

VILLAGE OF CARPENTERSVILLE

ANNUAL BUDGET 2014-2015





MISSION STATEMENT

THE VILLAGE OF CARPENTERSVILLE IS
COMMITTED TO PROVIDING TO ITS CITIZENS
THE BEST POSSIBLE HEALTH, SAFETY, AND
PUBLIC SERVICE TO ALLOW FOR BALANCED
GROWTH WITH EFFECTIVE FINANCIAL
MANAGEMENT AND PLANNING

*Building a Better Tomorrow...
Today*

ANNUAL OPERATING BUDGET

VILLAGE OF CARPENTERSVILLE, IL

MAY 1, 2014 – APRIL 30, 2015

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Village Manager

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Kevin Goethals, *Director of Information Technology*

Catherine Haley, *Director of Finance*

Marc Huber, *Director of Community Development*

Linda Mogren, *Director of Human Resources*

Alan V. Popp, *Director of Public Safety*

ORGANIZATIONAL CHART

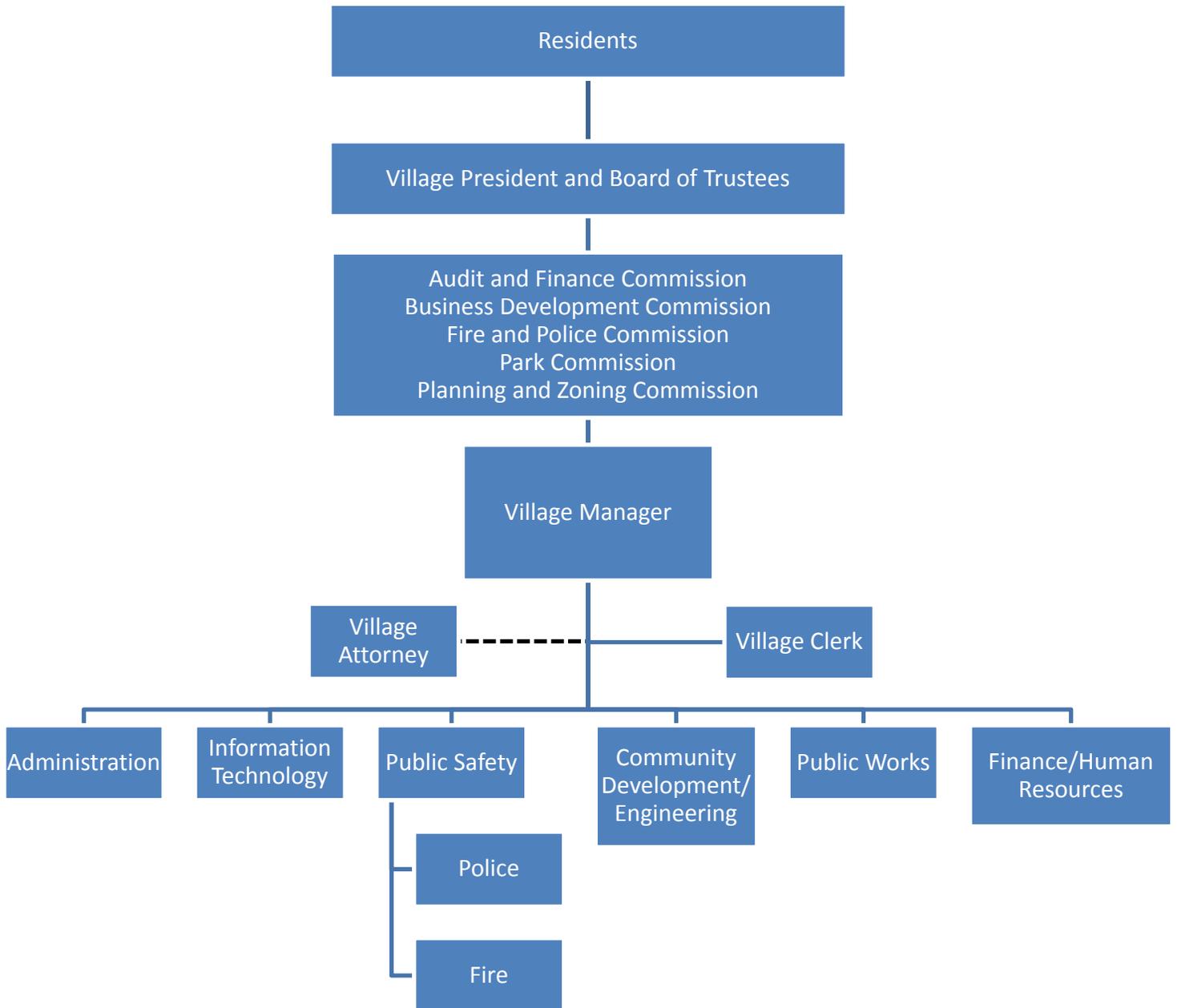


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FISCAL YEAR ENDING (FYE) APRIL 30, 2015 BUDGET CALENDAR

Tuesday, January 14, 2014	Audit and Finance #1 - Budget Kick-off with a 6-month budget review for fiscal year-end April 30, 2014 and revenue projections for 2015
Friday January 31, 2014	First budgets due to Finance - All General Fund except Police, Fire and PW General Fund
Tuesday, February 04, 2014	First presentation to staff - Legislative, Administration, Finance, IT, and CD
Friday, February 07, 2014	Second budgets due to Finance - Police, Fire and PW General Fund
Tuesday, February 11, 2014	Second presentation to staff - Police, Fire and PW General Fund
Friday, February 14, 2014	Third budgets due to Finance - Water and Sewer fund, TIF's, SSA's and Debt Service
Tuesday, February 18, 2014	Third presentation to staff - Water and Sewer fund, TIF's, SSA's and Debt Service
Friday, February 21, 2014	Fourth budgets due to Finance - Escrow and Stormwater, CERF, Capital Improvement Fund, Pension Funds, Foreign Fire and Parks
Tuesday, February 25, 2014	Fourth presentation to staff - Escrow and Stormwater, CERF, Capital Improvement Fund, Pension Funds, Foreign Fire and Parks
Tuesday, March 11, 2014	Audit and Finance #2 - All General Fund expenditures
Saturday, March 15, 2014	Audit and Finance #3 - Complete Budget review wrap-up and final Audit and Finance recommendation for Board review and approval

Tuesday, March 18, 2014	Board Meeting - Public hearing and presentation of the budget
Tuesday, April 1, 2014	Board Meeting - Budget ordinance approval

FINANCIAL MANAGEMENT POLICIES

Purpose

These recommended financial policies have been formulated to insure the continued financial health of the Village. The objectives of these policies are to assist the Village Board and Village Management staff in making budgetary decisions based upon sound financial principals. These policies are not intended to be comprehensive or exhaustive. They are intended to establish a solid foundation for the financial management of the Village. Staff shall work within the context of these policies while continuing to explore lawful, creative and insightful financial recommendations to present to the Corporate Authorities of the Village for their consideration and possible implementation. The cornerstone of these policies and future financial recommendations shall be maintaining comprehensive and sound fiscal management of all village economic resources.

Budget Policy

The Village Manager shall submit an annual budget to the Village Board which is within the Village's ability to pay. The annual budget shall provide for the following:

