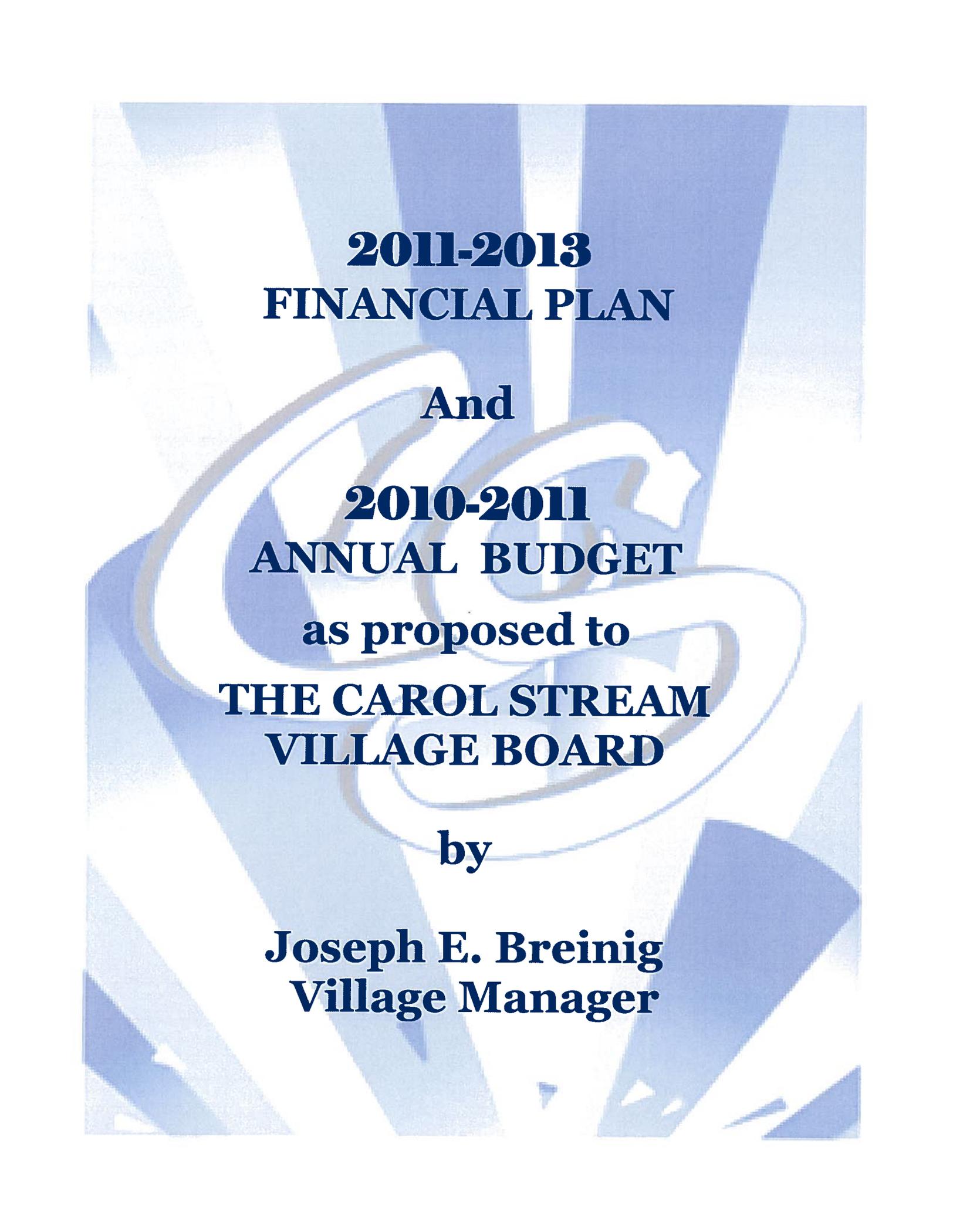


*Village of
Carol Stream, Illinois*



Carol Stream

**2011 – 2013 Financial Plan
2010 – 2011 Annual Budget**



**2011-2013
FINANCIAL PLAN**

And

**2010-2011
ANNUAL BUDGET**

as proposed to

**THE CAROL STREAM
VILLAGE BOARD**

by

**Joseph E. Breinig
Village Manager**

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RESOLUTION NO. 1844

**A RESOLUTION ADOPTING STATEMENTS OF PRINCIPLE,
DIRECTION AND GUIDANCE FOR VILLAGE GOVERNMENT DECISIONS**

WHEREAS, the Mayor and Board of Trustee engaged in strategic visioning on September 8 and 9, 2000; and

WHEREAS, the Mayor and Board of Trustees have previously adopted statements to reflect the vision for the community and the purpose of the Village government; and

WHEREAS, the Mayor and Board of Trustees have also considered important values which guide its actions.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF CAROL STREAM, DUPAGE COUNTY, ILLINOIS, IN THE EXERCISE OF ITS HOME RULE POWERS, as follows:

SECTION 1: That the Mayor and Board of Trustees formally adopt the following as its statements of principle, direction and guidance for Village government actions:

1. **Vision Statement:** Continue to build upon our history and create our own legacy to encourage and sustain a superior quality of life.
2. **Statement of Purpose:** Finding community based approaches to create and maintain a customer friendly environment for the provision of affordable services and products, identifying community needs and developing means to fulfill those needs.
3. **Value Statement:** Providing outstanding customer service while exercising fiscal responsibility is of the highest value. Diversity found within the community is embraced and the wide range of housing opportunities and businesses in the Village is a source of pride. Participation in local government by informed community members is encouraged and sought. The professionalism and expertise of the Village staff is valued and their continued active involvement in professional associations and on-going professional development is strongly supported. Both elected and appointed officials are urged to participate in intergovernmental efforts and associations recognizing the benefits such work can bring to the Village.

SECTION 2: The Vision, Purpose and Value Statements, along with the financial plan policies established annually, shall guide the future policy and governance decisions of the Carol Stream Corporate Authorities.

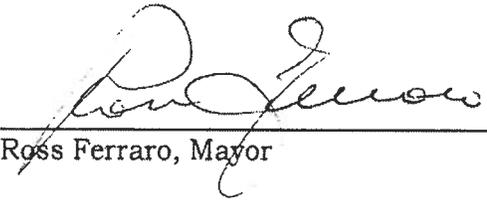
SECTION 3: This Resolution shall be in full force and effect from and after its passage and approval as provided by law.

PASSED AND APPROVED THIS 4TH DAY OF DECEMBER, 2000

AYES: 4 Trustees Stubbs, Pugh, Fenner and Shanahan

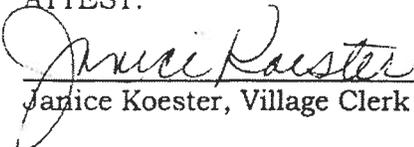
NAYS: 0

ABSENT: 2 Trustees DeLonay and Vinson



Ross Ferraro, Mayor

ATTEST:



Janice Koester, Village Clerk *et al.*

RESOLUTION NO. 2318

A RESOLUTION ADOPTING STATEMENTS OF GOALS, DIRECTION AND GUIDANCE FOR VILLAGE GOVERNMENT DECISIONS

WHEREAS, the Mayor and Board of Trustees engaged in strategic visioning on October 29-30, 2007; and

WHEREAS, the Mayor and Board of Trustees have previously adopted statements to reflect the vision for the community and the purpose of the Village government; and

WHEREAS, the Mayor and Board of Trustees have also considered important values which guide its actions.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF CAROL STREAM, DUPAGE COUNTY, ILLINOIS, IN THE EXERCISE OF ITS HOME RULE POWERS; as follows:

SECTION 1: That the Mayor and Board of Trustees formally adopt the Strategic Planning and Goal Identification Ranking dated January 22, 2008 attached hereto as Exhibit "A". The Village Board is hereby further resolved to determine the methods and means to achieving these goals through action plans developed by Village staff.

SECTION 2: The Strategic Plan and Goals, along with the Vision, Purpose and Value Statements and the Financial Plan Policies established annually, shall be used in guiding future policy and governance decisions of the Carol Stream Corporate Authorities.

SECTION 3: This Resolution shall be in full force and effect from and after the passage and approval as provided by law.

PASSED AND APPROVED THIS 22nd DAY OF JANUARY 2008.

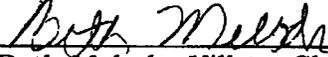
R. 2318

AYES: 6 Trustees Drager, Weiss, Schwarze, McCarthy, Gieser &
Fenner
NAYS: 0



Frank Saverino, Sr., Mayor

ATTEST:



Beth Melody, Village Clerk

**CAROL STREAM 2007 SESSION - CONSOLIDATED
RANKING - ADOPTED JANUARY 22, 2008**

(Updated January 22, 2010)

AVG	GOAL ID #	GOAL	Status
2.0	1	Revise permits to stage retail development timing on construction projects	Completed
2.1	2	Research/develop a comprehensive "rental housing" licensing policy process requiring licensing and inspections	Pending Budget Workshop Discussions
2.7	3a	Complete annexations of unincorporated areas within & contiguous to Carol Stream.	Not Programmed
2.7	3b	Identify long term funding source for infrastructure replacement/maintenance	Pending Budget Workshop Discussions
3.1	4	Research and design a streamlined permitting process for smaller/regular building projects (decks, storage, sheds, etc.)	Pending Spring FY10
3.7	5	Long term staffing plan for services	Pending Budget Workshop Discussions
3.9	6	Develop a customer service training culture & mind-set, etc...Work to emphasize and re-establish a "customer first" approach by staff	Completed & Ongoing
4.1	7	Implement a proactive communications plan....	Not Programmed
4.4	8a	Develop criteria/philosophy for funding long-term capital needs, improvement plans and programs	Pending Budget Workshop Discussions
4.4	8b	Research and explore the use of an automated traffic enforcement system	Completed
4.6	9	Explore an adjustment to the "real-estate transfer" fee from \$3 to \$5	Completed
4.7	10a	Develop an expansion plan to extend Water/Sewer to unincorporated areas	Completed
4.7	10b	Develop / Conduct a long term maintenance plan for Village roads	Completed
5.3	11	Continue to take the lead to make Carol Stream a "Green Community"....	Ongoing
5.6	12a	Design and implement a well-conceived succession planning strategy - Adapt our recruitment, compensation, and training approaches	Ongoing
5.6	12b	Manage carefully our human assets - explore an expansion of the use of technology to augment staff.	Ongoing
5.6	12c	Review all building/zoning codes and our entire permitting processes	Completed
5.6	12d	Research, identify and acquire land sites for future infrastructure needs (Water Tower, waste water, etc...)	Pending FY11
6.1	13a	Develop guidelines/policies to deal with potential housing vacancies (consider a vacant building registration ordinance)	Not Programmed

**CAROL STREAM 2007 SESSION - CONSOLIDATED
RANKING - ADOPTED JANUARY 22, 2008**

(Updated January 22, 2010)

AVG	GOAL ID #	GOAL	Status
6.1	13b	Explore energy self-sufficiency options for water reclamation plant	Pending FY11
6.3	14	Site/Construct an evidence storage facility for Police Department.	Not Programmed
7.3	15	Be prepared to adapt to expectations/needs of new/emerging workforce	Ongoing
7.9	16	Work to fully “integrate” GIS into all department functions and work flow for all departments	Completed
8.0	17	Ramp-up for 50th Anniversary Celebration	Completed
8.1	18a	Build a permanent Structure in the Town Center (i.e., a public building) to replace the “tent”	Not Programmed
8.1	18b	Adapt our Public Information techniques to include new platforms to a new generation. Create public information to meet their expectations (i.e., podcasts,	Completed & Ongoing
8.1	18c	Thoroughly investigate and review revenue retention and expansion alternatives - explore new sources of revenues and protect existing sources from legislative	Completed & Ongoing
8.1	18d	Implement water reclamation plant upgrades; work to develop strategies to make the treatment plant "energy efficient/self sustaining"	Pending FY11
8.6	19	Update/Re-write electrical code	Completed
8.7	20	Research/explore use of professional grant writers or lobbyists to help secure financing for Village programs and improvements	Not Programmed
9.0	21	Explore the viability of a “service tax” for non-retail transactions	Not Programmed
9.3	22a	Develop plans to expand bike paths in Village when doing other projects, etc.	Completed
9.3	22b	Work to increase Inter-Governmental involvement and outreach to solidify relationships and explore common goals/resource sharing...	Completed & Ongoing
9.3	22c	Explore the feasibility of building/installing a Village wide WI-FI for Village department use. Calculate the possible use, costs, benefits etc.	Not Programmed
9.6	23	Create a Village organization “Internet customer service transaction portal” to do business online	Not Programmed
10.3	24a	Develop, plan policy guidelines for village's role in commerce, industry, residential redevelopment (e.g., teardowns)	Not Programmed
10.3	24b	Present analysis and plan to add more staff to meet existing and growing needs.	Completed & Ongoing
10.6	25a	Develop a firm plan to market the “Town Center” to a developer	Not Programmed
10.6	25b	Develop and implement a “true marketing plan” for high visibility corridors for commercial development	Not Programmed
10.6	25c	Be cautious not to lose touch in interactions with customers - Emphasize importance of customer service	Completed & Ongoing
10.7	26	Conduct a cost-benefit analysis of having an in-house attorney and our overall legal services model...	Completed

**CAROL STREAM 2007 SESSION - CONSOLIDATED
RANKING - ADOPTED JANUARY 22, 2008**

(Updated January 22, 2010)

AVG	GOAL ID #	GOAL	Status
11.6	27	Develop a long-term asset management plan; grid/map-out all village buildings, roads, sewers, water mains, etc. -and program maintenance and replacement	Completed
12.1	28	Research the use of bonds and long-term financing alternatives to fund capital needs without straining operating funds	Not Programmed
12.4	29	Complete a thorough Comprehensive Plan update	Pending Budget Workshop
12.9	30	Commit to implementing a supervisor's development and succession planning program for Police Department...	Completed & Ongoing
13.3	31	Develop a long-term plan for local response/preparation for Homeland Security measures	Ongoing
13.7	32	Develop long-term financing strategy providing a reliable/dedicated funding source for critical infrastructure maintenance and capital projects	Pending Budget Workshop
13.9	33a	Establish two new advisory councils (business and seniors)	Not Programmed
13.9	33b	Plan and prepare for residential teardowns...	Not Programmed
14.1	34	Develop a long-term hazard mitigation plan	Ongoing
14.7	35	Prepare the community for 2010 census	Underway
14.9	36	Make the relentless pursuit of certain businesses a priority - Develop and advance a proactive economic development plan/program (especially business	Not Programmed
15.3	37	Investigate transit ideas/alternatives for multiple-community service—light rail etc.	Not Programmed
15.6	38	Explore cost comparison of current risk management services and coverage	Completed
16.6	39	Create policies/practices that make us less vulnerable, less defensive for long-term needs as well as services and programs; work to be proactive	Ongoing
16.7	40	Create a "budget-in-brief" document for board/public	Not Programmed
18.0	41	Work with Metro Caucus on the "Clean Energy TAG Program"	Not Programmed
18.1	42	Address compensation system	Completed
18.6	43a	Explore internal Wi-Fi system for police, Public Works, Fire, Village Hall, etc.	Completed
18.6	43b	Energize our supervisor development and succession planning for all	Completed &
19.1	44	Develop systems/approaches and guidelines needed for program budgeting	Completed
19.9	45	Review current policy on use of Village-owned properties	Completed
22.6	46	Explore staffing levels in Clerk's office	Pending Budget Workshop Discussions
		Short-term Complex	
		Long-term Complex	
		Short-term Routine	



Village of Carol Stream

Mission Statement

**WE, AS EMPLOYEES FOR THE VILLAGE OF CAROL STREAM
WILL SERVE WITH PRIDE BY:**

- * **Providing Quality, Affordable Services/Products And Well Maintained Facilities For All Our Customers.**
- * **Committing To Perform Our Jobs In A Responsive And Efficient Manner Following The Highest Ethical Standards.**
- * **Inquiring, Listening And Responding To Customers' Concerns In A Timely And Courteous Manner.**
- * **Striving To Provide A Challenging And Fulfilling Work Environment That Attracts, Develops, And Retains Conscientious, Innovative And Productive Employees.**
- * **Continuing To Be A Leader In Local Government, Making Meaningful Contributions To Our Professions.**
- * **Working As A Partner With All Members Of The Community To Make Carol Stream A Better Place To Live and Work.**
- * **Embracing Our Diversity As A Source Of Pride**





GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

Village of Carol Stream

Illinois

For the Fiscal Year Beginning

May 1, 2009

President

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented an award for Distinguished Budget Presentation to the Village of Carol Stream for its annual budget for the fiscal year beginning May 1, 2009.

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan and as a communication device.

The award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

WHAT IS IT?

A Financial Plan is a long-range approach to assessing the Village's revenue and expenditure needs required to achieve the goals of the Village as identified in the Mission, Purpose and Values statements. It also becomes the basis for formulating the one-year annual budget which by law must be adopted. The Financial Plan is developed by utilizing existing policies, objectives, assumptions, and accepted benchmarks and activity measures. A three-year period has been chosen as it is a period for which assumptions and predictions can be made with some certainty. The first year of the Plan is the Proposed Budget for the next fiscal year. The Financial Plan brings together the Village's other long range planning efforts, such as the Capital Improvement Plan, Water Supply Report, Comprehensive Development Plan, Pond and Stream Bank Study, Technology Plan, Pavement Management System Study, Water Reclamation Center Study, and the Community Image Enhancement Project (Gary Avenue Corridor). Also, a long range plan provides the Village's residents and other customers an opportunity to comment upon and to know what is projected for future years in the way of services and the resources needed to provide them.

WHY?

This businesslike approach to municipal financial planning allows the Village Board, as policy formulators, and management to analyze programs, to develop alternatives and to forecast. The future fiscal impact of today's decisions can be better determined and known, thus protecting against the "crisis" or immediacy element that can creep into governmental fiscal decisions.

HOW?

Over the years, the Village has developed several data bases of financial information, created from Audited Comprehensive Annual Financial Reports, Financial Plans, operational records and data supplied by local government associations, utilities, State agencies and others. There also are fiscal, community development and service policies established by the governing body, which have directed the Village's financial affairs. During the summer and fall of 2009, the Village Board established the guidelines for the development of this multi-year financial plan.

After the Plan is accepted and implementation begins, if adjustments are needed because of changed conditions, then they can be accomplished in an orderly manner.



Village of Carol Stream

FRANK SAVERINO, SR., MAYOR • BETH MELODY, CLERK • JOSEPH E. BREINIG, MANAGER
500 N. GARY AVENUE • CAROL STREAM, ILLINOIS 60188-1899
(630) 665-7050 • FAX (630) 665-1064
www.carolstream.org

TO: Mayor and Trustees
FROM: Joseph E. Breinig, Village Manager 
DATE: April 2, 2010
RE: **Proposed 2011-13 Financial Plan
and Proposed Fiscal Year 2010-11 Budget**

Submitted for your review and consideration are the Proposed Fiscal Year 2010-11 (FY11) Budget along with the Village's Capital Improvement Plan document. This annual budget of programs, services, revenues and expenditures for one year is part of the Proposed 2011-13 Financial Plan, which is also submitted. For future planning and decision-making, the Village of Carol Stream's Three-Year Financial Plan broadens fiscal planning horizons and yet has sufficient presence so that projections can be made with a high degree of certainty. Further, it is amply futuristic so that the future effect of today's decisions can be seen.

The Capital Improvement Plan (CIP) takes a comprehensive look at the Village's infrastructure and facility needs for the next 5, 10 and 20 years. The CIP is a multi-year plan that forecasts spending for all anticipated capital projects. The CIP enables the Village to identify needed capital projects and then coordinate the financing and timing. An effective CIP consists of both an administrative process to identify the location, scale, and timing of needed capital projects and a fiscal plan to provide for the funding of those projects.

The Village's Financial Plan and Annual Budget have been recognized by the Government Finance Officers Association (GFOA) through the presentation of twenty-two Distinguished Budget Presentation Awards, most recently for the 2010-12 Financial Plan and 2009-10 (FY10) Budget.

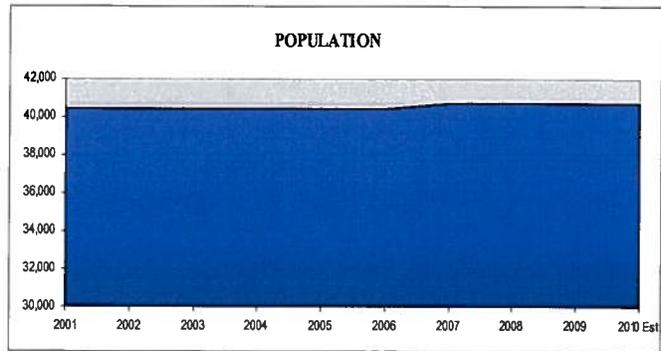
FOUNDATIONS OF THE FINANCIAL PLAN

The underpinnings of the Financial Plan are your statements of principle, direction and guidance as contained in Resolutions 1844 and 2318 as well as the organization mission statement and the established budget/fiscal, economic and community development and service policies. In combination, these lead to identifying the specific resources needed to continue to progress and provide our residents with the services, products and quality of life they enjoy.

THE 2011-13 PLAN AT A GLANCE

As DuPage County and the Village have grown and become more urban and centers of employment, social and transportation issues associated with urban living and working have become more prominent and apparent. In response, Community Problem Oriented Policing's

(CPOP) philosophy of early identification of problems and community-based solutions has been incorporated throughout all Village departments. Also, in recognizing the growth in the diversity of the Village, in 2010, the Village will be hosting its eighth annual multi-cultural event, continue its participation in the National Night-Out for Crime event and in the community's Martin Luther King Day celebration.



All original streets and utility infrastructure have been replaced. Streets and utility lines receive continuing preventive maintenance so as to avoid the extremely costly reconstruction encountered when maintenance is deferred. The last of the Village's three sanitary lift stations was replaced in FY10. The West Street/Gundersen Drive re-construction will be completed in early FY11 as will the emergency replacement of the Thunderbird Trail bridge deck and the pavement rehabilitation of Lies Road. The Southwest Water Main Extension project is scheduled for FY11 and will extend the Village's water distribution system to the unincorporated area southwest of the Village. The primary funding source for this project was a rebate from the DuPage Water Commission of \$1.9m.

Quality of life issues continue to gain more attention as the community matures. Community appearance and environment, safety and economic viability are important to all. The Town Center will continue to provide a "sense of place" and a civic landmark for the Village. The financial plan includes funds to continue the high level of upkeep that has historically been performed at the Village Municipal Center, Town Center, Historic Farmhouse and the Gary Avenue, County Farm, Lies Road and North Avenue corridors. Although, where possible, the maintenance intervals will be increased. The Pond Shoreline and Stream Maintenance program focuses on the cleaning of stormwater ponds, the creeks in the Village and helps meet environmental regulations for stormwater. Also, where possible, the maintenance intervals will be increased. Economic development efforts will focus on the Town Center corridor, the southwestern area along North Avenue and any undeveloped/underdeveloped shopping areas. Of course, retention of our existing businesses and attraction of new businesses will have a high priority. Community Problem Oriented Policing, special operations and crime prevention activities and community outreach efforts are directed to providing our residents and customers a high degree of personal comfort as they go about their daily lives in Carol Stream. After several years of preparation, the Police Department will receive full CALEA (Commission on Accreditation for Law Enforcement Agencies) accreditation. This means that the Police Department has been and will be following policies and procedures that are recommended by a nationally recognized organization. All of these efforts, as well as our e-Gov initiative and targeted marketing and communication activities, are focused on making Carol Stream the place to live, work, shop and socialize.

Historically, the Village has prepared a program budget which has worked well for the past 20+ years. Due to constraints with the financial software, the Village was unable to account by program. With the recent change in financial software, the accounting can now be done therefore; each program has its own line item budget to support it. What this means in this proposed budget is the Departmental line item page has been replaced with separate line item

pages for each program and the Department's total budget will be presented on the Summary page. Staff feels that with the new accounting system in place, the true cost of each program can be determined which will assist the Board in their decision-making process. In an austere economy, this level of accounting can be of great assistance in making difficult decisions on the allocation of resources.

The 2011-13 Financial Plan consists of three elements: Operating, Capital, and Special.

OPERATING ELEMENT

Proposed FY11 Operating Element Revenues are \$28,655,705. The Proposed FY11 Operating Element Expenditures, consisting of the General Corporate and the Water and Sewer Operating and Maintenance Funds, are \$28,337,570. The General Corporate Fund includes one new revenue source, towing fees and two enhancements to current revenues. The Home-Rule Sales Tax rate was increased by .25% and the fines for a DUI conviction were increased. The balance of the projected revenues continue to reflect the very slow economy. The Water and Sewer Fund includes a water rate increase to recognize and offset the increased costs of purchasing water from the City of Chicago and the increased costs incurred by the DuPage Water Commission. A sewer rate increase is proposed for FY11 and FY13, primarily due to a continued reduction in consumption combined with moderate cost increases. For the General Corporate Fund, an operating deficit (net income less non-operating revenue and reappropriation of fund balance) is projected for all three years. The first year of the plan will be balanced by utilizing a portion of the operating reserve.

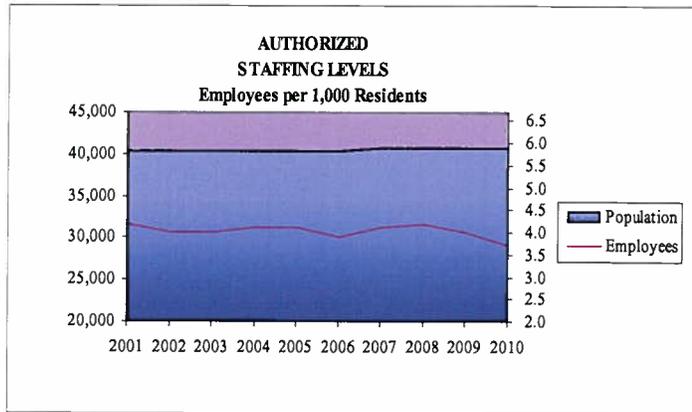
Like other mature communities, the Village will have to deal with a revenue base that grows at a much slower pace than does the expenditures. The Village will need to continue to make difficult decisions pertaining to the services that are delivered and how they will ultimately be funded. The Village Board, along with staff, will continue to work on ways to eliminate/mediate the projected deficits.

As a service provider, the Village's largest single operating cost is personnel, representing 60% of total operating expenditures. **The total proposed FY11 full-time personnel complement is 150.95, a decrease of 11.75 compared to FY10.** The positions that were eliminated are the Emergency Management Coordinator, Code Professional I, Building and Zoning Professional, Engineering Inspector, 3 Public Works Employees, the Public Works Clerk was reduced to part-time, a Police Officer, the Assistant Records Clerk Supervisor, a Community Service Technician, a Sergeant and ¼ of a Police Records Clerk. In the Water and Sewer Fund, no personnel changes are being recommended. Pension and group health insurance represent a significant portion of the annual personnel expenditures (26.9%). These costs, which for the most part we do not control, continue to increase at a rate much higher than the CPI. These costs in FY11 are projected to be \$4,670,971 compared to \$4,431,233 budgeted in FY10, a 5.4% increase, even with a reduction in the number of employees of 11.75. The negative impact of the large losses in the Police Pension Fund's equity holdings resulted in a 31.5% increase in the Village's annual required contribution.

Use of technology and improved methods of operating are important and necessary to deliver services and products. In FY10 the Village introduced an e-newsletter that is sent out every two

weeks. This e-newsletter will ultimately replace the printed version. Also, in FY10, the Village started accepting the purchase of the vehicle license on-line.

The use of the private sector complementing and supplementing Village staff is integral to providing high quality affordable services and products. Refuse collection, tree trimming, water reclamation center operation, janitorial services, street light repairs, legal services, engineering reviews, building inspections, major building, street and vehicle repair, snow and ice removal and landscape maintenance are among the more than thirty areas where this



combination works very effectively. As a result of the reduction in the number of public works employees, the scope and number of snow removal contractors had to be increased. The use of volunteers from the community is another resource increasingly utilized. **As a result, the authorized employee to resident population ratio is 3.7 to 1,000, the lowest it has been in the last ten years.**

During the past year, the Village actively promoted and pursued environmentally friendly initiatives. The Village was selected by the State of Illinois’ franchise electricity provider Commonwealth Edison (Exelon), to participate in the “Community Energy Challenge” competition. The Village was one of eleven communities selected to participate. The participants are competing against each other to win a \$100,000 sustainability cash prize which will be awarded to the community whose partnership efforts with community stakeholders significantly reduces energy consumption. The Village also received a private energy grant that provided the financing to re-lamp all of the Village’s facilities, replacing the high-wattage bulbs with energy-efficient bulbs, resulting in a reduction in the annual energy demand by approximately 139,000 kilowatt hours.

In 2007, the Village was identified as an area with the Emerald Ash Borer. In anticipation as to what this might mean to the current parkway tree population (42% are Ash trees), the Village Board allocated \$2.13m as a designated reserve for the possible removal and replacement of the Ash trees. Also, the Village Board entered into a Tree Harvesting Agreement that provides the Village with 2,000 trees between 2012 and 2015. A tree planting agreement was also entered into that would result in 150 trees per year being planted from 2008 to 2011.

Federally mandated environment regulations without funding will require a significant expenditure of local funds to meet even more stringent standards for stream and river water quality. The National Pollutant Discharge Elimination System (NPDES) requirements for storm water loom large. The Gary Avenue, County Farm Road, Lies Road and North Avenue Corridors and the Town Center will remain community landmarks. Wetlands, streams and parks will continue to receive attention. As Carol Stream matures, increased emphasis is being placed on infrastructure maintenance and replacement. A comprehensive Capital Improvement Plan has been developed to address the Village’s infrastructure needs and staff is exploring options in which to finance the future projects.

General Corporate Fund

The proposed Operating Revenue of \$20,525,718 is 8% higher than the FY10 estimated operating revenues and 9.2% less than the operating revenues that were projected last year. The 8% increase is primarily due to the increase in the home-rule sales tax rate, the DUI fines and the new towing fees. Sales tax, utility tax and income tax revenues are \$2.2m lower than was projected last year, a direct result of the current economic condition.

The Village's share of the state sales and income taxes plus the local home-rule sales tax, utility tax and natural gas use tax represent 72.8% of the General Corporate Fund operating revenue. The state-shared sales and income taxes represent 40.5% of the operating revenues. The local real estate transfer tax, which historically has been relatively stable, is truly reflective of the current economy. The sales of pre-existing homes have started to show signs of improvement, but revenues are still budgeted at about 33% of the historical norm. The projected building related fees are primarily for accessory type permits. What new construction was planned has come to a halt. Future construction projects will depend on the state of the economy. When the economy improves, future interest will be on the possible annexation and development/redevelopment of the southwest sector that is currently outside of our corporate limits. The CIP includes the extension of a water line into this area with hopes of spurring annexation and development.

Proposed Operating Expenditures of \$21,265,621 are 10.5% lower than the FY10 budget and 14.3% less than the FY11 projection made a year ago. The reduction is primarily due to the elimination of 11.75 authorized positions.

Water and Sewer Operation & Maintenance Fund

The FY11 proposed Operating Revenue amount of \$7,443,831 is 10.7% greater than the FY10 revenues and 3.6% less than the FY11 revenue projection of last year. The operating revenues are projected to be 10.7% higher than FY10 because proposed increases in the water rate offset the projected reduction in use. A water rate increase is proposed for FY11 due to the City of Chicago raising the rate that it charges the DuPage Water Commission. A sewer rate increase is also proposed for FY11, primarily driven by a reduction in water consumption. In general, water usage has slowly been trending downward, reflecting the increased efforts of our customers to practice water conservation measures.

Proposed FY11 Operating Expenditures of \$7,071,949 are 6.8% higher than FY10 estimated operating expenditures and 8.7% less than the FY11 projection made a year ago. The largest expenditure item is water purchased from the DuPage Water Commission followed by the management contract for the Water Reclamation Center. Funds have been included to continue the televising, program for sections of the sanitary sewer system. The proposed budget reflects no change in the personnel complement.

CAPITAL ELEMENT

The five-year segment of the Capital Improvement Program is \$30,144,000 with the FY11 year being \$7,506,000. Due to projected shortfalls in the Motor Fuel Tax (MFT), the flexible

pavement program will be funded from MFT and the General Corporate CIP Fund on an alternating year basis. In FY11, the flexible pavement program will be funded by MFT.

A continuing systematic street maintenance and reconstruction program is aimed at maintaining a “good” street system rating. The two largest projects are the West Branch DuPage River Trail and the Kuhn Road Trail.

The annual road maintenance costs (Flexible Pavement Resurfacing and Reconstruction) average \$1.7m per year a **reduction** of approximately 50%.

The Village has no general obligation or revenue bonded indebtedness. Reserves in the General Corporate Capital Improvement Fund and the Water and Sewer Fund are projected to be sufficient to undertake the programmed capital improvements for the next five years. The Motor Fuel Tax Fund is projected to only have enough funds to fund its programs for the first four years, therefore, a designated funding source for capital projects will need to be identified and implemented by FY15 in order to complete all of the projected projects. The Village has received and actively pursues grants to assist in the funding of capital projects. Of the projects included for the next five years, the Village has received grants totaling \$1.5m for the West Branch DuPage River Trail and the Kuhn Road Trail. The Village has also received Federal stimulus funds to do the Lies Road Pavement Rehabilitation project.

SPECIAL ELEMENT

Payments to the **Police Pension Fund** are at the required levels in each year, as is the payment to the **Geneva Crossing Shopping Center Tax Increment Financing (TIF) Debt Service Fund**. In 2005, the Geneva Crossing TIF bonds were refinanced so as to take advantage of a favorable interest rate environment. Resolution No. 1658, a Resolution Authorizing the Execution of an Intergovernmental Agreement with Community Unit School District 200, states that if the Geneva Crossing TIF bonds are not fully defeased by January 1, 2007, the Village shall pay \$30,000/yr. for four years into the Special Tax Allocation Fund held by the Bond Trustee. The bonds were not defeased by January 1, 2007; so therefore, the third of four annual payments of \$30,000 was made to the Trust in FY10. The budget includes the remaining payment. The developer is responsible for paying 50% (\$15,000) of these required payments.

The **Library Fund** for FY11 is included in this document. Although the Library budget is not prepared by Village staff, by statute, their budget and their annual property tax levy must be approved by the Village Board.

LOOKING AHEAD

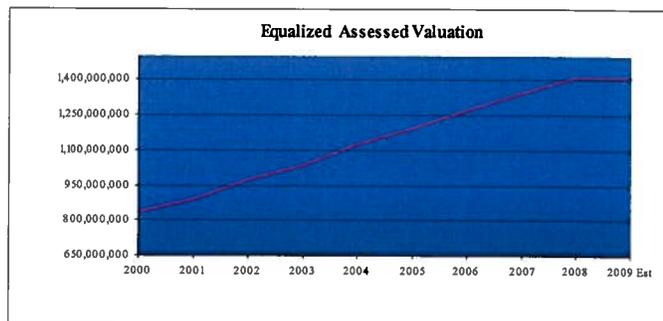
As we are continually reminded, the Village’s three main general operating revenue sources are subject to weather, economic swings, business decisions, and the vagaries of state and federal legislative, judicial, and regulatory processes. The down economy combined with the loss of another top twenty sales tax generator has contributed to the Village’s projected deficit position in each of the next three years. The Village’s “pay-as-you-go” (capital reserves) philosophy as it pertains to the Capital Improvement Program is nearing the point where a funding source will need to be identified and implemented. For the first time in its existence, the Village utilized short-term internal debt to finance the acquisition of a large vehicle in FY10. Additional

purchases/financings are anticipated in FY12 and FY13. Discussions that pertain to both new or enhanced revenue sources and/or reductions in programs will now need to take place annually.

With the Village just observing its 50th anniversary of incorporation, it has become apparent that greater attention will need to be paid to its utility infrastructure. As the Village grew, emphasis was properly placed upon expansion and extension of utility systems. Fifty years have exacted their toll upon the water, sanitary sewer and stormwater systems. Consequently, the Village finds itself faced with replacement of water main, sanitary sewer, lift stations and other infrastructure because of age. Identification and prioritization of these needs will be central to future capital planning.

We must be vigilant in defending and diligent in expanding our revenue base. To date, municipalities have continued to receive their share of the state sales tax. As a result of the extreme financial difficulties that the State of Illinois is experiencing, the Governor, in his budget message, recommended that the municipalities' share of the state income tax be reduced by \$300m which would result in an estimated reduction to the Village of \$941,000. This is totally unacceptable. Like municipalities, the State should be required to solve its own financial difficulties. The Village must aggressively express its opinion to our legislators as well as our citizens. The Village must explain what the likely impact would be to the Village and our residents – **implementation of property tax**. The Village is not in a position to absorb a \$941,000 reduction in revenues.

The Village's equalized assessed valuation surpassed the \$1.41 **billion** (i.e. \$4.2 billion market value) for 2008, a **tri-fold** increase since 1990. Approximately 36.8% of the equalized assessed valuation is commercial/industrial. Although the Village does not levy a property tax, this base is available to those who do and may serve as a financial alternative for the Village. Growth in the residential sector will be minimal if any. Non-residential development is expected to be small at best over the next three years.



In 2009 and 2010 it was revealed that the DuPage Water Commission (DWC) through apparent lapses in financial oversight was in a deficit position and would need to raise rates beyond levels originally anticipated. The proposed FY11 Budget contemplates these additional increases. In addition, the problems at the DWC have caused state legislators to introduce legislation that would give DuPage County full control of the Commission, its operations and finances. This is frighteningly reminiscent of 2003 when the state legislature authorized the diversion of \$75 million from the DWC. The Village will need to remain vigilant in overseeing efforts to restore the DWC to financial stability and any attempts to change the structure of the DWC through legislative means.

Obviously, expenditures need to be addressed as well. Over the years, service levels have been refined and seemed to be acceptable to our residents and customers. As a result of the current economy and the budget reductions that had to be made, some service levels had to be reduced. It is our goal to try and minimize, as much as we can, the direct impact that these service

reductions will have on our residents and customers. The employee to resident population ratio has remained constant over the past 25 years despite a 161% increase in residents, phenomenal growth in corporate residents, increased traffic passing through town and social changes that have occurred. With the reductions that have been made to staff over the last two years (21 employees) not only has the ratio of employees to residents declined slightly but so has our ability to deliver services at the same level as just a couple of years ago. The continual delivery of quality service to customers is evidence of the quality and commitment of Village staff. Village staff members complemented by private sector resources efficiently provide quality and affordable services. Systematic equipment and vehicle replacement give our staff the tools they need to do the job. Scheduled facility and infrastructure maintenance, although at a reduced level, minimize breakdown repairs and inconvenience. The costs associated with Federal and State mandated programs are not directly within the control of the Village. New programs or any expansion to current service levels will not happen without a fee or revenue source attached to it

During the FY11 fiscal year, the Village will continue to operate without a property tax and the 2011-13 Financial Plan also does not contemplate the implementation of a property tax. **But**, if the Village were to lose or realize a major reduction in one of its key revenue sources, a property tax would need to be seriously considered. Historically customers have received a wide-range of Village services in a timely manner at competitive and affordable prices and enjoyed a high quality of life. The Village's ability to continue the delivery of those services in the manner customers have come to expect is threatened. The Village is reaching the point where the current revenue base will not fully support all of the services that are currently being provided which could result in the reduction or elimination of some of them.

Cooperation with groups such as the Metropolitan Mayors Caucus, Illinois Municipal League and the DuPage Mayors and Managers Conference will be necessary to maintain a municipal view in Springfield and Washington D.C. on the unfunded mandates issue, i.e., homeland security which was previously provided by the federal government, home rule authority, protection of municipal revenues and on the future role of local governments in providing services and programs that have traditionally been provided by the federal/state government.

The Village has utilized a multiple year financial planning process for two decades for its operating budget. The Village also utilizes a Capital Improvement Plan that extends out to 20 years. As a result of our multi-year plan process and philosophy, forecasting, given all of the variables, assumptions and uncertainties, although not precise, has become reliable and consistent. This has given us the ability to foresee earlier what is coming our way. That being said, staff and the Village Board, have begun working towards a solution to the projected deficits in the second and third year of the plan.

In the fall of 2007 the Village Board held a retreat in which long and short-term goals and objectives were discussed. Where applicable the FY11 budget identifies areas of expenditure that address those goals.

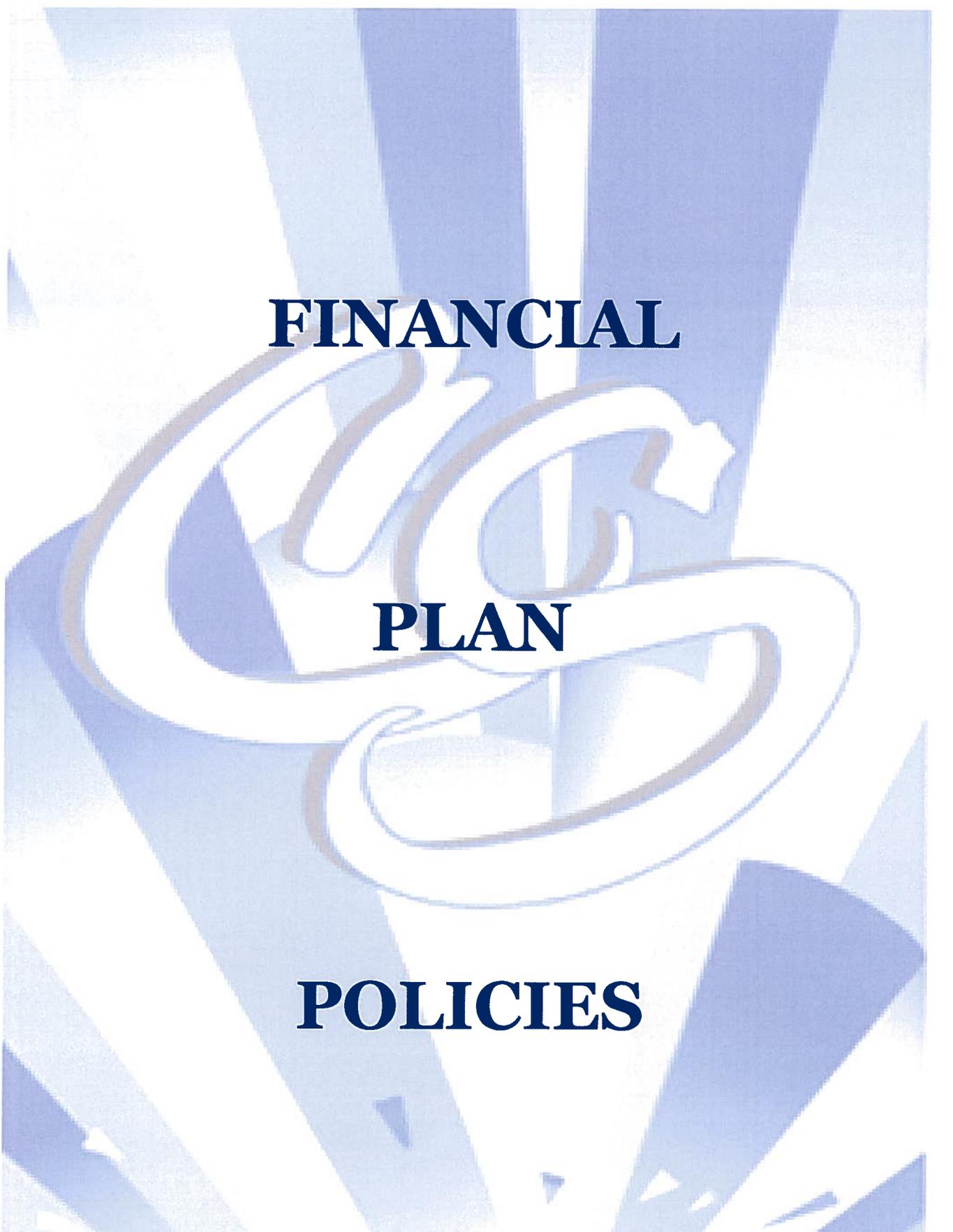
COMPLIMENTS AND THANK YOU

The entire management team has spent considerable time working on the 2010-12 Financial Plan. Particular thanks go to Assistant Village Manager Bob Mellor, Finance Director Stan

Helgerson, and Assistant Finance Director Dawn Damolaris, who acted as the “Financial Plan Team” to coordinate the creation of the overall plan. Thanks also go to Administrative Secretary LaVon McGhinnis for coordinating the formatting, assembly and production of the final document. Lastly, the operating departments are to be commended for the additional work required to reformat the budget

Of course, your continued acceptance of this approach to municipal financial planning and budgeting must be applauded. Critically reviewing, assessing and adjusting policies and practices can be challenging. But, if the community is to continue to progress and to remain financially stable, this is necessary.

The proposed 2011-13 Financial Plan serves the public interest in describing and providing the resources for the provision of Village services and products to its customers. I look forward to working with you in your review and adoption of the FY11 Budget and 2011-13 Financial Plan.



FINANCIAL

PLAN

POLICIES

INTRODUCTION

Over the years, the Village's governing board has followed a defined set of policies and philosophies in directing the Village's fiscal affairs. Some were established when the Village was first founded in 1959. With some adjustments, refinements and additions, these basic policies and philosophies have been followed and have resulted in a dynamic and successful community with a strong financial position and diverse economic base taking advantage of circumstance and "the good times" has certainly contributed to the Village's financial strength but adherence to fundamental fiscal policies has provided the foundation and long term results. The following fundamentals have served the Village well particularly during the economic recessions of the 1980's, 1990's and early 2000's.

These policies and their results have been reviewed as part of the financial planning process and reaffirmed as the basis for developing this Financial Plan.

OVERVIEW

Policies in three major areas have been established. These are identified as Fiscal, Community and Economic Development, and Village Services.

All of the policies within these three categories are aimed at keeping the cost of Village government as low as possible, developing a solid diversified community and economic base, providing excellent customer service, spreading the cost of government fairly among those served, and future expansion paying its own way so that existing residents who paid for community development once were not burdened for future expansion costs.

The result of these policies is a municipality which imposes no property tax (the Road and Bridge and Personal Property Replacement Tax are not taxes that are levied by the Village) has sound and modern public facilities, offers quality services and products, has not relied upon general obligation debt, and historically, one that has been able to meet its operating and capital needs while at the same time reserving funds for dealing with catastrophic events should they occur. By following a set of guidelines, the Village has managed to stay on a financially healthy course and it will continue to do so if it uses caution and maintains the discipline of following the policies established. 2009 proved to be even worse, resulting in further reductions.

LOOKING AHEAD

Market factors, global economic conditions, societal and generational changes, actions by regulatory agencies and executive, legislative and judicial decisions made by other governmental jurisdictions all have a direct impact on the Village. In 2007, the Village began to realize a slow down in the economy and at that point, started to make budgetary decisions in anticipation of a worsening economy.

2008 moved from a slowing economy into a recession resulting in the Village having to make budgetary reductions throughout the year.

The current recession has been the worst recession since the 1930's. All of the Village's key revenues have been severely impacted. Although the Village is starting to see signs that might be indicating an economic turnaround, sales tax, income tax and utility tax revenues have been projected as having leveled off. The proposed expenditure budget has been reduced to a level where staff feels is a minimum so as to offer our current services. A portion of the operating reserves will need to be utilized in order to balance the FY11 budget. Staff anticipates that it still may take a couple more years for the economy to recover and is recommending that the operating reserves again be utilized to help get through this economic downturn.

As the Village moves forward, current and new financial challenges will face the community. Like other mature communities, the Village will have to deal with a leveling of the revenue base even as expenditures continue to increase. The Village will need to make decisions, some may be more difficult than others, on the services delivered and how they are ultimately funded.

CONCLUSION

Today's decisions produce tomorrow's results. The Financial Plan provides the opportunity for making well informed decisions, based on adherence to solid well thought out policies and does provide a forecast of what the results of today's decisions reasonably may be in the future. This type of planning process gives governing officials, the staff and residents the opportunity to identify those policies which need modification and the time to deal with what could be significant change.

A. General

The Village of Carol Stream has a tradition of sound municipal financial management. The multi-year Financial Plan and the Annual Budget include a set of policies to be followed in managing the financial and budgetary affairs of the Village. These policies will allow the Village to maintain its strong financial condition, as well as quality services now and in the future.

B. Revenue

1. The Village endeavors to maintain a diversified and stable revenue base to shelter it from short-term fluctuations in any one-revenue source. The revenue mix combines elastic and inelastic revenue sources to minimize the effect of an economic downturn.

Surpluses identified but not included in the annual base-operating budget are dedicated to capital, plant and equipment.

2. Through the Village's economic development program, the Village will strive to strengthen and further diversify its revenue base.
3. The Village will project revenues for the next three years and will update this projection annually. Each existing and potential revenue source will be reexamined annually or more often if needed.
4. The Village will maintain a revenue monitoring system to assist in trend analysis and revenue forecasting.
5. The Village will oppose State and/or Federal legislation that will mandate costs to units of local government without providing a new or increasing an existing revenue source to pay those costs.
6. The Village follows a "cost of service" approach which results in user fees, rates and customer charges being sufficient to cover the cost of providing the service. Each year the Village will establish user fees, rates and charges at a level related to the cost of providing the service and to adjust for the effects of inflation.
7. The Village will set fees and user charges for each enterprise fund, such as Water and Sewer, at a level that fully supports the total direct and indirect cost of the activity. Indirect costs include the cost of annual depreciation of capital assets.
8. The Village will not use one-time revenue for continuing expenses. All new and continuing expenses will be based on known and conservatively projected revenue sources. The identification of new, but one-time revenue opportunities (i.e. state and

federal grants) will be used to fund one-time expenses such as capital equipment purchases and small capital projects not involving on-going operating expenses.

9. The operating reserve may be used to supplement the budget during a financial downturn. The use of the reserves must be authorized by the Village Board and a plan to replenish the reserves to the required level should accompany the request to use the funds.

C. Expenditure

1. The Village will maintain a level of expenditures which will provide for the public well being and safety of the residents of the community.
2. Expenditures will be within the confines of generated revenue. The operating reserve may be used to supplement the budget during a financial downturn.
3. The Village will maintain expenditure categories according to state statute and administrative regulation.
4. Services will parallel and adjust to the Village's inelastic revenue sources in order to maintain the highest level of service. During periods of economic upturn, long-term expansion of core services will be limited to the anticipated increase of those sources.
5. The Village will forecast its expenditures for each of the next three years and will update this forecast annually. Expenditure forecasts will be cognizant of the elastic and inelastic structure of revenues.
6. The Annual Operating Budget and Financial Plan and Capital Improvement Program should provide for adequate design, construction, maintenance, and replacement of the Village's capital plant and equipment.
7. A performance based employee compensation package consistent with sound economic policies of the Village of Carol Stream is maintained to recruit and to retain qualified employees.

D. Debt Administration

Purpose

The Debt Management Policies set forth comprehensive guidelines for the Financing of capital projects and infrastructure. It is the objective of the policies that (1) the Village obtain financing only when necessary, (2) the process for identifying the timing and amount of debt or other financing be as efficient as possible and (3) the most favorable interest and other costs be obtained.

Responsibility

The primary responsibility for developing financing recommendations rests with the Finance Director. In developing the recommendations, the Finance Director shall be assisted by the Village Manager, Assistant Village Manager and Assistant Finance Director, the four of whom shall comprise a Debt Management Committee. The responsibilities of the committee shall be to:

- meet no less than annually to consider the need for financing and assess progress on the Capital Improvement Program;
- meet as necessary in preparation for a financing and review changes in state and federal legislation;
- review annually all debt issues to determine whether refinancing or restructuring may be in order. (The Finance Director will monitor such opportunities on an ongoing basis.);
- review annually the provisions of ordinances authorizing issuance of obligations; and,
- annually review services provided by the Financial Advisor, Bond Counsel, Paying Agent and other service providers to evaluate the extend and effectiveness of services being provided.

Annually, the Finance Director and Village Manager shall jointly prepare a written report on the status of Capital Improvement Program financing. The report shall be based in part on information collected from the Village Engineer and Public Works Director and shall include a projection of near term financing needs compared to available resources, an analysis of the impact of contemplated financings on the designated revenue source and user charges, and a financing recommendation, trends in interest rates and other factors as appropriate.

Bond Counsel Involvement

The Bond Counsel will issue an opinion as to the legality and tax-exempt status of any obligations. The Village will also seek the advice of Bond Counsel on all other types of financings and on any other questions involving federal tax or arbitrage law. Bond Counsel is also responsible for the preparation of the ordinance authorizing issuance of obligations and all of the closing documents to complete their sale and will perform other services as defined by contract approval by the Village Board.

Installment Contract

The Village may negotiate a short-term installment loan with a financial institution selected through a competitive process. The installment loan would be used to finance purchases of vehicles and/or equipment with a minimum cost of \$100,000. The item being financed must

also have a minimum life of five years. The Debt Management Committee must approve and recommend the installment loan to the Village Board for approval.

Financial Advisor Involvement

The Village will seek the advice of a Financial Advisor when necessary. The Financial Advisor will advise on the structuring of obligations to be issued, inform the Village of various options, advise the Village as to how choices will impact the marketability of Village obligations and will provide other services as defined by the contract awarded by the Village Board. To ensure independence, the Financial Advisor will not bid on nor underwrite any Village debt issues on which it is advising.

Short Term Debt

General

Short-term obligations may be issued to finance projects or portions of projects for which the Village ultimately intends to issue long-term debt; i.e., it will be used to provide interim financing which will eventually be refunded with the proceeds of long-term obligations.

Short-term obligations may be backed with a tax or revenue pledge, or a pledge of other available resources.

Interim financing may be appropriate when timing of the financing is critical. Short-term obligations can often be obtained more quickly than long-term obligations and thus can be used in emergencies until long-term financing can be obtained. In addition, in some cases when the amount of financing required is relatively small, it may be cheaper for the Village to issue a small amount of short-term obligations to provide for its immediate needs than to issue a larger amount of long-term obligations to provide financing for both immediate and future needs when the carrying costs of issuing obligations which are not immediately needed are taken into account.

Line of Credit

With the approval of the Village Board, the Village may establish a tax-exempt line of credit with a financial institution selected through a competitive process. Draws shall be made on the line of credit when (1) the need for financing is so urgent that time does not permit the issuance of a long-term debt, (2) the need for financing is so small that the total cost of issuance of long-term debt including carrying costs of debt proceeds not needed immediately is significantly higher, and (3) the Debt Management Committee approves the draw. Draws will be made on the line of credit to pay for projects designated for line of credit financing by the Village Board. Only projects which will ultimately be financed with the proceeds of authorized bonds may be designated.

Long Term Debt

Long-term obligations will not be used for operating purposes and the life of the obligations will not exceed the useful life of the projects financed, but in any case no longer than 20 years.

Level or declining debt service shall be employed unless operational matters dictate otherwise, or except to achieve overall level debt service with existing bonds. The Village may choose to delay principal payments or capitalized interest during project construction.

The Village shall be mindful of the potential benefits of bank qualification and will strive to limit its annual issuance of debt to \$10 million or less when such estimated benefits are greater than the benefits of exceeding the bank qualification limit. Should subsequent changes in the law raise this limit, then the Village policy will be adjusted accordingly.

The cost of issuance of private activity bonds is usually higher than for governmental purpose bonds. Consequently, private activity bonds will be issued only when they will economically benefit the Village.

The cost of taxable debt is higher than for tax-exempt debt. However, the issuance of taxable debt is mandated in some circumstances and may allow valuable flexibility in subsequent contracts with users or managers of the improvement constructed with the bond proceeds. Therefore, the Village will usually issue obligations tax exempt, but may occasionally issue taxable obligations.

Variable Rate Debt

The Village may choose to issue bonds that pay a rate of interest that varies according to a pre-determined formula or results from a periodic remarketing of the securities, consistent with state laws and covenants of pre-existing bonds, and depending on market conditions. The Village will have no more than 15% of its outstanding general obligation bonds in variable rate form.

Revenue Bonds

The Village shall seek to finance the capital needs of its revenue producing enterprise activities through the issuance of Alternate Revenue-debt obligations. Prior to issuing Alternate Revenue-debt obligations, the Debt Management Committee will develop financial plans and projections showing the feasibility of the planned financing, required rates and charges needed to support the planned financing and the impact of the planned financing on rate payers, property owners and the other affected parties. The amount of Alternate Revenue-debt obligations issued by the Village will be limited by the feasibility of the overall financing plan as determined by the Debt Management Committee. If it is not

feasible to issue an Alternate Revenue obligation, then a revenue-secured debt obligation should be considered.

Interest Rate Swaps

Debt instruments utilizing imbedded swaps or having other less traditional characteristics may be issued, provided the Village is not unduly exposed to third party risk and that utilization of such an instrument does not precipitate an adverse rating agency reaction.

Negotiated versus Competitive Sale versus Private Placement

When feasible and economical, obligations shall be issued by competitive rather than negotiated sale. A sale may be negotiated when the issue is predominantly a refunding issue or in other non-routine situations which require more flexibility than a competitive offer allows. Whenever the option exists to offer an issue either for competition or for negotiation, analysis of the options shall be performed to aid in the decision-making process. When a sale is not competitively bid, the Village will publicly present the reasons and will participate with the Financial Advisor in the selection of the underwriter or direct purchaser.

The criteria used to select an underwriter in a competitive sale shall be the true interest cost. In a negotiated sale, the underwriter may be selected with or without a request for proposals (RFP). The criteria used to select an underwriter in a negotiated sale should include the following:

- Overall experience
- Marketing philosophy
- Capability
- Previous experience as managing a co-managing partner
- Financial statements
- Public Finance team and resources
- Underwriter's discount

When cost/beneficial, the Village may privately place its debt. Since no underwriter participates in a private placement, it may result in lower costs of issuance. Private placement is sometimes an option for small issues. The opportunity may be identified by the Financial Advisor.

Refunding

The Village shall consider refunding debt whenever an analysis indicates the potential for present value savings of approximately 3 to 5% of the principal being refunded. Depending on the time to maturity and the absolute level of interest rates of the refunding candidate this

target may change. For longer maturities the target can be higher, for shorter maturities, lower. For higher interest rates the target may be higher, for lower rates it could be lower.

Private activity bonds may be refunded in a current refunding or by using taxable debt.

Capital Leasing

Capital leasing is an option for the acquisition of a piece or package of equipment costing less than \$500,000.

Leasing shall not be considered when funds are on hand and could be made available for the acquisition unless the interest expense associated with the lease is less than the interest that can be earned by investing the funds on hand or when other factors such as budget constraints or vendor responsiveness override the economic consideration.

Whenever a lease is arranged with a private sector entity, a tax-exempt rate shall be sought. Whenever a lease is arranged with a government or other tax-exempt entity, the Village shall strive to obtain an explicitly defined taxable rate so that the lease will not be counted in the Village's total annual borrowing subject to arbitrage rebate.

The lease agreement shall permit the Village to refinance the lease at no more than reasonable cost should the Village decide to do so. A lease which can be called at will is preferable to one which can merely be accelerated.

Since the market for lease financings is relatively inefficient, the interest rate available at any one time may vary widely. Therefore, the Village shall obtain at least three competitive proposals for any major lease financing. The net present value of competitive bids shall be compared, taking into account whether payments are in advance or in arrears, and how frequently payments are made. The purchase price of equipment shall be competitively bid as well as the terms and cost of financing.

The advice of the Village's bond counsel shall be sought in any capital leasing arrangement and when federal tax forms are prepared to ensure that all federal tax laws are obeyed.

The Village may consider issuing certificates of participation to finance a very large project. Analysis will be performed because financing costs may be greater than other types of financing.

Other Types of Financing

From time to time other types of financing may become available. Examples of these options are debt pools with other entities and low-interest loans from state agencies such as the Illinois Environment Protection Agency. The Debt Management Committee will prepare a

written analysis of an option. The analysis will include consideration of the advice of the Village's and Financial Advisor.

Ratios

The total general obligation debt will be limited to \$1,000 per capita, which will be reviewed annually.

The Water and Sewer Fund total long term debt outstanding shall not exceed the amount of fund equity.

The Village will endeavor to maintain 1.5 (times) coverage for all indebtedness of the Water and Sewer Fund.

The review of these ratios will be included in the annual report by the Debt Management Committee to the Village Board.

Official Statement

The Official Statement will be prepared by the Financial Advisor with assistance from the Debt Management Committee.

Ratings

The Village will strive to maintain and/or to improve its bond rating.

When a general obligation bond is issued, the Village will receive a rating from at least two national rating agencies.

Full disclosure of operations will be made to the bond rating agencies. The Debt Management Committee, with the assistance of the Financial Advisor and, will prepare the necessary materials for and presentation to the rating agencies.

The Village shall maintain a line of communications with the rating agencies, informing them of major financial events in the Village as they occur. The Comprehensive Annual Financial Report (CAFR) shall be distributed to the rating agencies after it has been accepted by the Village Board.

The rating agencies will also be notified either by telephone or through written correspondence when the Village begins preparation for a debt issuance. After the initial

contact, a formal ratings application will be prepared and sent along with a draft of the Official Statement relating to the bond sale to the rating agencies. This application and related documentation should be sent several weeks prior to the bond sale to give the rating agencies sufficient time to perform their review.

A personal meeting with representatives of the rating agencies will be scheduled every few years or whenever a major project is initiated.

Credit Enhancement

Credit enhancements are mechanisms which guarantee principal and interest payments. They include bond insurance and a line or letter of credit. A credit enhancement, while costly, will usually bring a lower interest rate on debt and a higher rating from the rating agencies, thus lowering overall costs.

During debt issuance planning, the Financial Advisor will advise the Village whether or not a credit enhancement is cost effective under the circumstances and what type of credit enhancement, if any, should be purchased. In a negotiated sale, bids will be taken during the period prior to pricing of the sale. In a competitive sale, bond insurance may be provided by the purchaser if the issue qualifies for bond insurance.

Secondary Market Disclosure

SEC 15c2-12 regulations became effective July 3, 1995. The regulation requires municipal debt issuers to provide specified financial and operating information for fiscal years beginning on January 1, 1996, or later. The information provided should mirror the information provided in an official statement at the time of a primary offering. The annual financial information is to be sent to all Nationally Recognized Municipal Information Depositories (NRMSIRs) designated by the SEC. Additionally, issuers must notify the State Information Depositories (SIDs) if one exists.

In addition to the financial and operating information any material event must be provided to all NRMSIRS, Municipal Securities Rulemaking Board (MSRB) and to the state SID's. Municipal debt issuers will be obligated to provide ongoing disclosure on the status of the following material events:

- Principal and interest payment delinquencies
- Nonpayment-related defaults
- Unscheduled draws on reserves
- Unscheduled draws on credit enhancements
- Substitution of credit or liquidity providers, or the failure to perform

- Adverse tax opinions or events affecting the tax-exempt status of the security
- Modifications to rights of security holders
- Bond calls
- Defeasances
- Matters affecting collateral
- Rating changes

The Finance Director will be designated “Compliance Officer” for disclosure requirements. Levels of reporting will include:

- Annual compliance reports to the City Council Finance and Government Committee Notification by certified mail to NRMSIRs, and SIDs of material events, with copies to the Village Board. These reports will be included in the Annual report that is submitted to the Village Board by the Debt Management Committee.
- Copies of CAFR and updated tables from the Official Statement to NRMSIRs and SIDs within six months of fiscal year end.

Arbitrage Liability Management

It is the Village’s policy to minimize the cost of arbitrage rebate and yield restriction while strictly complying with the law.

General

Federal arbitrage legislation is intended to discourage entities from issuing tax-exempt obligations unnecessarily. In compliance with the spirit of this legislation, the Village will not issue obligations except for identifiable projects with very good prospects of timely initiation. Obligations will be issued as closely in time as feasible to the time, contracts are expected to be awarded so that they will be spent quickly.

Responsibility

Because of the complexity of arbitrage rebate regulations and the severity of non-compliance penalties, the advice of Bond Counsel and other qualified experts will be sought whenever questions about arbitrage rebate regulations arise.

The Finance Director will be responsible for identifying the amount of unspent debt proceeds including interest which is on hand and for ensuring that, to the extent feasible, the oldest proceeds on hand are spent first.

If necessary, the Village will contract with an arbitrage rebate service provider to maintain a system for computing and tracking the arbitrage rebate liability. The arbitrage service provider will notify the Village within 60 days of year end of the amount of any accrued liability and will also notify the Village 60 days in advance of when a rebate of excess arbitrage earnings is due to the Internal Revenue Service.

The Village's Bond Counsel and Financial Advisor shall review in advance any arbitrage rebate payments and forms sent to the Internal Revenue Service.

The expenditure of obligation proceeds will be tracked in the financial accounting system by [type of issue]. Investments will be pooled for financial accounting purposes and may, at the discretion of the Finance Director, be pooled for investment purposes. When investments of bond proceeds are co-mingled with other investments, the Village shall adhere to the Internal Revenue Service rules on accounting allocations.

Arbitrage rebate costs shall be charged as negative interest revenue to the funds in which the related obligation proceeds were originally deposited.

Internal Interim Financing

In order to defer the issuance of obligations, when sufficient non-restricted reserve funds are on hand, consideration shall be given to appropriating them to provide interim financing for large construction contracts or parts of contracts. When the appropriations are subsequently re-financed with the proceeds of obligations or other resources, the non-restricted reserve funds shall be repaid. When expenditures are reimbursed from debt issuances, applicable state law and the Internal Revenue Service rules on reimbursements will be complied with so that the reimbursements may be considered expenditures for arbitrage purposes. Requirements are in general:

The Village shall declare its intention to reimburse any expenditure with debt proceeds before paying the expenditure via an inducement (reimbursement) resolution.

Reimbursement bonds must be issued and the reimbursement made within one year after the expenditure was made or the property financed by the expenditure was placed in service, whichever is later; and

The expenditure to be reimbursed must be a capital expenditure.

Two Year Spend-out Option

Arbitrage rebate legislation offers a safe harbor whereby obligations issued for construction will be exempt from arbitrage rebate if certain rules are adhered to and the proceeds are spent within two years. However, if this option is elected and all the proceeds are not spent according to the prescribed schedule, penalties are imposed. The option should be considered when circumstances indicate the Village will with certainty be successful in achieving a two-year spend-out goal. Such circumstances may include, but are not limited to the following:

Obligations are issued to finance a variety of small construction projects, not large projects which might be unexpectedly delayed after the issuance. Also, project management understands the requirements and is firmly committed to achieving the spend-out goal.

Obligations are issued for a single, large high-priority project with a relatively short construction period and there is a high level of commitment to speedy completion.

When the two-year spend-out option is elected, debt will be issued for an estimated one year of expenditures to provide for unexpected delays of up to a year without incurring penalties.

The exercise of the two-year spend-out option will always be coordinated with Bond Counsel and the Financial Advisor.

Investment of Bond Proceeds

The investment of bond proceeds will be dictated by the bond indenture and state statutes.

The Finance Director and Financial Advisor will prepare the cash flow requirements for the bond proceeds and shall be used as a guide in structuring the maturity of the bond proceeds portfolio.

Debt covenants and arbitrage requirements will be designed to maintain compliance with both debt and investment policies with any arbitrage liability adjusting net investment income in the year in which the liability was incurred.

Debt service reserve funds shall be maintained and invested, as applicable, in compliance with the debt agreements.

Modification To Policies

These policies will be reviewed annually by the Debt Management Committee and minor changes may be made with the approval of the Village Manager. Significant policy changes will be presented to the Village Board for confirmation.

E. Reserve Policy

1. The Village will maintain General Corporate Fund working capital and reserves. The balance of the fund will be maintained at a level at least equal to 50% of the total General Corporate fund annual budgeted expenditures. This reserve shall be created and maintained to provide the capacity to:
 - a. offset unexpected downturns or revision in any general corporate fund revenue.
 - b. provide a sufficient cash flow for daily financial needs at all times.
 - c. offset unexpected increases in general corporate fund expenditures.
 - d. to supplement the budget during a financial downturn.
2. The Village will maintain Water and Sewer Fund working capital and reserves. The balance of the fund will be maintained at a level at least equal to 25% of the total Water and Sewer Fund annual budgeted expenditures, excluding infrastructure expenditures.
3. The Village will maintain a Water and Sewer Replacement Fund. This fund will be used for equipment replacement. The Fund will be funded at the rate of \$100,000/year.
4. If fund balances are used to support one-time capital, one-time non-operating expenditures, and operating expenditure the funds must be specifically appropriated by the Village Board and a plan to replenish the reserves to the required level should accompany the request to use the funds.

F. Cash Management

1. An investment policy has been adopted by the Village Board. The investment policy provides guidelines for the prudent investment of the temporary idle cash and outlines the policies for maximizing the efficiency of the cash management system. The ultimate goal is to enhance the economic status of the Village while protecting its pooled cash.
2. The cash management system is designed to accurately monitor and forecast expenditures and revenues, thus enabling the Village to invest funds to the fullest extent possible. The Village attempts to match funds to projected disbursements.

3. In order to maximize interest earnings, the Village commingles the cash of all funds excluding the Police Pension Fund. Interest revenue derived from commingled cash is allocated to the participating funds monthly based on the relative cash balance of each fund.
4. Criteria for selecting investments and the order of priority are:
 - a. Legal. The investment program must be in conformance with federal laws, state statutes, local ordinances, and internal policies and procedures. State statutes govern the investment of public funds and provide the general framework for investment activity and fiduciary responsibilities.
 - b. Safety. The safety and risk associated with an investment refers to the potential loss of principal, interest or a combination of these amounts. The Village only invests in those investments that are considered safe.
 - c. Liquidity. This refers to the ability to “cash in” at any moment in time with a minimal chance of losing some portion of principal and interest. Liquidity is an important investment quality especially when the need for unexpected funds occur occasionally.
 - d. Yield. Yield is the potential dollar earnings an investment can provide, and sometimes is described as the rate of return.

G. Accounting, Auditing and Financial Reporting Policies

1. The Village will establish and maintain a high standard of accounting practices in conformance with Generally Accepted Accounting Principals (GAAP) for governmental entities as promulgated by the Governmental Accounting Standards Board (GASB).
2. The accounting system will maintain records on a basis consistent with accepted standards for local government accounting (according to GASB).
3. Where possible, the reporting system will also provide monthly information on the total cost of specific services by type of expenditure and, if necessary, by Fund.
4. An independent firm of certified public accountants will perform an annual financial and compliance audit according to Generally Accepted Auditing Standards (GAAS) and will publicly issue an opinion which will be incorporated in the Comprehensive Annual Financial Report.
5. Annually seek the GFOA Certificate of Achievement for Excellence in Financial Reporting Program.

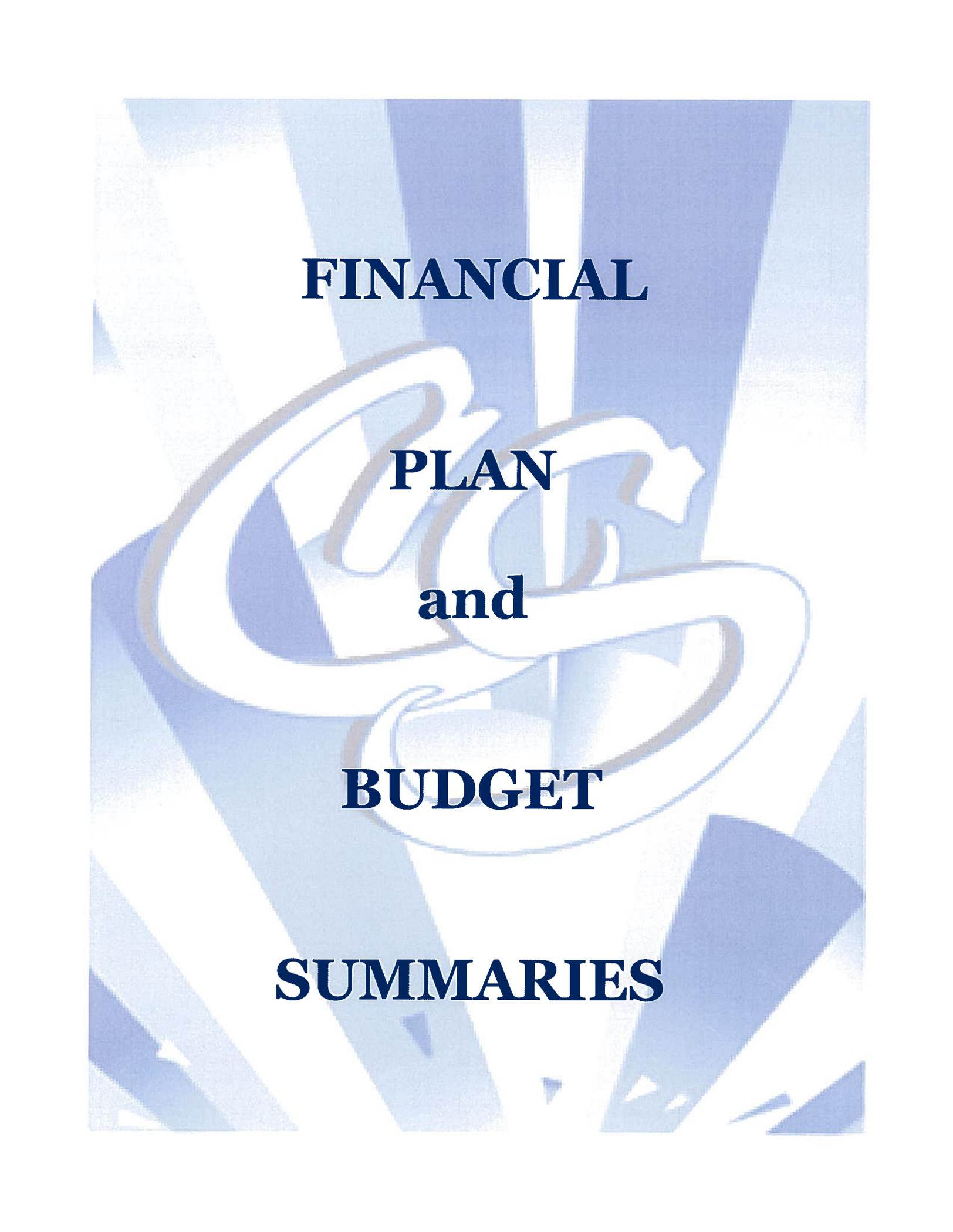
6. The Village will use the modified accrual basis of accounting for its governmental funds (general, special revenue, capital projects and debt service funds). Revenues are recognized in the accounting period which they become available and measurable. Expenditures are recognized in the accounting period in which the liability is incurred.
7. The Village will use accrual basis accounting for its proprietary funds (enterprise and internal service funds). Revenues are recognized in the accounting period they are earned and become measurable. Expenses are recognized in the accounting period in which the liability is incurred.
8. The Village will promote full disclosures in its annual financial statements and its bond presentations.

