

*Village of Carol Stream  
Illinois*



*2007-2008 Annual Budget  
2008-2010 Financial Plan*



THE  
*Village of Carol Stream*  
A GREAT PLACE TO LIVE AND WORK

In 1959, its founder and original developer, Mr. Jay Stream, incorporated the Village of Carol Stream. Jay Stream envisioned Carol Stream as a community comprised of residences in the west sector with light industrial business and industries in the east sector. Since its incorporation 47 years ago, the Village has continued to grow and prosper each year by following a progressive land use development plan, which has resulted in controlled, orderly growth. Today, the Village is home to over 900 businesses and industries and approximately 41,450 residents living in approximately 14,700 dwelling units in various styles and price ranges. Because of a strong industrial and commercial base, the Village has been able to offer its residents an array of municipal services without levying a local property tax. Carol Stream offers its residents modern schools, a modern park system, fully accredited fire protection and emergency medical services, a full-service library and a community of churches serving many religious denominations.

The Village administers a commercial/industrial retention program. In 2006, the Village worked to recruit Peacock Engineering Co. to move into a vacant 450,000 industrial building bring with it 500 new jobs. The Village continues to actively work with the local business community on labor issues by advertising available employment in our newsletter, on local cable and on the Village website. The partnership between the College of DuPage, the Village and local Fire Protection District to locate the Carol Stream Community Education Center along the Kuhn Rd has been successful. In its 3<sup>rd</sup> full year of operation, the center offers a full compliment of education /career development services to enrolled students, the local Community Education Center serves as a training site for local businesses working with the College of DuPage Business and Professional Institute to offer employee skills development classes. Carol Stream has approximately 2 million square feet of developed commercial space. An additional 25 acres of vacant land zoned commercial or industrial is available for development. The Village has 20 million square feet of industrial building space with over 20 acres of zoned land still available for manufacturing, assembly, and distribution warehousing. The Village has computerized search capability to match vacant business and industrial space with prospective firms looking to relocate, or expand their operations. In October of 2006, Lakewood Homes began construction of the Easton Park luxury town home development that includes 270 attached single-family units as well as a commercial space along Route 64.

On July 22, 2006, Mayor Ferraro, the Village Board of Trustees and other dignitaries officially dedicated the 2.6-mile Lies Road Pedestrian Pathway. This \$1.37 Million capital improvement project was funded through a combination of Village revenues and a Federal Highway Administration Surface Transportation Program grant This capital project is one of several recreation pathways linking the community to the Illinois Prairie path and Great Western Trail system.

A 7-member legislative body comprised of a Mayor and 6 Trustees, each elected at large to a staggered four-year term, govern the Village. As a legislative body, the Mayor and Board of Trustees enact ordinances, establish policies and procedures, and adopt municipal service delivery programs. The Village Board meets on the 1<sup>st</sup> and 3<sup>rd</sup> Monday of each month at 8:00 p.m. in the Village Hall Boardroom, located at 500 N. Gary Ave. The Board also hosts an informal "Listening Post" at 7:30 pm, prior to the start of each Board meeting, during which time residents can share their individual concerns directly with the Village Board. All Board meetings are open to the public. Official Village Boards and Commissions consist of: The Board of Fire and Police Commissioners, Police Pension Fund and the Combined Planning & Zoning Board of Appeals. The Village Manager is the Chief Administrative Officer who, under the direction of the Mayor and Board of Trustees, manages daily governmental operations.

The cover includes an entranceway sign to the Village's Town Center that was recently dedicated in honor of Ross Ferraro who has served as Mayor since May 1, 1987. On April 30, 2007, Mayor Ross Ferraro will retire from elected office after 20 years of honorable and distinguished public service to the community. Mayor Ferraro's legacy will continue on. Acting in close partnership with all segments of the community, the Village continues to be – **'a great place to live, work and raise a family'**.

**2008-2010  
FINANCIAL PLAN**

**And**

**2007-2008  
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

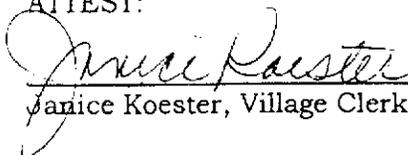
AYES: 4 Trustees Stubbs, Pugh, Fenner and Shanahan

NAYS: 0

ABSENT: 2 Trustees DeLonay and Vinson

  
\_\_\_\_\_  
Ross Ferraro, Mayor

ATTEST:

  
\_\_\_\_\_  
Janice Koester, Village Clerk *cc.*

**RESOLUTION NO. 2172**

**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 20 and 21, 2005; 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:

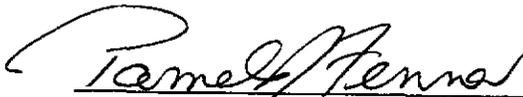
SECTION 1: That the Mayor and Board of Trustees formally adopt the Strategic Planning and Goal Identification Report dated January 10, 2006 attached hereto as Exhibit "A". The Village Board is hereby further resolved to determine the methods and means to achieving these goals through action plans developed 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 6<sup>TH</sup> DAY OF FEBRUARY 2006.

AYES: 4 Trustees McCarthy, Gieser, Stubbs and Fenner  
NAYS: 0  
ABSENT: 2 Trustees Saverino and Shanahan

  
\_\_\_\_\_  
Pamela J. Fenner, Mayor Pro-Tem

ATTEST:

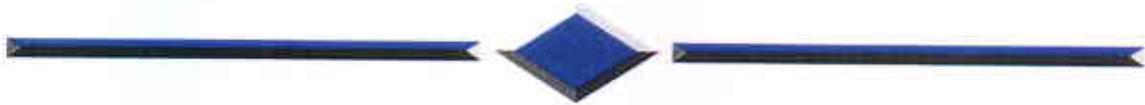
  
\_\_\_\_\_  
Janice Koester, Village Clerk

the top 5-7 goals in each quadrant of the matrix. However, for now, here is a presentation of how the goals compare "side by side":

**OVERALL PRIORITIZED LISTING OF GOALS**

Goal ID	Goal Description	Average Score	Quadrant
1	Work to develop remaining open land sites to be productive (revenue producing) along main arterials	1.14	LTC
2	Investigate the specifics of revenues that might be generated via property tax levy or other sources	1.29	LTR
3	Explore/ evaluate the effectiveness and necessity of a property tax or other dedicated sustainable revenue stream for long term capital needs and ongoing operations	1.57	STR
4	Get utilities extended to St. Charles Road west of Morton Road to foster future development	2.00	LTC
5	Explore the feasibility of building/installing a Village wide WI-Fi. Assess the impact, costs, benefits etc.	2.43	STC
6	Conduct a benchmarking & staffing study to explore Village operations, departments, workforce, work methods, revenues, expenditures, etc. How do the numbers at Carol Stream compare to other communities?	2.57	STC
7	Develop a program of communication to encourage industrial and retail citizens to be more involved in the Village activities and affairs	2.71	LTR
8	Conduct a complete development-related code review, including the:	2.71	STC
	i. Comprehensive Plan		
	ii. Zoning Code		
	iii. Fence Code		
	iv. Sign Code		
9	Review-study all pedestrian crosswalks etc. bikers, walkers, etc. to facilitate easy access and safe "movement"	2.86	LTC
10	Continue to dialogue with young people in community	3.29	LTR
11	Find revenues or savings (money) to balance budget thru 2008 using all other revenues outside of a property tax	3.29	STR
12	Develop a new and improved citizen communication program-using new technology, i.e. internet and TV. Scrolling newsletter activities on cable access channel	3.29	STC
13	Keep a watch on maintaining affordable housing	4.00	LTC
14	Investigate ways to make web casts and pod casts of village meetings available.	4.00	STC
15	Create a Senior Citizens Advisory Committee	4.43	LTR

16	Enhance St. Charles Road from Gary Avenue to Schmale Road	4.57	LTR
17	Begin planning for 50 <sup>th</sup> anniversary celebration; form committee, solicit ideas, etc.	4.71	LTR
18	Explore ways to streamline the permitting process-evaluate and develop alternatives	5.57	STR
19	Develop an analysis of financial trends and "needs" to then feed into new revenue discussions	5.57	STR
20	Make plans to move aggressively to market the Town Center and the Farm House for community use and events-evaluate cost structure, long term costs etc.	6.14	STR
21	Analyze/ evaluate options and alternatives for current and future energy use by the Village in buildings and fleet operations	6.57	STR
22	Develop additional Village programming to broadcast on cable TV	7.43	STR
23	Create Employee Focus Groups to develop input and gather ideas on operations, services, etc.	7.71	STR
24	Work to increase Inter-Governmental involvement, planning and cooperation with...	7.71	STR
	i. Schools, parks, library, county township		
	ii. By taking the lead in promoting better relationships, cooperation and effectiveness		
	iii. Schedule face to face meetings and solicit cooperative commitment to dialogue		
25	Define the use of "the last frontier" (southwest planning area west of County Farm Road)	8.14	STR
26	Explore new/ different outreach activity efforts to seek sponsorship/ support of village affairs and activities maybe an ambassador program with trustees	8.57	STR
27	Schedule work sessions to develop a mission statement for the Village from the Board's perspective	9.71	STR

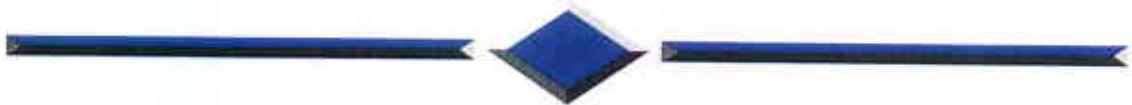


# *Village of Carol Stream*

## **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, 2006**

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, 2006.

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.



# Village of Carol Stream

ROSS FERRARO, MAYOR • JANICE KOESTER, 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:** March 13, 2007

**RE: Proposed 2008-10 Financial Plan  
and Proposed Fiscal Year 2007-08 Budget**

I am submitting to you the Proposed Fiscal Year 2007-08 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 2008-10 Financial Plan, which I am also submitting. For future planning and decision-making, the Village of Carol Stream 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 has been recognized by the Government Finance Officers Association (GFOA) through the presentation of nineteen Distinguished Budget Presentation Awards, most recently for the 2007-09 Financial Plan and 2006-07 Budget.

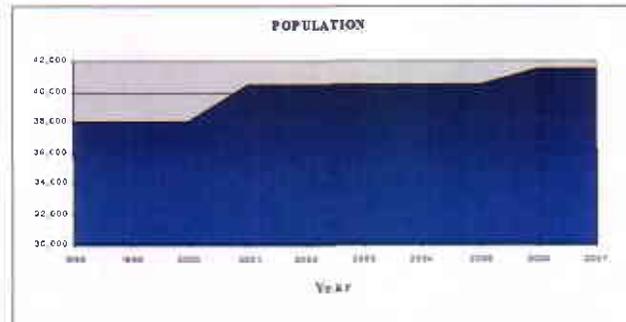
## FOUNDATIONS OF THE FINANCIAL PLAN

The underpinnings of the Financial Plan are your statements of principle, direction and guidance as contained in Resolutions 1844 and 2172 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 2008-10 PLAN AT A GLANCE

**Over 40 distinct services are offered to 24 individual customer groups, the largest, of course, being our residents.** A continual examination of the Village's customer base and the services provided is undertaken and changes are made to provide our customers the highest quality affordable services, products and quality of life as conveniently and timely as possible. A well-established customer satisfaction measurement program enables us to respond to customer needs and suggestions.

The Village conducted a special census in 2006 which resulted in the Village's population being 41,439. 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 2007, the Village will be hosting its fifth annual multi-cultural festival, continue its participation in the National Night-Out for Crime event and continue to support the Character Counts program, a program that focuses on the quality of life and civility of the community. The Village is now a sponsor and active participant in the community's Martin Luther King celebration.



All original streets and utility infrastructure has been replaced. Streets and utility lines receive continuing preventive maintenance so as to avoid the extremely costly reconstruction encountered when maintenance is deferred. In FY07, the second of the Village's three sanitary lift stations was replaced. The remaining one will be replaced in FY08. In FY08, reconstruction of Fair Oaks Road from Army Trail to Plum Grove that was begun in FY07 will be completed. The addition of a multi-use path is also included in this project.

Quality of life issues have gained 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. Community and entertainment events held at the Town Center have been a huge success and has been enhanced with an expanded "Summer in the Center" celebration schedule. 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. The sparkling appearance of private property will be encouraged by the seventh year of the Community Pride Award program. The Pond Shoreline and Stream Maintenance program focuses on the cleaning of stormwater ponds and the creeks in the Village. Economic development efforts will focus on the Town Center, the southwestern area along North Avenue and the vacant shopping areas that need updating. Of course, retention of our existing businesses and attraction of new businesses will have a high priority. With the Village's assistance via accelerating the plan review process, Peacock

Engineering was able to move into its 360,000 sq. ft. facility per its time table bringing with it 500 new employees. 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. The Police Department has been recommended for Recognition status by CALEA (Commission on Accreditation for Law Enforcement Agencies) and will present itself before the Commission in March for final confirmation and award. The CALEA Recognition program identifies 110 standards from the Standards for Law Enforcement Agencies accreditation manual. 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.

The 2008-10 Financial Plan consists of three elements: Operating, Capital, and Special.

### OPERATING ELEMENT

**Proposed 2007-08 Operating Element Revenues are \$29,282,096. The Proposed 2007-08 Operating Element Expenditures, consisting of the General Corporate and the Water and Sewer Operating and Maintenance Funds, are \$28,422,036.** The General Corporate Fund includes no new revenue sources although the projected revenues do reflect the improving economy. The Water and Sewer Funds includes no rate increase for the three years, but as a result of a continued decline in consumption, the sewer rate will need to be closely monitored and an increase may be required three or four years out. For the General Corporate Fund, an operating surplus of \$391,821 and \$205,674 (net income less non-operating revenue and re-appropriation of fund balance) are projected for FY08 and FY09 respectively, while a **deficit** of \$1,067,599 is projected for FY10. Over 50% of the projected deficit in FY10 is due to the need to change-out all Police portable radios so as to be compatible with a countywide interoperable communication system. The Village Board, along with staff, is currently working on ways to eliminate the projected deficit.

Continued growth of Carol Stream and the collateral service demands of an increasing population have resulted in the need to add a sixth patrol zone. This is being accomplished over a three-year period by the addition of adding two patrol officers in FY07, one in FY08 and two in FY09.

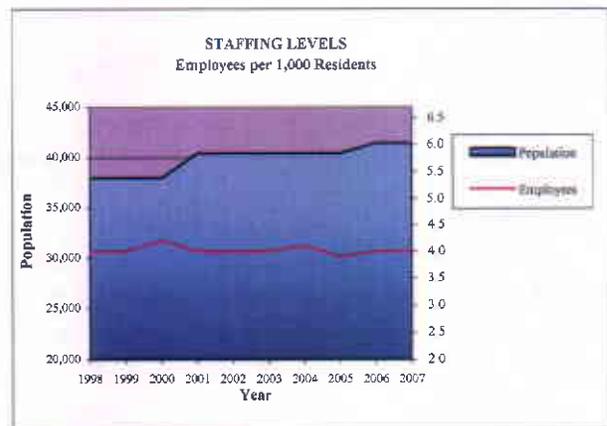
As a service provider, the Village's largest single operating cost is personnel, representing 60.56% of total operating expenditures. **The total proposed 2007-08 full-time personnel complement is 165.7, an increase of 5 compared to 2006-07.** I am recommending that three new positions in the Police department be added, two police officers, and a civilian Crime Prevention Officer. One police officer is part of the creation of a sixth patrol zone and the second officer is to replace an officer who is currently assigned to BATTLE. I am also recommending that the Village create the position of an Emergency Management Coordinator who would develop and coordinate the Village's disaster and homeland security plans. An additional Public Works Employee III is recommended due to the increased miles of streets to maintain.

Pension and group health insurance represent a significant portion of the annual personnel expenditures (23.9%). 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 2007-08 are projected to be \$4,141,647 compared to \$3,981,931 budgeted in 2006-07, a 4.0% increase.

Use of technology and improved methods of operating are important and necessary to deliver services and products. A long-range technology plan guides the provision of new hardware and software implementation, replacement and personnel training. In FY07, the Village Board approved the purchase of MUNIS, a new financial software package to replace the 16-year old ACS software. In addition to the financial software, a human resource module was also purchased. Installation will take place during FY08.

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 advice, engineering reviews, building inspections, major building, street and vehicle repair, snow and ice removal, event planning and landscape maintenance are among the more than thirty areas where this combination works very effectively. The use of volunteers from the community is another resource we increasingly utilize. **As a result, the authorized employee to resident population ratio is 4.0 to 1,000.**



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. In 2005, the Village established a Storm Water Advisory Committee (SWAC) to assist the Village in a Stormwater Management program and funding study. The SWAC made several recommendations of which some have been incorporated in this proposed financial plan. Village staff examined the current funding level for the Stormwater Management program and found it to sufficient based on the program's current criteria. The Gary Avenue, County Farm Road, Lies Road and North Avenue Corridors and the Town Center will shine. Wetlands, streams and parks will continue to receive attention. As Carol Stream matures, increased emphasis will be placed on infrastructure. 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 2007-08 Operating Revenue of \$22,401,287** is 1.7% higher than the estimated revenue for 2006-07 and 3.6% higher than projected one year ago for 2007-08.

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 74.9% of the General Corporate Fund operating revenue. The state shared sales and income taxes represent 45.0% of the operating revenue. A relatively stable resale housing and non-residential market leads to consistent revenues from the local real

estate transfer tax. Building related fees reflect the estimated construction activity of the last remaining approved residential subdivision and the expected industrial and commercial construction. These truly reflect the built out nature of our corporate limits. Future interest will be on the possible annexation and development/redevelopment of the southwest sector that is currently outside of our corporate limits.

**Proposed Operating Expenditures of \$22,009,466** are 9.5% higher than the 2006-07 estimated expenditures and 7.5% more than the 2007-08 projection made a year ago. The increase of 9.5% over the current expenditures is due to the addition of five positions: two police officers, a crime prevention officer, an emergency management coordinator and a public works III employee. These proposed positions combined with the vacancies experienced during FY07 account for the increase of 9.5%. The proposed budget reflects an increase of five authorized positions in the General Corporate Fund bringing the total of all authorized positions to 165.7.

#### Water and Sewer Operation & Maintenance Fund

**The 2007-08 proposed Operating Revenue amount of \$6,888,809** is 10.2% greater than the 2006-07 estimated revenues and 8.0% less than the 2007-08 revenue projection of last year. The operating revenues are projected to be 10.2% higher than 2006-07 because 2006 was a very wet summer which resulted in a decrease in water consumption. In general, water usage has slowly been trending downward, reflecting the increased efforts of our customers to practice water conservation measures. An increase in the water and sewer rates is not anticipated over the next three years.

**Proposed 2007-08 Operating Expenditures of \$6,412,570** are 6.2% greater than 2006-07 estimated operating expenditures and 3.2% less than the 2007-08 projection made a year ago. The primary reason for the 3.2% decrease over last year's projection is that the estimated water consumption was lowered. 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 develop a program to annually televise sections of the sewer system. The proposed budget reflects no change in the authorized positions in the Water and Sewer Fund in FY08.

#### CAPITAL ELEMENT

**The five-year segment of the Capital Improvement Program is \$33,540,000 with the 2007-08 year being \$9,386,000.** A continuing systematic street maintenance and reconstruction program is aimed at maintaining a "very good" street system rating. The reconstruction of Fair Oaks Road Phase I (Army Trail to Plum Grove) began in FY07 and is scheduled to be completed in FY08. The design for Phase II will be completed in FY08 and construction is scheduled for FY12. . A multi-use path is also included with the project. The five-year plan also includes the replacement of two sanitary lift stations and the purchase of a facility to house evidence for the Police department.

**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 whereas,

due to a projected deficit in FY09 and FY10 in the Motor Fuel Tax Fund, the flexible pavement program had to be moved to the General Corporate Fund CIP. 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 for the Lies Road Multi-Use Path, Lies Road Pavement Rehabilitation, and the Fullerton Avenue Pavement Rehabilitation projects.

### 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, and will not be for the next four years so therefore the Village is required to make the annual payments and the annual payments have been included in this budget. The developer is responsible for paying 50% of these required payments.

The **Library Fund** for 2007-08 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.

During the 2007-08 fiscal year, the Village will continue to operate without a property tax and the 2008-10 Financial Plan also does not contemplate the implementation of a property tax. All customers will continue to receive the wide range of Village services in a timely manner at competitive and affordable prices and enjoy a high quality of life. Even though the economy is improving, the Village's ability to continue the delivery of those services in the manner customers have come to know and expect is threatened. The Village is quickly approaching the point where new revenue sources will be needed so as to fund the on-going needs within the operating and CIP budgets.

### 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 improving economy combined with the mature sales of two new sales tax generators has resulted in the Village not having to levy a property tax for the 2007-08 fiscal year for operating purposes and for the most part, the Village continues the "pay as you go" (capital reserves) philosophy as it pertains to the Capital Improvement Program. It will be necessary to review both of these approaches, as budgets are prepared in the future.

With the Village just observing its 48<sup>th</sup> anniversary of its 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. Forty-seven years have exacted their toll upon the water, sanitary sewer and stormwater systems.

Consequently, the Village finds itself faced with replacement of watermain, 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 growing our revenue base. To date, municipalities have continued to receive their share of the state sales tax. The financial difficulties that the State of Illinois has been experiencing has sparked some discussion at the State level regarding making a change to the allocation formula; so as to help reduce their deficit. It is also possible that the State may change the sharing formula for the income tax and motor fuel tax revenues. Effective January 1, 2003, our telecommunications tax became a state tax collected by the State of Illinois and remitted back to the Village. Now that this is a state revenue, it too is subject to a change in the formula if the State so desires. Again, the Village must be vigilant on defending our key revenue sources. The federal and state governments have shown interest in the pre-exemption of local authority to regulate video services. Any pre-exemption of franchising authority that results in the loss of franchise fees will be opposed. It is also disturbing to see that some businesses felt that they were entitled to a share of the sales tax they generated. Sales tax sharing has a legitimate place in economic development but is not intended to be a way to fatten a corporation's bottom line.

The Village's equalized assessed valuation surpassed the \$1.8 billion (i.e. \$3 billion market value) for 2005, a **two-fold** increase since 1990. Approximately 37.7% 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 financial backup for the Village. Growth in the residential sector will be minimal. Non-residential development is expected to be small at best over the next three years.



In 2003 the state legislature diverted \$75 million from the DuPage Water Commission (DWC) to DuPage County to be paid for over a five-year period. The final payment has been made to DuPage County. The Village will actively work with other DWC customers to monitor Commission finances. Current unobligated reserves may allow the DWC to reduce rates and/or provide rebates. The Village will participate in any discussions on reductions in reserves.

Obviously, expenditures need to be considered as well. Over the years, service levels have been refined and seem to be acceptable to our residents and customers. The employee to resident population ratio has remained constant over the past 22 years despite a 161% increase in residents, phenomenal growth in corporate residents, increased traffic passing through town and the social changes that have occurred. The continued delivery of high 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. Continuing emphasis will be put on quality and process improvements to keep a high level of performance at the lowest possible cost. Systematic equipment and vehicle replacement give our staff the tools it needs to do the job. Scheduled facility and infrastructure maintenance 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 should have a fee or revenue source attached to it.

Cooperation with groups such as the U.S. Conference of Mayors, National League of Cities, 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 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. Continued good planning and policies allow the Village the flexibility and luxury to choose from several alternatives dealing with the projected future in a reasoned way not driven by immediate urgency.

In the fall of 2005 the Village Board held a retreat in which long and short-term goals and objectives were discussed. Where applicable the FY 2008 budget identifies areas of expenditure that address those goals. The budget for FY 2009 includes funding for another retreat for the Village Board seated after the 2007 election.

Finally, the boom times have ended as they did in the mid 70's, 1980-83, and 1991-92. However, with our prudent policies and conservative fiscal practices we are prepared.

#### COMPLIMENTS AND THANK YOU

The entire management team has spent considerable time working on the 2008-10 Financial Plan. Particular thanks go to Assistant Village Manager Bob Mellor, Finance Director Stan Helgerson, Assistant Finance Director Dawn Damolaris and Assistant to the Village Manager Chris Oakley, 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.

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 2008-10 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 2007-08 Budget and 2008-10 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 high quality services and products, has historically not relied upon general obligation debt, and one that is 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.

### **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 2006, the Village continued to see a recovery in its major revenues, a recovery that was also being experienced throughout the state and the nation. The Village views the increase in sales tax revenues as a recovery, even with the addition of a Home Depot and a Lowes store, because we have just reclaimed the ground lost

from the economic downturn and the loss of revenues from Pella Windows and McKessan. Sales tax revenues have returned to and exceeded the 2001 peak of \$6.2 million. By adhering to its fundamental policies the Village has again shown that the policies serve well in both time of prosperity and decline. As the Village moves forward it is positioned to meet the challenges that face any mature community. In following its policies the Village finds itself prepared and ready to address the uncertainties of the next three years.

### **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 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.
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.

### 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.
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

The Village has no outstanding general obligation bonds or revenue bonds (the Village does have a loan from the Illinois EPA).

1. The Village will confine long-term borrowing to capital improvements that cannot be financed from current revenues or reserves.
2. The Village will target long-term borrowing for construction of long-lived capital assets only, with the remainder financed on a pay-as-you-go basis.
3. The Village will maintain good communications with bond rating agencies about its financial condition. The Village will follow a policy of full disclosure on every financial report and bond prospectus.

4. Every project proposed for financing through general obligation debt should be accompanied by a full analysis of the future operating and maintenance costs associated with the project.
5. When possible, debt will be retired early.

### 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.
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 and one-time non-operating expenditures, the funds must be specifically appropriated by the Village Board.

### 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**

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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.

(The page mentioned in the link)

**FINANCIAL**

**PLAN**

**and**

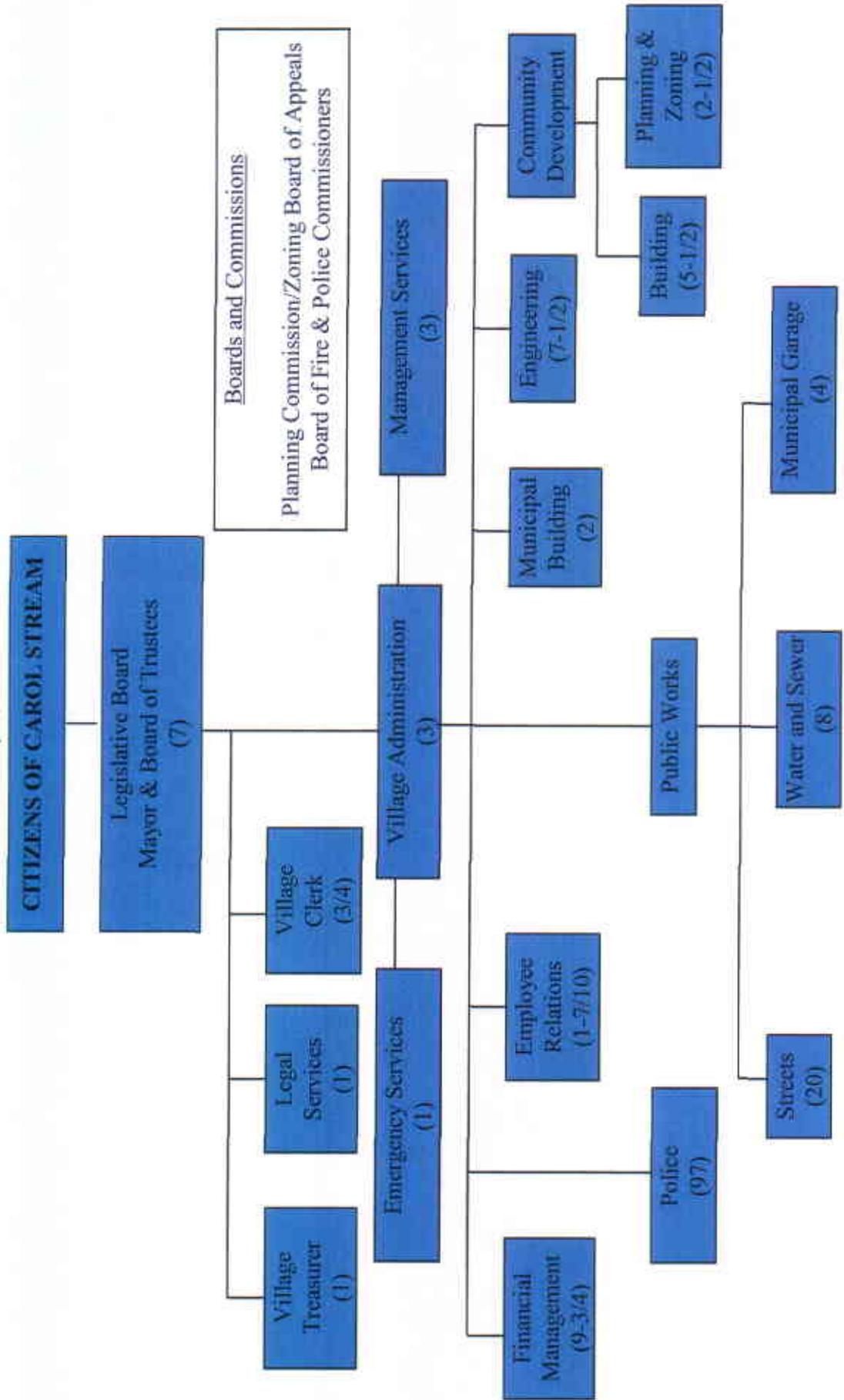
**BUDGET**

**SUMMARIES**

# Village of Carol Stream

## ORGANIZATION CHART

May 1, 2007



# 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, 2008

Description	General	CIP	Special Revenue		Totals
			Motor Fuel Tax	Geneva Crossing	
<b>Revenue</b>					
Taxes	\$ 18,285,572			\$ 319,062	\$ 18,604,634
Licenses and Permits	1,183,168				1,183,168
Intergovernmental	136,500	105,000	1,184,490		1,425,990
Charges for Services	1,359,132				1,359,132
Fines and Forfeits	1,001,100				1,001,100
Interest	522,315	364,000	72,000	55,125	1,013,440
Miscellaneous	110,000	533,000			643,000
<b>Total Revenue</b>	<b>22,597,787</b>	<b>1,002,000</b>	<b>1,256,490</b>	<b>374,187</b>	<b>25,230,464</b>
<b>Expenditures</b>					
Current					
General Government	6,265,736	311,000			6,576,736
Public Safety	12,428,994	4,000,000			16,428,994
Highways and Streets	3,152,830	1,949,000	2,828,698		7,930,528
Culture and Recreation					
Debt Service					
Principal Retirement				190,000	190,000
Interest and Fiscal Charges				186,773	186,773
Miscellaneous				30,000	30,000
<b>Total Expenditures</b>	<b>21,847,560</b>	<b>6,260,000</b>	<b>2,828,698</b>	<b>406,773</b>	<b>31,343,031</b>
Excess (Deficiency) of Revenue Over Expenditures	750,227	(5,258,000)	(1,572,208)	(32,586)	(6,112,567)
Other Financing Sources (Uses)					
Operating Transfers In		4,000,000		161,906	4,161,906
Operating Transfers (Out)	(4,161,906)				(4,161,906)
GO Debt		5,000,000			5,000,000
Excess (Deficiency) of Revenue and Other Financing Sources Over Expenditures and Other Financing Uses	(3,411,679)	3,742,000	(1,572,208)	129,320	(1,112,567)
Fund Balances					
May 1 - Projected	21,650,468	11,119,007	2,081,003	952,250	35,802,728
<b>April 30 - Projected</b>	<b>\$ 18,238,789</b>	<b>\$ 14,861,007</b>	<b>\$ 508,795</b>	<b>\$ 1,081,570</b>	<b>\$ 34,690,161</b>

# 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, 2009

Description	General	CIP	Special Revenue		Totals
			Motor Fuel Tax	Geneva Crossing	
<b>Revenue</b>					
Taxes	\$ 18,782,215			\$ 331,824	\$ 19,114,039
Licenses and Permits	1,194,193				1,194,193
Intergovernmental	86,500	982,000	1,870,380		2,938,880
Charges for Services	1,365,127				1,365,127
Fines and Forfeits	1,005,380				1,005,380
Interest	522,315	476,000	25,000	55,125	1,078,440
Miscellaneous	110,000	207,000			317,000
<b>Total Revenue</b>	<b>23,065,730</b>	<b>1,665,000</b>	<b>1,895,380</b>	<b>386,949</b>	<b>27,013,059</b>
<b>Expenditures</b>					
Current					
General Government	5,988,867				5,988,867
Public Safety	13,249,979	1,000,000			14,249,979
Highways and Streets	3,311,528	2,779,000	2,375,706		8,466,234
Culture and Recreation					
Debt Service					
Principal Retirement				195,000	195,000
Interest and Fiscal Charges				179,173	179,173
Miscellaneous				30,000	30,000
<b>Total Expenditures</b>	<b>22,550,374</b>	<b>3,779,000</b>	<b>2,375,706</b>	<b>404,173</b>	<b>29,109,253</b>
Excess (Deficiency) of Revenue Over Expenditures	515,356	(2,114,000)	(480,326)	(17,224)	(2,096,194)
Other Financing Sources (Uses)					
Operating Transfers In		1,750,000		163,182	1,913,182
Operating Transfers (Out)	(1,913,182)				(1,913,182)
Excess (Deficiency) of Revenue and Other Financing Sources Over Expenditures and Other Financing Uses	(1,397,826)	(364,000)	(480,326)	145,958	(2,096,194)
Fund Balances					
May 1 - Projected	18,238,789	14,861,007	508,795	1,081,570	34,690,161
<b>April 30 - Projected</b>	<b>\$ 16,840,963</b>	<b>\$ 14,497,007</b>	<b>\$ 28,469</b>	<b>\$ 1,227,528</b>	<b>\$ 32,593,967</b>

# 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, 2010

Description	General	CIP	Special Revenue		Totals
			Motor Fuel Tax	Geneva Crossing	
<b>Revenue</b>					
Taxes	\$ 19,290,967			\$ 345,097	\$ 19,636,064
Licenses and Permits	1,143,543				1,143,543
Intergovernmental	86,500		1,214,420		1,300,920
Charges for Services	1,368,769				1,368,769
Fines and Forfeits	1,009,874				1,009,874
Interest	522,315	465,000	10,000	55,125	1,052,440
Miscellaneous	110,000				110,000
<b>Total Revenue</b>	<b>23,531,968</b>	<b>465,000</b>	<b>1,224,420</b>	<b>400,222</b>	<b>25,621,610</b>
<b>Expenditures</b>					
Current					
General Government	6,191,804	78,000			6,269,804
Public Safety	14,675,052				14,675,052
Highways and Streets	3,421,701	3,197,000	853,392		7,472,093
Culture and Recreation					
Debt Service					
Principal Retirement				205,000	205,000
Interest and Fiscal Charges				171,373	171,373
Miscellaneous				30,000	30,000
<b>Total Expenditures</b>	<b>24,288,557</b>	<b>3,275,000</b>	<b>853,392</b>	<b>406,373</b>	<b>28,823,322</b>
Excess (Deficiency) of Revenue Over Expenditures	(756,589)	(2,810,000)	371,028	(6,151)	(3,201,712)
Other Financing Sources (Uses)					
Operating Transfers In		1,750,000		164,510	1,914,510
Operating Transfers (Out)	(1,914,510)				(1,914,510)
Excess (Deficiency) of Revenue and Other Financing Sources Over Expenditures and Other Financing Uses	(2,671,099)	(1,060,000)	371,028	158,359	(3,201,712)
Fund Balances					
May 1 - Projected	16,840,963	14,497,007	28,469	1,227,528	32,593,967
<b>April 30 - Projected</b>	<b>\$ 14,169,864</b>	<b>\$ 13,437,007</b>	<b>\$ 399,497</b>	<b>\$ 1,385,887</b>	<b>\$ 29,392,255</b>

# 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, 2008

Description	Proprietary	Fiduciary	Totals
	Water & Sewer	Police Pension	
<b>Revenue</b>			
Charges for Services	\$ 7,175,409		7,175,409
Contributions		1,171,778	1,171,778
Interest	334,616	1,580,819	1,915,435
<b>Total Revenue</b>	<b>7,510,025</b>	<b>2,752,597</b>	<b>10,262,622</b>
<b>Expenses</b>			
Operations	6,996,570		6,996,570
Benefits and Refunds		1,123,237	1,123,237
Capital Expansion			
Debt Service			
Principal Retirement			
Interest and			
Fiscal Charges			
<b>Total Expenses</b>	<b>6,996,570</b>	<b>1,123,237</b>	<b>8,119,807</b>
<b>Net Income (Loss)</b>	<b>513,455</b>	<b>1,629,360</b>	<b>2,142,815</b>
Retained Earnings/ Fund Balances			
May 1 - Projected	53,531,781	23,463,681	76,995,462
<b>April 30 - Projected</b>	<b>\$ 54,045,236</b>	<b>\$ 25,093,041</b>	<b>\$ 79,138,277</b>

# 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, 2009

Description	Proprietary	Fiduciary	Totals
	Water & Sewer	Police Pension	
<b>Revenue</b>			
Charges for Services	\$ 7,183,693		7,183,693
Contributions		1,265,566	1,265,566
Interest	356,616	1,650,049	2,006,665
<b>Total Revenue</b>	<b>7,540,309</b>	<b>2,915,615</b>	<b>10,455,924</b>
<b>Expenses</b>			
Operations	6,752,429		6,752,429
Benefits and Refunds		1,290,078	1,290,078
Capital Expansion			
Debt Service			
Principal Retirement			
Interest and Fiscal Charges			
<b>Total Expenses</b>	<b>6,752,429</b>	<b>1,290,078</b>	<b>8,042,507</b>
<b>Net Income (Loss)</b>	<b>787,880</b>	<b>1,625,537</b>	<b>2,413,417</b>
Retained Earnings/ Fund Balances			
May 1 - Projected	54,045,236	25,093,041	79,138,277
<b>April 30 - Projected</b>	<b>\$ 54,833,116</b>	<b>\$ 26,718,578</b>	<b>\$ 81,551,694</b>

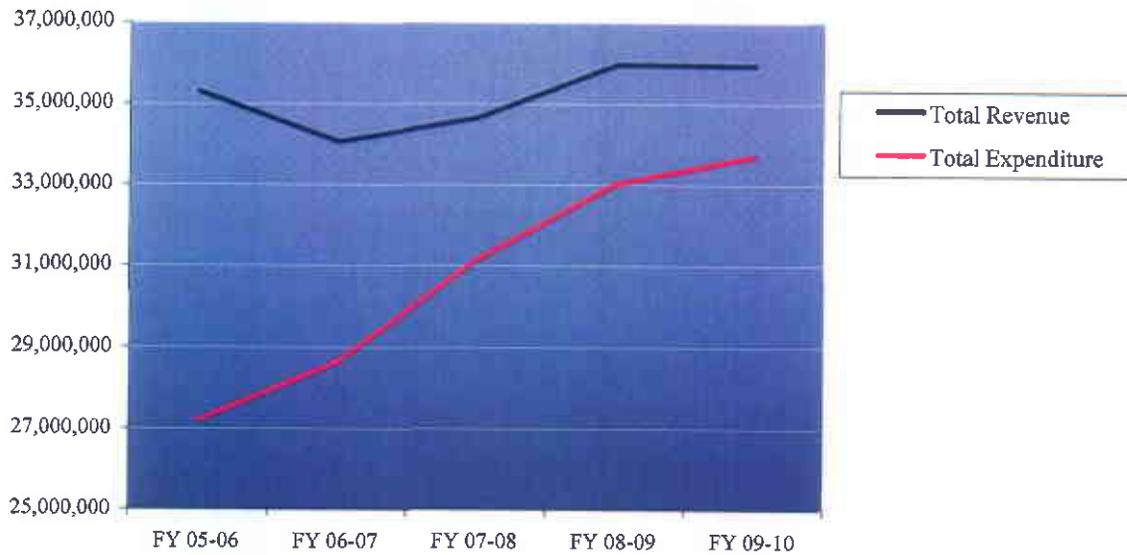
# Village of Carol Stream

ALL PROPRIETARY AND  
FIDUCIARY FUND TYPES

Combined Statement of Proposed Revenues/Expenses  
& Changes in Retained Earnings/Fund Balances  
Year Ended April 30, 2010

Description	Proprietary	Fiduciary	Totals
	Water & Sewer	Police Pension	
<b>Revenue</b>			
Charges for Services	\$ 7,199,361		7,199,361
Contributions		1,344,378	1,344,378
Interest	377,616	1,706,701	2,084,317
<b>Total Revenue</b>	<b>7,576,977</b>	<b>3,051,079</b>	<b>10,628,056</b>
<b>Expenses</b>			
Operations	6,895,733		6,895,733
Benefits and Refunds		1,413,866	1,413,866
Capital Expansion			
Debt Service			
Principal Retirement			
Interest and			
Fiscal Charges			
<b>Total Expenses</b>	<b>6,895,733</b>	<b>1,413,866</b>	<b>8,309,599</b>
<b>Net Income (Loss)</b>	<b>681,244</b>	<b>1,637,213</b>	<b>2,318,457</b>
Retained Earnings/ Fund Balances			
May 1 - Projected	54,833,116	26,718,578	81,551,694
<b>April 30 - Projected</b>	<b>\$ 55,514,360</b>	<b>\$ 28,355,791</b>	<b>\$ 83,870,151</b>

### TOTAL REVENUE vs. TOTAL EXPENDITURES 2006 - 2010



The significant spread between revenues and expenditures in FY06 and FY07 is due primarily to an increase in revenues as a result of the improved economy combined with expenditures coming in approximately 8% under budget.

The gap between revenues and expenditures is much narrower for the three years included in the proposed financial plan. Since the Police Pension Fund is included in the totals, there will at least be a gap of between revenues and expenditures of approximately \$2 million.

# Village of Carol Stream

## Comparison of Revenues

Description	Actual FY 05-06	Revised Budget FY 06-07	Estimated Revenues FY 06-07	Proposed Budget FY 07-08	Projected FY 08-09	Projected FY 09-10
<b>General Corporate Fund</b>						
<b>Operating Revenue</b>						
Property Taxes						
Road and Bridge (County Shared) S	210,166	\$ 210,000	\$ 211,043	\$ 212,098	\$ 213,159	\$ 214,225
Pers. Prop. Replacement Tax	79,631	87,308	83,027	86,358	89,813	93,405
Other Taxes						
Sales Tax (State Shared)	6,083,986	6,129,963	6,538,952	6,660,780	6,927,211	7,204,299
Utility Tax	3,975,482	4,110,900	3,761,699	3,780,507	3,808,690	3,837,105
Income Tax (State Shared)	3,089,954	3,202,690	3,216,550	3,418,718	3,487,092	3,556,834
Amusement Tax	9,395	10,000	9,800	9,800	9,800	9,800
Home Rule Sales Tax	2,173,123	2,176,137	2,321,328	2,336,963	2,430,442	2,527,659
Real Estate Transfer Tax	1,043,745	897,250	1,000,000	909,350	930,281	946,857
Natural Gas Use Tax	572,770	565,726	564,445	570,089	575,790	581,548
Hotel Tax Receipts	0	296,985	292,145	300,909	309,937	319,235
Licenses and Permits						
Business/Scavenger License	28,084	28,687	27,300	27,750	27,750	27,750
Dog License	1,868	1,850	1,900	1,900	1,900	1,900
Vehicle License	389,481	392,535	393,148	394,768	396,343	397,693
Liquor License	55,150	51,450	55,150	55,150	55,150	55,150
Vending Machine License	8,453	10,000	8,650	8,650	8,650	8,650
Game Room Fees	1,550	1,725	1,700	1,700	1,700	1,700
Building Permits	756,768	574,000	625,000	689,050	698,500	646,500
Tobacco License	4,100	3,900	4,200	4,200	4,200	4,200
Charges for Services						
Re-inspection Fees	300	700	3,000	1,000	1,000	1,000
Engineering Fees	100,486	82,530	250,000	175,000	150,000	125,000
Annexation Fees	3,192	0	0	0	0	0
Liquor Investigation Fees	2,675	3,500	4,100	3,500	3,500	3,500
Cable Franchise Fees	355,791	325,000	329,721	319,024	327,785	336,896
Service Fee - Developers	104,945	104,481	45,000	68,172	66,690	59,280
Sale of Trees	1,980	2,500	1,532	1,500	1,500	1,500
Host Benefit & Recycling Fee	40,969	28,880	28,880	29,891	30,788	31,712
Public Hearing Fees	31,300	25,000	25,200	25,000	25,000	25,000
Passport Fees	9,614	15,000	12,077	13,285	13,950	14,645
Reim. Fee Based/DuMeg	147,418	152,500	215,000	225,500	234,500	245,833
Engineering Review Fees-SMA	61,528	25,000	55,000	26,400	23,100	19,800
Reimb. - Police Schools	14,384	15,000	8,500	15,000	15,000	15,000
Reimb. - School Districts/Park	247,443	243,173	240,000	249,991	259,022	268,578
Municipal Service Charge	131,460	133,188	133,188	138,532	142,370	146,394
Gas Sales Reim D93/Ducom/PK	48,377	57,279	57,279	61,337	64,922	68,631
Police Reports	5,733	5,500	6,100	6,000	6,000	6,000
Fines and Forfeits						
Circuit Court - Tickets/Fines	672,683	525,000	517,151	520,000	520,000	520,000
Court DUI Fines	0	200,000	250,000	300,000	300,000	300,000
DUI Tech	71,244	0	80,000	85,600	89,880	94,374
False Alarms	18,600	20,000	23,975	22,000	22,000	22,000
Ordinance Forfeits	62,472	68,000	73,500	73,500	73,500	73,500

# Village of Carol Stream

## Comparison of Revenues

Description	Actual FY 05-06	Revised Budget FY 06-07	Estimated Revenues FY 06-07	Proposed Budget FY 07-08	Projected FY 08-09	Projected FY 09-10
Interest Income						
Interest Income - Operating	619,797	436,671	497,442	522,315	522,315	522,315
Other Operating						
Miscellaneous Revenue	277,885	50,000	50,000	50,000	50,000	50,000
<b>Total Operating Revenue</b>	<b>21,513,982</b>	<b>21,270,008</b>	<b>22,022,682</b>	<b>22,401,287</b>	<b>22,919,230</b>	<b>23,385,468</b>
<b>Non-Operating Revenue</b>						
Developer Contributions	0	0	120,600	0	0	0
Donations & Contributions	0	25,000	7,000	10,000	10,000	10,000
Fees and Admissions	0	35,000	46,534	50,000	50,000	50,000
Intergovernmental Grants	88,553	62,500	111,732	136,500	86,500	86,500
Residual Equity Transfer	258,850	0	0	0	0	0
<b>Total Non-Operating Revenue</b>	<b>347,403</b>	<b>122,500</b>	<b>285,866</b>	<b>196,500</b>	<b>146,500</b>	<b>146,500</b>
Reappropriation of Fund Balance	0	98,000	0	81,250	4,500	5,250
<b>Total General Corporate Fund</b>	<b>21,861,385</b>	<b>21,490,508</b>	<b>22,308,548</b>	<b>22,679,037</b>	<b>23,070,230</b>	<b>23,537,218</b>
<b>Water &amp; Sewer Fund</b>						
<b>Operating Revenue</b>						
Water Billing	4,106,448	4,083,389	3,630,000	3,958,372	3,965,497	3,992,859
Water Penalties	42,044	56,565	31,801	39,584	39,655	39,929
Sewer Billing	2,689,199	2,666,909	2,387,664	2,668,750	2,673,550	2,691,998
Sewer Penalties	29,045	34,670	24,025	26,687	26,735	26,920
Meter Sales	36,945	33,385	23,200	22,300	21,850	19,600
Miscellaneous Revenue	4,853	3,500	2,200	3,500	3,500	3,500
Shut-off Notices/Admin. Fee	75,059	75,000	60,000	73,000	73,000	73,000
Wheaton Sanitary Service Charge	5,914	6,700	6,000	6,000	6,000	6,000
Interest Income-operating	0	77,454	77,454	82,616	82,616	82,616
<b>Total Operating Revenue</b>	<b>6,989,507</b>	<b>7,037,572</b>	<b>6,242,344</b>	<b>6,880,809</b>	<b>6,892,403</b>	<b>6,936,422</b>
<b>Non-Operating Revenue</b>						
Rental Income	71,014	95,644	71,631	74,496	77,476	80,575
Connection Fees - Water	27,400	29,600	17,370	19,800	19,400	17,400
Connection Fees - Sewer	53,326	50,950	26,365	33,800	33,100	29,600
Expansion Fee	347,811	376,276	415,000	249,120	243,930	217,980
Interest Income	382,601	120,000	550,000	252,000	274,000	295,000
Developer Contribution	207,745	0	0	0	0	0
<b>Total Non-Operating Revenue</b>	<b>1,089,897</b>	<b>672,470</b>	<b>1,080,366</b>	<b>629,216</b>	<b>647,906</b>	<b>640,555</b>
Reappropriation of Fund Balance	0	232,000	314,108	584,000	313,000	308,000
<b>Total Water &amp; Sewer Fund</b>	<b>8,079,404</b>	<b>7,942,042</b>	<b>7,636,818</b>	<b>8,094,025</b>	<b>7,853,309</b>	<b>7,884,977</b>
<b>Motor Fuel Tax Fund</b>						
Intergovernment Allotments	1,198,253	1,158,144	1,163,509	1,184,490	1,196,380	1,214,420
Interest Income	97,108	62,000	145,000	72,000	25,000	10,000
Grants	0	0	0	0	674,000	0
<b>Subtotal</b>	<b>1,295,361</b>	<b>1,220,144</b>	<b>1,308,509</b>	<b>1,256,490</b>	<b>1,895,380</b>	<b>1,224,420</b>
Reappropriation of Fund Balance	0	1,513,489	899,291	1,572,208	200,326	0
<b>Total Motor Fuel Tax Fund</b>	<b>1,295,361</b>	<b>2,733,633</b>	<b>2,207,800</b>	<b>2,828,698</b>	<b>2,095,706</b>	<b>1,224,420</b>

# Village of Carol Stream

## Comparison of Revenues

Description	Actual FY 05-06	Revised Budget FY 06-07	Estimated Revenues FY 06-07	Proposed Budget FY 07-08	Projected FY 08-09	Projected FY 09-10
<b>Police Pension Fund</b>						
Employer Contribution	668,880	833,441	833,441	729,957	775,579	824,053
Employee Contribution	422,868	440,723	415,000	441,821	489,987	520,325
Interest Income	2,313,222	1,399,834	1,357,343	1,580,819	1,650,049	1,706,701
<b>Subtotal</b>	<b>3,404,970</b>	<b>2,673,998</b>	<b>2,605,784</b>	<b>2,752,597</b>	<b>2,915,615</b>	<b>3,051,079</b>
Reappropriation of Fund Balance	0	0	0	0	0	0
<b>Total Police Pension Fund</b>	<b>3,404,970</b>	<b>2,673,998</b>	<b>2,605,784</b>	<b>2,752,597</b>	<b>2,915,615</b>	<b>3,051,079</b>
<b>Civic Enhancement Fund</b>						
Tax Receipts	288,065	0	0	0	0	0
Fees/Admissions	33,076	0	0	0	0	0
Donations & Contributions	23,640	0	0	0	0	0
Interest Income	5,406	0	0	0	0	0
Miscellaneous	4,607	0	0	0	0	0
<b>Subtotal</b>	<b>354,794</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Reappropriation of Fund Balance	0	0	0	0	0	0
Residual Equity Balance	(258,850)	0	0	0	0	0
<b>Total Civic Enhancement Fund</b>	<b>95,944</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Public Library *</b>						
Revenue	0	0	0	0	0	0
<b>Total Public Library</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TIF Debt Service Fund</b>						
<b>Geneva Crossing</b>						
Incremental Taxes	292,136	300,899	306,790	319,062	331,824	345,097
Interest Income	27,807	52,250	52,500	55,125	55,125	55,125
<b>Subtotal</b>	<b>319,943</b>	<b>353,149</b>	<b>359,290</b>	<b>374,187</b>	<b>386,949</b>	<b>400,222</b>
Transfer from Gen. Corp. Fund	233,475	174,196	160,000	161,906	163,182	164,510
<b>Total TIF Debt Service Fund- Geneva Crossing</b>	<b>553,418</b>	<b>527,345</b>	<b>519,290</b>	<b>536,093</b>	<b>550,131</b>	<b>564,732</b>
<b>Total Fund Revenue</b>	<b>\$ 35,290,482</b>	<b>\$ 35,367,526</b>	<b>\$ 35,278,240</b>	<b>\$ 36,890,450</b>	<b>\$ 36,484,991</b>	<b>\$ 36,262,426</b>

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

# Village of Carol Stream

## Comparison of Expenditures/Expenses

Description	Actual FY 05-06	Revised Budget FY 06-07	Estimated Expenditures/ Expenses FY 06-07	Proposed Budget FY 07-08	Projected FY 08-09	Projected FY 09-10
<b>General Corporate Fund</b>						
<b>Legislative, Boards, Administration</b>						
Fire & Police Commission	\$ 46,189	\$ 35,216	\$ 28,411	\$ 46,980	\$ 59,005	\$ 47,005
Legislative Board	206,493	301,170	280,987	179,585	184,729	183,894
Planning Commission & Zoning Board of Appeals	11,804	12,666	9,600	13,076	13,337	13,613
Legal Services	274,081	310,000	400,000	355,000	373,000	360,000
Administration	428,663	467,978	461,722	482,274	512,529	543,738
<b>Subtotal</b>	<b>967,230</b>	<b>1,127,030</b>	<b>1,180,720</b>	<b>1,076,915</b>	<b>1,142,600</b>	<b>1,148,250</b>
<b>Support Services</b>						
Village Clerk	52,067	65,516	62,716	68,867	71,915	73,135
Employee Relations	163,221	208,408	209,300	237,681	246,113	254,946
Financial Management	671,343	745,931	717,812	1,022,650	813,322	844,275
Management Services	505,092	798,818	531,171	835,236	801,571	815,379
<b>Subtotal</b>	<b>1,391,723</b>	<b>1,818,673</b>	<b>1,520,999</b>	<b>2,164,434</b>	<b>1,932,921</b>	<b>1,987,735</b>
<b>Engineering Services</b>						
Engineering Services	996,503	1,011,665	1,038,343	1,038,150	1,046,286	1,088,305
<b>Community Development</b>						
Planning & Zoning	265,131	285,486	240,441	288,613	308,092	399,009
Building	588,124	612,444	610,202	645,167	706,602	704,399
<b>Subtotal</b>	<b>853,255</b>	<b>897,930</b>	<b>850,643</b>	<b>933,780</b>	<b>1,014,694</b>	<b>1,103,408</b>
<b>Public Safety</b>						
Emergency Services	15,226	29,845	17,622	101,981	98,200	105,889
Police	10,181,294	11,217,903	11,088,640	12,327,013	13,151,779	14,569,163
<b>Subtotal</b>	<b>10,196,520</b>	<b>11,247,748</b>	<b>11,106,262</b>	<b>12,428,994</b>	<b>13,249,979</b>	<b>14,675,052</b>
<b>Public Works</b>						
Streets	2,585,715	2,881,346	2,750,892	3,152,830	3,311,528	3,421,701
Municipal Building	321,591	578,587	518,402	550,097	415,724	441,335
Municipal Garage	48,216	0	0	0	0	0
Transfers and Agreements	14,483,504	1,667,031	890,488	402,766	333,024	318,231
Town Center Events	0	241,600	239,303	261,500	266,800	269,050
<b>Subtotal</b>	<b>17,439,026</b>	<b>5,368,564</b>	<b>4,399,085</b>	<b>4,367,193</b>	<b>4,327,076</b>	<b>4,450,317</b>
<b>Total General Corporate Fund</b>	<b>31,844,257</b>	<b>21,471,610</b>	<b>20,096,052</b>	<b>22,009,466</b>	<b>22,713,556</b>	<b>24,453,067</b>