Management shall prepare a draft of the annual budget for review by the Finance Committee in February of each year. The recommended budget shall be submitted to the Executive Board for review in March of each year. The final budget document shall be submitted to the full membership for approval prior to April 30 of each year.

The annual budget shall effectively communicate meaningful and understandable information to the Village residents, Village Board, Village Staff, and other readers.

The annual budget shall be monitored on a monthly basis. Revenue and expenditure budget reports shall be prepared and made available to Village management staff for departmental review on a monthly basis. A quarterly budget summary report (Treasurer's Report) shall be presented to the Village Board.

The annual budget shall allow for the implementation of as many of the Village Board's goals and objectives as financially possible.

The annual budget shall provide for the adequate funding of all pensions plans (IMRF, Police Pension Fund, and Firefighters Pension Fund). An independent actuary shall be used to determine the annual Village contributions to the Police Pension Fund and the Firefighters Pension Fund and determine if these pension funds are adequately funded.

The annual budget shall provide funding for the adequate maintenance of municipal equipment, municipal facilities, and infrastructure.

The annual budget shall set aside-adequate funding (pay-as-you-go funding) for the replacement of major equipment. Annual funding (depreciation funding) for these replacements will eliminate major expenditure jumps in the annual budget when these acquisitions are made.

During the budget process, the Village will assess the need for contingency funds to be included in the budget to fund unanticipated expenditures that might arise.

The annual budget shall finance current operating expenditures, excluding major capital expenditures, with current revenues. The use of reserve funds to finance current operating expenditures shall be carefully considered and avoided if possible.

Limit the use of the reserve fund to nonrecurring operating or capital expenditures. This fund reserve will be calculated by comparing the difference between current assets and current liabilities to current annual budget operating expenses, excluding enterprise expenditures.

Reserve and Fund Balance Policy

The purpose of this policy is to enhance long-term financial planning and to mitigate the risks associated with changes in revenues due to economic and local market conditions. These policies also aim to assist in the allocation of sufficient monies for the purchase of capital equipment and construction of capital improvements, and unanticipated expenditures that may occur.

The below listed policies refer to the fund balance or cash reserve level at the end of the fiscal year, April 30. The Finance Department monitors these reserve levels and informs the Village Manager of significant changes that occur and the potential effect on funding future operations.

Definitions

Fund Balance - The difference between assets and liabilities in a Governmental Fund.

Nonspendable Fund Balance – Amounts that can be spent either because they are not in a spendable form or because they are legally or contractually required to be maintained intact.

Restricted Fund Balance – Amounts that can be spent only for specific purposes because of Village, State, or Federal laws, or externally imposed conditions by grantors or creditors.

