self-supporting.

The budget this fiscal year will make another interfund transfer to the General Fund from the Dental and Vision Fund for excess fund balance.

<b>Enterprise Funds</b>
-------------------------

The Enterprise Fund consisting of water, sewer, and refuse, is self-sustaining. The users pay for the service it provides.

A water rate study, while still on the project list, is not commissioned. The last rate adjustment was August 2019.

The City entered into an Intergovernmental Agreement (IGA) with Lake County to reimburse the county for increased costs to the 14<sup>th</sup> Street water main project. It is an interest free agreement payable for the next five year on an annual basis.

The challenge faced by the City is a CIP list of approximately \$30.7 Million in capital expenditures already identified through FY26 of which some are currently unfunded. It includes a water tower that will receive funding via IEPA (Illinois Environmental Protection Agency). The loan has a forgiveness amount as well as lower interest rates.

## Personnel

The City's largest expense is salaries and benefits, but through the budget amendment, it has made some reductions in the number of employees through outsourcing, consolidations, and retirements.

Historical and current employee data is in a subsequent section of the budget document in more detail.

## Short and Long Term

The City of North Chicago is not immune to the challenges also encountered by other communities. Common challenges across the nation are revenues not keeping up with expenses. Payroll costs associated with health and pension benefits, unfunded mandates are concerns faced by many communities not only in Illinois but nationally.

Revenue adjustments are made with much care and conservatism, either positive or negative. Expenditures are treated the same, taking into account that North Chicago continues to provide the residents' same level of service.

As detailed in a prior section, *Expenditure Updates*, 8 out of 16 or 50% of the departments in the General Fund are showing decreases in spending. Three of the remaining departments are showing a slight increase averaging 0.56%.

Due to the pandemic, the General Fund added a department to track expenditures for COVID-19. Isolating these expenses allows for accounting and receiving reimbursement through various federal programs. The City anticipates receiving reimbursement in FY21 for a large percentage of expenditures in this department.

The City's long-term goals continue to increase retail business, plan for infrastructure improvements, maintain service levels, and continue funding pensions follow statutory mandate by 2040 at the appropriate level.

To address water infrastructure, the City is working on a new water tower set to begin in 2021 funded through an IEPA low-cost loan. The CIP calls for annual projects to improve sewer, streets, and water mains.

Through Illinois, the City expects a \$1 million grant for the improvement of City Hall. This grant will allow the City to divert this expense to other City street projects, alley improvements, blight busting, streetscape, and other projects.

The Rebuild Illinois Program initiated in summer 2019 provides stimulus to local government units for their infrastructure improvements. A total amount of \$1.5 Billion is the amount provided under this program. The City's allocation of \$2.146 Million provides much needed capital to fund currently unfunded capital improvement projects.

## Summary

The City continues to provide a budget that is conservative and realistic with spending but still able to provide residents the highest level of service. Due to the pandemic, there will be a budget amendment this fiscal year as and City Council monitor revenues outsource some positions with temporary help to reduce the additional costs associated with personnel benefits including pensions.

The funds that are in deficit spending other than the General Fund are due to planned drawdown of reserves for previously deferred projects.

The General Fund has deficit spending this year and is due to COVID-19 expenses that are necessary for the health and safety of City staff, residents, and visitors to City offices. The City anticipates reimbursement of most, if not all, expenses associated with COVID-19.

Despite some declining revenue streams and planned increases to pension funding, the City is in a better financial position than it was previously. The City will continue to monitor both revenues and expenditures and make appropriate adjustments for this fiscal year as well as subsequent years.

We will construct our future budgets in a way to maximize the opportunities afforded us.

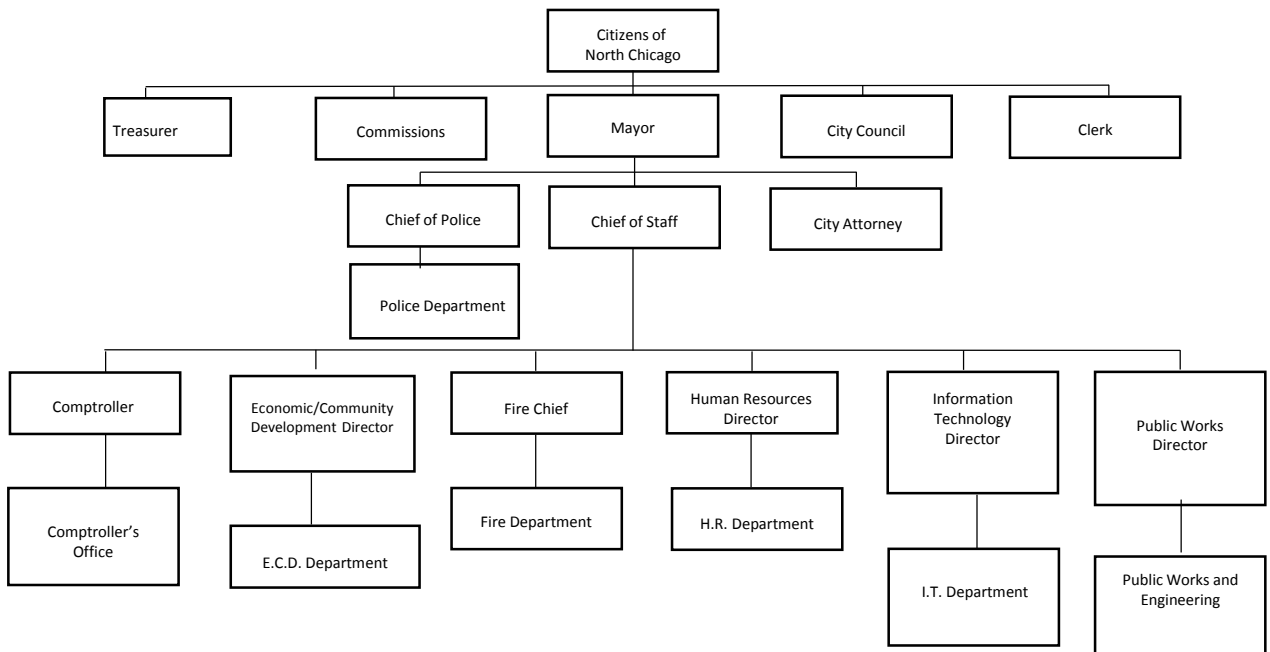
In closing, we would like to express our appreciation to all City staff who worked long hours to identify needs, and/or postpone some of their requests to allow for the implementation of more pressing projects and assisted in putting together a voluminous but important document.

## FY20-21 Budget Calendar

### Budget Schedule of Dates and Events

Date	Action	Staff
October- December 2019	Project Compilation	Staff compiles projects and submits the CIP template
January 2020	Meet and review projects	Submit draft CIP to departments; prioritize projects to be included
February, 2020	Present to Council which adopts plan	Compile report for presentation fo Council for discussion and adoption
January 2020	Operating Budget Template	Comptroller emails operating budget template
February - March 2020	Q & A	Comptroller reviews budgets with Department staff
March, 2020	Revenue Review	Departments review revenue estimates
April 2020	Revenue Updates	Comptroller reviews and updates revenue due to COVID-19
March - April 2020	Executive Staff Review	Departments meet with Mayor, Comptroller, and Chief of Staff
March 15, 2020	Department Descriptions	Departments provide text descriptions
April - May 2020	Revisions	Departments provide revised numbers
June 1, 2020	Finance Chair Review	Comptroller presents key issues to Finance Committee
June 15, 2020	City Council	Comptroller presents budget to City Council
June 16, 2020	Budget Revisions	Comptroller makes revisions to budget as needed
June 22, 2020	Public Notice	Clerk files Public Notice
July 6, 2020	Public Hearing	General Public inputs on proposed budget
July 6, 2020	City Council Action	City Council votes on budget or continues its evaluation
July 7, 2020	Filing	Clerk files document with Lake County

# City of North Chicago Organizational Chart





## Funds and Department Relationship

Below is a table showing the City of North Chicago department relationship to those Funds.

	Govt Funds	Special Revenue Funds								Enterprise Fund	Internal Service Funds		Capital Project Funds
Department Functional Unit	General Fund	Library	MFT Fund	CDBG Fund	Federal Forfeit (DEA)	E911 Fund	Seized Drug (State)	TIFs**	Grant Place*	Water/ Sewer & Refuse	Dental & Vision	Retiree Fund	
Mayor's Office	✓												✓
Clerk's Office	✓												✓
Legislative	✓												
Boards/ Commission	✓												
Treasurer	✓												
ECD-Bldg Div	✓			✓				✓					✓
ECD-Fac Mgmt Div	✓								✓				✓
ECD-Plan Div	✓			✓				✓					
Admin Services	✓				✓	✓	✓						✓
Police	✓					✓							✓
Fire	✓												✓
PW- Streets	✓		✓	✓						✓			✓
IT	✓												✓
Comptroller Office	✓												✓
Human Resources	✓										✓	✓	
Library		✓											

\* Grant Place Funds encompass both an Operating and Capital funds.

\*\*There are three TIF funds within the City of North Chicago



## Financial Summaries

## Budget Guidelines/Process

1. As per ordinance in Chapter 2 of the municipal code a budget, will be submitted annually to City Council.
2. The budget will be developed as directed by the Mayor, Chief of Staff, and the City Comptroller with specific goals and objectives. The CIP adopted by the City Council will be included in the budget.
3. The Comptroller will project fund revenues and expenditures and compare the projected balances to the Fund Balance Policy adopted by Elected Officials.

The Comptroller Office will also provide the salaries and benefits for each individual department and work with Human Resources for added input on costs for all medical benefits.

4. The Comptroller will make a presentation to the City Council and the public and provide more in-depth information on what is included or excluded in the budget. The City will then hold a public hearing prior to the Council's approval of the budget.
5. The Comptroller will prepare a monthly budget report to compare actual revenues and expenditures to budgeted amounts. The monthly report discussion occurs during the second meeting of each month for the previous period. For example, the June budget report is presented at the second Council meeting of July to ensure that all entries are accounted for the last day of each month.

## Revenue and Expenditure Guidelines

### Revenues

1. The City attempts to maintain a stable and diverse revenue stream and to not rely solely on revenues that fluctuate. The City's major sources of revenue are:
  - a) Property Taxes
  - b) Income Tax
  - c) Sales Tax

In addition, the General Fund is also supported by transfers from the Water & Sewer Fund as well as the city of North Chicago Library Fund, which represents services provided by the General Fund for operations of said funds.

2. Estimating of revenues will be conservative in nature and will be based upon historical trends or known changes to occur.

Illinois Municipal League (IML) provides guidance on state shared income computed on a per capita such as income tax, motor fuel tax, and use tax.

3. The City will continue to find funding through local, state, federal, and private grants.
4. One-time revenues are used for one-time special projects.
5. Maximize our investment interest earnings and follow our investment policy approved in December 2015.
6. Enterprise and Internal Service Funds should be self-supporting.
7. Enterprise (water and Sewer Fund) fees should be based on costs to provide services and infrastructure maintenance. Water rate studies should be conducted periodically to ensure charges are commensurate with operations and capital improvements.

### Expenditures

1. The CIP adopted should be incorporated into the operating budget.
2. Expenditures should be based on historical trends and analysis but allow for expenses that have been identified as a need.
3. Payment of bills is approved by Council prior to payment unless it involves the payment of payroll, payroll taxes, garnishments, and benefits such as pensions, medical and other insurance benefits.
4. All necessary internal approvals follow as stipulated by ordinance.

## Capital Assets Guidelines

Capital assets include vehicles, equipment and machinery, property, and infrastructure such as water mains, streets, alleys, bridges, and storm sewers. The assets are reported within the respective funds, generally governmental and business-type.

The City defines capital assets whose initial individual cost is over \$5,000 with an expected life span of more than five years. They are categorized as:

- Land Improvements – 20 years of life
  - Building and Improvements – varies by type between 20 and 25 years of life
  - Machinery and Equipment – varies between 8 and 10 years of life
  - Vehicles – 8 years of life
  - Underground Equipment – 50 years of life
1. Per the CIP, the project that meets the definition of a capital asset will also be evaluated and prioritized using an established matrix. If it meets the established criteria it will be added to the annual budget.
  2. The City utilizes an outside consultant for an inventory and calculations of depreciation, but the City provides a listing of all capitalized assets. This list will include both completed and construction in progress projects, as not all projects get completed within a fiscal year.
  3. Straight-line method of depreciation is used for these calculations.
  4. In conjunction with the City annual audit, additions and deletions are submitted to the outside consultant for inclusion or exclusion from the inventory.

## Cash Management Guidelines

Cash Management is governed by the Investment Policy adopted by Elected Officials in December 2015. The City adopted policies are included in the budget document in the sectioned titles *Supplemental Information*.

The City has had multiple bank accounts invested by each individual fund. This fiscal year, the City, in order to maximize investment earnings consolidated all applicable funds into one account. Only monies from funds that are not restricted to pooling were consolidated.

The City is also taking advantage through its financial institution of investing excess funds not needed for daily operations in other investment types earning higher returns.

Interest is allocated based upon each fund's "claim to cash" as reported on the general ledger.

## Procurement Guidelines

The City has a procurement guideline and process established and is described in more detail below. The methods of purchases used by the City are:

- Invoicing from vendors following a purchase of an order
- Invoicing through a credit card purchase
- Use of petty cash funds

The scope to make available as many means to pay for goods and services but must always follow City Code and State Statutes.

## Procedures

All methods of purchasing all activity must be appropriately documented to the Comptroller's Office. Payment or reimbursement cannot be made without an itemized receipt. In order to protect against expense account fraud or the perception of inappropriate use, original documentation is required. Expenses may not be aggregated into broad categories and they may not be reported using vague terminology. Receipts for reimbursement must be received by the Comptroller's Office no later than 30 days after the expenses are incurred.

It is illegal to engage in "bid stringing". Bid stringing is structuring an agreement in phases or several smaller contracts to avoid the City's procurement policies. An example is when a large purchase which would cost \$40,000 is broken into several contracts or invoices. As such, splitting up any purchase by any method to avoid the thresholds set by statute and/or City code is prohibited and will be investigated. Violators will be subject to disciplinary action up to and including discharge.

## Regular Vendor Invoice

Timely submission of invoicing with proper documentations attached such as bills of lading, quotes submitted, and any other form used to purchase. Invoice must be stamped with the City's Accounts Payable (AP) stamp detailing the account number to be charged, description of purchase and department head signature, and provided to the AP Coordinator responsible for recording to the City's general ledger.

This is the preferred method of purchase. The City is able to expedite the payment to the vendor if the vendor registers for Automated Clearing House (ACH) processing instead of receiving paper checks. Not all vendors are eligible for ACH processing.

## Credit Card Purchase

The City has authorized the use of credit cards and is designated to specific employees, Elected Officials, and other designated persons to support specific and limited types of City purchasing. Credit cards are used as a supplement to other acceptable methods of procurement, and should only be used when other approved procurement methods are not available. The City strongly encourages the use of other approved methods of procurement when possible. All purchases made with credit cards are subject to the



requirements and restrictions set forth in the City Code. Purchases made with credit cards are subject to public disclosure under the Freedom of Information Act (FOIA).

The credit cards are City property. In the event, a credit card is lost or stolen it should be reported immediately to my supervisor. Each person assigned a credit card will sign the Credit Card Acknowledgement Form.

#### Acceptable Uses and Restrictions

1. As a supplement to other methods of purchasing, the City uses credit cards as a form of payment in limited circumstances when ordinary procurement methods are not available and should not be used and intended to replace effective purchasing planning.
2. All purchases made with the credit card must conform to all City codes, including but not limited to the following:
  - a. Avoiding unauthorized purchases
  - b. Ensure purchases are within the budget limits
  - c. Ensure purchase is not split in a manner that violates threshold limits
  - d. Ensure purchase does not include any taxes such as sales tax from which the City is exempt
3. The Comptroller is responsible for enforcing City policies and procedures for all expenses and reimbursements, including enforcing policies and procedures governing the receipt, handling, custody, and disbursement of City funds and performing periodic audits of expense reimbursements.
4. Card restrictions
  - a. Cash advances
  - b. Purchases for personal benefits
  - c. Reimbursements for meal expenditures under per diem overnight travel
  - d. Alcoholic beverages
5. Every effort should be made to make purchases with effective time planning.
6. Cardholders will be held responsible for purchases made on their cards without cardholder authorization.

The use of a credit card does not absolve the cardholder from submitting the required documentation and invoice for the purchases duly stamped and approved by an authorized approver, in most cases the department head.

#### Current Uses Include

- City utility payments
  - Company issued cell phones
  - Electric
  - Gas
  - Cable
- City I-Pass
- City Travel and Training
  - Hotel Reservations for City-approved events when overnight is needed
  - Flights for City-approved travel
  - Taxi/Shuttle transportation for City approved event
- Fuel for City-approved vehicles to approved travel
- City-related purchases from online vendors such as Amazon, Warehouse Direct, Walmart after approval from the Comptroller's office

## Petty Cash

Petty cash is used to make small purchases as a supplement to other methods of purchasing. Petty cash should only be used for small incidental purchases for which there is an immediate need. Petty cash should not be used to reimburse expenses that can be processed through other approved methods.

The City strongly encourages the use of other approved methods of procurement when possible. All purchases made with petty cash are subject to the requirements and restrictions set forth in the City Code. Purchases made with petty cash are subject to public disclosure under the Freedom of Information Act (FOIA).

Petty cash is not intended and should not be used to reimburse employees for meals and transportation for training that extends overnight. Departments should use the per diem rates and submit the Per Diem Form (Exhibit B) and submitted through the regular Accounts Payable process to be included in the list of bills.

Maximum Limit for reimbursement from Petty Cash: \$50.00

No IOUs should be issued from petty cash, if you do not have available cash to reimburse incidental expenses will be needed to close out petty cash, balance and ask for replenishment through our Accounts Payable process.

The Comptroller's Office will conduct audits of petty cash account throughout the year, but departments must submit a fiscal year-end closeout of petty cash (April 30<sup>th</sup>) annually.

## Accounting and Financial Reporting Guidelines

The Comptroller's Office is responsible for all financial operations of the City and makes monthly reports to the City Council including budget-to-actual, and all expenditures whether issued by check or wired to other bank accounts in the name of City of North Chicago.

Wired payments are usually reserved for the City's debt payment of principal and interest due twice a year: May 1 and November 1 of each year, it also includes for the payment of loans for the purchase of city vehicles.

The City will prepare a Comprehensive Annual Financial Report (CAFR) in conformity with Generally Accepted Accounting Principles (GAAP). These principles will be monitored and updated as needed and mandated by the Governmental Accounting Standards Board (GASB).

This report also referred to as the annual audit will be performed by an outside independent firm of certified public accountants (CPA) and comply with Generally Accepted Auditing Standards (GAAS) as set forth by the American Institute of Certified Public Accountants (AICPA) who will publicly issue an opinion that will be incorporated into the annual audit report. The auditors may also issue a management letter detailing recommended changes.

The auditors will present both the audit and management letter to the City Council upon the completion of the audit which is due within 180 days (6 months) of the end of the fiscal year, i.e. October 31st.

The City will be modified accrual accounting for the required funds and full accrual for the Water and Sewer Fund (Enterprise Fund). The glossary included in this budget document defines each type of accrual and a table located on page 33 summarizes funds by type of accounting method.

## Fund Balance Guidelines

Government Finance Officers Associations (GFOA) recommends at a minimum of five to fifteen percent of its General Fund operating revenues or of no less than one to two months if its General Fund operating expenditures.

The City of North Chicago has created this fund balance police to provide a reserve for the following funds: General, Water/Sewer/Refuse, and Dental & Vision. The Fund Balance Policy follows Generally Accepted Accounting Principles (GAAP) and has been developed to:

- Ensure stable service delivery
- Provide reserves to meet unanticipated nonemergency expenditures
- Smooth the effects of annual changes in tax rates and/or structure
- Provide sufficient cash flow for financial needs
- Demonstrate financial stability to preserve or improve the City's bond rating

The City has adopted the following levels of fund balance:

### General Fund

The unassigned General Fund Balance will be maintained at 30%-40% of total expenditures. Total expenditures include transfer out of the fund.

The unassigned fund balance will be reviewed annually during the budget process. Balances in excess may be transferred and committed to the Capital Projects Fund to support future capital projects.

### Water and Sewer Fund

The fund balance of the Utility Enterprise Fund (Water and Sewer) includes fixed assets, capital, debt, and cash. The goal of the fund is to remain self-sufficient. A reserve cash balance policy has been put in place to ensure positive cash flow for operations. This reserve balance is 60 days of operating expenditures, excluding capital and debt service.

### Dental and Vision Fund

The Dental and Vision Fund should self-sufficient (expenses are covered by revenues) and routinely reviewed to incorporate new data.

## Debt Guidelines

The City does not have a formal policy adopted for Debt Service, but one will be developed this fiscal year.

The City has not issued any debt since refinancing in 2014. At this time no general obligation debt is expected to be incurred. The City will be applying for an IEPA loan to fund its new water tower, which is estimated to occur in FY21. It is anticipated that this loan will have a principal forgiveness, discounted rate, with a repayment schedule of 30 years.

As a home-rule community, the City is not subject to debt limits. As of the annual audit of FY19, the outstanding general obligation bonds was \$17,395,000 in total.

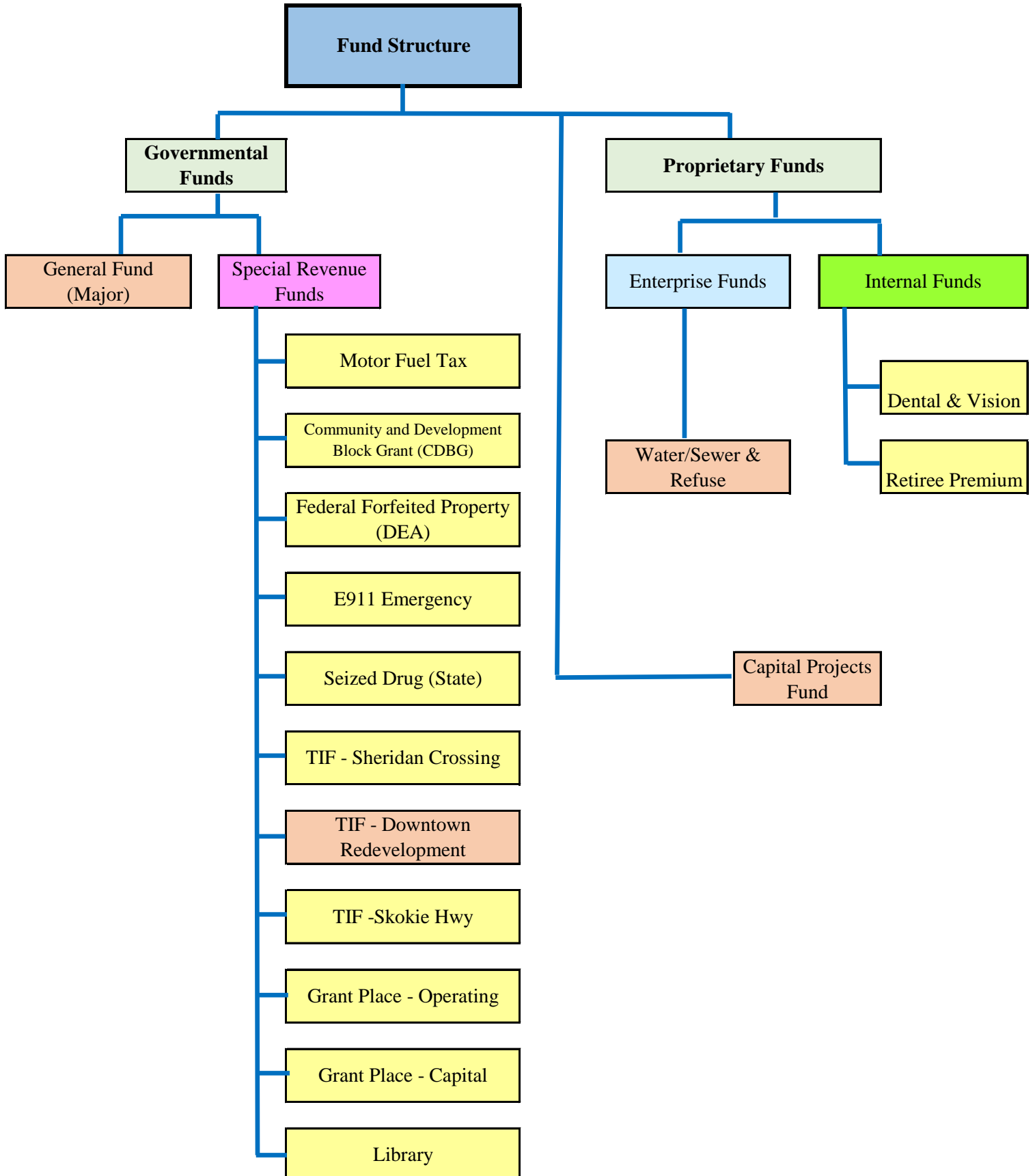
The most recent bond rating with Standard & Poor's (S&P) in the spring of 2018 is BBB.

The table below summarizes debt balances for the FY21 budget.

<b>Debt Series</b>	<b>Use of Debt</b>	<b>Original Debt</b>	<b>Debt @ 04/30/19</b>	<b>Payoff Date</b>
2007A	Redevelopment	2,475,000	1,055,000	2022
2007B	Redevelopment	4,740,000	4,740,000	2037
2014A	Redevelopment	6,010,000	3,755,000	2022
2007C	Grant Place	8,860,000	6,370,000	2027
2014B	Enterprise Fund: Water & Sewer	2,275,000	1,675,000	2025

The City will have two issues retired in November 2022 (FY23) and at that time, more funds will be available for funding of the police and fire pensions, which increase annually by \$300,000 as well as capital project that are unfunded. Currently the unfunded capital projects total surpasses \$6.7 Million.

# City of North Chicago



Major Funds are highlighted in salmon

Non-Major Funds are highlighted in yellow

## Funds and Fund Types

The City budgets are based upon the Governmental Accounting Standards Board (GASB) guidelines. The City uses fund accounting to demonstrate compliance with finance-related and legal requirements. Funds are separated as follows: Special Revenue Funds, Enterprise Funds, Debt Service Funds, Capital Projects Funds, Internal Service Funds, Fiduciary Funds, and General Fund.

The day-to-day operations accounts for the majority portion of the Budget and are accounted for in the General Fund. Special Revenue Funds are used to account for programs funded from specific and legally restricted financing such as grants and tax increment financing. Enterprise Funds are the business-type activities of the city. The services provided are intended to pay for themselves through user fees and charges. The City operates the Water and Sewer Fund in this manner. Internal Service Funds, such as the Dental & Vision Fund and the Retiree Premium Fund, allow the city to pay for claims and insurance premiums promptly and then charge-back the appropriate fund. Fiduciary Funds are used to account for resources held for the benefit of parties outside the government.

The City operates under the Appropriations model and an approved budget is used as the basis to prepare the Appropriations Ordinance. While the ordinance establishes the legal maximum of expenditures/expenses, the adopted budget remains the control document for elected officials and staff as they administer and manage the financial affairs of the City on a daily basis.

All the funds included in this budget proposal are appropriated by the City Council. Each fund type is presented in its own section of this document. The reader is encouraged to read each section in order to obtain a full understanding of the City's budgetary plan for the upcoming fiscal year.

## Fund Types and Basis of Budgeting

The City operates under an accounting standard called fund accounting. The budgeting for revenues and expenditures are made within general categories by fund. There are three broad types of funds as noted below:

### Governmental Funds

These fund types are used to account for tax-supported activities. These funds use the modified accrual basis of accounting where revenues are recognized in the period in which they become available and measurable; expenditures are recognized in the accounting period in which the fund liability is incurred.

- **General Fund**

This is the main account of the City and is used to account for all financial resources except those required to be accounted for in another fund. The City's departments of Mayor's Office, Legislative, City Clerk, Treasurer, Administrative, Comptroller Office, Economic Development, Public Works Street Division, Police, and Fire are all accounted for in this fund.

- **Special Revenue Funds**

These funds are used to account for unique revenues derived from specific sources. These sources are restricted by statute, ordinance, or other specific restrictions to finance certain City functions or activities. They include:

- Motor Fuel Tax
- Community Development Block Grant (CDBG)



- Grant Place Operating and Capital Funds
- E911 Emergency
- TIF Funds (3)
- Federal Forfeited Property (DEA)
- Seized Drug (State)

- **Debt Service Funds**

These funds were established by the City to set aside resources to meet current and future debt service requirements on general long-term debt. GAAP permits the use of debt service funds “to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.” The city has four funds within this group.

- Debt Service – 2014A
- Debt Service – 2007C
- Debt Service – 2007A
- Debt Service – 2007B

Unlike Governmental Funds, these funds use full accrual accounting standard that recognized the financial effect of transactions, events, and interfund transfers when they occur, regardless of the timing of related cash flows. Proprietary Funds are classified as business-type activities.

- **Enterprise Fund**

These funds are used to account for activities similar to those found in the private sector and they are supported through the use of fees and charges to customers for services provided. The City uses the enterprise format to account for revenue and expenses in the following fund:

- Water/Sewer & Refuse Fund

- **Internal Service Funds**

Internal Service funds should be self-supporting with revenues equaling expenditures. The City operates two such funds.

- Dental and Vision
- Retiree Premium

## Component Unit

A governmental component unit is a legally separate organization for which the elected officials of the primary government are financially accountable. However, the unit is governed by the board which is appointed by the Mayor with the approval of the City Council.

- Library

Below is a summary in table format for all funds and their basis for budgeting

<b>Fund Name</b>	<b>Modified Accrual</b>	<b>Full Accrual</b>
General Fund	✓	
Library	✓	
Motor Fuel Tax Fund (MFT)	✓	
Community Development Block Grant (CDBG)	✓	
Federal Forfeiture (DEA)	✓	
E911 Emergency	✓	
Seized Drug (State)	✓	
TIF-Sheridan Crossing	✓	
TIF-Downtown Redevelopment	✓	
TIF-Skokie Highway	✓	
Grant Place-Operating	✓	
Grant Place- Capital	✓	
Enterprise (Water, Sewer & Refuse)		✓
Dental & Vision	✓	
Retiree & COBRA Premium Payments	✓	
Capital Project	✓	

## Fund Balance Summary FY21

Fund Name	05/01/20 Projected Beginning Fund Balance	FY21 Revenues & Transfers In	FY21 Expenditures & Transfers Out	FY21 Surplus/ (Deficit)	FY21 Estimated Ending Fund Balance
General	10,433,622	23,128,810	23,592,613	(463,803)	9,969,819
Library	1,514,159	956,452	1,077,417	(120,965)	1,393,194
Motor Fuel Tax (MFT)	827,481	2,090,585	1,918,300	172,285	999,766
Community Development Block Grant (CDBG)	677,746	499,300	494,000	5,300	683,046
Federal Forfeiture (DEA)	161,069	0	60,000	(60,000)	101,069
E911 Emergency	792,395	500	630,000	(629,500)	162,895
Seized Drug (State)	66,640	700	0	700	67,340
TIF-Sheridan Crossing	2,869,338	0	50,250	(50,250)	2,819,088
TIF-Downtown Development	1,442,182	11,000	6,250	4,750	1,446,932
TIF-Skokie Highway	119,561	100,000	281,250	(181,250)	(61,689)
Grant Place-Operating	(13,975)	229,000	179,200	49,800	35,825
Grant Place-Capital	1,755,413	4,200	300	3,900	1,759,313
Water & Sewer & Refuse	18,377,800	8,444,384	11,966,395	(3,522,011)	14,855,789
Dental & Vision	39,248	94,900	91,000	3,900	43,148
Retiree Premium	(2,655)	210,400	210,100	300	(2,355)
Debt Service 2014A	2,691,123	2,097,114	1,024,478	1,072,636	3,763,759
Debt Service 2007C	252,704	914,462	899,968	14,494	267,198
Debt Service 2007A	23,172	294,326	288,500	5,826	28,998
Debt Service 2007B	23,239	209,110	205,702	3,408	26,647
Capital Projects Fund	0	341,000	341,000	0	0
<b>Total All City Funds</b>	<b>42,050,262</b>	<b>39,626,243</b>	<b>43,316,723</b>	<b>(3,690,480)</b>	<b>38,359,782</b>

## Fund Balance Brief

1. The fund is healthy as it is within the percentage of the Fund Balance Policy adopted by the City Council. Although it is at this time anticipating a drawdown of reserves due to COVID-19 unanticipated expenses. The City expects reimbursement for most if not all during FY21.
2. The Library Fund is showing a deficit budget but it is a planned drawdown for some capital projects and outsourcing of certain building maintenance work previously performed by the City.
3. The Motor Fuel Tax fund shows a balanced budget with an increased wheel tax to be allocated to savings for the future reconstruction of Argonne Drive.
4. The CDBG Fund is a net neutral fund; expenses are reimbursed by grants.

5. The Federal Forfeiture Fund, this year is budgeting \$60,000 from accumulated money for equipment needed to furnish new squad cars.
6. The E911 Emergency Fund shows a planned drawdown as the City has contracted with the Village of Mundelein for dispatch services. The City is a member of the JESTB Board and will transfer the accumulated funds to this board for projects specifically allocated for the benefit of the City of North Chicago as well as pay for the first year of dispatch services. The anticipated transfer to the JESTB causes a fund balance change greater than 10%.
7. The Seized Drug Fund (State) is an active fund but currently, there are no specific expenditures budgeted for the fiscal year.
8. The Sheridan Crossing TIF Fund has minimal expenses as the City will be terminating this fund in the near future.
9. The Downtown Development TIF Fund is budgeting minimal expenses for professional services.
10. The Skokie Highway TIF Fund is budgeting expenses related to the expansion of the TIF, land acquisition for redevelopment, and improvements that will be offset by incremental property tax revenue in the next fiscal year.
11. Grant Place – Operating Fund is used to capture the revenues associated with leased spaces in this strip center and the corresponding expenditures for the management of the center. This fund shows a positive surplus for two years following years of negative surplus due to reduction to property taxes and conservative spending.
12. Grant Place – Capital Fund shows a slight deficit for the commissioning a market appraisal with the intent to place it on the real estate market for sale.
13. The Water and Sewer Fund capital expenditures for approximately 35% of total expenses. These are related to infrastructure projects as well as updating the water plant. The revenues for the fund are relatively static. The drawdown of fund balance is due to planned infrastructure improvement.
14. The Dental and Vision Fund has budgeted another transfer to the General Fund from accumulated fund balance for good claim years. The fund balance reduction accounts for the excess transfer of funds to the General Fund.
15. The Retiree Premium fund is net neutral as the revenues are premium payments from retirees in payment of their 100% share of the premiums for medical coverages.
16. Debt Service Funds (all four) are all funded from tax levy and used to pay for principal and interest payments.

## All Funds Revenue Summary

	<b>Actual FY2018</b>	<b>Actual FY2019</b>	<b>FY20 Budget Adopted</b>	<b>FY20 Budget Projections</b>	<b>FY21 Budget Adopted</b>
General	24,663,512	25,416,659	23,463,393	22,865,933	23,128,810
Water & Sewer & Refuse	7,849,464	8,881,655	8,375,020	8,395,020	8,444,384
Dental & Vision	130,601	68,567	25,050	19,724	94,900
Retiree Premium	143,673	155,810	163,310	185,543	210,400
Library	906,697	894,618	828,792	853,201	956,452
Motor Fuel Tax (MFT)	842,084	862,486	828,750	1,178,000	2,090,585
Community Development Block Grant (CDBG)	440,944	65,696	448,200	358,300	499,300
Federal Forfeiture (DEA)	32,438	35,741	0	25,020	0
E911 Emergency	149,486	230,836	140,150	203,500	500
Seized Drug (State)	26,990	9,667	700	35,800	700
TIF-Sheridan Crossing	0	922	1,200	0	0
TIF-Downtown Development	6,239	11,135	10,000	11,300	11,000
TIF-Skokie Highway	73,761	76,621	79,000	88,000	100,000
Grant Place-Operating	158,611	200,278	221,409	208,500	229,000
Grant Place-Capital	4,901	2,444	1,200	4,800	4,200
Debt Service 2014A	1,716,041	1,853,342	1,910,200	1,998,337	2,097,114
Debt Service 2007C	1,041,868	855,351	879,227	879,559	914,462
Debt Service 2007A	268,687	271,020	283,100	285,153	294,326
Debt Service 2007B	207,647	205,423	207,560	207,179	209,110
Capital Project Fund	0	0	0	0	341,000

<b>Total All Revenues</b>	<b>38,663,644</b>	<b>40,098,271</b>	<b>37,866,261</b>	<b>37,802,869</b>	<b>39,626,243</b>
---------------------------	-------------------	-------------------	-------------------	-------------------	-------------------

Revenues budgeted for the fiscal year are reduced by 1.18% which equals a reduction in the amount of \$472,028 in all funds over the actual amounts for FY2019.

## All Funds Expenditure Summary

	<b>Actual FY2018</b>	<b>Actual FY2019</b>	<b>FY20 Budget Adopted</b>	<b>FY20 Budget Projections</b>	<b>FY21 Budget Adopted</b>
General	24,587,835	24,233,137	23,463,169	22,592,741	23,592,613
Water & Sewer & Refuse	7,515,646	10,036,568	13,895,688	10,724,190	11,966,395
Dental & Vision	158,322	71,978	119,000	115,890	91,000
Retiree Premium	143,673	159,469	163,300	188,198	210,100
Library	800,116	868,047	1,015,302	798,778	1,077,417
Motor Fuel Tax (MFT)	536,379	2,023,431	1,749,000	1,255,100	1,918,300
Community Development Block Grant (CDBG)	610,874	61,009	448,000	33,200	494,000
Federal Forfeiture (DEA)	96,294	13	0	0	60,000
E911 Emergency	78,101	51,224	591,400	20,100	630,000
Seized Drug (State)	12,411	9,251	0	10,300	0
TIF-Sheridan Crossing	59,599	75,701	18,250	50,000	50,250
TIF-Downtown Development	1,100	6,043	151,250	1,250	6,250
TIF-Skokie Highway	807	60,112	151,250	71,250	281,250
Grant Place-Operating	172,648	193,790	205,940	197,336	179,200
Grant Place-Capital	0	0	3,500	3,600	300
Debt Service 2014A	941,900	967,999	995,950	996,726	1,024,478
Debt Service 2007C	821,779	841,940	873,978	828,703	899,968
Debt Service 2007A	258,775	267,717	282,800	283,100	288,500
Debt Service 2007B	205,535	205,702	205,535	205,702	205,702
Capital Projects Fund	0	0	0	0	341,000

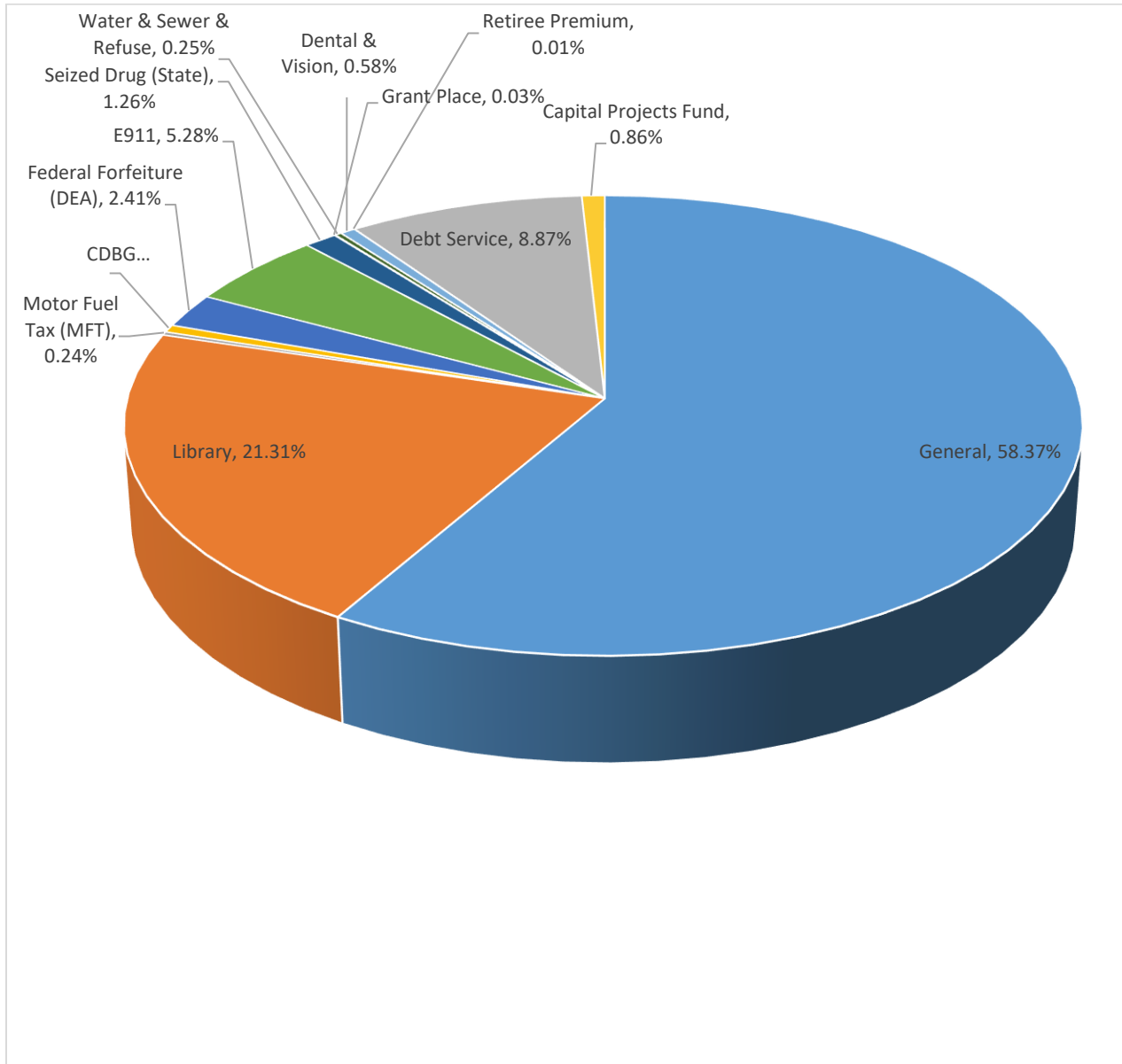
---

<b>Total All Expenditures</b>	<b>37,001,794</b>	<b>40,133,131</b>	<b>44,333,312</b>	<b>38,376,164</b>	<b>43,316,723</b>
-------------------------------	-------------------	-------------------	-------------------	-------------------	-------------------

---

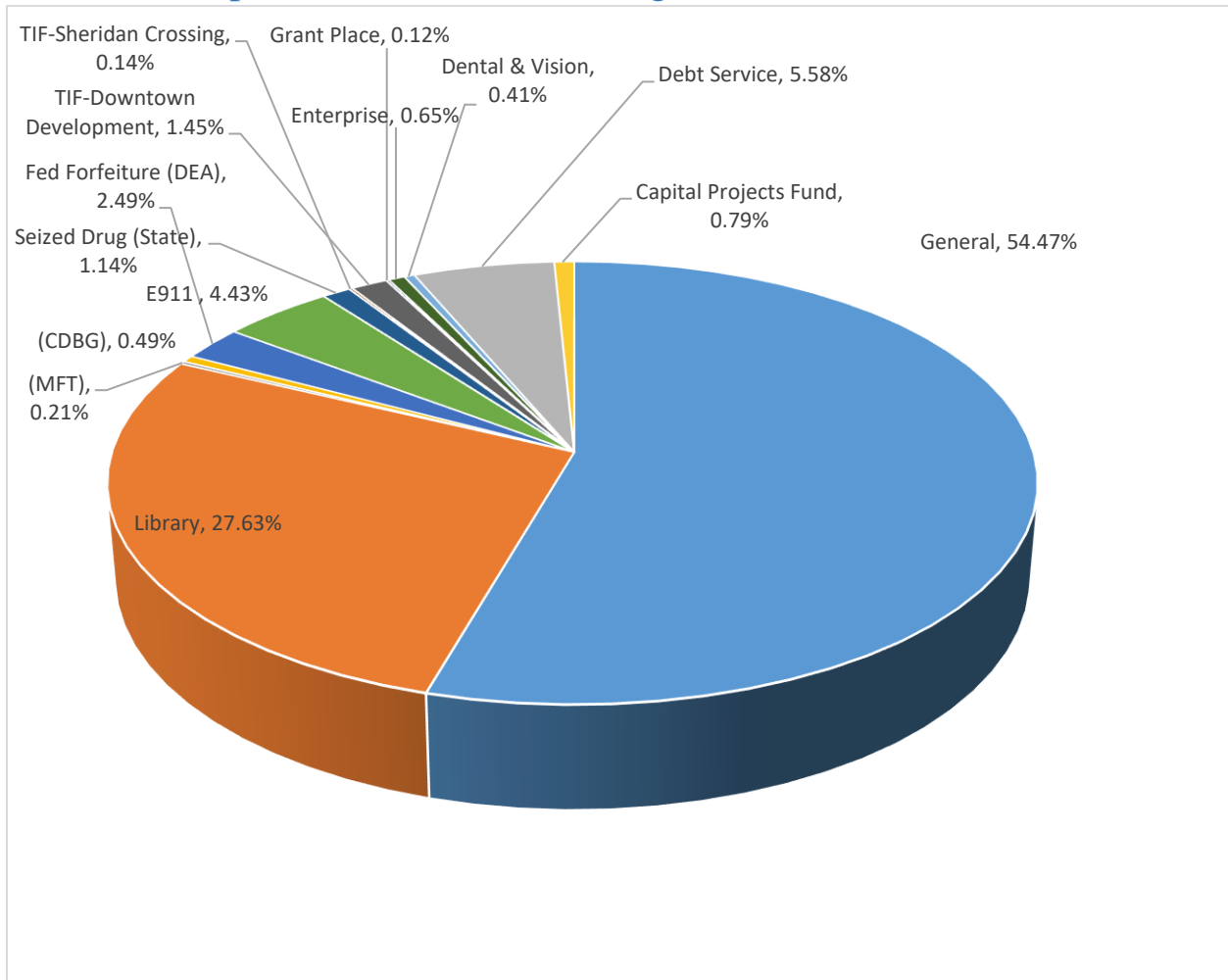
An increase in expenditure is due to increased contributions to police and pension funds and capital projects for streets and other infrastructure throughout the City. The increase is 7.93% over the actual expenses for FY2019 or equaling an increase of \$3,183,592.

## All Funds Revenue for FY21 Budget





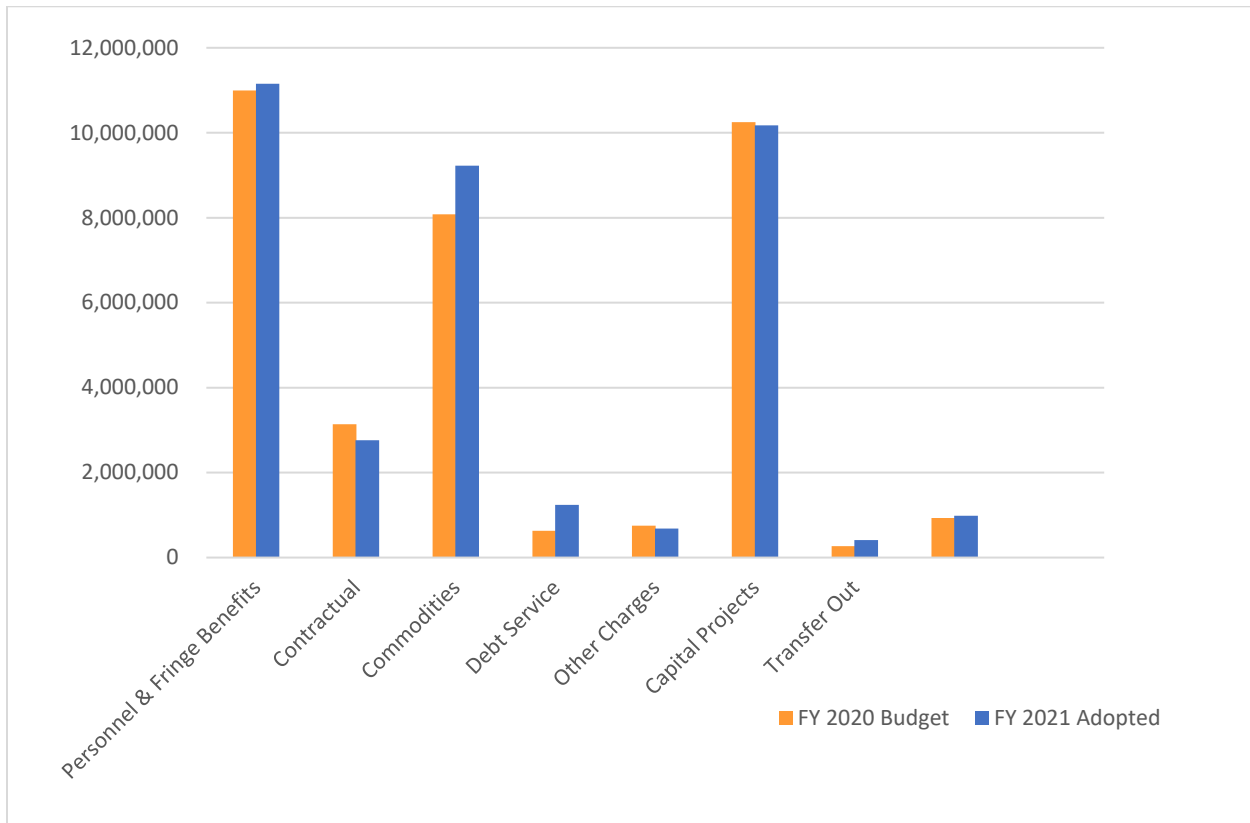
## All Funds Expenditures for FY21 Budget



## WHERE DOES THE MONEY COME FROM?

### ALL FUNDS

#### FY2020 Budget vs. FY2021 Budget



The major revenues for the City of North Chicago are as follows: property taxes, intergovernmental taxes followed by fines, and charges for services.

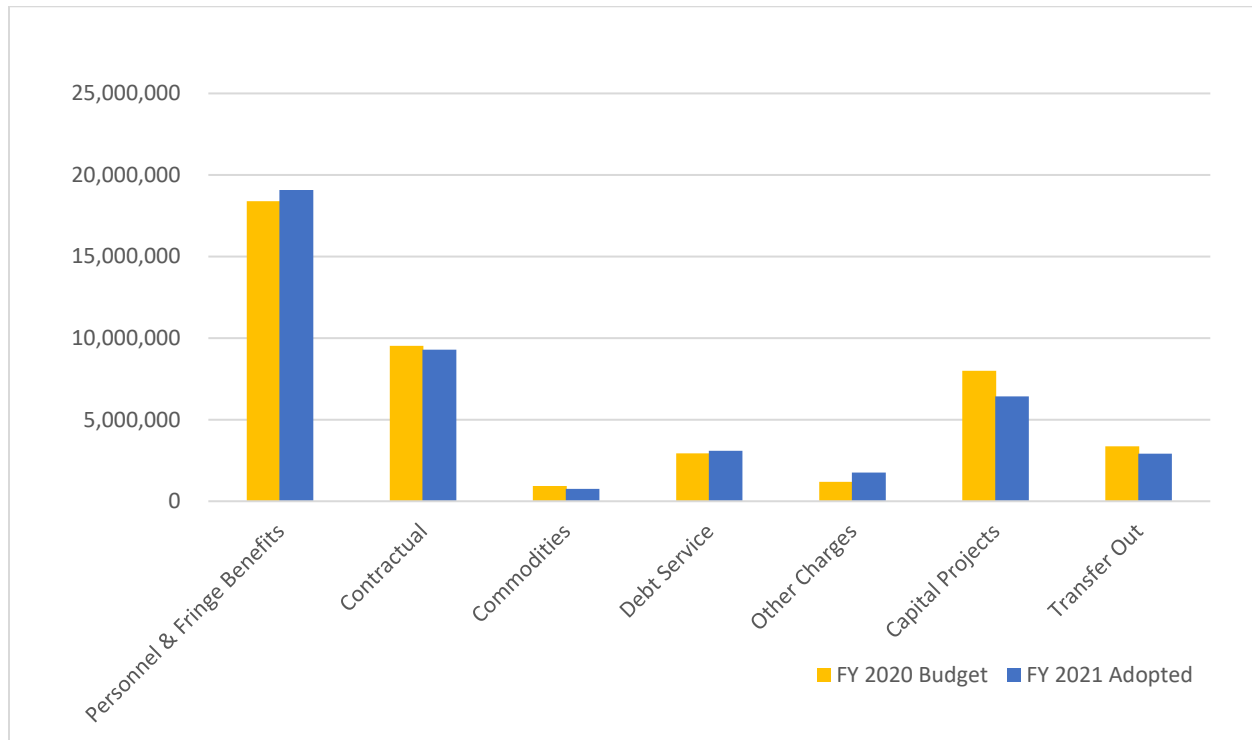
The City has not increased its tax levy for three years, the small percentage increase is due to general obligation bond payments. Due to the consolidation of cash accounts of the City, interest income has increased for several years after the consolidation of accounts and diversifying investment. Transfers into the General Fund increased slightly from FY20 budget.

Revenue	FY 2019 Actual	FY 2020 Budget	FY 2021 Adopted	
Property Taxes	10,860,803	10,999,042	11,153,598	1.41%
Local Taxes	3,291,575	3,140,000	2,763,000	(12.01%)
Intergovernmental Taxes	9,457,040	8,082,000	9,222,585	14.11%
Grants	298,274	633,000	1,238,160	95.36%
Licenses & Permits	906,049	751,500	681,600	(9.30%)
Fines, Fees & Charges for Services	10,691,348	10,250,700	10,176,500	(0.72%)
Interest Income	247,267	266,560	412,050	54.58%
Miscellaneous	1,097,831	930,459	985,750	5.94%
Other Financing Sources	13,084	5,000	5,000	0%
Transfers In	3,235,000	2,808,000	2,988,000	6.41%
<b>Total Revenues:</b>	<b>40,098,271</b>	<b>37,866,261</b>	<b>39,626,243</b>	<b>(0.11%)</b>

# WHERE DOES THE MONEY GO?

## ALL FUNDS

### FY2020 Budget vs. FY2021 Budget



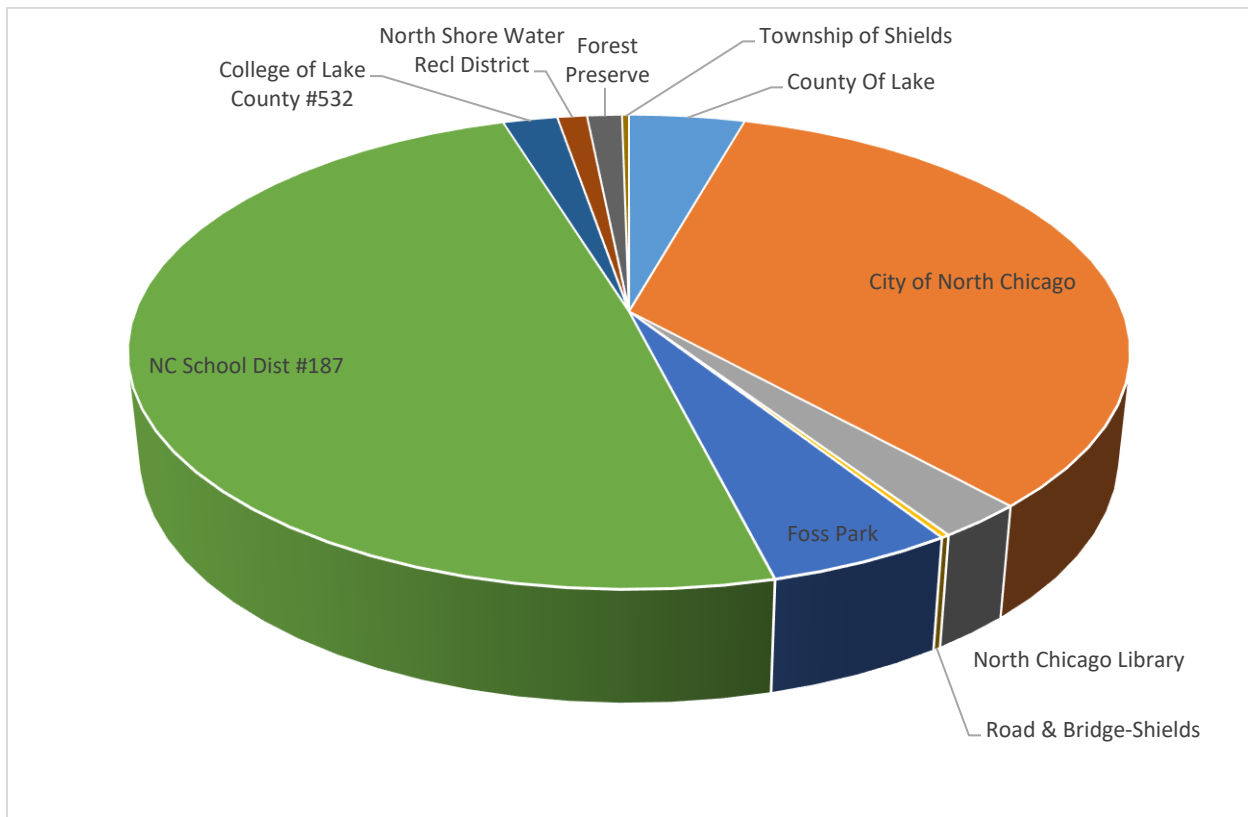
Personnel and Fringe Benefits decreased via the November 2018 budget amendment adopted by the City Council over the previous year's budget. Total Transfers Out decreased from the Water & Sewer Fund to the General Fund due to a decrease in personnel from the outsourcing of services and consolidation of dispatch services. On the reverse side, contractual services increased for these changes.

Overall the FY20 budget has decreased spending of 3.32% or \$1,528,591.

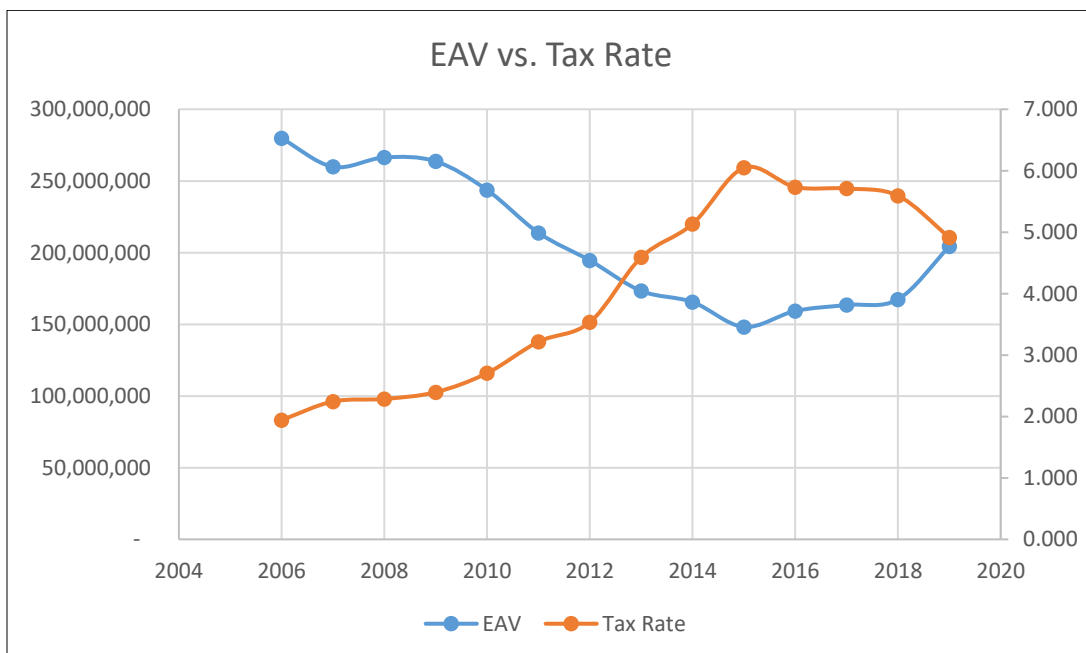
Expenditures	FY 2019 Actual	FY 2020 Budget	FY 2021 Adopted	
Personnel & Fringe Benefits	19,541,625	19,821,787	18,400,083	(7.17%)
Contractual	8,557,880	9,933,931	9,532,723	(4.04%)
Commodities	959,864	1,194,450	937,900	(21.48%)
Debt Service	2,600,195	2,755,535	2,897,274	5.14%
Other Charges	1,678,032	1,073,400	1,186,600	10.55%
	33,337,596	34,779,103	32,954,580	
Capital Projects	1,026,198	8,057,800	8,230,732	2.15%
Transfer Out	2,638,000	3,235,000	3,358,000	3.80%
	3,664,198	11,292,800	11,588,732	
<b>Total Expenditures:</b>	<b>37,001,794</b>	<b>46,071,903</b>	<b>44,543,312</b>	<b>(3.32%)</b>

## Property Tax

Three townships make up the City of North Chicago: Shields, Waukegan, and Libertyville. The most common tax bill assumes Shields Township. The graph below depicts all taxing bodies portion of property tax. The City of North Chicago portion of the property tax bill is 33.83%.



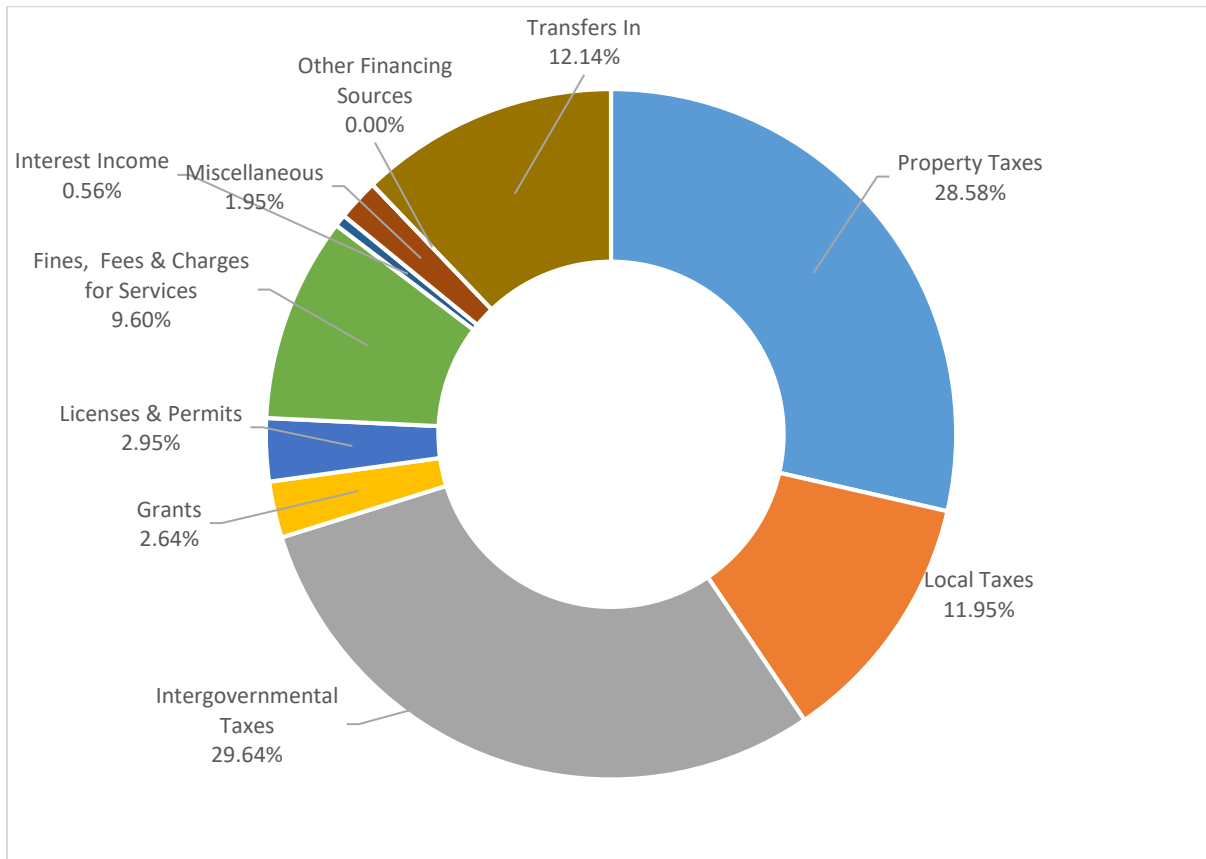
The table below displays historical Equalized Assessed Value (EAV) and the City of North Chicago Municipal Tax Rate. The 2019 tax rate shows a reduction from the prior year of 12.11%; the EAV has increased by 22.03% over the same time period.



# WHERE DOES THE MONEY COME FROM?

## GENERAL FUND

FY2021



The largest grouping of revenues in the General Fund is Intergovernmental Taxes and includes the following tax types and percentage of this grouping.