# Village of Carol Stream

## Comparison of Expenditures/Expenses

Description	Actual FY 05-06	Revised Budget FY 06-07	Estimated Expenditures/ Expenses FY 06-07	Proposed Budget FY 07-08	Projected FY 08-09	Projected FY 09-10
<b>Water and Sewer Fund</b>						
Wastewater Collection & Treatment Center	2,691,375	2,918,427	2,868,417	3,350,203	3,125,662	3,108,898
Water/Sewer	3,824,576	3,676,790	3,485,201	3,646,367	3,626,767	3,786,835
<b>Total Water and Sewer Fund</b>	<b>6,515,951</b>	<b>6,595,217</b>	<b>6,353,618</b>	<b>6,996,570</b>	<b>6,752,429</b>	<b>6,895,733</b>
<b>Motor Fuel Tax Fund</b>	1,105,474	2,244,123	2,207,800	2,828,698	2,375,706	853,392
<b>Civic Enhancement Fund</b>	216,803	0	0	0	0	0
<b>Police Pension Fund</b>	775,179	880,887	826,335	1,123,237	1,290,078	1,413,866
<b>Public Library *</b>						
<b>TIF Debt Service Fund - Geneva Crossing</b>	764,597	370,973	370,973	406,773	404,173	406,373
<b>Total Expenditures/Expenses</b>	<b>\$ 41,222,261</b>	<b>\$ 31,562,810</b>	<b>\$ 29,854,778</b>	<b>\$ 33,364,744</b>	<b>\$ 33,535,942</b>	<b>\$ 34,022,431</b>

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

# Village of Carol Stream

FINANCIAL PLAN - 2007-2008

## COMBINED OPERATING FUNDS

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

Acct No.	Account	Total	Percent of Total Budget	Fire/Pol	Legis. Board	Plan Comm	ESDA	Legal Services	Village Clerk	Employee Relations	Admin.	Financial Mgmt	Engin. Services	Planning & Zoning	Building	Mgmt. Services	Law Enforce.	Streets	Munici. Building	Munici. Garage	Town Center	WC&TC	Water & Sewer
				451	452	453	456	457	458	459	460	461	462	463	464	465	466	467	468	469	475	410	420
<b>Salaries &amp; Wages</b>																							
102	Personal Services	11,483,972	40.15%	3,000	23,400	5,070	32,807	46,702	135,109	367,630	506,055	609,040	177,240	414,275	222,470	6,621,712	1,153,920	129,427	269,506			217,664	528,945
105	Crossing Guards	90,000	0.31%							4,300	2,500							29,400					8,500
106	Seasonal Help	44,700	0.16%																				
107	Court Time	135,000	0.47%																				
109	Overtime	755,341	2.64%																				
111	Group Insurance	1,737,543	6.07%																				
112	IMRF	735,280	2.57%																				
113	FICA	938,867	3.28%																				
114	Workers Comp	663,848	2.32%																				
115	Unemploy. Comp	7,500	0.03%																				
116	GCF Trb Pol. Pen.	729,957	2.55%																				
<b>SUBTOTALS</b>																							
		17,322,008	60.56%	3,210	25,979	5,776	41,361	0	55,887	171,651	471,974	664,090	814,151	228,561	565,971	288,982	10,387,952	1,886,422	182,835	377,440	0	335,292	814,454

<b>Contractual Services</b>																								
212	Auto Maint & Rpr.	\$58,413	1.95%																					
221	Utility Bill Process	117,790	0.41%																					
222	Meetings	33,130	0.12%																					
223	Training	182,125	0.64%																					
224	Vehicle Insur	119,455	0.42%																					
225	Employment Phys.	1,900	0.01%																					
226	Office Equip Maint.	28,425	0.10%																					
227	Radio Maint.	9,430	0.03%																					
228	Personnel Hiring	41,200	0.14%																					
229	Postage	76,324	0.27%																					
230	Telephone	119,654	0.42%																					
231	Copy Expense	25,100	0.09%																					
232	Records Storage	1,010	0.00%																					
233	Recording Fees	1,300	0.00%																					
234	Dues & Subscrip.	99,951	0.35%																					
235	Prosecution	105,000	0.37%																					
236	Mgmt Physicals	8,495	0.03%																					
237	Auditing	20,508	0.07%																					
238	Legal Fees	254,000	0.89%																					
239	Range	2,500	0.01%																					
240	Pub. Notices/Info	35,450	0.12%																					
241	Court Recorder Fees	2,975	0.01%																					
242	Employee Recognit.	22,350	0.08%																					
243	Paging	3,515	0.01%																					
244	Maint. & Repair	606,792	2.12%																					
245	Gen Communication	551,250	1.93%																					
246	Economic Develop.	3,500	0.01%																					
247	Data Processing	3,500	0.01%																					
248	Electricity	154,253	0.54%																					

# Village of Carol Stream

FINANCIAL PLAN - 2007-2008

## COMBINED OPERATING FUNDS

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

Acct No.	Account	Total	Percent of Total Budget	Fire/Pol Comm	Legis Board	Plan Comm	ESDA	Legal Services	Village Clerk	Employee Relations	Admin.	Financial Mgmt	Engin. Services	Planning & Zoning	Building	Mgmt. Services	Law Enforce.	Streets	Municipal Building	Munic. Garage	Town Center	Water & Sewer	
				451	452	453	456	457	458	459	460	461	462	463	464	465	466	467	468	469	475	410	420
249	Animal Control	5,700	0.02%														5,700						
250	Dial-A-Ride/Cab Srv	6,000	0.02%		6,000																		
253	Consultant	281,000	0.98%																				
254	Actuarial	6,000	0.02%																				
255	Software Maint.	69,445	0.24%									6,000	66,400	40,000	48,000	57,000							
256	Banking Services	5,000	0.02%									34,650	4,750	1,800		26,000	1,745	500					
257	GIS System	5,400	0.02%									5,000	2,700	2,700									
258	Comm Appear Prog	700	0.00%		700																		
260	Weed Mowing	700	0.00%												700								
261	Liability Insur.	49,587	0.17%																			16,116	16,116
262	OM1 Contract	1,460,828	5.11%																			1,460,828	1,460,828
263	Property Insurance	69,616	0.24%																			18,793	15,124
264	Equipment Rental	4,495	0.02%																				500
265	Hauling	12,020	0.04%																				
266	Snow Removal	110,000	0.38%																				
267	Uniform Cleaning	6,725	0.02%																				
268	Tree Maint	43,700	0.15%																				
269	Mosquito Abatent.	35,021	0.12%																				
271	Street Light Maint.	22,000	0.08%																				
272	Prop Maint/NPDES	198,300	0.69%																				
273	Employee Services	21,285	0.07%										59,500										
273	Str.Light Knockdown	15,000	0.05%							21,285													
274	Comm Serv Prog	11,500	0.04%		11,500																		
276	Janitorial Service	48,000	0.17%																				
277	Gas & Water	30,700	0.11%																				
279	Lab Services	17,500	0.06%																				
280	Munic. Serv. Charge	138,532	0.48%																				
282	Meter Maint.	11,000	0.04%																				
283	DuPage Water Com.	2,056,666	7.19%																				
284	Equipment Maint.	5,700	0.02%																				
285	Sister Cities	2,500	0.01%		2,500																		
286	Street Light Maint.	176,000	0.62%																				
287	Summer in the Coats	165,000	0.58%																				
288	Concert Series	40,000	0.14%																				
289	Octoberfest	5,000	0.02%																				
290	Multi-Cultural Event	5,200	0.02%																				
291	Misc. Events/Act.	45,000	0.16%																				
297	Sewer System Maint.	60,000	0.21%																				
<b>SUBTOTALS</b>		<b>8,436,115</b>	<b>29.49%</b>	<b>43,550</b>	<b>149,556</b>	<b>7,300</b>	<b>13,770</b>	<b>355,000</b>	<b>8,580</b>	<b>61,285</b>	<b>9,375</b>	<b>61,685</b>	<b>175,917</b>	<b>56,616</b>	<b>63,739</b>	<b>250,254</b>	<b>1,159,950</b>	<b>917,317</b>	<b>325,012</b>	<b>17,266</b>	<b>260,200</b>	<b>1,871,729</b>	<b>2,628,014</b>

# Village of Carol Stream

FINANCIAL PLAN - 2007-2008

## COMBINED OPERATING FUNDS

## Summary of Accounts (GC,F,Y,&S, and Garage)

Acct No.	Account	Total	Percent of Total Budget	Fire/Pol Comm	Legis Board	Plan Comm	ESDA	Legal Services	Village Clerk	Employee Relations	Admin.	Financial Mgmt	Engin. Services	Plannng & Zoning	Building	Mgmt Services	Law Enforce.	Streets	Municipal Building	Munic Garage	Town Center	WG&TC	Water & Sewer		
				451	452	453	456	457	458	459	460	461	462	463	464	465	466	467	468	469	475	410	420		
<b>Commodities</b>																									
302	Bricks	500	0.00%																		500				
313	Auto Gas & Oil	208,457	0.73%																		445	932		17,683	
314	Office Supplies	30,800	0.11%	100	600		500		725	300	525	1,300	4,117	286	3,057	500	136,803	41,974	1,400	450				750	
315	Printed Materials	52,115	0.18%	100	550				275	135		1,250	1,850	2,250	1,600	1,300	17,000	1,600		450				350	
316	Tools	7,400	0.03%									24,055	400	100	4,500	4,500	16,500	100		3,100				1,800	
317	Oper. Supplies	115,860	0.41%				250			500		2,920	5,890			4,500	48,000	36,500		3,300				26,000	
318	Refer. Materials	7,545	0.03%							125	200	200	420	400	700		4,500	3,700	13,000	1,000			2,000		
319	Maint. Supplies	16,700	0.06%																						
320	Janitorial Supplies	3,250	0.01%																						
321	Ammunition	10,300	0.04%																						
322	Emerg. Equipment	2,125	0.01%																						
323	Weapons	15,000	0.05%																						
324	Uniforms	120,965	0.42%							35	200	200	980	600	600	200	104,550	7,500	400	1,200				4,600	
325	Comm. Relations	30,200	0.11%																						
326	Prisoner Care	825	0.00%																						
330	Invest. Fund	14,250	0.05%																						
332	Sewer Sys. Supplies	10,000	0.03%																						
333	Meters	69,878	0.24%																						
341	Gas - Consumed	261,547	0.91%																						
343	Oil/Parts Consumed	45,000	0.16%																						
344	Street Signs	17,000	0.06%																						
350	Small Equipment	43,975	0.15%																						
353	Outsourcing Serv.	25,000	0.09%																						
354	Parts Purchased	45,000	0.16%																						
355	Parts Purch. Cont.	(45,000)	-0.16%																						
356	Gas Purchased	261,547	0.91%																						
357	Gas Purch. Contr	(261,547)	-0.91%																						
358	Alloc. to Other Dept.	(761,698)	-2.66%																						
379	Recycling Contain.	40,000	0.14%																						
381	TC Maint & Supplies	26,000	0.09%																						
<b>SUBTOTALS</b>																									
		412,994	1.44%	200	1,650	0	1,850	0	1,000	1,245	925	31,775	14,082	3,436	10,957	51,500	422,103	132,734	21,050	(419,206)	900	13,732		123,061	
<b>Capital Outlay</b>																									
411	Office Equipment	12,000	0.04%																						
412	Other Equipment	362,009	1.27%							2,000		10,000													
413	Computer Equip.	304,500	1.27%		2,400				3,400	1,500		255,100	15,000		4,500	5,500	63,500	86,871	21,200	20,000	400	40,000		2,830	
415	Vehicles	345,894	1.21%										19,000				164,500	121,886		4,500		1,800		1,800	
417	Radlos	50,100	0.18%														2,300	2,100						40,508	
480	Construction	584,000	2.04%				45,000																	700	
490	Loan Principal	280,640	0.98%																						581,000
491	Loan Interest	148,010	0.52%																						280,640
404	Trans to Replace.	100,000	0.35%																						148,010
499	Contingency	185,000	0.65%																						70,000
<b>SUBTOTALS</b>																									
		2,432,153	8.50%	0	2,400	0	45,000	0	3,400	3,500	0	265,100	34,000	0	4,500	244,500	357,008	216,357	21,200	24,500	400	1,129,450		80,838	
<b>TOTALS</b>																									
		28,603,270	100.00%	46,980	179,585	13,076	155,000	68,867	237,681	482,274	1,022,650	1,038,150	288,613	645,167	835,236	12,327,013	3,152,830	580,097	0	261,500	3,350,203				3,646,367

# Village of Carol Stream

## 2008-2010 Personnel Schedule

	Authorized 2005-06	Authorized 2006-07	Proposed 2007-08	Projected 2008-09	Projected 2009-10
<b>I. Administration</b>					
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
	<hr/> 3	<hr/> 3	<hr/> 3	<hr/> 3	<hr/> 3
<b>II. Emergency Management</b>					
d. Emergency Management Coord.	0	0	1	1	1
	<hr/> 0	<hr/> 0	<hr/> 1	<hr/> 1	<hr/> 1
<b>III. Management Services</b>					
a. Asst. to the Village Mgr.	1	1	1	1	1
b. Secretary	1/2	1/2	1/2	1/2	1/2
c. Interdepartmental Aide	1/2	1/2	1/2	1/2	1/2
d. Information Systems Coord.	1	1	1	1	1
	<hr/> 3	<hr/> 3	<hr/> 3	<hr/> 3	<hr/> 3
<b>IV. Employee Relations</b>					
a. Employee Relations Director	1	1	1	1	1
b. Employee Relations Clerk	1/2	1/2	7/10	7/10	7/10
	<hr/> 1 1/2	<hr/> 1 1/2	<hr/> 1 7/10	<hr/> 1 7/10	<hr/> 1 7/10
<b>V. Financial Management</b>					
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. Administrative Secretary	3/4	3/4	3/4	3/4	3/4
e. Accounts Clerk	6	6	6	6	6
	<hr/> 9 3/4	<hr/> 9 3/4	<hr/> 9 3/4	<hr/> 9 3/4	<hr/> 9 3/4
<b>VI. Community Development</b>					
a. Community Development Dir.	1	1	1	1	1
b. Village Planner	1	1	1	1	1
c. Chief Code Enforcement Officer	1	1	1	1	1
d. Code Enforcement Officer	3	3	3	3	3
e. Administrative Secretary	1	1	1	1	1
f. Secretary	1	1	1	1	1
	<hr/> 8	<hr/> 8	<hr/> 8	<hr/> 8	<hr/> 8
<b>VII. Engineering Services</b>					
a. Director of Engineering Services	1	1	1	1	1
b. Assistant Village Engineer	1	1	1	1	1
c. Staff Engineer	1	1	1	1	1

# Village of Carol Stream

## 2008-2010 Personnel Schedule

	Authorized 2005-06	Authorized 2006-07	Proposed 2007-08	Projected 2008-09	Projected 2009-10
d. Engineering Inspector	3	3	3	3	3
e. Administrative Secretary	1	1	1	1	1
f. Secretary	1/2	1/2	1/2	1/2	1/2
	<u>7 1/2</u>	<u>7 1/2</u>	<u>7 1/2</u>	<u>7 1/2</u>	<u>7 1/2</u>
VIII. Public Works-Streets Division					
a. Director of Public Works	1	1	1	1	1
b. Public Works Program Coordinator	1	1	1	1	1
c. Administrative Secretary	1	1	1	1	1
d. Street Superintendent	1	1	1	1	1
e. Public Works Employee I	3	3	3	3	3
f. Public Works Employee II	9	10	10	10	10
g. Public Works Employee III	2	1	2	2	2
h. Clerk-Public Works	1	1	1	1	1
	<u>19</u>	<u>19</u>	<u>20</u>	<u>20</u>	<u>20</u>
IX. Public Works-Water/Sewer Division					
a. Water/Sewer Supervisor	1	1	1	1	1
b. Water/Sewer Employee I	2	2	2	2	2
c. Water/Sewer Employee II	4	4	4	4	4
d. Water/Sewer Employee III	1	1	1	2	2
	<u>8</u>	<u>8</u>	<u>8</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	3	3	2	2	2
c. Mechanic's Helper	0	0	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	1	1	1
c. Lieutenant	2	2	2	2	2
d. Social Worker	2	2	2	2	2
e. Social Services Supervisor	1	1	1	1	1
f. Sergeant	9	9	9	9	9
g. Police Officer	51	53	55	57	59
h. Community Service Tech.	8	8	8	8	8
i. Evidence /Property Custodian	1	1	1	1	1
j. Administrative Secretary	1	1	1	1	1
k. Secretary	1	1	1	1	1
l. Records Supervisor	1	1	1	1	1
m. Assistant Records Supervisor	1	1	1	1	1
n. Records Clerk	7	7	7	7	7
o. Clerk/Typist	1	1	1	1	1

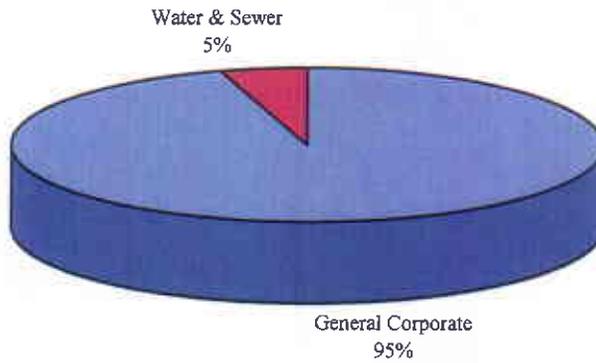
# Village of Carol Stream

## 2008-2010 Personnel Schedule

	Authorized 2005-06	Authorized 2006-07	Proposed 2007-08	Projected 2008-09	Projected 2009-10
p. Crime Analyst	1	1	1	1	1
q. Court Liaison	1	1	1	1	1
r. Training Coordinator/ Budget Analyst	0	1	1	1	1
s. Crime Prevention Specialist	0	0	1	1	1
t. Investigative Aide	1	1	1	2	2
	<u>91</u>	<u>94</u>	<u>97</u>	<u>100</u>	<u>102</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	3/4	3/4	3/4	3/4	3/4
TOTAL - REGULAR EMPLOYEES (Full-Time Equivalent)					
	<u>157 1/2</u>	<u>160 1/2</u>	<u>165 7/10</u>	<u>169 7/10</u>	<u>171 7/10</u>
XIV. Seasonal & Miscellaneous					
Temporary Help					
a. Streets Division-Summer	8	6	6	6	6
b. Water/Sewer Division-Summer	2	2	2	2	2
c. Administration	1	1	1	1	1
d. Meter Readers (1/2 W/S + 1/2 WRC)	1/4	1/4	1/4	1/4	1/4
e. Eng. Aide-Eng. Services	1	1	2	1	1
f. Police Patrol-Crossing Guards	21	21	22	22	22
g. Community Development	1	1	0	0	0
TOTAL-OTHER THAN FULL TIME	<u>34 1/4</u>	<u>32 1/4</u>	<u>33 1/4</u>	<u>32 1/4</u>	<u>32 1/4</u>
(Full-Time Equivalent)	17 1/8	16 1/8	16 1/8	15 5/8	15 5/8
TOTAL EMPLOYEE COUNT					
	<u>190 3/4</u>	<u>192 3/4</u>	<u>198 7/8</u>	<u>201 7/8</u>	<u>203 7/8</u>
TOTAL EMPLOYEE COUNT (Full-Time Equivalent)					
	<u>174 5/8</u>	<u>176 5/8</u>	<u>182 7/8</u>	<u>186 3/8</u>	<u>188 3/8</u>

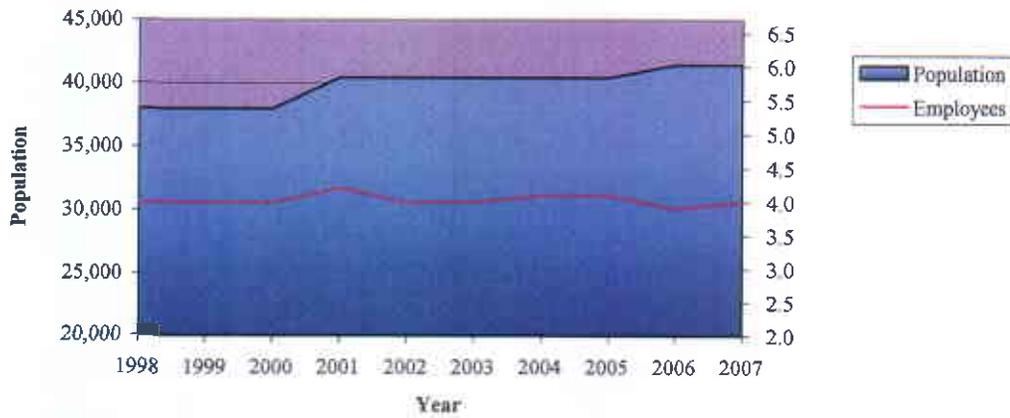
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**PERSONNEL BY FUND  
2008**



The net change in staffing levels for FY08 was an increase of five positions. Two police officers, a civilian crime prevention officer, a public works employee and an emergency management coordinator have been proposed.

**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.

### A. Common Assumptions

#### 1. Interest Earning Rate for all fund reserves.

- a. Fiscal 2007-08: 5.25%
- b. Fiscal 2008-09: 5.25%
- c. Fiscal 2009-10: 5.25%

#### 2. Number of Building Permits.

- a. Fiscal 2007-08:
  - 2 Single Family Detached
  - 90 Single Family Attached
  - 5 Industrial/Commercial
  - 1650 Accessory/Miscellaneous
  - 104 Industrial/Commercial Remodeling/Build-out
- b. Fiscal 2008-09:
  - 90 Single Family Attached
  - 5 Industrial/Commercial
  - 1750 Accessory/Miscellaneous
  - 94 Industrial/Commercial Remodeling/Build-out
- c. Fiscal 2009-10:
  - 80 Single Family Attached
  - 5 Industrial/Commercial
  - 1800 Accessory/Miscellaneous
  - 84 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 2007-08: Projected FY07 receipts are 6.7% over the budgeted amount and 7.5% higher than FY06 actual. The upward trend in sales tax revenues is primarily due to the improved economy. The projection includes an increase of 4.5% for growth and inflation but also has included a reduction of 2.5% due to a major sales tax generator relocating outside of Carol Stream.
- b. Fiscal 2008-09: 4% increase over 2007-08.
- c. Fiscal 2009-10: 4% increase over 2008-09.

### 2. Home Rule Sales Tax

- a. Home rule sales tax revenues are projected at 35.5% of the regular sales tax for all three years.

### 3. Utility/Telecommunication Tax:

50.9% of the utility tax receipts are from telecommunications and 49.1% from electrical use.

- a. Fiscal 2007-08: Receipts from electric and telecommunications are based on usage. Whereas, electrical usage has leveled off, telecommunication's usage is starting to decline. FY08 assumes .5% increase for both electrical and telecommunication's usage.
- b. Fiscal 2008-09: Increase is due to moderate growth in the use of both utilities.
- c. Fiscal 2009-10: Increase is due to moderate growth in the use of both utilities.

### 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 2007-08: Revenues are based on usage and usage will fluctuate based on the weather. At this point these revenues have appeared to somewhat level off. FY08 assumes a 1% increase.
- b. Fiscal 2008-09: Increase is due to a projected moderate growth in usage.
- c. Fiscal 2009-10: Increase is due to a projected moderate growth in usage.

### 5. State Income Tax (State Shared):

- a. Fiscal 2007-08: The projected shared rate is \$82.50. The population based on a 2006 Special Census is 41,439.
- b. Fiscal 2008-09: The projected shared rate is \$84.15 per capita.
- c. Fiscal 2009-10: The projected shared rate is \$85.83 per capita.

6. Real Estate Transfer Tax:

Sales (\$187,916,666, \$192,614,583 and \$197,429,948) of pre-existing homes are used as the base for each year respectively to which an estimate of revenues from new residential homes and industrial sales is added.

- a. Fiscal 2007-08: Estimated value of residential sales subject to the tax is \$200,616,667 and the estimated value of industrial sales is \$102,500,000.
- b. Fiscal 2008-09: Estimated value of residential sales subject to the tax is \$205,031,250 and the estimated value of industrial sales is \$105,062,500.
- c. Fiscal 2009-10: Estimated value of residential sales subject to the tax is \$207,929,950 and the estimated value of industrial sales is \$107,689,063.

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 current rate of \$3.05/1,000 gallons is anticipated for all three fiscal years of the plan.

- (a) Fiscal 2007-08: Projecting 1,297,827,000 gallons billed.
- (b) Fiscal 2008-09: Projecting 1,300,163,000 gallons billed.
- (c) Fiscal 2009-10: Projecting 1,309,134,000 gallons billed.

b. Sewer

(1) The current rate of \$2.40/1,000 gallons is anticipated for all three fiscal years of the plan. Small operating deficits are projected for both FY09 and FY10. It is too early to propose a rate increase given that the projected deficits are so small and a marginal increase in usage would eliminate the deficits.

- (a) Fiscal 2007-08: Projecting 1,116,131,220 gallons billed.

(b) Fiscal 2008-09: Projecting 1,118,140,180 gallons billed.

(c) Fiscal 2009-10: Projecting 1,125,855,240 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 2007-08: The estimated per capita rate is \$28.60. The population based on a 2006 Special Census is 41,439.

b. Fiscal 2008-09: The estimated shared rate is \$28.87 per capita.

c. Fiscal 2009-10: The estimated shared rate is \$29.31 per capita.

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.



**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 2008-10 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 by the Village Board. Revenues and expenditures have been estimated utilizing the assumptions provided in the Financial Plan and Budget Summaries section. Customer charges have been established consistent with the “cost of service” policy. Water and sewer customer charges are reflective of the operation of the utilities.

General Corporate Fund revenues reflect a continued upturn in the economy along with mature revenues from Home Depot and Lowes. The projected increase in sales tax revenues accounts for the loss of a major sales tax generator, who will be relocating outside of the Village. Local utility tax receipts declined in FY07 and it is our projection that the telecommunication tax revenues will continue to reflect this trend.

In fiscal year 2003, the Village implemented a ½% 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 35.5% 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, after three years, these revenues have somewhat 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. 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.

The continued emphasis on the appearance of Village entrances and traffic corridors results in significant funds being expended for the upkeep of the Town Center, the Gary and North Avenue corridors landscaping and Village buildings. Resources are identified to meet stringent federal standards for stream and river water quality and to address space needs at the Village Hall.

### 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 and the Village will need to continually monitor the activity of the State Legislature to assure that the Village revenues do not become a solution to the State's budget problem. General corporate funded operations will generate a surplus in the first two years of the plan but a deficit is projected, at this point, for FY10. Over 50% of the projected deficit in FY10 is due to having to change out 100% of the police communication system to match a County-wide system that will be implemented in FY10. 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 and increasing the need to designate a specific long-term revenue source. Water and sewer customer charges and connection fees are set at levels to cover operations maintenance and replacement costs and to generate a modest surplus for identified future system improvements but the need for a sewer rate increase in FY10 may materialize.

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 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 "devolution" (the shifting of responsibilities to local government that have traditionally been done by the federal government) and the tax treatment of "e-commerce" taking place at the federal level. Attempts by local business to obtain a "rebate" of sales taxes they generate are expected to increase.

The advantage of preparing a multi-year financial plan is that we can see what the problem is going forward and work on solving it today. Although we believe that the revenues will continue to trend upward, we were conservative with the revenue assumptions in the out years. The advantage of preparing a multi-year financial plan is that we can see what the problem is going forward and work on solving it today.

GENERAL CORPORATE FUND

A. Revenue

1. **Total Operating Revenues** of \$22,401,287 is 1.7% higher than the 2006-07 estimated operating revenues and 3.6% more than the 2007-08 operating revenues that were projected last year.
  - a. 53.3% 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 revenues reflect an upturn in the economy along with mature revenues from Home Depot and Lowe's. These revenues are projected to be 2.9% higher than the estimated 2006-07 receipts due to the improving economy.
  - b. 35% 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 revenues during 2006-07, came in higher than was anticipated and the projection for 2006-07 is that they will come in at about 35.5% of the regular sales tax revenues.
  - c. Revenues have recovered to the point that, for operating purposes, they will be sufficient to cover our operation for the first two years of the plan. A deficit is projected for the third year and staff will start now to develop a strategy to address it. A designated revenue source that would generate at least \$2 million per year still needs to be identified to fund the General Corporate CIP program.

B. Expenditures

1. **Total Operating Expenditures** of \$22,009,466 are 9.4% greater than the estimated 2006-07 operating expenditures and 1.7% higher than the 2007-08 operating expenditures projected last year. This budget does include the addition of the following positions in FY08: 1 Public Works Employee III, 2 Police Officers (one to replace the officer who is currently assigned to BATTLE), an Emergency Management Coordinator and a civilian Crime Prevention Officer. In FY09 a Water and Sewer Employee III, two Police Officers and an Investigative Aide are included. FY10 includes 2 additional Police Officers.
  - a. The personnel related costs of Salaries and Wages, which include pension and group health and life insurance, represent 73.5% of the proposed 2007-08 General Corporate Fund Operating Expenditure Budget. Contractual wage increases of 4.25% for the Service Employees International Union represented Public Works Streets and

Garage Divisions and the Fraternal Order of Police Labor Council represented police officers are budgeted. The 4.25% is budgeted for non-organized employees as well. The Village's contributions to the Illinois Municipal Retirement Fund (IMRF) and to the Police Pension Fund (PPF) are 10.11% and 20.95% 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 2007-08, a 10% increase in both the PPO and HMO health insurance premiums along with a 5% increase in dental premiums have been budgeted.

- b. Regular full-time personnel positions are proposed to be 165 7/10, an increase of five from the current authorized level.

WATER AND SEWER OPERATION & MAINTENANCE FUND

A. Revenue

1. **Total Operating Revenues** of \$6,880,809 are 10.2% higher than the 2006-07 estimated revenue and 8% less than the 2007-08 revenue projection of last year. The operating revenues are projected to be higher than 2006-07 because 2006 was a very wet summer which resulted in a decrease in water consumption. In general, water usage has slowly been trending downward, reflecting the increased efforts of our customers to practice water conservation measures.
2. **Non-Operating Revenue** consisting primarily of interest income, expansion and connection fees is \$629,216.

B. Expenditures

1. **Total Operating Expenditures** of \$6,412,570 are 6.2% higher than the estimated 2006-07 expenditures and 3.2% lower than the 2007-08 expenditures projected last year.
  - a. The personnel related costs of Salaries and Wages, which include Illinois Municipal Retirement Fund pension and group health and life insurance, represent 17.9% 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.
  - b. The 2007-08 budget includes the principal and interest payment of \$428,650 which is due on the \$6.8 million IEPA loan.
  - c. The 2007-08 budget includes \$584,000 in 2007-08 for capital projects.

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.

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 so that the Village can avoid going into debt.

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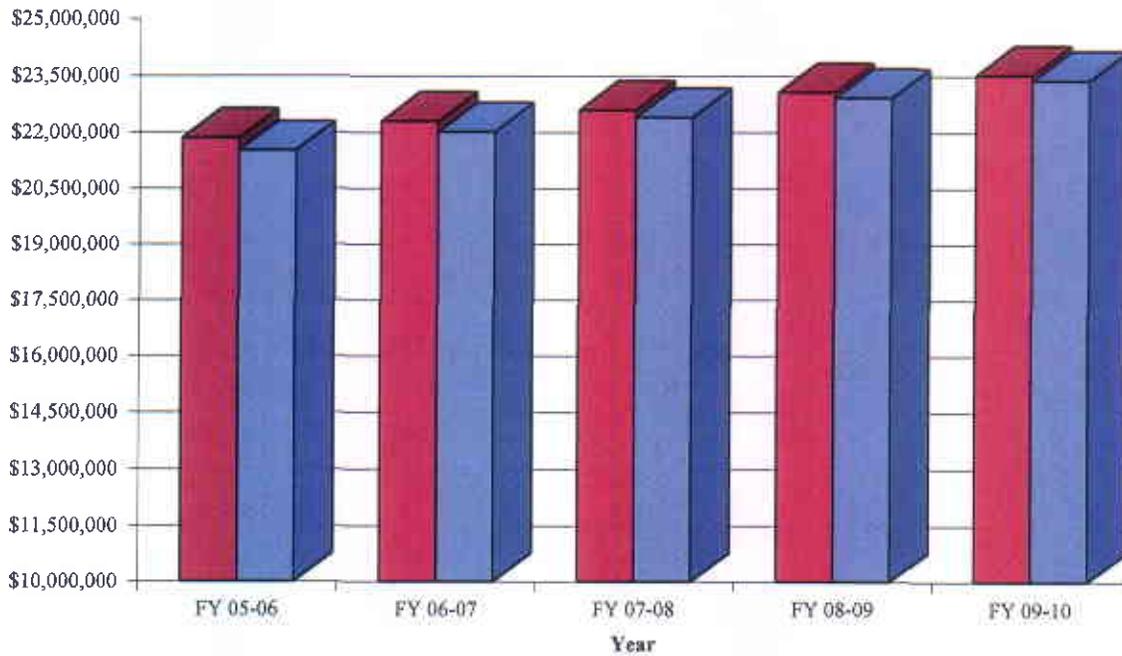
**GENERAL**

**CORPORATE**

**FUND**

**GENERAL CORPORATE FUND  
OPERATING REVENUES vs. TOTAL REVENUES  
2006 - 2010**

■ Total Revenue  
■ Operating Revenue

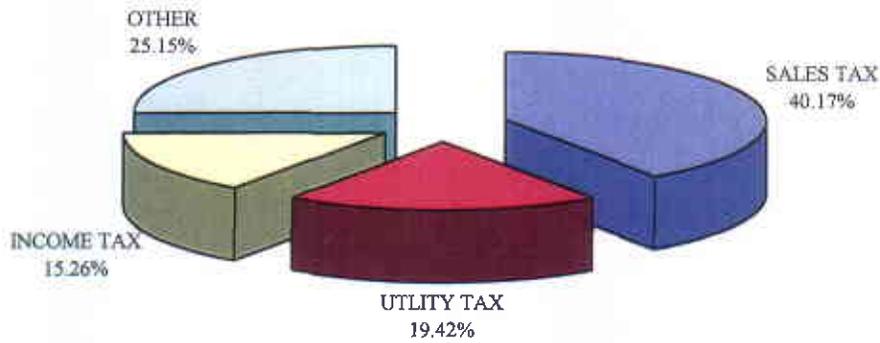


	Est.				
	FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 09-10
<b>Total Operating Revenue</b>	\$ 21,513,982	\$ 22,022,682	\$ 22,401,287	\$ 22,919,230	\$ 23,385,468
<b>Total Non-Operating Revenue</b>	347,403	285,866	196,500	146,500	146,500
<b>Total Revenue</b>	\$ 21,861,385	\$ 22,308,548	\$ 22,597,787	\$ 23,065,730	\$ 23,531,968

The improving economy has positively impacted the operating revenues. Operating revenues for FY08 reflect an increase of 1.7% over the FY07 projected revenues. The increase in revenues is due to the recovering economy combined with mature sales tax revenues from Home Depot and Lowes.

**GENERAL CORPORATE FUND  
KEY OPERATING REVENUES  
2008-10**

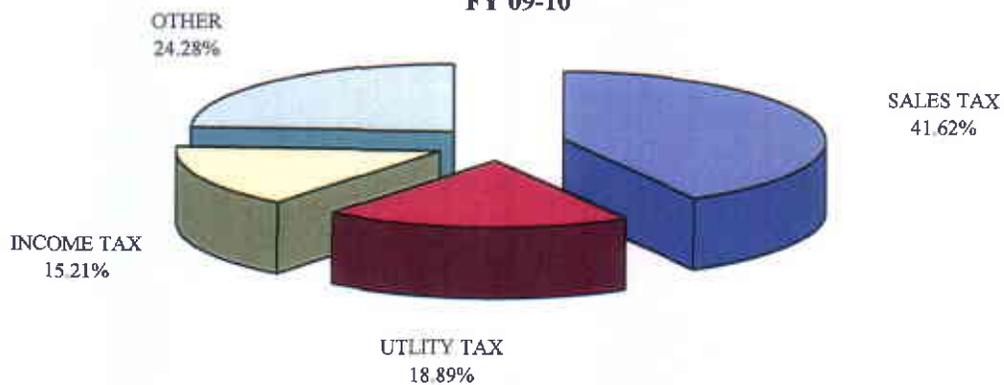
**FY 07-08**



**FY 08-09**



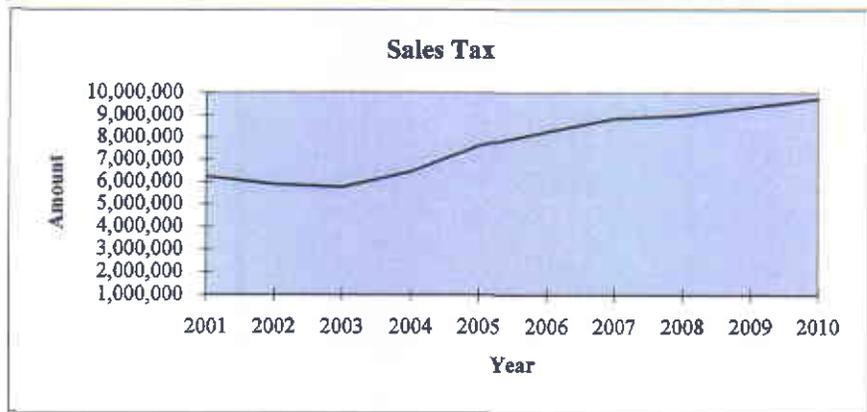
**FY 09-10**



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 74.9% of the General Corporate Fund operating revenues, it is important that they be continually monitored and protected from any legislative changes.

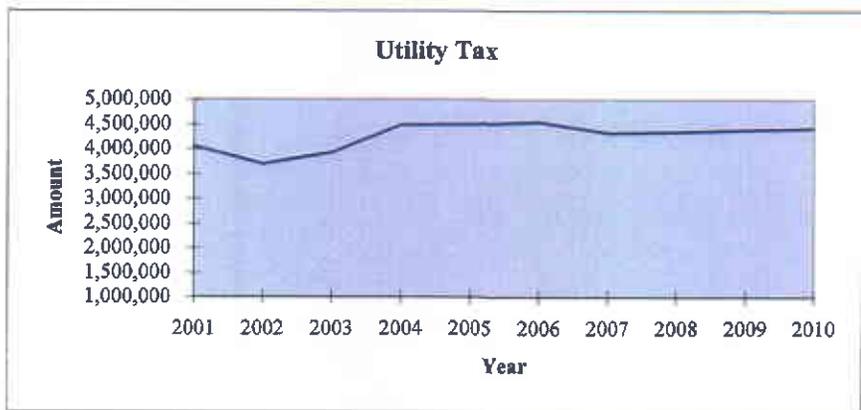
**GENERAL CORPORATE FUND  
KEY REVENUES**

<u>YEAR</u>	<u>AMOUNT</u>
2001	6,236,451
2002	5,887,019
2003	5,754,009
2004	6,442,924
2005	7,624,713
2006	8,257,109
2007 (Est.)	8,860,280
2008 (Prop.)	8,997,743
2009 (Proj.)	9,357,653
2010 (Proj.)	9,731,958



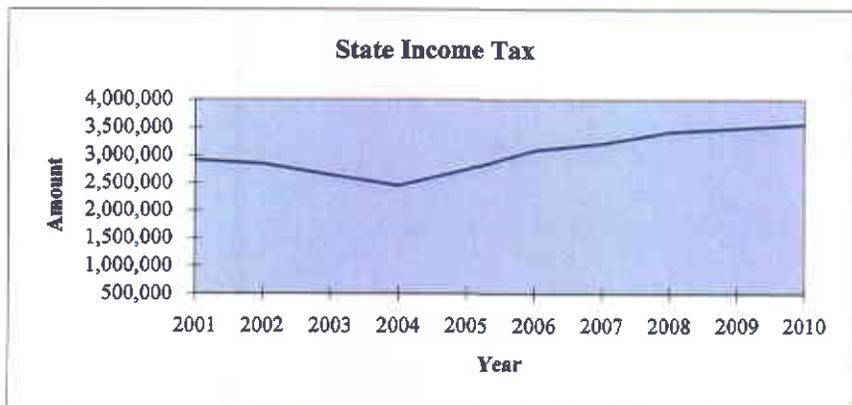
The upward trend in sales tax revenues is a result of the improved economy combined with mature revenues from Home Depot and Lowes. The loss of a major sales tax generator is also reflected in this graph.

<u>YEAR</u>	<u>AMOUNT</u>
2001	4,060,525
2002	3,693,805
2003	3,925,146
2004	4,487,359
2005	4,496,741
2006	4,548,252
2007 (Est.)	4,326,144
2008 (Prop.)	4,350,596
2009 (Proj.)	4,384,480
2010 (Proj.)	4,418,653



The utility tax revenues on electricity is projected to grow moderately whereas the utility tax revenues on telecommunications have begun to show a decline, primarily due to changes in delivery that result in them not being subject to the tax.

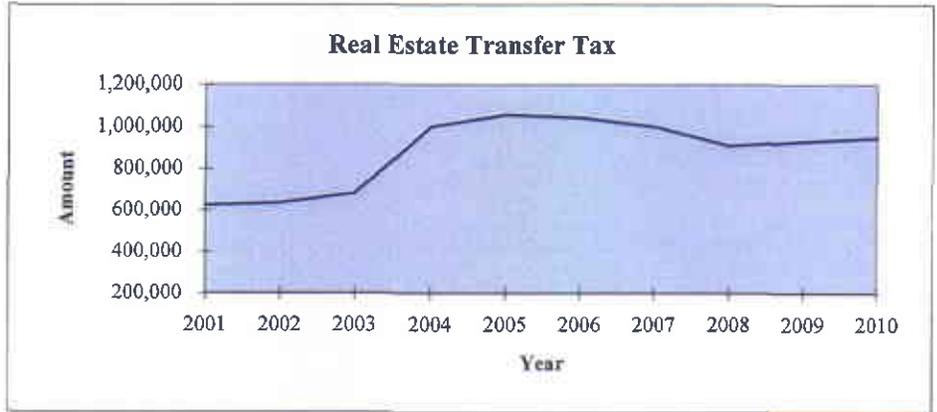
<u>YEAR</u>	<u>AMOUNT</u>
2001	2,915,348
2002	2,843,143
2003	2,642,220
2004	2,443,909
2005	2,737,638
2006	3,089,954
2007 (Est.)	3,216,550
2008 (Prop.)	3,418,718
2009 (Proj.)	3,487,092
2010 (Proj.)	3,556,834



The projected growth in State Income Tax revenues is due to the improved economy combined with an increase in the Village's population base as a result of the 2006 special census.

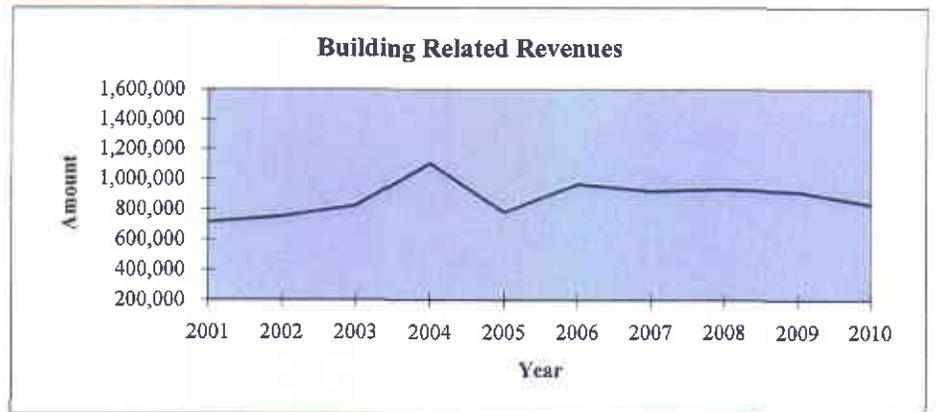
**GENERAL CORPORATE FUND  
KEY REVENUES**

<u>YEAR</u>	<u>AMOUNT</u>
2001	624,085
2002	635,407
2003	682,025
2004	1,000,493
2005	1,056,623
2006	1,043,745
2007 (Est.)	1,000,000
2008 (Prop.)	909,350
2009 (Proj.)	930,281
2010 (Proj.)	946,857



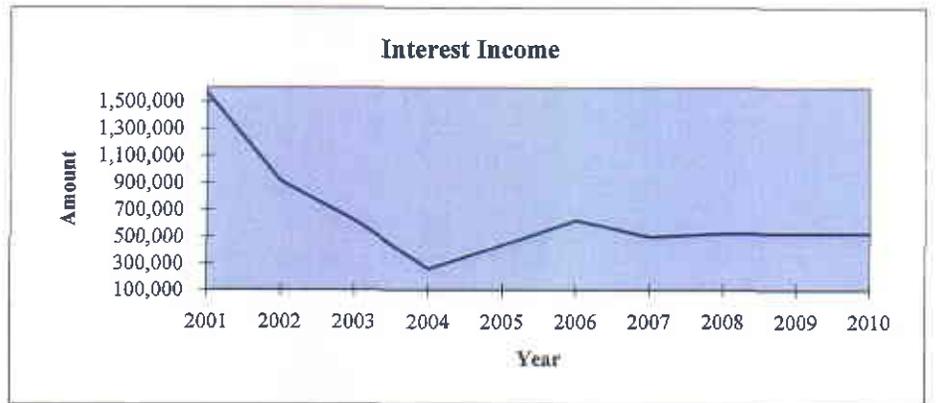
Home sales in Carol Stream has proven to be very consistant. The occasional spike in revenues is due to increased sales of industrial/commercial/apartment complexes.

<u>YEAR</u>	<u>AMOUNT</u>
2001	714,614
2002	751,471
2003	823,801
2004	1,104,418
2005	778,684
2006	965,391
2007 (Est.)	920,000
2008 (Prop.)	932,222
2009 (Proj.)	915,190
2010 (Proj.)	830,780



Includes: Building permit fees, engineering fees, annexation fees and developer service fees. The decline in these revenues is a result of the Village nearing build-out status.

<u>YEAR</u>	<u>AMOUNT</u>
2001	1,562,641
2002	911,252
2003	620,596
2004	260,904
2005	435,126
2006	619,797
2007 (Est.)	497,442
2008 (Prop.)	522,315
2009 (Proj.)	522,315
2010 (Proj.)	522,315



The decline in interest income was due to the economic downturn that resulted in a significant decrease in interest rates. Starting with FY06, the interest income received on non-operating reserves was included in 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 04-05	Actual FY 05-06	Estimated FY 06-07	Proposed FY 07-08	Projected FY 08-09	Projected FY 09-10
<b>Beginning Balance, May 1</b>	\$ 26,580,386	\$ 29,351,587	\$ 19,437,972	\$ 21,650,468	\$ 22,238,789	\$ 22,590,963
Prior Period Adjustment	0	69,257	0	0	0	0
<b>Revenue/Source</b>						
Taxes	16,205,961	17,238,252	17,998,989	18,285,572	18,782,215	19,290,967
Licenses and Permits	1,059,311	1,245,454	1,117,048	1,183,168	1,194,193	1,143,543
Intergovernmental Grants	85,745	88,553	111,732	136,500	86,500	86,500
Charges for Services	1,271,546	1,307,595	1,535,177	1,359,132	1,365,127	1,368,769
Fines and Forfeits	635,492	824,999	944,626	1,001,100	1,005,380	1,009,874
Interest Income	435,126	619,797	497,442	522,315	522,315	522,315
Miscellaneous	142,426	536,735	103,534	110,000	110,000	110,000
<b>Total Revenue/Source</b>	<b>19,835,607</b>	<b>21,861,385</b>	<b>22,308,548</b>	<b>22,597,787</b>	<b>23,065,730</b>	<b>23,531,968</b>
<b>Expenditures/Uses</b>						
Fire and Police Commission	27,215	46,189	28,411	46,980	59,005	47,005
Legislative Board	202,012	206,493	280,987	179,585	184,729	183,894
Planning Commission & Zoning Board of Appeals	10,533	11,804	9,600	13,076	13,337	13,613
Emergency Services	9,712	15,226	17,622	101,981	98,200	105,889
Legal Services	200,908	274,081	400,000	355,000	373,000	360,000
Village Clerk	58,071	52,067	62,716	68,867	71,915	73,135
Employee Relations	150,205	163,221	209,300	237,681	246,113	254,946
Administration	402,441	428,663	461,722	482,274	512,529	543,738
Financial Management	631,679	671,343	717,812	1,022,650	813,322	844,275
Engineering Services	853,079	996,503	1,038,343	1,038,150	1,046,286	1,088,305
Comm. Dev. - Plan. & Zoning	248,496	265,131	240,441	288,613	308,092	399,009
Comm. Dev. - Building	573,575	588,124	610,202	645,167	706,602	704,399
Management Services	611,779	505,092	531,171	835,236	801,571	815,379
Police	9,244,140	10,181,294	11,088,640	12,327,013	13,151,779	14,569,163
Public Works - Streets	2,173,875	2,585,715	2,750,892	3,152,830	3,311,528	3,421,701
Municipal Building	309,704	321,591	518,402	550,097	415,724	441,335
Public Works Center	35,240	0	0	0	0	0
Municipal Garage	37,943	48,216	0	0	0	0
Transfers and Agreements	1,283,799	14,483,504	890,488	402,766	333,024	318,231
Town Center Events	0	0	239,303	261,500	266,800	269,050
<b>Total Expenditures/Uses</b>	<b>17,064,406</b>	<b>31,844,257</b>	<b>20,096,052</b>	<b>22,009,466</b>	<b>22,713,556</b>	<b>24,453,067</b>
<b>Ending Balance, April 30:</b>						
Reserved for Public Safety	52,450	178,294	0	0	0	0
Reserved for Prepaid Items	350,759	452,515	0	0	0	0
Reserved for Specific Purpose	130,146	129,452	0	0	0	0
Reserved for Inventory	122,359	161,498	0	0	0	0
Reserved for Loans Receivable	93,474	88,160	0	0	0	0
Unreserved-Designated	15,459,396	1,443,000	0	0	0	0
Unreserved	13,143,003	16,984,853	21,650,468	22,238,789	22,590,963	21,669,864
<b>Totals</b>	<b>\$ 29,351,587</b>	<b>\$ 19,437,972</b>	<b>\$ 21,650,468</b>	<b>\$ 22,238,789</b>	<b>\$ 22,590,963</b>	<b>\$ 21,669,864</b>

# Village of Carol Stream

## GENERAL CORPORATE FUND

## Revenues

Description	Actual FY 05-06	Revised Budget FY 06-07	Estimated Revenue FY 06-07	Proposed Budget FY 07-08	Projected FY 08-09	Projected FY 09-10
<b>Property Taxes</b>						
Road and Bridge(County Shared) \$	210,166	\$ 210,000	\$ 211,043	\$ 212,098	\$ 213,159	\$ 214,225
Pers. Prop. Replacement Tax	79,631	87,308	83,027	86,358	89,813	93,405
<b>Other Taxes</b>						
Sales Tax (State Shared)	6,083,986	6,129,963	6,538,952	6,660,780	6,927,211	7,204,299
Utility Tax	3,975,482	4,110,900	3,761,699	3,780,507	3,808,690	3,837,105
Income Tax (State Shared)	3,089,954	3,202,690	3,216,550	3,418,718	3,487,092	3,556,834
Amusement Tax	9,395	10,000	9,800	9,800	9,800	9,800
Home Rule Sales Tax	2,173,123	2,176,137	2,321,328	2,336,963	2,430,442	2,527,659
Real Estate Transfer Tax	1,043,745	897,250	1,000,000	909,350	930,281	946,857
Natural Gas Use Tax	572,770	565,726	564,445	570,089	575,790	581,548
Hotel Tax Receipts	0	296,985	292,145	300,909	309,937	319,235
<b>Total Taxes</b>	<b>\$ 17,238,252</b>	<b>\$ 17,686,959</b>	<b>\$ 17,998,989</b>	<b>\$ 18,285,572</b>	<b>\$ 18,782,215</b>	<b>\$ 19,290,967</b>
<b>Licenses and Permits</b>						
Business/Misc. License	28,084	28,687	27,300	27,750	27,750	27,750
Dog License	1,868	1,850	1,900	1,900	1,900	1,900
Vehicle License	389,481	392,535	393,148	394,768	396,343	397,693
Liquor License	55,150	51,450	55,150	55,150	55,150	55,150
Vending Machine License	8,453	10,000	8,650	8,650	8,650	8,650
Game Room Fees	1,550	1,725	1,700	1,700	1,700	1,700
Building Permits	756,768	574,000	625,000	689,050	698,500	646,500
Tobacco License	4,100	3,900	4,200	4,200	4,200	4,200
<b>Total Licenses and Permits</b>	<b>\$ 1,245,454</b>	<b>\$ 1,064,147</b>	<b>\$ 1,117,048</b>	<b>\$ 1,183,168</b>	<b>\$ 1,194,193</b>	<b>\$ 1,143,543</b>
<b>Charges for Services</b>						
Re-inspection Fees	300	700	3,000	1,000	1,000	1,000
Legal & Planning Fees	100,486	82,530	250,000	175,000	150,000	125,000
Annexation Fees	3,192	0	0	0	0	0
Liquor Investigation Fees	2,675	3,500	4,100	3,500	3,500	3,500
Cable Franchise Fees	355,791	325,000	329,721	319,024	327,785	336,896
Service Fee - Developers	104,945	104,481	45,000	68,172	66,690	59,280
Sale of Trees	1,980	2,500	1,532	1,500	1,500	1,500
Host Benefit & Recycling Fee	40,969	28,880	28,880	29,891	30,788	31,712
Public Hearing Fees	31,300	25,000	25,200	25,000	25,000	25,000
Passport Fees	9,614	15,000	12,077	13,285	13,950	14,645
Engineering Review Fees-SMA	61,528	25,000	55,000	26,400	23,100	19,800
Reimb. - Police Schools	14,384	15,000	8,500	15,000	15,000	15,000
Reimb. - School Districts/Park	247,443	243,173	240,000	249,991	259,022	268,578
Municipal Service Charge	131,460	133,188	133,188	138,532	142,370	146,394
Gas Sales Reim D93/Ducom/PK	48,377	57,279	57,279	61,337	64,922	68,631
Police Reports	5,733	5,500	6,100	6,000	6,000	6,000
Reim Fee Based/DuMeg	147,418	152,500	215,000	225,500	234,500	245,833
<b>Total Charges for Services</b>	<b>\$ 1,307,595</b>	<b>\$ 1,219,231</b>	<b>\$ 1,414,577</b>	<b>\$ 1,359,132</b>	<b>\$ 1,365,127</b>	<b>\$ 1,368,769</b>

# Village of Carol Stream

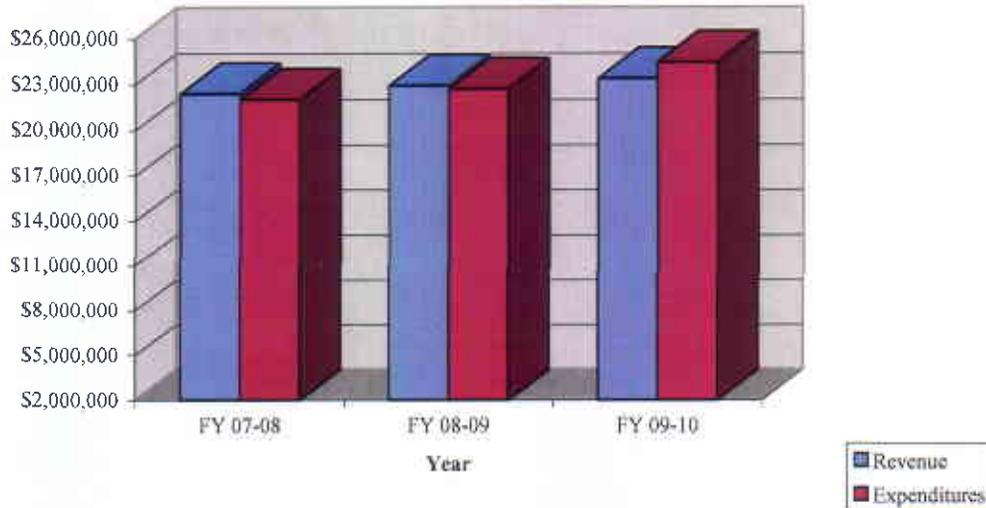
## GENERAL CORPORATE FUND

## Revenues

Description	Actual FY 05-06	Revised Budget FY 06-07	Estimated Revenue FY 06-07	Proposed Budget FY 07-08	Projected FY 08-09	Projected FY 09-10
<b>Fines and Forfeits</b>						
Circuit Court - Tickets/Fines	672,683	525,000	517,151	520,000	520,000	520,000
Ordinance Forfeits	62,472	68,000	73,500	73,500	73,500	73,500
DUI Tech Funds	71,244	0	80,000	85,600	89,880	94,374
Court DUI Fines	0	200,000	250,000	300,000	300,000	300,000
False Alarms	18,600	20,000	23,975	22,000	22,000	22,000
<b>Total Fines and Forfeits</b>	<b>\$ 824,999</b>	<b>\$ 813,000</b>	<b>\$ 944,626</b>	<b>\$ 1,001,100</b>	<b>\$ 1,005,380</b>	<b>\$ 1,009,874</b>
<b>Interest Income</b>						
Interest Income - Operating	619,797	436,671	497,442	522,315	522,315	522,315
<b>Other Operating</b>						
Miscellaneous Revenue	277,885	50,000	50,000	50,000	50,000	50,000
<b>Total Operating Revenue</b>	<b>21,513,982</b>	<b>21,270,008</b>	<b>22,022,682</b>	<b>22,401,287</b>	<b>22,919,230</b>	<b>23,385,468</b>
<b>Non-Operating Revenue</b>						
Developer Contributions	0	0	120,600	0	0	0
Donations & Contributions	0	25,000	7,000	10,000	10,000	10,000
Fees and Admissions	0	35,000	46,534	50,000	50,000	50,000
Intergovernmental Grants	88,553	62,500	111,732	136,500	86,500	86,500
Residual Equity Transfer	258,850	0	0	0	0	0
<b>Total Non-Operating Revenue</b>	<b>347,403</b>	<b>122,500</b>	<b>285,866</b>	<b>196,500</b>	<b>146,500</b>	<b>146,500</b>
Reappropriation of Fund Balance	0	98,000	0	81,250	4,500	5,250
<b>Total Revenue</b>	<b>\$ 21,861,385</b>	<b>\$ 21,490,508</b>	<b>\$ 22,308,548</b>	<b>\$ 22,679,037</b>	<b>\$ 23,070,230</b>	<b>\$ 23,537,218</b>

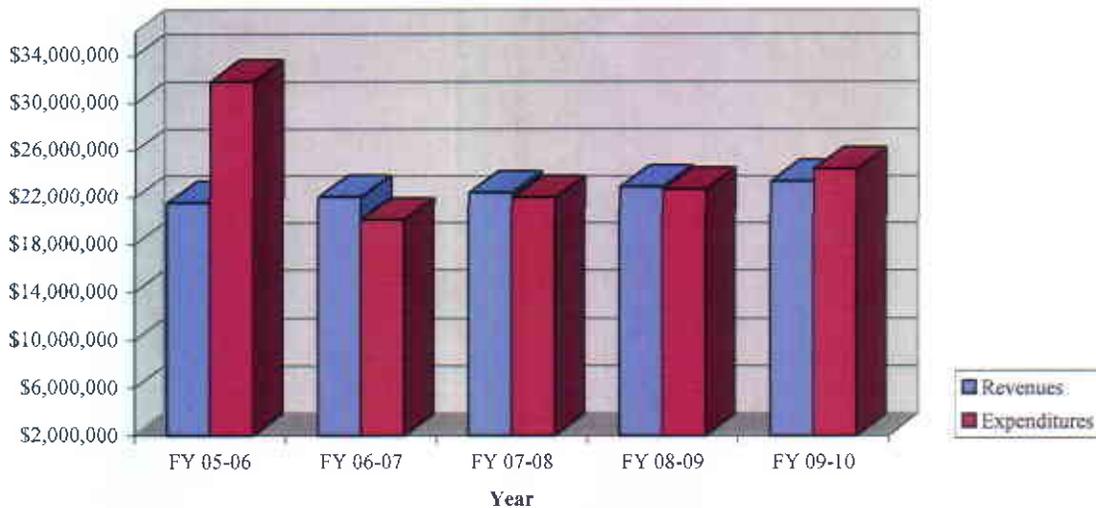
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**GENERAL CORPORATE FUND  
OPERATING REVENUES vs. OPERATING EXPENDITURES  
2008 - 2010**



This graph is a comparison of total operating revenues and expenditures in the General Corporate Fund. Operating revenues are sufficient for the first two years but an operating deficit is projected in FY10.