Committed Fund Balance – Amounts that can be used only for specific purposes determined by a formal action by Village Board Ordinance. These amounts cannot be used for any other purpose unless the Village Board takes the same action to remove or change the restraint.

Assigned Fund Balance – Amounts the Village intends to use for a specific purpose as determined by the Village Manager.

Unassigned Fund Balance – Amounts not included in other spendable classifications.

Policies for Key Funds

General Fund – The Village will strive to maintain a minimum total fund balance of 25% and an unassigned fund balance level of 15% to 25% of annual operating expenditures excluding capital improvements.

Motor Fuel Tax Fund – The Village will strive to maintain a minimum restricted fund balance in the Motor Fuel Tax Fund equal to 50% of annual MFT allotments (monthly MFT distributions excluding High Growth allotments and reimbursements). This level is necessary to provide for the payment of expenditures related to the Village’s MFT maintenance program and debt service requirements.

Waterworks & Sewerage Fund – The Village will strive to maintain a cash and investments reserve level equal to 30% of annual operating expenses including debt service payments. In addition, the Village shall responsibly plan for future capital improvements to be paid from cash reserves by gradually increasing the reserve level on an annual basis. Annual budgets will be adopted which will replenish the reserve balance to appropriate levels after any drawdown.

Capital Equipment Replacement Fund – The Village will strive to maintain a committed fund balance equal to the amount identified in the Village’s purchase and replacement of capital equipment plan. The fund balance is necessary to provide sufficient monies for the replacement of major capital equipment in accordance with the annual replacement schedule. (Note: the Village is currently working to establish sufficient reserves; however, due to the length of the recent economic downturn, the projected date of full funding is still several years away.)

General Guiding Statement – This policy may be amended from time-to-time according to the wishes of the Village Board of Trustees. The Village will spend the most restricted dollars before the less restricted, in the following order:

- 1) Non-spendable (if funds become spendable),
- 2) Restricted
- 3) Committed
- 4) Assigned
- 5) Unassigned

Revenue and Expenditure Policy

Revenues – The Village desires to maintain a diversified and stable revenue base to reduce the impacts of fluctuations in any one revenue source. The revenue mix combines elastic and inelastic revenue sources to minimize the effects of an economic downturn. The Village also incorporates the following principles related to revenues as it furthers its financial planning and fulfills its fiscal responsibilities:

The Village prefers to keep its property tax rate as low as possible. The following components should be followed in priority order each year when establishing the property tax levy:

- 1) Levy for general obligation bond principal and interest less abatements.
- 2) Levy for Police, and Fire pensions per actuarial calculations. If the actuarial reports indicated a higher employer contribution is needed, said increase will need to be added to the Village's overall previous year levy request to avoid underfunding problems.
- 3) Levy to support General Fund operations including Police, Fire, Public Works, Community Development, Finance, Human Resources, I.T. and Administration. The annual increase for this component should not exceed the rate of inflation.
- 4) Levy to fund additional personnel as determined by the Village Board.

User charges and tap-on fees will be sufficient to finance all operating and debt service costs for the Waterworks and Sewerage Fund.

The Village Manager shall impose spending limits if, in his/her judgment, revenues will be below original estimates. Staff shall review and monitor on a monthly basis expenditures to assure control of spending within available revenues. Quarterly financial reports will be prepared and available to the Village Board by the end of the following month.

The following one-time revenues will be set aside in the Capital Equipment Replacement Fund and used to finance long-term capital equipment replacements.

- Proceeds from the Sale of Property/Equipment
- IRB Volume Cap Transfer Fees

Ongoing transfers will be made from the General Fund to the Capital Equipment Replacement fund on an annual basis to help plan for the purchasing of large capital equipment needs.

Expenditures – The Village will strive to adhere to the following policies:

The Village will consistently budget the minimum level of expenditures which will provide for the public well-being and safety of the residents and businesses of the community.

Expenditures will be within the confines of generated revenue. Fund balances will not be used to pay for operating expenditures except in the case of emergencies and after careful consideration.

Accounting, Auditing, and Financial Reporting Policy

The Village shall have an annual audit conducted on its financial records by a qualified, independent public accounting firm. The Village shall request proposals from qualified independent accounting firms to conduct the annual audit of its financial statements every six years by the use of a request for proposal (RFP) process. In accordance with Government Finance Officers Association's (GFOA's) Best Practice guidelines the current auditors can be included in the RFP process, however it is recommended changing the audit team if the same firm came in with the best proposal.

The annual audit shall be conducted on an annual basis to be completed and filed within six months after the end of each fiscal year.

The Village shall submit its Comprehensive Annual Financial Report (CAFR) to the Government Finance Officers Association's (GFOA) Certificate of Achievement for Excellence in Financial Reporting Program.

The Village's financial statements shall be prepared according to generally-accepted accounting principles (GAAP) as promulgated by the Governmental Accounting Standards Board (GASB).

The Village shall contract with an independent actuary to determine the Village's annual contribution to the Police and Fire Pension Funds.