Village of Carol Stream

Community & Economic Development Policies

1. The Village encourages controlled growth of the community following an official Comprehensive Plan for development.
2. Firm but fair enforcement of up to date codes.
3. Actively promote Village as a location for high-end industrial and commercial enterprise, utilizing available economic incentives to encourage business to choose Carol Stream.
4. Emphasize business “retention” as an important part of economic development.
5. Encourage a mix of residential housing type to appeal to a wide range of people. Emphasis is placed on encouraging single family detached “higher end” housing as the Village has sufficient multi-family and single family attached housing stock and recently, age restricted residential development has been encouraged.
6. The Village will continually stay abreast of and pursue any potential development or redevelopment opportunities.

1. Provide essential traditional government services efficiently and well.
2. Encourage community-based approaches to identifying community needs and for fulfilling them.
3. Emphasis on preventive measures and practices rather than cures.
4. Encourage innovative organizational, administrative and operational practices and procedures.
5. Maintain a balance between services provided by Village employees and those provided by private sector, utilizing cost effectiveness and quality measures as determinants.
6. No new Village service without establishment of a specific identifiable revenue source to fund it.
7. Personnel and other resource levels are adjusted to provide present programs and levels of service as defined in keeping with the principles of the plan established by the Village Board. If necessary and feasible, staff will be added to maintain the current service levels.



FINANCIAL

PLAN

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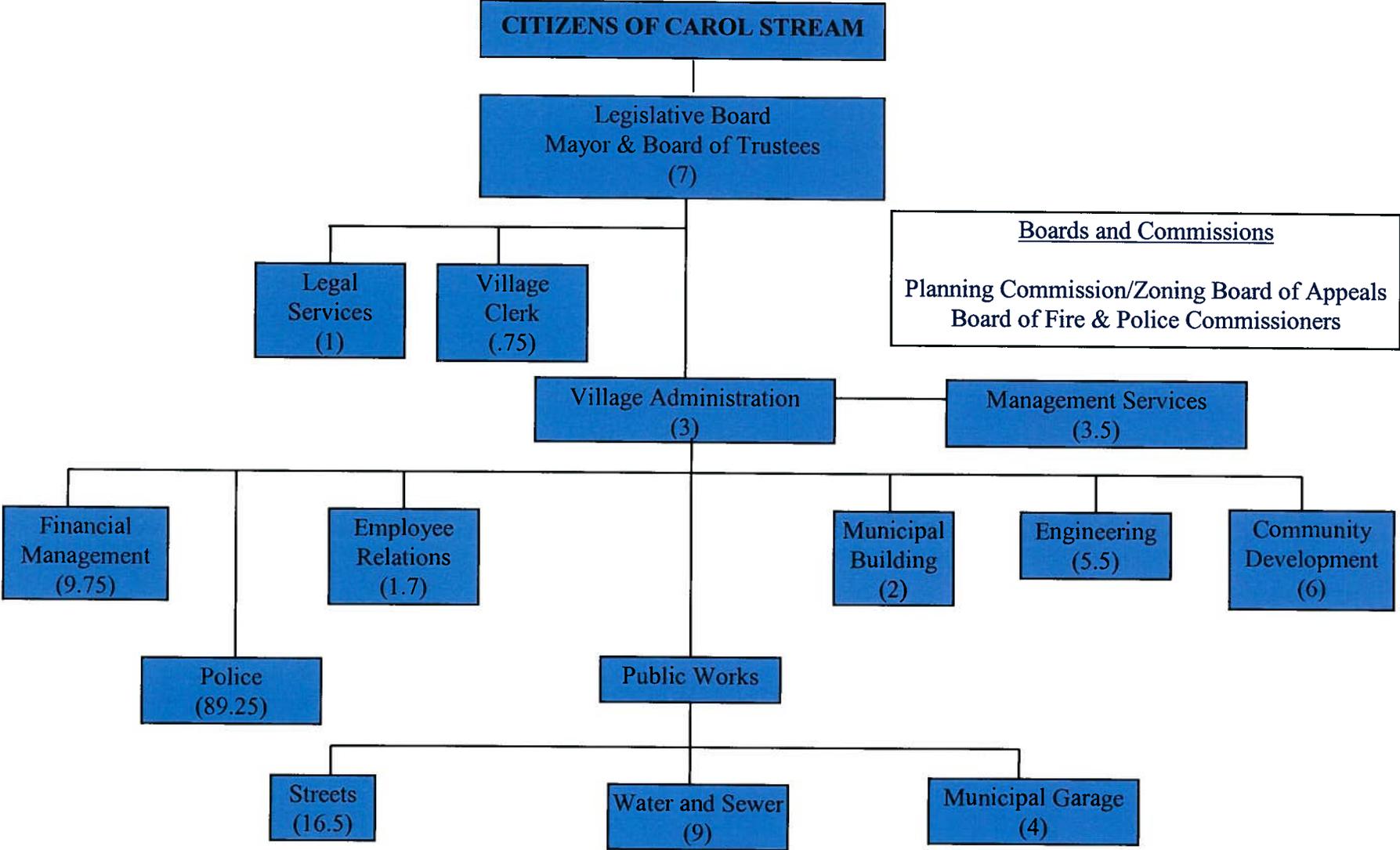
BUDGET

SUMMARIES

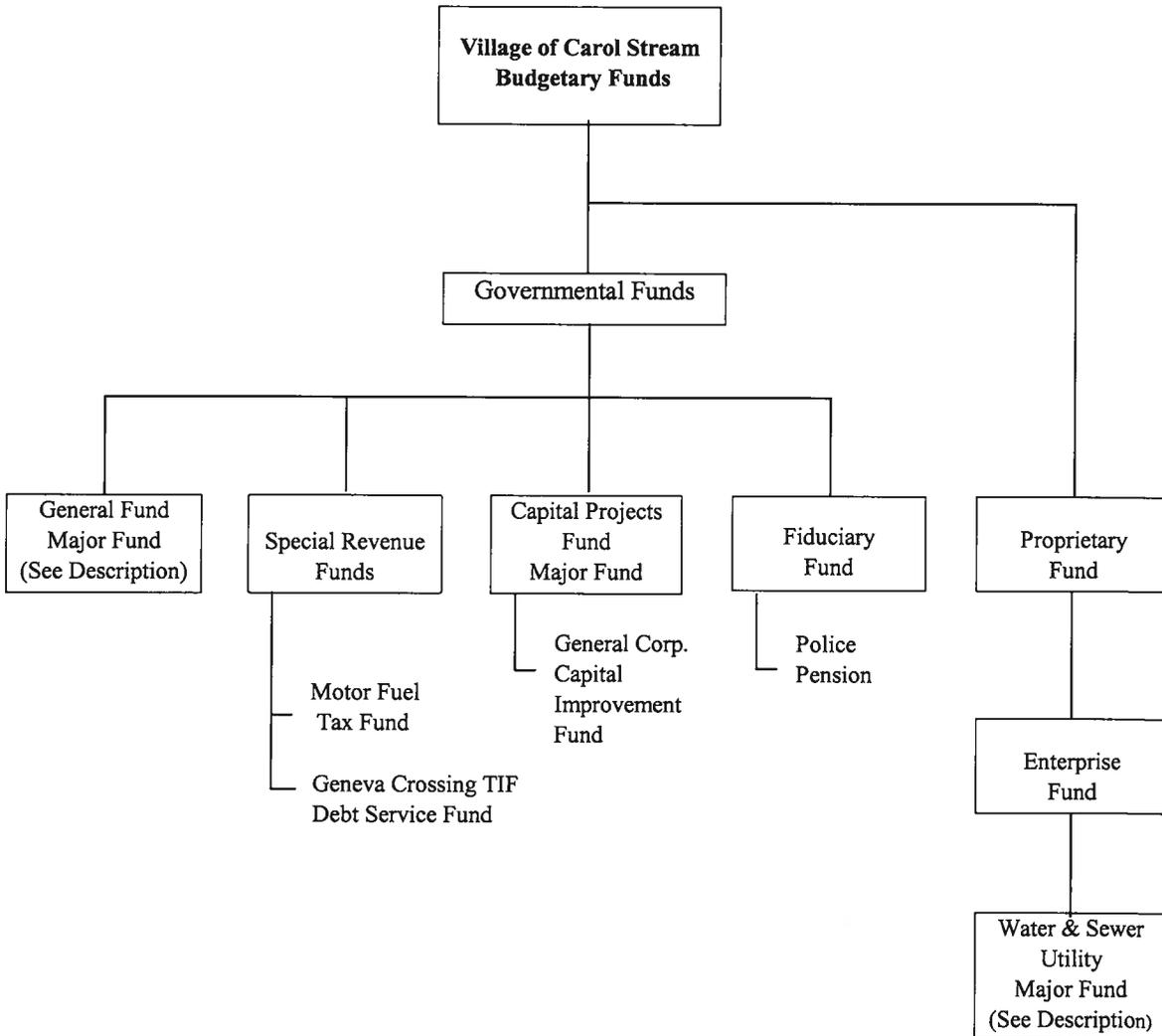
Village of Carol Stream

ORGANIZATION CHART

May 1, 2010



VILLAGE OF CAROL STREAM FUND STRUCTURE



Organizational Matrix – Department/Program Assignment by Fund

Department/Division (according to Organizational Chart)	General Corp- orate Fund (Major)	Water & Sewer Fund (Major)	Motor Fuel Tax Fund	General Corporate Capital Improvement Fund	Tax Increm- ental Financing Fund	Police Pension Fund
General Government						
Fire and Police Commission	✓					
Legislative Board	✓					
Planning Commission	✓					
Emergency Services	✓					
Legal Services	✓					
Village Clerk	✓					
Administration	✓	✓		✓		
Employee Relations	✓					
Municipal Building	✓					
Town Center	✓	✓		✓		
Financial Management						
Administration	✓	✓		✓	✓	✓
Accounting	✓	✓	✓	✓	✓	✓
Reception/Information	✓					
Engineering Services						
Administration	✓		✓	✓		
Plan Review	✓	✓				
Daily Inspections	✓	✓	✓	✓		
Design and Construction	✓	✓	✓	✓		
Traffic	✓					
Water and Sewer		✓				
Community Development						
Administration	✓					
Development Services	✓					
Code Enforcement	✓					
Current Planning	✓					
Long-Range Planning	✓					
Economic Development	✓					
Management Services						
Administration	✓					
Information Systems	✓	✓				
Police						
Administration	✓					
Special Operations Unit	✓					
Investigations	✓					
Patrol	✓					
Traffic	✓					
Records	✓					
Social Services	✓					
Streets						
Administration	✓	✓	✓	✓		
Snow and Ice Control	✓		✓			
Street Maintenance & Repair	✓		✓	✓		
Traffic Signs, Signals, Lights	✓		✓			
Building Grounds/Mowing	✓					
Stormwater Management	✓					
Parkway Tree	✓					
Municipal Garage						
Administration	✓	✓				
Vehicle Maintenance & Repair	✓	✓				
Water Reclamation Center						
Administration		✓		✓		
Daily Treatment Operations		✓				
Industrial Pretreatment		✓				
Sewer System Maint. & Repair		✓				
Finance	✓	✓				
Water Division						
Administration		✓		✓		
Distrib. System. Maint & Rpr.		✓				
Daily Inspections		✓				
Water Metering		✓				
Finance	✓	✓				

Major Fund Descriptions:

Major Governmental Funds

General Fund accounts for all general government activity not accounted for in other funds. It includes most tax revenues and such services as public safety, highways and street, engineering, planning and administration.

General Corporate Fund – Capital Improvement Program Fund accounts for capital projects relating to maintenance and replacement of existing infrastructure as well as the development of new facilities to accommodate future growth.

Major Proprietary Funds

Water and Sewer Fund accounts for the activities of the water and sewerage operations. The Village operates the sewerage treatment plant, sewerage pumping stations and collection systems and the water distribution system. Lake Michigan water is purchased through the DuPage Water Commission.

Non-Major Special Revenue Funds

Used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specific purposes. Funds include the Motor Fuel Tax and the Geneva Crossing Tax Incremental Financing Debt Service Fund.

Non-Major Fiduciary Fund

Fiduciary funds are used to account for assets held on behalf of outside parties, including other governments, or on behalf of other funds within the Village. When these assets are held under the terms of a formal trust agreement a pension fund is used. The Police Pension Trust Fund accounts for the accumulation of resources to pay pension costs to the Village's police officers.

All of the above mentioned funds are subject to appropriation.

Village of Carol Stream

ALL GOVERNMENTAL FUND TYPES AND DISCRETELY PRESENTED COMPONENT UNIT

Combined Statement of Proposed Revenue/ Expenditures & Changes in Fund Balances Year Ended April 30, 2011

Description	General	CIP	Special Revenue		Totals
			Motor Fuel Tax	Geneva Crossing	
Revenue					
Taxes	\$ 15,789,430			\$ 365,598	\$ 16,155,028
Licenses and Permits	955,650				955,650
Intergovernmental	226,662	2,022,000	1,046,835		3,295,497
Charges for Services	1,244,638				1,244,638
Fines and Forfeits	2,382,500				2,382,500
Interest	64,500	245,000	18,000	1,500	329,000
Miscellaneous	89,000				89,000
Total Revenue	20,752,380	2,267,000	1,064,835	367,098	24,451,313
Expenditures					
Current					
General Government	5,050,915				5,050,915
Public Safety	13,353,211				13,353,211
Highways and Streets	2,687,776	3,304,000	1,996,402		7,988,178
Culture and Recreation					
Debt Service					
Principal Retirement				210,000	210,000
Interest and Fiscal Charges				159,660	159,660
Miscellaneous					
Total Expenditures	21,091,902	3,304,000	1,996,402	369,660	26,761,964
Excess (Deficiency) of Revenue Over Expenditures	(339,522)	(1,037,000)	(931,567)	(2,562)	(2,310,651)
Other Financing Sources (Uses)					
Operating Transfers In				173,719	173,719
Operating Transfers (Out)	(173,719)				(173,719)
Excess (Deficiency) of Revenue and Other Financing Sources Over Expenditures and Other Financing Uses	(513,241)	(1,037,000)	(931,567)	171,157	(2,310,651)
Fund Balances					
May 1 - Projected	19,122,844	17,695,802	2,481,212	1,445,549	40,745,407
April 30 - Projected	\$ 18,609,603	\$ 16,658,802	\$ 1,549,645	\$ 1,616,706	\$ 38,434,756

Village of Carol Stream

ALL GOVERNMENTAL FUND TYPES AND DISCRETELY PRESENTED COMPONENT UNIT

Combined Statement of Proposed Revenue/ Expenditures & Changes in Fund Balances Year Ended April 30, 2012

Description	General	CIP	Special Revenue		Totals
			Motor Fuel Tax	Geneva Crossing	
Revenue					
Taxes	\$ 16,196,099			\$ 372,910	\$ 16,569,009
Licenses and Permits	1,038,455				1,038,455
Intergovernmental	7,500	1,064,000	1,065,267		2,136,767
Charges for Services	1,254,931				1,254,931
Fines and Forfeits	2,442,500				2,442,500
Interest	104,000	259,000	13,000	2,000	378,000
Miscellaneous	89,000				89,000
Total Revenue	21,132,485	1,323,000	1,078,267	374,910	23,908,662
Expenditures					
Current					
General Government	5,197,715				5,197,715
Public Safety	13,308,775				13,308,775
Highways and Streets	3,031,095	3,930,000	512,688		7,473,783
Culture and Recreation					
Debt Service					
Principal Retirement				220,000	220,000
Interest and Fiscal Charges				150,735	150,735
Miscellaneous					
Total Expenditures	21,537,585	3,930,000	512,688	370,735	26,351,008
Excess (Deficiency) of Revenue Over Expenditures	(405,100)	(2,607,000)	565,579	4,175	(2,442,346)
Other Financing Sources (Uses)					
Operating Transfers In				148,594	148,594
Operating Transfers (Out)	(148,594)				(148,594)
Excess (Deficiency) of Revenue and Other Financing Sources Over Expenditures and Other Financing Uses	(553,694)	(2,607,000)	565,579	152,769	(2,442,346)
Fund Balances					
May 1 - Projected	18,609,603	16,658,802	1,549,645	1,616,706	38,434,756
April 30 - Projected	\$ 18,055,909	\$ 14,051,802	\$ 2,115,224	\$ 1,769,475	\$ 35,992,410

Village of Carol Stream

ALL GOVERNMENTAL FUND TYPES AND DISCRETELY PRESENTED COMPONENT UNIT

Combined Statement of Proposed Revenue/ Expenditures & Changes in Fund Balances Year Ended April 30, 2013

Description	General	CIP	Special Revenue		Totals
			Motor Fuel Tax	Geneva Crossing	
Revenue					
Taxes	\$ 16,669,703			\$ 380,369	\$ 17,050,072
Licenses and Permits	1,121,260				1,121,260
Intergovernmental	7,500	1,597,000	1,075,920		2,680,420
Charges for Services	1,278,424				1,278,424
Fines and Forfeits	2,482,500				2,482,500
Interest	208,000	218,000	17,000	2,500	445,500
Miscellaneous	89,000				89,000
Total Revenue	21,856,387	1,815,000	1,092,920	382,869	25,147,176
Expenditures					
Current					
General Government	5,304,252				5,304,252
Public Safety	13,436,966				13,436,966
Highways and Streets	3,469,624	1,985,000	2,983,045		8,437,669
Culture and Recreation					
Debt Service					
Principal Retirement				230,000	230,000
Interest and Fiscal Charges				141,110	141,110
Miscellaneous					
Total Expenditures	22,210,842	1,985,000	2,983,045	371,110	27,549,997
Excess (Deficiency) of Revenue Over Expenditures	(354,455)	(170,000)	(1,890,125)	11,759	(2,402,821)
Other Financing Sources (Uses)					
Operating Transfers In				153,566	153,566
Operating Transfers (Out)	(153,566)				(153,566)
Excess (Deficiency) of Revenue and Other Financing Sources Over Expenditures and Other Financing Uses	(508,021)	(170,000)	(1,890,125)	165,325	(2,402,821)
Fund Balances					
May 1 - Projected	18,055,909	14,051,802	2,115,224	1,769,475	35,992,410
April 30 - Projected	\$ 17,547,888	\$ 13,881,802	\$ 225,099	\$ 1,934,800	\$ 33,589,589

Village of Carol Stream

ALL PROPRIETARY AND
FIDUCIARY FUND TYPES

Combined Statement of Proposed Revenue/Expenses
& Changes in Retained Earnings/Fund Balances
Year Ended April 30, 2011

Description	Proprietary	Fiduciary	Totals
	Water & Sewer	Police Pension	
Revenue			
Charges for Services	\$ 7,589,775		7,589,775
Contributions		1,784,636	1,784,636
Interest	183,375	1,747,215	1,930,590
Total Revenue	7,773,150	3,531,851	11,305,001
Expenses			
Operations	9,903,949		9,903,949
Benefits and Refunds		1,588,933	1,588,933
Capital Expansion			
Debt Service			
Principal Retirement			
Interest and			
Fiscal Charges			
Total Expenses	9,903,949	1,588,933	11,492,882
Net Income (Loss)	(2,130,799)	1,942,918	(187,881)
Retained Earnings/ Fund Balances			
May 1 - Projected	53,293,926	26,081,350	79,375,276
April 30 - Projected	\$ 51,163,127	\$ 28,024,268	\$ 79,187,395

Village of Carol Stream

ALL PROPRIETARY AND
FIDUCIARY FUND TYPES

Combined Statement of Proposed Revenues/Expenses
& Changes in Retained Earnings/Fund Balances
Year Ended April 30, 2012

Description	Proprietary	Fiduciary	Totals
	Water & Sewer	Police Pension	
Revenue			
Charges for Services	\$ 7,657,778		7,657,778
Contributions		1,863,187	1,863,187
Interest	186,750	1,804,684	1,991,434
Total Revenue	7,844,528	3,667,871	11,512,399
Expenses			
Operations	7,703,870		7,703,870
Benefits and Refunds		1,751,237	1,751,237
Capital Expansion			
Debt Service			
Principal Retirement			
Interest and Fiscal Charges			
Total Expenses	7,703,870	1,751,237	9,455,107
Net Income (Loss)	140,658	1,916,634	2,057,292
Retained Earnings/ Fund Balances			
May 1 - Projected	51,163,127	28,024,268	79,187,395
April 30 - Projected	\$ 51,303,785	\$ 29,940,902	\$ 81,244,687

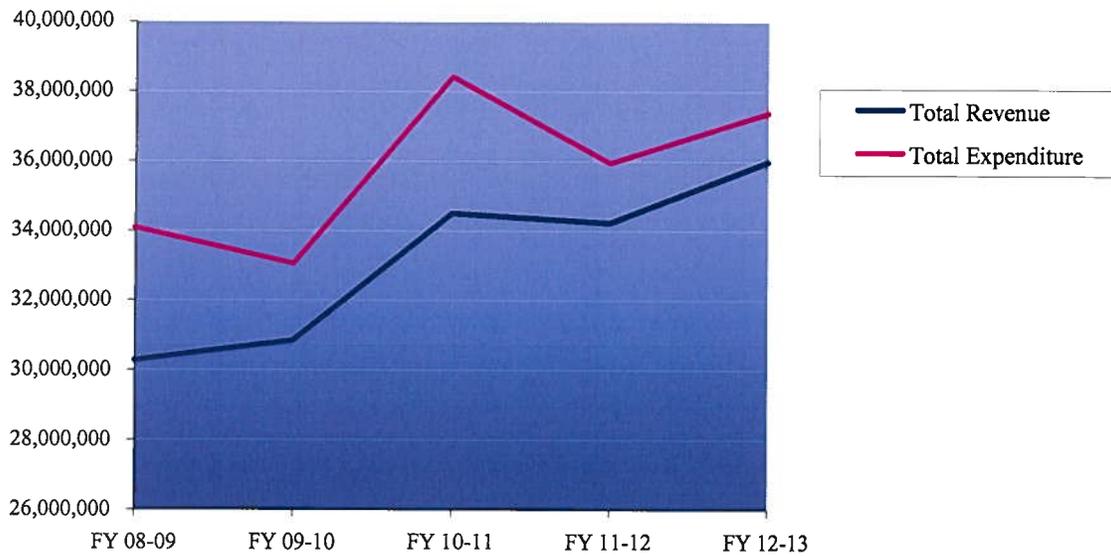
Village of Carol Stream

ALL PROPRIETARY AND
FIDUCIARY FUND TYPES

Combined Statement of Proposed Revenues/Expenses
& Changes in Retained Earnings/Fund Balances
Year Ended April 30, 2013

Description	Proprietary	Fiduciary	Totals
	Water & Sewer	Police Pension	
Revenue			
Charges for Services	\$ 7,837,969		7,837,969
Contributions		1,946,648	1,946,648
Interest	212,500	1,876,852	2,089,352
Total Revenue	8,050,469	3,823,500	11,873,969
Expenses			
Operations	7,810,879		7,810,879
Benefits and Refunds		1,870,892	1,870,892
Capital Expansion			
Debt Service			
Principal Retirement			
Interest and			
Fiscal Charges			
Total Expenses	7,810,879	1,870,892	9,681,771
Net Income (Loss)	239,590	1,952,608	2,192,198
Retained Earnings/ Fund Balances			
May 1 - Projected	51,303,785	29,940,902	81,244,687
April 30 - Projected	\$ 51,543,375	\$ 31,893,510	\$ 83,436,885

**TOTAL REVENUE vs. TOTAL EXPENDITURES
2009 - 2013**



A portion (\$.4m) of the "gap" between the revenues and expenditures in FY11 is the projected deficit in the General Corporate Fund. Deficits are also projected in FY12 and FY13.

The main reason for the large "gap" between the revenues and the expenditures in FY11 is that the General Corporate Capital Improvement Fund is funded out of reserves and the southwest water main project is programmed for FY11.

Village of Carol Stream

Comparison of Revenues

Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated Revenues FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
General Corporate Fund						
Operating Revenue						
Property Taxes						
Road & Bridge (Cty.Shared)	\$ 227,226	\$ 229,600	\$ 232,000	\$ 234,320	\$ 234,320	\$ 234,320
Pers. Prop. Replace.Tax	84,444	82,000	67,500	67,500	67,500	67,500
Other Taxes						
Sales Tax (State Shared)	6,294,070	6,156,474	5,136,585	5,136,219	5,238,944	5,369,918
Utility Tax	3,714,156	3,869,457	3,483,511	3,518,347	3,588,715	3,660,490
Income Tax (State Shared)	3,711,835	3,686,789	3,136,826	3,183,950	3,183,950	3,343,148
Amusement Tax	9,060	12,000	9,000	9,000	9,000	9,000
Home Rule Sales Tax	2,030,488	2,209,716	1,772,122	2,510,328	2,711,154	2,778,933
Real Estate Transfer Tax	626,379	300,000	324,373	325,000	347,750	389,480
Natural Gas Use Tax	626,270	600,000	580,000	590,000	600,000	600,000
Hotel Tax Receipts	289,894	315,622	223,715	214,766	214,766	216,914
Licenses and Permits						
Business/Scavenger Lic.	26,244	26,000	25,500	25,500	25,500	25,500
Dog License	1,897	1,900	1,900	1,900	1,900	1,900
Vehicle License	457,504	440,000	450,000	450,000	450,000	450,000
Liquor License	65,600	59,100	62,100	62,100	62,100	62,100
Vending Machine License	8,288	9,500	8,000	8,000	8,000	8,000
Game Room Fees	900	2,500	900	900	900	900
Building Permits	356,270	292,500	275,000	321,250	398,055	474,860
Review Fees - Bldg. Permits	52,167	100,000	60,000	82,000	88,000	94,000
Tobacco License	3,750	4,300	4,000	4,000	4,000	4,000
Residential Rental License	0	220,000	0	0	0	0
Charges for Services						
Re-inspection Fees	2,625	2,500	1,000	1,000	1,000	1,000
Legal & Planning Fees	19,004	35,000	60,000	50,000	50,000	50,000
Annexation Fees	1,100	0	0	0	0	0
Liquor Investigation Fees	2,150	3,500	4,350	4,000	4,000	4,000
Cable Franchise Fees	271,462	397,765	516,500	433,500	433,500	433,500
Service Fee - Developers	1,371	820	0	820	14,760	28,700
Host Benefit & Recyc.Fee	31,902	35,616	35,616	13,558	0	0
Public Hearing Fees	19,800	16,000	13,000	13,000	13,000	13,000
Passport Fees	9,217	9,000	9,000	9,000	9,000	9,000
Reim. Fee Based/DuMeg	259,720	272,131	203,895	203,895	203,895	203,895
Engr. Review Fees-SMA	42,303	36,200	36,200	51,000	51,000	51,000
Reimb. - Police Schools	13,490	11,000	10,000	7,300	7,300	7,300
Reimb. - School Dist/Park	274,107	275,369	275,369	280,111	285,713	291,582
Municipal Service Charge	116,790	124,807	124,807	106,260	106,260	106,260
Maint.& Rpr.Reimbursement	1,632	0	0	0	0	0
Gas Sales Reim D93/Ducom/PK	61,781	89,107	65,000	67,194	71,503	75,187
Police Reports	5,270	5,600	3,500	4,000	4,000	4,000
Fines and Forfeits						
Circuit Court - Tickets/Fines	638,779	625,000	530,000	550,000	575,000	600,000
Court DUI Fines	324,847	300,000	405,000	885,000	885,000	885,000

Village of Carol Stream

Comparison of Revenues

Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated Revenues FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Court Fines - Vehicles	60,735	50,000	70,000	75,000	75,000	75,000
DUI Tech	7,134	5,600	20,000	80,000	120,000	140,000
False Alarms	22,300	13,000	13,500	13,500	13,500	13,500
Ordinance Forfeits	137,235	105,000	118,000	110,000	105,000	100,000
Vehicle Forfeiture	59,915	75,000	55,000	55,000	55,000	55,000
ATLE Fines	49,707	506,250	220,500	264,000	264,000	264,000
Towing Fees	0	0	35,000	350,000	350,000	350,000
Interest Income						
Interest Income - Operating	412,135	307,758	175,648	64,500	104,000	208,000
Other Operating						
Miscellaneous Revenue	169,937	165,000	155,655	89,000	89,000	89,000
Total Operating Revenue	21,602,890	22,084,481	19,009,572	20,525,718	21,124,985	21,848,887
Non-Operating Revenue						
Miscellaneous Revenue	484,065	0	0	0	0	0
Developer Contributions	0	0	0	0	0	0
Intergovernmental Grants	173,774	195,900	194,807	226,662	7,500	7,500
Residual Equity Transfer	0	0	0	0	0	0
Total Non-Operating Revenue	657,839	195,900	194,807	226,662	7,500	7,500
Other Funding Sources						
Reappro. of Fund Balance	0	1,385,690	0	513,241	124,175	64,175
Installment Loan Proceeds	84,120	72,567	122,097	0	135,000	373,000
Total Other Funding Sources	84,120	1,458,257	122,097	513,241	259,175	437,175
Total General Corp. Fund	22,344,849	23,738,638	19,326,476	21,265,621	21,391,660	22,293,562
Water & Sewer Fund						
Operating Revenue						
Water Billing	3,756,536	4,222,754	4,075,000	4,640,480	4,640,480	4,640,480
Water Penalties	49,735	48,562	44,825	60,326	60,326	60,326
Sewer Billing	2,471,293	2,558,405	2,475,000	2,632,157	2,632,157	2,742,667
Sewer Penalties	31,778	29,422	32,915	34,218	34,218	35,655
Meter Sales	14,804	275	5,000	275	4,950	9,625
Miscellaneous Revenue	11,963	4,500	15,000	11,500	11,500	11,500
Shut-off Notices/Admin. Fee	51,795	45,000	55,000	50,000	50,000	50,000
Wheaton Sanitary Serv. Charge	6,778	6,000	6,500	6,500	6,500	6,500
Interest Income-operating	0	31,330	13,002	8,375	16,750	33,500
Total Operating Revenue	6,394,682	6,946,248	6,722,242	7,443,831	7,456,881	7,590,253
Non-Operating Revenue						
Rental Income	187,819	154,300	150,000	150,949	156,987	163,266
Connection Fees - Water	5,700	250	4,000	250	4,500	8,750
Connection Fees - Sewer	9,529	525	6,500	525	9,450	18,375
Expansion Fee	22,888	2,596	75,000	2,595	46,710	90,825
Interest Income	323,358	322,000	133,630	175,000	170,000	179,000
Miscellaneous Revenue	181,600	0	0	0	0	0
Developer Contribution	0	0	0	0	0	0
Total Non-Operating Revenue	730,894	479,671	369,130	329,319	387,647	460,216

Village of Carol Stream

Comparison of Revenues

Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated Revenues FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Other Funding Sources						
Intergovernmental Grants	0	0	155,137	0	0	0
Reappropriation of Fund Balance	0	3,519,000	446,000	2,832,000	552,000	497,000
Installment Loan Proceeds	0	0	0	0	0	0
Total Other Funding Sources	0	3,519,000	601,137	2,832,000	552,000	497,000
Total Water & Sewer Fund	7,125,576	10,944,919	7,692,509	10,605,150	8,396,528	8,547,469
Motor Fuel Tax Fund						
Intergovernment Allotments	1,092,809	1,169,180	957,500	1,046,835	1,065,267	1,075,920
Interest Income	20,411	45,000	45,000	18,000	13,000	17,000
Grants	0	367,000	0	0	0	0
Subtotal	1,113,220	1,581,180	1,002,500	1,064,835	1,078,267	1,092,920
Reappro. of Fund Balance	0	0	0	931,567	0	1,890,125
Total Motor Fuel Tax Fund	1,113,220	1,581,180	1,002,500	1,996,402	1,078,267	2,983,045
Police Pension Fund						
Employer Contribution	729,199	955,957	955,957	1,256,813	1,335,364	1,418,825
Employee Contribution	576,570	533,731	525,000	527,823	527,823	527,823
Miscellaneous Revenue	0	0	0	0	0	0
Interest Income	(1,951,288)	1,436,775	2,021,150	1,747,215	1,804,684	1,876,852
Subtotal	(645,519)	2,926,463	3,502,107	3,531,851	3,667,871	3,823,500
Reappro. of Fund Balance	0	0	0	0	0	0
Total Police Pension Fund	(645,519)	2,926,463	3,502,107	3,531,851	3,667,871	3,823,500
Public Library *						
Revenue	0	0	0	0	0	0
Total Public Library	0	0	0	0	0	0
TIF Debt Service Fund						
Geneva Crossing						
Incremental Taxes	382,529	363,403	400,376	365,598	372,910	380,369
Interest Income	17,344	20,056	755	1,500	2,000	2,500
Subtotal	399,873	383,459	401,131	367,098	374,910	382,869
Transfer fr. Gen. Corp. Fund	153,214	211,647	148,475	173,719	148,594	153,566
Total TIF Debt Service Fund- Geneva Crossing	553,087	595,106	549,606	540,817	523,504	536,435
General Corporate Fund - CIP						
Grants/Contributions	99,226	322,000	25,000	2,022,000	1,064,000	1,597,000
Interest Income	565,980	490,000	300,000	245,000	259,000	218,000
Subtotal	665,206	812,000	325,000	2,267,000	1,323,000	1,815,000
Transfer fr. Gen. Corp. Fund	3,500,000	0	0	0	0	0
Reappro. of Fund Balance	0	4,133,000	2,825,000	1,037,000	2,607,000	170,000
Total GCF-CIP Fund	4,165,206	4,945,000	3,150,000	3,304,000	3,930,000	1,985,000
Total Fund Revenue	\$ 34,656,419	\$ 44,731,306	\$ 35,223,198	\$ 41,243,841	\$ 38,987,830	\$ 40,169,011

* The Library does not prepare a 3-year plan.

Village of Carol Stream

Comparison of Expenditures/Expenses

Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenditures/ Expenses FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
General Corporate Fund						
Legislative, Boards, Administration						
Fire & Police Commission	\$ 41,769	\$ 27,095	\$ 10,963	\$ 28,993	\$ 38,243	\$ 16,993
Legislative Board	159,282	159,087	128,342	108,196	116,788	113,512
Planning Commission & Zoning Board of Appeals	10,190	11,947	5,186	9,011	9,021	9,031
Legal Services	316,205	368,000	333,000	368,000	375,000	375,000
Administration	487,633	525,446	488,320	499,923	504,833	508,327
Subtotal	1,015,079	1,091,575	965,811	1,014,123	1,043,885	1,022,863
Support Services						
Village Clerk	64,604	78,096	73,812	71,330	70,640	70,640
Employee Relations	255,224	263,345	231,187	215,147	216,997	218,123
Financial Management	807,845	862,413	802,205	815,602	823,733	829,169
Management Services	672,836	874,646	804,467	882,134	887,221	940,913
Subtotal	1,800,509	2,078,500	1,911,671	1,984,213	1,998,591	2,058,845
Engineering Services						
Engineering Services	960,520	916,312	882,403	783,822	804,422	827,792
Community Development						
Community Development	854,258	1,133,027	747,057	764,527	839,915	880,584
Public Safety						
Emergency Services	154,067	136,986	21,380	0	0	0
Police	12,011,131	13,574,736	12,153,212	13,353,211	13,308,775	13,436,966
Subtotal	12,165,198	13,711,722	12,174,592	13,353,211	13,308,775	13,436,966
Public Works						
Streets	3,163,401	3,719,415	3,216,896	2,687,776	3,031,095	3,469,624
Municipal Building	436,943	402,871	357,483	359,499	362,671	365,937
Municipal Garage	58,513	0	0	0	0	0
Transfers and Agreements	3,740,394	298,095	240,484	240,219	218,594	223,566
Town Center Events	352,940	381,482	292,054	78,231	78,231	78,231
Subtotal	7,752,191	4,801,863	4,106,917	3,365,725	3,690,591	4,137,358
Total General Corporate Fund	24,547,755	23,732,999	20,788,451	21,265,621	21,686,179	22,364,408

Village of Carol Stream

Comparison of Expenditures/Expenses

Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenditures/ Expenses FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Water and Sewer Fund						
Wastewater Collection & Treatment Center	2,459,761	3,266,567	3,264,672	2,812,959	3,215,709	3,221,586
Water/Sewer	3,339,998	6,951,184	3,800,884	7,090,990	4,488,161	4,589,293
Total Water and Sewer Fund	5,799,759	10,217,751	7,065,556	9,903,949	7,703,870	7,810,879
Motor Fuel Tax Fund	434,426	1,552,595	441,620	1,996,402	512,688	2,983,045
Police Pension Fund	1,079,712	1,390,240	1,238,556	1,588,933	1,751,237	1,870,892
Public Library *	0	0	0	0	0	0
TIF Debt Service Fund - Geneva Crossing	371,172	375,373	373,373	369,660	370,735	371,110
GCF - CIP	2,029,429	4,945,000	3,150,000	3,304,000	3,930,000	1,985,000
Total Expenditures/Expenses	\$ 34,262,253	\$ 42,213,958	\$ 33,057,556	\$ 38,428,565	\$ 35,954,709	\$ 37,385,334

* The Library does not prepare a 3-year plan.

Village of Carol Stream

FINANCIAL PLAN - 2010-2011 COMBINED OPERATING FUNDS

Summary of Accounts (GCF, W&S and Garage)

Acct No.	Account	Total	Percent of Total Budget	Fire/Pol Comm 451	Legis. Board 452	Plan Comm 453	Legal Services 457	Village Clerk 458	Admin. 459	Employee Relations 460	Financial Mgmt. 461	Engin. Services 462	Com. Devel. 464	Mgmt. Services 465	Police Department 466	Streets 467	Munici. Building 468	Munic. Garage 469	Town Center 475	WC&TC 410	Water & Sewer 420
Salaries & Wages																					
51102	Personal Services	11,122,360	35.96%	560	23,400	4,497		51,573	372,468	143,278	532,975	449,412	460,736	266,995	6,683,086	934,313	135,508	260,231	23,281	127,210	652,837
51105	Crossing Guards	97,076	0.31%												97,076						
51106	Seasonal Help	65,120	0.21%									25,000				35,080					5,040
51107	Court Time	148,035	0.48%												148,035						
51109	Overtime	776,360	2.51%					200			3,000	3,500	1,000		616,146	84,406	1,500	2,908	15,000	3,000	45,700
51111	Group Insurance	1,845,578	5.97%						50,689	15,846	75,256	74,559	74,815	38,399	1,107,002	169,207	33,389	36,264		24,996	145,156
51112	IMRF	708,586	2.29%			310		5,920	44,627	17,251	64,532	54,531	55,593	32,146	158,558	122,653	16,496	31,682	4,508	15,677	84,102
51113	FICA	860,648	2.78%	43	1,790	344		3,961	23,706	11,045	39,693	36,293	34,368	20,425	510,046	80,615	10,481	20,130	3,923	9,962	53,823
51114	Workers Comp	506,729	1.64%					176	1,283	487	1,812	10,537	9,455	908	369,662	64,473	8,275	9,735	1,519	2,385	26,022
51115	Unemploy. Comp	7,500	0.02%							7,500											
51116	GCF Tfr Pol. Pen.	1,256,813	4.06%												1,256,813						
SUBTOTALS		17,394,805	56.24%	603	25,190	5,151	0	61,830	492,773	195,407	717,268	653,832	635,967	358,873	10,946,424	1,490,747	205,649	360,950	48,231	183,230	1,012,680
Contractual Services																					
52212	Auto Maint. & Rpr.	582,491	1.88%									14,277	7,366	2,500	308,895	189,786	4,000	1,070		15,620	38,977
52215	Ins. Deductibles	100,000	0.32%											90,000							10,000
52219	TC Maintenance	13,800	0.04%														13,800				
52221	Utility Bill Process.	119,364	0.39%																		
52222	Meetings	11,750	0.04%		5,150	170		150	1,500	250	725	45		350	2,760	150				59,682	59,682
52223	Training	108,345	0.35%	925					800	1,700	7,500	2,630	2,300	7,450	77,990	4,550	100	650		100	100
52224	Vehicle Insur.	103,449	0.33%									4,791	2,870	960	43,084	34,474	1,910	1,910		600	1,150
52225	Employment Phys.	2,190	0.01%							2,190										999	12,451
52226	Office Equip. Maint.	23,545	0.08%					100	150		1,000	900	1,300	5,350	14,445	300					
52227	Radio Maint.	8,225	0.03%									100			8,125						
52228	Personnel Hiring	28,250	0.09%	26,000						2,250											
52229	Postage	80,450	0.26%												35,000					22,625	22,825
52230	Telephone	110,930	0.36%							750	720	4,320	600	42,600	29,372	2,088	600			3,780	26,100
52231	Copy Expense	30,850	0.10%											30,000		300				450	100
52232	Records Storage	880	0.00%								400	200	165		115					0	0
52233	Recording Fees	500	0.00%					500													
52234	Dues & Subscrip.	86,036	0.28%	400	47,945	490		200	4,000	600	1,390	1,120	1,250	725	22,381	3,160		1,605		310	460
52235	Prosecution	30,000	0.10%				30,000														
52236	Mgmt. Physicals	5,400	0.02%												5,400						
52237	Auditing	23,731	0.08%		16,611															3,560	3,560
52238	Legal Fees	251,000	0.81%	1,000			250,000														
52239	Range	3,000	0.01%												3,000						
52240	Pub. Notices/Info	8,300	0.03%		4,400	2,000		1,800												100	
52241	Court Recorder Fees	1,200	0.00%			1,200															
52243	Paging	1,075	0.00%												288	562		175			50
52244	Maint. & Repair	355,360	1.15%												4,900	33,000	67,540	2,000		185,000	62,920
52245	Gen. Communication	568,640	1.84%												568,640						
52247	Data Processing	3,700	0.01%												3,700						
52248	Electricity	96,100	0.31%													6,000	100			13,500	76,500
52249	Animal Control	5,900	0.02%												5,900						
52253	Consultant	170,800	0.55%					5,000				51,000	101,000	13,800							
52254	Actuarial	5,900	0.02%								5,900										
52255	Software Maint.	117,040	0.38%								41,300	5,120	800	42,000	27,420	400					
52256	Banking Services	5,979	0.02%								5,979										
52257	GIS System	22,000	0.07%											22,000							
52260	Weed Mowing	3,000	0.01%										3,000								
52261	Liability Insur.	27,194	0.09%											9,518						8,838	8,838
52262	OMI Contract	1,612,281	5.21%																	1,612,281	

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Village of Carol Stream

FINANCIAL PLAN - 2010-2011 COMBINED OPERATING FUNDS

Summary of Accounts (GCE, W&S, and Garage)

Acct No.	Account	Total	Percent of Total Budget	Fire/Pol Comm 451	Legis. Board 452	Plan Comm 453	Legal Services 457	Village Clerk 458	Admin. 459	Employee Relations 460	Financial Mgmt. 461	Engin. Services 462	Com. Devel. 464	Mgmt. Services 465	Police Department 466	Streets 467	Munici. Building 468	Munic. Garage 469	Town Center 475	WC&TC 410	Water & Sewer 420
52263	Property Insurance	27,196	0.09%											8,594						10,307	8,295
52264	Equipment Rental	6,580	0.02%																		500
52266	Snow Removal	240,000	0.78%													5,200	100	780			
52267	Uniform Cleaning	4,075	0.01%													240,000					
52268	Tree Maint.	110,350	0.36%													425	3,000				650
52269	Mosquito Abatemt.	45,800	0.15%													110,350					
52271	Street Light Maint.	15,000	0.05%													45,800					
52272	Prop Maint/NPDES	136,100	0.44%									37,000				15,000					
52273	Employee Services	10,550	0.03%						10,550							65,500			31,800		1,800
52274	Comm. Serv. Prog.	8,400	0.03%		8,400																
52276	Janitorial Service	30,000	0.10%																		
52277	Gas & Water	17,260	0.06%													7,000	23,000				
52279	Lab Services	16,500	0.05%													5,000	9,500			960	1,800
52280	Munic. Serv. Charge	106,260	0.34%																	6,500	10,000
52282	Meter Maint.	20,000	0.06%																	53,130	53,130
52283	DuPage Water Com.	2,704,000	8.74%																		20,000
52284	Equipment Maint.	5,200	0.02%																		2,704,000
52286	Street Maint.	300,000	0.97%															4,000			1,200
52291	Misc. Events/Act.	29,000	0.09%																		
52297	Sewer System Maint.	30,000	0.10%																29,000		
52298	Atle Service Fee	181,300	0.59%												181,300					30,000	
52310	Legal Adjudication	3,600	0.01%												3,600						
52311	Pros.Code Enforc.	3,000	0.01%				3,000														
52312	Prosecution DUI	85,000	2.01%				85,000														
SUBTOTALS		8,863,826	28.66%	28,325	82,506	3,860	368,000	7,750	6,450	18,290	64,914	121,503	120,951	310,847	1,311,315	1,069,045	120,650	15,190	29,000	2,060,142	3,125,088
Commodities																					
53302	Bricks	500	0.00%																	500	
53313	Auto Gas & Oil	254,382	0.82%								1,140	4,812	3,489	650	167,484	43,921	600	700		3,084	28,502
53314	Office Supplies	28,885	0.09%	65	250			550	600		1,275	650	2,500	1,000	19,000	1,400		395		100	800
53315	Printed Materials	46,780	0.15%		250			1,000		825	25,280	125	400	3,700	15,000						200
53316	Tools	6,400	0.02%																		
53317	Oper. Supplies	140,582	0.45%								1,725	1,540		2,500	61,650	36,567		2,600		300	1,500
53318	Refer. Materials	4,045	0.01%						100			395	500		3,000			50			29,700
53319	Maint. Supplies	15,000	0.05%																		
53320	Janitorial Supplies	4,500	0.01%														15,000				
53321	Ammunition	19,800	0.06%														4,500				
53322	Emerg. Equipment	3,415	0.01%												19,800						
53324	Uniforms	89,473	0.29%									670	320		3,415						
53325	Comm. Relations	17,250	0.06%													76,122					4,320
53326	Prisoner Care	1,200	0.00%													6,241	600	1,200			
53330	Invest. Fund	10,750	0.03%													17,250					
53332	Sewer Sys. Supplies	4,200	0.01%													1,200					
53333	Meters	150,000	0.48%																	4,200	
53341	Gas - Consumed	316,026	1.02%																		150,000
53343	Oil/Parts Consumed	100,000	0.32%															316,026			
53344	Street Signs	9,000	0.03%																		
53350	Small Equipment	32,325	0.10%					200		325	500	295	400	700	24,805	9,000	400	1,200	500		1,000
53353	Outsourcing Serv.	25,000	0.08%																		
53354	Parts Purchased	100,000	0.32%																		
53355	Parts Purch. Contr.	(100,000)	-0.32%																		
53356	Gas Purchased	316,026	1.02%																		
53357	Gas Purch Contr.	(316,026)	-1.02%																		
53358	Alloc.to Other Dept.	(835,911)	-2.70%																		
53380	Vending Mach Sup	2,500	0.01%											2,500							
53381	TC Maint & Supplies	6,000	0.02%																		
SUBTOTALS		452,102	1.46%	65	500	0	0	1,750	700	1,450	29,920	8,487	7,609	11,050	419,476	101,429	27,100	(382,140)	1,000	7,684	216,022

Village of Carol Stream

FINANCIAL PLAN - 2010-2011 COMBINED OPERATING FUNDS

Summary of Accounts (GCF, W&S, and Garage)

Acct No.	Account	Total	Percent of Total Budget	Fire/Pol Comm 451	Legis. Board 452	Plan Comm 453	Legal Services 457	Village Clerk 458	Admin. 459	Employee Relations 460	Financial Mgmt. 461	Engin. Services 462	Com. Devel. 464	Mgmt. Services 465	Police Department 466	Streets 467	Munici. Building 468	Munic. Garage 469	Town Center 475	WC&TC 410	Water & Sewer 420
Capital Outlay																					
54411	Office Equipment	3,500	0.01%							3,500											
54412	Other Equipment	120,414	0.39%																		
54413	Computer Equip.	25,600	0.08%											30,314	78,000		6,100	6,000			
54415	Vehicles	141,100	0.46%												24,400	1,200					
54417	Radios	473,196	1.53%												101,100						40,000
54422	Installment Loans	46,405	0.15%												472,496						700
54480	Construction	2,702,000	8.74%											21,050		25,355					
56490	Loan Principal	302,984	0.98%																	43,000	2,659,000
56491	Loan Interest	138,419	0.45%																	302,984	
57499	Contingency	165,000	0.53%																	138,419	
58702	Trans to Replace.	100,000	0.32%											150,000						7,500	7,500
	SUBTOTALS	4,218,618	13.64%	0	0	0	0	0	0	0	3,500	0	0	201,364	675,996	26,555	6,100	6,000	0	561,903	2,737,200
	TOTALS	30,929,351	100.00%	28,993	108,196	9,011	368,000	71,330	499,923	215,147	815,602	783,822	764,527	882,134	13,353,211	2,687,776	359,499	0	78,231	2,812,959	7,090,990

Village of Carol Stream

2011-2013 Personnel Schedule

	Authorized 2008-09	Authorized 2009-10	Proposed 2010-11	Projected 2011-12	Projected 2012-13
I. Administration					
a. Village Manager	1	1	1	1	1
b. Assistant Village Manager	1	1	1	1	1
c. Executive Secretary	1	1	1	1	1
	<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>
II. Emergency Management					
d. Emergency Management Coord.	1	1	0	0	0
	<u>1</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>0</u>
III. Management Services					
a. Asst. to the Village Mgr.	1	1	1	1	1
b. Secretary	.5	.5	.5	.5	.5
c. Interdepartmental Aide	.5	0	0	0	0
d. Information Systems Coord.	1	1	1	1	1
e. Information System Technician	1	1	1	1	1
	<u>4</u>	<u>3.5</u>	<u>3.5</u>	<u>3.5</u>	<u>3.5</u>
IV. Employee Relations					
a. Employee Relations Director	1	1	1	1	1
b. Employee Relations Clerk	.7	.7	.7	.7	.7
	<u>1.7</u>	<u>1.7</u>	<u>1.7</u>	<u>1.7</u>	<u>1.7</u>
V. Financial Management					
a. Finance Director	1	1	1	1	1
b. Assistant Finance Director	1	1	1	1	1
c. Accountant	1	1	1	1	1
d. Accounts Clerk	6	6	6	6	6
e. Administrative Secretary	.75	.75	.75	.75	.75
	<u>9.75</u>	<u>9.75</u>	<u>9.75</u>	<u>9.75</u>	<u>9.75</u>
VI. Community Development					
a. Community Development Dir.	1	1	1	1	1
b. Assistant Community Develop.Dir.	1	1	1	1	1
c. Code Professional I	1	1	0	0	0
d. Code Professional II	2	2	2	2	2
e. Building & Zoning Professional	1	1	0	0	0
f. Permit Systems Coordinator	1	1	1	1	1
g. Secretary	1	1	1	1	1
	<u>8</u>	<u>8</u>	<u>6</u>	<u>6</u>	<u>6</u>

Village of Carol Stream

2011-2013 Personnel Schedule

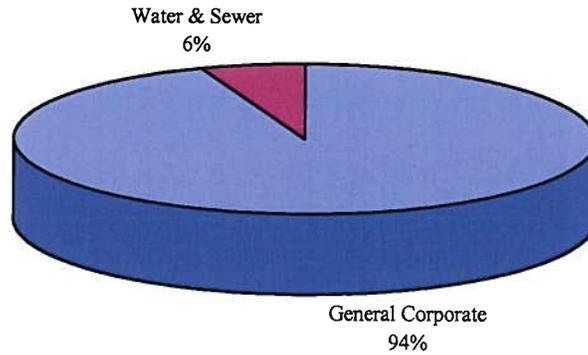
	Authorized 2008-09	Authorized 2009-10	Proposed 2010-11	Projected 2011-12	Projected 2012-13
VII. Engineering Services					
a. Director of Engineering Services	1	1	1	1	1
b. Assistant Village Engineer	1	1	1	1	1
c. Staff Engineer	1	0	0	0	0
d. Engineering Inspector	3	3	2	2	2
e. Administrative Secretary	1	1	1	1	1
f. Secretary	.5	.5	.5	.5	.5
	<u>7.5</u>	<u>6.5</u>	<u>5.5</u>	<u>5.5</u>	<u>5.5</u>
VIII. Public Works-Streets Division					
a. Director of Public Works	1	1	1	1	1
b. Assistant Public Works Director	0	0	1	1	1
c. Public Works Program Coordinator	1	1	0	0	0
d. Administrative Secretary	1	1	1	1	1
e. Street Superintendent	1	1	1	1	1
f. Public Works Employee I	3	3	1	1	1
g. Public Works Employee II	10	10	6	6	6
h. Public Works Employee III	2	2	5	5	5
i. Clerk-Public Works	1	1	0.5	0.5	0.5
	<u>20</u>	<u>20</u>	<u>16.5</u>	<u>16.5</u>	<u>16.5</u>
IX. Public Works-Water/Sewer Division					
a. Water/Sewer Supervisor	1	1	1	1	1
b. Water/Sewer Employee I	2	2	1	1	1
c. Water/Sewer Employee II	4	4	4	4	4
d. Water/Sewer Employee III	2	2	3	3	3
	<u>9</u>	<u>9</u>	<u>9</u>	<u>9</u>	<u>9</u>
X. Public Works - Municipal Garage Division					
a. Municipal Garage Supervisor	1	1	1	1	1
b. Garage Mechanic	2	2	2	2	2
c. Mechanic's Helper	1	1	1	1	1
	<u>4</u>	<u>4</u>	<u>4</u>	<u>4</u>	<u>4</u>
XI. Police Department					
a. Chief of Police	1	1	1	1	1
b. Deputy Chief	1	1	2	2	2
c. Commander	0	0	3	3	3
d. Lieutenant	2	2	0	0	0
e. Social Worker	2	2	2	2	2
f. Social Services Supervisor	1	1	1	1	1
g. Sergeant	9	9	6	6	6
h. Police Officer	57	53	52	52	52
i. Community Service Tech.	8	8	7	7	7
j. Evidence /Property Custodian	1	1	1	1	1
k. Administrative Secretary	1	1	1	1	1
l. Secretary	1	1	1	1	1

Village of Carol Stream

2011-2013 Personnel Schedule

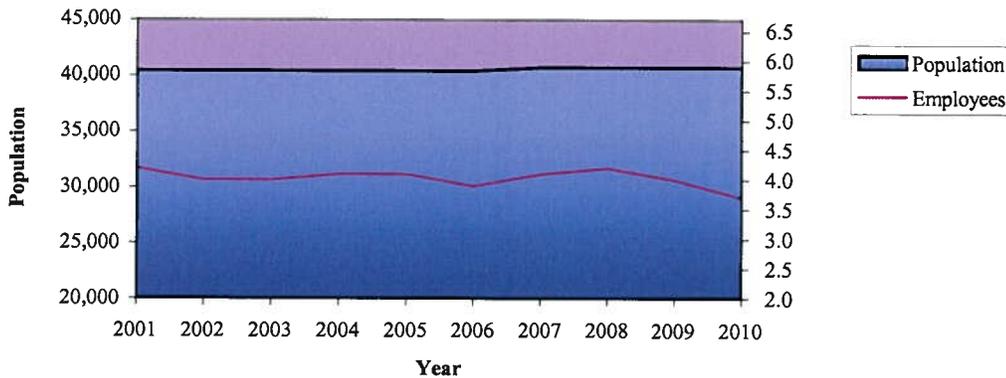
	Authorized 2008-09	Authorized 2009-10	Proposed 2010-11	Projected 2011-12	Projected 2012-13
m. Records Supervisor	1	1	1	1	1
n. Assistant Records Supervisor	1	1	0	0	0
o. Records Clerk	7	7	6.75	6.75	6.75
p. Clerk/Typist	1	1	1	1	1
q. Crime Analyst	1	1	1	1	1
r. Court Liaison	.5	.5	.5	.5	.5
s. Training Coordinator/ Budget Analyst	1	1	1	1	1
t. Crime Prevention Specialist	1	0	0	0	0
u. Investigative Aide	2	1	1	1	1
	<u>99.5</u>	<u>93.5</u>	<u>89.25</u>	<u>89.25</u>	<u>89.25</u>
XII. Municipal Building					
a. Municipal Bldg. & Grounds Maint. Supervisor	1	1	1	1	1
b. Municipal Bldg. & Grounds Maint. Employee	1	1	1	1	1
	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>
XIII. Village Clerk's Office					
a. Deputy Village Clerk	.75	.75	.75	.75	.75
TOTAL - REGULAR EMPLOYEES (Full-Time Equivalent)					
	<u>170.20</u>	<u>162.70</u>	<u>150.95</u>	<u>150.95</u>	<u>150.95</u>
XIV. Seasonal & Miscellaneous					
Temporary Help					
a. Streets Division-Summer	6	6	6	6	6
b. Water/Sewer Division-Summer	2	2	2	2	2
c. Administration	1	1	0	0	0
d. Engineering Inspector	0	0	1	1	1
e. Meter Readers (1/2 W/S + 1/2 WRC)	.25	.25	0	0	0
f. Eng. Aide-Eng. Services	1	1	1	1	1
g. Police Patrol-Crossing Guards	22	0	0	0	0
TOTAL-OTHER THAN FULL TIME	<u>32.25</u>	<u>10.25</u>	<u>10.00</u>	<u>10.00</u>	<u>10.00</u>
(Full-Time Equivalent)	<u>16.13</u>	<u>5.13</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>
TOTAL EMPLOYEE COUNT	<u>202.45</u>	<u>172.95</u>	<u>155.95</u>	<u>155.95</u>	<u>155.95</u>
TOTAL EMPLOYEE COUNT (Full-Time Equivalent)	<u>186.33</u>	<u>167.83</u>	<u>160.95</u>	<u>160.95</u>	<u>160.95</u>

**PERSONNEL BY FUND
2011**



Due to the current economic climate, 11.75 positions were eliminated from the three-year plan. The positions that were eliminated included the Emergency Planning Management Coordinator, Code Professional I, Building and Zoning Professional, Engineering Inspector, 3 Public Works Employees, The Public Works Clerk position was reduced to part-time, a Police Officer, the Assistant Records Clerk Supervisor, a Community Service Technician, a Sergeant and 1/4 of a Police Records Clerk. These positions will be re-evaluated once the economy turns around.

**AUTHORIZED
STAFFING LEVELS
Employees per 1,000 Residents**



Through the use of private sector alternatives whenever practical, the Village has been able to maintain a resident population ratio of 4.0 to 1,000 but, as a result of the necessary staffing reductions, the ratio has decreased to 3.7 to 1,000.

A. Common Assumptions

1. Interest Earning Rate for all fund reserves.

- a. Fiscal 2010-11: .50%
- b. Fiscal 2011-12: 1.00%
- c. Fiscal 2012-13: 2.00%

2. Number of Building Permits.

- a. Fiscal 2010-11:
 - 0 Single Family Detached
 - 0 Single Family Attached
 - 1 Industrial/Commercial
 - 1350 Accessory/Miscellaneous
 - 50 Industrial/Commercial Remodeling/Build-out
- b. Fiscal 2011-12:
 - 1 Single Family Detached
 - 15 Single Family Attached
 - 2 Industrial/Commercial
 - 1475 Accessory/Miscellaneous
 - 60 Industrial/Commercial Remodeling/Build-out
- c. Fiscal 2012-13:
 - 2 Single Family Detached
 - 30 Single Family Attached
 - 3 Industrial/Commercial
 - 1600 Accessory/Miscellaneous
 - 70 Industrial/Commercial Remodeling/Build-out

B. General Corporate Fund

1. Sales Tax (State Shared)

Assumes that the State of Illinois will continue remitting 1% of State Sales Tax to local communities on point of sale basis.

- a. Fiscal 2010-11: Revenues are projected to increase by 1.5% due to inflation. Revenue projections also takes into account the loss of a top ten sales tax generator
- b. Fiscal 2011-12: 2.0% (1% Growth, 1% Inflation) increase over 2010-11.
- c. Fiscal 2012-13: 2.5% (1.5% Growth, 1% Inflation) increase over 2011-12.

2. Home Rule Sales Tax

- a. Home rule sales tax revenues are projected at 52% of the regular sales tax for all three years.

3. Utility/Telecommunication Tax:

50.5% of the utility tax receipts are from telecommunications and 49.5% from electrical use.

- a. Fiscal 2010-11: Receipts from electric and telecommunications are based on usage. Receipts are projected to increase by 1% as the economy begins to improve.
- b. Fiscal 2011-12: Receipts are projected to increase by 2% as the economy continues to improve.
- c. Fiscal 2012-13: Receipts are projected to increase by 2% as the economy continues to improve.

4. Natural Gas Use Tax:

In FY04, the Village Board repealed the utility tax on natural gas in favor of a natural gas use tax. In order to implement this tax, the Village exercised its home-rule authority. Based on usage information received from NICOR, the Village felt that the most equitable way to tax the use of natural gas was by implementing the Natural Gas Use Tax. The tax rate is 2.5 cents per therm.

- a. Fiscal 2010-11: Revenues are based on usage and usage will fluctuate based on the weather. At this point these revenues have appeared to somewhat level off. Usage and revenues are projected to be flat for all three years. A 1.7% increase has been projected as a result of an improving economy, production and occupation rates that are projected to increase.
- b. Fiscal 2011-12: See Fiscal 2010-11
- c. Fiscal 2012-13: See Fiscal 2010-11

5. State Income Tax (State Shared):

- a. Fiscal 2010-11: The projected shared rate is \$77.00, a 15% decrease from FY10. The estimated population based on a 2010 Census is 41,350.
- b. Fiscal 2011-12: The projected shared rate is \$77.00 per capita. The estimated population based on the 2010 Census is 41,350.

- c. Fiscal 2012-13: The projected shared rate is \$80.85 per capita. The estimated population based on the 2010 Census is 41,350.

6. Real Estate Transfer Tax:

Given the severity of the economy, especially within the housing industry, the sale of pre-existing homes have declined dramatically.

- a. Fiscal 2010-11: Estimated value of residential sales subject to the tax is \$86,666,666 and the estimated value of industrial sales is \$21,666,666, no change from FY10.
- b. Fiscal 2011-12: It is anticipated that the recovery to the housing market will be slow therefore a conservative growth estimate of 7% was projected.
- c. Fiscal 2012-13: It is anticipated that the recovery to the housing market will be slow therefore a conservative growth estimate of 12% was projected.

7. Building Fees:

Based on the current building fee schedule.

8. Interest Income: See Common Assumptions.

C. Water and Sewer Fund:

1. Customer Charge:

a. Water

(1) The Village purchases its water from the DuPage Water Commission (DWC) and the DWC purchases water from the City of Chicago. In a move to balance its budget, the City of Chicago voted to raise the water rates charged to the DWC in FY09 by .20, FY10 by .23 and FY11 by .25. The DWC will be passing these rate increases onto its members along with a rate increase of their own of .15, effective May 1, 2010, and therefore, it will be necessary for the Village to also pass these increases onto our customers.

(2) The water rate will be \$3.88/1,000 gallons starting on May 1, 2010.

- (a) Fiscal 2010-11: Projecting 1,196,000,000 gallons billed.
- (b) Fiscal 2011-12: Projecting 1,196,000,000 gallons billed.
- (c) Fiscal 2012-13: Projecting 1,196,000,000 gallons billed.

b. Sewer

(1) A rate increase will be needed in FY11. An \$.11/1,000 gallons increase bringing the rate to \$2.62/1,000 gallons will take effect on May 1, 2010. Staff will continually monitor the sewer rate annually. An additional rate increase of \$.11/1,000 gallons is also projected for FY13.

(a) Fiscal 2010-11: Projecting 1,004,640,000 gallons billed.

(b) Fiscal 2011-12: Projecting 1,004,640,000 gallons billed.

(c) Fiscal 2012-13: Projecting 1,004,640,000 gallons billed.

(2) Connection Fees: No fee increase. See Common Assumptions for number of building permits.

(3) Interest Income. See Common Assumptions.

(4) Water and Sewer Expansion Fee: No fee increase.

D. Motor Fuel Tax Fund (State Shared):

1. Allotments

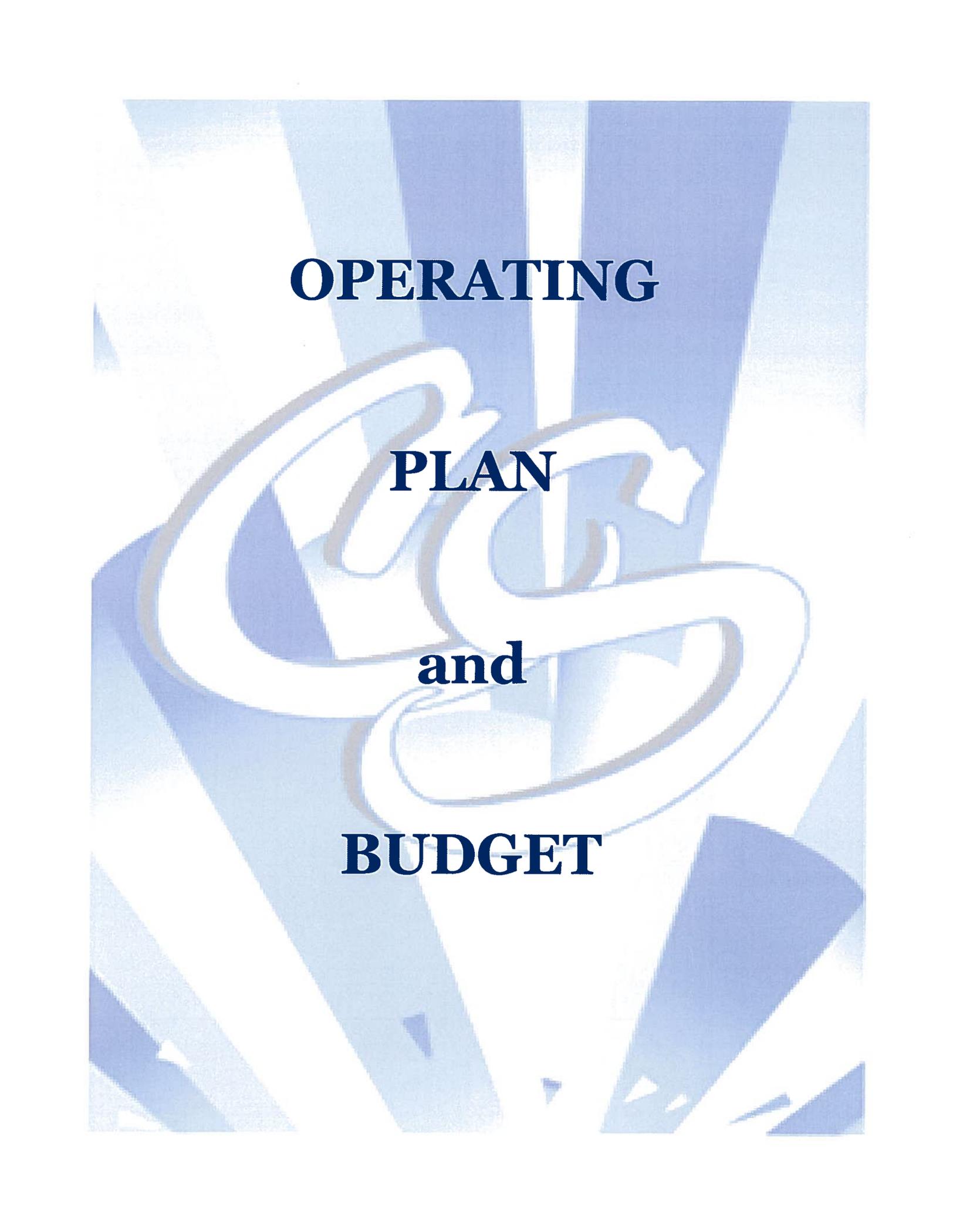
a. Fiscal 2010-11: The estimated per capita rate is \$25.60, a decrease of 11% from FY10.

b. Fiscal 2011-12: The estimated shared rate is \$25.86 per capita, a 1% increase.

c. Fiscal 2012-13: The estimated shared rate is \$26.12 per capita, a 1% increase.

2. Interest Income. See Common Assumptions.

1. A performance based employee compensation package consistent with sound economic policies of the Village of Carol Stream to recruit and maintain qualified employees.
2. Personnel levels and other resources are adjusted to provide programs and levels of service as defined in the Financial Plan. Performance measures have been included for the major departments
3. There are no new Village programs or new contributions to other agency programs without a new specific funding source.
4. All staffing vacancies and large expenditures will be thoroughly reviewed to determine the necessity of the position or purchase.

The background features a large, stylized white dollar sign (\$) with a 3D effect, set against a blue and white geometric pattern of vertical and diagonal stripes. The text is centered over this graphic.

OPERATING

PLAN

and

BUDGET

INTRODUCTION

Village services are characterized as either governmental or proprietary. The former are “traditional” government services which are directed toward maintaining and enhancing the health, safety and welfare of the community. Police protection, planning and zoning, building code enforcement, licensing and snow and ice control are examples of governmental services. These services are primarily funded by generally applied taxes or fees for service and are accounted for in the General Corporate Fund.

Proprietary or enterprise activities, such as a utility operation, are supported by user charges with the customer paying directly for the commodity used. The Village of Carol Stream operates a combined water and water reclamation utility. Charges collected and costs of operation are accounted for in the Water and Sewer Operation and Maintenance Fund.

OVERVIEW

The 2011-13 Financial Plan is based on the vision, purpose and values statement, as well as the fiscal, community and economic development and service policies of the Village established over time by the Village Board. Revenues and expenditures have been estimated utilizing the assumptions provided in the Financial Plan and Budget Summaries section. The Village follows a “cost of service” approach which results in user fees, rates and customer charges being sufficient to cover the cost of providing the service. The Village is currently in the process of reviewing proposed increases to the building permit fees and it is anticipated that these fees will be modified and become effective on May 1, 2010. Water and sewer customer charges are reflective of the operation of the utilities.

General Corporate Fund revenues reflect the current decline in the economy. Sales tax revenues are projected to be flat except for the fact that the Village Board approved an increase of .25% to the Home-Rule sales tax rate, effective, July 1, 2010. For FY11, this is projected to generate an additional \$738,000 in revenue. During FY10, the Village Board also approved an increase in the DUI fines which is anticipated to generate an additional \$480,000/yr. and implemented a towing fee which is project to generate \$350,000/yr.

In fiscal year 2003, the Village implemented a .5% home-rule sales tax along with a 2.5¢/therm tax on natural gas usage (the utility tax on natural gas was repealed). The revenues from the home-rule sales tax have come in at about 34.5% of the regular sales tax revenues. Since the revenues from the use tax on natural gas are based on consumption, weather becomes a major factor. It appears that these revenues have leveled off.

Wherever cost effective, private companies are used to supplement Village resources to provide services. Some examples of “privatization” include: water reclamation center management, refuse collection, major street light repair, snow plowing, engineering testing, major building maintenance, legal services, road construction, certain auto and truck maintenance and repair services and landscape maintenance on Gary and North Avenues, Lies and Kuhn Roads and the Town Center. As a result of the public works staff being reduced, the scope and number of

contractors utilized for plowing snow, had to be increased. Consultants will augment the Village staff as needed to provide specialized reviews of engineering plans required for compliance with stormwater regulations and to provide major infrastructure construction design and inspection services.

LOOKING AHEAD

Of course, the state and national economic conditions have the most impact on our revenue sources. The State of Illinois is still experiencing severe budget problems. The Governor has proposed that, to assist the State in addressing their severe budget deficits, local governments should “share in the pain.” Therefore, his budget proposal included reducing state-shared revenue (income tax) to local government by \$300m. It is projected that Carol Stream would receive \$941,000/yr. less. The Village will need to continually monitor and aggressively lobby the State Legislature to assure that Village revenues are not reduced or diverted as a solution to the State’s budget problem. It is projected that operating reserves (fund balance) in the amount of \$383,066 will be utilized in order to balance FY10. Deficits are projected for both FY12 and FY13. The projected deficits in the second and third years are manageable. Existing capital reserves will be used to finance the infrastructure maintenance and capital additions resulting in reducing the balance available for future capital improvement projects. Prior to the reserves being completely utilized, a designated revenue source will need to be identified and implemented so as to fund the CIP. If a designated revenue source is not identified and implemented, capital projects would need to be severely reduced and/or eliminated. Water and Sewer customer charges and connection fees are set at levels to cover operation maintenance and replacement costs and to generate a modest surplus for identified future system improvements. Recommendations to increase the water and sewer rates have been included.

Continued emphasis on up-to-date efficient approaches to service and the discipline to not venture into service areas not traditionally provided by the Village without new revenues, will have to be maintained. Legislative activities at the State and Federal levels, aimed at reducing existing Village revenue sources or imposing new unfunded and mandated programs, will have to be more vigorously resisted and fought than ever before. A careful watch will have to be kept on the tax treatment of “e-commerce” taking place at the state and federal level.

The main advantage of utilizing a multi-year financial plan is that it gives us a look into the future. If problems are identified, working towards solving the problems can begin now. The revenues were projected based on today’s economic condition and when the economy improves, so should some of our key revenues. The plan, as proposed, includes projected deficits in all three years. Staff and the Village Board have been working and will continue to work on addressing the projected deficits.

GENERAL CORPORATE FUND

A. Revenue

1. **Total Operating Revenues** of \$20,525,718 are 8% higher than the FY10 estimated operating revenues. The increase is primarily due to the increase in the Home-Rule sales tax rate, the DUI Fines and the new towing fees. Even with the new revenues, the operating revenues are still 9.2% lower than the operating revenues that were projected last year.
 - a. 49.2% of operating revenue comes from State shared sources: Sales Tax, Income Tax and the Telecommunication Tax. State shared revenues, for the most part, reflect the economy. The State and National economic climate and the condition of local businesses are reflected in State shared sales and income taxes. The General Corporate Fund reflects a significant downturn in the economy. These revenues are projected to be at the same level as the estimated FY10 receipts.
 - b. 40.6% of operating revenue comes from local sources, such as the utility tax on electricity, home-rule sales tax, natural gas use tax, the real estate transfer tax, fines and forfeits, building permit fees, and vehicle licenses. The home-rule sales tax will increase by .25% on July 1, 2010. Historically, home-rule sales tax revenues have come in at 34.5% of the regular sales tax revenues. It is anticipated that as a result of the increase in the rate, these revenues will come in about 52% of the regular sales tax revenues.
 - c. Revenues are reflective of the current down economy. Deficits are projected for all three years. The projected deficits in FY12 and FY13 are manageable.