**GENERAL CORPORATE FUND  
TOTAL REVENUES vs. TOTAL EXPENDITURES  
2006 - 2010**



This graph is a comparison of total (operating and non-operating) revenues and expenditures in the General Corporate Fund. The significant spike in expenditures in FY06 was due to a transfer of \$14 million to the newly established General Corporate Fund - Capital Improvement Fund.

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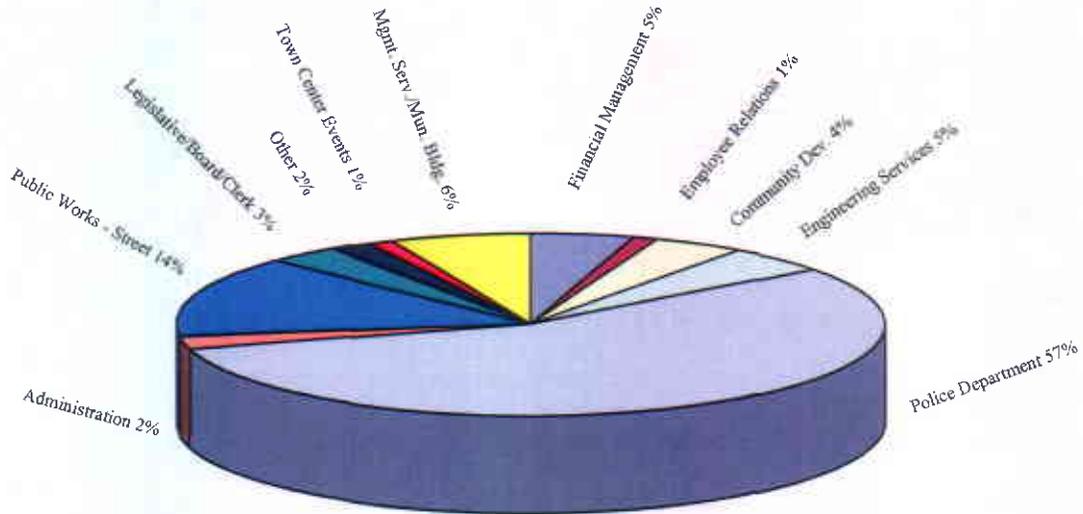
# Village of Carol Stream

## GENERAL CORPORATE FUND

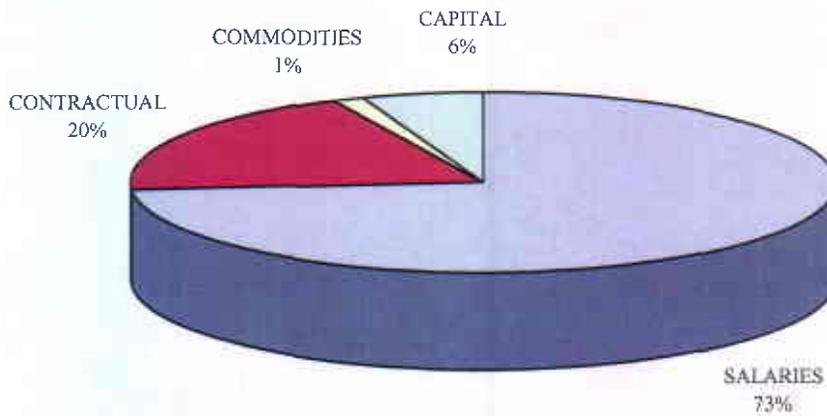
## Revenues - Expenditures

Description	Actual FY 05-06	Revised Budget FY 06-07	Estimated FY 06-07	Proposed Budget FY 07-08	Projected FY 08-09	Projected FY 09-10
<b>Revenue</b>						
Operating Revenue	\$ 21,513,982	\$ 21,270,008	\$ 22,022,682	\$ 22,401,287	\$ 22,919,230	\$ 23,385,468
Non-Operating Revenue	347,403	122,500	285,866	196,500	146,500	146,500
<b>Subtotal</b>	<b>21,861,385</b>	<b>21,392,508</b>	<b>22,308,548</b>	<b>22,597,787</b>	<b>23,065,730</b>	<b>23,531,968</b>
Reappropriation of Fund Balance	0	98,000	0	81,250	4,500	5,250
<b>Total Available</b>	<b>\$ 21,861,385</b>	<b>\$ 21,490,508</b>	<b>\$ 22,308,548</b>	<b>\$ 22,679,037</b>	<b>\$ 23,070,230</b>	<b>\$ 23,537,218</b>
<b>Expenditures</b>						
Fire & Police Commission	\$ 46,189	\$ 35,216	\$ 28,411	\$ 46,980	\$ 59,005	\$ 47,005
Legislative Board	206,493	301,170	280,987	179,585	184,729	183,894
Planning Commission & Zoning Board of Appeals	11,804	12,666	9,600	13,076	13,337	13,613
Emergency Services	15,226	29,845	17,622	101,981	98,200	105,889
Legal Services	274,081	310,000	400,000	355,000	373,000	360,000
Village Clerk	52,067	65,516	62,716	68,867	71,915	73,135
Employee Relations	163,221	208,408	209,300	237,681	246,113	254,946
Administration	428,663	467,978	461,722	482,274	512,529	543,738
Financial Management	671,343	745,931	717,812	1,022,650	813,322	844,275
Engineering Services	996,503	1,011,665	1,038,343	1,038,150	1,046,286	1,088,305
Comm. Dev. - Plan. & Zoning	265,131	285,486	240,441	288,613	308,092	399,009
Comm. Dev. - Building	588,124	612,444	610,202	645,167	706,602	704,399
Management Services	505,092	798,818	531,171	835,236	801,571	815,379
Police	10,181,294	11,217,903	11,088,640	12,327,013	13,151,779	14,569,163
Streets	2,585,715	2,881,346	2,750,892	3,152,830	3,311,528	3,421,701
Municipal Building	321,591	578,587	518,402	550,097	415,724	441,335
Municipal Garage	48,216	0	0	0	0	0
Transfers and Agreements	14,483,504	1,667,031	890,488	402,766	333,024	318,231
Town Center Events	0	241,600	239,303	261,500	266,800	269,050
<b>Totals</b>	<b>\$ 31,844,257</b>	<b>\$ 21,471,610</b>	<b>\$ 20,096,052</b>	<b>\$ 22,009,466</b>	<b>\$ 22,713,556</b>	<b>\$ 24,453,067</b>
<b>Net Income (Loss)</b>	<b>\$ (9,982,872)</b>	<b>\$ 18,898</b>	<b>\$ 2,212,496</b>	<b>\$ 669,571</b>	<b>\$ 356,674</b>	<b>\$ (915,849)</b>

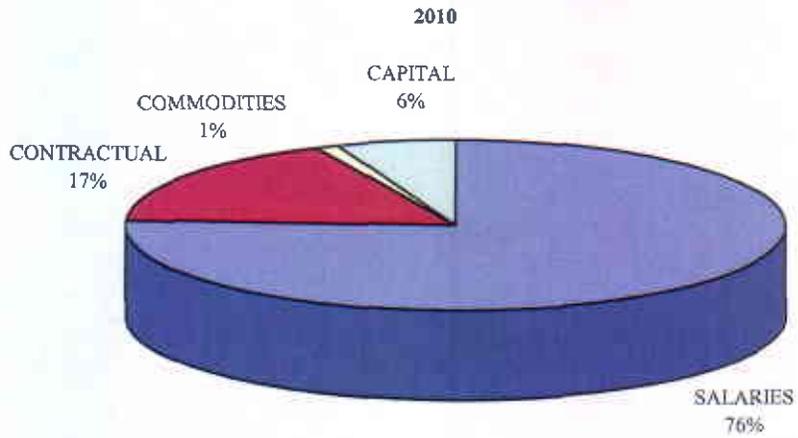
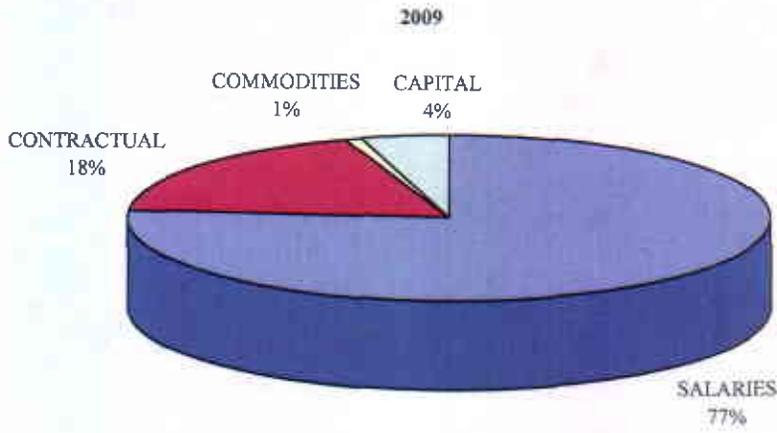
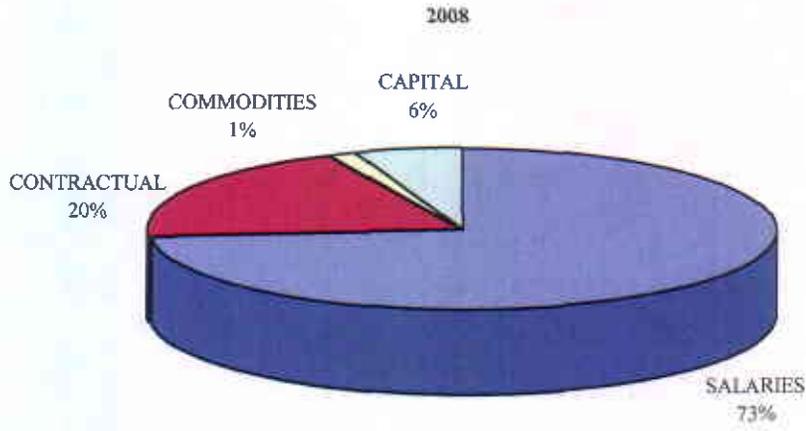
**GENERAL CORPORATE FUND  
EXPENDITURES BY DEPARTMENT  
FY 2007-08**



**GENERAL CORPORATE FUND  
EXPENDITURE BY CLASS  
FY 2007-08**



**GENERAL CORPORATE FUND  
EXPENDITURES BY CLASS  
2008 - 2010**



# Village of Carol Stream

## GENERAL CORPORATE FUND

### Budget Comparison

Department	2008		2009		2010		2008		2009		2010		2008		2009		2010		2008		2009		2010	
	Salaries & Wages	Contractual Services	Commodities	Capital Outlay	Totals	2008	2009	2010	2008	2009	2010	2008	2009	2010	2008	2009	2010	2008	2009	2010	2008	2009	2010	
Fire & Police Commissioner	\$ 3,220	\$ 3,230	\$ 43,575	\$ 43,575	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Legislative Board	25,979	25,979	157,600	156,665	1,650	1,150	1,250	2,400	0	0	0	2,400	0	0	0	0	0	179,585	184,729	183,884	59,005	59,005	59,005	183,884
Plan Comm. & Zoning	5,776	6,313	7,300	7,300	0	0	0	0	0	0	0	0	0	0	0	0	0	13,076	13,337	13,613	13,337	13,337	13,613	13,613
Board of Appeals	41,361	82,900	13,550	13,550	1,850	1,250	1,150	45,000	500	500	500	45,000	500	500	500	500	101,981	98,200	105,889	98,200	98,200	105,889	105,889	
Emergency Services	0	0	375,000	360,000	0	0	0	0	0	0	0	0	0	0	0	0	355,000	373,000	360,000	373,000	373,000	360,000	360,000	
Legal Services	55,887	59,860	8,655	8,885	1,000	1,500	1,035	3,400	2,200	2,200	2,200	3,400	2,200	2,200	2,200	2,200	68,867	71,915	73,135	71,915	71,915	73,135	73,135	
Village Clerk	171,651	182,898	58,620	58,410	1,245	1,295	1,650	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	237,681	246,113	254,946	246,113	246,113	254,946	254,946	
Employee Relations	471,974	492,634	9,825	10,350	925	950	975	2,100	2,100	2,100	2,100	2,100	2,100	2,100	2,100	2,100	482,274	512,559	543,738	512,559	512,559	543,738	543,738	
Administration	664,090	699,397	71,500	68,020	31,775	31,825	31,325	265,100	10,600	10,600	13,600	265,100	10,600	13,600	13,600	13,600	1,022,650	844,322	1,088,305	844,322	844,322	1,088,305	1,088,305	
Financial Management	814,151	846,373	138,099	145,228	14,082	14,714	15,152	34,000	46,900	46,900	40,200	34,000	46,900	40,200	40,200	40,200	1,046,286	1,046,286	1,046,286	1,046,286	1,046,286	1,046,286	1,046,286	
Engineering Services	228,561	243,118	57,671	57,671	3,436	3,453	3,471	0	3,850	3,850	19,700	0	3,850	19,700	19,700	288,613	288,613	288,613	288,613	288,613	288,613	288,613	288,613	
Comm. Dev. - PRZ	565,971	609,603	63,739	63,928	10,957	10,142	11,454	4,500	23,000	23,000	3,400	4,500	23,000	3,400	3,400	3,400	645,167	704,399	704,399	704,399	704,399	704,399	704,399	
Comm. Dev. - Building	288,982	306,703	236,247	236,758	51,500	51,221	51,699	244,500	207,400	207,400	208,200	244,500	207,400	208,200	208,200	208,200	835,236	801,571	815,379	801,571	801,571	815,379	815,379	
Management Services	10,387,952	11,229,201	1,215,944	1,295,275	422,103	416,234	437,988	357,008	290,400	290,400	738,500	357,008	290,400	738,500	738,500	738,500	12,327,013	13,151,279	14,569,163	13,151,279	13,151,279	14,569,163	14,569,163	
Police	1,886,422	1,976,696	857,576	850,046	132,734	126,384	128,019	216,357	350,972	350,972	360,388	216,357	350,972	360,388	360,388	360,388	3,152,830	3,311,528	3,421,701	3,311,528	3,311,528	3,421,701	3,421,701	
Public Works/Streets	182,835	377,440	177,350	186,708	21,050	21,923	22,750	21,200	22,000	22,000	23,100	21,200	22,000	23,100	23,100	23,100	550,097	415,794	441,333	415,794	415,794	441,333	441,333	
Municipal Building	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	402,766	333,024	318,231	333,024	333,024	318,231	318,231	
Municipal Garage	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Transfers & Agreements	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Town Center Events	0	0	265,200	267,450	900	1,100	1,100	400	500	500	500	400	500	500	500	500	261,500	266,800	269,050	266,800	266,800	269,050	269,050	269,050
<b>Totals</b>	\$ 16,172,262	\$ 17,366,298	\$ 4,339,138	\$ 4,330,304	\$ 276,201	\$ 247,640	\$ 263,809	\$ 1,221,865	\$ 981,922	\$ 1,414,988	\$ 1,414,988	\$ 1,221,865	\$ 981,922	\$ 1,414,988	\$ 1,414,988	\$ 1,414,988	\$ 22,009,466	\$ 22,713,556	\$ 24,453,007	\$ 22,713,556	\$ 22,713,556	\$ 24,453,007	\$ 24,453,007	\$ 24,453,007

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**GENERAL  
CORPORATE  
FUND  
DEPARTMENTAL  
BUDGETS**

**PERSONNEL SCHEDULE**

	<u>Authorized 2006</u>	<u>Budget 2007</u>	<u>Proposed 2008</u>	<u>Projected 2009</u>	<u>Projected 2010</u>
Commissioner	3	3	3	3	3

**ORGANIZATIONAL CHART**

Commissioner (3)

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 conduct hearings on disciplinary matters and have the sole authority to terminate Police Officers. Funds for Police Officer recruitment, examinations used to establish promotional lists, discipline, and the reestablishment of Police Officer eligibility lists are included in this budget.

**2007 ACCOMPLISHMENTS**

1. Conducted and attended several training sessions with the Illinois Board of Fire and Police Commissioners Association including the process of conducting interviews and general sessions on recent case law effecting Police Officers and Firefighters.
2. Thoroughly evaluated entry-level testing procedures, including criterion for candidacy, disqualification markers and vendor selection, in anticipation of changes/enhancement prior to the upcoming Police Officer test in June 07.
3. Recruited and hired six (6) new Police Officers.

**2008 OBJECTIVES**

1. Conduct entry-level testing for the position of Police Officer with a final eligibility list posted by July 27<sup>th</sup>.
2. Remain active in the Illinois Fire and Police Commissioners Association by attending and teaching at the IFPCA seminars.
3. Monitor legal changes for compliance with the Village's Fire and Police Commission Rules and Regulations.

**EXPENDITURE**

Classification	Actual 2005-06	Budget 2006-07	Estimated 2006-07	Proposed 2007-08	Projected 2008-09	Projected 2009-10
Salaries	\$ 3,229	\$ 3,236	\$3,236	\$3,230	\$3,230	\$3,230
Contract Services	42,942	31,780	25,075	43,550	55,575	43,575
Commodities	18	200	100	200	200	200
<b>Totals</b>	<b>\$46,189</b>	<b>\$35,216</b>	<b>\$28,411</b>	<b>\$46,980</b>	<b>\$59,005</b>	<b>\$47,005</b>

**GENERAL CORPORATE FUND**

**FIRE AND POLICE COMMISSION**

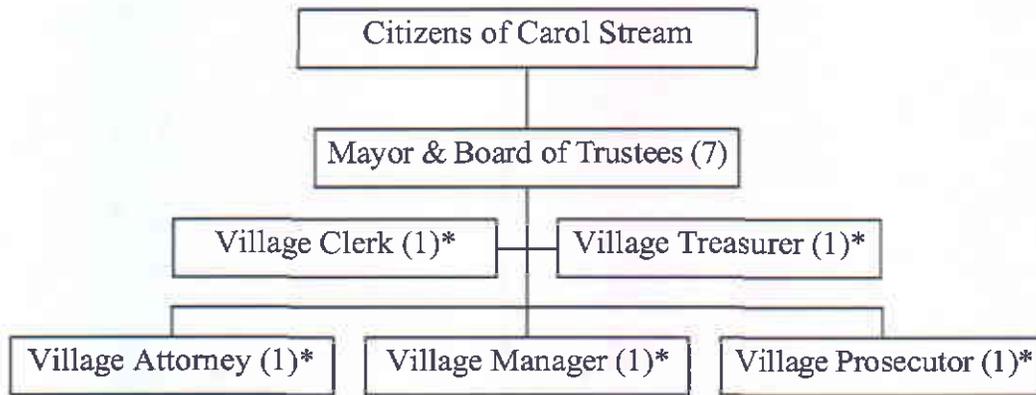
**Detail**

<b>Acct. # / Description</b>	<b>Actual FY 05-06</b>	<b>Revised Budget FY 06-07</b>	<b>Estimated Expenditures FY 06-07</b>	<b>Proposed Budget FY 07-08</b>	<b>Projected FY 08-09</b>	<b>Projected FY 09-10</b>
<b>Salaries &amp; Wages</b>						
102 Personal Services	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
113 FICA	229	236	236	230	230	230
<b>Subtotal</b>	<b>3,229</b>	<b>3,236</b>	<b>3,236</b>	<b>3,230</b>	<b>3,230</b>	<b>3,230</b>
<b>Contractual Services</b>						
222 Meetings	0	0	0	0	0	0
223 Training	0	2,250	1,650	2,475	2,500	2,500
228 Personnel Hiring	39,729	27,000	21,000	36,000	48,000	36,000
234 Dues & Subscriptions	375	380	375	400	400	400
238 Legal Fees	2,838	1,500	1,500	4,000	4,000	4,000
240 Public Notices/Information	0	100	0	100	100	100
241 Court Recording Fees	0	550	550	575	575	575
<b>Subtotal</b>	<b>42,942</b>	<b>31,780</b>	<b>25,075</b>	<b>43,550</b>	<b>55,575</b>	<b>43,575</b>
<b>Commodities</b>						
314 Office Supplies	18	100	100	100	100	100
315 Printed Materials	0	100	0	100	100	100
<b>Subtotal</b>	<b>18</b>	<b>200</b>	<b>100</b>	<b>200</b>	<b>200</b>	<b>200</b>
<b>Totals</b>	<b>\$ 46,189</b>	<b>\$ 35,216</b>	<b>\$ 28,411</b>	<b>\$ 46,980</b>	<b>\$ 59,005</b>	<b>\$ 47,005</b>

**PERSONNEL SCHEDULE**

	<u>Authorized 2006</u>	<u>Budget 2007</u>	<u>Proposed 2008</u>	<u>Projected 2009</u>	<u>Projected 2010</u>
Board Member	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.

**NARRATIVE**

The Legislative Board is comprised of the elected 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 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.

**2007 ACCOMPLISHMENTS**

1. Expanded membership and involvement of the youth counsel from 5 to 10 members. Counsel members participated in the Village 4-day Summer in the Center Events, Holiday Tree Lighting ceremony and Christmas Sharing program that provides donated food and gifts to less fortunate families in the Village.
2. Established policy to extend the Village water utility to unincorporated areas adjacent to Carol Stream that have contaminated private wells.
3. Adopted policy to encourage residential recycling by purchasing larger (60 gal.) containers for every Carol Stream household.
4. Encouraged and promoted fine arts in Carol Stream by hosting live readings of poetry by Illinois Poet Laureate, Dr. Kevin Stein, which was telecast live from the Gregory J. Bielawski Municipal Center.

**2008 OBJECTIVES**

1. Adopt action plans to attain long and short term goals and objectives outlined in Resolution No. 2170.
2. Research a designated, sustained revenue source for the General Corporate Fund Capital Improvement Program.
3. Provide guidance and support to newly elected Mayor and Trustees.

**EXPENDITURE**

Classification	Actual 2005-06	Budget 2006-07	Estimated 2006-07	Proposed 2007-08	Projected 2008-09	Projected 2008-10
Salaries	\$ 25,989	\$ 26,308	\$26,058	\$25,979	\$25,979	\$25,979
Contract Services	176,058	273,387	253,964	149,556	157,600	156,665
Commodities	556	1,475	965	1,650	1,150	1,250
Capital Outlay	3,890	0	0	2,400	0	0
<b>Totals</b>	<b>\$206,493</b>	<b>\$301,170</b>	<b>\$280,987</b>	<b>\$179,585</b>	<b>\$184,729</b>	<b>\$183,894</b>

**GENERAL CORPORATE FUND**

**LEGISLATIVE BOARD**

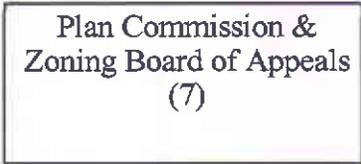
**Detail**

<b>Acct. # / Description</b>	<b>Actual FY 05-06</b>	<b>Revised Budget FY 06-07</b>	<b>Estimated Expenditures FY 06-07</b>	<b>Proposed Budget FY 07-08</b>	<b>Projected FY 08-09</b>	<b>Projected FY 09-10</b>
<b>Salaries &amp; Wages</b>						
102 Personal Services	\$ 23,400	\$ 23,650	\$ 23,400	\$ 23,400	\$ 23,400	\$ 23,400
112 IMRF	799	848	848	789	789	789
113 FICA	1,790	1,810	1,810	1,790	1,790	1,790
<b>Subtotal</b>	<b>25,989</b>	<b>26,308</b>	<b>26,058</b>	<b>25,979</b>	<b>25,979</b>	<b>25,979</b>
<b>Contractual Services</b>						
222 Meetings	30,241	25,000	23,000	25,000	25,000	25,000
234 Dues & Subscriptions	60,957	61,000	61,000	62,000	64,000	65,500
237 Auditing	13,825	14,087	14,364	14,356	14,700	15,065
240 Public Notices/Information	29,899	28,000	28,000	27,500	33,000	30,000
242 Employee Recognition	20,072	21,500	20,000	0	0	0
250 Dial-A-Ride	5,844	5,500	5,500	6,000	6,200	6,400
251 Special Census	0	100,000	98,000	0	0	0
252 Blood Council	64	0	0	0	0	0
258 Community Appear. Prog.	1,289	1,800	1,100	700	700	700
274 Community Service Prog.	11,408	11,500	1,000	11,500	11,500	11,500
285 Sister Cities	2,459	5,000	2,000	2,500	2,500	2,500
<b>Subtotal</b>	<b>176,058</b>	<b>273,387</b>	<b>253,964</b>	<b>149,556</b>	<b>157,600</b>	<b>156,665</b>
<b>Commodities</b>						
314 Office Supplies	532	825	550	600	550	625
315 Printed Materials	24	150	0	550	50	50
324 Uniforms	0	500	415	500	550	575
350 Small Equipment	0	0	0	0	0	0
	<b>556</b>	<b>1,475</b>	<b>965</b>	<b>1,650</b>	<b>1,150</b>	<b>1,250</b>
<b>Capitol Outlay</b>						
413 Computer Equipment	3,890	0	0	2,400	0	0
	<b>3,890</b>	<b>0</b>	<b>0</b>	<b>2,400</b>	<b>0</b>	<b>0</b>
<b>Totals</b>	<b>\$ 206,493</b>	<b>\$ 301,170</b>	<b>\$ 280,987</b>	<b>\$ 179,585</b>	<b>\$ 184,729</b>	<b>\$ 183,894</b>

**PERSONNEL SCHEDULE**

	<u>Authorized 2006</u>	<u>Budget 2007</u>	<u>Proposed 2008</u>	<u>Projected 2009</u>	<u>Projected 2010</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, fence code and sign 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. 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.

**2007 ACCOMPLISHMENTS**

1. The PC/ZBA held 18 meetings and handled 40 cases during the 2006 calendar year, as compared with 52, 55 and 47 cases in the years 2003, 2004 and 2005, respectively.

**2008 OBJECTIVES**

1. Provide the Village Board with timely recommendations that are consistent with the Future Land Use Plan and Zoning Code with respect to land use, special use and variation requests.
2. Review and provide input and recommendations on text amendments to the Zoning Code brought forward by staff.

**EXPENDITURE**

Classification	Actual 2005-06	Budget 2006-07	Estimated 2006-07	Proposed 2007-08	Projected 2008-09	Projected 2009-10
Salaries	\$ 4,825	\$ 5,366	\$ 4,500	\$ 5,776	\$ 6,037	\$ 6,313
Contract Services	6,936	7,300	5,100	7,300	7,300	7,300
Commodities	43	0	0	0	0	0
<b>Totals</b>	<b>\$11,804</b>	<b>\$12,666</b>	<b>\$ 9,600</b>	<b>\$ 13,076</b>	<b>\$ 13,337</b>	<b>\$ 13,613</b>

**GENERAL CORPORATE FUND**

**PLAN COMMISSION &  
ZONING BOARD OF APPEALS**

**Detail**

Acct. # / Description	Actual FY 05-06	Revised Budget FY 06-07	Estimated Expenditures FY 06-07	Proposed Budget FY 07-08	Projected FY 08-09	Projected FY 09-10
<b>Salaries &amp; Wages</b>						
102 Personal Services	\$ 4,188	\$ 4,703	\$ 4,000	\$ 5,070	\$ 5,291	\$ 5,528
112 IMRF	317	303	250	318	341	362
113 FICA	320	360	250	388	405	423
<b>Subtotal</b>	<b>4,825</b>	<b>5,366</b>	<b>4,500</b>	<b>5,776</b>	<b>6,037</b>	<b>6,313</b>
<b>Contractual Services</b>						
222 Meetings	155	300	0	300	300	300
223 Training	0	500	0	500	500	500
234 Dues & Subscriptions	580	600	600	600	600	600
240 Public Notices/Information	3,731	3,500	1,800	3,500	3,500	3,500
241 Court Recorder	2,470	2,400	2,700	2,400	2,400	2,400
253 Consultant	0	0	0	0	0	0
<b>Subtotal</b>	<b>6,936</b>	<b>7,300</b>	<b>5,100</b>	<b>7,300</b>	<b>7,300</b>	<b>7,300</b>
<b>Commodities</b>						
314 Office Supplies	43	0	0	0	0	0
<b>Subtotal</b>	<b>43</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Totals</b>	<b>\$ 11,804</b>	<b>\$ 12,666</b>	<b>\$ 9,600</b>	<b>\$ 13,076</b>	<b>\$ 13,337</b>	<b>\$ 13,613</b>

**PERSONNEL SCHEDULE**

	<u>Authorized 2006</u>	<u>Budget 2007</u>	<u>Proposed 2008</u>	<u>Projected 2009</u>	<u>Projected 2010</u>
Full Time	0	0	1	1	1

**ORGANIZATIONAL CHART**



\* Emergency Management Coordinator is a new position in 2007 that will staff the ESDA function. All other ESDA positions are budgeted in other departments. The 1<sup>st</sup> ESDA Assistant is included in the Carol Stream Fire Protection District budget, which is a separate governmental agency.

**NARRATIVE**

Under the direction of the Village Manager, who serves as the Emergency Services and Disaster Preparedness Agency Director, disaster preparedness and response is provided through the Carol Stream Police and Public Works Departments, the Carol Stream Fire Protection District as well as the DuPage County Office of Emergency Management and Homeland Security. This budget contains funds to maintain six emergency outdoor early warning sirens as well as the ongoing costs of emergency telephone and radio communications. Funds needed to enhance the emergency operating centers and to provide upgraded emergency communications capabilities are also included in this budget.

**2007 ACCOMPLISHMENTS**

1. Members of the Village’s emergency management team attended the required National Incident Management System (NIMS) ICS-100 course in 2006. Elected officials will be trained in ICS-100 and NIMS (IS-700) courses after May 1, 2007.
2. Participated in a tabletop exercise of the National Pharmaceutical Stockpile distribution system with the DuPage County Office of Emergency Management and other local units of government on May 12, 2006.

**2008 OBJECTIVES**

1. Recruit and hire Emergency Management Coordinator to coordinate Village-wide emergency management operations including training, securing state and federal emergency preparedness and disaster assistance, table-top and field exercise development and all other emergency management/homeland security functions.
2. To develop and implement a communications system that will enable the Village to broadcast emergency and disaster preparedness information to the general public over a common, readily available medium such as radio waves. The Village currently utilizes the City Watch (reverse 911) telephone call out system to alert/notify residents in targeted areas of emergency situations. This system is limited by the accuracy and completeness of the phone number database, which may not contain unlisted and cellular phone numbers.

**EXPENDITURE**

Classification	Actual 2005-06	Budget 2006-07	Estimated 2006-07	Proposed 2007-08	Projected 2008-09	Projected 2009-10
Salaries	\$ 0	\$ 0	\$0	\$41,361	\$82,900	\$90,589
Contract Services	9,139	13,100	9,122	13,770	13,550	13,650
Commodities	0	10,970	6,000	1,850	1,250	1,150
Capital Outlay	6,087	5,775	2,500	45,000	500	500
<b>Totals</b>	<b>\$15,226</b>	<b>\$29,845</b>	<b>\$17,622</b>	<b>\$101,981</b>	<b>\$98,200</b>	<b>\$105,889</b>

**GENERAL CORPORATE FUND**

**EMERGENCY SERVICES**

**Detail**

<b>Acct. # / Description</b>	<b>Actual FY 05-06</b>	<b>Revised Budget FY 06-07</b>	<b>Estimated Expenditures FY 06-07</b>	<b>Proposed Budget FY 07-08</b>	<b>Projected FY 08-09</b>	<b>Projected FY 09-10</b>
<b>Salaries &amp; Wages</b>						
102 Personal Services	\$ 0	\$ 0	\$ 0	\$ 32,807	\$ 65,615	\$ 71,755
111 Group Insurance	0	0	0	2,500	5,388	5,868
112 IMRF	0	0	0	3,310	6,621	7,197
113 FICA	0	0	0	2,510	5,020	5,489
114 Workers Comp.	0	0	0	234	256	280
117 Compensated Absences	0	0	0	0	0	0
<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>41,361</b>	<b>82,900</b>	<b>90,589</b>
<b>Contractual Services</b>						
223 Training	85	800	0	600	1,600	1,600
230 Telephone	6,132	7,500	6,200	7,570	7,700	7,800
234 Dues & Subscriptions	0	0	0	300	300	300
240 Public Notices/Information	0	1,600	0	2,100	750	750
244 Maintenance and Repair	2,922	3,200	2,922	3,200	3,200	3,200
<b>Subtotal</b>	<b>9,139</b>	<b>13,100</b>	<b>9,122</b>	<b>13,770</b>	<b>13,550</b>	<b>13,650</b>
<b>Commodities</b>						
314 Office Supplies	0	4,320	0	500	200	200
317 Operating Supplies	0	250	0	250	250	250
350 Small Equipment	0	6,400	6,000	1,100	800	700
<b>Subtotal</b>	<b>0</b>	<b>10,970</b>	<b>6,000</b>	<b>1,850</b>	<b>1,250</b>	<b>1,150</b>
<b>Capital Outlay</b>						
411 Office Equipment	0	700	0	0	0	0
412 Other Equipment	0	4,800	2,500	0	0	0
417 Radios	6,087	275	0	45,000	500	500
<b>Subtotal</b>	<b>6,087</b>	<b>5,775</b>	<b>2,500</b>	<b>45,000</b>	<b>500</b>	<b>500</b>
<b>Totals</b>	<b>\$ 15,226</b>	<b>\$ 29,845</b>	<b>\$ 17,622</b>	<b>\$ 101,981</b>	<b>\$ 98,200</b>	<b>\$ 105,889</b>

**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 full contract negotiations with the Fraternal Order of Police (FOP) Union, Patrol Officers in 2009 and Service Employees International Union (SEIU), Street and Garage Divisions in 2010.

**2007 ACCOMPLISHMENTS**

1. Prosecuted 377 DUI cases (as of February 2007) using the Village DUI prosecutor.
2. Reached settlement on the contracts with the Public Works and Police Officer unions.

**EXPENDITURE**

Classification	Actual 2005-06	Budget 2006-07	Estimated 2006-07	Proposed 2007-08	Projected 2008-09	Projected 2009-10
Salaries	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Contract Services	274,081	310,000	400,000	355,000	373,000	360,000
Commodities	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
<b>Totals</b>	<b>\$274,081</b>	<b>\$310,000</b>	<b>\$400,000</b>	<b>\$355,000</b>	<b>\$373,000</b>	<b>\$360,000</b>

**GENERAL CORPORATE FUND**

**LEGAL SERVICES**

**Detail**

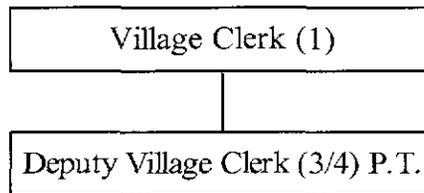
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<b>Acct. # / Description</b>	<b>Actual FY 05-06</b>	<b>Revised Budget FY 06-07</b>	<b>Estimated Expenditures FY 06-07</b>	<b>Proposed Budget FY 07-08</b>	<b>Projected FY 08-09</b>	<b>Projected FY 09-10</b>
<b>Contractual Services</b>						
235 Prosecution	\$ 35,885	\$ 100,000	\$ 100,000	\$ 105,000	\$ 108,000	\$ 110,000
238 Fees	238,196	210,000	300,000	250,000	265,000	250,000
<b>Totals</b>	<b>\$ 274,081</b>	<b>\$ 310,000</b>	<b>\$ 400,000</b>	<b>\$ 355,000</b>	<b>\$ 373,000</b>	<b>\$ 360,000</b>

**PERSONNEL SCHEDULE**

	<u>Authorized 2006</u>	<u>Budget 2007</u>	<u>Proposed 2008</u>	<u>Projected 2009</u>	<u>Projected 2010</u>
Village Clerk Part Time	1 3/4	1 3/4	1 3/4	1 3/4	1 3/4

**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 are 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.

**2007 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 75 Ordinances and 56 Resolutions.
2. Processed 361 passport applications (5% increase) and 184 Freedom of Information Act requests (9.5% increase) at the Municipal Center.
3. Digitally archived all Village ordinances, resolutions and minutes from 2005 through 2006.

**2008 OBJECTIVES**

1. Maintain up-to-date Board Meeting and Plan Commission minutes and supplements to the Municipal Code and record and file official documents in a timely manner and maintain updates of automated municipal code.
2. Digitally archive all Village ordinances, resolutions and minutes from 2006 through 2007.
3. Orient new Village Clerk to job duties and functions of the Clerk’s office.

**EXPENDITURE**

Classification	Actual 2005-06	Budget 2006-07	Estimated 2006-07	Proposed 2007-08	Projected 2008-09	Projected 2009-10
Salaries	\$ 47,930	\$ 49,836	\$49,836	\$55,887	\$59,560	\$63,215
Contract Services	3,151	9,955	7,780	8,580	8,655	8,885
Commodities	986	1,975	1,350	1,000	1,500	1,035
Capital Outlay	0	3,750	3,750	3,400	2,200	0
<b>Totals</b>	<b>\$52,067</b>	<b>\$65,516</b>	<b>\$62,716</b>	<b>\$68,867</b>	<b>\$71,915</b>	<b>\$73,135</b>

**GENERAL CORPORATE FUND**

**VILLAGE CLERK**

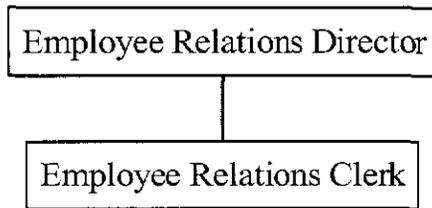
**Detail**

<b>Acct. # / Description</b>	<b>Actual FY 05-06</b>	<b>Revised Budget FY 06-07</b>	<b>Estimated Expenditures FY 06-07</b>	<b>Proposed Budget FY 07-08</b>	<b>Projected FY 08-09</b>	<b>Projected FY 09-10</b>
<b>Salaries &amp; Wages</b>						
102 Personal Services	\$ 40,314	\$ 41,570	\$ 41,570	\$ 46,702	\$ 49,802	\$ 53,120
109 Overtime	542	600	600	600	625	650
112 IMRF	3,933	4,301	4,301	4,782	5,088	5,132
113 FICA	3,126	3,226	3,226	3,619	3,858	4,113
114 Workers Comp.	83	139	139	184	187	200
117 Compensated Absences	(68)	0	0	0	0	0
<b>Subtotal</b>	<b>47,930</b>	<b>49,836</b>	<b>49,836</b>	<b>55,887</b>	<b>59,560</b>	<b>63,215</b>
<b>Contractual Services</b>						
222 Meetings	174	180	180	180	180	190
223 Training	0	100	0	250	100	100
226 Office Equip. Maintenance	174	150	100	150	150	160
232 Records Storage	100	0	0	0	0	0
233 Recording Fees	658	1,300	1,000	1,300	1,300	1,400
234 Dues & Subscriptions	72	225	150	200	225	235
240 Public Notices/Information	1,399	1,500	1,850	2,000	2,000	2,000
253 Consultant	574	6,500	4,500	4,500	4,700	4,800
<b>Subtotal</b>	<b>3,151</b>	<b>9,955</b>	<b>7,780</b>	<b>8,580</b>	<b>8,655</b>	<b>8,885</b>
<b>Commodities</b>						
314 Office Supplies	811	725	650	725	750	760
315 Printed Materials	175	750	700	275	250	275
350 Small Equipment	0	500	0	0	500	0
<b>Subtotal</b>	<b>986</b>	<b>1,975</b>	<b>1,350</b>	<b>1,000</b>	<b>1,500</b>	<b>1,035</b>
<b>Capital Outlay</b>						
411 Office Equipment	0	3,750	3,750	0	0	0
413 Computer Equipment	0	0	0	3,400	2,200	0
<b>Subtotal</b>	<b>0</b>	<b>3,750</b>	<b>3,750</b>	<b>3,400</b>	<b>2,200</b>	<b>0</b>
<b>Totals</b>	<b>\$ 52,067</b>	<b>\$ 65,516</b>	<b>\$ 62,716</b>	<b>\$ 68,867</b>	<b>\$ 71,915</b>	<b>\$ 73,135</b>

**PERSONNEL SCHEDULE**

	<u>Authorized 2006</u>	<u>Budget 2007</u>	<u>Proposed 2008</u>	<u>Projected 2009</u>	<u>Projected 2010</u>
Full Time	1-1/2	1-1/2	1-7/10	1-7/10	1-7/10

**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 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 personnel issues impacting sworn police personnel.

**2007 ACCOMPLISHMENTS**

1. Recruited and hired employees to fill 16 positions, as well as 17 part-time seasonal vacancies.
2. Began workplace wellness initiative for all Village employees, utilizing confidential health/lifestyle surveys with follow-up mail and telephonic intervention from an outside agency in an effort to encourage good health as well as reduce insurance costs for both employees and the Village.
3. Implemented mandatory sexual harassment training for all Village employees.
4. Closely monitored IRS interpretations of retiree health savings account language, taking necessary actions to keep affected employees informed of changes.
5. Prepared a vast array of comparable data and language to be utilized in collective bargaining of both the Police and Public Works unions.
6. Organized preventative measures via hepatitis B vaccinations, lead level testing (police), and flu shots in an effort to promote the health and safety of all Village employees.

**2008 OBJECTIVES**

1. Conduct a thorough analysis of the Village's employee evaluation system, making recommendations to the Village Board for continued appropriateness.
2. Update employee recognition system to reward selected employees in a more timely manner as well as create increased employee involvement in the process.

3. In depth review of entire Personnel Manual for best practices, understandability and procedural conflicts, making recommendations as appropriate.
4. Implementation of a Human Resource Information System that is linked to the payroll database, resulting in increased efficiency and response to both internal and external customers.
5. Assist Board of Fire and Police Commissioners with the evaluation of the entry-level testing process, followed by the establishment of a new Police Officer Eligibility list, which will remain in effect for a two (2) year period.

**EXPENDITURE**

Classification	Actual 2005-06	Budget 2006-07	Estimated 2006-07	Proposed 2007-08	Projected 2008-09	Projected 2009-10
Salaries	\$137,994	\$153,048	\$143,048	\$171,651	\$182,898	\$194,886
Contract Services	24,717	53,160	64,190	61,285	58,620	58,410
Commodities	143	700	562	1,245	1,595	1,650
Capital Outlay	367	1,500	1,500	3,500	3,000	0
<b>Totals</b>	<b>\$163,221</b>	<b>\$208,408</b>	<b>\$209,300</b>	<b>\$237,681</b>	<b>\$246,113</b>	<b>\$254,946</b>

**GENERAL CORPORATE FUND**

**EMPLOYEE RELATIONS**

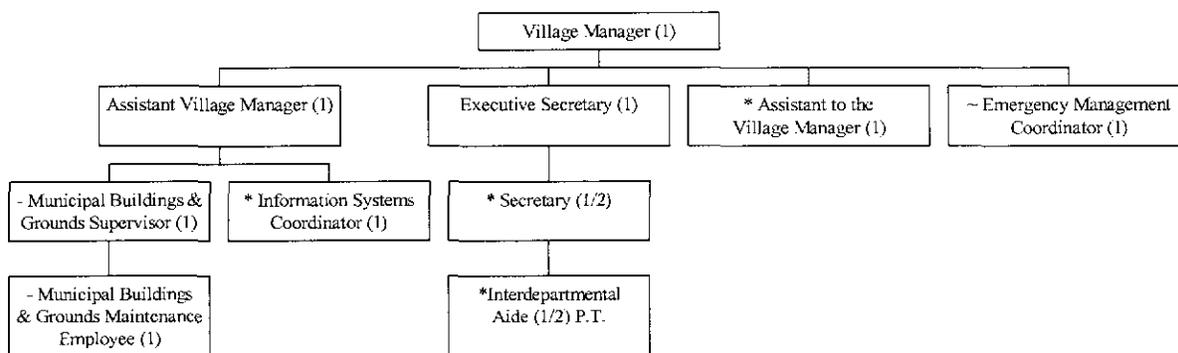
**Detail**

Acct. # / Description	Actual FY 05-06	Revised Budget FY 06-07	Estimated Expenditures FY 06-07	Proposed Budget FY 07-08	Projected FY 08-09	Projected FY 09-10
<b>Salaries &amp; Wages</b>						
102 Personal Services	\$ 109,362	\$ 116,640	\$ 116,640	\$ 135,109	\$ 144,541	\$ 154,642
111 Group Insurance	2,702	4,432	4,432	4,954	5,388	5,868
112 IMRF	11,214	12,679	12,679	13,660	14,584	15,511
113 FICA	8,305	8,923	8,923	9,901	10,321	10,762
114 Workers Comp.	245	374	374	527	564	603
115 Unemployment Comp.	5,771	10,000	0	7,500	7,500	7,500
117 Compensated Absences	395	0	0	0	0	0
<b>Subtotal</b>	<b>137,994</b>	<b>153,048</b>	<b>143,048</b>	<b>171,651</b>	<b>182,898</b>	<b>194,886</b>
<b>Contractual Services</b>						
222 Meetings	65	200	160	200	200	200
223 Training	1,314	5,100	4,405	4,190	4,490	4,590
225 Employment Physicals	1,843	1,700	1,835	1,900	1,900	1,900
228 Personnel Hiring	4,754	5,100	4,830	5,200	5,300	5,400
231 Copy Expense	55	100	0	100	100	100
234 Dues & Subscriptions	535	660	630	660	660	660
236 Management Physicals	0	400	400	400	400	400
242 Employee Recognition	0	0	0	22,350	24,100	23,500
253 Consultant	8,076	20,000	31,000	5,000	0	0
273 Employee Services	8,075	19,900	20,930	21,285	21,470	21,660
<b>Subtotal</b>	<b>24,717</b>	<b>53,160</b>	<b>64,190</b>	<b>61,285</b>	<b>58,620</b>	<b>58,410</b>
<b>Commodities</b>						
314 Office Supplies	62	300	280	300	300	300
315 Printed Materials	81	125	120	135	135	140
317 Operating Supplies	0	0	0	500	500	500
318 Reference Materials	0	93	0	125	125	125
324 Uniforms	0	32	32	35	35	35
350 Small Equipment	0	150	130	150	500	550
<b>Subtotal</b>	<b>143</b>	<b>700</b>	<b>562</b>	<b>1,245</b>	<b>1,595</b>	<b>1,650</b>
<b>Capital</b>						
411 Office Equipment	0	0	0	2,000	0	0
413 Computer Equipment	367	1,500	1,500	1,500	3,000	0
<b>Subtotal</b>	<b>367</b>	<b>1,500</b>	<b>1,500</b>	<b>3,500</b>	<b>3,000</b>	<b>0</b>
<b>Totals</b>	<b>\$ 163,221</b>	<b>\$ 208,408</b>	<b>\$ 209,300</b>	<b>\$ 237,681</b>	<b>\$ 246,113</b>	<b>\$ 254,946</b>

**PERSONNEL SCHEDULE**

	<u>Authorized 2006</u>	<u>Budget 2007</u>	<u>Proposed 2008</u>	<u>Projected 2009</u>	<u>Projected 2010</u>
Full Time	3	3	3	3	3

**ORGANIZATIONAL CHART**



- \* Positions included in the Management Services Department budget but under the supervision of the 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.
- ~ Position included in the Emergency Services and Disaster Agency budget but under the supervision of the Administration Department.

**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.

**2007 ACCOMPLISHMENTS**

1. Worked with DuPage County and the DuPage Water Commission to bring Lake Michigan water to 35 unincorporated Wayne Township homes, which have tested positive for contamination in their private wells.
2. Coordinated the Infrastructure Maintenance Fee settlement resulting in the availability of additional funds for unbudgeted community projects.

**2008 OBJECTIVES**

1. Continue to explore opportunities to extend the Village water utility to adjacent unincorporated areas outside of Carol Stream that have contaminated private wells.
2. Develop a transition plan to orient the newly elected Mayor and Trustees to the operations of Village government including review of previously established goals.
3. Coordinate the development of action plans needed to implement short and long-range goals adopted by the Village Board under Resolution No. 2172 and any new goals established by the Mayor and Board of Trustees.