Debt Policy

The Village shall only incur debt for capital assets and/or capital projects. It has been the Village's practice not to incur debt for operating expenditures.

Although pay-as-you-go financing is the preferred method to finance capital projects, the Village shall explore all options in financing its capital improvement program, including grants, developer contributions, pay-as-you-go financing, and long-term debt paid by user charges or paid by Village-wide taxes.

The term of debt issued for capital improvement projects shall not exceed the project's useful life and generally will not exceed 20 years.

Whenever possible, the Village shall market its debt through competitive bid process.

Capital Equipment Replacement Fund

The Village of Carpentersville has established the Capital Equipment Replacement Fund (CERF) to encourage departments to set aside funds each year for the eventual replacement of existing equipment and to avoid significant fluctuations in the operating budget from one year to the next. In order to build and maintain sufficient funds on hand to replace items at the end of their useful life, 1.5% of the 6% rate for Simplified Telecommunication tax revenue will be dedicated annually as well as, transfers by each department from the General Fund determined annually through the budget process. The remainder of this policy is intended to provide guidance as to how the CERF will operate.

The Capital Equipment Replacement Fund shall be used only to replace existing equipment owned by the Village. The fund shall not be used to purchase equipment not currently owned by the Village or as a means to circumvent the process for having new equipment approved by the Village Board. Requests for new equipment shall be made as part of the annual operating budget and must be approved by the Village Board before acquisition;

Only those items which individually have a replacement cost of more than \$10,000 or groups of similar equipment (e.g. personal computers, bullet proof vests, etc.) which, in the aggregate, exceed \$10,000 shall be included in the CERF. Departments shall include individual items or groups of items with a value of less than \$10,000 in their annual operating budget;

The cost of items associated with new vehicles such as vehicle markings, light bars, radios and similar equipment shall be included in the replacement cost of the vehicle;

The replacement cost and useful life for each vehicle or technology related equipment will be re-evaluated by the individual departments on an annual basis. This re-evaluation may change the annual amounts that programs contribute for the replacement of each item. The Department Head, in consultation with the Village Manager and the Finance Director shall determine when a vehicle or equipment is due for replacement. Final capital asset replacement decisions using CERF monies will be discussed and approved by the Village Board as part of the annual budget process.

When CERF equipment is sold, the proceeds of the sale shall be credited to the CERF Fund.

From time to time, departments may be assigned previously used technology related equipment from within their department or another department in the Village. The Director of Information Technology, in consultation with the Department Head, shall recommend that such equipment be assigned to a department when it meets the department's needs and when doing so will help avoid the expense of purchasing new equipment. Consideration shall be given to the annual operating cost of maintaining the used equipment when deciding whether or not to continue using it. The Village Manager shall have the final say in determining whether or not previously used technology is assigned to a department.

Fixed Asset Policy

The Village shall establish and maintain fixed asset records to comply with governmental financial reporting standards, to provide a basis for determining appropriate insurable values, and to establish responsibility for property control.

Fixed assets shall include land, infrastructure, buildings, machinery, equipment, and vehicles with a life expectancy of more than one year, subject to the capitalization threshold below.

Infrastructure shall include roads (including curbs and gutters), bridges, water and sewer mains, pumping stations, lift stations, traffic lights, streetlights, sidewalks, bike paths, etc. These projects shall be accounted for separately within the Capital Improvement Fund (unless required to be accounted for in another fund - e.g. Water & Sewer, TIF, Motor Fuel Tax, etc.).

All other capital projects, including brick pavers, fences, entrance signs, tree planting, burial of electrical lines, streetscape improvements (done for aesthetic reasons), fountains, parks, buildings, building improvements, equipment and land are not considered infrastructure.

Road projects shall be capitalized when the cost exceeds the capitalization threshold and the work materially extends the life of the street. All expenditures related to an infrastructure project will also be capitalized (engineering, etc.). All other street projects (e.g. surface treatment, patching, etc.) are considered maintenance and are not capitalized.

Water and sewer improvements will be capitalized when the project constructs additional infrastructure or replaces infrastructure and meets the capitalization threshold below. Repairs of water and sewer assets will only be capitalized when they materially extend the life of the original asset, and meet the capitalization threshold below.

The capitalization threshold or minimum value of an asset at the time of acquisition is established at \$10,000 on a per unit basis for machinery, equipment and vehicles, \$50,000 for buildings and improvements, and \$100,000 for land and infrastructure.

Responsibility for control of assets rests with the operating department wherein the asset is located. The Director of Finance shall ensure that control over fixed assets is maintained by establishing a fixed asset inventory that is updated annually and documents all additions and deletions to the fixed asset records. Operating departments shall report the disposal or relocation of a fixed asset promptly to the Director of Finance or his designee. Assets acquired during the year shall be recorded as an expenditure against the appropriate capital expenditure account, which shall be used for financial reporting purposes.

Assets shall be recorded in the fixed asset inventory by using an appropriate description and by recording serial numbers where applicable. Tagging of assets will not be required.