Intergovernmental Tax Grouping	FY21 Budget	Percentage
Income Tax	2,450,000	35.74%
Sales Tax	2,600,000	37.93%
Personal Property Replacement Tax	235,000	3.43%
Simplified Telecom Tax	525,000	7.66%
Automobile Rental Tax	9,500	0.14%
Foreign Fire Insurance	21,000	0.31%
Illinois Local Use Tax	800,000	11.67%
Cannabis Use Tax	25,000	0.36%
Video Gaming Tax	175,000	2.55%
North Chicago Housing Authority	15,000	0.22%

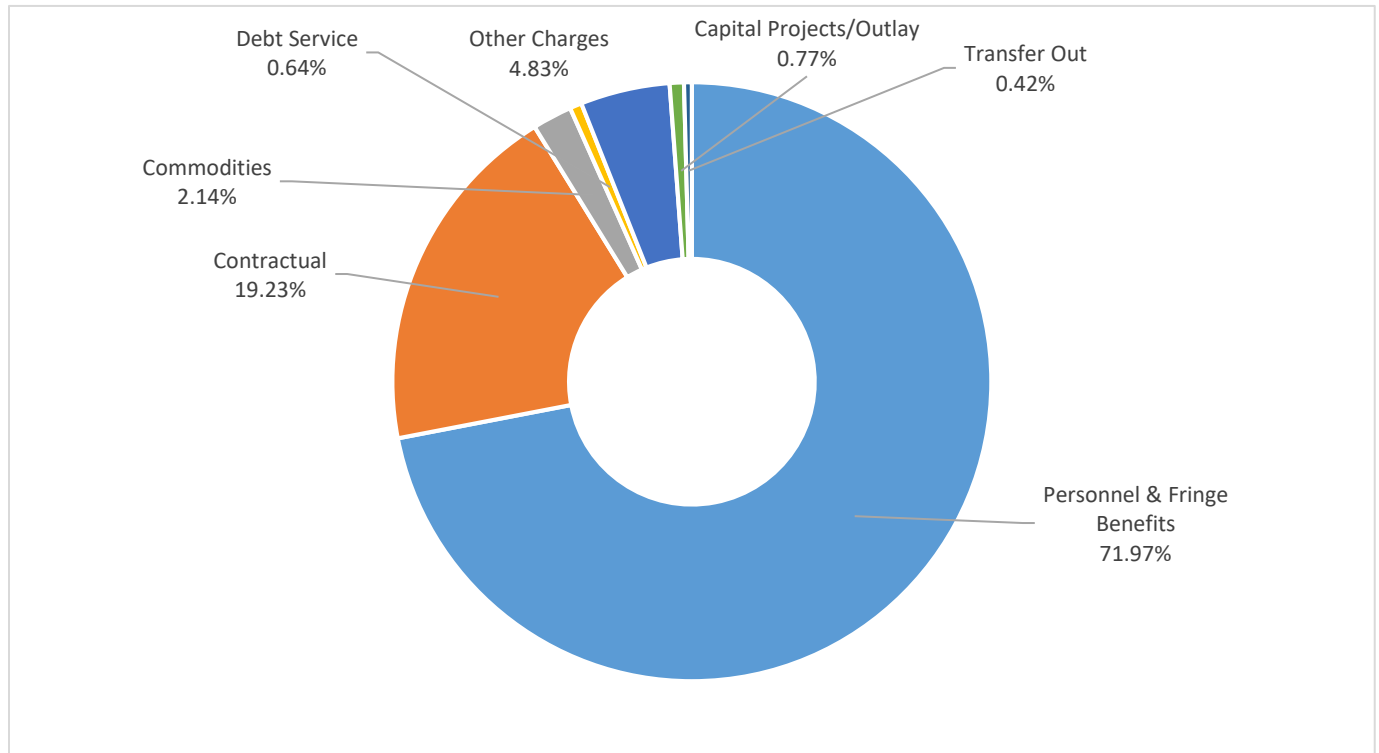
Overall, the percentage change of total revenues for the General Fund is a decrease of 1.43% over the previous year. The largest increase for the Fund is in grant income due to the IHDA and federal ICOP grants.



# WHERE DOES THE MONEY GO?

## GENERAL FUND

FY2021



The largest portion of expenses is for Personnel and Fringe Benefits at 71.97% of all General Fund expenses. However, due to outsourcing, consolidation of dispatch services, and unfilled vacant positions, this expense has decreased by 9.93% since the fiscal year ending April 2019.

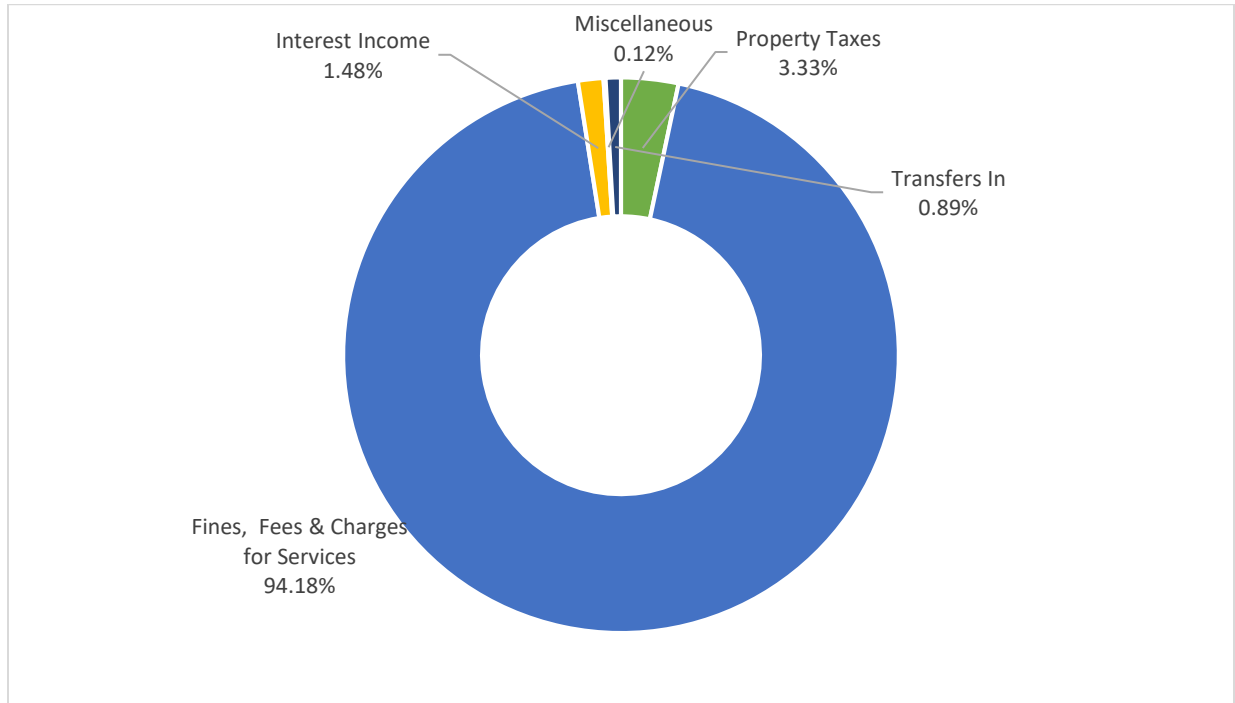
Another category that shows a substantial decrease is in the commodities since FY19. This category is a controllable type of expense, while other categories such as contractual are less likely to be controlled.

Also below is a historical detail of General Fund expenditures.

Expenditures	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Personnel & Fringe Benefits	17,406,615	18,052,485	16,210,031	16,260,565
Contractual	5,026,947	3,914,390	4,997,783	4,344,141
Commodities	569,696	449,317	480,600	482,865
Debt Service	108,433	104,809	143,555	145,643
Other Charges	1,065,821	1,266,914	1,098,200	1,091,075
Capital Projects/Outlay	410,323	445,222	458,000	173,452
Transfer Out	0	0	75,000	95,000
<b>Total Expenditures:</b>	<b>24,587,835</b>	<b>24,233,137</b>	<b>23,463,169</b>	<b>22,592,741</b>

## WHERE DOES THE MONEY COME FROM? WATER, SEWER & REFUSE FUND

FY2021



As can be expected Fees and Charges for Services is the largest portion of revenues in this fund as Enterprise Fund types should be self-supporting and revenues are derived from fees and service charges to users for goods and services. The City charges included in this fund are water, sewer, and refuse.

This year the capital project on a portion of 14<sup>th</sup> Street was completed. Another section of water main improvement from Jackson to Sheridan will complete another section of 14<sup>th</sup> Street in 2021.

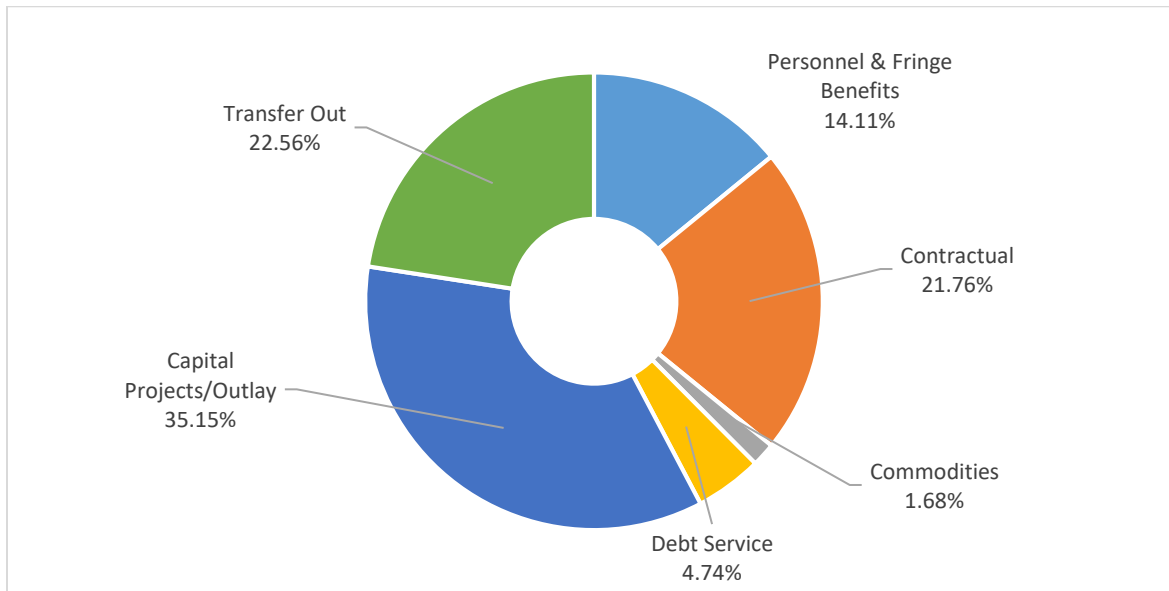
The table below summarizes historical financial detail.

Revenue	FY18 Actual	FY19 Actual	FY2020 Budget	2021 Budget
Property Taxes	281,781	276,008	284,820	281,184
Fines, Fees & Charges for Services	7,496,557	8,335,935	7,930,200	7,953,200
Interest Income	64,858	122,918	75,000	125,000
Miscellaneous	6,298	71,794	10,000	10,000
Transfers In	0	75,000	75,000	75,000
<b>Total Revenue:</b>	<b>7,849,494</b>	<b>8,881,655</b>	<b>8,375,020</b>	<b>8,444,384</b>

## WHERE DOES THE MONEY GO?

### WATER, SEWER & REFUSE FUND

FY2021



As expected this fund's major portion of expenses is in the Capital Projects category. The City has budgeted expenses to improve the infrastructure of its water mains, water treatment plant, sewer television to name a few. It is the City's responsibility to maintain and enhance community infrastructure and capital assets and the funds' expenditures comply with that obligation.

This year the capital project on a portion of 14<sup>th</sup> Street was completed. Another section of water main improvement from Jackson to Sheridan will complete another section of 14<sup>th</sup> Street in 2021.

The table below details historical financial information for expenditures.

Expenditures	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Personnel & Fringe Benefits	1,693,758	1,623,328	1,605,850	1,688,200
Contractual	2,388,613	3,377,275	2,941,350	2,604,100
Commodities	214,392	211,174	351,000	200,500
Debt Service	263,773	344,988	342,056	567,670
Other Charges	0	0	0	0
Capital Projects/Outlay	317,110	1,379,803	6,055,432	4,205,925
Transfer Out	2,638,000	3,100,000	2,600,000	2,700,000

**Total Expenditures:**

<b>7,515,646</b>	<b>10,036,568</b>	<b>13,895,688</b>	<b>11,966,395</b>
------------------	-------------------	-------------------	-------------------

## Capital Improvement Projects

The City developed its first adopted CIP in February 2019. In preparation for the FY21 budget, the CIP was updated and included new projects for the City of North Chicago. The CIP provides a framework for moving forward on needed improvements to various categories of capital projects.

The same process was used to individual projects by identifying said capital expenditures and includes included in this fiscal year year's budget. All projects reside in the fund or funds that provide the revenue sources.

The Council also has authorized the establishment of a Capital Project Fund, which will capture all expenses for the projects providing more transparency to the City's residents.

The full document is located on subsequent pages commencing on page 193.

The capital program types are as follows:

- Facilities and Improvements
- Vehicles
- Equipment
- Information Technology
- Streets, Sidewalks, Alleys
- Water & Sewer Improvements

Summary table of CIP ending FY26:

Fund Name and/or Type of Funding	Fiscal Year						Unfunded Amount
	2021	2022	2023	2024	2025	2026	
CDBG	65,000	76,000	60,000	0	0	0	0
General	200,700	743,700	683,900	190,898	805,637	140,918	3,795,500
Grant Place	0	0	195,000	0	0	0	50,000
MFT	864,500	533,000	533,000	534,000	475,000	0	0
TIF	275,000	350,000	3,125,000	0	0	0	425,000
Water	3,611,000	2,535,000	1,815,000	2,535,000	2,669,800	3,274,200	1,250,000
All Other Types	1,994,500	6,255,600	1,665,180	4,635,540	0	0	1,185,500
<b>Total:</b>	<b>7,010,700</b>	<b>10,493,300</b>	<b>8,077,080</b>	<b>7,895,438</b>	<b>3,950,437</b>	<b>3,415,118</b>	<b>6,706,000</b>

Due to the pandemic, the approved budget has been reduced to just a couple of minor projects. Staff anticipate a budget amendment will be proposed to Council providing revenues come in higher than currently projected in the form of higher state shared taxes and grants.

Detailed in the following pages is the listing of all identified projects with an estimated total of \$46,686,332 of which \$6,706,000 is the amount of what is unfunded for FY21.

Project Number	Project Name	Total Project Cost	Unfunded Amount	Main Funding Source
21-1080	Sidewalk Trip Hazard Mitigation	60,000		CDBG
20-1082	Stump Grinding and Tree Replacements	141,000		CDBG
20-1001	City Hall - Door Replacement	100,000		General
20-1002	City Hall - Unit Ventilator Replacement	275,000	275,000	General
20-1004	City Hall - Plumbing Infrastructure/Repair	1,500,000	1,500,000	General
20-1005	City Hall - Air Conditioning Condenser	27,000	27,000	General
20-1011	City Hall - North Parking Lot Resurfacing	200,000	200,000	General
20-1015	City Hall – Concrete Public Walks Replace	300,000	300,000	General
20-1064	Engine Replacement (1517)	450,000		General
20-1065	Engine Replacement (2002)	770,000	220,000	General
21-1066	MICU Replacement (2014 & 2015)	445,000	220,000	General
20-1067	Replacement Person Protective Equipment (PPE)	38,100		General
21-1068	Mobile Data Computers (MDC)	90,000		General
21-1069	Police Squad Vehicles (4)	144,000		General
20-1070	MS Office Suite Update	50,000		General
20-1071	Server Operating System Updates	44,000		General
20-1072	Private Wide Area Network (WAN)	147,500		General
20-1073	Server and Workstation Refresh	191,100		General
20-1074	Holding Cells Restoration	700,000	700,000	General
21-1076	PW Fleet	822,653	0	General
21-1077	Liquid DeIcing Chemical Use and Storage	81,000	81,000	General
21-1078	PW Salt Storage Facility	167,500	167,500	General
21-1079	PW Wash Bay	105,000	105,000	General
20-1008	Blight Busting - Demolition	350,000		Grant
20-1013	North Chicago Train Station - Ext. Reno	364,000		Grant
20-1009	Grant Place - Parking Lot	165,000		Grant Pl
20-1010	Grant Place - Exterior	30,000		Grant Pl
20-1012	Grant Place - HVAC	50,000	50,000	Grant Pl
21-1023	16th Street & Kemble Ave. Transmission	6,473,600		IEPA
20-1059	Water Tower #1 & Transmission Main	6,250,720		IEPA
21-1021	Street Resurfacing (2020)	892,800		MFT
21-1034	Street Resurfacing (2021)	500,000		MFT
21-1037	Street Resurfacing (2022)	500,000		MFT
21-1040	Street Resurfacing (2023)	500,000		MFT
20-1042	Street Resurfacing (2024)	500,000		MFT
21-1081	Citywide - Sign Replacements	100,000		MFT
21-1031	Lewis/Buckley Pace Bus Stop	635,100	600,000	RTA
21-1024	FDR (Meadow, 23rd St & 23rd Pl)	585,500	585,500	SSA
20-1003	City Hall - Council Chambers Renovation**	300,000		State Grant
20-1006	City Hall - Roof Replacement**	675,000		State Grant
20-1014	CityWide Keyless Access Control System**	52,000		State Grant
21-1047	City Hall - Window Repairs	7,359		State Grant
20-1075	City Hall - Fire Alarm System***	101,500		State Grant

Project Number	Project Name	Total Project Cost	Unfunded Amount	Main Funding Source
20-1028	Argonne Reconstruction (Phase I)	600,000		STP
20-1007	Property Enhancement Grant Program	100,000		TIF
20-1016	Downtown Streetscape (Sheridan Rd)	375,000	200,000	TIF
21-1018	Skokie Hwy - Traffic Signal	1,975,000	25,000	TIF
21-1019	Frontenac & Beacon St. -Reconstruction	1,750,000	200,000	TIF
20-1022	Dugdale Watermain Improvement	870,800		Water
20-1027	WTP Bldg & Grounds Improvement (Phase 1)	2,050,000		Water
20-1030	WTP Bldg & Grounds Improvement (Phase 2)	945,000		Water
20-1033	WTP Bldg & Grounds Improvement (Phase 3)	360,000		Water
20-1039	WTP Bldg & Grounds Improvement (Phase 5)	25,100		Water
20-1041	WTP Bldg Improvement	3,000,000		Water
21-1044	WTP - Raw Water Screenings Disposal System	80,000		Water
21-1049	WTP - 42-inch Intake Valve Repairs	500,000		Water
21-1050	WTP - High Lift Room 16-inch	50,000		Water
21-1051	WTP - Valve Replace 16-inch	50,000		Water
21-1052	WTP - CCTV Cameras	50,000	50,000	Water
21-1053	WTP - Electrical Switch Gear	35,000		Water
21-1054	Water Main Replacements	1,000,000		Water
21-1055	Water Main Replacements	1,000,000		Water
21-1056	Water Main Replacements	1,000,000		Water
21-1058	Lead Service Lines	1,200,000	1,200,000	Water
21-1060	Green Bay Standpipe Rehab & Booster Station	3,519,000		Water
21-1061	14th Street (Jackson to Sheridan)	1,915,000		Water
20-1062	14th Street - Water Main Improvements			Water
21-1063	GIS System Enhancements	100,000		Water
21-1084	WTP - SCADA	250,000		Water
		<b>48,681,332</b>	<b>6,706,000</b>	





## Personnel and Staffing

## Overview

The City of North Chicago has changed how certain staff is accounted for in the budget beginning in FY19. In addition, there are several positions that are contractually outsourced. Elected Officials are not included in the staff count; nor are the various appointees of the City boards and commissions. A summary is below:

### Contractual Services

- Information Technology – 2 positions
- Comptroller's Office - 1 Comptroller
- City Engineer – 1 Engineer

### Elected Officials

- Mayor
- City Clerk
- Treasurer
- Aldermen (7)

### Boards & Commissions

- Fire & Police Commission (3)
- Zoning Board (7)
- Citizen's Advisory Board (7)

## Budget Implications

Following the November 2018 budget amendment, dispatch services were consolidated with the Village of Mundelein. The consolidation was completed June 2020, so dispatch personnel are now eliminated from the police department staffing.

Certain staff's salaries have been allocated for the services provided to other funds.

Through attrition, some positions are not funded.

The City has in the last couple of years reduced their Personnel and Fringe Benefits costs through the strategies adopted as detailed above which has made the City provide additional funding for the police and fire pension funds as dictated by statute to be at least 90% funded by the year 2040. Although the City has made changes to reduce spending, personnel costs account for a large percent of the budget in the General Fund and the Library Fund. An eight-year summary is detailed in the pages following.

		FY14	FY15	FY16	FY17	FY18	FY19	FY20	FY21	FTE Change
<b><u>Mayor's Office</u></b>										
Mayor	Elected	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00
Chief of Staff	CSO	1.00	1.00	1.00	1.00	1.00	0.75	0.75	0.75	0.00
Sr. Executive Secretary	CSO	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00
Community Info Coordinator	CSO	1.00	1.00	1.00	1.00	1.00	0.85	0.85	0.85	0.00
Support Staff	N/A	0.00	0.00	0.00	0.50	0.00	0.00	0.00	0.00	0.00
<b>Total</b>		<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.50</b>	<b>4.00</b>	<b>3.60</b>	<b>3.60</b>	<b>3.60</b>	0.00
<b><u>City Clerk's Office</u></b>										
City Clerk	Elected	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00
Deputy City Clerk	CSO	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00
Data Tech II	SEIU	1.00	1.00	1.00	1.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>		<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	0.00
<b><u>Legislative</u></b>										
Alderman	Elected	7.00	7.00	7.00	7.00	7.00	7.00	7.00	7.00	0.00
Fire & Police Commissioners	Appoint	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	0.00
Citizen's Advisory Board	Appoint	0.00	7.00	7.00	7.00	7.00	7.00	7.00	7.00	0.00
Zoning Board Members	Appoint	7.00	7.00	7.00	7.00	7.00	7.00	7.00	7.00	0.00
<b>Total</b>		<b>17.00</b>	<b>24.00</b>	<b>24.00</b>	<b>24.00</b>	<b>24.00</b>	<b>24.00</b>	<b>24.00</b>	<b>24.00</b>	0.00
<b><u>Treasurer's Office</u></b>										
Treasurer	Elected	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00
Clerk	N/A	0.50	0.50	0.50	0.50	0.50	0.00	0.00	0.00	0.00
<b>Total</b>		<b>1.50</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	0.00
<b><u>Economic Development</u></b>										
<b>Building Division</b>										
Director	CSO	1.00	1.00	1.00	1.00	1.00	0.25	0.25	0.25	0.00
Senior Planner	CSO	0.00	1.00	1.00	1.00	1.00	0.00	0.00	0.00	0.00
City Planner	CSO	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CDBG Administrator	CSO	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Executive Secretary	CSO	0.50	0.50	0.50	1.00	1.00	0.50	0.50	0.50	0.00
Supervising Bldg Inspector		1.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rehab Inspector		1.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Senior Inspector		1.00	1.00	1.00	1.00	0.00	0.00	0.00	0.00	0.00
Bldg & Facilities Mgr	CSO	1.00	1.00	1.00	1.00	1.00	0.00	0.00	0.00	0.00
Building Inspector	SEIU	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	0.00
Associate Planner		1.00	1.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00
Assistant Planner		1.00	1.00	1.00	1.00	0.00	0.00	0.00	0.00	0.00
Permit Coordinator	CSO	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00
Seasonal	N/A	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Records Clerk II	CSO	0.00	0.00	0.00	0.00	1.00	1.00	1.00	1.00	0.00
Data Tech II	SEIU	1.00	1.00	1.00	1.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>		<b>13.50</b>	<b>12.50</b>	<b>10.50</b>	<b>10.00</b>	<b>8.00</b>	<b>4.75</b>	<b>4.75</b>	<b>4.75</b>	0.00
<b>Facility Management Division</b>										
Director		0.00	0.00	0.00	0.00	0.00	0.25	0.25	0.25	0.00
Bldg & Facilities Mgr		0.00	0.00	0.00	0.00	0.00	1.00	1.00	1.00	0.00
<b>Total</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1.25</b>	<b>1.25</b>	<b>1.25</b>	0.00
<b>Planning Division</b>										
Director		0.00	0.00	0.00	0.00	0.00	0.50	0.50	0.50	0.00
Executive Secretary		0.00	0.00	0.00	0.00	0.00	0.50	0.50	0.50	0.00
Sr. Planner		0.00	0.00	0.00	0.00	0.00	1.00	1.00	1.00	0.00
<b>Total</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	0.00
<b>Total All Divisions</b>		<b>13.50</b>	<b>12.50</b>	<b>10.50</b>	<b>10.00</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	0.00

		FY14	FY15	FY16	FY17	FY18	FY19	FY20	FY21	FTE Change
<b><u>Police</u></b>										
Chief	CSO	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00
Assistant/Deputy Chief	CSO	1.00	1.00	1.00	1.00	0.00	0.00	0.00	0.00	0.00
Lieutenant	CSO	4.00	4.00	4.00	4.00	3.00	3.00	3.00	3.00	0.00
Sergeant	ICOPS	8.00	8.00	8.00	8.00	8.00	5.00	5.00	5.00	0.00
Internal Investigator	CSO	2.00	2.00	2.00	2.00	2.00	1.00	0.00	0.00	0.00
Communication Supervisor	CSO	1.00	1.00	1.00	1.00	1.00	1.00	0.00	0.00	0.00
Executive Secretary	CSO	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00
Community Service Officer		1.00	1.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00
Police Officers	ICOPS	60.00	60.00	60.00	60.00	41.00	43.00	41.00	41.00	0.00
Telecommunicators	FOP	11.00	11.00	11.00	11.00	11.00	9.00	0.00	0.00	0.00
Mechanic		0.50	0.50	0.50	0.50	0.50	0.00	0.00	0.00	0.00
Records Input Operator	SEIU	7.00	7.00	7.00	7.00	3.00	1.00	0.00	0.00	0.00
Fleet Coordinator		0.50	0.50	0.50	1.00	0.50	0.00	0.00	0.00	0.00
Admin Support Tech	SEIU	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00
Animal Control	SEIU	1.00	1.00	1.50	1.50	1.50	1.00	1.00	1.00	0.00
Crossing Guards		10.00	10.00	10.00	10.00	10.00	10.50	10.50	10.50	0.00
<b>Total</b>		<b>110.00</b>	<b>110.00</b>	<b>110.50</b>	<b>110.00</b>	<b>84.50</b>	<b>77.50</b>	<b>63.50</b>	<b>63.50</b>	0.00
<b><u>Fire</u></b>										
Chief	CSO	0.00	0.00	0.00	1.00	1.00	1.00	1.00	1.00	0.00
Chief/Lieutenant		1.00	1.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00
Battalion Chief	CSO	3.00	3.00	3.00	2.00	3.00	3.00	3.00	3.00	0.00
Fire Prevention Offices	CSO	0.50	0.50	1.00	1.00	1.00	1.00	1.00	1.00	0.00
Management Analyst	CSO	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00
Lieutenant	IAFF	3.00	3.00	3.00	3.00	6.00	6.00	6.00	6.00	0.00
Firefighter/Paramedic	IAFF	30.00	30.00	30.00	29.00	29.00	24.00	22.00	21.00	(1.00)
Firefighter	IAFF	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>		<b>38.50</b>	<b>38.50</b>	<b>39.00</b>	<b>37.00</b>	<b>41.00</b>	<b>36.00</b>	<b>34.00</b>	<b>33.00</b>	(1.00)
<b><u>Information Technology</u></b>										
Director		1.00	1.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00
Tech Support Specialist		1.00	1.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00
Web Developer		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>		<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	0.00
<b><u>Comptroller Office</u></b>										
Comptroller		1.00	1.00	1.00	1.00	1.00	0.00	0.00	0.00	0.00
Assistant Comptroller	CSO	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.75	0.75
Accounting Manager		1.00	1.00	1.00	1.00	1.00	0.00	0.00	0.00	0.00
UB and Revenue Manager	CSO	0.00	0.00	0.00	0.00	0.00	1.00	1.00	0.00	(1.00)
Accountant		1.00	1.00	1.00	1.00	1.00	0.00	0.00	0.00	0.00
Financial Analyst	CSO	0.00	0.00	0.00	0.00	0.00	1.00	1.00	1.00	0.00
Accounts Payable Clerk	CSO	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00
Utility Billing Coordinator	SEIU	0.00	0.00	0.00	1.00	1.00	0.00	0.00	0.00	0.00
Payroll Coordinator		1.00	1.00	1.00	1.00	1.00	0.00	0.00	0.00	0.00
AP and Payroll Manager		0.00	0.00	0.00	0.00	0.00	1.00	1.00	0.00	(1.00)
Records Input Operator	SEIU	0.00	0.00	0.00	0.00	0.00	1.00	1.00	1.00	0.00
Collector/Adjudication Aide	SEIU	1.00	1.00	1.00	1.00	1.00	0.00	0.00	0.00	0.00
Collector	SEIU	0.00	0.00	0.00	0.00	1.00	0.75	0.75	0.75	0.00
<b>Total</b>		<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>7.00</b>	<b>8.00</b>	<b>5.75</b>	<b>5.75</b>	<b>4.50</b>	(1.25)
<b><u>Human Resources</u></b>										
Director	CSO	1.00	1.00	1.00	1.00	1.00	0.80	0.80	0.80	0.00
Senior HR Assistant	CSO	1.00	1.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00
HR Assistant	CSO	0.00	0.00	0.00	1.00	1.00	1.00	1.00	0.00	(1.00)
Seasonal		0.50	0.50	0.50	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>		<b>2.50</b>	<b>2.50</b>	<b>2.50</b>	<b>2.00</b>	<b>2.00</b>	<b>1.80</b>	<b>1.80</b>	<b>0.80</b>	(1.00)

		FY14	FY15	FY16	FY17	FY18	FY19	FY20	FY21	FTE Change
<b><u>Public Works-Street Division</u></b>										
Director	CSO	0.50	0.50	0.50	0.50	0.30	0.30	0.30	0.30	0.00
Street Foreman	SEIU	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00
Sr. Crew Leader	SEIU	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	1.00
Crew Leader	SEIU	0.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	0.00
Crew Leader II	SEIU	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00	(1.00)
Sr. Executive Secretary	CSO	0.00	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.00
Head Mechanic	SEIU	1.00	1.00	1.00	0.50	1.00	0.50	0.00	0.00	0.00
Auto Mechanic	SEIU	0.50	0.50	0.50	0.50	0.00	0.50	0.00	0.00	0.00
Auto Mechanic II	SEIU	0.00	0.00	0.00	0.00	0.00	0.50	0.00	0.00	0.00
Maintenance Worker II	SEIU	2.00	4.00	4.00	5.00	2.00	2.00	3.00	3.00	0.00
Maintenance Worker I	SEIU	0.00	6.00	6.00	6.00	5.00	2.00	6.00	6.00	0.00
Fleet Coordinator		0.50	0.50	0.50	0.00	0.00	0.00	0.00	0.00	0.00
Seasonal		3.00	3.00	3.00	1.50	1.50	1.50	0.00	0.00	0.00
<b>Total</b>		<b>9.50</b>	<b>20.00</b>	<b>20.00</b>	<b>18.50</b>	<b>14.30</b>	<b>11.80</b>	<b>13.80</b>	<b>13.80</b>	<b>0.00</b>
<b><u>Enterprise-Water Division</u></b>										
Director	CSO	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.00
Chief of Staff	CSO	0.00	0.00	0.00	0.00	0.00	0.25	0.25	0.25	0.00
Community Info Coordinator	CSO	0.00	0.00	0.00	0.00	0.00	0.15	0.15	0.15	0.00
HR Director	CSO	0.00	0.00	0.00	0.00	0.00	0.20	0.20	0.20	0.00
Electrician	N/A	1.00	1.00	1.00	1.00	0.00	0.00	0.00	0.00	0.00
Foreman - Water Operations	SEIU	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00
Sr. Executive Secretary	CSO	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.00
Utility Billing Coordinator	SEIU	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00
Assistant Comptroller	CSO	0.00	0.00	0.00	0.00	0.00	0.00	0.25	0.25	0.00
Executive Secretary	CSO	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Head Mechanic	SEIU	0.00	0.00	1.00	0.50	0.00	0.50	0.00	0.00	0.00
Auto Mechanic	SEIU	0.00	0.00	0.50	0.50	0.00	0.50	0.00	0.00	0.00
Auto Mechanic II	SEIU	0.00	0.00	0.00	0.00	0.00	0.50	0.00	0.00	0.00
Sr. Water Plant Head Mechanic	SEIU	0.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00
Sr. Water Plant Operator	SEIU	1.00	1.00	1.00	1.00	1.00	1.00	0.00	0.00	0.00
Water Plant Operator - A	SEIU	4.00	4.00	4.00	3.00	3.00	3.00	4.00	4.00	0.00
Water Plant Operator - C	SEIU	1.00	1.00	1.00	2.00	1.00	2.00	1.00	2.00	1.00
Water Plant Maint Worker II	SEIU	1.00	1.00	1.00	0.00	0.00	1.00	1.00	0.00	(1.00)
Water Plant Maint Worker I	SEIU	1.00	1.00	1.00	1.00	1.00	0.00	0.00	0.00	0.00
Meter Supervisor	SEIU	0.00	0.00	0.00	1.00	1.00	0.00	0.00	0.00	0.00
Collector	SEIU	1.00	1.00	1.00	0.00	0.00	0.25	0.25	0.25	0.00
Meter Technician	SEIU	0.00	0.00	0.00	1.00	1.00	1.00	1.00	1.00	0.00
<b>Total</b>		<b>14.00</b>	<b>14.00</b>	<b>15.50</b>	<b>15.00</b>	<b>12.00</b>	<b>14.35</b>	<b>11.50</b>	<b>12.10</b>	<b>0.60</b>
<b><u>Enterprise-Sewer Division</u></b>										
Director	CSO	0.00	0.00	0.00	0.00	0.00	0.20	0.20	0.20	0.00
Sr. Water/Sewer Maintenance	SEIU	1.00	1.00	1.00	2.00	2.00	1.00	1.00	0.00	(1.00)
Sr. Crew Leader	SEIU	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00
Maintenance II	SEIU	2.00	2.00	2.00	0.00	0.00	1.00	1.00	1.00	0.00
Seasonal	SEIU	0.50	0.50	0.50	0.50	0.50	0.00	0.00	0.00	0.00
<b>Total</b>		<b>4.50</b>	<b>4.50</b>	<b>4.50</b>	<b>3.50</b>	<b>3.50</b>	<b>3.20</b>	<b>3.20</b>	<b>2.20</b>	<b>(1.00)</b>
<b>Total-PW</b>		<b>28.00</b>	<b>38.50</b>	<b>40.00</b>	<b>37.00</b>	<b>29.80</b>	<b>29.35</b>	<b>28.50</b>	<b>28.10</b>	
<b>Grand Total Authorized Positions</b>		<b>206.00</b>	<b>215.50</b>	<b>216.00</b>	<b>209.00</b>	<b>177.80</b>	<b>162.00</b>	<b>145.15</b>	<b>141.50</b>	<b>(3.65)</b>



## General Fund



## Overview

The General Fund is used to account for all financial resources except those required to be accounted for in another fund. It is the chief operating fund of the City and is comprised of 14 departments with the addition of department setup expressly to track COVID-19 expenses; the revenues generated are reported by type. The City classifies them as property taxes, local imposed taxes, intergovernmental taxes, grants, licenses and permits, fines and fees, interest income, other financing sources, transfers in and miscellaneous revenues.

## Budget Highlights

General Fund Revenues are relatively static for the City. The budget shows that projected revenues will be 1.43% lower than what was expected for FY20. The pandemic of 2020 anticipates lower shared revenues such as sales tax, hotel/motel taxes, income tax, building permits but is somewhat tempered with increased grants and a slight increase of transfers in to the General Fund.

On the expenditures side, over 57% of the departments in the General Fund will have reductions in their budgets due to lower personnel costs caused by consolidation, outsourcing services, and no funding for new capital projects. The total budget for the General Fund expenditures is 0.55% higher over last year's budget.

On the positive side, the City has been more active and successful in applying and being awarded grants which will defray associated costs of initiatives and/or capital projects. Below is a listing of awarded grants.

### Federal

- Metra Train Renovation \$494,000
- Metra Train Parking Lot Resurfacing \$190,000
- Opioid Grant \$675,000
- ICOP Grant \$600,000
- IHDA for rehab projects and blight busting efforts \$250,000
- Census Grants (2) \$86,410

### Private

- Abbvie Public Safety \$400,000
- Steans Foundation for Summer Up Student Worker Program \$80,000

In FY19, the City's sales tax revenues showed an increase of 7.62%, the estimate for the FY20 is projected to be lower due to COVID-19 and changes occurring to some taxable items now untaxed.

Historical recap of General Fund Revenues and Expenditures are detailed below.

Revenue by Category	FY20 Budget	FY20 Projected	FY21 Budget
Property Taxes	6,665,143	6,665,143	6,610,360
Local Taxes	3,000,000	2,705,000	2,763,000
Intergovernmental Taxes	7,281,500	6,851,500	6,855,500
Grant Proceeds	155,000	421,000	610,000
Licenses & Permits	751,500	646,825	681,600
Fines & Fees	2,301,500	2,306,300	2,220,100
Interest Income	100,000	160,000	130,000
Miscellaneous Income	475,750	377,165	450,250
Transfers In	2,733,000	2,733,000	2,808,000
<b>Total:</b>	<b>23,463,393</b>	<b>22,865,933</b>	<b>23,128,810</b>

Expenditures	2018 Actual	2019 Actual	2020 Budget	2021 Budget
Personnel & Fringe Benefits	17,406,615	18,052,485	16,210,031	16,705,603
Contractual	5,026,947	3,914,390	4,997,783	4,860,697
Commodities	569,696	449,317	480,600	480,190
Debt Service	108,433	104,809	143,555	108,298
Other Charges	1,065,821	1,266,914	1,098,200	1,211,825
Capital Projects/Outlay	410,323	445,222	458,000	121,000
Transfer Out	0	0	75,000	105,000
<b>Total Expenditures:</b>	<b>24,587,835</b>	<b>24,233,137</b>	<b>23,463,169</b>	<b>23,592,613</b>

Also to note are the major sources of revenue which represent 72.11% of all generated revenues.

Major Source of Revenues	FY21 Budget	Percentage
Property Taxes	6,610,360	39.07%
Transfers In	2,808,000	16.60%
Sales Tax	2,600,000	15.37%
Income Tax	2,450,000	14.48%
Utility Tax	1,450,000	8.57%
Police Services	1,000,000	5.91%

The following pages detail “Where the money comes from” and “Where the money goes” for the General Fund by departments and divisions.

**General Fund Summary**

Description	Fiscal Year 2018	Fiscal Year 2019	Fiscal Year 2020			Fiscal Year 2021	Percentage Change
	Actual	Actual	Budget	Revised Budget	YE Projected	Request	
<b>Unassigned Fund Balance</b>	<b>10,566,507</b>	<b>10,525,515</b>	<b>11,868,388</b>	<b>11,868,388</b>	<b>11,868,388</b>	<b>12,161,578</b>	
<b>Revenue by Category</b>							
Property Taxes	6,647,279	6,640,259	6,665,143	6,665,143	6,665,143	6,610,360	-0.82%
Local Taxes	3,147,785	3,061,224	3,000,000	3,000,000	2,705,000	2,763,000	-7.90%
Intergovernmental Taxes	8,588,766	8,584,790	7,281,500	7,281,500	6,851,500	6,855,500	-5.85%
Grant Proceeds	82,562	135,818	155,000	155,000	421,000	610,000	293.55%
Licenses & Permits	725,848	906,049	751,500	751,500	646,825	681,600	-9.30%
Fines & Fees	1,970,610	2,353,030	2,301,500	2,301,500	2,306,300	2,220,100	-3.54%
Interest Income	4,983	29,823	100,000	100,000	160,000	130,000	30.00%
Miscellaneous Income	500,117	705,019	475,750	475,750	377,165	450,250	-5.36%
Other Financing Sources	0	0	0	0	0	0	0.00%
Transfers In	2,638,000	3,160,000	2,733,000	2,733,000	2,733,000	2,808,000	2.74%
<b>Total Revenue</b>	<b>24,305,950</b>	<b>25,576,011</b>	<b>23,463,393</b>	<b>23,463,393</b>	<b>22,865,933</b>	<b>23,128,810</b>	-1.43%
<b>Expenditure by Category</b>							
Salary & Wages	12,112,426	11,783,715	11,115,100	11,115,100	10,944,625	11,233,100	1.06%
Fringe Benefits	5,294,190	6,268,770	5,094,931	5,094,931	5,315,940	5,472,503	7.41%
Contractual Services	4,786,049	3,914,390	4,997,783	4,997,783	4,344,141	4,860,697	-2.74%
Commodities	569,696	449,317	480,600	480,600	482,865	480,190	-0.09%
Capital Programs & Project	410,324	445,222	458,000	458,000	173,452	121,000	-73.58%
Debt Service	108,434	104,809	143,555	143,555	145,643	108,298	-24.56%
Transfer Out	0	0	75,000	75,000	95,000	105,000	40.00%
Other Charges/Financing S	1,065,821	1,266,914	1,098,200	1,098,200	1,091,075	1,211,825	10.35%
<b>Total Expenditures</b>	<b>24,346,940</b>	<b>24,233,137</b>	<b>23,463,169</b>	<b>23,463,169</b>	<b>22,592,741</b>	<b>23,592,613</b>	
<b>Expenditure by Department</b>							
Mayor's Office	492,755	440,214	440,951	440,951	423,093	447,399	1.46%
Clerk's Office	191,470	193,590	208,855	208,855	196,962	201,591	-3.48%
Legislative	209,056	191,343	186,325	186,325	185,725	192,015	3.05%
Boards & Commissions	65,428	61,243	54,692	54,692	57,900	63,565	16.22%
Treasurer	36,453	34,792	40,152	40,152	34,996	38,500	-4.11%
ECD-Building Division	2,316,886	789,057	912,330	912,330	750,630	912,670	0.04%
ECD-Facilities Mgm Div	0	476,198	468,390	468,390	363,505	351,352	-24.99%
ECD-Planning Division	0	362,892	446,805	446,805	292,558	441,980	-1.08%
Administrative Services	5,997,992	7,189,952	5,815,964	5,815,964	5,885,625	6,301,589	8.35%
Police	8,358,344	7,917,517	8,439,957	8,439,957	7,988,964	8,105,623	-3.96%
Fire	3,812,018	3,730,091	3,321,956	3,321,956	3,473,246	3,525,831	6.14%
Streets	1,530,866	1,363,675	1,518,033	1,518,033	1,571,145	1,520,544	0.17%
IT	301,666	383,669	447,500	447,500	381,000	444,500	-0.67%
Comptroller's Office	792,736	873,821	921,770	921,770	625,720	727,355	-21.09%
Human Resources	241,271	225,083	239,489	239,489	222,725	213,099	-11.02%
COVID-19	0	0	0	0	118,947	105,000	100.00%
<b>Total Fund Expenditure</b>	<b>24,346,940</b>	<b>24,233,137</b>	<b>23,463,169</b>	<b>23,463,169</b>	<b>22,572,741</b>	<b>23,592,613</b>	
<b>Net Revenue/(Net Loss)</b>	<b>(40,992)</b>	<b>1,342,873</b>	<b>222</b>	<b>222</b>	<b>293,191</b>	<b>(463,805)</b>	

**General Corporate Fund - Revenues (Fund 01.00)**

		Fiscal Year	Fiscal Year 2020			Fiscal Year	
		2019				2021	
Account	Description	Actual	Budget	Revised Budget	YE Projected	Approved	Percentage Change
Revenue							
3001	Real Estate Taxes - General	3,711,457	3,700,623	3,700,623	3,700,623	3,645,840	
3005	Real Estate Taxes - IMRF/FICA	602,202	608,756	608,756	608,756	608,756	
3006	Real Estate Taxes - Firefighters' Pension	901,723	913,026	913,026	913,026	913,026	
3008	Real Estate Taxes - Police Pension	1,424,877	1,442,738	1,442,738	1,442,738	1,442,738	
	SubTotal Property Taxes:	6,640,259	6,665,143	6,665,143	6,665,143	6,610,360	-0.82%
3002	Hotel/Motel Tax	252,824	224,000	224,000	190,000	190,000	
3004	Real Estate Transfer Tax	245,707	135,000	135,000	100,000	125,000	
3007	Food & Beverage Tax	296,248	270,000	270,000	285,000	250,000	
3009	Motor Fuel Tax	712,719	800,000	800,000	600,000	675,000	
3010	Self Storage Facility Tax	41,490	38,000	38,000	47,000	40,000	
3103	Utility Tax	1,479,073	1,500,000	1,500,000	1,450,000	1,450,000	
3113	Road & Bridge Tax	33,162	33,000	33,000	33,000	33,000	
	SubTotal Local Taxes:	3,061,224	3,000,000	3,000,000	2,705,000	2,763,000	-7.90%
3102	Income Tax	3,167,477	2,615,000	2,615,000	2,850,000	2,450,000	
3104	Sales Tax*	3,348,919	2,105,000	2,105,000	1,300,000	2,600,000	
3105	Sales Tax - Abbott Purchasing *	0	200,000	200,000	300,000	0	
3106	Sales Tax - AbbVie Purchasing *	0	620,000	620,000	500,000	0	
3108	Pesonal Property Replacement Tax	272,786	250,000	250,000	225,000	235,000	
3109	Simplified Telecom Tax	535,227	600,000	600,000	500,000	525,000	
3110	Automobile Rental Tax	12,361	8,500	8,500	9,500	9,500	
3111	Foreign Fire Insurance	20,857	0	0	21,000	21,000	
3112	Illinois Local Use Tax	1,007,745	725,000	725,000	900,000	800,000	
3115	Cannabis Use Tax	0	0	0	5,000	25,000	
3117	Video Gaming Tax	209,144	155,000	155,000	225,000	175,000	
3203	North Chicago Housing Authority	10,276	3,000	3,000	16,000	15,000	
	SubTotal Intergovernmental Taxes:	8,584,790	7,281,500	7,281,500	6,851,500	6,855,500	-5.85%
3150	Grant Proceeds	119,520	125,000	125,000	391,000	610,000	
3152	Grant- Student Youth Program	16,298	30,000	30,000	30,000	0	
3151	Grant Proceeds - FEMA	0	0	0	0	0	
	SubTotal Grants:	135,818	155,000	155,000	421,000	610,000	293.55%
3118	Licenses -Video Gaming Terminal	71,000	85,000	85,000	85,000	85,000	
3306	Licenses - Contractors	22,130	19,000	19,000	17,500	18,000	
3307	Licenses - Animal	450	500	500	300	500	
3314	Licenses - Liquor	55,100	55,000	55,000	65,625	65,000	
3317	Licenses - Taxi Cab B	0	0	0	0	0	
3320	Licenses - Business Licenses	114,631	110,000	110,000	136,000	120,000	
3321	Licenses - Landlord Licenses	76,870	55,000	55,000	75,000	65,000	
3322	Licenses - Vacant Properties	53,920	60,000	60,000	45,000	60,000	

**General Corporate Fund - Revenues (Fund 01.00)**

Account	Description	Fiscal Year 2019	Fiscal Year 2020			Fiscal Year 2021	Percentage Change
		Actual	Budget	Revised Budget	YE Projected	Approved	
3349	Cost Recovery	7,520	0	0	0	0	
3355	Permits - Building	308,019	225,000	225,000	120,000	150,000	
3358	Permits - Rezoning Variance	4,750	1,000	1,000	1,600	1,500	
3359	Permits - Other	2,770	1,000	1,000	1,500	1,500	
3363	Licenses - Truck Stickers	14,410	12,000	12,000	11,700	12,000	
3364	Permits - Abbott/AbbVie	0	5,000	5,000	0	5,000	
3367	Permits - Occupancy	74,058	75,000	75,000	50,500	50,000	
3368	Permits - Hazardous Material Permits	44,000	20,000	20,000	30,000	20,000	
3369	Fire Inspections	0	0	0	100	100	
3371	Licenses - Taxi Cab A Licenses	56,421	28,000	28,000	7,000	28,000	
	SubTotal Licenses & Permits:	906,049	751,500	751,500	646,825	681,600	<b>-9.30%</b>
3500	Lien Fees	76,345	60,000	60,000	12,000	20,000	
3501	Parking/Local Ordinance Fees	34,051	24,000	24,000	20,000	20,000	
3503	Overweight Truck Fees	250	0	0	1,000	1,000	
3504	Animal Fines & Fees	101	500	500	100	100	
3505	Building Fines & Fees	21,250	10,000	10,000	13,000	10,000	
3515	Adjudication Fees	114,440	150,000	150,000	90,000	90,000	
3520	Redflex CNC Collections	380,689	300,000	300,000	450,000	375,000	
3525	Other Adjudication Court Fees	8,100	5,000	5,000	4,500	5,000	
3602	Photo Copies	4,682	3,000	3,000	4,700	3,000	
3603	Code Books and Zoning Maps	0	0	0	1,000	0	
3606	Ambulance Fees	468,930	365,000	365,000	500,000	450,000	
3615	Police Service	993,498	1,125,000	1,125,000	955,000	1,000,000	
3700	Alarm Service Fees	12,511	14,000	14,000	5,000	11,000	
3702	Cable Franchise Fees	127,141	140,000	140,000	140,000	125,000	
3803	Lake County Circuit Court Fines & Fees	111,042	105,000	105,000	110,000	110,000	
	SubTotal Fines & Fees:	2,353,030	2,301,500	2,301,500	2,306,300	2,220,100	<b>-3.54%</b>
3801	Interest Income	29,823	100,000	100,000	115,000	80,000	
3802	Interest-Wealth Management	0	0	0	45,000	50,000	
	SubTotal Interest Income:	29,823	100,000	100,000	160,000	130,000	<b>30.00%</b>
3703	Cable Land Use	106,396	100,000	100,000	110,000	100,000	
3705	Metra Parking Passes/Lease	12,137	10,000	10,000	10,000	10,000	
3707	Community Days Fees	14,453	75,000	75,000	35,000	0	
3710	Community Days Donations	89,140	0	0	66,000	25,000	
3711	Rental-Whole Earth Organics	12,989	13,000	13,000	13,250	13,000	
3900	Fixed Asset Sale	0	21,500	21,500	10,000	30,000	
3901	Sale of City Property	34,913	1,000	1,000	3,540	1,000	
3904	Miscellaneous Revenue	44,613	10,000	10,000	20,000	10,000	
3902	Reimbursables - Legal Services	30,000	50,000	50,000	0	50,000	
3903	Donations	0	0	0	3,500	1,000	

**General Corporate Fund - Revenues (Fund 01.00)**

Account	Description	Fiscal Year 2019	Fiscal Year 2020			Fiscal Year 2021	Percentage Change
		Actual	Budget	Revised Budget	YE Projected	Approved	
3980	Reimbursables - Building Division	122,486	60,000	60,000	105,000	60,000	
3981	Reimbursables - Planning Division	197,302	125,000	125,000	0	140,000	
3984	Reimbursables - Engineering	26,492	0	0	0	0	
3985	Reimbursables - Insurance	13,173	0	0	0	0	
3986	Reinspections/No Shows	50	0	0	0	0	
3905	NSF Check Fee	875	250	250	875	250	
3915	Workers Comp Reimbursement	0	10,000	10,000	0	10,000	
	SubTotal Miscellaneous Income:	705,019	475,750	475,750	377,165	450,250	-5.36%
	SubTotal Other Financing Sources:	0	0	0	0	0	0.00%
3925	Transfer from Sewer	600,000	500,000	500,000	500,000	525,000	
3950	Transfer from Water	2,500,000	2,100,000	2,100,000	2,100,000	2,175,000	
3952	Transfer from Library	60,000	33,000	33,000	33,000	33,000	
3953	Transfer from Dental & Vision Fund		100,000	100,000	100,000	75,000	
3951	Transfer from CDBG Program	0	0	0	0	0	
	SubTotal Transfers In:	3,160,000	2,733,000	2,733,000	2,733,000	2,808,000	2.74%
<b>Total General Fund Revenue:</b>		<b>25,576,011</b>	<b>23,463,393</b>	<b>23,463,393</b>	<b>22,865,933</b>	<b>23,128,810</b>	<b>-1.43%</b>



## Office of Mayor Leon Rockingham, Jr.

The Office of North Chicago Mayor Leon Rockingham, Jr. provides leadership and management of the City's departments to ensure exceptional, fiscally-responsible, municipal service. The Office creates and sustains an organizational culture that is consistent with the expectations and goals of the community and its leadership. The Mayor's Office insists upon professionalism, high-minded aspirations, fairness, creative thinking, and collaboration, ethical decision-making, and radical transparency. The Office provides the tools and resources to ensure departments can work boldly every day toward regaining advantages that have been lost and realizing positive transformation for the community. Attracting the right talent, inspiring them to do great things, and encouraging disciplined, systematic problem-solving are keystone behaviors that will accelerate North Chicago's growth.

Along with this, the Mayor's Office is responsible for the leadership and management of day-to-day operations and implementation of policy decisions. The Mayor represents the City at various functions and advocates for the City to state and federal elected representatives. The Mayor's Office is responsible for internal and external communications, social media, websites, and public relations activities including, but not limited to; the crafting of press releases, sending external community newsletters, conducting news conferences, planning various special events such as the Annual Tree Lighting Ceremony, Annual Public Safety Fair and Community Days. Furthermore, the Office initiates and/or handles special projects and assignments that may or may not fall within any other specific City department.

### Headcount Summary

Although the department has three full-time staff, the staffing below is based on the percentage allocation of those employees.

Department/Position/Title	Bargaining Unit /Statute	Staffing
Mayor Rockingham	Elected Official	Not included in staff count
Chief of Staff	CSO-Exempt	.75
Community Info. Coordinator	CSO-Non Exempt	.85
Senior Executive Secretary	CSO-Non Exempt	1.0
<b>Total Staff:</b>		<b>2.60</b>

### Selected Accomplishments

The Mayor's Office initiates and/or handles special projects and assignments that may or may not fall within any other specific City department. Projects initiated include the City's

Summer Youth Employment Program, Blight Reduction Program, re-organization of various departments to improve efficiencies and reduce costs, re-negotiation of various contracts, various grant, and partnership opportunities.

Since 2015, this Office is solely responsible for over \$5-million dollars received in grant awards and new, sustained revenue. It is also responsible for raising the image of the City with increased positive press coverage and the in-house re-design of the website, and collateral materials. The Summer Youth Employment Program is award winning and congressionally recognized. The Blight Reduction program is award winning, has positively influenced the City's EAV, and has stabilized property values.

This Office began analyzing and measuring its communications outreach beginning in January 2020. We use various qualitative and quantitative metrics including the Advertising Value Equivalency (AVE) which measures the size of the coverage gained, its placement and calculates what the equivalent amount of space if paid for as advertising, would cost. Many professional public relations firms also use a multiplier to allow for the credibility factor of news coverage over advertising. Without using a multiplier, our AVE for January 2020 to August 2020 is \$252,000.

In addition to traditional media channels, the Mayor's Office has increased the utilization of social media an outreach channel. During the first half of the 2020 calendar year, the daily impressions of Facebook posts from the North Chicago City Hall page increased by 176% compared to the last six months of 2019. The daily average unique Facebook users viewing content from the North Chicago City Hall Facebook page increased from 776 to 2,148 people. According to Facebook, daily impressions are the number of times any content from the North Chicago City Hall page or about the page entered a person's screen. This includes posts, stories, check-ins, ads, and social information from people who interact with the North Chicago City Hall page.

#### Additional Accomplishments FY20

1. Continued attention to the fast-tracking of trends impacting local units of government and businesses – especially during this time of uncertainty;
2. Continued attention and execution to improve efficiencies and processes.
3. Secured nearly \$500,000 in funding for increased public safety technology.
4. Continued blight-busting/neighborhood stabilization program that increased property values; value increased by nearly 80% in Shields Township.
5. Continued elimination of derogatory, inaccurate information and photos from Google and other search engines; corridor;
6. Monitored legislation and advocated for the City;
7. Improved citizen accessibility and transparency;

8. Redeveloped and continued student worker program in a safe, physically-distant way even though all other businesses canceled it due to the pandemic;
9. Led and managed a successful Community Days festival, Public Safety Fair, and Tree Lighting Ceremony;
10. Continued redesigned of departmental work processes to improve efficiencies;
11. Continued media monitoring and clippings packet;
12. Continued relationship-building with various partners for shared services opportunities;
13. Managed social media outlets and websites;
14. Coordinated City support of various special events and initiatives;

## Goals FY21

1. Continued attention to the fast-tracking of trends impacting local units of government and businesses
2. Break ground and begin development at Sheridan Crossing;
3. Continued improvements to EAV;
4. Establish a culture of excellence and continuous improvement in the City workforce;  
Improve North Chicago's image as an attractive place for employers;
5. Begin discussions and studying of re-districting to have wards that are  
that comply with constitutional requirements.
6. Establish a transparent and documented vehicle and equipment replacement program;
7. Complete a water rate study and implement the recommendations;
8. Expand water service to new customers;
9. Improve property values; decrease blight – both structural and nonstructural;
10. Improve ease of doing business with City government;
11. Make North Chicago a safer place for residents, businesses, and visitors;

## Financial Summary

	<b>FY2018 Actuals</b>	<b>FY2019 Actuals</b>	<b>FY2020 Budget</b>	<b>FY2020 Projection</b>	<b>FY2021 Budget</b>
<b>Expenditures</b>					
Personnel & Fringe Benefits	404,956	404,956	352,095	334,380	364,595
Contractual	49,818	49,818	43,000	54,100	49,900
Commodities	32,694	32,694	40,000	27,800	24,000
Debt Service	5,287	5,287	5,856	6,813	8,904
Other Charges	0	0	0	0	0
<i>Total Operating Expenditures</i>	492,755	492,755	440,951	423,093	447,399
Capital Projects	0	0	0	0	0
Transfer Out	0	0	0	0	0
<i>Total Other Expenditures</i>	0	0	0	0	0
<b>Total Expenditures:</b>	492,755	492,755	440,951	423,093	447,399

**General Corporate Fund - Mayor's Office (Fund 01.09)**

Account	Description	Fiscal Year 2019	Fiscal Year 2020		Fiscal Year 2021		Percentage Change
		Actual	Budget	Revised Budget	YE Projected	Approved	
4000	Wages- Full Time	294,693	284,100	284,100	265,000	282,000	
4001	Wages - Part Time	5,833	0	0	0	0	
4007	Wages - Student Youth Program	1,774	2,500	2,500	0		
4010	Overtime	870	0	0	1,000	0	
	SubTotal Salaries and Wages:	303,170	286,600	286,600	266,000	282,000	-1.61%
4020	IMRF Match	23,193	21,800	21,800	20,000	23,750	
4030	Employer's Health Insurance	20,221	20,050	20,050	26,000	35,360	
4035	Employer's Dental & Vision Insurance	1,107	1,060	1,060	1,100	2,400	
4070	Social Security Match	18,214	18,100	18,100	17,000	16,800	
4071	Medicare Match	4,283	4,100	4,100	3,900	3,900	
4072	Life Insurance Premiums	384	385	385	380	385	
	SubTotal Fringe Benefits:	67,401	65,495	65,495	68,380	82,595	26.11%
4110	Maintenance - Vehicles	169	450	450	700	500	
4230	Telephone	694	700	700	900	1,400	
4310	Travel and Training	19,094	20,000	20,000	20,000	20,000	
4400	Other Professional Services	4,632	5,350	5,350	20,000	12,000	
4440	Dues and Memberships	8,948	11,000	11,000	11,000	11,000	
4740	Public Relations Contingency	101	5,500	5,500	1,500	5,000	
	SubTotal Contractual Services:	33,637	43,000	43,000	54,100	49,900	16.05%
4650	Office Supplies	761	1,500	1,500	1,300	1,000	
4660	Fuel	2,124	1,800	1,800	2,000	2,000	
4710	Publications	0	1,400	1,400	500	1,000	
4851	Student Youth Program Expense	7,989	20,000	20,000	1,500	0	
4850	Miscellaneous Expense	19,365	15,300	15,300	22,500	20,000	
	SubTotal Commodities:	30,238	40,000	40,000	27,800	24,000	-40.00%
	SubTotal Capital Programs:	0	0	0	0	0	100%
4870	Principal and Interest	5,767	5,856	5,856	5,900	0	
4999	Enterprise Fleet - Lease	0	0	0	913	8,904	
	SubTotal Debt Service:	5,767	5,856	5,856	6,813	8,904	52.05%
<b>Total Mayor's Office:</b>		<b>440,214</b>	<b>440,951</b>	<b>440,951</b>	<b>423,093</b>	<b>447,399</b>	1.46%

*General Corporate Fund - Mayor's Office (Fund 01.09)*  
*Detail of Budgeted Expenditures*

Fund	Dept	Obj	Itemized Description	Requested Amount	
				Detailed	Line Item
01	09	4110	<b>Maintenance - Vehicle</b> Maxima	500	<b>500</b>
01	09	4230	<b>Telephone</b> Tablets and cell phones	1,400	<b>1,400</b>
01	09	4310	<b>Travel &amp; Training</b> US Conference of Mayors, Illinois Municip League, National League of Cities, of Black Mayors, other	20,000	<b>20,000</b>
01	09	4400	<b>Other Professional Services</b> Temporary help	12,000	<b>12,000</b>
01	09	4440	<b>Dues &amp; Memberships</b> Lake County Partners U.S. Conference of Mayors Lake County Municipal League ICMA/ILCMA Metropolitan Mayors Caucus Lake County Transportation Alliance Black Chamber of Commerce Illinois Municipal League Navy League Coalition Latinos Unidos de Lake County Illinois Chamber of Commerce		<b>11,000</b>
01	09	4660	<b>Fuel</b>		<b>2,000</b>
01	09	4710	<b>Publications</b> Community Connections, newspaper article	1,000	<b>1,000</b>
01	09	4740	<b>Public Relations</b> Communications contingency	5,000	<b>5,000</b>
01	09	4850	<b>Miscellaneous Expenses</b> Support of community organizations	20,000	<b>20,000</b>
01	09	4999	<b>Enterprise Lease</b> EFT Lease	8,904	<b>8,904</b>

## LEGISLATIVE

City Council consists of seven members elected on a ward basis who serve staggered four-year terms. The Council is the legislative branch of the City's government and performs such duties and has such powers as authorized by state law and local ordinances. Legislative responsibilities include setting policy for the municipality by enacting various ordinances, resolutions, and regulations, including the policy guidelines for the administrative and fiscal operations of the City. Councilmembers are responsible for and responsive to the citizens who elected them.

### Financial Summary

Legislative operations are funded through the General Fund. The following section provides more detail on expenses. One line item for will account for expenses previously all expenses attributed to the wards' respective alderman.

### Budget

The Legislative budget accounts for the expenditures of the elected City Council. The Legislative department was approved \$192,015 for the FY21 budget. This is an increase from the prior year of 3.05% and due to personnel benefits increase.

Historical financial information is below:

	<b>FY2018 Actuals</b>	<b>FY2019 Actuals</b>	<b>FY2020 Budget</b>	<b>FY2020 Projection</b>	<b>FY2021 Budget</b>
<b>Expenditures</b>					
Personnel & Fringe Benefits	140,664	139,306	130,775	128,075	135,115
Contractual	55,717	51,774	55,300	57,400	56,400
Commodities	12,674	262	250	250	500
Debt Service	0	0	0	0	0
Other Charges	0	0	0	0	0
<i>Total Operating Expenditures</i>	209,055	191,342	186,325	185,725	192,015
Capital Projects	0	0	0	0	0
Transfer Out	0	0	0	0	0
<i>Total Other Expenditures</i>	0	0	0	0	0
<b>Total Expenditures:</b>	<b>209,055</b>	<b>191,342</b>	<b>186,325</b>	<b>185,725</b>	<b>192,015</b>



**General Corporate Fund - Legislative (Fund 01.11)**

Account	Description	Fiscal Year 2019	Fiscal Year 2020		Fiscal Year 2021		Percentage Change
		Actual	Budget	Revised Budget	YE Projected	Approved	
4001	Part-Time Wages	84,250	77,000	77,000	77,000	77,000	
	SubTotal Salaries and Wages:	84,250	77,000	77,000	77,000	77,000	0.00%
4020	IMRF Match	3,739	3,300	3,300	3,100	3,900	
4030	Employer's Health Insurance	42,289	41,700	41,700	39,200	45,240	
4035	Employer's Dental & Vision Insurance	2,624	2,200	2,200	2,200	2,400	
4070	Social Security Match	4,727	4,800	4,800	4,800	4,800	
4071	Medicare Match	1,105	1,200	1,200	1,200	1,200	
4072	Life Insurance Premiums	571	575	575	575	575	
	SubTotal Fringe Benefits:	55,056	53,775	53,775	51,075	58,115	8.07%
4310	Aldermanic Expenses	39,471	39,900	39,900	42,000	39,900	
4320	Postage	0	0	0	0	0	
4340	Printing and Publishing	0	500	500	500	500	
4400	Other Professional Services	10,130	10,300	10,300	10,300	10,500	
4440	Dues and Memberships	2,174	4,600	4,600	4,600	5,500	
4740	Public Relations	0	0	0	0	0	
	SubTotal Contractual Services:	51,774	55,300	55,300	57,400	56,400	1.99%
4650	Office Supplies	232	250	250	250	500	
4660	Gasoline and Oil	0	0	0	0	0	
4710	Publications	0	0	0	0	0	
4850	Miscellaneous Expense	30	0	0	0	0	
	SubTotal Commodities:	262	250	250	250	500	100.00%
<b>Total Legislative:</b>		<b>191,343</b>	<b>186,325</b>	<b>186,325</b>	<b>185,725</b>	<b>192,015</b>	3.05%

## City Clerk's Office

The general purpose and function of the North Chicago City Clerk's Office is to (i) attend meetings, (ii) seal and attest all contracts of the City as required, (iii) keep all submitted records of the City that are provided, (iv) provide notary services, (v) record minutes of the City Council, (vi) respond to and track freedom of information requests, (vii) serve as the custodian of the City Seal, and (viii) prepare City Council agendas and packets for distribution at meetings.

### Headcount Summary

Department/Position/Title	Bargaining Unit /Statute	Staffing
City Clerk	Elected Official	Not included in staff count
Deputy City Clerk	CSO-Non Exempt	1.0
<b>Total Staff:</b>		<b>1.0</b>

### Goals FY21

1. Digitize majority of the records that are located in the Clerk's Office;
2. Organize records within the office;
3. Digitize for purposes of research for other departments;
4. Improve communication with all departments;
5. Scan all permanent records for easier access and store the original records in a fire-proof safe;
6. Document disposal in accordance with applicable policies and laws;
7. Purchase more file cabinets and storage for better organization of most current records.

### Financial Summary

The Clerk's operations are funded through the General Fund. The following sections provide more details. The Clerk's Office does not collect or generate City revenues. The Clerk's expenditure budget is a reduction from the previous year's budget by 3.48%. The total amount is \$201,591.

### Budget

This year's budget includes capital expenditures for a program, Board Docs, a board management system including an agenda builder and a new copier.

The table below summarizes the department's historical detail.