**EXPENDITURE**

Classification	Actual 2005-06	Budget 2006-07	Estimated 2006-07	Proposed 2007-08	Projected 2008-09	Projected 2009-10
Salaries	\$420,801	\$453,311	\$453,311	\$471,974	\$499,654	\$529,013
Contract Services	7,363	10,117	6,000	9,375	9,825	10,350
Commodities	499	750	711	925	950	975
Capital Outlay	0	3,800	1,700	0	2,100	3,400
<b>Totals</b>	<b>\$428,663</b>	<b>\$467,978</b>	<b>\$461,722</b>	<b>\$482,274</b>	<b>\$512,529</b>	<b>\$543,738</b>

**GENERAL CORPORATE FUND**

**ADMINISTRATION**

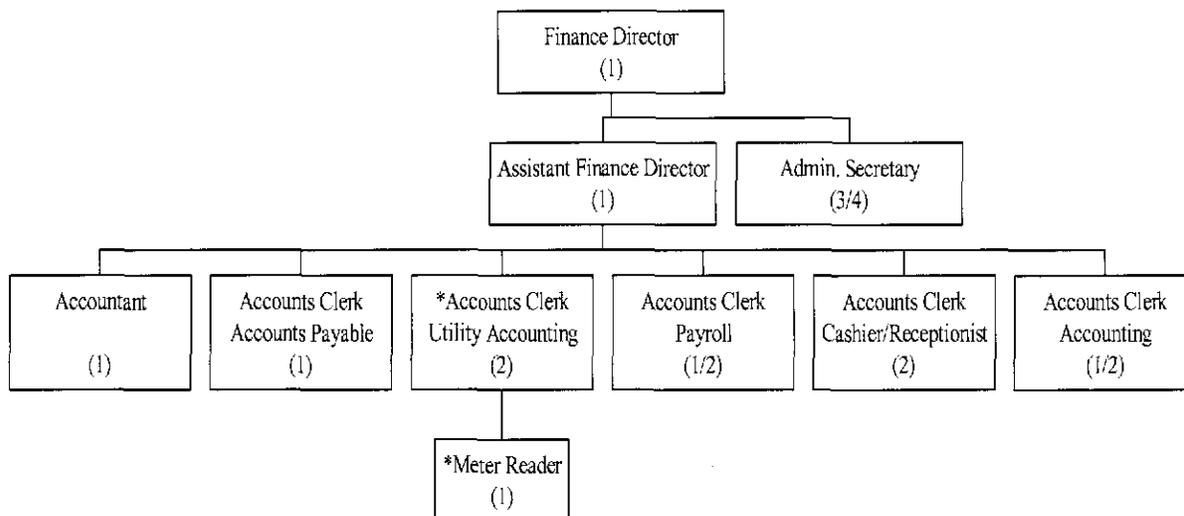
**Detail**

Acct. # / Description	Actual FY 05-06	Revised Budget FY 06-07	Estimated Expenditures FY 06-07	Proposed Budget FY 07-08	Projected FY 08-09	Projected FY 09-10
<b>Salaries &amp; Wages</b>						
102 Personal Services	\$ 332,691	\$ 352,000	\$ 352,000	\$ 367,630	\$ 388,428	\$ 410,508
106 Seasonal Help	3,102	4,080	4,080	4,300	4,500	4,700
109 Overtime	0	0	0	0	0	0
111 Group Insurance	30,519	35,665	35,665	39,636	43,373	47,508
112 IMRF	32,920	38,262	38,262	37,167	39,192	41,174
113 FICA	20,179	22,192	22,192	21,807	22,646	23,522
114 Workers Comp.	752	1,112	1,112	1,434	1,515	1,601
117 Compensated Absences	638	0	0	0	0	0
<b>Subtotal</b>	<b>420,801</b>	<b>453,311</b>	<b>453,311</b>	<b>471,974</b>	<b>499,654</b>	<b>529,013</b>
<b>Contractual Services</b>						
222 Meetings	1,324	1,400	1,400	1,500	1,550	1,600
223 Training	1,013	4,000	1,000	3,600	3,800	4,100
224 Vehicle Insurance	1,881	0	0	0	0	0
226 Office Equip. Maintenance	211	150	0	150	175	200
234 Dues & Subscriptions	2,934	3,767	3,200	3,325	3,500	3,650
236 Management Physicals	0	800	400	800	800	800
<b>Subtotal</b>	<b>7,363</b>	<b>10,117</b>	<b>6,000</b>	<b>9,375</b>	<b>9,825</b>	<b>10,350</b>
<b>Commodities</b>						
314 Office Supplies	449	500	500	525	550	575
318 Reference Materials	50	250	0	200	200	200
324 Uniforms	0	0	211	200	200	200
<b>Subtotal</b>	<b>499</b>	<b>750</b>	<b>711</b>	<b>925</b>	<b>950</b>	<b>975</b>
<b>Capital Outlay</b>						
413 Computer Equipment	0	3,800	1,700	0	2,100	3,400
<b>Subtotal</b>	<b>0</b>	<b>3,800</b>	<b>1,700</b>	<b>0</b>	<b>2,100</b>	<b>3,400</b>
<b>Totals</b>	<b>\$ 428,663</b>	<b>\$ 467,978</b>	<b>\$ 461,722</b>	<b>\$ 482,274</b>	<b>\$ 512,529</b>	<b>\$ 543,738</b>

**PERSONNEL SCHEDULE**

	Authorized 2006	Budget 2007	Proposed 2008	Projected 2009	Projected 2010
Full Time	9 3/4	9 3/4	9 3/4	9 3/4	9 3/4

**ORGANIZATIONAL CHART**



\* Utility Accounts Clerks and Meter Readers 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/customer service, 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**

Classification	Actual 2005-06	Budget 2006-07	Estimated 2006-07	Proposed 2007-08	Projected 2008-09	Projected 2009-10
Salaries	\$591,849	\$634,998	\$634,288	\$664,090	\$699,397	\$731,330
Contract Services	42,682	68,673	49,895	61,685	71,500	68,020
Commodities	27,911	31,510	30,329	31,775	31,825	31,325
Capital Outlay	8,901	10,750	3,300	265,100	10,600	13,600
<b>Totals</b>	<b>\$671,343</b>	<b>\$745,931</b>	<b>\$717,812</b>	<b>\$1,022,650</b>	<b>\$813,322</b>	<b>\$844,275</b>

**GENERAL CORPORATE FUND**

**FINANCIAL MANAGEMENT**

**Detail**

Acct. # / Description	Actual FY 05-06	Revised Budget FY 06-07	Estimated Expenditures FY 06-07	Proposed Budget FY 07-08	Projected FY 08-09	Projected FY 09-10
<b>Salaries &amp; Wages</b>						
102 Personal Services	\$ 455,268	\$ 480,000	\$ 480,000	\$ 506,055	\$ 531,789	\$ 558,887
106 Seasonal	1,818	3,000	2,290	2,500	2,500	2,500
109 Overtime	1,163	1,500	1,500	6,500	6,500	2,000
111 Group Insurance	52,264	60,964	60,964	57,829	63,001	68,745
112 IMRF	47,065	52,700	52,700	51,819	54,313	56,257
113 FICA	32,067	35,300	35,300	37,378	39,185	40,744
114 Workers Comp.	1,025	1,534	1,534	2,009	2,109	2,197
117 Compensated Absences	1,179	0	0	0	0	0
<b>Subtotal</b>	<b>591,849</b>	<b>634,998</b>	<b>634,288</b>	<b>664,090</b>	<b>699,397</b>	<b>731,330</b>
<b>Contractual Services</b>						
222 Meetings	1,224	2,225	1,200	1,950	2,050	2,050
223 Training	3,773	7,750	6,000	9,695	8,700	9,470
226 Office Equip. Maintenance	2,714	2,470	2,005	1,850	1,450	1,250
232 Records Storage	5,338	2,600	325	350	350	350
234 Dues & Subscriptions	1,285	1,830	1,665	1,790	1,850	1,750
236 Management Physicals	0	400	0	400	400	400
253 Consultant	0	20,000	8,000	0	1,000	0
254 Actuarial	1,600	1,700	1,600	6,000	6,000	2,000
255 Software Maintenance	22,767	23,723	24,300	34,650	44,700	45,750
256 Banking Services	3,981	5,975	4,800	5,000	5,000	5,000
<b>Subtotal</b>	<b>42,682</b>	<b>68,673</b>	<b>49,895</b>	<b>61,685</b>	<b>71,500</b>	<b>68,020</b>
<b>Commodities</b>						
313 Auto Gas & Oil	1,655	1,200	900	1,300	1,300	1,300
314 Office Supplies	1,111	1,350	1,200	1,250	1,250	1,250
315 Printed Materials	21,194	23,495	23,495	24,055	25,605	25,005
317 Operating Supplies	2,574	3,440	3,000	2,920	2,520	2,920
318 Reference Materials	189	200	100	200	200	200
324 Uniforms	0	200	34	200	200	200
350 Small Equipment	1,188	1,625	1,600	1,850	750	450
<b>Subtotal</b>	<b>27,911</b>	<b>31,510</b>	<b>30,329</b>	<b>31,775</b>	<b>31,825</b>	<b>31,325</b>
<b>Capital Outlay</b>						
411 Office Equipment	0	5,500	0	10,000	3,000	6,500
413 Computer Equipment	8,901	5,250	3,300	255,100	7,600	7,100
<b>Subtotal</b>	<b>8,901</b>	<b>10,750</b>	<b>3,300</b>	<b>265,100</b>	<b>10,600</b>	<b>13,600</b>
<b>Totals</b>	<b>\$ 671,343</b>	<b>\$ 745,931</b>	<b>\$ 717,812</b>	<b>\$ 1,022,650</b>	<b>\$ 813,322</b>	<b>\$ 844,275</b>

**NARRATIVE**

The Administration/Customer Service program of the Financial Management Department is primarily the responsibility of the Finance Director. The significant policies and projects developed within the Administration/Customer Service 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 preparations.

**2007 ACCOMPLISHMENTS**

1. Reviewed financial software alternatives and made a recommendation to purchase MUNIS software.
2. Received the Government Finance Officer's Association (GFOA) Distinguished Budget Presentation Award for the 2007-09 Financial Plan and 2006-07 Annual Budget.
3. Developed a uniform format for the preparation of the departmental's five-year plans.
4. Investigated and implemented a new escrow/paying agent for the Geneva Crossing TIF bonds.

**2008 OBJECTIVES**

1. Develop an implement a plan for the installation of the new financial software package.
2. Develop a financing plan for the purchase/remodeling of a facility for evidence storage.
3. Develop an IT disaster recovery plan by October, 2009.
4. Issue an RFP for Banking Services in FY09.
5. Review current and potential collection agency options for cost effectiveness. Present a recommendation to the Village Manager by January, 2008
6. Receive the GFOA's budget award for the 2008-10 Financial Plan and 2007-08 Annual Budget.

**EXPENDITURE**

<u>Classification</u>	<u>2007-08</u>	<u>2008-09</u>	<u>2009-10</u>
Salaries	\$216,376	\$226,845	\$237,859
Contract Services	15,590	17,415	17,675
Commodities	4,755	4,780	4,955
Capital Outlay	900	1,700	3,700
<b>Totals</b>	<b>\$237,621</b>	<b>\$250,740</b>	<b>\$264,189</b>

**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 the book's contents to determine that it is a true and accurate reflection of fact.

**2007 ACCOMPLISHMENTS**

1. Implemented Governmental Accounting Standards Board (GASB) Statement No. 44, Economic Condition Reporting: The Statistical Section.
2. Received GFOA's Certificate of Achievement for the Village's Comprehensive Annual Financial Report (CAFR) for the year ended April 30, 2006.
3. Implemented GASB Statement No. 43, Financial Reporting for Post-employment Benefit Plans Other Than Pension Plans. This statement requires the Village to measure and report the cost of post-employment benefits (e.g. retire health care) as they are earned over the service life of the employees rather than on a pay as you go basis. This GASB statement was implemented in FY07, two years earlier than required.
4. Implemented GASB Statement No. 45, Accounting and Financial Reporting by Employers for Post-employment Benefit Plans Other Than Pensions. This statement establishes a standard for the measurement, recognition, and display of other post-employment benefit expenditures and related liabilities as well as required reporting requirements. This statement was implemented as of April 2007, two years earlier than the required effective date of April 30, 2009.
5. Encouraged the continual use of the Village's Purchase Card resulting in the addition of 68 new vendors that accepted the card.

**2008 OBJECTIVES**

1. Implement the following new core software applications:
  - Financial
  - Payroll
  - Cash Receipting
  - Citation Program
  - Purchase Orders

2. Develop and implement a plan for the installation of the new financial software package.
3. Develop appropriate internal controls, security and procedures for access to the new financial software system.
4. Complete the FY07 CAFR by September 30, 2007 and receive the GFOA's CAFR award.
5. Prepare a procedure manual for the new software programs by April 30, 2009.

**EXPENDITURE**

<u>Classification</u>	<u>2007-08</u>	<u>2008-09</u>	<u>2009-10</u>
Salaries	\$308,067	\$325,881	\$339,437
Contract Services	45,845	53,785	50,145
Commodities	26,395	25,420	25,745
Capital Outlay	264,200	8,900	9,900
<b>Totals</b>	<b>\$644,507</b>	<b>\$413,986</b>	<b>\$425,227</b>

**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.

**2007 ACCOMPLISHMENTS**

1. Developed and implemented procedures for the new vehicle registration software program.
2. Participated in the successful installation of a new, Village-wide telephone system.

**2008 OBJECTIVES**

1. Prepare written procedures for the administrative operation of the newly installed telephone system by October, 2007.

**EXPENDITURE**

Classification	2007-08	2008-09	2009-10
Salaries	\$139,647	\$146,671	\$154,034
Contract Services	250	300	200
Commodities	625	1,625	625
Capital Outlay	0	0	0
<b>Totals</b>	<b>\$140,522</b>	<b>\$148,596</b>	<b>\$154,859</b>

**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 Department is also responsible for addressing all Village customer questions and concerns in regard to their utility accounts as well as all record keeping for collections, receivables, late notices and shut-offs for non-payment. The Department’s operating costs of the utility billing function are charged directly to the Water and Sewer Fund.

**2007 ACCOMPLISHMENTS**

1. Successfully reduced the number of late penalties/fees and shut-offs by 25%.
2. Developed, in conjunction with the Chase Bank, an electronic download system for the “on-line” bank payments of water bills.
3. The use of the Village’s “Streamline Pay” system has increased to 2,076 customers (19.6%) and the “e-Steam” participation has increased to 1,542 customers (14.6%).

**2008 OBJECTIVES**

1. Implement the new utility billing software program.
2. Prepare a procedures manual for the new utility billing program by April 30, 2009.

**EXPENDITURE**

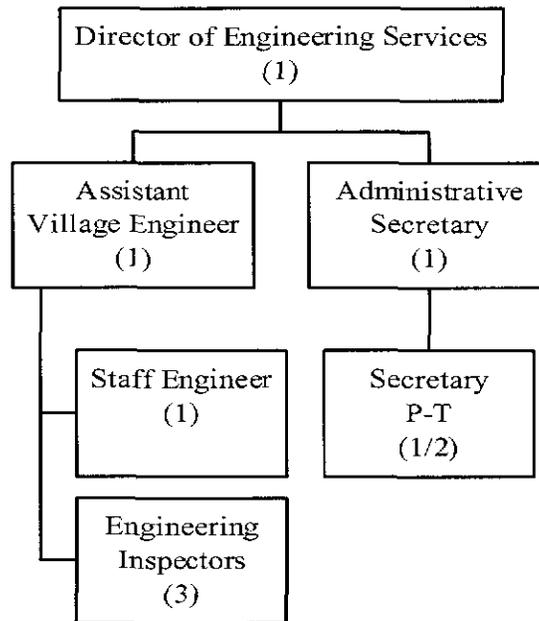
Classification	2007-08	20078-09	2009-10
Salaries	\$139,198	\$148,804	\$159,362
Contract Services	0	0	0
Commodities	0	0	0
Capital Outlay	0	0	0
<b>Totals</b>	<b>\$139,198</b>	<b>\$148,804</b>	<b>\$159,362</b>

\* This program is administered by the Financial Management Department, but costs associated with this program are budgeted in the Public Works and Water and Sewer Fund.

**PERSONNEL SCHEDULE**

	Authorized 2006	Budget 2007	Proposed 2008	Projected 2009	Projected 2010
Full-Time	8	7	7	7	7
Part-Time	3/4	1/2	1/2	1/2	1/2

**ORGANIZATIONAL CHART**



**NARRATIVE**

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

In-house design of infrastructure improvements has become a greater 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**

Classification	Actual 2005-06	Budget 2006-07	Estimated 2006-07	Proposed 2007-08	Projected 2008-09	Projected 2009-10
Salaries & Wages	\$728,431	\$773,735	\$775,235	\$814,151	\$846,573	\$887,725
Contract Services	240,657	185,860	227,900	175,917	138,099	145,228
Commodities	9,780	13,070	11,587	14,082	14,714	15,152
Capital Outlay	17,635	39,000	23,621	34,000	46,900	40,200
<b>Totals</b>	<b>\$996,503</b>	<b>\$1,011,665</b>	<b>\$1,038,343</b>	<b>\$1,038,150</b>	<b>\$1,046,286</b>	<b>\$1,088,305</b>

**GENERAL CORPORATE FUND**

**ENGINEERING SERVICES**

**Detail**

<b>Acct. # / Description</b>	<b>Actual FY 05-06</b>	<b>Revised Budget FY 06-07</b>	<b>Estimated Expenditures FY 06-07</b>	<b>Proposed Budget FY 07-08</b>	<b>Projected FY 08-09</b>	<b>Projected FY 09-10</b>
<b>Salaries &amp; Wages</b>						
102 Personal Services	\$557,794	\$578,108	\$578,108	\$609,040	\$630,176	\$658,856
109 Overtime	1,112	4,000	5,500	5,000	5,000	5,000
111 Group Insurance	58,654	66,405	66,405	70,998	77,269	84,234
112 IMRF	57,121	62,840	62,840	60,815	63,431	65,903
113 FICA	40,212	44,225	44,225	45,383	46,782	48,745
114 Workers Comp.	13,323	18,157	18,157	22,915	23,915	24,987
117 Compensated Absences	215	0				
<b>Subtotal</b>	<b>728,431</b>	<b>773,735</b>	<b>775,235</b>	<b>814,151</b>	<b>846,573</b>	<b>887,725</b>
<b>Contractual Services</b>						
212 Auto Maint. & Rpr.	17,865	10,057	10,057	14,898	15,400	15,699
222 Meetings	86	0	0	0	0	0
223 Training	4,340	8,320	6,400	8,640	8,960	9,280
224 Vehicle Insurance	5,644	6,536	6,536	7,024	7,024	7,024
226 Office Equip. Maint.	638	2,865	1,735	2,500	2,500	2,500
227 Radio Maintenance	0	420	210	430	440	450
230 Telephone	1,918	2,000	1,300	2,000	2,000	2,000
232 Records Storage	100	0	0	0	0	0
234 Dues & Subscriptions	3,118	3,920	3,920	6,675	6,765	7,005
236 Management Physicals	0	400	400	400	400	400
253 Consultant	137,587	83,000	129,000	66,400	23,100	19,800
255 Software Maintenance	3,384	3,882	3,882	4,750	4,810	4,870
257 G.I.S. System	2,700	2,700	2,700	2,700	2,700	2,700
272 Property Main./NPDES	63,277	61,760	61,760	59,500	64,000	73,500
<b>Subtotal</b>	<b>240,657</b>	<b>185,860</b>	<b>227,900</b>	<b>175,917</b>	<b>138,099</b>	<b>145,228</b>
<b>Commodities</b>						
313 Auto Gas & Oil	3,333	3,957	3,957	4,117	4,369	4,627
314 Office Supplies	1,676	1,750	1,750	1,850	1,950	2,050
315 Printed Materials	0	730	730	400	405	410
317 Operating Supplies	2,508	4,653	3,500	5,890	6,020	6,150
318 Reference Materials	309	395	250	420	445	470
324 Uniforms	775	1,080	950	980	1,080	980
350 Small Equipment	1,179	505	450	425	445	465
<b>Subtotal</b>	<b>9,780</b>	<b>13,070</b>	<b>11,587</b>	<b>14,082</b>	<b>14,714</b>	<b>15,152</b>
<b>Capital Outlay</b>						
412 Other Equipment	2,000	4,000	3,795	0	0	0
413 Computer Equipment	0	3,000	3,826	15,000	21,900	40,200
415 Vehicles	15,635	32,000	16,000	19,000	25,000	0
<b>Subtotal</b>	<b>17,635</b>	<b>39,000</b>	<b>23,621</b>	<b>34,000</b>	<b>46,900</b>	<b>40,200</b>
<b>Totals</b>	<b>\$ 996,503</b>	<b>\$1,011,665</b>	<b>\$1,038,343</b>	<b>\$1,038,150</b>	<b>\$1,046,286</b>	<b>\$1,088,305</b>

**NARRATIVE**

The Department's Administration/Customer Service program includes staff time spent providing administration and customer service 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.

**2007 ACCOMPLISHMENTS**

1. Conducted inter-department training on the use of the document management system.
2. Electronically archived and destroyed over 16,000 of the backlog of documents that included closed files, site project files, general files, project flat files and other miscellaneous files.
3. Prepared a storm water inventory spreadsheet for conducting condition surveys when acquiring GPS coordinates of structures and assessing structure conditions. This spreadsheet will form the basis for a database and template form to allow in-field data entry.
4. Oversaw the GIS Implementation Project where both engineering and non-engineering functions were instituted. A very comprehensive and accurate Village address database and map layer was completed. New storm sewer outfalls, street pavement condition, zoning and land use maps were updated. In addition, several maps were created for a variety of Village uses.

**2008 OBJECTIVES**

1. Provide assistance to the Public Works Department in developing and administering a pilot Illicit Discharge Detection and Elimination (IDDE) program as part of the National Pollution Discharge Elimination System (NPDES) Phase II.
2. Work with the DuPage River/Salt Creek Workgroup (DRSCW) on the implementation of recommendations from the Chloride Reduction Study in an effort to comply with NPDES.

**EXPENDITURE**

<u>Classification</u>	<u>2007-08</u>	<u>2008-09</u>	<u>2009-10</u>
Salaries	\$361,878	\$381,086	\$401,871
Contract Services	79,451	84,136	93,961
Commodities	7,666	7,878	8,091
Capital Outlay	5,450	7,820	12,060
<b>Totals</b>	<b>\$454,445</b>	<b>\$480,920</b>	<b>\$515,983</b>

**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.

**2007 ACCOMPLISHMENTS**

1. Performed reviews on 2 annexation agreements or amendments, 1 subdivision acceptance, 10 easement or right of way plats, 8 plats of subdivision and 5 variance requests. Reviewed and issued 35 storm water management permits, 20 utility permits, 228 overweight/overwidth vehicle permits and co-issued 126 residential building permits, 11 commercial/industrial site permits and 762 accessory permits.

**2008 OBJECTIVES**

1. Prepare Code revisions to provide developers with the opportunity to receive preliminary wetland determinations to assist them with better site plan preparation.
2. In cooperation with the Community Development Department prepare processes and procedures to review plans and permits for quasi-public utilities.

**EXPENDITURE**

Classification	2007-08	2008-09	2009-10
Salaries	\$93,703	\$98,017	\$102,873
Contract Services	23,893	21,493	19,073
Commodities	472	502	533
Capital Outlay	4,900	6,880	8,040
<b>Totals</b>	<b>\$122,968</b>	<b>\$126,892</b>	<b>\$130,519</b>

**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.

**2007 ACCOMPLISHMENTS**

1. Assisted consultant resident engineer with inspection of the Fair Oaks Road Phase I Improvement and Lies Road Multi-Use Path Projects.
2. Trained inspector on State and Federal procedures for the Lies Road Pavement Rehabilitation Project and future Local Area Pavement Preservation (LAPP) projects.
3. Prepared a template that allows inspectors to log project quantities in the field using a tablet PC.
4. Performed inspections on the Judith & Riviera Courts Water Main Improvement Project.

**2008 OBJECTIVES**

1. Provide inspection services on the Old Gary Avenue Reconstruction Project.
2. Perform in-house inspections on the Village Hall Parking Lot Replacement Project.

**EXPENDITURE**

Classification	2007-08	2008-09	2009-10
Salaries	\$186,926	\$192,025	\$200,099
Contract Services	14,426	13,817	13,147
Commodities	2,800	3,006	3,013
Capital Outlay	8,700	11,880	8,040
<b>Totals</b>	<b>\$212,852</b>	<b>\$220,728</b>	<b>\$224,299</b>

**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.

**2007 ACCOMPLISHMENTS**

1. Working with Public Works, developed a pilot plan to add "area patching" as a maintenance strategy into the Village's Street Maintenance Program.
2. Oversaw the acquisition of Fair Oaks Road right-of-way from the Forest Preserve District of DuPage County from Plum Grove Court to Army Trail Road.
3. Performed the Phase I Design Study for the Fullerton Avenue Pavement Rehabilitation LAPP Project. This project is from Gary Avenue to Schmale Road and has been scheduled for design in 2007 and rehabilitation in 2008.
4. Prepared contract documents for the Village Hall Parking Lot Replacement Project.
5. Requested and received \$946,000 in IDOT Surface Transportation Program funding for the \$1.5M Kuhn Road Multi-Use Path Project.

**2008 OBJECTIVES**

1. Prepare the Fullerton Avenue LAPP Project final engineering plans and contract documents in-house. A 2 3/4" structural overlay will be placed from Gary Avenue to Schmale Road.
2. Administer the Village Hall Parking Lot Replacement Project in-house.
3. Oversee the acquisition of right-of-way for the future Fair Oaks Road Improvement and Multi-Use Path Projects.
4. Direct the preparation of the Phase I Design Study and Phase II Final Engineering and contract documents for the Kuhn Road Multi-Use Path Project.

**EXPENDITURE**

<u>Classification</u>	<u>2008-08</u>	<u>2008-09</u>	<u>2009-10</u>
Salaries	\$104,706	\$106,665	\$111,143
Contract Services	15,954	16,410	16,774
Commodities	2,442	2,586	2,732
Capital Outlay	11,550	15,630	8,040
<b>Totals</b>	<b>\$134,652</b>	<b>\$141,291</b>	<b>\$138,689</b>

**NARRATIVE**

A Village-wide speed and traffic regulation and control study was completed and implemented in FY 1990-91. Since then, there has been a substantial increase in the number of roads, intersections and traffic volumes resulting in increased requests for traffic control signs, speed surveys to determine appropriate speed limits, traffic volume studies to determine road plans and sight distance studies. The National Manual on Uniform Traffic Control Devices (MUTCD) adopted in 2001 will provide a benchmark for the 2007 Village-wide study.

**2007 ACCOMPLISHMENTS**

1. Identified discrepancies between the Village Traffic Code and the existing traffic control signage. Prepared a plan to reconcile the differences. This resulted in revisions to the Traffic Code for Class II truck routes.
2. Began collection of data for the 2008 Traffic Control Study.

**2008 OBJECTIVES**

1. Oversee the Intersection Traffic Control Study to assess warrants based on the National Manual on Uniform Traffic Control Devices (NMUTCD). Provide assistance to the consultant with the development of traffic control policies, roadway classifications and priorities.

**EXPENDITURE**

Classification	2007-08	2008-09	2009-10
Salaries	\$27,589	\$28,430	\$29,653
Contract Services	42,193	2,243	2,273
Commodities	702	742	783
Capital Outlay	3,400	4,690	4,020
<b>Totals</b>	<b>\$73,884</b>	<b>\$36,105</b>	<b>\$36,729</b>

**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.

**2007 ACCOMPLISHMENTS**

1. Assisted the Public Works Department with the preparation and administration of their digital televising contract.
2. Oversaw the Southwest Area Water & Sanitary Sewer Infrastructure Study. This Study analyzed the existing systems from the Water Reclamation Center to Fair Oaks Road and identified proposed improvements to provide service to this area.
3. Working with DuPage County, a plan was developed and implemented in a very short period of time to provide residents living along Judith and Riviera Courts with safe potable water. This was in response to several wells being contaminated with trichloroethylene (TCE).

**2008 OBJECTIVES**

1. Begin the implementation of recommendations as identified in the Southwest Area Utility Infrastructure Study. This will include the prioritization and programming of projects that will be incorporated into the Capital Improvement Program.

**EXPENDITURE**

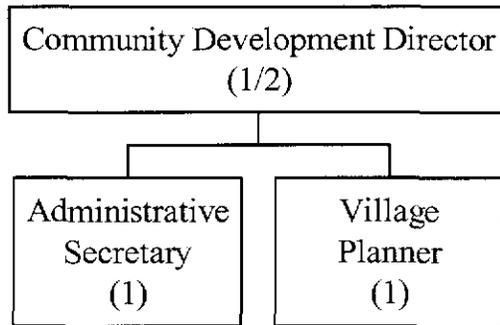
Classification	2007-08	2008-09	2009-10
Salaries	\$39,349	\$40,350	\$42,086
Contract Services	0	0	0
Commodities	0	0	0
Capital Outlay	0	0	0
<b>Totals</b>	<b>\$39,349</b>	<b>\$40,350</b>	<b>\$42,086</b>

**PERSONNEL SCHEDULE**

	<u>Authorized 2006</u>	<u>Budget 2007</u>	<u>Proposed 2008</u>	<u>Projected 2009</u>	<u>Projected 2010</u>
Full Time	2 ½	2 ½	2 ½	2 ½	2 ½

(The Planning & Zoning Division includes the Community Development Administrative Staff)

**ORGANIZATIONAL CHART**



**NARRATIVE**

The Planning and Zoning Division is responsible for customer service, long-range and short-range planning, community enhancement and growth management. The Division’s four program functions include Administration and Customer Service, Planning, Implementation and Economic Development. The Planning and Zoning Division reviews development proposals for compliance with the Village’s Comprehensive Plan and Future Land Use Plan and implements the provisions of the Zoning Code and economic development program. This Division assists the Building Division with code enforcement and provides staff support to the Plan Commission/Zoning Board of Appeals.

**EXPENDITURE**

Classification	Actual 2005-06	Budget 2006-07	Estimated 2006-07	Proposed 2007-08	Projected 2008-09	Projected 2009-10
Salaries	\$230,370	\$248,785	\$ 208,529	\$ 228,561	\$ 243,118	\$ 258,634
Contract Services	31,913	29,582	27,731	56,616	57,671	117,204
Commodities	2,848	3,519	3,181	3,436	3,453	3,471
Capital Outlay	0	3,600	1,000	0	3,850	19,700
<b>Totals</b>	<b>\$265,131</b>	<b>\$285,486</b>	<b>\$ 240,441</b>	<b>\$ 288,613</b>	<b>\$ 308,092</b>	<b>\$ 399,009</b>

**GENERAL CORPORATE FUND**

**COMMUNITY DEVELOPMENT**

**Planning & Zoning Division – Detail**

Acct. # / Description	Actual FY 05-06	Revised Budget FY 06-07	Estimated Expenditures FY 06-07	Proposed Budget FY 07-08	Projected FY 08-09	Projected FY 09-10
<b>Salaries &amp; Wages</b>						
102 Personal Services	\$ 169,974	\$ 182,975	\$ 152,779	\$ 177,240	\$ 188,317	\$ 200,146
106 Seasonal Help	4,270	0	0	0	0	0
109 Overtime	21	500	200	500	500	500
111 Group Insurance	27,403	30,695	26,000	18,527	20,033	21,697
112 IMRF	16,655	19,944	16,000	17,970	19,052	20,125
113 FICA	11,999	14,036	13,000	13,597	14,445	15,349
114 Workers Comp.	447	635	550	727	771	817
117 Compensated Absences	(399)	0	0	0	0	0
<b>Subtotal</b>	<b>230,370</b>	<b>248,785</b>	<b>208,529</b>	<b>228,561</b>	<b>243,118</b>	<b>258,634</b>
<b>Contractual Services</b>						
212 Auto Maintenance & Repair	481	935	981	1,620	1,675	1,708
222 Meetings	30	300	150	300	300	300
223 Training	3,050	3,000	3,000	3,000	3,000	3,000
224 Vehicle Insurance	941	1,007	1,000	1,171	1,171	1,171
226 Office Equip. Maintenance	0	425	0	425	425	425
234 Dues & Subscriptions	1,927	1,700	1,500	1,700	1,700	1,700
236 Management Physicals	0	400	400	400	400	400
246 Economic Development	21,859	4,900	4,000	3,500	4,500	4,000
253 Consultant	0	0	0	40,000	40,000	100,000
255 Software Maintenance	925	14,215	14,000	1,800	1,800	1,800
257 G.I.S.	2,700	2,700	2,700	2,700	2,700	2,700
<b>Subtotal</b>	<b>31,913</b>	<b>29,582</b>	<b>27,731</b>	<b>56,616</b>	<b>57,671</b>	<b>117,204</b>
<b>Commodities</b>						
313 Auto Gas & Oil	238	369	281	286	303	321
314 Office Supplies	2,205	2,250	2,700	2,250	2,250	2,250
315 Printed Materials	61	100	0	100	100	100
318 Reference Materials	106	400	200	400	400	400
350 Small Equipment	238	400	0	400	400	400
<b>Subtotal</b>	<b>2,848</b>	<b>3,519</b>	<b>3,181</b>	<b>3,436</b>	<b>3,453</b>	<b>3,471</b>
<b>Capital Outlay</b>						
411 Office Equipment	0	0	0	0	0	0
413 Computer Equipment	0	3,600	1,000	0	3,850	1,700
415 Vehicles	0	0	0	0	0	18,000
<b>Subtotal</b>	<b>0</b>	<b>3,600</b>	<b>1,000</b>	<b>0</b>	<b>3,850</b>	<b>19,700</b>
<b>Totals</b>	<b>\$ 265,131</b>	<b>\$ 285,486</b>	<b>\$ 240,441</b>	<b>\$ 288,613</b>	<b>\$ 308,092</b>	<b>\$ 399,009</b>

**NARRATIVE**

The primary purpose of the Administration and Customer Service program is to monitor the daily activities of the Community Development Department as well as the Planning and Zoning Division, and to serve as an information source to residents, developers, realtors, Village officials, and other public agencies. *The Director is responsible for preparing the Department’s budget, overseeing purchasing, and managing personnel.*

**2007 ACCOMPLISHMENTS**

1. Scanned 40 Plan Commission case packets and other Community Development items into electronic files for weekly distribution to the Village Board, in order to reduce paper volume and cost and allow users to look up information contained in their packets more quickly.
2. Provided information to developers and residents regarding zoning inquiries on a daily basis.

**2008 OBJECTIVES**

1. Catalog at least one year of past planning and zoning case files for scanning and digital archiving in accordance with State of Illinois Local Records Management Act guidelines in order to enable the files to be accessed via the Village’s Electronic Document Management system, and integrated with a GIS Plan Commission case management system.

**EXPENDITURE**

Classification	2007-08	2008-09	2009-10
Salaries	\$ 123,253	\$ 130,778	\$ 138,781
Contract Services	4,304	4,335	4,363
Commodities	2,479	2,480	2,482
Capital Outlay	0	0	1,700
<b>Totals</b>	<b>\$ 130,036</b>	<b>\$ 137,593</b>	<b>\$ 147,326</b>

**NARRATIVE**

The Planning staff reviews development plans and annexation agreements, prepares limited area studies (sector or corridor plans), and develops Plan Commission / Zoning Board of Appeals reports for special use, variation, rezoning, text amendment and subdivision applications.

**2007 ACCOMPLISHMENTS**

1. Administered the public hearing, preannexation agreement and land plan development process for Wheaton Bible Church’s development of the 47-acre Morton property.
2. Administered the public hearing and plan development process for redevelopment of the portion of the 26-acre McKessen property along North Avenue and Schmale Road as a 66,000 square foot shopping center.
3. Completed text amendments to the Building and Zoning Codes for electronic message signs, ground signs, home occupations, regional religious institutions, and carbon monoxide detectors.

**2008 OBJECTIVES**

1. Prepare text amendments to the Building and Zoning Codes to consider revisions to the Village’s zoning approval processes on an ongoing basis, such as special use approvals and de minimus provisions, in order to improve the efficiency of the Village’s development review requirements.
2. Update the Future Land Use Plan by April 2008.
3. Review and study pedestrian and bicycle corridors to facilitate easy access and safe movement (Village Board goal).
4. Implement the new *Zoning Analyst* GIS-related software to improve the processing of Plan Commission cases, by May 2007.

**EXPENDITURE**

Classification	2007-08	2008-09	2009-10
Salaries	\$ 62,228	\$ 66,763	\$ 71,629
Contract Services	42,981	43,028	103,066
Commodities	574	582	589
Capital Outlay	0	3,400	9,000
<b>Totals</b>	<b>\$ 105,783</b>	<b>\$ 113,773</b>	<b>\$ 184,284</b>

**NARRATIVE**

Implementation activities include the administration and management of the Future Land Use Plan and Zoning Code, as well as annexation agreement and planned unit development provisions. Building permit applications are reviewed for compliance with Zoning, Sign and Fence Code requirements. The Planning and Zoning Division staff coordinates development activities with other departments, the Village Clerk, developers, business owners and homeowners to ensure that approved variation and special use ordinances are implemented.

**2007 ACCOMPLISHMENTS**

1. Completed zoning reviews for 232 building permit applications during the 2006 calendar year.
2. Completed 85 zoning reviews of business registrations during the 2006 calendar year.
3. Coordinated the Village permit review process for approved developments such as the Fountains at Town Center (commercial), Easton Park, and a new commercial building at Schmale and Fullerton.

**2008 OBJECTIVES**

1. Conduct a development-related review of the Sign Code by December 2007 (Village Board goal).
2. Update the Fence Code by December 2007 (Village Board goal).

**EXPENDITURE**

Classification	2007-08	2008-09	2009-10
Salaries	\$ 23,222	\$ 24,697	\$ 26,268
Contract Services	2,572	2,513	2,637
Commodities	274	281	288
Capital Outlay	0	450	9,000
<b>Totals</b>	<b>\$ 26,068</b>	<b>\$ 27,941</b>	<b>\$ 38,193</b>

**NARRATIVE**

The mission of the Economic Development program is to promote the Village as an outstanding place for business, through the use of marketing brochures, advertisements, the Internet, and listings of demographic and real estate market conditions. The staff strives to recruit prospective businesses to the Village. Efforts to retain existing businesses continue to be a significant part of the Economic Development Program, as well.

**2007 ACCOMPLISHMENTS**

1. Made the Village’s economic development database (LOIS) available to property managers and real estate brokers for their use in promoting property development and redevelopment.
2. Conducted over 50 coordination meetings with businesses and developers in order to encourage development and redevelopment in the Village’s key retail areas (Schmale Road, Gary Avenue, Army Trail Road), resulting in eight new businesses opening in those areas.

**2008 OBJECTIVES**

1. Contact potential new businesses in order to encourage development and redevelopment in the Village’s key retail areas. Promote the Village of Carol Stream to business interests through attendance at local International Council of Shopping Centers (ICSC) events.
2. Update the department’s information packets and handouts to reflect current information and statistics.

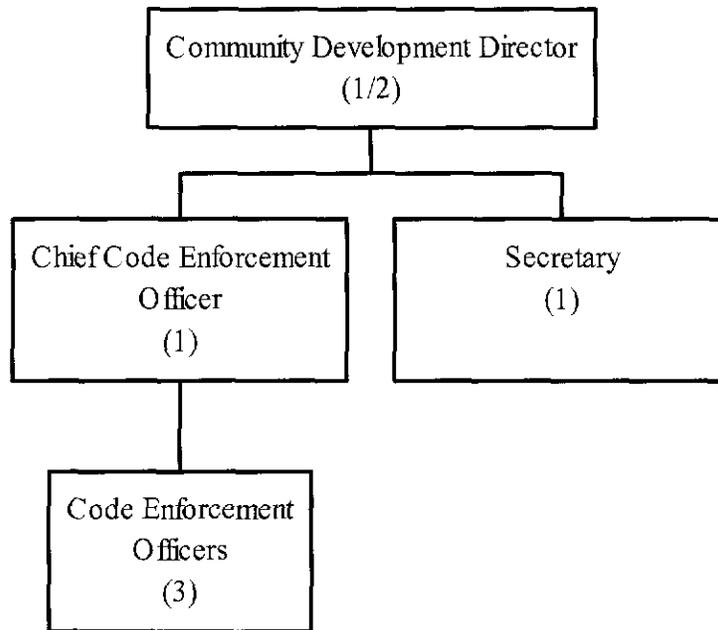
**EXPENDITURE**

Classification	2007-08	2009-09	2009-10
Salaries	\$ 19,858	\$ 20,880	\$ 21,956
Contract Services	6,759	7,795	7,138
Commodities	109	110	112
Capital Outlay	0	0	0
<b>Totals</b>	<b>\$ 26,726</b>	<b>\$ 28,785</b>	<b>\$ 29,206</b>

**PERSONNEL SCHEDULE**

	<u>Authorized 2006</u>	<u>Budget 2007</u>	<u>Proposed 2008</u>	<u>Projected 2009</u>	<u>Projected 2010</u>
Full Time	5 ½	5 ½	5 ½	5 ½	5 ½

**ORGANIZATIONAL CHART**



**NARRATIVE**

The primary responsibilities of the Building Division include customer service, community enhancement and ensuring safe construction. The Division’s five program functions include Administration and Customer Service, Plan Review, Building Inspections, Code Review and Code Enforcement. The Building Division staff reviews development proposals for compliance with the various building codes, inspects all construction, and provides overall code enforcement. The Division provides staff support to the Electrical Commission.

**EXPENDITURE**

<b>Classification</b>	<b>Actual 2005-06</b>	<b>Budget 2006-07</b>	<b>Estimated 2006-07</b>	<b>Proposed 2007-08</b>	<b>Projected 2008-09</b>	<b>Projected 2009-10</b>
Salaries	\$539,817	\$539,555	\$ 539,343	\$ 565,971	\$ 609,603	\$ 625,617
Contract Services	38,591	60,224	58,942	63,739	63,857	63,928
Commodities	9,716	9,815	9,217	10,957	10,142	11,454
Capital Outlay	0	2,850	2,700	4,500	23,000	3,400
<b>Totals</b>	<b>\$ 588,124</b>	<b>\$ 612,444</b>	<b>\$ 610,202</b>	<b>\$ 645,167</b>	<b>\$ 706,602</b>	<b>\$ 704,399</b>

**GENERAL CORPORATE FUND**

**COMMUNITY DEVELOPMENT**

**Building Division – Detail**

<b>Acct. # / Description</b>	<b>Actual FY 05-06</b>	<b>Revised Budget FY 06-07</b>	<b>Estimated Expenditures FY 06-07</b>	<b>Proposed Budget FY 07-08</b>	<b>Projected FY 08-09</b>	<b>Projected FY 09-10</b>
<b>Salaries &amp; Wages</b>						
102 Personal Services	\$ 384,661	\$ 393,050	\$ 393,050	\$ 414,275	\$ 445,401	\$ 454,126
109 Overtime	3,138	3,750	3,500	3,500	3,500	3,500
111 Group Insurance	75,467	57,563	55,000	58,078	63,555	69,638
112 IMRF	39,715	42,725	42,725	42,237	45,294	45,900
113 FICA	28,314	30,068	30,068	31,960	34,341	35,008
114 Workers Comp.	8,633	12,399	15,000	15,921	17,512	17,445
117 Compensated Absenses	(111)	0				
<b>Subtotal</b>	<b>539,817</b>	<b>539,555</b>	<b>539,343</b>	<b>565,971</b>	<b>609,603</b>	<b>625,617</b>
<b>Contractual Services</b>						
212 Auto Maintenance & Repair	5,173	3,047	2,992	3,502	3,620	3,691
222 Meetings	15	150	50	150	150	150
223 Training	2,415	4,000	4,000	4,000	4,000	4,000
224 Vehicle Insurance	2,822	3,052	3,000	3,512	3,512	3,512
226 Office Equip. Maintenance	894	900	900	900	900	900
227 Radio Maintenance	30	300	0	300	300	300
230 Telephone	2,184	1,600	1,600	1,600	1,600	1,600
232 Records Storage	127	0	0	150	150	150
234 Dues & Subscriptions	670	850	850	850	850	850
243 Paging	36	75	50	75	75	75
253 Consultant	23,425	45,550	45,000	48,000	48,000	48,000
255 Software Maintenance	0	0	0	0	0	0
259 Elevator Inspection	0	0	0	0	0	0
260 Weed Mowing	800	700	500	700	700	700
<b>Subtotal</b>	<b>38,591</b>	<b>60,224</b>	<b>58,942</b>	<b>63,739</b>	<b>63,857</b>	<b>63,928</b>
<b>Commodities</b>						
313 Auto Gas & Oil	2,358	2,795	2,967	3,057	3,242	3,434
314 Office Supplies	1,292	1,600	1,600	1,600	1,600	1,600
315 Printed Materials	4,902	3,500	3,500	4,500	3,500	4,500
317 Operating Supplies	0	0	0	0	0	0
318 Reference Materials	92	700	200	700	700	700
324 Uniforms	444	720	500	600	600	720
350 Small Equipment	628	500	450	500	500	500
<b>Subtotal</b>	<b>9,716</b>	<b>9,815</b>	<b>9,217</b>	<b>10,957</b>	<b>10,142</b>	<b>11,454</b>
<b>Capital Outlay</b>						
411 Office Equipment	0	0	0	0	0	0
412 Other Equipment	0	0	0	0	0	0
413 Computer Equipment	0	2,850	2,700	4,500	5,000	3,400
415 Vehicles	0	0	0	0	18,000	0
417 Radios	0	0	0	0	0	0
<b>Subtotal</b>	<b>\$ 0</b>	<b>\$ 2,850</b>	<b>\$ 2,700</b>	<b>\$ 4,500</b>	<b>\$ 23,000</b>	<b>\$ 3,400</b>
<b>Totals</b>	<b>\$ 588,124</b>	<b>\$ 612,444</b>	<b>\$ 610,202</b>	<b>\$ 645,167</b>	<b>\$ 706,602</b>	<b>\$ 704,399</b>

**NARRATIVE**

The Administration/Customer Service program provides staff interaction with the general public regarding the processing of permits, review of possible code violations, Citizen Service Requests (CSRs) and general building code questions. The Community Development Director prepares the Division’s budget, oversees purchasing and manages personnel.

**2007 ACCOMPLISHMENTS**

1. Cataloged and prepared for scanning and archiving, in accordance with State of Illinois guidelines, 1,522 building permit files for permits closed out in 2005.
2. Trained clerical staff and developed procedures for scanning and archiving permit files in-house.

**2008 OBJECTIVES**

1. Scan, and archive the 1,522 building permit files for permits closed out in 2005.
2. Catalog and prepare for scanning and archiving the 1,735 building permit files for permits closed out in 2006.

**EXPENDITURE**

Classification	2007-08	2008-09	2009-10
Salaries	\$ 209,074	\$ 224,376	\$ 231,737
Contract Services	3,951	3,963	3,970
Commodities	2,256	2,274	2,293
Capital Outlay	0	5,000	3,400
<b>Totals</b>	<b>\$ 215,281</b>	<b>\$ 235,613</b>	<b>\$ 241,400</b>

**NARRATIVE**

The Plan Review program covers six areas of responsibility, which include residential, commercial, and industrial reviews, sign permits, accessory permits, and staff reviews for Board and Commission reports. The Chief Code Enforcement Officer is the principal person responsible for reviewing building plans.

**2007 ACCOMPLISHMENTS**

1. Reviewed and issued 2,040 permits during the 2006 calendar year, with a total construction value of approximately \$50.5 million.
2. Obtained customer input in preparation for the development of a pre-application meeting process guide for inclusion in the commercial/industrial permit guide.

**2008 OBJECTIVES**

1. Complete the development of a pre-application meeting process guide for inclusion in the commercial/industrial permit guide.

**EXPENDITURE**

Classification	2007-08	2008-09	2009-10
Salaries	\$ 84,792	\$ 96,577	\$ 93,057
Contract Services	21,250	21,250	21,250
Commodities	2,425	1,925	2,425
Capital Outlay	0	0	0
<b>Totals</b>	<b>\$ 108,467</b>	<b>\$ 119,752</b>	<b>\$ 116,732</b>

**NARRATIVE**

The *Building Inspections* program focuses primarily on inspections that relate to all aspects of new construction, including fire prevention code requirements. Each new building is inspected for items such as footings and foundations, slabs and floors, rough plumbing, heating ducts, underground plumbing, rough electric, electric service, framing, insulation and a comprehensive final inspection. When necessary, reinspections are made. Inspections for accessory structures and miscellaneous permits are scheduled as needed.

**2007 ACCOMPLISHMENTS**

1. *Conducted 2,877 inspections during the 2006 calendar year.*
2. *Implemented training of building inspection staff in the application of the Village’s building, property maintenance and fire protection code requirements, as well as customer service training. The code enforcement officers attended over 160 hours of training conducted by professional institutes and associations.*

**2008 OBJECTIVES**

1. *Continue training of building inspection staff in the application of the Village’s building, property maintenance and fire protection code requirements, as well as customer service training.*

**EXPENDITURE**

Classification	2007-08	2008-09	2009-10
Salaries	\$ 173,633	\$ 182,204	\$ 192,043
Contract Services	35,358	35,439	35,486
Commodities	3,650	3,573	3,958
Capital Outlay	3,000	18,000	0
<b>Totals</b>	<b>\$ 215,641</b>	<b>\$ 239,216</b>	<b>\$ 231,487</b>

**NARRATIVE**

The Code Review program ensures that codes adopted by the Village are in keeping with the prevailing regional standards and the Village’s goals. The International Code Council (ICC) series of building and property maintenance codes has been adopted as the official Village building and property maintenance codes. The Village has adopted the following specific codes: 2003 International Building Code, 2003 International Residential Code, 2003 International Fire Code, 2003 International Plumbing Code, 2003 International Mechanical Code, 2003 International Fuel Gas Code, 2003 International Energy Code, 2003 International Property Maintenance Code, and the 2002 National Electric Code. The Village also enforces the current edition of the Illinois State Plumbing Code.

**2007 ACCOMPLISHMENTS**

1. Evaluated draft versions of the 2006 International Code Council (ICC) series of updated building and property maintenance codes, so as to compare with current local amendments and prepare for the process of adoption.

**2008 OBJECTIVES**

1. Update the Village’s permit fee structure by May 2007.
2. Complete an evaluation of the alternatives for new code adoption – the 2006 ICC code series versus the 2009 ICC code series, by May 2007.

**EXPENDITURE**

Classification	2007-08	2008-09	2009-10
Salaries	\$ 27,484	\$ 30,365	\$ 30,263
Contractual Services	650	250	250
Commodities	175	175	175
Capital Outlay	0	0	0
<b>Totals</b>	<b>\$ 28,309</b>	<b>\$ 30,790</b>	<b>\$ 30,688</b>

**NARRATIVE**

The Code Enforcement program focuses primarily on inspections unrelated to new construction or alterations. In order to coordinate enforcement activities, a Village Code Enforcement Officer and a Carol Stream Fire Protection District inspector conduct semi-monthly follow-up inspections of commercial, industrial and multifamily residential properties for which outstanding code violations exist. A large portion of the code enforcement program in the summer months addresses violations for weeds, fences, signs, litter, recreational vehicle parking, and residential property maintenance. With these inspections, there may be a series of follow-up inspections, enforcement letters, and telephone communication necessary to achieve compliance. If the violation is not corrected, a violation notice is issued, and compliance is pursued through the court system. The Citizen Service Request (CSR) forms that the Department receives are typically code enforcement related items and are included in the Code Enforcement program.

**2007 ACCOMPLISHMENTS**

1. Investigated and closed 225 Customer Service Requests during 2006.
2. Investigated and closed 202 property maintenance and zoning code violations during 2006, of which 201 cases (99.5 %) achieved compliance without being adjudicated in court.
3. Processed and closed 149 cases referred by the Carol Stream Fire Protection District.

**2008 OBJECTIVES**

1. Achieve compliance in at least 90% of property maintenance and zoning code violation cases without calling for court adjudication.

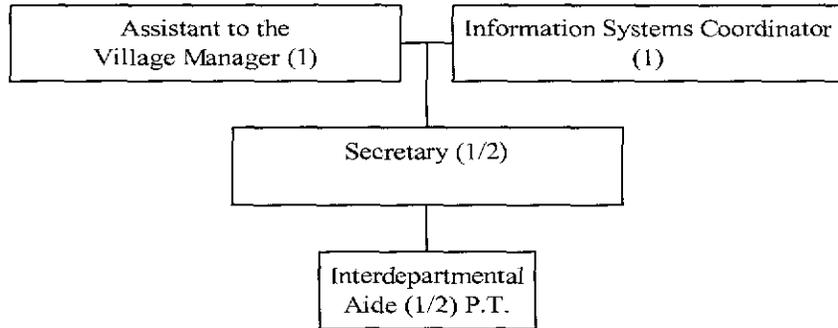
**EXPENDITURE**

Classification	2007-08	2008-09	2009-10
Salaries	\$ 70,988	\$ 76,081	\$ 78,517
Contract Services	2,530	2,955	2,972
Commodities	2,451	2,195	2,603
Capital Outlay	1,500	0	0
<b>Totals</b>	<b>\$ 77,469</b>	<b>\$ 81,231</b>	<b>\$ 84,092</b>

**PERSONNEL SCHEDULE**

	Authorized 2006	Budget 2007	Proposed 2008	Projected 2009	Projected 2010
Full Time	2	2	2	2	2
Part Time (FTE)	1	1	1	1	1

**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, a part-time Secretary and one part-time Interdepartmental Aide. 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 the computer network processors.

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 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 2005-06	Budget 2006-07	Estimated 2006-07	Proposed 2007-08	Projected 2008-09	Projected 2009-10
Salaries	\$262,061	\$275,423	\$275,423	\$288,982	\$306,703	\$324,722
Contract Services	208,742	282,058	220,418	250,254	236,247	230,758
Commodities	8,201	52,887	10,630	51,500	51,221	51,699
Capital Outlay	26,088	188,450	24,700	244,500	207,400	208,200
<b>Totals</b>	<b>\$505,092</b>	<b>\$798,818</b>	<b>\$531,171</b>	<b>\$835,236</b>	<b>\$801,571</b>	<b>\$815,379</b>

**GENERAL CORPORATE FUND**

**MANAGEMENT SERVICES**

**Detail**

Acct. # / Description	Actual FY 05-06	Revised Budget FY 06-07	Estimated Expenditures FY 06-07	Proposed Budget FY 07-08	Projected FY 08-09	Projected FY 09-10
<b>Salaries &amp; Wages</b>						
102 Personal Services	\$ 208,481	\$ 215,331	\$ 215,331	\$ 222,470	\$ 235,406	\$ 248,484
109 Overtime	0	0	0	325	350	350
111 Group Insurance	16,144	19,502	19,502	25,784	28,242	30,961
112 IMRF	21,363	23,406	23,406	22,492	23,752	24,923
113 FICA	15,317	16,473	16,473	17,019	18,009	19,009
114 Workers Comp.	488	711	711	892	944	995
117 Compensated Absences	268	0	0	0	0	0
<b>Subtotal</b>	<b>262,061</b>	<b>275,423</b>	<b>275,423</b>	<b>288,982</b>	<b>306,703</b>	<b>324,722</b>
<b>Contractual Services</b>						
212 Auto Maintenance & Repair	1,278	2,318	2,313	2,400	2,500	2,600
222 Meetings	110	200	150	200	200	200
223 Training	85	650	650	4,300	4,500	4,500
224 Vehicle Insurance	(1,453)	1,078	1,473	0	0	0
226 Office Equip. Maintenance	3,771	5,265	4,800	4,000	4,200	4,500
229 Postage	30,476	37,000	32,000	34,000	36,000	37,000
230 Telephone	40,667	47,000	42,000	43,000	44,500	46,000
231 Copy Expense	25,283	26,000	25,500	24,000	25,000	26,000
234 Dues & Subscriptions	6,415	9,315	1,500	1,900	1,980	2,100
236 Management Physicals	0	400	400	400	400	400
253 Consultant	40,006	30,000	20,000	57,000	57,000	57,000
255 Software Maintenance	15,756	58,200	25,000	26,000	24,000	24,500
261 Liability Insurance	13,033	23,455	23,455	17,355	8,391	3,131
263 Property Insurance	33,315	41,177	41,177	35,699	27,576	22,827
<b>Subtotal</b>	<b>208,742</b>	<b>282,058</b>	<b>220,418</b>	<b>250,254</b>	<b>236,247</b>	<b>230,758</b>
<b>Commodities</b>						
313 Auto Gas & Oil	367	634	470	500	571	599
314 Office Supplies	1,160	1,200	1,200	1,300	1,350	1,400
315 Printed Materials	4,152	5,403	3,500	4,500	4,800	5,000
317 Operating Supplies	2,748	4,800	4,000	4,500	3,800	4,000
324 Uniforms	0	0	132	200	200	200
350 Small Equipment	450	850	1,228	500	500	500
379 Recycling Containers	(676)	40,000	100	40,000	40,000	40,000
<b>Subtotal</b>	<b>8,201</b>	<b>52,887</b>	<b>10,630</b>	<b>51,500</b>	<b>51,221</b>	<b>51,699</b>
<b>Capital Outlay</b>						
412 Other Equipment	22,929	14,700	14,700	64,000	29,000	33,200
413 Computer Equipment	99	2,000	1,000	5,500	3,400	0
499 Contingency	3,060	171,750	9,000	175,000	175,000	175,000
<b>Subtotal</b>	<b>26,088</b>	<b>188,450</b>	<b>24,700</b>	<b>244,500</b>	<b>207,400</b>	<b>208,200</b>
<b>Totals</b>	<b>\$ 505,092</b>	<b>\$ 798,818</b>	<b>\$ 531,171</b>	<b>\$ 835,236</b>	<b>\$ 801,571</b>	<b>\$ 815,379</b>

**NARRATIVE**

The Administration/Customer Service 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.