Assets, which do not meet the definition of “fixed assets” under this policy, but in the aggregate account for a substantial asset group, shall not be capitalized for financial accounting purposes. Rather, the responsible operating department shall maintain control of these assets using a system suitable for doing so. Examples of asset groups (and the department responsible for them) which shall be inventoried and maintained separately from the Village’s fixed asset inventory include computers and related equipment (IT Department), guns (Police) and any other asset group identified by the Director of Finance.

All assets will be depreciated using the straight-line method of depreciation over the useful life of the asset. The Director of Finance will assign useful lives to each asset according to the guidelines below.

Type of Asset	Useful Life
Buildings	30-50 Years
Vehicles and Equipment	5-20 Years
Land	Not Depreciated
Land Improvements	10-20 Years
Street Improvements (Residential)	17 Years (Surface), 50 Years (Base)
Street Improvements (Industrial)	12 Years (Surface), 40 Years (Base)
Water & Sewer Infrastructure	5-75 Years
Other Infrastructure	20-75 Years

Journal Entry Policy

The Village shall restrict manual journal entries to entry by either the assistant finance director or the accounting manager. Manual journal entries related to the bank reconciliations shall be prepared by the accountant and entered by the assistant finance director.

Accounts are to be reconciled on a monthly basis by the accountant and the accounting manager. They are then reviewed by the assistant finance director for accuracy.

Samples of journal entries must be tested by the finance director to ensure the journal entry is appropriate and that there is adequate supporting documentation.

More emphasis is placed on reviewing consolidation journal entries for appropriateness. Additionally, journal entries regarding transfers of funds are reviewed for appropriateness.

Cash receipts entries are posted by the accounting manager and reviewed by the accountant and the assistant finance director through the bank reconciliation process. The accountant prepares the bank reconciliation and the assistant finance director reviews it for appropriateness.

Investment Policy**Scope**

This investment policy applies to the investment activities of the Village of Carpentersville. All financial assets of the Village, including the General Fund, Special Revenue Funds, Capital Project Funds, Debt Service Funds, Enterprise Funds, Trust and Agency Funds and other funds that may be created from time to time, shall be administered in accordance with the provisions of this Policy.

Pooling of Funds

Except for cash in certain restricted and special funds, the Village will consider consolidation of cash balances from all funds to maximize investment earnings. Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles.

General Objectives

The primary objectives, in priority order, of investment activities shall be safety, liquidity and yield:

Safety

Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective will be to mitigate credit risk and interest rate risk.

Credit Risk

The Village of Carpentersville will minimize credit risk, the risk of loss due to the failure of the security issuer or backer, by:

- Limiting investments to the safest types of securities
- Pre-qualifying the financial institutions, broker/dealers, intermediaries and advisors with which the Village will do business
- Diversifying the investment portfolio so that potential losses on individual securities will be minimized.

Interest Rate Risk

The Village of Carpentersville will minimize the risk that the market value of securities in the portfolio will fall due to changes in general interest rates, by:

- Structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity
- Investing operating funds primarily in shorter-term securities, money market mutual funds, or similar investment pools.

Liquidity

The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This is accomplished by structuring the portfolio so that securities mature concurrent with cash needs to meet anticipated demands (static liquidity). Furthermore, since all possible cash demands cannot be anticipated, the portfolio should consist largely of securities with active secondary or resale markets (dynamic liquidity). A portion of the portfolio also may be placed in money market mutual funds or local government investment pools, which offer same-day liquidity for short-term funds.

Yield

The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of secondary importance compared to the safety and liquidity objectives described above. The core of investments is limited to relatively low risk securities in anticipation of earning a fair return relatively to the risk being assumed. Securities shall not be sold prior to maturity with the following exceptions:

- A declining credit security may be sold early to minimize loss of principal.
- A security swap would improve the quality, yield, or target duration in the portfolio.
- Liquidity needs of the portfolio require that the security be sold.

Standards of Care

Prudence

The standard of prudence to be used by investment officials shall be the “prudent person” standard and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and this investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security’s credit risk or market price changes, provided deviations from exceptions are reported in a timely fashion and the liquidity and the sale of securities are carried out in accordance with the terms of this policy.

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

Ethics and Conflicts of Interest

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Employees and investment officials shall disclose any material interests in financial institutions with which they conduct business. They shall further disclose any personal financial/investment positions that could be related to the performance of the investment portfolio.

Responsibility for the Investment Program/Delegation of Authority

The establishment of investment policies is the responsibility of the Village Board. Management and administrative responsibility for the investment program of the Village of Carpentersville is hereby delegated to the Finance Director who shall prepare and act in accordance with written procedures and internal controls for the operation of the investment program consistent with this investment policy. Procedures include references to safekeeping, delivery vs. payment, investment accounting, wire transfer agreements and collateral/depository agreements. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Finance Director. The Finance Director will be responsible for all transactions undertaken and will establish a system of controls to regulate the activities of subordinate officials. The Finance Director may from time to time amend the written procedures in a manner not inconsistent with this Policy or with State law.