	<b>FY2018 Actuals</b>	<b>FY2019 Actuals</b>	<b>FY2020 Budget</b>	<b>FY2020 Projection</b>	<b>FY2021 Budget</b>
<b>Expenditures</b>					
Personnel & Fringe Benefits	181,112	179,012	179,755	179,805	181,141
Contractual	6,523	8,226	9,700	5,907	17,950
Commodities	3,719	3,944	4,400	3,000	2,500
Debt Service	0	0	0	0	0
Other Charges	0	0	0	0	0
<i>Total Operating Expenditures</i>	191,354	191,182	193,855	188,712	201,591
Capital Projects	0	2,408	15,000	8,250	0
Transfer Out	0	0	0	0	0
<i>Total Other Expenditures</i>	0	2,408	15,000	8,250	0
<b>Total Expenditures:</b>	191,354	193,590	208,855	196,962	201,591

**General Corporate Fund - Clerk's Office (Fund 01.10)**

Account	Description	Fiscal Year 2019	Fiscal Year 2020			Fiscal Year 2021	Percentage Change
		Actual	Budget	Revised Budget	YE Projected	Approved	
4000	Full-Time Wages	143,559	143,100	143,100	143,600	144,800	
4001	Part-Time Wages	0	0	0	0	0	
4009	Car/Gas Allowance	0	0	0	0	0	
4010	Overtime	0	0	0	0	0	
	SubTotal Salaries and Wages:	143,559	143,100	143,100	143,600	144,800	1.19%
4020	IMRF Match	11,348	10,700	10,700	12,000	12,500	
4030	Employer's Health Insurance	11,672	13,650	13,650	13,000	11,336	
4035	Employer's Dental & Vision Insurance	1,680	1,100	1,100	1,100	1,200	
4070	Social Security Match	8,549	8,900	8,900	8,000	9,000	
4071	Medicare Match	1,999	2,100	2,100	1,900	2,100	
4072	Life Insurance Premiums	204	205	205	205	205	
	SubTotal Fringe Benefits:	35,453	36,655	36,655	36,205	36,341	-0.86%
4110	Maintenance - Vehicles		0	0	0	0	
4120	Maintenance - Equipment	850	1,000	1,000	0	0	
4310	Travel and Training	1,416	1,500	1,500	0	1,500	
4320	Postage	5	0	0	7	0	
4340	Printing and Publishing	4,632	6,000	6,000	5,000	4,500	
4341	Software	0	0	0	0	10,000	
4400	Other Professional Services	418	0	0	0	750	
4440	Dues and Memberships	906	1,200	1,200	900	1,200	
4740	Public Relations	0	0	0	0	0	
	SubTotal Contractual Services:	8,226	9,700	9,700	5,907	17,950	85.05%
4650	Office Supplies	533	1,200	1,200	800	1,000	
4660	Fuel	2,331	1,750	1,750	1,000	1,000	
4710	Publications	900	1,200	1,200	1,100	250	
4850	Miscellaneous Expense	180	250	250	100	250	
	SubTotal Commodities:	3,944	4,400	4,400	3,000	2,500	-43.18%
4940	Equipment	2,408	15,000	15,000	8,250	0	
4960	Capital Lease	0	0	0	0	0	
	SubTotal Capital Programs:	2,408	15,000	15,000	8,250	0	-100.00%
<b>Total Clerk's Office:</b>		<b>193,590</b>	<b>208,855</b>	<b>208,855</b>	<b>196,962</b>	<b>201,591</b>	<b>-3.48%</b>

*General Corporate Fund - Clerk's Office (Fund 01.10)*  
*Detail of Budgeted Expenditures*

Fund	Dept	Obj	Itemized Description	Requested Amount	
				Detailed	Line Item
<b>01</b>	<b>10</b>	<b>4341</b>	<b>Software</b>		<b>10,000</b>
			BoardDocs	10,000	
<b>01</b>	<b>10</b>	<b>4310</b>	<b>Travel &amp; Training</b>		<b>1,500</b>
			Illinois Municipal League Training	1,000	
			Software Training	500	
<b>01</b>	<b>10</b>	<b>4340</b>	<b>Printing &amp; Publishing</b>		<b>4,500</b>
			Municode Codification and Supplements	4,500	
<b>01</b>	<b>10</b>	<b>4650</b>	<b>Office Supplies</b>		<b>1,000</b>
			General Supplies	1,000	
<b>01</b>	<b>10</b>	<b>4850</b>	<b>Miscellaneous Expense</b>		<b>250</b>
			Contingency	250	

## BOARDS AND COMMISSIONS

This department budget accounts for monies expended by the Boards (Fire and Police Commissioners and Planning and Zoning Commission).

### Board of Fire and Police Commissioners

The Board of Fire and Police Commissioners (BFPC) is created by state law. It consists of three members appointed by the Mayor, with the consent of City Council. The term of each member shall be for three years and shall be staggered so that only one term shall expire in any one year. The Commissioners meet as needed, typically 10 times per year. The Commissioners have the authority to hire, fire, and discipline police officers and firefighters. To be considered for appointment to the BFPC, the applicant must be a citizen of the United States, be a resident of the City of North Chicago, pass a criminal background check, and be at least 18 years of age.

### Planning and Zoning Commission

The Planning and Zoning Commission (PBZ) consists of seven (7) members appointed by the Mayor and confirmed by City Council. The members serve alternating terms; four members serve three years and three members serve two years. The chairperson holds office for a period of two years as which time the Mayor, subject to the majority consent of City Council, may either reappoint the chairperson or designate another member as chairperson. The ZBA has the responsibility for hearing and deciding upon applications for variations to the regulations of the City's Zoning Ordinance. All meetings of the ZBA are held at such times as determined by the Board.

### Financial Summary

The City separated out Boards and Commissions from the Legislative department for better control of expenses and to provide more transparency. Previously, there was only one line item to account for a multitude of expenses attributable to this function. Detailing line items to keep in line with the budgeting process has served advance the City's quest for best practices.

Below is the summary for this department.

	<b>FY2018 Actuals</b>	<b>FY2019 Actuals</b>	<b>FY2020 Budget</b>	<b>FY2020 Projection</b>	<b>FY2021 Budget</b>
<b>Expenditures</b>					
Personnel & Fringe Benefits	0	8,563	13,092	8,825	9,690
Contractual	65,428	52,680	41,600	49,075	53,875
<i>Total Operating Expenditures</i>	65,428	61,243	54,692	57,900	63,565
Transfer Out	0	0	0	0	0
<i>Total Other Expenditures</i>	0	0	0	0	0
<b>Total Expenditures:</b>	<u>65,428</u>	<u>61,243</u>	<u>54,692</u>	<u>57,900</u>	<u>63,565</u>

*General Corporate Fund - Boards & Commissions (Fund 01.20)*  
*Detail of Budgeted Expenditures*

Fund	Dept	Obj	Itemized Description	Requested Amount	
				Detailed	Line Item
01	20	4500	Legal		25,000
				25,000	
01	20	4310	Travel & Training		3,300
			One Certification Conference	2,000	
			Lodging	1,300	
01	20	4400	Professional Services		25,000
			Fire Testing	5,000	
			Police Testing	12,000	
			Candidate Testing	8,000	

## Administrative Services

In addition to departmental budgets, the General Fund pays for two sets of City-wide expenses. These are generally termed “Administrative Services” and “Non-Operating Expenses.” These items are described below in more detail.

Administrative Services is a centralized funding source for City-wide functions. Examples include workers’ compensation insurance, liability insurance, legal services, utilities, and phone service. Administrative Services costs are attributable to the City as a whole and are not allocated to specific departments.

Non-Operating Expenses reflect transactions unrelated to the delivery of City services. Examples include mandatory employer transfers of property tax receipts to the City’s Firefighters’ and Police Pension Funds, contractual payments under certain City economic incentive agreements, and non-operational debt services.

### Headcount Summary

There is no headcount associated with Administrative Services or Non-Operating Expenses.

### Financial Summary

Administrative Services and Non-Operating Expenses are funded through the General Fund. The following sections provide more detail. The department has increased its expense percentage, which is directly related to the following: increase to police and fire pensions, no contribution to the Insurance Reserve as there are adequate funds allocated to this account, and a reserve for the City’s Voluntary Separation Plan to allow for the recognition of expenses due to retirements for FY19.

### Budget

The department does not collect or generate City revenues but it does oversee insurance reimbursements.

Administrative Services budget is approved \$6,301,589 for this fiscal year. This is an increase of 8.35% or the amount of \$485,625. The City has allocated a percentage of its funding for liability insurance/claims based on insurance estimates and increased contributions for pensions. Other expenses include sales tax reimbursements to Abbott/AbbVie and the Village of Lake Bluff, as well as ongoing reimbursement payments to the Illinois Department of Revenue.



Summary table is below for this department.

	<b>FY2018 Actuals</b>	<b>FY2019 Actuals</b>	<b>FY2020 Budget</b>	<b>FY2020 Projection</b>	<b>FY2021 Budget</b>
<b>Expenditures</b>					
Personnel & Fringe Benefits	2,830,147	4,135,912	3,033,764	3,147,050	3,345,764
Contractual	2,332,453	1,771,025	1,694,000	1,631,000	1,739,000
Commodities	10,468	16,102	15,000	16,500	15,000
Debt Service	0	0	0	0	0
Other Charges	1,065,821	1,266,914	1,073,200	1,091,075	1,186,825
<i>Total Operating Expenditures</i>	6,238,889	7,189,953	5,815,964	5,885,625	6,286,589
Capital Projects	0	0	0	0	0
Transfer Out	0	0	0	0	15,000
<i>Total Other Expenditures</i>	0	0	0	0	15,000
<b>Total Expenditures:</b>	<u>6,238,889</u>	<u>7,189,953</u>	<u>5,815,964</u>	<u>5,885,625</u>	<u>6,301,589</u>

**General Corporate Fund - Administrative Services (Fund 01.13)**

Account	Description	Fiscal Year 2019	Fiscal Year 2020			Fiscal Year 2021	Percentage Change
		Actual	Budget	Revised Budget	YE Projected	Approved	
4050	Unemployment Insurance	3,735	10,000	10,000	24,000	25,000	
4200	Workers Comp Insurance Premiums	0	68,000	68,000	67,286	65,000	
4201	Workers Comp Claims & Reimbursement	655,576	200,000	200,000	300,000	200,000	
4460	Transfer to Firefighters' Pension Fund	1,401,723	1,063,026	1,063,026	1,113,026	1,263,026	
	<i>Addl Contribution</i>		50,000	50,000		0	
4465	Transfer to Police Pension Fund	2,074,877	1,592,738	1,592,738	1,642,738	1,792,738	
	<i>Addl Contribution</i>		50,000	50,000		0	
	SubTotal Fringe Benefits:	4,135,912	3,033,764	3,033,764	3,147,050	3,345,764	10.28%
4210	Liability Insurance	694,893	387,000	387,000	560,000	500,000	
4211	Liability Claims	7,800	200,000	200,000	50,000	200,000	
4212	Duty Disability Insurance Premiums	85,248	62,000	62,000	130,000	122,000	
4213	Telephone	197,291	225,000	225,000	125,000	150,000	
4260	Utilities	6,295	10,000	10,000	8,000	8,000	
4320	Postage	16,659	16,000	16,000	17,000	17,000	
4340	Printing and Publishing	4,014	7,000	7,000	5,000	7,000	
4370	Legal Retainer	24,000	26,000	26,000	26,000	26,000	
4400	Other Professional Services	6,246	44,000	44,000	0	100,000	
4440	Dues & Memberships	5,799	5,500	5,500	5,800	5,800	
4410	RedFlex Traffic System Fees	193,503	150,000	150,000	160,000	160,000	
4500	Legal Services	395,224	350,000	350,000	405,000	350,000	
4740	Public Relations	38,523	35,000	35,000	25,000	31,000	
4745	Community Days	74,065	76,500	76,500	84,200	25,000	
4800	Reimbursement	19,903	0	0	0	0	
4898	Reserve for Voluntary Separation Plan	1,562	100,000	100,000	30,000	37,200	
4899	Insurance Reserve Contribution	0	0	0	0	0	
	SubTotal Contractual Services:	1,771,025	1,694,000	1,694,000	1,631,000	1,739,000	2.66%
4850	Miscellaneous Expense	16,102	15,000	15,000	16,500	15,000	
	SubTotal Commodities:	16,102	15,000	15,000	16,500	15,000	0.00%
4753	IL Department of Revenue	211,200	211,200	211,200	249,075	324,825	
	SubTotal Other Financing Sources:	211,200	211,200	211,200	249,075	324,825	53.80%
4443	Economic Incentive - Abbvie	772,443	620,000	620,000	600,000	620,000	
4444	Economic Incentive - Abbott	244,397	200,000	200,000	200,000	200,000	
	Economic Incentive - Hamptons	22,500	30,000	30,000	30,000	30,000	
4445	Lake Bluff Sales Tax Sharing	16,373	12,000	12,000	12,000	12,000	
	SubTotal Other Charges:	1,055,714	862,000	862,000	842,000	862,000	0.00%
	Transfer to Capital Project Fund	0	0	0	0	15,000	
	SubTotal Transfer To:	0	0	0	0	15,000	
<b>Total Administrative Services:</b>		<b>7,189,952</b>	<b>5,815,964</b>	<b>5,815,964</b>	<b>5,885,625</b>	<b>6,301,589</b>	8.35%

*General Corporate Fund - Administrative Services (Fund 01.13)*  
*Detail of Budgeted Expenditures*

Fund	Dept	Obj	Itemized Description	Requested Amount	
				Detailed	Line Item
<b>1</b>	<b>13</b>	<b>4200</b>	<b>Workers Comp Insurance Premiums</b>		<b>65,000</b>
				65,000	
			<i>All insurance coverage has been allocated to appropriate funds</i>		
<b>1</b>	<b>13</b>	<b>4210</b>	<b>Liability Insurance</b>		<b>500,000</b>
			<b>All Lines</b>	500,000	
			<i>All insurance coverage has been allocated to appropriate funds</i>		
<b>01</b>	<b>13</b>	<b>4460</b>	<b>Transfer to Firefighter's Pension Fund</b>		<b>1,263,026</b>
			Firefighters' Pension Fund	1,263,026	
			<i>Offset by RE Taxes received</i>		
			Additional Contribution	-	
<b>01</b>	<b>13</b>	<b>4460</b>	<b>Transfer to Police Pension Fund</b>		<b>1,792,738</b>
			Police Pension Fund	1,792,738	
			<i>Offset by RE Taxes received</i>		
			Additional Contribution	-	
<b>01</b>	<b>13</b>	<b>4212</b>	<b>Duty Disability Insurance Premiums</b>		<b>122,000</b>
			PSEBA Medical	122,000	
<b>01</b>	<b>13</b>	<b>4260</b>	<b>Utilities</b>		<b>8,000</b>
			Storage Building	1,000	
			Metra Station	5,000	
			Other Properties	2,000	
<b>01</b>	<b>13</b>	<b>4745</b>	<b>Community Days</b>		<b>25,000</b>
			Miscellaneous	25,000	
<b>01</b>	<b>13</b>	<b>4850</b>	<b>Miscellaneous Expense</b>		<b>15,000</b>
			Property Taxes for city-owned properties	11,000	
			Senior Services-Shared Costs	2,800	
			Employment Verification Services	1,200	
<b>01</b>	<b>13</b>	<b>4740</b>	<b>Public Relations</b>		<b>31,000</b>
			Website	5,000	
			Annual Forecast North Chicago	1,000	
			Tree Lighting	2,500	
			Display and Print Advertising	10,800	
			PR Advertising	6,500	
			Media Monitoring Services/Subscription	200	
			IML-Summer Board Meeting	5,000	
<b>01</b>	<b>13</b>		<b>Transfer to Capital Fund</b>		<b>15,000</b>
			Flagpole	15,000	

## Treasurer's Office

The Treasurer is an elected official whose primary duties are described for him by statute or by provisions of the municipal code. They are as follows:

- Receive monies on behalf of the City
- Pay out monies due from the City only on vouchers or orders properly signed by the Comptroller and Mayor
- Deposit of all funds in such depositories as may be selected from to time as is provided by law
- Provide reports to Council monthly showing the state of finances of the City

### Headcount Summary

Department/Position/Title	Bargaining Unit /Statute	Staffing
Treasurer	Elected	Not in Staffing Count
Total:		<b>1.0</b>

### Financial Summary

The Treasurer's Office has a stable budget.

### Budget

The department does collect and expenses monies as described above provisions set by ordinance or statute.

The department has been approved \$38,500 for its FY21 budget. This is a decrease over the prior year's budget equivalent to 4.11%.

Summary table of historical details.

	FY2018 Actuals	FY2019 Actuals	FY2020 Budget	FY2020 Projection	FY2021 Budget
<b>Expenditures</b>					
Personnel & Fringe Benefits	27,834	29,626	27,352	27,545	27,600
Contractual	7,416	3,025	9,500	5,781	9,100
Commodities	1,203	2,142	3,300	16	1,800
<i>Total Operating Expenditures</i>	36,453	34,793	40,152	33,342	38,500
 <i>Total Expenditures:</i>	 36,453	 34,793	 40,152	 33,342	 38,500

**General Corporate Fund - Treasurer (Fund 01.21)**

Account	Description	Fiscal Year 2019	Fiscal Year 2020			Fiscal Year 2021	Percentage Change
		Actual	Budget	Revised Budget	YE Projected	Approved	
4001	Part-Time Wages	24,917	23,000	23,000	23,000	23,000	
	SubTotal Salaries and Wages:	24,917	23,000	23,000	23,000	23,000	0.00%
4020	IMRF Match	1,955	1,750	1,750	1,975	1,975	
4030	Employer's Health Insurance	0	0	0	0	0	
4035	Employer's Dental & Vision Insurance	774	740	740	740	780	
4070	Social Security Match	1,551	1,425	1,425	1,425	1,425	
4071	Medicare Match	363	335	335	335	350	
4072	Life Insurance Premiums	66	102	102	70	70	
	SubTotal Fringe Benefits:	4,709	4,352	4,352	4,545	4,600	5.70%
4310	Travel and Training	2,653	6,000	6,000	3,281	6,500	
4320	Postage	0	0	0	0	0	
4340	Printing and Publishing	0	2,000	2,000	2,000	2,000	
4440	Dues and Memberships	372	1,500	1,500	500	600	
4740	Public Relations	0	0	0	0	0	
	SubTotal Contractual Services:	3,025	9,500	9,500	5,781	9,100	-4.21%
4650	Office Supplies	630	800	800	650	800	3
4660	Gasoline and Oil	544	1,500	1,500	520	1,000	
4850	Miscellaneous Expense	968	1,000	1,000	500	0	
	SubTotal Commodities:	2,142	3,300	3,300	1,670	1,800	-45.45%
<b>Total Treasurer:</b>		<b>34,792</b>	<b>40,152</b>	<b>40,152</b>	<b>34,996</b>	<b>38,500</b>	-4.11%

**General Corporate Fund - Treasurer (Fund 01.21)***Detail of Budgeted Expenditures*

Fund	Dept	Obj	Itemized Description	Requested Amount	
				Detailed	Line Item
01	21	4310	Travel & Training		6,500
			IML Conference	1,100	
			IMTA Conference	1,200	
			APTUS & C Conference	3,000	
			IMTA Board Meeting	1,200	
01	21	4340	Printing & Publishing		2,000
			Annual Treasurer Report	2,000	
01	21	4440	Dues & Memberships		600
			APTUS & C	190	
			IMTA	200	
			IML	210	
01	21	4650	Office Supplies		800
			File Cabinets	800	
01	21	4660	Fuel		1,000
			Fuel	1,000	

## Department of Economic and Community Development

The Department of Economic and Community Development (ECD) is responsible for working with retail, industrial, office and residential companies on the construction and expansion of new facilities within the community. This is handled through marketing programs, networking operations with collaborative agencies, and face-to-face meetings with developers, and prospective and existing corporate residents. The City of North Chicago offers a full array of development assistance and incentive programs, including Tax Increment Financing, Sales Tax Sharing, Enterprise Zone Designations, and other initiatives.

ECD activities include the implementation of the City's Comprehensive Plan, administration of the North Chicago Zoning Ordinance and Development Standards regulations, conducting land use and transportation studies as needed, and application and administration of Federal and State grant programs, including Community Development Block Grant (CDBG) funds.

ECD also includes activities associated with review of plans and specifications for new construction or remodeling of existing structures; issuance of building permits, including plumbing, electrical, HVAC, and structural components; registration of rental properties and inspection of residential dwelling units as required by City ordinances; registration and inspection of vacant structures; and administration of property maintenance code regulations throughout the community.

Finally, ECD activities include facility management, maintenance, and minor repairs for all City-owned buildings, as well as contract monitoring for the cleaning of City Hall and the North Chicago Train Station building.

The FY19 Budget for Economic Development Department has created three distinct divisions to better control expenses to each of the divisions and more transparency. They are: Building Division, Facilities Management Division and Planning Division. The budget for each division is accounted for separately.

### Headcount Summary

Department/Position/Title	Bargaining Unit /Statute	Staffing
Director, ECD	CSO-Exempt	1.0
Senior Planner	CSO-Exempt	1.0
Building Code Enforcer	SEIU-NonExempt	2.0
Facilities Manager	CSO-NonExempt	1.0
Administrative Assistant	CSO-NonExempt	1.0
Permit Coordinator	CSO-NonExempt	1.0
Data Clerk II	CSO-NonExempt	1.0
		<b>8.0</b>

While the Department has a total number of personnel, there are allocations for personnel straddling one or more of the divisions and are accounted in that manner on that division's expenditure line items.

### Divisions and Services

#### Building

The purpose and function of the Building Division is to ensure public safety (along with health and welfare), during building construction and renovation to secure the safety of life and property from

hazards incidental to the design, erection, repair and occupancy of buildings through proper inspection practices; it is also critical to preserve the appearance and property value of existing housing through efficient code enforcement.

The primary responsibilities of the Building Division is to (i) adopt, administer and enforce the City's building codes and local ordinances; (ii) review building plans, issue permits and perform inspections to ensure that construction conforms to applicable codes; (iii) notify owners of properties that do not meet City code and ensure that corrections are made; (iv) investigate complaints related to building codes, zoning and local ordinances; (v) register contractors to perform work in North Chicago; (vi) administer the Registration of Rental Housing; (vii) administer the Registration of Vacant Properties and Lots. "Notice of Violation" letters are issued when citizens and others fail to comply with the City's ordinances. Non-traffic citations are issued if no cooperation is received following the "notice of violation", Building Division personnel, represent the City in court on these matters.

### Facility Management

This division is primarily responsible for the maintenance and minor repair for all City-owned buildings, monitor contractors in their work on the facilities, contract cleaning services. Recommend needed upgrades and/or updates of owned City properties and follow City practice for bidding and awarding of contracts for said services.

### Planning & Economic Development

The Planning Division helps to guide development in the City by ensuring that zoning, subdivision and annexation applications are consistent with the City's set policies.

Planning responsibilities include (i) administration and review of zoning, subdivision and annexation proposals for consistency with the City of North Chicago's land use plan; (ii) enforcement of and response to questions about the City's Zoning Ordinance and other applicable ordinances; (iii) provide support to the City Council, Plan Commission, Zoning Board of Appeals; (iv) facilitate redevelopment projects.

The Economic Development division leads the City's business development activities and serves the community by attracting new businesses to North Chicago and works to retain existing businesses by offering planning tools to help businesses in North Chicago thrive.

Economic Development responsibilities include (i) attracting new businesses to North Chicago; (ii) assisting businesses in the redevelopment of the downtown area through tax increment financing and other planning tools; (iii) maintaining a database of available properties; (iv) providing a forum for discussion for local business leaders and property owners; (v) identifying areas for public improvement that enhance and complement private developments; and (vi) working with developers and business owners on economic incentive packages where needed throughout the City.

Pending, active and recently completed developments include:

- Sheridan Crossing, a 30 acre retail/entertainment district at the intersection of Sheridan Road and MLK Jr. Drive (across from Naval Station Great Lakes).
- Future home of National Museum of American Sailor
- Rosalind Franklin University Innovation and Research Park
- Brookstone & Regency at Coles Park
- Habitat for Humanity Home building
- Little Minds Learning Center



- Redevelopment SW of Buckley & Skokie Highway
- 3601 Skokie Highway – Economic Incentive Agreement

## Accomplishments FY20

1. Continued with blight-busting efforts to stabilize neighborhoods and increase EAV.
2. Provided assistance to dozens of existing and prospective businesses and institutions on site and facility location initiatives throughout the City with increased focus on Skokie Hwy, Green Bay Road, King Drive, and Sheridan corridors.
3. Identified, contacted, and actively marketed to targeted businesses (e.g. Hospitality, Entertainment, & Craft Brewing/Distilling Entities) based upon the development vision and desires for key activity areas of the City.
4. Maintained conformance with ILEPA and USEPA requirements related to long-term environmental monitoring of remediation.
5. Managed and facilitated required improvements and repairs for the City owned Grant Place Retail Center.
6. Refined operations processing, documentation, and reporting systems to improve response times to constituent needs, inquiries and complaints.
7. Researched, drafted, presented, and approved amendments to several Municipal Ordinances, i.e. Zoning, Landlord Registration, Subdivision, etc.
8. Issued Certificate of Occupancies for Regency & Brookstone at Coles Park and BP gas station.
9. Awarded \$250,000 grant from IHDA via Abandoned Properties Program.
10. Hired contractor, B&F Code Services to conduct City inspections.

## Goals FY21

1. Continued focus on neighborhood stabilization and increased EAV.
2. Sale of Grant Place Center.
3. Increase Levels of Private Sector Investment in North Chicago through the construction of new residential, commercial, office, medical, manufacturing, industrial and research facilities.
4. Improve transportation accessibility throughout the community, including roadway improvements, traffic signal modernization, railway improvements, directional and wayfinding signage, bikeway and pedestrian walkway improvements.
5. Enhance enforcement of Landlord Registration Program and Inspection of Rental Properties, and elimination of blight attributable to fly dumping, illegal parking, operable vehicles, vacant buildings, and vacant lots.

6. Improve departmental operations through the implementation of staff development and training programs, research of best practices, and streamlining of regulatory programs.
7. Work with Lake County Workforce development to ensure our residents obtain the necessary skills for the workforce.

## Financial Summary

The Building and Planning Division will continue to monitor consultant costs and work toward recouping as much of those costs as possible. In addition, staff will be evaluating blighted structures through the community to determine if they are salvageable and can be kept on the tax rolls. The City has been working with the County Clerk's office to ensure all outstanding liens are paid before to their issuance of tax deeds.

Source	FY 15-16	FY16-17	FY17-18	FY18-19	FY19-20
Building Permits	144,234	346,999	228,433	308,019	124,510
Landlord License	29,745	25,930	45,178	76,870	76,870
Vacant Property Registration	30,600	78,000	82,150	53,920	45,850
Occupancy Permits	59,524	105,521	104,359	74,058	50,805

## Budget

The Economic and Community Development department is budgeting \$1,706,002 for this fiscal year. This is a 6.65% decrease from the previous year, it is anticipated to receive reimbursement for services provided for various projects being developed throughout the city. The recent amendment to the City's permit fee schedule will assist greatly in the recouping costs associated with the City's hiring of consultants.

The Facilities Management division of the department's significant expense in the maintenance of City Hall. Additionally, there are a few capital improvements programed for this budget year, such as a fire alarm system (City Hall), Comptroller's office renovation, and keyless entry (City Hall).

Summary tables for all divisions are detailed below:

### Building Division

	<b>FY2018 Actuals</b>	<b>FY2019 Actuals</b>	<b>FY2020 Budget</b>	<b>FY2020 Projection</b>	<b>FY2021 Budget</b>
<b>Expenditures</b>					
Personnel & Fringe Benefits	0	440,201	388,960	358,780	354,420
Contractual	0	342,189	440,870	312,150	475,750
Commodities	0	6,668	7,500	4,700	7,500
Debt Service	0	0	0	0	0
Other Charges	0	0	0	0	0
<i>Total Operating Expenditures</i>	0	789,058	837,330	675,630	837,670
Capital Projects	0	0	0	0	0
Transfer Out	0		75,000	75,000	75,000
<i>Total Other Expenditures</i>	0	0	75,000	75,000	75,000
<b>Total Expenditures:</b>	0	789,058	912,330	750,630	912,670

### Facilities Management Division

	<b>FY2018 Actuals</b>	<b>FY2019 Actuals</b>	<b>FY2020 Budget</b>	<b>FY2020 Projection</b>	<b>FY2021 Budget</b>
<b>Expenditures</b>					
Personnel & Fringe Benefits	0	116,332	125,430	126,330	130,852
Contractual	0	181,315	182,260	215,950	193,460
Commodities	0	284	700	1,225	2,040
Debt Service	0	0	0	0	0
Other Charges	0	0	25,000	0	25,000
<i>Total Operating Expenditures</i>	0	297,931	333,390	343,505	351,352
Capital Projects	0	178,267	135,000	20,000	0
Transfer Out	0		0	0	0
<i>Total Other Expenditures</i>	0	178,267	135,000	20,000	0
<b>Total Expenditures:</b>	0	476,198	468,390	363,505	351,352

## Planning Division

	<b>FY2018 Actuals</b>	<b>FY2019 Actuals</b>	<b>FY2020 Budget</b>	<b>FY2020 Projection</b>	<b>FY2021 Budget</b>
<b>Expenditures</b>					
Personnel & Fringe Benefits	0	228,975	260,830	269,930	232,880
Contractual	0	133,643	182,300	21,318	208,700
Commodities	0	275	1,200	1,310	400
Debt Service	0	0	2,475	0	0
Other Charges	0	0	0	0	0
<i>Total Operating Expenditures</i>	0	362,893	446,805	292,558	441,980
Capital Projects	0	0	0	0	0
Transfer Out	0	0	0	0	0
<i>Total Other Expenditures</i>	0	0	0	0	0
<b>Total Expenditures:</b>	0	362,893	446,805	292,558	441,980

*Please note that in FY19, the Economic Development Department was subdivided into three divisions for increased transparency and internal control and therefore actuals by divisions are not included in the tables for previous years.*

**General Corporate Fund - ECD - Building Division (Fund 01.12)**

Account	Description	Fiscal Year 2019	Fiscal Year 2020			Fiscal Year 2021	Percentage Change
			Budget	Revised Budget	YE Projected	Approved	
4000	Full-Time Wages	315,305	293,000	293,000	275,000	255,000	
4001	Part-Time Wages	0	0	0	0	0	
4005	Straight Overtime	6,307	1,000	1,000	0	0	
4010	Overtime	7,188	6,500	6,500	7,000	7,000	
4017	Comp Time Used	0	0	0	0	0	
	SubTotal Salaries and Wages:	328,800	300,500	300,500	282,000	262,000	-12.81%
4020	IMRF Match	25,763	21,800	21,800	19,500	21,700	
4030	Employer's Health Insurance	55,188	38,700	38,700	32,000	45,760	
4035	Employer's Dental & Vision Insurance	5,827	5,100	5,100	5,200	5,450	
4070	Social Security Match	19,443	18,100	18,100	16,000	15,500	
4071	Medicare Match	4,547	4,300	4,300	3,600	3,600	
4072	Life Insurance Premiums	633	460	460	480	410	
	SubTotal Fringe Benefits:	111,401	88,460	88,460	76,780	92,420	4.48%
4120	Maintenance - Building	1,560	0	0	0	0	
4130	Maintenance - Vehicle	168	1,320	1,320	3,500	2,200	
4230	Telephone	2,596	3,500	3,500	2,600	2,600	
4310	Travel and Training	373	3,000	3,000	4,000	2,800	
4320	Postage	198	200	200	300	300	
4340	Printing and Publishing	5,228	6,000	6,000	6,000	6,000	
4399	Reimbursable Bldg Division	141,248	60,000	60,000	175,000	60,000	
4400	Other Professional Services	142,210	310,000	310,000	100,000	350,000	
4440	Dues and Memberships	580	1,850	1,850	750	1,850	
4540	Demolition	47,271	20,000	20,000	20,000	15,000	
4541	FastTrack Demolition	0	35,000	35,000	0	35,000	
4570	Pest Control	756	0	0	0	0	
4740	Public Relations	0	0	0	0	0	
	SubTotal Contractual Services:	342,189	440,870	440,870	312,150	475,750	7.91%
4650	Office Supplies	3,110	2,500	2,500	2,000	2,700	
4660	Gasoline and Oil	2,998	3,500	3,500	2,200	2,200	
4680	Operating Supplies	442	1,000	1,000	0	0	
4690	Uniforms	0	0	0	500	1,600	
4850	Miscellaneous Expense	117	500	500	0	1,000	
	SubTotal Commodities:	6,668	7,500	7,500	4,700	7,500	0.00%
	Transfer to Water (Fast Track Demo)		75,000	75,000	75,000	75,000	
	SubTotal Transfers:	0	75,000	75,000	75,000	75,000	0.00%
<b>Total Economic Development:</b>		<b>789,057</b>	<b>912,330</b>	<b>912,330</b>	<b>750,630</b>	<b>912,670</b>	<b>0.04%</b>

**General Corporate Fund - Building Division**

*Detail of Budgeted Expenditures*

Fund	Dept	Obj	Itemized Description	Requested Amount	
				Detailed	Line Item
<b>1</b>	<b>12</b>	<b>4130</b>	<b>Maintenance - Vehicles</b>		<b>2,200</b>
			Repairs & Maintenance	2,000	
			Fleet Maintenance (2)	200	
<b>01</b>	<b>12</b>	<b>4310</b>	<b>Travel &amp; Training</b>		<b>2,800</b>
			Training through Fred Pryor	800	
			ICC Building Code Training	1,500	
			IPELRA Training	500	
<b>01</b>	<b>12</b>	<b>4340</b>	<b>Printing &amp; Publishing</b>		<b>6,000</b>
			Forms , Landlord Packets	4,500	
			Bid Notices	300	
			Landlord Packets	1,200	
<b>01</b>	<b>12</b>	<b>4399</b>	<b>Other Professional Services</b>		<b>350,000</b>
			Elevator Inspections	10,000	
			Admin Asst Temp	40,000	
			Inspections & Plan Reviews	300,000	
			Rental, Sale,Permit Inspections		
<b>01</b>	<b>12</b>	<b>4440</b>	<b>Dues and Memberships</b>		<b>1,850</b>
			ICC	1,200	
			Lake County Recorder	650	
<b>01</b>	<b>12</b>	<b>4540</b>	<b>Demolition</b>		<b>15,000</b>
			Refuse Pickup	10,000	
			Board Up Services	5,000	
<b>01</b>	<b>12</b>	<b>4541</b>	<b>Fasttrack Demolition</b>		<b>35,000</b>
			Environmental Assessment	1,000	
			Environmental Remediation	4,000	
			Demolition	30,000	
<b>01</b>	<b>12</b>	<b>4650</b>	<b>Office Supplies</b>		<b>2,700</b>
<b>01</b>	<b>12</b>	<b>4690</b>	<b>Uniforms</b>		<b>3,500</b>
			Clothing	3,000	
			Safety Shoes	500	
<b>01</b>	<b>12</b>	<b>4850</b>	<b>Miscellaneous Expense</b>		<b>1,000</b>
			Lunch and Learn	1,000	

**General Corporate Fund - ECD - Facilities Mgmt Division (Fund 01.37)**

Account	Description	Fiscal Year 2019	Fiscal Year 2020			Fiscal Year 2021	Percentage Change
			Budget	Revised Budget	YE Projected	Approved	
4000	Full-Time Wages	88,799	94,000	94,000	93,000	95,000	
4010	Overtime	4,765	2,500	2,500	5,200	5,000	
	SubTotal Salaries and Wages:	93,564	96,500	96,500	98,200	100,000	3.63%
4020	IMRF Match	7,471	7,000	7,000	7,000	8,000	
4030	Employer's Health Insurance	7,445	13,700	13,700	13,700	14,872	
4035	Employer's Dental & Vision Insurance	724	700	700	700	750	
4070	Social Security Match	5,767	6,000	6,000	5,300	5,800	
4071	Medicare Match	1,276	1,400	1,400	1,300	1,300	
4072	Life Insurance Premiums	85	130	130	130	130	
	SubTotal Fringe Benefits:	22,768	28,930	28,930	28,130	30,852	6.64%
4100	Maintenance - Building	82,679	72,000	72,000	85,000	72,000	
4110	Maintenance - Vehicles	105	1,010	1,010	2,400	560	
4120	Maintenance - Equipment	9,477	8,000	8,000	11,000	8,000	
4230	Telephone	324	300	300	750	750	
4310	Travel and Training	0	300	300	300	500	
4340	Printing and Publishing	0	150	150	0	150	
4343	Janitorial Services	65,982	63,000	63,000	65,000	74,000	
4400	Other Professional Services	2,168	0	0	14,000	0	
4570	Pest Control	20,580	37,500	37,500	37,500	37,500	
	SubTotal Contractual Services:	181,315	182,260	182,260	215,950	193,460	6.15%
4650	Office Supplies	218	200	200	225	225	
4660	Gasoline and Oil	0	500	500	200	200	
4670	Maintenance Supplies	0	0	0	800	800	
4690	Uniforms	0	0	0	0	815	
4850	Miscellaneous Expense	66	0	0	0	0	
	SubTotal Commodities:	284	700	700	1,225	2,040	191.43%
4852	Contingency	0	25,000	25,000	0	25,000	
	SubTotal Other:	0	25,000	25,000	0	25,000	0.00%
4910	Building Improvements	178,267	135,000	135,000	20,000	0	
	SubTotal Capital Programs:	178,267	135,000	135,000	20,000	0	-100.00%
	Transfer to Capital Project Fund	0	0	0	0	0	
	SubTotal Transfer for Capital Programs:	0	0	0	0	0	
<b>Total Facility Management:</b>		<b>476,198</b>	<b>468,390</b>	<b>468,390</b>	<b>363,505</b>	<b>351,352</b>	<b>-24.99%</b>

**General Corporate Fund - Facilities Mgmt Division**

*Detail of Budgeted Expenditures*

Fund	Dept	Obj	Itemized Description	Requested Amount	
				Detailed	Line Item
<b>01</b>	<b>37</b>	<b>4100</b>	<b>Maintenance - Building</b>		<b>72,000</b>
			Repairs and maintenance	52,500	
			Electrical repairs	10,000	
			Overhead doors	5,000	
			Lock Services	2,500	
			Engineering	2,000	
<b>01</b>	<b>37</b>	<b>4110</b>	<b>Maintenance - Vehicle</b>		<b>560</b>
			Fleet Maintenance Fees	60	
			Vehicle Repairs	500	
<b>01</b>	<b>37</b>	<b>4120</b>	<b>Maintenance - Equipment</b>		<b>8,000</b>
			HVAC	2,000	
			Generator Services	2,000	
			Compressor Services	2,000	
			Electrical service	2,000	
<b>01</b>	<b>37</b>	<b>4310</b>	<b>Travel &amp; Training</b>		<b>500</b>
			Facilities Maintenance Training	300	
			IPELRA	200	
<b>01</b>	<b>37</b>	<b>4340</b>	<b>Printing &amp; Publishing</b>		<b>150</b>
			Facility Signage	150	
<b>01</b>	<b>37</b>	<b>4343</b>	<b>Janitorial Services</b>		<b>74,000</b>
			City Hall-Cleaning	39,600	
			Train Station-Cleaning	23,400	
			Building Supplies	11,000	
<b>01</b>	<b>37</b>	<b>4570</b>	<b>Pest Control</b>		<b>37,500</b>
			Mosquito Abatement	30,000	
			Monthly Pest Control	7,500	
<b>01</b>	<b>37</b>	<b>4690</b>	<b>Uniforms</b>		<b>815</b>
			Safety Shoes	200	
			Apparel	615	



**General Corporate Fund - ECD - Planning Division (Fund 01.39)**

		Fiscal Year	Fiscal Year 2020			Fiscal Year	Percentage Change
		2019				2021	
Account	Description		Budget	Revised Budget	YE Projected	Approved	
4000	Full-Time Wages	181,165	195,000	195,000	195,000	167,000	
4001	Part-Time Wages		0	0	0	0	
4009	Car Allowance		0	0	0	0	
4010	Overtime	613	0	0	600	600	
	SubTotal Salaries and Wages:	181,778	195,000	195,000	195,600	167,600	-14.05%
4020	IMRF Match	14,390	14,500	14,500	13,000	14,000	
4030	Employer's Health Insurance	18,218	33,500	33,500	45,000	36,400	
4035	Employer's Dental & Vision Insurance	1,669	2,700	2,700	2,700	2,400	
4070	Social Security Match	10,392	12,000	12,000	11,000	10,000	
4071	Medicare Match	2,430	2,900	2,900	2,400	2,300	
4072	Life Insurance Premiums	98	230	230	230	180	
	SubTotal Fringe Benefits:	47,197	65,830	65,830	74,330	65,280	-0.84%
4230	Telephone	475	1,200	1,200	600	600	
4310	Travel and Training	2,113	3,000	3,000	4,000	3,500	
4320	Postage	93	500	500	50	500	
4340	Printing and Publishing	562	600	600	350	600	
4341	Software	0	0	0	0	1,500	
4360	Engineering	5,162	50,000	50,000	1,000	50,000	
4398	Reimbursable Planning Expenses	122,131	125,000	125,000	10,000	140,000	
4400	Other Professional Services	1,112	0	0	3,300	10,000	
4440	Dues and Memberships	1,994	2,000	2,000	2,018	2,000	
	SubTotal Contractual Services:	133,643	182,300	182,300	21,318	208,700	14.48%
4650	Office Supplies	209	300	300	10	0	
4660	Gasoline and Oil	66	600	600	0	100	
4710	Publications	0	300	300	1,300	300	
4850	Miscellaneous Expense	0	0	0	0	0	
	SubTotal Commodities:	275	1,200	1,200	1,310	400	-66.67%
	Enterprise Fleet Lease	0	2,475	2,475	0	0	
	SubTotal Debt Service:	0	2,475	2,475	0	0	0.00%
Total Planning Division:		362,892	446,805	446,805	292,558	441,980	-1.08%

**General Corporate Fund - Planning Division**

*Detail of Budgeted Expenditures*

Fund	Dept	Obj	Itemized Description	Requested Amount	
				Detailed	Line Item
<b>01</b>	<b>12</b>	<b>4310</b>	<b>Travel &amp; Training</b>		<b>3,500</b>
			ICSC (Las Vegas)	1,500	
			ICSC (Chicago)	1,000	
			IPELRA (Illinois)	500	
			APA (Illinois)	500	
<b>01</b>	<b>12</b>	<b>4340</b>	<b>Printing &amp; Publishing</b>		<b>600</b>
			Plan Commission Legal Notices	600	
<b>01</b>	<b>12</b>	<b>4360</b>	<b>Engineering</b>		<b>50,000</b>
			Engineering Services	50,000	
<b>01</b>	<b>12</b>	<b>4398</b>	<b>Reimbursable - Planning Division</b>		<b>140,000</b>
			Legal	30,000	
			Engineering	100,000	
			Financial	10,000	
<b>01</b>	<b>12</b>	<b>4440</b>	<b>Dues and Memberships</b>		<b>2,000</b>
			American Planning Association	800	
			International Council of Shopping Centers	100	
			Lamba Alpha International	500	
			IL Tax Increment Association	300	
			IL Economic Development Assn	300	
<b>01</b>	<b>37</b>	<b>4400</b>	<b>Other Professional Services</b>		<b>10,000</b>
			Admin Asst Temp	10,000	

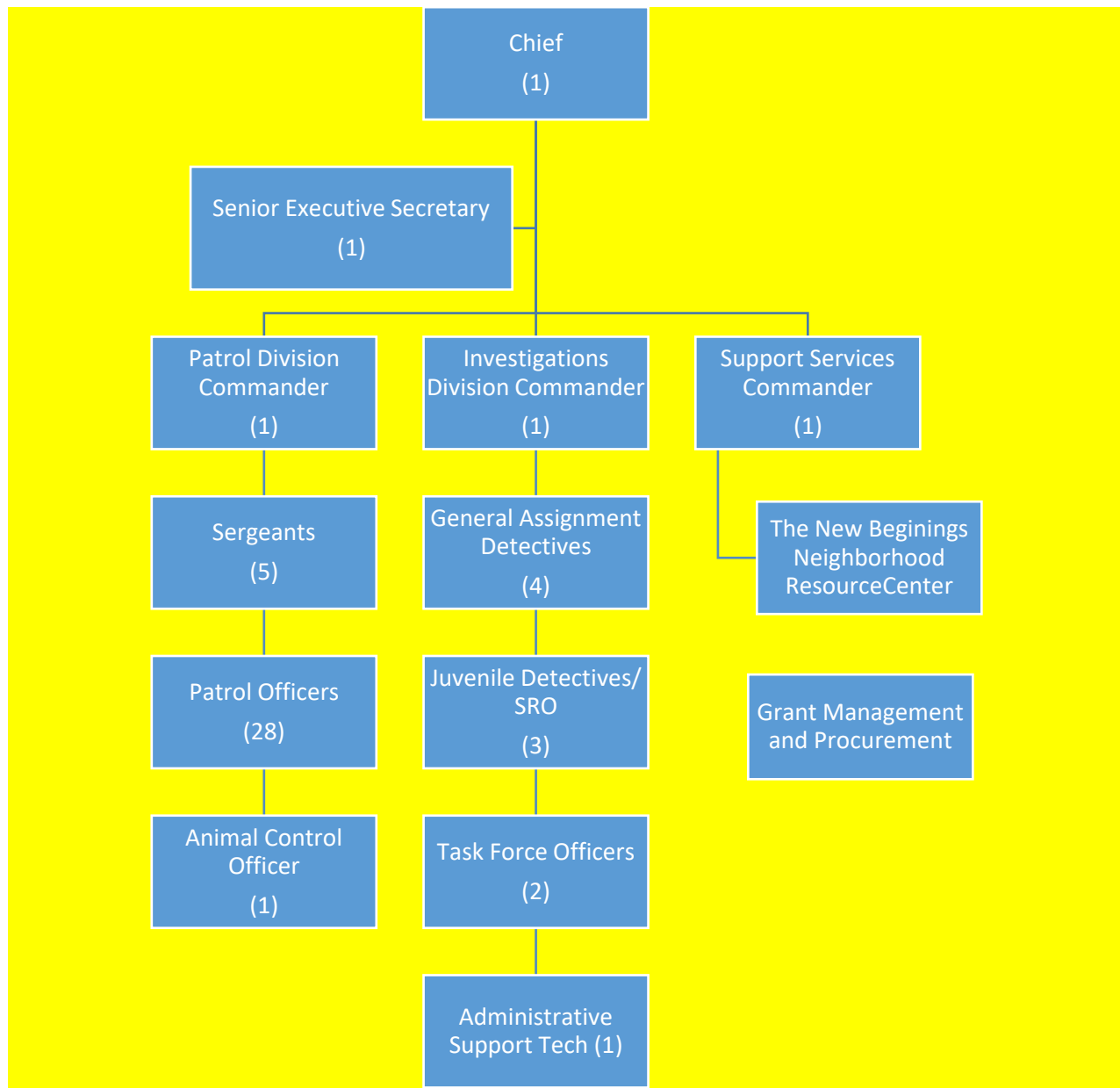
## Police Department

The City of North Chicago Police Department (NCPD) is committed to providing an elite level of service to the community. It constantly looks for ways to positively engage with residents and neighbors. The NCPD adheres to the principles of Community Policing and Procedural Justice. In 2018, officers from the Department respond to over 60,000 calls for service, conducted traffic enforcement and education initiatives geared at reducing the number of traffic crashes within the city and promote traffic safety. The Department serves a population of 32,574 residents in an area of approximately eight (8) square miles.

### Headcount Summary

NCPD is currently staffed by 49 full-time sworn officers including: one (1) Chief, three (3) Lieutenants, five (5) Sergeants and thirty-five (40) Patrol Officers. Twenty-eight (28) officers are assigned to patrol, six (6) are assigned to investigations, one (1) is assigned to the Lake County Metropolitan Enforcement Group (LCMeg), one (1) is assigned to the Lake County Sheriff's Office Gang Taskforce and another is assigned to the Community Unit School District 187 as a school resource officer (SRO). We additionally have three (3) new officers who will be attending the Suburban Law Enforcement Academy this summer. The Department is authorized for 61 sworn Officers and it is in the process of working with the City of North Chicago Board of Fire and Police Commission to fill the open vacancies as well as to host promotional tests for the rank of sergeant of police.

The Department's mission is supported by one (1) executive administrative assistant, one (1) administrative assistant, one (1) fulltime animal control officer, and twenty-one (21) part-time school crossing guards.



## Divisions and Services

### Patrol Division

The Patrol Division is the pillar of the Police Department. Officers assigned to the Patrol Division answer calls for service, emergency calls, enforce traffic regulations, enforce state law, enforce local ordinances, and conduct directed targeted patrols. The Patrol Division is staffed by five (5) Police Sergeants, twenty-eight (28) Patrol Officers including one (1) K-9 Officer and his canine partner Yaku. Yaku is getting to the end of his operational life and we are currently researching a replacement K-9.

Officers assigned to the Patrol Division have received training and are certified in a number of specialties, including Critical Incident Team (CIT), juvenile officers, evidence technician, interview and interrogations, firearms and defensive tactics. The Department is currently in the process of developing and re-certifying in-house instructors. Each shift is led by two (2) Sergeants (currently one sergeant on afternoon pending manpower increase) and the Division is commanded by a Lieutenant.

### Investigation Division

The Detectives assigned to the Investigations Division are responsible for conducting follow-up investigations on cases. The Investigations Division is staffed by four (4) General Assignment Detectives, two (2) Juvenile Detectives, and one (1) Officer assigned to Lake County Metropolitan Enforcement Group (LCMeg). The Investigations Division is commanded by a Lieutenant.

### Support Services Division

The Support Services Division is composed of the Records Department and the Dispatch Center. Records is responsible for responding to report requests from the State as well as the City Attorneys' Office.

The Dispatch Center is responsible for answering and dispatching emergency calls. This includes service calls for the City's Fire and Police Departments. The Dispatch Center is staffed by eight (8) fulltime and one (1) Supervisor. The Dispatch Center has been consolidated with the Central Lake County Dispatch Center in Mundelein, Illinois.

This fiscal year, the Support Services Division will undergo an overhaul with the addition of a Community Center which is funded by a federal grant.

The Support Services Division is commanded by a Lieutenant, who also is responsible for the management of grants and the Crime Free Multi-Housing Program.

## Administration Division

The Administration Division is responsible for developing and administering the budget, developing the mission (what we do) and the vision (why we do it). The Division also oversees twenty-one (21) Crossing Guards. The Division is staffed by the Chief of Police, and one (1) Executive Administrative Assistant.

## Crime Statistics

	2018	2018	2019	2019
Type of Crimes	Offenses	Arrests	Offenses	Arrests
Criminal Homicide	2	1	2	2
Rape	11	2	20	2
Robbery	25	6	20	5
AGG. Assault/AGG Battery	40	20	50	25
Burglary	36	11	29	9
Theft	76	20	78	28
Motor Vehicle Theft	8	3	7	4
Arson	2	1	1	1
Human Trafficking Sex Acts	0	0	0	0
Human Trafficking Involuntary Servitude	0	0	0	0
Violation of Cannabis	n/a	67	n/a	99
Violations of Controlled Substances Act	n/a	42	n/a	58
Violation of the Hypodermic Syringes	n/a	0	n/a	1
Violation of the Drugs Paraphernalia Act	n/a	46	n/a	92
Violation of the Methamphetamine Act	n/a	0	1	1

## Accomplishments FY19-20

1. Dispatch consolidation – Consolidated the dispatch operations with the Village of Mundelein.
2. Implementation of the ShotSpotter Program – This program should be fully implemented by September of 2020.
3. Secured \$600,000 Opioid Initiative Grant from the Department of Justice. This grant will allow us to hire a social worker and crime analyst to proactively deal with the local opioid problem.
4. Secured a \$750,000 COPS grant which will partially cover the salaries of another six (6) police officers for a period of 3years.
5. Secured the DAS grant which will fund the purchase of a new K9 to replace our aging K9 Yaku.

## Goals FY20-21

1. Complete the Fire Radio Network repeater project.
2. Open the New Beginnings Community Center – Grant funded project.
3. Identify areas where new surveillance cameras are needed and have eight (8) cameras replaced.

#### 4. Implement Police Department drone program.

### Financial Summary

The Police Department operations are mostly funded through the General Fund. However, it does have two Special Revenue Funds. These funds are detailed in a subsequent section of the budget. They include: the Federal Forfeited Property Fund and the State Seized Drug Money Fund. In future years, the Federal Forfeited Property Fund will not be as robust as it has been in the past as we currently do not have officers assigned to federal task forces. The following sections provide more detail on revenues and expenses.

### Budget

The Police Department generates revenues from a number of different sources. For the General Fund, the Department oversees the City's red light camera ticket system in conjunction with the Comptroller's Office. The red light cameras are shown in the table below under the red light camera vendor's name (i.e., Redflex). Red light tickets have a multi-step collections process that includes both adjudication and external collections agencies. In addition to red light revenues, the Department generates General Fund revenues through traffic ticket citations, court fees, and security services. Security services are shown in the table below as "Police Services". They reflect agreements with the City's institutional neighbor, Naval Station Great Lakes, to provide police services for navy housing outside the naval base properties. This service produces significant revenues for the City and reflects an ongoing joint partnership with its closest neighbor.

Service	FY 17-18 est	FY 18-19 est.	FY 19-20 act
Parking /Local Ordinance Fines	24,256	22,575	21,900
Adjudication Fees	184,598	164,698	93,835
Redflex Traffic System	280,672	175,619	497,806
Police Services	1,120,686	1,074,805	1,112,000
Federal Forfeited Property	35,730	109,264	26,230

Detail of grants awarded:

Grants				
	FY 15-16	FY 16-17	FY 17-18 est.	FY 19-20 est.
Grant Proceeds	0	51,199	173,118	
Opioid Grant				600,000
Community Oriented Policing (ICOP) Grant				750,000
DAS Charitable Foundation				4,528

The Police Department is the largest department in the City. It comprises roughly 38% of total General Fund spending. In FY21, the Department is budgeting \$8,105,623. This reflects a 3.96% decrease over last year's approved budget.

The table below summarizes historical budget information for the Police Department.

	<b>FY2018 Actuals</b>	<b>FY2019 Actuals</b>	<b>FY2020 Budget</b>	<b>FY2020 Projection</b>	<b>FY2021 Budget</b>
<b>Expenditures</b>					
Personnel & Fringe Benefits	7,654,112	7,085,659	6,791,274	6,747,000	6,973,250
Contractual	288,790	452,237	1,282,398	892,050	829,615
Commodities	234,367	221,102	236,000	214,400	245,200
Debt Service	81,287	77,554	88,285	100,514	57,558
Other Charges	0	0	0	0	0
<i>Total Operating Expenditures</i>	8,258,556	7,836,552	8,397,957	7,953,964	8,105,623
Capital Projects	96,788	80,965	42,000	35,000	0
Transfer Out	0	0	0	0	0
<i>Total Other Expenditures</i>	96,788	80,965	42,000	35,000	0
<b>Total Expenditures:</b>	<u>8,355,344</u>	<u>7,917,517</u>	<u>8,439,957</u>	<u>7,988,964</u>	<u>8,105,623</u>



**General Corporate Fund - Police (Fund 01.18)**

Account	Description	Fiscal Year 2019	Fiscal Year 2020			Fiscal Year 2021	Percentage Change
			Budget	Revised Budget	YE Projected	Approved	
4000	Full-Time Wages	4,737,638	4,560,000	4,560,000	4,600,000	4,910,000	
4001	Part-Time Wages	141,927	140,000	140,000	130,000	130,000	
4005	Voluntary Separation	21,423	20,000	20,000	20,000	20,000	
4006	Holiday Pay	0	0	0	0	0	
4007	Special Detail	45,447	45,000	45,000	45,000	45,000	
4009	Car Allowance	0	0	0	0	0	
4010	Overtime	114,498	100,000	100,000	160,000	25,000	
4011	Overtime-Double	5,775	7,500	7,500	7,500	7,500	
4014	Overtime-Police	1,002,262	1,000,000	1,000,000	800,000	900,000	
4025	Workers Compensation	149,511	100,000	100,000	75,000	100,000	
4017	Comp Time Used	0	0	0	0	0	
4022	Sick Leave Sellback	23,059	15,000	15,000	20,000	20,000	
	SubTotal Salaries and Wages:	6,241,539	5,987,500	5,987,500	5,857,500	6,157,500	<b>2.84%</b>
4020	IMRF Match	76,179	33,600	33,600	65,000	14,900	
4030	Employer's Health Insurance	556,351	618,674	618,674	620,000	676,000	
4035	Employer's Dental & Vision Insurance	42,242	41,700	41,700	45,000	47,000	
4060	Uniform Allowance	11,700	10,000	10,000	10,000	10,000	
4070	Social Security Match	69,479	28,000	28,000	65,000	10,700	
4071	Medicare Match	81,872	66,000	66,000	78,000	51,400	
4072	Life Insurance Premiums	6,297	5,800	5,800	6,500	5,750	
	SubTotal Fringe Benefits:	844,120	803,774	803,774	889,500	815,750	<b>1.49%</b>
4100	Maintenance - Building	1,513	1,000	1,000	1,000	6,000	
4110	Maintenance - Vehicles	49,355	45,000	45,000	82,000	55,500	
4120	Maintenance - Equipment	10,762	41,000	41,000	41,000	43,500	
4180	Maintenance - Other	0	0	0	0	0	
4230	Telephone	16,664	22,000	22,000	20,000	22,000	
4280	Rentals	495	600	600	250	500	
4310	Travel and Training	19,240	79,250	79,250	30,000	107,250	
4320	Postage	609	600	600	400	600	
4325	Police Special Investigations Unit	0	0	0	0	0	
4340	Printing and Publishing	4,538	11,000	11,000	9,500	11,000	
4360	Engineering	0	0	0	0	0	
4341	Software & Program Fees	118,675	101,400	101,400	145,000	116,400	
4400	Other Professional Services	168,979	149,000	149,000	149,000	189,900	
4440	Dues and Memberships	9,640	13,915	13,915	10,000	14,415	
4460	Animal Control	26,032	31,500	31,500	3,900	66,750	
4470	Other Communication Service	25,734	45,800	45,800	50,000	45,800	
4495	Dispatch Services	0	740,333	740,333	350,000	150,000	
4740	Public Relations	0	0	0	0	0	
	SubTotal Contractual Services:	452,237	1,282,398	1,282,398	892,050	829,615	<b>-35.31%</b>

**General Corporate Fund - Police (Fund 01.18)**

Account	Description	Fiscal Year 2019	Fiscal Year 2020			Fiscal Year 2021	Percentage Change
			Budget	Revised Budget	YE Projected	Approved	
4650	Office Supplies	12,281	13,400	13,400	13,000	13,000	
4651	Reimbursables - Grants	0	0	0	0	0	
4660	Fuel	77,711	80,000	80,000	78,000	80,000	
4670	Maintenance Supplies	0	0	0	1,200	0	
4680	Operating Supplies	55,530	43,200	43,200	25,000	43,200	
4690	Uniforms	53,481	61,000	61,000	60,000	64,000	
4700	Prisoner Meals	1,111	1,500	1,500	1,200	1,500	
4710	Publications	0	0	0	0	0	
4800	Reimbursements	0	0	0	0	0	
4810	Investigative Expense	2,269	8,000	8,000	6,500	8,000	
4820	Crime Prevention	7,826	25,500	25,500	20,000	25,500	
4850	Miscellaneous Expense	10,894	3,400	3,400	9,500	10,000	
	SubTotal Commodities:	221,102	236,000	236,000	214,400	245,200	<b>3.90%</b>
4910	Building Improvements	0	0	0	0	0	
4930	Vehicles	54,550	0	0	0	0	
4940	Equipment	26,415	42,000	42,000	35,000	0	
	SubTotal Capital Programs:	80,965	42,000	42,000	35,000	0	<b>-100.00%</b>
4999	Enterprise Fleet - Lease	0	13,771	13,771	26,000	57,558	
4960	Principal	77,554	74,514	74,514	74,514	0	
	SubTotal Debt Service:	77,554	88,285	88,285	100,514	57,558	<b>-34.80%</b>
<b>Total Police:</b>		<b>7,917,517</b>	<b>8,439,957</b>	<b>8,439,957</b>	<b>7,988,964</b>	<b>8,105,623</b>	<b>-3.96%</b>

**General Corporate Fund - Police Department**

*Detail of Budgeted Expenditures*

Fund	Dept	Obj	Itemized Description	Requested Amount	
				Detailed	Line Item
<b>01</b>	<b>18</b>	<b>4100</b>	<b>Maintenance-Buildings</b>		<b>6,000</b>
			Maintenance and repairs	6,000	
<b>01</b>	<b>18</b>	<b>4110</b>	<b>Maintenance-Vehicles</b>		<b>55,500</b>
			General maintenance & repair	15,000	
			Service supplies	6,000	
			Replacement tires	4,500	
			Front end alignment	3,500	
			Body repairs	3,000	
			Transmission repairs	2,500	
			Brake replacement/repair	5,500	
			Tire repair	10,000	
			Engine tune- ups	1,000	
			Radiator replacement/repair	1,500	
			Car wash	2,000	
			Miscellaneous	1,000	
<b>01</b>	<b>18</b>	<b>4120</b>	<b>Maintenance-Equipment</b>		<b>43,500</b>
			Maintenance-weapons	1,000	
			Portable radio maintenance	8,000	
			MDT line lease	6,000	
			Service agreements	4,000	
			Taser cartridges and maintenance	10,000	
			Camera maintenance	5,000	
			Computer/printer maintenance	2,750	
			Panic Alarms	3,000	
			Radar units	2,000	
			Preemptive lights	1,000	
			Intoxilizer	750	
<b>01</b>	<b>18</b>	<b>4230</b>	<b>Telephone</b>		<b>22,000</b>
			Cell phone service	22,000	
<b>01</b>	<b>18</b>	<b>4310</b>	<b>Travel &amp; Training</b>		<b>107,250</b>
			Basic training-New recruits	43,000	
			K-9 Training	4,000	
			Advanced training	30,000	
			Firearms training	5,000	
			Criminal investigations & juvenile training	4,000	
			North East Multi-Regional Training (NEMRT)	9,000	
			Mileage	2,000	
			Evidence Technicians	4,000	
			State certification-LEADS	3,000	
			Seminars, Workshops, Conferences	1,250	
			Animal control training	1,000	
			Traffic	1,000	
<b>01</b>	<b>18</b>	<b>4320</b>	<b>Postage</b>		<b>600</b>
			Postage	600	
<b>01</b>	<b>18</b>	<b>4340</b>	<b>Printing &amp; Publishing</b>		<b>11,000</b>
			Forms/notices	6,000	
			Parking tickets	2,000	
			Uniform traffic tickets	1,000	
			Non-traffic tickets	1,000	
			Tow receipts	500	
			Fingerprint cards	500	

**General Corporate Fund - Police Department**

*Detail of Budgeted Expenditures*

Fund	Dept	Obj	Itemized Description	Requested Amount	
				Detailed	Line Item
<b>01</b>	<b>18</b>	<b>4400</b>	<b>Other Professional Services</b>		<b>189,900</b>
			Northern Illinois Police Crime Laboratory	52,000	
			Polygraph-Physiological-The Blue Line	2,900	
			Lexipol	25,000	
			Axon - Body/car cams, evidence.com and taser	90,000	
			Opiod Grant Expenses	20,000	
<b>01</b>	<b>18</b>	<b>4440</b>	<b>Dues &amp; Memberships</b>		<b>14,415</b>
			Lake County Major Crime Unit	1,500	
			Mid-States Crime Information Center (MOCIC)	500	
			Notary Public	200	
			Lake County Juvenile Association	150	
			Lake County Chiefs of Police	150	
			International Association of Chiefs of Police	800	
			National Organization of Black Law Executives	240	
			Illinois Association of Chief of Police	800	
			Illinois Animal Control	50	
			NMERT	9,000	
			National Internal Affairs Association	25	
			Misc Memberships	1,000	
<b>01</b>	<b>18</b>	<b>4460</b>	<b>Animal Control</b>		<b>66,750</b>
			Hospital(s), veterinarian care	19,000	
			Food for animals	5,000	
			Animal control equipment	1,200	
			Animal control services	20,000	
			Cat litter/pet odor control chemicals	700	
			Annual fee for BFI (animal disposal)	500	
			Bait for animal traps	300	
			Annual license for animal pound	50	
			Fat Cat	20,000	
<b>01</b>	<b>18</b>	<b>4470</b>	<b>Other Communications</b>		<b>45,800</b>
			LEADS-state computer terminal fee	23,800	
			StarCom21 monthly radio subscription cost	22,000	
<b>01</b>	<b>18</b>	<b>4650</b>	<b>Office Supplies</b>		<b>13,000</b>
			Office Supplies	10,250	
			Copier paper	1,250	
			Miscellaneous	1,500	
<b>01</b>	<b>18</b>	<b>4660</b>	<b>Gasoline &amp; Oil</b>		<b>80,000</b>
			Fuel & oil-department vehicles	80,000	
<b>01</b>	<b>18</b>	<b>4680</b>	<b>Operating Supplies</b>		<b>43,200</b>
			Ammunition (practice, duty, shotgun)	17,000	
			Evidence supplies	10,000	
			Food for K-9 patrol dogs	3,800	
			Fuses/flares for accidents and traffic control	1,700	
			Portable radio batteries	2,500	
			Undercover squad registration fees	1,000	
			Intoxilizer supplies	700	
			Targets	2,000	
			Cameras	500	
			Pepper spray	500	
			Jail supplies	3,000	
			Fingerprint supplies	500	
<b>01</b>	<b>18</b>	<b>4690</b>	<b>Uniforms</b>		<b>64,000</b>
			Body armor-protective vests	14,000	
			New uniforms	28,000	

**General Corporate Fund - Police Department**

*Detail of Budgeted Expenditures*

Fund	Dept	Obj	Itemized Description	Requested Amount	
				Detailed	Line Item
			Uniform replacement	6,000	
			Boot Replacement	11,000	
			Badges/Name tags	2,500	
			Leather goods-holsters, belts, radio holders	2,500	
<b>01</b>	<b>18</b>	<b>4700</b>	<b>Prisoners Meals</b>		<b>1,500</b>
			Food for detained prisoners	1,500	
<b>01</b>	<b>18</b>	<b>4810</b>	<b>Investigative Expense</b>		<b>8,000</b>
			Transcripts& other investigative expenses	8,000	
<b>01</b>	<b>18</b>	<b>4820</b>	<b>Crime Prevention</b>		<b>25,500</b>
			Citizens Police Academy	16,600	
			Crime Stoppers	5,000	
			Community policing	3,500	
			Justice planning/development	400	
<b>1</b>	<b>18</b>	<b>4341</b>	<b>Software and Programing</b>		<b>116,400</b>
			CAPERS/EnRoute	45,000	
			Verizon wireless connection for squads	25,000	
			US Fleet Tracking	10,800	
			Quicket - eCrash and e-Ticketing	28,800	
			Miscellaneous equipment	2,000	
			Comcast Internet	4,800	
<b>01</b>	<b>18</b>	<b>4850</b>	<b>Miscellaneous Expense</b>		<b>10,000</b>
			Various expenses	10,000	
<b>01</b>	<b>18</b>		<b>Dispatch Services</b>		<b>150,000</b>
			Changeover contingency	150,000	
<b>01</b>	<b>18</b>		<b>Enterprise Fleet Lease</b>		<b>57,558</b>
			4 police vehicles (current)	25,608	
			5 Police vehicles (new)	31,950	
<b>01</b>	<b>18</b>	<b>4940</b>	<b>Equipment</b>		<b>0</b>
				0	

## Fire Department

The North Chicago Fire Department (NCFD) is a full-time career fire department that provides Fire, EMS, Technical Rescue, Fire Prevention, and Public and Life Safety Education services to a population of 32,574 residents across an area of approximately eight (8) square miles. These services are provided from two fire stations located at 1850 Lewis Avenue and 3501 Buckley Road.