**2007 ACCOMPLISHMENTS**

1. Coordinated special census activities with the United States Census Bureau to accurately count new residents resulting in additional Village revenues. Preliminary census numbers from the U.S. Census Bureau indicates the Village's population will approach 41,000 residents.
2. Received the Outstanding Government Recycling Award from the Illinois Recycling Association for the implementation of the innovative residential curbside recycling program. The first year of the program's inception, an increase of 371 tons of recycling material was collected decreasing the volume of refuse sent to landfills by 1,710 tons.
3. Received a \$12,830 grant from the Illinois Arts Council for cultural programming.

**2008 OBJECTIVES**

1. Research and acquire multi-function document management system to replace existing large volume copier, which can be used to digitally archive public records.
2. Apply for Illinois Arts Council funding for cultural programming.
3. Investigate participation in the Illinois Air Counts program to support efforts to reduce harmful emissions and promote programs to reduce air pollution in Carol Stream.

**EXPENDITURE**

Classification	2007-08	2008-09	2009-10
Salaries	\$184,237	\$195,996	\$207,754
Contract Services	160,654	148,564	142,327
Commodities	51,500	51,221	51,699
Capital Outlay	175,000	175,000	175,000
<b>Totals</b>	<b>\$571,391</b>	<b>\$570,781</b>	<b>\$576,780</b>

**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 and telephone).

**2007 ACCOMPLISHMENTS**

1. Coordinated transition of the current telephone system to minimize disruption and inconvenience to internal and external users. No complaints were received on the transition and implementation of the new system.
2. Implemented a user feedback survey to gauge satisfaction with current information systems operations and technologies and to provide feedback on future needs and requirements.
3. Implemented the sharing of information technology (IT) consultants between the Village and the Fire Protection District as a more cost effective alternative to hiring additional IT staff.

**2008 OBJECTIVES**

1. Upgrade the Audio/Video broadcasting capabilities of the Municipal Center Board Room to increase content, enhance timeliness of information and reduce dead air time.
2. Coordinate the installation of additional security cameras at the Ross Ferraro Town Center and Gregory J. Bielawski Municipal Center to enhance security.
3. Coordinate installation of new financial management software/hardware to minimize disruption of service and inconvenience to users.
4. Coordinate development of computer user group to facilitate open communications on current and future hardware/software uses and direction.

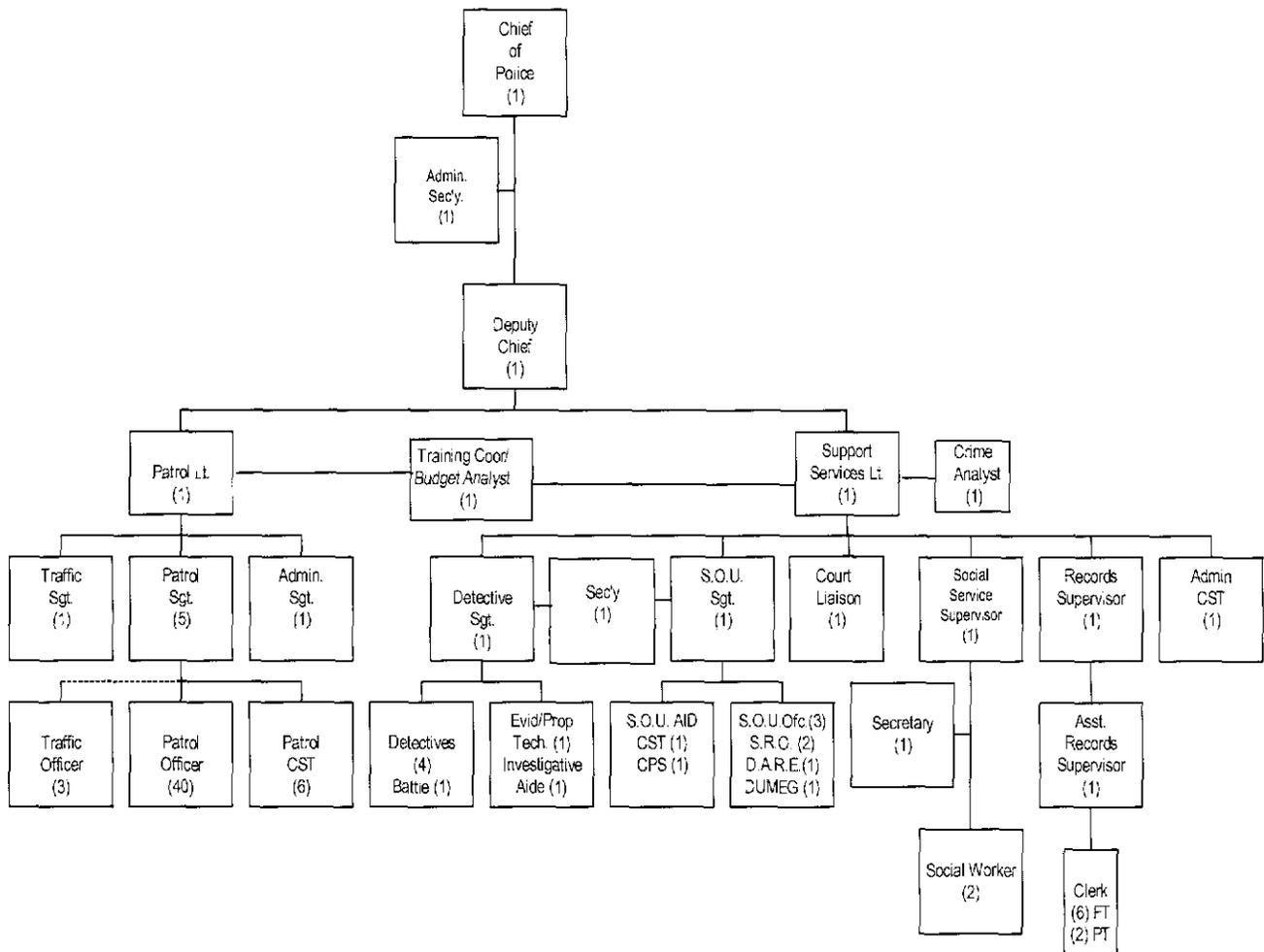
**EXPENDITURE**

Classification	2007-08	2008-09	2009-10
Salaries	\$104,745	\$110,707	\$116,968
Contract Services	89,600	87,683	88,431
Commodities	0	0	0
Capital Outlay	69,500	32,400	33,200
<b>Totals</b>	<b>\$263,845</b>	<b>\$230,790</b>	<b>\$238,599</b>

PERSONNEL SCHEDULE

	Authorized 2006	Budget 2007	Proposed 2008	Projected 2009	Projected 2010
Full Time	90	93	96	99	101
Part Time (FTE)	1	1	1	1	1

ORGANIZATIONAL CHART



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. While each program is more extensively reviewed in their respective section of this document, an executive summary of these major components is as follows:

### **PATROL DIVISION**

The uniformed **Patrol Unit** is the most visible part of police service. The Patrol Unit is usually the "first responder" to any call for police service and is also responsible for follow-up investigative work for those incidents that are not serious enough to merit more intensive follow-up by the Investigation Unit. The Patrol Unit handles both criminal and non-criminal incidents such as service related calls and traffic accidents. Patrol officers are assigned permanent zone responsibilities that result in those officers working in the same geographic area on a daily basis to enhance the community problem oriented policing philosophy. Individual patrol sergeants serve as coordinators for each of the five patrol zones in the Village. They act as coordinators to address individual problems within their assigned zone.

The **Traffic Unit** is a specialized uniform patrol unit that uses selective enforcement criteria to arrest violators and act as a deterrent in areas of the Village where most traffic accidents occur or where residents have communicated concerns over traffic volume and speed. The unit also handles a large percentage of traffic accident investigations and is always activated as part of the Crash Response Team (CRT) to assist in the investigation of motor vehicle accidents where a death or serious injury has occurred. Three officers are assigned to the unit and receive highly specialized training. The unit monitors the traffic safety program such as the speed trailer program, DUI enforcement, overweight truck enforcement, speed enforcement initiatives and the recording and analysis of accident statistics. This unit is also responsible for coordinating the school crossing guard program and community education program.

**SUPPORT SERVICES DIVISION**

The **Investigations Unit** provides support service to the Patrol Unit and is a critical component in solving crime and providing our residents with follow-up investigations service if they become victimized. The Investigations Unit is responsible for all property and evidence management and the exchange of criminal intelligence information with other law enforcement agencies. The unit remains staffed with highly proficient juvenile officers and officers who have received special training in the area of criminal investigation. The unit also provides critical crime analysis data for all personnel.

The **Records Unit** provides clerical support and produces an increasing volume of statistical information required to properly administer the department and meet both state and federal reporting requirements. The Records Unit is responsible for all department paperwork involving the court system and serves as the call center for all non-emergency calls and the initial contact for "walk in" customers. The Records Unit provides residents with 24/7 access to the Municipal Center.

The **Social Service Unit** presents a valuable service to our residents and plays an important role in helping the department carry out its mission. Three full-time licensed social workers work closely with our sworn personnel and network with various county and state agencies to deal with a myriad of social problems, which affect the quality of life and police service within the Village. With a continuing concern over various social and criminal issues involving domestic violence, substance abuse and suburban youth gangs, the department must rely heavily on social service resources if prevention and intervention is to be achieved. The Unit provides a variety of services and offers flexible hours during the week and weekend to meet client schedules.

The **Special Operations Unit (SOU)** is staffed by a sergeant, six officers and one civilian. They are involved in a variety of proactive responsibilities along with tactical and problem solving activities. One member of this unit is involved in drug enforcement and is assigned to DuMeg, the DuPage County drug enforcement agency. The unit is also actively involved in crime prevention, Neighborhood Watch, McGruff Safe House and safety programs within the schools. One officer serves as the school resource officer for Glenbard North High School and another officer for Jay Stream Middle School and assists with DARE instruction. One full time officer serves the DARE program. The officers of the SOU Unit also assist the Patrol Unit by utilizing directed tactical patrol in areas that have been designated as "hot spots."

Finally, **Administration** is responsible for coordinating department program activity. Administration strives to set and maintain the department goals, ensure customer service, conduct statistical analysis and manage personnel issues.

This proposed budget does include the addition of 6 police officers over three years in order to increase the number of patrol zones from 5 to 6 and to incorporate back up cars to the platoons.

The additional patrol zone is necessary to address the growth that has occurred in the community during the past year and the expansion along the southwest corridor.

The budget also includes a civilian crime prevention specialist position in the first year and an additional investigative aide in the second year. These civilian positions are created to re-deploy sworn personnel for operational efficiency.

The department proposes to increase the Investigations fleet by one vehicle in year 2 and the Patrol Division fleet by one squad in year 3.

In year 3, the Department has budgeted a significant amount of money to purchase new emergency radios in order to participate in the county-wide plan for radio interoperability.

**EXPENDITURE**

Classification	Actual 2005-06	Budget 2006-07	Estimated 2006-07	Proposed 2007-08	Projected 2008-09	Projected 2009-10
Salaries	\$8,710,376	\$9,525,227	\$9,532,672	\$10,387,952	\$11,229,201	\$12,097,590
Contract Services	923,499	1,028,896	946,864	1,159,950	1,215,944	1,295,275
Commodities	337,698	361,271	336,404	422,103	416,234	437,398
Capital Outlay	209,721	302,509	272,700	357,008	290,400	738,900
<b>Totals</b>	<b>\$10,181,294</b>	<b>\$11,217,903</b>	<b>\$11,088,640</b>	<b>\$12,327,013</b>	<b>\$13,151,779</b>	<b>\$14,569,163</b>

**GENERAL CORPORATE FUND**

**POLICE DEPARTMENT**

**Detail**

	<b>Actual FY 05-06</b>	<b>Revised Budget FY 06-07</b>	<b>Estimated Expenditures FY 06-07</b>	<b>Proposed Budget FY 07-08</b>	<b>Projected FY 08-09</b>	<b>Projected FY 09-10</b>
<b>Salaries &amp; Wages</b>						
102 Personal Services	\$ 5,617,123	\$ 5,960,000	\$ 5,960,000	\$ 6,621,712	\$ 7,174,494	\$ 7,712,439
105 Crossing Guards	88,842	92,700	86,000	90,000	92,700	95,500
107 Court Time	106,499	80,855	105,000	135,000	142,000	148,500
109 Overtime	495,894	520,000	510,000	540,000	570,000	593,000
111 Group Insurance	864,468	990,583	990,583	1,044,277	1,182,893	1,340,553
112 IMRF	134,539	160,872	160,872	225,833	232,232	254,980
113 FICA	454,610	506,680	506,680	558,080	572,928	613,509
114 Workers Comp.	269,595	380,096	380,096	443,093	486,375	515,056
116 Transfer - Police Pens.	668,880	833,441	833,441	729,957	775,579	824,053
117 Compensated Absences	9,926	0	0	0	0	0
<b>Subtotal</b>	<b>8,710,376</b>	<b>9,525,227</b>	<b>9,532,672</b>	<b>10,387,952</b>	<b>11,229,201</b>	<b>12,097,590</b>
<b>Contractual Services</b>						
212 Auto Maint. & Repair	200,772	238,500	179,710	277,623	294,093	309,755
222 Meetings	2,238	3,600	2,000	3,000	3,100	3,200
223 Training	113,172	100,000	90,000	125,000	130,000	140,000
224 Vehicle Insurance	31,955	39,682	39,682	45,692	45,692	45,692
226 Office Equip. Maint.	17,316	19,535	13,633	18,150	18,650	19,880
227 Radio Maintenance	17,684	13,650	13,500	7,900	13,625	19,100
230 Telephone	11,763	37,190	7,500	35,584	37,180	38,915
232 Records Storage	100	105	105	110	115	120
234 Dues & Subscriptions	8,289	8,857	13,609	14,601	9,154	20,903
236 Management Physicals	1,900	4,400	3,800	5,295	6,100	6,690
239 Range	5,200	5,960	1,500	2,500	2,750	3,000
243 Paging	1,564	2,060	1,500	2,200	2,250	2,300
245 Gen'l Communication	498,112	523,904	523,904	551,250	578,800	607,700
247 Data Processing	2,750	3,900	2,321	3,500	3,600	3,800
249 Animal Control	4,105	5,150	4,000	5,700	5,900	6,100
253 Consultant	1,523	20,212	48,000	60,100	63,100	66,200
255 Software Maintenance	5,056	2,191	2,100	1,745	1,835	1,920
<b>Subtotal</b>	<b>923,499</b>	<b>1,028,896</b>	<b>946,864</b>	<b>1,159,950</b>	<b>1,215,944</b>	<b>1,295,275</b>
<b>Commodities</b>						
313 Auto Gas & Oil	110,646	132,151	120,706	136,803	148,660	161,214
314 Office Supplies	13,867	17,000	14,725	17,000	17,500	18,000
315 Printed Materials	14,653	13,390	13,000	16,500	17,500	18,500
317 Operating Supplies	37,314	31,000	31,000	40,000	42,000	44,000
318 Reference Materials	4,498	4,000	3,673	4,500	4,500	4,500
321 Ammunition	15,885	10,000	9,500	10,300	10,700	11,000
322 Emergency Equipment	8,569	7,170	7,000	2,125	2,250	2,400
323 Weapons	5,502	7,175	7,000	15,000	4,650	4,650
324 Uniforms	66,539	88,140	80,000	104,550	96,859	101,604
325 Community Relations	31,078	30,000	30,000	30,200	30,900	32,450
326 Prisoner Care	421	800	800	825	850	850
330 Investigative Fund	9,040	11,000	11,000	14,250	14,760	15,500
350 Small Equipment	19,686	9,445	8,000	30,050	25,105	22,730
<b>Subtotal</b>	<b>337,698</b>	<b>361,271</b>	<b>336,404</b>	<b>422,103</b>	<b>416,234</b>	<b>437,398</b>
<b>Capital Outlay</b>						
412 Other Equipment	41,633	129,895	109,000	126,708	37,800	44,400
413 Computer Equipment	13,767	16,100	16,100	63,500	57,000	45,400
415 Vehicles	124,901	119,864	123,100	164,500	193,200	179,000
417 Radios	29,420	36,650	24,500	2,300	2,400	470,100
<b>Subtotal</b>	<b>209,721</b>	<b>302,509</b>	<b>272,700</b>	<b>357,008</b>	<b>290,400</b>	<b>738,900</b>
<b>Totals</b>	<b>\$ 10,181,294</b>	<b>\$ 11,217,903</b>	<b>\$ 11,088,640</b>	<b>\$ 12,327,013</b>	<b>\$ 13,151,779</b>	<b>\$ 14,569,163</b>

**NARRATIVE**

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

The Chief of Police reports directly to the Village Manager and has overall authority and responsibility for department leadership, department purchasing, personnel administration, and citizen and Village Board contacts. The Chief serves as the primary departmental liaison with other Village departments, the Board of Fire and Police Commissioners, other law enforcement and government agencies. The Chief directly supervises the Deputy Chief and Administrative Secretary and responds to scenes of major crimes as incident commander. The Chief strives to be visible and represents the department throughout the community.

The Deputy Chief performs many administrative duties delegated by the Chief of Police. Currently, the Deputy Chief coordinates the preparation of the department budget, internal investigations, and serves as emergency services project coordinator. He is also the direct supervisor of both the Patrol Lieutenant and the Support Services Lieutenant. The Deputy Chief also serves as the department's liaison with the media. Either Lieutenant and/or the Deputy Chief respond to the scene of major events. The Deputy Chief serves as the Acting Chief of Police when the Chief is unavailable.

The Support Services Lieutenant is responsible for the management and operation of the Records Bureau, Social Service Unit, Investigations Unit, and Special Operations Unit (SOU) and directly supervises the Crime Analyst and Administrative CST. This position is responsible for much of the complex staff work involving statistical analysis, long-range planning and department policies and procedures.

The Patrol Lieutenant is responsible for patrol operations and directly supervises the five Patrol Sergeants, the Traffic Sergeant, and the Administrative Sergeant. The Patrol Lieutenant is responsible for monitoring all uniformed patrol operations, manpower allocation and the investigation of citizen complaints.

The Administrative Sergeant works under the direction of the Patrol Lieutenant and is responsible for patrol division scheduling, departmental training, and the Commission for the Accreditation of Law Enforcement Agencies (CALEA) accreditation process.

The department's Administrative Secretary provides administrative support to all command personnel, maintains budget files, personnel files and confidential police records. The Administrative CST assists the Support Services Lieutenant in a variety of tasks and performs many facility and fleet management duties. The Crime Analyst provides statistical analysis for a variety of police issues including crime and calls for service. The Crime Analyst also supplies the

statistical information necessary to assist in the development of problem solving strategies by the individual zone coordinators and the SOU.

**2007 ACCOMPLISHMENTS**

1. The NIMCAST (National Incident Management Capability Assessment Support Tool) assessment was completed and submitted as required. NIMCAST compliance is required in order to qualify for federal reimbursement in the event of an emergency.
2. The tabletop emergency management exercises were completed with the police staff and village department heads.
3. The department completed a needs analysis of the sixth patrol zone. Preliminary research indicated that the sixth patrol zone would assist in manpower allocation and minimum staffing requirements.
4. CALEA Recognition requirements were met and an on-site assessment was conducted in December. The department received Recognition status at the spring conference.

**2008 OBJECTIVES**

1. Coordinate the purchase, design, construction, and implementation of an evidence storage facility.
2. Develop and implement the sixth patrol zone.
3. Complete a minimum of 100 of the 400+ standards required for CALEA Accreditation.
4. Develop and test an alternate plan for Strategic National Stockpile (SNS) distribution.

**EXPENDITURE**

<u>Classification</u>	<u>2007-08</u>	<u>2008-09</u>	<u>2009-10</u>
Salaries and Wages	\$1,087,917	\$1,152,565	\$1,223,476
Contract Services	170,976	176,157	190,110
Commodities	71,434	68,224	68,455
Capital Outlay	136,233	46,350	51,210
<b>Totals</b>	<b>\$1,466,560</b>	<b>\$1,443,296</b>	<b>\$1,533,251</b>

**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.

**2007 ACCOMPLISHMENTS**

1. The Special Operations Unit conducted two gang sweeps.
2. The Unit completed 40 investigations on narcotics dealers and registered 11 informants. Department training on informants was completed in February 2007.
3. Drug Awareness training sessions were given at three Citizens Police Academies (one teen and two adult) as well as for area high schools Dean of Students at their countywide meeting. The Unit also instructed fourteen *Healthy Lifestyle* classes at the high school.
4. Significantly increased our volunteer program participation. During calendar year 2006, over 800 hours of volunteer time was donated to the Village.

**2008 OBJECTIVES**

1. Hire a civilian crime prevention specialist to replace a sworn officer, who will be returning to street duties in June 2007. This employee will attend several training classes to be certified as a Crime Prevention Officer, a compliance officer for alcohol and tobacco checks, B.A.S.S.E.T instructor, Crime Prevention Through Environmental Design and other position related training.
2. The Unit will coordinate the creation of the Citizens Police Academy Alumni Association program, which will compliment the existing Teen and Adult Academies and will work with the alumni in creating a "Board of Directors", create bylaws, solicit membership, and complete the necessary documents from the County and State to be recognized as a "non profit" organization. The Association will be self-sufficient by April 2008. The purpose of this organization is to develop a sustaining partnership between the Police Department and graduates of the Citizens Police Academy.
3. The Unit will create a system to sell available seized vehicles through the Internet auction website EBay. An analysis of the funds received through these sales compared to our past system will be completed by the end of the fiscal year.

4. The Unit will work with schools to conduct at least two parent gang awareness-training sessions for any parents of children that are identified by the high school or junior high school as potential gang members.

**EXPENDITURE**

<u>Classification</u>	<u>2007-08</u>	<u>2008-09</u>	<u>2009-10</u>
Salaries and Wages	\$1,044,073	\$1,096,630	\$1,171,500
Contract Services	91,575	96,559	102,578
Commodities	57,454	58,803	62,316
Capital Outlay	9,525	8,550	6,810
<b>Totals</b>	<b>\$1,202,627</b>	<b>\$1,260,542</b>	<b>\$1,343,204</b>

**NARRATIVE**

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

**2007 ACCOMPLISHMENTS**

1. The Investigations Unit initiated the Citizen Observer program. This website based program allows citizens that register with the department to receive information about recent crimes, investigations and information. The website offers information for direct communication with a detective working a case. The Citizen Observer can be accessed through the Village's website.
2. The Investigations Unit eliminated this costly process of an annual auction of unclaimed property and implemented a program in which unclaimed property is sold through an Internet based auction company. This has significantly reduced operational and administrative costs.
3. The Investigations Unit has developed an updated forgery, credit card crime and identity theft booklet. This booklet is distributed to victims of these crimes to assist them with the process of correcting their credit and to prevent such crimes in the future.

**2008 OBJECTIVES**

1. Identity theft has become an increasing problem with our community. The Investigations Unit will conduct at least three informational seminars for the community concerning the prevention of identity theft and the steps that should be taken if someone becomes a victim.
2. DuPage County is incorporating a new database of offenders called Imagetrack. This database will assist the department with the identification of suspects in all types of cases. The Investigation Unit will train each of their employees in the use of this database to assist with the investigation of crimes.
3. The Investigations Unit will use a new database, Entersect, to assist with the investigation of crimes. The database will provide immediate information about people, property, computers, vehicles and telephone numbers. Entersect representatives are available 24-hours a day, by telephone, so patrol officers can access the information immediately.
4. The Detective Sergeant will conduct an analysis of the Investigations Unit. The analysis will include the unit's needs such as manpower allocation, workload, training, equipment,

personnel, etc. This analysis will help the unit to assess what will be needed in the future to best serve the needs of the department and the community.

**EXPENDITURE**

<u>Classification</u>	<u>2007-08</u>	<u>2008-09</u>	<u>2009-10</u>
Salaries and Wages	\$985,106	\$1,089,893	\$1,159,652
Contractual Services	102,148	106,690	115,024
Commodities	32,888	33,743	35,942
Capital Outlay	15,875	14,250	11,350
<b>Totals</b>	<b>\$1,136,017</b>	<b>\$1,244,576</b>	<b>\$1,321,968</b>

**NARRATIVE**

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

**2007 ACCOMPLISHMENTS**

1. The department implemented a "Behavior Observation Program" to meet the Intergovernmental Risk Management Agency's Management Assessment Program recommendation. The department developed a policy to ensure compliance and incorporated critical incident and in-car video reviews into the program. The program has improved quality control issues by having a supervisor review videos and service calls with officers. The program has allowed for review of critical incidents to ensure better customer service and officer performance.
2. The department implemented a "Check Rides" program to meet the Intergovernmental Risk Management Agency's IMAP recommendation. The department developed a policy to insure compliance, a predetermined checklist to judge driving ability and utilized in-house driving instructors to conduct check rides. Instructors also provided recommendations for specific defensive driving techniques to those employees in need. The department completed 42 check rides.
3. The department, through the assistance/coordination of the Administrative Sergeant completed the CALEA Recognition process and received a Recognition status recommendation from the on-site assessor.
4. The department enhanced its emergency management program by updating its procedure, equipment checklist and staffing needs. The department also continued to acquire equipment for emergencies.

**2008 OBJECTIVES**

1. Each zone coordinator will prepare an analysis of their assigned zone. This analysis will allow the department to identify and focus on problem areas, zone objectives, and partnership building opportunities.
2. New technological equipment such as driver's license scanners, ticket printers and digital camera are budgeted for the department's squad car fleet. As each technological system is implemented, new policies will be written, training will be provided, and each component will be evaluated.

3. Reduce police department vehicle accidents by 30% by providing education and awareness training to employees. Parking lot and accidents involving backing of vehicles will be addressed.
  
4. Research pistols for our department. Conduct a comprehensive review of available weapons considering caliber, quality, safety features, ergonomics, and cost. Solutions will be identified and the best alternative for our agency will be recommended.

**EXPENDITURE**

Classification	2007-08	2008-09	2009-10
Salaries and Wages	\$5,968,811	\$6,496,579	\$7,053,011
Contract Services	696,452	733,977	776,837
Commodities	210,683	205,805	218,621
Capital Outlay	176,325	204,150	655,910
<b>Totals</b>	<b>\$7,052,271</b>	<b>\$7,640,511</b>	<b>\$8,704,379</b>

**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, school crossing guard program and the administration of various Illinois Department of Transportation Division of Traffic Safety grants.

**2007 ACCOMPLISHMENTS**

1. Overall, the unit investigated 1,012 traffic crashes of which 100 were injury crashes. Injury crashes decreased by 13%.
2. The Traffic Unit along with assistance from patrol officers conducted the following traffic initiatives and "RID" (Reduce Influenced Drivers) enforcements.
  - Fifty-two "RID" enforcement operations,
  - Twenty-three "Speed Enforcement" initiatives,
  - Six major "Intersection" initiatives,
  - Five "Aggressive Driver" initiatives,
  - Thirty-five "Seatbelt" initiatives/zones,
  - Four "Truck Overweight" initiatives, and
  - One child safety seat event was held in 2006
4. In 2006, the department achieved a record 562 DUI arrests.
5. Many of the traffic initiatives conducted in 2006 were funded by over \$100,000 in grants that was awarded to the department by the Illinois Department of Transportation Division of Traffic Safety.

**2008 OBJECTIVES**

1. The Traffic 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:

- Thirty-five speed/intersection initiatives
  - Thirty seat belt enforcement zones and roving patrols
  - Two roadside safety checkpoints
  - Forty "RID" (Reduce Influenced Drivers) initiatives
  - One child safety seat inspection and education seminar
  - Six aggressive driver initiatives
  - Four overweight truck initiatives.
2. The Traffic Unit will continue to administer the two existing traffic safety grants and apply for additional grant funding, when available, through the Illinois Department of Transportation Division of Traffic Safety.
  3. The department is participating in the 2006 State Traffic Safety Challenge that allows law enforcement agencies to establish comprehensive goals in traffic enforcement and to share their accomplishments with the law enforcement community. The department will focus on the three main requirements to achieve this recognition:
    - Occupant protection, such as safety belt or child restraints
    - Impaired driving, either alcohol or drug impaired driving
    - Speed enforcement.
  4. Display a float in the Carol Stream Fourth of July Parade that publicizes traffic safety issues.
  5. Conduct a Hispanic traffic safety education outreach program within the community. The topics covered will include drinking and driving, drivers license, auto insurance, and child restraints.

**EXPENDITURE**

<u>Classification</u>	<u>2007-08</u>	<u>2008-09</u>	<u>2009-10</u>
Salaries and Wages	\$316,122	\$339,969	\$363,218
Contractual Services	43,759	45,860	48,902
Commodities	13,478	13,205	13,980
Capital Outlay	3,175	2,850	2,270
<b>Totals</b>	<b>\$376,534</b>	<b>\$401,884</b>	<b>\$428,370</b>

**NARRATIVE**

The Records Division Records is staffed 24 hours/seven days a week including holidays and is often the first contact for customers in the Police Department.

The Records Division process reports through the NetRMS system, the new web based DuPage County Criminal Justice data system. All traffic stop contact data is recorded and transmitted to the Illinois Department of Transportation. Arrest paperwork and the criminal/ordinance complaints, citations and bond are transmitted to the DuPage County Circuit Clerk for court.

**2007 ACCOMPLISHMENTS**

1. The Network Records Management System (NetRMS) was instituted this year. This system allows all police reports to be processed and maintained electronically. All Police personnel were then trained on this new system.
2. Records staff personnel completed a roll call & ride along program to educate the clerks on police operations and enhance communication between the patrol & records divisions.
3. Development of the electronic ticket and transmittal module for NetRMS began in 2006. This module will transmit the traffic ticket data to the DuPage County Circuit Clerk's Office and electronically submit traffic stop data to IDOT.
4. Cross training for records unit personnel was conducted this year. Topics included Circuit Clerk's transmittal, Circuit Clerk court dispositions, and Training on the Freedom of Information Act.

**2008 OBJECTIVES**

1. Work with IDOT to implement computerized web based reporting of all traffic crashes. This will allow report generation in the squad cars or on desktop computers. This will eliminate the tasks of copying and mailing reports and data to IDOT. Carol Stream crash data will be available to us via the IDOT web site.
2. Work with Motorola, ETSB, and DuPage County to create an electronic ticketing system for traffic and ordinance citations. This will allow for easy transfer of data (over 18,000 citations) to the Circuit Clerk. The Records Supervisor is involved in the planning of this system.
3. The Records Supervisor will conduct analysis and provide a 3 – 5 year forecast for the Records Division. The forecast will include the divisions' assessment of staffing allocation,

workload, training, and equipment. This forecast will help the division assess what will be needed in the future to best serve the needs of the department and the community.

- 4. Records employees will visit two other police records divisions to learn techniques and strategies to improve our efficiency.

**EXPENDITURE**

<u>Classification</u>	<u>2007-08</u>	<u>2008-09</u>	<u>2009-10</u>
Salaries and Wages	\$619,157	\$660,373	\$708,254
Contractual Services	41,437	43,281	45,818
Commodities	26,850	26,666	27,725
Capital Outlay	9,525	8,550	6,810
<b>Totals</b>	<b>\$696,969</b>	<b>\$738,870</b>	<b>\$788,607</b>

**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.

**2007 ACCOMPLISHMENTS**

1. The Social Service Unit expanded our outreach to victims of domestic violence by collaborating jointly with the Victim Assistance Division of the DuPage County State's Attorney, making additional contact with the victims of a domestic battery and tracking their case to provide them with critical court information months after an arrest.
2. The Social Service Unit developed a Funeral Planning Guide that will provide families with crucial information in the event of an unexpected death situation. The guide includes information about local funeral homes, important phone numbers, a list of questions to consider during this difficult time and other necessary planning assistance.
3. All Social Service staff have been trained to use the Net Records Management System (NetRMS) as it relates to the Social Service Unit's needs.

**2008 OBJECTIVES**

1. The Social Service Unit will develop a Weather Emergency Procedure for seniors in Carol Stream. We will collaborate with community partners to identify vulnerable residents with special needs as well as the transportation options available to assist our area seniors during high-risk weather circumstances.
2. Expand the Social Service Unit's disaster preparedness, specifically for Pandemic Flu/Health Disaster situations and how to intervene from the mental health perspective. This will be accomplished through researching existing plans. The findings will then be shared with Village and Police Administration.
3. Increase our outreach and educational services to our senior residents of Carol Stream, through a multimedia approach consisting of cable access programming, additional information on the Village website and additional contacts through City Watch. Informative topics will include senior scam awareness, the newly developed senior weather emergency procedure and the assistance available through area senior resources.

4. The Social Service Unit will assume full responsibility for developing the emergency shelter preparedness plan for Carol Stream. This will include updating site contracts, data collection and attendance at all DuPage County meetings pertaining to shelter concerns.

**EXPENDITURE**

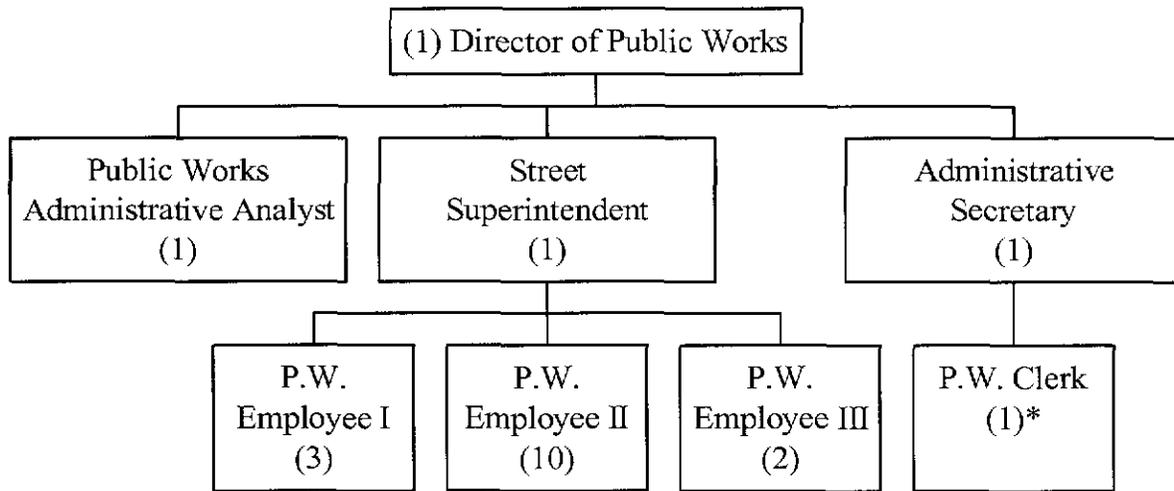
<u>Classification</u>	<u>2007-08</u>	<u>2008-09</u>	<u>2009-10</u>
Salaries and Wages	\$366,766	\$393,192	\$418,479
Contractual Services	13,603	13,420	16,006
Commodities	9,316	9,788	10,359
Capital Outlay	6,350	5,700	4,540
<b>Totals</b>	<b>\$396,035</b>	<b>\$422,100</b>	<b>\$449,384</b>

**PERSONNEL SCHEDULE**

	<u>Authorized 2006</u>	<u>Budget 2007</u>	<u>Proposed 2008</u>	<u>Projected 2009</u>	<u>Projected 2010</u>
Full Time	18	18	20	20	20

The Street Division Includes Public Works Administrative Staff

**ORGANIZATIONAL CHART**



\* The Public Works Clerk was included in the Wastewater Treatment and Collection budget in 2007.

## NARRATIVE

The Street Division's mission is to maintain 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 eight programs include administration/customer service, snow and ice control, street maintenance and repair, signs, lights and signals, building grounds/right-of-way mowing, parkway tree program, storm-water management, and mosquito management. The Village's Street Superintendent oversees all Division operations and reports to the Director of Public Works. An additional employee is being proposed, starting in year one of the three-year plan (FY08). The additional employee is necessary to maintain service levels of the Street Division programs that are affected by the growth and age of the Village's infrastructure.

## EXPENDITURE

Classification	Actual 2005-06	Budget 2006-07	Estimated 2006-07	Proposed 2007-08	Projected 2008-09	Projected 2009-10
Salaries	\$1,510,868	\$1,677,548	\$1,675,483	\$1,886,422	\$1,976,696	\$2,074,348
Contract Services	716,807	863,716	740,161	917,317	857,576	859,046
Commodities	85,879	111,018	107,518	132,734	126,284	128,019
Capital Outlay	272,161	229,064	227,730	216,357	350,972	360,288
<b>Totals</b>	<b>\$2,585,715</b>	<b>\$2,881,346</b>	<b>\$2,750,892</b>	<b>\$3,152,830</b>	<b>\$3,311,528</b>	<b>\$3,421,701</b>

**GENERAL CORPORATE FUND**

**PUBLIC WORKS  
Street Division – Detail**

<b>Acct./Description</b>	<b>Actual FY 05-06</b>	<b>Revised Budget FY 06-07</b>	<b>Estimated Expenditures FY 06-07</b>	<b>Proposed Budget FY 07-08</b>	<b>Projected FY 08-09</b>	<b>Projected FY 09-10</b>
<b>Salaries &amp; Wages</b>						
102 Personal Services	\$ 970,932	\$ 1,021,182	\$ 1,021,182	\$ 1,153,920	\$ 1,211,459	\$ 1,271,981
106 Seasonal Help	32,448	28,560	26,495	29,400	30,240	30,240
109 Overtime	91,481	145,000	145,000	145,000	145,000	145,000
111 Group Insurance	154,480	174,385	174,385	208,424	228,195	250,172
112 IMRF	108,475	126,764	126,764	131,321	136,867	142,123
113 FICA	80,243	91,240	91,240	101,265	102,834	107,553
114 Workers Comp.	67,857	90,417	90,417	117,092	122,101	127,279
117 Compensated Absences	4,952	0	0	0	0	0
<b>Subtotal</b>	<b>1,510,868</b>	<b>1,677,548</b>	<b>1,675,483</b>	<b>1,886,422</b>	<b>1,976,696</b>	<b>2,074,348</b>
<b>Contractual Services</b>						
212 Auto Maintenance & Repair	188,093	217,029	\$ 217,029	190,382	196,123	199,005
222 Meetings	71	260	150	150	150	150
223 Training	5,097	6,100	6,000	9,950	9,950	9,950
224 Vehicle Insurance	20,678	32,562	32,562	38,644	38,644	38,644
226 Office Equip. Maintenance	289	410	200	300	300	300
227 Radio Maintenance	581	500	500	500	500	500
230 Telephone	5,944	6,000	6,000	6,000	6,000	6,000
231 Copy Expense	456	500	500	500	500	500
234 Dues & Subscriptions	2,429	1,832	1,832	2,705	2,615	2,725
236 Management Physicals	334	400	300	400	400	400
243 Paging	650	750	700	750	750	750
244 Bld. Maint. & Repair	5,544	12,730	12,730	99,722	22,500	7,500
248 Electricity	6,495	11,945	8,000	14,573	15,302	16,067
255 Software Maintenance	925	1,000	1,000	500	500	500
264 Equipment Rental	2,509	3,000	3,000	3,000	3,000	3,000
265 Hauling	10,956	12,020	12,020	12,020	12,020	12,020
266 Snow Removal	81,559	110,000	110,000	110,000	110,000	110,000
267 Uniform Cleaning	542	536	900	1,400	1,400	1,400
268 Tree Maintenance	14,261	18,700	18,700	43,700	43,700	43,700
269 Mosquito Abatement	27,522	33,038	33,038	35,021	37,122	40,835
271 Street Light - Maintenance	16,457	22,000	22,000	22,000	22,000	22,000
272 Property Maintenance	99,448	112,904	105,000	104,600	104,600	104,600
273 St. Lgt Maint - Knockdown	8,086	15,000	15,000	15,000	15,000	15,000
276 Janitorial Services	11,310	10,500	10,000	12,000	12,000	12,000
277 Heating Gas	13,092	30,000	13,000	17,500	17,500	17,500
286 Street Maintenance	193,479	204,000	110,000	176,000	185,000	194,000
<b>Subtotal</b>	<b>716,807</b>	<b>863,716</b>	<b>740,161</b>	<b>917,317</b>	<b>857,576</b>	<b>859,046</b>
<b>Commodities</b>						
313 Auto Gas & Oil	32,760	39,668	\$ 39,668	41,934	44,484	47,119
314 Office Supplies	1,172	1,250	1,250	1,600	1,600	1,600
315 Printed Materials	199	100	100	100	100	100
316 Small Tools	1,392	2,100	2,100	2,500	2,000	2,000
317 Operating Supplies	30,840	44,500	44,000	30,500	30,500	30,500
319 Maintenance Supplies	3,125	3,700	3,700	3,700	3,700	3,700
324 Uniforms	6,140	8,000	7,000	7,500	7,000	7,000
344 Street Signs	6,776	9,000	7,000	17,000	9,000	9,000
350 Small Equipment	3,475	2,700	2,700	1,900	1,900	1,000
381 TC Maintenance & Supply	0	0	0	26,000	26,000	26,000
<b>Subtotal</b>	<b>85,879</b>	<b>111,018</b>	<b>107,518</b>	<b>132,734</b>	<b>126,284</b>	<b>128,019</b>
<b>Capital Outlay</b>						
412 Other Equipment	58,181	39,134	\$ 39,000	86,871	87,256	59,072
413 Computer Equipment	397	4,900	3,900	5,500	5,100	2,200
415 Vehicles	212,178	183,630	183,630	121,886	256,516	296,916
417 Radios	1,405	1,400	1,200	2,100	2,100	2,100
<b>Subtotal</b>	<b>272,161</b>	<b>229,064</b>	<b>227,730</b>	<b>216,357</b>	<b>350,972</b>	<b>360,288</b>
<b>Totals</b>	<b>\$ 2,585,715</b>	<b>\$ 2,881,346</b>	<b>\$ 2,750,892</b>	<b>\$ 3,152,830</b>	<b>\$ 3,311,528</b>	<b>\$ 3,421,701</b>

**NARRATIVE**

The Administration/Customer Service Program element includes expenditures associated with: preparing purchase requests, establishing daily work schedules, developing 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 the division’s annual operating and budget plan.

**2007 ACCOMPLISHMENTS**

1. The Administrative staff received, recorded and responded to 1118 citizen requests for service during 2006. This is 173 more requests than were processed in 2005. Of the 1118 requests, 98.4% were promptly responded to and resolved satisfactorily. The remaining eighteen (18) requests are awaiting concrete or restoration work.
2. Administrative staff worked with the Engineering Department and the Village Geographic Information System (GIS) Consultants to develop a single address database that will provide uniformity and usability to all departments. By using standardized addresses, all departments can utilize the address as a linking point for information sharing.

**2008 OBJECTIVES**

1. Complete the development of the Parkway Tree Geodatabase, including the mapping of Ash Trees, which are subject to destruction by the Emerald Ash Borer.

**EXPENDITURE**

Classification	2007-08	2008-09	2009-10
Salaries	\$249,266	\$262,043	\$275,949
Contract Services	113,595	114,347	114,931
Commodities	11,116	11,448	11,790
Capital Outlay	8,000	5,100	2,200
<b>Totals</b>	<b>\$381,977</b>	<b>\$392,938</b>	<b>\$404,870</b>

**NARRATIVE**

The Street Division is responsible for removing snow and ice from 102 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. A complement of Village staff and outside contractors is assigned to individual service areas. A combined private and public staffing plan allows the Village to effectively increase resources during major snow accumulations. An eight-hour snow removal benchmark has been established for storm events.

**2007 ACCOMPLISHMENTS**

1. Snow removal operations met all Village Board approved snow plan objectives during the winter of 2005-2006. The winter of 2005-06 had eighteen plowing events, four more than the 14 events of the 2004-2005 winter. All streets were cleared within eight hours after the snowfall stopped as per the Snow and Ice Control plan. Salt brine, which is more environmentally friendly and helps meet NPDES requirements, was used to pre-treat streets prior to snow events. Brine results in quicker and more effective removal operations. The department used 55,294 gallons of brine and 1,983 tons of road salt during 2005-06, as compared to 39,180 gallons and 1,961 tons respectively in 2004-2005.
2. Increased the capacity of our salt brine program with the purchase of new tanks, pumps, and 2 new dump trucks. The additional storage allows for three entire cycles before additional brine needs to be made.

**2008 OBJECTIVES**

1. Maintain or exceed the Village Board established benchmarks for each snow and ice event as defined in the Snow/Ice Control plan.
2. Upon successful completion of a test run, increase utilization of GeoMelt, a non-corrosive Ice/Snow removal chemical to our Ice/Snow removal operations.

**EXPENDITURE**

Classification	2007-08	2008-09	2009-10
Salaries	\$158,712	\$165,866	\$173,679
Contract Services	130,253	130,835	131,163
Commodities	8,094	8,218	8,456
Capital Outlay	31,172	107,216	107,916
<b>Sub-Total</b>	<b>328,231</b>	<b>412,135</b>	<b>421,214</b>
MFT *	111,413	122,266	134,204
<b>Totals</b>	<b>\$439,644</b>	<b>\$534,401</b>	<b>\$555,418</b>

\* Included for presentation purposes only to show total cost of program. These amounts are not included in the department totals.

**NARRATIVE**

The Street Maintenance and Repair Program includes street-sweeping operations and costs for 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 are contracted out using general corporate funds and state motor fuel tax revenues. Continuous street infrastructure maintenance and repair ensures safe pedestrian walkway and driving surfaces throughout the Village.

**2007 ACCOMPLISHMENTS**

1. Upon completion of our sidewalk inspection program for Work Zone #5, we replaced 91 pedestrian sidewalk squares and raised 241 squares. This project made 1680 linear feet of sidewalks safer for the members of our community.
2. Replaced 160 linear feet of the 208 miles of curbing during 2006, which is slightly more than the 140 linear feet done on 2005.
3. Conducted sidewalk inspections and repairs west of Kuhn and Morton Roads, (Work Zone 5), as a part of our overall sidewalk inspection program.
4. The Village of Glendale Heights, through the use of their paver machine and operators, assisted the Village with the repair of Gunderson Drive at West Street. The Village also repaired a large patch on Hiawatha Drive, next the Village Hall.

**2008 OBJECTIVES**

1. Conduct sidewalk inspection and repairs in Work Zone #6. Sidewalks are inspected throughout the Village on a 6-year cycle. This year the 6-year cycle will be completed. Work will begin in Work Zone #1 in 2009.

**EXPENDITURE**

Classification	2007-08	2008-09	2009-10
Salaries	\$353,222	\$369,132	\$386,201
Contract Services	359,777	292,849	287,578
Commodities	49,212	49,117	49,194
Capital Outlay	131,714	20,512	61,634
<b>Subtotal</b>	<b>893,925</b>	<b>731,610</b>	<b>784,607</b>
MFT *	2,635,650	2,164,170	624,886
<b>Totals</b>	<b>\$3,529,575</b>	<b>\$2,895,780</b>	<b>\$1,409,493</b>

\* Included for presentation purposes only to show total cost of program. These amounts are not included in the department totals. Actual MFT expenditures are documented in the Capital Improvement Plan

**NARRATIVE**

The Traffic Signs, Signals and Lights Program includes costs associated with traffic control and roadway illumination throughout Village streets. Staff is responsible for the maintenance of 2040 streetlights, installation of new and replacement traffic control signage and the completion of all J.U.L.I.E. system electrical cable locate requests during a service year. Program personnel are also responsible for completing repairs to street light cable cuts or ground faults, should they occur. Program personnel also coordinate the contractual repairs for light pole knockdowns occurring in a program year. Re-striping and remarking of pavement signage is conducted each year.

**2007 ACCOMPLISHMENTS**

1. Staff replaced and/or repaired 196 street name and traffic control signs during 2006
2. Program staff completed 4,784 requests for electric locates and 307 streetlight repair orders, in 2006.
3. Replaced 11 streetlight poles knocked down during accidents and replaced an additional 2 streetlights due to age.
4. Year one of the Street Light Project was completed. This includes the replacement of thirteen (13) streetlights, cable, and controllers along north side of Munson Drive.

**2008 OBJECTIVES**

1. Complete the second of the Street Light Projects developed by our street light program. This includes replacement of streetlights, cable, and controllers on Spring Valley from Brave Court to Army Trail, also including Boa Tr.
2. Upon completion of the Engineering Department Sign Study, the Public Works Department will prioritize the changes addressed in the study. New signs will be installed that meet the findings of the study.

**EXPENDITURE**

Classification	2007-08	2008-09	2009-10
Salaries	\$216,356	\$226,941	\$238,426
Contract Services	66,089	66,930	67,404
Commodities	27,391	19,658	20,000
Capital Outlay	1,500	150,700	0
<b>Subtotal</b>	<b>311,336</b>	<b>464,229</b>	<b>325,830</b>
MFT *	81,635	89,270	94,302
<b>Totals</b>	<b>\$392,971</b>	<b>\$553,499</b>	<b>\$420,132</b>

\* Included for presentation purposes only to show total cost of program. These amounts are not included in the department totals.

**NARRATIVE**

The Building Grounds/Right-of-Way Mowing 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 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 is also part of this program. To meet the three-week mowing cycle objective, six part-time employees are hired to assist full-time personnel in landscape maintenance throughout a growing season. This 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 an agreement with DuPage County, which reimburses us for the mowing cost.

**2007 ACCOMPLISHMENTS**

1. Conducted 852 mowing operations, between April 36, 2006, and November 13, 2006.
2. Shifted approximately 20 acres of right-of-way grass cutting on Lies Road and Kuhn Road, to our contract-mowing provider in order to better utilize the available workforce.

**2008 OBJECTIVES**

1. To maintain or exceed the established benchmarks of cutting all properties within a 3 week period.

**EXPENDITURE**

Classification	2007-08	2008-09	2009-10
Salaries	\$585,924	\$614,098	\$644,506
Contract Services	143,509	145,645	146,848
Commodities	26,379	27,054	27,925
Capital Outlay	21,471	56,244	40,538
<b>Totals</b>	<b>\$777,283</b>	<b>\$843,041</b>	<b>\$859,817</b>

**NARRATIVE**

The maintenance of inlets and catch basins and 98 miles of storm sewers is this program’s initiative. Localized flood potential exists during the spring and early summer months, during which program personnel are scheduled to inspect Klein and Thunderbird Creeks for potential blockages caused by yard waste, tree roots, debris, low hanging branches, beaver dams, felled trees, etc. Program staff is also deployed throughout the year to inspect and repair detention pond restrictor valves, obstructed or collapsed stormwater collection inlets, and culverts to minimize possible flooding potential. The Street Division installs and maintains the eight floating aerators at various retention ponds throughout the Village. Many of these established maintenance programs are now mandated under the NPDES Phase II storm water requirements.

**2007 ACCOMPLISHMENTS**

1. Completed the third year of a ten-year program to clean storm water catch basins. One hundred ten (110) structures on Birchbark were cleaned and twenty-five (25) street inlet grates of the 1,471 in the Village were replaced.
2. Between April 10, 2006 and November 2, 2006, nine (9) complete sweeping operations of the Village’s 110 miles of streets were swept, removing 1003 cubic yards of debris. The sweeping of Village streets is a best management practice under NPDES Phase II.

**2008 OBJECTIVES**

1. Continue with Year 4 of Storm Water System Inspection and Cleaning Program in Original Carol Stream (Work Zone 6).
2. Continuation of Street Sweeping operations. Street Sweeping helps meet standards under NPDES Phase II. We will sweep the entire town 9 times per year and will remove approximately 1000 cubic yards of debris from our roadways.

**EXPENDITURE**

Classification	2007-08	2008-09	2009-10
Salaries	\$131,325	\$137,644	\$144,479
Contract Services	4,152	4,281	4,355
Commodities	1,599	1,640	1,692
Capital Outlay	22,500	11,200	148,000
<b>Totals</b>	<b>\$159,576</b>	<b>\$154,765</b>	<b>\$298,526</b>

**NARRATIVE**

The Street Division is responsible for the approximately 7000 Village Parkway Trees. The program includes costs for maintenance pruning, removal and planting replacement Village trees along Village rights-of-way. Continuous maintenance of the Village's tree stock requires program personnel to conduct trimming while a private contractor is hired to conduct tree removals, stump grinding and parkway tree replacement planting. This program also includes sponsorship of the local parkway tree replacement program.

**2007 ACCOMPLISHMENTS**

1. A parkway tree-pruning program was completed with the pruning of 976 parkway trees in selected subdivisions throughout the Village. The Village has been divided into six (6) work zones so that scheduled trimming of our approximately 7000 parkway trees are trimmed can be conducted every six (6) years.
2. Division staff responded to 178 tree-related citizen requests for service. The Division also removed 56 dead trees.
3. Completed GIS Mapping of 5 of the 6 Work Zones and linked the GIS map to the Tree Inventory and Tree Care database.
4. The Village has communicated with residents regarding the Emerald Ash Borer problems in the surrounding areas. Information about EAB has been in the Correspondent and we visited 25 resident's who believed to have EAB and informed them of the actual cause of the tree's distress.

**2008 OBJECTIVES**

1. Approximately 1,600 trees are scheduled for pruning, following a six-year pruning schedule. The parkway trees in Work Zone 6 will be trimmed. Work Zone 6 is Original Carol Stream.
2. In order to reverse the trend of removing more dead trees than planting new ones, the Department will expand the Village's Parkway Tree Program by planting approximately 50 additional parkway trees along various Village streets that do not presently have trees.
3. Analysis of the current Parkway Tree Program to look at alternative programs that will increase resident participation in the program and increase the tree replacements in the Village.
4. Begin spraying for Flower Ash Gall. This disease infects Ash trees and makes the flower balls turn brown and unsightly. By treating this disease, the Ash tree may become less susceptible to other disease or borers.