Safekeeping and Custody

Financial Institutions

It shall be the policy of the Village of Carpentersville to select financial institutions on the following basis:

Security

The Village will not maintain funds in any financial institution that is not a member of the FDIC system. Furthermore, the Village of Carpentersville will not maintain funds in any financial institution not willing to post, or not capable of posting, required collateral for funds in excess of the FDIC insurable limits.

Size

The Village of Carpentersville will not maintain deposits in any financial institution in which the Village funds on deposit will exceed 75% of the institution's capital stock and surplus.

Location

The Village of Carpentersville shall encourage investment in financial institutions within the Village of Carpentersville whenever possible. However, the Board of Trustees may approve qualified depositories regardless of location.

Statement of Condition

The Village of Carpentersville will maintain, for public and managerial inspection, current statements of condition for each financial institution named as depository. If, for any reason the information furnished is considered by the Finance Director to be insufficient, the Village may request additional data. The refusal of any institution to provide such data upon request may serve as sufficient cause for the withdrawal of Village funds.

Internal Controls

The Finance Director is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the Village of Carpentersville are protected from loss, theft or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of control should not exceed the benefits likely to be derived and (2) the valuation of costs and benefits require estimates and judgments by management.

Accordingly, the Finance Director shall establish a process for an annual independent review by an external auditor to assure compliance with policies and procedures. The internal controls shall address the following points:

- Control of collusion
- Separation of transaction authority from accounting and recordkeeping
- Custodial safekeeping
- Avoidance of physical-delivery securities
- Clear delegation of authority to subordinate staff members

Written confirmation of telephone transactions for investments and wire transfers
Development of a wire transfer agreement with the lead bank or third party custodian

Delivery vs. Payment

All trades where applicable will be executed by delivery vs. payment (DVP) to ensure that securities are deposited in an eligible financial institution prior to the release of funds. Securities will be held by a third party custodian as evidenced by safekeeping receipts.

Suitable and Authorized Investments

Investment Types

Consistent with the GFOA Policy Statement State Statutes Concerning Investment Practices, the following investments will be permitted by this policy and are those defined by state law where applicable:

- U.S. government obligations, U.S. government agency obligations, and U.S. government instrumentality obligations, which have a liquid market with a readily determinable market value;
- Certificates of deposit and other evidences of deposit at financial institutions, bankers' acceptances and commercial paper, rated in the highest tier (e.g., A-1, P-1, D-1, F-1 or higher) by a nationally recognized rating agency;
- Investment-grade obligations of state and local governments and public authorities;
- Repurchase agreements whose underlying purchased securities consist of the foregoing;
- Money market mutual funds regulated by the Securities and Exchange Commission and whose portfolios consist only of dollar-denominated securities;
- Local government investment pools;
- Any other investment allowed by Illinois Compiled Statutes.

Collateralization

It is the policy of the Village of Carpentersville to require that funds on deposit in excess of FDIC limits be secured by some form of collateral. The Village will accept any of the following assets as collateral:

- U.S. Government Securities
- Obligations of Federal Agencies
- Obligations of Federal Instrumentalities
- Obligations of the State of Illinois
- Obligations of the Village of Carpentersville
- General Obligation Municipal Bonds rated "A" or better

The amount of collateral provided will be not less than 110 percent of the fair market value of the net amount of public funds secured. The ratio of fair market value of collateral to the amount of funds secured will be reviewed monthly, and additional collateral will be requested when the ratio declines below the level required and collateral will be released if the market value exceeds the required level. Pledged collateral will be held in safekeeping by a third party depository designated by the Village of Carpentersville. Collateral agreements will preclude the release of the pledged assets without an authorized signature from the Village of Carpentersville.

Repurchase Agreement

Repurchase agreements shall be consistent with GFOA Recommended Practices on Repurchase Agreements.

Investment Parameters

Diversification

The investments shall be diversified by:

- Limiting investments to avoid overconcentration of securities from a specific issuer or business sector (excluding U.S. Treasury securities),
- Limiting investment in securities that have higher credit risks,
- Investing in securities with varying maturities, and
- Continuously investing a portion of the portfolio in readily available funds such as local government investment pools (LGIPs), money market funds or overnight repurchase agreements to ensure that appropriate liquidity is maintained in order to meet ongoing obligations.

Maximum Maturities

To the extent possible, the Village of Carpentersville shall attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the Village of Carpentersville will not directly invest operating funds in securities maturing more than three (3) years from the date of purchase or in accordance with state and local statutes and ordinances. (The Village of Carpentersville shall adopt weighted average maturity limitations, consistent with the investment objectives.)

Reporting Methods

The Finance Director will prepare an investment schedule monthly. This report should be provided to the legislative body. The report will indicate:

- Listing of individual securities held at the end of the reporting period by fund,
- Listing of investments by maturity date,
- Interest rate of each investment,
- Amortized book value of each investment,
- Par value of each investment.

Performance Standards

The investment portfolio will be managed in accordance with the parameters specified within this policy. The portfolio should obtain a market average rate of return during a market/economic environment of stable interest rates.