The NCFD serves the community with a fleet of 11 pieces of apparatus including one ladder truck, three engines, three advanced life support (ALS) ambulances, one chief vehicle, one command vehicle, one fire prevention vehicle, one all-terrain vehicle and one rapid deployment craft.

### Headcount Summary

Currently, NCFD personnel currently consists of one Chief, three Battalion Chiefs, six Lieutenants, twenty-one Firefighter/Paramedics, one Fire Marshal, and one Management Analyst.

Department/ Position/Title	Bargaining Unit /Statute	Staffing (FTE)
Fire Chief	CSO-Exempt	1.0
Battalion Chief	CSO-Exempt	3.0
Fire Marshal	CSO-Exempt	1.0
Management Analyst	CSO-Non Exempt	1.0
Lieutenant	FF-Paramedic	6.0
Firefighters/Paramedics	FF-Paramedic	21.0
<b>Total</b>		<b>33.0</b>

The general purpose and function of the North Chicago Fire Department is to: (i) provide prompt, high quality, cost efficient fire/ems services, (ii) educate the community, protect and serve all citizens, guests and business owners of the City of North Chicago. In order to maintain the comprehensive programs of fire suppression, emergency response, public education, fire inspection, training and maintenance, all career personnel have multiple responsibilities assigned to them outside of their primary job duties. The North Chicago Fire Department is operational 24 hours a day, 365 days per year.

### Divisions and Services

#### Fire Suppression

Fire suppression personnel provides fire protection, hazardous material mitigation, public assistance and technical rescue services to the City of North Chicago and the surrounding communities as requested through Mutual Aid Agreements.

Fire Suppression is responsible for the preservation of life and property from the devastation of fire. All department personnel are cross trained as Firefighter/Paramedics which provides a broad menu of emergency response services to the community. These services include fire suppression, technical rescue, hazardous material mitigation, mutual aid to surrounding communities and public assistance responses. Approximately 10-15% of the annual responses fall within these categories.

### Emergency Medical Services (EMS)

All fire personnel are cross-trained as licensed paramedics through the State of Illinois. EMS provides Advance Life Support care and follows lifesaving protocols as set forth by the North Lake County Emergency Medical Services.

Emergency Medical Services (EMS) consists of approximately 85-90% of the emergency response work being performed by the North Chicago Department. In providing this service to the community the organization delivers emergency medical care at Advanced Life Support (ALS) levels. The EMS fleet is comprised of 3 Mobile Intensive Care Units (MICU) consisting of 2 personnel trained to Paramedic level.

### Fire Prevention

The Fire Prevention Bureau is responsible for providing fire prevention, fire inspections, fire safety education, plan reviews and fire investigations under the mandate of local, state, and federal laws, regulations and standards.

Fire Prevention services primary focus is reducing the number of fatalities, injuries and property losses due to fire. North Chicago Fire Department's Fire Prevention program includes regular fire inspections of industrial, commercial and other public buildings within the jurisdiction of North Chicago, to ensure compliance with local, state, and national regulations. Fire Prevention services also conducts a review of all new construction plans for projects and performs periodic inspections of both new and existing buildings to ensure that all fire code regulations are met.

### Fire Investigations

Fire investigations are performed by the department's state certified fire investigators to determine origin, cause and circumstances. Fire Department personnel investigate all fires.

## Public and Life Safety Education

Public and life safety education is continuously provided to the community by shift personnel. This is accomplished through various activities, which include, but are not limited to: smoke detector installation, fire drills, fire prevention presentations, ward and other community events.

The Public Service and Education team provides health and fire safety information for residents through many community events each year, delivering age specific materials to promote fire safe behavior through lectures, educative programs for children, fire safety demonstrations, and CPR and first aid instruction. A very successful smoke detector program was implemented for the citizens of North Chicago which distributed hundreds of smoke detectors through local community groups, schools and neighborhood blitz campaigns.

## Fire Administration Services

Fire administration services develop and implement the department's strategies, policies and a budget. These plans consider the future needs of the organization while keeping in mind the City's funding resources. Over the longer term, these plans help to fulfill the department's mission and ensure compliance. Fire administration is responsible for various support services including: paramedic billing, hazardous materials fees, false alarm fees, open burning requests, management of fire suppression/EMS operations, payroll submittal, budget development, fiscal administration, capital project planning and personnel record keeping.

METRICS										
Year	Fire	Over-pressure /Explosion /Overheat (No Fire)	Rescue /EMS	Hazardous Condition	Service Call	Good Intent	False Alarm	Special Incident	Severe Weather /Natural Disaster	Total
2015	70	6	2091	73	95	107	185	11	2	2640
2016	80	6	2264	54	78	133	201	17	0	2833
2017	68	5	2403	72	101	122	177	15	0	2963
2018	80	4	2415	67	138	139	149	15	1	3008
2019	66	3	2511	65	128	150	218	1	10	3154



## Accomplishments FY19-20

1. Provided prompt delivery of emergency and non-emergency, fire prevention and education services to the citizens of North Chicago.
2. Through public education and fire prevention programs achieved zero Fire Deaths in the City of North Chicago.
3. Submittal of Assistance to Firefighters Grant Program in amount of \$500,000.00 for purchase of a replacement engine.
4. Recipient Grant Award of \$2,500 from North Shore Gas to fund the Carbon Monoxide Install Program.
5. Recipients of the 100 Club of Chicago Valor Award for our outstanding lifesaving response.
6. Recipients of the 1-800-BoardUp Battle of the Books Challenge winners.
7. Northwestern Medicine North Region EMS System recognition of outstanding medical care exceeding all prehospital STEMI metrics.
8. Northwestern Medicine North Region EMS System recognition of outstanding medical care recognizing the risk, anginal equivalents and successful treatment.
9. Fire Department member recognized by the Exchange Club of North Chicago for Firefighter of the Year.
10. 100% participation in the "TUTOR THE VISION" program.
11. Winner of the 1-800-BoardUp Battle of the Books
12. Continued Implementation of quality Assurance program for Medical Reporting.
13. Collection of 100% of Hazardous Materials fees per ordinance.
14. Submittal for claims of reimbursement for training costs through the OSFM.
15. Recipient of the Illinois Fire Chief Association Educational & Research Scholarship.
16. 100% of Fire Department Officers have completed the Chief Fire Officer program the highest certification designation through the Office of the State Fire Marshal with 6 Lieutenants obtaining Chief Fire Officer Provisional status.
17. 3 Firefighters Office of the Illinois State Fire Marshal Advanced Technician Firefighter.
18. 2 Firefighters completed Office of the Illinois State Fire Marshal Fire Investigator.
19. 1 Firefighter completed Office of the Illinois State Fire Marshal Fire Officer I.
20. 1 Firefighter completed Office of the Illinois State Fire Marshal Basic Operations Firefighter.
21. 1 Firefighter completed Hazardous Materials First Responder Operations.
22. 1 Firefighter completed Fire Service Vehicle Operator.
23. Hosted 4th Annual Home Fire Prevention Campaign installing FREE 10-Year Lithium Ion Battery Operated Smoke Alarms in the community.
24. Continued development of a City Wide Safety Committee in collaboration with the Owens group and PMA to reduce the liability and risk exposure to the City through proactively promoting safety and health as an integral part of operations for the benefit of employees, clients, contract workers, vendors, visitors, and the general public.
25. Completion of Panic alarm zone map for CNC.
26. Hosted 5<sup>th</sup> Annual Public Safety Fair.
27. Completion of updated fire department 2019-2024 5 year strategic plan.
28. Hosted Med-Line to assist in training and development of EMS equipment.
29. Entered into agreement with Battelle and Lake County Municipal League to provide NO COST decontamination services for hospital Personal Protective Equipment (PPE).

## Goals FY20-21

1. Continue to provide prompt delivery of emergency and non-emergency, fire prevention and education services to the citizens of North Chicago maintaining the highest quality of care and cores values of Customer Service, Integrity, Professionalism, Compassion, Courage and Commitment.
2. Continued commitment to support the mission, goals and objectives of the fire department.
3. Achieve 100% compliance with NFPA 1710 Standard: Staffing requirements relating to the organization and deployment of fire suppression operations, emergency medical operations, and special operations to the public.
4. Through public education and fire prevention programs, strive to achieve zero Fire Deaths in the City of North Chicago.
5. Introduce Carbon Monoxide Install Program through grant award.
6. Continued submission of all available State, local, federal grants and scholarships.
7. Support agencies working within the community and continue to promote active involvement in organizations, committees and boards in the City of North Chicago
8. Adhere to fire department budgets, reviewing all contracts and purchases for competitive pricing, to pursue alternative funding and increase current revenue sources.
9. Provide a resident feedback system and address community concerns.
10. Continued development and compliance of the City Wide Safety Committee program.
11. Host 6<sup>th</sup> Annual Public Safety Fair.
12. Host 5<sup>th</sup> Annual Home Fire Prevention Campaign.
13. Continue 100% participation in the “TUTOR THE VISION” program.
14. Continued improvement on educational outreach programs for the community.
15. Continued review of processes & QA committee for Medical Reporting to increase billing reimbursements.
16. Promote higher educational opportunities for all personnel to assist in succession planning.
17. Work with all departments to continue NIMS compliance to new and existing staff.
18. Review of ISO rating and work with other departments to decrease rating of 4.
19. Host outside training seminars through the OSFM.
20. Collection of 100% fees per ordinance.
21. Keep all MICU’s in service to minimize mutual aid assistance calls with the assistance of the Fleet Management Division.
22. Completion of installation of updated Panic alarm system infrastructure for CNC.

## Financial Summary

The Fire Department operations are funded through the General Fund. Its revenues come from a combination of fees and grant income. The following sections provide more detail on revenues and expenses.

## Budget

The Fire Department generates revenue through Alarm Services fees, Hazardous Material Permit Fees, and Ambulance Billing fees. The Department has worked to improve its quality control over Ambulance Fee reimbursement submission.

<b>Revenues</b>						
Service	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY18-19	FY 19-20
Alarm Services Fees	17,328	17,372	27,980	18,000	12,510	4,300
Hazardous Materials Permit Fees	28,000	48,500	48,500	48,500	48,500	30,000
Ambulance Billing Fees	361,570	417,978	427,874	430,000	469,651	591,028

In addition to fee revenues, the Fire Department brings in grant revenue. The following table summarizes this information.

<b>Grant Revenues</b>						
Grant	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20
SAFER	426,637	293,000	506,092	57,680	0	Ineligible
Illinois Dept. of Public Health EMS	2,500	0	5,000	0	5,000	0

The Fire Department FY20 budget is \$3,525,831. This represents an increase of 6.14% over the prior year's budget. Personnel costs, both salaries and benefits, amount to the increases due to expiration of union concessions of the previous fiscal year.

The table below summarizes historical financial information.

	<b>FY2018 Actuals</b>	<b>FY2019 Actuals</b>	<b>FY2020 Budget</b>	<b>FY2020 Projection</b>	<b>FY2021 Budget</b>
<b>Expenditures</b>					
Personnel & Fringe Benefits	3,421,925	3,518,934	3,102,200	3,278,680	3,313,739
Contractual	129,244	110,570	116,250	88,150	113,500
Commodities	79,989	79,099	78,500	75,300	70,000
Debt Service	21,860	21,488	25,006	31,116	28,592
Other Charges	0	0	0	0	0
<i>Total Operating Expenditures</i>	3,653,018	3,730,091	3,321,956	3,473,246	3,525,831
Capital Projects	160,000	0	0	0	0
Transfer Out	0	0	0	0	0
<i>Total Other Expenditures</i>	160,000	0	0	0	0
<b>Total Expenditures:</b>	<b>3,813,018</b>	<b>3,730,091</b>	<b>3,321,956</b>	<b>3,473,246</b>	<b>3,525,831</b>

**General Corporate Fund - Fire (Fund 01.26)**

Account	Description	Fiscal Year 2019	Fiscal Year 2020			Fiscal Year 2021	Percentage Change
			Budget	Revised Budget	YE Projected	Approved	
4000	Full-Time Wages	2,940,218	2,531,500	2,531,500	2,600,000	2,712,000	
4001	Part-Time Wages	1,097	1,200	1,200	1,200	1,200	
4005	Overtime	33,334	40,000	40,000	85,000	55,000	
4006	Holiday Pay	0	0	0	0	0	
4009	Fire Lieutenant Pay	7,210	5,500	5,500	4,500	5,000	
4010	Overtime	216	0	0	80	0	
4018	Good Attendance Incentive	26,970	27,000	27,000	23,000	23,000	
4022	Sick Leave Sellback	0	15,000	15,000	10,000	0	
	SubTotal Salaries and Wages:	3,009,045	2,620,200	2,620,200	2,723,780	2,796,200	6.72%
4020	IMRF Match	13,213	12,500	12,500	10,000	14,400	
4025	Workers Compensation	838	0	0	75,000	0	
4030	Employer's Health Insurance	407,874	387,900	387,900	390,000	424,179	
4035	Employer's Dental & Vision Insurance	33,577	31,000	31,000	31,000	28,700	
4070	Social Security Match	9,286	10,500	10,500	8,500	10,300	
4071	Medicare Match	41,547	37,000	37,000	37,000	37,000	
4072	Life Insurance Premiums	3,553	3,100	3,100	3,400	2,960	
	SubTotal Fringe Benefits:	509,889	482,000	482,000	554,900	517,539	7.37%
4100	Maintenance - Building	0	0	0	0	0	
4110	Maintenance - Vehicles	32,437	32,000	32,000	40,000	35,000	
4120	Maintenance - Equipment	14,927	15,100	15,100	4,500	14,300	
4230	Telephone	4,777	4,700	4,700	4,700	4,700	
4280	Rentals	1,838	1,500	1,500	1,300	1,500	
4310	Travel and Training	25,951	30,000	30,000	19,000	30,000	
4320	Postage	53	300	300	150	200	
4340	Printing and Publishing	5,891	5,600	5,600	3,000	5,600	
4341	Software	0	0	0	0	4,000	
4380	Medical Service	12,103	11,500	11,500	3,000	11,500	
4400	Other Professional Services	7,521	6,125	6,125	6,000	1,700	
4440	Dues and Memberships	5,070	9,425	9,425	6,500	5,000	
4740	Public Relations	0	0	0	0	0	
	SubTotal Contractual Services:	110,570	116,250	116,250	88,150	113,500	-2.37%
4650	Office Supplies	2,079	2,500	2,500	2,000	2,500	
4660	Gasoline and Oil	25,837	23,000	23,000	21,000	23,000	
4670	Maintenance Supplies	3,387	4,000	4,000	5,500	5,000	
4680	Operating Supplies	8,735	9,500	9,500	10,000	10,000	
4681	Ambulance Supplies	10,546	9,000	9,000	8,000	9,000	
4690	Uniforms	23,497	25,000	25,000	23,000	15,000	
4710	Publications	0	0	0	0	0	
4720	Hazardous Materials Enforcements	2,896	3,000	3,000	1,300	3,000	
4800	Reimbursements	67	0	0	0	0	

**General Corporate Fund - Fire (Fund 01.26)**

Account	Description	Fiscal Year 2019	Fiscal Year 2020			Fiscal Year 2021	Percentage Change
			Budget	Revised Budget	YE Projected	Approved	
4850	Miscellaneous Expense	2,055	2,500	2,500	4,500	2,500	
	SubTotal Commodities:	79,099	78,500	78,500	75,300	70,000	-10.83%
4870	Principal & Interest	21,488	21,448	21,448	21,116	21,116	
	Enterprise Fleet - Lease	0	3,558	3,558	10,000	7,476	
	SubTotal Debt Service:	21,488	25,006	25,006	31,116	28,592	14.34%
<b>Total Fire:</b>		<b>3,730,091</b>	<b>3,321,956</b>	<b>3,321,956</b>	<b>3,473,246</b>	<b>3,525,831</b>	<b>6.14%</b>

**General Corporate Fund - Fire Department**

*Detail of Budgeted Expenditures*

Fund	Dept	Obj	Itemized Description	Requested Amount	
				Detailed	Line Item
<b>01</b>	<b>26</b>	<b>4100</b>	<b>Maintenance- Vehicles</b>		<b>35,000</b>
			Engine 1517 Annual Service	6,000	
			Engine 1515 Annual Service	6,000	
			Engine 1514 Annual Service	5,000	
			Ladder Truck 1539 Annual Service	6,000	
			Ambulance 1546 Semi-Annual Certification	500	
			Ambulance 1547 Semi-Annual Certification	1,000	
			Ambulance 1548 Semi-Annual Certification	750	
			Command Vehicle 1599	750	
			Pick-Up Truck with Plow 1596	1,000	
			Chiefs Vehicle 1591	500	
			Station 1 & 2- In house Vehicle Maintenance Supplies	4,000	
			Tires- New and Repairs	3,500	
<b>01</b>	<b>26</b>	<b>4120</b>	<b>Maintenance- Equipment</b>		<b>14,300</b>
			Radio Equipment Servicing and Repair	1,500	
			Vehicle Extrication Equipment Maintenance	1,000	
			Oxygen Regulators, Pulse-Ox Unit Repair, Tank Testing	2,000	
			O2 and CO2 Monitor Calibrating / Maintenance/Repair	1,500	
			Truck 1539 Ladder Certification Test	1,000	
			Ground Ladder Tests	1,000	
			Small Equipment Repair - Saws, Fans, Generators	1,000	
			Firefighting Equipment Repair - Nozzles, Hose, Hand Tools	800	
			Power Tools Maintenance	500	
			City Warning Signal Maintenance	3,500	
			Miscellaneous Maintenance	500	
<b>01</b>	<b>26</b>	<b>4230</b>	<b>Telephone</b>		<b>4,700</b>
			Cell Phones all Vehicles and Officer Units	2,800	
			Internet Service Laptops	1,900	
<b>01</b>	<b>26</b>	<b>4280</b>	<b>Rentals</b>		<b>1,500</b>
			Air-Gas Oxygen Supply and Delivery	1,500	
<b>01</b>	<b>26</b>	<b>4310</b>	<b>Traveling and Training</b>		<b>30,000</b>
			Fire Officer and Certification Training	13,300	
			Hotel accommodations / car rental fees	5,000	
			Per Diem allowance	2,000	
			Training supplies (Books and videos)	1,000	
			FDIC Conference	1,950	
			NLC EMS Department CE	6,750	
<b>01</b>	<b>26</b>	<b>4320</b>	<b>Postage</b>		<b>200</b>
			General Mail, FedEx, and UPS Services	200	
<b>01</b>	<b>26</b>	<b>4340</b>	<b>Printing &amp; Publishing</b>		<b>5,600</b>
			Fire Prevention Material	5,300	
			Public Safety Fair	300	
<b>01</b>	<b>26</b>	<b>4380</b>	<b>Medical Service</b>		<b>11,500</b>
			Annual Department Physicals	11,500	
<b>01</b>	<b>26</b>	<b>4400</b>	<b>Other Professional Services</b>		<b>1,700</b>
			Achievement Awards	700	
			Knox Box Services	500	
			Towing Services	500	

**General Corporate Fund - Fire Department**

*Detail of Budgeted Expenditures*

Fund	Dept	Obj	Itemized Description	Requested Amount	
				Detailed	Line Item
<b>01</b>	<b>26</b>	<b>4440</b>	<b>Dues &amp; Memberships</b>		<b>5,000</b>
			Exchange Club of North Chicago	140	
			International Assoc. of FF's	210	
			Illinois FF Assoc.	125	
			IFCA	200	
			MABAS Division IV	2,850	
			L. C. Fire Chiefs	200	
			North Chicago Chamber	100	
			100 Club of Chicago	50	
			Metro Fire Chiefs	100	
			Fire Investigator's Task Force	75	
			LCFC & NIPET Dues	250	
			National Fire Protection Assoc.	250	
			Association Fees	250	
			Chief monthly meetings	200	
<b>01</b>	<b>26</b>	<b>4650</b>	<b>Office Supplies</b>		<b>2,500</b>
			Misc. Office Supplies	1,900	
			Fax Machine Cartridges	100	
			Ink Jet Printer Cartridges	500	
<b>01</b>	<b>26</b>	<b>4660</b>	<b>Gasoline &amp; Oil</b>		<b>23,000</b>
			Gasoline- Vehicles and Small Motirized Equipment	23,000	
<b>01</b>	<b>26</b>	<b>4670</b>	<b>Mainenance Supplies</b>		<b>5,000</b>
			Janitorial Station Cleaning Supplies	5,000	
<b>01</b>	<b>26</b>	<b>4680</b>	<b>Operating Supplies</b>		<b>10,000</b>
			Day to Day Operations- Repair/Replacement of Operatong Su	10,000	
<b>01</b>	<b>26</b>	<b>4681</b>	<b>Ambulance Operating Supplies</b>		<b>9,000</b>
			Ambulance Supplies	8,000	
			Meds- Vista East Pharmacy	1,000	
<b>01</b>	<b>26</b>	<b>4690</b>	<b>Uniforms</b>		<b>15,000</b>
			Department Uniforms	15,000	
<b>01</b>	<b>26</b>	<b>4720</b>	<b>Hazardous Material Enforcement</b>		<b>3,000</b>
			Enforcement, Inspection, and Potential Emergency	3,000	
<b>01</b>	<b>26</b>	<b>4850</b>	<b>Miscellaneous Expense</b>		<b>2,500</b>
			Supplies for the Cooling and Warming Centers	2,500	
<b>01</b>	<b>26</b>	<b>4870</b>	<b>Principal &amp; Interest</b>		<b>21,116</b>
			Illinois Finance Authority( loan payment 3 of 5) 2017 Ambulance		
			Vechicle Lease-Principle	20,000	
			Vechicle Lease- Interest	1,116	
<b>01</b>	<b>26</b>	<b>4341</b>	<b>Software</b>		<b>5,600</b>
			ESO Software	5,600	
<b>01</b>	<b>26</b>	<b>4999</b>	<b>Enterprise Lease</b>		<b>7,476</b>
			Fleet Lease	7,476	

## Information Technology Department (IT)

The Information Technology (IT) Department ensures the high quality, cost-effective technology solutions. The Department continually evaluates, integrates, and supports innovative technologies to help internal and external customers achieve their goals, while effectively maximizing return on resources. It provides cost effective methods for citizens, businesses, vendors and others to easily access information and conduct business with the City. While moving towards change and innovate, it never loses focus on the user's experience, needs, reliability, security, and access.

### Headcount Summary

The City of North Chicago's Information Technology department is comprised of one (1) IT Director, one (1) System Administrator and a host of key vendor relationships. These positions are Contractual Services.

### Services

The services provided are essential to the way the City does business. The core services remain consistent, even when specific projects are undertaken.

### IT Help Desk

Description	FY 17-18	FY18-19	FY19-20529
Work Orders Opened	420	321	529
Work Order Completed	390	276	527
Large Projects	12	12	4

### Accomplishments FY19-20

1. Diversified and balanced connectivity using AT&T, Comcast and Verizon increases security and reliability of communication;
2. Update systems with new technology hardware/software across numerous departments;
3. Enhanced network security at all locations;
4. Maintained and secured databases;
5. Replace obsolete technology.
6. Maintain printer fleet for reliability as well as control cost.
7. Setup hardware and infrastructure for the Tyler Munis system.
8. Work with Tyler to install and setup the Tyler software systems.
9. Procure, coordinate and implement the data connection between North Chicago and Mundelein



## Goals FY20-21

1. Seamless turnover of E911 to Village of Mundelein;
2. Maintain reliable secure communication between city of North Chicago municipal locations;
3. Continue to control cost;
4. Improve interdepartmental network connectivity;
5. Refresh aging hardware and software;
6. Remove obsolete hardware and infrastructure for proper disposal;
7. Continue to work with police, fire and water departments to maintain security compliance;
8. Work with police, fire, water and streets departments to keep systems up to date for reliability, security, efficiency and smart cost control;
9. Implement Tyler Munis ERP financial modules;
10. Implement public facing app for the Census 2020.

## Financial Summary

The IT Department is funded through the General Fund. More detail is provided in the following sections.

## Budget

The table below summarizes historical financial information.

	<b>FY2018 Actuals</b>	<b>FY2019 Actuals</b>	<b>FY2020 Budget</b>	<b>FY2020 Projection</b>	<b>FY2021 Budget</b>
<b>Expenditures</b>					
Personnel & Fringe Benefits	0	0	0	0	0
Contractual	275,459	352,358	404,000	343,500	401,000
Commodities	6,787	3,981	7,500	2,500	7,500
Debt Service	0	0	0	0	0
Other Charges	0	0	0	0	0
<i>Total Operating Expenditures</i>	282,246	356,339	411,500	346,000	408,500
Capital Projects	19,420	27,629	36,000	35,000	36,000
Transfer Out	0	0	0	0	0
<i>Total Other Expenditures</i>	19,420	27,629	36,000	35,000	36,000
<b>Total Expenditures:</b>	<b>301,666</b>	<b>383,968</b>	<b>447,500</b>	<b>381,000</b>	<b>444,500</b>

**General Corporate Fund - IT (Fund 01.35)**

Account	Description	Fiscal Year 2019	Fiscal Year 2020			Fiscal Year 2021	Percentage Change
			Budget	Revised Budget	YE Projected	Request	
4120	Maintenance - Equipment	130,219	146,600	146,600	112,000	146,600	
4230	Telephone	4,135	6,000	6,000	6,500	6,500	
4310	Travel and Training	83	3,500	3,500	0	0	
4320	Postage	0	0	0	0	0	
4340	Printing and Publishing	0	0	0	0	0	
4400	Other Professional Services	217,920	247,900	247,900	225,000	247,900	
4401	Contractual Services	0	0	0	0	0	
4440	Dues and Memberships	0	0	0	0	0	
	SubTotal Contractual Services:	352,358	404,000	404,000	343,500	401,000	-0.74%
4650	Office Supplies	0	0	0	0	0	
4680	Operating Supplies	3,681	7,500	7,500	2,500	7,500	
4710	Publications	0	0	0	0	0	
4800	Reimbursements	0	0	0	0	0	
4850	Miscellaneous Expense	0	0	0	0	0	
	SubTotal Commodities:	3,681	7,500	7,500	2,500	7,500	0.00%
4940	Equipment	27,629	36,000	36,000	35,000	36,000	
4945	Equipment <\$500.00	0	0	0	0	0	
4960	Capital Lease	0	0	0	0	0	
	SubTotal Capital Programs:	27,629	36,000	36,000	35,000	36,000	0.00%
<b>Total IT:</b>		<b>383,669</b>	<b>447,500</b>	<b>447,500</b>	<b>381,000</b>	<b>444,500</b>	-0.67%

**General Corporate Fund - IT Department**

*Detail of Budgeted Expenditures*

				Fiscal Year 2019 -	
Fund	Dept	Obj	Itemized Description	Detail	Total
01	35	4120	Equipment Maintenance & Leasing		146,600
			Microsoft leases & licenses	8,000	
			Server hardware maintenance	7,400	
			Antivirus subscription	4,600	
			Microsoft support	6,300	
			APC hardware maintenance	8,700	
			Copier leases, maintenance, supplies	24,000	
			Printer maintenance, supplies	18,000	
			Phone switch maintenance	11,200	
			Network seitches & Aps maintenance	9,900	
			Firewall hardware & software maint	4,900	
			Data wiring maintenance	3,500	
			Financial hardware & software maint	23,000	
			IP configuration maintenance	1,800	
			SSL Certificate updates	2,700	
			Offsite data backup system	8,000	
			Data backup system maintenance	4,600	
01	35	4230	Telephone		6,500
			Cell phones and cable	6,500	
01	35	4310	Travel & Training		0
			Professional training	0	
			Microsoft Windows 10 Training	0	
01	35	4400	Other Professional Services		247,900
			Rittenhouse Group Inc	198,000	
			Overtime	25,000	
			Projects & external vendor support	24,900	
01	35	4680	Operating Supplies		7,500
			Cables, Routers & Switches	4,250	
			Internal cameras	1,600	
			UPS battery replacements	700	
			Keyboard/mouse replacements	150	
			Hard drive/memory replacements	800	
01	35	4940	Equipment		36,000
			Obsolete equipment replacement	36,000	

## Comptroller's Office

The Office of Comptroller is comprised of a Comptroller, Assistant Comptroller, Financial Analyst, an Accounts Payable Coordinator, a Utility Billing Coordinator, a Collector, and a Data Technician II. The Comptroller's Office responsibilities include financial reporting, managing payroll, accounts payable, accounts receivable, utility billing, the annual audit, and adjudication court. The Comptroller's Office also prepares the annual budget in coordination with other departments, update and maintain police records, file police statistics, file bond disclosures, assist with grant administration, maintains fixed asset database, and coordinating debt management.

### Headcount Summary

The department has several positions that are allocated to the Enterprise Fund. The table reflects these allocations.

Department/ Position/Title	Bargaining Unit /Statute	Full-Time Staffing
Director, Comptroller	CSO-Exempt	0.0
Assistant Comptroller	CSO-Exempt	0.75
Financial Analyst	CSO-Exempt	1.0
Accounts Payable Coordinator	CSO-Nonexempt	1.0
Utility Billing Coordinator	SEIU	0.0
Collector	SEIU	0.75
Data Technician II	SEIU	1.0
<b>Total</b>		<b>4.50</b>

### Divisions and Services

#### Accounting

The Office of Comptroller records and reports financial information in compliance with Generally Accepted Accounting Principles. All financial processes are overseen by the Treasurer. In addition, the Comptroller's Office produces the baseline data for the Comprehensive Annual Financial Report (CAFR) in coordination with the external audit team.

#### Audit

The Comptroller's Office oversees the audit process. On an annual basis, external auditors audit the City to assure compliance and internal controls. The Comptroller's Office staffs these engagements and works throughout the year to ensure that auditing recommendations are implemented. For the fiscal year ending April 30, 2019, external auditors issued an unmodified report on the City's finances.

## Budget

The Comptroller Office prepares the annual budget. The Comptroller's staff completes a revenue forecast based on historical trends, quantitative data, and industry changes. The Comptroller's staff works closely with department directors to identify financial constraints, summarize baseline costs, and focus on long term fiscal goals. Departmental requests are reviewed at the executive level in the context of goals, priorities, and resources. The results are presented to City Council for review, amendment, and approval. Once approved, Comptroller Office maintains and monitors the budget throughout the fiscal year.

## Payment Processing

The Comptroller's Office processes all receivables for services provided by the City. The services include real estate transfers, water bill payments, permits payments, business, and liquor license payments, insurance payments, library fines & fees payments, parking and adjudication payments, and various other revenues including grant and state payments. The staff also collects tax payments for motor fuel, food & beverage, storage, and hotel & motel from local businesses.

## Payroll

The City has a centralized payroll for all departments. The Comptroller's Office prepares bi-monthly payrolls for an average of 150 full-time and part-time employees. Payroll responsibilities include processing electronic submissions through the Paylocity system, reconciliations, reporting, and auditing with coordination with Human Resources.

## Police records/Adjudication

The Comptroller's Office manages, prepares, retrieve, and preserves the police records database of all police activities such as ticketing for village ordinance violations, arrests, accident reports. Staff provides information to agencies, public, and other departments. The Comptroller Office is the administrator of the adjudication court process for ordinances violation citations and red-light citations. Staff attends court sessions and works closely with the Police Department, the Hearing Officer, and respondents. The staff performs various administrative tasks including answering telephone calls, maintaining court calendars, making photocopies, entering data and answering requests. In addition, the Comptroller's Office assists with maintaining the red-light camera database.

## Utility Billing

The Comptroller's Office is responsible for utility billing and the electronic meter reading system. Comptroller staff process utility bills, delinquent notices, address changes, adjustments, and new service accounts. Staff maintains all utility accounts for accuracy and prepares monthly reports. Staff monitors high usage alerts using reading systems to minimize unintentional water usage. Staff works closely with the Public Works Department and Building Department for service appointments, new water/sewer line installation.. In addition, staff coordinates with other government agency including Lake County Public Works, North Shore Water Reclamation and Advanced Deposal.

## Accomplishments FY19-20

1. Submitted the FY20 Comprehensive Annual Financial Report (CAFR) to GFOA for an award
2. Received the Government Finance Office Association Distinguished Budget Award for FY2020
3. Completed the renovation of the Comptroller's Office.
4. Continue to provide City Council with alternatives to reduce budget and maintain service levels.
5. Revised the Business License & Liquor internal process to be more efficient.
6. Develop policies and procedures to continue the City's quest for best practices.
7. Developed a new general ledger system as part of the implementation of the new Tyler Munis ERP system.
8. Established two new funds to improve transparency of reporting. The Grant Fund to better account for grant funding projects and a Capital Project Funds as a revolving fund to control capital projects activities, and to track associated contracts for projects.
9. Established the same accounting process for the City's component unit, the library, as is used by the City for consistency in reporting and accounting for revenues and expenses.

## Goals FY20-21

1. Implement Tyler Munis Financial software (Phase 1 and II) to include accounts payable, general ledger, accounts receivable, utility billing.
2. Continue to receive an unmodified report from the City's auditors.
3. Submit the FY21 Budget to GFOA for an award
4. Complete the CAFR within the statutory date established..
5. Continue with staff development plans for fiscal year 2021
6. Continue to provide City Council with alternatives to reduce budget and maintain service levels.
7. Continue to work toward processes that are more efficient as it relates to establishing a process for recording of outstanding monies due the City for grass cuttings, adjudication orders for code violations
8. Develop policies and procedures to continue the City's quest for best practice

## Financial Summary

The Comptroller's operations are funded through the General Fund. Although many General Fund revenues have roots in other departments (e.g., Department of Public Works, Water Division), the Comptroller's Office is responsible for collections.

## Revenues

The Comptroller's Office collects a wide range of license, permits, fines, and fees.

	FY 17-18	FY 18-19	FY 19-20 projected
Contractor's Licenses	20,684	22,130	19,000
Pet Tag Licenses	560	450	500
Liquor Licenses	13,600	55,100	55,000
Taxi Licenses	23,186	0	0
Video Gaming Terminal Licenses	60,000	53,000	66,000
Business Licenses	32,711	114,631	110,000
Landlord Licenses	45,178	76,807	55,000
Property Vacancies Licenses	82,150	53,920	60,000
Building Permits	228,433	308,019	225,000
Rezoning Variance Permits	2,800	4,750	1,000
Miscellaneous Permits	1,600	2,770	1,000
Truck Stickers	9,820	14,410	12,000
Occupancy Permits	104,359	74,058	75,000
Hazardous Material Permits	19,550	44,000	20,000
Taxi Class A Driver Licenses	20,417	56,421	28,000
Lien Fees	63,318	76,345	11,985
Parking/Local Ordinance Fines	27,585	34,051	24,000
Animal Fines and Fees	2,226	101	500
Adjudication Fees	130,988	114	150,000
Redflex Collection Fees	15,297	380,689	300,000
Photo Copies	4,365	4,682	3,000
Police Services	1,070,797	993,498	1,125,000
Alarm Service Fees	14,564	12,511	14,000
Cable Franchise Fees	144,546	127,141	140,000

## Expenditures

The Comptroller's Office budget is approved for \$727,355 for FY21. This is a decrease from the prior year's budget. During FY20, the department reduced their position through attrition and established the Assistant Comptroller position that included the transferring of payroll duties to this new position.

A year-to-year budget comparison shows an increase in contractual services and relates to allocation of certain expenses attributable to the Office's responsibilities. These include bank service charges, audit expenses, and payroll services. ■

## Budget

This fiscal year reflects an increase in positions due to the transfer of one (1) Records Clerk from the Police Department to the Comptroller's Office.

The table below highlights the historical detail of increases and/or decreases for the Comptroller's Office. This fiscal year, the largest percentage increase is in Capital Outlay due to the implementation costs associated with the new ERP software.

While the department shows a decrease in expenditures of 21.09%, although there is an increase in contractual services for outsourcing some responsibilities due to attrition.

	<b>FY2018 Actuals</b>	<b>FY2019 Actuals</b>	<b>FY2020 Budget</b>	<b>FY2020 Projection</b>	<b>FY2021 Budget</b>
<b>Expenditures</b>					
Personnel & Fringe Benefits	623,693	464,498	498,570	404,720	404,255
Contractual	169,564	262,420	218,700	198,500	225,100
Commodities	(521)	13,019	4,500	2,500	3,000
Debt Service	0	0	0	0	0
Other Charges	0	0	0	0	0
<i>Total Operating Expenditures</i>	<u>792,736</u>	<u>739,937</u>	<u>721,770</u>	<u>605,720</u>	<u>632,355</u>
Capital Projects	0	133,884	200,000	20,000	80,000
Transfer Out	0	0	0	0	15,000
<i>Total Other Expenditures</i>	<u>0</u>	<u>133,884</u>	<u>200,000</u>	<u>20,000</u>	<u>95,000</u>
<b>Total Expenditures:</b>	<u><u>792,736</u></u>	<u><u>873,821</u></u>	<u><u>921,770</u></u>	<u><u>625,720</u></u>	<u><u>727,355</u></u>



**General Corporate Fund - Comptroller (Fund 01.36)**

Account	Description	Fiscal Year 2019	Fiscal Year 2020			Fiscal Year 2021	Percentage Change
			Budget	Revised Budget	YE Projected	Approved	
4000	Full-Time Wages	345,874	377,000	377,000	300,000	300,000	
4001	Part-Time Wages	0	0	0	0	0	
4010	Overtime	8,024	7,500	7,500	3,000	3,000	
4017	Comp Time Used	0	0	0	0	0	
	SubTotal Salaries and Wages:	353,898	384,500	384,500	303,000	303,000	-21.20%
4020	IMRF Match	28,025	28,100	28,100	22,000	26,000	
4030	Employer's Health Insurance	52,788	53,500	53,500	54,000	48,880	
4035	Employer's Dental & Vision Insurance	3,649	2,800	2,800	2,600	2,400	
4070	Social Security Match	20,783	23,500	23,500	18,500	19,000	
4071	Medicare Match	4,851	5,600	5,600	4,200	4,500	
4072	Life Insurance Premiums	505	570	570	420	475	
	SubTotal Fringe Benefits:	110,600	114,070	114,070	101,720	101,255	-11.23%
4120	Maintenance - Equipment	1,280	0	0	1,300	1,300	
4310	Travel and Training	2,552	3,500	3,500	3,000	10,000	
4320	Postage	74	500	500	0	0	
4340	Printing and Publishing	3,682	5,200	5,200	2,500	3,000	
4350	Auditing	84,169	30,000	30,000	18,000	22,000	
4355	Payroll Services	38,446	38,000	38,000	40,000	40,000	
4400	Other Professional Services	122,146	130,500	130,500	120,000	133,300	
4440	Dues and Memberships	852	1,000	1,000	1,000	1,000	
4450	Bank Service Charges	9,218	10,000	10,000	9,500	9,500	
4451	Wealth Investment Fees	0	0	0	3,200	5,000	
	SubTotal Contractual Services:	262,420	218,700	218,700	198,500	225,100	2.93%
4650	Office Supplies	3,793	4,000	4,000	2,000	2,500	
4850	Miscellaneous Expense	9,227	500	500	500	500	
	SubTotal Commodities:	13,019	4,500	4,500	2,500	3,000	-33.33%
4940	Equipment	0	0	0	0	0	
	ERP Solution - Tyler Munis	133,884	200,000	200,000	20,000	75,000	
	Furniture	0	0	0	0	5,000	
4960	Capital Lease	0	0	0	0	0	
	SubTotal Capital Programs:	133,884	200,000	200,000	20,000	80,000	-60.00%
	Transfer to Capital Projects Fund	0	0	0	0	15,000	
	SubTotal Debt Service:	0	0	0	0	15,000	0.00%
<b>Total Comptroller's Office:</b>		<b>873,821</b>	<b>921,770</b>	<b>921,770</b>	<b>625,720</b>	<b>727,355</b>	-21.09%

**General Corporate Fund - Comptroller**

*Detail of Budgeted Expenditures*

Fund	Dept	Obj	Itemized Description	Requested Amount	
				Detailed	Line Item
<b>01</b>	<b>36</b>	<b>4310</b>	<b>Travel &amp; Training</b>		<b>10,000</b>
			Software Training	1,000	
			IGFOA/GFOA	2,000	
			Staff Development	7,000	
<b>01</b>	<b>36</b>	<b>4340</b>	<b>Printing &amp; Publishing</b>		<b>3,000</b>
			Decals for various licenses	1,500	
			Check stock	750	
			Misc	750	
<b>1</b>	<b>36</b>	<b>4350</b>	<b>Auditing</b>		<b>22,000</b>
			Annual Audit (Sikich)	22,000	
<b>1</b>	<b>36</b>	<b>4355</b>	<b>Payroll Services</b>		<b>40,000</b>
			Paylocity	40,000	
<b>1</b>	<b>36</b>	<b>4400</b>	<b>Professional Services</b>		<b>133,300</b>
			Accounting Support	120,800	
			Opeb 75 (Menard Consulting)	3,500	
			Fixed Asset Accounting	2,500	
			Miscellaneous (Other Azavar)	2,500	
			North Shore Gas Audit (7-18 out of 36)	1,500	
			Concast Audit (Pay 11-23 out of 36)	2,500	
<b>01</b>	<b>36</b>	<b>4650</b>	<b>Office Supplies</b>		<b>2,500</b>
<b>01</b>	<b>36</b>	<b>4850</b>	<b>Miscellaneous Expense</b>		<b>500</b>
			Lunch & Learn	500	

## Human Resources Department

The North Chicago Human Resources Department (HR) provides human resource services that attract, sustain, and inspire excellence in people. These services are provided to approximately 200 employees. The Human Resources Department is responsible for all issues related to employee salaries and benefits, job classifications, diversity, training, talent management, and retention. For most employees, many of these matters are determined through the collective bargaining process managed by HR. The Department complies with all applicable laws, regulations, and policies. It employs best practices, while promoting fairness, equity, diversity, and inclusion.

### Headcount Summary

Department/Position/Title	Bargaining Unit /Statute	Staffing
Director, HR	CSO-Exempt	0.8
	<b>Total</b>	<b>0.8</b>

### Accomplishments FY19-20

1. Attract, support, and engage a healthy, productive, and diverse workforce.
2. Updated employee handbook to ensure compliance with labor law initiatives and reflect City's employee policies and procedures.
3. Increased departmental efficiencies by maximizing HR technology to include performance management, onboarding, timekeeping and payroll operations.
4. Supplied employees with wellness initiatives to increase engagement and employee wellbeing. This included on-site flu shots, biometric screening, healthy walking challenges, reduced gym memberships, and mental health wellness services.
5. Provided newly promoted supervisors with educational opportunities as to assist with career transition.
6. Delivered professional development training and initiatives department-wide to employees to develop and create growth opportunities.
7. Utilized various engage employee engagement activities through employee celebrations, health and wellness programs, and wellbeing initiatives.
8. Enhanced the quality of candidate selection by assessing and revising recruitment tools and assessment methods to enhance candidate pool selection with best practices.
9. Coordinated recruitment and selection program of Public Safety personnel through the Board of Fire & Police Commissioners.
10. Managed self-insured workers' compensation and liability programs to coordinate efforts with reduction of risk management claims.

## Goals FY20-21

1. Create additional efficiencies by 30% through use of HR technologies to support internal employees with automation of current manual HR processes.
2. Ensure compliance with Federal and State employment laws, including mandatory training.
3. Utilize wellness initiatives to support and engage a healthy, productive and diverse workforce. Increase employee engagement in wellness initiatives by 30%.
4. Increase leadership and staff development utilization of online training and development initiatives by 20%.
5. Promote employee engagement by expanding employee reward and recognition initiatives to increase by 20%.
6. Utilize training and informational sessions to improve employee knowledge and commitment to the City's risk management program. The objective will be to increase the number of training and informational sessions by 20% held with employee and management groups created to improve overall knowledge for employee wellness and safety.

## Budget

The Human Resources provide services for the whole City, so payroll and benefits are also allocated to other funds within the organization. The budget shows a decrease in payroll and associated benefits for this reason. Contractual services increased due to anticipated outsourcing HR Assistant function on a temporary basis.

Overall, the department is showing a decrease in budget as 11.02% over the prior year. The table below shows historical detail.

	<b>FY2018 Actuals</b>	<b>FY2019 Actuals</b>	<b>FY2020 Budget</b>	<b>FY2020 Projection</b>	<b>FY2021 Budget</b>
<b>Expenditures</b>					
Personnel & Fringe Benefits	202,073	177,845	177,784	178,950	111,502
Contractual	10,695	28,479	45,405	31,700	92,247
Commodities	28,503	18,760	16,300	12,075	9,350
Debt Service	0	0	0	0	0
Other Charges	0	0	0	0	0
<i>Total Operating Expenditures</i>	241,271	225,084	239,489	222,725	213,099
Capital Projects	0	0	0	0	0
Transfer Out	0	0	0	0	0
<i>Total Other Expenditures</i>	0	0	0	0	0
<b>Total Expenditures:</b>	<u>241,271</u>	<u>225,084</u>	<u>239,489</u>	<u>222,725</u>	<u>213,099</u>

**General Corporate Fund - Human Resources (Fund 01.38)**

Account	Description	Fiscal Year 2019	Fiscal Year 2020			Fiscal Year 2021	Percentage Change
			Budget	Revised Budget	YE Projected	Approved	
4000	Full-Time Wages	136,309	136,000	136,000	136,000	85,000	
4001	Part-Time Wages	0	0	0	0	0	
4010	Overtime	19	0	0	50	0	
4017	Comp Time Used	0	0	0	0	0	
	SubTotal Salaries and Wages:	136,328	136,000	136,000	136,050	85,000	-37.50%
4020	IMRF Match	10,409	8,500	8,500	9,800	7,200	
4030	Employer's Health Insurance	19,726	21,600	21,600	22,000	12,100	
4035	Employer's Dental & Vision Insurance	1,433	1,100	1,100	1,100	700	
4070	Social Security Match	7,797	8,400	8,400	8,000	5,200	
4071	Medicare Match	1,897	2,000	2,000	1,800	1,200	
4072	Life Insurance Premiums	255	184	184	200	102	
	SubTotal Fringe Benefits:	41,517	41,784	41,784	42,900	26,502	-36.57%
4230	Telephone	546	600	600	600	600	
4310	Travel and Training	2,002	3,800	3,800	2,000	2,260	
4312	In-House Training	589	5,700	5,700	3,000	7,320	
4320	Postage	48	0	0	100	0	
4340	Printing and Publishing	77	0	0	0	0	
4341	Software and Program Fees	0	1,000	1,000	1,000	9,752	
4380	Employment Medical Testing	16,114	25,000	25,000	15,000	20,000	
4385	Other Employee Benefits	5,027	7,050	7,050	6,500	7,050	
4400	Other Professional Services	789	0	0	1,500	45,000	
4440	Dues and Memberships	3,288	2,255	2,255	2,000	265	
4740	Public Relations	0	0	0	0	0	
	SubTotal Contractual Services:	28,479	45,405	45,405	31,700	92,247	103.16%
4650	Office Supplies	2,007	2,000	2,000	1,750	1,750	
4710	Publications	0	0	0	75	100	
4715	Advertisement/Recruitment	12,406	10,000	10,000	5,500	5,500	
4717	Employee Recognition Program	4,401	4,300	4,300	4,400	2,000	
4850	Miscellaneous Expense	(54)	0	0	350	0	
	SubTotal Commodities:	18,760	16,300	16,300	12,075	9,350	-42.64%
<b>Total Human Resources:</b>		<b>225,083</b>	<b>239,489</b>	<b>239,489</b>	<b>222,725</b>	<b>213,099</b>	<b>-11.02%</b>

**General Corporate Fund - Human Resources (Fund 01.38)**

*Detail of Budgeted Expenditures*

Fund	Dept	Obj	Itemized Description	Requested Amount	
				Detailed	Line Item
<hr/>					
01	38	4310	Travel & Training		2,260
			Annual IPELRA	0	
			SHRM	2,260	
			IPELRA (spring conference)	-	
<hr/>					
01	38	4312	In-House Training		7,320
			Harrassment and labor	4,620	
			Diversity	2,000	
			Lunch n' Learn	700	
				0	
<hr/>					
01	38	4440	Dues & Memberships		265
			SHRM		
			IPELRA/NPELRA	200	
			FMLA Tracking	65	
<hr/>					
01	38		Software & Program Fees		9,752
			Docusign	1,000	
			Benefits Essential (Paylocity)	8,752	
<hr/>					
01	38	4717	Employee Recognition Program		2,000
			Monthly & Annual Recognition	700	
			Walking Program	1,300	
<hr/>					
01	38	4385	Other Employee Benefits		7,050
			FSA (Discovery)	2,600	
			EAP (Perspective)	4,450	
<hr/>					

## Public Works Department

The Public Works Department provides essential services to residents and businesses of North Chicago. It is comprised of the following divisions: Streets, Utilities, and Water Production. The department is responsible for the care and maintenance of all streets, alleys, sidewalks, medians, median and parkway trees, signs, street lights, detention ponds, water distribution mains, storm and sanitary collection and transmission mains. For FY 21, the City has chosen to continue to outsource the landscape care and maintenance for all City-owned properties, including snow plowing certain parcels. Public Works provides oversight and management for these contracts.

### Headcount Summary – Street Division

The budget allocates the following positions in the Street Division.

<b><u>Public Works-Street Division</u></b>	<b>Unit</b>	<b>FY20</b>	<b>Change</b>
Director	CSO	0.30	0.00
Street Foreman	SEIU	1.00	0.00
Crew Leader	SEIU	2.00	0.00
Crew Leader II	SEIU	0.00	(1.00)
Sr. Crew Leader	SEIU	1.00	1.00
Sr. Executive Secretary	CSO	0.50	0.00
Maintenance Worker II	SEIU	3.00	2.00
Maintenance Worker I	SEIU	6.00	3.00
<b>Total</b>		<b>13.80</b>	

## Division and Services

### Streets

The Streets Division manages and maintains approximately 57 miles of streets, 133 alleys that total approximately 18 miles. The division provides oversight and management for many traffic signals within the City. Beginning in FY 20 and continuing into FY21, ComEd is upgrading their street lights to more efficient LED street lights. Not only are these new lights brighter, but because each light is a “smart” light, ComEd will be alerted to street light outages as they occur, thereby potentially reducing outage time. The Streets Division is also responsible for the care and maintenance of five detention ponds located throughout the City that provide for the temporary storage of storm water to reduce street ponding and basement flooding. Additionally, approximately 36 acres of turf are managed and approximately 5 miles of hardscape roadway median surfaces are treated in an effort to control summer weed growth and provide attractive gateways to the City. The Streets Division also manages and operates the electronics

recycling facility at the Public Works City Yard, located at 1421 Renken Avenue. Lastly, this Division is tasked with ensuring that a means of safe passage is provided to users of all forms of mobility (i.e., motorists, bikers, hikers, runners, and walkers).

## Financial Summary

The Public Works Street Division is funded through the General Fund.

## Budget

The department's budget for FY21 is \$1,520,544. This is a 0.17% increase from the prior year's budget. The expenses that comprise the increase are as follows:

The table below summarizes historical information for the Street Division of Public Works.

	<b>FY2018 Actuals</b>	<b>FY2019 Actuals</b>	<b>FY2020 Budget</b>	<b>FY2020 Projection</b>	<b>FY2021 Budget</b>
<b>Expenditures</b>					
Personnel & Fringe Benefits	1,149,726	1,157,052	1,128,150	1,059,800	1,095,800
Contractual	206,950	130,812	272,500	393,110	345,100
Commodities	146,221	53,741	65,450	75,035	66,400
Debt Service	0	0	0	7,200	13,244
Other Charges	0	0	0	0	0
<i>Total Operating Expenditures</i>	<u>1,502,897</u>	<u>1,341,605</u>	<u>1,466,100</u>	<u>1,535,145</u>	<u>1,520,544</u>
Capital Projects	27,969	22,069	51,933	36,000	0
Transfer Out	0	0	0	0	0
<i>Total Other Expenditures</i>	<u>27,969</u>	<u>22,069</u>	<u>51,933</u>	<u>36,000</u>	<u>0</u>
<b>Total Expenditures:</b>	<u><u>1,530,866</u></u>	<u><u>1,363,674</u></u>	<u><u>1,518,033</u></u>	<u><u>1,571,145</u></u>	<u><u>1,520,544</u></u>



**General Corporate Fund - Public Works Streets (Fund 01.28)**

Account	Description	Fiscal Year 2019	Fiscal Year 2020			Fiscal Year 2021	Percentage Change
			Budget	Revised Budget	YE Projected	Approved	
4000	Full-Time Wages	806,662	811,700	811,700	775,000	760,000	
4001	Part-Time Wages	6,756	1,000	1,000	0	0	
4009	Car Allowance	0	0	0	0	0	
4010	Overtime	60,692	40,000	40,000	45,000	40,000	
4017	Comp Time Used	0	0	0	0	0	
4022	Sick Leave Sellback	804	500	500	0	1,000	
	SubTotal Salaries and Wages:	874,914	853,200	853,200	820,000	801,000	<b>-6.12%</b>
4020	IMRF Match	68,037	60,400	60,400	60,000	65,000	
4025	Workers Compensation	0	0	0	0	0	
4030	Employer's Health Insurance	136,256	145,800	145,800	110,000	160,000	
4035	Employer's Dental & Vision Insurance	11,885	10,000	10,000	9,300	10,500	
4070	Social Security Match	52,130	46,500	46,500	48,000	47,000	
4071	Medicare Match	12,192	10,800	10,800	11,000	11,000	
4072	Life Insurance Premiums	1,637	1,450	1,450	1,500	1,300	
	SubTotal Fringe Benefits:	282,138	274,950	274,950	239,800	294,800	<b>7.22%</b>
4100	Maintenance - Building	8,011	15,000	15,000	7,000	19,000	
4110	Maintenance - Vehicles	54,797	25,000	25,000	125,000	35,000	
4120	Maintenance - Equipment	13,140	6,000	6,000	27,000	16,000	
4130	Maintenance - Streets	1,909	60,000	60,000	30,000	60,000	
4150	Maintenance - Grounds	3,195	1,500	1,500	8,500	5,000	
4230	Telephone	3,754	4,000	4,000	4,000	4,000	
4280	Rentals	2,635	2,500	2,500	3,000	2,500	
4310	Travel and Training	4,474	2,000	2,000	6,500	6,500	
4320	Postage	0	100	100	50	100	
4340	Printing and Publishing	58	0	0	60	0	
4341	Software License & Support	0	4,000	4,000	0	0	
4343	Janitorial Services	10,200	10,200	10,200	10,200	10,200	
4360	Engineering Services	18,001	10,000	10,000	45,000	10,000	
4400	Other Professional Services	8,947	131,000	131,000	125,000	175,000	
4401	Contractual Services	419	0	0	0	0	
4440	Dues and Memberships	1,273	1,200	1,200	1,800	1,800	
4740	Public Relations	0	0	0	0	0	
	SubTotal Contractual Services:	130,812	272,500	272,500	393,110	345,100	<b>26.64%</b>
4650	Office Supplies	766	900	900	900	900	
4660	Fuel	23,090	30,000	30,000	22,000	22,000	
4670	Maintenance Supplies	8,113	13,000	13,000	35,000	8,500	
4680	Operating Supplies	6,807	4,500	4,500	7,000	18,000	
4690	Uniforms	14,502	16,300	16,300	9,500	16,300	
4800	Reimbursements	78	250	250	35	100	

**General Corporate Fund - Public Works Streets (Fund 01.28)**

Account	Description	Fiscal Year 2019	Fiscal Year 2020			Fiscal Year 2021	Percentage Change
			Budget	Revised Budget	YE Projected	Approved	
4850	Miscellaneous Expense	386	500	500	600	600	
	SubTotal Commodities:	53,741	65,450	65,450	75,035	66,400	<b>1.45%</b>
4910	Building Improvements	0	0	0	0	0	
4930	Vehicles	0	0	0	0	0	
4940	Equipment	22,069	30,000	30,000	36,000	0	
	SubTotal Capital Programs:	22,069	30,000	30,000	36,000	0	<b>-100.00%</b>
	Enterprise Fleet - Lease	0	21,933	21,933	7,200	13,244	
	SubTotal Debt Service:	0	21,933	21,933	7,200	13,244	<b>-39.62%</b>
<b>Total PW-Streets:</b>		<b>1,363,675</b>	<b>1,518,033</b>	<b>1,518,033</b>	<b>1,571,145</b>	<b>1,520,544</b>	<b>0.17%</b>

*General Corporate Fund - PW - Streets (Fund 01.28)*

*Detail of Budgeted Expenditures*

Fund	Dept	Obj	Itemized Description	Requested Amount	
				Detailed	Line Item
01	28	4100	Maintenance-Buildings		19,000
			Overhead Doors & Operator	5,000	
			Locker room improvements, painting,	4,000	
			Rolling Gate & Operators	2,500	
			Roof Leak Repair	5,000	
			Facility Lighting	2,500	
01	28	4110	Maintenance-Vehicles		35,000
			Repair parts and supplies	10,000	
			Hose and tire repair	2,500	
			Glass and radiator repair	2,000	
			Truck body repairs	5,000	
			EFM Repairs	15,500	
01	28	4120	Maintenance-Equipment		16,000
			Forestry equip maint	4,000	
			Streets Equip maint	8,000	
			Snow/Ice Equip maint	4,000	
01	28	4130	Maintenance-Street		60,000
			Street repairs/replacement/upgrade	15,000	
			Alley repairs	30,000	
			ADA crosswalk & sidewalk rehabilitation	15,000	
01	28	4150	Maintenance-Grounds		5,000
			Chemical	2,500	
			Mulch	2,500	
01	28	4310	Travel and Training		6,500
			APWA Road Scholar Program	3,000	
			APWA Seminars and Events	1,000	
			Miscellaneous Training	2,500	
01	28	4343	Janitorial Services		10,200
			PW Building	10,200	
01	28	4360	Engineering Services		10,000
			Engineer	10,000	
01	28	4400	Professional Services		175,000
			Outsourced Lawn Maint-City Properties	28,000	
			Outsourced Lawn Maint-Scattered Sites	31,000	
			Outsourced Snow/Ice-City Hall	25,000	
			Outsourced Snow/Ice-Metra & Alleys	43,000	
			Julie Services	3,000	
			Pavement Preservation-Chem Treatment	15,000	
			Pavement Preservation-Crackfilling	10,000	
			Pavement Preservation-Alt Method	10,000	
			Pavement Marking	10,000	
01	28	4440	Dues & Memberships		1,800
			IPWMAN	1,600	
			APWA	200	

*General Corporate Fund - PW - Streets (Fund 01.28)*

*Detail of Budgeted Expenditures*

Fund	Dept	Obj	Itemized Description	Requested Amount	
				Detailed	Line Item
<b>01</b>	<b>28</b>	<b>4650</b>	<b>Office Supplies</b>		<b>900</b>
			General Office supplies	900	
<b>01</b>	<b>28</b>	<b>4670</b>	<b>Maintenance Supplies</b>		<b>8,500</b>
			Hand and Small power tools	0	
			Bolts, Fasteners, Paing & Hardware	2,000	
			PPE	3,000	
			Aggregates, Fencing, Hoses	2,200	
			Virus & hygiene Supplies	1,300	
<b>01</b>	<b>28</b>	<b>4680</b>	<b>Operating Supplies</b>		<b>18,000</b>
			Small tools,shovels & sprayers	5,000	
			Safety Fencing	0	
			Sign/Posts and paint	3,000	
			Gravel Durapatcher	2,500	
			Pumps, supplies & parts	500	
			Holiday Decorations	4,000	
			Banners & Flags & Hardware	3,000	
<b>01</b>	<b>28</b>	<b>4690</b>	<b>Uniforms</b>		<b>16,300</b>
			Winter Clothing	4,000	
			Safety Boots	2,500	
			Weekly Uniforms (Cintas)	9,620	
			Miscellaneous (gloves, safety lens, etc)	180	
<b>01</b>	<b>28</b>	<b>4800</b>	<b>Reimbursements</b>		<b>100</b>
			CDL License Allowance	100	
<b>01</b>	<b>28</b>	<b>4999</b>	<b>Enterprise Lease</b>		<b>13,224</b>
			Current Leases (2)	13,224	

## COVID-19

The City created a department for tracking of all COVID-19 expenses for the whole organization. The City chose this method for transparency and ease of retrieval of all expenses for submission for any grants available for reimbursement.

### Headcount Summary

No personnel in this department

### Financial Summary

This department is funded through the General Fund. More detail is provided in the following sections.

The anticipated reimbursement at this time is \$1.4 Million for the Personal Protective Equipment (PPE) and public safety payroll and associated benefit expense under the Cares Act approved.

### Budget

The table below summarizes historical financial information.

	<b>FY2018 Actuals</b>	<b>FY2019 Actuals</b>	<b>FY2020 Budget</b>	<b>FY2020 Projection</b>	<b>FY2021 Budget</b>
<b>Expenditures</b>					
Personnel & Fringe Benefits	0	0	0	10,695	25,000
Contractual	0	0	0	44,450	50,000
Commodities	0	0	0	44,600	25,000
Debt Service	0	0	0	0	0
Other Charges	0	0	0	0	0
<i>Total Operating Expenditures</i>	0	0	0	99,745	100,000
Capital Projects	0	0	0	19,202	5,000
Transfer Out	0	346,137	0	100,000	0
<i>Total Other Expenditures</i>	0	346,137	0	119,202	5,000
<b>Total Expenditures:</b>	0	346,137	0	218,947	105,000

**General Corporate Fund - COVID19 (Fund 01.97)**

Account	Description	Fiscal Year	Fiscal Year 2020			Fiscal Year	Percentage Change
		2019	Budget	Revised Budget	YE Projected	2021 Approved	
4000	Full-Time Wages	0	0	0	10,695	25,000	100.00%
	SubTotal Salaries and Wages:		0	0	10,695	25,000	
4020	IMRF Match	0	0	0	0	0	0.00%
	SubTotal Fringe Benefits:	0	0	0	0	0	
4400	Other Professional Services	0	0	0	33,000	25,000	100.00%
4401	Contractual Services	0	0	0	11,450	25,000	
	SubTotal Contractual Services:	0	0	0	44,450	50,000	
4680	Operating Supplies	0	0	0	44,600	25,000	100.00%
	SubTotal Commodities:	0	0	0	44,600	25,000	
4940	Equipment						100.00%
4945	Equipment <\$500.00	0	0	0	19,202	5,000	
4960	Capital Lease	0	0	0	0	0	
	SubTotal Capital Programs:	0	0	0	19,202	5,000	
Total COVID-19:		0	0	0	118,947	105,000	100.00%



## Enterprise Fund

## Enterprise Funds

Enterprise Funds are used to account for money received or generated for a specific service. The City has several Enterprise Funds, and two of these are the Water Enterprise Fund and the Sewer Enterprise Fund. These funds support the construction, operation and maintenance of the Water plant and water distribution system, as well as the sanitary sewer system throughout the City. Funds raised by these enterprise operations are used for expenses associated with these operations.

Although historically separate, the City merged the Water and Sewer Enterprise Funds in FY2016-17. Though the revenues are combined, the Water and Sewer Divisions operate separately. Therefore, their expenditures are tracked separately.

The Water and Sewer Fund pays for water production and distribution costs. The City's Water Division owns and operates the North Chicago Water Intake and Treatment Plant. This treatment plant provides safe, high-quality water to homes, businesses, and schools in an efficient and effective manner. The North Chicago Water Treatment Plant meets and exceeds all standards set by the Federal Environmental Protection Agency (EPA) and the Illinois Environmental Protection Agency (IEPA). The Water Division serves both City residents and businesses as well as external customers outside our municipal boundaries. In addition to its current external customers of Abbott Park, the Sanctuary Subdivision of Lake Bluff, and the unincorporated Arden Shores neighborhood through Lake County Public Works. During FY20, the City began selling water to the United States Navy for use as irrigation water at the Veteran's Memorial Golf Course.

The Sewer Fund pays for the City's stormwater and wastewater collection. In North Chicago, these systems are fully separated. The Sewer Division maintains the sanitary sewer transmission lines and uses these funds for these costs. The City sends its wastewater to the North Shore Water Reclamation District (NSWRD) facility located directly north of Foss Park. There the sanitary waste is pumped to NSWRD's treatment facility, located on Washington Street in Gurnee, for treatment and release. Similarly, the City's stormwater system is maintained by funds generated from this Enterprise operation, and all stormwater is conveyed to Lake Michigan.

For FY21, the City's refuse service contract will continue to be accounted for within the overall structure of the enterprise funds for efficiency, since refuse collection charges are billed with those for water and sewer use. To provide refuse services, the City has an agreement with a private contract hauler to remove solid waste, landscape waste and recyclables for all residential customers.

It is projected that the Water and Sewer Fund revenue will total approximately \$8.4million. The City continues to work diligently to recover all water and sewer revenues. In coordination with the Public Works (PW) Department, fiscal staff audited each water account.

In the coming year, staff will begin work to implement "Smart" water meters selectively and to establish an annual water meter testing program to ensure that all water produced is accounted for properly.



## Divisions and Services

### Utility Distribution

The Utility Distribution Division is responsible for maintaining and repairing all water mains and isolation valves. This division also clears all stormwater inlets, as well as blockages in the storm and sanitary sewers. On an ongoing basis, the Utility Distribution Division stops and starts water service for delinquent water accounts, and ensures that all storm drains and storm sewers are well-maintained and in good working order.

### Water Production

The Water Production Division produces high-quality potable (drinking) water for the City and its external customers. In total, it produces over 911,067,000 gallons annually for residents and businesses. Major users include pharmaceutical manufacturing companies and research laboratories. In particular, the City provides Abbott/AbbVie with 4,858,287,000 gallons of water, as well as providing water to Rosalind Franklin University of Medicine and Science, and the Proctor and Gamble manufacturing facility.