**EXPENDITURE**

<u>Classification</u>	<u>2007-08</u>	<u>2008-09</u>	<u>2009-10</u>
Salaries	\$191,617	\$200,972	\$211,108
Contract	64,921	65,567	65,932
Commodities	8,943	9,149	8,962
Capital Outlay	0	0	0
<b>Totals</b>	<b>\$265,481</b>	<b>\$275,688</b>	<b>\$286,002</b>

**NARRATIVE**

The Mosquito Management Program funds the contractual costs associated with various intergovernmental service agreements for mosquito spraying services.

**2007 ACCOMPLISHMENTS**

Provided management oversight of the Bloomingdale and Wayne Townships mosquito management contracts and regularly communicated residents' feedback to officials regarding service satisfaction. Information provided to the Village from state officials and Clarke Mosquito Control was made available to the public, via the Village Website.

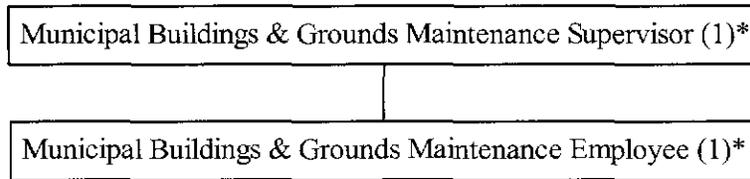
**EXPENDITURE**

<u>Classification</u>	<u>2007-08</u>	<u>2008-09</u>	<u>2009-10</u>
Salaries	\$ 0	\$ 0	\$ 0
Contract Services	35,021	37,122	40,835
Commodities	0	0	0
Capital Outlay	0	0	0
<b>Totals</b>	<b>\$35,021</b>	<b>\$37,122</b>	<b>\$40,835</b>

**PERSONNEL SCHEDULE**

	<u>Authorized 2006</u>	<u>Budget 2007</u>	<u>Proposed 2008</u>	<u>Projected 2009</u>	<u>Projected 2010</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.

**2007 ACCOMPLISHMENTS**

1. Repainted the interior of the Municipal Center with in-house employees saving over \$5,000 in outside contractor costs.
2. Coordinated installation of new entrance ramp tubular railing system to provide better accessibility to customers with disabilities.
3. Researched and acquired new digital message sign for the Gregory J. Bielawski Municipal Center, which provides current information on Village services and events to motoring public.

**2008 OBJECTIVES**

1. Coordinate reconstruction of the Municipal Center parking lot to minimize disruption to employees and guests, complete the project within the designated time frame and come in at or under budget.

**EXPENDITURE**

Classification	Actual 2005-06	Budget 2006-07	Estimated 2006-07	Proposed 2007-08	Projected 2008-09	Projected 2009-10
Salaries	\$147,276	\$168,269	\$167,769	\$182,835	\$194,449	\$206,777
Contract Services	141,455	189,043	131,705	325,012	177,350	188,708
Commodities	17,548	21,275	18,928	21,050	21,925	22,750
Capital Outlay	15,312	200,000	200,000	21,200	22,000	23,100
<b>Totals</b>	<b>\$321,591</b>	<b>\$578,587</b>	<b>\$518,402</b>	<b>\$550,097</b>	<b>\$415,724</b>	<b>\$441,335</b>

## GENERAL CORPORATE FUND

## MUNICIPAL BUILDING

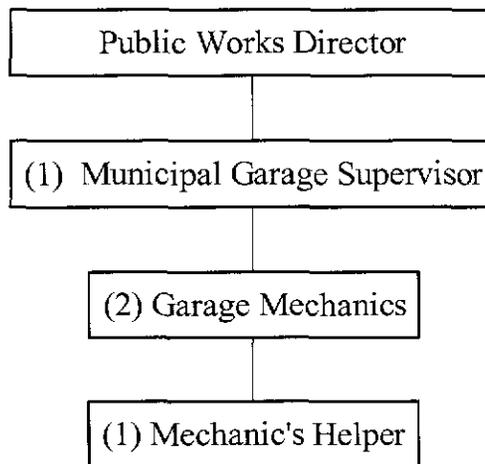
Detail

Acct. # / Description	Actual FY 05-06	Revised Budget FY 06-07	Estimated Expenditures FY 06-07	Proposed Budget FY 07-08	Projected FY 08-09	Projected FY 09-10
<b>Salaries &amp; Wages</b>						
102 Personal Services	\$ 110,401	\$ 119,366	\$ 119,366	\$ 129,427	\$ 136,997	\$ 145,022
109 Overtime	471	1,000	500	1,000	1,250	1,500
111 Group Insurance	14,181	18,432	18,432	19,788	21,654	23,727
112 IMRF	12,051	12,976	12,976	13,186	13,949	14,696
113 FICA	7,986	9,170	9,170	9,978	10,576	11,209
114 Workers Comp.	2,048	7,325	7,325	9,456	10,023	10,623
117 Compensated Absences	138	0	0	0	0	0
<b>Subtotal</b>	<b>147,276</b>	<b>168,269</b>	<b>167,769</b>	<b>182,835</b>	<b>194,449</b>	<b>206,777</b>
<b>Contractual Services</b>						
212 Auto Maintenance & Repair	3,649	6,393	5,000	5,881	6,079	6,197
223 Training	92	300	100	125	150	150
224 Vehicle Insurance	0	0	0	2,341	2,341	2,341
230 Telephone	1,416	1,900	1,500	1,600	1,650	1,700
243 Paging	72	150	85	90	100	120
244 Maintenance and Repair	93,583	130,500	80,000	265,250	115,650	118,150
248 Electricity	1,675	2,400	2,000	2,200	2,300	2,400
264 Equipment Rental	0	1,500	20	100	150	200
267 Uniform Cleaning	347	400	400	425	430	450
276 Janitorial Service	31,455	35,000	33,000	36,000	37,000	45,000
277 Gas and Water	9,166	10,500	9,600	11,000	11,500	12,000
<b>Subtotal</b>	<b>141,455</b>	<b>189,043</b>	<b>131,705</b>	<b>325,012</b>	<b>177,350</b>	<b>188,708</b>
<b>Commodities</b>						
313 Auto Gas & Oil	960	650	1,300	1,400	1,500	1,600
314 Office Supplies	0	0	0	0	0	0
319 Maintenance Supplies	11,323	14,000	12,000	13,000	13,500	14,000
320 Janitorial Supplies	2,681	3,700	3,000	3,250	3,500	3,700
324 Uniforms	207	425	300	400	425	450
350 Small Equipment	2,377	2,500	2,328	3,000	3,000	3,000
<b>Subtotal</b>	<b>17,548</b>	<b>21,275</b>	<b>18,928</b>	<b>21,050</b>	<b>21,925</b>	<b>22,750</b>
<b>Capital Outlay</b>						
412 Other Equipment	15,312	200,000	200,000	21,200	22,000	23,100
<b>Subtotal</b>	<b>15,312</b>	<b>200,000</b>	<b>200,000</b>	<b>21,200</b>	<b>22,000</b>	<b>23,100</b>
<b>Totals</b>	<b>\$ 321,591</b>	<b>\$ 578,587</b>	<b>\$ 518,402</b>	<b>\$ 550,097</b>	<b>\$ 415,724</b>	<b>\$ 441,335</b>

**PERSONNEL SCHEDULE**

	<u>Authorized 2006</u>	<u>Budget 2007</u>	<u>Proposed 2008</u>	<u>Projected 2009</u>	<u>Projected 2010</u>
Full Time	4	4	4	4	4

**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 the number of vehicles each department has.

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

## EXPENDITURE

Classification	Actual 2005-06	Budget 2006-07	Estimated 2006-07	Proposed 2007-08	Projected 2008-09	Projected 2009-10
Salaries	\$311,424	\$352,583	\$352,583	\$377,440	\$400,292	\$423,998
Contract Services	14,416	22,189	18,639	17,266	17,111	17,621
Commodities	281,383	343,981	311,910	342,492	358,621	374,883
Capital Outlay	5,014	3,000	3,000	24,500	18,500	3,200
<b>Subtotal</b>	<b>\$612,237</b>	<b>\$721,753</b>	<b>\$686,132</b>	<b>\$ 761,698</b>	<b>\$ 794,524</b>	<b>\$ 819,702</b>
Charges to Other Departments	(564,021)	(721,753)	(686,132)	(761,698)	(794,524)	(819,702)
<b>Total</b>	<b>\$48,216</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>

**GENERAL CORPORATE FUND**

**PUBLIC WORKS**

**Municipal Garage Division – Detail**

Acct. #/Description	Actual FY 05-06	Revised Budget FY 06-07	Estimated Expenses FY 06-07	Proposed Budget FY 07-08	Projected FY 08-09	Projected FY 09-10
<b>Salaries &amp; Wages</b>						
102 Personal Services	\$ 224,032	\$ 251,158	\$ 251,158	\$ 269,506	\$ 284,764	\$ 300,381
109 Overtime	1,612	6,093	6,093	5,390	5,695	6,017
111 Group Insurance	37,192	37,167	37,167	40,637	44,480	48,743
112 IMRF	23,168	27,963	27,963	27,792	29,307	30,777
113 FICA	16,656	19,680	19,680	21,030	22,220	23,474
114 Workers Comp.	7,866	10,522	10,522	13,085	13,826	14,606
117 Compensated Absences	899	0		0	0	0
<b>Subtotal</b>	<b>311,425</b>	<b>352,583</b>	<b>352,583</b>	<b>377,440</b>	<b>400,292</b>	<b>423,998</b>
<b>Contractual Services</b>						
212 Auto Maintenance & Repair	842	1,000	1,000	1,000	1,200	1,600
223 Training	686	600	400	600	600	600
224 Vehicle Insurance	941	2,034	2,034	2,341	2,341	2,341
227 Radio Maintenance	0	100	100	100	100	100
234 Dues & Subscriptions	110	105	105	1,730	1,675	1,785
244 Maintenance & Repair	6,218	10,000	10,000	2,500	2,500	2,500
264 Equipment Rental	645	800	800	895	895	895
267 Uniform Cleaning	3,017	3,350	1,800	3,900	3,600	3,600
284 Equipment Maintenance	1,957	4,200	2,400	4,200	4,200	4,200
<b>Subtotal</b>	<b>14,416</b>	<b>22,189</b>	<b>18,639</b>	<b>17,266</b>	<b>17,111</b>	<b>17,621</b>
<b>Commodities</b>						
313 Auto Gas & Oil	328	823	575	445	472	500
314 Office Supplies	268	415	415	450	450	450
315 Printed Materials	0	400	400	250	450	250
316 Tools	1,561	3,100	2,500	3,100	3,100	3,100
317 Operating Supplies	2,962	3,300	2,500	3,300	3,300	3,300
318 Reference Materials	2,080	2,250	3,120	1,000	1,000	1,000
324 Uniforms	1,265	1,236	1,200	1,200	1,200	1,200
341 Gas - Consumed	211,430	261,257	240,000	261,547	277,449	293,883
343 Oil/Parts Consumed	42,086	45,000	40,000	45,000	45,000	45,000
350 Small Equipment	558	1,200	1,200	1,200	1,200	1,200
353 Outsourcing Services	18,845	25,000	20,000	25,000	25,000	25,000
354 Parts Purchased	54,991	45,000	40,000	45,000	45,000	45,000
355 Parts Purchased Contra	(54,991)	(45,000)	(40,000)	(45,000)	(45,000)	(45,000)
356 Gas Purchased	232,802	261,257	240,000	261,547	277,449	293,883
357 Gas Purchased Contra	(232,802)	(261,257)	(240,000)	(261,547)	(277,449)	(293,883)
358 Allocation to other Depts	(564,022)	(721,753)	(686,132)	(761,698)	(794,524)	(819,702)
<b>Subtotal</b>	<b>(282,639)</b>	<b>(377,772)</b>	<b>(374,222)</b>	<b>(419,206)</b>	<b>(435,903)</b>	<b>(444,819)</b>
<b>Capital Outlay</b>						
412 Other Equipment	5,014	3,000	3,000	20,000	18,500	3,200
413 Computer Equipment	0	0	0	4,500	0	0
415 Vehicles	0	0	0	0	0	0
<b>Subtotal</b>	<b>5,014</b>	<b>3,000</b>	<b>3,000</b>	<b>24,500</b>	<b>18,500</b>	<b>3,200</b>
<b>Totals</b>	<b>\$ 48,216</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>

**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.

**2007 ACCOMPLISHMENTS**

1. Staff, as part of a goal of the Village Board, reviewed the cost effectiveness of alternative fuel cars and encouraged other departments to purchase flex-fuel vehicles, especially E85, (ethanol fueled).
2. Staff facilitated an intergovernmental relationship with the DuPage Forest Preserve to allow the Village to fuel its Flex Fuel Vehicles at their facility.

**2008 OBJECTIVES**

1. Develop a plan for the usage of E85, and a standardized vehicle purchasing procedure to ensure that alternative fuel vehicles purchased when available.

**EXPENDITURE**

Classification	2007-08	2008-09	2009-10
Salaries	\$162,301	\$172,126	\$182,320
Contract Services	3,806	3,779	3,834
Commodities	1,700	1,700	1,700
Capital Outlay	0	0	0
<b>Subtotal</b>	<b>\$ 167,807</b>	<b>\$ 177,605</b>	<b>\$ 187,854</b>
Charges to Other Departments	(167,807)	(177,605)	(187,854)
<b>Totals</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>

**NARRATIVE**

The timely maintenance of the Village’s 232-piece 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.

**2007 ACCOMPLISHMENTS**

1. Through training and testing, all mechanics were recertified as Automotive Service Excellence (ASE) mechanics.
2. Division mechanics completed 372 maintenance requests in addition to the scheduled preventive maintenance jobs as follows: 246 PMA’s (oil changes) 28 PMB’s (engine tune ups), 32 PMC’s (cooling system flushes) and 29 PMD’s (transmission inspections) were completed during 2005.

**2008 OBJECTIVE**

1. Research the cost benefit ratio of using Nitrogen Gas as a replacement to air in tires.

**EXPENDITURE**

<i>Classification</i>	2007-08	2008-09	2000-10
Salaries	\$215,139	\$ 228,166	\$ 241,678
Contract Services	13,460	13,332	13,787
Commodities	647,339	679,170	712,066
Capital Outlay	24,500	18,500	3,200
<b>Subtotal</b>	<b>\$ 900,438</b>	<b>\$ 939,168</b>	<b>\$970,731</b>
Charges to Other Departments	(900,438)	(939,168)	(970,731)
<b>Totals</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>

**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 2005-06	Budget 2006-07	Estimated 2006-07	Proposed 2007-08	Projected 2008-09	Projected 2009-10
Transfer to TIF Debt Service	\$233,475	\$174,196	\$160,000	\$161,906	\$163,182	\$164,510
Payment to Stark Farm – Sales Tax Reimb.	30,367	34,523	36,004	37,624	39,129	40,694
Home Depot – Sales Tax Reimb.	93,549	88,456	94,484	98,736	22,033	0
Lowes – Sales Tax Reimb.	109,717	119,856	100,000	104,500	108,680	113,027
Transfer to CIP Fund	14,016,396	1,250,000	500,000	0	0	0
<b>Totals</b>	<b>\$14,483,504</b>	<b>\$1,667,031</b>	<b>\$890,488</b>	<b>\$402,766</b>	<b>\$333,024</b>	<b>\$318,231</b>

**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 Pasquinelli 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.

**2007 ACCOMPLISHMENTS**

1. Organized efforts and resources, which provided a variety of high quality activities and encouraged broader use of the Ross Ferraro Town Center and Historic Farmhouse. Although the average number of semi-private/private events held at the Town Center was 6, total attendance at these events in 2006 was 1,275, which was an increase of 12% over 2005 and 49% over 2004.

**2008 OBJECTIVES**

1. Organize efforts and resources, which provide a variety of diverse, high quality activities and encourage broader use of the Ross Ferraro Town Center and Historic Farmhouse.
2. Complete the second year of the pedestrian pathway lighting replacement/enhancement program, which will provide a more reliable and cost effective light source for users of the Town Center.

**EXPENDITURE**

Classification	Actual 2005-06	Budget 2006-07	Estimated 2006-07	Proposed 2007-08	Projected 2008-09	Projected 2009-10
Salaries	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Contract Services	0	240,500	238,314	260,200	265,200	267,450
Commodities	0	700	734	900	1,100	1,100
Capital Outlay	0	400	255	400	500	500
<b>Totals</b>	<b>\$ 0</b>	<b>\$241,600</b>	<b>\$239,303</b>	<b>\$261,500</b>	<b>\$266,800</b>	<b>\$269,050</b>

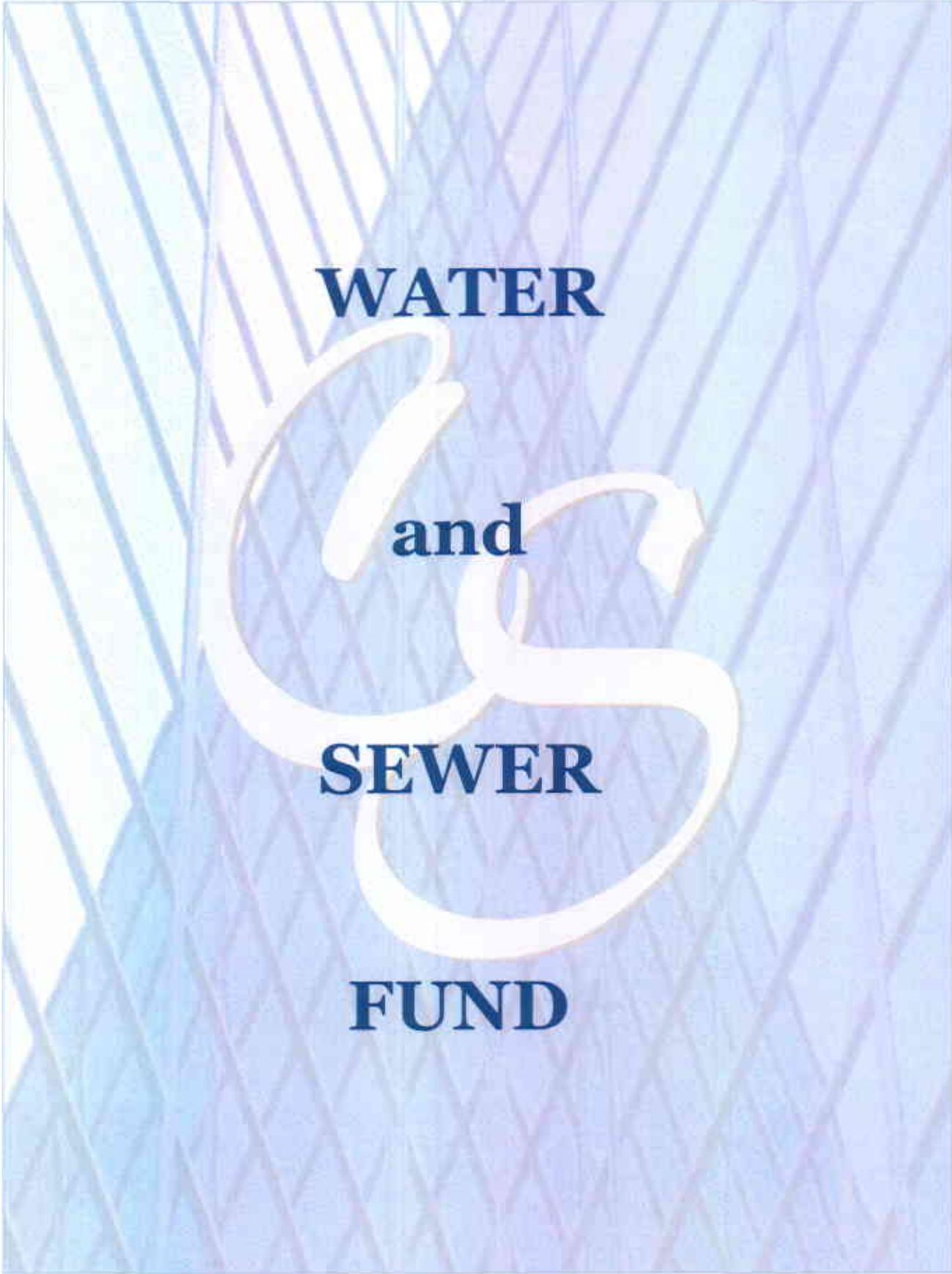
**GENERAL CORPORATE FUND**

**Town Center**

**Detail**

<b>Acct. # / Description</b>	<b>Actual FY 05-06</b>	<b>Revised Budget FY 06-07</b>	<b>Estimated Expenditures FY 06-07</b>	<b>Proposed Budget FY 07-08</b>	<b>Projected FY 08-09</b>	<b>Projected FY 09-10</b>
<b>Contractual Services</b>						
287 Summer in the Center	\$ 0	\$ 152,200	\$ 152,120	\$ 165,000	\$ 165,000	\$ 165,000
288 Concert Series	0	35,800	35,799	40,000	45,000	47,250
289 Octoberfest	0	4,200	4,497	5,000	5,000	5,000
290 Multi-Cultural Event	0	5,190	1,404	5,200	5,200	5,200
291 Misc events/activities	0	43,110	44,494	45,000	45,000	45,000
<b>Subtotal</b>	<b>0</b>	<b>240,500</b>	<b>238,314</b>	<b>260,200</b>	<b>265,200</b>	<b>267,450</b>
<b>Commodities</b>						
302 Bricks	0	700	479	500	600	600
350 Small Equipment	0	0	255	400	500	500
	<b>0</b>	<b>700</b>	<b>734</b>	<b>900</b>	<b>1,100</b>	<b>1,100</b>
<b>Capital Outlay</b>						
412 Other Equipment	0	400	255	400	500	500
<b>Subtotal</b>	<b>0</b>	<b>400</b>	<b>255</b>	<b>400</b>	<b>500</b>	<b>500</b>
<b>Totals</b>	<b>\$ 0</b>	<b>\$ 241,600</b>	<b>\$ 239,303</b>	<b>\$ 261,500</b>	<b>\$ 266,800</b>	<b>\$ 269,050</b>

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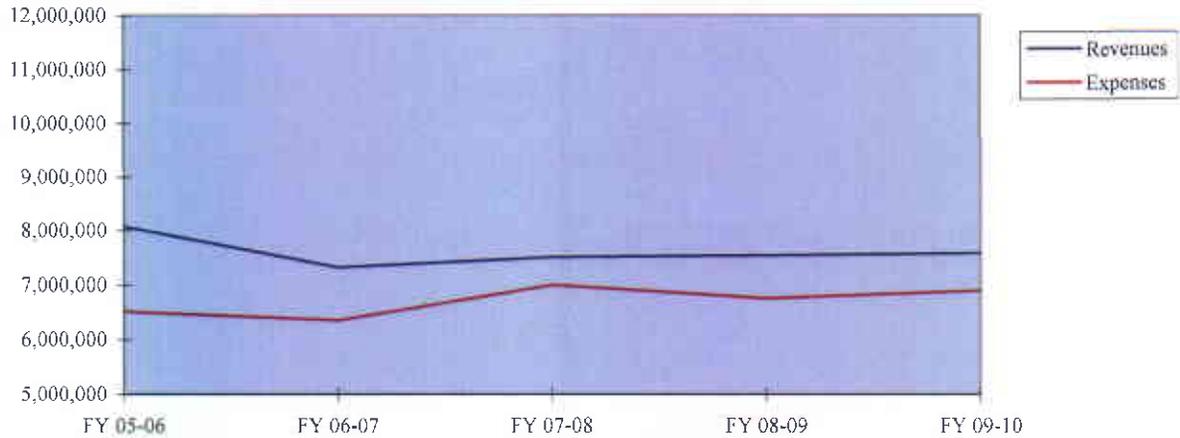
**WATER**

**and**

**SEWER**

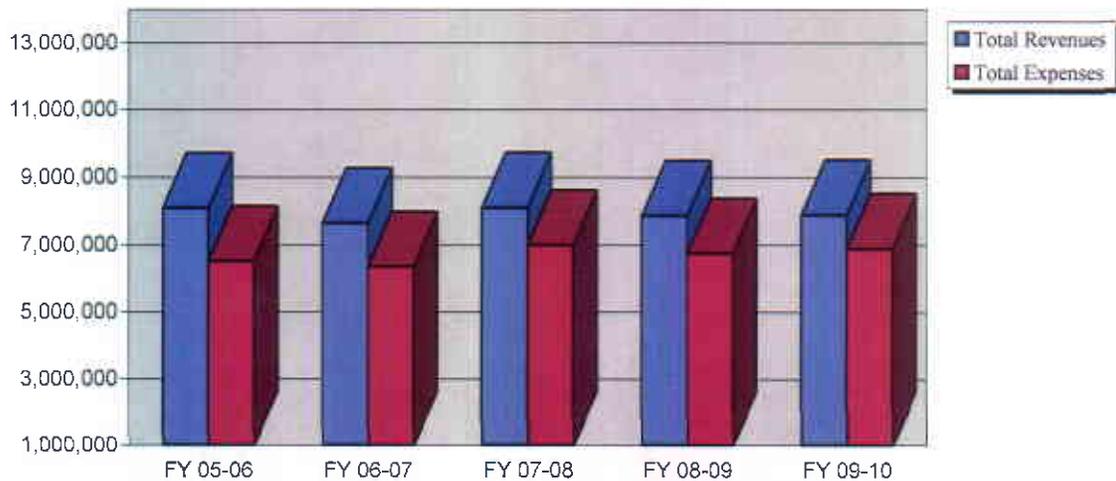
**FUND**

**WATER AND SEWER FUND  
REVENUES vs. EXPENSES  
2006 - 2010**



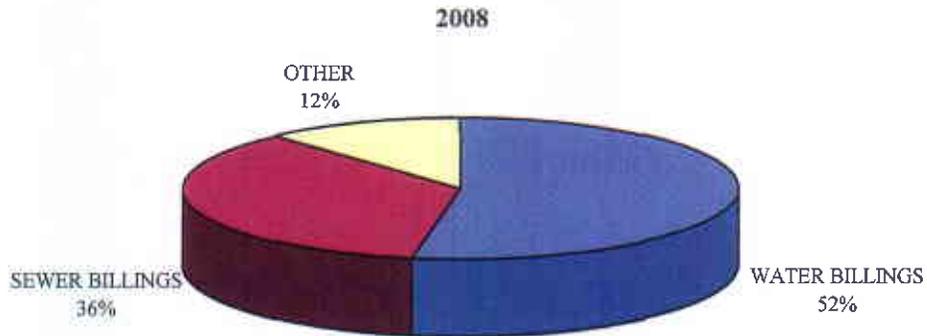
The expenditures in FY06 include approximately \$1 million in capital improvements that include a water main extension and the replacement of two sanitary sewer lift stations. Costs are anticipated to be relatively level going forward.

**WATER AND SEWER FUND  
REVENUE vs EXPENSES  
2006-2010**

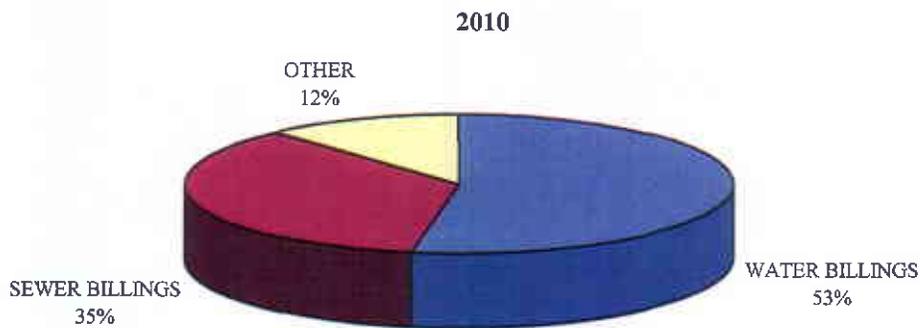
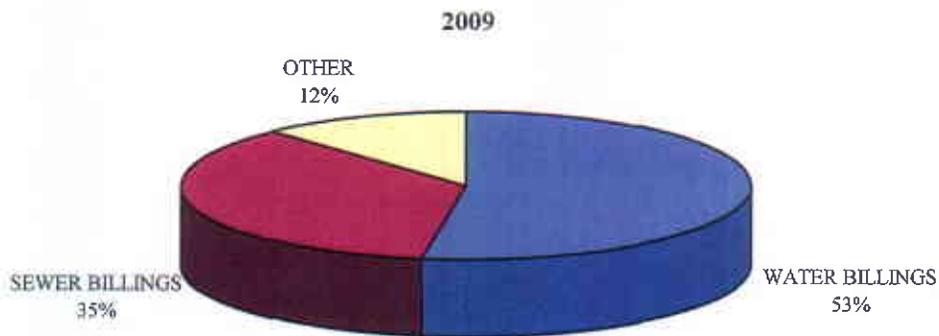


Excess revenues generated from operations are used for capital expenditures to maintain and/or replace the system equipment and/or the plant. User fees will be sufficient to fund the operation for the proposed three years. The revenues include a reappropriation of fund balance that covers the cost of capital projects that are included in the operating budget.

**WATER AND SEWER FUND  
REVENUES  
2008-2010**



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 05-06	Revised Budget FY 06-07	Estimated Revenues FY 06-07	(1)	(2)	(3)
				Proposed Budget FY 07-08	Projected FY 08-09	Projected FY 09-10
<b>Operating Revenue</b>						
Water Billings	\$ 4,106,448	\$ 4,083,389	\$ 3,630,000	\$ 3,958,372	\$ 3,965,497	\$ 3,992,859
Water Penalties	42,044	56,565	31,801	39,584	39,655	39,929
Sewer Billings	2,689,199	2,666,909	2,387,664	2,668,750	2,673,550	2,691,998
Sewer Penalties	29,045	34,670	24,025	26,687	26,735	26,920
Meter Sales	36,945	33,385	23,200	22,300	21,850	19,600
Miscellaneous Revenues	4,853	3,500	2,200	3,500	3,500	3,500
Shut-off Notices/Admin. Fee	75,059	75,000	60,000	73,000	73,000	73,000
Wheaton Sanitary Serv. Charge	5,914	6,700	6,000	6,000	6,000	6,000
Interest Income-operating	0	77,454	77,454	82,616	82,616	82,616
<b>Total Operating Revenue</b>	<b>6,989,507</b>	<b>7,037,572</b>	<b>6,242,344</b>	<b>6,880,809</b>	<b>6,892,403</b>	<b>6,936,422</b>
<b>Non-Operating Revenue</b>						
Rental Income	71,014	95,644	71,631	74,496	77,476	80,575
Connection Fee - Water	27,400	29,600	17,370	19,800	19,400	17,400
Connection Fee - Sewer	53,326	50,950	26,365	33,800	33,100	29,600
Expansion Fee	347,811	376,276	415,000	249,120	243,930	217,980
Interest Income	382,601	120,000	550,000	252,000	274,000	295,000
Developer Contribution	207,745	0	0	0	0	0
<b>Total Non-Operating Revenue</b>	<b>1,089,897</b>	<b>672,470</b>	<b>1,080,366</b>	<b>629,216</b>	<b>647,906</b>	<b>640,555</b>
Reappropriation of Fund Balance	0	232,000	314,108	584,000	313,000	308,000
<b>Total Revenue</b>	<b>\$ 8,079,404</b>	<b>\$ 7,942,042</b>	<b>\$ 7,636,818</b>	<b>\$ 8,094,025</b>	<b>\$ 7,853,309</b>	<b>\$ 7,884,977</b>

### (1) Assumptions

- Billable Water Usage - 1,297,827,000 gals.
- Water rate is \$3.05/1,000 gals.
- Billable Sewer Usage - 86.00% of water
- Sewer rate is \$2.40/1,000 gals.

### (2) Assumptions

- Billable Water Usage - 1,300,163,000 gals.
- Water rate is \$3.05/1,000 gals.
- Billable Sewer Usage - 86.00% of water
- Sewer rate is \$2.40/1,000 gals.

### (3) Assumptions

- Billable Water Usage - 1,309,134,000 gals.
- Water rate is \$3.05/1,000 gals.
- Billable Sewer Usage - 86.00% of water
- Sewer rate is \$2.40/1,000 gals.

# Village of Carol Stream

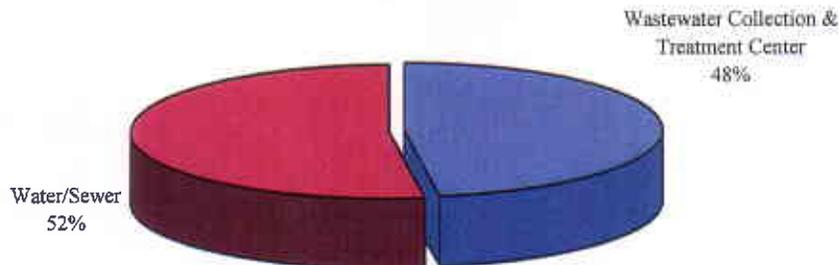
## WATER AND SEWER FUND

## Revenues vs Expenses Comparison

Description	Actual FY 05-06	Revised Budget FY 06-07	Estimated FY 06-07	Proposed Budget FY 07-08	Projected FY 08-09	Projected FY 09-10
<b>Operating Revenue</b>						
Water Billings	\$ 4,106,448	\$ 4,083,389	\$ 3,630,000	\$ 3,958,372	\$ 3,965,497	\$ 3,992,859
Water Penalties	42,044	56,565	31,801	39,584	39,655	39,929
Sewer Billings	2,689,199	2,666,909	2,387,664	2,668,750	2,673,550	2,691,998
Sewer Penalties	29,045	34,670	24,025	26,687	26,735	26,920
Meter Sales	36,945	33,385	23,200	22,300	21,850	19,600
Miscellaneous Revenues	4,853	3,500	2,200	3,500	3,500	3,500
Shut-off Notice/Admin. Fee	75,059	75,000	60,000	73,000	73,000	73,000
Wheaton Sanitary Ser. Charge	5,914	6,700	6,000	6,000	6,000	6,000
Interest Income-operating	0	77,454	77,454	82,616	82,616	82,616
<b>Total Operating Revenue</b>	<b>6,989,507</b>	<b>7,037,572</b>	<b>6,242,344</b>	<b>6,880,809</b>	<b>6,892,403</b>	<b>6,936,422</b>
<b>Non-Operating Revenue</b>						
Rental Income	71,014	95,644	71,631	74,496	77,476	80,575
Connection Fee - Water	27,400	29,600	17,370	19,800	19,400	17,400
Connection Fee - Sewer	53,326	50,950	26,365	33,800	33,100	29,600
Expansion Fee	347,811	376,276	415,000	249,120	243,930	217,980
Interest Income	382,601	120,000	550,000	252,000	274,000	295,000
Developer Contribution	207,745	0	0	0	0	0
<b>Total Non-Operating Revenue</b>	<b>1,089,897</b>	<b>672,470</b>	<b>1,080,366</b>	<b>629,216</b>	<b>647,906</b>	<b>640,555</b>
Reappropriation of Fund Balance	0	232,000	314,108	584,000	313,000	308,000
<b>Total Revenue</b>	<b>\$ 8,079,404</b>	<b>\$ 7,942,042</b>	<b>\$ 7,636,818</b>	<b>\$ 8,094,025</b>	<b>\$ 7,853,309</b>	<b>\$ 7,884,977</b>
<b>Expenses</b>						
Wastewater Collection & Treatment Center	\$ 2,691,375	\$ 2,918,427	\$ 2,868,417	\$ 3,350,203	\$ 3,125,662	\$ 3,108,898
Water/Sewer	\$ 3,824,576	\$ 3,676,790	\$ 3,485,201	\$ 3,646,367	\$ 3,626,767	\$ 3,786,835
<b>Total Expenses</b>	<b>\$ 6,515,951</b>	<b>\$ 6,595,217</b>	<b>\$ 6,353,618</b>	<b>\$ 6,996,570</b>	<b>\$ 6,752,429</b>	<b>\$ 6,895,733</b>
<b>Net Income</b>	<b>\$ 1,563,453</b>	<b>\$ 1,346,825</b>	<b>\$ 1,283,200</b>	<b>\$ 1,097,455</b>	<b>\$ 1,100,880</b>	<b>\$ 989,244</b>

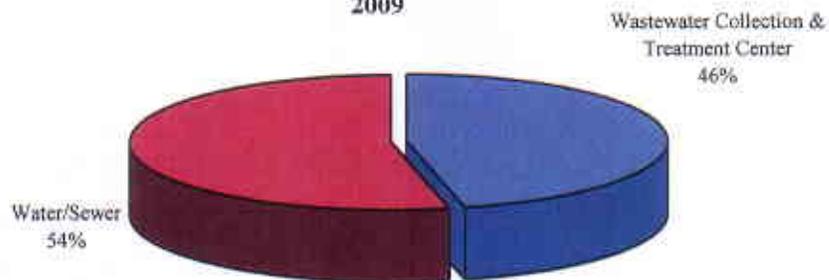
**WATER AND SEWER FUND  
EXPENSES BY DIVISION  
2008 - 2010**

**2008**

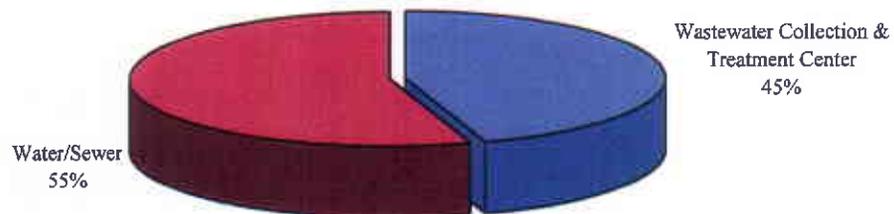


The largest expenditures within the Water and Sewer Fund are the purchase of Lake Michigan water which represents 29.4% of the budget and the management contract for the Water Reclamation Center which is 20.9%. Combined, they represent 50.3% of the total budget.

**2009**

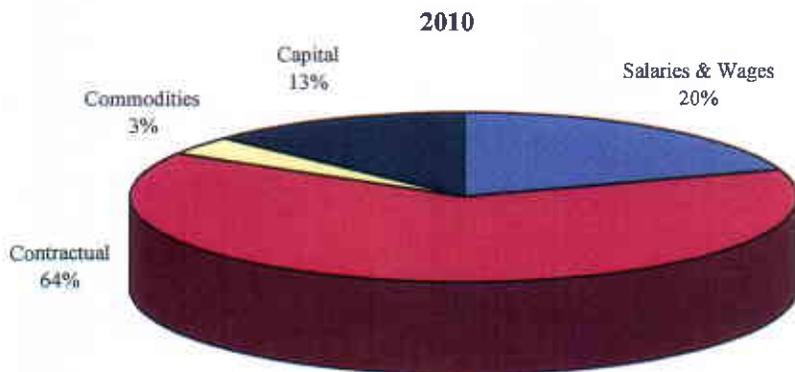
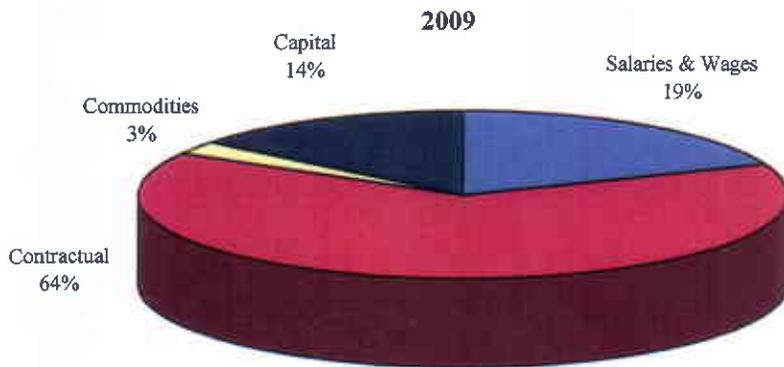
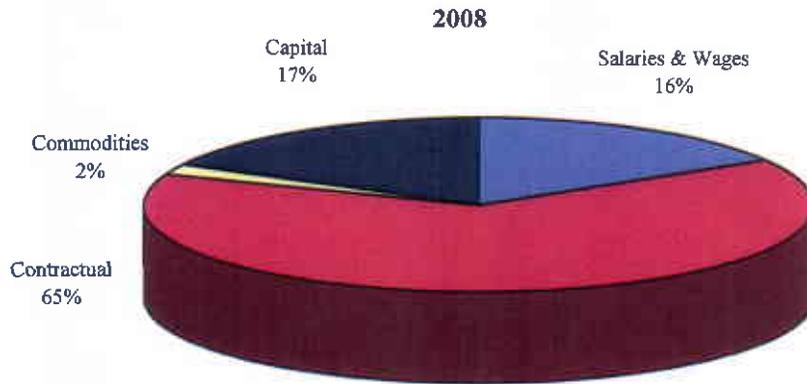


**2010**



The Water/Sewer Division represents 52.1% of the total Water and Sewer Fund budget. The purchase of Lake Michigan water represents 56.4% of the Water/Sewer Division's budget and the management contract for the Water Reclamation Center represents 43.6% of the Wastewater Collection & Treatment Center budget.

**WATER AND SEWER FUND  
EXPENSES BY CLASS  
2008 - 2010**



50.3% of the Water and Sewer Fund budget represents the cost of purchasing Lake Michigan Water and the management contract of the water reclamation operation.

# Village of Carol Stream

## WATER AND SEWER FUND

### Budget Comparison

Division	Salaries & Wages		Contractual Services		Commodities		Capital Outlay		Totals	
	2008	2010	2008	2010	2008	2010	2008	2010	2008	2010
Wastewater Collection & Treatment Center	\$ 335,292	\$ 370,124	\$ 1,871,729	\$ 1,949,399	\$ 13,732	\$ 13,847	\$ 1,125,450	\$ 832,351	\$ 3,340,203	\$ 3,125,662
Water/Sewer	814,454	961,303	2,628,014	2,467,840	123,061	229,569	80,838	117,057	3,646,367	3,786,835
<b>Total</b>	<b>\$ 1,149,746</b>	<b>\$ 1,365,851</b>	<b>\$ 4,499,743</b>	<b>\$ 4,417,239</b>	<b>\$ 136,793</b>	<b>\$ 243,416</b>	<b>\$ 1,210,288</b>	<b>\$ 949,408</b>	<b>\$ 6,986,570</b>	<b>\$ 6,912,497</b>

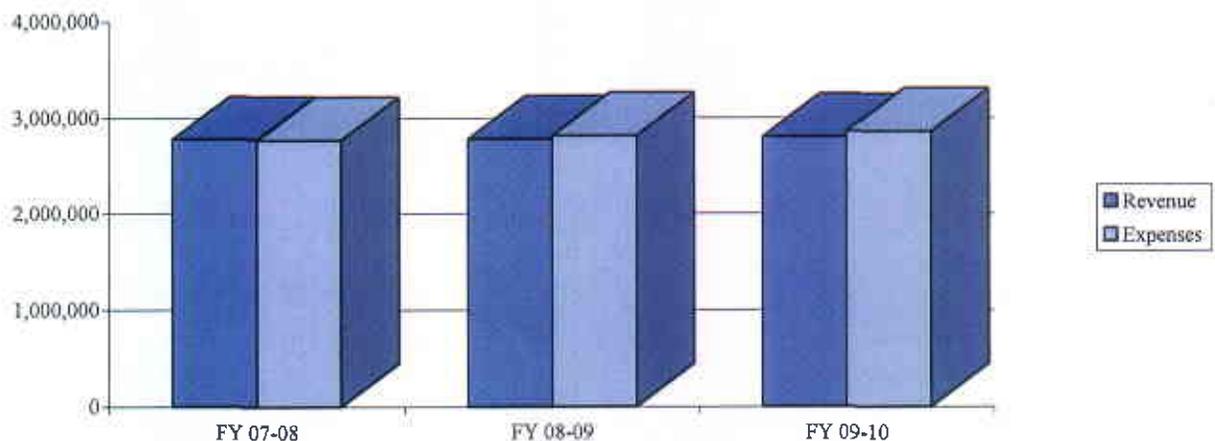
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*Village of Carol Stream*  
**WATER AND SEWER FUND**

**Wastewater Collection & Treatment Center  
 Revenues & Expenses**

Description	Actual FY 05-06	Revised Budget FY 06-07	Estimated FY 06-07	Proposed Budget FY 07-08	Projected FY 08-09	Projected FY 09-10
<b>Operating Revenue</b>						
Sewer Billings	\$ 2,689,199	\$ 2,666,909	\$ 2,387,664	\$ 2,668,750	\$ 2,673,550	\$ 2,691,998
Sewer Penalties	29,045	34,670	24,025	26,687	26,735	26,920
Miscellaneous Revenues	2,426	1,750	1,100	1,750	1,750	1,750
Shut-off Notice/Admin. Fee	37,529	37,500	30,000	36,500	36,500	36,500
Interest Income	0	38,727	38,727	41,308	41,308	41,308
<b>Total Operating Revenue</b>	<b>2,758,199</b>	<b>2,779,556</b>	<b>2,481,516</b>	<b>2,774,995</b>	<b>2,779,843</b>	<b>2,798,476</b>
<b>Non-Operating Revenue</b>						
Connection Fee - Sewer	53,326	50,950	26,365	33,800	33,100	29,600
Expansion Fee	173,905	188,138	207,500	124,560	121,965	108,990
Interest Income	191,299	60,000	275,000	126,000	137,000	147,500
<b>Total Non-Operating Revenue</b>	<b>418,530</b>	<b>299,088</b>	<b>508,865</b>	<b>284,360</b>	<b>292,065</b>	<b>286,090</b>
Reappropriation of Fund Balance	0	232,000	314,108	584,000	313,000	250,000
<b>Total Revenue</b>	<b>\$ 3,176,729</b>	<b>\$ 3,310,644</b>	<b>\$ 3,304,489</b>	<b>\$ 3,643,355</b>	<b>\$ 3,384,908</b>	<b>\$ 3,334,566</b>
<b>Expenses</b>						
Wastewater Collection & Treatment Center	\$ 2,691,375	\$ 2,918,427	\$ 2,868,417	\$ 3,350,203	\$ 3,125,662	\$ 3,108,898
<b>Total Expenses</b>	<b>\$ 2,691,375</b>	<b>\$ 2,918,427</b>	<b>\$ 2,868,417</b>	<b>\$ 3,350,203</b>	<b>\$ 3,125,662</b>	<b>\$ 3,108,898</b>
<b>Net Income</b>	<b>\$ 485,354</b>	<b>\$ 392,217</b>	<b>\$ 436,072</b>	<b>\$ 293,152</b>	<b>\$ 259,246</b>	<b>\$ 225,668</b>

**OPERATING REVENUES vs. OPERATING EXPENSES 2008- 2010**



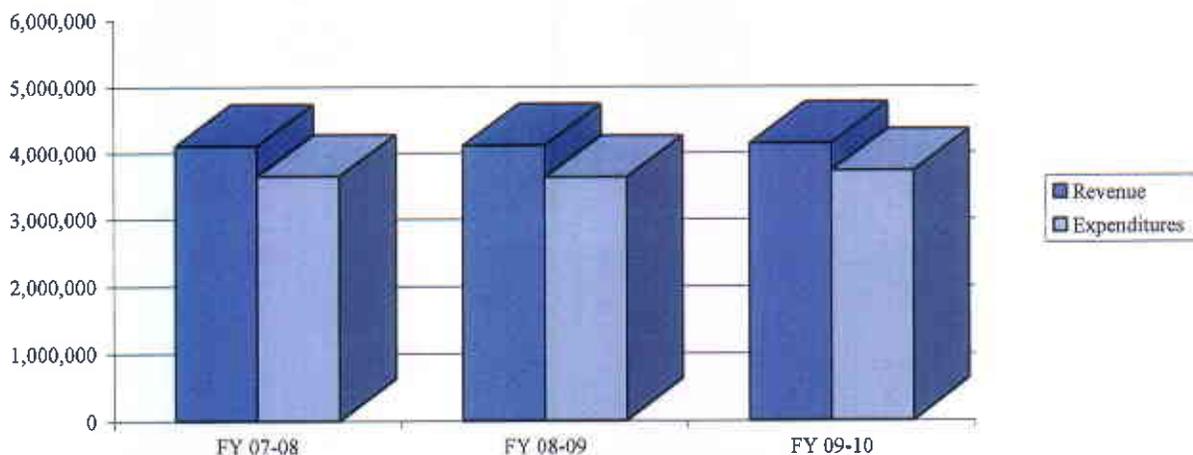
# Village of Carol Stream

## WATER AND SEWER FUND

## Water/Sewer Revenues & Expenses

Description	Actual FY 05-06	Revised Budget FY 06-07	Estimated FY 06-07	Proposed Budget FY 07-08	Projected FY 08-09	Projected FY 09-10
<b>Operating Revenue</b>						
Water Billings	\$ 4,106,448	\$ 4,083,389	\$ 3,630,000	\$ 3,958,372	\$ 3,965,497	\$ 3,992,859
Water Penalties	42,044	56,565	31,801	39,584	39,655	39,929
Meter Sales	36,945	33,385	23,200	22,300	21,850	19,600
Miscellaneous Revenues	2,427	1,750	1,100	1,750	1,750	1,750
Shut-off Notices/Admin. Fee	37,530	37,500	30,000	36,500	36,500	36,500
Wheaton Sanitary Ser. Charge	5,914	6,700	6,000	6,000	6,000	6,000
Interest Income	0	38,727	38,727	41,308	41,308	41,308
<b>Total Operating Revenue</b>	<b>4,231,308</b>	<b>4,258,016</b>	<b>3,760,828</b>	<b>4,105,814</b>	<b>4,112,560</b>	<b>4,137,946</b>
<b>Non-Operating Revenue</b>						
Rental Income	71,014	95,644	71,631	74,496	77,476	80,575
Connection Fee - Water	27,400	29,600	17,370	19,800	19,400	17,400
Expansion Fee	173,906	188,138	207,500	124,560	121,965	108,990
Interest Income	191,302	60,000	275,000	126,000	137,000	147,500
Developer Contribution	207,745	0	0	0	0	0
<b>Total Non-Operating Revenue</b>	<b>671,367</b>	<b>373,382</b>	<b>571,501</b>	<b>344,856</b>	<b>355,841</b>	<b>354,465</b>
Reappropriation of Fund Balance	0	0	0	0	0	58,000
<b>Total Revenue</b>	<b>\$ 4,902,675</b>	<b>\$ 4,631,398</b>	<b>\$ 4,332,329</b>	<b>\$ 4,450,670</b>	<b>\$ 4,468,401</b>	<b>\$ 4,550,411</b>
<b>Expenses</b>						
Water/Sewer	3,824,576	3,676,790	3,485,201	3,646,367	3,626,767	3,786,835
<b>Total Expenses</b>	<b>\$ 3,824,576</b>	<b>\$ 3,676,790</b>	<b>\$ 3,485,201</b>	<b>\$ 3,646,367</b>	<b>\$ 3,626,767</b>	<b>\$ 3,786,835</b>
<b>Net Income</b>	<b>\$ 1,078,099</b>	<b>\$ 954,608</b>	<b>\$ 847,128</b>	<b>\$ 804,303</b>	<b>\$ 841,634</b>	<b>\$ 763,576</b>

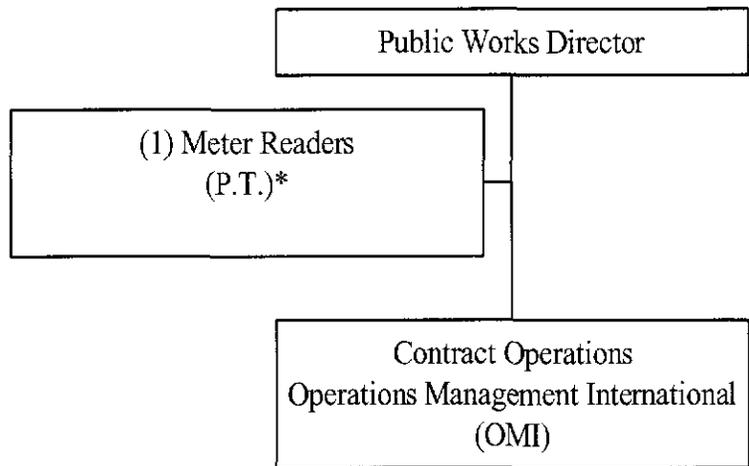
**OPERATING REVENUES vs. OPERATING EXPENSES 2008- 2010**



**PERSONNEL SCHEDULE**

	Authorized 2006	Budget 2007	Proposed 2008	Projected 2009	Projected 2010
Part Time *(Meter Readers)	1/8	1/8	1/8	1/8	1/8

**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.

\* Meter Readers positions 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 Village's 6.5 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**

<b>Classification</b>	<b>Actual 2005-06</b>	<b>Budget 2006-07</b>	<b>Estimated 2006-07</b>	<b>Proposed 2007-08</b>	<b>Projected 2008-09</b>	<b>Projected 2009-10</b>
Salaries	\$382,325	\$ 397,823	\$397,823	\$335,292	\$370,124	\$391,731
Contract Services	1,613,502	1,766,074	1,731,143	1,871,729	1,909,399	1,949,669
Commodities	5,191	14,879	8,800	13,732	13,788	13,847
Capital Outlay	690,357	739,651	730,651	1,129,450	832,351	753,651
<b>Totals</b>	<b>\$2,691,375</b>	<b>\$2,918,427</b>	<b>\$2,868,417</b>	<b>\$3,350,203</b>	<b>\$3,125,662</b>	<b>\$3,108,898</b>

**WATER AND SEWER FUND**

**PUBLIC WORKS**

**Wastewater Collection & Treatment Center Division – Detail**

Acct. #/Description	Actual FY 05-06	Revised Budget FY 06-07	Estimated Expenses FY 06-07	Proposed Budget FY 07-08	Projected FY 08-09	Projected FY 09-10
<b>Salaries &amp; Wages</b>						
102 Personal Services	\$ 261,801	\$ 277,879	\$ 277,879	\$ 237,664	\$ 261,127	\$ 276,167
109 Overtime	7,836	10,500	10,500	10,500	10,500	10,500
111 Group Insurance	51,524	48,974	48,974	34,638	40,981	44,634
112 IMRF	27,704	31,347	31,347	24,829	27,125	28,449
113 FICA	19,221	22,061	22,061	18,985	20,779	21,930
114 Workers Comp.	5,216	7,062	7,062	8,676	9,612	10,051
117 Compensated Absences	9,023	0	0	0	0	0
<b>Subtotal</b>	<b>382,325</b>	<b>397,823</b>	<b>397,823</b>	<b>335,292</b>	<b>370,124</b>	<b>391,731</b>
<b>Contractual Services</b>						
212 Auto Maintenance & Repair	7,220	12,797	12,797	19,864	20,533	20,932
221 Utility Bill Processing	53,505	57,931	57,931	58,895	61,757	64,723
222 Meetings	0	100	50	100	100	100
223 Training	2,315	3,000	3,000	3,200	3,200	3,200
224 Vehicle Insurance	4,703	4,069	4,069	5,853	5,853	5,853
229 Postage	19,126	22,249	22,249	20,762	22,170	22,359
230 Telephone	3,255	3,000	2,200	3,300	3,300	3,300
231 Copy Expense	245	415	300	300	300	300
232 Records Storage/Microfilming	376	250	250	200	200	200
234 Dues & Subscriptions	97	150	150	150	150	150
237 Audit Fees	2,963	3,019	3,019	3,076	3,150	3,230
240 Public Notices	61	250	100	250	250	250
244 Maintenance and Repair	19,866	25,000	20,000	28,500	25,000	25,000
248 Electricity	8,113	10,800	10,800	63,176	63,176	63,176
261 Liability Insurance	12,039	15,910	15,910	16,116	7,792	2,908
262 OMI Contract	1,321,518	1,425,151	1,425,151	1,460,828	1,513,096	1,558,300
263 Property Insurance	15,968	18,553	18,553	18,793	9,087	3,391
272 NPDES Permit Fee	62,430	31,066	31,500	32,100	32,100	32,100
277 Heating Gas	241	0	250	1,000	1,000	1,000
279 Lab Services	2,529	5,000	5,500	6,000	6,000	6,000
280 Municipal Service Charge	65,730	67,364	67,364	69,266	71,185	73,197
297 Sewer System Maintenance	11,202	60,000	30,000	60,000	60,000	60,000
<b>Subtotal</b>	<b>1,613,502</b>	<b>1,766,074</b>	<b>1,731,143</b>	<b>1,871,729</b>	<b>1,909,399</b>	<b>1,949,669</b>
<b>Commodities</b>						
313 Auto Gas	803	1,179	800	932	988	1,047
314 Office Supplies	466	0	0	0	0	0
315 Printed Materials	0	300	300	300	300	300
317 Operating Supplies	0	2,900	2,200	2,000	2,000	2,000
332 Sewer System Supplies	3,502	10,000	5,000	10,000	10,000	10,000
350 Small Equipment	420	500	500	500	500	500
<b>Subtotal</b>	<b>5,191</b>	<b>14,879</b>	<b>8,800</b>	<b>13,732</b>	<b>13,788</b>	<b>13,847</b>
<b>Capital Outlay</b>						
412 Other Equipment	7,656	4,000	0	40,000	15,700	0
413 Computer Equipment	0	0	0	1,800	0	0
480 Construction	450,983	232,000	232,000	584,000	313,000	250,000
490 Loan Principal	0	273,564	273,564	280,640	287,898	295,345
491 Loan Interest	161,718	155,087	155,087	148,010	140,753	133,306
494 Transfer to Replacement	70,000	70,000	70,000	70,000	70,000	70,000
499 Contingency	0	5,000	0	5,000	5,000	5,000
<b>Subtotal</b>	<b>690,357</b>	<b>739,651</b>	<b>730,651</b>	<b>1,129,450</b>	<b>832,351</b>	<b>753,651</b>
<b>Totals</b>	<b>\$ 2,691,375</b>	<b>\$ 2,918,427</b>	<b>\$ 2,868,417</b>	<b>\$ 3,350,203</b>	<b>\$ 3,125,662</b>	<b>\$ 3,108,898</b>

**NARRATIVE**

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

**2007 ACCOMPLISHMENTS**

1. Hosted the WRC’s annual Open House. Approximately 300 visitors attended the Open House.
2. Entered into design contract with consulting engineers for the demolition of WRC facilities to allow construction of walkway path between the Easton Park Development (Lakewood Homes) and the WRC’s bridge over Klein Creek.
3. Reapplied to EPA for renewal of WRC’s NPDES Operating Permit.