B. Expenditures

1. **Total Operating Expenditures** of \$21,265,621 are 10.5% lower than the FY10 budget and 14.3% less than the FY11 projection made a year ago. This budget includes the elimination of 11.75 positions.
 - a. The personnel related costs of Salaries and Wages, which include pension and group health and life insurance, represent 75.7% of the proposed FY11 General Corporate Fund Operating Expenditure budget. The contract with the Service Employees International Union which represents the Public Works Streets, Water and Sewer and Garage divisions expires April 30, 2010 and negotiations should begin shortly. The contract with the Fraternal Order of Police Labor Council includes a wage opener for FY11. This proposed budget does not include a general wage adjustment for any labor group, union or non-union. The Village's contributions to the Illinois

Municipal Retirement Fund (IMRF) and the Police Pension Fund (PPF) are 12.04% and 12.72% respectively of the salary and wages paid to the covered employees. Additionally, the Village contributes 7.65% of all salaries and wages to Social Security and Medicare. In FY11, a 5% increase in the PPO, 12% increase in the HMO and 5% increase in the dental premiums have been budgeted.

- b. Regular full-time personnel positions are proposed to be 150.95 a decrease of 11.75 from the current authorized level.

WATER AND SEWER OPERATION & MAINTENANCE FUND

A. Revenue

- 1. **Total Operating Revenues** of \$7,443,831 are 10.7% higher than the FY10 estimated revenue and 3.6% less than the FY11 revenue projection of last year. Although operating revenues are projected to be higher than FY10 because of a \$.40/1,000 gallon water rate increase and a \$.11/1,000 gallon sewer rate increase, overall consumption has been on a decline so the projected total gallons of water sold has been reduced by 1.4%. The water rate increase is a direct pass-thru of the rate increase by the City of Chicago (.25) to the DuPage Water Commission and an operating increase of \$.15/1,000 implemented by the Commission. The sewer rate increase is due to a combination of increased operating costs and a reduction in overall consumption.
- 2. **Non-Operating Revenue** consisting primarily of interest income, expansion and connection fees is \$329,319 a decrease of 31.3% primarily due to significant reductions in building related fees and interest income.

B. Expenditures

- 1. **Total Operating Expenditures** of \$7,071,949 are 6.8% more than the FY10 expenditures and 8.7% lower than the FY11 expenditures projected last year primarily due to a reduction in the amount of water that will be purchased.
 - a. The personnel related costs of Salaries and Wages, which include Illinois Municipal Retirement Fund pension and group health and life insurance, represent 16.9% of the Water and Sewer Operating Expenditure Budget. Insurance premium increases are the same as identified in the General Corporate Fund as are the contributions to IMRF and Social Security.

Regular full-time personnel positions are proposed to remain at 9, the current authorized level.

- b. The FY11 budget includes the principal and interest payment of \$441,403 which is due on the \$6.8m IEPA loan for the Water Reclamation Center and the loan by the DuPage Water Commission for water mains on Judith and Riviera.
- c. The FY11 budget includes \$2,702,000 for capital projects of which \$2,653,000 is for the extension of a water main into the unincorporated area, southwest of the Village, \$49,000 is for the engineering for the replacement of the sanitary sewer on Aztec Drive and Oswego water main.

RESERVE ACCOUNTS/FUND BALANCE

The Village's Operating Funds have cash reserves (Fund Balances) accumulated over the years. These reserves are earmarked for specific purposes as follows:

Operations

50% of the annual General Corporate Fund operating expenditure budget is earmarked as a cushion against a deterioration or elimination of revenue sources or unanticipated major expenditures. Since the Village's main sources for general revenue are directly affected by the economy, subject to modification by the Illinois General Assembly, U. S. Congress and the courts, and/or are potentially subject to the loss of a major payer due to relocation, shifting of payment recordation, business conditions and accident or natural disaster, this reserve provides funds for continuing the provision of basic traditional services.

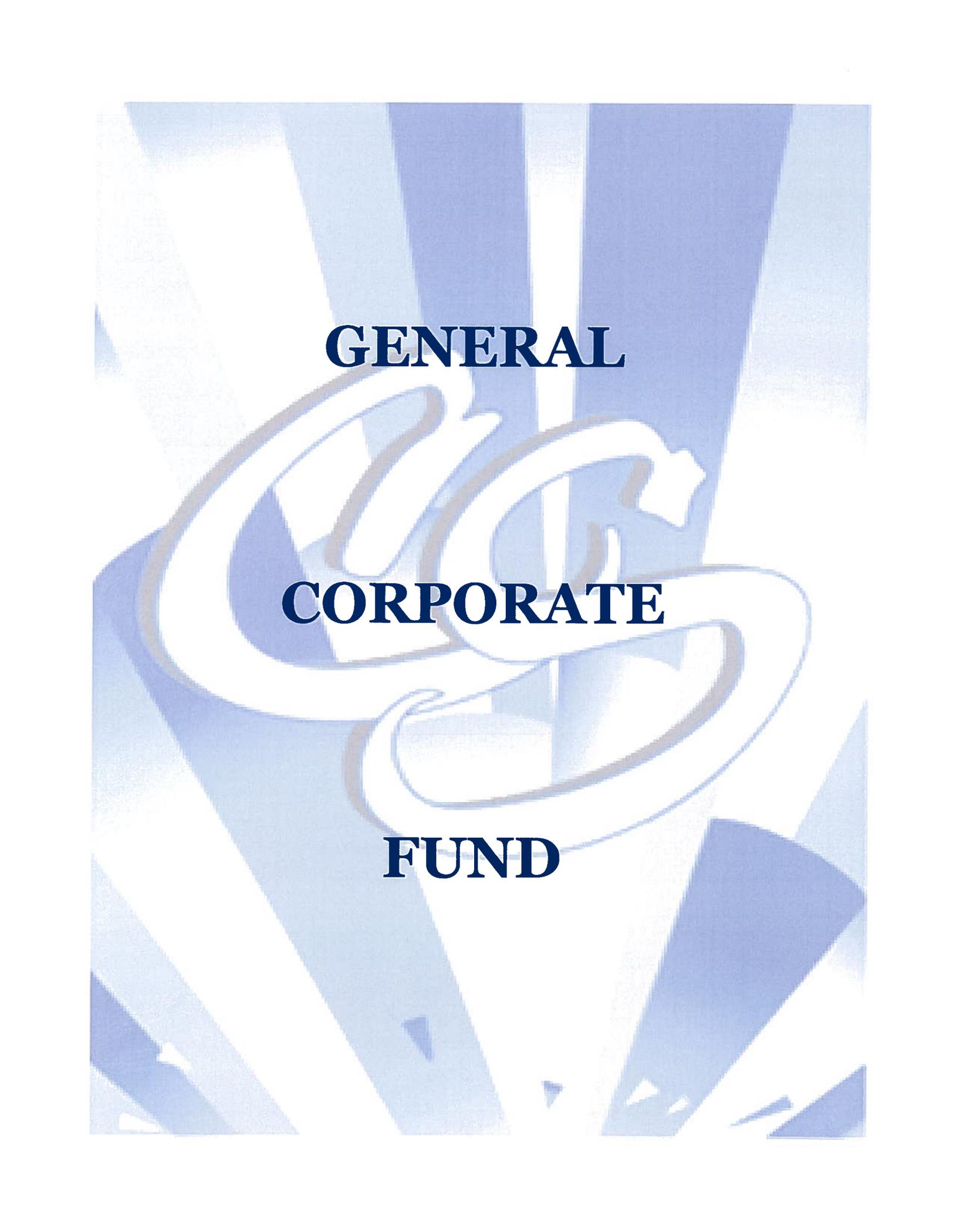
Any balance remaining after the reserve requirement has been met, is transferred to the General Corporate Fund – Capital Improvement Fund.

As a result of the current economic times, the FY10 budget planned on utilizing \$858,029 of the operating reserve to balance the budget. As a result of the continued decline in the economy, it is estimated that about \$1.2m of the operating reserve will need to be used. The FY11 budget includes the utilization of \$383,066 of fund balance in order to balance the budget. When possible, the Village will re-establish its operating reserves so that it is equal to 50% of the General Corporate Fund operating budget.

25% of the total Water and Sewer Fund annual budgeted expenditures, excluding capital, are earmarked for unanticipated major expenditures or an unexpected downturn in the revenues.

Capital

The balance of the Water and Sewer Operation and Maintenance Fund Reserves remaining after the operations allocation is available for reappropriation for specific capital improvement projects to mitigate against the Village going into debt.

The background features a stylized, abstract design with blue and white geometric shapes, including vertical stripes and angular patterns. A large, white, three-dimensional 'C' logo is prominently displayed in the center, overlapping the text.

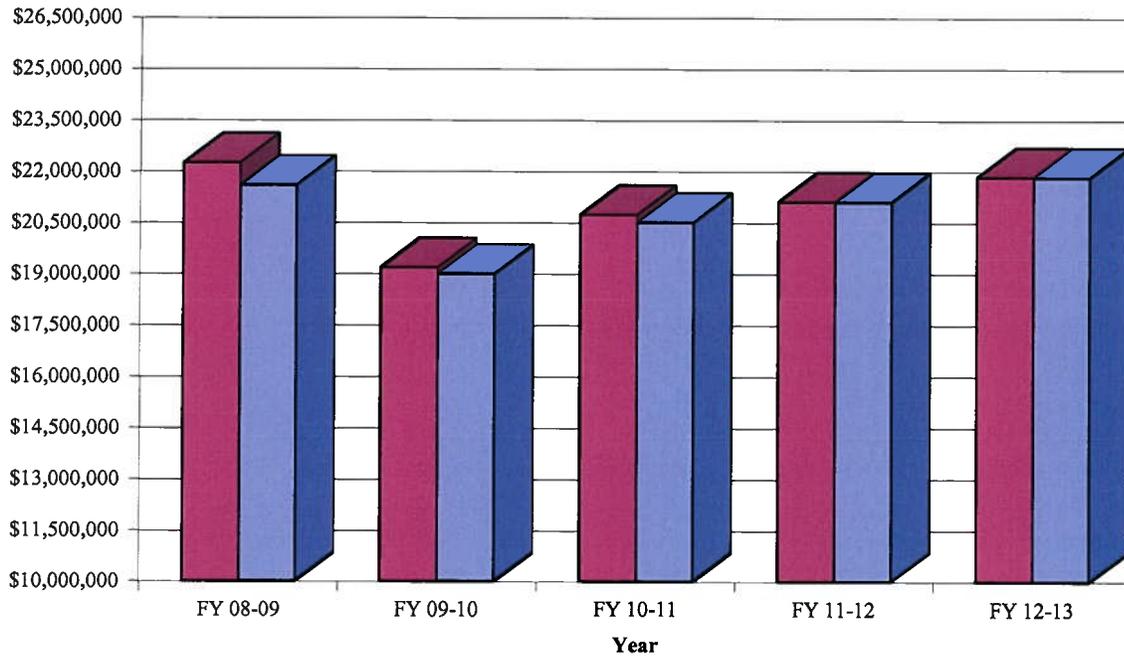
GENERAL

CORPORATE

FUND

**GENERAL CORPORATE FUND
OPERATING REVENUES vs. TOTAL REVENUES
2009 - 2013**

■ Total Revenue
■ Operating Revenue

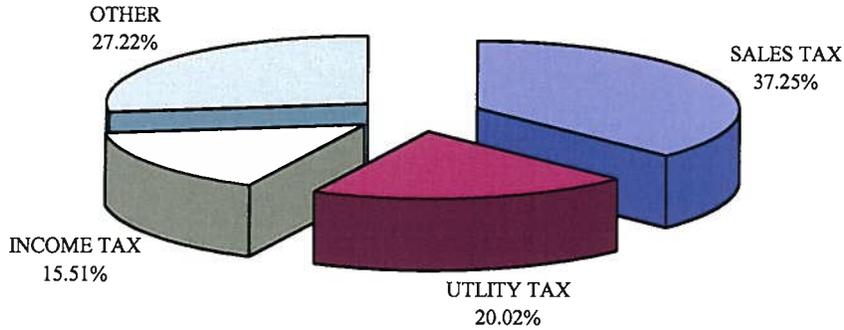


	Est.				
	FY 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13
Total Operating Revenue	\$ 21,602,890	\$ 19,009,572	\$ 20,525,718	\$ 21,124,985	\$ 21,848,887
Total Non-Operating Revenue	657,839	194,807	226,662	7,500	7,500
Total Revenue	\$ 22,260,729	\$ 19,204,379	\$ 20,752,380	\$ 21,132,485	\$ 21,856,387

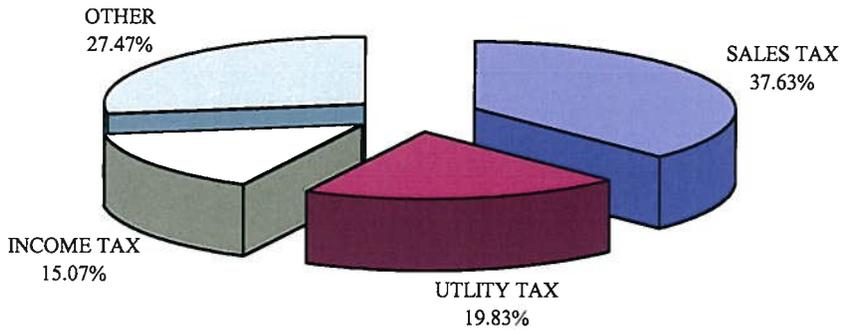
As reflected by the graph above, the Village receives 1% of its revenues from non-operating sources.

**GENERAL CORPORATE FUND
KEY OPERATING REVENUES
2011-13**

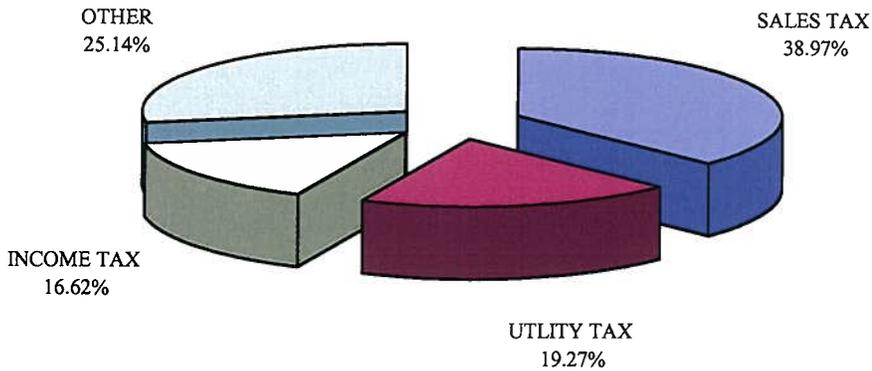
FY 10-11



FY 11-12



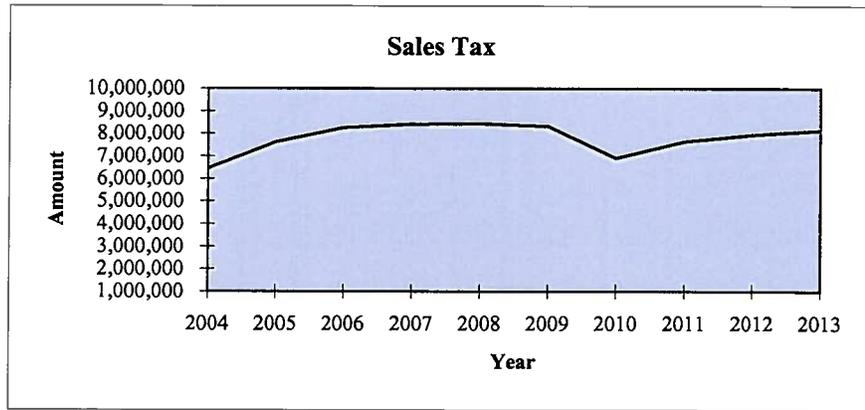
FY 11-12



This graph shows the importance of the Village's three main revenue sources. Since revenues from the state shared income and sales taxes, and local utility tax, represent approximately 72.8% of the General Corporate Fund operating revenues, it is important that they be continually monitored and protected from any legislative changes.

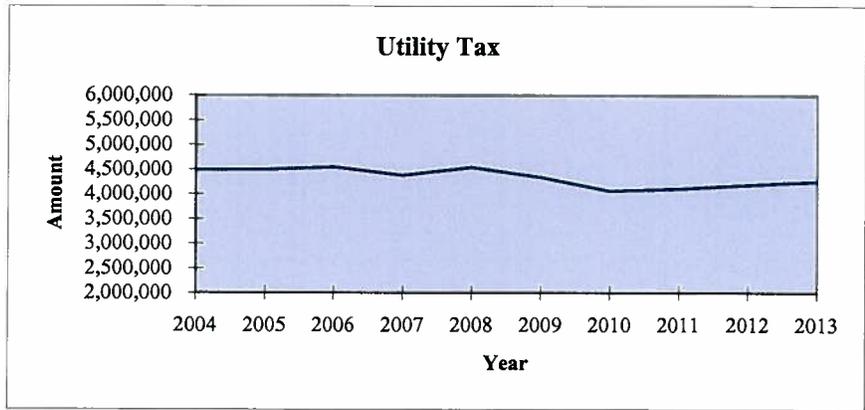
**GENERAL CORPORATE FUND
KEY REVENUES**

<u>YEAR</u>	<u>AMOUNT</u>
2004	6,442,924
2005	7,624,713
2006	8,257,109
2007	8,418,809
2008	8,442,841
2009	8,324,558
2010 (Est.)	6,908,707
2011 (Prop.)	7,646,547
2012 (Proj.)	7,950,098
2013 (Proj.)	8,148,851



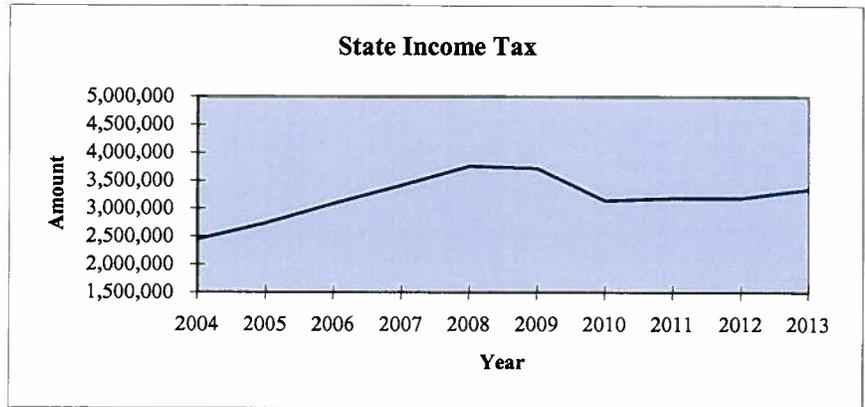
The increase in the revenues is due to an increase of .25% in the home-rule rate that took effect on 7/1/10. The projected sales tax revenues for the next three years continue to reflect the current economic downturn.

<u>YEAR</u>	<u>AMOUNT</u>
2004	4,487,359
2005	4,496,741
2006	4,548,252
2007	4,379,176
2008	4,544,382
2009	4,340,426
2010 (Est.)	4,063,511
2011 (Prop.)	4,108,347
2012 (Proj.)	4,188,715
2013 (Proj.)	4,260,490



These revenues are based on consumption which has declined but is projected to level off.

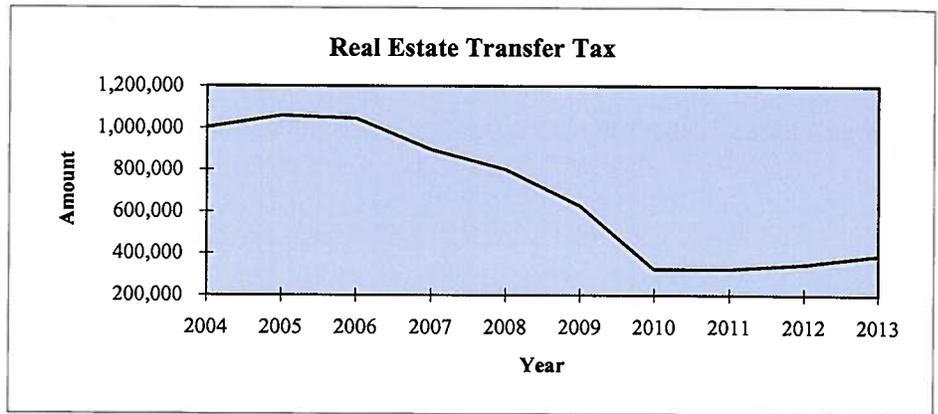
<u>YEAR</u>	<u>AMOUNT</u>
2004	2,443,909
2005	2,737,638
2006	3,089,954
2007	3,414,293
2008	3,750,833
2009	3,711,835
2010 (Est.)	3,136,826
2011 (Prop.)	3,183,950
2012 (Proj.)	3,183,950
2013 (Proj.)	3,343,148



Revenues are allocated on a per capita basis. As a result of the economic downturn, the per capita rate is projected to decrease to \$77.

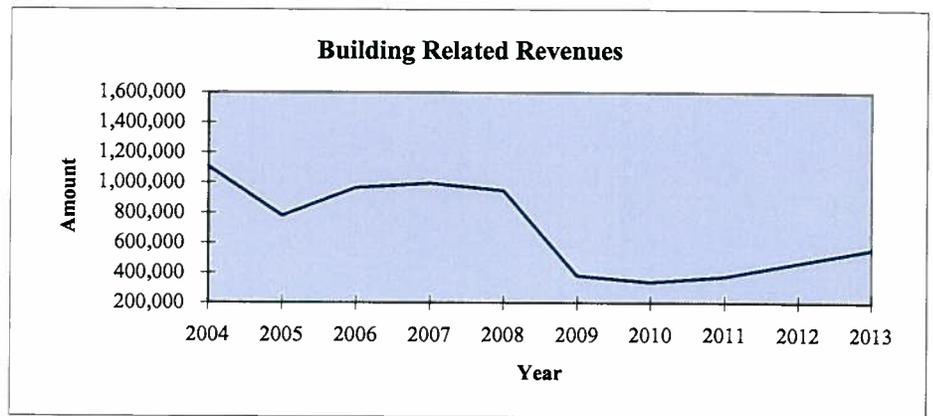
**GENERAL CORPORATE FUND
KEY REVENUES**

<u>YEAR</u>	<u>AMOUNT</u>
2004	1,000,493
2005	1,056,623
2006	1,043,745
2007	894,401
2008	800,000
2009	626,379
2010 (Est.)	324,373
2011 (Prop.)	325,000
2012 (Proj.)	347,750
2013 (Proj.)	389,480



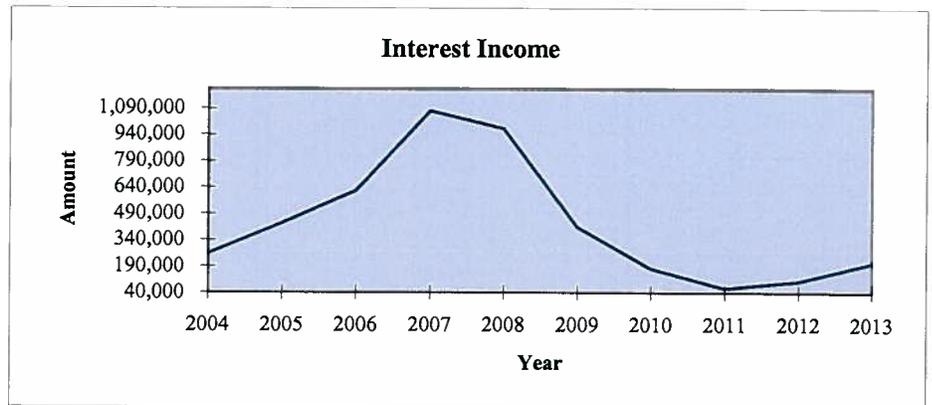
Sales of pre-existing homes have declined dramatically as a result of the economic downturn. Based on the current economy, revenues are projected to increase slowly.

<u>YEAR</u>	<u>AMOUNT</u>
2004	1,104,418
2005	778,684
2006	965,391
2007	994,972
2008	945,000
2009	377,745
2010 (Est.)	335,000
2011 (Prop.)	372,070
2012 (Proj.)	462,815
2013 (Proj.)	553,560



Includes: Building permit fees, legal and planning, annexation fees and developer service fees. Minimal construction is projected to occur during the next three years.

<u>YEAR</u>	<u>AMOUNT</u>
2004	260,904
2005	435,126
2006	619,797
2007	1,076,004
2008	975,000
2009	412,135
2010 (Est.)	175,648
2011 (Prop.)	64,500
2012 (Proj.)	104,000
2013 (Proj.)	208,000



Current interest rates are at an all time low. A .5% rate of interest was used for projection purposes. Starting in FY06, the non-operating reserves, and the interest earned on those reserves, were moved to the General Corporate Fund Capital Improvement Fund. This revenue represents the interest income that is earned on operating cash and reserves.

Village of Carol Stream

GENERAL CORPORATE FUND

Revenues/Expenditures & Changes in Fund Balance

Summary

Description	Actual FY 07-08	Actual FY 08-09	Estimated FY 09-10	Proposed FY 10-11	Projected FY 11-12	Projected FY 12-13
Beginning Balance, May 1	\$ 19,888,563	\$ 22,909,822	\$ 20,706,916	\$ 19,122,844	\$ 18,609,603	\$ 18,055,909
Prior Period Adjustment	0	0	0	0	0	0
Revenue/Source						
Taxes	18,299,899	17,613,822	14,965,632	15,789,430	16,196,099	16,669,703
Licenses and Permits	1,187,301	972,620	887,400	955,650	1,038,455	1,121,260
Intergovernmental Grants	134,157	173,774	194,807	226,662	7,500	7,500
Charges for Services	1,553,520	1,133,724	1,358,237	1,244,638	1,254,931	1,278,424
Fines and Forfeits	1,166,899	1,300,652	1,467,000	2,382,500	2,442,500	2,482,500
Interest Income	1,038,274	412,135	175,648	64,500	104,000	208,000
Miscellaneous	1,520,247	738,122	155,655	89,000	89,000	89,000
Total Revenue/Source	24,900,297	22,344,849	19,204,379	20,752,380	21,132,485	21,856,387
Expenditures/Uses						
Fire and Police Commission	28,976	41,769	10,963	28,993	38,243	16,993
Legislative Board	150,971	159,282	128,342	108,196	116,788	113,512
Planning Commission & Zoning Board of Appeals	7,887	10,190	5,186	9,011	9,021	9,031
Emergency Services	49,281	154,067	21,380	0	0	0
Legal Services	236,515	316,205	333,000	368,000	375,000	375,000
Village Clerk	67,779	64,604	73,812	71,330	70,640	70,640
Administration	477,546	487,633	488,320	499,923	504,833	508,327
Employee Relations	217,287	255,224	231,187	215,147	216,997	218,123
Financial Management	926,919	807,845	802,205	815,602	823,733	829,169
Engineering Services	951,982	960,520	882,403	783,822	804,422	827,792
Comm. Development	892,183	854,258	747,057	764,527	839,915	880,584
Management Services	553,941	672,836	804,467	882,134	887,221	940,913
Police	11,387,611	12,011,131	12,153,212	13,353,211	13,308,775	13,436,966
Public Works - Streets	2,970,635	3,163,401	3,216,896	2,687,776	3,031,095	3,469,624
Municipal Building	391,300	436,943	357,483	359,499	362,671	365,937
Municipal Garage	63,176	58,513	0	0	0	0
Transfers and Agreements	2,235,867	3,740,394	240,484	240,219	218,594	223,566
Town Center Events	269,182	352,940	292,054	78,231	78,231	78,231
Total Expenditures/Uses	21,879,038	24,547,755	20,788,451	21,265,621	21,686,179	22,364,408
Ending Balance, April 30:						
Reserved for Public Safety	168,158	204,907	0	0	0	0
Reserved for Prepaid Items	386,519	395,227	0	0	0	0
Reserved for Specific Purpose	141,880	143,011	0	0	0	0
Reserved for Inventory	158,156	163,976	0	0	0	0
Reserved for Loans Receivable	74,407	69,720	0	0	0	0
Unreserved-Dsgnd.-Stormwater	358,000	358,000	0	0	0	0
Unreserved-Dsgnd.-Tree Repl.	2,250,000	2,185,825	0	0	0	0
Unreserved	19,372,702	17,186,250	19,122,844	18,609,603	18,055,909	17,547,888
Totals	\$ 22,909,822	\$ 20,706,916	\$ 19,122,844	\$ 18,609,603	\$ 18,055,909	\$ 17,547,888

Village of Carol Stream

GENERAL CORPORATE FUND

Revenues

Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated Revenue FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Property Taxes						
Road and Bridge(County Shared) \$	227,226	\$ 229,600	\$ 232,000	\$ 234,320	\$ 234,320	\$ 234,320
Pers. Prop. Replacement Tax	84,444	82,000	67,500	67,500	67,500	67,500
Other Taxes						
Sales Tax (State Shared)	6,294,070	6,156,474	5,136,585	5,136,219	5,238,944	5,369,918
Utility Tax	3,714,156	3,869,457	3,483,511	3,518,347	3,588,715	3,660,490
Income Tax (State Shared)	3,711,835	3,686,789	3,136,826	3,183,950	3,183,950	3,343,148
Amusement Tax	9,060	12,000	9,000	9,000	9,000	9,000
Home Rule Sales Tax	2,030,488	2,209,716	1,772,122	2,510,328	2,711,154	2,778,933
Real Estate Transfer Tax	626,379	300,000	324,373	325,000	347,750	389,480
Natural Gas Use Tax	626,270	600,000	580,000	590,000	600,000	600,000
Hotel Tax Receipts	289,894	315,622	223,715	214,766	214,766	216,914
Total Taxes	\$ 17,613,822	\$ 17,461,658	\$ 14,965,632	\$ 15,789,430	\$ 16,196,099	\$ 16,669,703
Licenses and Permits						
Business/Misc. License	26,244	26,000	25,500	25,500	25,500	25,500
Dog License	1,897	1,900	1,900	1,900	1,900	1,900
Vehicle License	457,504	440,000	450,000	450,000	450,000	450,000
Liquor License	65,600	59,100	62,100	62,100	62,100	62,100
Vending Machine License	8,288	9,500	8,000	8,000	8,000	8,000
Game Room Fees	900	2,500	900	900	900	900
Building Permits	356,270	292,500	275,000	321,250	398,055	474,860
Review Fees - Building Permits	52,167	100,000	60,000	82,000	88,000	94,000
Tobacco License	3,750	4,300	4,000	4,000	4,000	4,000
Residential Rental License		220,000	0	0	0	0
Total Licenses and Permits	\$ 972,620	\$ 1,155,800	\$ 887,400	\$ 955,650	\$ 1,038,455	\$ 1,121,260
Charges for Services						
Re-inspection Fees	2,625	2,500	1,000	1,000	1,000	1,000
Legal & Planning Fees	19,004	35,000	60,000	50,000	50,000	50,000
Annexation Fees	1,100	0	0	0	0	0
Liquor Investigation Fees	2,150	3,500	4,350	4,000	4,000	4,000
Cable Franchise Fees	271,462	397,765	516,500	433,500	433,500	433,500
Service Fee - Developers	1,371	820	0	820	14,760	28,700
Host Benefit & Recycling Fee	31,902	35,616	35,616	13,558	0	0
Public Hearing Fees	19,800	16,000	13,000	13,000	13,000	13,000
Passport Fees	9,217	9,000	9,000	9,000	9,000	9,000
Engineering Review Fees-SMA	42,303	36,200	36,200	51,000	51,000	51,000
Reimb. - Police Schools	13,490	11,000	10,000	7,300	7,300	7,300
Reimb. - School Districts/Park	274,107	275,369	275,369	280,111	285,713	291,582
Municipal Service Charge	116,790	124,807	124,807	106,260	106,260	106,260
Gas Sales Reim D93/Ducom/PK	61,781	89,107	65,000	67,194	71,503	75,187
Maint. & Rpr. Reimbursement	1,632	0	0	0	0	0
Police Reports	5,270	5,600	3,500	4,000	4,000	4,000
Reim Fee Based/DuMeg	259,720	272,131	203,895	203,895	203,895	203,895
Total Charges for Services	\$ 1,133,724	\$ 1,314,415	\$ 1,358,237	\$ 1,244,638	\$ 1,254,931	\$ 1,278,424

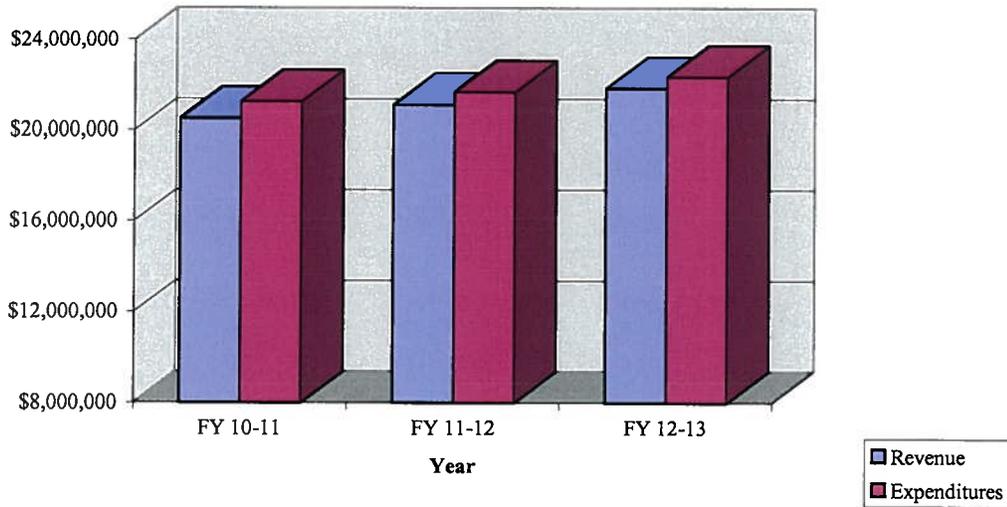
Village of Carol Stream

GENERAL CORPORATE FUND

Revenues

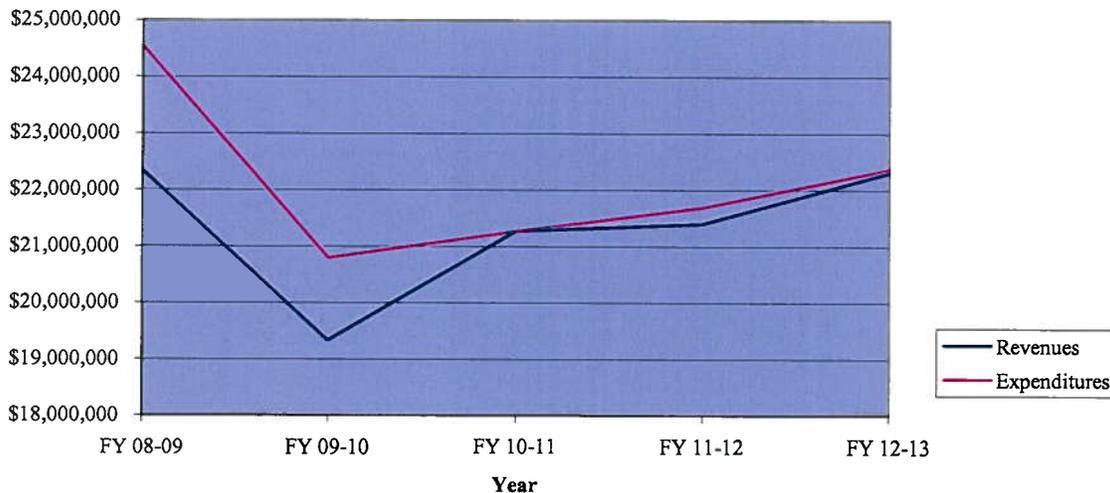
Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated Revenue FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Fines and Forfeits						
Circuit Court - Tickets/Fines	638,779	625,000	530,000	550,000	575,000	600,000
Ordinance Forfeits	137,235	105,000	118,000	110,000	105,000	100,000
DUI Tech Funds	7,134	5,600	20,000	80,000	120,000	140,000
Court DUI Fines	324,847	300,000	405,000	885,000	885,000	885,000
Court Fines - Vehicles	60,735	50,000	70,000	75,000	75,000	75,000
False Alarms	22,300	13,000	13,500	13,500	13,500	13,500
Vehicle Forfeiture	59,915	75,000	55,000	55,000	55,000	55,000
ATLE Fines	49,707	506,250	220,500	264,000	264,000	264,000
Towing Fee	0	0	35,000	350,000	350,000	350,000
Total Fines and Forfeits	\$ 1,300,652	\$ 1,679,850	\$ 1,467,000	\$ 2,382,500	\$ 2,442,500	\$ 2,482,500
Interest Income						
Interest Income - Operating	412,135	307,758	175,648	64,500	104,000	208,000
Other Operating						
Miscellaneous Revenue	98,014	75,000	105,000	85,000	85,000	85,000
Donations & Contributions	14,400	20,000	3,000	4,000	4,000	4,000
Fees and Admissions	57,523	70,000	47,655	0	0	0
Total Other Operating	169,937	165,000	155,655	89,000	89,000	89,000
Total Operating Revenue	21,602,890	22,084,481	19,009,572	20,525,718	21,124,985	21,848,887
Non-Operating Revenue						
Miscellaneous Revenue	484,065	0	0	0	0	0
Intergovernmental Grants	173,774	195,900	194,807	226,662	7,500	7,500
Total Non-Operating Revenue	657,839	195,900	194,807	226,662	7,500	7,500
Other Funding Sources						
Reappropriation of Fund Balance	0	1,385,690	0	513,241	124,175	64,175
Installment Loan Proceeds	84,120	72,567	122,097	0	135,000	373,000
Total Other Funding Sources	84,120	1,458,257	122,097	513,241	259,175	437,175
Total Revenue	\$ 22,344,849	\$ 23,738,638	\$ 19,326,476	\$ 21,265,621	\$ 21,391,660	\$ 22,293,562

**GENERAL CORPORATE FUND
OPERATING REVENUES vs. OPERATING EXPENDITURES
2011 - 2013**



This graph shows that an operating deficit is projected for all three years. Even though revenues were enhanced, FY10 still needed to be balanced by using fund balance.

**GENERAL CORPORATE FUND
TOTAL REVENUES vs. TOTAL EXPENDITURES
2009 - 2013**



This graph is a comparison of total (operating and non-operating) revenues and expenditures in the General Corporate Fund. Budget deficits are projected in all three years. Fund balance was used to balance FY10. New revenue sources along with operational cut backs will be needed to balance FY11 and FY12.

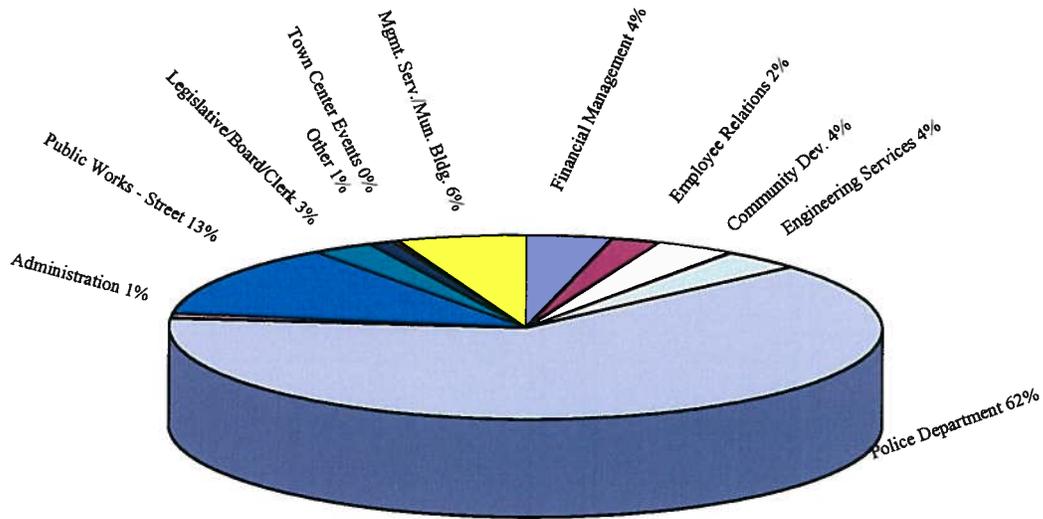
Village of Carol Stream

GENERAL CORPORATE FUND

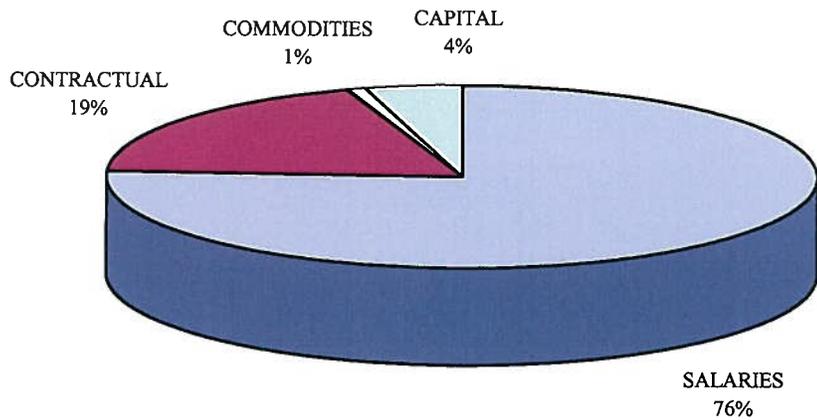
Revenues - Expenditures

Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Revenue						
Operating Revenue	\$ 21,602,890	\$ 22,084,481	\$ 19,009,572	\$ 20,525,718	\$ 21,124,985	\$ 21,848,887
Non-Operating Revenue	657,839	195,900	194,807	226,662	7,500	7,500
Subtotal	22,260,729	22,280,381	19,204,379	20,752,380	21,132,485	21,856,387
Other Funding Sources	84,120	1,458,257	122,097	513,241	259,175	437,175
Total Available	\$ 22,344,849	\$ 23,738,638	\$ 19,326,476	\$ 21,265,621	\$ 21,391,660	\$ 22,293,562
Expenditures						
Fire & Police Commission	\$ 41,769	\$ 27,095	\$ 10,963	\$ 28,993	\$ 38,243	\$ 16,993
Legislative Board	159,282	159,087	128,342	108,196	116,788	113,512
Planning Commission & Zoning Board of Appeals	10,190	11,947	5,186	9,011	9,021	9,031
Emergency Services	154,067	136,986	21,380	0	0	0
Legal Services	316,205	368,000	333,000	368,000	375,000	375,000
Village Clerk	64,604	78,096	73,812	71,330	70,640	70,640
Administration	487,633	525,446	488,320	499,923	504,833	508,327
Employee Relations	255,224	263,345	231,187	215,147	216,997	218,123
Financial Management	807,845	862,413	802,205	815,602	823,733	829,169
Engineering Services	960,520	916,312	882,403	783,822	804,422	827,792
Comm. Development	854,258	1,133,027	747,057	764,527	839,915	880,584
Management Services	672,836	874,646	804,467	882,134	887,221	940,913
Police	12,011,131	13,574,736	12,153,212	13,353,211	13,308,775	13,436,966
Streets	3,163,401	3,719,415	3,216,896	2,687,776	3,031,095	3,469,624
Municipal Building	436,943	402,871	357,483	359,499	362,671	365,937
Municipal Garage	58,513	0	0	0	0	0
Transfers and Agreements	3,740,394	298,095	240,484	240,219	218,594	223,566
Town Center Events	352,940	381,482	292,054	78,231	78,231	78,231
Totals	\$ 24,547,755	\$ 23,732,999	\$ 20,788,451	\$ 21,265,621	\$ 21,686,179	\$ 22,364,408
Net Income (Loss)	\$ (2,202,906)	\$ 5,639	\$ (1,461,975)	\$ 0	\$ (294,519)	\$ (70,846)

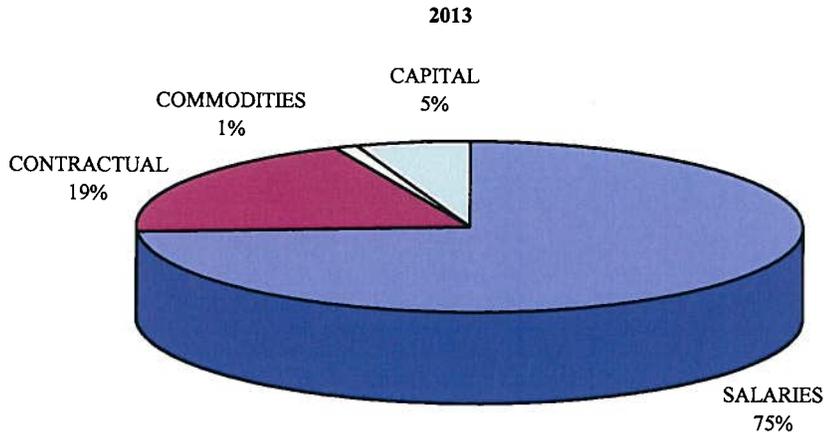
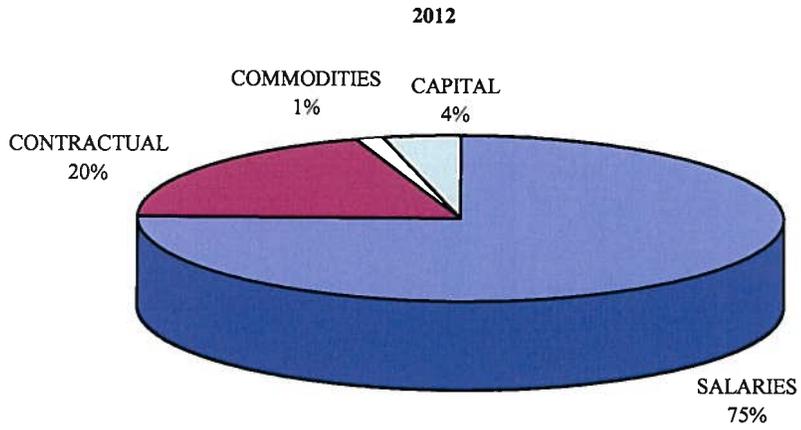
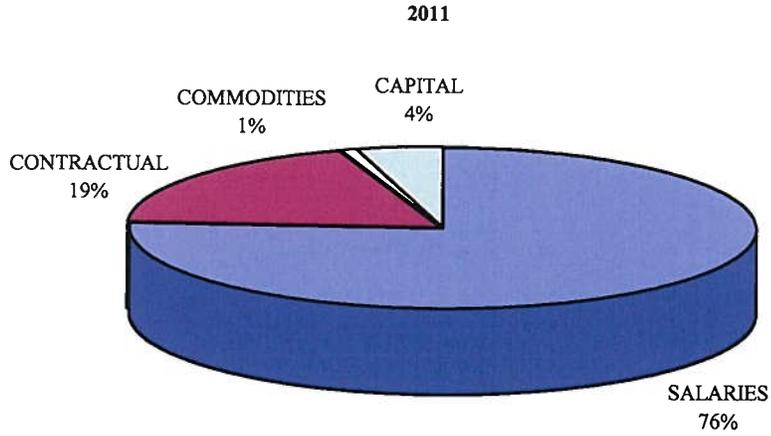
**GENERAL CORPORATE FUND
EXPENDITURES BY DEPARTMENT
FY 2010-11**



**GENERAL CORPORATE FUND
EXPENDITURE BY CLASS
FY 2010-11**



**GENERAL CORPORATE FUND
EXPENDITURES BY CLASS
2011 - 2013**

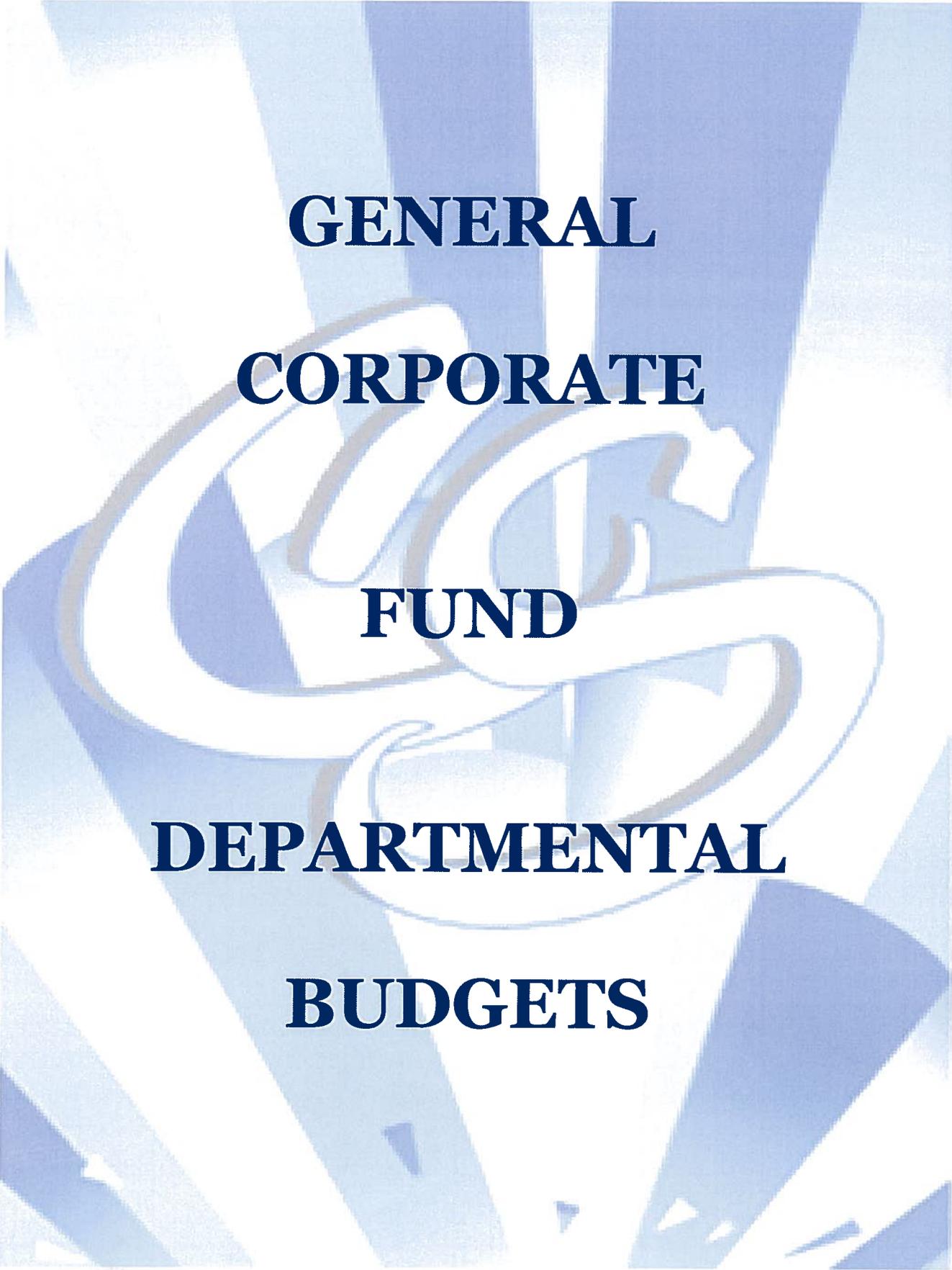


Village of Carol Stream

GENERAL CORPORATE FUND

Budget Comparison

Department	Salaries & Wages			Contractual Services			Commodities			Capital Outlay			Totals		
	2011	2012	2013	2011	2012	2013	2011	2012	2013	2011	2012	2013	2011	2012	2013
Fire & Police Commission	\$ 603	\$ 603	\$ 603	\$ 28,325	\$ 37,575	\$ 16,325	\$ 65	\$ 65	\$ 65	\$ 0	\$ 0	\$ 0	\$ 28,993	\$ 38,243	\$ 16,993
Legislative Board	25,190	25,190	25,190	82,506	90,673	87,772	500	925	550	0	0	0	108,196	116,788	113,512
Plan Comm. & Zoning															
Board of Appeals	5,151	5,151	5,151	3,860	3,870	3,880	0	0	0	0	0	0	9,011	9,021	9,031
Legal Services	0	0	0	368,000	375,000	375,000	0	0	0	0	0	0	368,000	375,000	375,000
Village Clerk	61,830	61,830	61,830	7,750	7,935	7,785	1,750	875	1,025	0	0	0	71,330	70,640	70,640
Administration	492,773	496,783	500,827	6,450	7,350	6,800	700	700	700	0	0	0	499,923	504,833	508,327
Employee Relations	195,407	196,672	197,948	18,290	18,700	19,000	1,450	1,625	1,175	0	0	0	215,147	216,997	218,123
Financial Management	717,268	722,424	727,655	64,914	63,469	69,244	29,920	31,340	32,270	3,500	6,500	0	815,602	823,733	829,169
Engineering Services	653,832	657,784	662,475	121,503	134,206	134,784	8,487	9,432	9,533	0	3,000	21,000	783,822	804,422	827,792
Comm. Development	635,967	642,034	648,148	120,951	181,616	208,303	7,609	16,265	9,133	0	0	15,000	764,527	839,915	880,584
Management Services	358,873	361,959	365,070	310,847	327,562	354,918	11,050	11,200	11,575	201,364	186,500	209,350	882,134	887,221	940,913
Police	10,849,348	11,024,816	11,206,621	1,408,391	1,443,437	1,455,152	419,476	458,530	457,668	675,996	381,992	317,525	13,353,211	13,308,775	13,436,966
Public Works-Streets	1,490,747	1,504,188	1,513,328	1,069,045	1,161,387	1,203,143	101,429	104,387	107,240	26,555	261,133	645,913	2,687,776	3,031,095	3,469,624
Municipal Building	205,649	207,784	209,970	120,650	123,987	124,487	27,100	28,200	28,680	6,100	2,700	2,800	359,499	362,671	365,937
Municipal Garage	360,950	363,263	365,720	15,190	16,012	16,012	(382,140)	(390,275)	(389,232)	6,000	11,000	7,500	0	0	0
Transfers & Agreements	0	0	0	240,219	218,594	223,566	0	0	0	0	0	0	240,219	218,594	223,566
Town Center Events	48,231	48,231	48,231	29,000	29,000	29,000	1,000	1,000	1,000	0	0	0	78,231	78,231	78,231
Totals	\$ 16,101,819	\$ 16,318,712	\$ 16,538,767	\$ 4,015,891	\$ 4,240,373	\$ 4,335,171	\$ 228,396	\$ 274,269	\$ 271,382	\$ 919,515	\$ 852,825	\$ 1,219,088	\$ 21,265,621	\$ 21,686,179	\$ 22,364,408

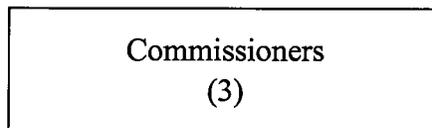


**GENERAL
CORPORATE
FUND
DEPARTMENTAL
BUDGETS**

PERSONNEL SCHEDULE

	<u>Authorized 2009</u>	<u>Budget 2010</u>	<u>Proposed 2011</u>	<u>Projected 2012</u>	<u>Projected 2013</u>
Commissioners	3	3	3	3	3

ORGANIZATIONAL CHART



Note: Staff support for the Fire & Police Commission is provided by the Employee Relations Department

NARRATIVE

The Board of Fire and Police Commissioners consist of three members appointed by the Mayor with consent of the Village Board to serve three-year terms of office. Primary responsibilities of the Board include recruitment and selection of entry-level Police Officers, as well as promotional appointments to the ranks of Sergeant and Lieutenant, subsequent to rules defined by Illinois State Statute. In addition, the Board of Fire and Police Commissioners can conduct hearings on disciplinary matters up to and including termination at the election of the Officer, in lieu of arbitration. Funds for Police Officer recruitment, examination and selection, promotional testing, and discipline, are included in this budget.

2010 ACCOMPLISHMENTS

1. Evaluated the entry-level Police Officer testing process for increased efficiency and effectiveness, making changes to impact the upcoming testing in FY11.
2. Chairman elected to the Board of the Illinois Fire & Police Commissioners Association (IFPCA), providing on-going training to commissioners around the State.
3. Promoted one (1) Officer to the position of Sergeant.
4. Based on current economic conditions, one (1) Police Officer position and one (1) Police Sergeant position has remained unfilled.

2011 OBJECTIVES

1. As required by law, conduct entry-level Police Officer testing to result in the creation of a new hiring list, changing the term of the list from two (2) to three (3) years.
2. Remain active in the Illinois Fire and Police Commissioners Association by attending and instructing at the IFPCA seminars.

GENERAL CORPORATE FUND

FIRE AND POLICE COMMISSION

Summary

EXPENDITURE

Classification	Actual 2008-09	Budget 2009-10	Estimated 2009-10	Proposed 2010-11	Projected 2011-12	Projected 2012-13
Administration	\$ 41,769	\$ 27,095	\$ 10,963	\$ 28,993	\$ 38,243	\$ 16,993
Totals	\$41,769	\$27,095	\$10,963	\$28,993	\$38,243	\$16,993

GENERAL CORPORATE FUND

FIRE AND POLICE COMMISSION

Administration Detail

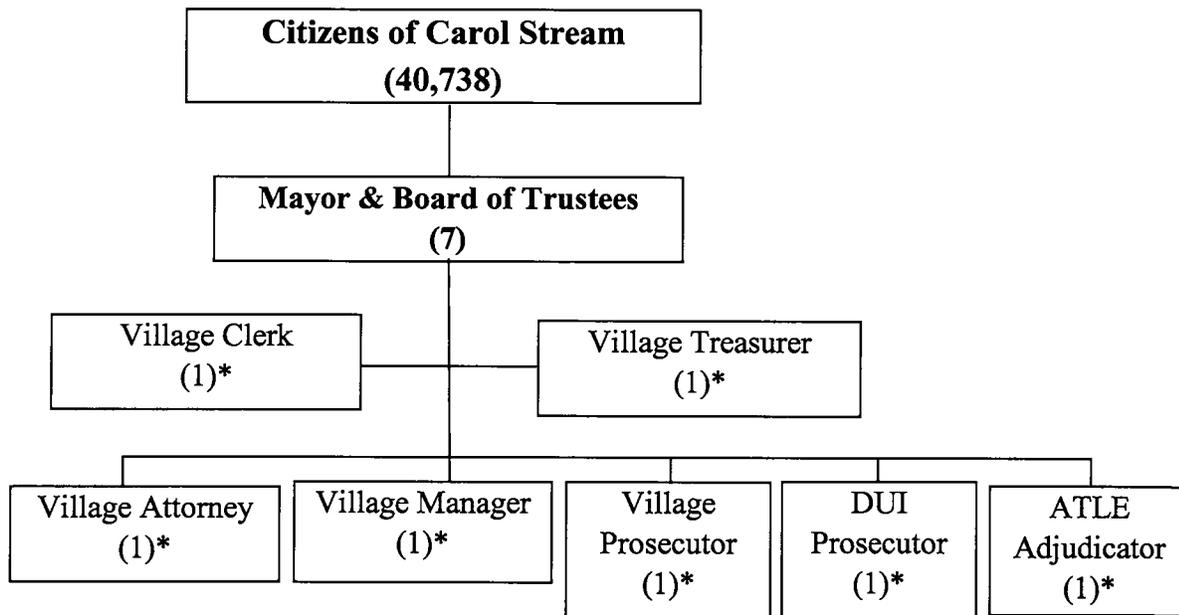
EXPENDITURE

Acct. # / Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenditures FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Salaries & Wages						
51102 Personal Services	\$ 3,000	\$ 3,000	\$ 3,000	\$ 560	\$ 560	\$ 560
51113 FICA	229	230	230	43	43	43
Subtotal	3,229	3,230	3,230	603	603	603
Contractual Services						
52223 Training	0	1,800	900	925	925	925
52228 Personnel Hiring	37,533	21,000	5,900	26,000	35,000	14,500
52234 Dues & Subscriptions	375	400	375	400	400	400
52238 Legal Fees	588	500	500	1,000	1,250	500
Subtotal	38,496	23,700	7,675	28,325	37,575	16,325
Commodities						
53314 Office Supplies	44	65	58	65	65	65
53315 Printed Materials	0	100	0	0	0	0
Subtotal	44	165	58	65	65	65
Totals	\$ 41,769	\$ 27,095	\$ 10,963	\$ 28,993	\$ 38,243	\$ 16,993

PERSONNEL SCHEDULE

	Authorized 2009	Budget 2010	Proposed 2011	Projected 2012	Projected 2013
Board Members	7	7	7	7	7

ORGANIZATIONAL CHART



* These positions are included elsewhere in the budget but are shown here to illustrate that they provide direct support to the Legislative Board. The Village Attorney and Prosecutors are independent contractors. The Village Attorney, Village Prosecutor and DUI Prosecutor are included in the Legal budget. The Automated Traffic Light Enforcement (ATLE) Adjudicator is included in the Police Department budget.

NARRATIVE

The Legislative Board is comprised of the Mayor and six Trustees elected at-large. The Village Board makes policy decisions necessary to maintain and enhance the health, safety and welfare of citizens, businesses and visitors to Carol Stream. These decisions include, but are not limited to: financial development and service policies, matters of annexation, tax impact, financial planning, letting of contracts, approval and acceptance of subdivision improvements, establishment of and variations in housing, subdivision, building, drainage, zoning and traffic codes and establishment of license fees and other charges.

EXPENDITURE REDUCTIONS MADE IN FY2010

- The Meetings account was reduced by \$750 (eliminated National League of Cities – NLC conference and reduced community meetings contribution).
- The Dues & Subscriptions account was reduced by \$2,500 (eliminated NLC membership and reduced Chamber of Commerce contribution to amount of membership dues).
- The Dial-A-Ride account was eliminated (\$5,500).
- The Community Appearance Program was eliminated (\$600).

2010 ACCOMPLISHMENTS

1. Planned and supported activities as part of the Village's 50th anniversary celebration throughout 2009. Produced historical recollection and roundtable discussion series with past Village residents and leaders of the community which are broadcast on Comcast cable television channel 6, You-Tube (<http://www.youtube.com/user/VillageofCarolStream>) and the Village website (<http://www.carolstream.org/MultiMedia/default.htm>). Hosted the first *Shape of Carol Stream* live community television call-in forum which allowed residents to discuss topics of interest in the community. (Village Board Goal #17)
2. Researched and implemented several new sustainable revenue sources for the General Corporate Fund operating budgets. (Village Board Goal #8a)
3. Significantly reduced budgeted expenditures and implemented cost reduction strategies.

2011 OBJECTIVES

1. Continue to explore alternative cost reduction strategies and revenue enhancements in a recessionary economy.

EXPENDITURE

Classification	Actual 2008-09	Budget 2009-10	Estimated 2009-10	Proposed 2010-11	Projected 2011-12	Projected 2012-13
Administration	\$159,282	\$159,087	\$128,342	\$108,196	\$116,788	\$113,512
Totals	\$159,282	\$159,087	\$128,342	\$108,196	\$116,788	\$113,512

GENERAL CORPORATE FUND

LEGISLATIVE BOARD

Administration Detail

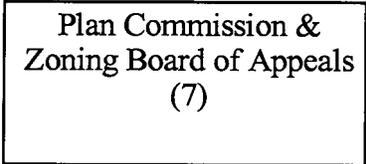
EXPENDITURE

Acct. # / Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenditures FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Salaries & Wages						
51102 Personal Services	\$ 23,400	\$ 23,400	\$ 22,500	\$ 23,400	\$ 23,400	\$ 23,400
51113 FICA	1,790	1,790	1,722	1,790	1,790	1,790
Subtotal	25,190	25,190	24,222	25,190	25,190	25,190
Contractual Services						
52222 Meetings	14,320	23,000	4,500	5,150	10,900	5,900
52234 Dues & Subscriptions	54,561	56,000	52,000	47,945	49,165	50,260
52237 Auditing	15,365	15,972	15,972	16,611	17,608	18,312
52240 Public Notices/Information	28,230	22,000	16,322	4,400	4,600	4,900
52250 Dial-A-Ride	4,822	5,500	5,500	0	0	0
52258 Community Appear. Prog.	648	550	576	0	0	0
52274 Community Service Prog.	9,548	9,400	9,000	8,400	8,400	8,400
Subtotal	127,494	132,422	103,870	82,506	90,673	87,772
Commodities						
53314 Office Supplies	175	600	200	250	300	300
53315 Printed Materials	89	125	50	250	625	250
53317 Operating Supplies	5,341	0	0	0	0	0
53324 Uniforms	993	750	0	0	0	0
	6,598	1,475	250	500	925	550
Totals	\$ 159,282	\$ 159,087	\$ 128,342	\$ 108,196	\$ 116,788	\$ 113,512

PERSONNEL SCHEDULE

	<u>Authorized 2009</u>	<u>Budget 2010</u>	<u>Proposed 2011</u>	<u>Projected 2012</u>	<u>Projected 2013</u>
Commissioners	7	7	7	7	7

ORGANIZATIONAL CHART



Note: Staff support to the Plan Commission is provided by the Community Development Department's Planning & Zoning Division and the Deputy Village Clerk.

NARRATIVE

The Combined Plan Commission/Zoning Board of Appeals (PC/ZBA) is comprised of seven members appointed by the Mayor, with the concurrence of the Board of Trustees, for five-year terms. The PC/ZBA conducts public hearings on all rezoning requests, special use permits, planned unit development plans, and Zoning Code, Fence Code and Sign Code variation requests, as specified in the Illinois Compiled State Statutes and the Carol Stream Municipal Code. Public hearings are also held on Zoning Code text amendments and other matters referred by the Village Board. Plan Commission recommendations on all matters are then forwarded to the Village Board for their consideration. The PC/ZBA meets on the second and fourth Monday of each month.

EXPENDITURE REDUCTIONS MADE DURING FY2010

- Reduced the number of meetings by consolidating cases to one meeting per month. This reduced the Deputy Village Clerk’s hours as well as court reporter costs.

2010 ACCOMPLISHMENTS

1. The PC/ZBA held 12 meetings and handled 33 cases during the 2009 calendar year, as compared with 40, 35 and 42 cases in the years 2006, 2007 and 2008 respectively.
2. Increased the application fees for special use cases to cover court reporter costs.

2011 OBJECTIVES

1. Design and conduct a training session for the PC/ZBA focused on best practices for processing planning and zoning cases.
2. Review and provide input and recommendations on text amendments for updates to the Zoning Code and Sign Code as brought forward by staff.
3. During FY10/11, familiarize the Plan Commissioners with the purposes, principles and procedures for developing a comprehensive plan, in anticipation of the project to prepare and adopt a new Carol Stream Comprehensive Plan, currently budgeted in FY11/12 and FY12/13.

EXPENDITURE

Classification	Actual 2008-09	Budget 2009-10	Estimated 2009-10	Proposed 2010-11	Projected 2011-12	Projected 2012-13
Administration	\$10,190	\$11,947	\$ 5,186	\$ 9,011	\$ 9,021	\$ 9,031
Totals	\$10,190	\$11,947	\$5,186	\$ 9,011	\$ 9,021	\$ 9,031

GENERAL CORPORATE FUND

**PLAN COMMISSION &
ZONING BOARD OF APPEALS
Administration Detail**

EXPENDITURE

Acct. # / Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenditures FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Salaries & Wages						
51102 Personal Services	\$ 3,151	\$ 4,677	\$ 1,281	\$ 4,497	\$ 4,497	\$ 4,497
51112 IMRF	185	272	100	310	310	310
51113 FICA	241	358	100	344	344	344
Subtotal	3,577	5,307	1,481	5,151	5,151	5,151
Contractual Services						
52222 Meetings	113	200	177	170	170	170
52223 Training	0	400	0	0	0	0
52234 Dues & Subscriptions	634	640	483	490	500	510
52240 Public Notices/Information	2,984	3,000	1,985	2,000	2,000	2,000
52241 Court Recorder	2,882	2,400	1,060	1,200	1,200	1,200
Subtotal	6,613	6,640	3,705	3,860	3,870	3,880
Totals	\$ 10,190	\$ 11,947	\$ 5,186	\$ 9,011	\$ 9,021	\$ 9,031

PERSONNEL SCHEDULE

	<u>Authorized 2009</u>	<u>Budget 2010</u>	<u>Proposed 2011</u>	<u>Projected 2012</u>	<u>Projected 2013</u>
Full Time	1	1	0	0	0

NARRATIVE

The Emergency Services and Disaster Preparedness Agency Coordinator's position was eliminated in FY10 and the responsibilities are being assumed and budgeted in the Police Department, Administrative budget.

EXPENDITURE

<u>Classification</u>	<u>Actual 2008-09</u>	<u>Budget 2009-10</u>	<u>Estimated 2009-10</u>	<u>Proposed 2010-11</u>	<u>Projected 2011-12</u>	<u>Projected 2012-13</u>
Administration	\$154,067	\$136,986	\$21,380	\$ 0	\$ 0	\$ 0
Totals	\$154,067	\$136,986	\$21,380	\$ 0	\$ 0	\$ 0

GENERAL CORPORATE FUND

EMERGENCY SERVICES

Administration Detail

EXPENDITURE

Acct. # / Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenditures FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Salaries & Wages						
51102 Personal Services	\$ 71,690	\$ 80,973	\$ 13,146	\$ 0	\$ 0	\$ 0
51111 Group Insurance	9,857	13,203	1,489	0	0	0
51112 IMRF	6,915	7,984	1,271	0	0	0
51113 FICA	5,193	6,194	935	0	0	0
51114 Workers Comp.	158	292	142	0	0	0
Subtotal	93,813	108,646	16,983	0	0	0
Contractual Services						
52222 Meetings	64	160	0	0	0	0
52223 Training	1,194	8,760	0	0	0	0
52230 Telephone	2,961	750	1,325	0	0	0
52234 Dues & Subscriptions	325	320	0	0	0	0
52240 Public Notices/Info	0	250	0	0	0	0
52244 Maintenance and Repair	360	3,400	2,922	0	0	0
Subtotal	4,904	13,640	4,247	0	0	0
Commodities						
53314 Office Supplies	157	1,000	100	0	0	0
53317 Operating Supplies	12,681	8,200	50	0	0	0
53324 Uniforms	39	200	0	0	0	0
53350 Small Equipment	101	0	0	0	0	0
Subtotal	12,978	9,400	150	0	0	0
Capital Outlay						
54412 Other Equipment	42,372	0	0	0	0	0
54417 Radios	0	5,300	0	0	0	0
Subtotal	42,372	5,300	0	0	0	0
Totals	\$ 154,067	\$ 136,986	\$ 21,380	\$ 0	\$ 0	\$ 0

NARRATIVE

Legal Services includes advice on matters before the Village Board, negotiations with developers and labor organizations, advice to the Village staff and prosecution for the defense of Village interests. These duties are divided among the Village Attorney, the Village Prosecutor and the Prosecutor for Driving Under the Influence (DUI) arrests who are engaged on an independent contractual basis. Any attorney fees concerning Board of Fire and Police Commission matters are also included in this budget. The amounts budgeted reflect increases over the previous year amounts, due in part to an increase in fees and collective bargaining activity. This budget reflects negotiation of a contract re-opener with the Fraternal Order of Police (FOP) Union, Patrol Officers in 2010 and full contract negotiations with the Service Employees International Union (SEIU), Street and Garage Divisions in 2010. The cost to administratively adjudicate disputes regarding red light violations is included in the Police Department Budget. The cost to negotiate a contract with the police Sergeants is included in this budget should their petition to form a union be certified by the Illinois State Labor Relations Board.

2010 ACCOMPLISHMENTS

1. Prosecuted 366 DUI cases from May 1, 2009 through February 22, 2010 (34% decrease over previous year). Three Hundred Twenty of these cases were prosecuted using the Village DUI prosecutor and 52 were felony cases prosecuted through the DuPage County State's Attorneys Office. The conviction rate for DUI offenses remains at 93%.

2011 OBJECTIVES

1. Continue to actively prosecute DUI cases.
2. Prepare for and conduct timely negotiations with the FOP and SEIU in 2010.
3. Respond to union issues as they occur.

EXPENDITURE

Classification	Actual 2008-09	Budget 2009-10	Estimated 2009-10	Proposed 2010-11	Projected 2011-12	Projected 2012-13
Administration	\$316,205	\$368,000	\$333,000	\$368,000	\$375,000	\$375,000
Totals	\$316,205	\$368,000	\$333,000	\$368,000	\$375,000	\$375,000

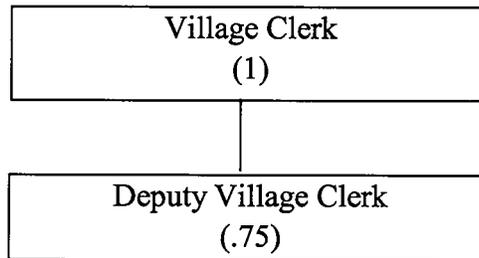
EXPENDITURE

Acct. # / Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenditures FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Contractual Services						
52235 Legal Fees-Prosecution	\$ 0	35,000	25,000	30,000	30,000	30,000
52238 Legal Fees	191,796	250,000	225,000	250,000	250,000	250,000
52311 Prosecution - Code Enforce.	29,440	0	0	3,000	5,000	5,000
52312 Prosecution - DUI	94,969	83,000	83,000	85,000	90,000	90,000
Totals	\$ 316,205	\$ 368,000	\$ 333,000	\$ 368,000	\$ 375,000	\$ 375,000

PERSONNEL SCHEDULE

	<u>Authorized 2009</u>	<u>Budget 2010</u>	<u>Proposed 2011</u>	<u>Projected 2012</u>	<u>Projected 2013</u>
Village Clerk	1	1	1	1	1
Part-time (FTE)	.75	.75	.75	.75	.75

ORGANIZATIONAL CHART



NARRATIVE

The elected Village Clerk attends meetings of the Village Board and Plan Commission, keeps records of its proceedings, publishes and attests to all resolutions and ordinances passed by the Board and seals and attests to all contracts of the Village, as well as all licenses, permits and other documents. The Village Clerk is also responsible for keeping the official minutes of all other Village Boards and Commissions. The Clerk keeps official papers, the custody of which is not given specifically to any other particular officer within the Village.

The Clerk is in charge of all Village election responsibilities not assumed by the DuPage County Board of Elections. The Village Clerk's Office also processes applications for US passports and provides notary services.

Although the Village Clerk does not hold regular office hours, an appointed Deputy Village Clerk performs the necessary day-to-day functions of the Office under the direction of the Village Clerk.