### Finance Summary

The tables below summarize historical financial information for the fund's divisions.

	<b>FY2018 Actuals</b>	<b>FY2019 Actuals</b>	<b>FY2020 Budget</b>	<b>FY2020 Projection</b>	<b>FY2021 Budget</b>
<b>Expenditures</b>					
Personnel & Fringe Benefits	1,693,758	1,623,328	1,605,850	1,483,890	1,688,200
Contractual	2,388,613	3,377,275	2,941,350	2,354,075	2,604,100
Commodities	214,392	211,174	351,000	210,700	200,500
Debt Service	263,773	344,988	342,056	342,100	567,670
Other Charges	0	0	0	0	0
<i>Total Operating Expenditures</i>	4,560,536	5,556,765	5,240,256	4,390,765	5,060,470
Capital Projects	317,110	1,379,803	6,055,432	3,733,425	4,205,925
Transfer Out	2,638,000	3,100,000	2,600,000	2,600,000	2,700,000
<i>Total Other Expenditures</i>	2,955,110	4,479,803	8,655,432	6,333,425	6,905,925
<b>Total Expenditures:</b>	<u>7,515,646</u>	<u>10,036,568</u>	<u>13,895,688</u>	<u>10,724,190</u>	<u>11,966,395</u>

**Enterprise Fund - Revenues (Fund 07.00)**

		Fiscal Year	Fiscal Year 2020			Fiscal Year	
		2019				2021	
Account	Description	Actual	Budget	Revised Budget	YTD Projected	Approved	Percentage Change
Revenue							
3001	Property Tax - General	276,008	284,820	284,820	284,820	281,184	
	SubTotal Taxes:	276,008	284,820	284,820	284,820	281,184	-1.28%
3401	Water Usage - Industrial	1,883,667	1,850,000	1,850,000	1,500,000	1,650,000	
3404	Water Usage - Abbott Park	821,773	750,000	750,000	1,050,000	800,000	
3405	Water Usage - Abbvie Raw Water	690,923	725,000	725,000	525,000	700,000	
3406	Water Usage - Residential	1,401,236	1,325,000	1,325,000	1,350,000	1,375,000	
3407	Water Usage - Commercial	333,149	300,000	300,000	280,000	300,000	
3408	Water - Penalties/Late Charges	56,106	50,000	50,000	65,000	55,000	
3410	Service Restoration Fees	16,137	18,000	18,000	19,000	18,000	
3411	Water Meter Sales	19,466	20,000	20,000	10,000	20,000	
3412	Tap-on Fees	11,138	12,000	12,000	10,000	12,000	
3416	Base Water Fees - Industrial	58,607	59,000	59,000	59,000	59,000	
3417	Base Water Fees - Abbott Park	40,518	41,000	41,000	41,000	41,000	
3418	Base Water Fees - Commercial	103,996	97,000	97,000	100,000	100,000	
3419	Base Water Fees - Residential	494,673	495,000	495,000	520,000	500,000	
3452	Sewer Usage - Residential	575,993	500,000	500,000	650,000	575,000	
3453	Sewer Usage - Industrial	769,817	650,000	650,000	650,000	675,000	
3454	Sewer - Penalties/Late Charges	19,804	16,000	16,000	22,000	16,000	
3455	Sewer Usage - Commercial	116,997	105,000	105,000	105,000	105,000	
3457	Base Sewer Fees - Residential	75,305	70,000	70,000	80,000	80,000	
3458	Base Sewer Fees - Industrial	8,625	8,500	8,500	8,500	8,500	
3459	Base Sewer Fees - Commercial	14,340	15,000	15,000	15,000	15,000	
3905	Raw Water Equipment - Abbvie	23,807	23,700	23,700	23,700	23,700	
3909	Refuse	799,858	800,000	800,000	825,000	825,000	
	SubTotal Fees:	8,335,935	7,930,200	7,930,200	7,908,200	7,953,200	0.29%
3801	Interest	83,774	25,000	25,000	52,000	50,000	
3802	Interest-Investment Wealth	0	0	0	23,000	35,000	
3806	Interest - Investments	39,144	50,000	50,000	42,000	40,000	
	SubTotal Interest:	122,918	75,000	75,000	117,000	125,000	66.67%
3927	Transfer from General Fund	75,000	75,000	75,000	75,000	75,000	
	Transfer From:	75,000	75,000	75,000	75,000	75,000	0.00%
3904	Miscellaneous Revenue	71,794	10,000	10,000	10,000	10,000	
	SubTotal Miscellaneous:	71,794	10,000	10,000	10,000	10,000	0.00%
Total Water Fund Revenue:		8,881,655	8,375,020	8,375,020	8,395,020	8,444,384	0.83%

**EnterpriseFund - Water (Fund 07.50)**

		Fiscal Year	Fiscal Year 2020			Fiscal Year	Percentage Change
		2019				2021	
Account	Description	Actual	Budget	Revised Budget	YTD Projected	Approved	
Expenditures							
4000	Full-Time Wages	909,563	900,000	900,000	800,000	854,500	
4001	Part-Time Wages	520	3,500	3,500	0	0	
4003	Compensated Absences	0	0	0	0	0	
4010	Overtime	156,950	120,000	120,000	150,000	150,000	
4017	Comp Time Used	0	0	0	0	0	
4022	Sick Leave Sellback	910	0	0	800	1,000	
	Salaries and Wages:	1,067,942	1,023,500	1,023,500	950,800	1,005,500	-1.76%
4020	IMRF Match	84,861	67,000	67,000	68,000	74,000	
4025	Workers Compensation	0	0	0	0	0	
4030	Employer's Health Insurance	109,577	188,400	188,400	140,000	163,000	
4035	Employer's Dental & Vision Insurance	10,253	10,500	10,500	10,300	12,700	
4070	Social Security Match	61,695	55,800	55,800	56,000	53,000	
4071	Medicare Match	16,365	13,000	13,000	11,500	12,500	
4072	Life Insurance Premiums	1,096	1,325	1,325	1,200	1,120	
	Fringe Benefits:	283,847	336,025	336,025	287,000	316,320	-5.86%
4100	Maintenance - Building	33,786	55,000	55,000	52,000	89,000	
4110	Maintenance - Vehicles	13,756	10,000	10,000	2,000	9,500	
4120	Maintenance - Equipment	200,460	381,500	381,500	160,000	271,500	
4160	Maintenance - Utility System	343,952	0	0	52,000	0	
4180	Maintenance - Other	2,272	0	0	6,300	0	
4210	Risk Management (All Insurance)	0	263,800	263,800	263,800	273,000	
4230	Telephone	5,597	6,000	6,000	6,000	6,000	
4260	Utilities	614,341	626,000	626,000	525,000	561,000	
4280	Rentals	150	750	750	0	0	
4310	Travel and Training	1,518	4,000	4,000	2,000	5,000	
4320	Postage	15,402	16,000	16,000	13,000	15,000	
4340	Printing and Publishing	5,358	5,500	5,500	3,000	4,000	
4341	Software and Program Fees	0	38,500	38,500	0	55,000	
4343	Janitorial Services		10,000	10,000	10,000	10,000	
4350	Auditing		15,000	15,000	15,000	15,500	
4360	Engineering Services	699,662	100,000	100,000	130,000	100,000	
4400	Professional Services	119,176	251,000	251,000	140,000	167,500	
4440	Dues and Memberships	626	1,000	1,000	700	750	
4450	Bank Service Charges	8,285	8,700	8,700	15,000	15,000	
4451	Wealth Management Charges	0	0	0	75	250	
4480	Sludge Services	372	15,000	15,000	14,000	14,000	
4510	Intake Inspection Services	376,865	92,000	92,000	0	0	
4740	Public Relations		0	0	0	0	
	Contractual Services:	2,441,579	1,899,750	1,899,750	1,409,875	1,612,000	-15.15%

**EnterpriseFund - Water (Fund 07.50)**

Account	Description	Fiscal Year 2019	Fiscal Year 2020			Fiscal Year 2021	Percentage Change
		Actual	Budget	Revised Budget	YTD Projected	Approved	
4650	Office Supplies	798	750	750	200	500	
4660	Gasoline and Oil	26,550	24,000	24,000	12,000	12,000	
4670	Maintenance Supplies	27,203	120,000	120,000	12,000	15,000	
4680	Operating Supplies	50,215	132,500	132,500	100,000	125,000	
4690	Uniforms	9,648	12,000	12,000	10,000	10,000	
4850	Miscellaneous Expense	8,059	500	500	500	0	
	Commodities:	122,473	289,750	289,750	134,700	162,500	-43.92%
4910	Building Improvements		850,000	850,000	100,000	255,100	
4920	Other Improvements	968,261	4,296,095	4,296,095	3,500,000	3,873,900	
4930	Vehicles	18,945	0	0	0	0	
4940	Equipment	9,499	100,000	100,000	31,500	75,000	
4960	Water Meters	36,961	0	0	0	0	
4999	Fleet Lease - Enterprise	0	9,337	9,337	1,925	1,925	
	Capital Programs:	1,033,666	5,255,432	5,255,432	3,633,425	4,205,925	-19.97%
4860	Interest - 2014B	33,500	33,500	33,500	33,500	27,000	
4861	Non Bonded Interest Expense	0	0	0	0	0	
4865	Principal - 2014B	107,500	107,500	107,500	107,500	110,000	
4880	Bond Service Fees - 2014B	4,875	500	500	500	500	
4969	County Repayment IGA (14th St)	0	0	0	0	233,570	
	Debt Service:	145,875	141,500	141,500	141,500	371,070	162.24%
4781	Transfer to General Fund	2,500,000	2,100,000	2,100,000	2,100,000	2,175,000	
	Transfer To:	2,500,000	2,100,000	2,100,000	2,100,000	2,175,000	3.57%
<b>Total Water:</b>		<b>7,595,382</b>	<b>11,045,957</b>	<b>11,045,957</b>	<b>8,657,300</b>	<b>9,848,315</b>	

**Enterprise Fund - Water (Fund 07.50)**

*Detail of Budgeted Expenditures*

<b>Fund</b>	<b>Dept</b>	<b>Obj</b>	<b>Itemized Description</b>	<b>Detail</b>	<b>Total</b>
<b>07</b>	<b>50</b>	<b>4100</b>	<b>Maintenance-Buildings</b>		<b>89,000</b>
			Roof Repairs	50,000	
			Windows and Doors	5,000	
			Site Maintenance - Turf & Drainage	30,000	
			Security Sytems Maint & Monitoring	4,000	
<b>07</b>	<b>50</b>	<b>4110</b>	<b>Maintenance-Vehicles</b>		<b>9,500</b>
			Vehicle Repairs	9,500	
<b>07</b>	<b>50</b>	<b>4120</b>	<b>Maintenance-Equipment</b>		<b>271,500</b>
		<b>x</b>	Electrical System Repairs & Maintenance	15,000	
		<b>x</b>	Valves	5,000	
		<b>x</b>	Filter Beds	25,000	
		<b>x</b>	Flow Meters- Repair and Calibration	15,000	
		<b>x</b>	Chemical feed equipment/parts	20,000	
		<b>x</b>	Sludge Tanks and Pumps - flites, chains replace	70,000	
		<b>x</b>	Sump pump reparisreplacemnts	30,000	
		<b>x</b>	Backhoe and pumps	10,000	
		<b>x</b>	Distribution System	50,000	
		<b>x</b>	Centrifuge Maintenance	25,000	
		<b>x</b>	Safety equipment	3,000	
		<b>x</b>	Maintenance tools	2,500	
		<b>x</b>	Lubricants/grease	1,000	
<b>07</b>	<b>50</b>	<b>4260</b>	<b>Utilities</b>		<b>561,000</b>
			Elec Energy	400,000	
			Electricity Delivery - ComEd	100,000	
			Gas - Heat	50,000	
			Gas Delivery	10,000	
			Sanitary - North Shore	1,000	
<b>07</b>	<b>50</b>	<b>4310</b>	<b>Travel and Training</b>		<b>5,000</b>
			Safety Training	1,500	
			AWWA Operator Continuing Ed	3,500	
<b>07</b>	<b>50</b>	<b>4340</b>	<b>Printing and Publishing</b>		<b>4,000</b>
			Door hangers	1,000	
			Consument Confidence Report (Water)	3,000	
<b>07</b>	<b>50</b>	<b>4341</b>	<b>Software &amp; Program Fees</b>		<b>55,000</b>
			Hach equipment/software	20,000	
			Scada System Maintenance and upgrade	35,000	
<b>07</b>	<b>50</b>	<b>4360</b>	<b>Engineering Services</b>		<b>100,000</b>

**Enterprise Fund - Water (Fund 07.50)**

*Detail of Budgeted Expenditures*

<b>Fund</b>	<b>Dept</b>	<b>Obj</b>	<b>Itemized Description</b>	<b>Detail</b>	<b>Total</b>
			Water System	100,000	
<b>07</b>	<b>50</b>	<b>4400</b>	<b>Professional Services</b>		<b>167,500</b>
			Water Rate Study	42,000	
			Water Meter Testing & Calibration	30,000	
			Sample collections samples	15,000	
			Distribution System Leak Detection Agreement	15,000	
			Hoist Maintenance	3,000	
			Boiler Maintenance Agreement	20,000	
			Backflow Testing	2,500	
			High Voltage Elec Maintenance Agreement	15,000	
			Comptroller (GovHR)	25,000	
<b>07</b>	<b>50</b>	<b>4670</b>	<b>Maintence Supplies</b>		<b>15,000</b>
			WM Break Repair Supplies		
			Hydrant and Distribution Valve Replacements		
			HMA (Hot Mix Asphalt) and aggregate		
<b>07</b>	<b>50</b>	<b>4680</b>	<b>Operating Supplies</b>		<b>125,000</b>
			Water Treatment Chemicals	50,000	
			Lab Supplies - Testing	3,500	
			Meter Horns and Related Appurtances	3,500	
			Meters and Transmitters	68,000	
<b>07</b>	<b>50</b>	<b>4910</b>	<b>Building Improvements</b>		<b>255,100</b>
			20-1030 WTP Phase II	65,000	
			20-1033 WTP Phase III	165,000	
			20-1038 WTP Phase V	25,100	
<b>07</b>	<b>50</b>	<b>4920</b>	<b>Other Improvements</b>		<b>3,873,900</b>
			20-1022 Water Main Replacement - Dugdale	835,900	
			21-1023 16th Street	518,000	
			21-1044 Raw Water Screenings Disposal System	80,000	
			21-1049 42-inch Intake Valve repairs	450,000	
			21-1051 16-inch Valve Replace	50,000	
			21-1061 Jackson to Sheridan @ 14th Street	1,815,000	
			21-1063 GIS System Enhancements	75,000	
			21-1084 SCADA	50,000	
<b>07</b>	<b>50</b>	<b>4940</b>	<b>Equipment</b>		<b>75,000</b>
			High Lift Pump Replacements	75,000	
<b>7</b>	<b>50</b>	<b>4781</b>	<b>Transfer to General Fund</b>		<b>2,175,000</b>
			Transfer	2,175,000	

**EnterpriseFund - Sewer (Fund 07.51)**

		Fiscal Year	Fiscal Year 2020			Fiscal Year	Percentage Change
		2019	2021				
Account	Description	Actual	Budget	Revised Budget	YTD Projected	Approved	
Expenditures							
4000	Full-Time Wages	182,466	161,600	161,600	157,000	241,000	
4001	Part-Time Wages	0	0	0	0	0	
4010	Overtime	23,973	25,000	25,000	20,000	25,000	
4017	Comp Time Used	0	0	0	0	0	
4022	Sick Leave Sellback	0	0	0	0	0	
	SubTotal Salaries and Wages:	206,439	186,600	186,600	177,000	266,000	42.55%
4020	IMRF Match	16,334	12,100	12,100	12,100	21,000	
4025	Workers Compensation	0	0	0	0	0	
4030	Employer's Health Insurance	31,358	32,500	32,500	42,000	56,000	
4035	Employer's Dental & Vision Insurance	2,030	2,400	2,400	2,500	4,400	
4070	Social Security Match	12,288	10,100	10,100	10,000	15,000	
4071	Medicare Match	2,874	2,400	2,400	2,300	3,600	
4072	Life Insurance Premiums	216	225	225	190	380	
	SubTotal Fringe Benefits:	65,100	59,725	59,725	69,090	100,380	68.07%
4100	Maintenance - Building	740	18,000	18,000	0	15,000	
4110	Maintenance - Vehicles	5,810	10,000	10,000	12,000	5,000	
4120	Maintenance - Equipment	2,287	15,000	15,000	3,500	7,500	
4150	Maintenance - Grounds	180	10,000	10,000	500	1,000	
4160	Maintenance - Utility System	2,659	0	0	2,000	2,000	
4230	Telephone	3,306	4,100	4,100	3,600	3,600	
4280	Rentals	3,122	2,500	2,500	2,200	2,500	
4310	Travel and Training	299	2,000	2,000	400	500	
4360	Engineering Services	45,786	75,000	75,000	15,000	25,000	
4400	Professional Services	7,046	105,000	105,000	90,000	105,000	
4740	Public Relations		0	0	0	0	
	SubTotal Contractual Services:	135,441	241,600	241,600	129,200	167,100	-30.84%
4650	Office Supplies	0	250	250	0	0	
4660	Gasoline and Oil	6,773	10,000	10,000	9,000	10,000	
4670	Maintenance Supplies	62,965	45,000	45,000	54,000	25,000	
4680	Operating Supplies	11,849	0	0	10,000	0	
4690	Uniforms	7,114	6,000	6,000	3,000	3,000	
4850	Miscellaneous Expense	0	0	0	0	0	
	SubTotal Commodities:	88,701	61,250	61,250	76,000	38,000	-37.96%
4910	Building Improvements	0	0	0	0	0	
4920	Other Improvements	908	800,000	800,000	100,000	0	
4930	Vehicles		0	0	0	0	

**EnterpriseFund - Sewer (Fund 07.51)**

Account	Description	Fiscal Year 2019	Fiscal Year 2020			Fiscal Year 2021	Percentage Change
		Actual	Budget	Revised Budget	YTD Projected	Approved	
4940	Equipment		0	0	0	0	
4981	Construction Projects	345,229	0	0	0	0	
	SubTotal Capital Programs:	346,137	800,000	800,000	100,000	0	-100.00%
4860	Interest - 2014B	33,500	33,500	33,500	33,500	27,000	
4861	Non Bonded Interest Expense	0	0	0			
4865	Principal- 2014B	107,500	107,500	107,500	107,500	110,000	
4880	Bond Service Fees - 2014B	238	500	500	500	500	
4960	Non Bonded Debt (IEPA)	57,875	57,875	57,875	57,875	57,875	
4961	Enterprise - Vehicle Lease	0	1,181	1,181	1,225	1,225	
	SubTotal Debt Service:	199,113	200,556	200,556	200,600	196,600	-1.97%
4781	Transfer to General Fund	600,000	500,000	500,000	500,000	525,000	
	SubTotal Transfer To:	600,000	500,000	500,000	500,000	525,000	5.00%
<b>Total Sewer:</b>		<b>1,640,930</b>	<b>2,049,731</b>	<b>2,049,731</b>	<b>1,251,890</b>	<b>1,293,080</b>	<b>-36.91%</b>



**Enterprise Fund - Sewer (Fund 07.51)***Detail of Budgeted Expenditures*

<b>Fund</b>	<b>Dept</b>	<b>Obj</b>	<b>Itemized Description</b>	<b>Detail</b>	<b>Total</b>
<b>7</b>	<b>51</b>	<b>4100</b>	<b>Maintenance -Building &amp; Grounds</b>		<b>15,000</b>
			WTP sanitary forcemain repairs	5,000	
			Building Maintenance and repairs	10,000	
<b>7</b>	<b>51</b>	<b>4110</b>	<b>Maintenance - Vehicle</b>		<b>5,000</b>
			Repairs and Maintenance	5,000	
<b>7</b>	<b>51</b>	<b>4120</b>	<b>Maintenance - Equipment</b>		<b>7,500</b>
			Repairs and Maintenance	7,500	
<b>7</b>	<b>51</b>	<b>4150</b>	<b>Maintenance - Grounds</b>		<b>1,000</b>
			Outsourced grounds maintenance	1,000	
<b>7</b>	<b>51</b>	<b>4280</b>	<b>Rental</b>		<b>2,000</b>
			Equipment Rental	2,000	
<b>07</b>	<b>51</b>	<b>4360</b>	<b>Engineering Services</b>		<b>25,000</b>
			Detention Pond	25,000	
<b>07</b>	<b>51</b>	<b>4400</b>	<b>Professional Services</b>		<b>105,000</b>
			Sewer Televising & Cleaning	80,000	
			Manhole Adj and Repairs	15,000	
			Spot repairs	10,000	
<b>07</b>	<b>51</b>	<b>4660</b>	<b>Gasoline and Oil</b>		<b>10,000</b>
			Fuel	10,000	
<b>7</b>	<b>51</b>	<b>4670</b>	<b>Maintenance Supplies</b>		<b>25,000</b>
			Sanitary sewer supplies	25,000	
<b>07</b>	<b>51</b>	<b>4781</b>	<b>Transfer to General Fund</b>		<b>525,000</b>
			Transfer	525,000	

***EnterpriseFund - Refuse (Fund 07.52)***

Account	Description	Fiscal Year	Fiscal Year 2020			Fiscal Year	Percentage
		2019				2021	
		Actual	Budget	Revised Budget	YTD Projected	Approved	Change
<hr/>							
	Expenditures						
	SubTotal Contractual Services:	800,255	800,000	800,000	815,000	825,000	3.13%
<hr/>							
	Total Expenditures:	800,255	800,000	800,000	815,000	825,000	3.13%
<hr/>							



## Special Revenue Funds

## Special Revenue Funds

The Special Revenue Funds are used to account for unique revenues derived from specific sources. These resources have been restricted by statute, ordinance, or other specific restrictions to finance certain City functions or activities. A Special Revenue Fund has been established for each unique funding source. The following funds are accounted for within the Special Revenue Funds:

Motor Fuel	TIF II – Sheridan Crossing
Housing and Community Block Grant (CDBG)	TIF I – Downtown Redevelopment Area
Federal Forfeited Property (DEA)	TIF III - Skokie Highway
E-911 Emergency	Grant Place Retail Center - Operating
Seized Drug Money (State)	Grant Place Retail Center - Capital

### Headcount Summary

None of these funds have personnel.

### Motor Fuel Tax (MFT)

The Motor Fuel Tax (MFT) gasoline tax is paid by distributors and suppliers who collect the tax from their customers. The State distributes a portion of the tax receipts to fund state and local construction projects. Localities receive 49.1% of that balance. These funds are used for construction and engineering projects.

### Housing and Community Development Consolidated Action Plan

The objective for the use of funds from the U.S. Department of Housing and Urban Development's Community Development Block Grant (CDBG) and the Home Investment Partnerships (HOME) Program is the development of viable communities by providing safe and sanitary housing, a suitable living environment, expanding economic opportunities, and homeless assistance activities principally for persons of low and moderate income.

The CDBG Program provides funds for community development activities including public infrastructure improvements, housing activities, economic development, job training programs, and public service activities. The HOME Program provides funds for the acquisition of vacant, foreclosed, or blighted properties; demolition of dilapidated structures; the rehabilitation of existing homes; and new construction of homes on vacant land. The vacant, rehabilitated, and new homes will be sold to low-to-moderate income first-time homebuyers.

### Federal Forfeited Property (DEA)

The Forfeited Property Fund was established to receive revenue from the United States Treasury for a portion of the proceeds earned from the sale of forfeited property; the revenues must be restricted to law enforcement uses. The Police Department is not participating in the Federal Drug Enforcement Administration (DEA) program but has a balance from prior years that will be used in FY21.

## E911 Emergency Fund

The E-911 Fund operates under the direction of the Emergency Telephone System Board (ETSB). The Board consists of seven members appointed by the Mayor, with the approval of City Council. The City Treasurer is a voting member of the Board. At least three members are from the Police Department, the Fire Department, and/or Emergency Services Management. Furthermore, at least one citizen is appointed to the Board. All members will serve a four-year term and hold office until their replacement is appointed and confirmed by City Council. The Board has oversight of the 9-1-1 system for citizens of North Chicago. This system consists of one Public Safety Answering Points (PSAPs) staffed by 10 dispatchers. North Chicago is an “early adopter” of the newly established Lake County 911 Consolidation Implementation Team, which consists of several communities and/or public safety entities developing a proposed implementation plan for regional 911 consolidation in Lake County.

## Seized Drug Forfeitures – State

The Seized Drug Forfeitures Fund was established to account for seized and/or forfeited drug-related funds awarded by the State of Illinois. The administration and recordkeeping of this fund is a responsibility of the Police Department, as revenues must be used for law enforcement expenses.

## TIF II –Sheridan Crossing Redevelopment Area

The Sheridan Crossing Redevelopment TIF Fund was originally established as part of TIF I under Ordinance No. 99, approved on February 7, 2000. That ordinance was amended on October 22, 2007, to carve out approximately 32 acres that were then designated as TIF II, with the common designation of Sheridan Crossing. The frozen equalized and assessed valuation at the date (base EAV) for the area was \$1,940. Several series of debt has been issued (accounted within the Debt Service Funds) to provide for land acquisition and infrastructure improvements.

## TIF I – Downtown Redevelopment

The Downtown Redevelopment Area TIF Fund was as part of TIF I under Ordinance No. 99, approved on February 7, 2000, and was amended as stated above. The original project area of TIF I was approximately 385 acres and the frozen equalized and assessed valuation at the date the area was designated was \$12,712,116. As of tax levy year 2019, the new EAV is \$18,956,986. Several series of debt have been issued (accounted within the Debt Service Funds) to provide for land acquisition and infrastructure improvements.

## TIF III – Skokie Highway

The Skokie Highway TIF Fund was designated on November 10, 2016, as TIF III. The primary use of this redevelopment project area is a mixed-use consisting of retail, commercial and industrial component types.

The EAV at the time of designation was \$18,178,075 after combining the east and west sides of the district, as of fiscal year ending April 30, 2019, the EAV rose to \$2,746,002. Improvements in the TIF area, such as the EMCO building located at 3601 Skokie Highway, for the coming year is expected to continue to have increasing EAV values.

## Grant Place Operating and Grant Place Capital Funds

The Grant Place Operating Fund accounts for the receipts of tenant rents and common area maintenance costs and the expenditures associated with the operations and maintenance of the retail center.

The Grant Place Capital Development Fund was established in FY07-FY08 to account for the proceeds from the sale of Corporate GO Bond Series 2007-C that was designated for the completion of the Grant Place Retail Center. The project costs were segregated between construction reimbursement and construction completion activities. The reimbursement activities were related to the payment to claimants for expenses relating to the Five Points Economic Development Corporation (now dissolved) while the completion accounts were used to record expenses related to the completion of Grant Place remaining debt proceeds and any other funds can only be used as directed by the Mayor and City Council.

**Motor Fuel Tax (Fund 06)**

		Fiscal Year		Fiscal Year		Fiscal Year	
		2019		2020		2021	
Account	Description	Actual	Budget	Revised Budget	YE Projected	Approved	Percentage Change
Beginning Fund Balance		2,065,526	904,581	904,581	888,912	811,812	
Revenue							
3110	MFT - State	826,878	800,000	800,000	1,125,000	1,340,000	
3113	Rebuild Illinois State Revenue	0	0	0	0	715,585	
	SubTotal Intergovernmental:	826,878	800,000	800,000	1,125,000	2,055,585	
3801	Interest	4,063	2,500	2,500	23,000	5,000	
3806	Interest - Investment	0	1,250	1,250	0	0	
	SubTotal Interest Income:	4,063	3,750	3,750	23,000	5,000	
3904	Miscellaneous Revenue	0	0	0	0	0	
3906	IDOT Roadway Maintenance	31,545	25,000	25,000	30,000	30,000	
	SubTotal Miscellaneous Revenue:	31,545	25,000	25,000	30,000	30,000	
Total Revenue:		862,486	828,750	828,750	1,178,000	2,090,585	142.39%
Expenditures							
4130	Maintenance- Street	2,615	0	0	0	0	
4132	Maintenance - Signage	3,977	10,000	10,000	6,100	7,000	
4133	Maintenance - Traffic Signals	21,193	67,000	67,000	45,000	30,500	
4260	Utilities	230,813	215,000	215,000	215,000	225,000	
4270	Street Lighting	69,752	85,000	85,000	25,000	25,000	
4340	Printing & Publishing	193	0	0	0	0	
4360	Engineering	237,140	125,000	125,000	45,000	10,000	
4400	Other Professional Services	75,625	140,000	140,000	95,000	50,000	
4402	De-Icing Supplies	40,396	130,000	130,000	94,000	110,500	
	SubTotal Contractual Services:	681,704	772,000	772,000	525,100	458,000	
4680	Pavement Materials	51,265	60,000	60,000	30,000	10,000	
	SubTotal Commodities:	51,265	60,000	60,000	30,000	10,000	
4920	Other Improvements	1,290,462	917,000	917,000	700,000	910,300	
	SubTotal Capital Programs:	1,290,462	917,000	917,000	700,000	910,300	
	Reserve for Argonne Street Project	0	0	0	0	540,000	
	SubTotal Reserve	0	0	0	0	540,000	
Total Expenditures:		2,023,431	1,749,000	1,749,000	1,255,100	1,918,300	-5.20%
Surplus/(Deficit)		(1,160,945)	(920,250)	(920,250)	(77,100)	172,285	
Ending Fund Balance		904,581	(15,669)	(15,669)	811,812	984,097	

***Special Revenue Fund - MFT (Fund 06.48)***

***Detail of Budgeted Expenditures***

<b>Fund</b>	<b>Dept</b>	<b>Obj</b>	<b>Itemized Description</b>	<b>Detail</b>	<b>Total</b>
<b>06</b>	<b>48</b>	<b>4132</b>	<b>Maintenance - Signage</b>		<b>10,000</b>
			Upgrades and replacements	7000	
<b>06</b>	<b>48</b>	<b>4133</b>	<b>Maintenance - Traffic Signals</b>		<b>30,500</b>
			Traffic Signal Maintenance (Meade Electric)	28,000	
			Traffic signal knockdowns/emergency repairs	2,500	
<b>06</b>	<b>48</b>	<b>4260</b>	<b>Utilities</b>		<b>225,000</b>
			Rate 23	213,000	
			Rage 25	12,000	
<b>06</b>	<b>48</b>	<b>4270</b>	<b>Street Lighting</b>		<b>25,000</b>
			Knockdowns replacement assemblies	15,000	
			Outage Repairs	10,000	
<b>06</b>	<b>48</b>	<b>4360</b>	<b>Engineering Services</b>		<b>10,000</b>
			General Engineering	10,000	
<b>06</b>	<b>48</b>	<b>4400</b>	<b>Professional Services</b>		<b>50,000</b>
			Street Sweeping	50,000	
<b>06</b>	<b>48</b>	<b>4402</b>	<b>De-Icing Supplies</b>		<b>110,500</b>
			Road Salt	110,500	
<b>06</b>	<b>48</b>	<b>4680</b>	<b>Operating Supplies</b>		<b>10,000</b>
			Pavement Materials	10,000	
<b>06</b>	<b>48</b>	<b>4920</b>	<b>Other Improvements</b>		<b>910,300</b>
			Street Program per CIP	910,300	



**Community Development Block Grant (Fund 15)**

		Fiscal Year	Fiscal Year 2020			Fiscal Year	Percentage Change
		2019				2021	
Account	Description	Actual	Budget	Revised Budget	YE Projected	Approved	
Beginning Fund Balance		347,959	352,646	352,646	479,242	804,342	
Revenue							
3150	Grant Proceeds	0	221,750	221,750	296,000	494,000	
3158	Grant Proceeds - Lake County HOME	52,266	0	0	21,500	0	
	SubTotal Grant Proceeds:	52,266	221,750	221,750	317,500	494,000	
3801	Interest	346	200	200	3,000	2,500	
3802	Interest- Wealth Investment	0	0	0	2,800	2,800	
	SubTotal Interest Income:	346	200	200	5,800	5,300	
3932	Gain on Sale of Land	0	0	0	35,000	0	
3999	CDBG- Holding	13,084	0	0	0	0	
	SubTotal Financing Sources:	13,084	0	0	35,000	0	
	Total Revenue:	65,696	221,950	221,950	358,300	499,300	124.96%
Expenditures							
4302	CDBG Sidewalks/Streetscape	43,875	20,000	20,000	9,000	0	
4324	Water Main Maintenance Prog	0	15,000	15,000	0	0	
4340	CDBG Infrastructure	0	15,000	15,000	0	0	
4350	Emergency Rehabs/Demolition	42,054	0	0	9,000	0	
4351	Lake County HOME	0	0	0	13,000	0	
4365	PADS/Crisis Intervention	0	33,000	33,000	0	0	
4451	Wealth Management Fees	0			2,200	0	
4366	Admin/Tech Assistance Plan	0	0	0	0	0	
	SubTotal Other Charges:	85,929	83,000	83,000	33,200	0	
4990	Uncollected Loan Expense	(24,920)	0	0	0	0	
	SubTotal Financing Sources:	(24,920)	0	0	0	0	
4920	Other Improvements	0	365,000	365,000	0	494,000	
	SubTotal Capital Programs:	0	365,000	365,000	0	494,000	
	Total Expenditures:	61,009	448,000	448,000	33,200	494,000	100.00%
Surplus/(Deficit)		4,687	(226,050)	(226,050)	325,100	5,300	
Ending Fund Balance		352,646	126,596	126,596	804,342	809,642	

***Special Revenue Fund -CDBG Fund (Fund 15.15)***

*Detail of Budgeted Expenditures*

				Fiscal Year 2019	
Fund	Dept	Obj	Itemized Description	Detail	Total
<hr/>					
06	48	4920	Other Improvements		494,000
			NC Metra Train Station	494,000	
<hr/>					

**Federal Forfeited Property (DEA) (Fund 31)**

Account	Description	Fiscal Year 2019	Fiscal Year 2020			Fiscal Year 2021	Percentage Change
		Actual	Budget	Revised Budget	YTD Projected	Approved	
	<b>Beginning Fund Balance</b>	<b>100,319</b>	<b>100,319</b>	<b>100,319</b>	<b>136,049</b>	<b>101,069</b>	
	<b>Revenue</b>						
3120	Federal Forfeited Property (DEA)	40,921	0	0	25,000	0	
3130	Federal Forfeited Property (DOJ)	(5,180)	0	0	0	0	
	SubTotal Intergovernmental:	35,741	0	0	25,000	0	
3801	Interest	2	0	0	20	0	
3806	Interest - Investment	0	0	0	0	0	
	SubTotal Interest Income:	2	0	0	20	0	
	<b>Total Revenue:</b>	<b>35,743</b>	<b>0</b>	<b>0</b>	<b>25,020</b>	<b>0</b>	<b>0.00%</b>
	<b>Expenditures</b>						
4310	Travel & Training	0	0	0	0	0	
	SubTotal Contractual:	0	0	0	0	0	
4680	Operating Supplies	0	0	0	0	0	
	SubTotal Commodities:	0	0	0	0	0	
4920	Other Improvements	0	0	0	0	0	
	SubTotal Capital Programs:	0	0	0	0	0	
4960	Non Bonded Debt		0	0	0	0	
	SubTotal Debt Service:	0	0	0	0	0	
	Bank Service Charges	13	0	0	0	0	
	SubTotal Miscellaneous:	13	0	0	0	0	
4940	Equipment	0	0	0	0	60,000	
	SubTotal Capital Outlay:	0	0	0	0	60,000	
	<b>Total Expenditure:</b>	<b>13</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>60,000</b>	<b>0.00%</b>
	<b>Surplus/(Deficit):</b>	<b>35,730</b>	<b>0</b>	<b>0</b>	<b>25,020</b>	<b>(60,000)</b>	
	<b>Ending Fund Balance</b>	<b>136,049</b>	<b>100,319</b>	<b>100,319</b>	<b>161,069</b>	<b>41,069</b>	

**E911 Emergency Fund (Fund 33)**

		Fiscal Year		Fiscal Year		Fiscal Year	
		2019		2020		2021	
Account	Description	Actual	Budget	Revised Budget	YE Projected	Approved	Percentage Change
Beginning Fund Balance		429,383	608,994	608,994	608,994	792,394	
Revenue							
3111	E911 Surcharge Tax		0	0	0	0	
3112	E911 Wireless Receipts/State	230,351	140,000	140,000	195,000	0	
	SubTotal Taxes:	230,351	140,000	140,000	195,000	0	
3801	Interest	485	150	150	4,700	200	
3802	Interest-Weath Management		0	0	3,800	300	
	SubTotal Interest Income:	485	150	150	8,500	500	
Total Revenues:		230,836	140,150	140,150	203,500	500	-99.64%
Expenditures							
4000	Wages - Separation	0	0	0	0	55,000	
4120	Maintenance - Equipment	26,483	33,000	33,000	15,000	0	
4180	Maintenance - Computer	0	0	0	0	0	
4230	Telephone	0	0	0	0	0	
4310	Travel & Training	6,158	6,200	6,200	2,500	0	
4340	Printing & Publications	0	0	0	0	0	
4380	Medical Service	0	0	0	0	0	
4400	Other Professional Services	1,033	1,400	1,400	1,800	0	
4440	Dues & Memberships	763	800	800	800	0	
4495	Dispatch Services	0	0	0	0	575,000	
4850	Equipment Leasing		0	0	0	0	
	SubTotal Contractual Services:	34,436	41,400	41,400	20,100	630,000	
4940	Equipment	174	0	0	0	0	
4950	Capital Improvements	16,614	0	0	0	0	
5001	Contingency	0	0	0	0	0	
	SubTotal Capital Outlay:	16,788	0	0	0	0	
	Transfer to Joint ETSB Board - Mundelein		550,000	550,000	0		
	SubTotal Transfer Out:	0	550,000	550,000	0	0	
Total Expenditures:		51,224	591,400	591,400	20,100	630,000	6.53%
Surplus/(Deficit):		179,611	(451,250)	(451,250)	183,400	(629,500)	
Ending Fund Balance		608,994	157,744	157,744	792,394	162,894	

**Seized Drug Money - State (Fund 38)**

		Fiscal Year	Fiscal Year 2020			Fiscal Year	
		2019				2021	
Account	Description	Actual	Budget	Revised Budget	YTD Projected	Approved	Percentage Change
Beginning Fund Balance		40,727	40,727	40,727	40,727	66,227	
Revenue							
3801	Interest	236	200	200	200	200	
	SubTotal Interest Income:	236	200	200	200	200	
3810	State of Illinois Awards	9,431	500	500	35,600	500	
3804	Seizure Reimbursement	0	0	0	0	0	
	SubTotal Intergovernmental:	9,431	500	500	35,600	500	
Total Revenue:		9,667	700	700	35,800	700	0.00%
Expenditures							
4505	Refunded By Court Order	0	0	0	0	0	
4560	Program Expenditures	9,251	0	0	10,300	0	
	SubTotal Contractual Services:	9,251	0	0	10,300	0	
4940	Equipment		0	0	0	0	
	SubTotal Capital Outlay:	0	0	0	0	0	
4920	Other Improvements		0	0	0	0	
	SubTotal Capital Programs:	0	0	0	0	0	
4960	Non Bonded Debt		0	0	0	0	
	SubTotal Debt Service:	0	0	0	0	0	
Total Expenditure:		9,251	0	0	10,300	0	100.00%
Surplus/(Deficit)		416	700	700	25,500	700	
Ending Fund Balance		41,143	41,427	41,427	66,227	66,927	

**Sheridan Crossing TIF II (Fund 64)**

Account	Description	Fiscal Year 2019	Fiscal Year 2020			Fiscal Year 2021	Percentage Change
		Actual	Budget	Revised Budget	YE Projected	Approved	
	<b>Beginning Fund Balance</b>	<b>2,994,118</b>	<b>2,919,338</b>	<b>2,919,338</b>	<b>2,919,338</b>	<b>2,869,338</b>	
	<b>Revenue</b>						
3801	Interest	922	0	0	0	0	
3955	Transfer from Downtown TIF I	0	0	0	0	0	
	SubTotal Contractual Services:	922	0	0	0	0	
	<b>Total Revenue:</b>	<b>922</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>100.00%</b>
	<b>Expenditures</b>						
4350	Auditing Services	0	250	250	0	250	
4440	Professional Services	75,701	18,000	18,000	50,000	50,000	
4930	Other Improvements	0	0	0	0	0	
	SubTotal Other Expenses:	75,701	18,250	18,250	50,000	50,250	
5004	Impairment Loss	0	0	0	0	0	
	SubTotal Non-recurring Expense:	0	0	0	0	0	
	<b>Total Expenditures:</b>	<b>75,701</b>	<b>18,250</b>	<b>18,250</b>	<b>50,000</b>	<b>50,250</b>	<b>100.00%</b>
		<b>(74,779)</b>	<b>(18,250)</b>	<b>(18,250)</b>	<b>(50,000)</b>	<b>(50,250)</b>	
	<b>Beginning Fund Balance</b>	<b>2,919,338</b>	<b>2,901,088</b>	<b>2,901,088</b>	<b>2,869,338</b>	<b>2,819,088</b>	

**Downtown TIF Redevelopment Area (Fund 65)**

Account	Description	Fiscal Year 2019	Fiscal Year 2020			Fiscal Year 2021	Percentage Change
		Actual	Budget	Revised Budget	YE Projected	Approved	
	<b>Beginning Fund Balance</b>	<b>1,416,990</b>	<b>1,422,082</b>	<b>1,422,082</b>	<b>1,422,082</b>	<b>1,432,132</b>	
	<b>Revenue</b>						
3801	Interest	11,135	6,000	6,000	11,300	11,000	
	SubTotal Interest Income:	11,135	6,000	6,000	11,300	11,000	
3901	Sale of Property	0	0	0	0	0	
	SubTotal Miscellaneous Revenue:	0	0	0	0	0	
	<b>Total Revenue:</b>	<b>11,135</b>	<b>6,000</b>	<b>6,000</b>	<b>11,300</b>	<b>11,000</b>	83.33%
	<b>Expenditures</b>						
4350	Auditig Services	0	1,250	1,250	1,250	1,250	
4400	Other Professional Services	6,043	0	0	0	5,000	
	SubTotal Contractual:	6,043	1,250	1,250	1,250	6,250	
4722	Transfer - Series 2007C	0	0	0	0	0	
4977	Transfer to Fund 64 (TIF Sheridan Cross)	0	0	0	0	0	
	SubTotal Transfer To:	0	0	0	0	0	
4920	Other Improvements	0	150,000	150,000	0	0	
		0	150,000	150,000	0	0	
5004	Impairment Loss	0	0	0	0	0	
	SubTotal Non-recurring Expense:	0	0	0	0	0	
	<b>Total Expenditures:</b>	<b>6,043</b>	<b>151,250</b>	<b>151,250</b>	<b>1,250</b>	<b>6,250</b>	-95.87%
	<b>Surplus/(Deficit):</b>	<b>5,092</b>	<b>(145,250)</b>	<b>(145,250)</b>	<b>10,050</b>	<b>4,750</b>	<b>-103.27%</b>
	<b>Ending Fund Balance</b>	<b>1,422,082</b>	<b>1,276,832</b>	<b>1,276,832</b>	<b>1,432,132</b>	<b>1,436,882</b>	

**Skokie Highway TIF III (Fund 66)**

Account	Description	Fiscal Year 2019	Fiscal Year 2020			Fiscal Year 2021	Percentage Change
		Actual	Budget	Revised Budget	YTD Projected	Approved	
	<b>Beginning Fund Balance</b>	<b>69,552</b>	<b>69,552</b>	<b>69,552</b>	<b>86,061</b>	<b>102,811</b>	
	<b>Revenue</b>						
3007	Property Tax Tif Increment	76,576	79,000	79,000	88,000	100,000	
3801	Interest	45	0	0	0	0	
	SubTotal Interest Income:	76,621	79,000	79,000	88,000	100,000	
	<b>Total Revenue:</b>	<b>76,621</b>	<b>79,000</b>	<b>79,000</b>	<b>88,000</b>	<b>100,000</b>	<b>100.00%</b>
	<b>Expenditures</b>						
4350	Audit	0	1,250	1,250	1,250	1,250	
4400	Professional Services	60,113	150,000	150,000	70,000	30,000	
	SutTotal Contractual:	60,113	151,250	151,250	71,250	31,250	
4920	Other Improvements	0	0	0	0	250,000	
	SutTotal Capital Outlay:	0	0	0	0	250,000	
	<b>Total Expenditures:</b>	<b>60,113</b>	<b>151,250</b>	<b>151,250</b>	<b>71,250</b>	<b>281,250</b>	<b>85.95%</b>
	<b>Surplus/(Deficit)</b>	<b>16,509</b>	<b>(72,250)</b>	<b>(72,250)</b>	<b>16,750</b>	<b>(181,250)</b>	
	<b>Ending Fund Balance</b>	<b>86,061</b>	<b>(2,698)</b>	<b>(2,698)</b>	<b>102,811</b>	<b>(78,439)</b>	



**Grant Place Operating Fund (Fund 78)**

		Fiscal Year	Fiscal Year 2020			Fiscal Year	
		2019				2021	
Account	Description	Actual	Budget	Revised Budget	YTE Projected	Approved	Percentage Change
Beginning Fund Balance		(31,627)	(25,139)	(25,139)	(9,670)	1,494	
Revenue							
3401	Rent	130,538	132,780	132,780	127,000	130,000	
3402	Common Area Maintenance (CAM)	34,938	41,952	41,952	40,000	45,000	
3403	Real Estate	28,246	41,484	41,484	38,000	50,000	
3801	Interest Income	6,171	5,193	5,193	3,500	4,000	
3802	Iinterest- Wealth Investment	0	0	0	0	0	
3904	Miscellaneous Revenue	385	0	0	0	0	
SubTotal Miscellaneous:		200,278	221,409	221,409	208,500	229,000	
Total Revenue:		200,278	221,409	221,409	208,500	229,000	9.83%
Expenditure							
4100	Maintenance - Building	29,743	30,000	30,000	31,000	31,000	
4150	Maintenance - Grounds	33,100	39,000	39,000	25,000	39,000	
4210	Building Insurance	12,000	16,900	16,900	16,900	17,800	
4230	Telephone	0	0	0	0	0	
4260	Utilities	19,987	16,500	16,500	15,500	16,500	
4343	Janitorial Services	3,090	4,140	4,140	2,500	3,000	
4350	Auditing	0	0	0	0	1,500	
4400	Other Professional Services	0	0	0	0	0	
4401	Contractual Services	339	0	0	0	0	
4402	Refuse	3,448	3,200	3,200	3,800	4,000	
4444	RE Taxes	90,758	95,000	95,000	101,811	65,000	
4500	Legal Fees	667	300	300	0	500	
4570	Pest Control	658	900	900	825	900	
SubTotal Contractual Services:		193,790	205,940	205,940	197,336	179,200	
Total Expenditures:		193,790	205,940	205,940	197,336	179,200	-9.19%
Surplus/(Deficit)		6,488	15,469	15,469	11,164	49,800	346.08%
Ending Fund Balance							
		(25,139)	(9,670)	(9,670)	1,494	51,294	

**Grant Place Capital Fund (Fund 79)**

		Fiscal Year	Fiscal Year 2020			Fiscal Year	
		2019				2021	
Account	Description	Actual	Budget	Revised Budget	YTD Projected	Request	Percentage Change
Beginning Fund Balance		1,751,769	1,754,213	1,754,213	1,754,213	1,755,413	
Revenue							
3801	Interest Income	644	0	0	0	0	
3802	Interest-Wealth Investment	0	0	0	4,200	3,000	
3904	Miscellaneous Revenue	1,800	1,200	1,200	600	1,200	
SubTotal Miscellaneous:		2,444	1,200	1,200	4,800	4,200	
Total Revenue:		2,444	1,200	1,200	4,800	4,200	250.00%
Expenditure							
4400	Professional Services	0	3,500	3,500	3,500	0	
4451	Wealth Investment Fees	0	0	0	100	300	
4850	Miscellaneous Expenses	0	0	0	0	0	
SubTotal Contractual Services:		0	3,500	3,500	3,600	300	
Total Expenditures:			3,500	3,500	3,600	300	-91.43%
Surplus/(Deficit)		2,444	(2,300)	(2,300)	1,200	3,900	
Ending Fund Balance		1,754,213	1,751,913	1,751,913	1,755,413	1,759,313	

***Special Revenue Funds - Grant Place (Fund 78 & 79)***

*Detail of Budgeted Expenditures*

Fund	Dept	Obj	Itemized Description	Requested Amount	
				Detailed	Line Item
78	78	4110	Maintenance - Building		31,000
			General Repairs	24,000	
			Locks & Doors	2,500	
			Annual Inspections	2,000	
			Window Repair	2,500	
78	78	4120	Maintenance - Grounds		39,000
			Landscape & Snow Removal	35,000	
			Miscellaneous Grounds Improvements	4,000	
78	78	4343	Janitorial		3,000
			Cleaning Services	3,000	



## Debt Service Funds

**Corporate Purpose Bond Summary - 2014-A (Fund 20)**

Account	Description	Fiscal Year 2019	Fiscal Year 2020			Fiscal Year 2021	Percent Change
		Actual	Budget	Revised Budget	YTD Projected	Approved	
	<b>Beginning Fund Balance</b>	<b>1,689,512</b>	<b>2,574,855</b>	<b>2,574,855</b>	<b>2,574,855</b>	<b>3,576,469</b>	
	<b>Revenue</b>						
3001	Property Tax - Debt Service	976,338	995,200	995,200	996,304	1,031,614	
3007	Property Tax -TIF Increment	806,981	850,000	850,000	930,000	960,000	
	SubTotal Property Taxes:	1,783,319	1,845,200	1,845,200	1,926,304	1,991,614	
3801	Interest	68,471	65,000	65,000	36,739	35,000	
3802	Interest-Wealth Investment	0	0	0	35,297	70,500	
3806	Interest - Investment	1,552	0	0	0	0	
	SubTotal Interest Income:	70,023	65,000	65,000	72,036	105,500	
	<b>Total Revenue:</b>	<b>1,853,342</b>	<b>1,910,200</b>	<b>1,910,200</b>	<b>1,998,340</b>	<b>2,097,114</b>	
	<b>Expenses</b>						
4451	Wealth investment Fees	0	0	0	776	2,328	
4860	Interest	162,274	150,200	150,200	150,200	116,400	
4870	Principal	805,000	845,000	845,000	845,000	905,000	
4880	Fiscal Agent Bond Fees	725	750	750	750	750	
	SubTotal Debt Service:	967,999	995,950	995,950	996,726	1,024,478	
	<b>Total Expenditures:</b>	<b>967,999</b>	<b>995,950</b>	<b>995,950</b>	<b>996,726</b>	<b>1,024,478</b>	
	<b>Surplus/(Deficit)</b>	<b>885,343</b>	<b>914,250</b>	<b>914,250</b>	<b>1,001,614</b>	<b>1,072,636</b>	
	<b>Ending Fund Balance</b>	<b>2,574,855</b>	<b>3,489,105</b>	<b>3,489,105</b>	<b>3,576,469</b>	<b>4,649,105</b>	

City of North Chicago  
Debt Service/Tax Levy Schedule  
Corporate Purpose General Obligation Bonds-Series 2014-A  
Original Principal: \$6,010,000

Payment Date	Interest	Principal	Total	Annual Debt Service	Tax Levy	Tax
05/01/14	0		0			
11/01/14	0	0	0	0	0	2013
05/01/15	52,647		52,647			
11/01/15	108,925	0	108,925	161,572	161,572	2014
05/01/16	108,925		108,925			
11/01/16	108,925	695,000	803,925	912,850	912,850	2015
05/01/17	98,500		98,500			
11/01/17	98,500	755,000	853,500	952,000	952,000	2016
05/01/18	87,175		87,175			
11/01/18	87,175	805,000	892,175	979,350	979,350	2017
05/01/19	75,100		75,100			
11/01/19	75,100	845,000	920,100	995,200	995,200	2018
05/01/20	58,200		58,200			
11/01/20	58,200	905,000	963,200	1,021,400	1,021,400	2019
05/01/21	40,100		40,100			
11/01/21	40,100	970,000	1,010,100	1,050,200	1,050,200	2020
05/01/22	20,700		20,700			
11/01/22	20,700	1,035,000	1,055,700	1,076,400	1,076,400	2021

Purpose: Redevelopment project costs within the downtown tax increment financing redevelopment project area. Date of issue: February 4, 2015

Note: Refunded the Series 2005-A general obligation bonds issued to fund redevelopment project costs in the downtown tax increment financing redevelopment area

Security: City's full faith and credit with annually levied property taxes

**Corporate Purpose Bond Summary - 2007-C (Fund 22)**

Account	Description	Fiscal Year 2019	Fiscal Year 2020			Fiscal Year 2021	Percent Change
		Actual	Budget	Revised Budget	YTD Projected	Approved	
	<b>Beginning Fund Balance</b>	<b>188,437</b>	<b>201,848</b>	<b>201,848</b>	<b>201,848</b>	<b>207,704</b>	
	<b>Revenue</b>						
3001	Property Tax - Debt Service	853,046	873,227	873,227	874,196	908,462	
3007	Property Tax -TIF Increment	0	0	0	0	0	
	SubTotal Property Taxes:	853,046	873,227	873,227	874,196	908,462	
3801	Interest	2,305	6,000	6,000	5,363	6,000	
3806	Interest - Investment	0	0	0	0	0	
	SubTotal Interest Income:	2,305	6,000	6,000	5,363	6,000	
3920	Transfer from Series 2014-A	0	0	0	0	0	
	Transfer from Series 2014-A:	0	0	0	0	0	
	<b>Total Revenue:</b>	<b>855,351</b>	<b>879,227</b>	<b>879,227</b>	<b>879,559</b>	<b>914,462</b>	
	<b>Expenses</b>						
4860	Interest	391,298	378,228	378,228	378,228	349,468	
4870	Principal	450,000	450,000	450,000	495,000	550,000	
4880	Fiscal Agent Bond Fees	642	500	500	475	500	
	SubTotal Debt Service:	841,940	828,728	828,728	873,703	899,968	
	<b>Total Expenditures:</b>	<b>841,940</b>	<b>828,728</b>	<b>828,728</b>	<b>873,703</b>	<b>899,968</b>	
	<b>Surplus/(Deficit)</b>	<b>13,411</b>	<b>50,499</b>	<b>50,499</b>	<b>5,856</b>	<b>14,494</b>	
	<b>Ending Fund Balance</b>	<b>201,848</b>	<b>252,347</b>	<b>252,347</b>	<b>207,704</b>	<b>222,198</b>	

City of North Chicago  
Debt Service/Tax Levy Schedule  
Corporate Purpose General Obligation Bonds-Series 2007-C  
Original Principal: \$8,860,000

Payment Date	Interest	Principal	Total	Annual Debt Service	Tax Levy	Tax
05/01/14	241,839		241,839			
11/01/14	241,839	290,000	531,839	773,679	773,679	2013
05/01/15	233,415		233,415			
11/01/15	233,415	325,000	558,415	791,830	791,830	2014
05/01/16	223,974		223,974			
11/01/16	223,974	345,000	568,974	792,947	802,947	2015
05/01/17	213,951		213,951			
11/01/17	213,951	405,000	618,951	832,903	832,903	2016
05/01/18	202,186		202,186			
11/01/18	202,186	450,000	652,186	854,372	854,372	2017
05/01/19	189,114		189,114			
11/01/19	189,114	495,000	684,114	873,227	873,227	2018
05/01/20	174,734		174,734			
11/01/20	174,734	550,000	724,734	899,468	899,468	2019
05/01/21	158,756		158,756			
11/01/21	158,756	600,000	758,756	917,513	917,513	2020
05/01/22	141,326		141,326			
11/01/22	141,326	660,000	801,326	942,653	942,653	2021
05/01/23	122,153		122,153			
11/01/23	122,153	720,000	842,153	964,307	964,307	2022
05/01/24	100,517		100,517			
11/01/24	100,517	765,000	865,517	966,035	966,035	2023
05/01/25	77,529		77,529			
11/01/25	77,529	810,000	887,529	965,058	965,058	2024
05/01/26	53,189		53,189			
11/01/26	53,189	860,000	913,189	966,377	966,377	2025
05/01/27	27,346		27,346			
11/01/27	27,346	910,000	937,346	964,691	964,691	2026

Purpose: Redevelopment project costs within the downtown tax increment financing  
Date of Issue: August 15, 2007

Security: City's full faith and credit with annually levied property taxes



**Corporate Purpose Bond Summary - 2007-A (Fund 24)**

Account	Description	Fiscal Year 2019	Fiscal Year 2020			Fiscal Year 2021	Percent Change
		Actual	Budget	Revised Budget	YTD Projected	Approved	
	<b>Beginning Fund Balance</b>	<b>17,816</b>	<b>21,119</b>	<b>21,119</b>	<b>21,119</b>	<b>23,172</b>	
	<b>Revenue</b>						
3001	Property Tax - Debt Service	270,679	282,200	282,200	282,513	290,476	
3007	Property Tax -TIF Increment	0	0	0	0	0	
	SubTotal Property Taxes:	270,679	282,200	282,200	282,513	290,476	
3801	Interest	341	900	900	1,213	1,000	
3802	Interest - Investment	0	0	0	1,427	2,850	
	SubTotal Interest Income:	341	900	900	2,640	3,850	
	<b>Total Revenue:</b>	<b>271,020</b>	<b>283,100</b>	<b>283,100</b>	<b>285,153</b>	<b>294,326</b>	
	<b>Expenses</b>						
4860	Interest	47,075	42,200	42,200	42,200	32,600	
4870	Principal	220,000	240,000	240,000	240,000	255,000	
4880	Fiscal Agent Bond Fees	642	600	600	900	900	
	SubTotal Debt Service:	267,717	282,800	282,800	283,100	288,500	
	<b>Total Expenditures:</b>	<b>267,717</b>	<b>282,800</b>	<b>282,800</b>	<b>283,100</b>	<b>288,500</b>	
	<b>Surplus/(Deficit)</b>	<b>3,303</b>	<b>300</b>	<b>300</b>	<b>2,053</b>	<b>5,826</b>	
	<b>Ending Fund Balance</b>	<b>21,119</b>	<b>21,419</b>	<b>21,419</b>	<b>23,172</b>	<b>28,998</b>	

City of North Chicago  
Debt Service/Tax Levy Schedule  
Corporate Purpose General Obligation Bonds-Series 2007-A  
Original Principal: \$2,475,000

Payment Date	Interest	Principal	Total	Annual Debt Service	Tax Levy	Tax
05/01/14	40,600		40,600			
11/01/14	40,600	170,000	210,600	251,200	251,200	2013
05/01/15	37,200		37,200			
11/01/15	37,200	180,000	217,200	254,400	254,400	2014
05/01/16	33,600		33,600			
11/01/16	33,600	195,000	228,600	262,200	262,200	2015
05/01/17	29,700		29,700			
11/01/17	29,700	210,000	239,700	269,400	269,400	2016
05/01/18	25,500		25,500			
11/01/18	25,500	220,000	245,500	271,000	271,000	2017
05/01/19	21,100		21,100			
11/01/19	21,100	240,000	261,100	282,200	282,200	2018
05/01/20	16,300		16,300			
11/01/20	16,300	255,000	271,300	287,600	287,600	2019
05/01/21	11,200		11,200			
11/01/21	11,200	270,000	281,200	292,400	292,400	2020
05/01/22	5,800		5,800			
11/01/22	5,800	290,000	295,800	301,600	301,600	2021

Purpose: Redevelopment project costs within the downtown tax increment financing redevelopment project area. Date of issue: May 9, 2007

Security: City's full faith and credit with annually levied property taxes

**Corporate Purpose Bond Summary - 2007-B (Fund 29)**

Account	Description	Fiscal Year	Fiscal Year 2020			Fiscal Year	Percent Change
		2019	Budget	Revised Budget	YTD Projected	2021	
		Actual				Approved	
	<b>Beginning Fund Balance</b>	<b>22,041</b>	<b>21,762</b>	<b>21,762</b>	<b>21,762</b>	<b>23,239</b>	
	<b>Revenue</b>						
3001	Property Tax - Debt Service	204,852	205,060	205,060	205,288	207,110	
3007	Property Tax -TIF Increment	0	0	0	0	0	
	SubTotal Property Taxes:	204,852	205,060	205,060	205,288	207,110	
3801	Interest	571	2,500	2,500	1,891	2,000	
3802	Interest - Investment	0	0	0	0	0	
	SubTotal Interest Income:	571	2,500	2,500	1,891	2,000	
	<b>Total Revenue:</b>	<b>205,423</b>	<b>207,560</b>	<b>207,560</b>	<b>207,179</b>	<b>209,110</b>	
	<b>Expenses</b>						
4860	Interest	205,060	205,060	205,060	205,060	205,060	
4870	Principal	0	0	0	0	0	
4880	Fiscal Agent Bond Fees	642	475	475	642	642	
	SubTotal Debt Service:	205,702	205,535	205,535	205,702	205,702	
	<b>Total Expenditures:</b>	<b>205,702</b>	<b>205,535</b>	<b>205,535</b>	<b>205,702</b>	<b>205,702</b>	
	<b>Surplus/(Deficit)</b>	<b>(279)</b>	<b>2,025</b>	<b>2,025</b>	<b>1,477</b>	<b>3,408</b>	
	<b>Ending Fund Balance</b>	<b>21,762</b>	<b>23,787</b>	<b>23,787</b>	<b>23,239</b>	<b>26,647</b>	

City of North Chicago  
Debt Service/Tax Levy Schedule  
Corporate Purpose General Obligation Bonds-Series 2007-B  
Original Principal: \$4,740,000

Payment Date	Interest	Principal	Total	Annual Debt Service	Tax Levy	Tax
05/01/14	102,530		102,530			
11/01/14	102,530	0	102,530	205,060	205,060	2013
05/01/15	102,530		102,530			
11/01/15	102,530	0	102,530	205,060	205,060	2014
05/01/16	102,530		102,530			
11/01/16	102,530	0	102,530	205,060	205,060	2015
05/01/17	102,530		102,530			
11/01/17	102,530	0	102,530	205,060	205,060	2016
05/01/18	102,530		102,530			
11/01/18	102,530	0	102,530	205,060	205,060	2017
05/01/19	102,530		102,530			
11/01/19	102,530	0	102,530	205,060	205,060	2018
05/01/20	102,530		102,530			
11/01/20	102,530	0	102,530	205,060	205,060	2019
05/01/21	102,530		102,530			
11/01/21	102,530	0	102,530	205,060	205,060	2020
05/01/22	102,530		102,530			
11/01/22	102,530	0	102,530	205,060	205,060	2021
05/01/23	102,530		102,530			
11/01/23	102,530	0	102,530	205,060	205,060	2022
05/01/24	102,530		102,530			
11/01/24	102,530	0	102,530	205,060	205,060	2023
05/01/25	102,530		102,530			
11/01/25	102,530	0	102,530	205,060	205,060	2024
05/01/26	102,530		102,530			
11/01/26	102,530	0	102,530	205,060	205,060	2025
05/01/27	102,530		102,530			
11/01/27	102,530	0	102,530	205,060	205,060	2026
05/01/28	102,530		102,530			
11/01/28	102,530	415,000	517,530	620,060	620,060	2027
05/01/29	93,608		93,608			
11/01/29	93,608	435,000	528,608	622,215	622,215	2028
05/01/30	84,255		84,255			
11/01/30	84,255	450,000	534,255	618,510	618,510	2029
05/01/31	74,580		74,580			
11/01/31	74,580	470,000	544,580	619,160	619,160	2030
05/01/32	64,475		64,475			
11/01/32	64,475	490,000	554,475	618,950	618,950	2031
05/01/33	53,940		53,940			
11/01/33	53,940	510,000	563,940	617,880	617,880	2032
05/01/34	42,848		42,848			
11/01/34	42,848	535,000	577,848	620,695	620,695	2033
05/01/35	31,211		31,211			
11/01/35	31,211	555,000	586,211	617,423	617,423	2034
05/01/36	19,140		19,140			
11/01/36	19,140	580,000	599,140	618,280	618,280	2035
05/01/37	6,525	300,000	306,525	306,525	306,525	2036

Purpose: Redevelopment project costs within the downtown tax increment financing redevelopment project area. Date of issue: May 9, 2007

Security: City's full faith and credit with annually levied property taxes



## Internal Service Funds

## Internal Service Funds

The Internal Service Funds are used to collect or consolidate costs in a single department. This consolidation helps the City track goods and/or services provided to various City departments. The Internal Service Funds then will charge the departments on either a cost reimbursement or fee basis using full-accrual accounting. In concept, Internal Service Funds should be self-supporting with income equal to expenditures. The City of North Chicago uses Internal Service Funds for (i) dental and vision; and (ii) retiree's health insurance.

### Dental and Vision

The Dental and Vision Fund was established to account for the revenue and expenditure of funds for the City's self-insured dental and vision care program. Each participating operating department of the City makes payments into the Fund for those amounts that are necessary to fund anticipated claims.

### Retiree's Insurance Premium

The Retiree's Insurance Premium Fund was established to account for the revenue and expenditure of funds intended to provide for the City's self-insured health and life insurance premium costs for retired personnel. Premiums are assessed to a retiree based upon a COBRA-based formula. Expenditures are equal to the actual charge for the elected coverage program.

## Financial Summary

This fiscal year the Dental and Vision Fund will make a one-time interfund transfer in the amount of \$75,000 to the General Fund. This represents an accumulation of better claim experience over several years.