Marking to Market

The market value of the portfolio shall be calculated at least annually.

Policy Considerations

Amendment

This policy shall be reviewed on an annual basis. Any changes must be recommended by the Finance Director and ultimately approved by the Village Board.

Adopted Date: 6/5/2012



TO: Village President and Board of Trustees

FROM: J. Mark Rooney, Village Manager
Catherine L. Haley, Finance Director

DATE: April 10, 2014

RE: Letter of Transmittal – 2014 / 2015 Budget

We are pleased to present to you the 2014/2015 budget for the Village of Carpentersville. This budget incorporates the total program of Village expenditures and supporting revenues for the coming year, working to continue to keep fund balance reserves at the recommended levels set forth by the Village Board. The operating and capital budgets contained herein have been prepared in accordance with Illinois statutes, the Village Municipal Code, and generally accepted accounting principles.

The FY 2015 budget is based upon the Village Board's direction as set forth in the following Mission Statement:

"The Village of Carpentersville is committed to providing to its Citizens the best possible health, safety, and public service to allow for balanced growth with effective financial management and planning."

The budget is a comprehensive document containing detailed revenues and expenditures for all funds operated by the Village. Details of the budget can be found in the pages immediately following this message.

The annual budget is prepared under the direction of the Village Manager. Each department director formulates that segment of the budget related to his or her department, presents it to the Village Manager and the Finance Director, and then makes revisions as necessary or recommended. After revenue and expenditure estimates are finalized, the full draft budget is

then thoroughly reviewed by the Audit and Finance Commission. If necessary, further revisions are made. Finally, the recommended budget is offered for comment at a public hearing and subsequent adoption by the Village President and Board of Trustees.

BUDGET PROCESS

The Village's budget was prepared using a "target-based" approach. There are three reasons for using this process: first, to identify and eliminate unnecessary or duplicative costs in the budget; second, to provide elected officials with a variety of program and service options; and third, to consciously reevaluate the benefits of funding particular service requests.

The target-based budget has two primary components: 1) a "target level" budget that finances a basic level of municipal services; and 2) an unspecified number of incremental expenditure requests considered by the Village Manager.

The following steps were employed in the development of the budget:

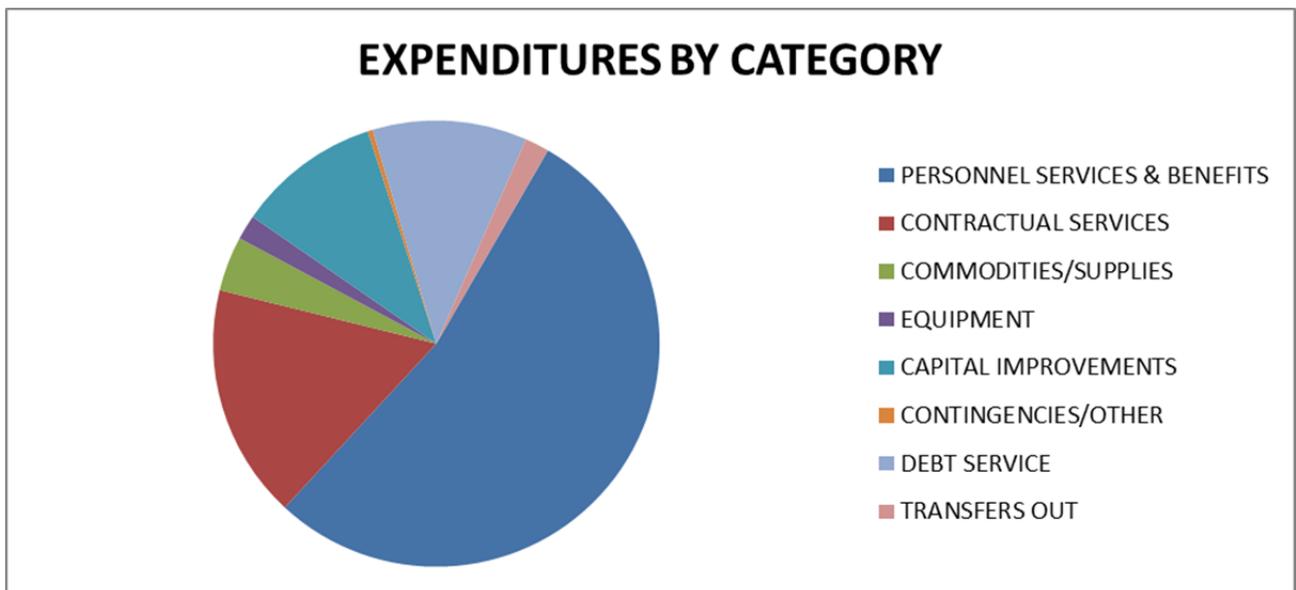
- 1) Revenues for the General Fund and the Water and Sewer Fund were estimated.
- 2) A "Target Level" expenditure base was established for all departments within the General Fund and the Water & Sewer Fund. "Target Level" is defined as the amount necessary to provide the same or lesser level of service as last year, with no new programs, staff or one-time capital outlays.
- 3) The department heads made additional requests during review meetings with the Village Manager and Finance Director. If expanded service levels or programs were approved by the Village Manager and the Audit and Finance Commission, those services and programs were added to the Target Level budget.
- 4) Budgets were also prepared for all special revenue, internal, debt service, enterprise, and capital project funds.