2010 ACCOMPLISHMENTS

1. Maintained up-to-date Village Board and Plan Commission meeting minutes and supplements to the Municipal Code and recorded and filed official documents in a timely manner. Completed, executed and/or recorded 68 (6.8% fewer than 2009) Ordinances and 58 Resolutions (33% fewer than 2009).
2. Processed 401 passport applications (12% decrease over previous year) and 125 Freedom of Information Act requests (36% increase over previous year) at the Municipal Center.
3. Digitally archived all Village ordinances, resolutions and minutes from 2007, 2008 and 2009.

2011 OBJECTIVES

1. Provide Village Board and Plan Commission meeting minutes to the respective Boards and Commissions at prior to their next regularly scheduled meeting. Complete supplements to the Municipal Code and record and file official documents within 30-days of their passage.
2. Digitally archive all Village ordinances, resolutions and minutes through 2010.
3. Comply with the new Freedom of Information Act provisions included in Public Act 096-0542.

GENERAL CORPORATE FUND

VILLAGE CLERK

Summary

EXPENDITURE

Classification	Actual 2008-09	Budget 2009-10	Estimated 2009-10	Proposed 2010-11	Projected 2011-12	Projected 2012-13
Administration	\$64,604	\$78,096	\$73,812	\$71,330	\$70,640	\$70,640
Totals	\$64,604	\$78,096	\$73,812	\$71,330	\$70,640	\$70,640

GENERAL CORPORATE FUND

VILLAGE CLERK

Administration Detail

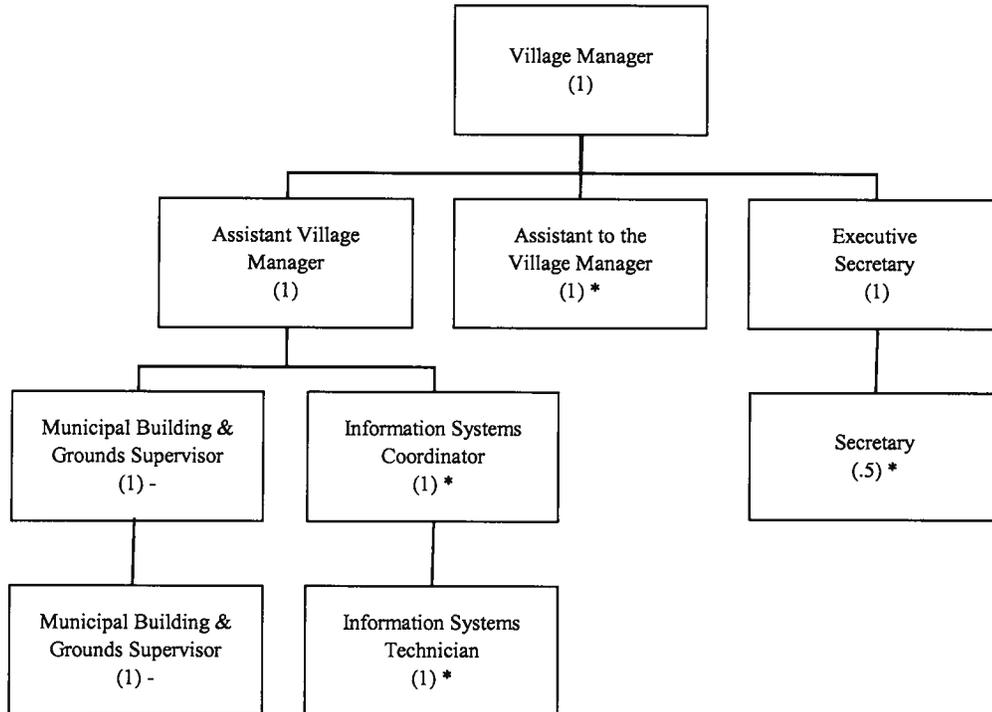
EXPENDITURE

Acct. # / Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenditures FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Salaries & Wages						
51102 Personal Services	\$ 50,781	\$ 56,814	\$ 54,480	\$ 51,573	\$ 51,573	\$ 51,573
51109 Overtime	179	500	200	200	200	200
51112 IMRF	4,664	5,395	5,200	5,920	5,920	5,920
51113 FICA	3,898	4,385	4,175	3,961	3,961	3,961
51114 Workers Comp.	113	197	145	176	176	176
Subtotal	59,635	67,291	64,200	61,830	61,830	61,830
Contractual Services						
52222 Meetings	134	180	140	150	150	150
52223 Training	0	100	0	0	150	0
52226 Office Equip. Maintenance	0	150	0	100	100	100
52232 Records Storage	135	0	0	0	0	0
52233 Recording Fees	389	1,300	600	500	500	500
52234 Dues & Subscriptions	115	175	172	200	235	235
52240 Public Notices/Information	1,653	1,750	2,000	1,800	1,800	1,800
52253 Consultant	544	6,000	6,000	5,000	5,000	5,000
Subtotal	2,970	9,655	8,912	7,750	7,935	7,785
Commodities						
53314 Office Supplies	452	600	500	550	600	600
53315 Printed Materials	70	350	200	1,000	275	425
53350 Small Equipment	45	200	0	200	0	0
Subtotal	567	1,150	700	1,750	875	1,025
Capital Outlay						
54413 Computer Equipment	1,432	0	0	0	0	0
Subtotal	1,432	0	0	0	0	0
Totals	\$ 64,604	\$ 78,096	\$ 73,812	\$ 71,330	\$ 70,640	\$ 70,640

PERSONNEL SCHEDULE

	Authorized 2009	Budget 2010	Proposed 2011	Projected 2012	Projected 2013
Full Time	3	3	3	3	3

ORGANIZATIONAL CHART



* Positions included in the Management Services Department budget but under the supervision of Administration Department.

- The Municipal Buildings and Grounds Maintenance Supervisor and Employee fall under the supervision of the Administration Department but are included in the Municipal Building budget for accounting purposes.

NARRATIVE

The Village Manager is responsible for administering programs and policies established by the Village Board. It is the Village Manager's responsibility to direct and coordinate the operations of the Village departments and to inform the Village Board on Village affairs, including existing conditions and future requirements. All departments, except Village Clerk and Legal are under the administrative direction and supervision of the Village Manager.

2010 ACCOMPLISHMENTS

1. Conducted a series of Village Board workshops in 2009, which allowed the Village Board to prioritize revenue and expenditure options and service levels.
2. The goals for this budget were dramatically changed with the onset of the economic recession. Administrative goals were refocused to include expenditure reductions and revenue enhancements needed to avoid layoffs and service reductions. Alternative budget scenarios were presented and accepted by the Village Board to increase the Home Rule Sales Tax by 25% and create a new towing fee to recognize the cost of seizing and impounding vehicles involved in certain offenses.

2011 OBJECTIVES

1. Develop a natural gas franchise agreement to ensure that all municipalities are treated consistently by NICOR including monetary compensation for use of public rights-of-way, customer service standards, gas leak response and repair, maintenance of gas utility facilities and equipment and promotion and support of green technologies.
2. Continue to explore and implement expenditure reductions and revenue enhancements that will ensure continuation of essential Village services in a recessionary economy.

EXPENDITURE

Classification	Actual 2008-09	Budget 2009-10	Estimated 2009-10	Proposed 2010-11	Projected 2011-12	Projected 2012-13
Administration	\$487,633	\$525,446	\$488,320	\$499,923	\$504,833	\$508,327
Totals	\$487,633	\$525,446	\$488,320	\$499,923	\$504,833	\$508,327

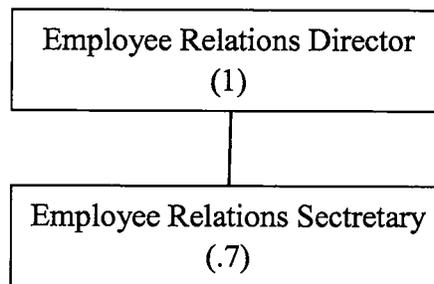
EXPENDITURE

Acct. # / Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenditures FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Salaries & Wages						
51102 Personal Services	\$ 382,672	\$ 403,698	\$ 379,300	\$ 372,468	\$ 372,468	\$ 372,468
51109 Overtime	0	200	0	0	0	0
51111 Group Insurance	35,799	43,953	41,610	50,689	54,699	58,743
51112 IMRF	36,446	39,645	37,399	44,627	44,627	44,627
51113 FICA	22,554	24,222	21,914	23,706	23,706	23,706
51114 Workers Comp.	875	1,453	1,066	1,283	1,283	1,283
Subtotal	478,346	513,171	481,289	492,773	496,783	500,827
Contractual Services						
52222 Meetings	1,010	1,600	1,500	1,500	1,500	1,500
52223 Training	1,161	2,900	750	800	1,500	800
52226 Office Equip. Maintenance	34	150	0	150	150	150
52234 Dues & Subscriptions	4,190	3,800	4,200	4,000	4,200	4,350
52236 Management Physicals	400	0	0	0	0	0
Subtotal	6,795	8,450	6,450	6,450	7,350	6,800
Commodities						
53314 Office Supplies	636	525	500	600	600	600
53318 Reference Materials	0	100	0	100	100	100
53324 Uniforms	280	200	0	0	0	0
53350 Small Equipment	302	0	0	0	0	0
Subtotal	1,218	825	500	700	700	700
Capital Outlay						
54413 Computer Equipment	1,274	3,000	81	0	0	0
Subtotal	1,274	3,000	81	0	0	0
Totals	\$ 487,633	\$ 525,446	\$ 488,320	\$ 499,923	\$ 504,833	\$ 508,327

PERSONNEL SCHEDULE

	<u>Authorized 2009</u>	<u>Budget 2010</u>	<u>Proposed 2011</u>	<u>Projected 2012</u>	<u>Projected 2013</u>
Full Time	1	1	1	1	1
Part-Time (FTE)	.7	.7	.7	.7	.7

ORGANIZATIONAL CHART



NARRATIVE

The Employee Relations Department provides support services to all operating departments within the Village. Primary responsibilities of the Department include recruitment, selection, orientation and retention of employees, as well as the administration of compensation and benefits programs. In addition, Employee Relations is responsible for research and coordination of general training and development initiatives, providing assistance in collective bargaining matters and monitoring the Village's personnel policies and practices to ensure compliance with labor and employment laws. Assistance is also provided to the Board of Fire and Police Commissioners in the recruitment, promotion and employment of sworn police personnel.

EXPENDITURE REDUCTIONS MADE IN FY2010

- Employment Physicals was reduced by \$800.
- Personnel Hiring was reduced by \$3,000.
- Employee Recognition was reduced by \$6,500.
- Employee Services was reduced by \$8,500.

2010 ACCOMPLISHMENTS

1. Implemented recommended changes to the Village's Performance Management and Incentive System, designed to maximize internal equity through an on-going audit process, as well as allow for monetary flexibility based on economic conditions.
2. Established an on-line employment application process through the Human Resources Information System (Munis) technology, allowing for immediate job application submission, response and tracking.
3. Coordinated workplace harassment training for all Village employees to ensure continued legal compliance.
4. Introduced a Villagewide Voluntary Separation Program whereby an incentive was offered to employees who voluntarily left employment with the Village by a set date, thus enabling the Village to reduce the cost of services to its residents.
Anticipated expenditure reduction: \$400,000.
5. Evaluated and recommended alternative flexible spending administrator, resulting in a highly efficient and effective debit card system.

6. Conducted research and analysis of current labor issues with regard to police officers for collective bargaining. Contract settlement obtained.
7. Partnered with Outreach Community Services to create a temporary full-time employment opportunity for the Summer Youth Employment Program, fully funded under the Workforce Investment Act (WIA) at no cost to the Village.

2011 OBJECTIVES

1. Create the availability for paperless family status/beneficiary changes for all employees using Human Resource Information System (Munis) technology.
2. Develop a formal Villagewide procedure for tracking and monitoring leave requests/attendance.
3. Complete the conversion of all Personnel file information to digital record, eliminating the necessity for paper copy storage.
4. Evaluate the possibility of in-house COBRA administration.
5. Coordinate the transition of Dental, Life and Short-term Disability carrier changes.
6. Assess the results of the Voluntary Separation Program for on-going modification to the workforce structure, specifically evaluating which positions can be eliminated or reduced.

EXPENDITURE

Classification	Actual 2008-09	Budget 2009-10	Estimated 2009-10	Proposed 2010-11	Projected 2011-12	Projected 2012-13
Administration	\$255,224	\$263,345	\$231,187	\$215,147	\$216,997	\$218,123
Totals	\$255,224	\$263,345	\$231,187	\$215,147	\$216,997	\$218,123

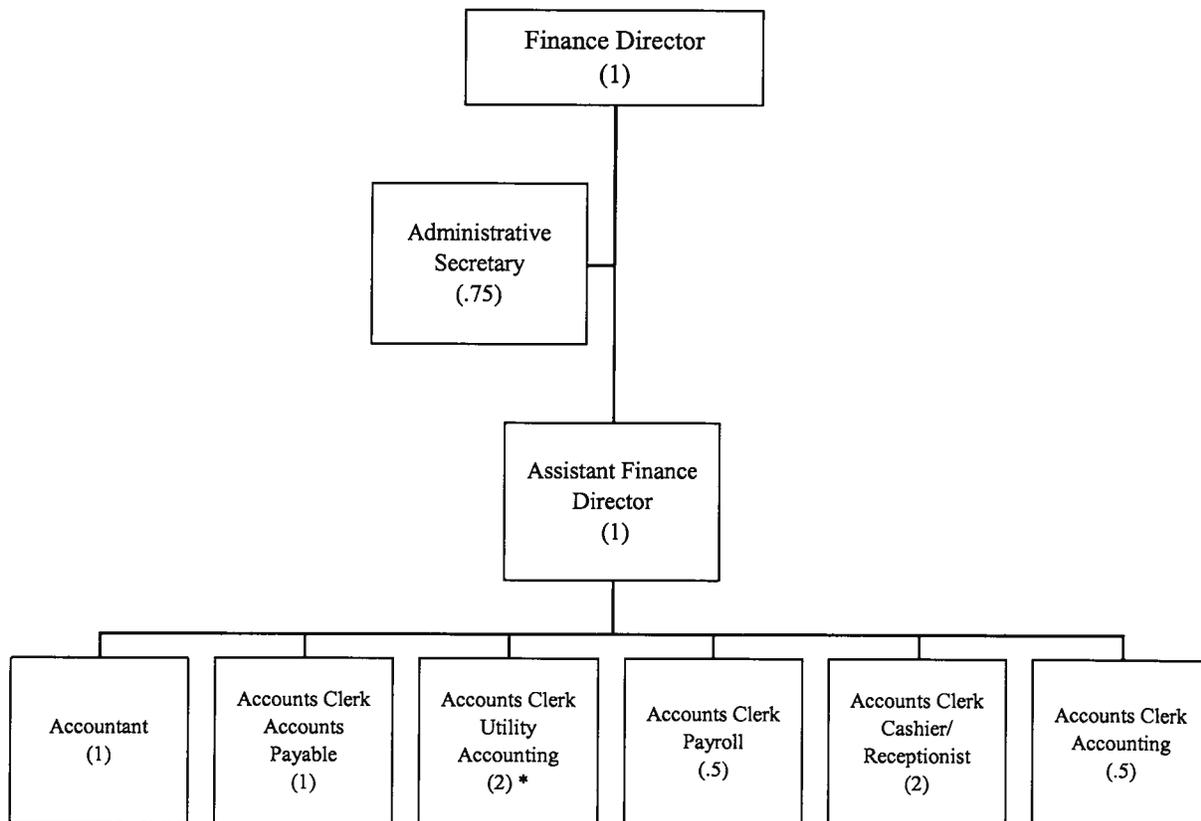
EXPENDITURE

Acct. # / Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenditures FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Salaries & Wages						
51102 Personal Services	\$ 149,228	\$ 157,896	\$ 148,700	\$ 143,278	\$ 143,278	\$ 143,278
51111 Group Insurance	8,803	13,760	13,157	15,846	17,111	18,387
51112 IMRF	14,393	15,569	14,785	17,251	17,251	17,251
51113 FICA	10,773	11,045	10,605	11,045	11,045	11,045
51114 Workers Comp.	324	442	323	487	487	487
51115 Unemployment Comp.	11,390	7,500	5,480	7,500	7,500	7,500
Subtotal	194,911	206,212	193,050	195,407	196,672	197,948
Contractual Services						
52222 Meetings	20	150	50	250	250	250
52223 Training	1,616	2,000	1,670	1,700	2,350	2,400
52225 Employment Physicals	1,623	2,250	1,200	2,190	1,900	1,950
52228 Personnel Hiring	1,706	4,500	500	2,250	2,250	2,400
52230 Telephone	0	780	780	750	750	750
52234 Dues & Subscriptions	390	600	580	600	600	600
52242 Employee Recognition	21,724	23,810	14,265	0	0	0
52253 Consultant	13,263	0	7,132	0	0	0
52273 Employee Services	17,256	20,465	11,390	10,550	10,600	10,650
Subtotal	57,598	54,555	37,567	18,290	18,700	19,000
Commodities						
53314 Office Supplies	246	300	250	300	325	325
53315 Printed Materials	0	140	0	825	750	500
53318 Reference Materials	0	125	0	0	0	0
53324 Uniforms	39	38	0	0	0	0
53350 Small Equipment	465	675	320	325	550	350
Subtotal	750	1,278	570	1,450	1,625	1,175
Capital						
54411 Office Equipment	0	0	0	0	0	0
54413 Computer Equipment	1,965	1,300	0	0	0	0
Subtotal	1,965	1,300	0	0	0	0
Totals	\$ 255,224	\$ 263,345	\$ 231,187	\$ 215,147	\$ 216,997	\$ 218,123

PERSONNEL SCHEDULE

	Authorized 2009	Budget 2010	Proposed 2011	Projected 2012	Projected 2013
Full Time	9	9	9	9	9
Part-Time (FTE)	.75	.75	.75	.75	.75

ORGANIZATIONAL CHART



* Utility Accounts Clerk fall under the supervision of the Financial Management Department, but are included in the Water/Sewer and Water Reclamation Center budgets for accounting purposes.

NARRATIVE

The Financial Management Department is responsible for the custody of all Village funds and assets, as well as the recording and processing of the Village’s payroll. The Department’s programs include administration, accounting, reception/information and utility billing. The Water and Sewer Fund is charged for the costs associated with utility billing accounting and other costs attributable to the operation of the combined utility.

EXPENDITURE REDUCTIONS MADE DURING FY2010

- Meetings were reduced by \$250.
- The national GFOA conference was eliminated for the assistant finance director along with other miscellaneous training seminars.
- Discontinued the maintenance on the AS400 – currently used for storage of data only.

EXPENDITURE

Classification	Actual 2008-08	Budget 2009-10	Estimated 2009-10	Proposed 2010-11	Projected 2011-12	Projected 2012-13
Administration	\$275,273	\$279,624	\$257,201	\$255,391	\$257,248	\$258,179
Accounting	379,352	415,948	387,693	401,876	405,903	408,846
Reception/ Information	153,220	166,841	157,311	158,335	160,582	162,144
Totals	\$807,845	\$862,413	\$802,205	\$815,602	\$823,733	\$829,169

NARRATIVE

The Administration program of the Financial Management Department is primarily the responsibility of the Finance Director. The significant policies and projects developed within the Administration program include implementation of the investment policy, maintaining good banking relationships, monitoring the banking services contract, budget preparation and implementation, performing special projects as requested by the Village Manager's Office and development and utilization of various cash flow and forecasting techniques that are used for investing and financing purposes and budget preparation.

2010 ACCOMPLISHMENTS

1. Developed and implemented a disaster recovery plan for the Finance Department.
2. Assisted in the facilitation of multiple budget workshops to address the Village's financial condition. The policy direction received was incorporated into the FY 2011 budget.
3. Tracked the key revenue and expenditure trends and made appropriate recommendations.

2011 OBJECTIVES

1. Re-evaluate the workload distribution within the department so as to provide improved efficiencies in the operation.
2. Implement the paying of vendors electronically via EDI.

EXPENDITURE

Acct. # / Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenditures FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Salaries & Wages						
51102 Personal Services	\$ 185,006	\$ 195,320	\$ 183,601	\$ 176,643	\$ 176,643	\$ 176,643
51111 Group Insurance	18,394	21,238	21,238	20,901	21,883	22,909
51112 IMRF	17,843	19,259	18,104	21,268	21,268	21,268
51113 FICA	11,657	12,485	11,736	12,204	12,204	12,204
51114 Workers Comp.	427	547	547	601	601	601
Subtotal	233,327	248,849	235,226	231,617	232,599	233,625
Contractual Services						
52222 Meetings	1,590	1,460	300	525	525	575
52223 Training	2,615	2,950	2,950	2,150	2,150	2,150
52226 Office Equip. Maintenance	0	200	75	200	200	200
52230 Telephone	0	1,380	650	720	720	720
52234 Dues & Subscriptions	1,575	1,355	900	705	735	735
52254 Actuarial	1,700	1,900	1,900	1,900	2,000	2,000
52255 Software Maintenance	8,978	7,000	8,900	8,700	8,700	8,700
52256 Banking Services	8,770	9,035	4,100	5,979	6,579	6,579
Subtotal	25,228	25,280	19,775	20,879	21,609	21,659
Commodities						
53313 Auto Gas & Oil	1,553	1,365	600	1,040	1,040	1,040
53314 Office Supplies	58	100	100	100	100	100
53315 Printed Materials	519	435	350	605	550	605
53317 Operating Supplies	539	1,320	850	1,050	1,050	1,050
53318 Reference Materials	43	75	0	0	0	0
53324 Uniforms	39	100	0	0	0	0
53350 Small Equipment	0	400	200	100	300	100
Subtotal	2,751	3,795	2,100	2,895	3,040	2,895
Capital Outlay						
54413 Computer Equipment	13,967	1,700	100	0	0	0
Subtotal	13,967	1,700	100	0	0	0
Totals	\$ 275,273	\$ 279,624	\$ 257,201	\$ 255,391	\$ 257,248	\$ 258,179

NARRATIVE

Municipal accounting encompasses the entire range of duties necessary to account for and record all revenues and expenditures in a book of record and to establish an audit trail as a check for accuracy and control. Records must be maintained so that any citizen may have access to their contents to determine that it is a true and accurate reflection of fact.

2010 ACCOMPLISHMENTS

1. Implemented remote deposit where all checks received are deposited electronically resulting in fewer NSF's, increased earnings on deposits and reducing the need to actually go to the bank to just one time per week to deposit cash.
2. Reviewed, updated and implemented the internal controls for handling cash.
3. Vehicle licenses were available for the first time via the web. 1,537 vehicle licenses were sold on-line.

2011 OBJECTIVES

1. Implement and train all of the departments on the use of the remote invoice data-entry program so as to reduce the amount of paper-pushing and ultimately increase invoice processing efficiency.
2. Implement and train all of the departments on the use of the remote timecard entry program to increase the efficiency of timecard/payroll processing.
3. Implement GASB Statement 54, Fund Balance Reporting and Governmental Fund Type Definitions.

EXPENDITURE

Acct. # / Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenditures FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Salaries & Wages						
51102 Personal Services	\$ 246,906	\$ 264,402	\$ 248,538	\$ 244,224	\$ 244,224	\$ 244,224
51109 Overtime	1,445	3,000	3,300	3,000	3,000	3,000
51111 Group Insurance	19,466	27,939	27,939	31,033	33,310	35,603
51112 IMRF	24,139	26,367	24,785	29,766	29,766	29,766
51113 FICA	18,360	20,457	19,230	18,913	18,913	18,913
51114 Workers Comp.	541	740	740	830	830	830
Subtotal	310,857	342,905	324,532	327,766	330,043	332,336
Contractual Services						
52222 Meetings	0	250	100	200	200	200
52223 Training	501	4,550	3,500	5,250	5,250	5,250
52226 Office Equip. Maintenance	1,865	1,825	1,825	800	925	800
52232 Records Storage	388	400	25	400	400	400
52234 Dues & Subscriptions	949	908	700	685	685	735
52254 Actuarial	3,500	0	0	4,000	0	4,500
52255 Software Maintenance	27,573	30,650	31,271	32,600	34,200	35,600
Subtotal	34,776	38,583	37,421	43,935	41,660	47,485
Commodities						
53313 Auto Gas & Oil	48	50	100	100	100	100
53314 Office Supplies	864	1,175	900	1,000	1,000	1,000
53315 Printed Materials	22,113	23,500	23,500	24,675	25,150	27,025
53317 Operating Supplies	900	1,010	1,010	500	500	500
53318 Reference Materials	0	125	0	0	0	0
53350 Small Equipment	436	250	230	400	950	400
Subtotal	24,361	26,110	25,740	26,675	27,700	29,025
Capital Outlay						
54411 Office Equipment	409	6,500	0	3,500	6,500	0
54413 Computer Equipment	8,949	1,850	0	0	0	0
Subtotal	9,358	8,350	0	3,500	6,500	0
Totals	\$ 379,352	\$ 415,948	\$ 387,693	\$ 401,876	\$ 405,903	\$ 408,846

NARRATIVE

The Reception/Information area is the initial point of contact between Village government and its customers. The contact can be either by telephone or in-person traffic. Although some incoming calls are made directly to the departments, most of the calls as well as in-person visits are routed through the main reception entrance area.

2010 ACCOMPLISHMENTS

1. Developed a procedure manual for the MUNIS citations and cash receipting applications.

2011 OBJECTIVES

1. Develop timing mechanisms to run citation reports for the records division and the collection agency.
2. Develop other citation reports as they are needed by the police and finance departments.
3. Cross-train with utility billing to learn and understand the billing process and how to look up and respond to customer inquiries.

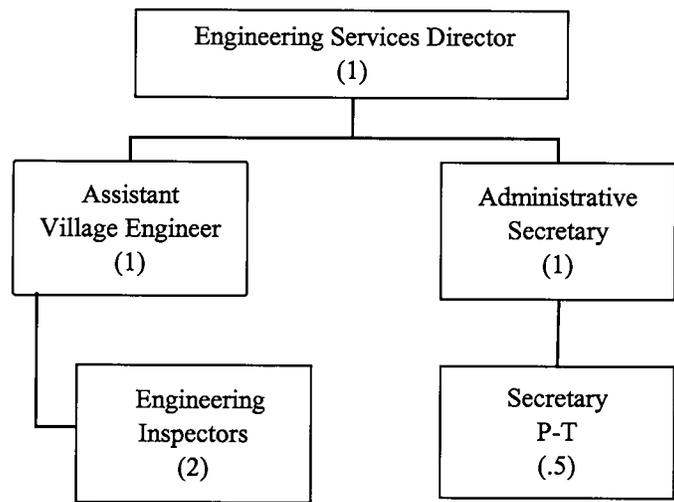
EXPENDITURE

Acct. # / Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenditures FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Salaries & Wages						
51102 Personal Services	\$ 117,588	\$ 123,841	\$ 116,411	\$ 112,108	\$ 112,108	\$ 112,108
51109 Overtime	957	0	0	0	0	0
51111 Group Insurance	10,515	19,343	19,343	23,322	25,219	27,131
51112 IMRF	11,434	12,211	11,479	13,498	13,498	13,498
51113 FICA	8,847	9,474	8,906	8,576	8,576	8,576
51114 Workers Comp.	268	347	347	381	381	381
Subtotal	149,609	165,216	156,486	157,885	159,782	161,694
Contractual Services						
52223 Training	0	100	0	100	100	100
52234 Dues & Subscriptions	0	0	0	0	100	0
Subtotal	0	100	0	100	200	100
Commodities						
53314 Office Supplies	66	75	250	175	175	175
53315 Printed Materials	397	300	50	0	0	0
53317 Operating Supplies	20	450	225	175	175	175
53350 Small Equipment	230	300	300	0	250	0
Subtotal	713	1,125	825	350	600	350
Capital Outlay						
54413 Computer Equipment	2,898	400	0	0	0	0
Subtotal	2,898	400	0	0	0	0
Totals	\$ 153,220	\$ 166,841	\$ 157,311	\$ 158,335	\$ 160,582	\$ 162,144

PERSONNEL SCHEDULE

	Authorized 2009	Budget 2010	Proposed 2011	Projected 2012	Projected 2013
Full Time	7	6	5	5	5
Part-Time (FTE)	.5	.5	.5	.5	.5

ORGANIZATIONAL CHART



NARRATIVE

The Engineering Services Department is responsible for the design, review, inspection and general supervision of the installation of public improvements in residential, commercial and industrial developments and various capital improvement projects undertaken by the Village. The Department's five general areas of operation include administration, plan review, daily inspection, design and construction and water and sewer.

In-house design of infrastructure improvements has become a responsibility of the Department. The Department manages street reconstruction and water main replacement projects. The Engineering Services Department will also prepare the plans and specifications for the street rejuvenation, resurfacing, crack filling, pond shoreline and stream bank stabilization, sanitary sewer and water main replacement/relocation projects.

EXPENDITURE REDUCTIONS MADE IN FY2010

Reductions made in Engineering Services totaled \$68,745 or 7.5% of FY2010's budget. They included the following:

- Overtime was reduced by \$1,000.
- Reduced Engineering Inspectors' training by \$695 and Assistant Village Engineer's by \$900. Also eliminated the Civil Engineer's training, \$1,800.
- Reduced maintenance on the Oce TDS400 system by \$500 through elimination of the maintenance contract and using on call services instead. Also, the maintenance for the HP1055CM color plotter was reduced \$1,000 (Management Services).
- Eliminated DTN service, \$5,220, and several publications, \$280.
- Eliminated Management Physicals, \$400.
- Wetland inspection services were reduced by \$1,600.
- Reduced NPDES implementation by \$2,000 and the DRSCW fees for TMDL monitoring by \$500, and eliminated pipe under drain replacements of \$10,000 and rain barrel giveaways of \$2,000.
- Reduced office supplies by \$300 and printed materials by \$180.
- Further reduced operating supplies by \$1,000.
- Small equipment expense was reduced \$370.
- Delayed the replacement of the \$35,000 Oce TDS400 system until FY12 and the \$12,000 HP1055CM color plotter (Management Services).
- Reduced the cost for a ruggedized notebook for the Engineering Inspectors by \$2,900 utilizing a business ruggedized version and delayed its purchase two years until FY12 saving another \$1,100.

EXPENDITURE

Classification	Actual 2008-09	Budget 2009-10	Estimated 2009-10	Proposed 2010-11	Projected 2011-12	Projected 2012-13
Administration	\$555,296	\$474,316	\$521,716	\$429,417	\$447,384	\$449,205
Plan Review	103,930	72,216	58,226	91,517	91,856	92,199
Daily Inspection	90,517	87,874	90,993	55,244	55,262	55,729
Design & Construction	160,171	187,592	187,232	169,906	173,242	195,825
Traffic	29,902	35,069	5,594	0	0	0
Water & Sewer	20,704	59,245	18,642	37,738	36,678	34,834
Totals	\$960,520	\$916,312	\$882,403	\$783,822	\$804,422	\$827,792

NARRATIVE

The Department's Administration program includes staff time spent providing administration support across all department programs. Each member of the Engineering Services Department is involved in this program. The Director is responsible for preparing operational reports, the department budget, purchasing and hiring and evaluating department personnel. Due to the elimination of the Traffic program, the Administration program now includes traffic related work and purchases. The Department will continue to respond to requests for traffic control signs, speed surveys to determine appropriate speed limits, traffic volume studies to determine road plans and sight distance studies for intersection controls. The newly created geographic information system (GIS) database and map that identifies problematic intersections for potential regulatory traffic control studies will be maintained by the Department. Engineering Staff will monitor all intersection accident data to proactively identify potential intersections for additional regulatory controls.

2010 ACCOMPLISHMENTS

1. Updated and maintained the Village's new "Environmental Web Portal". Revisions were made to the following web pages: Bike Paths & Trails, Forest Preserves, Household Hazardous Waste, Latex Paint, Natural Environments, Water Conservation, Computers & Electronics, Energy Star Program, Pond Shorelines, Pond & Stream Sweep, Typographic errors were corrected on 17 web pages and Special Corridor Regulations. (Village Board Goal #11).
2. Assisted Administration with the implementation of the ComEd Community Energy Challenge Project grant by helping to prepare the Village's Energy Plan. Prepared the Initial Qualitative Credit Review Worksheet and the Municipal Program and Incentive Worksheet. Completed 9 of the 15 Project Worksheets including all the research and energy calculations. Assisted in the implementation of the US Postal Facility Volunteer Load Reduction Program, Village Exterior Lighting Upgrade Project, US Postal Facility Lighting Retrofit Project and the Public Facility Lighting Retrofit Program. (Village Board Goal #11)
3. Prepared a Capital Improvement Program (CIP) that significantly reduced the Street Maintenance Program by \$1.74 million or 54% to help address the declining CIP General Corporate and Motor Fuel Tax Fund balances. A presentation was made to demonstrate the necessity of a properly funded Street Maintenance Program and the financial impacts that will occur with these reductions. (Village Board Goal #10b)
4. As recommend by the 2008 Intersection Traffic Control Study, a geographic information system (GIS) database and map was prepared that identifies problematic intersections for potential regulatory traffic control studies. (Village Goal #16)

2011 OBJECTIVES

1. Prepare a survey seeking input on the residents' desired level of service for the maintenance of the Village's infrastructure and options for funding. (Village Goal #8a)
2. Continue monitoring the development of total maximum daily load (TMDL) limits on the West Branch of the DuPage River. Participate in the DuPage River Salt Creek Workgroup (DRSCW) and Illinois Environmental Protection Agency (IEPA) TMDL meetings in an effort to meet the regulations in a fiscally responsible manner.
3. Research the use of alternative financing methods, alternate designs and maintenance intervals to fund future capital improvement projects. (Village Goal #28)

GENERAL CORPORATE FUND

ENGINEERING SERVICES

Administration Detail

EXPENDITURE

Acct. # / Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenditures FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Salaries & Wages						
51102 Personal Services	395,207	\$ 304,118	\$ 353,375	\$ 261,623	\$ 261,623	\$ 261,623
51106 Seasonal Help	0	2,697	4,840	8,750	8,750	8,750
51109 Overtime	761	0	1,631	0	0	0
51111 Group Insurance	21,543	29,469	28,052	39,800	42,092	46,557
51112 IMRF	38,596	29,987	36,015	31,500	31,500	31,500
51113 FICA	28,745	22,435	25,809	20,482	20,481	20,481
51114 Workers Comp.	4,086	5,262	3,900	4,187	4,186	4,186
Subtotal	488,938	393,968	453,622	366,342	368,632	373,097
Contractual Services						
52212 Auto Maint. & Rpr.	825	7,789	7,802	8,566	8,684	8,665
52222 Meetings	45	40	40	45	50	55
52223 Training	2,240	520	175	540	560	580
52224 Vehicle Insurance	196	2,209	1,629	2,875	3,833	3,833
52226 Office Equip. Maint.	0	1,000	900	900	900	900
52230 Telephone	3,363	2,543	2,478	2,592	2,628	2,664
52232 Records Storage	135	200	175	200	200	200
52234 Dues & Subscriptions	781	1,805	1,134	1,120	1,315	1,210
52255 Software Maintenance	5,045	5,050	4,411	4,430	4,490	4,550
52257 G.I.S. System	1,800	2,700	0	0	0	0
52272 Property Main./NPDES	44,286	46,000	46,000	37,000	47,500	48,000
Subtotal	58,716	69,856	64,744	58,268	70,160	70,657
Commodities						
53313 Auto Gas & Oil	244	3,007	1,400	2,887	3,082	3,251
53314 Office Supplies	434	1,750	700	650	750	850
53315 Printed Materials	23	270	50	125	130	135
53317 Operating Supplies	1,126	1,320	936	940	970	1,000
53324 Uniforms	39	0	100	0	0	0
53350 Small Equipment	385	405	164	205	660	215
Subtotal	2,251	6,752	3,350	4,807	5,592	5,451
Capital Outlay						
54413 Computer Equipment	3,907	3,740	0	0	3,000	0
54415 Vehicles	1,484	0	0	0	0	0
Subtotal	5,391	3,740	0	0	3,000	0
Totals	\$ 555,296	\$ 474,316	\$ 521,716	\$ 429,417	\$ 447,384	\$ 449,205

NARRATIVE

The Plan Review program includes engineering reviews of subdivision, industrial and commercial developments, building reviews required by Boards and Commissions as well as utility and accessory permits, grading surveys, construction as-builts, final as-builts and other miscellaneous engineering reviews.

2010 ACCOMPLISHMENTS

1. Assisted Community Development with streamlining the permitting process for smaller/regular building projects. Provided plan review and inspection process insight to determine which permits could be issued over the counter greatly improving customer service. Revised reporting procedures for security deposits enabling Engineering to provide quicker releases of deposits and a reduction in the backlog of deposits. Simplified the preservation security requirements by requiring annual bonding of contractors instead of homeowners posting a security deposit. This lessened the amount of deposits that needed to be tracked and managed while still providing the needed protection. (Village Board Goal #4)
2. Revised hazard mitigation processes and procedures to coordinate substantial improvement determinations with building permits for compliance with flood plain regulations. A system is in place to monitor the value of improvements being made to residential structures located within the regulatory flood plain. (Village Board Goal #34)

2011 OBJECTIVES

1. Reduce the backlog of cash security deposits from 118 to 63.
2. Participate in the update to the DuPage County Storm Water Ordinance at the Municipal Engineers Meetings by providing comments to proposed language changes through their interactive blog site. Upon its approval by DuPage County, adopt the Storm Water Ordinance and incorporate it into the Village Code.

EXPENDITURE

Acct. # / Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenditures FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Salaries & Wages						
51102 Personal Services	\$ 41,001	\$ 48,930	\$ 27,784	\$ 34,314	\$ 34,314	\$ 34,314
51106 Seasonal Help	0	0	55	0	0	0
51111 Group Insurance	7,032	5,827	5,504	4,696	5,020	5,348
51112 IMRF	3,953	4,824	2,590	4,131	4,131	4,131
51113 FICA	2,982	3,597	1,907	2,599	2,599	2,599
51114 Workers Comp.	2,044	1,138	841	552	552	552
Subtotal	57,012	64,316	38,681	46,292	46,616	46,944
Contractual Services						
52212 Auto Maint. & Rpr.	1,647	1,947	1,950	0	0	0
52224 Vehicle Insurance	392	552	406	0	0	0
52230 Telephone	0	636	439	0	0	0
52253 Consultant	41,423	3,200	16,500	45,000	45,000	45,000
Subtotal	43,462	6,335	19,295	45,000	45,000	45,000
Commodities						
53313 Auto Gas & Oil	488	560	250	0	0	0
53317 Operating Supplies	0	0	0	150	160	170
53318 Reference Materials	0	70	0	75	80	85
Subtotal	488	630	250	225	240	255
Capital Outlay						
54413 Computer Equipment	0	935	0	0	0	0
54415 Vehicles	2,968	0	0	0	0	0
Subtotal	2,968	935	0	0	0	0
Totals	\$ 103,930	\$72,216	\$58,226	\$91,517	\$91,856	\$92,199

NARRATIVE

There are five general categories of daily inspections which include residential subdivisions, commercial/industrial subdivisions, residential lots, commercial/industrial lots and miscellaneous. Miscellaneous inspections include accessory permits and private utilities. Inspections are required during the construction, acceptance and maintenance phases. Each phase requires certain inspections to be performed along with required documentation to ensure compliance with Village Codes.

2010 ACCOMPLISHMENTS

1. All Engineering Inspectors and engineers received training on the inspection of Best Management Practices (BMPs) through the Certified Inspector of Sediment and Erosion Control (CISEC) program or equivalent. This meets one of the measurable goals of the Phase II National Pollutant Discharge Elimination System (NPDES). (Village Goal #11)

2011 OBJECTIVES

1. Work to obtain the acceptance of the three uncompleted subdivisions and subdivisions still under maintenance supervision.
2. Train and indoctrinate the part time Engineering Inspector on Village Codes, processes and procedures for inspection on CIP projects.

EXPENDITURE

Acct. # / Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenditures FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Salaries & Wages						
51102 Personal Services	\$ 47,136	\$ 55,815	\$ 59,915	\$ 33,753	\$ 33,753	\$ 33,753
51106 Seasonal Help	0	900	0	0	0	0
51109 Overtime	0	720	260	350	0	0
51111 Group Insurance	10,612	9,856	9,468	6,451	6,869	7,296
51112 IMRF	4,547	5,574	6,239	4,106	4,064	4,064
51113 FICA	3,433	4,384	4,525	2,596	2,569	2,569
51114 Workers Comp.	2,584	2,361	1,746	1,443	1,422	1,422
Subtotal	68,312	79,610	82,153	48,699	48,677	49,104
Contractual Services						
52212 Auto Maint. & Rpr.	4,941	2,478	2,478	0	0	0
52223 Training	172	385	175	160	170	180
52224 Vehicle Insurance	1,176	703	518	0	0	0
52227 Radio Maintenance	0	100	0	0	0	0
52230 Telephone	0	809	554	0	0	0
52253 Consultant	4,098	0	3,300	6,000	6,000	6,000
Subtotal	10,387	4,475	7,025	6,160	6,170	6,180
Commodities						
53313 Auto Gas & Oil	1,463	1,049	505	0	0	0
53317 Operating Supplies	14	410	410	280	300	320
53318 Reference Materials	0	70	0	75	80	85
53324 Uniforms	858	1,040	900	0	0	0
53350 Small Equipment	0	30	0	30	35	40
Subtotal	2,335	2,599	1,815	385	415	445
Capital Outlay						
54413 Computer Equipment	578	1,190	0	0	0	0
54415 Vehicles	8,905	0	0	0	0	0
Subtotal	9,483	1,190	0	0	0	0
Totals	\$ 90,517	\$87,874	\$90,993	\$55,244	\$55,262	\$55,729

NARRATIVE

The Design and Construction program involves the planning, design and supervision of Village initiated “in-house” projects and the administration and construction inspection of projects that are contracted by the Village. Maintaining an inventory of all public and private improvements, the street maintenance program and the computer analysis of the sanitary sewer, water and storm sewer systems are ongoing activities.

2010 ACCOMPLISHMENTS

1. Provided full Resident Engineering services utilizing Village staff for the construction management of the West Street/Gunderson Drive Reconstruction Project. (Village Board Goal #10b)
2. Oversaw the completion of the Phase I Design Study for the Kuhn Road Trail Project and commenced Phase II Final Engineering and the acquisition of rights of way and easements utilizing consultant services. (Village Board Goal #22a)
3. Initiated and provided consultant project oversight for the Phase I Engineering for the West Branch DuPage River Trail Project. Applied for and received \$438,000 in Illinois Transportation Enhancement Program funds. (Village Board Goal #12d)
4. Continued overseeing the acquisition of rights-of-way and easements for the future Fair Oaks Road Phase II Improvement Project and the West Branch DuPage River Trail Project. (Village Board Goal #12d)
5. DuPage County delayed the Phase II Design for their Gary Avenue Rehabilitation Project due to budget considerations. Their project is now contingent upon bond funding. Village staff provided input during their budget public comment period expressing the need for this much delayed project. (Village Goal # 22b)
6. Acted as a liaison between Village residents and the DuPage County’s Stormwater Management Division by providing input on the initiation of their Klein Creek Watershed Study & Flood Control Plan. This study has been delayed due to staff limitations of the County. Obtained \$759,000 from Illinois Emergency Management Agency (IEMA) and \$181,000 from DuPage County for the Klein Creek Flood Plain Buyout Project. (Village Goal # 22b)
7. Oversaw the Carol Stream Venture Subdivision Flood Study as well as communicating results and recommendations of the study to affected residents. Implemented and coordinated the first Carol Stream Venture Subdivision Flood Control Project including the

design, permitting, construction, inspection services as well as assisting with the preparation of intergovernmental agreements. Village is to consider two possible future projects that entail removal of overland flow route obstructions and diversion of pond overflows.

8. Applied for and received \$809,000 in American Recovery & Reinvestment Act (ARRA) stimulus funding through the Local Agency Pavement Preservation (LAPP) Program for the Lies Road Pavement Rehabilitation Project.

2011 OBJECTIVES

1. Acquire consultant engineering services and oversee the Phase I Design Study for the West Branch DuPage River Trail Project. (Village Board Goal #12d)
2. Provide consultant oversight of the Phase II Final Engineering and right of way acquisitions for the Kuhn Road Trail Project.
3. Obtain a consultant and oversee the preparation of plans and contract documents for the Thunderbird Bridge Deck Replacement Project. Provide construction administration for the project.
4. Oversee the Lies Road Rehabilitation Project with the assistance of consultant inspection staff for documentation required by the Federal Highway Authority (FHWA).
5. Administer the Flood Plain Structure Buyout Project overseeing the acquisition of the four parcels in accordance with Federal Emergency Management Agency (FEMA), State and DuPage County regulations.

GENERAL CORPORATE FUND

ENGINEERING SERVICES

Design & Construction Detail

EXPENDITURE

Acct. # / Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenditures FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Salaries & Wages						
51102 Personal Services	\$ 90,520	\$ 98,451	\$ 96,782	\$ 94,404	\$ 94,404	\$ 94,404
51106 Seasonal Help	4,969	2,397	640	16,250	16,250	16,250
51109 Overtime	744	2,320	1,820	2,450	2,700	2,700
51111 Group Insurance	18,477	16,084	15,545	18,014	20,120	21,435
51112 IMRF	8,796	9,936	9,511	11,661	11,691	11,691
51113 FICA	7,051	7,790	7,099	8,626	8,645	8,645
51114 Workers Comp.	4,113	3,485	2,568	3,356	3,371	3,371
Subtotal	134,670	140,463	133,965	154,761	157,181	158,496
Contractual Services						
52212 Auto Maint. & Rpr.	7,413	3,894	3,901	5,711	5,789	5,776
52223 Training	222	3,180	3,150	1,930	1,980	2,030
52224 Vehicle Insurance	1,763	1,104	814	1,916	2,555	2,555
52227 Radio Maintenance	0	0	0	100	100	100
52230 Telephone	0	1,272	860	1,728	1,752	1,776
52253 Consultant	0	33,000	42,000	0	0	0
52255 Software Maintenance	550	680	680	690	700	710
Subtotal	9,948	43,130	51,405	12,075	12,876	12,947
Commodities						
53313 Auto Gas & Oil	2,195	1,539	664	1,925	2,055	2,167
53317 Operating Supplies	0	270	144	170	180	190
53318 Reference Materials	0	260	254	245	260	275
53324 Uniforms	0	0	0	670	620	670
53350 Small Equipment	0	60	0	60	70	80
Subtotal	2,195	2,129	1,062	3,070	3,185	3,382
Capital Outlay						
54413 Computer Equipment	0	1,870	800	0	0	1,000
54415 Vehicles	13,358	0	0	0	0	20,000
Subtotal	13,358	1,870	800	0	0	21,000
Totals	\$ 160,171	\$ 187,592	\$ 187,232	\$ 169,906	\$ 173,242	\$ 195,825

NARRATIVE

Only 0.62% of the Department's total work hours were spent on the Traffic Program. Therefore, this program is being eliminated and all traffic related work and purchases will be consolidated into the Administration program.

GENERAL CORPORATE FUND

ENGINEERING SERVICES

Traffic Detail

EXPENDITURE

Acct. # / Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenditures FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Salaries & Wages						
51102 Personal Services	\$ 12,763	\$ 25,865	\$ 943	\$ 0	\$ 0	\$ 0
51109 Overtime	0	160	0	0	0	0
51111 Group Insurance	1,518	2,778	2,571	0	0	0
51112 IMRF	1,230	2,566	520	0	0	0
51113 FICA	874	1,907	403	0	0	0
51114 Workers Comp.	214	273	205	0	0	0
Subtotal	16,599	33,549	4,642	0	0	0
Contractual Services						
52212 Auto Maint. & Rpr.	1,560	531	532	0	0	0
52224 Vehicle Insurance	392	151	112	0	0	0
52230 Telephone	0	173	129	0	0	0
52253 Consultant	7,840	0	0	0	0	0
Subtotal	9,792	855	773	0	0	0
Commodities						
53313 Auto Gas & Oil	488	210	107	0	0	0
53314 Office Supplies	3	0	0	0	0	0
53317 Operating Supplies	52	130	72	0	0	0
53318 Reference Materials	0	70	0	0	0	0
Subtotal	543	410	179	0	0	0
Capital Outlay						
54413 Computer Equipment	0	255	0	0	0	0
54415 Vehicles	2,968	0	0	0	0	0
Subtotal	2,968	255	0	0	0	0
Totals	\$ 29,902	\$ 35,069	\$ 5,594	\$ 0	\$ 0	\$ 0

NARRATIVE

This program includes the Department's engineering assistance for the maintenance and reconstruction of the Village's sanitary sewer and water main system and for conducting plan reviews and inspections of these public improvements.

2010 ACCOMPLISHMENTS

1. The permitting issues for the Southwest Water Main Extension Project have been resolved through an intergovernmental agreement with the Wayne Township Road District (WTRD). Right of way and easements were acquired from three of the five property owners. Negotiations with the other two property owners have been initiated and are ongoing. (Village Goal #10a)
2. Village Staff prepared contract documents and performed project management oversight on the Well House #3 Driveway Replacement Project with a final cost of \$20,064.06. After performing tests on the existing gravel driveway it was salvaged and used for the base. This enabled the Village to save on costs for subgrade and base reconstruction bringing the project in under the \$77,000 budget. (Village Board Goal #10b)

2011 OBJECTIVES

1. Assist the consultant Resident Engineer with performing construction administration on the Southwest Water Main Extension Project. (Village Goal #10a)
2. Oversee the Phase I Design Study for the Oswego Drive Water Main Replacement Project.
3. Provide project management oversight on the Phase II Final Engineering for the Aztec Drive Sanitary Sewer Replacement Project.
4. Complete the Village's new GIS water main atlas with corrected structure locations and a revised piping network that depicts real world conditions.

GENERAL CORPORATE FUND

ENGINEERING SERVICES

Water & Sewer Detail

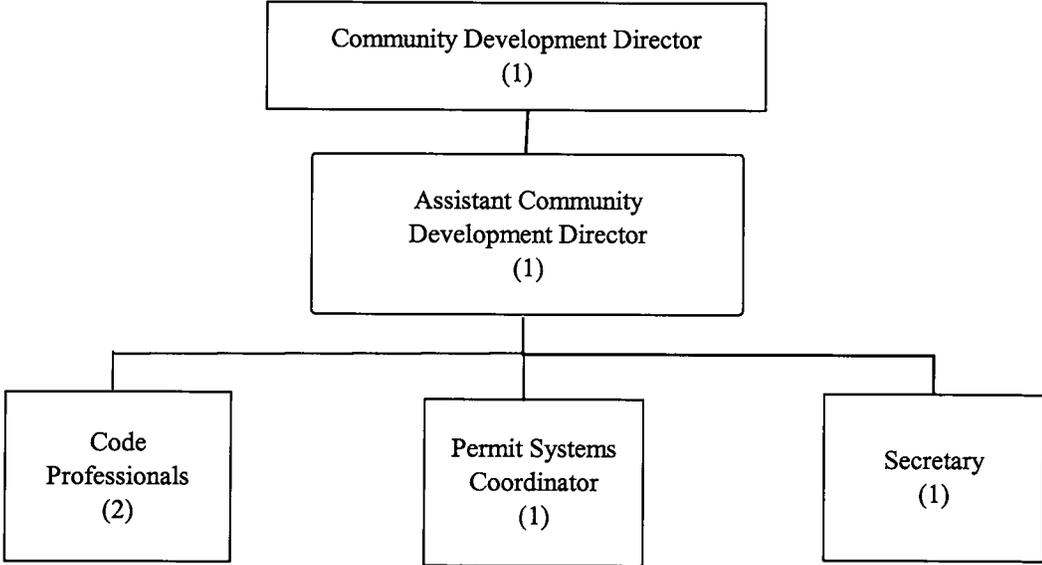
EXPENDITURE

Acct. # / Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenditures FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Salaries & Wages						
51102 Personal Services	\$ 13,597	\$ 41,506	\$ 8,670	\$ 25,318	\$ 25,318	\$ 25,318
51109 Overtime	0	800	520	700	300	300
51111 Group Insurance	3,915	5,649	5,342	5,598	5,041	3,197
51112 IMRF	1,311	4,171	857	3,133	3,084	3,084
51113 FICA	960	3,153	635	1,990	1,960	1,960
51114 Workers Comp.	921	1,117	819	999	975	975
Subtotal	20,704	56,396	16,843	37,738	36,678	34,834
Contractual Services						
52212 Auto Maint. & Rpr.	0	1,062	1,064	0	0	0
52224 Vehicle Insurance	0	301	224	0	0	0
52230 Telephone	0	347	244	0	0	0
Subtotal	0	1,710	1,532	0	0	0
Commodities						
53313 Auto Gas & Oil	0	629	267	0	0	0
Subtotal	0	629	267	0	0	0
Capital Outlay						
54413 Computer Equipment	0	510	0	0	0	0
54415 Vehicles	0	0	0	0	0	0
Subtotal	0	510	0	0	0	0
Totals	\$ 20,704	\$ 59,245	\$ 18,642	\$ 37,738	\$ 36,678	\$ 34,834

PERSONNEL SCHEDULE

	<u>Authorized 2009</u>	<u>Budget 2010</u>	<u>Proposed 2011</u>	<u>Projected 2012</u>	<u>Projected 2013</u>
Full Time	8	8	6	6	6

ORGANIZATIONAL CHART



NARRATIVE

The primary responsibilities of the Community Development Department include coordinating the review, permitting and inspection of proposed development projects, enforcing the community's codes and standards as set forth in the Municipal Code, planning future development initiatives, and promoting the Village of Carol Stream for economic development. The Department's six program functions include Administration, Development Services, Code Enforcement, Current Planning, Long-Range Planning and Economic Development. Community Development staff review development proposals for compliance with the various building and zoning codes, inspect all construction, and provide community-wide code enforcement. The Department also provides support to the Plan Commission/Zoning Board of Appeals and Electrical Commission, maintains and updates the building and zoning codes and comprehensive plan, and develops economic development data and informational brochures.

EXPENDITURE REDUCTIONS MADE DURING FY2010

- Reduced office supplies expenditures through greater use of electronic documentation.
- Deferred computer replacements.
- Reduced overtime by eliminating extended service hours.
- Placed the Rental Property Licensing program on hold.
- Eliminated funding for the Overhead Sewer Program.
- Eliminated attendance at professional conference.
- Eliminated one vehicle.
- Reduced expenditures on meetings, dues and subscriptions, pager, uniforms, cell phones.
- Deferred the Comprehensive Plan project.

EXPENDITURE

Classification	Actual 2008-09	Budget 2009-10	Estimated 2009-10	Proposed 2010-11	Projected 2011-12	Projected 2012-13
Administration	\$147,292	\$105,284	\$148,785	\$ 86,995	\$ 87,846	\$ 88,503
Development Services	525,650	504,709	444,580	457,861	479,820	496,923
Code Enforcement	68,770	318,856	80,694	126,455	128,174	128,218
Current Planning	95,975	121,526	60,478	70,266	70,935	71,609
Long Range Planning	3,982	67,074	3,017	8,372	58,435	78,499
Economic Development	12,589	15,578	9,503	14,578	14,705	16,832
Totals	\$854,258	\$1,133,027	\$747,057	\$764,527	\$839,915	\$880,584

NARRATIVE

The primary purposes of the Administration Program are to provide oversight of the daily activities of the Community Development Department, and to plan and administer new initiatives for improvement of services. Functions include budget preparation and administration, purchasing, personnel management, and acting as an information resource to residents, developers, realtors, Village officials, and other public agencies.

2010 ACCOMPLISHMENTS

1. With other departments, participated in the Commonwealth Edison Community Energy Challenge by assisting in the project monitoring and reporting tasks.
2. Filled the new position of Permit Systems Coordinator (PSC) and eliminated the Administrative Secretary position. Provided training to the PSC on the new systems and procedures, and defined the work flows for which the position is responsible. This addressed the goal of distributing responsibility throughout the department structure, and resulted in better efficiency and oversight in our permit process.
3. Redesigned the forms and other printed materials used by the department so as to be more efficient and easier for customers to complete, and also to be consistent with the new permit fee schedule.
4. Revised the performance criteria for all department positions to be consistent with the new department structure, and with an emphasis on the responsibilities and certifications required of each position. This has resulted in greater accountability of the staff.

2011 OBJECTIVES

1. Develop effective reporting systems for information regarding permit processes, in order to establish and achieve standards for turnaround times and customer service.

EXPENDITURE

Acct. # / Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenditures FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Salaries & Wages						
51102 Personal Services	\$ 116,338	\$ 77,422	\$ 116,700	\$ 63,417	\$ 63,417	\$ 63,417
51109 Overtime	0	0	810	0	0	0
51111 Group Insurance	5,526	8,759	7,643	9,261	10,012	10,769
51112 IMRF	11,238	7,634	11,507	7,635	7,635	7,635
51113 FICA	9,464	5,115	8,928	4,566	4,566	4,566
51114 Workers Comp.	130	217	260	216	216	216
Subtotal	142,696	99,147	145,848	85,095	85,846	86,603
Contractual Services						
52212 Auto Maintenance & Rpr.	265	420	650	0	0	0
52222 Meetings	197	0	0	0	0	0
52223 Training	0	350	180	300	300	300
52224 Vehicle Insurance	137	361	267	0	0	0
52226 Office Equip. Maintenance	1,016	195	0	200	200	200
52230 Telephone	0	800	550	0	0	0
52234 Dues & Subscriptions	0	1,100	1,060	1,000	1,100	1,000
Subtotal	1,615	3,226	2,707	1,500	1,600	1,500
Commodities						
53313 Auto Gas & Oil	129	111	80	0	0	0
53314 Office Supplies	216	600	150	400	400	400
53324 Uniform	0	200	0	0	0	0
53350 Small Equipment	51	0	0	0	0	0
Subtotal	396	911	230	400	400	400
Capital Outlay						
54413 Computer Equipment	2,585	2,000	0	0	0	0
54415 Vehicles	0	0	0	0	0	0
Subtotal	2,585	2,000	0	0	0	0
Totals	\$ 147,292	\$ 105,284	\$ 148,785	\$ 86,995	\$ 87,846	\$ 88,503

NARRATIVE

The Development Services Program provides permit review and approvals, fee collection, and inspection services for all development and redevelopment projects except capital improvement projects. The permit review staff and the Village's professional code consultant examine building permit applications for compliance with all Village Building and Zoning Code requirements. Staff also coordinates with the Carol Stream Fire Protection District for compliance with the Fire Code, and with the Engineering Services Department for civil engineering review in accordance with the Village's engineering standards and the requirements of the DuPage County *Countywide Storm Water and Flood Plain Ordinance*. The inspections staff and the Village's consultant inspect all new development and redevelopment projects for conformance with the approved permit plans, and coordinate with the Engineering Services Department for engineering inspections. The Development Services program also ensures that codes adopted by the Village are in keeping with the prevailing regional standards and the community's goals.

2010 ACCOMPLISHMENTS

1. Scanned and catalogued 247 building permit files into the electronic document management system, as part of the department's initiative to reduce storage of paper files and address long-term storage constraints.
2. Developed over-the-counter permit processes for banner sign permits and four types of residential permits, resulting in quick and easy service to customers for these types of projects.
3. Redesigned the building and zoning permit fee schedule so as to be simple to use, cover the Village's costs of services, and enable staff to collect fees at time of permit application.
4. Code Professional staff continued to work towards full certification in inspection, plan review and property maintenance disciplines. Of 30 possible ICC certifications (15 per Code Professional), our staff now holds seven.

2011 OBJECTIVES

1. Adopt the 2009 International Energy Conservation Code.
2. Develop and implement quick-turnaround permit processes for minor residential permits which can be issued within one to three days, in order to better serve our residential customers.
3. Achieve at least two additional ICC certifications.

EXPENDITURE

Acct. # / Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenditures FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Salaries & Wages						
51102 Personal Services	\$ 304,856	\$ 236,874	\$ 250,039	\$ 247,347	\$ 247,347	\$ 247,347
51109 Overtime	409	500	530	0	0	0
51111 Group Insurance	39,053	31,705	29,384	42,295	45,726	49,184
51112 IMRF	29,466	23,405	24,654	29,781	29,781	29,781
51113 FICA	20,507	17,957	19,128	18,684	18,684	18,684
51114 Workers Comp.	8,022	5,873	4,327	6,318	6,318	6,318
Subtotal	402,313	316,314	328,062	344,425	347,856	351,314
Contractual Services						
52212 Auto Maintenance & Rpr.	4,761	1,916	2,829	3,683	3,734	2,375
52222 Meetings	260	150	95	0	0	0
52223 Training	2,327	2,900	270	2,000	2,500	1,000
52224 Vehicle Insurance	2,471	1,646	1,212	1,435	1,914	1,914
52226 Office Equip. Maintenance	0	650	500	650	650	650
52230 Telephone	1,797	300	957	300	300	300
52232 Records Storage	165	150	165	165	170	175
52234 Dues & Subscriptions	345	500	100	250	250	250
52243 Paging	7	0	0	0	0	0
52253 Consultant	97,228	145,000	105,000	101,000	110,000	119,000
52257 GIS	0	1,350	0	0	0	0
52316 Overhead Sewer Program	0	25,000	0	0	0	0
Subtotal	109,361	179,562	111,128	109,483	119,518	125,664
Commodities						
53313 Auto Gas & Oil	2,325	1,633	1,045	1,633	1,776	1,925
53314 Office Supplies	1,559	2,000	1,020	1,200	1,200	1,200
53315 Printed Materials	892	3,000	2,700	400	3,950	1,100
53318 Reference Materials	4,889	500	94	200	5,000	200
53324 Uniforms	39	500	100	320	320	320
53350 Small Equipment	257	200	431	200	200	200
Subtotal	9,961	7,833	5,390	3,953	12,446	4,945
Capital Outlay						
54413 Computer Equipment	4,015	1,000	0	0	0	0
54415 Vehicles	0	0	0	0	0	15,000
Subtotal	4,015	1,000	0	0	0	15,000
Totals	\$ 525,650	\$ 504,709	\$ 444,580	\$ 457,861	\$ 479,820	\$ 496,923

NARRATIVE

The Code Enforcement Program is responsible for review of possible code violations that are not directly related to permit activities, and for coordination with the involved parties to abate the violations. The primary function of the program is to ensure that business and residential properties meet the Village's standards of safety and occupancy. Code Enforcement staff respond to Citizen Service Requests (CSR's), and coordinate inspection activities with the Carol Stream Fire Protection District for code violations involving commercial, industrial and multifamily residential properties. Enforcement activities at single-family residential properties typically involve property maintenance issues.

2010 ACCOMPLISHMENTS

1. Processed 344 residential and commercial building and property maintenance code violation cases during the 2009 calendar year, as compared with 124 in 2008. Of these, 336 were abated by working with the property owner without issuance of a citation. The remaining eight cases are in process.
2. Worked with the Carol Stream Fire Protection District to support their handling of commercial and industrial building code violation cases.
3. Received and processed 352 new Citizen Service Requests during the 2009 calendar year, as compared with 440 in 2008.
4. Responded to seven emergency callouts. Worked with the Fire Protection District on scene to evaluate structural safety and occupancy issues.
5. Developed of a comprehensive rental housing policy and licensing program and presented it to the Village Board and the rental property owner community. The Village Board ultimately chose to delay implementation of the program.

2011 OBJECTIVES

1. Develop guidelines and policies to address the impact of an increase in housing vacancies.
2. Reduce the number of permits needing to be final-inspected and closed out by at least 20%.

EXPENDITURE

Acct. # / Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenditures FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Salaries & Wages						
51102 Personal Services	\$ 48,302	\$ 78,724	\$ 53,780	\$ 82,766	\$ 82,766	\$ 82,766
51109 Overtime	473	3,000	0	1,000	1,000	1,000
51111 Group Insurance	7,719	10,244	9,076	12,668	13,694	14,728
51112 IMRF	4,656	8,058	5,303	10,085	10,085	10,085
51113 FICA	3,458	5,949	4,115	6,170	6,170	6,170
51114 Workers Comp.	1,892	2,194	1,700	2,692	2,692	2,692
Subtotal	66,500	108,169	73,974	115,381	116,407	117,441
Contractual Services						
52212 Auto Maintenance & Rpr.	0	1,915	2,703	3,683	3,734	2,375
52222 Meetings	102	0	0	0	0	0
52224 Vehicle Insurance	0	1,646	1,212	1,435	1,914	1,914
52226 Office Equip. Maint.	0	195	195	200	200	200
52230 Telephone	0	300	287	300	300	300
52243 Paging	33	75	43	0	0	0
52260 Weed Mowing	2,135	3,000	1,210	3,000	3,000	3,000
52318 Rental Insp. Program	0	200,000	420	0	0	0
Subtotal	2,270	207,131	6,070	8,618	9,148	7,789
Commodities						
53313 Auto Gas & Oil	0	1,856	650	1,856	2,019	2,188
53314 Office Supplies	0	600	0	400	400	400
53315 Printed Materials	0	1,000	0	0	0	200
53350 Small Equipment	0	100	0	200	200	200
	0	3,556	650	2,456	2,619	2,988
Totals	\$ 68,770	\$ 318,856	\$ 80,694	\$ 126,455	\$ 128,174	\$ 128,218

NARRATIVE

The Current Planning Program provides zoning administration, site plan review and site inspections, and makes recommendations to the Plan Commission / Zoning Board of Appeals and the Village Board on planning and zoning applications submitted by the development community and the public. Staff coordinates development activities with other departments, the Village Clerk, developers, business owners and homeowners to ensure that conditions of approval for variation and special use ordinances are implemented. The Current Planning functions include review of development projects and annexation agreements to ensure consistency with the Village's Comprehensive Plan and compliance with all site development standards mandated by the Zoning Code, Subdivision Code and Village development policies, as well as conditions of development approval.

2010 ACCOMPLISHMENTS

1. Developed and implemented standards for administrative approval of temporary uses and structures, in order to offer property owners a quicker approval process for simple requests. This enabled owners to be able to respond to short-term business needs.
2. Scanned and catalogued 41 zoning case files into the document management system, as part of the department's initiative to reduce paper files and address long-term storage constraints.
3. Developed an amendment to the Sign Code to establish community standards for the use of banners and other temporary signs by the Village's not-for-profit community.

2011 OBJECTIVES

1. Evaluate the lists of permitted and special uses in the Zoning Code in order to ensure the lists reflect actual current types of uses. Complete the necessary text amendment to the Zoning Code by April 2011.
2. Evaluate the lists of permitted and special uses in the Zoning Code in order to determine whether some special uses could be listed as permitted uses subject to performance standards. Complete the necessary text amendment to the Zoning Code by April 2011.

EXPENDITURE

Acct. # / Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenditures FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Salaries & Wages						
51102 Personal Services	\$ 52,338	\$ 88,750	\$ 41,000	\$ 50,084	\$ 50,084	\$ 50,084
51111 Group Insurance	8,746	11,290	10,186	8,246	8,915	9,589
51112 IMRF	5,047	8,751	4,043	6,030	6,030	6,030
51113 FICA	3,563	6,285	3,137	3,736	3,736	3,736
51114 Workers Comp.	165	248	220	170	170	170
Subtotal	69,859	115,324	58,586	68,266	68,935	69,609
Contractual Services						
52212 Auto Maintenance & Rpr.	265	420	593	0	0	0
52222 Meetings	0	100	30	150	150	150
52223 Training	2,031	0	0	0	0	0
52224 Vehicle Insurance	137	361	0	0	0	0
52226 Office Equip.Maintenance	0	260	267	250	250	250
52253 Consultant	21,332	0	0	0	0	0
52255 Software Maintenance	0	2,200	800	800	800	800
52257 GIS	1,800	1,350	0	0	0	0
Subtotal	25,565	4,691	1,690	1,200	1,200	1,200
Commodities						
53313 Auto Gas & Oil	129	111	52	0	0	0
53314 Office Supplies	0	800	150	500	500	500
53315 Printed Material	422	0	0	0	0	0
53318 Reference Materials	0	500	0	300	300	300
53350 Small Equipment	0	100	0	0	0	0
Subtotal	551	1,511	202	800	800	800
Totals	\$ 95,975	\$ 121,526	\$ 60,478	\$ 70,266	\$ 70,935	\$ 71,609

NARRATIVE

The Long-Range Planning Program guides and directs growth through the development of plans, policies and ordinances that preserve the character and enhance the livability of the Village. The Village's Long-Range Planning Program prepares development policies and code amendments, tracks land use and population statistics, and maintains all elements of the Carol Stream Comprehensive Plan as required by State Statutes. The Long-Range Planning Program develops and administers initiatives that promote the improvement of quality of life and business in Carol Stream and assist in the stabilization of Carol Stream neighborhoods.

2010 ACCOMPLISHMENTS

1. Worked with the Village's GIS consultant to update the Village's Official Zoning Map.

2011 OBJECTIVES

1. Develop an amendment to the Zoning Code to update the code's lists of permitted and special uses, and enable administrative approval of minor items, such as de minimis setback variations.
2. Work with property owners in the Southwest Planning Area to encourage annexation of key contiguous properties in order to facilitate annexation corridors for commercial development.

EXPENDITURE

Acct. # / Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenditures FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Salaries & Wages						
51102 Personal Services	\$ 865	\$ 11,653	\$ 1,500	\$ 6,362	\$ 6,362	\$ 6,362
51111 Group Insurance	1,809	1,349	1,225	783	846	910
51112 IMRF	83	1,149	147	766	766	766
51113 FICA	64	790	115	439	439	439
51114 Workers Comp.	44	33	30	22	22	22
Subtotal	2,865	14,974	3,017	8,372	8,435	8,499
Contractual Services						
52223 Training	0	2,100	0	0	0	0
52234 Dues & Subscriptions	498	0	0	0	0	0
52253 Consultant	0	50,000	0	0	50,000	70,000
52255 Software Maintenance	619	0	0	0	0	0
Subtotal	1,117	52,100	0	0	50,000	70,000
Totals	\$ 3,982	\$ 67,074	\$ 3,017	\$ 8,372	\$ 58,435	\$ 78,499

NARRATIVE

The Economic Development Program promotes the Village of Carol Stream as an outstanding place for business, in order to enhance the economic vitality of the community. Economic Development staff provides current and accurate information, engages in business retention program activities, and acts as ombudsmen for businesses as they work through the Village's permit approval processes. Information is provided to businesses through the use of marketing brochures, e-mail, listings of demographic and real estate market conditions, and by participation in industry events and conferences.

2010 ACCOMPLISHMENTS

1. Met with nine property managers and business representatives to discuss building sites. Assisted 29 new businesses, such as Village Market Place, in relocating to Carol Stream.
2. Achieved annexation of a commercial property on North Avenue, adding to the Village's sales tax base.

2011 OBJECTIVES

1. Work with property owners in the Southwest Planning Area to encourage annexation of contiguous unincorporated areas for commercial development.
2. Conduct business retention visits with the owners of the Village's two large commercial centers.

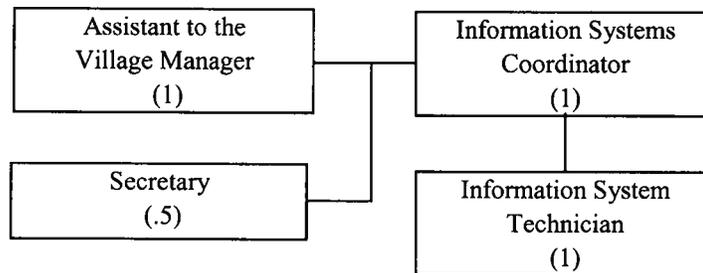
EXPENDITURE

Acct. # / Description	Actual FY 08-09	Revised Budget FY 9-10	Estimated Expenditures FY 9-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Salaries & Wages						
51102 Personal Services	\$ 5,934	\$ 9,931	\$ 7,118	\$ 10,760	\$ 10,760	\$ 10,760
51111 Group Insurance	1,458	1,332	1,108	1,562	1,689	1,816
51112 IMRF	572	979	702	1,296	1,296	1,296
51113 FICA	405	658	545	773	773	773
51114 Workers Comp.	36	28	30	37	37	37
Subtotal	8,405	12,928	9,503	14,428	14,555	14,682
Contractual Services						
52222 Meetings	0	150	0	150	150	150
52246 Economic Development	4,184	2,500	0	0	0	2,000
Subtotal	4,184	2,650	0	150	150	2,150
Totals	\$ 12,589	\$ 15,578	\$ 9,503	\$ 14,578	\$ 14,705	\$ 16,832

PERSONNEL SCHEDULE

	Authorized 2009	Budget 2010	Proposed 2011	Projected 2012	Projected 2013
Full Time	2	3	3	3	3
Part Time (FTE)	1	.5	.5	.5	.5

ORGANIZATIONAL CHART *



* The positions included in the Management Services budget are supervised out of the Administration Department, but are included in the Management Services budget for accounting purposes.

NARRATIVE

Management Services is the department where many of the administrative expenditures, that support the entire Village organization and/or the General Corporate Fund are budgeted. The Management Services budget includes the personnel costs of the Assistant to the Village Manager, Information Systems Coordinator, Information Systems Technician, and a part-time Secretary. The expenditures, which have been centralized for the General Corporate Fund, include the property and public liability insurance, the copy expense, telephone charges, postage and computer network hardware & software used to support the entire organization.

The Management Services budget includes enhancements and upgrades to the Village's PC based computer network systems, which serves the entire organization. The activities of cable television coordination, public information, customer service, solid waste and recycling contract administration and project research development are performed by the Assistant to the Village Manager. The Assistant Village Manager serves as the Village Risk Manager and oversees the Village's information systems technology function with funds allocated in the Management Services Department budget. This budget also includes funds for maintenance and upkeep of the Village's web page at <http://www.carolstream.org/> including implementation of the Village's electronic government (e-Government) initiatives.

EXPENDITURE

Classification	Actual 2008-09	Budget 2009-10	Estimated 2009-10	Proposed 2010-11	Projected 2011-12	Projected 2012-13
Administration	\$330,771	\$506,384	\$484,895	\$540,164	\$558,376	\$590,391
Information Services	342,065	368,262	319,572	341,970	328,845	350,522
Totals	\$672,836	\$874,646	\$804,467	\$882,134	\$887,221	\$940,913

NARRATIVE

The Administration program of the Management Services Budget encompasses all other Village-wide support functions not included under the Information Systems program or provided by other departments. Program functions include the purchase, maintenance and upkeep of centralized office equipment, coordination of special Village-wide projects such as the census, coordination of public information releases for special events and programs and interdepartmental aid services. This program also includes many of the General Corporate Fund cost centers, which support the entire Village organization including general and property liability insurance, telephone services and contingency costs.