**Dental and Vision Fund (Fund 36)**

Account	Description	Fiscal Year 2019	Fiscal Year 2020			Fiscal Year 2021	Percentage Change
		Actual	Budget	Revised Budget	YTD Projected	Approved	
	<b>Beginning Fund Balance</b>	<b>138,825</b>	<b>135,414</b>	<b>135,414</b>	<b>135,414</b>	<b>39,248</b>	
	<b>Revenue</b>						
3801	Interest Income	137	50	50	1,197	900	
	SubTotal Interest Income:	137	50	50	1,197	900	
3918	Employer Contributions	68,430	75,000	75,000	18,527	19,000	
	SubTotal Miscellaneous Income:	68,430	75,000	75,000	18,527	19,000	
	<b>Total Revenue:</b>	<b>68,567</b>	<b>75,050</b>	<b>75,050</b>	<b>19,724</b>	<b>19,900</b>	-73.48%
	<b>Expenditures</b>						
4091	Dental Expenses	58,421	0	0	0	0	
4092	Vision Expenses	8,056	13,000	13,000	13,692	13,000	
4450	Administrative Fees	5,501	6,000	6,000	2,198	3,000	
	SubTotal Contractual:	71,978	19,000	19,000	15,890	16,000	
	Transfer To General Fund	0	100,000	100,000	100,000	75,000	
	SubTotal:	0	100,000	100,000	100,000	75,000	
	<b>Total Expenditures:</b>	<b>71,978</b>	<b>119,000</b>	<b>119,000</b>	<b>115,890</b>	<b>91,000</b>	-23.53%
	<b>Surplus/(Deficit):</b>	<b>(3,411)</b>	<b>(43,950)</b>	<b>(43,950)</b>	<b>(96,166)</b>	<b>(71,100)</b>	<b>61.77%</b>
	<b>Ending Fund Balance</b>	<b>135,414</b>	<b>91,464</b>	<b>91,464</b>	<b>39,248</b>	<b>(31,852)</b>	

**Retiree Premium Fund (Fund 40)**

Account	Description	Fiscal Year 2019	Fiscal Year 2020			Fiscal Year 2021	Percentage Change
		Actual	Budget	Revised Budget	YTD Projected	Approved	
	<b>Beginning Fund Balance</b>	<b>(3,700)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(2,655)</b>	
	<b>Revenue</b>						
3801	Interest Income	44	10	10	543	400	
	SubTotal Interest Income:	44	10	10	543	400	
3911	Retiree Health & Life Premiums	155,766	163,300	163,300	185,000	210,000	
3904	Miscellaneous Revenue	0	0	0	0	0	
	SubTotal Miscellaneous Income:	155,766	163,300	163,300	185,000	210,000	
	<b>Total Revenue:</b>	<b>155,810</b>	<b>163,310</b>	<b>163,310</b>	<b>185,543</b>	<b>210,400</b>	28.83%
	<b>Expenditures</b>						
4031	Medical Health Premiums	146,501	150,000	150,000	166,973	185,460	
4035	Dental & Vision Premiums	10,564	11,000	11,000	17,680	22,000	
4072	Life Insurance Premiums	2,404	2,300	2,300	3,545	2,640	
4850	Miscellaneous Expense	0	0	0	0	0	
	SubTotal Contractual:	159,469	163,300	163,300	188,198	210,100	
	<b>Total Expenditures:</b>	<b>159,469</b>	<b>163,300</b>	<b>163,300</b>	<b>188,198</b>	<b>210,100</b>	28.66%
	<b>Surplus/(Deficit):</b>	<b>(3,659)</b>	<b>10</b>	<b>10</b>	<b>(2,655)</b>	<b>300</b>	<b>2900.00%</b>
	<b>Ending Fund Balance</b>	<b>3,659</b>	<b>10</b>	<b>10</b>	<b>(2,655)</b>	<b>(2,355)</b>	





## Capital Projects Fund

## CAPITAL PROJECTS FUND

The Capital Projects fund accounts for the expenditures related to capital improvement projects for government funds. Revenue include anticipated or actual bond proceeds and transfers from other funds for their respective projects. A list of capital projects is included within that section starting on page 196.

### Financial Summary

The fund is supported primarily by a Transfer In from the Corporate Fund (General Fund). The fund this year expenditures for \$341,000 with corresponding transfers and a reimbursement from Metra for the resurfacing of the Metra Parking Lot.

Below is the summary for this department.

	<b>FY2018 Actuals</b>	<b>FY2019 Actuals</b>	<b>FY2020 Budget</b>	<b>FY2020 Projection</b>	<b>FY2021 Budget</b>
<b>Expenditures</b>					
Personnel & Fringe Benefits	0	0	0	0	0
Contractual	0	0	0	0	0
Commodities	0	0	0	0	0
Debt Service	0	0	0	0	0
Other Charges	0	0	0	0	0
<i>Total Operating Expenditures</i>	0	0	0	0	0
Capital Projects	0	0	0	0	341,000
Transfer Out	0	0	0	0	0
<i>Total Other Expenditures</i>	0	0	0	0	341,000
<b>Total Expenditures:</b>	0	0	0	0	341,000

*Capital Project Fund (Fund 95)*

		Fiscal Year	Fiscal Year 2020			Fiscal Year
		2019				2021
Account	Description	Actual	Budget	Revised Budget	YTD Projected	Request
Revenue						
	Intergovernmental	0	0	0	0	311,000
3150	Grant Proceeds	0	0	0	0	0
	SubTotal Grant Proceeds:	0	0	0	0	311,000
3801	Interest Income	0	0	0	0	0
3802	Interest -Wealth Investment	0	0	0	0	
	SubTotal Interest Income:	0	0	0	0	0
	Transfer from General Fund	0	0	0	0	30,000
	SubTotal Transfers In:	0	0	0	0	30,000
Total Revenue:		0	0	0	0	341,000
Expenditures						
4910	Building Improvements	0	0	0	0	0
4920	Other Improvements	0	0	0	0	341,000
	SubTotal Capital Outlay:	0	0	0	0	341,000
Total Expenditure:		0	0	0	0	341,000
Net Revenue/(Net Loss)		0	0	0	0	0

***Capital Projects Fund (Fund 95)***

*Detail of Budgeted Expenditures*

Fund	Dept	Obj	Itemized Description	Request Detail	Total
<hr/>					
95			Transfer from General Fund		30,000
			Administrative Services		
			Flag Pole at Fire Station	15,000	
			Facilities Management		
				0	
			Comptroller's Office		
			Comptroller's Office Renovation	15,000	
<hr/>					
95		4910	Building Improvement		0
				0	
				0	
<hr/>					
95		4920	Other Improvements		326,000
		21-XXXX	Flag Pole at Fire Station	15,000	
		21-XXXX	Metra Parking Lot	311,000	
<hr/>					



## Component Unit

## Library Fund (Component Unit)

The North Chicago Public Library (NCPL) connects people with resources to create a city of lifelong learners. Libraries are the memory of humankind, irreplaceable repositories of documents of human thoughts and actions. The North Chicago Public Library is a facility that strives to serve a diverse population of 32,574 in the North Chicago area. It provides a storehouse of knowledge at the heart of the world's only United States Navy recruit training command: Naval Station Great Lakes.

As its overriding mission, the NCPL seeks to provide learning resources and informational services that support and improve individual, family, and community life while enhancing educational, historical, cultural, and recreational experiences.

The Board of Library Trustees consists of nine trustees appointed by the Mayor, with the consent of City Council; no more than one trustee will be a member of the City Council. The Board of Library Trustees has the power to make any reasonable rules and regulations governing the use of the library and library facilities. The Board has charge of the operation of the library and the expenditure of all library funds.

The table below details historical financial information:

	<b>FY2018 Actuals</b>	<b>FY2019 Actuals</b>	<b>FY2020 Budget</b>	<b>FY2020 Projection</b>	<b>FY2021 Budget</b>
<b>Expenditures</b>					
Personnel & Fringe Benefits	513,569	509,484	584,202	472,252	628,715
Contractual	111,157	148,548	207,700	146,676	294,102
Commodities	80,631	48,726	46,300	35,950	70,400
Debt Service	0	42,636	53,400	53,300	0
Other Charges	1,338	1,698	5,400	900	1,000
<i>Total Operating Expenditures</i>	706,695	751,092	897,002	709,078	994,217
Capital Projects	165,739	56,954	85,300	56,700	50,200
Transfer Out	0	60,000	33,000	33,000	33,000
<i>Total Other Expenditures</i>	165,739	116,954	118,300	89,700	83,200
<b>Total Expenditures:</b>	872,434	868,046	1,015,302	798,778	1,077,417

**Library Fund (Fund 03)**

		Fiscal Year	Fiscal Year 2020			Fiscal Year	
		2019				2021	
Account	Description	Actual	Budget	Revised Budget	YTD Projected	Approved	Percentage Change
Revenue							
3001	Property Tax - General	715,941	723,732	723,732	718,906	723,732	
3005	Property Tax - FICA/IMRF	40,123	40,660	40,660	40,375	40,660	
	SubTotal Taxes:	756,064	764,392	764,392	759,281	764,392	0.43%
3150	Grant Proceeds	110,190	72,000	72,000	40,720	134,160	
	SubTotal Grant Proceeds:	110,190	72,000	72,000	40,720	134,160	-63.05%
3505	Fines & Fees	11,305	11,000	11,000	8,000	3,000	
3506	Rental Income	225	2,000	2,000	700	200	
	SubTotal Fines & Fees:	225	13,000	13,000	8,700	3,200	3759.80%
3602	Photo Copies	4,774	6,000	6,000	6,500	5,000	
	SubTotal Other Charges:	4,774	6,000	6,000	6,500	5,000	36.15%
3801	Interest Income	1,429	5,000	5,000	13,000	200	
3802	Interest -Wealth Investment	0	0	0	9,500	12,000	
	SubTotal Interest Income:	1,429	5,000	5,000	22,500	12,200	1474.83%
3902	Reimbursement	559	0	0	15,000	15,000	
3903	Donations	8,325	10,000	10,000	15,000	20,000	
	Special Library Donors					1,000	
3904	Miscellaneous	850	0		0	500	
3905	Friends of NCPL	897	5,000	5,000	500	1,000	
	SubTotal Miscellaneous Income:	10,631	15,000	15,000	15,500	37,500	45.80%
Total Library:		883,313	875,392	875,392	853,201	956,452	9.26%

**Library Fund (Fund 03)**

		Fiscal Year	Fiscal Year 2020			Fiscal Year	
		2019				2021	
Account	Description	Actual	Budget	Revised Budget	YTD Projected	Approved	Request
Expenditures							
4000	Full-Time Wages	310,287	338,007	338,007	260,188	364,563	
4001	Part-Time Wages	68,275	95,375	95,375	79,357	118,332	
4006	Holiday Pay	0	0	0	0	0	
4010	Overtime	0	0	0	2,365	2,000	
4017	Comp Time Used	0	0	0	0	0	
	SubTotal Salaries and Wages:	378,562	433,382	433,382	341,910	484,895	11.89%
4020	IMRF Match	24,180	23,200	23,200	18,565	24,500	
4022	Sick Leave Sell Back	1,129	0	0	0	0	
4030	Employer's Health Insurance	71,776	91,300	91,300	80,800	90,600	
4035	Employer's Dental & Vision Insurance	4,960	4,900	4,900	5,249	6,200	
4070	Social Security Match	22,660	24,700	24,700	20,195	17,600	
4071	Medicare Match	5,299	5,800	5,800	4,800	4,200	
4072	Life Insurance Premiums	918	920	920	733	720	
	SubTotal Fringe Benefits:	130,922	150,820	150,820	130,342	143,820	-4.64%
4100	Maintenance - Buildings	26,341	25,000	25,000	9,002	20,387	
4110	Maintenance - Vehicles	332	3,000	3,000	844	2,000	
4120	Maintenance - Equipment	35,007	19,200	19,200	9,614	15,000	
4150	Maintenance - Grounds	3,187	18,000	18,000	12,000	68,450	
4180	Maintenance - Other	0	0	0	0	0	
4190	Snow Removal	0	0	0	0	3,000	
4230	Telephone	6,724	7,000	7,000	8,183	10,000	
4260	Utilities	2,429	3,000	3,000	2,145	2,100	
4280	Rentals	198	8,000	8,000	6,757	9,000	
4310	Travel and Training	6,112	12,000	12,000	5,265	6,000	
4320	Postage	664	650	650	1,684	2,000	
4340	Printing and Publishing	1,871	4,000	4,000	2,891	2,000	
4341	Software/Databases	0	0	0	0	20,000	
43342	Databases	0	0	0	0	20,000	
4355	Audit	0	5,000	5,000	5,000	5,115	
4370	Legal Services	14,543	15,000	15,000	5,000	10,000	
4400	Other Professional Services	12,444	18,000	18,000	15,652	31,500	
4401	Contractual Services	68	300	300	300	300	
4420	Janitorial Services	4,325	10,000	10,000	5,000	5,500	
4440	Dues and Memberships	726	2,000	2,000	1,600	2,500	
4530	Boards & Commissions	23,943	26,000	26,000	25,000	26,000	
4450	Bank Service Charges	662	1,000	1,000	1,200	1,000	
4451	Wealth Investment Fees	0	0	0	350	650	
4570	Pest Control	1,305	1,650	1,650	1,330	1,800	



**Library Fund (Fund 03)**

Account	Description	Fiscal Year 2019	Fiscal Year 2020		Fiscal Year 2021	
		Actual	Budget	Revised Budget	YTD Projected	Approved Request
4740	Public Relations	7,668	12,000	12,000	10,959	12,000
4741	Risk Management	0	16,900	16,900	16,900	17,800
	SubTotal Contractual Services:	148,548	207,700	207,700	146,676	294,102 41.60%
4650	Office Supplies	1,484	2,000	2,000	2,500	3,000
4660	Gasoline & Oil	0	1,500	1,500	250	1,000
4670	Maintenance Supplies	2,938	3,000	3,000	1,800	2,000
4680	Operating Supplies	8,572	4,200	4,200	3,600	6,000
4690	Uniforms	406	600	600	400	400
4710	Publications	1,909	4,000	4,000	1,600	2,000
4799	COVID19 Expense	0	0	0	0	25,000
4800	Reimbursements	0	0	0	0	500
4850	Miscellaneous Expense	1,616	1,000	1,000	800	500
4890	Book Purchase/Rental	31,802	30,000	30,000	25,000	30,000
	SubTotal Commodities:	48,726	46,300	46,300	35,950	70,400 52.05%
4910	Building Improvements	0	25,000	25,000	24,000	38,200
4940	Equipment	3,031	9,300	9,300	0	6,000
4990	Audio Visual	3,645	6,000	6,000	3,700	6,000
5000	Computer Programming	50,278	45,000	45,000	29,000	0
	SubTotal Capital Programs:	56,954	85,300	85,300	56,700	50,200 -41.15%
4960	Non Bonded Debt	42,636	53,400	53,400	53,300	0
	SubTotal Debt Service:	42,636	53,400	53,400	53,300	0 -100.00%
4851	Friends of the NCPL	1,698	5,400	5,400	900	1,000
	SubTotal Other Charges	1,698	5,400	5,400	900	1,000 -81.48%
4781	Transfer to General Fund	60,000	33,000	33,000	33,000	33,000
		60,000	33,000	33,000	33,000	33,000 0.00%
<b>Total Library:</b>		<b>868,047</b>	<b>1,015,302</b>	<b>1,015,302</b>	<b>798,778</b>	<b>1,077,417 6.12%</b>



## Capital Improvement Plan

## CAPITAL PROJECTS FUND

The Capital Projects fund accounts for the expenditures related to capital improvement projects for government funds. Revenue include anticipated or actual bond proceeds and transfers from other funds for their respective projects. A list of capital projects is included within that section starting on page 196.

### Financial Summary

The fund is supported primarily by a Transfer In from the Corporate Fund (General Fund). The fund this year expenditures for \$341,000 with corresponding transfers and a reimbursement from Metra for the resurfacing of the Metra Parking Lot.

Below is the summary for this department.

	<b>FY2018 Actuals</b>	<b>FY2019 Actuals</b>	<b>FY2020 Budget</b>	<b>FY2020 Projection</b>	<b>FY2021 Budget</b>
<b>Expenditures</b>					
Personnel & Fringe Benefits	0	0	0	0	0
Contractual	0	0	0	0	0
Commodities	0	0	0	0	0
Debt Service	0	0	0	0	0
Other Charges	0	0	0	0	0
<i>Total Operating Expenditures</i>	0	0	0	0	0
Capital Projects	0	0	0	0	341,000
Transfer Out	0	0	0	0	0
<i>Total Other Expenditures</i>	0	0	0	0	341,000
<b>Total Expenditures:</b>	0	0	0	0	341,000

January 2020

Honorable Mayor  
City Council

Staff is pleased to provide you with the City of North Chicago's proposed four-year Capital Improvement Plan (CIP) for the fiscal year 2020 through 2026. With this proposed CIP, the city continues to fulfill its responsibilities to maintain and enhance community infrastructure and capital assets.

The purpose of the CIP is to:

- Continue to provide quality, cost-effective public services;
- Plan, schedule and implement all first year CIP project and incorporate those projects as an integral part of the City's Annual Budget;
- Tentatively schedule all capital projects over the remaining periods with appropriate planning and implementation;
- Budget priority projects and develop a project revenue policy for proposed improvements;
- Coordinate the activities of various departments in meeting project schedules;
- Monitor and evaluate the progress of capital projects;
- Inform the public of projected capital improvements;
- Maintain the water utility system from receiving points to distribution;
- Promote traffic safety and comfort through improvement, maintenance, and reconstruction of deficient roads, including street lighting and appropriate traffic signals;
- Enhance the safety and convenience of pedestrians, school children and the disabled through the improvement of sidewalks;
- Timely repair of sanitary storm sewer systems;
- Preserve land values and other desirable characteristics to assure that the quality of life in North Chicago will be maintained in the future.

To summarize, this is a plan to protect, preserve and promote community standards. We trust you will find it a useful guide and an informative reference document.

## **SUMMARY OF SCOPE AND PURPOSE**

The purpose of the CIP is to forecast and match projected revenues and capital needs over a fixed period, usually three to five years. It is an important management tool that strengthens the linkage between the city's infrastructure needs and the financial capacity of the City.

The definition of a capital project requiring the expenditure of public funds (over and above operating expenditures) for the purchase, construction or replacement of the physical assets of the community per the National Council on Government Accounting.

For the purposes of City's CIP, we have generally defined capital projects as projects with a life span of at least five years and value in excess of \$5,000.

City staff utilized the following criteria in establishing priorities of each project as well as projects that are deemed unfunded:

- Projects that are deemed visible to the public and have an immediate impact to health or safety, or are mandated by state or federal agencies.
- Projects that have been initiated and are a completion of subsequent phases.
- Projects that provide the City reduction in maintenance and operating costs or those which result in the preservation of the City's prior investments.

## **OVERVIEW OF FY20-FY26 CAPITAL IMPROVEMENT PLAN**

This comprehensive program encompasses the current fiscal year through the year ending April 30, 2026. It includes not only water and sewer related projects, but also the City's buildings, equipment and vehicles. The plan also includes the funding sources for completing those projects.

Most of the projects makes some cost assumptions and are preliminary in nature. And as such, will need refinements as the City moves forward to implement those programs. Some projects will be noted that they might be contemplated if there comes a funding mechanism from a larger agency or if not, those programs may be dropped or deferred until such time there is financial assistance.

This plan is the City's commitment to maintenance and improvement to North Chicago's capital facilities. While the plan is ambitious, it is by no means frivolous. It is costly, but the mix of funding will also be affordable. The economy will also impact the timing of some projects and that is also a consideration of the priorities as they are made on the basis of need, financial conditions and other factors.

Lastly, implementing this CIP program, the city of North Chicago can be assured that no major capital investment of the City will be deferred to the point that future City Councils would have to act with a sense of urgency and under extreme pressure to construct, maintain or replace city assets, to the extent possible.

## **FUNDING SOURCES**

The CIP is financed through various funding sources or specific revenue sources. Each individual project will indicate those specific funding sources. Source of funds are listed below:

### **General Fund**

This is the major operating fund of the City and it provides for all activities not accounted for in other funds.

### **Motor Fuel Tax (MFT)**

The state of Illinois has imposed a fuel tax on the privilege of operating motor vehicles on public highways in Illinois. MFT dollars are collected by Illinois and distributed to the municipality on a per capita basis.

### **Water and Sewer Fund**

This fund is a business-type fund and the dollars generated by its users via water and sewer rates is used for Water and Sewer improvements. The fund has used IEPA loans to fund some improvements, in fact this CIP plan will include an additional loan through the IEPA for construction of a new water tower.

### **Capital Projects Fund**

This is used to account for improvements not accounted for in other funds. The dollars are provided via cash transfers from the General Fund using the following revenues: one-time revenues, grant funding (when available) and fund balance reserves.

### **TIF**

Projects located within the various City TIF areas will be the funding sources from increment property tax receipts. Currently the City has three TIF areas: Downtown Redevelopment Area, Skokie Highway, and Sheridan Crossing.

The program is based more on “pay-as-you-go” basis and utilize any available grants.

## **SUMMARY OF PROJECTS BY CATEGORY**

The subsequent pages include project worksheets detailing in more depth the scope, purpose, project timeline, estimate of costs as well as which quarter they will be paid out and detailed by category as listed below.

### **Facilities and Improvements**

City facilities include City Hall which houses Administration, Police, Fire, Economic Development, Comptroller Office, Public Works Building and Yard, additional Fire Station.

### **Vehicles**

Replacement or acquisition of City vehicles and further subdivided by department section.

### **Equipment**

Equipment used by Fire, Police and Public Works.

### **Information Technology (IT)**

This may include upgrades to the wireless network, disaster recovery, storage, software upgrades or purchases, expansion of its backup processes, improvements to the network.

### **Streets, Sidewalks, and Alleys**

The annual street program is funded through Motor Fuel Tax Fund (MFT) revenue allotment from the State of Illinois.

### **Water and Sewer Improvements**

City annually budgets for improvements to its water system and includes sewer line, water main replacements, and improvements to its Water Plant. The water and sewer rate includes funding for these improvements. In an effort, maximize cost savings, water main replacement is scheduled to coincide with street improvements. Equipment at the Water Plant is also included in this section.

## **UNFUNDED PROJECTS**

Unfunded projects are those projects identified, but did not get programmed into any particular year for a multitude of reasons. Identified projects can be programmed into a particular year, added or deleted from the unfunded list, become funded, can stay unfunded, re-prioritized, or can be dropped completely from the Plan.

Since this is the first official CIP developed, staff has developed this unfunded list in order to further develop a need assessment, define a funding source, wait for financial assistance from the larger agencies, and possibly waiting for other projects to be completed.

### **ADOPTION OF THE CAPITAL IMPROVEMENT PLAN**

Staff will present the CIP each and every year to Council for approval, in conjunction with development of the City Annual Budget. Please note that while this plan is adopted and approved it **only commits the Council to those projects in the first year of the plan;** projects in the out year are identified simply for planning purposes as the CIP will be reviewed and updated annually to reflect any changes to circumstances.

It is extremely important to note as they relate to engineering costs, as those dollars are generally being spent to establish the projects for the following year. This is important as the City does not want to waste money on engineering designs, only to NOT fund that project for the following year.

Additionally, it is a best practice to not only adopt a capital improvements plan, but to also develop a Capital Improvement Planning Policy. The Government Finance Officers Association (GFOA) recommends and notes in their best practices the following:

*“....capital planning policies establish a framework in which stakeholders understand their roles, responsibilities, and expectations for the process and an end result. Ideally, such policies also include guidelines for coordinating capital projects and promoting sound, long-term operations and capital financing strategies.”*



## Facilities and Improvements

**Project Number: 20-1001**

**PROJECT NAME:** City Hall – Door Replacement

**Department Requesting:** ECD – Facilities Management Division

**Project Status:** Previously Identified

**Purpose/Need:**

Existing Windows and associated entry doors at City facility are exceeding their useful lifespan requiring replacement within the next 5- 8 years.



**Description:**

This project will account for costs associated with complete replacement of City Hall, Police and Fire Department entry doors.

The numbers noted below are estimates at this time.

Category	Facilities & Improvements
Description of Project	City Hall – Door Replacement
Funding Source 1	General Fund
Funding Sources 2	

Description	FY20	FY21	FY22	FY23
Cost				100,000
Annual Maintenance				
Total:				

## Facilities and Improvements

**Project Number:** 20-1002

**PROJECT NAME:** City Hall (Original Facility)– Unit Ventilator Replacement

**Department Requesting:** ECD – Facilities Management Division

**Project Status:** Previously discussed

**Purpose/Need:**

Existing Unit Ventilators and associated components at City facility are exceeding their useful lifespan requiring replacement within the next 5- 10 years.



**Description:**

This project will account for costs associated with complete replacement of City Hall, Police and Fire Department unit ventilators, and all associated controls and components which supply the first portion of city halls heating and air conditioning needs.

Due to age, repair parts (blower motors, aqua-stats drains, drain pans and control mechanisms) for these ventilators are becoming more and more difficult to find and or service as years go by.

There are a total of 57 unit ventilators needing replacement at approximately \$4,000 each. Approximate annual maintenance costs associated are \$4,000.

This project can be performed in stages in late spring after winter heating has been turned off.

The numbers noted below are estimates at this time.

Category	Facilities Maintenance
Description of Project	City Hall-Original Facility- Unit Ventilator Replacement
Funding Source 1	Unfunded
Funding Sources 2	

Description	FY20	FY21	FY22	FY23
Cost				275,000
Total:				275,000

## Facilities and Improvements

**Project Number:** 20-1003

**PROJECT NAME:** City Hall Council Chambers Renovation

**Department Requesting:** Economic and Community Development/Mayor's Office

**Project Status:** Previously Identified

**Purpose/Need:**

Update the current area which is approximately 40 years old.

**Description:**

This project will account for costs associated with updating interior including but not limited to:

Flooring, HVAC, Lighting, Electrical, Walls, Ceiling, Windows, Seating and Furniture, General Finishes, I.T., P.A. sound and recording system, and Handicap Accessibility

The numbers noted below are estimates at this time.



Category	Facilities Management/IT
Description of Project	City Hall Council Chambers Renovation
Funding Source 1	DCEO Grant
Funding Sources 2	

Description	FY20	FY21	FY22	FY23
<b>Cost</b>	\$280,000			
<b>Annual Maintenance</b>		1,000	1,000	1,000
<b>Total:</b>	280,000	1,000	1,000	1,000

## Facilities and Improvements

**Project Number: 20-1004**

**PROJECT NAME:** City Hall,– Plumbing Infrastructure Repair/ Replacement

**Department Requesting:** ECD – Facilities Management Division

**Project Status:** Previously discussed



**Purpose/Need:** Existing plumbing infrastructure for City hall is exceeding useful lifespan requiring complete replacement. Repairs can and will be made annually to system when necessary to keep facility up and running but annual repair costs will most likely increase.

**Description:**

This project will account for costs associated with complete replacement (in stages) of City Hall, Police and Fire Department plumbing infrastructure.

Due to age and daily use for nearly 50 years, most or all domestic water supply and sanitary drain piping at city hall is in disrepair either causing leaks onto ceiling or in offices. Many of the original galvanized domestic water supply pipes have been reduced to more than  $\frac{3}{4}$  of their original diameter and supply capabilities due to years of use and mineral deposits collecting on the inside of the pipes. Some repairs have shown only about  $\frac{1}{8}$ " or less opening for water flow in a  $\frac{3}{4}$ " pipe

This project be completed in stages (1-2 years) and will include asbestos mitigation. Annual cost of repairs and maintenance to date has averaged 5,000 – \$10,000. All work repairs require “after hours” or weekend repairs due to city hall water needs for public use during normal working hours.

The numbers noted below are estimates at this time.

Category	Facilities & Improvements
Description of Project	City Hall –Plumbing Infrastructure Repair/Replacement
Funding Source 1	Unfunded
Funding Sources 2	

Description	FY20	FY21	FY22	FY23
Cost				1,500,000
<b>Total:</b>				1,500,000

## Facilities and Improvements

**Project Number: 20-1005**

**PROJECT NAME:** City Hall (Police Department), Public Works, Water Plant– Air Conditioning Condenser Replacement

**Department Requesting:** ECD – Facilities Management Division

**Project Status:** New

**Purpose/Need:**

Existing air conditioning condensing units at city hall, (Police Department), Public works, and water plant are exceeding their useful lifespan requiring replacement within the next 5- 8 years.



**Description:**

This project will account for costs associated with complete replacement of Police and Fire Department air conditioning condensing units and all associated controls and components which supply the Police, Public works, and Water Plant air conditioning needs.

There are independent condensing units supplying various areas of these buildings and departments and require yearly maintenance and or replacement due to their age totaling approximately 9 units.

The numbers noted below are estimates at this time.

Category	Equipment
Description of Project	City Hall, Public works, Water Plant A/C condensing unit replacement
Funding Source 1	General
Funding Sources 2	

Description	FY20	FY21	FY22	FY23
<b>Cost</b>				27,000
<b>Annual Maintenance</b>				500
<b>Total:</b>				27,500

<b>Status</b>	Unfunded
---------------	----------

## Facilities and Improvements

**Project Number: 20-1006**

**PROJECT NAME:** City Hall– Roof Replacement

**Department Requesting:** ECD – Facilities Management Division

**Project Status:** Previously Identified

**Purpose/Need:**

Existing roof at city facility is close to exceeding its lifespan requiring replacement within the next 8-10 years.



**Description:**

This project will account for costs associated with complete replacement of City Hall and Fire Department roof, skylights, roof drains, flashing and caps.

Currently the existing roof and skylights are in disrepair and require at least bi-annual maintenance to prevent reoccurring leaks. Currently, annual estimated maintenance costs are \$6,000 - \$8,000.

The numbers noted below are estimates at this time.

Category	Facilities & Improvements
Description of Project	City Hall –Roof Replacement
Funding Source 1	Grant
Funding Sources 2	

Description	FY20	FY21	FY22	FY23
Cost		655,000		
Total:		655,000		

## Facilities and Improvements

**Project Number:** 20-1007

**PROJECT NAME:** Property Enhancement Grant Program

**Department Requesting:** ECD

**Project Status:** Not Previously Identified

**Purpose/Need:**

The redevelopment of the 33-acre brownfield site, known as Sheridan Crossing, is coming together. The developer, Structure Development, is close to reaching their minimum leasing requirements, for them to be able to obtain a construction loan, and ultimately break ground. That being the case, construction is expected to take place next Spring (20), the construction of this development will be a dramatic game changer for the Sheridan Avenue and Martin Luther King Jr. Drive. Staff would like to offer business and property owners a grant to encourage reinvestment in their property and business. The grant offered would provide an opportunity to retain and attract jobs, as well as increase property adjacent property values.



**Description:**

The grant would be offered to those looking to make enhancements to their property; grants would not be provided to those looking to make repairs to their property. The grant would be a making grant that would be forgivable after five (5) years, under the current ownership. The grant would be funded by TIF funds, and would not have an impact on the City's General Fund.

Category	Facilities & Improvements
Description of Project	Property Enhancement Grant Program
Funding Source 1	Downtown TIF Funds
Funding Sources 2	

Description	FY20	FY21	FY22	FY23
Grant Year 1	25,000			
Grant Year 2		25,000		
Grant Year 3			25,000	
Grant Year 4				25,000
<b>Total:</b>	25,000	25,000	25,000	25,000



## Facilities and Improvements

**Project Number: 20-1008**

**PROJECT NAME:** Blight Busting - Demolition

**Department Requesting:** ECD – Facilities Management Division

**Project Status:** Not previously discussed

**Purpose/Need:**

The City had success in demolishing vacant structures throughout the community. Staff would like to continue with this success, without impacting the City's General or Water Fund. The City's Blight Busting efforts have had a positive impact throughout the community. We've seen an increase in the City's Equalized Assessed Value (EAV) in the past three (3) years. Reducing the blight, stabilizing the City's neighborhoods, and increasing property values, are a few of many of the City's many focuses. Staff is looking for a more creative way to fund the demolitions, outside of staff's continued pursuit to apply for grants.



**Description:**

Staff will review the number of vacant/blight properties within the City's TIF districts. Once identified and evaluation, staff will pursue the acquisition and demolition of those properties.

Category	Facilities & Improvements
Description of Project	Blight Busting
Funding Source 1	CDBG
Funding Sources 2	Downtown TIF Funds, IHDA Grant Application

Description	FY20	FY21	FY22	FY23
Demolition (5)	125,000			
Demolition (4)		100,000		
Demolition (3)			75,000	
Demolition (2)				50,000
Total:	125,000	100,000	75,000	50,000



## Facilities and Improvements

### Project Number: 20-1009

**PROJECT NAME:** Grant Place Retail Center Parking Lot Maintenance

**Department Requesting:** Economic and Community Development/ Public Works Department

**Project Status:** Previously discussed

**Purpose/Need:**

Existing parking will be requiring grinding and resurfacing in 5 years

**Description:**

Parking lot is approximately 13 years old with slight potholes and cracking which require temporary patching and bi-annual sealcoating to help protect its' longevity. Unfortunately in its first 8 years, there was zero maintenance and sealcoating which has attributed to its current condition.



This project will account for costs associated with complete grinding, patching and resurfacing and striping of approximately 30,000 square feet of parking lot area.

The numbers noted below are estimates at this time.

Category	Facilities & Improvements
Description of Project	Grant Place – parking lot grinding and resurfacing
Funding Source 1	Grant Place – Capital Fund
Funding Sources 2	Downtown TIF

Description	FY19	FY20	FY21	FY22
Yearly Maintenance	3,000	3,000	3,000	
Parking Lot Grinding & Resurface				165,000
Total:	3,000	3,000	3,000	165,000

## Facilities and Improvements

**Project Number: 20-1010**

**PROJECT NAME:** Grant Place Retail Center – Exterior Maintenance

**Department Requesting:** ECD

**Project Status:** Previously Identified

**Purpose/Need:**

Exterior maintenance of building structure

**Description:**

This project will account for costs associated with preventive maintenance including but not limited to: Exterior brick, siding, roofing, gutters, windows, signage, railings, painting and exterior lighting including parking lot lights.



Building is approaching 15 years old. Most exterior components are in reasonable condition but still require annual maintenance and or replacement. Presently the exterior can be reasonably maintained with the exception of some areas of siding which require replacement within two years. Roof shingles still have approximately 10 years left before requiring replacement however some areas of membrane roof will need replacement within 5 years.

The numbers noted below are estimates at this time.

Category	Facilities & Improvements
Description of Project	Grant Place Retail Center- General Exterior Maintenance
Funding Source 1	Grant Place – Capital Fund
Funding Sources 2	Downtown TIF

Description	FY19	FY20	FY21	FY22
Exterior Maintenance				30,000
Year Maintenance	12,000	10,000	12,000	8,000
Total:	12,000	10,000	12,000	38,000

## Facilities and Improvements

**Project Number: 20-1011**

**PROJECT NAME:** City Hall – North Parking Lot Resurfacing

**Department Requesting:** ECD

**Project Status:** Previously Identified

**Purpose/Need:**

Existing north police department parking lot has exceeded its useful lifespan requiring resurfacing within the next 2-3 years



**Description:**

North Police Department parking lot is approximately 20 years old with numerous potholes and cracking which require temporary patching.

This project will account for costs associated with complete grinding, patching and resurfacing of approximately 34,000 square feet of city hall parking lot area on the north or police department side of city hall

The numbers noted below are estimates at this time.

Category	Facilities & Improvements
Description of Project	Parking Lot Resurfacing
Funding Source 1	General Fund
Funding Sources 2	

Description	FY20	FY21	FY22	FY23
Construction Costs		200,000		
Maintenance	3,000		3,000	3,000
<b>Total:</b>	3,000	200,000	3,000	3,000

<b>Status</b>	Unfunded
---------------	----------

## Facilities and Improvements

**Project Number: 20-1012**

**PROJECT NAME:** Grant Place Retail Center – HVAC Maintenance

**Department Requesting:** ECD

**Project Status:** Previously Identified

**Purpose/Need:**

Maintenance and proper function of 11 rooftop HVAC units

**Description:**

This project will account for costs associated with preventive annual maintenance for all 11 rooftop HVAC units including but not limited to Motors, heat exchangers, filters and other associated components to assure proper and safe working order.



Currently, approximately ½ of the existing RTU's are approaching 8-10 years old. To date, annual maintenance costs have ranged from \$3,000.00- to \$7,000.00 depending on the extent of repairs and upkeep. Some units are older than others and will most likely be requiring complete replacement within 3 – 5 years averaging approximately \$10,000.00/unit.

The numbers noted below are estimates at this time.

Category	Facilities & Improvements
Description of Project	HVAC
Funding Source 1	Grant Place – Capital Fund
Funding Sources 2	

Description	FY20	FY20	FY21	FY23
<b>HVAC</b>			50,000	
<b>Year Maintenance</b>	8,000	8,000	8,000	8,000
<b>Total:</b>	8,000	8,000	58,000	8,000

## Facilities and Improvements

**Project Number: 20-1013**

**PROJECT NAME:** North Chicago Train Station – Exterior Renovation

**Department Requesting:** ECD – Facilities Management Division Development/ Mayor’s Office

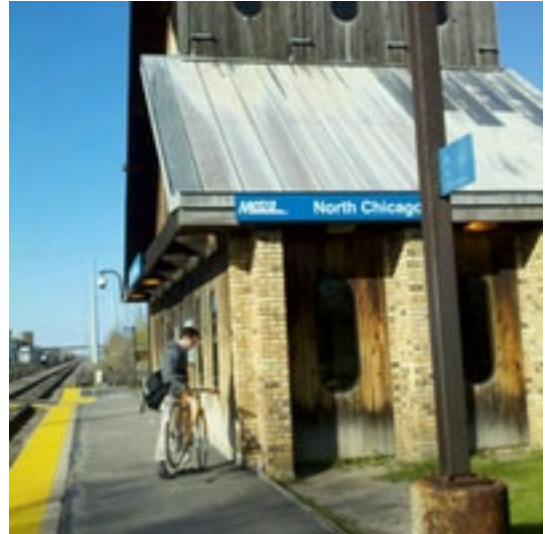
**Project Status:** Previously Identified

**Purpose/Need:**

Existing exterior components roughly 35 years old. Dated and deteriorated siding, brick, roofing, and windows have exceeded a useful lifespan creating water leaks and insect infiltration.

**Description:**

This project will account for costs associated with complete exterior renovation including but not limited to new siding, windows, roofing, electrical and lighting, and associated components including working within the purview of Metra/Union Pacific safety and insurance guidelines



Currently, annual estimated maintenance costs are \$3,000 -\$5000 for exterior repairs

The numbers noted below are estimates at this time.

Category	Facilities & Improvements
Description of Project	NC Train Station – Exterior Renovation
Funding Source 1	Metra CIP (Grant)
Funding Sources 2	

Description	FY20	FY21	FY22	FY23
<b>Cost</b>	364,000			
<b>Annual Maintenance</b>		3,000	3,000	3,000
<b>Total:</b>	364,000	3,000	3,000	3,000

## Equipment

**Project Number:** 20-1014

**PROJECT NAME:** CityWide Keyless Access Control System

**Department Requesting:** ECD – Facilities Management Division

**Project Status:** Previously Identified

**Purpose/Need:**

Eliminate the need for associated costs due to key recovery and replacement of exterior and interior entry doors throughout all city hall facilities.

**Description:**

This project will account for costs associated with implementing the system, training, and any additional hardware and electrical requirements. Maintenance costs will include annual inspection and testing of the new system.



This project can be staged or combined per facility to ease budget constraints throughout the next two to three years to facilitate the several facilities involved (City Hall, Public Works, Water Plant, Fire Station 2, and Water Tower storage facility) but may impact total cost rather than performing all at once.

The numbers noted below are estimates at this time.

Category	Equipment/ IT
Description of Project	City Hall –Keyless Access Control System
Funding Source 1	DCEO Grant
Funding Sources 2	Water Fund

Description	FY20	FY21	FY22	FY23
Cost	52,000			
Year Maintenance		2,000	2,000	2,000
Total:	52,000	2,000	2,000	2,000

## Streets, Sidewalks, and Alleys

**Project Number: 20-1015**

**PROJECT NAME:** City Hall– Concrete Public Walk Replacement (East, West and North Entrances)

**Department Requesting:** ECD – Facilities Management  
Division/ Public Works Department

**Project Status:** Previously Identified

**Purpose/Need:**

Existing public concrete walkways on East or front, West and North (police department) entrances have exceeded their useful lifespan requiring replacement within the next 3-5 years.

**Description:**

Concrete flatwork approximately 40-50 years old with numerous trip hazards that require temporary patching.

This project will account for costs associated with complete replacement of approximately 6000 square feet of city hall concrete public walks on North, East and West entrances



The numbers noted below are estimates at this time.

Category	Streets, Sidewalks, Alleys
Description of Project	City Hall –Concrete Public Walk Replacement
Funding Source 1	General Fund
Funding Sources 2	

Description	FY20	FY21	FY22	FY23
Cost		100,000	100,000	100,000
Total:		100,000	100,000	100,000

Status	Unfunded
--------	----------



## Streets, Sidewalks and Alleys

**Project Number:** 20-1016

**PROJECT NAME:** Downtown Streetscape – Sheridan Avenue

**Department Requesting:** ECD

**Project Status:** Not Previously Identified

**Purpose/Need:**

The City's downtown area has some different light fixtures and streetscape elements through the Sheridan Avenue corridor that a mix-matched and not complementing each other. The current streetscape does not have a cohesive look. The request is to examine the Sheridan Avenue Corridor and put together a coherent Streetscape Plan, complementing the Sheridan Crossing streetscape and extending it north to the City limits, i.e., 10th Street.



**Description:**

We would have Trotter & Associates review the Sheridan Crossing Streetscape, and have them review the Sheridan Avenue corridor, i.e., right-of-way, to determine the amount of streetscape that can be accomplished throughout this corridor. Trotter would examine opportunities to replace and upsize water mains and sewer mains throughout the area. Additionally, we would look for grant opportunities to relieve the financial burden from TIF and General Fund.

Category	Street, Sidewalk, Alleys
Description of Project	Downtown Streetscape
Funding Source 1	Downtown TIF Funds
Funding Sources 2	

Description	FY20	FY21	FY22	FY23
Phase 1	200,000			
Phase 2		200,000		
Conceptual Drawings			125,000	
Bid Documents				50,000
Construction				
Total:	200,000	200,000	125,000	50,000



## Streets, Sidewalks and Alleys

**Project Number:** 21-1017

**PROJECT NAME:** Meadow Lane – Reconstruction

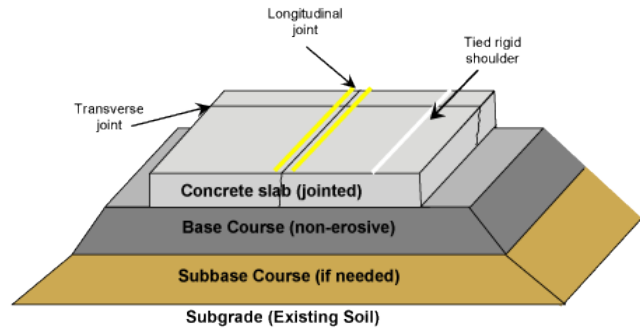
**Department Requesting:** ECD

**Project Status:** Not Previously discussed

**Purpose/Need:**

Complete street roadway improvement.

**Description:**



Meadow Lane is a heavily used road; the majority of the vehicles on this road are commercial-type vehicles. These vehicles are typical used for business purposes, and most are coming to and from the business off of 23<sup>rd</sup> Street and 23<sup>rd</sup> Place. Staff has had preliminary conversations with those businesses about making significant roadway improvements to Meadow Lane, and possibly 23<sup>rd</sup> Street and Place. The idea has been shared with these businesses about creating a Special Service Area to help pay for the proposed improvements. The business owners seem amenable to participating in the costs of those improvements. Moving forward, we will need to acquire land to establish a 60' right-of-way along Meadow Lane, those discussions have already taken place, and the appears the owner is willing to provide the needed area. The roadway would be designed and built as a heavy-duty road, to withstand all the truck traffic for several years to come. Additionally, sidewalks, curbs, gutters, trees and street lights will be installed.

Category	Facilities & Improvements
Description of Project	Meadow Lane – Reconstruction
Funding Source 1	Creation of Special Service Area
Funding Sources 2	

Description	FY20	FY21	FY22	FY23
<b>Phase I</b>	150,000			
<b>Phase II</b>		150,000		
<b>Bid Document</b>			50,000	
<b>Construction</b>				2,000,000
<b>Total:</b>	150,000	150,000	50,000	2,000,000

## Streets, Sidewalks and Alleys

**Project Number:** 21-1018

**PROJECT NAME:** Skokie Highway Traffic Signal

**Department Requesting:** ECD

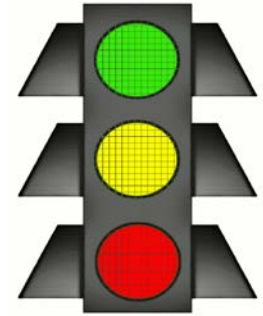
**Project Status:** Not Previously discussed

**Purpose/Need:**

Reduce congestion and improvement traffic flow along Skokie Highway.

**Description:**

This project is intended to explore traffic control or signalization improvements that improve access to Skokie Highway and adjacent roadways and encouraging the redevelopment of specific critical parcels within the Skokie Highway Corridor.



Category	Facilities & Improvements
Description of Project	Skokie Highway Traffic Signal
Funding Source 1	Skokie Highway TIF
Funding Sources 2	

Description	FY20	FY21	FY22	FY23
<b>Traffic Signal Study</b>	150,000			
<b>Phase I</b>		150,000		
<b>Phase II</b>			150,000	
<b>Bid Document</b>				50,000
<b>Construction</b>				1,500,000
<b>Total:</b>	150,000	150,000	150,000	1,550,000

## Streets, Sidewalks and Alleys

**Project Number:** 21-1019

**PROJECT NAME:** Frontenac & Beacon St. – Reconstruction

**Department Requesting:** ECD

**Project Status:** Not Previously discussed

**Purpose/Need:**

Improve roadway conditions.

**Description:**



Both roads, Frontenac & Beacon, experience heavily commercial usage. These roads when were originally designed were not intended to be used as heavily as they are being used today. The streets have reached their useful life, and it's to start planning for their reconstruction. As part of this project, we would explore the need to upsize or replace any existing utility lines, look for opportunities to decrease vehicular speeds, and improve the water flow throughout this area. Sidewalks, curbs, gutters, and street lights would also be constructed.

Category	Facilities & Improvements
Description of Project	Frontenac & Beacon St. – Reconstruction
Funding Source 1	Skokie Hwy TIF
Funding Sources 2	

Description	FY20	FY21	FY22	FY23
Phase I	100,000			
Phase II		100,000		
Bid Document			50,000	
Construction				1,500,000
Total:	100,000	100,000	50,000	1,500,000

## WATER & SEWER IMPROVEMENTS

**Project Number:** 20-1020

**Project Name:** 14<sup>th</sup> Street Sewer & Manhole Lining

**Department Requesting:** Public Works

**Project Status:** Expected to begin FY20 Q4.

**Purpose/Need:**

14<sup>th</sup> Street is currently being reconstructed while the sewer is currently being repaired from Jackson to Sheridan prior to the reconstruction on this section. After the repairs are made the remaining sewer and manholes shall be lined. This routine maintenance will continue along the schedule of 14<sup>th</sup> Street reconstruction.



**Description:**

The LCDOT (Lake County Department of Transportation) has already began the 14th Street reconstruction project. In advanced of the LCDOT reconstruction project, the City has completed required inspections the sanitary sewer system. The next phase includes CIPP lining of the sanitary sewer and manholes along 14th Street (Jackson to Sheridan).

The numbers noted below are estimates at this time.

Category	Water & Sewer Improvements
Description of Project	14 Street Sewer Repairs
Funding Source 1	Sewer

Description	FY20	FY21
Design Engineering	45,320	
Construction Engineering		56,650
Construction Costs		566,500
Total:	45,320	623,150

## STREETS, SIDEWALKS, AND ALLEYS

**Project Number:** 20-1021

**Project Name:** 2020 Streets Resurfacing

**Department Requesting:** Public Works

**Project Status:** This project is expected to begin during the third quarter of FY20.



### **Purpose/Need:**

The 2020 Street Resurfacing project will focus on revitalizing Adams Street (14<sup>th</sup> Street to 10<sup>th</sup> Street), Glendell Avenue (Juneway Terrace to Bayshore Drive), and the Naval Station Great Lakes Metra Station's parking lot. These areas have accumulated rough surface deterioration leading to pot holes and drainage issues. The resurfacing of these areas will benefit the public by allowing water to drain into the storm sewers and creating a smooth passable roadway.

### **Description:**

This project includes the design and construction of resurfacing Adams Street, Glendell Avenue, and the Metra parking lot. The construction includes the grinding and overlaying of Adams Street and any necessary curb/gutter, sidewalk, pavement patching, median restoration, or driveway replacements. The resurfacing of Glendell Avenue will include 4-inch surface removal, aggregate base repair, ditching, 2.5-inch binder installation, 1.5-inch surface installation, pulverization, driveway replacements, and parkway restoration. The replacement of the Metra parking lot includes a 4-inch surface removal, aggregate base repair, curb/gutter removal and replacement, structure adjustments, 2.5-inch HMA binder course installation, 1.5-inch surface course installation, and parkway restoration. The Metra parking lot rehabilitation will be funded by Metra.

Category	Streets, Sidewalks, and Alleys
Description of Project	2020 Streets Resurfacing
Funding Source 1	MFT
Funding Source 2	Metra

Description (Adams)	FY20	FY21
Design Engineering	33,100	
Construction Engineering		40,000
Construction Costs		660,500
<b>Total:</b>	33,100	700,500

Description (Glendell)	FY20	FY21
Design Engineering	7,200	
Construction Engineering		8,600
Construction Costs		140,400
<b>Total:</b>	7,200	149,000

Description (Metra)	FY20	FY21
Design Engineering	13,000	
Construction Engineering		16,000
Construction Costs		274,000
<b>Total:</b>	13,000	290,000

## WATER & SEWER IMPROVEMENTS

**Project Number:** 20-1022

**Project Name:** Dugdale Water Main Improvement Project

**Department Requesting:** Public Works

**Project Status:** This project is expected to begin the design engineering phase during the fourth quarter of FY20.

**Purpose/Need:**

The City owns a 12-inch transmission main along 14<sup>th</sup> Street that is fed by and connects to only small 4-inch, 6-inch, and 8-inch water mains. The City already began a 12-inch extension down Dugdale Road from 14<sup>th</sup> Street to Kennedy. This project is to continue the extension of the 12-inch water main south along Dugdale Road to connect to the 12-inch transmission main at 18<sup>th</sup> Street. This project will aid in looping the larger sized water mains in the distribution system, improve fire flows in the northern region of the service area, and provide more stable pressures.

**Description:**

Install approximately 1,800 LF of new 12-inch water main south on Dugdale from Kennedy Street to 18th Street. The proposed 12-inch water main will be on the east side of Dugdale Road, therefore there will be minimal road resurfacing. Construction costs for this project will primarily include pipe material/installation costs, fire hydrant installations, ditching, tree removal, parkway restoration, trench backfill/bedding, and potential areas for sidewalk installation.

The numbers noted below are estimates at this time.



Category	Water & Sewer Improvements
Description of Project	Dugdale Water Main Improvements
Funding Source 1	Water

Description	FY20	FY21
Design Engineering	34,900	34,900
Construction Engineering		87,200
Construction Costs		713,800
Total:	34,900	835,900



## WATER & SEWER IMPROVEMENTS

**Project Number:** 21-1023

**Project Name:** 16<sup>th</sup> Street and Kemble Avenue Transmission Main Improvements & 4-Inch Upsizing

**Department Requesting:** Public Works

**Project Status:** This project is expected to begin the design engineering phase during the third quarter of FY21.



### Purpose/Need:

The City owns a 12-inch water main along 14<sup>th</sup> Street that is fed by and connects to only smaller diameter mains (8-inches or less). This project includes the extension of this 12-inch water main from Kemble Avenue to Sheridan Road to connect the isolated 12-inch water main on 14<sup>th</sup> Street to the 16-inch transmission main on Foss Park Avenue just east of Sheridan Road. This project will also include upsizing the 4-inch water mains along Park Avenue (16<sup>th</sup> St. to 17<sup>th</sup> St.), Lincoln Street (16<sup>th</sup> St. to 17<sup>th</sup> St.), and Victoria Street (16<sup>th</sup> St. to 17<sup>th</sup> St.) to new 8-inch mains. This project will significantly improve fire flows in the northern region of the service area as well as more stable pressures.

### Description:

Install approximately 4,675 LF of new 12-inch water main along 16<sup>th</sup> Street from Kemble Avenue east to Sheridan Road, then south on Sheridan Road to Foss Park Avenue, and east on Foss Park Avenue to the 16-inch water main outside AbbVie. Another 2,820 LF of new 12-inch water main in the alley south of 14<sup>th</sup> Street, from Lewis Avenue to Kemble Avenue, then south on Kemble Avenue to 18<sup>th</sup> Street, then west on 18<sup>th</sup> Street to Lewis Avenue. This project will also involve the replacement of approximately 1,900 linear feet of existing 4-inch water mains with new 8-inch water mains to improve available fire flows and system pressures. Construction costs for this work will include pipe materials/installation costs a series of 12-inch by 8-inch cross connections, trench backfill, pipe abandonment, and fire hydrant installations. Additional road work will be done as well i.e. resurfacing, pavement patching, curb/gutter replacement, structure adjustments, driveway replacements, and parkway restoration.

Category	Water & Sewer Improvements
Description of Project	16 <sup>th</sup> St & Kemble Avenue
Funding Source 1	Water
Funding Source 2	IEPA Low-Interest Loan

Description (16 <sup>th</sup> Street)	FY21	FY22
Design Engineering	267,400	
Construction Engineering		334,200
Construction Costs		\$2,740,000
<b>Total:</b>	267,400	

Description (Kemble Avenue)	FY21	FY22
Design Engineering	150,200	
Construction Engineering		187,800
Construction Costs		1,539,200
<b>Total:</b>	150,200	1,727,000

**Project Number: 20-1023 (cont'd)**

<b>Category</b>	<b>Water &amp; Sewer Improvements</b>
Description of Project	16 <sup>th</sup> St & Kemble Avenue
Funding Source 1	Water
Funding Source 2	IEPA Low-Interest Loan

<b>Description (4-inch Upsize)</b>	<b>FY21</b>	<b>FY22</b>
<b>Design Engineering</b>	100,200	
<b>Construction Engineering</b>		125,600
<b>Construction Costs</b>		1,028,800
<b>Total:</b>	100,200	1,154,400



## STREETS, SIDEWALKS, AND ALLEYS

**Project Number:** 21-1024

**Project Name:** FDR – Meadow Ln., 23<sup>rd</sup> St., & 23<sup>rd</sup> Pl.

**Department Requesting:** Public Works

**Project Status:** This project is expected to begin during the third quarter of FY20.

**Purpose/Need:**

Meadow Lane, 23<sup>rd</sup> Street, and 23<sup>rd</sup> Place have severe surface deterioration with PASER ratings of 1s and 2s. Recently these roadways received an asphalt grinding overlay however this was only a temporary solution as it is the base of the roadway that has led these roads to such a poor condition. A full depth reclamation will revitalize the base course and ensure a more permanent solution for the rehabilitation of these roadways. This project will also include drainage improvements along these roadways which will alleviate standing water in this area.



**Description:**

This project includes the design and construction of a full depth pavement for Meadow Lane, 23<sup>rd</sup> Street, and 23<sup>rd</sup> Place. The construction includes a full depth reclamation of the streets and any necessary ditching, culvert replacements, structure adjustments, parkway restoration and driveway replacements.

Category	Streets, Sidewalks, and Alleys
Description of Project	Full Depth Reclamation – Meadow Ln., 23 <sup>rd</sup> St., & 23 <sup>rd</sup> Pl.
Funding Source 1	MFT

Description	FY20	FY21
Design Engineering	26,500	
Construction Engineering		32,000
Construction Costs		527,000
Total:	26,500	559,000

## WATER & SEWER IMPROVEMENTS

**Project Number:** 20-1025

**Project Name:** RJN Smoke Testing

**Department Requesting:** Public Works

**Project Status:** This project is expected to commence during the third quarter of FY 2019.

**Purpose/Need:**

During wet weather flows, the City experiences excessive amounts of inflow and infiltration (I/I) into the sanitary sewers. These excess flows overwhelm the sewers and can cause sanitary sewer overflows (SSOs), basement backups and excess flow at the downs team wastewater treatment facility. To reduce the risk of SSOs and backups, the City has decided to evaluate the potential sources of the excess flow. The most cost effective SSES methods for finding I/I sources in the public sector (City-owned system) are smoke testing, dye testing, and manhole inspections.



**Description:**

Perform smoke tests for the sanitary sewer. In the smoke testing process, harmless smoke is blown into a sewer segment through manholes at both ends. Defects are identified by where smoke exits the ground or structure.

The numbers noted below are estimates at this time.

Category	Water & Sewer Improvements
Description of Project	RJN Smoke Testing
Funding Source 1	No Funding

Description	FY20
Construction Costs	63,018

# WATER & SEWER IMPROVEMENTS

**Project Number:** 20-1026

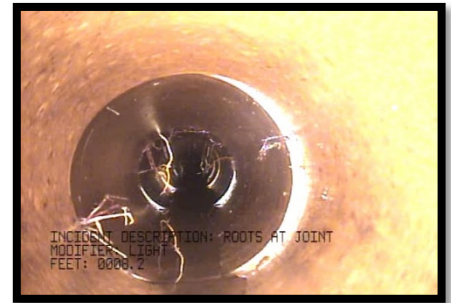
**Project Name:** Sewer Cleaning and Televising 2020

**Department Requesting:** Public Works

**Project Status:** Currently beginning the initial stages of design engineering.

**Purpose/Need:**

To maintain both the City's sanitary and storm sewer system, the City must institute an annual inspection to determine required repairs. The cleaning/televising schedule will determine locations to be cleaned/televised in accordance with the MFT Resurfacing program and water main replacement projects to reduce the amount of unnecessarily disturbed pavement. This will allow for multiple utility repairs in the same locations prior to scheduled resurfacing.



**Description:**

This project includes an annual cleaning and televising of sanitary sewers based on how recently they have been inspected and the schedule of the yearly road resurfacing projects.

The numbers noted below are estimates at this time.

Category	Water & Sewer Improvements
Description of Project	Sewer Cleaning and Televising 2020
Funding Source 1	Sewer

Description	FY21
Design Engineering	4,000
Construction Engineering	6,000
Construction Costs	65,000
Total:	75,000

## WATER & SEWER IMPROVEMENTS

**Project Number:** 20-1027

**Project Name:** WTP Building and Grounds Improvements –  
Phase 1 Lakeview Reconstruction

**Department Requesting:** Public Works

**Project Status:** This project is currently in the design engineering phase.

**Purpose/Need:**

This project is intended to correct chronic storm water flooding at the water treatment plant (WTP). The WTP experienced storm water flooding three times between 2015-2017. Each time that the WTP flooded, it endangers the WTP's electrical system and the mechanical systems within the plant. The project has been divided into five (5) separate phases.



**Description:**

Phase I consists of the reconstruction of the access road (Lakeview) from Foss Park Road leading to the WTP. Currently Lakeview Drive is serving as the storm water conduit that floods out the WTP. By redesigning the roadway and reconstructing it we can alleviate a large portion of the storm water entering the plant.

The numbers noted below are estimates at this time.

Category	Water & Sewer Improvements
Description of Project	WTP Building and Grounds Improvements – Phase 1 Lakeview Reconstruction
Funding Source 1	Water

Description	FY20	FY21	FY22
Design Engineering	35,000		
Construction Engineering		135,000	45,000
Construction Costs		1,350,000	450,000
Total:	5,000	1,485,000	495,000

## STREETS, SIDEWALKS, AND ALLEYS

**Project Number:** 20-1028

**Project Name:** Argonne Reconstruction – Phase I

**Department Requesting:** Public Works

**Project Status:** This project is expected to begin during the fourth quarter of FY20.



**Purpose/Need:**

To complete preliminary engineering (Phase I) for the reconstruction of Argonne Drive from Broadway to Green Bay Road. This work will be completed in accordance with FHWA (Federal Highway Administration) regulations in order to obtain STP (Surface Transportation Program) grant funding for the project.

**Description:**

This project includes the preliminary design engineering and surveying services required by the FHWA for the complete reconstruction of Argonne Drive. At the completion of the Phase I study, a PDR (preliminary design report) will be submitted to IDOT/FHWA for review and approval for the complete reconstruction of Argonne Drive. This report will identify the preferred alternative for the reconstruction of the roadway and will include projected cost estimates and cost sharing for the project.

Category	Streets, Sidewalks, and Alleys
Description of Project	Argonne Reconstruction – Phase I
Funding Source 1	STP

Description	FY20	FY21	FY22
Phase I Design Engineering	75,000	300,000	225,000
Total:	75,000	300,000	225,000

## WATER & SEWER IMPROVEMENTS

**Project Number:** 20-1029

**Project Name:** Sewer Cleaning and Televising 2021

**Department Requesting:** Public Works

**Project Status:** Currently beginning the initial stages of design engineering.

**Purpose/Need:**

To maintain both the City's sanitary and storm sewer system, the City must institute an annual inspection to determine required repairs. The cleaning/televising schedule will determine locations to be cleaned/televised in accordance with the MFT Resurfacing program and water main replacement projects to reduce the amount of unnecessarily disturbed pavement. This will allow for multiple utility repairs in the same locations prior to scheduled resurfacing.

**Description:**

This project includes an annual cleaning and televising of sanitary sewers based on how recently they have been inspected and the schedule of the yearly road resurfacing projects.

The numbers noted below are estimates at this time.



Category	Water & Sewer Improvements
Description of Project	Sewer Cleaning and Televising 2021
Funding Source 1	Sewer

Description	FY23
Design Engineering	4,000
Construction Engineering	6,000
Construction Costs	65,000
Total:	75,000

## WATER & SEWER IMPROVEMENTS

**Project Number:** 20-1030

**Project Name:** WTP Building and Grounds Improvements –  
Phase 2 Site Improvements

**Department Requesting:** Public Works

**Project Status:** This project is currently in the design engineering phase.

**Purpose/Need:**

This project is intended to correct chronic storm water flooding at the water treatment plant (WTP). The WTP experienced storm water flooding three times between 2015-2017. Each time that the WTP flooded, it endangers the WTP's electrical system and the mechanical systems within the plant. The project has been divided into five (5) separate phases.

**Description:**

Phase II consists of work within close proximity to the WTP, which will include: evaluation of the existing storm sewers; design of a swale/paved ditch on the slope, or next to the retaining just west of the WTP, to divert overland surface storm water away from the WTP; extending the water main from the park down to the WTP; installing fire hydrants; site storm sewer improvements; and regarding the landscaped and paved areas around the WTP to create positive drainage. This phase also includes the design of new fencing/gates as well as potential parking improvements outside the WTP office.

The numbers noted below are estimates at this time.



Category	Water & Sewer Improvements
Description of Project	WTP Building and Grounds Improvements – Phase 2 Site Improvements
Funding Source 1	Water

Description	FY21	FY22	FY23
Design Engineering	65,000		
Construction Engineering		60,000	20,000
Construction Costs		600,000	200,000
Total:	65,000	660,000	220,000



## STREETS, SIDEWALKS, AND ALLEYS

**Project Number:** 21-1031

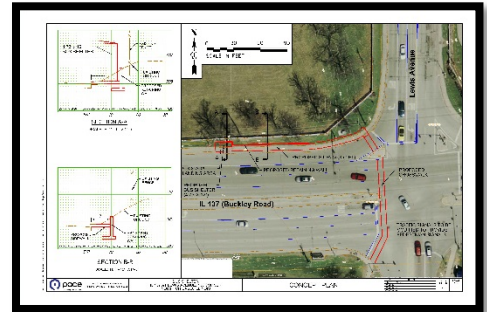
**Project Name:** Lewis/Buckley Pace Bus Stop

**Department Requesting:** Public Works

**Project Status:** This project is ready to begin the Phase I Engineering and expected to begin once the project has been selected to the Access to Transit program in early March 2019.

### **Purpose/Need:**

This project is focused on improving the IL 137 (Buckley Road) and Lewis Avenue intersection in the City of North Chicago. The targeted corridor is a major arterial that provides access to several Federal facilities including the James A. Lovell Federal Healthcare Facility which serves patients from nearby Naval Station Great Lakes, as well as military veterans from across Illinois and beyond. Mobility for the users of this facility include access to Metra rail services to the west (NSGL station-Union Pacific North Line), as well as Pace bus service. Currently, there is not a marked crosswalk/crossing at this location. Improvements at the intersection are proposed to dramatically increase pedestrian safety and will significantly upgrade both the crossings, and the traffic control signals.



### **Description:**

This project will include new crosswalks, the removal of curbed signal islands and repaving where the curbed islands stand, installation of ADA compliant curbing and sidewalks, a section of retaining wall, a new bus shelter and pad, advanced prismatic pavement markings and signage, and signal modifications that will be better sequence all movements and add time for pedestrian crossings. It will include advanced audible, countdown Pedestrian Heads to all legs of the intersection.

**RTA has agreed to fund Phase II and Phase III engineering as well as the construction costs for this project.**

Category	Streets, Sidewalks, and Alleys
Description of Project	Lewis/Buckley Pace Bus Stop
Funding Source 1	RTA

Description	FY20	FY21	FY22
Phase I Design Engineering	35,100		
Phase II Design Engineering		50,000	
Construction Engineering			50,000
Construction Costs			500,000
Total:	35,100	50,000	550,000



## WATER & SEWER IMPROVEMENTS

**Project Number:** 20-1032

**Project Name:** Sewer Cleaning and Televising 2022

**Department Requesting:** Public Works

**Project Status:** Currently beginning the initial stages of design engineering.

**Purpose/Need:**

To maintain both the City's sanitary and storm sewer system, the City must institute an annual inspection to determine required repairs. The cleaning/televising schedule will determine locations to be cleaned/televised in accordance with the MFT Resurfacing program and water main replacement projects to reduce the amount of unnecessarily disturbed pavement. This will allow for multiple utility repairs in the same locations prior to scheduled resurfacing.

**Description:**

This project includes an annual cleaning and televising of sanitary sewers based on how recently they have been inspected and the schedule of the yearly road resurfacing projects.

The numbers noted below are estimates at this time.



Category	Water & Sewer Improvements
Description of Project	Sewer Cleaning and Televising 2022
Funding Source 1	Sewer

Description	FY23
Design Engineering	4,000
Construction Engineering	6,000
Construction Costs	65,000
Total:	75,000

## WATER & SEWER IMPROVEMENTS

**Project Number:** 20-1033

**Project Name:** WTP Building and Grounds Improvements –  
Phase 3 Sanitary Lift Station

**Department Requesting:** Public Works

**Project Status:** This project is currently in the design engineering process.

**Purpose/Need:**

This project is intended to correct chronic storm water flooding at the water treatment plant (WTP) as well as other known deficiencies at the plant site. The WTP experienced storm water flooding three times between 2015-2017. Each time that the WTP flooded, it endangers the WTP's electrical system and the mechanical systems within the plant. The project has been divided into five (5) separate phases.

**Description:**

Phase III includes the design and construction of a new sanitary sewer force main and lift station leading from the WTP to the City sanitary sewer located in Foss Park. The old 3-inch cast iron force main freezes during the winter months because it is only 3-feet below ground level. In addition, the force main and lift station are both undersized and the infrastructure has outlived its useful life.