**2008 OBJECTIVES**

1. Complete design and enter into construction contract for demolition and modification of WRC facilities.
2. Develop a landscaping plan along the eastern part of the WRC that will now be adjacent to the walking path

**EXPENDITURE**

Classification	2007-08	2008-09	2009-10
Salaries	\$79,555	\$88,885	\$94,026
Contract Services	116,271	100,194	91,646
Commodities	93	99	104
Capital Outlay	500,450	501,001	748,651
<b>Totals</b>	<b>\$696,369</b>	<b>\$690,179</b>	<b>\$934,427</b>

**NARRATIVE**

Wastewater pumping, solids separation, sludge wasting, aeration, digestion, sand filtration, chlorination/dechlorination and laboratory sampling and analysis require continuous staff monitoring. All expenses of daily operations are provided by the contract operator with the exception of Village vehicles that are still maintained by the Village garage. The cost of vehicle gas and oil makes up the constitutes expense.

**2007 ACCOMPLISHMENTS**

1. The Village’s Water Reclamation Center was able to meet and exceed average monthly effluent standards, averaging 3.0 mg/l for BOD and 4.8 mg/l for suspended solids. The NPDES maximum limits are 10 mg/l and 12 mg/l, respectively.
2. Total wastewater treated was 2.17 billion gallons, 1,112 cubic yards of grit were removed in the primary process and 4,450 cubic yards of sludge were processed and hauled off site. Total flow was 2.17 compared to the 2005 total of 1.56 billion gallons.
3. The Village reevaluated sludge disposal alternatives due to the closing of the Settler’s Hill landfill. The analysis showed that landfill disposal was still the most cost effective, and the new site in Davis Junction, IL has reduced our expenditure for sludge disposal.

**2008 OBJECTIVES**

1. Install automatic chlorine residual probes to improve monitoring and control of chlorine disinfection.

**EXPENDITURE**

Classification	2007-08	2008-09	2009-10
Salaries	\$ 0	\$ 0	\$ 0
Contract Services	1,532,360	1,581,462	1,626,866
Commodities	2,466	2,494	2,524
Capital Outlay	629,000	318,000	5,000
<b>Totals</b>	<b>\$2,163,826</b>	<b>\$1,901,956</b>	<b>\$1,634,390</b>

**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 our Wastewater Collection and Treatment Facility to operate within its permit.

**2007 ACCOMPLISHMENTS**

1. The Village conducted an internal audit of our Pretreatment database for the industrial sites in the northern industrial park (north of Fullerton Avenue). This audit looks for changes in ownership and business process to ensure that companies are not discharging outside of the ordinance to our WRC. The Village is required to audit the entire industrial base on a 5-year basis.

**2008 OBJECTIVES**

1. Using the newly created GIS Address points, work with the Finance Department and the Business Licenses to update our Pretreatment Database. This will allow the Public Works Department to be aware of new businesses in the Village and to have yearly updated contact information for those businesses.
2. Continuation of the internal auditing process of our Pretreatment database. This year we will be focusing on the area from North Avenue to Kehoe Blvd.

**EXPENDITURE**

Classification	2007-08	2008-09	2009-10
Salaries	\$129,277	\$144,438	\$152,792
Contract Services	9,243	9,277	9,297
Commodities	187	198	209
Capital Outlay	0	0	0
<b>Totals</b>	<b>\$138,707</b>	<b>\$153,913</b>	<b>\$162,298</b>

**NARRATIVE**

Program responsibilities include keeping the 96 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. Routine maintenance reduces the likelihood of back up, odor problems or storm infiltration. 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 is conducted by Water/Sewer Division staff, but is shown here for funding purposes.

**2007 ACCOMPLISHMENTS**

1. Administrative staff worked with consulting engineers to develop plans and specifications for the replacement of the Tubeway Sanitary Lift Station.
2. Year 1 of new sewer televising program to assess condition of the sewer system was completed. This year we looked at approximately 14,000 lineal feet of sewer in the industrial park.

**2008 OBJECTIVES**

1. Completion of construction at the Tubeway Lift Station, as well as restart of the station and restoration of the site.
2. The Village will enter into a 3 year contract for Sanitary Sewer Televising. During the 1<sup>st</sup> year of this contract, we will be focusing on the remaining sewer lines in the industrial park. The goal is to televise approximately 25,000 LF of sewer each year.

**EXPENDITURE**

Classification	2007-08	2008-09	2009-10
Salaries	\$50,277	\$54,943	\$57,513
Contract Services	131,122	131,389	131,548
Commodities	10,686	10,697	10,710
Capital Outlay	0	9,350	0
<b>Totals</b>	<b>\$192,085</b>	<b>\$206,379</b>	<b>\$199,771</b>

**NARRATIVE**

This program funds expenses incurred by the Financial Management Department for preparing customer billing statements and conducting the annual fund audit.

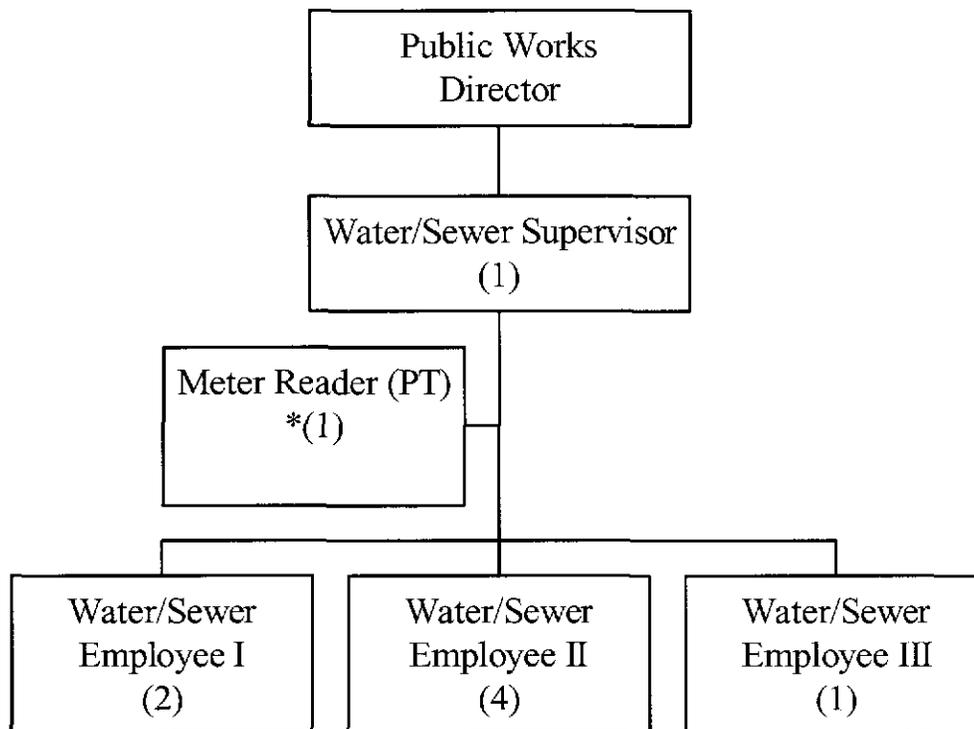
**EXPENDITURE**

<u>Classification</u>	<u>2007-08</u>	<u>2008-09</u>	<u>2009-10</u>
Salaries	\$76,183	\$81,858	\$87,400
Contract Services	82,733	87,077	90,312
Commodities	300	300	300
Capital Outlay	0	4,000	0
<b>Totals</b>	<b>\$159,216</b>	<b>\$173,235</b>	<b>\$178,012</b>

**PERSONNEL SCHEDULE**

	Authorized 2006	Budget 2007	Proposed 2008	Projected 2009	Projected 2010
Full Time	8	8	8	9	9
Part Time *(Meter Readers)	1/8	1/8	1/8	1/8	1/8

**ORGANIZATIONAL CHART**



\*Meter reader positions fall under the supervision of the Financial Management Department but are included in the Water/Sewer and Collections & Treatment budgets for accounting purposes.

**NARRATIVE**

The mission of the Water/Sewer 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/customer service, distribution system maintenance and repair, 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 2005-06	Budget 2006-07	Estimated 2006-07	Proposed 2007-08	Projected 2008-09	Projected 2009-10
Salaries	\$ 715,684	\$ 795,562	\$ 789,727	\$ 814,454	\$ 896,727	\$ 961,503
Contract Services	2,541,339	2,647,858	2,446,886	2,628,014	2,445,857	2,467,840
Commodities	78,067	186,990	129,300	123,061	167,126	229,569
Capital Outlay	489,486	46,380	119,288	80,838	117,057	127,923
<b>Totals</b>	<b>\$3,824,576</b>	<b>\$3,676,790</b>	<b>\$3,458,201</b>	<b>\$3,646,367</b>	<b>\$3,626,767</b>	<b>\$3,786,835</b>

**WATER AND SEWER FUND**

**PUBLIC WORKS**

**Water/Sewer Division – Detail**

Acct. #/Description	Actual FY 05-06	Revised Budget FY 06-07	Estimated Expenses FY 06-07	Proposed Budget FY 07-08	Projected FY 08-09	Projected FY 09-10
<b>Salaries &amp; Wages</b>						
102 Personal Services	\$ 467,206	\$ 518,741	\$ 518,741	\$ 528,945	\$ 585,645	\$ 616,051
106 Seasonal Help	2,553	9,520	3,738	8,500	8,500	8,500
109 Overtime	27,238	33,053	33,000	37,026	40,995	43,124
111 Group Insurance	102,531	109,973	109,973	111,473	119,318	144,683
112 IMRF	50,681	59,975	59,975	56,960	62,946	65,811
113 FICA	35,072	42,495	42,495	43,947	48,588	51,077
114 Workers Comp.	16,416	21,805	21,805	27,603	30,735	32,257
117 Compensated Absences	13,987	0	0	0	0	0
<b>Subtotal</b>	<b>715,684</b>	<b>795,562</b>	<b>789,727</b>	<b>814,454</b>	<b>896,727</b>	<b>961,503</b>
<b>Contractual Services</b>						
212 Auto Maintenance & Repair	40,247	29,049	29,049	41,243	42,633	43,462
221 Utility Bill Processing	53,505	57,931	57,931	58,895	61,757	64,723
222 Meetings	0	100	50	100	100	100
223 Training	1,392	2,000	2,000	2,000	2,000	2,000
224 Vehicle Insurance	9,406	11,200	11,200	12,877	12,877	12,877
227 Radio Maintenance	0	200	200	200	200	200
229 Postage	19,867	21,249	20,000	21,562	22,970	23,159
230 Telephone	18,927	16,500	16,500	19,000	19,000	19,000
231 Copy Expense	14	200	200	200	200	200
232 Records Storage	376	250	250	200	200	200
234 Dues & Subscriptions	250	415	415	365	475	530
237 Audit Fees	2,963	3,019	3,019	3,076	3,150	3,230
243 Paging	348	400	320	400	400	400
244 Maintenance and Repair	79,559	195,120	195,120	207,620	29,120	49,120
248 Electricity	66,233	68,800	68,800	74,304	78,019	81,920
261 Liability Insurance	12,039	15,910	15,910	16,116	7,792	2,908
263 Property Insurance	12,850	14,931	14,931	15,124	7,312	2,729
264 Equipment Rental	0	500	500	500	500	500
267 Uniform Cleaning	1,170	1,600	1,100	1,000	1,300	1,300
272 Property Maintenance	1,216	1,067	1,635	2,100	2,100	2,100
277 Gas & Water	1,136	1,000	1,000	1,200	1,200	1,200
279 Lab Services	5,385	5,562	5,562	11,500	8,500	5,600
280 Municipal Service Charge	65,730	66,594	66,594	69,266	71,185	73,197
282 Meter Maintenance	10,000	11,139	11,100	11,000	11,000	1,100
283 DuPage County Water Comm.	2,137,382	2,121,622	1,922,000	2,056,666	2,060,367	2,074,585
284 Equipment Maintenance	1,344	1,500	1,500	1,500	1,500	1,500
<b>Subtotal</b>	<b>2,541,339</b>	<b>2,647,888</b>	<b>2,446,886</b>	<b>2,628,014</b>	<b>2,445,857</b>	<b>2,467,840</b>
<b>Commodities</b>						
313 Auto Gas	12,451	15,860	15,800	17,683	18,710	19,819
314 Office Supplies	502	600	600	750	750	750
315 Printed Materials	24	600	600	350	350	350
316 Small Tools	1,534	1,800	1,300	1,800	1,800	1,800
317 Operating Supplies	24,907	26,300	26,000	26,000	26,000	26,000
324 Uniforms	3,300	4,924	4,000	4,600	5,050	5,050
331 Chemicals	0	0	0	0	0	0
333 Meters	34,204	134,906	80,000	69,878	112,466	173,800
350 Small Equipment	1,145	2,000	1,000	2,000	2,000	2,000
<b>Subtotal</b>	<b>78,067</b>	<b>186,990</b>	<b>129,300</b>	<b>123,061</b>	<b>167,126</b>	<b>229,569</b>
<b>Capital Outlay</b>						
412 Other Equipment	21,655	9,880	5,880	2,830	7,600	1,500
413 Computer Equipment	0	1,500	1,000	1,800	1,700	2,200
415 Vehicles	0	0	0	40,508	71,357	30,523
417 Radios	0	0	0	700	1,400	700
480 Construction	437,531	0	82,108	0	0	58,000
494 Transfer to Replacement	30,000	30,000	30,000	30,000	30,000	30,000
499 Contingency	300	5,000	300	5,000	5,000	5,000
<b>Subtotal</b>	<b>489,486</b>	<b>46,380</b>	<b>119,288</b>	<b>80,838</b>	<b>117,057</b>	<b>127,923</b>
<b>Totals</b>	<b>\$ 3,824,576</b>	<b>\$ 3,676,790</b>	<b>\$ 3,485,201</b>	<b>\$ 3,646,367</b>	<b>\$ 3,626,767</b>	<b>\$ 3,786,835</b>

**NARRATIVE**

The Administration/Customer Service Program element includes a variety of staff support activities which include coordinating the purchase of supplies, services and equipment, preparing daily and monthly accountings 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.

**2007 ACCOMPLISHMENTS**

1. Administrative staff developed a computerized link between the 1,506 water valves in inventory and the location of the valves as displayed on the ArcGIS software. Additional water valve maintenance and repair database was developed that also links to the GIS software to allow visual representation of water division infrastructure, which includes mains, water valves, and fire hydrants, to assess the effectiveness of maintenance performed on those pieces of infrastructure.
2. The development of a “Standard Monitoring Plan” under the EPA’s “Stage 2 Disinfectants and Disinfection by Providers (Stage 2 DBP)” Rule, was completed, submitted, and accepted by the EPA in October 2006.
3. Worked jointly with DuPage County to provide Lake Michigan water to 32 residences with contaminated wells on Judith Lane and Riviera Court.

**2008 OBJECTIVES**

1. The Village will take the 1<sup>st</sup> Round of samples under the EPA’s “Stage 2 Disinfectants and Disinfection by Providers (Stage 2 DBP)” Rule to ensure compliance with the rule.
2. Begin the 1<sup>st</sup> Phase of GIS/GPS improvements to our Water System Utility Maps by assisting in the retrieval of GPS points of Water Infrastructure within Work Zone #6.
3. Upon receipt of the SW Utility study, the Public Works Department will begin to prioritize infrastructure improvement and budgetary impact of those improvements.
4. The Village will continue to monitor unincorporated areas adjacent to the Village for contamination of their water sources to assess whether infrastructure improvements need to be made to the water system to meet the demands of new constituents.

**EXPENDITURE**

<u>Classification</u>	<u>2007-08</u>	<u>2008-09</u>	<u>2009-10</u>
Salaries	\$135,186	\$149,483	\$160,687
Contract Services	64,366	65,292	56,204
Commodities	7,789	7,954	8,130
Capital Outlay	1,800	1,700	2,200
<b>Totals</b>	<b>\$209,141</b>	<b>\$224,429</b>	<b>\$ 227,221</b>

**NARRATIVE**

The Distribution System Maintenance and Repair 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 eighteen (118) linear miles of water supply main, and one-thousand seven-hundred (1,700) fire hydrants. 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 annual flushing of water mains in the spring of each year to reduce sediment build-up in the supply mains.

**2007 ACCOMPLISHMENTS**

1. Developed specifications, bid and awarded contract, completed repainting and returned Water Tower #3, located on Fullerton Avenue, back to service.
2. Completed 2<sup>nd</sup> Year of the Valve Exercising Program. All 151 of the Water Valves in Work Zone #5 were exercised.

**2008 OBJECTIVES**

1. Award contract and complete the repainting of water tower #2, located at the Public Works Center, by November 15, 2007.
2. Continue Water Valve exercising in Work Zone 6 and work with Engineering Department and consultants to revise system maps as field information is located. There are 179 Water Valves identified to be in Work Zone 6.

**EXPENDITURE**

Classification	2007-08	2008-09	2009-10
Salaries	\$387,753	\$427,902	\$458,628
Contract Services	2,346,433	2,175,213	2,212,553
Commodities	34,930	35,834	36,566
Capital Outlay	49,038	81,357	95,723
<b>Totals</b>	<b>\$2,818,154</b>	<b>\$2,720,306</b>	<b>\$2,803,470</b>

**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.

**2007 ACCOMPLISHMENTS**

1. Staff completed 134 certificate-of-occupancy (C.O.) inspections, witnessed 18 pressure tests to ensure compliance of new connections to our water system to Environmental Protection Agency regulations and oversaw 36 chlorination tests of new system connections during 2006. Five Hundred Seventy-five (575) bacteriological samples were collected throughout the water system to comply with Environmental Protection Agency regulations and ensure water quality. All samples were within perimeters set by the IEPA.

**EXPENDITURE**

<u>Classification</u>	<u>2007-08</u>	<u>2008-09</u>	<u>2009-10</u>
Salaries	\$27,037	\$29,897	\$32,137
Contract Services	16,306	13,540	10,829
Commodities	2,897	3,051	3,096
<b>Totals</b>	<b>\$ 46,240</b>	<b>\$46,488</b>	<b>\$46,062</b>

**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 10,584 customer 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 as batteries need replacement. 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.

**2007 ACCOMPLISHMENTS**

1. Total water use accountability was 94.6%, 2.6% above the 92 % State requirements.

**2008 OBJECTIVES**

1. By maintaining a scheduled meter replacement program, which provides accurate meter readings, it is our goal to maintain total accountable usage above 92%, which is the Illinois Department of Transportation, Division of Water Resources standard.
2. The Village's AMR program began nine (9) years ago with the installation of 756 devices. The battery life is 8 to 12 years. Administrative staff will closely monitor the battery failure rate of existing AMR devices and will modify replacement schedules as necessary, based on experience. To date, only 1.4% of the 10,744 AMR in the system have failed.

**EXPENDITURE**

<u>Classification</u>	<u>2007-08</u>	<u>2008-09</u>	<u>2009-10</u>
Salaries	\$171,479	\$189,628	\$203,605
Contract Services	136,531	141,263	143,647
Commodities	77,145	119,987	181,477
<b>Totals</b>	<b>\$ 385,155</b>	<b>\$450,878</b>	<b>\$528,729</b>

**NARRATIVE**

The Finance Program includes expenses incurred by the Financial Management Department staff for preparing and mailing customer billing statements, scheduling meter readings, overseeing revenue collections and the continuous accounting and auditing of fund operations.

**EXPENSE**

<u>Classification</u>	<u>2007-08</u>	<u>2008-09</u>	<u>2009-10</u>
Salaries	\$92,999	\$99,817	\$106,446
Contract Services	64,378	50,549	44,607
Commodities	300	300	300
Capital Outlay	30,000	34,000	30,000
<b>Totals</b>	<b>\$ 187,677</b>	<b>\$184,666</b>	<b>\$181,353</b>

① 1998年10月1日起施行的《中华人民共和国收养法》第17条第2款规定：“收养人收养与送养人送养人相同的未成年人的，可以不受本法第17条第1款规定的条件的限制。”

**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 be used to measure and evaluate the merits of new proposals.

### **OVERVIEW**

The projected 2008-12 segment of the Capital Improvement Program is \$33.54 million (m) with the 2007-08 year being \$9.386m. The Plan also incorporates the impact of the recent rise in oil prices. This rise in costs has resulted in an approximate increase of 50% in the cost of asphalt. As a result, the scope of the annual maintenance projects has been reduced. Due to projected shortfalls in the Motor Fuel Tax Fund (MFT), the flexible pavement program was moved from MFT to the General Corporate Fund – CIP in FY09.

#### **Roadways**

The goal is to maintain a “good” rating based on a nationally recognized rating system. The recommended program of maintenance to include crack filling, pavement rejuvenation, resurfacing, and overlaying will provide the means to meet this goal.

The reconstruction of Fair Oaks Road Phase I, Army Trail to Plum Grove, began in FY07 and is scheduled to be completed in FY08. The Old Gary Avenue reconstruction project (\$1.066m) was moved forward to FY08 due to the combination of a proposed development on Old Gary Avenue and the near completion of the Fountains at Town Center residential/commercial development that feeds into Old Gary Avenue. The flexible payment program and pavement reconstruction projects totaling \$12.81m for the five-year period are scheduled annually.

#### **Water and Sewer Utilities**

The demolition of the “East Side” tanks (\$.4m) at the Water Reclamation Center (WRC) is needed to accommodate the construction of the Easton Park multi-use path which runs through the WRC. The Evergreen Lift Station (\$.563m) is scheduled to be replaced in FY09/10.

### **Facilities**

State Statutes regarding the preservation of evidence in capital cases now requires that police departments maintain this evidence permanently. Due to the lack of available space at the Municipal Center, this plan includes the purchase and renovation of a warehouse type building in FY08/09 at a projected cost of \$5.0m.

### **Stormwater Utilities**

The Tubeway Stormwater Lift Station is scheduled to be replaced in FY11 at a cost of \$.48m.

## **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 and (3) strengthening the Village's standing with the bond-rating agencies, bond buyers, regulators and our customers.

## **IMPACTS ON OPERATING FUNDS**

All of the capital improvement projects have operating costs associated with them. The most significant are the improvements being made to the water and sewer system. The replacements of the lift stations should result in an initial reduction in the operating costs as well as great improvements to the reliability of the system. The addition of the Police evidence storage building will add operating costs to the General Corporate Fund budget for operation and maintenance of the facility.

## **CONCLUSION**

Completion of the projects in the Capital Improvement Program will move the Village toward "good" street and utility systems and prolong the life of their various components, provide utility capacity to meet customer demand, encourage the further economic development of the community, meet the legal requirements for evidence storage and continue to enhance the appearance of the Village.

*Village of Carol Stream*  
**CAPITAL IMPROVEMENT PROGRAM**

**Five Year Plan: 2008-2012**

<u>CIP Projects By Fund</u> <u>(\$000)</u>	<u>Fund</u>	<u>FY 08</u> <u>Budget</u>	<u>FY 09</u> <u>Planned</u>	<u>FY 10</u> <u>Planned</u>	<u>FY 11</u> <u>Planned</u>	<u>FY 12</u> <u>Planned</u>	<u>Total</u>
<b><u>Roadways:</u></b>							
1. Fair Oaks Road Phase I	GCF	\$200	\$0	\$0	\$0	\$0	\$200
2. Fair Oaks Road Phase II	GCF	\$563	\$0	\$0	\$188	\$5,063	\$5,814
3. Flexible Pavement	MFT	\$1,559	\$0	\$0	\$0	\$0	\$1,559
	GCF	\$0	\$963	\$1,719	\$1,805	\$1,895	\$6,382
4. Old Gary Avenue Reconstruction	GCF	\$1,066	\$0	\$0	\$0	\$0	\$1,066
5. Pavement Reconstruction	MFT	\$983	\$1,032	\$521	\$1,138	\$1,195	\$4,869
6. Streetlight Replacement	GCF	\$43	\$89	\$66	\$68	\$48	\$314
7. Kuhn Rd. Multi-Use Path	GCF	\$77	\$1,297	\$0	\$0	\$0	\$1,374
8. Fullerton Rd. Pavement Rehab.	MFT	\$0	\$1,034	\$0	\$0	\$0	\$1,034
9. Easton Park Multi-Use Path Extension	GCF	\$0	\$250	\$0	\$0	\$0	\$250
10. West St./Gunderson Dr. Reconstruction	GCF	\$0	\$180	\$1,384	\$0	\$0	\$1,564
11. Doris Avenue Reconstruction	GCF	\$0	\$0	\$28	\$280	\$0	\$308
12. Fair Oaks Multi-Use Path	GCF	\$0	\$0	\$0	\$85	\$1,525	\$1,610
<b>Subtotal</b>		<b>\$4,491</b>	<b>\$4,845</b>	<b>\$3,718</b>	<b>\$3,564</b>	<b>\$9,726</b>	<b>\$26,344</b>
<b><u>Water and Sewer Utilities:</u></b>							
1. East Side WRC Demolition	W/S	\$400	\$0	\$0	\$0	\$0	\$400
2. Tubeway Sanitary Lift Station	W/S	\$184	\$0	\$0	\$0	\$0	\$184
3. Evergreen Lift Station	W/S	\$0	\$313	\$250	\$0	\$0	\$563
4. Well #2 Rehabilitation	W/S	\$0	\$0	\$58	\$0	\$0	\$58
<b>Subtotal</b>		<b>\$584</b>	<b>\$313</b>	<b>\$308</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,205</b>
<b><u>Facilities:</u></b>							
1. Police Evidence Storage Bldg.	GCF						
- Purchase		\$4,000	\$0	\$0	\$0	\$0	\$4,000
- Retrofit		\$0	\$1,000	\$0	\$0	\$0	\$1,000
2. Village Hall Parking Lot	GCF	\$311	\$0	\$0	\$0	\$0	\$311
3. Town Center Tent Replacement	GCF	\$0	\$0	\$0	\$200	\$0	\$200
<b>Subtotal</b>		<b>\$4,311</b>	<b>\$1,000</b>	<b>\$0</b>	<b>\$200</b>	<b>\$0</b>	<b>\$5,511</b>
<b><u>Stormwater Utilities:</u></b>							
1. Tubeway Stormwater Lift Station	GCF	\$0	\$0	\$78	\$402	\$0	\$480
<b>Subtotal</b>		<b>\$0</b>	<b>\$0</b>	<b>\$78</b>	<b>\$402</b>	<b>\$0</b>	<b>\$480</b>
<b>Total Expenditures All Funds:</b>		<b><u>\$9,386</u></b>	<b><u>\$6,158</u></b>	<b><u>\$4,104</u></b>	<b><u>\$4,166</u></b>	<b><u>\$9,726</u></b>	<b><u>\$33,540</u></b>

# Village of Carol Stream

## CAPITAL IMPROVEMENT PROGRAM

Five Year Plan: 2008-12

<u>CIP Funding By Source (\$000)</u>	<u>Fund</u>	<u>FY 08 Planned</u>	<u>FY 09 Planned</u>	<u>FY 10 Planned</u>	<u>FY 11 Planned</u>	<u>FY 12 Planned</u>	<u>Total</u>
<b><u>Roadways:</u></b>							
1. Fair Oaks Road Imp. - Phase I	GCF						
- Wayne Township		\$0	\$0	\$0	\$0	\$0	\$0
- Reserves		\$200	\$0	\$0	\$0	\$0	\$200
2. Fair Oaks Road Imp. - Phase II	GCF						
- Wayne Township		\$87	\$0	\$0	\$51	\$1,367	\$1,505
- Reserves		\$476	\$0	\$0	\$137	\$3,696	\$4,309
3. Flexible Pavement Program							
- Reserves	MFT	\$1,559	\$0	\$0	\$0	\$0	\$1,559
- Reserves	GCF	\$0	\$963	\$1,719	\$1,805	\$1,895	\$6,382
4. Old Gary Avenue Reconstruction	GCF						
- Developer		\$533	\$0	\$0	\$0	\$0	\$533
- Reserves		\$533	\$0	\$0	\$0	\$0	\$533
5. Pavement Reconstruction	MFT						
- Reserves		\$983	\$1,032	\$521	\$1,138	\$1,195	\$4,869
6. Streetlight Replacement	GCF						
- Reserves		\$43	\$89	\$66	\$68	\$48	\$314
7. Kuhn Rd. Multi-Use Path	GCF						
- Park District		\$18	\$114	\$0	\$0	\$0	\$132
- FHWA		\$0	\$868	\$0	\$0	\$0	\$868
- Reserves		\$59	\$315	\$0	\$0	\$0	\$374
8. Fullerton Ave. Pavement Rehab.	MFT						
- LAPP		\$0	\$674	\$0	\$0	\$0	\$674
- Reserves		\$0	\$360	\$0	\$0	\$0	\$360
9. Easton Park Multi-Use Path Exten.	GCF						
- Developer		\$0	\$207	\$0	\$0	\$0	\$207
- Reserves		\$0	\$43	\$0	\$0	\$0	\$43
10. West St./Gundersen Dr. Reconstr.	GCF						
- Reserves		\$0	\$180	\$1,384	\$0	\$0	\$1,564
11. Doris Avenue Reconstruction	GCF						
- Reserves		\$0	\$0	\$28	\$280	\$0	\$308
12. Fair Oaks Multi-Use Path	GCF						
- Wayne Township		\$0	\$0	\$0	\$11	\$196	\$207
- Forest Preserve		\$0	\$0	\$0	\$53	\$949	\$1,002
- Reserves		\$0	\$0	\$0	\$21	\$380	\$401
<b><u>Water and Sewer Utilities:</u></b>							
1. East Side WRC Demolition	W/S						
- Reserves		\$400	\$0	\$0	\$0	\$0	\$400
2. Tubeway-Sanitary Lift Station	W/S						
- Reserves		\$184	\$0	\$0	\$0	\$0	\$184

# Village of Carol Stream

## CAPITAL IMPROVEMENT PROGRAM

Five Year Plan: 2008-12

3. Evergreen Lift Station - Reserves	W/S	\$0	\$313	\$250	\$0	\$0	\$563
4. Well #2 Rehabilitation - Reserves	W/S	\$0	\$0	\$58	\$0	\$0	\$58
<b>Facilities:</b>							
1. Police Evidence Storage Bldg. - GO Bond - Reserves	GCF	\$5,000 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$5,000 \$0
2. Village Hall Parking Lot - Reserves	GCF	\$311	\$0	\$0	\$0	\$0	\$311
3. Town Center Tent Replacement - Reserves	GCF	\$0	\$0	\$0	\$200	\$0	\$200
<b>Stormwater Utilities:</b>							
1. Tubeway-Stormwater Lift Station - Reserves	GCF	\$0	\$0	\$78	\$402	\$0	\$480
<b>TOTAL FUNDING</b>		<u>\$10,386</u>	<u>\$5,158</u>	<u>\$4,104</u>	<u>\$4,166</u>	<u>\$9,726</u>	<u>\$33,540</u>
<b>Funding Breakdown:</b>							
<b>Debt</b>		\$5,000	\$0	\$0	\$0	\$0	\$5,000
<b>Other</b>		\$638	\$1,863	\$0	\$115	\$2,512	\$5,128
<b>Reserves</b>		\$4,748	\$3,295	\$4,104	\$4,051	\$7,214	\$23,412
<b>Unfunded</b>		\$0	\$0	\$0	\$0	\$0	\$0
<b>Total</b>		<u>\$10,386</u>	<u>\$5,158</u>	<u>\$4,104</u>	<u>\$4,166</u>	<u>\$9,726</u>	<u>\$33,540</u>
<b>% Non-Debt</b>		52%	100%	100%	100%	100%	85%

(See individual project descriptions in the CIP document)

*Village of Carol Stream*  
**GENERAL CORPORATE FUND**  
**CAPITAL IMPROVEMENT PROGRAM**

**Five Year Plan: 2008-12**

Project	(000's)																
	Surplus 05/01/07	Revenue	Expend- itures	Balance 04/30/08	Revenue	Expend- itures	Balance 04/30/09	Revenue	Expend- itures	Balance 04/30/10	Revenue	Expend- itures	Balance 04/30/11	Revenue	Expend- itures	Balance 04/30/12	
<b>Construction Projects</b>																	
Fair Oaks Rd. Reconstr. Phase I			200			0			0			0			0		0
Fair Oaks Rd. Reconstr. Phase II			563			0			0			188			5,063		0
Fair Oaks Rd. - Multi-Use Path			0			0			0			85			1,525		0
Kuhn Road - Multi-Use Path			77			1,297			0			0			0		0
Easton Park Multi-Use Path			0			250			0			0			0		0
Old Gary Ave. Reconstr.			1,066			0			0			0			0		0
Flexible Pavement			0			963			1,719			1,805			1,895		0
West St./Gundersen Dr. Reconstr.			0			180			1,384			0			0		0
Doris Avenue Reconstr.			0			0			28			280			0		0
Streetlight Replacement			43			89			66			68			48		0
Tubeway Signwtr. Lift Sta.			0			0			78			402			0		0
Police Evidence Storage Bldg.			4,000			1,000			0			0			0		0
Village Hall Parking Lot			311			0			0			0			0		0
Town Center Tent Repl.			0			0			0			200			0		0
<b>Revenues</b>																	
Fair Oaks Rd. Phase II - WTRD			87			0			0			51			1,367		0
Fair Oaks Rd. Path - WTRD			0			0			0			11			196		0
Fair Oaks Rd. Path- Forest Preserve			0			0			0			53			949		0
Kuhn Rd. - FHWA			0			868			0			0			0		0
Kuhn Rd. - Park District			18			114			0			0			0		0
Easton Park Path - Developer			0			207			0			0			0		0
Old Gary Avenue - Developer			533			0			0			0			0		0
GO Debt			5,000			0			0			0			0		0
Surplus(Deficit) Fr. Operations(Projected)			4,000			1,750			1,750			0			0		0
Interest			364			476			465			433			359		0
<b>Cash Flow</b>	<b>12,130</b>	<b>10,002</b>	<b>6,260</b>	<b>15,872</b>	<b>3,415</b>	<b>3,779</b>	<b>15,508</b>	<b>2,215</b>	<b>3,275</b>	<b>14,448</b>	<b>548</b>	<b>3,028</b>	<b>11,969</b>	<b>2,871</b>	<b>8,531</b>	<b>6,309</b>	<b>0</b>

*Village of Carol Stream*  
**WATER AND SEWER FUND**  
**CAPITAL IMPROVEMENT PROGRAM**

**Five Year Plan: 2008-12**

(000's)

Project	Surplus 05/01/07	Revenue	Expend- itures	Balance 04/30/08	Revenue	Expend- itures	Balance 04/30/09	Revenue	Expend- itures	Balance 04/30/10	Revenue	Expend- itures	Balance 04/30/11	Revenue	Expend- itures	Balance 04/30/12
<b>Construction Projects</b>																
Well #2 Rehabilitation			0	0			0			58			0			0
Evergreen Lift Station			0	313			250			0			0			0
Tubeway Sanitary Lift Station			184	0			0			0			0			0
East Side WRC Tank Demolition			400	0			0			0			0			0
<b>Revenues</b>																
Surplus From Operations (Projected)		750		750			750			0			0			0
Interest		252		274			295			317			326			326
<b>Cash Flow</b>	<b>8,400</b>	<b>1,002</b>	<b>584</b>	<b>8,818</b>	<b>1,024</b>	<b>313</b>	<b>9,529</b>	<b>1,045</b>	<b>308</b>	<b>10,266</b>	<b>317</b>	<b>0</b>	<b>10,582</b>	<b>326</b>	<b>0</b>	<b>10,908</b>

*Village of Carol Stream*  
**MOTOR FUEL TAX**  
**CAPITAL IMPROVEMENT PROGRAM**

Five Year Plan: 2008-12

(000's)

Project	Surplus 5/1/07	Revenue	Expend- itures	Balance 04/30/08	Revenue	Expend- itures	Balance 04/30/09	Revenue	Expend- itures	Balance 04/30/10	Revenue	Expend- itures	Balance 04/30/11	Revenue	Expend- itures	Balance 04/30/12
<b>Operating Expenditures</b>																
Operating Supplies		221	66	241		241	259		280		280		302		302	
Crackfilling				69		69	73		76		76		80		80	
<b>Construction Projects</b>																
Flexible Pavement		1,559		0		0	0		0		0		0		0	
Pavement Reconst.		983		1,032		1,032	521		1,138		1,138		1,195		1,195	
Fullerton Rd. Pavement Rehab.		0		1,034		1,034	0		0		0		0		0	
<b>Revenues</b>																
MFT Allotments		1,184			1,196		1,214		1,227		1,227		1,239		1,239	
Fullerton Rd. - LAPP		0			674		0		0		0		0		0	
Interest		72			25		10		22		22		14		14	
<b>Cash Flow</b>	<b>2,400</b>	<b>1,256</b>	<b>2,829</b>	<b>827</b>	<b>1,895</b>	<b>2,376</b>	<b>346</b>	<b>1,224</b>	<b>853</b>	<b>717</b>	<b>1,249</b>	<b>1,494</b>	<b>472</b>	<b>1,253</b>	<b>1,577</b>	<b>148</b>

*Village of Carol Stream*  
**MOTOR FUEL TAX FUND**

**CAPITAL IMPROVEMENT PROGRAM**

**Detail**

Description	Revised					Planned FY 08-09	Planned FY 09-10	Planned FY 10-11	Planned FY 11-12
	Actual FY 05-06	Budget FY 06-07	Estimated FY 06-07	Budget FY 07-08	Budget FY 07-08				
<b>Revenue</b>									
Intergovernmental									
Allotments	\$ 1,198,253	\$ 1,158,144	\$ 1,163,509	\$ 1,184,490	\$ 1,196,380	\$ 1,214,420	\$ 1,226,720	\$ 1,239,020	
Interest Income	97,108	62,000	145,000	72,000	25,000	10,000	22,000	14,000	
Grants	0	0	0	0	674,000	0	0	0	
<b>Subtotal</b>	<b>1,295,361</b>	<b>1,220,144</b>	<b>1,308,509</b>	<b>1,256,490</b>	<b>1,895,380</b>	<b>1,224,420</b>	<b>1,248,720</b>	<b>1,253,020</b>	
Reappropriation of Fund Balance	0	1,513,489	899,291	1,572,208	200,326	0	245,184	324,300	
<b>Total Revenue</b>	<b>\$ 1,295,361</b>	<b>\$ 2,733,633</b>	<b>\$ 2,207,800</b>	<b>\$ 2,828,698</b>	<b>\$ 2,095,706</b>	<b>\$ 1,224,420</b>	<b>\$ 1,493,904</b>	<b>\$ 1,577,320</b>	
<b>Expenditures</b>									
<b>Contractual Services</b>									
Crackfilling	57,717	85,000	0	66,000	69,000	73,000	76,000	80,000	
Maintenance & Repair	2,774	5,000	2,500	5,150	5,305	5,464	5,737	6,024	
Electricity	42,934	55,000	50,000	60,500	66,550	69,878	73,371	77,040	
<b>Subtotal</b>	<b>103,425</b>	<b>145,000</b>	<b>52,500</b>	<b>131,650</b>	<b>140,855</b>	<b>148,342</b>	<b>155,108</b>	<b>163,064</b>	
<b>Commodities</b>									
Salt	94,852	98,663	93,000	108,529	119,382	131,320	144,452	158,898	
Sand	1,377	2,800	2,500	2,884	2,884	2,884	2,884	2,884	
Concrete	12,066	10,000	10,000	10,300	10,300	10,300	10,300	10,300	
Miscellaneous	3,508	0	0	0	0	0	0	0	
Materials	6,811	3,000	2,500	3,600	4,320	5,184	6,221	7,465	
Street Signs	11,941	12,360	12,000	13,287	14,284	15,355	16,506	17,744	
Street Light Supplies	0	7,300	7,300	7,848	8,436	9,069	9,749	10,480	
CA-6	1,500	8,000	8,000	8,600	9,245	9,938	10,684	11,485	
<b>Subtotal</b>	<b>132,055</b>	<b>142,123</b>	<b>135,300</b>	<b>155,048</b>	<b>168,851</b>	<b>184,050</b>	<b>200,796</b>	<b>219,256</b>	
<b>Capital Outlay</b>									
Street Resurfacing	869,994	1,957,000	2,020,000	2,542,000	2,066,000	521,000	1,138,000	1,195,000	
<b>Subtotal</b>	<b>869,994</b>	<b>1,957,000</b>	<b>2,020,000</b>	<b>2,542,000</b>	<b>2,066,000</b>	<b>521,000</b>	<b>1,138,000</b>	<b>1,195,000</b>	
<b>Total Expenditures</b>	<b>\$ 1,105,474</b>	<b>\$ 2,244,123</b>	<b>\$ 2,207,800</b>	<b>\$ 2,828,698</b>	<b>\$ 2,375,706</b>	<b>\$ 853,392</b>	<b>\$ 1,493,904</b>	<b>\$ 1,577,320</b>	

# Village of Carol Stream

## CAPITAL IMPROVEMENT PROGRAM

Ten Year Plan: 2013-2017

		(000's)					
	<u>Fund</u>	<u>FY 13</u>	<u>FY 14</u>	<u>FY 15</u>	<u>FY 16</u>	<u>FY 17</u>	<u>TOTAL</u>
<b><u>Roadway System</u></b>							
1. Flexible Pavement	MFT	\$2,144	\$3,407	\$3,577	\$3,756	\$3,944	\$16,828
2. Morton Road Reconstruction	GCF	\$0	\$0	\$0	\$421	\$3,182	\$3,603
3. Kuhn Road (LAPP)	GCF	\$1,697	\$0	\$0	\$0	\$0	\$1,697
4. Streetlight Replacement	GCF	\$121	\$127	\$133	\$140	\$147	\$668
<b>Subtotal:</b>		<u>\$3,962</u>	<u>\$3,534</u>	<u>\$3,710</u>	<u>\$4,317</u>	<u>\$7,273</u>	<u>\$22,796</u>
<b><u>Water and Sewer Utilities</u></b>							
1. Schmale Rd.-Watermain	W/S	\$1,116	\$0	\$0	\$0	\$0	\$1,116
2. Kuhn Rd.-Watermain	W/S	\$60	\$599	\$0	\$0	\$0	\$659
3. St. Charles Rd.-Watermain	W/S	\$0	\$66	\$652	\$0	\$0	\$718
4. Gunderson Dr.-Watermain	W/S	\$0	\$0	\$76	\$757	\$0	\$833
5. Thornhill Dr.-Watermain	W/S	\$0	\$0	\$0	\$100	\$1,001	\$1,101
6. Replace Gas Chlorine System	W/S	\$0	\$0	\$82	\$815	\$0	\$897
<b>Subtotal:</b>		<u>\$1,176</u>	<u>\$665</u>	<u>\$810</u>	<u>\$1,672</u>	<u>\$1,001</u>	<u>\$5,324</u>
<b><u>Facilities</u></b>							
1. None	GCF	\$0	\$0	\$0	\$0	\$0	\$0
<b><u>Stormwater Utility</u></b>							
1. None	GCF	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total:</b>		<u><u>\$5,138</u></u>	<u><u>\$4,199</u></u>	<u><u>\$4,520</u></u>	<u><u>\$5,989</u></u>	<u><u>\$8,274</u></u>	<u><u>\$28,120</u></u>

# Village of Carol Stream

## CAPITAL IMPROVEMENT PROGRAM

Twenty Year Plan: 2018-2027

	<u>Fund</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>
<b><u>Roadway System</u></b>											
1. Flexible Pavement	MFT	X	X	X	X	X	X	X	X	X	X
2. Morton Road Reconst.	GCF	X									
3. Vale Road Reconst.	GCF	X	X								
4. Kuhn Road Reconst.	GCF			X	X						
5. Lies Road Multi-Use Path	GCF					X	X				
6. Street Replacement	GCF	X	X	X	X	X	X	X	X	X	X

### **Water and Sewer Utilities**

1. North Ave. Infrastructure(SW)	W/S	X	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 Repl.	W/S	X	X								

### **Facilities**

1. New Police Station	GCF										
- Land			X								
- Construction				X							

### **Stormwater Utility**

None

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**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

2007 - 2008 Budget/Appropriation

<b>Description</b>	<b>Proposed Budget</b>
<b>Revenue</b>	
General Fund	3,062,309
IMRF Fund	305,500
Insurance Fund	33,800
Audit Fund	4,200
Reappropriation of Fund Balance	<u>234,262</u>
<b>Total</b>	<b>3,640,071</b>
<b>Expenditures</b>	
General Fund	3,177,213
IMRF Fund	
IMRF	172,688
FICA	133,250
Audit Fund	4,200
Liability Insurance Fund	37,220
Capital Maintenance & Repair Fund	<u>115,500</u>
<b>Total</b>	<b>3,640,071</b>

Due to statutory requirements, the 2008 appropriation budget supports the tax levy in December, 2007 and therefore, must be passed on or before April 30, 2007.

# Village of Carol Stream

## CIVIC ENHANCEMENT FUND

Summary

### NARRATIVE

The Civic Enhancement Fund was established in 1986. Its main purpose was to fund and account for the costs of operating entertainment, civic and cultural events at the Town Center. As of May 1, 2006, this fund and its functions were incorporated into the General Corporate Fund, Town Center budget and set up as an operating department.

### REVENUE /EXPENDITURES

Classification	Actual 2005-06	Budget 2006-07	Estimated 2006-07	Proposed 2007-08	Projected 2008-09	Projected 2009-10
<b>Revenue</b>						
Tax Receipts	\$288,065	\$0	\$0	\$0	\$0	\$0
Fees/Admissions	33,076	0	0	0	0	0
Donations & Contrib.	23,640	0	0	0	0	0
Interest	5,406	0	0	0	0	0
Miscellaneous	4,607	0	0	0	0	0
<b>Subtotal</b>	<b>\$354,794</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>
Reappropriation of Fund Balance	0	0	0	0	0	0
Residual Equity Balance	(258,850)	0	0	0	0	0
<b>Totals</b>	<b>\$95,944</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b>Expenditures</b>						
Contract Services	216,699	0	0	0	0	0
Commodities	104	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
<b>Totals</b>	<b>\$216,803</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>

*Village of Carol Stream*  
**CIVIC ENHANCEMENT FUND**

**Detail**

Description	Actual	Revised	Estimated	Proposed	Projected	Projected
	FY 05-06	Budget FY 06-07	FY 06-07	Budget FY 07-08	FY 08-09	FY 09-10
<b>Revenue</b>						
Tax Receipts	\$ 288,065	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Fees/Admissions/Sales	33,076	0	0	0	0	0
Donations & Contributions	23,640	0	0	0	0	0
Interest	5,406	0	0	0	0	0
Miscellaneous	4,607	0	0	0	0	0
<b>Subtotal</b>	<b>354,794</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Reappropriation of Fund Balance	0	0	0	0	0	0
Residual Equity Balance	(258,850)	0	0	0	0	0
<b>Total Revenue</b>	<b>\$ 95,944</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b>Expenditures</b>						
<b>Contractual Services</b>						
Municipal Promotion	216,699	0	0	0	0	0
<b>Subtotal</b>	<b>216,699</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Commodities</b>						
Bricks	104	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0
<b>Subtotal</b>	<b>104</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Capital</b>						
Other Equipment	0	0	0	0	0	0
<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Expenditures</b>	<b>\$ 216,803</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>

# 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 75.5% funded and does not need to be 100% funded until the year 2033.