EXPENDITURE REDUCTIONS MADE IN FY2010

- The Dues & Subscriptions account was reduced by \$800 (eliminated 1 professional membership in the International City/County Manager's Association).
- The Consultant account was reduced by \$1,200 (the number of televised productions was reduced).
- The Operating Supplies account was reduced by \$1,400 (reduced or eliminated non-OSHA required supplies in first aid cabinets).

2010 ACCOMPLISHMENTS

1. Coordinated activities for the Village's 50th anniversary celebration including the 50th anniversary logo and photo contests, historic recollection series, re-broadcasting of the NBC *Out on the Farm* shows originally telecast from Carol Stream, publication of 50th anniversary series of articles in the Correspondent newsletter, installation of commemorative street light banners and commemorative events at the Ross Ferraro Town Center. (Village Board Goal #17)
2. Researched and developed an email subscription service to replace the printed newsletter and provided residents a cost-effective, environmentally friendly, timely, focused online communications on Village news resulting in a budget savings for this service of \$. (Village Board Goal #7 & 18b)
3. Coordinated receipt of \$21,000 in donations to fund concerts at the Ross Ferraro Town Center.

2011 OBJECTIVES

1. Continue to explore cost-effective service alternatives in the current recessionary economy.
2. Solicit sponsors to subsidize costs of the Summer Concert Series at the Ross Ferraro Town Center.
3. Coordinate census with the U.S. Census Bureau to ensure an accurate accounting of people living in the Village.

EXPENDITURE

Acct. # / Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenditures FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Salaries & Wages						
51102 Personal Services	\$ 128,953	\$ 129,968	\$ 123,008	\$ 118,764	\$ 118,764	\$ 118,764
51109 Overtime	0	100	0	0	0	0
51111 Group Insurance	12,266	14,645	14,235	16,940	18,312	19,696
51112 IMRF	12,436	12,815	12,294	14,299	14,299	14,299
51113 FICA	9,585	9,943	9,083	9,085	9,085	9,085
51114 Workers Comp.	289	364	273	404	404	404
Subtotal	163,529	167,835	158,893	159,492	160,864	162,248
Contractual Services						
52212 Auto Maintenance & Rpr.	2,471	2,732	2,732	2,500	2,650	2,700
52215 Insurance Deductibles	0	90,000	100,000	90,000	90,000	100,000
52222 Meetings	101	300	150	300	300	300
52223 Training	296	100	100	300	750	300
52224 Vehicle Insurance	2,471	1,006	742	960	1,280	1,280
52226 Office Equip. Mtnc.	5,096	2,500	2,500	5,350	5,450	5,450
52229 Postage	23,910	35,000	35,000	35,000	35,000	35,000
52230 Telephone	33,393	34,000	35,000	35,000	36,500	37,000
52231 Copy Expense	37,284	35,000	32,000	30,000	32,500	34,000
52234 Dues & Subscriptions	1,519	2,000	1,500	500	550	600
52253 Consultant	2,350	9,000	3,500	3,800	3,800	3,800
52255 Software Maintenance	32	0	634	0	0	0
52261 Liability Insurance	8,860	24,150	17,801	9,518	15,625	25,403
52263 Property Insurance	26,431	21,804	16,212	8,594	14,107	22,935
Subtotal	144,214	257,592	247,871	221,822	238,512	268,768
Commodities						
53313 Auto Gas & Oil	540	1,096	500	650	700	725
53314 Office Supplies	767	900	500	800	800	800
53315 Printed Materials	2,125	3,500	2,000	2,200	2,200	2,500
53317 Operating Supplies	5,387	3,250	3,000	2,500	2,600	2,650
53324 Uniforms	78	100	0	0	0	0
53350 Small Equipment	101	250	0	200	200	200
53379 Recycling Containers	11,800	0	0	0	0	0
53380 Vending Mach.Supplies	1,543	2,500	2,500	2,500	2,500	2,500
Subtotal	22,341	11,596	8,500	8,850	9,000	9,375
Capital Outlay						
54413 Computer Equipment	527	0	0	0	0	0
57499 Contingency	160	69,361	69,631	150,000	150,000	150,000
Subtotal	687	69,361	69,631	150,000	150,000	150,000
Totals	\$ 330,771	\$ 506,384	\$ 484,895	\$ 540,164	\$ 558,376	\$ 590,391

NARRATIVE

The Information Systems program of the Management Services Budget encompasses all aspects of information systems technology including the Village's computer systems, cable television programming/broadcasting and electronic government initiatives including hardware and wireless forms of communications (i.e. Internet , Wi-Fi and Voice Over Internet Protocol [VOIP] telephone).

EXPENDITURE REDUCTIONS MADE IN FY2010

- The Computer Equipment accounts in all budgets were reduced by \$28,300 (PC replacement interval extended to 5-years).

2010 ACCOMPLISHMENTS

1. Implemented a secure/searchable *Quest* email archive management system to track and store user email account information. This program will assist Village compliance with the State of Illinois' new Freedom of Information Act transparency of government guidelines.
2. Upgraded the network operating system to Windows 2003 +.
3. Upgraded Exchange server to Exchange 2003 + increasing the capacity of email files.
4. Created a disaster recovery and continuity plan for the Village's Information Systems and VOIP network located at the Municipal Center by creating redundant system at the Public Works Center .
5. Continued conversion of 26 Personal Computer workstations to *WYSE* terminal workstations resulting in the above Expenditure Reductions.

2011 OBJECTIVES

1. Information Systems staff will focus its efforts on maintaining existing systems, improving system reliability and enhancing security. No major enhancements to the Information Systems infrastructure are planned for the coming year.
2. Upgrade Microsoft Office productivity software to Windows 2007, Office 2007, Server 2008 and Exchange 2007/10.
3. Migrate and maintain all current and future audio/video files to remote streaming media server and provide connectivity from the Village website.
4. Publish new Village website that is easier to navigate.

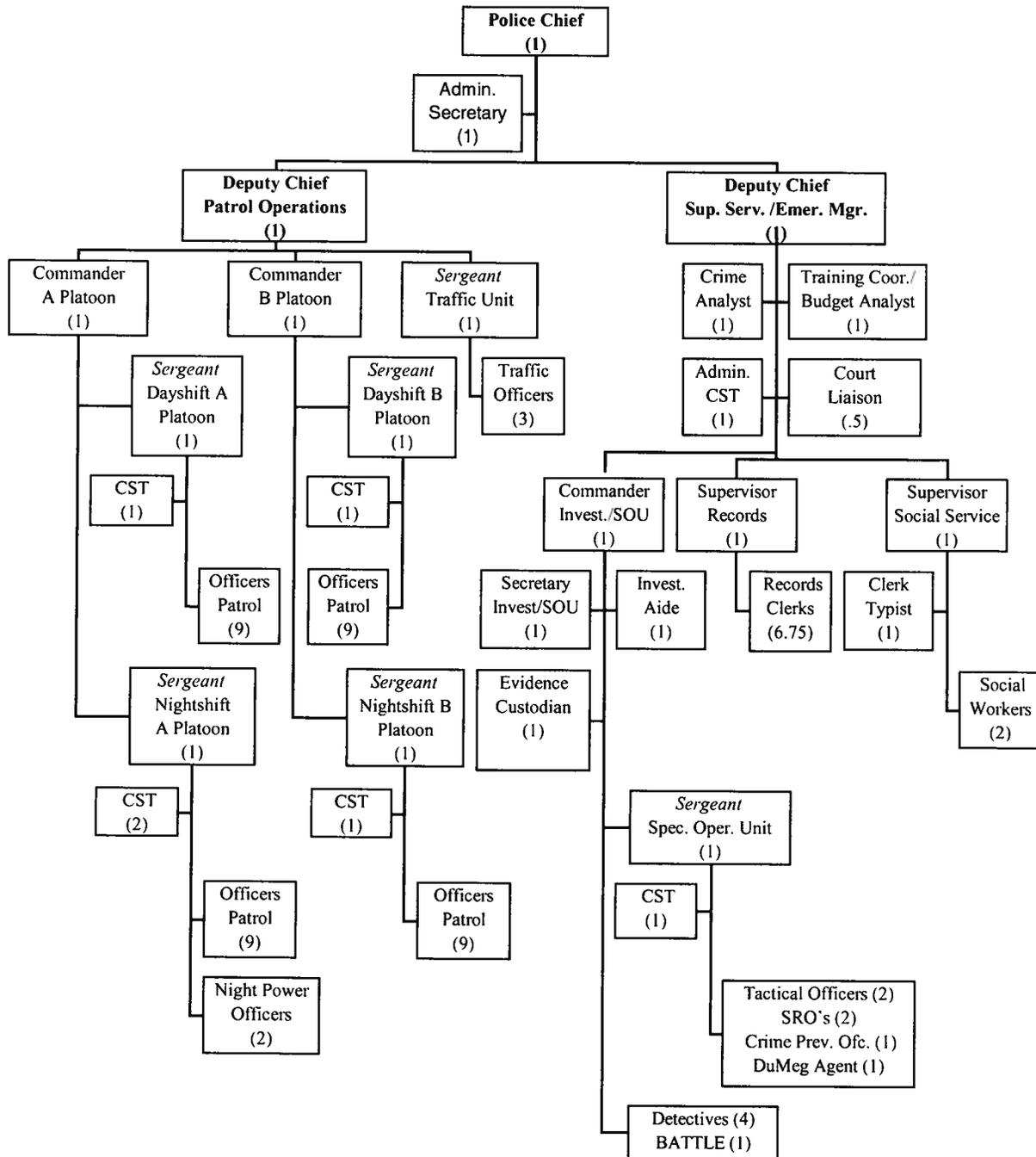
EXPENDITURE

Acct. # / Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenditures FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Salaries & Wages						
51102 Personal Services	\$ 132,672	\$ 162,157	\$ 151,574	\$ 148,231	\$ 148,231	\$ 148,231
51109 Overtime	0	1,630	0	0	0	0
51111 Group Insurance	9,341	18,601	16,686	21,459	23,173	24,900
51112 IMRF	12,799	16,159	15,156	17,847	17,847	17,847
51113 FICA	9,814	12,537	11,180	11,340	11,340	11,340
51114 Workers Comp.	289	454	341	504	504	504
Subtotal	164,915	211,538	194,937	199,381	201,095	202,822
Contractual Services						
52222 Meetings	0	50	0	50	50	50
52223 Training	5,614	4,500	3,600	7,150	7,150	4,250
52230 Telephone	1,080	7,600	3,500	7,600	7,600	7,600
52234 Dues & Subscriptions	116	225	200	225	250	250
52253 Consultant	0	14,500	8,000	10,000	10,000	10,000
52255 Software Maintenance	22,874	24,000	24,000	42,000	42,000	42,000
52257 GIS	21,178	35,000	21,000	22,000	22,000	22,000
Subtotal	50,862	85,875	60,300	89,025	89,050	86,150
Commodities						
53314 Office Supplies	56	200	135	200	200	200
53317 Operating Supplies	1,141	2,000	1,000	1,500	1,500	1,500
53324 Uniforms	0	200	0	0	0	0
53350 Small Equipment	841	500	500	500	500	500
Subtotal	2,038	2,900	1,635	2,200	2,200	2,200
Capital Outlay						
54412 Other Equipment	17,889	40,199	34,950	30,314	15,450	59,350
54413 Computer Equipment	85,311	6,700	6,700	0	0	0
54422 Installment Cap. Acquis.	21,050	21,050	21,050	21,050	21,050	0
Subtotal	124,250	67,949	62,700	51,364	36,500	59,350
Totals	\$ 342,065	\$ 368,262	\$ 319,572	\$ 341,970	\$ 328,845	\$ 350,522

PERSONNEL SCHEDULE

	Authorized 2009	Budget 2010	Proposed 2011	Projected 2012	Projected 2013
Full Time	93.50	89.25	89.25	89.25	89.25
Part-Time (FTE)	1	1	1	1	1

ORGANIZATIONAL CHART



NARRATIVE

The Carol Stream Police Department is responsible for providing public safety services to its residents and customers that live, work or visit our community. The department, like other law enforcement agencies around the nation, grows yearly in complexity and accountability. The men and women on the department are committed to providing the highest quality service in responding to criminal and non-criminal incidents, preventing such events whenever possible, educating our residents and other customers in all areas of public safety and assisting those that become victims of crime, accidents or social problems. The department embraces the problem solving approach and collaborative philosophy of law enforcement.

While remaining highly proficient at reacting to events that necessitate police service, the near, mid, and long-term goals are to increase our service abilities in an enhanced proactive method of law enforcement. The department has seven programs, which include Administration/Customer Service, Patrol, Investigation, Social Service, Records, Traffic and Special Operations.

EXPENDITURE REDUCTIONS MADE IN FY2010

- Training was reduced by \$57,420.
- Meetings were reduced by \$900.
- Uniform costs were reduced by \$9,034.
- The Community Relations budget was reduced by \$12,000.
- Small equipment costs were reduced by \$2,895.
- Other equipment costs were reduced by \$12,400.
- Vehicle costs were reduced by \$38,473.
- Telephone costs were reduced by \$2,000.
- The 700MHZ radios were not purchased because of system completion being delayed until FY2011, which amounted to a \$458,208 reduction.
- Two unfilled police officer positions were eliminated.
- The Investigative Aide position was eliminated.

EXPENDITURE

Classification	Actual 2008-09	Budget 2009-10	Estimated 2009-10	Proposed 2010-11	Projected 2011-12	Projected 2012-13
Administration	\$1,425,548	\$1,568,350	\$1,228,507	\$1,496,787	\$1,509,373	\$ 1,516,917
Special Operations	1,325,956	1,530,191	1,434,127	1,376,864	1,396,285	1,373,992
Investigations	969,687	1,111,967	924,525	1,136,481	1,081,111	1,083,870
Patrol	6,551,359	7,232,195	6,595,974	7,417,489	7,386,022	7,516,996
Traffic	739,262	1,049,069	970,462	1,006,847	991,771	1,010,388
Records	630,405	676,331	632,175	545,990	568,405	556,179
Social Services	368,914	406,633	367,442	372,753	375,808	378,624
Totals	\$12,011,131	\$13,574,736	\$12,153,212	\$13,353,211	\$13,308,775	\$13,436,966

NARRATIVE

The Administration Program is comprised of the Chief of Police, Deputy Chief of Police, Support Services Lieutenant, Patrol Lieutenant, Administrative Sergeant, Administrative Secretary, Crime Analyst, Court Liaison Officer and an Administrative Community Service Technician (CST).

Administration is responsible for overall planning, preparation and administration of the budget, staffing and the Department's Commission on Accreditation for Law Enforcement Agencies (CALEA) Program. Administration is also responsible for the overall supervision of the Patrol and Support Services Divisions.

2010 ACCOMPLISHMENTS

1. The Department implemented two Automated Traffic Law Enforcement (red light cameras) program cameras at the intersection of North Avenue and Gary Avenue. (Village Board Goal #8b)
2. The Department held a mock CALEA on-site evaluation with outside assessors in October 2009. The Department is on schedule to conduct a full on-site assessment with CALEA assessors in March 2010.
3. The Department developed a structured successor management model for promotion to the ranks of Lieutenant, Deputy Chief and Chief.
4. The Department continues to be a test agency and planning participant for the new 700 MHZ interoperable radio system. The final phase of testing has been delayed by ETSB because of implementation issues.

2011 OBJECTIVES

1. The Department will reorganize the Command structure by implementing three Commanders and an additional Deputy Chief at a projected savings of \$10,335. Job descriptions will be developed and applicable Village Ordinances will be revised or developed. As part of the reorganization, the department will assume the responsibility of emergency management for the Village.
2. The Department will investigate a new emergency notification system that will reach citizens through multiple means, text message, cell phone, landline and email. After testing the systems, the Department will choose the most cost efficient and compatible system for our needs.
3. The Strategic National Stockpile plan will be finalized with the DuPage County Health Department. A tabletop exercise and critique will be conducted with participating agencies.

4. A pandemic plan will be developed for a health emergency. The plan will include police staffing and services during a pandemic as well as community response and assistance.

EXPENDITURE

	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenditures FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Salaries & Wages						
51102 Personal Services	\$ 940,710	\$ 955,638	\$ 733,200	\$ 873,683	\$ 873,683	\$ 873,683
51109 Overtime	23,373	28,407	5,062	24,646	25,356	26,117
51111 Group Insurance	105,031	129,038	138,460	123,985	129,950	136,175
51112 IMRF	22,701	26,273	24,800	29,529	29,529	29,529
51113 FICA	62,194	68,308	50,800	65,627	65,627	65,627
51114 Workers Comp.	35,648	41,312	31,200	41,870	41,870	41,870
51116 Transfer-Police Pension	51,773	66,917	66,917	87,977	93,475	99,318
Subtotal	1,241,430	1,315,893	1,050,439	1,247,317	1,259,490	1,272,319
Contractual Services						
52212 Auto Maint. & Rpr.	25,331	44,832	42,920	42,301	42,894	42,829
52222 Meetings	1,715	2,535	1,264	1,954	2,023	2,092
52223 Training	16,722	9,990	12,000	12,750	20,400	8,190
52224 Vehicle Insurance	1,957	3,160	2,330	3,016	4,021	4,021
52226 Office Equip. Maint.	4,480	4,475	3,551	9,475	5,250	550
52227 Radio Maintenance	0	248	245	60	240	700
52230 Telephone	5,418	9,920	6,733	9,257	9,816	10,379
52234 Dues & Subscriptions	4,390	17,967	15,000	19,299	19,600	20,697
52236 Mgmt. Physicals	0	0	67	0	0	0
52243 Paging	397	394	274	0	0	0
52244 Maintenance & Repair	0	0	0	4,900	3,500	3,500
52245 Gen'l Communication	40,698	39,074	39,074	39,805	39,805	39,805
52253 Consultant	15,130	0	0	0	0	0
52255 Software Maintenance	1,750	1,900	1,500	24,500	25,800	27,300
Subtotal	117,988	134,495	124,958	167,317	173,349	160,063
Commodities						
53313 Auto Gas & Oil	10,254	14,860	9,050	11,724	12,514	13,199
53314 Office Supplies	4,339	2,340	1,300	3,460	3,540	3,620
53315 Printed Materials	2,628	1,253	1,000	3,150	3,255	3,360
53317 Operating Supplies	7,983	8,372	8,300	7,227	7,375	7,375
53318 Reference Materials	691	175	100	150	210	150
53321 Ammunition	0	334	334	396	410	420
53322 Emergency Equipment	0	134	100	0	0	104
53324 Uniforms	6,723	6,413	6,085	7,690	7,920	6,557
53326 Prisoner Care	513	875	500	1,200	1,350	1,500
53350 Small Equipment	5,386	4,125	3,000	800	1,500	850
Subtotal	38,517	38,881	29,769	35,797	38,074	37,135
Capital Outlay						
54412 Other Equipment	2,810	3,000	2,695	0	21,000	0
54413 Computer Equipment	5,903	14,000	100	3,400	300	46,000
54415 Vehicles	18,900	23,600	19,763	0	0	0
54417 Radios	0	38,481	783	42,956	17,160	1,400
Subtotal	27,613	79,081	23,341	46,356	38,460	47,400
Totals	\$ 1,425,548	\$ 1,568,350	\$ 1,228,507	\$ 1,496,787	\$ 1,509,373	\$ 1,516,917

NARRATIVE

The Special Operations Unit (SOU) is responsible for tactical patrols, gang and drug enforcement. The unit also oversees community programs including Crime Prevention, School Resource Officers at Jay Stream Middle School & Glenbard North High School and instruction for DARE (Drug Abuse Resistance Education) and GREAT (Gang Resistance Education Awareness Training) programs.

2009 OBJECTIVES

1. The unit created a new area for volunteers on the Department's website. This allows the volunteers to sign up for work assignments, view upcoming events and gives the Department another tool to recruit volunteers.
2. A new Tactical Officer was selected in July 2008. This officer has completed several training classes and will finish his training in February. The officer will then be able to enter his new assignment with the required knowledge to be an effective asset to the unit.
3. The unit coordinated a tabletop exercise involving an armed intruder with the Glenbard North High School administration. The exercise included the School Resource Officer, school administration, members of the Special Operations Unit and a member of the DuPage County SWAT team. The exercise was completed in March.
4. New areas for the Department's website are being created. These will include, crime prevention tips and services, gang identification, internet crimes and My Space safety. Unit personnel are developing public advertisement material promoting the new areas.

2010 OBJECTIVES

1. A new unit supervisor for 2010 will be selected from qualified and interested Sergeants in June 2009. The new supervisor will receive the necessary training and will assist in all special events planning in 2009.
2. The unit will collaborate with Jay Stream School administration to design and complete a tabletop exercise for an armed intruder. The exercise will include the Jay Stream and Glenbard North Resource Officers, select members of the Special Operations Unit, the schools administration and a member of the DuPage County SWAT Team.
3. The unit will collaborate with the District 93 Crisis Committee and will conduct at least two independent checks of each schools security from the standpoint of an intruder entering the schools. This will be accomplished by having personnel in plain clothes attempt to enter the building by checking each door. This person will also attempt to enter the schools without

being challenged by school personnel. The results of each check will be discussed with the school administration and the Crisis Committee.

4. The unit will conduct two gang sweeps, attend bi-monthly gang meetings at the Addison Police Department as well as the monthly gang meetings at the West Chicago Police Department. Unit personnel will distribute monthly gang activity reports and develop a completed gang card and add on form file for officers to utilize. Special Operations personnel will conduct roll call training on the completion of and importance of gang cards.

EXPENDITURE

	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenditures FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Salaries & Wages						
51102 Personal Services	\$ 729,619	\$ 725,808	\$ 753,600	\$ 623,208	\$ 623,208	\$ 623,208
51107 Court Time	13,313	11,360	13,000	11,843	12,316	12,686
51109 Overtime	110,935	122,334	93,500	123,229	126,782	130,585
51111 Group Insurance	127,386	159,228	150,920	144,049	152,627	161,458
51112 IMRF	10,890	13,219	11,300	8,100	8,100	8,100
51113 FICA	61,853	59,821	61,700	47,675	47,675	47,675
51114 Workers Comp.	27,407	35,881	26,500	36,531	36,531	36,531
51116 Transfer-Police Pension	72,920	95,596	95,596	125,681	133,536	141,883
Subtotal	1,154,323	1,223,247	1,206,116	1,120,316	1,140,775	1,162,126
Contractual Services						
52212 Auto Maint. & Repair	23,156	65,253	66,300	62,266	65,452	63,027
52222 Meetings	210	507	200	364	378	392
52223 Training	6,929	9,330	5,775	12,470	12,450	13,655
52224 Vehicle Insurance	1,957	3,160	2,330	3,016	4,021	4,021
52226 Office Equip. Maint.	4,289	4,500	4,503	0	0	0
52227 Radio Maintenance	1,400	552	100	660	990	1,650
52230 Telephone	3,561	4,050	3,400	3,583	3,975	4,367
52234 Dues & Subscriptions	585	495	450	378	370	415
52236 Management Physicals	0	0	0	0	315	0
52243 Paging	261	291	150	0	0	0
52245 Gen'l Communication	58,140	55,821	55,821	56,864	56,864	56,864
52255 Software Maintenance	138	565	550	580	605	630
Subtotal	100,626	144,524	139,579	140,181	145,420	145,021
Commodities						
53313 Auto Gas & Oil	10,932	16,983	10,497	13,399	14,301	15,085
53314 Office Supplies	1,046	1,620	1,007	2,960	3,040	3,120
53315 Printed Materials	25	1,463	1,000	300	310	320
53317 Operating Supplies	12,400	13,156	10,505	15,288	15,625	15,625
53318 Reference Materials	0	105	100	90	126	90
53321 Ammunition	0	1,002	990	1,188	1,230	1,260
53322 Emergency Equipment	0	403	0	100	0	0
53324 Uniforms	13,020	12,431	10,917	9,340	10,292	10,495
53325 Community Relations	27,110	30,805	20,782	17,250	17,850	18,550
53326 Prisoner Care	26	0	20	0	0	0
53330 Investigative Fund	1,303	2,850	900	2,100	2,100	2,300
53350 Small Equipment	1,610	425	3,225	400	4,140	0
Subtotal	67,472	81,243	59,943	62,415	69,014	66,845
Capital Outlay						
54412 Other Equipment	0	5,300	2,500	6,000	11,000	0
54413 Computer Equipment	1,285	4,100	3,725	0	1,700	0
54415 Vehicles	2,250	23,000	21,481	0	27,500	0
54417 Radios	0	48,777	783	47,952	876	0
Subtotal	3,535	81,177	28,489	53,952	41,076	0
Totals	\$ 1,325,956	\$ 1,530,191	\$ 1,434,127	\$ 1,376,864	\$ 1,396,285	\$ 1,373,992

NARRATIVE

The responsibilities of the Investigations Unit include criminal case investigation, victim follow-up, sex offender registration, evidence/property management, and employee background investigations.

2010 ACCOMPLISHMENTS

1. Detectives reviewed five cold cases. Additional investigation was done where appropriate. None of these cases were solved.
2. The Investigative Aide attended a financial crimes seminar. Upon completion of the seminar, the Investigative Aide was certified as a financial crimes investigator with the Illinois Association of Financial Crimes.
3. Investigations initiated ten cases during the past year by utilizing pawnshop records and sex offender spot checks, which resulted in four felony arrests and three misdemeanor arrests.
4. The interview room was equipped with new state of the art digital recording equipment and has been utilized by Investigations for all major cases. All felony case interrogations are now recorded.

2011 OBJECTIVES

1. Carol Stream currently has several sex offenders residing and working within the Village. Investigations will institute a follow up program to verify sex offender residences and work places. Each detective will be assigned a patrol zone of responsibility regarding these checks.
2. Two detectives will attend a training seminar for Internet Crimes Against Children. The training also enables the Department to become part of the Illinois Crimes Against Children (ICAC) task force, which is nationally recognized.
3. One detective will attend juvenile officer's school. This will ensure that all the detectives have juvenile officer training and certification.
4. Investigations will join in a joint effort with the Illinois Department of Corrections to verify and check on parolees' status that are living in Carol Stream. Each detective will be given a patrol zone of responsibility regarding these checks.

EXPENDITURE

	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenditures FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Salaries & Wages						
51102 Personal Services	\$ 589,857	\$ 632,611	\$ 555,000	\$ 607,260	\$ 607,260	\$ 607,260
51107 Court Time	9,480	11,360	10,200	11,843	12,316	12,686
51109 Overtime	37,414	41,719	30,845	43,130	44,374	39,176
51111 Group Insurance	79,329	75,353	76,420	93,453	99,060	104,806
51112 IMRF	10,354	18,349	8,650	15,760	15,760	15,760
51113 FICA	47,323	52,382	43,300	46,455	46,455	46,455
51114 Workers Comp.	21,656	27,846	20,524	31,551	31,551	31,551
51116 Transfer - Police Pension	62,711	76,477	76,477	100,545	106,829	113,506
Subtotal	858,124	936,097	821,416	949,997	963,605	971,200
Contractual Services						
52212 Auto Maint. & Repair	6,860	15,438	15,438	17,392	15,476	15,451
52222 Meetings	40	78	50	78	81	84
52223 Training	9,092	10,080	2,205	8,705	7,650	8,335
52224 Vehicle Insurance	560	904	670	862	1,149	1,149
52226 Office Equip. Maint.	700	675	675	675	700	725
52227 Radio Maintenance	0	202	100	60	240	300
52230 Telephone	1,672	3,258	2,372	1,260	1,440	1,620
52234 Dues & Subscriptions	1,073	1,510	1,000	498	315	360
52243 Paging	348	394	186	46	52	58
52245 Gen'l Communication	46,512	44,657	44,657	45,491	45,491	45,491
52255 Software Maintenance	1,708	1,425	1,458	1,440	1,655	1,870
Subtotal	68,565	78,621	68,811	76,507	74,249	75,443
Commodities						
53313 Auto Gas & Oil	3,119	10,615	6,433	8,374	8,938	9,428
53314 Office Supplies	560	900	1,400	1,480	1,520	1,560
53315 Printed Materials	0	1,463	200	0	0	0
53317 Operating Supplies	6,813	8,372	5,000	7,338	7,500	7,500
53318 Reference Materials	0	105	100	90	126	90
53321 Ammunition	0	1,002	1,002	1,188	1,230	1,260
53322 Emergency Equipment	0	403	0	100	0	0
53323 Weapons	0	0	0	0	0	0
53324 Uniforms	7,384	7,537	7,537	6,780	6,893	7,814
53326 Prisoner Care	8	0	0	0	0	0
53330 Investigative Fund	6,726	9,500	8,649	8,650	8,900	9,150
53350 Small Equipment	130	0	0	3,800	1,150	425
Subtotal	24,740	39,897	30,321	37,800	36,257	37,227
Capital Outlay						
54412 Other Equipment	12,921	6,000	2,000	2,000	7,000	0
54413 Computer Equipment	5,337	3,400	1,977	400	0	0
54415 Vehicles	0	0	0	21,000	0	0
54417 Radios	0	47,952	0	48,777	0	0
Subtotal	18,258	57,352	3,977	72,177	7,000	0
Totals	\$ 969,687	\$ 1,111,967	\$ 924,525	\$ 1,136,481	\$ 1,081,111	\$ 1,083,870

NARRATIVE

The core responsibilities of the Patrol Division include 9-1-1-call response, preliminary investigation of reported incidents, community service, law enforcement, crime prevention and community policing and problem solving.

2010 ACCOMPLISHMENTS

1. Employees were provided training to reduce the number of injuries in the workplace. Training information included driving, lifting, slips trips and falls, and seasonal injury.
2. Zone officers were assigned to meet with individual business owners and managers on a regular basis to improve community relations within the business community.
3. Patrol Sergeants have assigned personnel to attend community events and school activities. This has improved community relations and enhanced the Department's community orientated policing philosophy.
4. The Department employed its Emergency Action Plan during the 50th Anniversary Summer in the Center event. This included the assistance of other departments within the Village and another police agency. This exercise allowed the Department to assess its mutual aid and current response capabilities. DuPage County Emergency Management qualified this event as an emergency exercise.

2011 OBJECTIVES

1. Juvenile Officers in the patrol division will be assigned to return to the home of a juvenile after an enforcement contact with police. This will increase our partnership with parents, provide support, and reduce repeat negative contacts with juvenile offenders
2. Officers will be assigned to patrol residential areas in a covert, undercover mode, during periods of extra manpower. They will also be assigned in this manner when crime has increased in a specified area of the Village.
3. Patrol Sergeants will assign personnel to assist the Traffic Unit during initiatives and safety checks in an effort to increase traffic enforcement and safety.
4. The Department will increase its in-house training sessions to decrease training costs and to continue the high level of training employees receive.

EXPENDITURE

	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenditures FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Salaries & Wages						
51102 Personal Services	\$ 3,319,622	\$ 3,619,269	\$ 3,578,000	\$ 3,624,719	\$ 3,624,719	\$ 3,624,719
51107 Court Time	123,779	112,180	118,000	116,948	121,626	125,274
51109 Overtime	288,602	319,950	307,300	338,880	348,651	365,639
51111 Group Insurance	574,017	555,256	533,400	577,616	618,749	660,523
51112 IMRF	29,729	31,041	31,857	28,738	28,738	28,738
51113 FICA	276,159	287,032	289,306	277,291	277,291	277,291
51114 Workers Comp.	227,595	202,826	150,000	236,694	236,694	236,694
51116 Transfer-Police Pension	500,231	659,610	659,610	867,201	921,402	978,989
Subtotal	5,339,734	5,787,164	5,667,473	6,068,087	6,177,870	6,297,867
Contractual Services						
52212 Auto Maint. & Repair	251,024	172,436	160,000	151,473	167,103	172,274
52222 Meetings	0	78	75	52	54	56
52223 Training	39,521	71,900	31,798	22,290	19,900	24,570
52224 Vehicle Insurance	22,272	35,216	26,000	33,606	44,808	44,808
52226 Office Equip. Maint.	4,764	5,050	4,500	550	575	600
52227 Radio Maintenance	14,053	3,008	1,500	7,225	10,800	16,050
52230 Telephone	14,683	15,700	11,631	11,887	12,386	12,894
52234 Dues & Subscriptions	353	1,147	885	455	621	651
52236 Management Physicals	1,268	5,400	600	5,400	1,700	1,750
52239 Range	2,500	5,500	3,000	3,000	3,500	4,000
52243 Paging	442	498	250	0	0	0
52245 Gen'l Communication	406,980	390,746	390,746	398,048	398,048	398,048
52249 Animal Control	3,030	5,900	2,300	5,900	6,100	6,250
52255 Software Maintenance	720	800	873	800	880	960
Subtotal	761,610	713,379	634,158	640,686	666,475	682,911
Commodities						
53313 Auto Gas & Oil	113,276	144,358	88,100	113,889	121,560	128,223
53314 Office Supplies	741	900	1,600	1,480	1,520	1,560
53315 Printed Materials	7,847	7,891	4,874	9,750	10,075	10,400
53317 Operating Supplies	22,282	27,508	15,000	29,964	30,625	30,625
53318 Reference Materials	1,563	2,800	500	2,400	3,360	2,400
53321 Ammunition	11,421	13,360	12,000	15,840	16,400	16,800
53322 Emergency Equipment	6,456	5,377	4,000	3,215	1,080	2,500
53323 Weapons	14,145	0	0	0	0	0
53324 Uniforms	64,921	57,564	54,717	42,824	51,906	54,525
53325 Community Relations	111	0	0	0	0	0
53350 Small Equipment	15,841	17,720	12,984	15,355	27,695	19,060
Subtotal	258,604	277,478	193,775	234,717	264,221	266,093
Capital Outlay						
54412 Other Equipment	28,534	28,525	13,000	64,000	78,500	18,050
54413 Computer Equipment	30,949	20,500	18,625	18,400	28,700	47,500
54415 Vehicles	128,144	92,000	64,443	80,100	165,000	198,275
54417 Radios	3,784	313,149	4,500	311,499	5,256	6,300
Subtotal	191,411	454,174	100,568	473,999	277,456	270,125
Totals	\$ 6,551,359	\$ 7,232,195	\$ 6,595,974	\$ 7,417,489	\$ 7,386,022	\$ 7,516,996

NARRATIVE

The Traffic Unit is responsible for enforcement of the Illinois Vehicle Code, various public education programs, traffic crash investigation, Crash Response Team, child safety seat inspection program, administration of the departments impaired driver enforcement program, school crossing guard program and the administration of various Illinois Department of Transportation Division of Traffic Safety grants.

2010 ACCOMPLISHMENTS

1. The unit continued to aggressively enforce traffic violations and conduct traffic initiatives to reduce crashes and “RID” the roadways of intoxicated drivers.
 - Twenty-two speed/intersection initiatives resulted in 762 citations and 48 arrests.
 - Fifty-one seat belt enforcement zones and roving patrols resulted in 1798 citations, 39 written warnings and 167 arrests.
 - Nine roadside safety checkpoints resulted in 252 citations, 195 written warnings and 68 arrests.
 - Twenty-nine “RID” (Reduce Influenced Drivers) initiatives resulted in 711 citations, 360 written warnings and 167 arrests.
 - Four child safety seat inspections and education seminars resulted in 54 child safety seat inspections.
 - Six overweight truck initiatives resulted in 37 citations.
2. The unit applied for grant funding through the Illinois Department of Transportation Division of Traffic Safety. The Department received a \$106,470.60 Holiday Mobilization Grant and a \$48,387.82 IMAGE grant.
3. The department participated in the 2008 State Traffic Safety Challenge and earned First Place in the State for speed enforcement efforts. The Department earned Second Place in the National Traffic Safety Challenge.
4. The unit focused on problem areas, which included stepped up enforcement and education related to stop sign violations, passing stopped school busses, speeding on residential streets, and child and safety seat education and enforcement. The unit assigned neighborhood problems to zone officers as necessary to provide better service to our citizens.

2011 OBJECTIVES

1. The unit will continue to aggressively enforce traffic violations and conduct traffic initiatives to reduce crashes and “RID” the roadways of intoxicated drivers. Traffic objectives during the coming year include:
 - Ten speed/intersection initiatives
 - Forty seat belt enforcement zones and roving patrols
 - Ten roadside safety checkpoints
 - Twenty “RID” (Reduce Influenced Drivers) initiatives
 - Three child safety seat inspections and education seminar
2. The unit will apply for grant funding and seek additional funding, when available through the Illinois Department of Transportation Division of Traffic Safety.
3. The unit will plan and work with Glenbard North High School on a Fatal Prom demonstration.
4. The unit will focus on commercial motor vehicles traveling through our community. Ten truck enforcement initiatives with a focus on overweight commercial motor vehicles, equipment deficiencies, safety belt enforcement and driver licensing issues will be held.

EXPENDITURE

	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenditures FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Salaries & Wages						
51102 Personal Services	\$ 317,900	\$ 323,733	\$ 329,980	\$ 319,413	\$ 319,413	\$ 319,413
51105 Crossing Guards	89,590	0	0	0	0	0
51107 Court Time	15,224	7,100	14,555	7,401	7,698	7,929
51109 Overtime	72,074	79,482	74,065	80,099	82,408	84,881
51111 Group Insurance	35,164	45,147	39,500	54,872	58,720	62,634
51113 FICA	32,242	24,766	28,850	24,435	24,435	24,435
51114 Workers Comp.	22,188	17,741	13,075	20,858	20,858	20,858
51116 Transfer - Police Pension	41,564	57,357	57,357	75,409	80,122	85,129
Subtotal	625,946	555,326	557,382	582,487	593,654	605,279
Contractual Services						
52105 Crossing Guards	0	94,478	121,200	97,076	99,788	102,988
52212 Auto Maint. & Repair	15,979	40,258	35,950	35,463	35,966	35,905
52222 Meetings	0	0	25	104	108	112
52223 Training	15,015	20,960	5,000	17,585	11,925	13,830
52224 Vehicle Insurance	1,678	2,709	2,000	2,584	3,447	3,447
52227 Radio Maintenance	962	440	100	120	830	1,050
52230 Telephone	1,565	1,750	2,910	2,965	3,149	3,335
52234 Dues & Subscriptions	237	245	245	300	385	395
52243 Paging	182	249	136	0	0	0
52245 Gen'l Communication	29,070	27,910	27,910	28,432	28,432	28,432
52255 Software Maintenance	0	100	100	100	110	120
52298 ATLE - Service Fee	25,092	197,035	141,600	181,300	181,300	181,300
52310 ATLE - Legal Adjutcn	956	3,600	2,100	3,600	3,744	3,900
Subtotal	90,736	389,734	339,276	369,629	369,184	374,814
Commodities						
53313 Auto Gas & Oil	8,801	25,475	15,560	20,098	21,452	22,628
53314 Office Supplies	0	360	250	0	0	0
53315 Printed Materials	0	597	300	0	0	0
53317 Operating Supplies	1,138	1,196	7,255	611	625	625
53318 Reference Materials	41	70	70	60	84	60
53321 Ammunition	0	1,002	1,002	1,188	1,230	1,260
53322 Emergency Equipment	0	403	0	0	0	0
53324 Uniforms	4,890	4,541	4,541	3,712	4,602	4,742
53350 Small Equipment	50	4,730	4,500	1,750	940	980
Subtotal	14,920	38,374	33,478	27,419	28,933	30,295
Capital Outlay						
54412 Other Equipment	0	7,450	5,518	6,000	0	0
54413 Computer Equipment	7,660	4,100	6,925	0	0	0
54415 Vehicles	0	32,000	27,100	0	0	0
54417 Radios	0	22,085	783	21,312	0	0
Subtotal	7,660	65,635	40,326	27,312	0	0
Totals	\$ 739,262	\$ 1,049,069	\$ 970,462	\$ 1,006,847	\$ 991,771	\$ 1,010,388

NARRATIVE

The Records Division is staffed twenty-four hours a day, seven days a week and provides support for Patrol and customer service. The Records Division maintains all records and reports through several software programs including, NetRMS, MCR crash reporting and APS electronic ticket writing. The Records Division also offers Village services such as water bill and ticket payment, and vehicle sticker and yard waste sticker sales after the Village Cashier's office is closed on weekends and evenings.

2010 ACCOMPLISHMENTS

1. The Records clerks were each trained on the following: Village Intranet, Village databases (vehicle and dog license), emailing reports and mug shots, and the use of dupagecase.org website. Each clerk was given instructions and/or a refresher course on each procedure and had to pass an oral demonstration with the Assistant Records Supervisor.
2. Implementation of electronic transmittal of traffic citations and criminal complaints started in December 2009. Report Beam, the Advanced Public Safety (APS) software program, has been installed and preliminary data entry has begun. Training on this new program, including the workflow and transmittal process began in December 2009. The electronic transmittal module is expected to be available in early 2010.
3. All clerks completed a minimum of 4 hours of Patrol ride-alongs and have given the Assistant Records Supervisor written narratives of their experiences. These narratives have been made available to all clerks to review. They now have a better understanding of the Patrol Division, which will improve customer service.
4. Tracview and Acuvview were researched for the possibility of utilization as a third-party vendor for the purpose of accessing accident reports by insurance companies and the general public. Neither of these vendors can download the reports directly from the Motor Crash Report (MCR) Illinois site. Using one of these vendors would require Records to print the crash reports then download them to the public site, which would be inefficient. It was decided that utilization of a third-party vendor for accident retrieval would not be beneficial at this time.

2011 OBJECTIVES

1. Revisions to the Freedom of Information Act were enacted in 2010. Records personnel will be trained on the new FOIA laws. The Records Supervisor will establish a new procedure for releasing and/or redacting report information. This will improve the Village FOIA request process from the Records Division to the Village Clerk.

2. Two new interfaces are to be implemented in the NetMRS report software in 2010. Motor Crash Reports data and Advanced Public Safety citations will be interfaced as part of the NetRMS report system. The Records Supervisor, Assistant Records Supervisor and one clerk, will attend the ‘Train the Trainer’ sessions from Motorola and a program will be established to train all police personnel on these new NetRMS modules.
3. A new cash register will be implemented in the Records Division, which will incorporate the Finance Department software programs for water billing, ordinance tickets and vehicle sticker databases. A new procedure and training for this cash register and system will be established and all Records personnel will be trained on the system.
4. The Records Supervisor or Assistant Records Supervisor will work with trained matron clerks to establish areas the clerks feel they may need continued or refresher matron training. An in-house refresher training course will be established for the Records clerks and each clerk will be retrained.

EXPENDITURE

	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenditures FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Salaries & Wages						
51102 Personal Services	\$ 452,093	\$ 484,116	\$ 461,000	\$ 359,515	\$ 359,515	\$ 359,515
51109 Overtime	6,184	7,007	4,600	6,162	6,339	6,529
51111 Group Insurance	49,474	64,892	61,000	76,883	82,406	88,011
51112 IMRF	44,602	47,734	46,771	43,286	43,286	43,286
51113 FICA	34,217	37,035	34,560	27,503	27,503	27,503
51114 Workers Comp.	1,696	1,356	995	1,222	1,222	1,222
Subtotal	588,266	642,140	608,926	514,571	520,271	526,066
Contractual Services						
52222 Meetings	40	0	15	78	81	84
52223 Training	1,925	4,380	1,200	1,690	1,700	3,410
52226 Office Equip. Maint.	2,204	3,425	2,200	3,425	3,550	3,700
52232 Records Storage	135	110	60	115	120	125
52234 Dues & Subscriptions	176	158	120	216	357	289
52236 Management Physicals	0	0	221	0	0	0
52243 Paging	87	104	85	98	110	122
52247 Data Processing	3,000	3,600	3,000	3,700	3,800	3,900
Subtotal	7,567	11,777	6,901	9,322	9,718	11,630
Commodities						
53314 Office Supplies	8,799	11,700	10,000	9,250	9,500	9,750
53315 Printed Materials	1,442	1,391	700	1,800	1,860	1,920
53317 Operating Supplies	141	598	390	611	625	625
53318 Reference Materials	0	70	50	60	84	60
53324 Uniforms	5,069	5,605	4,556	5,776	5,947	6,128
53325 Community Relations	14	0	0	0	0	0
53350 Small Equipment	90	850	652	2,400	2,400	0
Subtotal	15,555	20,214	16,348	19,897	20,416	18,483
Capital Outlay						
54412 Other Equipment	5,011	0	0	0	17,500	0
54413 Computer Equipment	14,006	2,200	0	2,200	500	0
Subtotal	19,017	2,200	0	2,200	18,000	0
Totals	\$ 630,405	\$ 676,331	\$ 632,175	\$ 545,990	\$ 568,405	\$ 556,179

NARRATIVE

The Social Service Unit (SSU) primarily functions as a support service to police personnel and as a proactive intervention and interaction service provider to the Carol Stream community. Support services provided by the Social Service Unit include a comprehensive referral service, diagnostic consultation, crisis intervention, individual, family, couples and group counseling.

2010 ACCOMPLISHMENTS

1. The Social Service Unit produced a Financial Resources Directory that specifically addresses concerns and resources affecting residents in our community about the current economic crisis. Training sessions were held with all police department personnel educating them on available resources.
2. The Social Service Unit is now in compliance with all CALEA Accreditation standards that will affect the unit. Department staff was trained on current resource availability, properly posted access to resources internally and externally on the intranet and internet and placed hardcopy brochures throughout the department and Village Hall.
3. The Social Service Unit researched “best practices” treatment for juvenile firesetting behavior and learned that our services met or exceeded current interventions identified by the experts in the field with our Juvenile Firesetters Evaluation Program. In addition, a community providers meeting was held to share the insights gained for recommended treatment.
4. The Social Service Unit provided department training on three crucial resources available to community residents: AVN – Illinois Automated Victim Notification, SPARR – Sheriff’s Program for At Risk Residents, and an overview and updates of Orders of Protection. The Social Service Unit also provided roll-call trainings specifically addressing how to deal with the mentally ill and autistic individuals.
5. The Social Service Unit implemented the STAAT Program (Stop Teen Alcohol Abuse Together) in 2009. The program serves as an early intervention program for teen alcohol and drug offenders. There were six candidates that successfully completed the program.

2011 OBJECTIVES

1. The Social Service Unit will research the benefits of making the Christmas Sharing Program a 501 (c) (3) not-for-profit organization and coordinate the implementation. Making the program a 501 (c) (3) not-for-profit organization may allow for access to grant funding.

2. The Social Service Unit will coordinate and implement a multi-jurisdictional special needs database for individuals in our community who suffer from cognitive, verbal or mental limitations. The management of this resource will include registration, data entry and information distribution within the community, the Department and during personnel training. This special needs database will include individuals registered for SPARR (Sheriff's Program for at Risk Residents), AVN (Automated Victim Notification), IPAP (Illinois Premise Alert Program) and Helping Hand. This database will also include other special needs residents who do not meet the criteria for these aforementioned programs.
3. The Social Service Unit will facilitate three community "Financial Support Clinic" meetings to assist Carol Stream residents that may be experiencing financial hardship. The support clinics will provide education and assistance in obtaining essential resources.
4. The Social Service Unit will facilitate two community small group forums on "Your Teen and the Law" to educate residents on rights, laws and issues pertaining to teens. The Social Service Unit will evaluate if there is a demand for this program at the Glenbard North High School.

EXPENDITURE

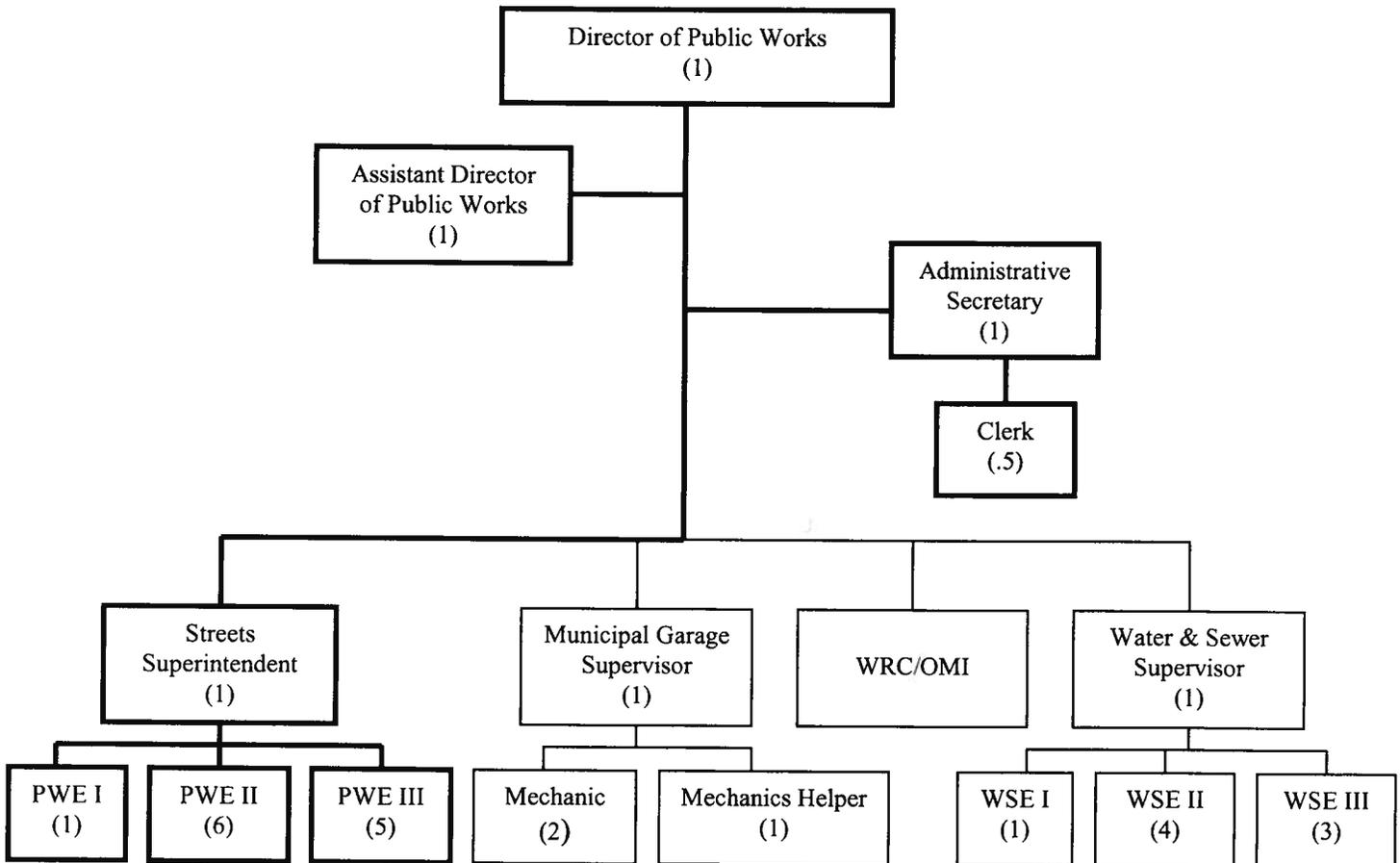
	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenditures FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Salaries & Wages						
51102 Personal Services	\$ 284,006	\$ 302,939	\$ 279,800	\$ 275,288	\$ 275,288	\$ 275,288
51111 Group Insurance	27,996	32,659	32,659	36,144	38,722	41,335
51112 IMRF	27,392	29,870	27,997	33,145	33,145	33,145
51113 FICA	21,045	23,175	20,800	21,060	21,060	21,060
51114 Workers Comp.	612	848	628	936	936	936
Subtotal	361,051	389,491	361,884	366,573	369,151	371,764
Contractual Services						
52222 Meetings	152	702	100	130	135	140
52223 Training	4,506	5,270	2,600	2,500	2,600	2,700
52226 Office Equip. Maint.	293	320	315	320	330	350
52230 Telephone	656	800	658	420	480	540
52234 Dues & Subscriptions	1,004	1,355	1,250	1,235	1,335	1,360
52243 Paging	244	145	145	144	162	180
Subtotal	6,855	8,592	5,068	4,749	5,042	5,270
Commodities						
53314 Office Supplies	130	180	190	370	380	390
53315 Printed Materials	0	597	100	0	0	0
53317 Operating Supplies	0	598	100	611	625	625
53318 Reference Materials	145	175	100	150	210	150
53350 Small Equipment	733	0	0	300	400	425
Subtotal	1,008	1,550	490	1,431	1,615	1,590
Capital Outlay						
54413 Computer Equipment	0	7,000	0	0	0	0
Subtotal	0	7,000	0	0	0	0
Totals	\$ 368,914	\$ 406,633	\$ 367,442	\$ 372,753	\$ 375,808	\$ 378,624

PERSONNEL SCHEDULE

	<u>Authorized 2009</u>	<u>Budget 2010</u>	<u>Proposed 2011</u>	<u>Projected 2012</u>	<u>Projected 2013</u>
Streets	20	20	16.5	16.5	16.5
Water/Sewer	9	9	9	9	9
Municipal Garage	4	4	4	4	4
Seasonal Employees	8	8	8	8	8

The Street Division Includes Public Works Administrative Staff.

ORGANIZATIONAL CHART



NARRATIVE

The Street Division’s mission is to maintain the Village infrastructure, such as streets, curbs, sidewalks, parkway trees, storm water collection and drainage systems, street lighting and traffic control signage and rights-of-way. The Division’s seven programs include administration, snow and ice control, street maintenance, traffic signs & lights, building grounds, parkway trees, and storm-water management. The Village’s Street Superintendent oversees all Division operations and reports to the Director of Public Works.

EXPENDITURE REDUCTIONS MADE IN FY2010

- The Parkway tree nursery contract was revised to reduce annual cost by \$10,625.
- Two vacant staff positions were eliminated from staffing programs, reducing the budget by \$182,985.
- The replacement of the 1994 Sign Lift Truck was postponed for several years as a result of cost effective maintenance, reducing the budget by \$200,000.

EXPENDITURE

Classification	Actual 2008-09	Budget 2009-10	Estimated 2009-10	Proposed 2010-11	Projected 2011-12	Projected 2012-13
Administration	\$328,160	\$609,771	\$764,040	\$504,527	\$521,565	\$541,970
Snow & Ice Control	783,027	905,905	765,119	707,004	867,173	913,310
Street Maintenance	617,521	494,376	481,309	469,767	555,200	650,504
Traffic Signs & Lights	324,577	523,151	262,570	160,364	199,816	397,422
Building & Grounds	537,230	512,297	376,190	337,646	373,071	388,964
Storm Water Management	251,805	260,652	238,970	226,905	229,667	231,241
Parkway Trees	321,081	413,263	328,698	281,563	284,603	346,213
Totals	\$3,163,401	\$3,719,415	\$3,216,896	\$2,687,776	\$3,031,095	\$3,469,624

NARRATIVE

The Administration Program element includes expenditures associated with: preparing purchase requests, establishing daily work schedules, developing and applying computer procedures and applications to improve work effectiveness, conducting facility safety audits, drafting bid specifications, documenting and processing customer requests for service, evaluating employee performance and preparing and implementing the division's annual operating and budget plan.

2010 ACCOMPLISHMENTS

1. The Administrative staff received, recorded and responded to 739 citizen requests for service during 2009. The largest areas of concern were storm water issues, which accounted for 25% of the CSRs, followed by parkway tree issues at 20%.
2. Assisted with the redesign of the Village's website.
3. Assisted with the computerization of the new Employee Evaluation System.

2011 OBJECTIVES

1. Review and revise program services and priorities as a result of reductions in staffing and budget reductions.
2. Less essential services, such as mowing and street sweeping, will be considered for service reductions before programs that more directly affect the customer, such as snow removal and street maintenance.

EXPENDITURE

Acct.#/Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenditures FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Salaries & Wages						
51102 Personal Services	\$ 168,864	\$ 369,230	\$ 519,250	\$ 301,165	\$ 301,165	\$ 301,165
51106 Seasonal Help	76	0	0	0	0	0
51109 Overtime	7,428	1,500	1,496	0	0	0
51111 Group Insurance	18,165	57,901	\$ 58,404	47,791	51,099	54,496
51112 IMRF	17,035	36,406	\$ 52,235	36,260	36,260	36,260
51113 FICA	13,333	28,246	\$ 36,645	23,039	23,039	23,039
51114 Workers Comp.	11,753	14,736	10,861	12,039	12,039	12,039
Subtotal	236,654	508,019	678,891	420,294	423,602	426,999
Contractual Services						
52212 Auto Maintenance & Repair	12,320	5,382	5,469	2,491	2,525	2,519
52222 Meetings	162	100	100	150	150	150
52223 Training	3,944	4,250	2,644	3,800	2,600	2,600
52224 Vehicle Insurance	1,195	1,842	1,357	1,724	2,298	2,298
52226 Office Equip. Maintenance	111	300	0	300	300	300
52227 Radio Maintenance	136	500	187	0	0	0
52230 Telephone	1,217	2,300	2,400	2,088	2,088	2,088
52231 Copy Expense	218	300	250	300	300	300
52234 Dues & Subscriptions	3,201	3,073	2,900	2,660	2,660	2,778
52243 Paging	47	650	717	562	562	562
52244 Maintenance & Repr.	153	0	0	0	0	0
52255 Software Maintenance	1,139	400	400	400	400	400
52267 Uniform Cleaning	1,775	1,900	1,900	425	443	465
52269 Mosquito Abatement	36,424	40,835	37,807	45,800	60,904	77,405
52272 Property Maintenance	38	0	0	0	0	0
52276 Janitorial Services	7,860	8,300	7,400	7,000	7,200	7,400
52277 Heating Gas	9,080	9,500	9,500	5,000	5,000	5,000
Subtotal	79,020	79,632	73,031	72,700	87,430	104,265
Commodities						
53313 Auto Gas & Oil	3,165	9,820	4,350	2,966	3,166	3,339
53314 Office Supplies	1,157	1,400	1,000	1,400	1,400	1,400
53315 Printed Materials	385	100	23	0	0	0
53316 Tools	77	0	0	0	0	0
53317 Operating Supplies	2,962	4,000	2,000	5,967	5,967	5,967
53319 Maintenance Supplies	4,317	2,500	4,200	0	0	0
53324 Uniforms	221	300	145	0	0	0
53350 Small equipment	202	400	400	0	0	0
Subtotal	12,486	18,520	12,118	10,333	10,533	10,706
Capital Outlay						
54413 Computer Equipment	0	3,600	0	1,200		
Subtotal	0	3,600	0	1,200	0	0
Totals	\$ 328,160	\$ 609,771	\$ 764,040	\$ 504,527	\$ 521,565	\$ 541,970

NARRATIVE

The Street Division is responsible for removing snow and ice from 107 miles of Village streets, which include 315 cul-de-sacs. To efficiently manage snow and ice removal, the service area has been subdivided into sixteen separate zones. Independent contractors are assigned to areas throughout town to supplement staff during snow events. A combined private and public staffing plan allows the Village to maintain the service level expected during major snow accumulations. An eight-hour snow removal benchmark has been established for storm events.

2010 ACCOMPLISHMENTS

1. Snow removal operations met all Village Board approved snow plan objectives for each storm during the winter of 2008-2009. The winter of 2008-09 had 26 plowing events that resulted in 53 inches of snow. All streets were cleared within eight hours after the snowfall stopped as per the Snow and Ice Control plan. The department used 65,840 gallons of brine, 7,378 gallons of GeoMelt and 3,155 tons of road salt during 2008-09. The 53 inches of snow in 08-09 was a decrease from the 73 inches received in 07-08.

2011 OBJECTIVES

1. Begin a proactive program to notify residents about the proper placement of their mailboxes to lessen the likelihood of snow plowing damage. This will be completed by on-site inspections and informational brochures.
2. Review and revise snow removal routes as a result of the reductions in staffing. Adjust contract plowing operations to offset the staffing reductions and budget restrictions.
3. Convert an existing plow truck to a brine tanker truck, reusing the brine equipment removed from the existing truck, which is being removed from service.

EXPENDITURE

Acct.#/Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenditures FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Salaries & Wages						
51102 Personal Services	\$ 145,642	\$ 147,157	\$ 93,000	\$ 142,181	\$ 142,181	\$ 142,181
51109 Overtime	111,523	118,195	80,500	77,232	77,232	77,232
51111 Group Insurance	26,649	23,875	23,875	28,421	30,720	33,044
51112 IMRF	24,846	26,164	18,000	26,417	26,417	26,417
51113 FICA	19,274	19,580	13,000	16,785	16,785	16,785
51114 Workers Comp.	13,245	10,419	7,700	11,986	11,986	11,986
Subtotal	341,179	345,390	236,075	303,022	305,321	307,645
Contractual Services						
52212 Auto Maint. & Repair	122,482	96,884	100,000	98,131	99,603	99,366
52223 Training	902	1,500	0	0	0	0
52224 Vehicle Insurance	11,920	17,123	12,621	16,203	21,604	21,604
52243 Paging	706	0	0	0	0	0
52244 Bld. Maint. & Repair	5,347	0	0	0	0	0
52266 Snow Removal	259,263	240,000	240,000	240,000	240,000	247,200
Subtotal	400,620	355,507	352,621	354,334	361,207	368,170
Commodities						
53313 Auto Gas & Oil	32,398	42,225	20,000	18,983	20,263	21,372
53316 Tools	248	0	0	0	0	0
53317 Operating Supplies	6,911	2,000	4,000	4,000	4,000	4,000
53324 Uniforms	1,395	1,056	700	1,310	1,310	1,310
53344 Street Signs	230	0	0	0	0	0
53350 Small Equipment	46	0	0	0	0	0
Subtotal	41,228	45,281	24,700	24,293	25,573	26,682
Capital Outlay						
54415 Vehicles	0	130,000	122,097	0	135,000	142,000
54417 Radios	0	700	599	0	700	700
54422 Installment Loans	0	29,027	29,027	25,355	39,372	68,113
Subtotal	0	159,727	151,723	25,355	175,072	210,813
Totals	\$ 783,027	\$ 905,905	\$ 765,119	\$ 707,004	\$ 867,173	\$ 913,310

NARRATIVE

The Street Maintenance Program includes costs for maintaining and repairing curbs, sidewalks and streets. Personnel conduct routine maintenance of street infrastructure, such as cold/hot patching, curb and sidewalk repairs, while major street reconstruction projects, managed by the Engineering Department, are contracted out. Continuous street infrastructure maintenance and repair ensures safe pedestrian walkway and driving surfaces throughout the Village.

2010 ACCOMPLISHMENTS

1. The Street Division completed the sidewalk inspection of Work Zone #2 which resulted in 148 pedestrian sidewalk squares being repaired or replaced.
2. Replaced 320 linear feet of curbing during 2009.
3. A pavement patching program was completed. Area of patching equaled 1,178 square yards.

2011 OBJECTIVES

1. Conduct sidewalk inspection and repairs in Work Zone #3.
2. Review and evaluate the roadway conditions in the spring of 2010, and conduct the pavement patching program again in the fall of 2010.

EXPENDITURE

Acct./Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenditures FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Salaries & Wages						
51102 Personal Services	\$ 173,987	\$ 103,778	\$ 109,700	\$ 85,724	\$ 85,724	\$ 85,724
51106 Seasonal Help	380	0	645	0	0	0
51109 Overtime	22	100	50	844	844	844
51111 Group Insurance	25,570	16,958	16,867	18,132	19,561	21,003
51112 IMRF	16,797	10,242	10,982	10,423	10,423	10,423
51113 FICA	13,059	7,947	8,200	6,622	6,622	6,622
51114 Workers Comp.	11,159	7,347	5,415	7,227	7,227	7,227
Subtotal	240,974	146,372	151,859	128,972	130,401	131,843
Contractual Services						
52212 Auto Maintenance & Repair	27,251	17,941	15,000	19,924	20,198	20,154
52224 Vehicle Insurance	2,533	4,877	3,600	4,482	5,975	5,975
52243 Paging	15	0	0	0	0	0
52264 Equipment Rental	0	6,700	500	0	0	0
52272 Property Maintenance	10,408	18,000	26,200	9,000	9,000	9,000
52286 Street Maintenance	233,030	278,000	277,500	300,000	382,000	400,000
Subtotal	273,237	325,518	322,800	333,406	417,173	435,129
Commodities						
53313 Auto Gas & Oil	7,040	8,021	3,450	3,515	3,752	3,958
53316 Small Tools	167	1,500	500	1,000	1,000	1,000
53317 Operating Supplies	1,062	12,000	2,000	2,000	2,000	2,000
53324 Uniforms	967	965	700	874	874	874
53344 Street Sign	0	0	0	0	0	0
Subtotal	9,236	22,486	6,650	7,389	7,626	7,832
Capital Outlay						
54412 Other Equipment	29,000	0	0	0	0	0
54415 Vehicles	64,411	0	0	0	0	75,000
54417 Radios	663	0	0	0	0	700
Subtotal	94,074	0	0	0	0	75,700
Totals	\$ 617,521	\$ 494,376	\$ 481,309	\$ 469,767	\$ 555,200	\$ 650,504

NARRATIVE

The Traffic Signs and Lights Program include costs associated with traffic control and roadway illumination throughout Village streets. Staff is responsible for the maintenance of 1,727 streetlights, installation of new and replacement traffic control signage and the completion of all J.U.L.I.E. system electrical cable locate requests. Program personnel are also responsible for completing repairs to street light cable cuts and ground faults. Program personnel also coordinate the contractual repairs for light pole knockdowns. Re-striping and remarking of pavement signage is also conducted annually.

2010 ACCOMPLISHMENTS

1. Staff replaced and/or repaired 50 street name and traffic control signs during 2009.
2. Staff completed 3,428 requests for electric locates and 386 streetlight repair orders in 2009.
3. Replaced 11 streetlight poles knocked down during accidents.
4. The Spring Valley Drive LED Street Light Project was designed and contracted. Completion in the spring of 2010 is expected. The project includes the replacement of 11 streetlights, cable, and controllers along Spring Valley Drive.

2011 OBJECTIVES

1. Complete Phase II of the Street Light Replacement Program in the Spring Valley Subdivision, which includes the replacement of 13 streetlights.
2. Reevaluate the Street Striping program and look for cost saving and environmental alternatives.

EXPENDITURE

Acct.#/Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenditures FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Salaries & Wages						
51102 Personal Services	\$ 171,677	\$ 150,876	\$ 150,876	\$ 72,471	\$ 72,471	\$ 72,471
51106 Seasonal Help	1,428	0	571	0	0	0
51109 Overtime	1,761	1,000	800	844	844	844
51111 Group Insurance	27,759	28,899	29,150	12,710	14,389	16,111
51112 IMRF	16,736	14,975	14,975	8,827	8,827	8,827
51113 FICA	12,935	11,619	11,619	5,609	5,609	5,609
51114 Workers Comp.	10,025	10,682	7,880	6,109	6,109	6,109
Subtotal	242,321	218,051	215,871	106,570	108,249	109,971
Contractual Services						
52212 Auto Maintenance & Repair	23,475	8,972	9,050	13,449	13,634	13,604
52224 Vehicle Insurance	2,235	3,468	2,556	3,447	4,597	4,597
52244 Bld. Maint. & Repair	1,737	0	0	0	0	0
52264 Equipment Rental	1,245	1,200	1,200	1,200	1,200	1,236
52270 St. Lgt Maint - Knockdown	3,611	0	0	0	0	0
52271 Street Light - Maintenance	10,894	22,000	12,000	15,000	15,000	15,000
52272 Property Maintenance	1,252	1,350	1,450	1,500	1,500	1,500
Subtotal	44,449	36,990	26,256	34,596	35,931	35,937
Commodities						
53313 Auto Gas & Oil	6,330	3,928	1,800	2,637	2,814	2,968
53316 Small Tools	152	500	300	500	500	515
53317 Operating Supplies	16,775	6,000	6,000	6,000	6,000	6,000
53324 Uniforms	900	1,042	1,042	1,061	1,061	1,061
53344 Street Signs	13,650	9,000	8,000	9,000	9,000	9,270
Subtotal	37,807	20,470	17,142	19,198	19,375	19,814
Capital Outlay						
54412 Other Equipment	0	3,400	3,301	0	0	0
54415 Vehicles	0	200,000	0	0	35,561	231,000
54417 Radios	0	700	0	0	700	700
54422 Installment Loans	0	43,540	0	0	0	0
Subtotal	0	247,640	3,301	0	36,261	231,700
Totals	\$ 324,577	\$ 523,151	\$ 262,570	\$ 160,364	\$ 199,816	\$ 397,422

NARRATIVE

The Building Grounds Program includes costs associated with landscape maintenance of the Public Works Center, the 243 acres of green space around the Village's 28 storm water detention/retention ponds and 208 miles of right of ways. Detention and retention mowing is also a functional requirement of the Village's NPDES Phase II storm water requirements. Right-of-way restorations arising from water main breaks, snowplow damage or curb reconstruction are also part of this program. Six part-time employees are utilized to compliment full-time personnel in landscape maintenance throughout a growing season. This program also includes the contractual costs to maintain the North Avenue median and the Gary Avenue, Schmale Road, Army Trail Road and County Farm Road rights-of-way, which are maintained by the Village by for DuPage County. DuPage County reimburses the Village for the cost of mowing.

2010 ACCOMPLISHMENTS

1. Street Division staff conducted 592 mowing operations, maintaining the 147 acres along the Village's roadways.
2. All 27 heating systems at the Public Works Center were inspected and maintained.

2011 OBJECTIVES

1. Review, analyze and revise mowing schedules to reduce mowing cost by 20% while still maintaining mowing heights within ordinance restrictions.

EXPENDITURE

Acct./Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenditures FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Salaries & Wages						
51102 Personal Services	\$ 240,101	\$ 200,518	\$ 130,000	\$ 140,642	\$ 140,642	\$ 140,642
51106 Seasonal Help	7,937	11,466	10,000	8,493	8,493	8,493
51109 Overtime	125	800	100	422	422	422
51111 Group Insurance	41,787	33,584	33,150	28,542	30,792	28,542
51112 IMRF	23,311	19,850	13,000	16,984	16,984	16,984
51113 FICA	18,061	16,278	10,300	11,441	11,441	11,441
51114 Workers Comp.	17,610	14,197	10,500	11,856	11,856	11,856
Subtotal	348,932	296,693	207,050	218,380	220,630	218,380
Contractual Services						
52212 Auto Maintenance & Repair	16,929	16,147	18,500	17,933	18,178	18,138
52223 Training	60	0	0	0	0	0
52224 Vehicle Insurance	1,341	2,529	1,870	2,413	3,218	3,218
52244 Bld. Maint. & Repair	38,491	105,000	70,000	33,000	15,000	15,000
52264 Equipment Rental	750	1,000	0	0	0	0
52272 Property Maintenance	78,455	55,000	56,600	50,000	50,000	50,000
Subtotal	136,026	179,676	146,970	103,346	86,396	86,356
Commodities						
53313 Auto Gas & Oil	3,970	10,802	4,620	4,834	5,159	5,442
53316 Small Tools	272	500	450	500	500	500
53317 Operating Supplies	4,648	6,000	5,000	8,600	8,600	8,600
53319 Maintenance Supplies	0	2,300	100	0	0	0
53324 Uniforms	1,962	1,670	1,500	1,186	1,186	1,186
53350 Small Equipment	580	1,000	500	800	800	800
Subtotal	11,432	22,272	12,170	15,920	16,245	16,528
Capital Outlay						
54412 Other Equipment	40,840	13,656	10,000	0	9,100	0
54415 Vehicles	0	0	0	0	40,000	43,000
54417 Radios	0	0	0	0	700	700
54422 Installment Loans	0	0	0	0	0	24,000
Subtotal	40,840	13,656	10,000	0	49,800	67,700
Totals	\$ 537,230	\$ 512,297	\$ 376,190	\$ 337,646	\$ 373,071	\$ 388,964

NARRATIVE

The maintenance of storm inlets and catch basins and 105 miles of storm sewers is this program's initiative. Staff inspects and repairs detention pond restrictor valves, obstructed or collapsed stormwater collection inlets, and culverts to minimize possible flooding potential. The Street Division installs and maintains nine floating aerators at various retention ponds throughout the Village.

2010 ACCOMPLISHMENTS

1. Thirty-five (35) inlet grates were replaced and 10 storm inlets were rebuilt.
2. Between March 1st and November 30th, street sweepers swept 4,500 miles and 1,609 cubic yards of debris were removed. The sweeping of Village streets is a Best Management Practice (BMP) under NPDES Phase II. (Village Board Goal #11)
3. Repaired approximately 12 storm sewer breaks as a result of heavy spring rains and an aging storm sewer system.
4. Completed the design of the Tubeway Storm Water Lift Station. Construction is expected in FY11.

2011 OBJECTIVES

1. Reduce the Street Sweeping Program by 50% and sell the older of the Village's two street sweepers. Budget reductions of \$200,000 are expected. Street sweeping will still be conducted March to November, however, frequency will be approximately every other month instead of the previous monthly sweeping.

EXPENDITURE

Acct.#/Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenditures FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Salaries & Wages						
51102 Personal Services	\$ 131,524	\$ 125,211	\$ 120,000	\$ 103,018	\$ 103,018	\$ 103,018
51106 Seasonal Help	18,998	14,742	16,630	20,679	20,679	20,679
51109 Overtime	4,493	800	157	3,376	3,376	3,376
51111 Group Insurance	16,345	19,771	20,570	17,762	19,035	20,324
51112 IMRF	13,124	12,425	11,760	12,810	12,810	12,810
51113 FICA	10,195	10,768	10,160	9,721	9,721	9,721
51114 Workers Comp.	7,475	8,865	6,540	8,559	8,559	8,559
Subtotal	202,154	192,582	185,817	175,925	177,198	178,487
Contractual Services						
52212 Auto Maintenance & Repair	16,266	19,736	20,400	21,918	22,218	22,169
52224 Vehicle Insurance	1,487	2,312	1,703	2,413	3,218	3,218
52248 Electricity	5,806	11,000	6,850	6,000	6,000	6,000
52264 Equipment Rental	3,269	0	0	0	0	0
52265 Hauling	0	5,250	0	0	0	0
52272 Property Maintenance	7,351	5,000	4,200	5,000	5,000	5,000
Subtotal	34,179	43,298	33,153	35,331	36,436	36,387
Commodities						
53313 Auto Gas & Oil	3,798	11,783	5,300	5,713	6,097	6,431
53316 Tools	105	0	0	0	0	0
53317 Operating supplies	5,117	12,000	14,000	9,000	9,000	9,000
53324 Uniforms	713	989	700	936	936	936
Subtotal	9,733	24,772	20,000	15,649	16,033	16,367
Capital Outlay						
54412 Other Equipment	5,739	0	0	0	0	0
Subtotal	5,739	0	0	0	0	0
Totals	\$ 251,805	\$ 260,652	\$ 238,970	\$ 226,905	\$ 229,667	\$ 231,241

NARRATIVE

The Street Division is responsible for the approximately 7,000 Village Parkway Trees. The program includes costs for pruning, removal and planting replacement trees along Village right-of-ways. Continuous maintenance of the Village's tree stock requires program personnel to conduct trimming, tree removals, stump grinding and parkway tree replacement planting. The Village has been divided into six (6) work zones for tree maintenance. A six (6) year rotating pruning schedule is followed. This program also includes the parkway tree replacement program.