The numbers noted below are estimates at this time.

Category	Water & Sewer Improvements
Description of Project	WTP Building and Grounds Improvements – Phase 3 Sanitary Lift Station
Funding Source 1	Water

Description	FY20	FY21	FY22
Design Engineering	30,000		
Construction Engineering		15,000	15,000
Construction Costs		150,000	150,000
Total:	30,000	165,000	165,000



## STREETS, SIDEWALKS, AND ALLEYS

**Project Number:** 21-1034

**Project Name:** 2021 Street Resurfacing

**Department Requesting:** Public Works

**Project Status:** This project is expected to begin during the third quarter of FY21.

**Purpose/Need:**

The City of North Chicago consists of 10 miles of streets at a rating of 5 and 22 miles of streets below a rating of 5. The street network in North Chicago is responsible for economic growth and future development of the City. With roadways in poor condition the City's growth may be negatively impacted. Poor means of transportation may cause both current and potential businesses/residents to relocate to areas with better access. The City has made it a priority to address this issue and implemented a yearly street improvement program aimed to rehabilitate roads with low PASER ratings.

**Description:**

This project includes the design and construction of resurfacing for streets that receive a rating of 5 or lower out of 10 on the PASER (Pavement Surface and Evaluation Rating) scale. The construction includes the grinding and overlaying of the qualifying streets and any necessary curb/gutter, sidewalk, or driveway replacements. Streets are to be determined after further evaluation.



Category	Streets, Sidewalks, and Alleys
Description of Project	2021 Street Resurfacing
Funding Source 1	MFT

Description	FY21	FY22
Design Engineering	25,000	
Construction Engineering		30,000
Construction Costs		445,000
Total:	25,000	475,000

## WATER & SEWER IMPROVEMENTS

**Project Number:** 21-1035

**Project Name:** Sewer Cleaning and Televising 2023

**Department Requesting:** Public Works

**Project Status:** Currently beginning the initial stages of design engineering.

**Purpose/Need:**

To maintain both the City's sanitary and storm sewer system, the City must institute an annual inspection to determine required repairs. The cleaning/televising schedule will determine locations to be cleaned/televised in accordance with the MFT Resurfacing program and water main replacement projects to reduce the amount of unnecessarily disturbed pavement. This will allow for multiple utility repairs in the same locations prior to scheduled resurfacing.



**Description:**

This project includes an annual cleaning and televising of sanitary sewers based on how recently they have been inspected and the schedule of the yearly road resurfacing projects.

The numbers noted below are estimates at this time.

Category	Water & Sewer Improvements
Description of Project	Sewer Cleaning and Televising 2023
Funding Source 1	Sewer

Description	FY24
Design Engineering	4,000
Construction Engineering	6,000
Construction Costs	65,000
Total:	75,000

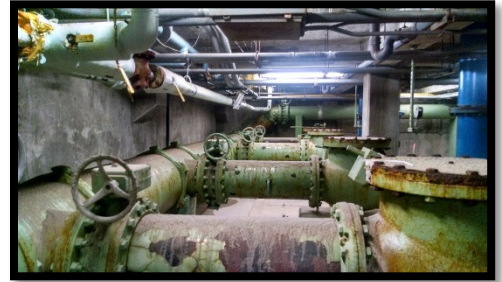
## WATER & SEWER IMPROVEMENTS

**Project Number:** 20-1036

**Project Name:** WTP Building and Grounds Improvements -  
Phase 4 Engineering Costs

**Department Requesting:** Public Works

**Project Status:** WTP staff to select rooms and items to be painted.



**Purpose/Need:**

The purpose of this project is to install new surface coatings inside the WTP. The WTP over the past 10 years has experienced a significant surface coating failure (peeling paint) and corrosion. As you can see from the picture above of the raw water pumping room, it is/was in dire need of sand/water blasting and repainting.

**Description:**

TAI has developed a master report and spreadsheet for each room inside the WTP that will aid the City staff in procuring painting contractors in the future.

The numbers noted below are estimates at this time.

Category	Water & Sewer Improvements
Description of Project	WTP Building and Grounds Improvements – Phase 4 Engineering Costs
Funding Source 1	Water

Description	FY21
Design/Construction Engineering	16,000
Construction Costs	100,000
Total:	116,000

## STREETS, SIDEWALKS, AND ALLEYS

**Project Number:** 21-1037

**Project Name:** 2022 Street Resurfacing

**Department Requesting:** Public Works

**Project Status:** This project is expected to begin during the third quarter of FY22.

**Purpose/Need:**

The City of North Chicago consists of 10 miles of streets at a rating of 5 and 22 miles of streets below a rating of 5. The street network in North Chicago is responsible for economic growth and future development of the City. With roadways in poor condition the City's growth may be negatively impacted. Poor means of transportation may cause both current and potential businesses/residents to relocate to areas with better access. The City has made it a priority to address this issue and implemented a yearly street improvement program aimed to rehabilitate roads with low PASER ratings.



**Description:**

This project includes the design and construction of resurfacing for streets that receive a rating of 5 or lower out of 10 on the PASER (Pavement Surface and Evaluation Rating) scale. The construction includes the grinding and overlaying of the qualifying streets and any necessary curb/gutter, sidewalk, or driveway replacements.

Category	Streets, Sidewalks, and Alleys
Description of Project	2022 Street Resurfacing
Funding Source 1	MFT

Description	FY22	FY23
Design Engineering	25,000	
Construction Engineering		30,000
Construction Costs		445,000
Total:	25,000	475,000

## WATER & SEWER IMPROVEMENTS

**Project Number:** 21-1038

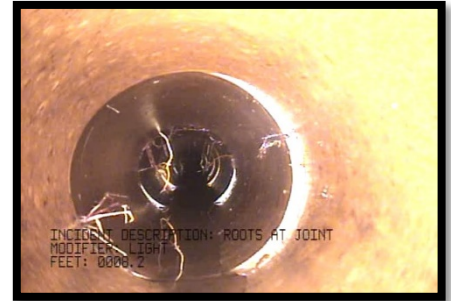
**Project Name:** Sewer Cleaning and Televising 2024

**Department Requesting:** Public Works

**Project Status:** Currently beginning the initial stages of design engineering.

**Purpose/Need:**

To maintain both the City's sanitary and storm sewer system, the City must institute an annual inspection to determine required repairs. The cleaning/televising schedule will determine locations to be cleaned/televised in accordance with the MFT Resurfacing program and water main replacement projects to reduce the amount of unnecessarily disturbed pavement. This will allow for multiple utility repairs in the same locations prior to scheduled resurfacing.



**Description:**

This project includes an annual cleaning and televising of sanitary sewers based on how recently they have been inspected and the schedule of the yearly road resurfacing projects.

The numbers noted below are estimates at this time.

Category	Water & Sewer Improvements
Description of Project	Sewer Cleaning and Televising 2024
Funding Source 1	Sewer

Description	FY25
Design Engineering	4,000
Construction Engineering	6,000
Construction Costs	65,000
Total:	75,000



# WATER & SEWER IMPROVEMENTS

**Project Number: 20-1039**

**Project Name:** WTP Building and Grounds Improvements – Phase 5 Engineering Costs

**Department Requesting:** Public Works

**Project Status:** This project is to begin the design engineering process during the first quarter of FY21.

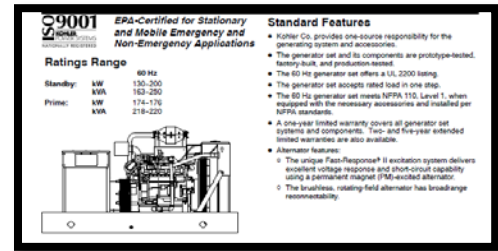
**Purpose/Need:**

To complete a preliminary engineering analysis of supplying backup power to the WTP. In 2017 the two underground power cables providing electricity to the WTP failed. This resulted in a complete power outage and ComEd temporarily rectified the situation by bringing two portable diesel-powered generators. During the outage the City had to open the emergency water main interconnects with Lake County JAWA and Naval Station Great Lakes until the portable generators reinstated the plant with power (about 14 hours).

**Description:**

Phase V of the project consists of a preliminary engineering analysis for the construction of emergency backup generators for the WTP.

The numbers noted below are estimates at this time.



Category	Water & Sewer Improvements
Description of Project	WTP Building and Grounds Improvements – Phase 5 Engineering Costs
Funding Source 1	Water

Description	FY21
Design Engineering	25,100
<b>Total:</b>	25,100



## STREETS, SIDEWALKS, AND ALLEYS

**Project Number:** 21-1040

**Project Name:** 2023 Street Resurfacing

**Department Requesting:** Public Works

**Project Status:** This project is expected to begin during the third quarter of FY23.

**Purpose/Need:**

The City of North Chicago consists of 10 miles of streets at a rating of 5 and 22 miles of streets below a rating of 5. The street network in North Chicago is responsible for economic growth and future development of the City. With roadways in poor condition the City's growth may be negatively impacted. Poor means of transportation may cause both current and potential businesses/residents to relocate to areas with better access. The City has made it a priority to address this issue and implemented a yearly street improvement program aimed to rehabilitate roads with low PASER ratings.



**Description:**

This project includes the design and construction of resurfacing for streets that receive a rating of 5 or lower out of 10 on the PASER (Pavement Surface and Evaluation Rating) scale. The construction includes the grinding and overlaying of the qualifying streets and any necessary curb/gutter, sidewalk, or driveway replacements. Streets are to be determined after further evaluation.

Category	Streets, Sidewalks, and Alleys
Description of Project	2023 Street Resurfacing
Funding Source 1	MFT

Description	FY23	FY24
Design Engineering	25,000	
Construction Engineering		30,000
Construction Costs		445,000
Total:	25,000	475,000

## WATER & SEWER IMPROVEMENTS

**Project Number: 20-1041**

**Project Name:** WTP Building Improvements

**Department Requesting:** Public Works

**Project Status:** The WTP buildings are being evaluated for major exterior repairs (roof, windows, doors, etc.) as part of the WTP building and grounds improvement project.

**Purpose/Need:**

The WTP contains a significant amount of electrical and mechanical systems that must remain dry. Currently there are several locations where water has been infiltrating through the existing brick parapet caps. The roof is leaking in several locations and needs to be replaced as well.



**Description:**

This project will consist of removing and replacing the existing membrane roof of the WTP. This project will also consist of installing aluminum parapet caps to eliminate water leaking into the building and behind the bricks on the exterior walls.

The numbers noted below are estimates at this time.

Category	Water & Sewer Improvements
Description of Project	WTP Building Improvements
Funding Source 1	Water

Description	FY20	FY21
Total:	1,500,000	1,500,000

## STREETS, SIDEWALKS, AND ALLEYS

**Project Number:** 20-1042

**Project Name:** 2024 Street Resurfacing

**Department Requesting:** Public Works

**Project Status:** This project is expected to begin during the third quarter of FY24.

**Purpose/Need:**

The City of North Chicago consists of 10 miles of streets at a rating of 5 and 22 miles of streets below a rating of 5. The street network in North Chicago is responsible for economic growth and future development of the City. With roadways in poor condition the City's growth may be negatively impacted. Poor means of transportation may cause both current and potential businesses/residents to relocate to areas with better access. The City has made it a priority to address this issue and implemented a yearly street improvement program aimed to rehabilitate roads with low PASER ratings.



**Description:**

This project includes the design and construction of resurfacing for streets that receive a rating of 5 or lower out of 10 on the PASER (Pavement Surface and Evaluation Rating) scale. The construction includes the grinding and overlaying of the qualifying streets and any necessary curb/gutter, sidewalk, or driveway replacements. Streets are to be determined after further evaluation.

Category	Streets, Sidewalks, and Alleys
Description of Project	2024 Street Resurfacing
Funding Source 1	MFT

Description	FY24	FY25
Design Engineering	25,000	
Construction Engineering		30,000
Construction Costs		445,000
Total:	25,000	475,000

## STREETS, SIDEWALKS, AND ALLEYS

**Project Number:** 20-1043

**Project Name:** Pavement Maintenance – 2021

**Department Requesting:** Public Works

**Project Status:** This project is anticipated to begin during the first quarter of FY22.

**Purpose/Need:**

The purpose of this pavement maintenance project is to preserve the roads from the MFT resurfacing program.

Pavement preservation involves utilizing inexpensive methods to maintain and restore the surface characteristics of a pavement to extend the service life of a pavement. This will be done through the process pavement patching, applying restorative seals (CRF) and applying pavement rejuvenators (Reclamite). The objective is to minimize structural failures and extend the structural life of the pavement to preserve the investment the City has made in the roadway network.



**Description:**

This project will focus on the application of asphalt rejuvenators (Reclamite) on the recently paved roads. Reclamite is recommended to be applied 2-3 times in five-year intervals. This will be the first application of Reclamite for the recently resurfaced streets. Based on a previous quote from 2015, Reclamite is approximately \$0.75/SY.

Category	Streets, Sidewalks, and Alleys
Description of Project	Pavement Maintenance – MFT Pavement
Funding Source 1	MFT

Description	FY22
Construction Engineering	10,000
Construction Costs	100,000
Total:	110,000

## WATER & SEWER IMPROVEMENTS

**Project Number:** 21-1044

**Project Name:** WTP – Raw Water Screenings Disposal System

**Department Requesting:** Public Works

**Project Status:** This project is anticipated to begin during the first quarter of FY21.

**Purpose/Need:**

To automate travelling screen discharge material by installing a conveyor belt/collection system that deposits the material into a dumpster outside the WTP raw water pump room. Currently, water department staff must manually run and operate the travelling screens and through the use of wheelbarrows transport the debris to dumpsters.



**Description:**

This project consists of designing and constructing an automated conveyor belt/collection system that is linked to the SCADA system.

The numbers noted below are estimates at this time.

Category	Water & Sewer Improvements
Description of Project	WTP – Raw Water Screenings Disposal System
Funding Source 1	Water

Description	FY21
Total:	60,000

## STREETS, SIDEWALKS, AND ALLEYS

**Project Number:** 21-1045

**Project Name:** Pavement Maintenance – 2023

**Department Requesting:** Public Works

**Project Status:** This project is anticipated to begin during the first quarter of FY24.

**Purpose/Need:**

The purpose of this pavement maintenance project is to preserve the roads from the MFT resurfacing program.

Pavement preservation involves utilizing inexpensive methods to maintain and restore the surface characteristics of a pavement to extend the service life of a pavement. This will be done through the process pavement patching, applying restorative seals (CRF) and applying pavement rejuvenators (Reclamite). The objective is to minimize structural failures and extend the structural life of the pavement to preserve the investment the City has made in the roadway network.



**Description:**

This project will focus on the application of asphalt rejuvenators (Reclamite) on the recently paved roads. Reclamite is recommended to be applied 2-3 times in five-year intervals. This will be the first application of Reclamite for the recently resurfaced streets. Based on a previous quote from 2015, Reclamite is approximately \$0.75/SY.

Category	Streets, Sidewalks, and Alleys
Description of Project	Pavement Maintenance – MFT Pavement
Funding Source 1	MFT

Description	FY24
Construction Engineering	10,000
Construction Costs	100,000
<b>Total:</b>	110,000



## WATER & SEWER IMPROVEMENTS

**Project Number:** 21-1046

**Project Name:** WTP – Intake lines

**Department Requesting:** Public Works

**Project Status:** This project is anticipated to begin during the fourth quarter of FY21.

**Purpose/Need:**

Chlorine/bleach deters zebra mussels and other marine organisms from entering/clogging the raw water intakes in Lake Michigan. The old chlorine bleach system quit functioning over 10 years ago and requires replacement.



**Description:**

This project will consist of designing and installing a chlorine bleach pumping system that will deliver the chlorine to the raw water intakes in Lake Michigan. This involves installing pumping equipment inside the WTP, installing HDPE pipe underwater to raw water intakes, and extending the HDPE chlorine solution feed lines through the intake pipes to the cribs out in the lake.

The numbers noted below are estimates at this time.

Category	Water & Sewer Improvements
Description of Project	WTP – Intake lines
Funding Source 1	Water

Description	FY21	FY22
Total:	80,000	150,000

## WATER & SEWER IMPROVEMENTS

**Project Number:** 21-1047

**Project Name:** WTP – AbbVie Pump No. 2

**Department Requesting:** Public Works

**Project Status:** This project is anticipated for the third quarter of FY21.

**Purpose/Need:**

Rebuild AbbVie Pump No. 2. Currently, the pump is not operating at its designed pumping capacity because it is worn and requires rebuilding.



**Description:**

This project will consist of removing Pump No. 2 and having it rebuilt in a factory. Once rebuilt the pump will be reinstalled.

The numbers noted below are estimates at this time.

Category	Water & Sewer Improvements
Description of Project	WTP – AbbVie Pump No. 2
Funding Source 1	Water

Description	FY21
Total:	86,000



## WATER & SEWER IMPROVEMENTS

**Project Number:** 21-1048

**Project Name:** WTP – 20-inch Intake Valve Repairs

**Department Requesting:** Public Works

**Project Status:** There is no projected schedule at this time.

**Purpose/Need:**

To repair broken (inoperable) valves located inside the WTP wet well for the 20-inch raw water intake line from Lake Michigan. These valves must be repaired in order for the raw water intakes to properly function.

**Description:**

Repair/replace the broken 20-inch valves inside the WTP wet well. This work will be completed under water by divers inside the wet well.



The numbers noted below are estimates at this time.

Category	Water & Sewer Improvements
Description of Project	WTP – 20-inch Intake Valve Repairs
Funding Source 1	Water

Description	TBD
Total:	175,000

## WATER & SEWER IMPROVEMENTS

**Project Number:** 21-1049

**Project Name:** WTP – 42-inch Intake Valve Repair

**Department Requesting:** Public Works

**Project Status:** This project is anticipated to begin during the third quarter of FY21.

**Purpose/Need:**

To repair broken (inoperable) valve located outside the WTP for the 42-inch raw water intake line from Lake Michigan. This valve must be repaired in order for the raw water intake to properly function.

**Description:**

Repair/replace the broken 42-inch valve located outside the WTP on the south side of the building. This work will be completed underground.

The numbers noted below are estimates at this time.



Category	Water & Sewer Improvements
Description of Project	WTP – 42-inch Intake Valve Repair
Funding Source 1	Water

Description	FY21
Total:	250,000

## WATER & SEWER IMPROVEMENTS

**Project Number:** 21-1050

**Project Name:** WTP Valve Replacement –  
High Lift Room 16-inch

**Department Requesting:** Public Works

**Project Status:** This project is anticipated to begin during the first quarter of FY22.

**Purpose/Need:**

Replacing a nonfunctioning valve. In order for the system to properly operate the valve must open and close.

**Description:**

This project will consist of replacing a 16-inch valve located inside the high lift pumping room.

The numbers noted below are estimates at this time.



Category	Water & Sewer Improvements
Description of Project	High Lift Room 16-inch
Funding Source 1	Water

Description	FY22
Total:	50,000

## WATER & SEWER IMPROVEMENTS

**Project Number:** 21-1052

**Project Name:** WTP – CCTV Cameras

**Department Requesting:** Public Works

**Project Status:** This project currently does not have a projected schedule.

**Purpose/Need:**

To install CCTV (closed-circuit television) in various rooms at the WTP. This will allow AbbVie and City staff to better monitor operations at the WTP.



**Description:**

A CCTV is a TV system in which signals are not publicly distributed but are monitored, primarily for surveillance and security purposes. CCTV relies on strategic placement of cameras, and observation of the camera's input on monitors somewhere.

The numbers noted below are estimates at this time.

Category	Water & Sewer Improvements
Description of Project	WTP – CCTV Cameras
Funding Source 1	Water

Description	TBD
Total:	50,000

## WATER & SEWER IMPROVEMENTS

**Project Number:** 21-1051

**Project Name:** WTP Valve Replacement -  
16-inch on West Side of Plant

**Department Requesting:** Public Works

**Project Status:** This project is anticipated to begin during the first quarter of FY21.

**Purpose/Need:**

Replace the inoperable 16-inch valve located outside the WTP on the west side of the buildings.

**Description:**

Excavate and replace the 16-inch valve located on the west side of the WTP building

The numbers noted below are estimates at this time.



Category	Water & Sewer Improvements
Description of Project	WTP Valve Replacement – 16-inch on West Side of Plant
Funding Source 1	Water

Description	FY21
Total:	50,000

## WATER & SEWER IMPROVEMENTS

**Project Number:** 21-1052

**Project Name:** WTP – CCTV Cameras

**Department Requesting:** Public Works

**Project Status:** This project currently does not have a projected schedule.

**Purpose/Need:**

To install CCTV (closed-circuit television) in various rooms at the WTP. This will allow AbbVie and City staff to better monitor operations at the WTP.



**Description:**

A CCTV is a TV system in which signals are not publicly distributed but are monitored, primarily for surveillance and security purposes. CCTV relies on strategic placement of cameras, and observation of the camera's input on monitors somewhere.

The numbers noted below are estimates at this time.

Category	Water & Sewer Improvements
Description of Project	WTP – CCTV Cameras
Funding Source 1	Water

Description	TBD
Total:	50,000

## WATER & SEWER IMPROVEMENTS

**Project Number:** 21-1053

**Project Name:** WTP – Electrical Switch Gear

**Department Requesting:** Public Works

**Project Status:** This project is anticipated for the first quarter of FY24.

**Purpose/Need:**

To test and certify that the electrical switch gear is functioning at its rated capacity.

**Description:**

The following manufacturer and contractors will test and recertify the WTP electrical switch gear: EATON Corporation, Kelso and TAI. This work will include running test simulations that will verify that the switch gear will automatically switch power sources during emergency situations.



The numbers noted below are estimates at this time.

Category	Water & Sewer Improvements
Description of Project	WTP – Switch Gear
Funding Source 1	Water

Description	FY24
Total:	35,000

## WATER & SEWER IMPROVEMENTS

**Project Number:** 21-1054

**Project Name:** 2022 Water Main Replacements

**Department Requesting:** Public Works

**Project Status:** This project will begin the design engineering process during the third quarter of FY22.

**Purpose/Need:**

Approximately half of the City water distribution system is comprised of 4-inch and 6-inch water main. These water mains are too small to provide sufficient fire flows under current Code. The Water System Master Plan recommends replacement of all the existing 4- and 6-inch water main with minimum 8-inch diameter pipe. The undersized water mains are also old and prone to failure. This long-term effort will cost approximately \$38M, when spread over 40 years amounts to approximately \$1M annually.



**Description:**

This project comprises one year of a 40-year long-term plan to upsize all the existing 4- and 6-inch water main. It will also include the removal and replacement of any lead water service lines (if found) to the properties. The water mains selected for upsizing each year will be coordinated with the City's road rehabilitation and replacement program. If the annual water main upsizing amounts to approximately \$1M annually, the City will be able to replace about 2,500 to 3,000 lineal feet per year depending on the project specifics. For capital improvement planning purposes, we are assuming an average of \$1M per year (construction plus engineering).

Category	Water & Sewer Improvements
Description of Project	2022 Water Main Replacements
Funding Source 1	Water

Description	FY22	FY23
Design Engineering	75,000	
Construction Engineering		75,000
Construction Costs		850,000
Total:	75,000	925,000



## WATER AND SEWER IMPROVEMENTS

**Project Number:** 20-1054

**PROJECT NAME:** 2021 Water Main Replacement

**Department Requesting:** Public Works – Water & Sewer Fund

**Status:** Previously Identified

**Purpose/Need:**

The City has a need for increasing fire flow, capacity, pressures, and reliability of the water system. The replacement of old failing and undersized water main in areas of the City will correct the inadequate fire flows and capacity in the water system. The water system master plan (to be completed in late 2018) will identify these segments of the water distribution system.



**Description:**

This project will ensure the proper sizing and working condition of the City's water distribution system. It will also include the removal and replacement of any lead water service lines (if found) to the properties. The City will focus on areas of concern while also coordinating with other infrastructure projects. Total estimated construction costs per foot including engineering fees is roughly \$518/LF (based on previous bid tabulations). The estimated costs allow for approximately 3,417 linear feet of water main to be replaced.

Category	Water & Sewer Improvements
Engineers Opinion of Probable Construction Costs	1,500,000
Design Engineering Costs (8%)	120,000
Construction Engineering Costs (10%)	150,000
Funding Sources	Water Fund

Description	Total Cost	FY21	FY22
Design Engineering	120,000	120,000	
Construction Engineering	150,000		150,000
Construction Costs	1,500,000		1,500,000

## WATER & SEWER IMPROVEMENTS

**Project Number:** 21-1055

**Project Name:** 2022 Water Main Replacements

**Department Requesting:** Public Works

**Project Status:** This project will begin the design engineering process during the third quarter of FY22.

**Purpose/Need:**

Approximately half of the City water distribution system is comprised of 4-inch and 6-inch water main. These water mains are too small to provide sufficient fire flows under current Code. The Water System Master Plan recommends replacement of all the existing 4- and 6-inch water main with minimum 8-inch diameter pipe. The undersized water mains are also old and prone to failure. This long-term effort will cost approximately \$38M, when spread over 40 years amounts to approximately \$1M annually.



**Description:**

This project comprises one year of a 40-year long-term plan to upsize all the existing 4- and 6-inch water main. It will also include the removal and replacement of any lead water service lines (if found) to the properties. The water mains selected for upsizing each year will be coordinated with the City's road rehabilitation and replacement program. If the annual water main upsizing amounts to approximately \$1M annually, the City will be able to replace about 2,500 to 3,000 lineal feet per year depending on the project specifics. For capital improvement planning purposes, we are assuming an average of \$1M per year (construction plus engineering).

Category	Water & Sewer Improvements
Description of Project	2022 Water Main Replacements
Funding Source 1	Water

Description	FY22	FY23
Design Engineering	75,000	
Construction Engineering		75,000
Construction Costs		850,000
Total:	75,000	925,000

## WATER & SEWER IMPROVEMENTS

**Project Number:** 21-1055

**Project Name:** 2023 Water Main Replacements

**Department Requesting:** Public Works

**Project Status:** This project will begin the design engineering process during the third quarter of FY23.

**Purpose/Need:**

Approximately half of the City water distribution system is comprised of 4-inch and 6-inch water main. These water mains are too small to provide sufficient fire flows under current Code. The Water System Master Plan recommends replacement of all the existing 4- and 6-inch water main with minimum 8-inch diameter pipe. The undersized water mains are also old and prone to failure. This long-term effort will cost approximately \$38M, when spread over 40 years amounts to approximately \$1M annually.



**Description:**

This project comprises one year of a 40-year long-term plan to upsize all the existing 4- and 6-inch water main. It will also include the removal and replacement of any lead water service lines (if found) to the properties. The water mains selected for upsizing each year will be coordinated with the City's road rehabilitation and replacement program. If the annual water main upsizing amounts to approximately \$1M annually, the City will be able to replace about 2,500 to 3,000 lineal feet per year depending on the project specifics. For capital improvement planning purposes, we are assuming an average of \$1M per year (construction plus engineering).

Category	Water & Sewer Improvements
Description of Project	2023 Water Main Replacements
Funding Source 1	Water

Description	FY23	FY24 Q1
Design Engineering	75,000	
Construction Engineering		75,000
Construction Costs		850,000
Total:	75,000	925,000

## WATER & SEWER IMPROVEMENTS

**Project Number:** 21-1056

**Project Name:** 2024 Water Main Replacements

**Department Requesting:** Public Works

**Project Status:** This project will begin the design engineering process during the third quarter of FY23.

**Purpose/Need:**

Approximately half of the City water distribution system is comprised of 4-inch and 6-inch water main. These water mains are too small to provide sufficient fire flows under current Code. The Water System Master Plan recommends replacement of all the existing 4- and 6-inch water main with minimum 8-inch diameter pipe. The undersized water mains are also old and prone to failure. This long-term effort will cost approximately \$38M, when spread over 40 years amounts to approximately \$1M annually.



**Description:**

This project comprises one year of a 40-year long-term plan to upsize all the existing 4- and 6-inch water main. It will also include the removal and replacement of any lead water service lines (if found) to the properties. The water mains selected for upsizing each year will be coordinated with the City's road rehabilitation and replacement program. If the annual water main upsizing amounts to approximately \$1M annually, the City will be able to replace about 2,500 to 3,000 lineal feet per year depending on the project specifics. For capital improvement planning purposes, we are assuming an average of \$1M per year (construction plus engineering).

Category	Water & Sewer Improvements
Description of Project	2024 Water Main Replacements
Funding Source 1	Water

Description	FY24	FY25
Design Engineering	75,000	
Construction Engineering		75,000
Construction Costs		850,000
Total:	75,000	925,000

## WATER & SEWER IMPROVEMENTS

**Project Number:** 21-1057

**Project Name:** Service Line Inventory

**Department Requesting:** Public Works

**Project Status:** City staff and TAI are actively monitoring the proposed rules/regulations through Regulatory Agencies and professional organizations (ILEPA, IDPH and AWWA) and the state.

**Purpose/Need:**

The purpose is for developing a complete inventory of the service lines for every water customer. This is current requirement that will ultimately lead to the removal and replacement of all lead water service lines in the City water system, from the mains to the meters. It is anticipated that new regulations will soon be finalized that will mandate the removal and replacement of lead water service lines in public water systems.

**Description:**

The initial work will involve developing a full inventory of all existing water service lines. This project will involve site inspections of every water client to provide proof-positive of the service line material coming into the curb-stop valve and into every water user's structure. Information and questionnaires will be provided in a series of water billing cycles in the hopes of reducing the number of entries that will be needed to complete the inventory. It is anticipated that this will be a multi-year program undertaken by Summer youth and/or College interns.



Category	Water & Sewer Improvements
Description of Project	Service Line Inventory
Funding Source 1	Water

Description	FY21 Q1
Survey and Inventory Costs	80,000
<b>Total:</b>	80,000



## WATER & SEWER IMPROVEMENTS

**Project Number:** 21-1058

**Project Name:** Lead Service Lines

**Department Requesting:** Public Works

**Project Status:** City staff and TAI are actively monitoring the proposed rules/regulations through professional organizations (Illinois AWWA) and the state.

**Purpose/Need:**

The purpose is for the removal and replacement of all lead water service lines in the City water system. Anticipated IEPA regulations mandating the removal and replacement of lead water service lines in public water systems.



**Description:**

This work will involve the removal and replacement of existing lead water service lines from the water main to the residential/commercial buildings. The new water service lines will be copper, and this work will also include excavation, backfilling, disposal of spoil material, pavement removal/replacement, and landscape restoration work. Anticipate that this will be a multi-year program with an estimated cost of \$1,200,000 per year. In addition as the City water mains are being replaced, any lead service lines identified will be replaced.

Category	Water & Sewer Improvements
Description of Project	Lead Service Lines
Funding Source 1	Water

Description	TBD
Total:	\$1,200,000

## WATER & SEWER IMPROVEMENTS

**Project Number:** 20-1059

**Project Name:** Water Tower No. 1 and Transmission Main

**Department Requesting:** Public Works

**Project Status:** This project has been designed and construction permits are in hand. We are currently pursuing low interest financing with principal forgiveness from the IEPA.



**Purpose/Need:**

The water distribution system includes system storage in the form of a 4 million-gallon (MG) standpipe. The 4 MG standpipe site does not include a booster pumping station. The absence of booster pumps at the standpipe site limits the usable storage capacity of the tank, as the level in the reservoir can only be drawn down about 5 feet before low system pressures are experienced, equivalent to approximately 200,000 gallons of usable storage or about 5 percent of the total volume of the standpipe. As a result, turnover of the water in the standpipe is limited, increasing the potential for water quality issues which has led to freezing of the stored water during the winter, and damage to the tank itself which needs to be repaired.

**Description:**

This project will include the construction of a new 2 MG elevated water tower which will allow the standpipe to be repaired, reduce pumping costs at the water treatment plants, and improve system pressures while providing needed reliability and flexibility to system operations. The project also includes a new 24-inch transmission main to connect the water tower to the distribution system in a looped manner. The design engineering has been completed for the project and IEPA permits have been obtained. We are currently in the process of securing IEPA low interest loan financing for the project.

Category	Water & Sewer Improvements
Description of Project	Water Tower No. 1 and Transmission Main
Funding Source 1	Water

Description	FY21	FY22
Design Engineering	20,000	
Construction Engineering	150,000	300,000
Construction Costs	1,445,180	4,335,540
Total:	1,615,180	4,635,540

## WATER & SEWER IMPROVEMENTS

**Project Number:** 21-1060

**Project Name:** Green Bay Standpipe Rehabilitation and Booster Station

**Department Requesting:** Public Works

**Project Status:** This project expected to begin during the third quarter of FY22. Construction of this project cannot begin until the new Water Tower No. 1 is erected and placed into service.



**Purpose/Need:**

The existing standpipe needs rehabilitation. The interior and exterior coatings are failing, there is structural damage due to freezing, water quality issues exist due to a lack of mixing, and the storage capacity cannot be used because of the absence of booster pumps.

**Description:**

This project includes structural and safety code repairs to the existing 4 MG (million gallon) standpipe, and the repainting of the tank interior and exterior. The project also includes a small booster station installed within the existing and adjacent public work building to transfer water stored in the standpipe to the proposed 2 MG Water Tower No. 1.

Category	Water & Sewer Improvements
Description of Project	Green Bay Standpipe Rehabilitation and Booster Station
Funding Source 1	Water

Description	FY22	FY23
Design Engineering	244,800	
Construction Engineering		214,200
Construction Costs		3,060,000
Total:	244,800	3,274,200



## WATER & SEWER IMPROVEMENTS

**Project Number:** 20-1061

**Project Name:** Water Rate Study

**Department Requesting:** Public Works

**Project Status:** This project is anticipated to be completed by the end of FY21.



**Purpose/Need:**

To develop water rates that will financially support the operational, maintenance and capital costs from the revenues (water bills) collected for the water services provided to the public/businesses.

The City must meet their operational, maintenance, and capital needs mainly through revenue (water bills) from services that are delivered with expensive, complex, and regulated infrastructure. Utility systems have no margin for failure as there is an expectation they will provide uninterrupted service 24 hours a day, 365 days a year. As such, the cash reserves maintained by a utility are a critical component of its financial sustainability.

**Description:**

This report identifies various types of financial reserves, including policy guidelines and examples, and is intended to assist utilities in establishing appropriate formal or informal reserve policies based upon the unique considerations and circumstances of their respective system.

The numbers noted below are estimates at this time.

Category	Water & Sewer Improvements
Description of Project	Water Rate Study
Funding Source 1	Water

Description	FY21
Total:	55,000

## WATER & SEWER IMPROVEMENTS

**Project Number: 20-1062**

**Project Name:** 14<sup>th</sup> Street Water Main Improvements

**Department Requesting:** Public Works

**Project Status:** This project is expected to begin during the fourth quarter of FY20.



**Purpose/Need:**

The City-share of the reconstruction costs associated with the water main replacement, sidewalks, street lighting and restoration. This project is being led by Lake County DOT and 80% of the construction costs are being reimbursed by the federal government through a STP grant awarded by the Lake County Council of Mayors.

**Description:**

14<sup>th</sup> Street is being reconstructed/resurfaced from Green Bay Road to Sheridan Road. The project includes constructing a roundabout at Dugdale/14<sup>th</sup>, roadway reconstruction/resurfacing, installing a new 12-inch water main, new street lighting, along with sidewalks and a bike path. The project is being led by Lake County DOT with Waukegan and North Chicago participating in the project.

The City portion of the project is estimated to be \$1,000,000.

Category	Water & Sewer Improvements
Description of Project	14 <sup>th</sup> Street Reconstruction
Funding Source 1	Water

Description	FY20	FY21
Design Engineering	40,000	40,000
Construction Engineering		100,000
Construction Costs		1,000,000
Total:	40,000	1,140,000

# WATER & SEWER IMPROVEMENTS

**Project Number:** 21-1063

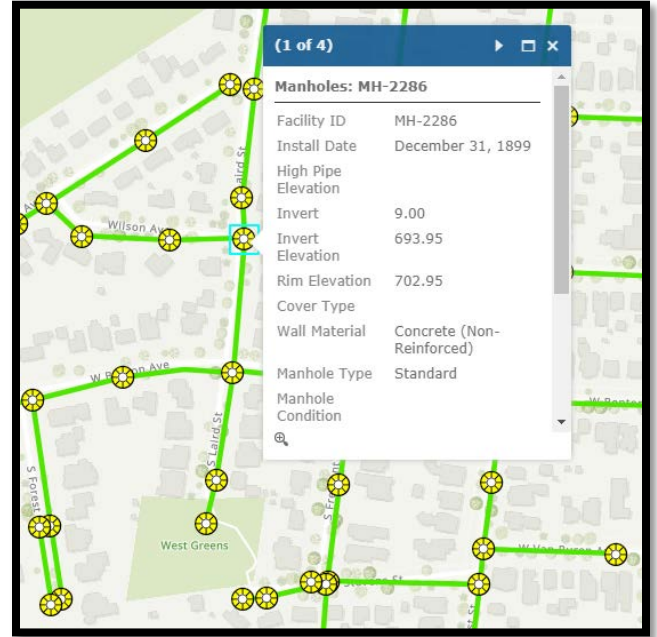
**Project Name:** GIS System Enhancements

**Department Requesting:** Public Works

**Project Status:** Ongoing however, given more funds the system will be enhanced and accessed by more staff members.

**Purpose/Need:**

To successfully implement GIS to the City of North Chicago staff. ArcGIS Online is a cloud-based mapping platform that can be accessed from any device, web browser, or desktop. The City currently has three accounts and one organization established. This project will allow for a vast amount of information to be readily available for staff whether it be related to underground utilities, parcels, land records, etc. Data will be easily accessed and updated via maps and apps.



**Description:**

The funds for this project will be allocated towards updating and maintaining the data on ArcGIS Online, cloud-based data storage, and to create more user accounts on ArcGIS Online so more staff can access the information.

The numbers noted below are estimates at this time.

Category	Water & Sewer Improvements
Description of Project	GIS System Enhancements
Funding Source 1	Water
Funding Sources 2	General Fund

Description	FY20	FY21
Design Engineering	25,000	75,000
<b>Total:</b>	25,000	75,000

## Vehicles

**Project Number:** 20-1064

**Project Name:** Engine Replacement

**Department Requesting:** Fire Department

**Project Status:** Previously Identified

**Purpose/Need:** Replace Obsolete/Unsafe

**Description:** This would be a replacement of Engine 1517 (1991 Pierce Pumper).



An average operational age of this apparatus is 15-20 years. This current apparatus is 27 years old; I foresee continued costly repairs to operate and we should forecast the replacement of this vehicle. We continue to apply and have submitted grant applications faithfully since 2012. 1517 has had several other repairs and maintenance since placing back in service of approximately \$52,000 in the past four years. Replacement would decrease maintenance costs on aging equipment.

This would be a complete budgetary item unless applications were being accepted and successful for a revolving interest free loan, and/or ability to secure grant funding through AFG. If successful with grant funding the city's obligation at this would be a 10% purchase price.

Category	Vehicles
Description of Project	Engine 1517 Replacement
Funding Source 1	General Fund
Funding Source 2	Grant Funding
Funding Source 3	Trade In Value
Funding Source 4	Low or No Interest Loan

Description	FY19	FY20	FY21	FY22
Cost			425,000	

## Vehicles

**Project Number:** 20-1066

**Project Name:** MICU Replacement

**Department Requesting:** Fire Department

**Project Status:** Previously Identified

**Purpose/Need:** Rotation of MICU Vehicles



**Description:** This would be a replacement of Mobile Intensive Care Unit (MICU) 2014 in FY21 and 2015 in FY23

**Description:** This is one of three MICU's in our operating fleet. In FY 19/20 our current MICU will be approaching 6 years of age. MICU's are the most utilized apparatus in our fleet since 80-85 percent of our emergency responses are medical in nature. In addition a MICU responds to every Alarm, Fire and Hazardous-Materials and other non-specified incidents. Average operational age of an MICU is 5-7 years this would be in line with replacement of one of our three MICU's every other year. (6 year rotation) Our annual revenue from our paramedic billing operations is approximately \$400,000-\$425,000.

These types of vehicles are rarely if ever funded through AFG grant funding, therefore I forecast this would be a complete budgetary item unless a successful loan application was awarded.

Category	Vehicles
Description of Project	Replacement of MICU
Funding Source 1	General Fund
Funding Sources 2	*Low/No Interest Loan through OSFM

*\*MICU loans are available for amounts up to \$200,000 and can be repaid over a 10-year period.*

	FY21	FY22	FY23	FY24
<b>Budget</b>	220,000		225,000	
<b>Trade-In</b>	40,000		40,000	
<b>Total</b>	190,000		195,000	

## Vehicles

**Project Number:** 20-1065

**Project:** Replacement of Engine 1515 (2002 Pierce Saber Pumper)

**Department Requesting:** Fire Department

**Project Status:** Future Expenditure

**Purpose/Need:** Replace Obsolete/Unsafe Apparatus



**Description:** An average operational age of this apparatus is 15-20 years. This apparatus is 17 years old and will be 23 years old in FY 2025. I foresee continued costly repairs to operate and we should forecast the replacement of this apparatus. We continue to apply and have submitted grant applications faithfully since 2012 for the replacement of this type of apparatus. Currently be apply to replace our oldest engine 1517 (Which is 28 years old). *For informational purposes only, our third and newest engine in our fleet is already 8 years old.*

We should take into consideration a replacement program of engine apparatus on a 7 year cycle of our 3 engines to maintain the operational period and decrease repair costs. To maximize fire fighter capabilities and minimize risk of injuries, it is important that fire apparatus be equipped with the latest safety features and operating capabilities. In the last 10 to 15 years, much progress has been made in upgrading functional capabilities and improving the safety features of fire apparatus. Apparatus manufactured prior to 1991 usually included only a few of the safety upgrades required by the 1991 and subsequent editions of the NFPA fire department apparatus standards.

This would be a complete budgetary item unless applications were being accepted and successful for a revolving interest free loan, and/or ability to secure grant funding through AFG. If successful with grant funding the city's obligation at this time would be 10% of purchase price.

Category	Fire
Description of Project	Replacement of Engine 1515
Funding Source 1	General Fund
Funding Sources 2	Grant Funding
Funding Sources 3	Trade in Value
Funding Sources 4	*Low/No Interest Loan through OSFM

*\*Engine loans are available for amounts up to \$350,000 and can be repaid over a 20-year period*

Description	FY21	FY22	FY23	FY24	FY25
Budget					525,000
Total					525,000



## Equipment

**Project Number:** 20-1067

**Project Name:** Replacement Personal Protective Equipment

**Department Requesting:** Fire Department

**Project Status:** Previously Identified

**Purpose/Need:** Replace Obsolete/Unsafe Personal Protective Equipment

**Description:** Fire fighters' protective clothing (pants and jacket) is intended to protect the firefighters from radiant and thermal exposure, unexpected flashover conditions, and puncture and abrasion hazards. With factors dependent on frequency of use, exposure and maintenance being all may not have to be replaced at once. For example, gear may look acceptable, but have UV damage that could reduce its protective properties. We have established a maintenance and inspection policy to ensure replacement of needed gear has priority, this aligns with 5 sets of PPE be purchased every year, enabling us to keep the annual cost stable and our firefighters protected. Our complement of 34 personnel, getting an average of 6.8 years per set. Grant options will be explored for funding.



Category	Equipment
Description of Project	Replacement Personal Protective Equipment
Funding Source 1	General Fund
Funding Sources 2	Grant Funding

Description	FY19	FY20	FY21	FY22
Cost	\$12,500	\$12,600	\$12,700	\$12,800

## EQUIPMENT

**Project Number:** 21-1068

**Project Name:** Mobile Data Computers

**Department Requesting:** Police  
Department

**Project Status:** Previously Identified

**Purpose/Need:** Replace

**Description:** The mobile data computers (MDC) in the squad cars are approximately six years old, are coming to the end of their useful life and need to be replaced.



The quote received it for replacement of 18 MDCs along with 16 installation component packages into our patrol vehicles.

Category	Vehicles
Description of Project	Squad Replacements
Funding Source 1	General Fund
Funding Source 2	
Funding Source 3	Trade In Value
Funding Source 4	

Description	FY20	FY21	FY22	FY23
Cost		90,000		



## Vehicles

**Project Number:** 21-1069

**Project Name:** Police Squads (4)

**Department Requesting:** Police Department

**Project Status:** Previously Identified

**Purpose/Need:** Replace

**Description:** Following the replacement plan, the police department will need to replace four squad cars this fiscal year. Each vehicle once outfitted will cost approximately \$45,000 for a total projected cost for \$180,000.



However, by leasing the vehicles through Enterprise Fleet Management, each vehicle will be leased for approximately \$1,000 per month fully outfitted (minus the mobile data computer that will need to be supplied by the City) or \$144,000 over the vehicles' operational life of three years.

The cost savings are estimated at \$36,000 over three years.

Category	Vehicles
Description of Project	Squad Replacements
Funding Source 1	General Fund
Funding Source 2	
Funding Source 3	Trade In Value
Funding Source 4	

Description	FY20	FY21	FY22	FY23
Cost		48,000	48,000	48,000

## EQUIPMENT

**Project Number:** 20-1075

**PROJECT NAME:** City Hall Fire Alarm System Replacement

**Department Requesting:** Fire Department

**Project Status:** Previously Identified

**Purpose/Need:**

Update current system which is approximately 30 years old and inoperative due to faulty detection devices and dated alarm panel.

**Description:**

This project will account for costs associated with replacement of existing fire alarm system including: alarm panel, strobes and annunciators, pull stations and any training or additional hardware requirements. Maintenance costs include will include annual inspection and testing of new system annually.



The numbers noted below are estimates at this time.

Category	Equipment
Description of Project	City Hall -Fire Alarm System Replacement
Funding Source 1	Grant
Funding Sources 2	

Description	FY19	FY20	FY21	FY22
Cost		101,500		
Total:		101,500		

## VEHICLES

**Project Number:** 21-1076

**Project Name:** Class 8 Truck Procurement

**Department Requesting:** Public Works

**Project Status:** Plan for replacement of heavy duty trucks



### Purpose and Need:

As the Public Works fleet of heavy dump trucks ages, there is a need to plan for the replacement of these units due to the longer lead time required to develop the specifications for the new truck chassis, order the chassis, scheduled for build-out. Currently, the Department has ten (10) heavy trucks ranging in age from 21 years old to 10 years old. These trucks have historically had limited use, except for winter plowing and salting. When properly maintained, these trucks can have a useful service life of 15 to 20 years before the effects of age and their winter use makes maintaining them quite expensive due to excessive rust.

The trend among municipalities and most transportation agencies has shifted from “fixed duty” chassis to a more flexible chassis that allows the truck “body” to be changed in minutes by the driver. These units are called “Hook-lift” or “Swaploader” chassis. There is a trend for environmentally friendly de-icing controls and these chemicals are liquid rather than dry.

The item is to develop budgetary requirements and specifications for the replacements. The replacement chassis will be both Class 8, and Class 6. Since revising the winter snow routes, six (6) heavy trucks are required for plowing the City’s streets.

Category	Streets, Sidewalks, and Alleys
Description of Project	Class 8 Trucks - Fleet Replacement
Funding Source 1	General Fund
Funding Source 2	NA
Funding Source 3	NA

Description	FY22	FY23	FY24	FY25	FY26
Class 8 Chassis	95,000	100,700		113,146	
Plows, Hydraulics and Spreader Controls	60,000	62,400		67,491	
Skids and Bodies	30,000	30,000		30,000	
Class 6 Chassis			70,000		75,000
Plows, Hydraulics and Spreader Controls			32,998		35,918
Skids and Bodies			10,000		10,000
<b>Total:</b>	<b>185,000</b>	<b>193,100</b>	<b>112,998</b>	<b>210,637</b>	<b>120,918</b>

<b>Total FY22-FY26</b>	<b>822,653</b>
------------------------	----------------

## FACILITIES AND IMPROVEMENTS

### PROJECT NUMBER: 21-1077

**Project Name:** Liquid Deicing Chemical Use and Storage

**Department Requesting:** Public Works

**Project:** This item is to begin the transition to liquid environmentally-friendly chemical use for snow and ice management.

#### Purpose and Need:

Long after automakers have known about and dealt with the corrosive effects of salt on metals, environmentalists continue to see the seemingly unrestricted use of winter ice melting products, specifically all the chloride products, as highly detrimental to the environment and surface water. There is growing discussions of regulating, or even eliminating, the use of chlorides in environmentally sensitive areas of Lake County. North Chicago is one of these areas since the majority of our stormwater drains directly into Lake Michigan, as well as certain surrounding streams and inland lakes.

Since the mid-1990's, progressive transportation agencies have worked towards reducing chlorides by using "salt brine" and several "distillation by-products" to reduce the amount of salt used to melt ice. There has been some successes, and a lot of lessons learned. Over the years the science has advanced along with the environmental sensitivity issues such that chemical producers have continued to refine their science through controlled product testing to develop viable alternatives to the use of chloride (salt) to manage snow and ice. In recent years, several environmentally-friendly liquid products have become the leaders in the industry. A product referred to as "Beet Heat" is widely used by several state agencies as their sole product for snow and ice control on their interstate system.

This item will allow the City, and its fleet of snow fighting vehicles, to be capable of manufacturing, storing and distributing environmentally-friendly liquid snow and ice fighting products.

It must be noted here that Staff has significant positive experience with using liquids to fight snow and ice, going back to mid-1990 when there was a shortage of granular salt. This experience includes the use of liquids when the term "anti-icing" was emerging within the snow fighting circles of professionals.

Experience has proven that using liquids to treat snow and ice requires training and experience, along with liquid storage tanks, pumps and distributor equipment. This item will begin the development of this technology and knowledge by slowly acquiring the equipment for the production, storage and use of liquid snow and ice chemicals.



Category	DeIcing Storage
Description of Project	DeIcing Storage
Funding Source 1	General Fund
Funding Source 2	MFT Fund

Description	FY21	FY22
Bulk Liquid Storage	20,000	6,000
Liquid Distributors	30,000	10,000
Salt Brinemaker		15,000
<b>Total:</b>	50,000	31,000

## FACILITIES AND IMPROVEMENTS

**Project Number: 20-1078**

**Project Name:** Salt Storage Structure

**Department Requesting:** Public Works

**Project:** This item is for planned improvements desired and required for the continued use of the Renken Ave facility.

**Purpose and Need:**

The Street Department's Renken Ave facility was placed into service in 1980. At this same time an auxiliary structure were constructed and used for the storage of dry materials. This structure contains four pre-cast "open bays" with a ceiling height of approximately twenty feet. Because the clearance inside of the bays does not allow a semi-dump trailer to be fully raised, material is dumped onto the pavement outside of the structure. Thereafter, staff must fill the bays by moving the material inside each bay by using the wheel-loader or skidster. This process is time-consuming and somewhat hazardous.



The original structure is in need of repair as the protective steel facings on each of the pre-cast panels of the structure have either been damaged, or are rusting away. This structure can be rehabbed for many additional years of use, but it should not continue as a salt storage facility. By adding overhead doors, these bays can easily be converted to dry and very secure storage for machines, tools or equipment.

A new salt storage structure is seen as improving safety and reducing the cost of storing and loading salt.

Staff has researched alternatives for the storage needed for salt, and is of the opinion that a structure erected on concrete blocks with an arched trussed roof, covered by a heavy-duty "tarp" is both durable, and affordable. Several nearby municipalities have built the "foundation" and erected the structure themselves, saving thousands of dollars. When erected, these structures allow materials deliveries wholly inside of the structure, greatly reducing the time and expense currently expended every time materials is delivered.

Also, as provided in an accompanying item, as the City moves to alternate snow and ice management strategies, the need for properly placed storage facilities for these dry and liquid products will be required for the storage and use of winter chemicals.

Category	Salt Storage
Description of Project	New Salt Storage and Rehab and Existing Structure
Funding Source 1	General Fund
Funding Source 2	MFT Fund

Description	FY21	FY22	FY23
<b>Engineering, Site Development and Prep for new Facility</b>	25,000	5,000	
<b>Foundation and Arched Structure</b>	5,000	35,000	
<b>Stormwater. Fencing, Paving and Lighting</b>	30,000	60,000	
<b>Rehabilitation of Existing Salt Storage Facility</b>			7,500
<b>Total:</b>	60,000	100,000	7,500



## FACILITIES AND IMPROVEMENTS

**Project Number:** 20-1079

**Project Name:** Wash Bay

**Department Requesting:** Public Works

**Project:** This item is for planned improvements desired and required for the continued use of the Renken Ave facility.



### **Purpose and Need:**

The internal use of the space within the building has also changed over the years, with the most notable changes being the shifting of the mechanic's shop from the 3-bay west end of the building, to a 4-bay location at the south end of the building. This change relocated the 2 double-post auto lifts to the south end, and created new and much needed, controlled-access space for the Animal Control facility. The former "oil change" bay is now a dedicated and access controlled space for the storage of their supplies and garaging of their vehicle.

With the upgrade a few years ago to and the removal of lifts, pumps and tanks the now empty room, was rehabbed with new lighting, newly painted floor, walls and ceiling. Office furniture was added and the room is now used as office and meeting space for the Streets and Utilities Crew Leaders.

The building, while having a lot of floor space, lacks a Training Room, storage for office supplies and records, and space for the safe washing of the Class 8 dump/plow trucks and spreaders. The area inside of the building that had been used for this purpose also was the same location where the building's electric service and breaker panels are mounted. In an effort to minimize damage too this high-voltage equipment, a "tarp" was hung from the ceiling to serve as a barrier for the water spray/splash that accompanied each vehicle washing but the damages to the panels require more frequent replacements.

To minimize continued damage to the interior of the building, in recent years, Staff has been washing many of the trucks outside, using a fire hose hooked to a nearby hydrant to wash away the salt and grime. During the summer this is OK, but during the winter, the water turns to ice and creates a safety hazard. This activity has been noted by Risk as being among the most urgent for corrective action. Corrective action for this suggests the construction of a new wash bay that is built with corrosion resistant materials.

Category	Wash Bay
Description of Project	Wash Bay
Funding Source 1	General Fund
Funding Source 2	Water Fund
Funding Source 3	Sewer Fund

Description	FY22	FY23	FY24
Engineering - Architecture	5,000	5,000	0
Site Prep	10,000	10,000	0
Construction	0	60,000	15,000
Total:	15,000	75,000	15,000

## STREETS, SIDEWALKS AND ALLEYS

**Project Number:** 21-1080

**Project Name:** Sidewalk Trip Hazard Mitigation

**Department Requesting:** Public Works

**Project:** This project occurs annually to improve pedestrian mobility and safety

**Purpose and Need:**

Annually, the City allocated funding for the removal of broken and hazardous sidewalks to improve the condition of the City's sidewalk system. The use of sidewalks as a necessary mode of mobility for many City residents has been well documented in strategic and planning documents for decades.

The City is the recipient of an annual CDBG funding allotment from Lake County, and has historically allocated a portion of this funding for sidewalk replacement. In 2019, due to growing concerns expressed by residents that the sidewalks were in bad condition or missing, the City began to address "gaps" in the sidewalk system by including "gap sidewalk placement" in the 2018/19 watermain replacement project.

In 2016 City Staff began using a diamond-faced grinding tool to remove select trip hazards. This works well, and is still a tool that can be used for trip hazard mitigation. In 2018, Staff explored the use of "mudjacking" as another means for sidewalk trip hazard mitigation. Instead of grinding or breaking out perfectly good sidewalks because one or more sections have settled and then having to re-pour the sections, this technique can be an option. Having been used for decades to level airport runways, taxiways, roads, bridge abutments, sidewalks and even building foundations, this technique injects a cement slurry into and beneath sunken concrete to raise the section. This process costs a fraction of the cost of traditional concrete removal and replacement, and most importantly, allows the sidewalk to stay in full (or at least limited) service during the process.

Category	Streets, Sidewalks and Alleys
Description of Project	Sidewalk Trip Hazard Mitigation
Funding Source 1	CDBG Fund

Description	FY21	FY22	FY23
Sidewalk Trip Hazard Mitigation	25,000	25,000	10,000
Total:	25,000	25,000	10,000



## FACILITIES AND IMPROVEMENTS

**Project Number:** 21-1081

**Project Name:** Citywide Sign Replacement

**Department Requesting:** Public Works

**Project:** This item is for replacement of faded and non-compliant regulatory, advisory and directional signage throughout the City.



### **Purpose and Need:**

The Federal Highway Authority in 1927 adopted the first manual for standards governing the highway signage and in 1939, the name “Manual on Uniform Traffic Control Devices” was formally adopted for the publication, and it has remained as such. Every updated edition of the MUTCD contains important updates on traffic control signage and devices. The more recent editions have developed new standards that were focused on improving the “readability” and recognition of signs as studies had shown that the actively-driving population was aging, driving greater distances, and that as this group was growing older, better wayfinding and guidance signs would be required. The test groups had shown that by using new fonts and larger lettering on certain signs, traffic could flow better because movement decisions could be made earlier. An additional benefit was a reduction in vehicular and pedestrian crashes.

As new sizes were adopted, new “retro reflectivity” requirements were also added to improve visibility. The new standards were effective with the adoption of the new version of the MUTCD, released in 2000. In that manual, there were several directives and included maintain an inventory system. Following the outcry from transportation agencies of all types, the “due date” for the new standards was relaxed, with full compliance by every agency within 2 years of the release date of the 2009 MUTCD.

Despite the City’s efforts to be compliant, there is still more to be done throughout the City. As such, this project will include developing signage placement standards for all signs posted in all places along the streets and alleys of the City, as well as, size and “array” guidelines.

As this is being developed, an inventory will be completed, followed by preparation of bid documents for the replacement of signage.

Category	Signage Standards for Streets and Alleys
Description of Project	Sign Replacement
Funding Source 1	MFT Fund

Description	FY21	FY22
Engineering Support	5,000	
Implementation Equipment, Signs and Posts	55,000	40,000
Total:	60,000	40,000



## FACILITIES AND IMPROVEMENTS

**Project Number:** 20-1082

**Project Name:** Parkway Stump Grinding and Tree Replacement

**Department Requesting:** Public Works

**Project:** This item is to complete the clearing of tree stumps and start the re-forestation of the City to restore its tree canopy following the loss of significant number of trees due to the Emerald Ash Borers.

### History and Need:

In 2006, the Emerald Ash Borer was confirmed in Illinois, and with its arrival, began the slow obliteration of several tree species, including the venerable and hearty Ash tree found here in Illinois.

In the years since its arrival, the Emerald Ash borer adopted to colder climate zones, and slowly migrated north.

In 2013, the City hired a Consultant to prepare a report on the effects of the EAB on the overall City tree canopy. That report quantified the scope of the matter, but did not undertake meaningful effort towards mitigating the issue. As a result, by 2015, the City had well in excess of 600 dead trees on parkways and yards across the City. That same year, with the support of the City Council, a new brush chipper was purchased, along with new chain saws, and our battle with the EAB began.

In the years since, an inoperable street sweeper was converted to a “Chipper Truck” and over 500 dead trees on the City’s parkways have been felled. Now as we have felled nearly all of these dead trees, the remaining tree stumps need to be ground out, and the reforestation of the City must begin.



Category	Tree Replacements/Stump Grinding
Description of Project	Stump Removal and Replacement Tree Planting
Funding Source 1	CDBG Fund
Funding Source 2	General Fund
Funding Source 3	MFT Fund

Description	FY21	FY22	FY23
Stump Grinding and Parkway Restoration	26,000	1,000	
Replacement Tree Planting	11,500	20,000	20,000
Arborist Replanting Plan	2,500	30,000	30,000
Total:	40,000	51,000	50,000

## WATER & SEWER IMPROVEMENTS

**Project Number:** 20-1083

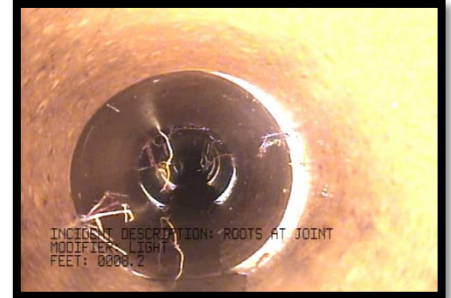
**Project Name:** Sewer Cleaning and Televising 2021

**Department Requesting:** Public Works

**Project Status:** Currently beginning the initial stages of design engineering.

**Purpose/Need:**

To maintain both the City's sanitary and storm sewer system, the City must institute an annual inspection to determine required repairs. The cleaning/televising schedule will determine locations to be cleaned/televised in accordance with the MFT Resurfacing program and water main replacement projects to reduce the amount of unnecessarily disturbed pavement. This will allow for multiple utility repairs in the same locations prior to scheduled resurfacing.



**Description:**

This project includes an annual cleaning and televising of sanitary sewers based on how recently they have been inspected and the schedule of the yearly road resurfacing projects.

The numbers noted below are estimates at this time.

Category	Water & Sewer Improvements
Description of Project	Sewer Cleaning and Televising 2021
Funding Source 1	Sewer

Description	FY24
Design Engineering	4,000
Construction Engineering	6,000
Construction Costs	65,000
Total:	75,000

## WATER & SEWER IMPROVEMENTS

**Project Number: 21-1084**

**Project Name:** WTP - SCADA

**Department Requesting:** Public Works

**Project Status:** This project is anticipated to begin during the first quarter of FY21.

**Purpose/Need:**

Upgrade existing SCADA system to a cloud based system that will allow AbbVie to control the raw water pumps at the WTP. AbbVie is requesting greater access and control over the raw water pumps at the WTP.

**Description:**

Supervisory control and data acquisition (**SCADA**) is a system of software and hardware elements that allows industrial organizations to: Control industrial processes locally or at remote locations. Monitor, gather, and process real-time data.

The numbers noted below are estimates at this time.



Category	Water & Sewer Improvements
Description of Project	WTP - SCADA
Funding Source 1	Water

Description	FY21
<b>Total:</b>	100,000



## Glossary of Terms

## Glossary of Terms

### A

**ACCOUNT:**

A term used to identify an individual asset, liability, expenditure control, revenue control or fund balance.

**ACCRUAL BASIS OF ACCOUNTING:**

A method of accounting that recognizes the financial effect of transactions, events and Interfund activities when they occur, regardless of the timing of related cash flows.

**ACTIVITY:**

A specific and distinguishable service performed by one or more organizational components of a government to accomplish a function for which a government is responsible (e.g., *police* is an activity within the *public safety* function).

**ACTUAL:**

The actual figures in the budget document are year-end audited totals for the fiscal year/s preceding the budget year.

**ADOPTED BUDGET:**

The proposed budget as initially and formally approved by the City Council.

A tax levied in proportion to the value of the property levied.

**APPROPRIATION:**

An act or ordinance of the City Council allowing agencies and departments to incur obligations and to make payments out of a specific budget for specified purposes.

**ASSESSED VALUE:**

A value set upon real estate or other property by a government, generally for the purpose of levying taxes.

**ASSETS:**

Resources owned or held by a government, which has monetary value.

**AUDIT:**

A comprehensive investigation of the manner in which the government's resources were actually utilized. A financial audit is a review of the accounting system and financial information to determine how government funds were spent and whether expenditures were in compliance with the legislative body's appropriations. A performance audit consists of a review of how well the government met its stated goals.

### B

**BALANCED BUDGET:**

Total expenditure allocations do not exceed the total available resources.

**BENEFITS:**

Payments to which participants may be entitled under a pension plan, including pension, death and those due on termination of employment.

**BOND:**

A written promise, generally under seal, to pay a specified sum of money called the face value, at a fixed time in the future, called the date of maturity and carrying interest at a fixed rate, usually payable periodically.

**BOND REFINANCING:**

The payoff and re-issuance of bonds, to obtain better interest rates and/or bond conditions.

**BONDED DEBT:**

Debt for which general obligation bonds or revenue bonds are issued.

**BUDGET:**

A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. Used without any modifier, the term usually indicates a financial plan for a single fiscal year.

**BUDGET ADJUSTMENT:**

A legal procedure utilized by the City staff and City Council to revise a budget. This can be done at any time during the year by action of the City Council.

**BUDGET AUTHORITY:**

Authority provided by law that permits City departments to incur obligations requiring either immediate or future payment of money.

**BUDGET CALENDAR:**

The schedule of essential dates or milestones which the City follows in the preparation, adoption, and administration of the budget.

**BUDGET DEFICIT:**

The amount by which the government's budget outlays exceed its budget receipts for a given period, usually a fiscal year.

**BUDGET DOCUMENT:**

The instrument used by the budget-making authority to present a comprehensive financial program to the City Council.

**BUDGET ORDINANCE:**

The official enactment by the City Council to legally authorize City staff to obligate and expend resources.

**BUDGETARY CONTROL:**

The control or management of a government or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitation of available appropriations and available revenues.

**BUILDING PERMITS:**

Revenues derived from the issuance of building permits prior to construction with the City.

## C

**CAPITAL IMPROVEMENTS:**

A nonrecurring project including, but not limited to, construction of, and major alterations, remodeling or repair of physical facilities, buildings, structures, streets and highways, storm and sanitary sewers, fixed equipment and landscaping.

**CAPITAL IMPROVEMENT PROGRAM:**

A multi-year plan for capital expenditures to be incurred each year over a fixed period of years to meet capital needs arising from the long-term work program or otherwise. It sets forth each

project and specifies the full resources estimated to be available to finance the projected expenditures.

**CAPITAL OUTLAY:**

Refers to the purchase of land, buildings, machinery, and those equipment items which have an estimated useful life of greater than one year and belong to the classes of property commonly considered as fixed assets.

**CAPITAL PROJECT:**

Major construction, acquisition or renovation activities which add value to a government's physical assets or significantly increases their useful life. Also called capital improvements.

**CAPITAL PROJECTS FUND:**

A fund used to account for the acquisition or construction of major governmental capital facilities and equipment (which are not financed by other funds).

**CARES ACT:** The Coronavirus Aid, Relief, and Economic Security Act, also known as the CARES Act, is a \$2.2 trillion economic stimulus bill passed by the 116th U.S. Congress and signed into law by President Donald Trump on March 27, 2020 in response to the economic fallout of the COVID-19 pandemic in the United States.

**CASH ACCOUNTING**

A basis of accounting in which transactions are recorded when cash is either received or expended for goods and services.

**CASH RESERVE(S):**

Policy established by the City Council which requires a certain level of funds to be available for expenses caused by unforeseen emergencies or revenue declines. Year-end balances in the General Operating Fund computed on a modified accrual basis. The City's goal is to maintain a Fund Balance reserve of 30 percent to 40 percent of the annual General Operating Fund

**CHART OF ACCOUNTS:**

A listing of the asset, liability, equity, expenditure and revenue accounts that are used in the accounting, operations and budgeting processes.