### REVENUE/EXPENSES

Classification	Actual FY 05-06	Budget FY 06-07	Estimated FY 06-07	Proposed FY 07-08	Projected FY 08-09	Projected FY 09-10
<b>Revenue</b>						
Employer Contribution	668,880	\$ 833,441	\$ 833,441	\$ 729,957	\$ 775,579	\$ 824,053
Employee Contribution	422,868	440,723	415,000	441,821	489,987	520,325
Interest Income	2,313,222	1,399,834	1,357,343	1,580,819	1,650,049	1,706,701
<b>Totals</b>	<b>\$3,404,970</b>	<b>\$2,673,998</b>	<b>\$2,605,784</b>	<b>\$2,752,597</b>	<b>\$2,915,615</b>	<b>\$3,051,079</b>
<b>Expenses</b>						
Contractual Services	\$ 35,446	\$ 39,175	\$ 41,725	\$ 149,891	\$ 153,735	\$ 157,818
Commodities	0	0	0	0	0	0
Other Expenses	739,733	841,712	784,610	973,346	1,136,343	1,256,048
<b>Totals</b>	<b>\$775,179</b>	<b>\$880,887</b>	<b>\$826,335</b>	<b>\$1,123,237</b>	<b>\$1,290,078</b>	<b>\$1,413,866</b>

# Village of Carol Stream

## POLICE PENSION FUND

Detail

Description	Actual FY 05-06	Revised Budget FY 06-07	Estimated FY 06-07	Proposed Budget FY 07-08	Projected FY 08-09	Projected FY 09-10
<b>Revenue</b>						
Employer Contribution	\$ 668,880	\$ 833,441	\$ 833,441	\$ 729,957	\$ 775,579	\$ 824,053
Employee Contribution	422,868	440,723	415,000	441,821	489,987	520,325
Interest Income - Gov. Secur.	260,594	549,010	549,010	580,950	627,399	659,853
Interest Income - IPTIP	19,591	11,250	18,000	13,125	13,125	13,125
Interest Income - FNMA's	15,328	0	20,000	0	0	0
Interest Income - GNMA's	0	0	284	0	0	0
Interest Income - Banks	5,737	2,925	8,400	3,510	3,510	3,510
Appreciation - Separate Acct.	2,322,323	836,649	836,649	983,234	1,006,015	1,030,213
Gain/(Loss)	(102,784)	0	(75,000)	0	0	0
Miscellaneous Unrealized G/L	(207,567)	0	0	0	0	0
<b>Total Revenue</b>	<b>\$ 3,404,970</b>	<b>\$ 2,673,998</b>	<b>\$ 2,605,784</b>	<b>\$ 2,752,597</b>	<b>\$ 2,915,615</b>	<b>\$ 3,051,079</b>
<b>Expenses</b>						
<b>Contractual Services</b>						
Meetings	\$ 1,027	\$ 1,500	\$ 4,800	\$ 5,200	\$ 5,200	\$ 5,200
Dues & Subscriptions	1,250	1,300	1,300	1,300	1,300	1,300
Legal Fees	350	1,000	750	1,000	1,000	1,000
Banking Services	1,583	2,000	1,500	1,500	1,500	1,500
Management Fee	28,119	30,000	30,000	137,316	141,160	145,243
Bonding & Insurance	2,855	3,000	3,000	3,200	3,200	3,200
Secretary Services	262	375	375	375	375	375
<b>Subtotal</b>	<b>35,446</b>	<b>39,175</b>	<b>41,725</b>	<b>149,891</b>	<b>153,735</b>	<b>157,818</b>
<b>Commodities</b>						
Office Supplies	0	0	0	0	0	0
<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Other Expenses</b>						
Retirement Members	709,939	809,212	752,448	935,996	1,102,103	1,220,873
State Filing Fee	3,511	4,000	3,812	4,400	4,840	5,325
Emp. Contribution Refund	2,988	5,000	5,000	5,000	5,000	5,000
Disability - Members	22,800	23,250	23,250	27,700	24,150	24,600
Contingency	495	250	100	250	250	250
<b>Subtotal</b>	<b>739,733</b>	<b>841,712</b>	<b>784,610</b>	<b>973,346</b>	<b>1,136,343</b>	<b>1,256,048</b>
<b>Total Expenses</b>	<b>\$ 775,179</b>	<b>\$ 880,887</b>	<b>\$ 826,335</b>	<b>\$ 1,123,237</b>	<b>\$ 1,290,078</b>	<b>\$ 1,413,866</b>

# Village of Carol Stream

## DEBT SERVICE FUND

## Revenue/Expenditures & Changes in Fund Balance Summary

Description	Actual FY 04-05	Actual FY 05-06	Estimated FY 06-07	Proposed FY 07-08	Projected FY 08-09	Projected FY 09-10
<b>Beginning Balance, May 1</b>	\$1,046,137	\$ 1,015,112	\$ 803,933	\$ 952,250	\$ 1,081,570	\$ 1,227,528
<b>Revenue/Source</b>						
Incremental Taxes	276,641	292,136	306,790	319,062	331,824	345,097
Interest Income	12,335	27,807	52,500	55,125	55,125	55,125
Transfer from General						
Corporate Fund	153,474	233,475	160,000	161,906	163,182	164,510
Other Transfers						
<b>Total Revenue/Sources</b>	<b>442,450</b>	<b>553,418</b>	<b>519,290</b>	<b>536,093</b>	<b>550,131</b>	<b>564,732</b>
<b>Expenditures/Uses</b>						
Principal Retirement	135,000	205,000	180,000	190,000	195,000	205,000
Interest and Fiscal Charges	338,475	389,679	190,973	186,773	179,173	171,373
Miscellaneous	0	0	0	30,000	30,000	30,000
Bonds Issued at Par	0	(4,285,000)	0	0	0	0
Payment to Escrow Agent	0	4,454,918	0	0	0	0
<b>Total Expenditures/Uses</b>	<b>473,475</b>	<b>764,597</b>	<b>370,973</b>	<b>406,773</b>	<b>404,173</b>	<b>406,373</b>
<b>Ending Balance, April 30</b>	\$1,015,112	\$ 803,933	\$ 952,250	\$ 1,081,570	\$ 1,227,528	\$ 1,385,887
Reserved for Debt Service						
<b>Totals</b>	<b>\$1,015,112</b>	<b>\$ 803,933</b>	<b>\$ 952,250</b>	<b>\$ 1,081,570</b>	<b>\$ 1,227,528</b>	<b>\$ 1,385,887</b>

# Village of Carol Stream

## TAX INCREMENT FINANCING DISTRICT GENEVA CROSSING DEBT SERVICE FUND

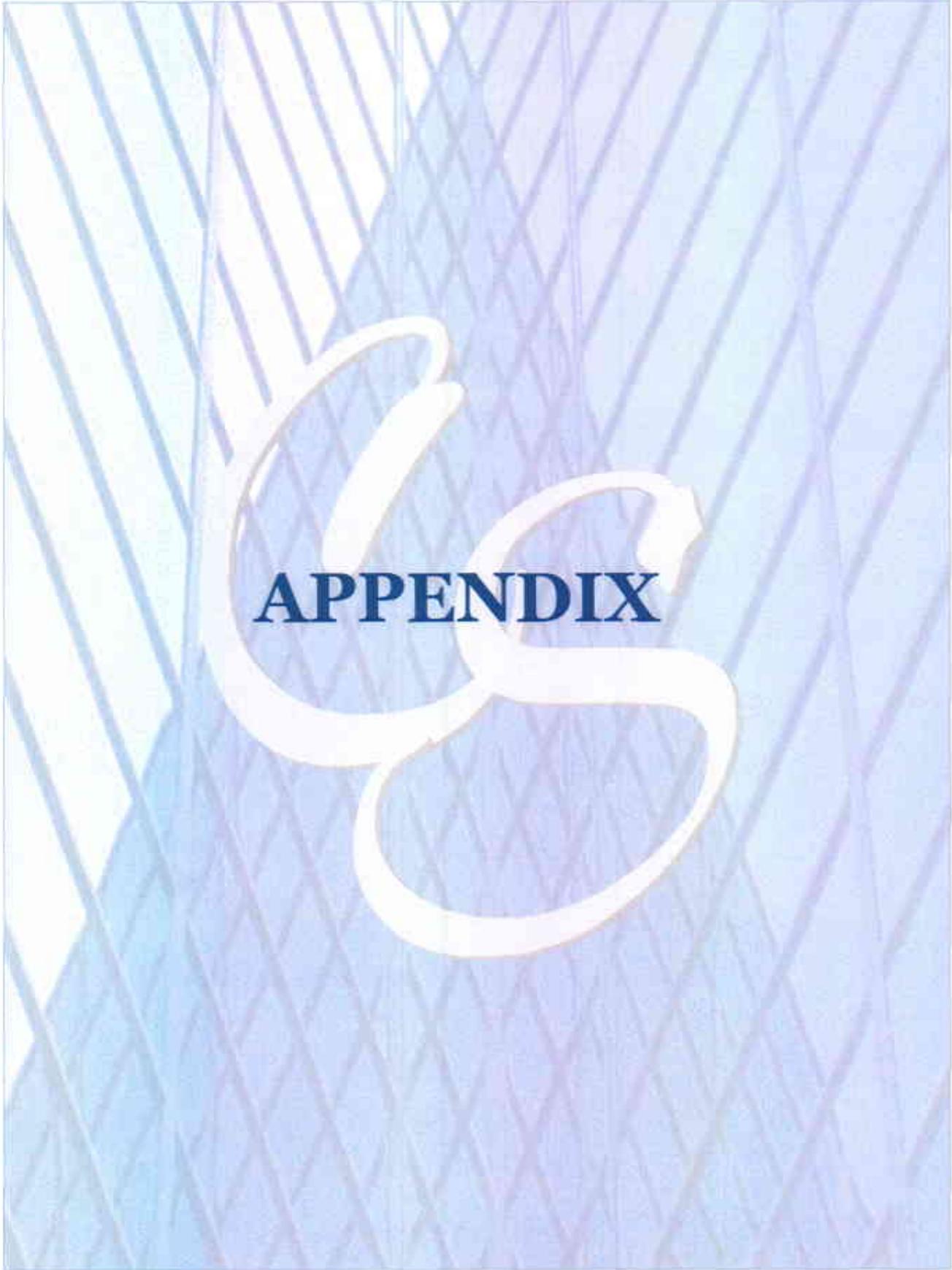
Summary

### 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 2005-06	Budget 2006-07	Estimated 2006-08	Proposed 2007-08	Projected 2008-09	Projected 2009-10
<b>Revenue</b>						
Incremental Taxes	\$292,136	\$300,899	\$306,790	\$319,062	\$331,824	\$345,097
Interest Income	27,807	52,250	52,500	55,125	55,125	55,125
Transfer from General Corporate Fund	233,475	174,196	160,000	161,906	163,182	164,510
<b>Totals</b>	<b>\$553,418</b>	<b>\$527,345</b>	<b>\$519,290</b>	<b>\$536,093</b>	<b>\$550,131</b>	<b>\$564,732</b>
<b>Expenditures</b>						
Principal Retirement	\$205,000	\$180,000	\$180,000	\$190,000	\$195,000	\$205,000
Interest & Fiscal Charges	389,679	190,873	190,973	186,773	179,173	171,373
Miscellaneous	0	0	0	30,000	30,000	30,000
Bonds Issued at Par	(4,285,000)	0	0	0	0	0
Payment to Escrow Agent	4,454,918	0	0	0	0	0
<b>Totals</b>	<b>\$764,597</b>	<b>\$370,893</b>	<b>\$370,973</b>	<b>\$406,773</b>	<b>\$404,173</b>	<b>\$406,373</b>



# Village of Carol Stream

## FINANCIAL PLAN & ANNUAL BUDGET

Preparation Calendar – 2008-10

<u>Due Dates</u>	<u>Activity</u>
A. Monday, October 16, 2006	Financial Plan instructions distributed to Executive Team.
B. Friday, October 27, 2006	Executive Teams review and update their 5-year forecast pertaining to personnel and capital items
C. Monday, November 6, 2006	Village Board meets to discuss policies, goals and objectives
D. Monday, November 6, 2006	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 6, 2006	Executive Team meets as a group to discuss 5-year forecasts.
F. Friday, November 17, 2006	Line item budgets, including justifications, are due.
G. Friday, December 8, 2006	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 13, 2006	Financial Plan narratives are due.
I. Thursday, December 21, 2006	Department Heads receive Financial Plan revisions.
J. Friday, January 5, 2007	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 12, 2007	Finance Department submits non-departmental budgets to the Village Manager.  Budgets are sent back to Executive Team for final revisions.
L. Friday, January 19, 2007	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 – 2008-10

<u>Due Dates</u>	<u>Activity</u>
M. Tuesday, January 30, 2007	Proposed Financial Plan and Annual Budget is delivered to the Village Board.  Financial Plan and 2007-08 Annual Budget workshops are scheduled.
N. Thursday, February 22, 2007	Notice of Public Hearing for the Annual Budget is prepared.
O. Monday, February 26, 2007	Preparation of Revised Financial Plan and 2007-08 Annual Budget incorporating changes from budget workshops.
P. Wednesday, February 28, 2007	Public display of proposed 2008-10 Financial Plan and 2007-08 Annual Budget.
Q. Monday, March 5, 2007	Notice of public hearing on the 2008-10 Financial Plan and 2007-08 Annual Budget is published.
R. Monday, April 2, 2007	Public hearing is held along with the adoption of the 2008-10 Financial Plan and 2007-08 Annual Budget.
S. Sunday, April 8, 2007	Notice of Financial Plan and Annual Budget adoption is published.
T. Monday, October 1, 2007	2007 tentative tax levy established.
U. October, 2007	Calendar will repeat for the 2009-11 planning process and will be distributed in October, 2007.

- A. The Financial Plan Instruction Booklet will be distributed to Department Heads on Monday, October 16, 2006. 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 2005-06 Actual, 2006-07 Revised Budget, 2006-07 Estimated, 2007-2008 Proposed Budget, 2008-2009 Projected, and 2009-2010 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 2005-06 Actual, 2006-07 Revised Budget, 2006-07 Estimated, 2007-2008 Proposed Budget, 2008-2009 Projected, and 2009-2010 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.

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 2006-07 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 5, 2007.

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 2008-10 Financial Plan and 2007-08 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 2007-08 budget element and will prepare a copy of the proposed Financial Plan, including the Financial Plan workshop changes for public display.
- R. The combined 2008-2010 Village of Carol Stream Financial Plan will be presented for approval at a public hearing during the regular Village Board meeting. The 2007-08 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 2007 tentative tax levy is established.
- U. The budget calendar will repeat for the 2009-11 planning process and will be distributed in October, 2007.

CERTIFICATE OF PUBLICATION  
NOTICE OF PUBLIC HEARING

INSERT BUDGET ORDINANCE

INSERT BUDGET ORDINANCE

INSERT CERTIFICATE OF PUBLICATION

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**

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### **Procedure for Amending Village Budgets**

When deletions, additions, changes or creation of subclasses do not exceed the amount of two thousand five hundred dollars (\$2,500.00), approval of such change may be granted by the Village Manager. Where such amounts exceed two thousand five hundred dollars (\$2,500.00), the Village Manager shall, within ten (10) days after having granted tentative approval to the action, transmit a request for the concurrence in this action to the Board of Trustees. The Board of Trustees may, within twenty-one (21) days after receiving the report of the Village Manager, either confirm or overrule the decision of the Village Manager. If the Village Board does not act upon the recommendation of the Village Manager within twenty-one (21) days after receiving the report, the decision rendered by the Village Manager shall be final, unless the Village Manager shall determine to modify his tentative decision.

### **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 Ill.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 Ill.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 Ill.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 matling 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 Ill.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 Ill.Rev.Stat.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 Ill.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 Ill.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 Ill.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 Ill.Rev.Stat.1991, ch. 24, ¶ 8-2-9.6.

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

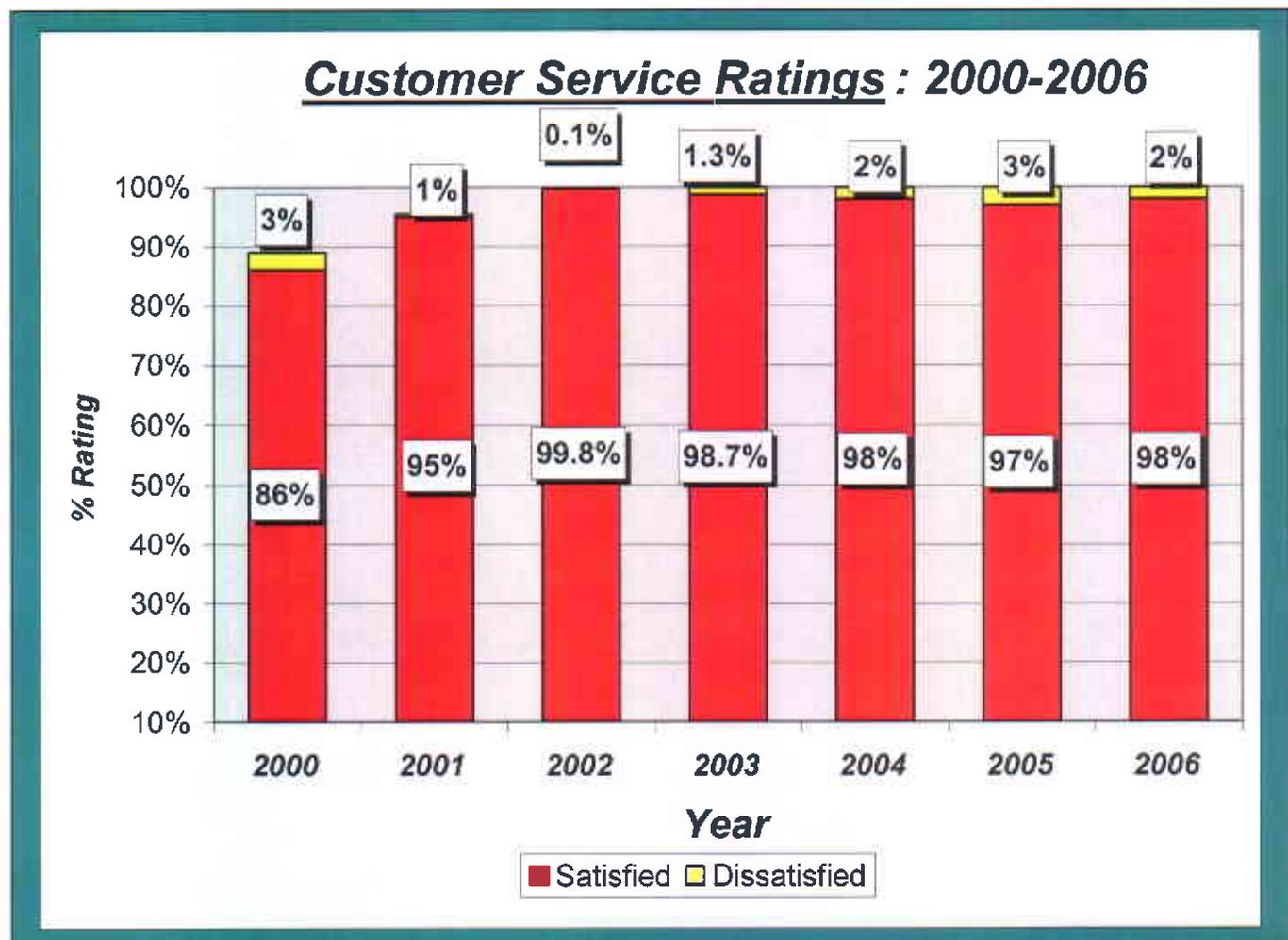
§ 8-2-9.7. Funds for contingency purposes. The annual budget may contain money set aside for contingency purposes not to exceed ten percent of the total budget, less the amount set aside for contingency purposes, which monies

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## CUSTOMER SERVICE – ANNUAL SUMMARY

Residents are satisfied with the level and quality of Village services. During 2006, 88 Village customers returned surveys evaluating Village programs and services. Ninety-eight percent (98%) of the respondents registered their satisfaction while just over two percent (2%) of customers rated service unsatisfactory. Below is a summary of the responses by operating department for calendar year 2006.

<b>All Operating Department</b>	<b># of Surveys</b>	<b># Satisfied w/ Service</b>	<b>% Satisfied</b>	<b># Dissatisfied w/ Service</b>	<b>% Dissatisfied</b>
<i>Availability</i>	85	85	100%	0	0%
<i>Initial Request</i>	81	80	99%	1	1%
<i>Promptness</i>	86	85	99%	1	1%
<i>Employee Knowledge</i>	89	89	100%	0	0%
<i>Quality of Service</i>	98	92	94%	6	6%
<i>Employee Follow Up</i>	87	86	99%	1	1%
<b>Total</b>	<b>526</b>	<b>517</b>	<b>98%</b>	<b>9</b>	<b>2%</b>



Feedback provided by our customers' details the general satisfaction with their contacts with Village staff as well as with the actual service(s) provided during calendar year 2006.

**'SATISFIED'** is an evaluation response indicating that customer expectations were either met or exceeded. Customers rating a Village service or service contact as satisfactory are pleased with the entire service delivery continuum beginning with the initial handling of the service request, followed by the actual delivery of service or information and many times ending with a follow-up in-person or phone contact from staff to resolve any remaining concerns or issues.

**'DISSATISFACTION'** as an evaluation response has many meanings. Customers rate service poorly when the actual service in their judgment does not meet their minimum expectation. For example, a dissatisfied rating may stem from wanting a service not offered such as regular salting of side streets or from an unfavorable response to a request for assistance with improving drainage on private property. Sometimes, a "dissatisfied" response may have resulted not from the actual service delivered but more so from the state of events concerning the contact. Only 9 (2%) of the respondents were dissatisfied with a service contact during calendar year 2006.

The response data as presented above indicate that the values of customer service are evident in most of the daily habits of Village staff as evidenced by the overwhelming number of satisfied responses. The commitment to assessing customer service has paid dividends as shown by the chart above that indicates the consistency in overall customer satisfaction with programs and services since 2000. Striving for continued improvement in serving customers pays off.

## How Well Did We Serve You?

Please evaluate your most recent contact with the Village.

The nature of your service request: \_\_\_\_\_

Date service was provided: \_\_\_\_/\_\_\_\_/\_\_\_\_

I. How satisfied were you with:

- Our Availability Satisfied \_\_\_\_\_ Dissatisfied \_\_\_\_\_
- Helpfulness of Employee Taking Your Initial Request Satisfied \_\_\_\_\_ Dissatisfied \_\_\_\_\_
- Efficiency of Our Response Satisfied \_\_\_\_\_ Dissatisfied \_\_\_\_\_
- Knowledge & Professional Manner of the Employee(s) Satisfied \_\_\_\_\_ Dissatisfied \_\_\_\_\_
- Quality of Service Satisfied \_\_\_\_\_ Dissatisfied \_\_\_\_\_
- Helpfulness of Employee(s) Follow-Up Response Satisfied \_\_\_\_\_ Dissatisfied \_\_\_\_\_

II. Rate your overall satisfaction with our service. \_\_\_\_\_

III. Please provide additional comments/suggestions on how to better serve you. \_\_\_\_\_

OPTIONAL: Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Phone: \_\_\_\_\_

Please let us know if you would like a follow-up contact to your service request?

*Village of Carol Stream*  
 (630) 871-6250

## How Well Did We Serve You?

Please comment on your most recent contact with the Finance Department Reception area regarding the distribution and explanation of the Village's "New Resident" Packet.

Date of Contact: \_\_\_\_/\_\_\_\_/\_\_\_\_

I. How satisfied were you with:

- Our availability Satisfied \_\_\_\_\_ Dissatisfied \_\_\_\_\_
- The friendliness/helpfulness of the employee Satisfied \_\_\_\_\_ Dissatisfied \_\_\_\_\_
- The quality of the New Resident packet presentation/orientation Satisfied \_\_\_\_\_ Dissatisfied \_\_\_\_\_
- The employee's professional manner Satisfied \_\_\_\_\_ Dissatisfied \_\_\_\_\_
- Quality of service provided Satisfied \_\_\_\_\_ Dissatisfied \_\_\_\_\_
- The New Resident packet contents Satisfied \_\_\_\_\_ Dissatisfied \_\_\_\_\_

II. Rate your overall satisfaction with this service. \_\_\_\_\_

Please provide additional comments or suggestions on ways to improve the New Resident packet. \_\_\_\_\_

OPTIONAL: Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Phone: \_\_\_\_\_

Please let us know if you would like a follow-up contact.

*Village of Carol Stream*  
 (630) 665-7050

### How Well Did We Serve You?

Please evaluate your most recent contact(s) with the Engineering Services Department.

The nature of your service request: \_\_\_\_\_

Date service was provided: \_\_\_\_/\_\_\_\_/\_\_\_\_

I. How satisfied were you with: Satisfied Dissatisfied

- Our Availability \_\_\_\_\_
- Helpfulness of Employee Taking Your Initial Request \_\_\_\_\_
- Promptness of Service \_\_\_\_\_
- Knowledge & Professional Manner of the Employee(s) \_\_\_\_\_
- Quality of Service \_\_\_\_\_
- Helpfulness of Employee(s) Follow-Up Response \_\_\_\_\_

II. Rate your overall satisfaction with our service. \_\_\_\_\_

III. How satisfied are you with other Engineering Department services: \_\_\_\_\_

- Answering General Questions \_\_\_\_\_
- Promptness in Processing Permit(s) \_\_\_\_\_
- Explanation of Code Requirements \_\_\_\_\_
- Clarity of Informational Material \_\_\_\_\_
- Floodplain Evaluation/Explanation \_\_\_\_\_
- Ease of Completing Permit Application \_\_\_\_\_
- Inspection Scheduling \_\_\_\_\_
- Inspection Procedure \_\_\_\_\_

Please provide additional comments/suggestions on how to better serve you. \_\_\_\_\_

OPTIONAL: Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Please let us know if you would like a follow-up contact to your service request?

*Village of Carol Stream*  
(630) 871-6220

### How Well Did We Serve You?

Evaluate your most recent contact(s) with the Community Development Department.

Date service was provided: \_\_\_\_/\_\_\_\_/\_\_\_\_

I. How satisfied were you with: Satisfied Dissatisfied

- Our Availability \_\_\_\_\_
- Helpfulness of Employee Taking Your Initial Request \_\_\_\_\_
- Promptness of Service \_\_\_\_\_
- Knowledge & Professional Manner of the Employee(s) \_\_\_\_\_
- Quality of Service \_\_\_\_\_
- Helpfulness of Employee's Follow-Up Response \_\_\_\_\_

II. Rate your overall satisfaction with our service. \_\_\_\_\_

III. How satisfied are you with other Community Development Department services: \_\_\_\_\_

- Answering Your Questions \_\_\_\_\_
- Promptness in Processing Permit(s) \_\_\_\_\_
- Explanation of Code Requirements \_\_\_\_\_
- Clarity of Informational Material \_\_\_\_\_
- Ease in Completing Permit Application \_\_\_\_\_
- Inspection Scheduling \_\_\_\_\_
- Building Inspection(s) \_\_\_\_\_
- Enforcement of Code Requirements \_\_\_\_\_

Please provide additional comments/suggestions on how to better serve you. \_\_\_\_\_

OPTIONAL: Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Please let us know if you would like a follow-up contact to your service request?

*Village of Carol Stream*  
(630) 871-6230

## How Well Did We Serve You?

Please comment on your most recent contact with the Finance Department regarding the purchase of a Real Estate Transfer Tax Stamp.

Date of Contact: \_\_\_/\_\_\_/\_\_\_

Satisfied      Dissatisfied

**I. How satisfied were you with:**

- Our availability \_\_\_\_\_
- Friendliness/helpfulness of the employee serving you \_\_\_\_\_
- Friendliness/courteousness of the meter reader \_\_\_\_\_
- Quality of the information provided \_\_\_\_\_
- Quality of the service provided \_\_\_\_\_

**II. Rate your overall satisfaction with this service.**

**III. How satisfied are you with other services provided by the Finance Department:**

- Water Billing \_\_\_\_\_
- Vehicle Registration \_\_\_\_\_
- Reception Area Services \_\_\_\_\_

Please provide additional comments or suggestions on how to better serve you.

**OPTIONAL:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Please let us know if you would like a follow-up contact.

*Village of Carol Stream*

(630) 871-6225

## How Well Did We Serve You?

Please evaluate your most recent contact(s) with the Public Works Department.

The nature of your service request: \_\_\_\_\_

Date service was provided: \_\_\_/\_\_\_/\_\_\_

Satisfied      Dissatisfied

**I. How satisfied were you with:**

- Our Availability \_\_\_\_\_
- Helpfulness of Employee Taking Your Initial Request \_\_\_\_\_
- Promptness of Service \_\_\_\_\_
- Knowledge & Professional Manner of the Employee(s) \_\_\_\_\_
- Quality of Service \_\_\_\_\_

**II. Rate your overall satisfaction with our service.**

**III. How satisfied are with other Public Works Department program services:**

- Street Signs/Traffic Signs \_\_\_\_\_
- Condition of Village Streets \_\_\_\_\_
- Cleanliness of Village Streets \_\_\_\_\_
- Sidewalk Conditions \_\_\_\_\_
- Snowplowing Operations \_\_\_\_\_
- Mowing/Litter Removal from Parkways \_\_\_\_\_
- Water Service \_\_\_\_\_
- Sewer Service \_\_\_\_\_

Please provide additional comments/suggestions on how to better serve you.

**OPTIONAL:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Please let us know if you would like a follow-up contact to your service request?

*Village of Carol Stream*

(630) 871-6260



## CAROL STREAM POICE DEPARTMENT CITIZEN FEEDBACK FORM

Date: \_\_\_/\_\_\_/\_\_\_

Complaint # \_\_\_\_\_

Incident Type \_\_\_\_\_

Officer(s) \_\_\_\_\_

Comm. Serv. Tech. \_\_\_\_\_

Sergeant(s) \_\_\_\_\_

\_\_\_\_\_  
Your Name (optional)

1. How would you rate your experience with the first person/telecommunicator you had contact with?

Did you:  Walk In  Call Police Administration  Call 911

Very Friendly  Friendly  Acceptable  Less than Acceptable  Very Poor  DNA

Comments:

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2. How would you rate the response time it took for the Officers to arrive at or handle this incident?

Very Prompt  Prompt  Acceptable  Slow  Very Slow  DNA

Comments:

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3. How friendly was the Officer(s) that responded to the scene or handled the incident?

Very Friendly  Friendly  Acceptable  Unfriendly  Very Unfriendly

Comments:

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4. In your opinion, the Officers handled your call or incident

Extremely Well  Well  As Expected  Not Very Well  Very Poorly

Comments:

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5. How well did the Officer(s) explain or discuss the circumstances, handling or disposition of this incident?

Exceptionally Well  Well  As Expected  Not Very Well  Very Poorly

Comments:

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# Village of Carol Stream, Illinois

## Fund Balances of Governmental Funds Last Ten Fiscal Years April 30, 2006

	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006
<b>General Fund</b>										
Reserved	\$ 38,025	\$ 48,094	\$ 40,593	\$ 142,775	\$ 539,555	\$ 630,299	\$ 868,062	\$ 888,961	\$ 749,188	\$ 1,010,119
Unreserved - Designated										
Designated for Contingency <sup>1</sup>								1,085,000	1,085,000	1,085,000
Designated for Stormwater Improve.								358,000	358,000	358,000
Designated for Capital Projects							250,000	250,000		
Designated for Capital Outlay <sup>2</sup>									14,016,396	
Designated for TIF Closure				111,444						
Unreserved - Undesignated	19,380,123	18,526,088	19,616,996	22,853,297	24,148,818	25,373,220	24,407,372	23,998,425	13,143,003	16,984,853
<b>Total General Fund</b>	<b>\$ 19,418,148</b>	<b>\$ 18,574,182</b>	<b>\$ 19,657,589</b>	<b>\$ 23,107,516</b>	<b>\$ 24,688,373</b>	<b>\$ 26,003,519</b>	<b>\$ 25,525,434</b>	<b>\$ 26,580,386</b>	<b>\$ 29,351,587</b>	<b>\$ 19,437,972</b>
<b>All Other Governmental Funds</b>										
Reserved	\$ 1,944,129	\$ 3,215,320	\$ 4,940,294	\$ 2,293,326	\$ 2,792,540	\$ 3,191,171	\$ 3,257,999	\$ 3,326,876	\$ 3,833,069	\$ 3,784,227
Unreserved, reported in										
Special Revenue Funds	2,284,981	1,316,860	1,636,157	552,669	303,806	279,378	265,781	370,415	93,311	-
Capital Project Funds	-	-	-	-	-	-	-	-	-	13,889,007
<b>Total Other Governmental Funds</b>	<b>\$ 4,229,110</b>	<b>\$ 4,532,180</b>	<b>\$ 6,576,451</b>	<b>\$ 2,845,995</b>	<b>\$ 3,096,346</b>	<b>\$ 3,470,549</b>	<b>\$ 3,523,780</b>	<b>\$ 3,697,291</b>	<b>\$ 3,926,380</b>	<b>\$ 17,673,234</b>

Data Source

Audited Financial Statements

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

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

# Village of Carol Stream, Illinois

## Changes In Fund Balances of Governmental Funds

Last Ten Fiscal Years

April 30, 2006

	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006
<b>Revenues</b>										
Taxes <sup>1</sup>	\$ 10,844,924	\$ 12,693,151	\$ 14,215,660	\$ 16,782,671	\$ 14,669,961	\$ 13,906,852	\$ 13,809,689	\$ 15,187,406	\$ 16,737,100	\$ 17,818,453
Licenses and Permits	1,074,564	1,288,781	1,463,810	1,393,245	988,926	1,008,961	1,057,415	1,322,128	1,059,311	1,245,454
Intergovernmental	957,620	1,299,122	1,196,268	1,390,055	1,481,240	1,267,092	1,231,845	1,229,211	1,302,149	1,286,806
Fines and Forfeitures	451,877	408,897	490,583	553,822	516,655	474,092	595,083	627,252	771,834	972,417
Charges for Services	1,048,423	1,155,991	1,617,125	1,959,417	1,184,448	1,127,211	1,106,378	1,036,183	1,008,026	1,028,717
Investment Income	1,440,859	1,358,517	1,287,716	1,201,093	1,734,375	1,003,516	669,844	292,862	491,993	1,246,389
Miscellaneous	148,514	204,682	187,868	420,957	207,124	231,993	332,162	747,869	213,847	339,207
<b>Total Revenues</b>	<b>15,967,781</b>	<b>18,409,141</b>	<b>20,459,030</b>	<b>23,701,260</b>	<b>20,782,729</b>	<b>19,019,717</b>	<b>18,802,416</b>	<b>20,442,911</b>	<b>21,584,260</b>	<b>23,937,443</b>
<b>Expenditures</b>										
General Government	7,006,377	3,740,730	4,287,370	4,506,549	3,857,060	4,275,162	4,132,589	4,170,312	4,418,125	4,679,087
Public Safety	5,114,994	5,524,654	5,845,017	6,194,449	7,162,549	7,917,016	8,202,988	8,724,147	9,244,140	10,181,294
Highways and Streets	7,974,047	8,632,883	6,141,637	5,951,214	7,212,635	4,691,090	6,640,442	5,857,420	4,448,230	3,924,822
Debt Service										
Principal	4,314,825	430,000	450,000	60,000	70,000	85,000	100,000	115,000	135,000	205,000
Interest	774,174	583,727	602,601	476,294	364,612	359,100	352,406	344,531	335,475	227,642
Other Charges	165,536	18	3,000	27,500	4,501	3,009	3,975	3,038	3,000	162,036
Capital Outlay										
Intergovernmental <sup>2</sup>				2,372,958						623,662
<b>Total Expenditures<sup>1</sup></b>	<b>25,349,953</b>	<b>18,912,012</b>	<b>17,329,625</b>	<b>19,588,964</b>	<b>18,671,357</b>	<b>17,330,368</b>	<b>19,431,500</b>	<b>19,214,448</b>	<b>18,583,970</b>	<b>20,003,543</b>
Excess of Revenues over (under) Expenditures	(9,382,172)	(502,871)	3,129,405	4,112,296	2,111,372	1,689,349	(629,084)	1,228,463	3,000,290	3,933,900
<b>Other financing Sources (Uses)</b>										
Transfers In	713,175	177,112	-	-	562,341	191,287	382,888	170,903	153,474	14,508,721
Transfers Out	(713,175)	(177,112)	-	-	(168,308)	(191,287)	(178,658)	(170,903)	(153,474)	(14,508,721)
Bonds Issued	10,270,749	-	-	-	-	-	-	-	-	4,285,000
Discount on Bonds Issued										
Payment to Escrow Agent	(4,935,249)	-	-	(4,392,825)	-	-	-	-	-	(4,454,918)
Sale of Capital Assets										
<b>Total Other Financing Sources (Uses)</b>	<b>5,335,500</b>	<b>-</b>	<b>-</b>	<b>(4,392,825)</b>	<b>393,833</b>	<b>-</b>	<b>204,230</b>	<b>-</b>	<b>-</b>	<b>(169,918)</b>
<b>Net Change in Fund Balances</b>	<b>\$ (4,046,672)</b>	<b>\$ (502,871)</b>	<b>\$ 3,129,405</b>	<b>\$ (280,529)</b>	<b>\$ 2,505,205</b>	<b>\$ 1,689,349</b>	<b>\$ (424,854)</b>	<b>\$ 1,228,463</b>	<b>\$ 3,000,290</b>	<b>\$ 3,763,982</b>
<b>Debt Service as a Percentage of Noncapital Expenditures</b>	4.90%	6.58%	6.52%	2.82%	2.78%	3.01%	2.82%	2.80%	2.98%	2.36%

Data Source

Audited Financial Statements

<sup>1</sup> Increase in fiscal year 1997 expenditures were due to one-time development costs for the Geneva TIF District. Also, issued Carol Point Refunding revenue bonds.

<sup>2</sup> Increase in fiscal year 1998 expenditures were due to construction costs for Gary Avenue Improvements including Town Center.

<sup>3</sup> Defeasance of Carol Point TIF district excess tax distribution to DuPage County.

<sup>4</sup> 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, Illinois

Assessed and Estimated Actual Value of Taxable Property

Last Ten Fiscal Years

April 30, 2006

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Tax Levy Year	Real Property		Ratio of Total Assessed Value to Total Estimated Actual Value	Equalization Factor
	Equalized Assessed Value	Estimated Actual Value		
1996	655,442,361	1,966,327,083	33.33	1.0000
1997	691,430,904	2,074,292,712	33.33	1.0000
1998	735,180,183	2,205,540,549	33.33	1.0000
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

Data Source

Office of the County Clerk

# Village of Carol Stream, Illinois

Principal Property Taxpayers

Current Year and Nine Years Ago

April 30, 2006

Taxpayer	2005			1996		
	Taxable Assessed Value	Rank	Percentage of Total VOCS Taxable Assessed Value	Taxable Assessed Value	Rank	Percentage of Total VOCS Taxable Assessed Value
	James Campbell Co LLC	\$ 14,682,830	1	1.24%	--	
Aimco	12,269,910	2	1.04%	\$ 6,256,050	1	1.00%
Berlin Industries	8,306,660	3	0.70%	--		
Tyndale House Publishers	8,156,880	4	0.69%	--		
Tri State Distribution	7,500,000	5	0.63%	--		
Windsor Park Manor	7,271,750	6	0.61%	5,268,410	3	0.84%
JW Paj	7,264,450	7	0.61%	--		
Carol Point Business Center	6,884,370	8	0.58%	5,299,430	2	0.84%
MP 437 Tower	6,738,740	9	0.57%	--		
Wicks	6,288,090	10	0.53%	--		
Covered Bridges	--		--	4,343,490	4	0.69%
Rootberg, Irving	--		--	3,612,650	5	0.58%
W. W. Grainger	--		--	3,398,410	6	0.54%
American National Bank & Trust	--		--	3,296,300	7	0.53%
Container Corporation	--		--	3,264,120	8	0.52%
Holtzman Interests	--		--	3,248,650	9	0.52%
Michelin Tire Corporation	--		--	3,182,480	10	0.51%
	<u>\$ 85,363,680</u>		<u>7.20%</u>	<u>\$ 41,169,990</u>		<u>6.56%</u>

Source: DuPage County Clerks Office

# Village of Carol Stream, Illinois

Principal Employers

Current Year and Four Years Ago

April 30, 2007

Employer	2007			2003		
	Rank	Employees	% of Total City Population	Rank	Employees	% of Total City Population
FIC America Corp.	1	635	1.53%	4	400	0.97%
Peacock Engineering Company	2	375	0.90%			
CNS Home Health	3	325	0.78%	6	325	0.78%
Berlin Industries	4	320	0.77%	1	600	1.45%
Fedex Ground Package System Inc	5	300	0.72%	8	300	0.72%
Michael Nicholas Carpentry LLC	6	300	0.72%	9	300	0.72%
Office Depot Business Services	7	274	0.66%	3	412	0.99%
Invensys Appliance Controls	8	270	0.65%			
Wickes Furniture	9	263	0.63%			
Tyndale House Publishers	10	250	0.60%	10	300	0.72%
Jefferson Smurfitt Corporation				7	320	0.77%
Ingram Micro				2	540	1.30%
Party Lite Gifts				5	330	0.80%

Data Source

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

Information prior to 2003 was unavailable.

# Village of Carol Stream, Illinois

## Taxable Sales By Category Last Ten Calendar Years April 30, 2006

Calendar Year	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006 <sup>4</sup>
General Merchandise <sup>2</sup>	\$ 216,202	\$ 207,291	\$ 189,281	\$ 0	\$ 0	\$ 0	\$ 127,289	\$ 124,237	\$ 1,359	\$ 0
Food	638,594	850,863	891,596	1,020,089	1,124,834	934,229	935,885	968,617	922,797	660,313
Drinking and Eating Places	256,129	253,516	267,304	266,434	268,379	280,831	284,421	311,632	300,727	241,552
Apparel <sup>2</sup>	13,052	9,737	10,875	0	0	0	21,876	23,157	26,307	0
Furniture & H.H. & Radio	63,331	89,941	121,071	186,912	281,223	331,429	338,749	323,482	311,514	282,811
Lumber, Building Hardware	293,047	107,597	206,123	568,136	760,620	451,412	104,672	470,473	688,780	469,468
Automobile and Filling Stations	685,064	488,720	557,698	595,673	551,627	462,214	401,744	422,843	475,407	426,836
Drugs and Miscellaneous Retail	756,184	730,274	912,035	1,182,722	1,291,677	1,658,490	1,629,931	1,515,612	1,571,678	1,154,938
Agriculture and All Others <sup>1</sup>	131,726	1,089,465	1,361,190	1,119,221	802,444	744,310	685,335	618,352	871,984	887,670
Manufacturers <sup>1</sup>	170,978	332,719	357,537	352,616	320,729	256,754	280,864	326,014	263,180	166,060
<b>TOTAL<sup>3</sup></b>	<b>\$ 3,224,307</b>	<b>\$ 4,160,123</b>	<b>\$ 4,874,710</b>	<b>\$ 5,523,141</b>	<b>\$ 5,621,206</b>	<b>\$ 5,257,010</b>	<b>\$ 4,810,766</b>	<b>\$ 5,104,419</b>	<b>\$ 5,433,733</b>	<b>\$ 4,305,435</b>
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

<sup>1</sup> During 1997-1998, Twenty- Two new businesses opened.

<sup>2</sup> 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.

<sup>3</sup> 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.

<sup>4</sup> Calendar year 2006 only includes sales tax revenue thru September 30, 2006. The fourth quarter numbers were unavailable.  
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 2006.

# Village of Carol Stream, Illinois

## Taxable Sales By Category - Home Rule Last Ten Calendar Years April 30, 2006

Calendar Year	1997	1998	1999	2000	2001	2002	2003*	2004	2005	2006 <sup>1</sup>
General Merchandise	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 36,139	\$ 61,125	\$ 651	\$ -
Food	-	-	-	-	-	-	78,090	156,490	152,677	109,465
Drinking and Eating Places	-	-	-	-	-	-	67,651	150,601	146,968	119,373
Apparel	-	-	-	-	-	-	6,125	12,038	13,154	-
Furniture & H.H. & Radio	-	-	-	-	-	-	82,479	160,539	155,416	137,602
Lumber, Building Hardware	-	-	-	-	-	-	26,229	198,998	344,020	234,722
Automobile and Filling Stations	-	-	-	-	-	-	28,988	57,647	69,480	53,762
Drugs and Miscellaneous Retail	-	-	-	-	-	-	302,620	628,003	679,417	498,746
Agriculture and All Others	-	-	-	-	-	-	138,328	295,137	417,076	416,958
Manufacturers	-	-	-	-	-	-	68,770	154,223	129,761	82,138
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ 835,419</b>	<b>\$ 1,874,801</b>	<b>\$ 2,108,620</b>	<b>\$ 1,660,658</b>					
Village direct sales tax rate	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.50%	0.50%	0.50%	0.50%

Source: Illinois Department of Revenue  
Data available Calendar Year only

\* Taxes imposed 7/1/2003

<sup>1</sup> Calendar year 2006 only includes sales tax revenue thru September 30, 2006. The fourth quarter numbers were unavailable. 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 2006.

# *Village of Carol Stream, Illinois*

Direct and Overlapping Sales Tax Rates

Last Ten Levy Years

April 30, 2006

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Fiscal Year	Village Direct Rate	DuPage County Water Commission	Regional Transportation Authority	County Rate	State Rate	Total
1997	1.00%	0.25%	0.25%	0.25%	5.00%	6.75%
1998	1.00%	0.25%	0.25%	0.25%	5.00%	6.75%
1999	1.00%	0.25%	0.25%	0.25%	5.00%	6.75%
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%

## Data Source

Village and County Records

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

# Village of Carol Stream, Illinois

Demographic and Economic Information

Last Ten Fiscal Years

April 30, 2006

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Fiscal Year	Population	Equalized Assessed Value	Personal Income	Per Capita Personal Income	Unemployment Rate
2006 <sup>1</sup>	40,438	\$ -	\$ -	\$ 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%
1999	37,982	779,782,004	1,071,168,364	28,202	2.90%
1998	37,982	694,526,467	1,071,168,364	28,202	3.00%
1997	37,793	659,986,204	898,301,817	23,769	3.70%

Data Sources:

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

<sup>1</sup> 2006 Equalized Assessed Valuation is unavailable until 2007.

# *Village of Carol Stream, Illinois*

Schedule of Legal Debt Margin

April 30, 2006

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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, Illinois

Ratios of Outstanding Debt By Type  
Last Ten Fiscal Years  
April 30, 2006

Fiscal Year Ended	Governmental Activities		Business-Type Activities	Total Primary Government	Percentage of	
	Tax Increment Financing Bonds	Tax Increment Refunding Bonds	IEPA Loan Payable		Personal Income*	Per Capita*
1997 <sup>1</sup>	4,690,000	5,295,000	9,147,634	19,132,634	2.13%	\$ 506
1998	4,690,000	4,865,000	8,732,457	18,287,457	1.71%	\$ 481
1999	4,690,000	4,415,000	8,302,284	17,407,284	1.63%	\$ 458
2000 <sup>2</sup>	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 <sup>3</sup>	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 <sup>4</sup>	-	4,080,000	6,102,457	10,182,457	1.00%	\$ 252

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

Personal income is the largest sole source income type, usually either property or sales tax. In the case of special districts, it may be fees.

<sup>1</sup> August 1996, the Village issued 5,675,000 in Tax Increment Refunding Revenue Bonds for the purpose of refunding prior to maturity previously issued Tax Increment Revenue Bonds for the Carol Point project. The proceeds of the Bond issue combined with cash and investments on hand were used to refund the principal amount. February 1997, the Village issued \$4,690,000 in Senior Lien Tax Increment Revenue Bonds pursuant to the Geneva Crossing project. The proceeds of the bonds will be used for land acquisition costs. This debt is not a general obligation of the Village and is secured solely by incremental tax revenue generated by the district.

<sup>2</sup> 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.

<sup>3</sup> 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.

<sup>4</sup> 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.

# Village of Carol Stream, Illinois

Schedule of Debt Service to Maturity - Water and Sewer Fund

2005 IEPA Loan

April 30, 2006

<u>Date</u>	<u>Principal</u>	<u>Interest</u>	<u>Total Debt Service</u>
			6,102,457.03
10 /06	135,908.62	78,416.57	5,966,548.41
04 /07	137,655.04	76,670.15	5,828,893.37
10 /07	139,423.91	74,901.28	5,689,469.46
04 /08	141,215.51	73,109.68	5,548,253.95
10 /08	143,030.13	71,295.06	5,405,223.82
04 /09	144,868.06	69,457.13	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>6,102,457.03</u>	<u>1,544,033.86</u>	

# Village of Carol Stream, Illinois

Direct and Overlapping Bond Debt

April 30, 2006

Governmental unit	Gross Bonded Debt	Percentage Debt Applicable to the Village of Carol Stream <sup>1</sup>	Village of Carol Stream Share of Debt
Village of Carol Stream <sup>1</sup>	\$ -	100.00%	\$ -
DuPage County	195,100,000	3.41%	6,652,910
DuPage County Forest Preserve District	229,526,311	3.41%	7,826,847
DuPage Water Commission	56,480,000	3.55%	2,005,040
Geneva Crossing TIF District <sup>2</sup>	4,080,000	100.00%	4,080,000
Park Districts			
Carol Stream	18,597,644	86.84%	16,150,194
Glen Ellyn	3,601,951	1.09%	39,261
Wheaton	42,175,000	0.00%	253
Schools			
District No. 25	6,955,117	43.54%	3,028,258
District No. 46	380,083,840	2.29%	8,703,920
District No. 93	20,925,000	63.40%	13,266,450
District No. 87	43,225,000	15.52%	6,708,520
District No. 200	147,550,000	6.16%	9,089,080
District No. 41	22,199,340	1.98%	439,547
District No. 94	25,715,000	9.46%	2,432,639
District No. 502	110,185,000	2.84%	3,129,254
District No. 509	62,695,044	0.97%	608,142
Fire Districts			
Bartlett Fire District	-	0.17%	-
Carol Stream Fire District	3,333,000	91.330%	3,044,029
Winfield Fire District	\$ -		\$ -
	<u>\$ 1,372,427,247</u>		<u>\$ 87,204,344</u>
	<u>\$ 1,372,427,247</u>		<u>\$ 87,204,344</u>
Per Capita Overlapping Debt			\$ 2,156.49

<sup>1</sup> 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.

<sup>2</sup> 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, Illinois

Miscellaneous Statistics

April 30, 2006

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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	Ross Ferraro	April 30, 2007
Trustee	Pam Fenner	April 30, 2009
Trustee	Rick Gieser	April 30, 2007
Trustee	Matt McCarthy	April 30, 2009
Trustee	Frank Saverino	April 30, 2009
Trustee	Tom Shanahan	April 30, 2007
Trustee	Meldon "Skip" Stubbs	April 30, 2007

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	157,406
Number of Registered Borrowers	23,354
2005 Book Circulation	369,513
Number of Audio Visual Items	15,029

## Elections

Number of Registered Voters (4/05)	20,379
Number of Votes Cast in Last Municipal Election (4/05)	5,832
Percentage of Registered Voters Voting in Last Municipal Election	28.6%

# Village of Carol Stream, Illinois

Operating Indicators  
Last Ten Calendar Years  
April 30, 2006

Function/Program	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006
General Government										
<b>Village Clerk</b>										
Passports Issued <sup>1</sup>	NA	NA	NA	NA	NA	357	732	391	292	341
<b>Finance</b>										
Vehicle stickers issued	22,001	21,464	22,957	22,725	22,516	23,567	23,952	23,917	23,958	24,269
Real Estate Transfer Tax:										
Number of transactions	1,287	1,360	1,459	1,292	1,309	1,354	1,591	1,150	1,269	1,220
Refunds issued	79	112	131	109	75	97	98	80	76	73
Accounts Payable Checks processed	NA	NA	3,650	3,621	3,921	3,861	3,569	2,935	1,980	1,814
Business licenses issued	601	728	809	773	850	810	879	840	904	1,081
<b>Engineering</b>										
Flexible pavement projects (miles) <sup>2</sup>	NA	NA	NA	NA	NA	4.33	2.6	5.02	6.05	7.48
Crackfilling (pds of material)	143,000	182,000	78,000	64,000	82,000	77,000	62,000	65,000	65,450	-
Pavement Rejuvenation (sq yds)	219,000	174,000	202,000	334,000	410,000	379,000	347,000	372,000	375,000	201,539
Wetland burns (acres) <sup>3</sup>	NA	NA	NA	NA	NA	NA	NA	39.6	96	53
<b>Community Development</b>										
Building permits issued										
Residential Permits Issued:										
New Construction	45	82	77	19	24	76	98	28	82	70
Remodel	67	70	47	62	56	71	64	74	60	56
Industrial/Commercial Permits Issued:										
New Construction	18	16	12	8	8	4	7	9	7	7
Remodel	117	110	153	129	125	110	115	90	75	105
Accessory Permits Issued <sup>4</sup>	1,434	1,382	1,530	1,253	1,316	1,342	1,615	1,701	1,930	1,802
Total Building permit valuation	\$ 121,813,254	\$ 113,582,580	\$ 125,635,251	\$ 68,010,416	\$ 55,833,454	\$ 44,891,889	\$ 71,333,258	\$ 61,761,527	\$ 48,176,232	\$ 50,496,593
Public Safety										
<b>Police</b>										
Calls for Service:										
Officer Initiated	NA	NA	NA	NA	NA	41,267	45,472	38,084	41,589	39,033
9-1-1	NA	NA	NA	NA	NA	16,345	17,234	17,043	16,108	15,884
Total Accident investigations:	1,261	1,304	1,362	1,365	1,323	1,255	1,152	1,258	1,086	1,012
Property Damage	NA	NA	NA	NA	1,179	1,066	1,013	1,119	970	913
Personal Injury	NA	NA	NA	NA	143	189	136	138	116	99
Fatalities	NA	NA	NA	NA	1	0	0	1	1	-
Crime Index Part I Offense:										
Homicide	0	1	1	0	0	0	1	0	0	0
Criminal Sexual Assault	6	6	4	5	10	9	12	13	9	3
Robbery	17	6	10	8	16	15	7	9	14	7
Aggravated Assault/Battery	152	108	112	141	98	95	96	99	93	70
Burglary	130	119	106	102	128	120	93	112	117	79
Theft	895	901	937	693	731	721	660	656	616	605
Motor Vehicle Theft	17	31	46	44	23	29	25	29	33	34
Arson	5	11	7	10	18	11	15	7	12	4
Total Part I Offenses	1,222	1,183	1,223	1,003	1,024	990	909	925	894	802
Total Part I Arrests	175	188	233	146	137	125	141	140	138	104
Parking violations	5,852	4,551	4,309	7,123	6,045	5,442	5,435	5,106	5,914	4,959

# Village of Carol Stream, Illinois

Operating Indicators  
Last Ten Calendar Years  
April 30, 2006

Function/Program	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006
General Government										
<b>Village Clerk</b>										
Passports Issued <sup>1</sup>	NA	NA	NA	NA	NA	357	732	391	292	341
<b>Finance</b>										
Vehicle stickers issued	22,001	21,464	22,957	22,725	22,516	23,567	23,952	23,917	23,958	24,269
Real Estate Transfer Tax:										
Number of transactions	1,287	1,360	1,459	1,292	1,309	1,354	1,591	1,150	1,269	1,220
Refunds issued	79	112	131	109	75	97	98	80	76	73
Accounts Payable Checks processed	NA	NA	3,650	3,621	3,921	3,861	3,569	2,935	1,980	1,814
Business licenses issued	601	728	809	773	850	810	879	840	904	1,081
<b>Engineering</b>										
Flexible pavement projects (miles) <sup>2</sup>	NA	NA	NA	NA	NA	4.33	2.6	5.02	6.05	7.48
Crackfilling (pds of material)	143,000	182,000	78,000	64,000	82,000	77,000	62,000	65,000	65,450	-
Pavement Rejuvenation (sq yds)	219,000	174,000	202,000	334,000	410,000	379,000	347,000	372,000	375,000	201,539
Wetland burns (acres) <sup>3</sup>	NA	NA	NA	NA	NA	NA	NA	39.6	96	53
<b>Community Development</b>										
Building permits issued										
Residential Permits Issued:										
New Construction	45	82	77	19	24	76	98	28	82	70
Remodel	67	70	47	62	56	71	64	74	60	56
Industrial/Commercial Permits Issued:										
New Construction	18	16	12	8	8	4	7	9	7	7
Remodel	117	110	153	129	125	110	115	90	75	105
Accessory Permits Issued <sup>4</sup>	1,434	1,382	1,530	1,253	1,316	1,342	1,615	1,701	1,930	1,802
Total Building permit valuation	\$ 121,813,254	\$ 113,582,580	\$ 125,635,251	\$ 68,010,416	\$ 55,833,454	\$ 44,891,889	\$ 71,333,258	\$ 61,761,527	\$ 48,176,232	\$ 50,496,593
Public Safety										
<b>Police</b>										
Calls for Service:										
Officer Initiated										
9-1-1	NA	NA	NA	NA	NA	41,267	45,472	38,084	41,589	39,033
Total Accident investigations:	NA	NA	NA	NA	NA	16,345	17,234	17,043	16,108	15,884
Property Damage	1,261	1,304	1,362	1,365	1,323	1,255	1,152	1,258	1,086	1,012
Personal Injury	NA	NA	NA	NA	1,179	1,066	1,013	1,119	970	913
Fatalities	NA	NA	NA	NA	143	189	136	138	116	99
Crime Index Part I Offense:										
Homicide	0	1	1	0	0	0	1	0	0	0
Criminal Sexual Assault	6	6	4	5	10	9	12	13	9	3
Robbery	17	6	10	8	16	15	7	9	14	7
Aggravated Assault/Battery	152	108	112	141	98	95	96	99	93	70
Burglary	130	119	106	102	128	120	93	112	117	79
Theft	895	901	937	693	731	721	660	656	616	605
Motor Vehicle Theft	17	31	46	44	19	25	25	29	33	34
Arson	5	11	7	10	18	11	15	7	12	4
Total Part I Offenses	1,222	1,183	1,223	1,003	1,024	990	909	925	894	802
Total Part I Arrests	175	188	233	146	137	125	141	140	138	104
Parking violations	5,852	4,551	4,309	7,123	6,045	5,442	5,435	5,106	5,914	4,959

# Village of Carol Stream, Illinois

## Capital Asset Statistics

Last Ten Fiscal Year

April 30, 2006

Function/Program	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006
Public Safety										
Police										
Stations/Municipal Center	1	1	1	1	1	1	1	1	1	1
Patrol vehicles	34	39	38	42	46	53	45	45	43	45
Public Works										
Residential streets (miles)	100	101	104	106	101	102	107	107	107	108
Storm sewers (miles)	95	96	100	102	102	103	105	105	105	106
Water and Sewer										
Water mains (miles)	125	126	131	133	134	135	137	137	137	137
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)	101	102	105	107	107	108	109	109	109	109
Treatment capacity (MG)*	5.4	5.4	5.4	5.4	5.4	5.4	5.4	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.

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.

**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.

**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.

**Bond:** A written promise to pay a sum of money on a specific date at a specified interest rate. The interest payments and the repayment of the principal are detailed in a bond ordinance. The most common types of bonds are general obligation and revenue bonds. These are most frequently used for construction of large projects, such as buildings, streets and bridges.

**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 estimated revenues equal estimated expenditures.

**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 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.

**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 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.

**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 Plan:** A multi-year, longer range approach to assessing the Village's revenue and expenditure needs which becomes the basis 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."

**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.

**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.

**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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