2010 ACCOMPLISHMENTS

1. The annual parkway tree-pruning program was completed with the pruning of 1,619 parkway trees in within Work Zone #2.
2. Staff responded to 134 tree-related citizen requests for service. Many tree requests were for maintenance of the tree or information about Emerald Ash Borer.
3. Street Division staff removed 61 and outside contractors removed 78 dead and stressed trees.
4. The contract nursery agreement was revised to plant and maintain the same number of trees, but over ten years instead of eight, which will reduce annual cost by \$10,625.

2011 OBJECTIVES

1. The Public Works department will continue inspections of Ash trees throughout the Village. Trees that are infected or distressed will be removed and disposed of according to Illinois Department of Agriculture regulations.
2. Continue to work with St Aubin's Nursery on introducing new tree species to the Village which will enhance our Parkway beauty and give the Village a greater diversification of parkway trees.
3. Following our previously established plan to prepare for planting of 2,000 replacement trees starting in 2012, two hundred seventy-five (275) dead or stressed trees are expected to be removed.

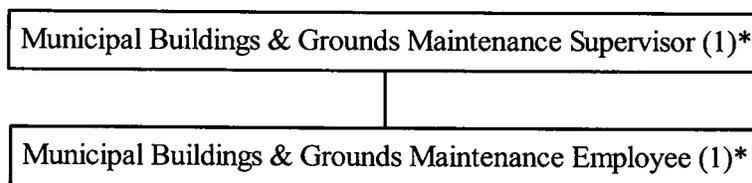
EXPENDITURE

Acct./Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenditures FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Salaries & Wages						
51102 Personal Services	\$ 118,480	\$ 126,432	\$ 96,000	\$ 89,112	\$ 89,112	\$ 89,112
51106 Seasonal Help	5,383	6,552	1,700	5,908	5,908	5,908
51109 Overtime	653	1,200	270	1,688	1,688	1,688
51111 Group Insurance	17,000	20,037	19,650	15,849	17,052	18,268
51112 IMRF	11,489	12,585	9,520	10,932	10,932	10,932
51113 FICA	8,891	10,265	7,280	7,398	7,398	7,398
51114 Workers Comp.	7,209	7,983	5,900	6,697	6,697	6,697
Subtotal	169,105	185,054	140,320	137,584	138,787	140,003
Contractual Services						
52212 Auto Maintenance & Repair	25,937	14,353	18,000	15,940	16,158	16,123
52222 Meetings	0	100	0	0	0	0
52223 Training	812	750	0	750	750	750
52224 Vehicle Insurance	2,533	3,975	2,930	3,792	5,056	5,056
52234 Dues & Subscriptions	400	500	440	500	500	500
52264 Equipment Rental	0	4,000	1,600	4,000	4,000	4,120
52268 Tree Maintenance	90,222	130,350	120,000	110,350	110,350	110,350
Subtotal	119,904	154,028	142,970	135,332	136,814	136,899
Commodities						
53313 Auto Gas & Oil	6,963	11,783	5,300	5,273	5,628	5,937
53315 Printed Materials	0	100	0	0	0	0
53316 Small Tools	0	500	200	300	300	300
53317 Operating Supplies	818	3,000	900	1,000	1,000	1,000
53318 Reference Material	195	300	0	0	0	0
53324 Uniforms	786	998	700	874	874	874
53350 Small Equipment	691	1,500	520	1,200	1,200	1,200
Subtotal	9,453	18,181	7,620	8,647	9,002	9,311
Capital Outlay						
54412 Other Equipment	22,619	56,000	37,788	0	0	60,000
Subtotal	22,619	56,000	37,788	0	0	60,000
Totals	\$ 321,081	\$ 413,263	\$ 328,698	\$ 281,563	\$ 284,603	\$ 346,213

PERSONNEL SCHEDULE

	<u>Authorized 2009</u>	<u>Budget 2010</u>	<u>Proposed 2011</u>	<u>Projected 2012</u>	<u>Projected 2013</u>
Full Time	2	2	2	2	2

ORGANIZATIONAL CHART



* The Municipal Buildings & Grounds Maintenance Supervisor and Employee are supervised out of the Administration Department, but are included in the Municipal Building budget for accounting purposes.

NARRATIVE

Under the direction of the Administration Department the Buildings and Grounds Maintenance Supervisor and Employee are responsible for the daily upkeep and repair of the Gregory J. Bielawski Municipal Center, Historic Farmhouse, Town Center and the St. Charles Road/Gary Avenue natural area known as Daylily Park. Buildings and grounds maintenance includes limited painting, light electrical and plumbing repairs, replacement of worn out parts and other general construction, repair and maintenance work. Major maintenance and repair work done at the Municipal Center (HVAC, plumbing, electrical, etc.), Historic Farmhouse, Daylily Park and Town Center is performed by independent contractors as is the janitorial cleaning and landscaping of the municipal buildings. Major long-term capital additions are included in the Capital Improvement Program whereas the repairs to the Municipal Center and other municipal facilities are included in the operating budget.

EXPENDITURE REDUCTIONS MADE IN FY2010

- The Town Center Maintenance account was reduced by \$4,000 (elimination of Town Center event tent rental).
- The Auto Maintenance & Repair account was reduced by \$2,500 (elimination of 1 pickup truck).
- The Maintenance & Repair account was reduced by \$3,000 (elimination of indoor plant service).
- The Janitorial Services account was reduced by \$25,000 (reduction in frequency & scope of services).
- The Town Center Supplies account was reduced by \$4,000 (reduction in supplies due to cancellation of Town Center events).

2010 ACCOMPLISHMENTS

1. Continued to explore methods to increase energy efficiency of municipal facilities and operations and actively pursued contractors that use green products that are environmentally friendly. (Village Board Goal #11)
2. Converted alarm services at the Town Center and Historic Farmhouse from landline telephone to wireless circuits reducing the cost of this service \$6,000 over the next 5-years.

2011 OBJECTIVES

1. Maintain municipal building and grounds facilities in a recessionary economy, lowering operational costs by increasing the interval of landscape maintenance work, flexing work hours to avoid overtime costs and using existing employees to reduce contractual costs.

GENERAL CORPORATE FUND

MUNICIPAL BUILDING

Summary

EXPENDITURE

Classification	Actual 2008-09	Budget 2009-10	Estimated 2009-10	Proposed 2010-11	Projected 2011-12	Projected 2012-13
Administration	\$436,943	\$402,871	\$357,483	\$359,499	\$362,671	\$365,937
Totals	\$436,943	\$402,871	\$357,483	\$359,499	\$362,671	\$365,937

GENERAL CORPORATE FUND

MUNICIPAL BUILDING

Administration Detail

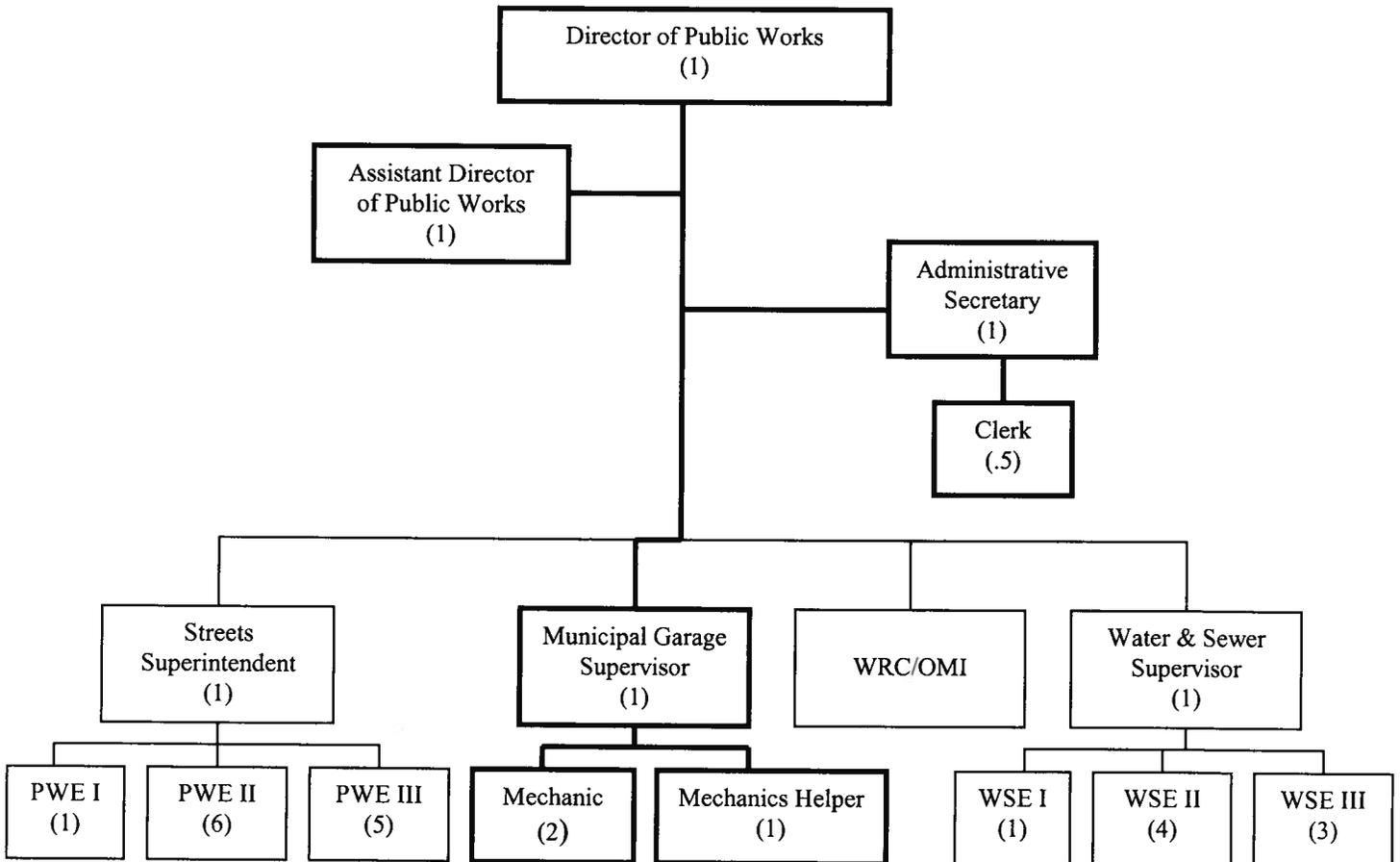
EXPENDITURE

Acct. # / Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenditures FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Salaries & Wages						
51102 Personal Services	\$ 134,009	\$ 140,220	\$ 136,600	\$ 135,508	\$ 135,508	\$ 135,508
51109 Overtime	990	500	500	1,500	1,500	1,500
51111 Group Insurance	13,945	20,622	16,500	33,389	35,524	37,710
51112 IMRF	13,021	13,875	13,600	16,496	16,496	16,496
51113 FICA	9,760	10,765	9,830	10,481	10,481	10,481
51114 Workers Comp.	5,678	9,283	6,846	8,275	8,275	8,275
Subtotal	177,403	195,265	183,876	205,649	207,784	209,970
Contractual Services						
52212 Auto Maintenance & Repair	6,580	5,633	6,378	4,000	4,000	4,000
52219 TC Maintenance	22,996	27,000	17,000	13,800	14,500	15,000
52223 Training	75	100	75	100	100	100
52224 Vehicle Insurance	1,371	2,002	1,476	1,910	2,547	2,547
52230 Telephone	557	672	672	600	600	600
52243 Paging	58	0	0	0	0	0
52244 Maintenance and Repair	139,579	70,450	65,000	67,540	67,040	67,040
52248 Electricity	58	1,500	100	100	100	100
52264 Equipment Rental	0	250	150	100	100	100
52267 Uniform Cleaning	285	0	0	0	0	0
52276 Janitorial Service	44,340	45,000	45,000	23,000	25,000	25,000
52277 Gas and Water	8,985	10,500	8,000	9,500	10,000	10,000
Subtotal	224,884	163,107	143,851	120,650	123,987	124,487
Commodities						
53313 Auto Gas & Oil	988	1,849	706	600	650	650
53319 Maintenance Supplies	16,758	15,000	7,800	15,000	15,500	16,000
53320 Janitorial Supplies	3,569	6,000	3,800	4,500	4,800	5,000
53324 Uniforms	676	650	450	600	850	630
53350 Small Equipment	438	500	500	400	400	400
53381 TC Supplies	9,760	12,000	8,000	6,000	6,000	6,000
Subtotal	32,189	35,999	21,256	27,100	28,200	28,680
Capital Outlay						
54412 Other Equipment	1,164	8,500	8,500	6,100	2,700	2,800
54413 Computer Equipment	1,303	0	0	0	0	0
Subtotal	2,467	8,500	8,500	6,100	2,700	2,800
Totals	\$ 436,943	\$ 402,871	\$ 357,483	\$ 359,499	\$ 362,671	\$ 365,937

PERSONNEL SCHEDULE

	<u>Authorized 2009</u>	<u>Budget 2010</u>	<u>Proposed 2011</u>	<u>Projected 2012</u>	<u>Projected 2013</u>
Streets	20	20	16.5	16.5	16.5
Water/Sewer	9	9	9	9	9
Municipal Garage	4	4	4	4	4
Seasonal Employees	8	8	8	8	8

ORGANIZATIONAL CHART



NARRATIVE

The mission of the Municipal Garage Division is to continuously improve its preventive maintenance program to minimize the occurrence of costly emergency vehicle, truck and equipment breakdowns and maximize equipment availability, thereby maintaining the timely delivery of Village services to residents. The cost of the garage operation is allocated to the operating departments on a pro-rated basis depending on their use of the Municipal Garage services.

The Administration program element includes the direct and indirect administrative services, while the vehicle maintenance and repair program element includes maintenance of the fleet. The Municipal Garage contracts out specialty repairs such as bodywork, alignments, radio repairs and mandated truck safety inspections.

EXPENDITURE REDUCTIONS MADE IN FY2010

- Preventive vehicle maintenance schedules have been revised to match longer manufacturers' intervals, which results in reduced preventive maintenance cost. For vehicles purchased since 2008, preventative maintenance costs will be reduced approximately \$200/vehicle.
- Vehicle work orders are routed to Village departments by email to reduce copying costs.

EXPENDITURE

Classification	Actual 2008-09	Budget 2009-10	Estimated 2009-10	Proposed 2010-11	Projected 2011-12	Projected 2012-13
Administration	12,447	0	0	0	0	0
Vehicle Maintenance & Repair	46,066	0	0	0	0	0
Total	\$58,513	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0

NARRATIVE

Administrative support of the Municipal Garage operation includes maintenance and repair scheduling, maintenance of individual vehicle records, technician training, data processing of completed repair orders, parts inventory and control, preparing environmental reporting on fleet air emission compliance, conducting employee performance evaluations and preparing the annual budget plan.

2010 ACCOMPLISHMENTS

1. To decrease the routing of paper maintenance work orders, monthly maintenance reports were emailed to all departments and outside users, saving over 600 sheets of paper per year.
2. Preventive maintenance schedules were revised for all 2008 and 2009 vehicles to match manufacturers' recommendations, reducing cost by approximately \$200/vehicle.

2011 OBJECTIVES

1. To assist other departments with vehicle replacement decisions, the Municipal Garage administration staff will provide summaries of vehicle maintenance and recommendations of replacement alternatives.
2. To improve efficiency of vehicle maintenance scheduling among using departments, staff will develop new procedures for using email to schedule the maintenance of Village vehicles.

EXPENDITURE

Acct. #/Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenses FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Salaries & Wages						
51102 Personal Services	\$ 154,087	\$ 123,698	\$ 123,698	\$ 78,547	\$ 78,547	\$ 78,547
51109 Overtime	1,000	0	0	0	0	0
51111 Group Insurance	21,186	14,417	14,417	10,998	11,637	12,306
51112 IMRF	14,955	12,197	12,197	9,457	9,457	9,457
51113 FICA	11,598	9,463	9,463	6,009	6,009	6,009
51114 Workers Comp.	3,845	2,989	2,989	2,522	2,522	2,522
Subtotal	206,671	162,764	162,764	107,533	108,172	108,841
Contractual Services						
52212 Auto Maintenance & Repair	530	0	0	535	600	600
52223 Training	43	100	100	50	50	50
52224 Vehicle Insurance	586	1,001	1,001	955	1,273	1,273
52227 Radio Maintenance	0	100	0	0	0	0
52234 Dues & Subscriptions	1,500	1,785	1,785	1,550	1,600	1,600
52243 Paging	48	0	0	175	180	180
52264 Equipment Rental	76	175	175	0	0	0
Subtotal	2,783	3,161	3,061	3,265	3,703	3,703
Commodities						
53313 Auto Gas & Oil	322	0	0	350	482	492
53314 Office Supplies	235	200	200	395	395	395
53315 Printed Materials	0	250	369	0	250	0
53317 Operating Supplies	995	0	0	1,000	1,000	1,000
53318 Reference Materials	0	50	31	50	50	50
53324 Uniforms	563	300	300	300	300	300
53358 Allocation to other Depts	(199,122)	(166,725)	(166,725)	(112,893)	(114,352)	(114,781)
Subtotal	(197,007)	(165,925)	(165,825)	(110,798)	(111,875)	(112,544)
Totals	\$ 12,447	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0

NARRATIVE

The timely maintenance of the Village's fleet is the primary focus of the garage operation. A computerized maintenance and repair program schedules vehicles for service using industry mileage or recommended service interval estimates. Four separate maintenance and repair services exist for scheduling including lubrications, engine tune-ups, coolant system flushes and transmission inspections and servicing. In addition, vehicles are tested for compliance with State emission requirements according to pre-established test intervals developed by Illinois Environmental Protection Agency. Repair requests occurring between scheduled services are performed by Village mechanics. Specialty repairs are contracted out to local area vendors, as are some oil changes, radio work, bodywork, brake repairs and front-end alignment.

2010 ACCOMPLISHMENTS

1. Division mechanics completed 501 requests for maintenance requests in addition to the following scheduled preventive maintenance jobs: 314 PMA's (oil changes) 16 PMB's (engine tune ups), 19 PMC's (cooling system flushes) and 38 PMD's (transmission inspections).
2. The Municipal Garage has been closely monitoring the use of E85 and biodiesel. The cost of using these green fuels is approximately \$12,000, which is about 20% higher than their counterparts. IEPA alternative fuel rebates were applied for totaling \$7,505, which will offset approximately 62% of the additional cost.

2011 OBJECTIVES

1. To maintain the preventive maintenance schedules for each vehicle within two weeks of its scheduled time and to tailor each preventive maintenance schedule to the needs of the department using that vehicle.

GENERAL CORPORATE FUND

PUBLIC WORKS

Municipal Garage Division – Vehicle Maintenance & Repair Detail

EXPENDITURE

Acct. #/Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenses FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Salaries & Wages						
51102 Personal Services	\$ 168,907	\$ 203,199	\$203,199	\$ 181,684	\$ 181,684	\$ 181,684
51106 Seasonal Help	485	0	0	0	0	0
51109 Overtime	6,046	2,899	2,899	2,908	2,908	2,908
51111 Group Insurance	20,829	25,504	25,504	25,266	26,940	28,728
51112 IMRF	16,881	20,321	20,321	22,225	22,225	22,225
51113 FICA	13,103	15,766	15,766	14,121	14,121	14,121
51114 Workers Comp.	4,972	6,767	6,767	7,213	7,213	7,213
Subtotal	231,223	274,456	274,456	253,417	255,091	256,879
Contractual Services						
52212 Auto Maintenance & Repair	530	1,000	1,000	535	600	600
52223 Training	562	0	138	600	600	600
52224 Vehicle Insurance	587	1,001	1,001	955	1,274	1,274
52234 Dues & Subscriptions	51	0	1,500	55	55	55
52244 Maintenance & Repair	1,704	3,000	300	2,000	2,000	2,000
52264 Equipment Rental	718	780	650	780	780	780
52267 Uniform Cleaning	2,878	3,166	3,100	3,000	3,000	3,000
52284 Equipment Maintenance	3,417	4,000	3,500	4,000	4,000	4,000
Subtotal	10,447	12,947	11,189	11,925	12,309	12,309
Commodities						
53313 Auto Gas & Oil	322	1,146	475	350	482	492
53314 Office Supplies	154	0	0	0	0	0
53316 Tools	2,212	2,600	2,000	2,600	2,600	2,600
53317 Operating Supplies	5,516	3,300	3,800	5,600	5,600	5,600
53324 Uniforms	450	900	900	900	900	900
53341 Gas - Consumed	295,473	440,408	235,000	316,026	337,313	355,802
53343 Oil\Parts Consumed	93,384	70,000	70,000	100,000	100,000	100,000
53350 Small Equipment	243	1,200	1,200	1,200	1,200	1,200
53353 Outsourcing Services	31,341	25,000	9,500	25,000	25,000	25,000
53354 Parts Purchased	98,330	70,000	70,000	100,000	100,000	100,000
53355 Parts Purchased Contra	(98,330)	(70,000)	(70,000)	(100,000)	(100,000)	(100,000)
53356 Gas Purchased	300,312	440,408	235,000	316,026	337,313	355,802
53357 Gas Purchased Contra	(300,312)	(440,408)	(235,000)	(316,026)	(337,313)	(355,802)
53358 Allocation to other Depts	(630,553)	(834,162)	(610,515)	(723,018)	(751,495)	(768,282)
Subtotal	(201,458)	(289,608)	(287,640)	(271,342)	(278,400)	(276,688)
Capital Outlay						
54411 Other Equipment	5,854	2,205	1,995	6,000	9,000	7,500
54413 Computer Equipment	0	0	0	0	2,000	0
Subtotal	5,854	2,205	1,995	6,000	11,000	7,500
Totals	\$ 46,066	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0

NARRATIVE

The Transfer and Agreement Account recognizes transfers to the Capital Improvement Fund and payments required under several sales tax sharing agreements that the Village has entered into as identified below.

EXPENDITURE

Classification	Actual 2008-09	Budget 2009-10	Estimated 2009-10	Proposed 2010-11	Projected 2011-12	Projected 2012-13
Transfer to TIF Debt Service	\$153,214	\$211,647	\$175,484	\$173,719	\$148,594	\$153,566
Payment to Stark Farm – Sales Tax Reimb.	7,167	0	0	0	0	0
Lowes – Sales Tax Reimb.	80,013	86,448	65,000	66,500	70,000	70,000
Transfer to CIP Fund	3,500,000	0	0	0	0	0
Totals	\$3,740,394	\$298,095	\$240,484	\$240,219	\$218,594	\$223,566

NARRATIVE

The Village hosts community events including a four-day festival at the Ross Ferraro Town Center. The Village has been programming cultural events at the Town Center since 1998 and over time, the Town Center has become a central gathering place for residents of all ages and ethnic backgrounds. The Village also owns and operates an historic farmhouse, a reconditioned 1950's Italianate farmhouse that was donated to the Village in 1995 by Pasquinnelli Homes as part of the Autumn Ridge subdivision annexation. The Town Center and Historic Farmhouse are available for use by the general public for wedding receptions, family gatherings, reunions and other private and semi-private events for a nominal fee.

EXPENDITURE REDUCTIONS MADE IN FY2010

- The Overtime account was reduced by \$13,000.
- The Summer-in-the-Center account was reduced by \$185,000 (This event was eliminated).
- The Concert Series account was reduced by \$15,000 (Concerts will be entirely funded by outside sponsorships).
- The Oktoberfest account was reduced by \$4,000 (This event was eliminated).
- The Multi-Cultural Event account was reduced by \$1,500 (This event was eliminated).
- The Miscellaneous Events/Activities account was reduced by \$1,300 (The Mother's Day breakfast was eliminated).

2010 ACCOMPLISHMENTS

1. Established activities and scheduled events throughout the year to commemorate the Village's 50th anniversary of incorporation in January 2009 including enhanced Summer-in-the-Center and concert series events. (Village Board Goal #17)
2. Explored alternative shelter facilities to replace the Ross Ferraro Town Center tent that was purchased in 2001. Due to budget constraints and the downturn in the economy this item has been deferred. (Village Board Goal #18a)

2011 OBJECTIVES

1. Due to the recessionary effects of the current economy and constraints on the municipal budget, the Summer-in-the-Center, Mother's Day and Oktoberfest events were eliminated. The summer concert series will only be scheduled with funds from outside sponsor donations. The July 4th parade and fireworks will continue to be funded however, the concert was eliminated.

GENERAL CORPORATE FUND

TOWN CENTER

Summary

- Meet with the Carol Stream Park District to discuss the results of their successful community recreation referendum and their proposal to construct a new recreation center at the Town Center.

EXPENDITURE

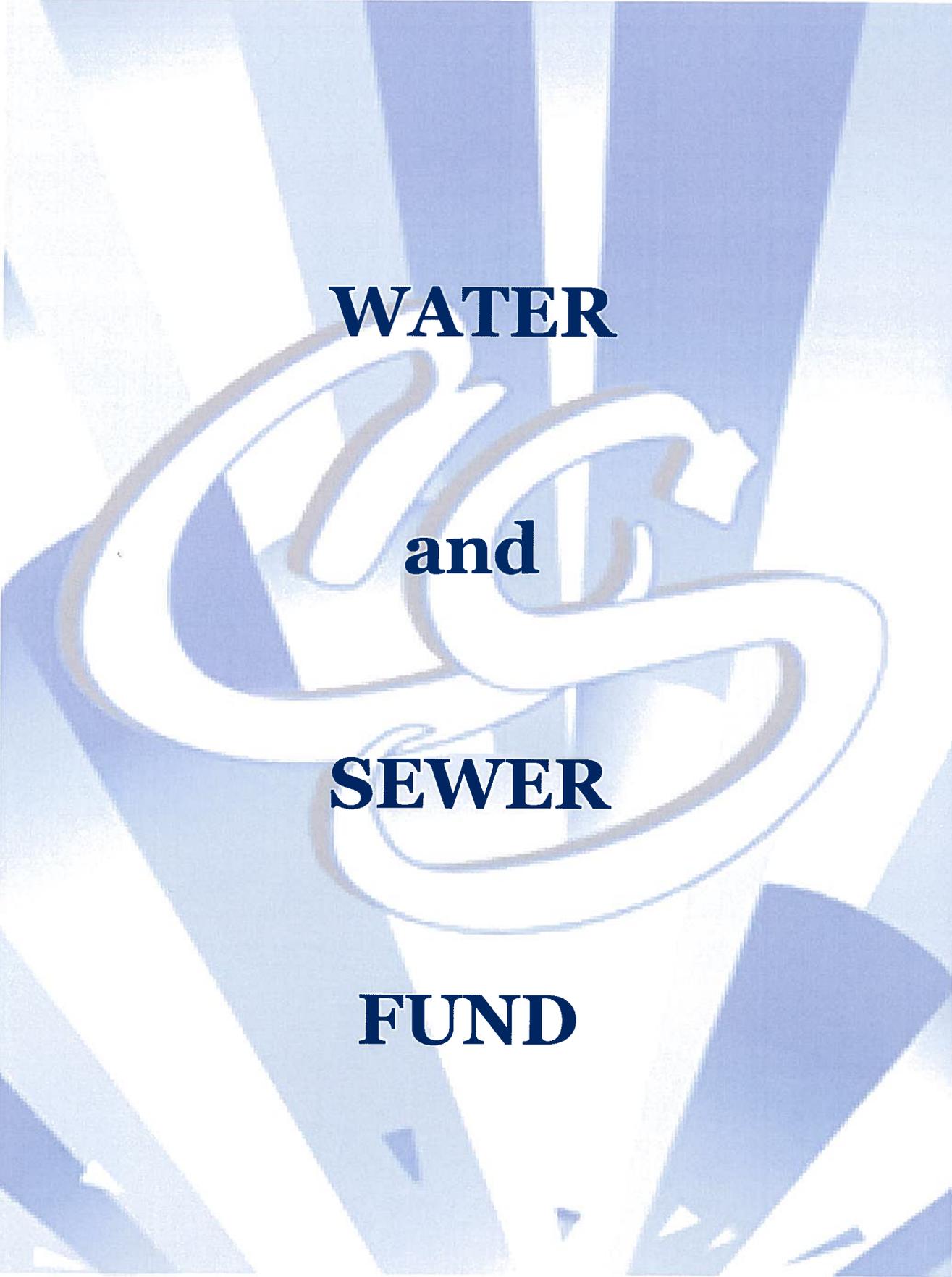
Classification	Actual 2008-09	Budget 2009-10	Estimated 2009-10	Proposed 2010-11	Projected 2011-12	Projected 2012-13
Administration	\$352,940	\$381,482	\$292,054	\$78,231	\$78,231	\$78,231
Totals	\$352,940	\$381,482	\$292,054	\$78,231	\$78,231	\$78,231

GENERAL CORPORATE FUND

**Town Center
Administration Detail**

EXPENDITURE

Acct. # / Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenditures FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Salaries & Wages						
51102 Personal Services	\$ 14,702	\$ 34,013	\$ 13,000	\$ 23,281	\$ 23,281	\$ 23,281
51109 Overtime	48,347	60,000	37,000	15,000	15,000	15,000
51112 IMRF	5,771	8,284	4,800	4,508	4,508	4,508
51113 FICA	4,585	7,192	3,800	3,923	3,923	3,923
51114 Workers Comp.	2,039	1,993	1,500	1,519	1,519	1,519
Subtotal	75,444	111,482	60,100	48,231	48,231	48,231
Contractual Services						
52287 Summer in the Center	191,881	185,000	160,000	0	0	0
52288 Concert Series	21,219	27,500	24,058	0	0	0
52289 Octoberfest	4,031	6,800	5,414	0	0	0
52290 Multi-Cultural Event	7,426	7,500	1,482	0	0	0
52291 Misc events/activities	47,799	40,000	40,900	29,000	29,000	29,000
Subtotal	272,356	266,800	231,854	29,000	29,000	29,000
Commodities						
53302 Bricks	5,140	2,700	100	500	500	500
53350 Small Equipment	0	500	0	500	500	500
Totals	\$ 352,940	\$ 381,482	\$ 292,054	\$ 78,231	\$ 78,231	\$ 78,231



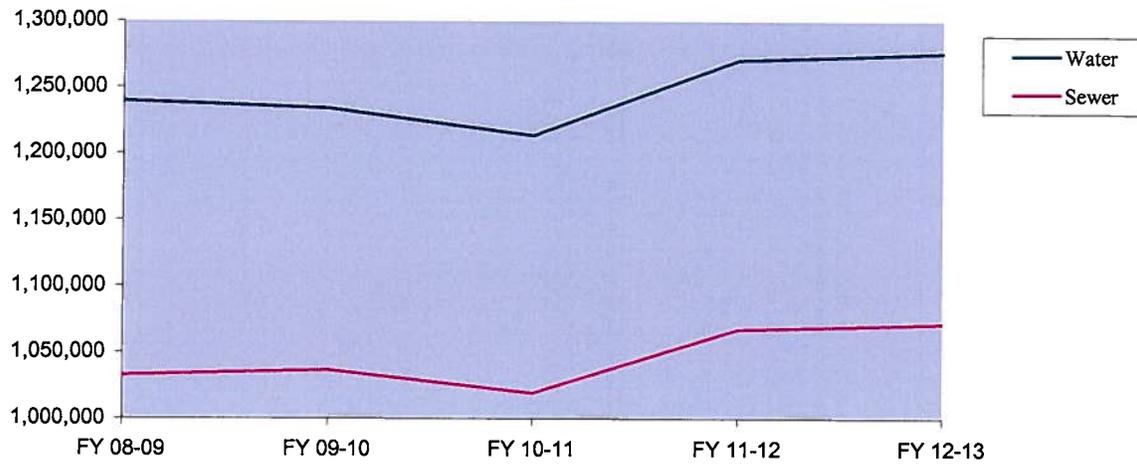
WATER

and

SEWER

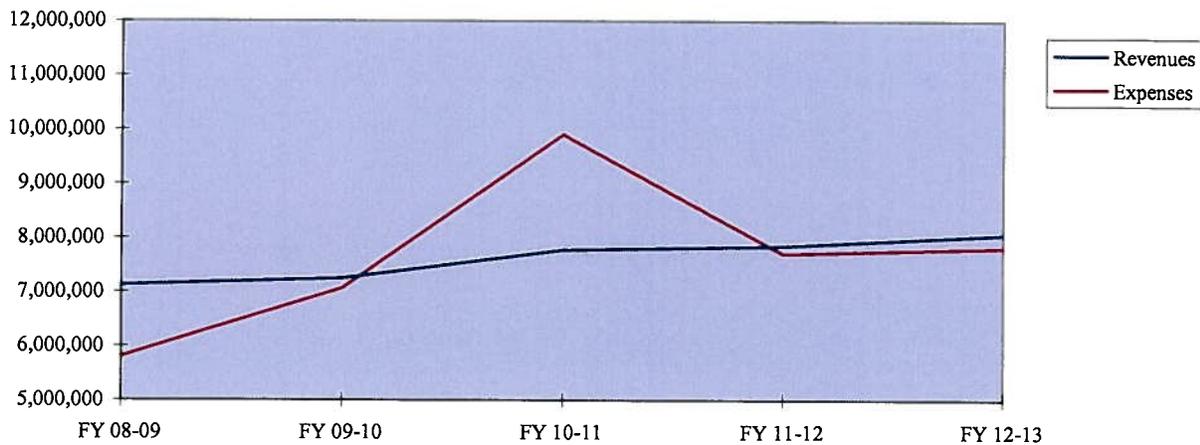
FUND

**WATER AND SEWER FUND
BILLABLE CONSUMPTION
2009 - 2013**



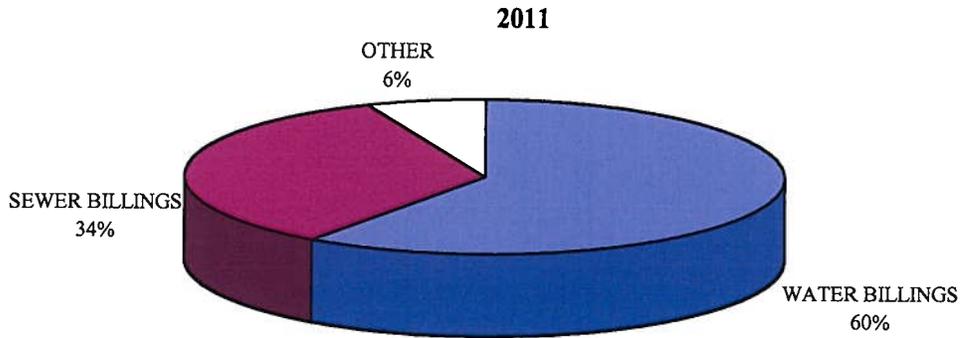
Sewer consumption is billed based on the amount of water used. Since the Wheaton Sanitary District provides service for the southern portion of the Village, the sewer usage to water usage ratio is 84%.

**WATER AND SEWER FUND
REVENUES vs. EXPENSES
2009 - 2013**

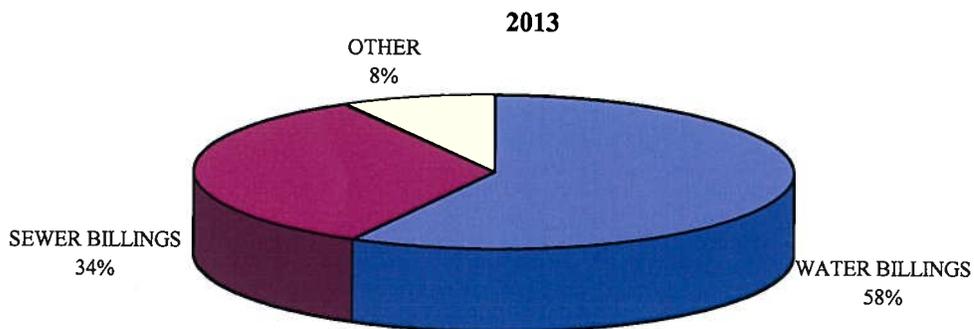
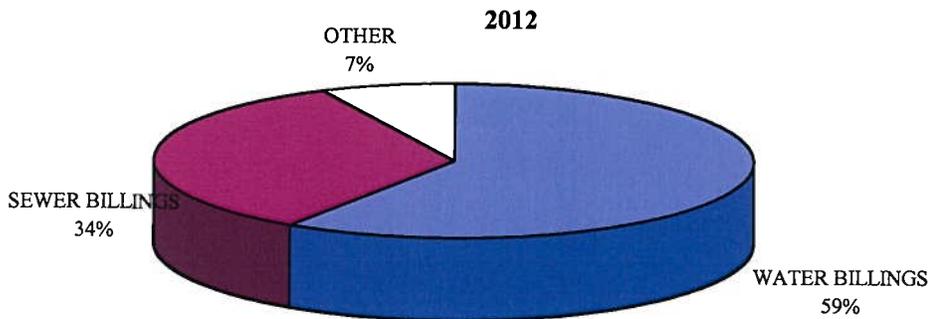


The projected deficit position in FY11 reflects the impact of the Water and Sewer Capital Improvement Program which is funded out of reserves. During that period, the water system is going to be extended into the unincorporated area southwest of the Village at a cost of \$2.65m of which \$1.9m was a rebate from the DuPage Water Commission. The budget includes a reappropriation of fund balance in the amount of \$2.7m to fund the capital improvement program.

**WATER AND SEWER FUND
REVENUES
2011-2013**



The "other" revenue category includes operating revenues such as penalties, shut-off notice revenue and meter sales, and non-operating revenues such as building related revenues and interest income.



Village of Carol Stream

WATER AND SEWER FUND

Revenues

Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated Revenues FY 09-10	(1)	(2)	(3)
				Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Operating Revenue						
Water Billings	\$ 3,756,536	\$ 4,222,754	\$ 4,075,000	\$ 4,640,480	\$ 4,640,480	\$ 4,640,480
Water Penalties	49,735	48,562	44,825	60,326	60,326	60,326
Sewer Billings	2,471,293	2,558,405	2,475,000	2,632,157	2,632,157	2,742,667
Sewer Penalties	31,778	29,422	32,915	34,218	34,218	35,655
Meter Sales	14,804	275	5,000	275	4,950	9,625
Miscellaneous Revenue	11,963	4,500	15,000	11,500	11,500	11,500
Shut-off Notices/Admin. Fee	51,795	45,000	55,000	50,000	50,000	50,000
Wheaton Sanitary Serv. Charge	6,778	6,000	6,500	6,500	6,500	6,500
Interest Income-operating	0	31,330	13,002	8,375	16,750	33,500
Total Operating Revenue	6,394,682	6,946,248	6,722,242	7,443,831	7,456,881	7,590,253
Non-Operating Revenue						
Rental Income	187,819	154,300	150,000	150,949	156,987	163,266
Connection Fee - Water	5,700	250	4,000	250	4,500	8,750
Connection Fee - Sewer	9,529	525	6,500	525	9,450	18,375
Expansion Fee	22,888	2,596	75,000	2,595	46,710	90,825
Interest Income	323,358	322,000	133,630	175,000	170,000	179,000
Developer Contribution	181,600	0	0	0	0	0
Total Non-Operating Revenue	730,894	479,671	369,130	329,319	387,647	460,216
Other Funding Sources						
Intergovernment Grants	0	0	155,137	0	0	0
Reappropriation of Fund Balance	0	3,519,000	446,000	2,832,000	552,000	497,000
Installment Loan Proceeds	0	0	0	0	0	0
Total Other Funding Sources	0	3,519,000	601,137	2,832,000	552,000	497,000
Total Revenue	\$ 7,125,576	\$ 10,944,919	\$ 7,692,509	\$ 10,605,150	\$ 8,396,528	\$ 8,547,469

(1) Assumptions

- Billable Water Usage - 1,196,000,000 gals.
- Water rate is \$3.88/1,000 gals.
- Billable Sewer Usage - 84.00% of water
- Sewer rate is \$2.62/1,000 gals.

(2) Assumptions

- Billable Water Usage - 1,196,000,000 gals.
- Water rate is \$3.88/1,000 gals.
- Billable Sewer Usage - 84.00% of water
- Sewer rate is \$2.62/1,000 gals.

(3) Assumptions

- Billable Water Usage - 1,196,000,000 gals.
- Water rate is \$3.88/1,000 gals.
- Billable Sewer Usage - 84.00% of water
- Sewer rate is \$2.73/1,000 gals.

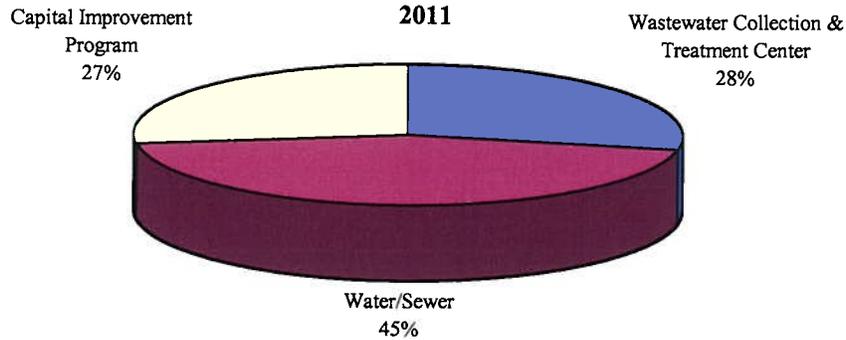
Village of Carol Stream

WATER AND SEWER FUND

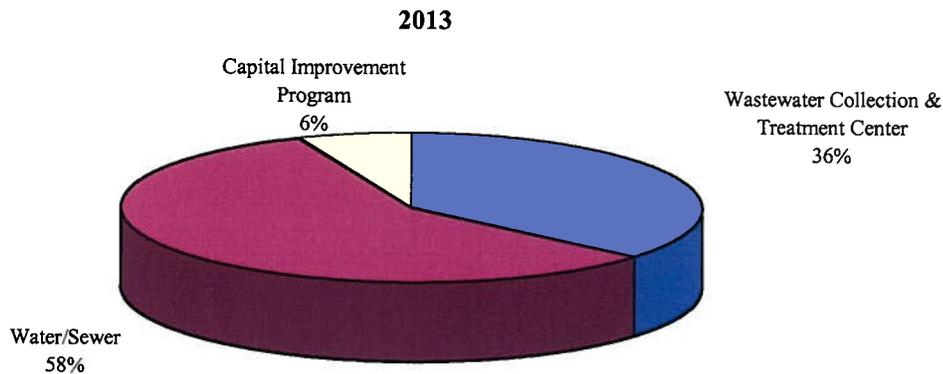
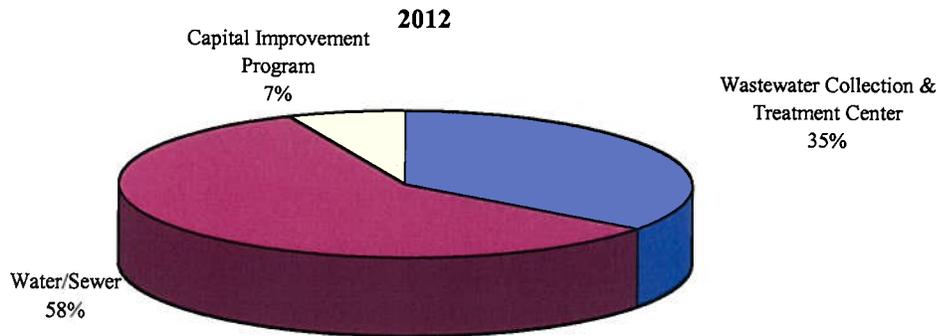
Revenues vs Expenses Comparison

Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Operating Revenue						
Water Billings	\$ 3,756,536	\$ 4,222,754	\$ 4,075,000	\$ 4,640,480	\$ 4,640,480	\$ 4,640,480
Water Penalties	49,735	48,562	44,825	60,326	60,326	60,326
Sewer Billings	2,471,293	2,558,405	2,475,000	2,632,157	2,632,157	2,742,667
Sewer Penalties	31,778	29,422	32,915	34,218	34,218	35,655
Meter Sales	14,804	275	5,000	275	4,950	9,625
Miscellaneous Revenue	11,963	4,500	15,000	11,500	11,500	11,500
Shut-off Notice/Admin. Fee	51,795	45,000	55,000	50,000	50,000	50,000
Wheaton Sanitary Ser. Charge	6,778	6,000	6,500	6,500	6,500	6,500
Interest Income-operating	0	31,330	13,002	8,375	16,750	33,500
Total Operating Revenue	6,394,682	6,946,248	6,722,242	7,443,831	7,456,881	7,590,253
Non-Operating Revenue						
Rental Income	187,819	154,300	150,000	150,949	156,987	163,266
Connection Fee - Water	5,700	250	4,000	250	4,500	8,750
Connection Fee - Sewer	9,529	525	6,500	525	9,450	18,375
Expansion Fee	22,888	2,596	75,000	2,595	46,710	90,825
Interest Income	323,358	322,000	133,630	175,000	170,000	179,000
Developer Contribution	181,600	0	0	0	0	0
Total Non-Operating Revenue	730,894	479,671	369,130	329,319	387,647	460,216
Other Funding Sources						
Intergovernment Grants	0	0	155,137	0	0	0
Reappropriation of Fund Balance	0	3,519,000	446,000	2,832,000	552,000	497,000
Installment Loan Proceeds	0	0	0	0	0	0
Total Other Funding Source	0	3,519,000	601,137	2,832,000	552,000	497,000
Total Revenue	\$ 7,125,576	\$ 10,944,919	\$ 7,692,509	\$ 10,605,150	\$ 8,396,528	\$ 8,547,469
Expenses						
Wastewater Collection & Treatment Center	\$ 2,459,761	\$ 3,266,567	\$ 3,264,672	\$ 2,812,959	\$ 3,215,709	\$ 3,221,586
Water/Sewer	\$ 3,339,998	\$ 6,951,184	\$ 3,800,884	\$ 7,090,990	\$ 4,488,161	\$ 4,589,293
Total Expenses	\$ 5,799,759	\$ 10,217,751	\$ 7,065,556	\$ 9,903,949	\$ 7,703,870	\$ 7,810,879
Net Income	\$ 1,325,817	\$ 727,168	\$ 626,953	\$ 701,201	\$ 692,658	\$ 736,590

**WATER AND SEWER FUND
EXPENSES BY DIVISION
2011-2013**



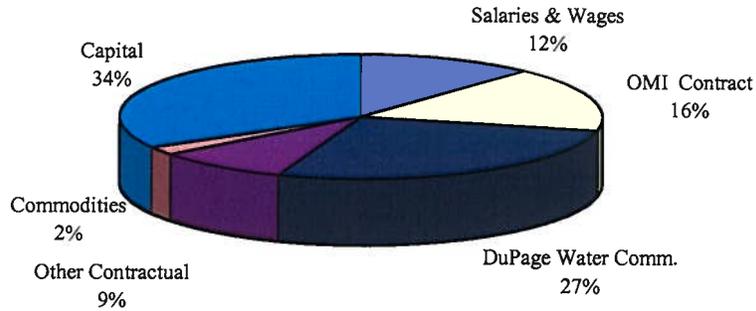
The largest expenditures within the Water and Sewer Fund are the purchase of Lake Michigan water which represents 38.2% of the operating budget and the management contract for the Water Reclamation Center which is 22.7%. Combined, they represent 60.9% of the total operating budget. The CIP (27%) is primarily the extension of the water main into the unincorporated area southwest of the Village.



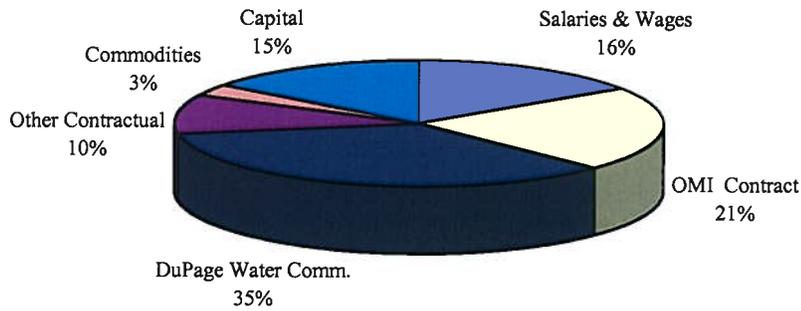
In FY10, the Water/Sewer Division represents 44.8% of the total Water and Sewer Fund budget and 62.6% of the operating budget. The purchase of Lake Michigan water represents 60.9% of the Water/Sewer Division's operating budget and the management contract for the Water Reclamation Center represents 61% of the Wastewater Collection & Treatment Center budget.

**WATER AND SEWER FUND
EXPENSES BY CLASS
2011-2013**

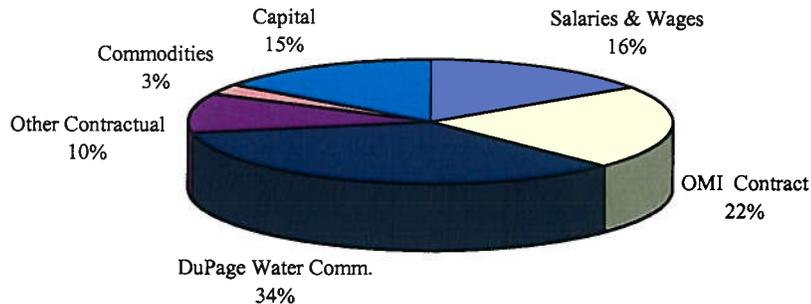
2011



2012



2013



43.6% (65.4% of the operating element) of the Water and Sewer Fund budget represents the cost of purchasing Lake Michigan Water and the management contract of the water reclamation operation. For the most part, the Capital allocation represents the Water and Sewer Fund Capital Improvement program.

Village of Carol Stream

WATER AND SEWER FUND

Budget Comparison

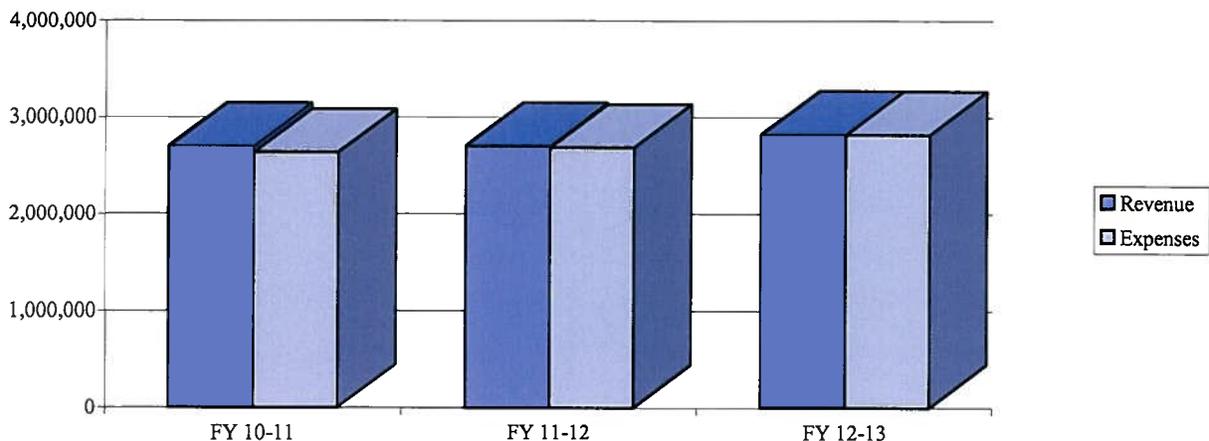
Division	Salaries & Wages			Contractual Services			Commodities			Capital Outlay			Totals		
	2011	2012	2013	2011	2012	2013	2011	2012	2013	2011	2012	2013	2011	2012	2013
Wastewater Collection & Treatment Center	\$ 183,230	\$ 185,000	\$ 186,798	\$ 2,060,142	\$ 1,991,915	\$ 2,039,150	\$ 7,684	\$ 7,891	\$ 8,072	\$ 561,903	\$ 1,030,903	\$ 987,566	\$ 2,812,959	\$ 3,215,709	\$ 3,221,586
Water/Sewer	1,012,680	1,022,791	1,033,073	3,125,088	3,144,529	3,155,311	216,022	217,941	219,609	2,737,200	102,900	181,300	7,090,990	4,488,161	4,589,293
Total	\$ 1,195,910	\$ 1,207,791	\$ 1,219,871	\$ 5,185,230	\$ 5,136,444	\$ 5,194,461	\$ 223,706	\$ 225,832	\$ 227,681	\$ 3,299,103	\$ 1,133,803	\$ 1,168,866	\$ 9,903,949	\$ 7,703,870	\$ 7,810,879

Village of Carol Stream
WATER AND SEWER FUND

Wastewater Collection & Treatment Center
Revenues & Expenses

Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Operating Revenue						
Sewer Billings	\$ 2,471,293	\$ 2,558,405	\$ 2,475,000	\$ 2,632,157	\$ 2,632,157	\$ 2,742,667
Sewer Penalties	31,778	29,422	32,915	34,218	34,218	35,655
Miscellaneous Revenues	5,981	2,250	7,500	5,750	5,750	5,750
Shut-off Notice/Admin. Fee	25,897	22,500	27,500	25,000	25,000	25,000
Interest Income	0	15,665	6,501	4,187	8,375	16,750
Total Operating Revenue	2,534,949	2,628,242	2,549,416	2,701,312	2,705,500	2,825,822
Non-Operating Revenue						
Connection Fee - Sewer	9,529	525	6,500	525	9,450	18,375
Expansion Fee	11,444	1,298	37,500	1,297	23,355	45,412
Interest Income	161,679	161,000	66,815	87,500	85,000	89,500
Total Non-Operating Revenue	182,652	162,823	110,815	89,322	117,805	153,287
Other Funding Sources						
Reappropriation of Fund Balance	0	634,000	435,500	173,000	527,000	400,000
Intergovernment Grants	0	0	155,137	0	0	0
Total Other Funding Sources	0	634,000	590,637	173,000	527,000	400,000
Total Revenue	\$ 2,717,601	\$ 3,425,065	\$ 3,250,868	\$ 2,963,634	\$ 3,350,305	\$ 3,379,109
Expenses						
Wastewater Collection & Treatment Center	\$ 2,459,761	\$ 3,266,567	\$ 3,264,672	\$ 2,812,959	\$ 3,215,709	\$ 3,221,586
Total Expenses	\$ 2,459,761	\$ 3,266,567	\$ 3,264,672	\$ 2,812,959	\$ 3,215,709	\$ 3,221,586
Net Income	\$ 257,840	\$ 158,498	\$ (13,804)	\$ 150,675	\$ 134,596	\$ 157,523

OPERATING REVENUES vs. OPERATING EXPENSES 2011-2013



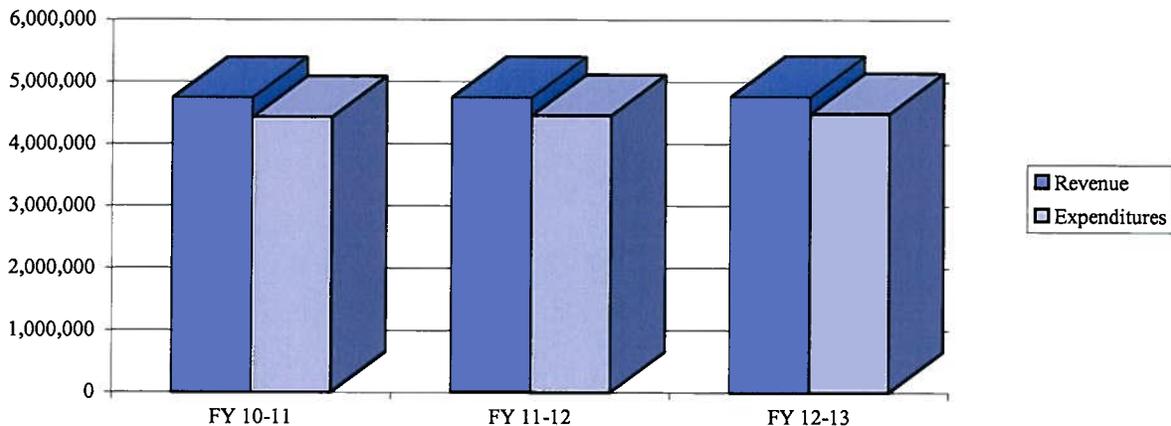
Village of Carol Stream

WATER AND SEWER FUND

Water/Sewer Revenues & Expenses

Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Operating Revenue						
Water Billings	\$ 3,756,536	\$ 4,222,754	\$ 4,075,000	\$ 4,640,480	\$ 4,640,480	\$ 4,640,480
Water Penalties	49,735	48,562	44,825	60,326	60,326	60,326
Meter Sales	14,804	275	5,000	275	4,950	9,625
Miscellaneous Revenues	5,982	2,250	7,500	5,750	5,750	5,750
Shut-off Notices/Admin. Fee	25,898	22,500	27,500	25,000	25,000	25,000
Wheaton Sanitary Ser. Charge	6,778	6,000	6,500	6,500	6,500	6,500
Interest Income	0	15,665	6,501	4,188	8,375	16,750
Total Operating Revenue	3,859,733	4,318,006	4,172,826	4,742,519	4,751,381	4,764,431
Non-Operating Revenue						
Rental Income	187,819	154,300	150,000	150,949	156,987	163,266
Connection Fee - Water	5,700	250	4,000	250	4,500	8,750
Expansion Fee	11,444	1,298	37,500	1,298	23,355	45,413
Interest Income	161,679	161,000	66,815	87,500	85,000	89,500
Developer Contribution	181,600	0	0	0	0	0
Total Non-Operating Revenue	548,242	316,848	258,315	239,997	269,842	306,929
Other Funding Sources						
Reappropriation of Fund Balance	0	2,885,000	10,500	2,659,000	25,000	97,000
Intergovernment Grants	0	0	0	0	0	0
Total Other Funding Sources	0	2,885,000	10,500	2,659,000	25,000	97,000
Total Revenue	\$ 4,407,975	\$ 7,519,854	\$ 4,441,641	\$ 7,641,516	\$ 5,046,223	\$ 5,168,360
Expenses						
Water/Sewer	3,339,998	6,951,184	3,800,884	7,090,990	4,488,161	4,589,293
Total Expenses	\$ 3,339,998	\$ 6,951,184	\$ 3,800,884	\$ 7,090,990	\$ 4,488,161	\$ 4,589,293
Net Income	\$ 1,067,977	\$ 568,670	\$ 640,757	\$ 550,526	\$ 558,062	\$ 579,067

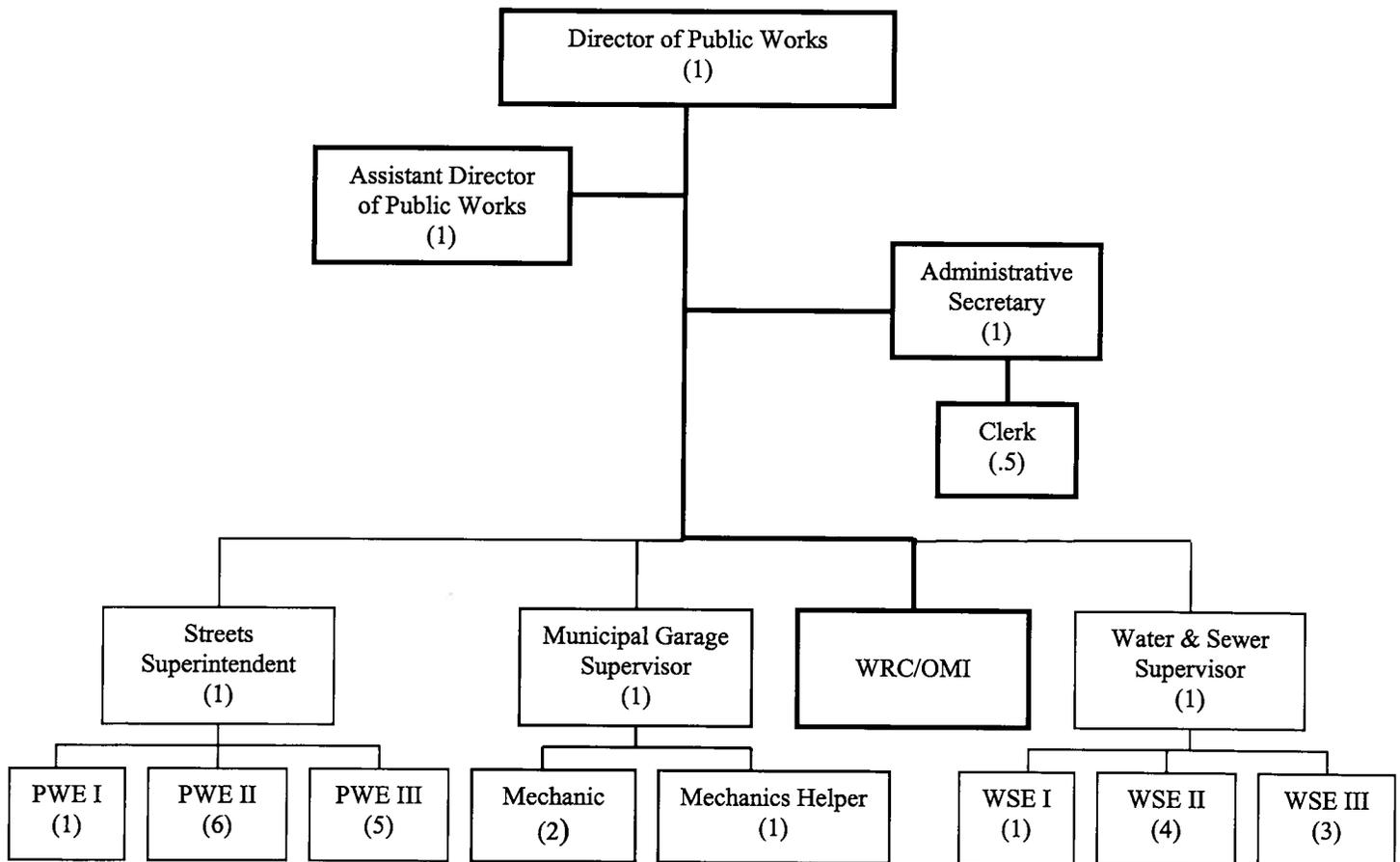
OPERATING REVENUES vs. OPERATING EXPENSES 2011- 2013



PERSONNEL SCHEDULE

	<u>Authorized 2009</u>	<u>Budget 2010</u>	<u>Proposed 2011</u>	<u>Projected 2012</u>	<u>Projected 2013</u>
Streets	20	20	16.5	16.5	16.5
Water/Sewer	9	9	9	9	9
Municipal Garage	4	4	4	4	4
Seasonal Employees	8	8	8	8	8

ORGANIZATIONAL CHART



Note: The Public Works Director, for budgetary purposes, is included in the General Corporate Fund – Public Works Department and is shown here for organizational purposes only.

NARRATIVE

The Village’s 6.5 million gallons per day (MGD) Water Reclamation Center (WRC) operates under permit conditions issued by the Illinois and United States Environmental Protection Agencies. A contract operator is responsible for daily operating decisions as well as the financial cost of daily operations. All of the employees at the Water Reclamation facility are employees of the contractor. In addition to the contract cost, additional Village expenses include program costs for administration, industrial pretreatment program administration, sewer system maintenance, and customer billing.

EXPENDITURE

Classification	Actual 2008-09	Budget 2009-10	Estimated 2009-10	Proposed 2010-11	Projected 2011-12	Projected 2012-13
Administration	\$446,821	\$647,387	\$638,603	\$610,914	\$623,409	\$691,359
Daily Treatment Operations	1,514,882	1,720,201	1,903,503	1,794,246	1,717,028	1,743,295
Industrial Pretreatment	27,477	19,520	12,850	17,689	17,806	17,810
Sewer System Maintenance & Repair	267,388	656,360	498,582	182,354	647,524	553,961
Utility Billing	203,193	223,099	211,134	207,756	209,942	215,161
Totals	\$2,459,761	\$3,266,567	\$3,264,672	\$2,812,959	\$3,215,709	\$3,221,586

NARRATIVE

The Administration Program includes staff time necessary for overseeing the contract operations, hosting regulatory audits, preparing the annual division budget, and preparing compliance reporting to regulatory authorities.

2010 ACCOMPLISHMENTS

1. Hosted the WRC's annual Open House where approximately 300 residents learned about the process of recycling wastewater into effluent that is recycled safely into Kline Creek. (Village Board Goal #11)

2011 OBJECTIVES

1. Development of GIS layer for Sanitary Sewer Basin to be used in the future for flushing projects and to assist in correcting problem areas.
2. Seek new cost proposals from qualified firms for a five-year operating contract to commence on September 1, 2010.

WATER AND SEWER FUND

PUBLIC WORKS

Wastewater Collection & Treatment Center – Administration Detail

EXPENDITURE

Acct. #/Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenses FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Salaries & Wages						
51102 Personal Services	\$ 42,313	\$ 36,578	\$ 35,070	\$ 31,406	\$ 31,406	\$ 31,406
51109 Overtime	804	0	0	0	0	0
51111 Group Insurance	4,851	4,846	4,846	4,559	4,770	4,991
51112 IMRF	4,165	3,607	3,631	3,781	3,781	3,781
51113 FICA	2,698	2,798	2,798	2,403	2,403	2,403
51114 Workers Comp.	102	123	123	107	107	107
51117 Compensated Absences	(37,045)	0	0	0	0	0
Subtotal	17,888	47,952	46,468	42,256	42,467	42,688
Contractual Services						
52212 Auto Maintenance & Repair	224	0	0	0	0	0
52223 Training	685	200	200	200	200	200
52231 Copy Expense	305	100	400	100	100	100
52232 Record Storage	0	0	0	0	0	0
52234 Dues & Subscriptions	100	156	156	310	310	310
52244 Maintenance & Repair	153	0	0	0	0	0
52261 Liability Insurance	8,228	22,425	22,425	8,838	14,509	23,588
52263 Property Insurance	9,594	26,151	26,151	10,307	16,920	27,507
52272 NPDES Permit Fee	30,000	30,000	30,000	30,000	30,000	30,000
Subtotal	49,297	79,032	79,332	49,755	62,039	81,705
Commodities						
53314 Office Supplies	273	0	0	0	0	0
53317 Operating Supplies	1,429	1,500	1,400	0	0	0
Subtotal	1,702	1,500	1,400	0	0	0
Capital Outlay						
54413 Computer Equipment	1,233	0	0	0	0	0
54480 Construction	152,885	0	0	0	0	0
56490 Loan Principal	0	295,345	295,345	302,984	310,821	367,904
56491 Loan Interest	153,216	146,058	146,058	138,419	130,582	121,562
58702 Transfer to Replacement	70,000	70,000	70,000	70,000	70,000	70,000
57499 Contingency	600	7,500	0	7,500	7,500	7,500
Subtotal	377,934	518,903	511,403	518,903	518,903	566,966
Totals	\$ 446,821	\$ 647,387	\$ 638,603	\$ 610,914	\$ 623,409	\$ 691,359

NARRATIVE

The Village's contract for the daily operation of the WRC is with Operations Management International, (OMI). As part of the contract, OMI is responsible for the daily operating cost, while the Village pays for capital and major maintenance expenses.

2010 ACCOMPLISHMENTS

1. The Village's Water Reclamation Center was able to meet and exceed average monthly effluent standards, averaging 3.4 mg/l for BOD and 5.2 mg/l for suspended solids. The NPDES maximum limits are 10 mg/l and 12 mg/l, respectively.
2. Total wastewater treated was 2.04 billion gallons, a 2.5% increase over last year. 784 cubic yards of grit were removed in the primary process and 5,835 cubic yards of sludge were processed and hauled to a landfill, which was a 32 increase over last year's quantity.
3. Replacement of Roof on Sand Filter Building.
4. Replaced Liquid Chlorine line.

2011 OBJECTIVES

1. Rehabilitation of the filter cells in Sand Filters #3 and #4.
2. Work with contract operator and consultant on the replacement of the aerator blowers that will reduce the amount of energy used for operation.

Wastewater Collection & Treatment Center – Daily Treatment Operations Detail

EXPENDITURE

Acct. #/Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenses FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Contractual Services						
52212 Auto Maint. & Repr.	\$ 3,793	\$ 6,742	\$ 6,753	\$ 937	\$ 950	\$ 948
52224 Vehicle Insurance	659	0	0	339	430	430
52230 Telephone	307	0	0	0	0	0
52231 Copy Expense	0	0	0	350	350	350
52244 Maintenance & Repr.	100,190	134,000	119,000	180,000	65,000	50,000
52262 OMI Contract	1,409,614	1,579,126	1,625,555	1,612,281	1,649,936	1,691,185
Subtotal	1,514,563	1,719,868	1,751,308	1,793,907	1,716,666	1,742,913
Commodities						
53313 Auto Gas	319	333	195	339	362	382
Subtotal	319	333	195	339	362	382
Capital Outlay						
54412 Other Equipment	0	0	152,000	0	0	0
Subtotal	0	0	152,000	0	0	0
Totals	\$ 1,514,882	\$ 1,720,201	\$ 1,903,503	\$ 1,794,246	\$ 1,717,028	\$ 1,743,295

NARRATIVE

The Industrial Pretreatment Program element includes compliance activities for the National Pretreatment Regulations of the Clean Water Act. Each year, program staff are required to conduct annual industrial facility inspections, coordinate industrial discharge sample monitoring, review industrial wastewater surveys of new industries, computerize and tally quarterly sampling analyses of program industries, prepare quarterly correspondence and the IEPA annual report submission, initiate and track all enforcement activity. The program works to eliminate high discharges into the sanitary sewers, which allows the Wastewater Collection and Treatment Facility to operate within its permit.

2010 ACCOMPLISHMENTS

1. Issued five (5) violations to Industrial Users (IU) that had excursions to the sewer system that were not in accordance to their Industrial Wastewater Discharge Permit resulting in surcharged of \$10,761.

2011 OBJECTIVES

1. As a part of the ongoing pretreatment monitoring requirements, staff will be focusing on the area south of North Avenue. This monitoring will confirm which businesses are in each location and if whether or not they are a potential threat to the sewer system and treatment facility.

WATER AND SEWER FUND

PUBLIC WORKS

Wastewater Collection & Treatment Center – Industrial Pretreatment Detail

EXPENDITURE

Acct. #/Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenses FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Salaries & Wages						
51102 Personal Services	\$ 13,132	\$ 8,373	\$ 4,000	\$ 7,751	\$ 7,751	\$ 7,751
51111 Group Insurance	202	330	330	313	315	317
51112 IMRF	1,268	826	394	933	933	933
51113 FICA	996	641	306	593	593	593
51114 Workers Comp.	33	23	23	26	26	26
Subtotal	15,631	10,193	5,053	9,616	9,618	9,620
Contractual Services						
52212 Auto Maintenance & Repair	4,017	749	750	781	792	790
52222 Meetings	0	100	0	100	100	100
52233 Training	0	100	0	100	100	100
52224 Vehicle Insurance	659	1,006	1,006	330	430	430
52229 Postage	0	0	25	0	0	0
52240 Public Notices	23	100	46	100	100	100
52279 Lab Services	6,818	7,050	5,900	6,500	6,500	6,500
Subtotal	11,517	9,105	7,727	7,911	8,022	8,020
Commodities						
53313 Auto Gas	319	22	20	62	66	70
53317 Operating Supplies	10	200	50	100	100	100
Subtotal	329	222	70	162	166	170
Totals	\$ 27,477	\$ 19,520	\$ 12,850	\$ 17,689	\$ 17,806	\$ 17,810

NARRATIVE

Program responsibilities include keeping the 109 miles of sanitary sewers and 2,519 manholes free of obstructions and structurally sound. Maintenance personnel conduct inspections, maintenance and repairs of collection sewers, lift stations and wet wells. The computerized Supervisory Control and Data Acquisition (SCADA) system with problem alarm capability assists sewer maintenance staff in monitoring flow rates through lift stations and in detecting system collection problems should they arise. The Sewer System Maintenance and Repair Program are conducted by Water/Sewer Division staff, but are shown here for funding purposes.

2010 ACCOMPLISHMENTS

1. Monitored the construction of the Evergreen Drive Sanitary Lift Station. Construction was completed in November 2009.
2. The Village will be in the third year of the contract for sanitary sewer televising. Over 20,000 LF of pipe has been televised and only minor issues have been found. This was done in conjunction with preparations for the summer 2010 Road Projects.

2011 OBJECTIVES

1. Monitor engineering design contract for the Aztec Drive Sanitary Sewer Replacement project. This project is approximately 1400 LF. Construction of the project is targeted for FY 12.
2. Upgrade the SCADA alarm equipment that will allow for more information to broadcast through the auto-dialer if alarms are triggered at one of the stations.
3. Coordinate with Engineering to televise sewer lines prior to beginning the summer 2011 Road Projects.

WATER AND SEWER FUND

PUBLIC WORKS

Wastewater Collection & Treatment Center – Sewer System Maint. & Repair Detail

EXPENDITURE

Acct. #/Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenses FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Salaries & Wages						
51102 Personal Services	\$ 61,805	\$ 38,685	\$ 65,000	\$ 39,805	\$ 39,805	\$ 39,805
51109 Overtime	1,543	4,155	6,250	3,000	3,000	3,000
51111 Group Insurance	22,819	8,940	8,940	9,577	10,277	10,988
51112 IMRF	6,119	4,224	7,020	5,154	5,154	5,154
51113 FICA	4,705	3,277	5,447	3,275	3,275	3,275
51114 Workers Comp.	4,639	1,684	1,684	2,088	2,088	2,088
Subtotal	101,630	60,965	94,341	62,899	63,599	64,310
Contractual Services						
52212 Auto Maintenance & Repair	15,782	7,491	7,491	13,902	14,092	14,061
52223 Training	0	200	200	300	300	300
52224 Vehicle Insurance	1,321	0	0	330	430	430
52230 Telephone	3,390	3,780	3,950	3,780	3,780	3,780
52244 Maintenance & Repair	3,145	0	0	5,000	0	0
52248 Electricity	13,739	13,500	12,000	13,500	13,500	13,500
52272 NPDES Permit Fee	1,252	1,360	1,900	1,800	1,800	1,800
52277 Heating Gas	436	1,200	1,200	960	960	960
52297 Sewer System Maintenance	43,609	60,000	40,500	30,000	30,000	30,000
Subtotal	82,674	87,531	67,241	69,572	64,862	64,831
Commodities						
53313 Auto Gas	637	1,864	1,100	2,683	2,863	3,020
53317 Operating Supplies	37	500	400	0	0	0
53332 Sewer System Supplies	0	5,000	5,000	4,200	4,200	4,200
53350 Small Equipment	0	500	500	0	0	0
Subtotal	674	7,864	7,000	6,883	7,063	7,220
Capital Outlay						
54415 Vehicles	0	0	0	0	0	17,250
54417 Radio	0	0	0	0	0	350
54480 Construction	82,410	500,000	330,000	43,000	512,000	400,000
56493 Installment Loan	0	0	0	0	0	0
Subtotal	82,410	500,000	330,000	43,000	512,000	417,600
Totals	\$ 267,388	\$ 656,360	\$ 498,582	\$ 182,354	\$ 647,524	\$ 553,961

NARRATIVE

The Utility Billing program for the combined water and sewer system is a function of the Financial Management Department. Residential and commercial water and sewer accounts are billed monthly. The Financial Management Department is also responsible for addressing all customer questions and concerns in regard to their utility accounts, as well as all recordkeeping for payments received, receivables, late notices and shut-offs for non-payment. The Financial Management Department's operating costs for the utility billing function are charged directly to the Water and Sewer Fund.