**COMMODITIES**

Items which, after use, are consumed or show a material change in, or an appreciable impairment, of their physical condition, and which are generally of limited value and characterized by rapid depreciation.

**COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR):**

This official annual report presents the status of the City's finances in a standardized format. The CAFR is organized by fund and contains two basic types of information: a balance sheet that compares assets with liabilities and fund balance; and an operating statement that compares revenues and expenditures.

**COMPREHENSIVE PLAN:**

The overall source of information and planning for a community, which is also intended to identify a community's needs and establish a vision for the future.

**CONTINGENCY:**

An appropriation of funds to cover unforeseen events that occur during the fiscal year, such as emergencies, federal mandates shortfalls in revenue, and similar eventualities.

**CONTRACTUAL SERVICES:**

Services provided by another individual, (not on City payroll) agency, or private firm.

## **D**

### **DEBT PROCEEDS – BONDS:**

Funds available from the issuance of bonds.

### **DEBT SERVICE:**

Includes principal and interest payments and handling charges on general obligation bonds, special assessment bonds, and notes.

### **DEBT SERVICE FUND:**

A fund used to account for the accumulation of resources for and the payment of general long-term debt principal, interest, and related costs.

### **DEFICIT:**

The excess of liabilities over assets or expenditures over revenues, in a fund over an accounting period.

### **DELINQUENT TAXES:**

Taxes that remain unpaid on and after the date on which a penalty for nonpayment is attached.

### **DEPARTMENT:**

The basic organizational unit of the City, which is functionally unique in its services.

### **DEPRECIATION:**

A calculation of the estimated decrease in value of physical assets due to usage and passage of time.

### **DISBURSEMENT:**

The expenditure of monies from an account.

### **DISTINGUISHED BUDGET PRESENTATION PROGRAM:**

A voluntary program administered by the Government Finance Officers Association to encourage governments to publish efficiently organized and easily readable budget documents, providing peer recognition and technical assistance to the fiscal officers preparing them.

### **DIVISION:**

A unit of an organization that reports to a department.

## **E**

### **EFFICIENCY:**

The relationship between the amount of input (usually dollars or personnel time) and the amount of output, or outcome, for an activity or program.

### **ENCUMBRANCES:**

These are obligations in the form of purchase orders or contracts which are chargeable to an appropriation and for which a part of the appropriation is reserved. The use of encumbrances is designed to prevent overspending and permits officials to be certain of how much money is available for new commitments.

### **ENTERPRISE FUNDS:**

Enterprise Funds are used to account for operations: (a) that are financed and operated in a manner similar to private business enterprises--where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis are financed or recovered through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net



income is appropriate for capital maintenance, public policy, management control, accountability or other purposes.

**EQUALIZATION RATE:**

The total ratio of assessed value to full value of taxable property in a municipality.

**EQUITY:**

The difference between fund assets and fund liabilities. (Fund Balance).

**ESTIMATE:**

Revenue and expenditure estimates for the current fiscal year are developed as part of the budget preparation process.

**ESTIMATED REVENUE:**

The amount of projected revenue to be collected during the fiscal year. The amount of revenue appropriated is the amount approved by the Council.

**EXPENDITURE:**

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. This term applies to all funds. (Note: An encumbrance is not an expenditure. An encumbrance reserves funds to be expended).

**EXPENSES:**

Charges incurred, whether paid immediately or unpaid, for operation, maintenance, interest, and other charges. (Used primarily in Proprietary Type Funds).

## **F**

**FIDUCIARY FUNDS (TRUST AND AGENCY FUNDS):**

These funds are used to account for assets held by the City in a trust or agency capacity for individuals, private organizations, other governments and/or other funds. These include Expendable Trust, Nonexpendable Trust, Pension Trust, and Agency Funds. Nonexpendable Trust and Pension Trust Funds are accounted for essentially in the same manner as proprietary funds since capital maintenance is critical. Expendable Trust Funds are accounted for essentially in the same manner as governmental funds. Agency Funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

**FISCAL POLICY:**

A government's policies with respect to revenues, spending, and debt management as these relate to government services, programs, and capital investment. Fiscal policy provides an agreed-upon set of principles for the planning and programming of government budgets and their funding.

**FISCAL YEAR:**

The time period designated by the City signifying the beginning and ending period for recording financial transactions. The City has a fiscal year of May 1 through April 30.

**FIXED ASSETS:**

Assets of a long-term character, which are intended to be held or used, such as land, buildings, machinery, furniture, and other equipment.

**FIXED COST:**

The costs of providing goods or services that do not vary proportionately to the volume of goods or services provided.

**FLEET:**

The vehicles owned and operated by the City.

**FORECAST:**

A projection of future revenues and/or expenses based on historical and current economic, financial and demographic information.

**FULL-TIME EQUIVALENT (FTE):**

A part-time position converted to the decimal equivalent of a full-time position based upon 2,080 hours per year. For example, a part-time clerk working 20 hours per week, 26 weeks per year would be the equivalent to .25 of a full-time position.

**FUND:**

A fiscal and accounting entity with a self-balancing set of accounts, recording cash and other financial resources, together with all related liabilities and residual equities or balances and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations.

**FUND ACCOUNTING:**

The accounts of the City are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of a fund are accounted for with separate sets of self-balancing accounts that comprise its asset, liability, fund equity, revenue and expenditure accounts, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purpose for which they are to be spent and the means by which spending activities are to be controlled.

**FUND BALANCE:**

The excess of assets over liabilities and is, therefore, also known as surplus funds.

**FUND TRANSFER:**

A budgeted transfer of funds to another fund.

## G

**GENERAL FUND:**

The General Fund is the general operating fund of the City. It is used to account for all financial resources except those required to be accounted for in another fund.

**GENERAL OBLIGATION BONDS:**

Bonds in which the full faith and credit of the issuing government are pledged.

**GENERALLY ACCEPTED ACCOUNTING PRINCIPALS (GAAP):**

Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules, and procedures that define accepted accounting principles.

**GOVERNMENTAL ACCOUNTING STANDARDS COUNCIL (GASB):**

The independent organization that establishes and improves standards of accounting and financial reporting for U.S. state and local governments.

**GOAL:**

A statement of broad direction, purpose or intent based on the needs of the community.

**GOVERNMENTAL FUND TYPE:**

One of three broad fund categories which also includes proprietary funds and fiduciary funds; this fund category includes activities usually associated with a typical state or local government operation; composed of four types: general fund, special revenue fund, capital projects fund and debt service fund.

**GOVERNMENTAL ACCOUNTING:**

The composite of analyzing, recording, summarizing, reporting and interpreting the financial transactions of governmental units and agencies.

**GOVERNMENTAL FUNDS:**

General, Special Revenue, Debt Service and Capital Project funds.

**GRANT:**

A contribution by one governmental unit or other organization to another. The contribution is usually made to aid in the support of a specified function.

**H****HOME-RULE:**

A home-rule unit may exercise any power and perform any function pertaining to its government and affairs including but not limited to the power to regulate for the protection of the public health, safety, morals, and welfare; to license; to tax; and to incur debt. The City is a home-rule municipality.

**I****INFLATION:**

A substantial rise in the general level of prices related to an increase in the volume of money, resulting in the loss of value of currency.

**INFRASTRUCTURE:**

Public domain fixed assets including roads, bridges, curbs, gutters, sidewalks, drainage systems, lighting systems, and other items that have value only to the City.

**INTERFUND TRANSFERS:**

Legally authorized transfers from a fund receiving revenue to the fund through which the resources are to be expended.

**INTERGOVERNMENTAL REVENUE:**

Revenue received from or through the Federal, State or County Government.

**INTERNAL SERVICE FUND:**

A fund used to account for the financing of goods or services provided by one department or agency to other departments or agencies.

**INVENTORY:**

A detailed listing of property currently held by the government.

**L****LEVY:**

To impose or collect taxes, special assessments, or service charges for the support of City activities.

**LIABILITIES:**

Debt or other obligations arising in the past, which must be liquidated, renewed or refunded at some future date.

**LINE ITEM BUDGET:**

A budget that allocates funds to specific cost centers, accounts or objects, (e.g., salaries and office supplies.)

**LIQUIDATION:**

To convert assets into cash.

**LONG-TERM DEBT:**

Bonded debt and other long-term obligations, such as benefit accruals, due beyond one year.

## M

**MANDATE:**

A requirement from a higher level of government that a lower level of government performs a task in a particular way or by a particular standard.

**MISCELLANEOUS REVENUE:**

Those revenues are small in value and not individually categorized.

**MISSION STATEMENT:**

The statement that identifies the particular purpose and function of a department.

**MODIFIED ACCRUAL BASIS OF ACCOUNTING:**

Basis of accounting in which (a) revenues are recognized in the accounting period in which they become available and measurable and (b) expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except for un-matured interest on general long-term debt and certain similar accrued obligations, which is recognized when due.

**MUNICIPAL CODE:**

A collection of laws, rules, and regulations that apply to the City and its Citizens.

## O

**OBJECT CLASSIFICATION:**

A means of identifying and analyzing the obligations incurred by the City in terms of the nature of the goods or services purchased (e.g. personnel compensations, commodities, capital outlays, contractual services and personnel benefits), regardless of the agency involved or purpose of the programs for which they are used.

**OBJECTIVE:**

Something to be accomplished in specific, well-defined and measurable terms and that is achievable within a specific time frame.

**OPERATING BUDGET:**

A financial plan that pertains to daily operations that provides basic governmental services. The operating budget contains appropriations for such expenditures as personnel, supplies, utilities, materials, travel, and fuel. The operating budget presents proposed expenditures for the fiscal year and estimates the revenues to fund them.

**OPERATING EXPENSES:**

Fund expenses that are ordinary, recurring in nature and directly related to the fund's primary service activities.

**OPERATING REVENUES:**

Funds that the government receives as income to pay for ongoing operations. It includes such items as taxes, fees from specific services, interest earnings and grant revenues. Operating revenues are used to pay for day-to-day services.

**OPERATING TRANSFER IN/OUT:**

A planned transfer of monies from one fund to another to assist in financing the operations of the recipient fund.

**ORDINANCE:**

A formal, legislative enactment by the City that carries the full force and effect of the law, within corporate boundaries of the City, unless in conflict with any higher form of law such as state or federal.

## P

### **PER CAPITA:**

A measurement of the proportion of some statistic to an individual resident determined by dividing the statistic by the current population.

### **PERSONAL PROPERTY REPLACEMENT TAX:**

Revenues collected by the state of Illinois and paid to local governments to replace money that lost by local governments when their powers to impose personal property taxes on corporations, partnerships, and other business entities were taken away.

### **PERSONNEL COSTS:**

Costs of wages, salaries, retirement, and other fringe benefits for City employees; one of the five major expense categories defined in the financial plans.

### **PERFORMANCE INDICATORS:**

Specific quantitative and qualitative measures of work performed as an objective of the department.

### **PERFORMANCE MEASURE:**

A measure that is established to evaluate the effectiveness and efficiency of a specific service.

### **PRODUCTIVITY:**

A measure of the increase of service output of City programs compared to the per unit of resource input invested.

### **PROPERTY TAX LEVY:**

A tax based on the assessed value of a property. Tax liability falls on the owner of record as of the appraisal date.

### **PROPERTY TAXES:**

Used to describe all revenues received in a period from property taxes, both current and delinquent, including all related penalties and interest. Property taxes are levied on both real and personal property according to the property's valuation and tax rate.

### **PROPRIETARY FUNDS:**

Activities found in this category are many times seen in the private sector and are operated in a manner similar to their counterparts in the commercial world; the focus of these funds is on the measurement of net income, composed of two fund types: enterprise funds and internal service funds.

### **PURCHASE ORDER:**

A written legal document stating or confirming an offer to buy goods or services, which upon acceptance by a vendor becomes a contract. Its main function is to expedite and control buying by the City.

## Q

### **QUALITY:**

Doing the right things right the first time, continuous improvement, meeting or exceeding customer expectations.

## R

### **RESERVE:**

(1) An account used to earmark a portion of a fund balance to indicate that it is not appropriate for expenditure and; (2) An account used to earmark a portion of fund equity as legally segregated for a specific future use.

### **RESERVE FUND BALANCE:**

Reported to denote portions of fund balance that are either legally restricted to a specific future use or not available for appropriation or expenditure.

### **RESOLUTION:**

A legislative act by the City with less legal formality than an ordinance.

### **RETAINED EARNINGS:**

An equity account reflecting the accumulated earnings of an Enterprise Fund.

### **REVENUES:**

Money received into a fund from outside the fund that, together with fund balances, provide the financial resources for a given fiscal year.

### **REVENUE BONDS:**

Bonds in which principal and interest are paid exclusively from enterprise fund earnings.

### **REVISED BUDGET:**

The adopted budget as formally adjusted by the City Council.

## S

### **SALES TAX:**

Tax imposed on taxable sales of all final goods.

### **SPECIAL REVENUE FUNDS:**

Funds used to account for the proceeds from specific revenue sources (other than trusts or major capital projects) that are legally restricted to expenditures for specific purposes.

### **STRATEGIC PLAN:**

A blueprint of ideas intended to serve as a tool for the implementation of a Comprehensive Plan.

## T

### **TAX LEVY:**

The total amount to be raised by general property taxes for a purpose specified in the Tax Levy Ordinance.

### **TAXES:**

Compulsory charges levied by a government for the purpose of financing services performed for the common benefit of the people. This term does not include specific charges made against particular persons or property for current or permanent benefit, such as special assessments.

### **TRIAL BALANCE:**

A list of the balances by account in a ledger kept by double entry with the debit and credit balances shown in separate columns. If the totals of the debit and credit columns are equal or their net balance agrees with a control account, the ledger from which uses total expenditures and transfers to other funds that decreases net financial resources.

## U

### **UNRESERVED FUND BALANCE:**

Represents assets that are not considered “expendable available financial resources.” Examples of this category include advances to other funds and non-current loans receivable.

### **USER CHARGES:**

The payment of a fee for direct receipt of public service by the party benefiting from the service.

## Acronyms

**AAL:** Actuarial accrued liability  
**ACH:** Automated Clearing House  
**ADA:** Americans with Disabilities Act  
**AICPA:** American Institute of Certified Public Accountants  
**AP:** Accounts Payable  
**APWA:** American Public Works Association  
**ARC:** Annual required contribution  
**CAD:** Computer Aided Dispatch, Computer Aided Design  
**CAFR:** Comprehensive Annual Financial Report  
**CIP:** Capital Improvements Program  
**CPA:** Certified public accountant  
**EPA:** Environmental Protection Agency  
**FTE:** Fulltime Equivalent  
**GAAP:** Generally Accepted Accounting Principles  
**GAAFR:** Governmental Accounting, Auditing, and Financial Reporting  
**GAGAS:** Generally accepted government auditing standards  
**GASB:** Governmental Accounting Standards Board  
**GFOA:** Government Finance Officers Association  
**HR:** Human Resources  
**ICMA:** International City/County Management Association  
**IDOT:** Illinois Department of Transportation  
**IEPA:** Illinois Environment Protection Agency  
**IHDA:** Illinois Housing Development Authority  
**IMRF:** Illinois Municipal Retirement Fund  
**IT:** Information Technology  
**JETSB:** Joint Emergency Telephone Systems Board  
**J.U.L.I.E.:** Joint Utility Location Information & Excavation System  
**MD&A:** Management's discussion and analysis  
**NPO:** Net pension obligation  
**OPEB:** Other postemployment benefits  
**PPE:** Personal Protective Equipment  
**RFP:** Request for Proposal  
**RFI:** Request for Information  
**RFQ:** Request for Qualifications  
**SAS:** Statement of auditing standards  
**TIF:** Tax Increment Financing  
**UAAL:** Unfunded actuarial accrued liability  
**VSP:** Voluntary Separation Program





## Supplemental Information

**ORDINANCE NO. 2019 - 32**

**AN ORDINANCE FOR THE LEVY AND COLLECTION OF TAXES FOR THE FISCAL  
YEAR COMMENCING ON THE 1ST DAY OF MAY, 2019 AND ENDING ON THE  
30TH DAY OF APRIL, 2020**

**WHEREAS**, the City Council established an estimate of levy, in compliance with Section 18-60 of the Property Tax Code, at the Finance Committee meeting on November 4, 2019; and

**WHEREAS**, the estimate of levy determined that the proposed aggregate levy represents a 0% increase over the 2018 extension of the corporate or special purpose taxes that were levied or abated.

**BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF NORTH CHICAGO, COUNTY OF LAKE, ILLINOIS, IN EXERCISE OF ITS HOME-RULE AUTHORITY, AS FOLLOWS:**

**SECTION 1.** There is hereby deemed necessary to defray the expenses and liabilities for all corporate purposes of the City and levied upon all the taxable property within the corporate limits of said City of North Chicago, County of Lake, State of Illinois, the total sum of Seven Million Three Hundred Seventy-Four Thousand Seven Hundred Fifty Dollars **(\$7,374,750.00)** for the following specific purposes;

**SECTION 2.** General Corporate. A tax is hereby imposed for the General Corporate purposes in this City in the amount of Three Million Six Hundred Forty-Five Thousand Eight Hundred Forty Dollars **(\$3,645,840.00)** upon all property subject to taxation within the City as that property is assessed and equalized for state and county purposes for the current year.

**SECTION 3.** Illinois Municipal Retirement Fund. A further tax is hereby imposed for the purpose of meeting certain employer obligations of the City for the Illinois Municipal Retirement Fund in the amount of Two Hundred Seventy-Five Thousand Eight Hundred Seventy-Eight Dollars **(\$275,878.00)** upon all property subject to taxation: within the City as that property is assessed and equalized for state and county purposes for the current year, all in accordance with the provisions of Chapter 40, Section 5/7-171 of the Illinois Pension Code.

**SECTION 4.** Social Security Fund. A further tax is hereby imposed for the purpose of meeting certain employer obligations of this City for Social Security and Medicare purposes in the amount of Three Hundred Thirty-Two Thousand Eight Hundred Seventy-Eight Dollars **(\$332,878.00)** upon all property subject to taxation within the City as that property is assessed and equalized for state and county purposes for the current year, all in accordance with the provisions of Chapter 40, Section 5/21-110 & 110.1 of the Illinois Pension Code.

**SECTION 5.** Police Pension Fund. A further tax is hereby imposed for the purpose of financing the City's annual contribution to the Police Pension Fund in the amount of One Million Four Hundred Forty-Two Thousand Seven Hundred Thirty-Eight Dollars **(\$1,442,738.00)** upon all property subject to taxation within the City as that property is assessed and equalized for state and county purposes for the current year, in accordance with the provision of Chapter 40, Section 5/3-125 of the Illinois Pension Code.

**SECTION 6.** Firefighter's Pension Fund. A further tax is hereby imposed for the purpose of financing the City's annual contribution to the Firemen's Pension Fund in the amount of Nine Hundred Thirteen Thousand Twenty-Six Dollars **(\$913,026.00)** upon all property subject to taxation within the City as that property is assessed and equalized for state and county purposes for the current year, all in accordance with the provisions of Chapter 40, Section 5/4-1 18 of the Illinois Pension Code.

**SECTION 7.** Library General Corporate. A further tax is hereby imposed for General Corporate purposes for the North Chicago Library in the amount of Seven Hundred Twenty-Three Thousand Seven Hundred Thirty Dollars **(\$723,730.00)** upon all property subject to taxation within the City as that property is assessed and equalized for state and county purposes for the current year.

**SECTION 8. Illinois Municipal Retirement Fund-Library.** A further tax is hereby imposed for the purpose of meeting certain employer obligations of the North Chicago Library in the amount of Forty Thousand Six Hundred Sixty Dollars (**\$40,660.00**) upon all property subject to taxation within the City as that property is assessed and equalized for state and county purposes for the current year, all in accordance with the provisions of Chapter 40, Section 5/7-17 J of the Illinois Pension Code.

**SECTION 9.** A recapitulation of the foregoing levied funds is as follows:

**LEVIED FUNDS:**

General Corporate	\$3,645,840.00
Illinois Municipal Retirement Fund	275,878.00
Social Security Fund	332,878.00
Police Pension Fund	1,442,738.00
Firefighter's Pension Fund	913,026.00
Library General Corporate	723,730.00
Illinois Municipal Retirement Fund-Library	40,660.00

**Grand Total Tax Levy \$ 7,374,750.00**

**SECTION 10.** The City Clerk is hereby authorized to file a copy of this Ordinance, duly certified, along with any statutory representations or certifications, with the County Clerk of Lake County, Illinois, no later than the last Tuesday in December.

**SECTION 11.** If any item or portion of this Ordinance is for any reason held invalid, such decision shall not affect the validity of the remaining portion of such item or the remaining portion of this Ordinance.

PASSED AND APPROVED, this 2nd day of December, 2019.

AYES: FISHER, MAYFIELD, EVANS, ALLEN, MARKHAM, RUNNELS, JANUARY

NAYS: NONE

ABSENT: NONE

  
MAYOR

**ATTEST:**

  
CITY CLERK

STATE OF ILLINOIS           )  
  ) SS.  
COUNTY OF LAKE           )

COPY

**IN THE OFFICE OF THE COUNTY CLERK LAKE COUNTY, ILLINOIS**  
**CERTIFICATE OF COMPLIANCE WITH THE TRUTH IN TAXATION LAW**  
**35 ILCS 200/18- 60 THROUGH 200/18-85**

**CITY OF NORTH CHICAGO**

I, Leon Rockingham, Jr., being first duly sworn on oath, hereby certify that I am the duly elected Mayor of the City of North Chicago, Lake County, Illinois; and that attached hereto is a true and correct copy of the 2019 Tax Levy Ordinance for corporate purposes of the City of North Chicago, Lake County, Illinois for the fiscal year beginning May 1, 2019 and ending April 30, 2020, as it appears of record in the Minutes of the North Chicago City Council Meeting held December 02, 2019.

**I further certify that said Ordinance was passed in compliance with the provisions of  
"The Truth in Taxation Law" 35 ILCS 200/18-60 through 200/18-85.**

WITNESS my signature this 2nd day of December, 2019.

  
LEON ROCKINGHAM, JR., Mayor

SUBSCRIBED AND SWORN TO BEFORE ME  
This 2nd day of December, 2019.



  
Notary Public

## CERTIFICATION


STATE OF ILLINOIS  
COUNTY OF LAKE

I, Lori L. Collins, City Clerk in and for said City, in the State aforesaid, and keeper of the records and files thereof, as provided by the statute, and hereby certify the foregoing to be a true, perfect copy of **Ordinance No. 2019-32 An Ordinance for Levy and Collection of taxes for the fiscal year commencing on the 1<sup>st</sup> day of May, 2019 and ending on the 30<sup>th</sup> day of April, 2020.**

**GRAND TOTAL \$ 7,374,750.00**

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of said City at my office in North Chicago, this \_\_\_\_\_ 2nd \_\_\_\_\_ day of \_\_\_\_\_ December \_\_\_\_\_ A.D. 2019.



  
Lori L. Collins, City Clerk

**RECEIVED**

**DEC - 9 2019**

**LAKE COUNTY CLERK  
ROBIN M. O'CONNOR**

AN ORDINANCE MAKING APPROPRIATIONS FOR CORPORATE PURPOSES FOR THE FISCAL YEAR  
BEGINNING MAY 1, 2020 AND ENDING APRIL 30, 2021

BE IT ORDAINED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF NORTH CHICAGO, LAKE COUNTY,  
ILLINOIS AS FOLLOWS:

2020 - 09

**SECTION 1:** This Appropriate Ordinance is adopted pursuant to the procedures set forth in the Illinois Municipal Code, provided any limitations in the Illinois Municipal Code in conflict with Ordinance shall be applicable to this Ordinance, pursuant to Section 6 of Article VII of the Constitution of the State of Illinois.

**SECTION 2:** That the appropriations herein made for any purpose shall be regarded only as the maximum amounts to be expended under the respective appropriation accounts and shall not be construed as a commitment, agreement, obligation, or liability of the City of North Chicago, and such appropriation being subject to further approval as to expenditures thereof by the City Council.

**SECTION 3:** The following sums of money, or as much thereof as may be authorized by law, be and the same are hereby appropriated to pay necessary expenses and liability of the City of North Chicago, Lake County, Illinois, hereinafter specified for fiscal year beginning May 1, 2020 and ending April 30, 2021, such appropriations are hereby made for the following objects and purposes:

**SECTION 4:** Any sums of money heretofore appropriated and not heretofore expended, and not in the City Treasury of the City of North Chicago, Lake County, Illinois is and are here appropriated by this Ordinance.

**SECTION 5:** That any balance, or all unexpected balances of any items or items of any appropriation made by this Ordinance may be expended in making up any insufficiency in other item or items in this Ordinance.

**SECTION 6:** That if any item, purpose, sentence or portion thereof this Ordinance by for any reason held invalid or unconstitutional, such decision shall not affect the validity of the remaining portion of this ordinance, and that any Ordinance or parts of any Ordinance in conflict herewith are hereby repealed.

**SECTION 7:** That the City Clerk is hereby ordered and directed to file a certified copy of this Ordinance with the County Clerk of Lake County, on or before the time required by law;

**SECTION 8:** This ordinance shall be in full force and effect from and after its passage and approval.

PASSED AND APPROVED, THIS 6<sup>TH</sup> DAY OF JULY, 2020.

AYES: MAYFIELD, EVANS, ALLEN, RUNNELS

NAYS: MARKHAM, JANUARY

ABSENT: FISHER

  
MAYOR

ATTEST:

  
CITY CLERK

RECEIVED

JUL 31 2020

LAKE COUNTY CLERK  
ROBIN M. O'CONNOR



# *City of North Chicago*

1850 Lewis Avenue  
North Chicago, Illinois 60064-2098

City of North Chicago  
Certification of Revenues by Source

I, Daniela Partipilo, Interim Comptroller for the City of North Chicago, do hereby certify the attached FY2020 -2021 Estimate of Revenue by Source, as required per 35 ILCS 200/18-50.

June 16, 2020

Daniela Partipilo

Interim Comptroller  
City of North Chicago

**RECEIVED**  
**JUL 31 2020**  
**LAKE COUNTY CLERK**  
**ROBIN M. O'CONNOR**

<b>Budget</b>			
<b>Fund Name</b>	<b>Est Rev</b>	<b>Expense</b>	<b>Surplus /(Deficit)</b>
General	23,128,810	24,767,770	(1,638,960)
Enterprise	8,444,384	12,547,268	(4,102,884)
Library	956,452	1,131,288	(174,836)
Motor Fuel Tax	2,090,585	1,987,215	103,370
CDBG Fund	499,300	518,700	(19,400)
Federal Forfeited Property	0	63,000	(63,000)
E911 Fund	500	661,500	(661,000)
Seized Drug (State)	700	0	700
Sheridan Crossing TIF	0	52,763	(52,763)
Downtown TIF	11,000	6,563	4,438
Skokie Highway TIF	100,000	295,313	(195,313)
Grant Place-Operating	229,000	188,160	40,840
Grant Place-Capital	4,200	315	3,885
Debt Service 2014A	2,097,114	1,024,594	1,072,520
Debt Service 2007C	914,462	899,968	14,494
Debt Service 2007A	294,326	288,500	5,826
Debt Service 2007B	209,110	205,702	3,408
Dental & Vision	19,900	91,800	(71,900)
Retiree Ins Fund	210,400	220,605	(10,205)
Capital Project Fund	341,000	358,050	(17,050)
<b>Total</b>	<b>39,551,243</b>	<b>45,309,072</b>	

<b>Total Appropriation</b>	<b>45,309,072</b>
----------------------------	-------------------



Estimated Revenue, by Source, per 35 ILCS 200/18-50  
Fiscal Year Ending April 30, 2020

Fund	Account	Description	Revenue Estimate
	3801	Interest Income	35,000
20	3802	Wealth Mgmt Investment Income	70,500
		<b>Total G.O. Bond Series 2014-A</b>	<b>2,097,114</b>
<b>Corporate Purpose General Obligation Bonds-Series 2007-C Fund:</b>			
22	3001	Property Tax-Debt Service	908,462
22	3801	Interest Income	6,000
		<b>Total G.O. Bond Series 2007-C</b>	<b>914,462</b>
<b>Corporate Purpose General Obligation Bonds-Series 2007-A Fund:</b>			
24	3001	Property Tax-Debt Service	290,476
	3801	Interest Income	1,000
24	3802	Wealth Mgmt Investment Income	2,850
		<b>Total G.O. Bond Series 2007-A</b>	<b>294,326</b>
<b>Corporate Purpose General Obligation Bonds-Series 2007-B Fund:</b>			
29	3001	Property Tax-Debt Service	207,110
29	3801	Interest Income	2,000
		<b>Total G.O. Bond Series 2007-B</b>	<b>209,110</b>
<b>Dental and Vision Fund:</b>			
36	3801	Interest Income	900
36	3918	Employer Dental and Vision	19,000
		<b>Total Dental and Vision Fund</b>	<b>19,900</b>
<b>Retiree's Insurance Fund:</b>			
40	3801	Interest Income	400
40	3911	Health and Life Insurance Premium	210,000
		<b>Total Retiree's Insurance Fund</b>	<b>210,400</b>
<b>Capital Project Fund</b>			
95		Intergovernmental	311,000
		Transfer from General Fund	30,000
		<b>Total Capital Project Fund</b>	<b>341,000</b>
<b>Total All Fund Revenue</b>			<b>39,551,243</b>

**RECEIVED**

**JUL 31 2020**

**LAKE COUNTY CLERK  
ROBIN M. O'CONNOR**

Estimated Revenue, by Source, per 35 ILCS 200/18-50  
Fiscal Year Ending April 30, 2020

Fund	Account	Description	Revenue Estimate
03	3903	Donations	21,000
03	3904	Miscellaneous	500
03	3905	Friends of North Chicago Public Library	1,000
		<b>Total Library Fund</b>	<b>956,452</b>
<b>Motor Fuel Tax Fund:</b>			
06	3110	Motor Fuel Tax-state	1,340,000
06	3113	Rebuild Illinois	715,585
06	3801	Interest	5,000
06	3806	Interest Income - Investment	0
06	3906	IDOT Roadway Maintenance	30,000
		<b>Total Motor Fuel Tax Fund</b>	<b>2,090,585</b>
<b>Housing and Community Development Fund:</b>			
15	3150	Grant Proceeds	494,000
	3801	Interest Income	2,500
15	3802	Wealth Mgmt Investment Income	2,800
		<b>Total Housing &amp; Community Development Fund</b>	<b>499,300</b>
<b>E-911 Emergency Fund:</b>			
33	3112	E-911 Wireless Emergency Surcharge	0
33	3801	Interest Income	200
33	3802	Wealth Mgmt Investment Incom	300
		<b>Total E-911 Emergency Fund</b>	<b>500</b>
<b>Seized Drug Forfeiture-State Fund:</b>			
38	3801	Interest Income	200
38	3810	State of Illinois Awards	500
		<b>Total Seized Drug Forfeiture-State Fund</b>	<b>700</b>
<b>Sheridan Crossing TIF 2 Fund:</b>			
64	3801	Interest Income	0
		<b>Total TIF I Downtown Redevelopment Area Fund</b>	<b>0</b>
<b>Downtown Redevelopment TIF 1 Fund:</b>			
65	3801	Interest Income	11,000
		<b>Total TIF I Downtown Redevelopment Area Fund</b>	<b>11,000</b>
<b>Skokie Highway TIF 3 Fund:</b>			
66	3007	Property Tax Increment	100,000
65	3801	Interest Income	0
		<b>Total TIF I Downtown Redevelopment Area Fund</b>	<b>100,000</b>
<b>Grant Place Retail Center Operating Fund:</b>			
78	3401	Rental Income	130,000
78	3402	CAM	45,000
78	3403	Real Estate Taxes	50,000
78	3801	Interest	4,000
		<b>Total Grant Place Retail Center Operating Fund</b>	<b>229,000</b>
<b>Grant Place Capital Development Fund:</b>			
79	3802	Wealth Mgmt Investment Income	3,000
79	3904	Miscellaneous Revenue	1,200
		<b>Total Grant Place Capital Development Fund</b>	<b>4,200</b>
<b>Corporate Purpose General Obligation Bonds-Series 2014-A Fund:</b>			
20	3001	Property Tax-Debt Service	1,031,614
20	3007	Property Tax-Tax Increment	960,000

Estimated Revenue, by Source, per 35 ILCS 200/18-50  
Fiscal Year Ending April 30, 2020

Fund	Account	Description	Revenue Estimate
01	3801	Interest Income	80,000
	3802	Wealth Management Investment Income	50,000
01	3803	Lake County Circuit Court Fines/Fees	110,000
01	3900	Sale of Fixed Assets	30,000
01	3901	Sale of City Property	1,000
01	3902	Reimbursables - Legal Services	50,000
	3903	Donations	1,000
01	3904	Miscellaneous Revenue	10,000
01	3905	NSF Check Fee	250
01	3915	WC Reimbursement	10,000
01	3925	Transfer In-Sewer Operating	525,000
01	3950	Transfer In-Water Operating	2,175,000
01	3952	Transfer In-Library	33,000
		Transfer from Dental & Vision	75,000
01	3980	Reimbursables - Bldg Division	60,000
01	3981	Reimbursables - Planning Division	140,000
01	3983	Reimbursables - Engineering Services	0
		<b>Total General Fund</b>	<b>23,128,810</b>

**Water & Sewer Fund:**

07	3001	Real Estate Taxes-General	281,184
07	3801	Interest	50,000
07	3802	Wealth Mgmt Investment Income	35,000
07	3806	Interest Income - Investment	40,000
07	3401	Water Usage-Industrial	1,650,000
07	3404	Water Usage-Abbott Park	800,000
07	3405	Water Usage-Abbvie Raw Water	700,000
07	3406	Water Usage-Residential	1,375,000
07	3407	Water Usage-Commercial	300,000
07	3408	Penalties/Late Charges-Water	55,000
07	3410	Service Restoration Fees	18,000
07	3411	Water Meter Sales	20,000
07	3412	Tap-On Fees	12,000
07	3416	Base Water Fees-Industrial	59,000
07	3417	Base Water Fees-Abbott Park	41,000
07	3418	Base Water Fees-Commercial	100,000
07	3419	Base Water Fees-Residential	500,000
07	3452	Sewer Usage-Residential	575,000
07	3453	Sewer Usage-Industrial	675,000
07	3454	Penalties/Late Charges-Sewer	16,000
07	3455	Sewer Usage-Commercial	105,000
07	3457	Base Sewer Fees-Residential	80,000
07	3458	Base Sewer Fees-Industrial	8,500
07	3459	Base Sewer Fees-Commercial	15,000
07	3904	Miscellaneous Revenue	10,000
07	3927	Transfer from General	75,000
07	3905	Raw Water Equipment	23,700
07	3909	Refuse Hauling	825,000
		<b>Total Water &amp; Sewer Fund</b>	<b>8,444,384</b>

**Library Fund:**

03	3001	Real Estate Taxes-General	723,732
03	3006	Real Estate Taxes-IMRF/FICA	40,660
03	3150	Grant Proceeds	134,160
03	3507	Rental Income	200
03	3505	Fines and Fees	3,000
03	3602	Photo Copier	5,000
03	3801	Interest Income	200
03	3802	Wealth Mgmt Investment Income	12,000
03	3902	Reimbursement	15,000

**RECEIVED**

**JUL 31 2020**

**LAKE COUNTY CLERK  
ROBIN M. O'CONNOR**

Estimated Revenue, by Source, per 35 ILCS 200/18-50  
Fiscal Year Ending April 30, 2020

Fund	Account	Description	Revenue Estimate
<b>General Fund:</b>			
01	3001	Real Estate Taxes-General	3,645,840
01	3002	Local Hotel/Motel Tax	190,000
01	3004	Local Real Estate Transfer Tax	125,000
01	3005	Real Estate Taxes-IMRF/FICA	608,756
01	3006	Real Estate Taxes-Fire Pension	913,026
01	3007	Local Food and Beverage Tax	250,000
01	3008	Real Estate Taxes-Police Pension	1,442,738
01	3009	Local Motor Fuel Tax	675,000
01	3010	Local Self Storage Facility Tax	40,000
01	3102	Income Tax	2,450,000
01	3103	Utility Tax	1,450,000
01	3104	Sales Tax	2,600,000
01	3105	Sales Tax-Abbott Purchasing Co.	0
01	3106	Sales Tax-Abbvie Purchasing Co.	0
01	3108	Personal Property Replacement Tax	235,000
01	3109	Simplified Telecom Tax	525,000
01	3110	Automobile Rental Tax	9,500
	3111	Foreign Fire Insurance	21,000
01	3112	Illinois Local Use Tax	800,000
	3115	Cannabis Use Tax	25,000
01	3113	Road and Bridge Tax	33,000
01	3117	Video Gaming Tax	175,000
01	3150	Grant Proceeds	610,000
01	3152	Grant Proceeds-Student Youth Program	0
01	3203	North Chicago Housing Authority	15,000
01	3306	Contractor's Licenses	18,000
01	3307	Pet Tag Licenses	500
01	3314	Liquor Licenses	65,000
01	3318	Video Gaming Terminal Licenses	85,000
01	3320	Business Licenses	120,000
01	3321	Landlord Licenses	65,000
01	3322	Property Vacancies Licenses	60,000
01	3355	Building Permits	150,000
01	3358	Permits - Rezoning Variance	1,500
01	3359	Miscellaneous Permits	1,500
01	3363	Truck Stickers	12,000
01	3364	Building Permits-Abbott/Abbvie	5,000
01	3367	Occupancy Permits	50,000
01	3368	Hazardous Material Permits	20,000
	3369	Fire Inspections	100
01	3371	Taxi Class A Driver Licenses	28,000
01	3500	Lien Fees	20,000
01	3501	Parking/Local Ordinance Fines	20,000
	3503	Overweight Trucks	1,000
01	3504	Animal Fines and Fees	100
01	3505	Building Fines & Fees	10,000
01	3515	Adjudication Fees	90,000
01	3520	Redflex CNC Collections	375,000
01	3525	Other Adjudication Court Fees	5,000
01	3602	Photo Copies	3,000
01	3606	Ambulance Fees	450,000
01	3615	Police Services	1,000,000
01	3700	Alarm Service Fees	11,000
01	3702	Cable Franchise Fees	125,000
01	3703	Cable Land Use	100,000
01	3705	Metra Parking Passes/Fees	10,000
01	3707	Community Days Fees	0
	3710	Community Days Donations	25,000
01	3711	Rental-Whole Earth Organics	13,000

Account	Account Description	Budget	105% Appropriation
4402	Refuse	4,000	4,200
4444	Real Estate Taxes	65,000	68,250
	<b>Total-Grant Place Operating Fund</b>	<b>179,200</b>	<b>188,160</b>
<b>Grant Place Capital Fund:</b>			
4451	Wealth Mgmt Investment Fees	300	315
	<b>Total-Grant Place Capital Fund</b>	<b>300</b>	<b>315</b>
<b>Corporate Purpose Bonds-Series 2014-A Fund:</b>			
4451	Wealth Mgmt Investment Fees	2,328	2,444
4860	Interest Expense	116,400	116,400
4870	Principal Payment	905,000	905,000
4880	Fiscal Agent Fees	750	750
	<b>Total-Corporate Purpose General</b>	<b>1,024,478</b>	<b>1,024,594</b>
	<b>Obligation Bonds-Series 2014-A Fund</b>		
<b>Corporate Purpose Bonds-Series 2007-C Fund:</b>			
4860	Interest Expense	349,468	349,468
4870	Principal Payment	550,000	550,000
4880	Fiscal Agent Fees	500	500
	<b>Total-Corporate Purpose General</b>	<b>899,968</b>	<b>899,968</b>
	<b>Obligation Bonds-Series 2007-C Fund</b>		
<b>Corporate Purpose Bonds-Series 2007-A Fund:</b>			
4860	Interest Expense	32,600	32,600
4870	Principal Payment	255,000	255,000
4880	Fiscal Agent Fees	900	900
	<b>Total-Corporate Purpose General</b>	<b>288,500</b>	<b>288,500</b>
	<b>Obligation Bonds-Series 2007-A Fund</b>		
<b>Corporate Purpose Bonds-Series 2007-B Fund:</b>			
4860	Interest Expense	205,060	205,060
4880	Fiscal Agent Fees	642	642
	<b>Total-Corporate Purpose General</b>	<b>205,702</b>	<b>205,702</b>
	<b>Obligation Bonds-Series 2007-B Fund</b>		
<b>Dental and Vision Fund:</b>			
4092	Vision Expenses	13,000	13,650
4450	Administrative Fees	3,000	3,150
	Transfer to General Fund	75,000	75,000
	<b>Total Dental and Vision Fund</b>	<b>91,000</b>	<b>91,800</b>
<b>Retiree's and COBRA Insurance Fund:</b>			
4031	Medical Insurance Premiums	185,460	194,733
4033	Dental & Vision	22,000	23,100
4072	Life Insurance Premiums	2,640	2,772
	<b>Total Retiree's Insurance Fund</b>	<b>210,100</b>	<b>220,605</b>
<b>Capital Project Fund</b>			
4920	Other Improvements	341,000	358,050
	<b>Total Capital Project Fund</b>	<b>341,000</b>	<b>358,050</b>
<b>Total Appropriations</b>		<b>43,256,723</b>	<b>45,309,072</b>

RECEIVED

JUL 31 2020

LAKE COUNTY CLERK  
ROBIN M. O'CONNOR

Account	Account Description	105%	
		Budget	Appropriation
4800	Reimbursements	500	525
4850	Miscellaneous Expenses	500	525
4851	Friends of the Library	1,000	1,050
4890	Books	30,000	31,500
4910	Building Improvements	38,200	40,110
4940	Equipment	6,000	6,300
4990	Audio/Visual	6,000	6,300
	<b>Total-Library Fund</b>	<b>1,077,417</b>	<b>1,131,288</b>
<b>Motor Fuel Tax Fund:</b>			
4132	Maintenance-Signage	7,000	7,350
4133	Maintenance-Traffic Signals	30,500	32,025
4260	Utilities	225,000	236,250
4270	Street Lighting	25,000	26,250
4360	Engineering Services	10,000	10,500
4400	Professional Services	50,000	52,500
4402	De-Icing Supplies	110,500	116,025
4680	Operating Supplies	10,000	10,500
	Reserve for Argonne Street Project	540,000	540,000
4920	Other Improvements	910,300	955,815
	<b>Total-MFT</b>	<b>1,918,300</b>	<b>1,987,215</b>
<b>Housing &amp; Community Development Fund:</b>			
4920	Other Improvements	494,000	518,700
	<b>Total-Housing and Community Development Fund</b>	<b>494,000</b>	<b>518,700</b>
<b>Federal Forfeited Property Fund:</b>			
4940	Equipment	60,000	63,000
	<b>Total-Federal Forefeited Property Fund</b>	<b>60,000</b>	<b>63,000</b>
<b>E-911 Fund:</b>			
4000	Wages - Separations	55,000	57,750
4495	Dispatch Services	575,000	603,750
	<b>Total-E-911 Emergency Fund</b>	<b>630,000</b>	<b>661,500</b>
<b>Sheridan Crossing TIF II:</b>			
4400	Professional Services	50,000	52,500
4350	Audit	250	263
	<b>Total-Sheridan Crossing TIF II</b>	<b>50,250</b>	<b>52,763</b>
<b>Downtown TIF I:</b>			
4350	Audit	1,250	1,313
4920	Other Improvements	5,000	5,250
	<b>Total-Sheridan Crossing TIF II</b>	<b>6,250</b>	<b>6,563</b>
<b>Skokie Highway TIF III:</b>			
4350	Audit	1,250	1,313
4400	Professional Services	30,000	31,500
4920	Other Improvements	250,000	262,500
	<b>Total-Skokie Hwy TIF III</b>	<b>281,250</b>	<b>295,313</b>
<b>Grant Place Operating Fund:</b>			
4100	Maintenance-Building	31,000	32,550
4150	Maintenance-Grounds	39,000	40,950
4260	Utilities	16,500	17,325
4210	Insurance - Building	17,800	18,690
4343	Janitorial Services	3,000	3,150
4350	Audit	1,500	1,575
4500	Legal Fees	500	525
4570	Pest Control	900	945

Account	Account Description	Budget	105% Appropriation
4400	Other Professional Services	105,000	110,250
4660	Gasoline and Oil	10,000	10,500
4670	Maintenance Supplies	25,000	26,250
4690	Uniforms	3,000	3,150
4781	Transfer to General Fund	525,000	551,250
4860	Principal Retirement	110,000	107,500
4865	Interest Expense	27,000	33,500
4880	Bond Service Fees - 2014B	500	500
4960	Non-Bonded Debt (IEPA)	57,875	57,875
4999	Enterprise Fleet Lease	1,225	1,286
	<b>Total-Public Works-Sewer Division</b>	<b>1,293,080</b>	<b>1,351,965</b>
<b>Garbage &amp; Refuse Service:</b>			
4402	Refuse Collection	825,000	866,250
	<b>Total Refuse and Garbage Service</b>	<b>825,000</b>	<b>866,250</b>
	<b>Total-Water &amp; Sewer Fund</b>	<b>11,966,395</b>	<b>12,547,268</b>

**Library Fund:**

4000	Full Time Wages	364,563	382,791
4001	Part Time Wages	118,332	124,249
4010	Overtime	2,000	2,100
4020	IMRF Match	24,500	25,725
4030	Employer's Health Insurance	90,600	95,130
4035	Employer's Dental and Vision	6,200	6,510
4070	Social Security Match	17,600	18,480
4071	Medicare Match	4,200	4,410
4072	Life Insurance Premiums	720	756
4100	Maintenance-Buildings	20,387	21,406
4110	Maintenance-Vehicle	2,000	2,100
4120	Maintenance-Equipment	15,000	15,750
4150	Maintenance-Grounds	68,450	71,873
4190	Snow Removal	3,000	3,150
4230	Telephone	10,000	10,500
4260	Utilities	2,100	2,205
4280	Rentals	9,000	9,450
4310	Travel and Training	6,000	6,300
4320	Postage	2,000	2,100
4340	Printing and Publishing	2,000	2,100
4341	Software	20,000	21,000
4342	Library Databases	20,000	21,000
4350	Audit	5,115	5,371
4370	Legal Services	10,000	10,500
4400	Other Professional Services	31,500	33,075
4401	Contractual	300	315
4420	Janitorial Services	5,500	5,775
4440	Dues and Memberships	2,500	2,625
4450	Bank Service Charges	1,000	1,050
4451	Wealth Mgmt Investment Fees	650	683
4530	Boards and Commissions	26,000	27,300
4570	Pest Control	1,800	1,890
4650	Office Supplies	3,000	3,150
4660	Gasoline and Oil	1,000	1,050
4670	Maintenance Supplies	2,000	2,100
4680	Operating Supplies	6,000	6,300
4690	Uniforms	400	420
4710	Publications	2,000	2,100
4740	Public Relations	12,000	12,600
4741	Risk Management (All Insurance)	17,800	18,690
4781	Transfer to General Fund	33,000	34,650
4799	COVID-19 Expense	25,000	26,250

**RECEIVED**

**JUL 31 2020**

**LAKE COUNTY CLERK  
ROBIN M. O'CONNOR**

		105%	
Account	Account Description	Budget	Appropriation
4000	Full Time Wages	854,500	897,225
4010	Overtime	150,000	157,500
4022	Sick Leave Sellback	1,000	1,050
4020	IMRF Match	74,000	77,700
4030	Employer's Health Insurance	163,000	171,150
4035	Employer's Dental and Vision	12,700	13,335
4070	Social Security Match	53,000	55,650
4071	Medicare Match	12,500	13,125
4072	Life Insurance Premiums	1,120	1,176
4100	Maintenance-Buildings	89,000	93,450
4110	Maintenance-Vehicles	9,500	9,975
4120	Maintenance-Equipment	271,500	285,075
4210	Risk Management (All Insurance)	273,000	286,650
4230	Telephone	6,000	6,300
4260	Utilities	561,000	589,050
4310	Travel and Training	5,000	5,250
4320	Postage	15,000	15,750
4340	Printing and Publishing	4,000	4,200
4341	Software & Program Fees	55,000	57,750
4343	Janitorial Services	10,000	10,500
4350	Auditing	15,500	16,275
4360	Engineering Services	100,000	105,000
4400	Professional Services	167,500	175,875
4400	Dues & Memberships	750	788
4450	Bank Service Charges	15,000	15,750
4451	Wealth Mgmt Investment Fees	250	263
4480	Sludge Treatment	14,000	14,700
4650	Office Supplies	500	525
4660	Gasoline and Oil	12,000	12,600
4670	Maintenance Supplies	15,000	15,750
4680	Operating Supplies	125,000	131,250
4690	Uniforms	10,000	10,500
4781	Transfer to General Fund	2,175,000	2,283,750
4860	Principal Retirement	110,000	115,500
4865	Interest Expense	27,000	28,350
4880	Bond Service Fees - 2014B	500	525
4910	Building Improvements	255,100	267,855
4920	Other Improvements	3,873,900	4,067,595
4940	Equipment	75,000	78,750
4969	County Repayment IGS (14th )	233,570	233,570
4999	Enterprise Fleet Lease	1,925	2,021
	<b>Total-Public Works-Water Division</b>	<b>9,848,315</b>	<b>10,329,052</b>
<b>Public Works-Sewer:</b>			
4000	Full Time Wages	241,000	253,050
4010	Overtime	25,000	26,250
4020	IMRF Match	21,000	22,050
4030	Employer's Health Insurance	56,000	58,800
4035	Employer's Dental and Vision	4,400	4,620
4070	Social Security Match	15,000	15,750
4071	Medicare Match	3,600	3,780
4100	Maintenance-Buildings	15,000	15,750
4110	Maintenance-Vehicles	5,000	5,250
4120	Maintenance-Equipment	7,500	7,875
4150	Maintenance-Grounds	1,000	1,050
4160	Maintenance-Utility	2,000	2,100
4072	Life Insurance Premiums	380	399
4230	Telephone	3,600	3,780
4280	Rentals	2,500	2,625
4310	Travel and Training	500	525
4360	Engineering Services	25,000	26,250



Account	Account Description	Budget	105% Appropriation
4150	Maintenance-Grounds	5,000	5,250
4230	Telephone	4,000	4,200
4280	Rentals	2,500	2,625
4310	Travel and Training	6,500	6,825
4320	Postage	100	105
4343	Janitorial Services	10,200	10,710
4360	Engineering Services	10,000	10,500
4400	Other Professional Services	175,000	183,750
4440	Dues & Memberships	1,800	1,890
4650	Office Supplies	900	945
4660	Fuel	22,000	23,100
4670	Maintenance Supplies	8,500	8,925
4680	Operating Supplies	18,000	18,900
4690	Uniforms	16,300	17,115
4800	Reimbursements	100	105
4999	Enterprise Fleet Lease	13,244	13,906
4850	Miscellaneous Expense	600	630
	Total Public Works-Streets	1,520,544	1,596,571
<b>Administrative Services:</b>			
4050	Unemployment Insurance Claims	25,000	26,250
4200	Workers Compensation Insurance	65,000	68,250
4201	Workers Compensation Deductible	200,000	210,000
4460	Transfer-Firefighter's Pension Fund	1,263,026	1,326,177
4465	Transfer-Police Pension Fund	1,792,738	1,882,375
4210	Liability/Property Insurance Premium	500,000	525,000
4211	Liability Claims	200,000	210,000
4212	Duty Disability Insurance Premiums	122,000	128,100
4230	Telephone	150,000	157,500
4260	Utilities	8,000	8,400
4320	Postage	17,000	17,850
4340	Printing and Publishing	7,000	7,350
4370	Legal Retainers	26,000	27,300
4400	Other Professional Services	100,000	105,000
4410	Redflex Traffic System Fees	160,000	168,000
4440	Dues and Memberships	5,800	6,090
4500	Legal Services	350,000	367,500
4740	Public Relations	31,000	32,550
4745	Public Relations-Community Days	25,000	26,250
	Economic Incentive-Hampton's Condo	30,000	31,500
4443	Economic Incentive-Abbvie	620,000	651,000
4444	Economic Incentive-Abbott	200,000	210,000
4445	Lake Bluff Sales Tax Sharing	12,000	12,600
4850	Miscellaneous Expenses	15,000	15,750
4898	Reserve for Voluntary Separation Plan	37,200	39,060
	Transfer to Capital Projects Fund	15,000	15,750
4753	IL Department of Revenue	324,825	341,066
	Total Administrative Services:	6,301,589	6,616,668
<b>COVID-19</b>			
4000	Full Time Wages	25,000	26,250
4400	Other Professional Services	25,000	26,250
4401	Contractual Services	25,000	26,250
4680	Operational Supplies	25,000	26,250
4940	Equipment	5,000	5,250
	Total COVID-19	105,000	110,250
	<b>Total-General Fund</b>	<b>23,592,613</b>	<b>24,767,770</b>

Water & Sewer Fund:

Public Works-Water:

**RECEIVED**

**JUL 31 2020**

**LAKE COUNTY CLERK  
ROBIN M. O'CONNOR**

			105%
Account	Account Description	Budget	Appropriation
<b>Economic Development - Facilities Management</b>			
4000	Full Time Wages	95,000	99,750
4010	Overtime	5,000	5,250
4020	IMRF Match	8,000	8,400
4030	Employers' Health Insurance	14,872	15,616
4035	Employers' Dental & Vision Insurance	750	788
4070	Social Security Match	5,800	6,090
4071	Medicare Match	1,300	1,365
4072	Life Insurance Premiums	130	137
4100	Maintenance-Buildings	72,000	75,600
4110	Maintenance-Vehicles	560	588
4120	Maintenance-Equipment	8,000	8,400
4230	Telephone	750	788
4310	Travel and Training	500	525
4340	Printing and Publishing	150	158
4343	Janitorial Services	74,000	77,700
4570	Pest Control	37,500	39,375
4650	Office Supplies	225	236
4660	Fuel	200	210
4670	Maintenance Supplies	800	840
4690	Uniforms	815	856
4852	Contingency	25,000	26,250
Total-Facilities Management Division		351,352	368,920
<b>Economic Development - Planning Division</b>			
4000	Full Time Wages	167,000	175,350
4010	Overtime	600	630
4020	IMRF Match	14,000	14,700
4030	Employers' Health Insurance	36,400	38,220
4035	Employers' Dental & Vision Insurance	2,400	2,520
4070	Social Security Match	10,000	10,500
4071	Medicare Match	2,300	2,415
4072	Life Insurance Premiums	180	189
4230	Telephone	600	630
4310	Travel and Training	3,500	3,675
4320	Postage	500	525
4340	Printing & Publishing	600	630
4341	Software	1,500	1,575
4360	Engineering Fees	50,000	52,500
4399	Reimbursable Building Division	140,000	147,000
4400	Other Professional Services	10,000	10,500
4440	Dues and Memberships	2,000	2,100
4660	Fuel	100	105
4710	Publications	300	315
Total-Facilities Management Division		441,980	464,079
<b>Public Works-Streets:</b>			
4000	Full Time Wages	760,000	798,000
4010	Overtime	40,000	42,000
4022	Sick Leave Sellback	1,000	1,050
4020	IMRF Match	65,000	68,250
4030	Employer's Health Insurance	160,000	168,000
4035	Employer's Dental and Vision	10,500	11,025
4070	Social Security Match	47,000	49,350
4071	Medicare Match	11,000	11,550
4072	Life Insurance	1,300	1,365
4100	Maintenance-Building	19,000	19,950
4110	Maintenance-Vehicles	35,000	36,750
4120	Maintenance-Equipment	16,000	16,800
4130	Maintenance-Streets	60,000	63,000

Account	Account Description	Budget	105%
			Appropriation
4000	Full Time Wages	2,712,000	2,847,600
4001	Part Time Wages	1,200	1,260
4005	Fire Overtime	55,000	57,750
4018	Good Attendance Incentive	23,000	24,150
4009	Lieutenant Pay	5,000	5,250
4020	IMRF Match	14,400	15,120
4030	Employer's Health Insurance	424,179	445,388
4035	Employer's Dental and Vision	28,700	30,135
4070	Social Security Match	10,300	10,815
4071	Medicare Match	37,000	38,850
4072	Life Insurance Premiums	2,960	3,108
4110	Maintenance-Vehicles	35,000	36,750
4120	Maintenance-Equipment	14,300	15,015
4230	Telephone	4,700	4,935
4280	Rentals	1,500	1,575
4310	Travel and Training	30,000	31,500
4320	Postage	200	210
4340	Printing and Publishing	5,600	5,880
4341	Software	4,000	4,200
4380	Medical Services	11,500	12,075
4400	Other Professional Services	1,700	1,785
4440	Dues and Memberships	5,000	5,250
4650	Office Supplies	2,500	2,625
4660	Gasoline and Oil	23,000	24,150
4670	Maintenance Cleaning Supplies	5,000	5,250
4680	Operating Supplies	10,000	10,500
4681	Ambulance Supplies	9,000	9,450
4690	Uniforms	15,000	15,750
4720	Hazardous Material Enforcement	3,000	3,150
4850	Miscellaneous Expenses	2,500	2,625
4999	Enterprise Fleet Lease	7,476	7,850
4870	Principal and Interest	21,116	21,448
	Total-Fire Services	3,525,831	3,701,399

**Economic Development - Building Division**

4000	Full Time Wages	255,000	267,750
4010	Overtime	7,000	7,350
4020	IMRF Match	21,700	22,785
4030	Employer's Health Insurance	45,760	48,048
4035	Employer's Dental and Vision	5,450	5,723
4070	Social Security Match	15,500	16,275
4071	Medicare Match	3,600	3,780
4072	Life Insurance Premiums	410	431
4130	Maintenance - Vehicles	2,200	2,310
4230	Telephone	2,600	2,730
4310	Travel and Training	2,800	2,940
4320	Postage	300	315
4340	Printing and Publishing	6,000	6,300
4399	Reimbursable Building Division	60,000	63,000
4400	Other Professional Services	350,000	367,500
4440	Dues and Memberships	1,850	1,943
4540	Demolition	15,000	15,750
4541	Fastrack Demolition	35,000	36,750
4650	Office Supplies	2,700	2,835
4660	Fuel	2,200	2,310
4690	Uniforms	1,600	1,680
4710	Publications	0	0
4850	Miscellaneous Expense	1,000	1,050
	Transfer to Enterprise Fund	75,000	75,000
	Total-Building Division	912,670	954,554

**RECEIVED**  
**JUL 31 2020**  
**LAKE COUNTY CLERK**  
**ROBIN M. O'CONNOR**

		105%	
Account	Account Description	Budget	Appropriation
4440	Dues and Memberships	265	278
4650	Office Supplies	1,750	1,838
4715	Advertising/Recruitment	5,500	5,775
4710	Publications	100	105
4717	Employment Recognition	2,000	2,100
	Total-Human Resources	213,099	223,754
<b>Information Technology:</b>			
4120	Maintenance-Equipment	146,600	153,930
4230	Telephone	6,500	6,825
4310	Travel and Training	0	0
4400	Other Professional Services	247,900	260,295
4680	Operating Supplies	7,500	7,875
4940	Equipment	36,000	37,800
	Total-Information Technology	444,500	466,725
<b>Police Services:</b>			
4000	Full Time Wages	4,910,000	5,155,500
4001	Part Time Wages	130,000	136,500
4005	Voluntary Separation Plan	20,000	21,000
4007	Police Special Detail	45,000	47,250
4010	Overtime-Support Staff	25,000	26,250
4011	Overtime-Double	7,500	7,875
4014	Overtime-Sworn Staff	900,000	945,000
4020	IMRF Match	14,900	15,645
4022	Sick Leave-Sell Back	20,000	21,000
4025	Workers Compensation	100,000	105,000
4030	Employer's Health Insurance	676,000	709,800
4035	Employer's Dental and Vision	47,000	49,350
4060	Uniform Allowance	10,000	10,500
4070	Social Security Match	10,700	11,235
4071	Medicare Match	51,400	53,970
4072	Life Insurance Premiums	5,750	6,038
4100	Maintenance-Building	6,000	6,300
4110	Maintenance-Vehicles	55,500	58,275
4120	Maintenance-Equipment	43,500	45,675
4230	Telephone	22,000	23,100
4280	Rentals	500	525
4310	Travel and Training	107,250	112,613
4320	Postage	600	630
4340	Printing and Publishing	11,000	11,550
4341	Software & Program Fees	116,400	122,220
4400	Other Professional Services	189,900	199,395
4440	Dues and Memberships	14,415	15,136
4460	Animal Control	66,750	70,088
4470	Other Communications	45,800	48,090
4495	Dispatch Services	150,000	157,500
4650	Office Supplies	13,000	13,650
4660	Fuel	80,000	84,000
4680	Operating Supplies	43,200	45,360
4690	Uniforms	64,000	67,200
4700	Prisoner Meals	1,500	1,575
4810	Investigative Expenses	8,000	8,400
4820	Crime Prevention	25,500	26,775
4850	Miscellaneous Expense	10,000	10,500
4940	Equipment	0	0
4999	Enterprise Fleet Lease	57,558	60,436
4960	Non Bonded Debt Service (Vehicles)	0	0
	Total-Police Services	8,105,623	8,510,904
<b>Fire Services:</b>			

Account	Account Description	Budget	105% Appropriation
4440	Dues and Memberships	1,200	1,260
4650	Office Supplies	1,000	1,050
4660	Fuel	1,000	1,050
4710	Publications	250	263
4850	Miscellaneous Expenses	250	263
	Total-City Clerk's Office	201,591	211,671
<b>City Treasurer:</b>			
4001	Part Time Wages	23,000	24,150
4020	IMRF Match	1,975	2,074
4035	Employer's Dental and Vision	780	819
4070	Social Security Match	1,425	1,496
4071	Medicare Match	350	368
4212	Life Insurance Premiums	70	74
4310	Travel and Training	6,500	6,825
4340	Printing and Publishing	2,000	2,100
4440	Dues and Memberships	600	630
4650	Office Supplies	800	840
4660	Fuel	1,000	1,050
	Total-City Treasurer	38,500	40,425
<b>Comptroller's Office:</b>			
4000	Full Time Wages	300,000	315,000
4010	Overtime	3,000	3,150
4020	IMRF Match	26,000	27,300
4030	Employer's Health Insurance	48,880	51,324
4035	Employer's Dental and Vision	2,400	2,520
4070	Social Security Match	19,000	19,950
4071	Medicare Match	4,500	4,725
4212	Life Insurance Premiums	475	499
4120	Maintenance - Equipment	1,300	1,365
4310	Travel and Training	10,000	10,500
4340	Printing and Publishing	3,000	3,150
4355	Payroll Services	40,000	42,000
4350	Auditing	22,000	23,100
4400	Other Professional Services	133,300	139,965
4440	Dues & Memberships	1,000	1,050
4450	Bank Service Charges	9,500	9,975
4451	Wealth Management Fees	5,000	5,250
4650	Office Supplies	2,500	2,625
4850	Miscellaneous Expenses	500	525
	Transfer to Capital Projects	15,000	15,750
	Furniture	5,000	5,250
4940	Equipment	75,000	78,750
	Total-Comptroller's Office	727,355	763,723
<b>Human Resources:</b>			
4000	Full Time Wages	85,000	89,250
4020	IMRF Match	7,200	7,560
4030	Employer's Health Insurance	12,100	12,705
4035	Employer's Dental and Vision	700	735
4070	Social Security Match	5,200	5,460
4071	Medicare Match	1,200	1,260
4212	Life Insurance Premiums	102	107
4230	Telephone	600	630
4310	Travel and Training	2,260	2,373
4312	In-House Training	7,320	7,686
4341	Software & Program Fees	9,752	10,240
4380	Employment Medical Testing	20,000	21,000
4385	Other Employee Benefits	7,050	7,403
4400	Other Professional Services	45,000	47,250

**RECEIVED**  
**JUL 31 2020**  
**LAKE COUNTY CLERK**  
**ROBIN M. O'CONNOR**

		105%	
Account	Account Description	Budget	Appropriation
<b>General Fund</b>			
	<b>Mayor's Office:</b>		
4000	Wages - Full Time	282,000	296,100
4020	IMRF Match	23,750	24,938
4030	Employer's Health Insurance	35,360	37,128
4035	Employer's Dental and Vision	2,400	2,520
4070	Social Security Match	16,800	17,640
4071	Medicare Match	3,900	4,095
4212	Life Insurance Premiums	385	404
4110	Maintenance-Vehicles	500	525
4230	Telephone	1,400	1,470
4310	Travel and Training	20,000	21,000
4400	Other Professional Services	12,000	12,600
4440	Dues and Memberships	11,000	11,550
4740	Public Relations	5,000	5,250
4650	Office Supplies	1,000	1,050
4660	Fuel	2,000	2,100
4710	Publications	1,000	1,050
4850	Miscellaneous Expenses	20,000	21,000
4970	Principal and Interest	8,904	9,349
	Total-Mayor's Office	447,399	469,769
	<b>Legislative:</b>		
4001	Part Time Wages	77,000	80,850
4020	IMRF Match	3,900	4,095
4030	Employer's Health Insurance	45,240	47,502
4035	Employer's Dental and Vision	2,400	2,520
4070	Social Security Match	4,800	5,040
4071	Medicare Match	1,200	1,260
4212	Life Insurance Premiums	575	604
4310	Alderman Expense	39,900	41,895
4340	Printing and Publishing	500	525
4400	Other Professional Services	10,500	11,025
4440	Dues and Memberships	5,500	5,775
4650	Office Supplies	500	525
	Total-Legislative	192,015	201,616
	<b>Boards &amp; Commissions:</b>		
4001	Part Time Wages	9,000	9,450
4070	Social Security Match	560	588
4071	Medicare Match	130	137
4310	Travel & Training	3,300	3,465
4320	Postage	100	105
4340	Printing & Publishing	100	105
4400	Professional Services	25,000	26,250
4440	Dues and Memberships	375	394
4500	Legal Services	25,000	26,250
	Total-Boards & Commissions	63,565	66,743
	<b>City Clerk's Office:</b>		
4000	Full Time Wages	144,800	152,040
4020	IMRF Match	12,500	13,125
4030	Employer's Health Insurance	11,336	11,903
4035	Employer's Dental and Vision	1,200	1,260
4070	Social Security Match	9,000	9,450
4071	Medicare Match	2,100	2,205
4212	Life Insurance Premiums	205	215
4310	Travel and Training	1,500	1,575
4340	Printing and Publishing	4,500	4,725
4341	Software	10,000	10,500
4400	Other Professional services	750	788