2010 ACCOMPLISHMENTS

1. Prepared a procedures manual for the MUNIS utility billing process.
2. Developed and maintained a monthly listing of vacant properties.

2011 OBJECTIVES

1. Develop and implement procedures for monitoring accounts for compliance with established payment plans.
2. Develop account reports to ensure proper billing.

Wastewater Collection & Treatment Center – Utility Billing Detail

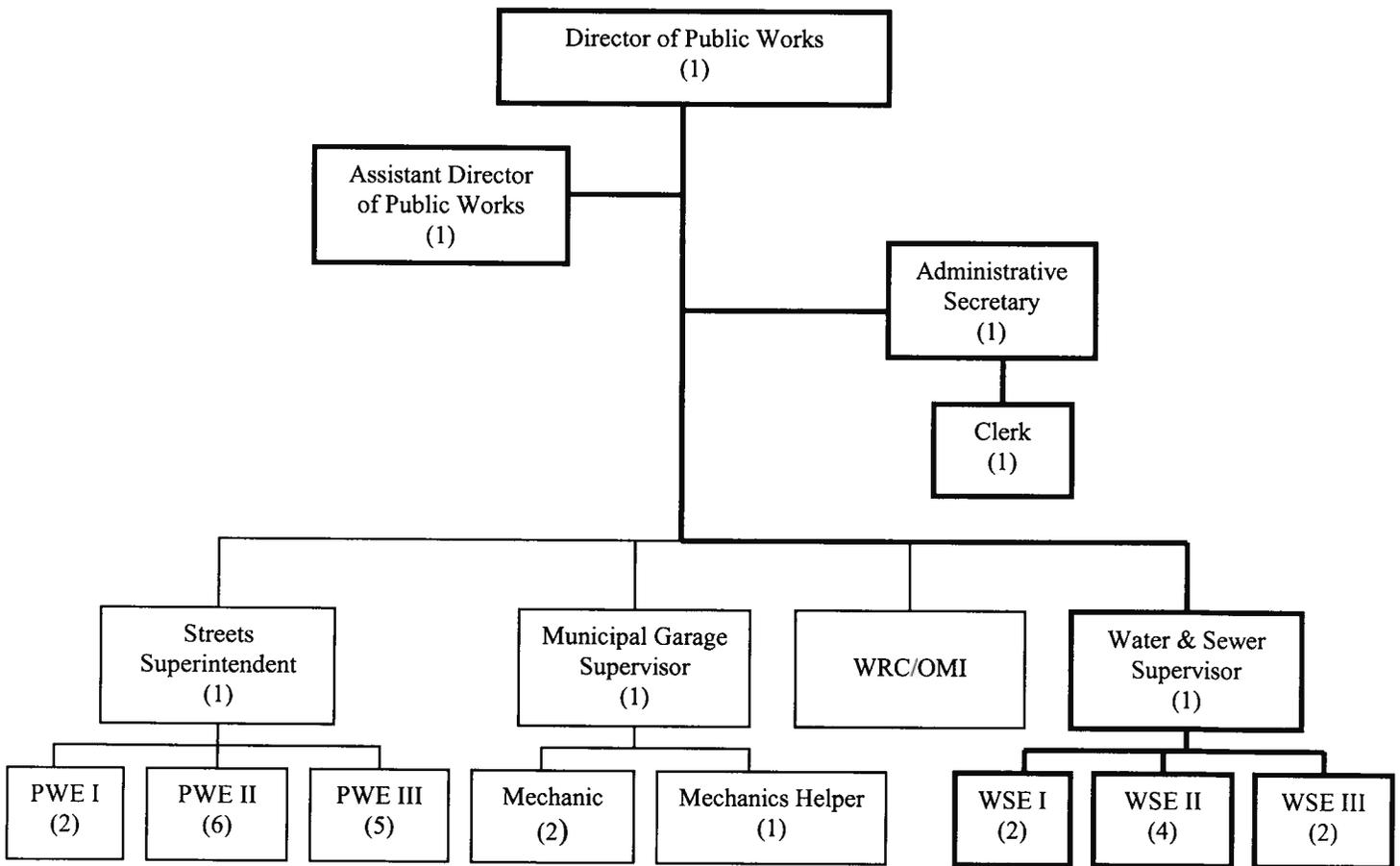
EXPENDITURE

Acct. #/Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenses FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Salaries & Wages						
51102 Personal Services	\$ 48,538	\$ 54,853	\$ 49,000	\$ 48,248	\$ 48,248	\$ 48,248
51109 Overtime	683	0	0	0	0	0
51111 Group Insurance	7,006	9,101	9,101	10,547	11,404	12,268
51112 IMRF	4,631	5,115	4,972	5,809	5,809	5,809
51113 FICA	3,589	4,196	3,857	3,691	3,691	3,691
51114 Workers Comp.	255	296	296	164	164	164
Subtotal	64,702	73,561	67,226	68,459	69,316	70,180
Contractual Services						
52221 Utility Bill Processing	52,909	60,498	56,616	59,682	59,844	60,638
52229 Postage	20,363	22,513	21,420	22,625	23,578	23,988
52230 Telephone	282	300	45	0	0	0
52232 Records Storage	0	100	0	0	0	0
52237 Audit Fees	3,292	3,423	3,423	3,560	3,774	3,925
52280 Municipal Service Charge	58,555	62,404	62,404	53,130	53,130	53,130
Subtotal	135,401	149,238	143,908	138,997	140,326	141,681
Commodities						
53314 Office Supplies	0	0	0	100	100	100
53315 Printed Materials	0	300	0	0	0	0
53317 Operating Supplies	0	0	0	200	200	200
Subtotal	0	300	0	300	300	300
Capital Outlay						
54412 Other Equipment	2,883	0	0	0	0	3,000
54413 Computer Equipment	207	0	0	0	0	0
Subtotal	3,090	0	0	0	0	3,000
Totals	\$ 203,193	\$ 223,099	\$ 211,134	\$ 207,756	\$ 209,942	\$ 215,161

PERSONNEL SCHEDULE

	Authorized 2009	Budget 2010	Proposed 2011	Projected 2012	Projected 2013
Streets	20	20	18	18	18
Water/Sewer	9	9	9	9	9
Municipal Garage	4	4	4	4	4
Seasonal Employees	8	8	8	8	8

ORGANIZATIONAL CHART



NARRATIVE

The mission of the Water Division is to provide Village water customers with continuous, high quality water, meeting national drinking water standards. Five programs exist which directly support this mission: administration, distribution system operation and maintenance, daily inspections, water metering, and finance. These five programs operate under the direct supervision of the Village’s Water/Sewer Supervisor, who reports to the Director of Public Works.

EXPENDITURE

Classification	Actual 2008-09	Budget 2009-10	Estimated 2009-10	Proposed 2010-11	Projected 2011-12	Projected 2012-12
Administration	\$232,944	\$373,271	\$451,393	\$318,164	\$331,948	\$378,342
Distribution System Operation and Maintenance	2,635,938	5,894,471	2,830,801	6,166,145	3,583,415	3,630,582
Daily Inspections	67,303	71,814	26,681	38,057	39,342	39,813
Water Metering	126,310	321,868	216,030	291,498	253,571	254,755
Utility Billing	277,503	289,760	275,979	277,126	279,885	285,801
Totals	\$3,339,998	\$6,951,184	\$3,800,884	\$7,090,990	\$4,488,161	\$4,589,293

NARRATIVE

The Administration Program includes a variety of staff support activities which include coordinating the purchase of supplies, services and equipment, preparing daily and monthly accounting of water distribution, management of water system capital improvements projects, evaluation of employee performance, preparing the annual Division budget plan, providing administrative support for the analytical sampling program and technical data support for the meter repair and replacement program.

2010 ACCOMPLISHMENTS

1. Worked with the Finance Department to develop shut-off procedures for vacant homes. As of February 1, 2010, the Village has turned off water to 103 homes due to them being vacant. By turning the water off, we reduce the threat of water loss due to pipe breakage during the winter months.

2011 OBJECTIVES

1. Revise monthly reporting procedures to reduce the manual data gathering by securing additional data from SCADA system automatically.

EXPENDITURE

Acct. #/Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenses FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Salaries & Wages						
51102 Personal Services	\$ 99,859	\$ 223,448	\$ 279,150	\$ 191,362	\$ 191,362	\$ 191,362
51106 Seasonal Help	328	0	0	0	0	0
51109 Overtime	1,144	0	0	1,200	1,200	1,200
51111 Group Insurance	21,117	41,201	41,201	40,419	42,825	45,297
51112 IMRF	9,858	22,032	28,873	23,184	23,184	23,184
51113 FICA	5,713	17,094	22,401	14,731	14,731	14,731
51114 Workers Comp.	1,335	5,976	5,976	6,466	6,466	6,466
51117 Compensated Absences	37,673	0	0	0	0	0
51118 OPEB Obligation	11,215	0	0	0	0	0
Subtotal	188,242	309,751	377,601	277,362	279,768	282,240
Contractual Services						
52212 Auto Maintenance & Repair	3,152	4,012	4,020	1,169	1,185	1,183
52215 Insurance Deductibles	0	10,000	10,000	10,000	10,000	10,000
52222 Meetings	11	100	0	100	100	100
52223 Training	150	250	250	250	250	250
52224 Vehicle Insurance	663	1,174	1,174	690	920	920
52229 Postage	181	0	125	200	200	200
52231 Copy Expense	0	100	100	100	100	100
52234 Dues & Subscriptions	450	300	500	400	400	400
52244 Maintenance & Repair	153	0	0	0	0	0
52261 Liability Insurance	8,228	22,425	22,425	8,838	14,509	23,588
52263 Property Insurance	7,721	21,045	21,048	8,295	13,616	22,136
52267 Uniform Cleaning	1,191	0	1,250	650	675	700
52279 Lab Services	7,640	0	0	0	0	0
Subtotal	29,540	59,406	60,892	30,692	41,955	59,577
Commodities						
53313 Auto Gas	1,437	2,314	1,500	1,710	1,825	1,925
53314 Office Supplies	397	700	700	700	700	700
53315 Printed Materials	0	200	0	200	200	200
53317 Operating Supplies	328	0	0	0	0	0
53324 Uniforms	75	0	0	0	0	0
Subtotal	2,237	3,214	2,200	2,610	2,725	2,825
Capital Outlay						
54413 Computer Equipment	0	900	200	0	0	0
54415 Vehicles	0	0	0	0	0	25,500
54417 Radios	0	0	0	0	0	700
54480 Construction	12,925	0	10,500	0	0	0
57499 Contingency	0	0	0	7,500	7,500	7,500
Subtotal	12,925	900	10,700	7,500	7,500	33,700
Totals	\$ 232,944	\$ 373,271	\$ 451,393	\$ 318,164	\$ 331,948	\$ 378,342

NARRATIVE

The Village of Carol Stream purchases water from the DuPage Water Commission. The Distribution System Operations and Maintenance Program includes maintenance and repair costs of operating three (3) water pressure adjusting stations, three (3) standby supply wells, five (5) water storage tanks, one-hundred thirty-eight (138) linear miles of water supply main, one-thousand seven-hundred (1,700) fire hydrants, and one-thousand five hundred and seven (1507) control valves. Program personnel conduct continuous inspection and maintenance of the distribution system, including the emergency back-up well system equipment to maximize system reliability. Program personnel conduct routine system maintenance including, valve exercising and annual flushing of water mains in the spring of each year to reduce sediment build-up in the supply mains.

2010 ACCOMPLISHMENTS

1. Completed the fourth year of the valve exercising program. All 136 of the water valves in Work Zone #2 were exercised. All valves were in proper working order.
2. Total water use accountability was 95.65% better than the 92 % State requirements. Average daily use was down 7% over 2008, to 3.325 MGD. The MAX Day demand dropped to the lowest level in 23 years, to 4.943 MG.

2011 OBJECTIVES

1. Continue water valve exercising in Work Zone 3 and work with the Engineering Department and consultants to revise system maps as field information is obtained. There are 174 water valves identified in work Zone 3. (Village Board Goal #16)
2. The two ground level water storage tanks will be inspected and cleaned.

WATER AND SEWER FUND

PUBLIC WORKS

Water Division - Distribution System Operations and Maintenance Detail

EXPENDITURE

Acct. #/Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenses FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Salaries & Wages						
51102 Personal Services	\$ 375,599	\$ 346,036	\$ 240,000	\$ 334,912	\$ 334,912	\$ 334,912
51106 Seasonal Help	4,248	9,120	5,870	5,040	5,040	5,040
51109 Overtime	36,349	46,758	46,000	40,000	40,000	40,000
51111 Group Insurance	58,631	11,871	11,871	74,824	80,174	85,607
51112 IMRF	39,757	38,730	28,200	45,139	45,139	45,139
51113 FICA	30,341	30,746	22,328	29,066	29,066	29,066
51114 Workers Comp.	11,890	14,599	14,599	16,819	16,819	16,819
Subtotal	556,815	497,860	368,868	545,800	551,150	556,583
Contractual Services						
52212 Auto Maintenance & Repair	20,677	18,238	18,238	20,658	20,941	20,895
52223 Training	2,253	600	1,200	900	900	900
52224 Vehicle Insurance	4,328	3,915	3,915	5,711	7,614	7,614
52229 Postage	9	0	0	0	0	0
52230 Telephone	21,752	22,858	25,000	26,100	26,100	26,100
52234 Dues & Subscriptions	0	180	180	60	30	60
52243 Paging	363	350	100	50	50	50
52244 Maintenance and Repair	54,816	191,190	120,000	62,920	63,120	52,620
52248 Electricity	73,619	72,700	72,000	76,500	78,800	81,100
52253 Consultant	12,390	0	0	0	0	0
52264 Equipment Rental	585	500	500	500	500	500
52267 Uniform Cleaning	0	1,250	0	0	0	0
52272 Property Maintenance	1,252	1,360	1,800	1,800	1,800	1,800
52277 Heating Gas	1,732	1,400	600	1,800	1,800	1,800
52279 Lab Services	0	22,500	8,000	10,000	10,000	10,000
52283 DuPage County Water Comm.	1,796,371	2,215,838	2,171,000	2,704,000	2,704,000	2,704,000
52284 Equipment Maintenance	1,045	1,200	1,000	1,200	1,200	1,200
Subtotal	1,991,192	2,554,079	2,423,533	2,912,199	2,916,855	2,908,639
Commodities						
53313 Auto Gas	9,700	7,712	5,000	12,826	13,690	14,440
53316 Small Tools	3,590	1,500	500	1,500	1,500	1,500
53317 Operating Supplies	27,327	29,500	27,000	29,500	29,500	29,500
53324 Uniforms	3,158	4,320	4,000	4,320	4,320	4,320
53350 Small Equipment	(50)	2,000	1,000	1,000	1,000	1,000
Subtotal	43,725	45,032	37,500	49,146	50,010	50,760
Capital Outlay						
54412 Other Equipment	4,569	0	0	0	0	0
54415 Vehicles	33,220	0	0	0	64,000	17,250
54417 Radios	617	0	0	0	1,400	350
54422 Installment Loans	0	0	0	0	0	0
54480 Construction	5,800	2,790,000	0	2,659,000	0	97,000
57499 Contingency	0	7,500	900	0	0	0
Subtotal	44,206	2,797,500	900	2,659,000	65,400	114,600
Totals	\$ 2,635,938	\$ 5,894,471	\$ 2,830,801	\$ 6,166,145	\$ 3,583,415	\$ 3,630,582

NARRATIVE

The Daily Inspections program includes staff resources to conduct inspections of water and sewer installations, service connections, main extensions and meter installations. Inspection program personnel are also assigned to administer the Illinois Environmental Protection Agency mandated monthly water sampling program to maintain water quality certification status with regulatory authorities. Since demand for daily inspections varies with the extent of building activity within the Village, program costs may fluctuate according to projected building estimates.

2010 ACCOMPLISHMENTS

1. Five hundred sixteen (516) bacteriological samples were collected throughout the water system to comply with Environmental Protection Agency regulations and ensure water quality. All samples were within parameters set by the IEPA.
2. Water Division Staff collected the final four (4) rounds of water samples under the EPA's "Stage 2 Disinfection By-Products (Stage 2 DBP)" Rule. These samples were within EPA standards.

2011 OBJECTIVES

1. Continue to work with the Community Development Department and the residents on the new permitting and inspection standards for water services.
2. Complete required sampling for the IEPA that include bacteriological and Trihelomethanes/HAAS sampling within the water system and Nitrates/Nitrites, SOCs and Raw samples of the emergency back-up wells.

EXPENDITURE

Acct. #/Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenses FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Salaries & Wages						
51102 Personal Services	\$ 39,088	\$ 36,290	\$ 550	\$ 14,266	\$ 14,266	\$ 14,266
51109 Overtime	1,951	0	0	2,000	2,000	2,000
51111 Group Insurance	9,898	13,262	13,262	3,127	3,328	3,533
51112 IMRF	3,965	3,578	54	1,958	1,958	1,958
51113 FICA	3,099	2,776	42	1,244	1,244	1,244
51114 Workers Comp.	2,064	1,568	21	721	721	721
Subtotal	60,065	57,474	13,929	23,316	23,517	23,722
Contractual Services						
52212 Auto Maintenance & Repair	3,940	6,201	6,212	8,185	8,297	8,296
52224 Vehicle Insurance	770	2,740	2,740	1,996	2,661	2,661
52272 Property Maintenance	0	0	0	0	0	0
Subtotal	4,710	8,941	8,952	10,181	10,958	10,957
Commodities						
53313 Auto Gas	1,976	5,399	3,800	4,560	4,867	5,134
53324 Uniforms	552	0	0	0	0	0
Subtotal	2,528	5,399	3,800	4,560	4,867	5,134
Totals	\$ 67,303	\$ 71,814	\$ 26,681	\$ 38,057	\$ 39,342	\$ 39,813

NARRATIVE

The Water Metering Program includes costs to inspect, repair, replace, and read water meters. A meter maintenance program exists to record and track all maintenance activity for the meters in the system. The program tracks system meters by age, location and repair codes and schedules needed meter replacements based upon a recommended 15-year operational life. The program also monitors the age of the Automatic Meter Reading (AMR) batteries and schedules the AMR replacements. Timely and efficient replacement of system meters ensures financial integrity and accountability in the billing and revenue collection for water resource use. Meter maintenance program personnel also respond to various other requests such as turn offs/ons and repairing leaking meters. The proposed budget of \$150,000 per year includes a reserve for the replacement of AMRs. Any funds that are available at the end of the year will be reserved for the future replacement of AMRs.

2010 ACCOMPLISHMENTS

1. Staff replaced 86 AMRs during the year due to their inability to transmit a reading. That is an increase over the 66 AMRs that failed in the previous year, but still represents less than 1% failure rate.
2. Began the pro-active change-out of water meters and AMRs. This change-out includes replacing meters older than 15 years of age, as well as their AMRs which are reaching the end of there 10-15 years of service. Sixty-eight have been changed out as of Feb. 10, 2010.
3. Assumed responsibility for final readings.
4. Restructured shut-off procedures for non-payment to reduce costs and improve efficiency.

2011 OBJECTIVES

1. Continue change-out of water meters and AMRs. We will be focusing on water meters that are older than 15 years of age. There are over 1900 meters within our system that are at least 15 years old.

EXPENDITURE

Acct. #/Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenses FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Salaries & Wages						
51102 Personal Services	\$ 53,280	\$ 55,634	\$ 31,450	\$ 37,627	\$ 37,627	\$ 37,627
51106 Seasonal Help	984	0	0	0	0	0
51109 Overtime	2,301	5,195	1,000	2,500	2,500	2,500
51111 Group Insurance	11,757	63,927	63,927	8,583	9,247	9,918
51112 IMRF	5,364	5,704	3,313	4,831	4,831	4,831
51113 FICA	4,149	4,653	2,511	3,070	3,070	3,070
51114 Workers Comp.	2,122	2,228	1,271	1,762	1,762	1,762
Subtotal	79,957	137,341	103,472	58,373	59,037	59,708
Contractual Services						
52212 Auto Maintenance & Repair	7,092	8,025	8,039	8,965	9,088	9,050
52224 Vehicle Insurance	1,501	5,219	5,219	4,054	5,407	5,407
52282 Meter Maintenance	11,830	11,000	11,000	20,000	20,000	20,000
Subtotal	20,423	24,244	24,258	33,019	34,495	34,457
Commodities						
53313 Auto Gas	3,413	10,283	8,300	9,406	10,039	10,590
53317 Operating Supplies	50	0	0	0	0	0
53324 Uniforms	192	0	0	0	0	0
53333 Meters	22,122	150,000	80,000	150,000	150,000	150,000
53350 Small Equipment	153	0	0	0	0	0
Subtotal	25,930	160,283	88,300	159,406	160,039	160,590
Capital Outlay						
54415 Vehicles	0	0	0	40,000	0	0
54422 Installment Loans	0	0	0	700	0	0
Subtotal	0	0	0	40,700	0	0
Totals	\$ 126,310	\$ 321,868	\$ 216,030	\$ 291,498	\$ 253,571	\$ 254,755

NARRATIVE

The Utility Billing program for the combined water and sewer system is a function of the Financial Management Department. Residential and commercial water and sewer accounts are billed monthly. The Financial Management Department is also responsible for addressing all customer questions and concerns in regard to their utility accounts, as well as all recordkeeping for payments received, receivables, late notices and shut-offs for non-payment. The Financial Management Department's operating costs for the utility billing function are charged directly to the Water and Sewer Fund.

2010 ACCOMPLISHMENTS

1. Prepared a procedures manual for the MUNIS utility billing process.
2. Developed and maintained a monthly listing of vacant properties.

2011 OBJECTIVES

1. Develop and implement procedures for monitoring accounts for compliance with established payment plans.
2. Develop account reports to ensure proper billing.

EXPENDITURE

Acct. #/Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated Expenses FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Salaries & Wages						
51102 Personal Services	\$ 77,513	\$ 80,773	\$ 74,535	\$ 74,670	\$ 74,670	\$ 74,670
51109 Overtime	1,044	0	0	0	0	0
51111 Group Insurance	11,883	15,681	13,750	18,203	19,693	21,194
51112 IMRF	7,462	7,964	7,349	8,990	8,990	8,990
51113 FICA	5,677	6,179	5,702	5,712	5,712	5,712
51114 Workers Comp.	374	226	209	254	254	254
Subtotal	103,953	110,823	101,545	107,829	109,319	110,820
Contractual Services						
52212 Auto Maintenance & Repair	3,152	0	0	0	0	0
52221 Utility Bill Processing	52,909	60,498	56,616	59,682	59,844	60,638
52224 Vehicle Insurance	449	0	0	0	0	0
52229 Postage	20,363	22,513	21,420	22,625	23,518	23,988
52230 Telephone	301	0	172	0	0	0
52232 Records Storage	0	100	0	0	0	0
52237 Audit Fees	3,293	3,423	3,423	3,560	3,774	3,925
52280 Municipal Service Charge	58,235	62,403	62,403	53,130	53,130	53,130
Subtotal	138,702	148,937	144,034	138,997	140,266	141,681
Commodities						
53313 Auto Gas	1,730	0	0	0	0	0
53314 Office Supplies	28	0	400	100	100	100
53317 Operating Supplies	0	0	0	200	200	200
Subtotal	1,758	0	400	300	300	300
Capital Outlay						
54412 Other Equipment	2,883	0	0	0	0	3,000
54413 Computer Equipment	207	0	0	0	0	0
58702 Transfer to Replacement	30,000	30,000	30,000	30,000	30,000	30,000
Subtotal	33,090	30,000	30,000	30,000	30,000	33,000
Totals	\$ 277,503	\$ 289,760	\$ 275,979	\$ 277,126	\$ 279,885	\$ 285,801



CAPITAL

IMPROVEMENT

PROGRAM

and

BUDGET

INTRODUCTION

The Capital Improvement Program (CIP) is a multi-year plan that forecasts spending for anticipated capital projects. The plan addresses both maintenance and replacement of existing infrastructure as well as the development of new facilities to accommodate future growth and activities. It enables the Village to identify capital projects and to coordinate facility financing and timing. An effective CIP consists of both an administrative process to identify the location, scale, and timing of needed capital projects and a fiscal plan to provide for the funding of those projects.

The CIP links the Village's Capital planning and budgeting functions. The CIP helps implement past policy decisions by establishing priorities among existing and competing capital needs and is also used to measure and evaluate the merits of new proposals.

OVERVIEW

The projected 2011-15 segment of the Capital Improvement Program is \$30.14 million (m) with the FY11 year being \$7.51m. Due to projected shortfalls in the Motor Fuel Tax Fund (MFT), the flexible pavement program will be funded from MFT and the General Corporate Fund on an alternating year basis. In FY11, the flexible pavement program will be funded by MFT.

Roadways

The goal has been to maintain, at a minimum, an overall rating of "good" based on a nationally recognized rating system. Currently, 79% of the Village's roadways are rated "very good" to "excellent." As a result of the current economic times, the road maintenance program is being reduced by approximately 50% per year for the next five years. It is possible that, as a result of reducing the scope of the annual maintenance, the current "very good/excellent" rating for the majority of the Village roadways may begin to decline with more roadways receiving a "good" or "fair" rating. The recommended program of maintenance includes increased levels of crack filling and pavement rejuvenation combined with a reduction in the resurfacing, overlaying and pavement reconstruction elements.

The pavement rehabilitation of Lies Road, the completion of the West St./Gundersen Dr. reconstruction and the replacement of the Thunderbird Trail bridge deck are the main roadway projects that are scheduled to be completed in FY11. The reconstruction of Morton Road, Phase II, is scheduled for FY13.

Water and Sewer Utilities

The Water and Sewer Utilities include eight projects with a total cost of \$12.65 m. The largest project is the extension of the water main into the unincorporated portion of the Village's southwest planning corridor at a projected cost of \$2.65m. With the discovery of contaminated private wells in the unincorporated areas, the Village decided to use the

rebate (\$1.90m) from the DuPage Water Commission to help fund this project. This project will provide the back-bone water system from which to expand, if necessary, in order to provide Lake Michigan water to the unincorporated areas southwest of Carol Stream. FY15 includes the construction of a Southwest Reservoir, Pumping Station, Lake Michigan water connection and metering station to serve the southwest area of the Village as well as the unincorporated areas.

Facilities

Replacement of the tent at the Town Center has been deferred to FY12. Staff is looking into the need for a tent and replacement options.

Stormwater Utilities

As a result of recent floods, FY11 includes the purchase of four properties with grant funds that have experienced repetitive flood damage along with a project to change the overland flow route along Chatham Drive and Dorchester Drive. The Village awaits findings of the analysis of Klein Creek undertaken by DuPage County. Additional projects may result from that study.

CAPITAL FINANCING STRATEGY

The Village's capital financing involves decisions and long-term commitments that require planning as careful and as deliberate as the planning that is used to develop the CIP construction plan.

The CIP document includes a Capital Financing Strategy designed to assist both staff and the Board in the development of a strategy as to how to pay for these projects. A capital financing strategy should (1) limit the cost of providing capital infrastructure and equipment while meeting the Village's needs, (2) ensure financial strength and flexibility in the future, (3) assure that the residents that use the infrastructure are paying for its use and (4) strengthening the Village's standing with the bond-rating agencies, bond buyers, regulators and our customers.

CONCLUSION

Completion of the projects in the Capital Improvement Program will, for the most part, keep the majority of the Village's roadways at the "very good" rating with some possibly moving down to the "good" category. The program will keep the utility system at the "good" rating and prolong the life of its various components, provide utility capacity to meet customer demand and provide water to areas outside of the Village limits that have experienced contaminated wells.

The Capital Improvement Program is currently funded out of capital reserves. Although there are enough reserves to fund the five-year General Corporate CIP, there still is no dedicated funding source and the reserves will be depleted by FY 2017.

2011-12 CAPITAL IMPROVEMENT PROJECTS IMPACTS ON OPERATING FUNDS

1. **Fair Oaks Road Rehabilitation:** This project is the reconstruction of the pavement section and re-grading of the ditches from Lies Road to the southern Village limits.

Impact on Future Operating Budget: Will decrease the maintenance costs to the roadway. Normal maintenance operations, preservation sealing and crackfilling, will be performed.

2. **West Branch DuPage River Trail:** This project includes a 10' wide bituminous path along the east side of Fair Oaks Road from Oxford Drive to St. Charles Road, west to the West Branch of the DuPage River.

Impact on Future Operating Budget: There is no immediate impact on operations. Normal maintenance operations will be performed.

3. **Kuhn Road Trail:** This project is a 2.3 mile long shared-use path on the west side of Kuhn Road from Lies Road, ultimately connecting to the Great Western Trail.

Impact on Future Operating Budget: There is no immediate impact on operations. Normal maintenance operations will be performed.

4. **Flexible Pavement Program:** This is an annual project that involves either a 1.5" maintenance overlay or a 2" structural overlay or the total removal and replacement of the asphalt pavement section on selected streets.

Impact on Future Operating Budget: Will decrease the maintenance costs to the roadway and extend the pavement life. Pavement patching costs can be expensive. Normal maintenance operations, preservation sealing and crackfilling, will be performed.

5. **Lies Road Pavement Rehabilitation:** The upper 2.5" asphalt surface course will be removed and replaced with asphalt leveling binder and surface courses on Lies Road from Gary Avenue to Kuhn Road.

Impact on Future Operating Budget: Replacing the wearing surface will extend the pavement life and reduce maintenance repair costs. Normal maintenance operations, preservation sealing and crackfilling, will be performed.

6. **West Street/Gunderson Drive Reconstruction:** Both West Street from Della Avenue to Gunderson Drive and Gunderson Drive from West Street to Main Place will be totally reconstructed. Construction will include the addition of curb and gutter and streetlights.

Impact on Future Operating Budget: Will decrease the maintenance costs to the roadway due to the change in the surface. Pavement patching costs can be expensive.

- 7. Old Gary Avenue Rehabilitation:** The asphalt pavement will be removed and replaced and the ditches regraded to provide adequate drainage.

Impact on Future Operating Budget: Will decrease the maintenance costs to the roadway. Normal maintenance operations, presentation sealing and crackfilling, will be performed.

- 8. Thunderbird Trail Bridge Deck:** This project consists of removing the existing roadway and Spancrete bridge deck panels and installing a new cast-in-place deck and roadway surface.

Impact on Future Operating Budget: Will decrease future bridge maintenance and repair work/costs.

- 9. Gary Avenue/Lies Rd. Pedestrian Improvements:** This project entails the continuation of the existing 10' wide asphalt bike path along the north side of Lies Road to Gary Avenue.

Impact on Future Operating Budget: There is no immediate impact on operations.

- 10. Streetlight Replacement Program:** This project involves the removal and replacement of thirteen deteriorated concrete streetlight poles with standard aluminum poles and screw-in bases and the installation of energy efficient LED lighting fixtures.

Impact on Future Operating Budget: The installation of LED lighting fixtures will reduce electrical consumption by approximately 50%.

- 11. Morton Road Phase II:** The pavement will be fully reconstructed and the ditches regraded.

Impact on Future Operating Budget: Will decrease the maintenance costs to the roadway. Normal Maintenance operations, preservation sealing and crackfilling, will be performed.

- 12. Southwest Water Main Extension:** Due to the presence of contaminated wells in the unincorporated area southwest of the Village limits, a 9,000' water main is going to be built in order to provide those residents Lake Michigan water if/when its necessary.

Impact on Future Operating Budget: The maintenance cost for water mains will increase but the increase should be negligible. In addition, dependent on the number of customers that connect, the amount of water purchased will increase.

- 13. Southwest Reservoir and Pumping Station:** This project involves the construction of a ground level reservoir and pumping station to serve the southwest area of the Village as well as the unincorporated areas with clean reliable potable water.

Impact on Future Operating Budget: The new reservoir will require annual inspections and routine maintenance of the pumps, motors and valves. Periodic maintenance involving painting of the structures will also be necessary.

- 14. Southwest DPWC Connection and Metering Station:** A connection to the DuPage Water Commission's 48 inch diameter trunk line will be needed to properly supply water for the ground level reservoir and pumping station.

Impact on Future Operating Budget: The meters, piping and valves will require annual inspections and maintenance. Periodic maintenance involving painting of the structures will also be necessary.

- 15. Oswego Dr. Water Main Replacement:** An 8-inch diameter water main will be constructed along Oswego Drive from Pawnee Drive to Iroquois Trail replacing the existing rear yard water main.

Impact on Future Operating Budget: Will require routine maintenance involving hydrant flushing, valve exercising and hydrant painting.

- 16. Schmale Road Water Main Replacement:** The project consists of replacing and/or upsizing 4,800 feet of 10" and 12" cast iron pipe (CIP) with DIP along Schmale Road.

Impact on Future Operating Budget: Relocating the water main out from under the pavement will greatly lessen future repair costs.

- 17. Kuhn Road Water Main Replacement:** A total of 2,700 LF of 10" CIP will be replaced with 12" DIP along Kuhn Road from Mohican Road to Deerskin Trail.

Impact on Future Operating Budget: Relocating the water main out from under the pavement will greatly lessen future repair costs.

- 18. Aztec Drive Sanitary Sewer Replacement:** This project will replace 1,400 feet of vitrified clay pipe (VIP) with new polyvinyl chloride (PVC) pipe that has far better and fewer joints.

Impact on Future Operating Budget: Replacing or rehabilitating the deteriorated sewer sections will reduce the likelihood of pipe failures and sewer backup exposure while reducing calls for maintenance and repair.

- 19. North Avenue Sanitary Sewer Rehabilitation:** This project involves the rehabilitation of deteriorated sanitary sewers.

Impact on Future Operating Budget: Replacing or rehabilitating the deteriorated sewer sections will reduce the likelihood of pipe failures and sewer backup exposure while reducing calls for maintenance and repair.

20. Tubeway Storm Water Lift Station Replacement: This project is the replacement of the current lift station with a submersible station.

Impact on Future Operating Budget: With higher efficiency motors, there will be a decrease in the electrical demand.

21. Carol Stream Venture Flood Control: The existing sidewalk along the south side of Lies Road near the Simkus Center retention pond will be raised to direct the spillway from the pond down Dorchester Drive. The overland flow routes along Chatham Drive and Dorchester Drive will be re-established.

Impact on Future Operating Budget: Fewer responses for flood damage assistance will be necessary and vehicular access will be improved through the proper management of storm water runoff.

22. Klein Creek Flood Plain Structure Buyout: The project entails the purchase of four properties that have experienced repetitive flood damages. The structures would be demolished and the vacant land returned to open space.

Impact on Future Operating Budget: The project will permanently eliminate the exposure of four properties to floods. The returning of these four properties to open space will result in an increase in the mowing operation.

Village of Carol Stream

CAPITAL IMPROVEMENT PROGRAM

Five Year Plan: 2011-2015

CIP Projects By Fund (S000)		FY 11 Planned	FY 12 Planned	FY 13 Planned	FY 14 Planned	FY 15 Planned	Total
Roadways:							
1. Fair Oaks Road Rehabilitation	GCF	\$0	\$778	\$86	\$0	\$0	\$864
2. West Branch DuPage River Trail*	GCF	\$173	\$122	\$1,719	\$191	\$0	\$2,205
3. Kuhn Road Trail*	GCF	\$359	\$1,129	\$125	\$0	\$0	\$1,613
4. Flexible Pavement Program	GCF	\$0	\$1,575	\$0	\$1,736	\$0	\$3,311
5. Flexible Pavement Program	MFT	\$1,500	\$0	\$1,654	\$0	\$1,823	\$4,977
6. Lies Road Pavement Rehabilitation*	GCF	\$874	\$0	\$0	\$0	\$0	\$874
7. West St./Gundersen Dr. Reconst.	GCF	\$121	\$0	\$0	\$0	\$0	\$121
8. Old Gary Avenue Rehabilitation	GCF	\$0	\$0	\$0	\$0	\$304	\$304
9. Thunderbird Trail Bridge Deck Repl.	GCF	\$149	\$0	\$0	\$0	\$0	\$149
10. Gary Ave./Lies Rd. Pedestrian Impr.	GCF	\$17	\$0	\$0	\$0	\$0	\$17
11. Gary Avenue Improvements	GCF	\$100	\$0	\$0	\$0	\$0	\$100
12. Streetlight Replacement Program*	GCF	\$78	\$54	\$55	\$90	\$90	\$367
13. Morton Road Phase II	MFT	\$0	\$0	\$798	\$89	\$0	\$887
Subtotal		\$3,371	\$3,658	\$4,437	\$2,106	\$2,217	\$15,789
Water and Sewer Utilities:							
1. SW Water Main Extension	W/S	\$2,653	\$0	\$0	\$0	\$0	\$2,653
2. SW Reservoir & Pumping Station	W/S	\$0	\$0	\$0	\$0	\$3,774	\$3,774
3. SW DPWC Con. & Metering Station	W/S	\$0	\$0	\$0	\$0	\$2,659	\$2,659
4. Oswego Dr. Water Main Repl.	W/S	\$6	\$0	\$97	\$1,071	\$0	\$1,174
5. Schmale Rd. Water Main Repl.	W/S	\$0	\$0	\$0	\$114	\$1,254	\$1,368
6. Kuhn Rd. Water Main Repl.	W/S	\$0	\$0	\$0	\$0	\$67	\$67
7. Aztec Drive Sanitary Sewer Repl.	W/S	\$43	\$469	\$0	\$0	\$0	\$512
8. North Avenue Sanitary Sewer Reh.	W/S	\$0	\$43	\$400	\$0	\$0	\$443
Subtotal		\$2,702	\$512	\$497	\$1,185	\$7,754	\$12,650
Facilities:							
1. Town Center Tent Replacement	GCF	\$0	\$200	\$0	\$0	\$0	\$200
Subtotal		\$0	\$200	\$0	\$0	\$0	\$200
Stormwater Utilities:							
1. Tubeway Dr. Stormwater Lift Stat. Repl.	GCF	\$345	\$0	\$0	\$0	\$0	\$345
2. Carol Stream Venture Flood Control	GCF	\$148	\$0	\$0	\$0	\$0	\$148
3. Klein Creek Flood Plain Buyouts*	GCF	\$940	\$72	\$0	\$0	\$0	\$1,012
Subtotal		\$1,433	\$72	\$0	\$0	\$0	\$1,505
Total Expenditures All Funds:		\$7,506	\$4,442	\$4,934	\$3,291	\$9,971	\$30,144

* Partially funded through outside source(s)

Village of Carol Stream

CAPITAL IMPROVEMENT PROGRAM

Five Year Plan: 2011-15

CIP Funding By Source (\$000)	Fund	FY 11 Planned	FY 12 Planned	FY 13 Planned	FY 14 Planned	FY 15 Planned	Total
Roadways:							
1. Fair Oaks Road Rehabilitation	GCF						
- Reserves		\$0	\$778	\$86	\$0	\$0	\$864
2. West Branch DuPage River Trl.	GCF						
- Wayne Township		\$70	\$49	\$224	\$25	\$0	\$368
- Forest Preserve		\$33	\$23	\$105	\$12	\$0	\$173
- FHWA - STP-TCM		\$0	\$0	\$1,166	\$130	\$0	\$1,296
- Reserves		\$70	\$50	\$224	\$24	\$0	\$368
3. Kuhn Road Trail	GCF						
- Park District		\$73	\$67	\$7	\$0	\$0	\$147
- FHWA - STP-TCM		\$0	\$745	\$83	\$0	\$0	\$828
- FHWA - CMAQ		\$60	\$108	\$12	\$0	\$0	\$180
- Reserves		\$226	\$209	\$23	\$0	\$0	\$458
4. Flexible Pavement Program	GCF						
- Reserves		\$0	\$1,575	\$0	\$1,736	\$0	\$3,311
5. Flexible Pavement Program	MFT						
- Reserves		\$1,500	\$0	\$1,654	\$0	\$1,823	\$4,977
6. Lies Rd. Pavement Rehabilitation	GCF						
- LAPP		\$809	\$0	\$0	\$0	\$0	\$809
- Reserves		\$65	\$0	\$0	\$0	\$0	\$65
7. West St./Gundersen Dr. Reconstr.	GCF						
- Reserves		\$121	\$0	\$0	\$0	\$0	\$121
8. Morton Road - Phase II Reconstr.	MFT						
- Reserves		\$0	\$0	\$798	\$89	\$0	\$887
9. Old Gary Ave. Rehabilitation	GCF						
- Reserves		\$0	\$0	\$0	\$0	\$304	\$304
10. Thunderbird Tr. Bridge Deck Repl.	GCF						
- Reserves		\$149	\$0	\$0	\$0	\$0	\$149
11. Gary Ave./Lies Rd. Pedestrian Imp.	GCF						
- Developer		\$17	\$0	\$0	\$0	\$0	\$17
12. Gary Ave. Improvements	GCF						
- Reserves		\$100	\$0	\$0	\$0	\$0	\$100
13. Streetlight Replacement	GCF						
- DCEO		\$20	\$0	\$0	\$0	\$0	\$20
- Reserves		\$58	\$54	\$55	\$90	\$90	\$347

Village of Carol Stream

CAPITAL IMPROVEMENT PROGRAM

Five Year Plan: 2011-15

CIP Funding By Source (\$000)	Fund	FY 11 Planned	FY 12 Planned	FY 13 Planned	FY 14 Planned	FY 15 Planned	Total
<u>Water and Sewer Utilities:</u>							
1. SW Water Main Extension	W/S						
- Reserves		\$2,653	\$0	\$0	\$0	\$0	\$2,653
2. SW Reservoir & Pumping Station	W/S						
- Reserves		\$0	\$0	\$0	\$0	\$3,774	\$3,774
3. SW DPWC Connect./Metering Sta.	W/S						
- Reserves		\$0	\$0	\$0	\$0	\$2,659	\$2,659
4. Oswego Dr. Water Main Repl.	W/S						
- Reserves		\$6	\$0	\$97	\$1,071	\$0	\$1,174
5. Schmale Rd. Water Main Repl.	W/S						
- Reserves		\$0	\$0	\$0	\$114	\$1,254	\$1,368
6. Kuhn Rd. Water Main Repl.	W/S						
- Reserves		\$0	\$0	\$0	\$0	\$67	\$67
7. Aztec Dr. Sanitary Sewer Repl.	W/S						
- Reserves		\$43	\$469	\$0	\$0	\$0	\$512
8. North Ave. Sanitary Sewer Repl.	W/S						
- Reserves		\$0	\$43	\$400	\$0	\$0	\$443
<u>Facilities:</u>							
1. Town Center Tent Replacement	GCF						
- Reserves		\$0	\$200	\$0	\$0	\$0	\$200
<u>Stormwater Utilities:</u>							
1. Tubeway-Stormwater Lift Stat.Rep	GCF						
- Reserves		\$345	\$0	\$0	\$0	\$0	\$345
2. Carol Stream Venture Flood Control	GCF						
- Reserves		\$148	\$0	\$0	\$0	\$0	\$148
3. Klein Creek Flood Plain Buyouts	GCF						
- IEMA		\$705	\$54	\$0	\$0	\$0	\$759
- DuPage County		\$168	\$13	\$0	\$0	\$0	\$181
- HUD		\$67	\$5	\$0	\$0	\$0	\$72
TOTAL FUNDING		\$7,506	\$4,442	\$4,934	\$3,291	\$9,971	\$30,144
Funding Breakdown:							
Debt		\$0	\$0	\$0	\$0	\$0	\$0
Other		\$2,022	\$1,064	\$1,597	\$167	\$0	\$4,850
Reserves		\$5,484	\$3,378	\$3,337	\$3,124	\$9,971	\$25,294
Unfunded		\$0	\$0	\$0	\$0	\$0	\$0
Total		\$7,506	\$4,442	\$4,934	\$3,291	\$9,971	\$30,144
% Non-Debt		100%	100%	100%	100%	100%	100%

Village of Carol Stream
GENERAL CORPORATE FUND
CAPITAL IMPROVEMENT PROGRAM

Five Year Plan: 2011-15

Project	(000's)															
	Surplus 05/01/10	Revenue	Expend- itures	Balance 04/30/11	Revenue	Expend- itures	Balance 04/30/12	Revenue	Expend- itures	Balance 04/30/13	Revenue	Expend- itures	Balance 04/30/14	Revenue	Expend- itures	Balance 04/30/15
Construction Projects																
Fair Oaks Road Rehabilitation			0		778				86			0			0	
West Branch DuPage River Trail			173		122				1,719			191			0	
Kuhn Road Trail			359		1,129				125			0			0	
Flexible Pavement Program			0		1,575				0			1,736			0	
Lies Road Pavement Rehabilitation			874		0				0			0			0	
West St./Gundersen Dr. Reconstruction			121		0				0			0			0	
Old Gary Avenue Rehabilitation			0		0				0			0			304	
Thunderbird Trail Bridge Deck Replacement			149		0				0			0			0	
Gary Ave./Lies Rd. Pedestrian Impr.			17		0				0			0			0	
Gary Avenue Improvements			100		0				0			0			0	
Streetlight Replacement Program			78		54				55			90			90	
Town Center Tent Replacement			0		200				0			0			0	
Tubeway Stormwater Lift Station			345		0				0			0			0	
Carol Stream Venture Flood Control			148		0				0			0			0	
Klein Creek Flood Plain Buyouts			940		72				0			0			0	
Revenues																
W. Branch DuPage River Trail - WTRD		70		49		224		25				0				
W. Branch DuPage River Trail - For. Pres.*		33		23		105		12				0				
W. Branch DuPage River Trail - TCM*		0		0		1,166		130				0				
Kuhn Road Trail - Park District*		73		67		7		0				0				
Kuhn Road Trail - TCM*		0		745		83		0				0				
Kuhn Road Trail - CMAQ*		60		108		12		0				0				
Lies Road Pavement Rehabilitation - LAPP*		809		0		0		0				0				
Gary Ave./Lies Rd. Pedestrian Impr. - Developer*		17		0		0		0				0				
Streetlight Replacement Program - DCEO*		20		0		0		0				0				
Klein Creek Flood Plain Buyouts - IEMA*		705		54		0		0				0				
Klein Creek Flood Plain Buyouts - DPC*		168		13		0		0				0				
Klein Creek Flood Plain Buyouts - HUD		67		5		0		0				0				
Surplus(Deficit) Fr.Operations(Projected)		0		0		0		0				0				
Interest		245		259		218		240				211				
Cash Flow	17,500	2,267	3,304	16,463	1,323	3,930	13,856	1,815	1,985	13,687	407	2,017	12,076	211	394	11,893

* Committed Funds

Village of Carol Stream
WATER AND SEWER FUND
CAPITAL IMPROVEMENT PROGRAM

Five Year Plan: 2011-15

Project	Surplus		Expend- itures	Balance		Expend- itures	(000's) Balance		Expend- itures	Balance		Expend- itures	Balance		Expend- itures	Balance	
	05/01/10	Revenue		04/30/11	Revenue		04/30/12	Revenue		04/30/13	Revenue		04/30/14	Revenue		04/30/15	
Construction Projects																	
SW Water Main Extension			2,653		0		0			0			0				0
SW Reservoir & Pumping Station			0		0		0			0			0				3,774
SW DPWC Connection & Metering Station			0		0		0			0			0				2,659
Oswego Dr. Water Main Replacement			6		0		97			1,071							0
Schmale Rd. Water Main Replacement			0		0		0			114							1,254
Kuhn Rd. Water Main Replacement			0		0		0			0							67
Aztec Drive Sanitary Sewer Replacement			43		469		0			0							0
North Avenue Sanitary Sewer Rehabilitation			0		43		400			0							0
Revenues																	
SW Water Improvements - Debt Issuance		0			0		0			0							6,433
Surplus From Operations (Projected)		850			891		750			650							550
Interest		175			170		179			207							201
Cash Flow	12,500	1,025	2,702	10,823	1,061	512	11,372	929	497	11,805	857	1,185	11,476	7,184	7,754	10,906	

Village of Carol Stream
MOTOR FUEL TAX
CAPITAL IMPROVEMENT PROGRAM

Five Year Plan: 2011-15

Project	(000's)															
	Surplus 5/1/10	Revenue	Expend- itures	Balance 04/30/11	Revenue	Expend- itures	Balance 04/30/12	Revenue	Expend- itures	Balance 04/30/13	Revenue	Expend- itures	Balance 04/30/14	Revenue	Expend- itures	Balance 04/30/15
Operating Expenditures																
Operating Supplies			359			369			380			390				402
Crackfilling			137			144			151			159				167
Construction Projects																
Flexible Pavement Program			1,500			0			1,654			0				1,823
Morton Road Phase II Rehabilitation			0			0			798			89				0
Revenues																
MFT Allotments		1,047			1,065			1,076			1,087				1,098	
Interest		18			13			17			3				7	
Cash Flow	2,548	1,065	1,996	1,617	1,078	513	2,182	1,093	2,983	292	1,090	638	743	1,105	2,392	(544)

Village of Carol Stream

MOTOR FUEL TAX FUND

CAPITAL IMPROVEMENT PROGRAM

Detail

228

Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated FY 09-10	Budget FY 10-11	Planned FY 11-12	Planned FY 12-13	Planned FY 13-14	Planned FY 14-15
Revenue								
Intergovernmental								
Allotments	\$ 1,092,809	\$ 1,169,180	\$ 957,500	\$ 1,046,835	\$ 1,065,267	\$ 1,075,920	\$ 1,086,679	\$ 1,097,546
Interest Income	20,411	45,000	45,000	18,000	13,000	17,000	3,000	7,000
Grants	0	367,000	0	0	0	0	0	0
Subtotal	1,113,220	1,581,180	1,002,500	1,064,835	1,078,267	1,092,920	1,089,679	1,104,546
Reappropriation of Fund Balance	0	0	0	931,567	0	1,890,125	0	0
Total Revenue	\$ 1,113,220	\$ 1,581,180	\$ 1,002,500	\$ 1,996,402	\$ 1,078,267	\$ 2,983,045	\$ 1,089,679	\$ 1,104,546
Expenditures								
Contractual Services								
Crackfilling	62,824	80,000	80,000	137,000	144,000	151,000	159,000	167,000
Maintenance & Repair	2,775	1,800	1,500	2,858	2,944	3,032	3,123	3,217
Electricity	57,946	59,245	55,000	60,430	61,638	62,871	64,129	65,411
Subtotal	123,545	141,045	136,500	200,288	208,582	216,903	226,252	235,628
Commodities								
Salt	254,228	271,120	271,120	254,904	262,551	270,428	278,540	286,897
Sand	3,859	3,000	3,000	3,975	3,090	4,094	3,183	4,217
Concrete	5,136	12,000	10,000	7,610	7,838	8,073	8,315	8,565
Materials	1,757	6,000	5,000	5,376	5,537	5,703	5,874	6,050
Street Signs	8,690	8,350	4,000	8,951	9,219	9,496	9,781	10,074
Street Light Supplies	9,252	8,100	5,000	9,530	9,815	10,110	10,413	10,726
CA-6	5,345	5,600	4,500	5,768	6,056	6,238	6,425	6,618
Subtotal	288,267	314,170	302,620	296,114	304,106	314,142	322,531	333,147
Capital Outlay								
Street Resurfacing	22,614	1,097,380	2,500	1,500,000	0	2,452,000	89,000	1,823,000
Subtotal	22,614	1,097,380	2,500	1,500,000	0	2,452,000	89,000	1,823,000
Total Expenditures	\$ 434,426	\$ 1,552,595	\$ 441,620	\$ 1,996,402	\$ 512,688	\$ 2,983,045	\$ 637,783	\$ 2,391,775

Village of Carol Stream

CAPITAL IMPROVEMENT PROGRAM

Ten Year Plan: 2016-2020

		(000's)					
	Fund	FY 16	FY 17	FY 18	FY 19	FY 20	TOTAL
<u>Roadway System</u>							
1. Flexible Pavement Program	GCF	\$6,350	\$6,668	\$7,001	\$7,126	\$7,354	\$34,499
2. Vale Rd. Rehabilitation	GCF	\$0	\$0	\$0	\$225	\$0	\$225
3. Kuhn Rd. Rehabilitation	GCF	\$0	\$0	\$0	\$0	\$364	\$364
4. Streetlight Replacement	GCF	\$90	\$90	\$90	\$90	\$90	\$450
Subtotal:		<u>\$6,440</u>	<u>\$6,758</u>	<u>\$7,091</u>	<u>\$7,441</u>	<u>\$7,808</u>	<u>\$35,538</u>
<u>Water and Sewer Utilities</u>							
1. Kuhn Rd. Watermain Replacement	W/S	\$741	\$0	\$0	\$0	\$0	\$741
2. St. Charles Rd. Watermain Replacement	W/S	\$70	\$768	\$0	\$0	\$0	\$838
3. Gunderson Dr. Watermain Replacement	W/S	\$0	\$85	\$936	\$0	\$0	\$1,021
4. Thornhill Dr. Watermain Replacement	W/S	\$0	\$0	\$113	\$1,239	\$0	\$1,352
5. Western Trails Phase I Watermain Replacement	W/S	\$0	\$0	\$0	\$277	\$2,993	\$3,270
6. Western Trails Phase II Watermain Replacement	W/S	\$0	\$0	\$0	\$0	\$291	\$291
7. SW Sanitary Lift Station & Force Main	W/S	\$246	\$1,210	\$0	\$0	\$0	\$1,456
8. SW Sanitary Sewer Extension	W/S	\$0	\$59	\$637	\$0	\$0	\$696
9. St. Charles Rd. Sanitary Sewer Extension	W/S	\$0	\$0	\$0	\$0	\$295	\$295
Subtotal:		<u>\$1,057</u>	<u>\$2,122</u>	<u>\$1,686</u>	<u>\$1,516</u>	<u>\$3,579</u>	<u>\$9,960</u>
<u>Facilities</u>							
1. None	GCF	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal:		<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<u>Stormwater Utility</u>							
1. None	GCF	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal:		<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Total Expenditures All Funds:		<u><u>\$7,497</u></u>	<u><u>\$8,880</u></u>	<u><u>\$8,777</u></u>	<u><u>\$8,957</u></u>	<u><u>\$11,387</u></u>	<u><u>\$45,498</u></u>

* Partially funded through outside source(s)

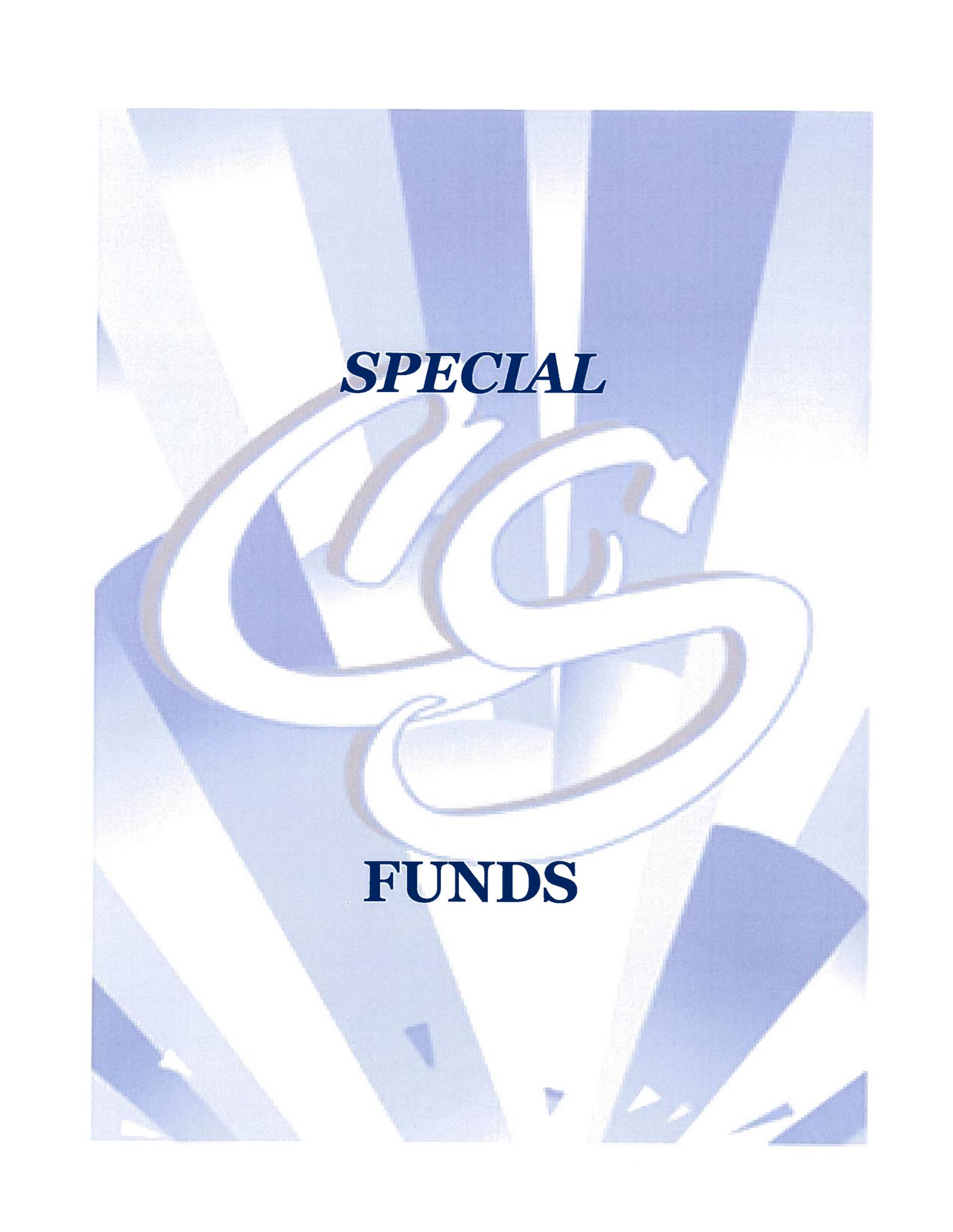
Village of Carol Stream

CAPITAL IMPROVEMENT PROGRAM

Twenty Year Plan: 2021-2030

	<u>Fund</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>
<u>Roadway System</u>											
1. Flexible Pavement Program	GCF	X	X	X	X	X	X	X	X	X	X
2. Lies Rd. Trail East*	GCF		X	X							
3. Kuhn Road Trail North*	GCF				X	X					
4. Streetlight Replacement	GCF	X	X	X	X	X	X	X	X	X	X
<u>Water and Sewer Utilities</u>											
1. St. Charles Rd. Sanitary Sewer Extension	W/S	X									
2. Fire Hydrant Replacement	W/S	X	X	X	X	X	X	X	X	X	X
3. Watermain Replacement	W/S	X	X	X	X	X	X	X	X	X	X
4. Sanitary Sewer Replacement	W/S	X	X	X	X	X	X	X	X	X	X
5. Sludge Storage Building Replacement	W/S	X									
6. Tall Oaks Lift Station Replacement	W/S				X						
7. Gary Avenue Gardens Watermain Improv	W/S								X	X	
<u>Facilities</u>											
1. New Police Station	GCF										
- Land			X								
- Construction				X							
2. Community Park Improvements*	GCF	X									
3. PW Center Fuel Storage Tank Replaceme	GCF					X					
<u>Stormwater Utility</u>											
None											

* Partially funded through outside source(s)



SPECIAL

FUNDS

LIBRARY FUND

Although not prepared or reviewed by the Village Staff, the Library budget as provided by the Library Board is included.

POLICE PENSION FUND

The Police Pension Fund expenditure budget is submitted by the Police Pension Fund Trustees. The annual municipal contribution is determined by an independent actuarial study.

TAX INCREMENT FINANCING (TIF) - GENEVA CROSSING DEBT SERVICE FUND

The TIF - Geneva Crossing Debt Service Fund is established to retire the bonds that were issued for the Geneva Crossing Tax Increment Financing District in 1997. The 1997 TIF Bonds were replaced by Senior Lien Tax Increment Revenue Refunding Bonds, Series 2005. The 2005 bonds are scheduled to be retired December 30, 2021.

Village of Carol Stream

PUBLIC LIBRARY

2010 - 2011 Budget/Appropriation

Description	Proposed Budget
Revenue	
General Fund	\$3,312,550
IMRF Fund	254,800
Insurance Fund	5,150
Audit Fund	5,510
Working Cash Fund	110
Capital Maintenance and Repair Fund	1,000
Reappropriation of Fund Balance	<u>96,847</u>
Total	\$3,675,967
Expenditures	
General Fund	3,163,135
IMRF Fund	
IMRF	171,500
FICA	128,400
Audit Fund	5,600
Liability Insurance Fund	26,372
Capital Maintenance & Repair Fund	<u>180,960</u>
Total	\$3,675,967

Due to statutory requirements, the 2011 appropriation budget supports the tax levy in December, 2010 and therefore, must be passed on or before April 30, 2010.

Village of Carol Stream

POLICE PENSION FUND

Summary

NARRATIVE

The Police Pension Fund was established to provide pensions for police officers and their dependents as determined by Illinois State statute. The annual funding level is determined by an actuarial study that is performed by a private actuary that is engaged by the Village. Both the employees and the Village contribute to the Fund. The Village's contribution is made by a transfer from the General Corporate Fund. The Fund is currently 68.7% funded and does not need to be 100% funded until the year 2033.

REVENUE/EXPENSES

Classification	Actual FY 08-09	Budget FY 09-10	Estimated FY 09-10	Proposed FY 10-11	Projected FY 11-12	Projected FY 12-13
Revenue						
Employer Contribution	\$ 729,199	\$ 955,957	\$955,957	\$1,256,813	\$1,335,364	\$1,418,825
Employee Contribution	576,570	533,731	525,000	527,823	527,823	527,823
Interest Income	(1,951,288)	1,436,775	2,021,150	1,747,215	1,804,684	1,876,852
Totals	(\$645,519)	\$2,926,463	\$3,502,107	\$3,531,851	\$3,667,871	\$3,823,500
Expenses						
Contractual Services	\$72,225	\$101,703	\$90,900	\$111,513	\$119,428	\$127,492
Other Expenses	1,007,487	1,288,537	1,147,656	1,477,420	1,631,809	1,743,400
Totals	\$1,079,712	\$1,390,240	\$1,238,556	\$1,588,933	\$1,751,237	\$1,870,892

Village of Carol Stream

POLICE PENSION FUND

Detail

Description	Actual FY 08-09	Revised Budget FY 09-10	Estimated FY 09-10	Proposed Budget FY 10-11	Projected FY 11-12	Projected FY 12-13
Revenue						
Employer Contribution	\$ 729,199	\$ 955,957	\$ 955,957	\$ 1,256,813	\$ 1,335,364	\$ 1,418,825
Employee Contribution	576,570	533,731	525,000	527,823	527,823	527,823
Interest Income - Gov. Secur.	387,416	1,066,775	425,000	1,184,501	1,182,379	1,191,605
Interest Income - IL Funds	11,878	10,000	850	850	1,000	1,200
Interest Income - FNMA's	35,957	0	20,000	0	0	0
Interest Income - Banks	5,860	5,000	300	350	600	600
Appreciation - Separate Acct.	(3,287,108)	280,000	1,500,000	486,514	545,705	608,447
Gain/(Loss)	894,709	75,000	75,000	75,000	75,000	75,000
Total Revenue	\$ (645,519)	\$ 2,926,463	\$ 3,502,107	\$ 3,531,851	\$ 3,667,871	\$ 3,823,500
Expenses						
Contractual Services						
Meetings	3,212	5,200	3,700	6,000	6,000	6,000
Dues & Subscriptions	900	1,300	1,300	1,500	1,500	1,500
Legal Fees	0	1,000	0	1,000	1,000	1,000
Accounting Services	0	0	0	12,500	13,000	13,500
Banking Services	2,426	2,000	2,600	3,000	3,000	3,000
Management Fee	62,388	88,728	80,000	84,038	91,453	99,017
Bonding & Insurance	3,059	3,100	3,000	3,100	3,100	3,100
Secretary Services	240	375	300	375	375	375
Subtotal	72,225	101,703	90,900	111,513	119,428	127,492
Other Expenses						
Retirement Members	977,099	1,254,570	1,100,000	1,441,570	1,595,009	1,705,650
State Filing Fee	4,866	4,117	5,109	5,500	6,000	6,500
Emp. Contribution Refund	0	5,000	17,697	5,000	5,000	5,000
Disability - Members	24,807	24,600	24,600	25,050	25,500	25,950
Contingency	715	250	250	300	300	300
Subtotal	1,007,487	1,288,537	1,147,656	1,477,420	1,631,809	1,743,400
Total Expenses	\$ 1,079,712	\$ 1,390,240	\$ 1,238,556	\$ 1,588,933	\$ 1,751,237	\$ 1,870,892

Village of Carol Stream

DEBT SERVICE FUND

Revenue/Expenditures & Changes in Fund Balance Summary

Description	Actual FY 07-08	Actual FY 08-09	Estimated FY 09-10	Proposed FY 10-11	Projected FY 11-12	Projected FY 12-13
Beginning Balance, May 1	\$ 918,585	\$ 1,087,401	\$ 1,269,316	\$ 1,445,549	\$ 1,616,706	\$ 1,769,475
Revenue/Source						
Incremental Taxes	323,232	382,529	400,376	365,598	372,910	380,369
Interest Income	42,790	17,344	755	1,500	2,000	2,500
Transfer from General						
Corporate Fund	173,572	153,214	148,475	173,719	148,594	153,566
Other Transfers						
Total Revenue/Sources	539,594	553,087	549,606	540,817	523,504	536,435
Expenditures/Uses						
Principal Retirement	190,000	195,000	205,000	210,000	220,000	230,000
Interest and Fiscal Charges	180,778	173,172	165,373	156,660	147,735	138,110
Payment to Escrow Agent	0	3,000	3,000	3,000	3,000	3,000
Total Expenditures/Uses	370,778	371,172	373,373	369,660	370,735	371,110
Ending Balance, April 30	\$ 1,087,401	\$ 1,269,316	\$ 1,445,549	\$ 1,616,706	\$ 1,769,475	\$ 1,934,800
Reserved for Debt Service						
Totals	\$ 1,087,401	\$ 1,269,316	\$ 1,445,549	\$ 1,616,706	\$ 1,769,475	\$ 1,934,800

Village of Carol Stream

TAX INCREMENT FINANCING DISTRICT GENEVA CROSSING DEBT SERVICE FUND

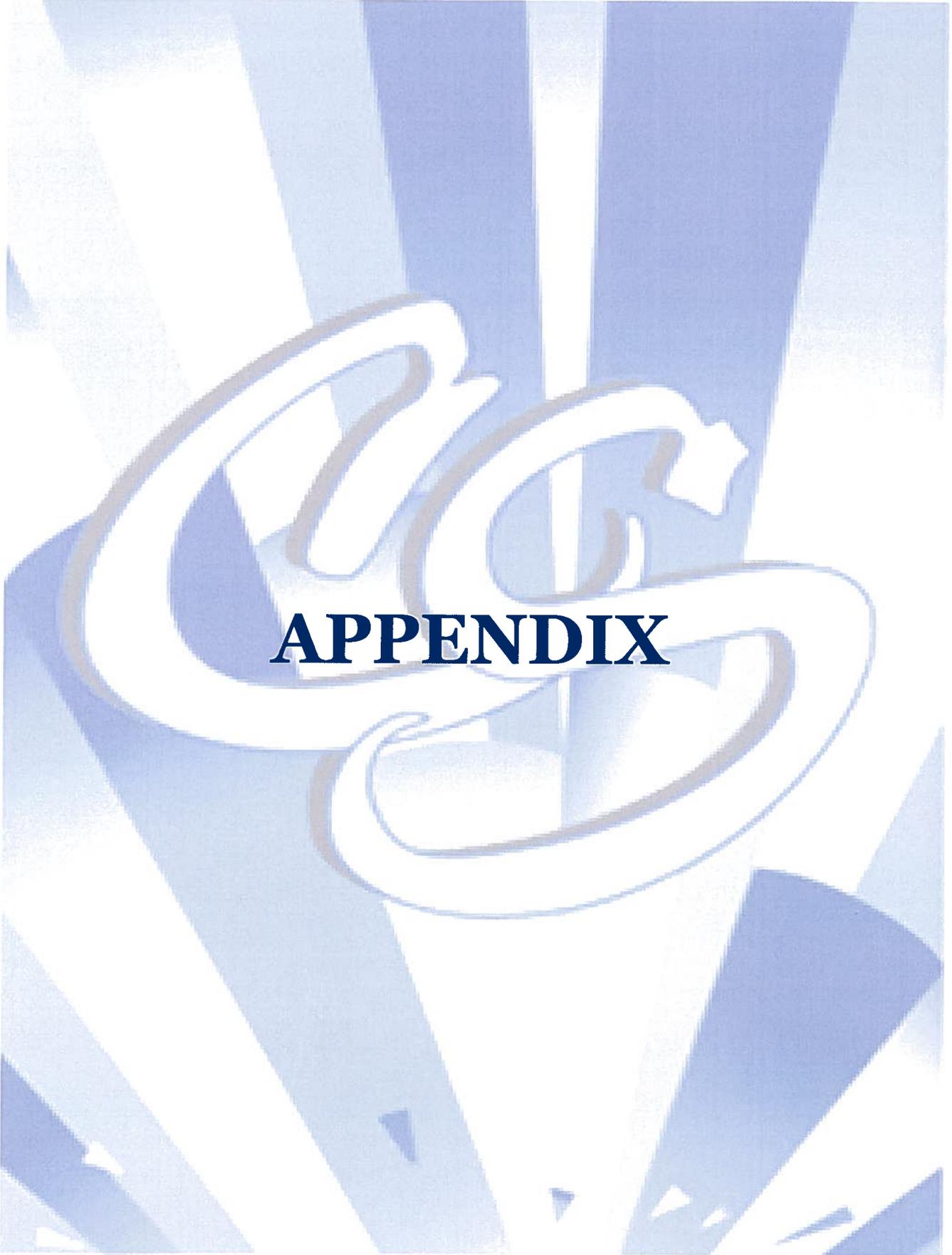
Summary

NARRATIVE

The Tax Increment Financing (TIF) District - Geneva Crossing Debt Service Fund was set up in 1997 to retire the \$4.8 million in bonds that were issued for the Geneva Crossing Tax Increment Financing District. In 2005, this issue was refinanced so as to take advantage of the favorable interest rate environment. This shopping center is anchored by a 71,000 square foot Dominick's Finer Foods grocery store.

REVENUE/EXPENDITURE

Classification	Actual 2008-09	Budget 2009-10	Estimated 2009-10	Proposed 2010-11	Projected 2011-12	Projected 2012-13
Revenue						
Incremental Taxes	\$382,529	\$363,403	\$400,376	\$365,598	\$372,910	\$380,369
Interest Income	17,344	20,056	755	1,500	2,000	2,500
Transfer from General Corporate Fund	153,214	211,647	148,475	173,719	148,594	153,566
Totals	\$553,087	\$595,106	\$549,606	\$540,817	\$523,504	\$536,435
Expenditures						
Principal Retirement	\$195,000	\$205,000	\$205,000	\$210,000	\$220,000	\$230,000
Interest & Fiscal Charges	173,172	165,373	165,373	156,660	147,735	138,110
Payment to Escrow Agent	3,000	3,000	3,000	3,000	3,000	3,000
Totals	\$371,172	\$373,373	\$373,373	\$369,660	\$370,735	\$371,110



APPENDIX

Village of Carol Stream

FINANCIAL PLAN & ANNUAL BUDGET

Preparation Calendar – 2011-13

<u>Due Dates</u>	<u>Activity</u>
A. Monday, October 12, 2009	Financial Plan instructions distributed to Executive Team.
B. Friday, October 23, 2009	Executive Teams review and update their 5-year forecast pertaining to personnel and capital items
C. Monday, November 2, 2009	Village Board meets to discuss policies, goals and objectives
D. Monday, November 2, 2009	Finance Department submits salary, wages and health insurance cost figures to Departments. Public Works submits gas/oil and maintenance costs to Departments.
E. Monday, November 2, 2009	Executive Team meets as a group to discuss 5-year forecasts.
F. Friday, November 13, 2009	Line item budgets, including justifications, are due.
G. Friday, December 4, 2009	Initial review of the Operating Budget requests are completed by the Budget Team and returned to the Executive Team to implement revisions.
H. Wednesday, December 9, 2009	Financial Plan narratives are due.
I. Thursday, December 17, 2009	Department Heads receive Financial Plan revisions.
J. Monday, January 4, 2010	Executive Team submits their completed Annual Operating Budget and Financial Plan to the Village Manager. Finance submits revenue projections to the Village Manager.
K. Friday, January 8, 2010	Finance Department submits non-departmental budgets to the Village Manager. Budgets are sent back to Executive Team for final revisions.
L. Friday, January 15, 2010	Executive Team submits their final revised Annual Operating Budgets and Financial Plans to the Village Manager.

Village of Carol Stream

FINANCIAL PLAN & ANNUAL BUDGET

Preparation Calendar – 2011-13

<u>Due Dates</u>	<u>Activity</u>
M. Tuesday, January 26, 2010	Proposed Financial Plan and Annual Budget is delivered to the Village Board. Financial Plan and 2010-11 Annual Budget workshops are scheduled.
N. Thursday, February 18, 2010	Notice of Public Hearing for the Annual Budget is prepared.
O. Monday, February 22, 2010	Preparation of Revised Financial Plan and 2010-11 Annual Budget incorporating changes from budget workshops.
P. Wednesday, February 24, 2010	Public display of proposed 2011-13 Financial Plan and 2010-11 Annual Budget.
Q. Monday, March 1, 2010	Notice of public hearing on the 2011-13 Financial Plan and 2010-11 Annual Budget is published.
R. Monday, April 5, 2010	Public hearing is held along with the adoption of the 2011-13 Financial Plan and 2010-11 Annual Budget.
S. Sunday, April 11, 2010	Notice of Financial Plan and Annual Budget adoption is published.
T. Monday, October 4, 2010	2010 tentative tax levy established.
U. October, 2010	Calendar will repeat for the 2012-14 planning process and will be distributed in October, 2010.

- A. The Financial Plan Instruction Booklet was distributed to Department Heads on Monday, October 12, 2009. Department Heads are to familiarize themselves with this year's revisions to the Financial Plan documents to be used in the financial planning process. If any questions or comments arise, bring them to the attention of Bob Mellor or Stan Helgerson.
- B. Department Heads are to review and update their five-year forecasts.
- C. Discussions will include a review of Financial Policies, Goals and Objectives.
- D. Department Heads will receive preliminary salary and wage cost figures. These cost figures should be included in the Department Annual Budget line item requests.

Public Works Director will tabulate the previous year's gas/oil and maintenance figures and calculates and distributes three-year projections for same. Also, the Public Works Director will compile the capital/utility costs for the municipal garage and will pro-rate these back to the other departments. These projections are to be included in the Departmental Annual Budget line item requests.

- E. Executive Team will meet to discuss the five-year plans and updates.
- F. Department Heads are to submit their Departmental Annual Budgets (line item requests) to the Finance Director, including supporting documents justifying changes in activities and service levels. This includes written quotes with appropriate inflationary indices factored in for work to be done at a later date. All background information/literature used to support these requests should be made available to Administration at this time.

1. Department Summary Sheet.

Departmental Financial Plan requests are categorized by: salaries and wages, contractual services, commodities and capital outlay. Expenditure summaries are to be presented in column format divided to present an historical view of the department's financial plan. Column headings will be designated as 2008-09 Actual, 2009-10 Revised Budget, 2010-11 Estimated, 2010-2011 Proposed Budget, 2011-2012 Projected, and 2012-2013 Projected. Department Heads are to include the number of their authorized positions and a brief summary of the departmental programs.

2. Program Summary Sheet:

Departmental programs are to be categorized by salaries and wages, contractual services, commodities and capital outlay.

3. Line Item Financial Plan Requests:

The Department summary totals are the total of the individual line item accounts. As with the departmental summary sheet, the columns will be divided to present an historical view of the department's Financial Plan. Column headings will be designated as 2008-09 Actual, 2009-10 Revised Budget, 2009-10 Estimated, 2010-2011 Proposed Budget, 2011-2012 Projected, and 2012-2013 Projected.

In addition to the Departmental Financial Plan requests outlined above, Department Heads shall submit a line item justification sheet (Exhibit 6) which details major expenditure changes (10%+) in the departmental line item Financial Plan and a departmental expenditure spread sheet. Justification sheets will not be included in the Village Manager's submitted Financial Plan document; however, they will be used by the Manager to review the Departmental Financial Plan requests.

Also, Department Heads should also include Exhibit 7, the summary of the program budgets.

- G. Department Heads will meet with members of the Budget Team to review the Departmental Financial Plans and proposed Capital Improvement Program. This will most likely be done within the first two weeks of December.
- H. Five copies of the Financial Plan Details are to be submitted to the Finance Director's Office. Please use the current format.

Each departmental program is to include a narrative section and designated sections for accomplishments, objectives and an expense summary. The Accomplishments should include highlights from your department for the current budget year. Please refer to the objectives detailed in your 2009-10 budget when preparing the Accomplishments section. The Objectives section should include plans for the three year Financial Plan.

- I. Financial Plan revisions will be given to Department Heads.
- J. Department Heads will make the necessary changes to their Departmental Annual Budgets and Financial Plans and submit the revised documents by Friday, January 15, 2010.

Finance will provide revenue projections to the Village Manager.

- K. The Village Manager will review all final Departmental requests in relation to revenue projections and return any budgets which need final revisions. Finance Department will submit all the non-departmental budgets to the Village Manager.
- L. All Annual Operating Budgets and Financial Plans are due in final form.

- M. The Village Board will receive the proposed Financial Plan along with their regular Board agenda packet. This will allow Board members an opportunity to read and begin their analysis of the document.

Budget workshops will provide the Village Board an opportunity to discuss and analyze the proposed Financial Plan and Capital Improvement Program in detail. Administrative staff will prepare themselves to respond to any and all questions the Board may have. If any Board members wish to have certain information available at these workshops, it is suggested they contact the Village Manager in advance so the requested information/documentation can be made available.

- N. Arrangements will be made with the Daily Herald to publish the notice for the Financial Plan Hearing in the newspaper.
- O. Administration and Finance will work with Department Heads to incorporate all revisions to the proposed Annual Budget and Financial Plan which result from Village Board direction offered during Budget workshops.
- P. The proposed 2011-13 Financial Plan and 2010-11 Annual Budget will be on display at the Village Hall.
- Q. Administration and Finance staff will prepare and publish the notice of public hearing regarding the Financial Plan and 2010-11 budget element and will prepare a copy of the proposed Financial Plan, including the Financial Plan workshop changes for public display.
- R. The combined 2011-2013 Village of Carol Stream Financial Plan will be presented for approval at a public hearing during the regular Village Board meeting. The 2010-11 budget will also be considered for adoption at this time.
- S. The Notice of the adoption of the Financial Plan and Annual Budget is published.
- T. The 2010 tentative tax levy is established.
- U. The budget calendar will repeat for the 2012-14 planning process and will be distributed in October, 2010.

**CERTIFICATE OF PUBLICATION
NOTICE OF PUBLIC HEARING**

INSERT BUDGET ORDINANCE

INSERT BUDGET ORDINANCE

INSERT BUDGET ORDINANCE

The modified accrual basis of accounting is used for all governmental fund types and agency funds. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period. Property taxes are recognized when they become both measurable and available in accordance with GASB Codification Section P70. A one-year availability period is used for revenue recognition for all other governmental fund revenues. Expenditures are recorded when the related fund liability is incurred. Principal and interest on general long-term debt are recorded as fund liabilities when due or when amounts have been accumulated in the debt service fund for payments to be made early in the following year.

Those revenues susceptible to accrual are property taxes, franchise taxes, licenses, interest revenue, and charges for services. Sales income, and motor fuel taxes collected and held by the state at year-end on behalf of the Village of Carol Stream are also recognized as revenue.

The accrual basis of accounting is utilized for proprietary fund types, pension trust funds, and nonexpendable trust funds. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred.

Deferred revenue is reported on the combined balance sheet. Deferred revenues arise when a potential revenue does not meet both the "measurable" and "available" criteria for recognition in the current period. Deferred revenues also arise when resources are received before there is a legal claim to them, as when grant monies are received prior to the incurrence of qualifying expenditures. In subsequent periods, when both revenue recognition criteria are met, or when the resources can be legally claimed, the liability for deferred revenue is removed from the combined balance sheet and revenue is recognized.

Budgets

The budget reflects the modified accrual basis of accounting. Under this basis, revenues are budgeted for the fiscal year in which they are susceptible to accrual, that is they are both measurable and available. Available means collectible within the budget year or soon enough thereafter to be used to pay liabilities of the budget year. Expenditures are recorded in the budget year in which the fund liability is incurred, if measurable.

Encumbrances represent commitments related to unperformed contracts for goods or services. Encumbrance accounting--under which purchase orders, contracts and other commitments for the expenditure of resources are recorded to reserve that portion of the applicable appropriation--is utilized for the governmental funds. Material encumbrances outstanding at year end, if any, are governmental reservation of fund balances and do not constitute expenditures or liabilities because the commitments will be honored during the subsequent year.

Village of Carol Stream

Procedure for Amending Budgets/Bond Indebtedness

Procedure for Amending Village Budgets

The Village Manager has the authority to approve budget transfers where the amount, in total, does not exceed \$5,000 and the transfer is within the same department. Any transfers in excess of \$5,000 and/or transfers between departments, must be presented to the Village Board for their approval. Any increase or decrease to the budget, in the form of a budget amendment must also be presented to the Village Board for their approval. Pertaining to program budgets, the Village Manager has the authority to approve budget transfers, in any amount, between programs within the same department as long as the total amount of the department's budget does not change.

Carol Stream Public Library

The budget for the Carol Stream Public Library is prepared and administered by their Board of Trustees. The Library Board provides the Village with its budget totals so that the Village can include them in its budget document. The Village must include the library's budget in its budget document because the tax levy, for the library, is based on the approved budget of the Village. The Village is required to levy taxes for the library (Illinois Revised Statutes 81-3-5).

Bond Indebtedness

The Village, under its home rule authority, does not have a legal debt limit. The Village has no immediate plans for issuing bonds.

Shall the annual library tax for maintenance and operation in (insert name of city) be increased from (insert present tax) to (insert proposed tax)?	YES	
	NO	

Laws 1965, p. 1402, § 3-3, eff. July 12, 1965. Amended by P.A. 76-693, § 1, eff. Aug. 7, 1969; P.A. 81-1489, § 70, eff. Dec. 1, 1980.
 Formerly III.Rev.Stat.1991, ch. 81, ¶ 3-3.

5/3-4. Tax levy in towns, villages, or townships—Rate—Election on increase or termination of tax—Limitations

§ 3-4. When the electors of an incorporated town, village or township have voted to establish and maintain a public library as provided in Section 2-2, the corporate authorities of such incorporated town, village or township shall levy an annual tax for the establishment and maintenance of such library, not exceeding .15% of the value as equalized or assessed by the Department of Revenue. If the petition and ballots so specify in the original establishment as set forth in Section 2-2 of this Act, the corporate authorities may levy a tax in excess of .15%, not to exceed the rate specified in such establishment petition and ballot, but in any event not to exceed .60% of the value as equalized and assessed by the Department of Revenue. If the annual public library tax rate of an established library was increased above .12% up to .20% prior to 1972 as provided in this Act, the corporate authorities shall then levy up to an additional .03% above the increased rate approved at the referendum. Such tax rate may be increased to not to exceed .60% of the value, as equalized or assessed by the Department of Revenue, or the excess tax shall no longer be levied, if the electors of such incorporated town, village or township shall so determine by referendum at any regular election. Such referendum shall be petitioned for in the manner as the referendum for the establishment and maintenance of the library. Any tax levied pursuant to Section 3-9 shall be disregarded in applying the provisions of this Section.

The corporate authorities may also levy an additional tax of .02% of the value of all the taxable property in the incorporated town, village or township, as equalized or assessed by the Department of Revenue, for the purchase of sites and buildings, for the construction and equipment of buildings, for the rental of buildings required for library purposes, and for maintenance, repairs and alterations of library buildings and equipment. In any year in which the corporate authorities propose to levy such additional .02% tax, the corporate authorities shall adopt a resolution determining to levy such tax. Within 15 days after the adoption of the resolution, it shall be published at least once in one or more newspapers published in the incorporated town, village or township, or if no newspaper is published therein, then in one or more newspapers with a general circulation therein. In an incorporated town, village or township in which no newspaper is published, publication may instead be made by posting a notice in three prominent places. The publication or posting of the resolution shall include a notice of (1) the specific number of voters required to sign a petition requesting that the question of the adoption of the resolution be submitted to the electors of the incorporated town, village or township; (2) the time in which the petition must be filed; and (3) the date of the prospective referendum. The clerk of the incorporated town, village or township, shall provide a petition form to any individual requesting one. If no petition is filed with the corporate authorities within 30 days after publication or posting of the resolution, the incorporated town, village or township shall then be authorized to levy the tax. However, if within the 30 day period, a petition is filed with the

corporate authorities, signed by electors of the incorporated town, village or township equal in number to 10% or more of the total number of registered voters in the incorporated town, village or township, asking that the question of levying such a .02% tax be submitted to the electors thereof, the question shall be submitted at a special or general election. Notice of this election shall be given as provided by the general election laws of this state in force at the time of the election, and the election shall be held in all respects in accordance with those laws. The ballot on which the proposition is submitted shall be in substantially the following form: "Shall the corporate authorities of (name of incorporated town, village or township) be authorized to levy an additional tax of _____% for the construction of buildings, provision of sites, etc., as determined by resolution of _____, 19__?" If a majority of votes cast upon the proposition are in favor thereof, the corporate authorities may levy the additional tax.

Laws 1965, p. 1402, § 3-4, eff. July 12, 1965. Amended by Laws 1967, p. 996, § 1, eff. July 1, 1967; Laws 1967, p. 2717, § 1, eff. Aug. 7, 1967; Laws 1968, p. 281, § 1, eff. July 1, 1969; P.A. 76-662, § 1, eff. Aug. 6, 1969; P.A. 76-2586, § 1, eff. July 14, 1970; P.A. 80-406, § 1, eff. Oct. 1, 1977; P.A.80-1152, § 1, eff. July 1, 1978; P.A. 80-1153, § 1, eff. July 1, 1978; P.A. 80-1364, § 33, eff. Aug. 13, 1978; P.A. 81-1489, § 70, eff. Dec. 1, 1980; P.A. 81-1509, Art. IV, § 74, eff. Sept. 26, 1980; P.A. 82-1014, Art. 11, § 12, eff. Jan. 1, 1983; P.A. 84-832, Art. III, § 10, eff. Sept. 23, 1985; P.A- 84-982, § 1, eff. Sept. 25, 1985; PA 85-751, § 1, eff. Jan. 1, 1988; P.A. 87-767, § 108, eff. Jan. 1, 1992.
 Formerly III.Rev.Stat.1991, ch. 81, ¶ 3-4.

5/3-5. Levy and collection of taxes—Disposition of proceeds

§ 3-5. The library taxes provided for in this Act shall be levied by the corporate authorities in the amounts determined by the board and collected in like manner with other general taxes of the city, village, incorporated town or township and the proceeds shall be deposited in a special fund, which shall be known as the library fund. In townships and in cities, villages and incorporated towns having a population of 50,000 or less the proceeds of any such tax shall be paid over by the officer charged with the collection thereof to the board of trustees of the library. Expenditures from the library fund shall be under the direction of the board of library trustees.

Laws 1965, p. 1402, § 3-5, eff. July 12, 1965. Amended by Laws 1967, p. 2719, § 1, eff. Aug. 7, 1967; PA 76-662, § 1, eff. Aug. 6, 1969; PA 84-770, § 1, eff. Jan. 1, 1986.
 Formerly III.Rev.Stat.1991, ch. 81, ¶ 3-5.

5/3-6. Library taxes—Status for limitation purposes

§ 3-6. The library taxes provided for in this Article are in addition to all other taxes or tax rates authorized to be levied by any city, incorporated town, village or township and shall not be a part of the taxes malting up any rate prescribed as a limitation on the amount of taxes any city, incorporated town, village or township may levy.

Laws 1965, p. 1402, § 3-6, eff. July 12, 1965. Amended by Laws 1967, p. 2717, § 1, eff. Aug. 7, 1967.
 Formerly III.Rev.Stat.1991, ch. 81, ¶ 3-6.

(b) Compile an annual budget in accordance with Section 8-2-9.3.

(c) Examine all books and records of all municipal departments, commissions, and boards which relate to monies received by the municipality, municipal departments, commissions, and boards, and paid out by the municipality, municipal departments, commissions, and boards, debts and accounts receivable, amounts owed by or to the municipality, municipal departments; commissions, and boards.

(d) Obtain such additional information from the municipality, municipal departments, commissions, and boards as may be useful to the budget officer for purposes of compiling a municipal budget, such information to be furnished by the municipality, municipal departments, commissions, and boards in the form required by the budget officer. Any department, commission or board which refuses to make such information as is requested of it available to the budget officer shall not be permitted to make expenditures under any subsequent budget for the municipality until such municipal department, commission, or board shall comply in full with the request of the budget officer.

(e) Establish and maintain such procedures as shall insure that no expenditures are made by the municipality, municipal departments, commissions, or board except as authorized by the budget.

Laws 1961, p. 576, § 8-2-9.2, added by Laws 1967, p. 3494, § 1, eff. Sept. 1, 1967. Amended by P.A. 76-1117, § 1, eff. Aug. 28, 1969.

Formerly III.Rev.SWt.1991, ch. 24, ¶ 8-2-9.2.

5/8-2-9.3. Compilation and contents of budget

§ 8-2-9.3. Compilation and contents of budget. The municipal budget officer shall compile a budget, such budget to contain estimates of revenues available to the municipality for the fiscal year for which the budget is drafted, together with recommended expenditures for the municipality and all of the municipality's departments, commissions, and boards. Revenue estimates and expenditure recommendations shall be presented in a manner which is in conformity with good fiscal management practices. Substantial conformity to a chart of accounts, now or in the future, recommended by the National Committee on Governmental Accounting, (or) the Auditor of Public Accounts of the State of Illinois, or the Division of Local Governmental Affairs and Property Taxes of the Department of Revenue of the State of Illinois or successor agencies shall be deemed proof of such conformity. The budget shall contain actual or estimated revenues and expenditures for the two years immediately preceding the fiscal year for which the budget is prepared. So far as is possible, the fiscal data for such two preceding fiscal years shall be itemized in a manner which is in conformity with the chart of accounts approved above. Each budget shall show the specific fund from which each anticipated expenditure shall be made.

Laws 1961, p. 576, § 8-2-9.3, added by Laws 1967, p. 3494, § 1, eff. Sept. 1, 1967. Amended by P.A. 76-1117, § 1, eff. Aug. 28, 1969.

Formerly III.Rev.,Stat.1991, ch. 24, ¶ 8-2-9.3.

5/8-2-9.4. Passage of annual budget-Effect

§ 8-2-9.4. Passage of annual budget-Effect. Passage of the annual budget by the corporate authorities shall be in lieu of passage of the appropriation ordinance as required by Section 8-2-9 of this Act. The annual budget need not be published except in a manner provided for in Section 8-2-9.9.

The annual budget shall be adopted by the corporate authorities before the beginning of the fiscal year to which it applies.

Laws 1961, p. 576, § 8-2-9.4, added by Laws 1967, p. 3494, § 1, eff. Sept. 1, 1967. Amended by P.A. 76-1117, § 1, eff. Aug. 28, 1969.

Formerly III.Rev.Stat.1991, ch. 24, ¶ 8-2-9.4.

5/8-2-9.5. Capital improvement, repair or replacement fund

§ 8-2-9.5. In the preparation by the municipal budget officer of the annual budget, an amount not to exceed 3% of the equalized assessed value of property subject to taxation by the municipality may be accumulated in a separate fund for the purpose or purposes of specific capital improvements, repairs, and/or replacements of specific types of municipal equipment or other tangible property, both real and personal, to be designated as the "Capital Improvement, Repair or Replacement Fund". Expenditures from the Capital Improvement, Repair or Replacement Fund shall be budgeted in the fiscal year in which the capital improvement, repair or replacement will occur. Upon the completion or abandonment of any object for which the Capital Improvement, Repair or Replacement Fund, or should any surplus monies remain after the completion or abandonment of any object for which the Capital Improvement, Repair or Replacement Fund was inaugurated, then such funds no longer necessary for capital improvement, repair or replacement shall be transferred into the general corporate fund of the municipality on the first day of the fiscal year following such abandonment, completion, or discovery of surplus funds.

Laws 1961, p. 576, § 8-2-9.5, added by Laws 1967, p. 3494, § 1, eff. Sept. 1, 1967. Amended by P.A. 76-1117, § 1, eff. Aug. 28, 1969; P.A. 84-147, § 1, eff. Jan. 1, 1986.

Formerly III.Rev.Stat.1991, ch. 24, ¶ 8-2-9.5.

5/8-2-9.6. Revision of annual budget

§ 8-2-9.6. Revision of annual budget. The corporate authorities may delegate authority to heads of municipal departments, boards, or commissions to delete, add to, change or create sub-classes within object classes budgeted previously to the department, board, or commission, subject to such limitation or requirement for prior approval by the budget officer or executive officer of the municipality as the council, upon a two-thirds vote of the corporate authorities then holding office, may establish. By a vote of two-thirds of the members of the corporate authorities then holding office, the annual budget for the municipality may be revised by deleting, adding to, changing or creating sub-classes within object classes and object classes themselves. No revision of the budget shall be made increasing the budget in the event funds are not available to effectuate the purpose of the revision.

Laws 1961, p. 576, § 8-2-9.6, added by Laws 1967, p. 3494, § 1, eff. Sept. 1, 1967. Amended by P.A. 76-1117, § 1, eff. Aug. 28, 1969.

Formerly III.Rev.Stat.1991, ch. 24, ¶ 8-2-9.6.

5/8-2-9.7. Funds for contingency purposes

§ 8-2-9.7. Funds for contingency purposes. The annual budget may contain money set aside for contingency purposes not to exceed ten percent of the total budget, less the amount set aside for contingency purposes, which monies

Village of Carol Stream

Fund Balances of Governmental Funds

Last Ten Fiscal Years

April 30, 2009

	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009
General Fund										
Reserved	\$ 142,775	\$ 539,555	\$ 630,299	\$ 868,062	\$ 888,961	\$ 749,188	\$ 1,010,119	\$ 962,520	\$ 929,120	\$ 976,841
Unreserved - Designated										
Designated for Contingency ¹					1,085,000	1,085,000	1,085,000			
Designated for Stormwater Improve.					358,000	358,000	358,000	358,000	358,000	358,000
Designated for Capital Projects				250,000	250,000					
Designated for Capital Outlay ²						14,016,396				
Designated for Tree Replacement ³									2,250,000	2,185,825
Designated for TIF Clos	111,444									
Unreserved - Undesignate	22,853,297	24,148,818	25,373,220	24,407,372	23,998,425	13,143,003	16,984,853	18,568,043	19,372,702	17,186,250
Total General Fund	\$ 23,107,516	\$ 24,688,373	\$ 26,003,519	\$ 25,525,434	\$ 26,580,386	\$ 29,351,587	\$ 19,437,972	\$ 19,888,563	\$ 22,909,822	\$ 20,706,916
All Other Governmental Funds										
Reserved	\$ 2,293,326	\$ 2,792,540	\$ 3,191,171	\$ 3,257,999	\$ 3,326,876	\$ 3,833,069	\$ 3,784,227	\$ 3,460,819	\$ 2,328,939	\$ 3,189,648
Unreserved, reported in										
Special Revenue Funds	552,669	303,806	279,378	265,781	370,415	93,311	-	-	-	-
Capital Project Funds	-	-	-	-	-	-	13,889,007	16,650,004	18,385,025	20,520,802
Total Other GovT. Funds	\$ 2,845,995	\$ 3,096,346	\$ 3,470,549	\$ 3,523,780	\$ 3,697,291	\$ 3,926,380	\$ 17,673,234	\$ 20,110,823	\$ 20,713,964	\$ 23,710,450

Data Source

Audited Financial Statements

¹ Unreserved designated for Contingency is for pending class action lawsuit relating to the Infrastructure Maintenance Fee collected during 1998-2002.

Resolution of the class action lawsuit was completed during the fiscal year 2007. Resulting in the \$59,598 reserve of fund balance. The reserve is to be used for certain types of programs or projects that were previously unfunded by the Village.

² Unreserved designated for Capital Outlay is to be used for the CIP Fund created in fiscal year 2006.

³ Unreserved designated for Tree Replacement is to be used for the replacement of ash trees infected with the Emerald Ash Borer. Fiscal years 2009-2012 \$64,175.00 has been allocated to replace infested trees. Fiscal years 2013-2016 \$72,750.00 will be allocated.

Village of Carol Stream

Changes In Fund Balances of Governmental Funds

Last Ten Fiscal Years

April 30, 2009

	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009
Revenues										
Taxes ³	\$ 16,782,671	\$ 14,669,961	\$ 13,906,852	\$ 13,809,689	\$ 15,187,406	\$ 16,737,100	\$ 17,818,453	\$ 18,049,175	\$ 18,623,131	\$ 17,996,351
Licenses and Permits	1,393,245	988,926	1,008,961	1,057,415	1,322,128	1,059,311	1,245,454	1,158,955	1,187,301	972,620
Intergovernmental	1,390,055	1,481,240	1,267,092	1,231,845	1,229,211	1,302,149	1,286,806	1,332,193	1,301,693	1,360,104
Fines and Forfeitures	553,822	516,655	474,092	595,083	627,252	771,834	972,417	1,250,782	1,110,781	757,214
Charges for Services	1,959,417	1,184,448	1,127,211	1,106,378	1,036,183	1,008,026	1,028,717	1,166,143	1,471,106	1,560,372
Investment Income	1,201,093	1,734,375	1,003,516	669,844	292,862	491,993	1,246,389	1,921,530	2,040,597	1,015,870
Miscellaneous	420,957	207,124	231,993	332,162	747,869	213,847	339,207	767,854	1,520,247	659,627
Total Revenues	23,701,260	20,782,729	19,019,717	18,802,416	20,442,911	21,584,260	23,937,443	25,646,632	27,254,856	24,322,158
Expenditures										
General Government	4,506,549	3,857,060	4,275,162	4,132,589	4,170,312	4,418,125	4,679,087	5,075,030	5,146,393	5,603,219
Public Safety	6,194,449	7,162,549	7,917,016	8,202,988	8,724,147	9,244,140	10,181,294	10,722,645	11,387,611	12,011,131
Highways and Streets	5,951,214	7,212,635	4,691,090	6,640,442	5,857,420	4,448,230	3,924,822	4,791,012	5,833,446	3,597,827
Debt Service										
Principal	60,000	70,000	85,000	100,000	115,000	135,000	205,000	180,000	190,000	195,000
Interest	476,294	364,612	359,100	352,406	344,531	335,475	227,642	187,973	180,778	176,172
Other Charges	27,500	4,501	3,000	3,075	3,038	3,000	162,036	3,000	-	-
Capital Outlay							623,662	1,932,061	892,228	2,029,429
Intergovernmental ²	2,372,958	-	-	-	-	-	-	-	-	-
Total Expenditures¹	19,588,964	18,671,357	17,330,368	19,431,500	19,214,448	18,583,970	20,003,543	22,891,721	23,630,456	23,612,778
Excess of Revenues over (under) Expenditures	4,112,296	2,111,372	1,689,349	(629,084)	1,228,463	3,000,290	3,933,900	2,754,911	3,624,400	709,380
Other financing Sources (Uses)										
Issuance of Capital Leases	-	-	-	-	-	-	-	-	-	84,200
Transfers In	-	562,341	191,287	382,888	170,903	153,474	14,508,721	4,144,058	1,923,572	3,653,214
Transfers Out	-	(168,508)	(191,287)	(178,658)	(170,903)	(153,474)	(14,508,721)	(4,144,058)	(1,923,572)	(3,653,214)
Bonds Issued	-	-	-	-	-	-	4,285,000	-	-	-
Discount on Bonds Issued	-	-	-	-	-	-	-	-	-	-
Payment to Escrow Agent	(4,392,825)	-	-	-	-	-	(4,454,918)	-	-	-
Sale of Capital Assets	-	-	-	-	-	-	-	-	-	-
Total Other Financing Sources (Uses)	(4,392,825)	393,833	-	204,230	-	-	(169,918)	-	-	84,200
Net Change in Fund Balances	\$ (280,529)	\$ 2,505,205	\$ 1,689,349	\$ (424,854)	\$ 1,228,463	\$ 3,000,290	\$ 3,763,982	\$ 2,754,911	\$ 3,624,400	\$ 793,580
Debt Service as a Percentage of Noncapital Expenditures	2.82%	2.78%	3.01%	2.82%	2.80%	2.98%	2.36%	2.36%	1.66%	1.61%

Data Source

Audited Financial Statements

¹ Defeasance of Carol Point TIF district excess tax distribution to DuPage County.

² Sales Tax Revenue declined during 2002 and 2003 because two major businesses changed their point of sale to different towns. However, their operations remained in Carol Stream but the sales tax revenue was received by the city/village where the point of sale was recorded.

Threshold was changed in 2000 from \$500 to \$20,000.

Village of Carol Stream

Assessed and Estimated Actual Value of Taxable Property

Last Ten Fiscal Years

April 30, 2009

Tax Levy Year	Real Property		Ratio of Total Assessed Value to Total Estimated Actual Value	Equalization Factor
	Equalized Assessed Value	Estimated Actual Value		
1999	779,782,004	2,351,138,012	33.33	1.0000
2000	835,059,287	2,505,177,861	33.33	1.0000
2001	888,489,605	2,665,468,815	33.33	1.0000
2002	973,726,661	2,921,179,983	33.33	1.0000
2003	1,034,746,437	3,104,239,311	33.33	1.0000
2004	1,122,274,001	3,366,822,003	33.33	1.0000
2005	1,190,364,152	3,571,092,456	33.33	1.0000
2006	1,267,852,954	3,803,558,862	33.33	1.0000
2007	1,342,932,830	4,028,798,490	33.33	1.0000
2008	1,411,031,211	4,233,093,633	33.33	1.0000

Data Source

Office of the County Clerk

Village of Carol Stream

Principal Property Taxpayers
 Current Year and Ten Years Ago
 April 30, 2009

Taxpayer	2008			1999		
	Taxable Assessed Value	Rank	Percentage of Total VOCS Taxable Assessed Value	Taxable Assessed Value	Rank	Percentage of Total VOCS Taxable Assessed Value
Berlin Industries	\$ 9,324,220	1	0.66%			
Lakehaven Apartments	8,453,490	2	0.60%	\$ 7,111,550	1	0.91%
French Quarter Apartments	8,196,240	3	0.58%			
Tri State Distribution	8,166,010	4	0.58%			
JW Paj (CB Lies Road)	8,154,330	5	0.58%	5,548,200	3	0.71%
Windsor Park Manor	7,702,470	6	0.55%	5,835,900	2	0.75%
Niransan Shah (Covered Bridges)	7,253,380	7	0.51%	4,706,000	7	0.60%
Scott Retzloff & Associates	7,209,250	8	0.51%			
DCT IL S Gary LLC (Wicks)	7,175,810	9	0.51%			
Chicago Title Land Trust	7,066,500	10	0.50%			
American National Bank & Trust	--			4,783,320	6	0.61%
Prudential Insurance (MP 437 Tower)	--		--	5,033,120	5	0.65%
Marvin Poer & Co (Alter Asset Mgmt)	--			4,317,790	9	0.55%
ERI - CP Inc	--		--	5,361,520	4	0.69%
Carol Stream Stratford	--			4,680,680	8	0.60%
Holtzman Interests, LLC	--		--	4,067,090	10	0.52%
	<u>\$ 78,701,700</u>		<u>5.58%</u>	<u>\$ 51,445,170</u>		<u>6.60%</u>

Source: DuPage County Clerks Office

Village of Carol Stream

Principal Employers

Current Year and Eight Years Ago

January 1, 2010

Employer	2010			2003		
	Rank	Employees	% of Total City Population	Rank	Employees	% of Total City Population
Peacock Engineering Company	1	787	1.93%			
FIC America Corp.	2	460	1.13%	4	400	0.99%
Fedex Ground Package System Inc	3	437	1.07%	8	300	0.74%
Tyndale House Publishers	4	260	0.64%	10	300	0.74%
CNS Home Health	5	260	0.64%	6	325	0.80%
Ingram Micro	6	250	0.61%	2	540	1.34%
Dominick's Finer Foods	7	225	0.55%			
Windsor Park Manor	8	220	0.54%			
Berlin Industries	9	210	0.52%	1	600	1.48%
Jewel Food Stores	10	200	0.49%			
Office Depot Business Services				3	412	1.02%
Michael Nicholas Carpentry LLC				9	300	0.74%
Jefferson Smurfitt Corporation				7	320	0.79%
Party Lite Gifts				5	330	0.82%

Data Source

Village records and Illinois Department of Commerce and Economic Opportunity website.

Information prior to 2003 was unavailable.

Village of Carol Stream

Taxable Sales By Category Last Ten Calendar Years April 30, 2009

Calendar Year	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009
General Merchandise ²	\$ 0	\$ 0	\$ 0	\$ 127,289	\$ 124,237	\$ 1,359	\$ 76	\$ 341	\$ -	\$ 1,672
Food	1,020,089	1,124,834	934,229	935,885	968,617	922,797	907,518	939,389	906,386	787,498
Drinking and Eating Places	266,434	268,379	280,831	284,421	311,632	300,727	326,168	342,204	342,336	328,822
Apparel ²	0	0	0	21,876	23,157	26,307	20,282	8,940	-	6,879
Furniture & H.H. & Radio	186,912	281,223	331,429	338,749	323,482	311,514	380,541	388,107	317,563	322,889
Lumber, Building Hardware	568,136	760,620	451,412	104,672	470,473	688,780	605,009	604,838	572,373	501,837
Automobile and Filling Stations	595,673	551,627	462,214	401,744	422,843	475,407	533,382	534,918	614,329	668,475
Drugs and Miscellaneous Retail	1,182,722	1,291,677	1,658,490	1,629,931	1,515,612	1,571,678	1,575,287	1,508,184	1,319,833	1,109,342
Agriculture and All Others ¹	1,119,221	802,444	744,310	685,335	618,352	871,984	1,183,040	1,021,862	1,162,537	902,130
Manufacturers ¹	352,616	320,729	256,754	280,864	326,014	263,180	215,080	280,803	259,857	117,857
TOTAL³	\$ 5,291,803	\$ 5,401,533	\$ 5,119,669	\$ 4,810,766	\$ 5,104,419	\$ 5,433,733	\$ 5,746,383	\$ 5,629,586	\$ 5,495,214	\$ 4,747,401
Village direct sales tax rate	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%

Source: Illinois Department of Revenue
Data available for Calendar Year only

¹ Data by category is not available from the State of Illinois for categories with less than 4 taxpayers. However, they are included in the totals for 2000, 2001 and 2002. Per the State of Illinois, there must not have been 4 taxpayers during the years 2000, 2001 and 2002.

² Sales Tax Revenue declined during 2002 and 2003 because two major businesses changed their point of sale to different towns. However, their operations remained in Carol Stream, but the sales tax revenue was received by the city/village where the point of sale was recorded.

Village of Carol Stream

Taxable Sales By Category - Home Rule Last Ten Calendar Years April 30, 2009

Calendar Year	2000	2001	2002	2003*	2004	2005	2006	2007	2008	2009
General Merchandise	\$ -	\$ -	\$ -	\$ 36,139	\$ 61,125	\$ 651	\$ 36	\$ 168	\$ -	\$ 784
Food	-	-	-	78,090	156,490	152,677	150,129	161,555	156,164	140,294
Drinking and Eating Places	-	-	-	67,651	150,601	146,968	161,404	169,565	169,334	162,735
Apparel	-	-	-	6,125	12,038	13,154	10,141	4,470	-	3,440
Furniture & H.H. & Radio	-	-	-	82,479	160,539	155,416	186,435	193,808	158,717	161,337
Lumber, Building Hardware	-	-	-	26,229	198,998	344,020	302,485	302,335	282,135	250,433
Automobile and Filling Stations	-	-	-	28,988	57,647	69,480	70,556	78,342	119,533	143,799
Drugs and Miscellaneous Retail	-	-	-	302,620	628,003	679,417	678,161	634,747	539,709	434,078
Agriculture and All Others	-	-	-	138,328	295,137	417,076	563,173	502,825	572,334	447,325
Manufacturers	-	-	-	68,770	154,223	129,761	106,387	138,062	128,273	58,423
TOTAL	\$ -	\$ -	\$ -	\$ 835,419	\$ 1,874,801	\$ 2,108,620	\$ 2,228,907	\$ 2,185,877	\$ 2,126,199	\$ 1,802,648
Village direct sales tax rate	0.00%	0.00%	0.00%	50.00%	50.00%	0.50%	0.50%	0.50%	0.50%	0.50%

Source: Illinois Department of Revenue
Data available Calendar Year only

* Taxes imposed 7/1/2003

Village of Carol Stream

Direct and Overlapping Sales Tax Rates

Last Ten Levy Years

April 30, 2009

Fiscal Year	Village Direct Rate	DuPage County Water Commission	Regional Transportation Authority	County Rate	State Rate	Total
2000	1.00%	0.25%	0.25%	0.25%	5.00%	6.75%
2001	1.00%	0.25%	0.25%	0.25%	5.00%	6.75%
2002	1.00%	0.25%	0.25%	0.25%	5.00%	6.75%
2003*	1.50%	0.25%	0.25%	0.25%	5.00%	7.25%
2004	1.50%	0.25%	0.25%	0.25%	5.00%	7.25%
2005	1.50%	0.25%	0.25%	0.25%	5.00%	7.25%
2006	1.50%	0.25%	0.25%	0.25%	5.00%	7.25%
2007	1.50%	0.25%	0.25%	0.25%	5.00%	7.25%
2008	1.50%	0.25%	0.75%	0.25%	5.00%	7.75%
2009	1.50%	0.25%	0.75%	0.25%	5.00%	7.75%

Data Source

Village and County Records

*Village Board imposed a .50% Home Rule Sales Tax

Village of Carol Stream

Demographic and Economic Information

Last Ten Fiscal Years

April 30, 2009

Fiscal Year	Population	Equalized Assessed Value	Personal Income	Per Capita Personal Income	Unemployment Rate
2009 ¹	40,738	N/A	\$ 1,024,642,176	\$ 25,152	9.10%
2008	40,738	\$ 1,411,031,211	\$ 1,024,642,176	\$ 25,152	4.50%
2007	40,738	\$ 1,342,932,830	\$ 1,024,642,176	\$ 25,152	3.90%
2006	40,438	\$ 1,267,852,954	1,017,096,576	25,152	4.20%
2005	40,438	1,185,144,242	1,017,096,576	25,152	5.30%
2004	40,438	1,117,457,331	1,017,096,576	25,152	4.70%
2003	40,438	1,030,357,807	1,017,096,576	25,152	5.30%
2002	40,438	969,383,481	1,017,096,576	25,152	5.80%
2001	40,438	884,176,175	1,017,096,576	25,152	3.50%
2000	40,438	830,989,287	1,017,096,576	25,152	3.00%

Data Sources:

Village Records, US Census Bureau and Office of the County Clerk

¹ 2009 Equalized Assessed Valuation is unavailable until 2010.

Village of Carol Stream

Schedule of Legal Debt Margin

April 30, 2009

The government is a home rule municipality.

Article VII, Section 6(k) of the 1970 Illinois Constitution governs computation of the legal debt margin.

"The General Assembly may limit by law the amount and require referendum approval of debt to be incurred by home rule municipalities, payable from ad valorem property tax receipts, only in excess of the following percentages of the assessed value of its taxable property... (2) if its population is more than 25,000 and less than 500,000 an aggregate of one per cent: ...indebtedness which is outstanding on the effective date (July 1, 1971) of this constitution or which is thereafter approved by referendum...shall not be included in the foregoing percentage amounts."

To date the General Assembly has set no limits for home rule municipalities.

Village of Carol Stream

Ratios of Outstanding Debt By Type

Last Ten Fiscal Years

April 30, 2009

Fiscal Year Ended	Governmental Activities		Business-Type Activities		Total Primary Government	Percentage of	
	Tax Increment Financing Bonds	Tax Increment Refunding Bonds	DWC Installment Contract Payable	IEPA Loan Payable		Personal Income*	Per Capita*
2000 ¹	4,630,000			7,856,573	12,486,573	1.23%	\$ 309
2001	4,560,000			7,394,762	11,954,762	1.18%	\$ 296
2002	4,475,000			6,916,271	11,391,271	1.12%	\$ 282
2003 ²	4,375,000			9,998,446	14,373,446	1.41%	\$ 355
2004	4,260,000			6,297,340	10,557,340	1.04%	\$ 261
2005	4,125,000			6,369,123	10,494,123	1.03%	\$ 260
2006 ³	-	4,080,000		6,102,457	10,182,457	1.00%	\$ 252
2007	-	3,900,000		5,828,893	9,728,893	0.95%	\$ 239
2008 ⁴	-	3,710,000		5,548,254	9,895,823	0.97%	\$ 243
2009 ⁵	-	3,515,000	63,150	5,260,356	9,476,075	0.92%	\$ 233

* See the Schedule of Demographic and Economic Statistics on page 256 for personal income and population data.

¹ July 1999, the Village deposited cash on hand of \$4,392,825 into an irrevocable escrow, to advance refund, through an in-substance defeasance, \$4,415,000 of the Carol Point TIF refunding bonds. An additional, \$2,372,958 was paid to DuPage County for re-distribution to the various taxing jurisdictions within the TIF upon its dissolution.

² During 2004, the Village retired the 1991 IEPA Revolving Loan of \$10.3 million. The proceeds of the 1991 Loan were used to acquire Water and Sewer System capital assets. The Village also received \$7.6 million IEPA loan under the revolving loan program to construct the Water Reclamation Center.

³ Refunded 1997 tax increment financing bonds by issuing on August 30, 2005, Senior lien tax refunding bonds in the amount of \$4,285,000. This debt is not a general obligation of the Village and is secured incremental tax revenue generated by the district.

⁴ Borrowed \$637,569 from the Dupage Water Commission to finance the connection to Village's water system for residents with contaminated wells located in an unincorporated area of Dupage County, surrounding the Village of Carol Stream. The Village of Carol Stream will be repaid by these residents through an SSA.

⁵ Village entered into a capital lease for computer equipment at a gross cost of \$84,200. The lease is payable in four annual payments at 0% interest.

Village of Carol Stream

Schedule of Debt Service to Maturity - Water and Sewer Fund

2005 IEPA Loan

April 30, 2009

<u>Date</u>	<u>Principal</u>	<u>Interest</u>	<u>Total Debt Service</u>
			5,260,355.76
10 /09	146,729.62	67,595.57	5,113,626.14
04 /10	148,615.09	65,710.10	4,965,011.05
10 /10	150,524.80	63,800.39	4,814,486.25
04 /11	152,459.04	61,866.15	4,662,027.21
10 /11	154,418.14	59,907.05	4,507,609.07
04 /12	156,402.41	57,922.78	4,351,206.66
10 /12	158,412.18	55,913.01	4,192,794.48
04 /13	160,447.78	53,877.41	4,032,346.70
10 /13	162,509.53	51,815.66	3,869,837.17
04 /14	164,597.78	49,727.41	3,705,239.39
10 /14	166,712.86	47,612.33	3,538,526.53
04 /15	168,855.12	45,470.07	3,369,671.41
10 /15	171,024.91	43,300.28	3,198,646.50
04 /16	173,222.58	41,102.61	3,025,423.92
10 /16	175,448.49	38,876.70	2,849,975.43
04 /17	177,703.01	36,622.18	2,672,272.42
10 /17	179,986.49	34,338.70	2,492,285.93
04 /18	182,299.32	32,025.87	2,309,986.61
10 /18	184,641.86	29,683.33	2,125,344.75
04 /19	187,014.51	27,310.68	1,938,330.24
10 /19	189,417.65	24,907.54	1,748,912.59
04 /20	191,851.66	22,473.53	1,557,060.93
10 /20	194,316.96	20,008.23	1,362,743.97
04 /21	196,813.93	17,511.26	1,165,930.04
10 /21	199,342.99	14,982.20	966,587.05
04 /22	201,904.55	12,420.64	764,682.50
10 /22	204,499.02	9,826.17	560,183.48
04 /23	207,126.83	7,198.36	353,056.65
10 /23	209,788.41	4,536.78	143,268.24
04 /24	143,268.24	1,841.00	0.00
	<u>5,260,355.76</u>	<u>1,100,183.99</u>	

Village of Carol Stream

Direct and Overlapping Bond Debt

April 30, 2009

Governmental unit	Gross Bonded Debt	Percentage Debt Applicable to the Village of Carol Stream ¹	Village of Carol Stream Share of Debt
Village of Carol Stream ¹	\$ -	100.00%	\$ -
DuPage County	176,865,000	3.29%	5,818,859
DuPage County Forest Preserve District	243,048,400	3.29%	7,996,292
DuPage Water Commission	24,310,000	3.42%	831,402
Geneva Crossing TIF District ²	3,515,000	100.00%	3,515,000
Park Districts			
Carol Stream	27,701,907	86.63%	23,998,162
Glen Ellyn	15,675,000	1.10%	172,425
Wheaton	41,198,795	0.0006%	247
Schools			
District No. 25	8,795,000	43.04%	3,785,368
District No. 46	316,460,991	2.15%	6,803,911
District No. 93	19,043,255	63.58%	12,107,702
District No. 87	39,985,000	15.04%	6,013,744
District No. 200	210,505,000	6.08%	12,798,704
District No. 41	20,827,223	1.94%	404,048
District No. 94	20,750,000	9.12%	1,892,400
District No. 502	170,920,000	2.72%	4,649,024
District No. 509	64,256,121	0.91%	584,731
Fire Districts			
Bartlett Fire District	-	0.23%	-
Carol Stream Fire District	2,333,333	90.33%	2,107,700
Winfield Fire District	-	0.0019%	-
	<u>\$ 1,406,190,025</u>		<u>\$ 93,479,718</u>
	<u>\$ 1,406,190,025</u>		<u>\$ 93,479,718</u>
Per Capita Overlapping Debt			\$ 2,294.66

¹ Determined by ratio of assessed value of property subject to taxation in the Village to value of property subject to taxation in the overlapping unit. Includes the Village of Carol Stream Library.

² Tax increment financing (TIF) debt is secured by the incremental taxes collected from the respective districts and are not the general obligations of the Village. Therefore, TIF debt is not included as direct debt of the Village of Carol stream but overlapping debt.

Village of Carol Stream

Miscellaneous Statistics

April 30, 2009

Date of Incorporation January 5, 1959

Form of Government Board-Administrator

The Legislative Board is comprised of the elected Mayor and six Trustees of the Village of Carol Stream. The Board makes policy decisions necessary to maintain and enhance the health, safety and welfare of the citizens and visitors to Carol Stream. These decisions include, but are not limited to: matters of annexation; tax impact; budgets; letting of contracts; citizens' and others' concerns; acceptance of subdivision improvements; establishment of and variations in housing, subdivision, building, drainage, zoning and traffic codes; and establishment of license fees and other charges.

		Term Expires On:
Mayor	Frank Saverino	April 30, 2011
Trustee	Anthony Manzullo	April 30, 2013
Trustee	Pam Fenner	April 30, 2013
Trustee	Rick Gieser	April 30, 2011
Trustee	Matt McCarthy	April 30, 2013
Trustee	Greg Schwarze	April 30, 2011
Trustee	Donald Weiss	April 30, 2011

Geographic Location Western Suburb of Chicago
Located in DuPage County

Area 10.0 Square Miles

Library Services

Number of Branch Libraries	1
Number of Books	165,817
Number of Registered Borrowers	28,194
2005 Book Circulation	222,548
Number of Audio Visual Items	162,448

Elections

Number of Registered Voters (4/07)	22,057
Number of Votes Cast in Last Municipal Election (4/07)	2,870
Percentage of Registered Voters Voting in Last Municipal Election	13.0%

Village of Carol Stream

Operating Indicators
Last Ten Calendar Years
April 30, 2009

Function/Program	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009
General Government										
<u>Village Clerk</u>										
Passports Issued ¹	NA	NA	357	732	391	292	341	612	433	389
<u>Finance</u>										
Vehicle stickers issued	22,725	22,516	23,567	23,952	23,917	23,958	24,269	24,601	29,336	28,794
Real Estate Transfer Tax:										
Number of transactions	1,292	1,309	1,354	1,591	1,150	1,269	1,220	966	731	622
Refunds issued	109	75	97	98	80	76	73	33	14	13
Accounts Payable Checks processed	3,621	3,921	3,861	3,569	2,935	1,980	1,814	1,806	1,709	1,610
Business licenses issued	773	850	810	879	840	904	1,081	844	773	840
<u>Engineering</u>										
Flexible pavement projects (miles) ²	NA	NA	4.33	2.6	5.02	6.05	7.48	7.40	5.90	7.30
Crackfilling (pds of material)	64,000	82,000	77,000	62,000	65,000	65,450	-	52,580	48,000	53,300
Pavement Rejuvenation (sq yds)	334,000	410,000	379,000	347,000	372,000	375,000	201,539	270,000	240,000	302,000
<u>Community Development</u>										
Building permits issued										
Residential Permits Issued:										
New Construction	19	24	76	98	28	82	70	148	1	-
Remodel	62	56	71	64	74	60	56	73	59	37
Industrial/Commercial Permits Issued:										
New Construction	8	8	4	7	9	7	7	7	2	1
Remodel	129	125	110	115	90	75	105	60	50	42
Accessory Permits Issued ⁴	1,253	1,316	1,342	1,615	1,701	1,930	1,802	1,632	1,513	1,302
Total Building permit valuation	\$ 68,010,416	\$ 55,833,454	\$ 44,891,889	\$ 71,333,258	\$ 61,761,527	\$ 48,176,232	\$ 50,496,593	\$ 63,899,878	\$ 29,603,698	\$ 31,932,281
Public Safety										
<u>Police</u>										
Calls for Service:										
Officer Initiated	NA	NA	41,267	45,472	38,084	41,589	39,033	37,044	36,029	37,857
9-1-1	NA	NA	16,345	17,234	17,043	16,108	15,884	15,549	15,222	13,782
Total Accident investigations:	1,365	1,323	1,255	1,152	1,258	1,086	1,012	1,137	1,042	663
Property Damage	NA	1,179	1,066	1,013	1,119	970	913	1,023	935	569
Personal Injury	NA	143	189	136	138	116	99	114	107	94
Fatalities	NA	1	0	0	1	1	0	0	0	0
Crime Index Part I Offense:										
Homicide	0	0	0	1	0	0	0	0	1	0
Criminal Sexual Assault	5	10	9	12	13	9	3	2	11	6
Robbery	8	16	15	7	9	14	7	15	14	7
Aggravated Assault/Battery	141	98	95	96	99	93	70	62	52	42
Burglary	102	128	120	93	112	117	79	78	107	74
Theft	693	731	721	660	656	616	605	597	582	511
Motor Vehicle Theft	44	23	19	25	29	33	34	20	27	24
Arson	10	18	11	15	7	12	4	5	9	8
Total Part I Offenses	1,003	1,024	990	909	925	894	802	779	803	672
Total Part I Arrests	146	137	125	141	140	138	104	120	163	121
Parking violations	7,123	6,045	5,442	5,435	5,106	5,914	4,959	4,606	5,354	9,172
Traffic violations (includes DUI violations)	11,240	9,936	11,226	11,276	12,893	15,557	16,621	18,755	16,993	17,676

Village of Carol Stream

Operating Indicators
Last Ten Calendar Years
April 30, 2009

Function/Program	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009
DUI Violations	195	178	281	443	366	426	562	499	576	468
False alarm accounts:										
Commercial	NA	317	370	417	448	470	488	512	534	551
Residential	NA	176	292	367	431	477	515	544	577	614
False alarm responses:										
Commercial	NA	1,355	1,078	936	1,048	784	773	760	810	623
Residential	NA	279	282	264	218	217	169	161	126	164
Public Works										
<u>Streets</u>										
Street Sweeping:										
Curb lane miles swept	NA	NA	2,886	2,677	3,708	2,955	3,511	4,709	4,181	4,597
Cubic yards of waste collected	NA	NA	1,775	1,458	956	701	1,003	1,213	1,080	1,609
Snow plowing:										
Number of snow events	21	23	14	26	16	17	11	17	27	24
Inches of snow fall	35	53	35	38	30	45	26	58	74	53
Right of way mowing:										
Acres mowed	1,664	2,365	2,558	2,230	2,030	1,900	2,498	2,863	1,933	1,926
Sidewalk replaced/repairs (squares)	212	304	632	649	398	408	332	341	470	148
Regulatory signs installed	205	311	366	319	272	260	196	232	227	184
<u>Garage</u>										
Number of PM services performed	346	281	405	436	400	427	306	696	824	642
Number of Outsourced services	101	175	92	52	53	44	33	26	39	43
Water										
Average daily consumption:										
Residential	2.93 MGD	2.94 MGD	2.96 MGD	2.81 MGD	2.77 MGD	2.76 MGD	2.47 MGD	2.71 MGD	2.62 MGD	2.63 MGD
Industrial/Commercial	.83 MGD	.82 MGD	.76 MGD	.72 MGD	.79 MGD	.68 MGD	.64 MGD	.72 MGD	0.67 MGD	0.7 MGD
Peak daily consumption	6.50 MGD	7.56 MGD	7.44 MGD	6.95 MGD	5.80 MGD	6.81 MGD	6.36 MGD	7.61 MGD	5.34 MGD	4.94 MGD
Water main breaks	16	7	14	16	11	23	7	10	7	7
Number of valves exercised	NA	NA	NA	NA	175	7	125	141	188	136
Water billing accounts on 12/31:										
Residential	9,651	9,649	9,693	9,819	9,881	9,882	10,107	10,200	9,820	10,205
Industrial/Commercial	570	578	591	602	617	615	628	636	558	640
Municipal/Church/School	49	49	49	52	54	55	54	54	53	52
Wastewater										
Average daily treatment	4.56 MGD	5.1 MGD	4.93 MGD	4.65 MGD	4.38 MGD	4.27 MGD	5.95 MGD	4.92 MGD	5.46 MGD	5.58 MGD
Excursions/Violations	12	17	0	4	2	1	5	8	22	5

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Data Source

Various village departments

NA = Information Unavailable/Program non-existent

MGD = Million Gallons Daily

¹ Passport program began in April, 2001.

² Flexible pavement projects include street resurfacing, replacement and structural overlay. Data was provided from IDOT reports.

³ Maintenance program for wetland burns began in 2004. The acreage shown in 2007 is for fiscal year 5/1/07-4/30/08.

⁴ Accessory Permits include pools, patios, decks, fireplaces, shed, etc.

Village of Carol Stream

Capital Asset Statistics

Last Ten Fiscal Year
April 30, 2009

Function/Program	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009
Public Safety										
Police										
Stations/Municipal Center	1	1	1	1	1	1	1	1	1	1
Patrol vehicles	42	46	53	45	45	43	45	47	47	44
Public Works										
Residential streets (miles)	106	101	102	107	107	107	108	108	108	108
Storm sewers (miles)	102	102	103	105	105	105	106	106	106	106
Water and Sewer										
Water mains (miles)	133	134	135	137	137	137	137	137	138	138
Storage capacity (MG)	6.5	6.5	6.5	6.5	6.5	6.5	6.5	6.5	6.5	6.5
Sanitary sewers (miles)	107	107	108	109	109	109	109	109	110	110
Treatment capacity (MG)*	5.4	5.4	5.4	5.4	6.5	6.5	6.5	6.5	6.5	6.5

Data Source

Village's Comprehensive Annual Financial Report Statistic Section

Various village departments

*Water Reclamation Expansion project began in the fall of 2002 was completed during 2004.

BMP	Best Management Practice
CAFR	Comprehensive Annual Financial Report
CATS	Chicago Area Transportation Study
CIP	Capital Improvement Program
DM&MC	DuPage Mayors & Managers Conference
DPC	DuPage County
DPC-DEC	DuPage County Department of Environmental
EPA	Environmental Protection Agency
FAUS	Federal Aid Urban System
FHWA	Federal Highway Administration
FY	Fiscal Year
GASB	Government Accounting Standards Board
GAAP	Generally Accepted Accounting Principles
GCF	General Corporate Fund
GO	General Obligation
IDNR	Illinois Department of Natural Resources
IDOT	Illinois Department of Transportation
IEMA	Illinois Emergency Management Agency
IEPA	Illinois Environmental Protection Agency
LAPP	Local Agency Pavement Preservation
LWCF	Land and Water Conservation Fund
MFT	Motor Fuel Tax
MPO	Metropolitan Planning Organization
NPDES	National Pollutant Discharge Elimination System
OSLAD	Open Space Land Acquisition Development
PCI	Pavement Condition Index
PMS	Pavement Management System
RFP	Request for Proposal
RMS	Roadway Management System
TEA 21	Transportation Equity Act for the 21 st Century
TIF	Tax Increment Financing
W&S	Water & Sewer
WRC	Water Reclamation Center
WTRD	Wayne Township Road District

The Financial Plan and Annual Budget contains specialized and technical terminology that is unique to public finance and budgeting or a particular departmental operation or project. To assist the reader of the Financial Plan document in understanding these terms, a glossary has been included in the document.

Abatement: A legal concept that underlies local government capital leasing in California and certain other states. Under the concept, a long-term capital lease is a year-to-year transaction. The local government lessee is obligated to make annual lease payment only as the lessor makes available the leased property. This prevents the lease "obligations" from being classified as long-term debt subject to state debt limits and voter approval requirements.

Accrued Interest: Interest earned but not yet paid. In debt sales, interest begins to accrue on the "dated date" for the debt. This date often precedes the closing date by days or weeks. In buying the debt, the underwriters must pay the issuer the accrued interest for the period from the dated date to the closing date, as well as the debt proceeds. The issuer will apply this accrued interest to the first interest payment to investors.

Ad Valorem Tax: Tax levied on the value of property. Also generally called a property tax. General obligation bonds issued by most local governments are secured by unlimited property tax-levying authority. *See also* general obligation bond.

Advance Refunding: Process in which an issuer sells debt to refund existing debt during the period in which call or early redemption is prohibited, that is, before the call option may be exercised. Proceeds from the advance refunding bonds are controlled by a third party, deposited in an escrow account,

invested in safe securities, and used to pay debt service on the existing debt as it is due. This defeases the existing debt. Because of this defeasance, the issuer is responsible only for debt service on the advance refunding bonds. *See also* call; defease; refunding.

Amortization: Allocation of a capital investment or cost over a period of years or time corresponding to the investment's term or useful life, or allocation of debt over the debt's term.

Appropriation: An appropriation in a project ordinance provides spending authority that lasts for the length of time it takes to complete the project.

Accrual: The accrual basis of accounting is used for the proprietary Fund types. Under the accrual method, revenues are recognized in the account period in which they are earned while expenses are recognized when the related liability is incurred.

Appropriation Ordinance: The official enactment by the Village Board to establish legal authority for Village officials to obligate and expend resources.

Assessed Valuation: A value that is established for real or personal property for use as a basis for levying property taxes. (Note: Property values are established by the County Assessor.)

Assets: Property owned by a government which has a monetary value.

Authorized Strength: Approved and budgeted positions which an organization may fill.

Balance Sheet: A financial statement that discloses the assets, liabilities, reserves and balances of a specific governmental fund as of a specific date.

Balanced Budget: A budget in which receipts are equal to outlays.

Bank Qualified: When less than \$10 million in debt is issued in a calendar year. A bank qualified issue allows the banks to deduct their costs in buying the debt.

Basis Point: One-hundredth of 1 percent (one basis point is .01 of 1 percent).

Beat Auto Theft Through Law Enforcement (BATTLE): BATTLE is a DuPage County multi-jurisdictional auto theft task force. The task force's primary mission is to investigate organized theft rings, insurance fraud, re-tagging operations, and career auto thieves.

Beat Map: A map showing the individual police patrol blocks for the Village, i.e., Block 29 is the Postal Facility, Block 46 is Gala North, and Block 18 is Glenbard North High School. Beat maps are used for zone assignments and for statistical purposes.

Benefit-Cost Analysis: An approach to evaluating capital projects that compares project benefits with costs. The approach generally attempts to identify all benefits and costs: indirect or external as well as direct, and intangible as well as monetary. If benefits and costs occur over many years and are entirely or predominantly monetary, present value analysis can be used to calculate the present value of benefits and/or costs.

Bond: A written promise to repay debt on a specific date in the future, along with payment of a specified amount of interest at predetermined intervals while the debt is outstanding. "Certificate," "warrant," and "note" are other names that refer to what is defined here as a bond. "Bond" usually refers to long-term debt, that is, debt outstanding for thirteen months or longer; "note" commonly

refers to short-term debt, which matures in a period of twelve months or less.

Bond Counsel: Attorney who reviews legal documents and procedures used in authorizing and issuing debt and opines that the debt has been authorized and issued legally and that interest to be paid on it is exempt from taxation. The bond counsel often prepares legal documents and serves as an adviser through the authorization and sales process. The bond counsel's opinion is vital in marketing debt.

Bond Rating: Assessment of the credit quality of particular debt. A bond rating evaluates the willingness and ability of the issuer to repay the debt with periodic interest when due and to meet other obligations under the bond contract.

Budget: A one-year financial document embodying an estimate of proposed revenue and expenditures for the year. The Village is required by State Statute to approve a budget, and the approved budget sets the legal spending limits for the Village. It is the primary means by which most of the expenditures and service levels of the Village are controlled.

Budget Adjustments: A legal procedure utilized by the Village staff and Village Board to revise a budget. The Village Board must approve any budget amendment or any adjustment in excess of \$2,500.

Balanced Budget: A budget in which receipts are equal to outlays.

Budget Message: The opening section of the budget which provides the Village Board and the Public with a general summary of the most important aspects of the budget, changes from the current and previous fiscal years, and the

views and recommendations of the Village Manager.

Budget Policies: General and specific guidelines adopted by the Village Board that govern financial plan preparation and administration.

Budgetary Control: The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenues.

Capital Assets: Assets with a minimum value of \$20,000 and having a useful life of several years. Capital assets are also called fixed assets.

Capital Expenditure: An outlay that results in or contributes to the acquisition or construction of a capital asset.

Capital Financing: Money that is raised and spent to build or acquire a capital asset. Capital financing can include the proceeds of different types of debt: general obligation bonds, revenue bonds, certificates of participation or capital lease debt, and some forms of special or limited obligations bonds. Capital financing can also include annually levied taxes or revenues, capital reserves, impact fees and other charges to property, grants, and other sources that are allocated and spent to help build and acquire capital assets. Capital financing raised through the issuance of debt must be repaid.

Capital Improvement Program (CIP): A multiyear forecast of major capital building, infrastructure, and equipment needs. The forecast period is most often five or six years, although some CIPs cover shorter or longer periods. The CIP not only identifies future capital needs but also the capital

appropriations or estimated spending required to make those needs a reality, sources of capital financing, and their impact on future operating budgets. The CIP is essentially a plan with its first year often becoming the capital budget for the year.

Capital Improvements Budget: A plan of proposed capital expenditures and the means of financing them. Items in the capital budget are usually construction projects designed to improve the value of the government assets. The capital budget is usually enacted as part of the complete annual budget which includes both operating and capital outlays.

Capital Needs Assessment: The identification of capital facility, infrastructure, and equipment needs over a long-term future planning period. The planning period for capital needs assessment often extends 10, 15, or even 20 years into the future. Capital needs assessment may take place as part of a long-term comprehensive plan process or strategic planning. Specific financing for capital needs is usually not identified in a capital needs assessment process.

Capital Reserve: Money raised and set aside to finance future capital improvements or acquisitions. Capital reserves are essentially savings accounts. They can take various forms: a designation or reserving of general or other operating fund balances, a separate capital reserve fund, an equipment replacement or infrastructure rehabilitation revolving fund, etc.

Cash Management: The management of cash necessary to pay for government services while investing temporary cash excesses in order to earn interest revenue. Cash management refers to the activities of forecasting the inflows and outflows of cash, mobilizing cash to improve its availability for investing funds in order to achieve the highest interest and

return available for temporary cash balances without jeopardizing principal.

Certificate of Deposit: A negotiable or non-negotiable receipt for monies deposited in a bank or financial institution for a specified period for a specified rate of interest.

Citizen Service Request Form (CSR): A method by which the Village receives and handles requests, questions or complaints from residents and customers, particularly those inquiries that cannot be immediately satisfied or which require investigation or scheduled work by the Village.

Commodities: Consumable items used by Village departments. Examples include office supplies, replacement parts for equipment, and gasoline.

Community Image Enhancement Project (Gary Avenue Corridor): The first of a multi-phase study which focuses upon improving the appearance of the Gary Avenue Corridor, a stretch of County owned highway which runs from the Village's southern border to its northern border.

The design solutions developed for this corridor could later serve as prototypes for other arterial corridors in Carol Stream. The Village has engaged the services of Camiros LTD, professional urban planners as well as an appointed Citizen Community Enhancement Task Force to prepare recommendations.

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

Contractual Services: Services rendered to Village departments and agencies by private firms, individuals, or other government agencies. Examples include utilities, insurance, and professional services.

Debt Capacity: The capacity of a local government or a particular local utility or enterprise to pay principal and interest on debt as well as meet other needs and commitments. General or "net" debt capacity for a local government is evaluated with a variety of debt ratios: net debt per capita, net debt as a percentage of taxable valuation, net debt as a percentage of personal income, and annual debt service on net debt as a percentage of general fund and related expenditures. The debt capacity of a utility or enterprise is evaluated in terms of coverage as well as other factors.

Debt Services Fund: A Fund established to account for the accumulation of resources for, and the payment of general long-term debt, principal and interest.

Deficit: The excess of the liabilities of a fund to cover assets, a negative fund balance.

Deficits Budget: The excess of expenditures of a fund over the revenues during a single accounting period.

Department: A major administrative division of the Village, which indicates overall management responsibility for an operation or a group of related operations within a functional area.

Depreciation: The process of estimating and recording the lost usefulness, expired useful life or diminution of service from a fixed asset that cannot or will not be restored by repair and will be replaced. The cost of the fixed asset's lost usefulness in the depreciation or the cost to reserve in order to replace the item at the end of its useful life.

Disbursement: Payment for goods and services in cash or by check.

DuPage County Countywide Cluster Process:

The County Planning Department has divided the County into several geographic clusters which each include a limited number of municipalities. Representatives from each municipality in the cluster meet with the county planning staff to discuss issues of common interest such as transportation, bikeway planning, environmental concerns and open space to develop strategic plans for the cluster and the county.

Encumbrance: The commitment of budgeted funds to purchase an item or service. To encumber funds means to set aside or commit funds for a future expenditure.

Enterprise Fund: A governmental accounting fund in which the services provided are financed and operated similarly to those of a private business. The rate schedules for those services are established to insure that revenues are adequate to meet all necessary expenditures. An enterprise fund in Carol Stream is established for the water and sewer service.

Enterprise Fund Infrastructure: Utility or other enterprise capital assets that are long-lived, usually stationary, and that are financed with enterprise system charges and fees or with bonds or debt repaid from enterprise charges and fees. Enterprise infrastructure includes water and sewer lines and systems, roads, and bridges.

Estimated Revenue: The amount of projected revenue to be collected during the fiscal year. The amount of revenue budgeted is the amount approved by the Village Board.

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.

Financial Adviser: A consultant who advises an issuer about capital financing options, the amount and type of debt to issue, debt structure, and other matters related to capital budgeting and finance. In negotiated sales of debt, the underwriter provides financial advisory as well as underwriting services.

Financial Plan: A multi-year, longer range approach to assessing the Village's revenue and expenditure needs which becomes the basics for formulating the annual budget which by law must be adopted. The plan is developed by utilizing existing policies, objectives, assumptions, and accepted benchmarks and activity measures.

Fiscal Year: The time period designated by the Village signifying the beginning and ending period for recording financial transactions. The Village of Carol Stream has specified May 1 to April 30 as its fiscal year.

Fixed Assets: Assets of long-term character which are intended to continue to be held or used, such as land, buildings, machinery, furniture and other equipment.

Fund: An accounting entity that has a set of self-balancing accounts and that records all financial transactions for specific activities or government functions. Eight commonly used funds in public accounting are: general fund, special revenue funds, debt service funds, capital project funds, enterprise funds, trust and agency funds, internal service funds, and special assessment funds.

Fund Balance: The difference between fund assets and fund liabilities in a governmental or trust fund. Changes in fund balances are the result of the difference of revenues to expenditures. When revenues exceed expenditures in a given period, fund balance increases and when expenditures exceed revenue, fund balance decreases.

Full Faith and Credit: A pledge of the general taxing power of a government to repay debt obligations (typically used in reference to bonds).

Full-Time Equivalent: A measure of the authorized hours of position, or a group of positions expressed in terms of the authorized hours for a full-time position.

Gary Avenue Corridor: See Community Image Enhancement Project.

GFOA: Government Finance Officers Association.

General Fund: The largest fund within the Village, the General Fund accounts for most of the financial resources of the government. General Fund revenues include sales and utility taxes, licenses and permits, service charges, and other types of revenue. This fund usually includes most of the basic operating services, such as police protection, finance, community development, public works and general administration.

General Ledger: A file that contains a listing of the various accounts necessary to reflect the financial position of the government.

General Obligation Bonds: Bonds that finance a variety of public projects such as streets, buildings, and improvements. The repayment of these bonds is usually made from the Debt Service Fund, and these bonds

are backed by the full faith and credit of the issuing government

Generally Accepted Accounting Principles (GAAP): Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules and procedures that define accepted accounting principles.

Grant: A contribution by a government or other organization to support a particular function. Grants may be classified as either categorical or block depending upon the amount of discretion allowed by the grantee.

Home-rule Municipality: The basic grant of home-rule power is set forth in Article VII, section 6 of the 1970 Illinois Constitution: "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."

Infrastructure: Facilities that are available for public use, stationary, and generally have useful lives going out many decades. Local infrastructure includes streets, roads, sidewalks, bridges, stormwater and drainage systems, water supply and sanitary sewer systems.

Issuance Costs For Debt: The up-front costs that a debt issuer incurs in selling or placing debt. Issuance costs for publicly sold debt include fees for the bond attorney, bond ratings, underwriting, printing, and paying agent. Additional issuance costs are incurred for certain types of debt; for example, fees for financial advisory services, feasibility studies, underwriters' counsel, trustee, title insurance, liquidity support, and other items. Debt

issuance costs are customarily paid from debt proceeds.

Interfund Expenditures: Services rendered to Village departments and agencies by other Village departments. Examples include data processing services, payable procedures, and the allocating of central services costs.

Interfund Transfers: Amounts transferred from one fund to another.

Intergovernmental Revenue: Received from other governments, such as the state and federal governments in the form of grants, entitlements, shared revenues or payment in lieu of taxes.

Internal Service Fund: Funds used to account for the financing of goods or services provided by one department to another department on a cost reimbursement basis, for example, the Garage Fund.

Inventory: A detailed listing of property currently held by the government.

Levy: To impose taxes, special assessments, or service charges for the support of Village activities.

Line-Item Budget: A budget that lists detailed expenditure categories (salary, materials, telephone service, travel, etc.) separately, along with the amount budgeted for each specified category. The Village uses a program rather than line-item budget although detailed line-item accounts are maintained and recorded for financial reporting and control purposes.

Long Term Debt: Debt with a maturity of more than one year after the date of issuance.

Modified Accrual Accounting: A basis of accounting in which expenditures are accrued

but revenues are accounted for on a cash basis. This accounting technique is a combination of cash accrual accounting since expenditures are immediately incurred as a liability while revenues are not recorded until they are actually received or are "measurable" and "available for expenditure." Since this type of accounting basis is a conservative financial approach, it is recommended as the standard for most governmental funds.

Operating Budget: The portion of the budget that pertains to daily operations that provide basic governmental services. The operating budget contains appropriations for such expenditures as personnel, supplies, utilities, materials, travel and fuel.

Operating Fund: Resources derived from recurring revenue sources used to finance ongoing operating expenditures and pay-as-you-go capital projects.

Overlapping Local Government: A local government that levies taxes on and/or raises revenues from some of the same citizens as another underlying local government. For example, a county is an overlapping government for any city in the county if the county levies taxes on city residents. An assessment of the city's debt capacity must consider not only city debt and finances but also county debt and finances.

Pay-As-Go Capital Financing: Paying for capital projects and acquisitions from sources other than debt. Pay-as-go sources include current taxes and revenues, taxes and revenues raised in prior years and held as capital reserves, current or prior years' charges to property such as special assessments and impact fees, and grant revenues from the federal, state, or other governments. Also known as pay-as-you-go capital financing.

Personal Services: Costs related to compensating Village employees, including salaries, wages and benefits.

Program Budget: A budget that focuses upon the goals and objectives of a department.

Property Tax: Property taxes are levied on real property according to the property's valuation of the tax rate.

Recurring Capital: A major capital expenditure that is on a continual replacement basis (ex: vehicles, office equipment).

Regained Earnings: An equity account reflecting the accumulated earnings of the Village's Water and Sewer Fund.

Revenue: Is an increase in assets of financial resources which:

- does not increase a liability,
- does not represent a repayment of an expenditure already made,
- does not represent a cancellation of certain liabilities; and
- does not represent an increase in contributed capital.

Revenue Bonds: Bonds usually sold for constructing a project that will produce revenue for the government. The revenue is used to pay the principal and interest of the bond.

Reserve: An account used to indicate that portion of a Fund's balance is legally restricted for a specific purpose and is, therefore, not available for general appropriation.

Risk Management: An organized attempt to protect a government's assets against accidental loss in the most economical method.

Roadway Management System (RMS): This computer software system is used to rate all of the pavement conditions in the Village. A representative section for each street is sampled and all of the cracks and distresses are measured individually. Based on the computer generated rating, or pavement condition index (PCI) for each street.

Senior Lien Tax Increment Revenue Refunding Bond: The bonds were issued in one series totally \$4,285,000 and are registered in the name of Cede and Co., as registered owner and nominee of the Depository Trust Company. The bonds were issued in \$5,000 denominations and are not general obligations of the Village, but are limited obligations payable solely and only from incremental taxes.

Service Level: Alternative levels of services to be provided, the impact of providing these levels of services, and the expenditures required to accomplish their implementation and delivery.

Special Service Area (SSA) Number 1: The Special Service Area is approximately 167 acres which lies 100% within the TIF district. A Special Service Area is an area within a municipality in which special governmental services are provided in addition to the services provided generally throughout the municipality.

SSA No. 1 Bonds: The bonds were issued in the amount of \$2,185,000 and are registered in the name of Cede and Co., as registered owner and nominee of the Depository Trust Company ("DTC"). The bonds were issued in \$5,000 denominations and are not a general obligation of the Village.

Source of Revenue: Revenues are classified according to their source or point of origin.

Tax Increment Financing (TIF) District:

The Village established the Project Area on January 30, 1990, covering a 282 acre industrial area ("Carol Point Industrial Park") located in the Village's eastern portion. On April 24, 1990, the Project Area was amended by increasing it by 16 acres. The Developer expects to construct approximately 4,000,000 square feet of industrial buildings over the next several years.

TIF Bonds - Series A and B: The bonds were issued in two series - Series "A" and Series "B" totaling \$8,100,000 and are registered in the name of Cede and Co., as registered owner and nominee of the Depository Trust Company ("DTC"). The bonds were issued in \$5,000 denominations and are not general obligations of the Village, but are limited obligations payable solely and only from incremental taxes.

Unencumbered Balance: The amount of an appropriation that is neither expended nor encumbered. It is essentially the amount of money still available for future purchases.

Utility Tax: A tax levied by the Village on the customers of various utilities such as electricity, telephone and gas. The tax rate is 5% of the sale price of such utility service or commodity.

Visioning: Anticipating and making provisions for current and future needs of the community.

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