The FY 2015 Proposed Operating and Capital Budget will enable the Village of Carpentersville to provide essential services for the continued health, safety, and welfare of the community by tying in the past and building for the future in conjunction with the Village Board's goals and objectives. The FY 2015 proposed expenditures and supporting revenues continue to keep fund balance reserves at the recommended levels in the policies set forth by the Village Board.

FISCAL YEAR 2014-2015 BUDGET OVERVIEW

The FY 2015 annual budget totals \$55,502,456. Of this amount, \$26,551,668 is budgeted for personnel services (including salary-related costs and pension benefits), representing 73% of the total operating budget (\$36,383,185). The operating budget is comprised of the General Fund, the Water and Sewer Fund (excluding capital improvements), and the Pension Funds. An additional \$9,427,564 is budgeted for contractual services, which includes items such as liability and worker’s compensation insurance, legal fees, maintenance contracts and residential refuse collection. The refuse collection contract costs about \$2.8 million per year; of that cost \$720,000 (26%) is offset by revenues collected from the environmental surcharge charged to residents through their water bills. Equipment and commodities total \$3,197,090 and include items such as small tools and equipment for building repairs, computer software and upgrades, office and operating supplies, uniforms, and janitorial products. Interfund transfers total \$976,950, including \$600,000 (\$500,000 [Gen], \$100,000 [W/S]) to the Capital Equipment Replacement Fund and \$376,950 from the Motor Fuel Tax to the Debt Service Fund.

Principal and interest expenses for the Village’s outstanding debt are budgeted at \$6,208,993; of that amount, only \$1,890,509 is supported by the Village’s property tax levy. The remaining debt service is paid by the Village’s Water and Sewer Fund, local gasoline tax, and transfers from the Village’s MFT fund. Finally, the budget includes \$5,777,560 for capital improvements and capital outlay, including street, water and sewer system infrastructure, building improvements, and vehicle replacements. Contractual service costs represent the second largest portion (16.99%) of the total budget after personnel services and benefits (53.54%) as is shown in the chart below.



GENERAL FUND**FY 2015 – GENERAL FUND OVERVIEW**

The FY 2015 budget sensibly addresses the current needs and future expectations of spending dollars. Staff, in conjunction with the Village Board, recognizes the importance of building a financial plan that maintains service levels and addresses the Village Board's goals and objectives at the same time. In keeping with this theme, FY 2015 budgeted expenditures are coming in \$531,084 over budgeted revenues. While conservative estimates were used to budget these revenues, budgeted expenditures such as increased repairs and maintenance to roads, software for FOIA request tracking, a consultant for Old Town, vehicle hot spots and other maintenance, repair and replacement of equipment were included as well.

In FY 2012, the Village adopted a Capital Equipment Replacement Fund to help build up a reserve for the purchase of long-term capital equipment. This has been maintained in the current budget, continuing the transfer from the General Fund of \$500,000 and \$100,000 from the Water and Sewer Fund, along with dedicating 1.5% of the revenue coming in from the Telecommunication Tax.

In December 2013, the Village Board presented several goals to the Village Manager. The FY 2015 budget was structured to achieve or support the following objectives:

GOALS OF THE CARPENTERSVILLE VILLAGE BOARD**➤ ONE YEAR GOALS**

- Create an atmosphere where village customers feel valued and respected through proper customer service that includes customer service goals, training and metrics; to consistently improve on utilizing IT systems that enable staff to operate more efficiently thus improving services provided to customers of the Village. Offer on-line survey option to receive feedback on village services.
- Prioritize potential budget/service cuts before budget talks begin; including revenue alternatives.
- Adding performance metrics to each one year goal to include metrics to evaluate the Village's current system of in-house adjudication.
- Staff will adhere to 2013 Capital Budget Projects document.
- Transfer payment of water and sewer bills to landlords.
- Will provide semi-annual Interim Financial Statements within one year's time with a goal of providing quarterly statements within a two year time period.
- Amend east side lot and building restrictions to be similar to those in Old Town
- Update the Baxter Woodman Infrastructure recommendations that will lead to direction of Capital Improvement Plan. A pavement evaluation will be conducted to determine what maintenance is needed on Village-wide streets
- Reduce the overall percentage of the budget allocated to public safety by 5%

- Increase the overall number of neighborhood watch programs
- Implement an Employee Recognition Program

- Economic Development Goals (how to encourage new businesses into the Village)
 - Spring Hill Mall initiatives, work with Mall Management to remove restrictive covenants
 - Create marketing materials/site availability data base (working in conjunction with the Business Development Commission)

➤ **TWO YEAR GOALS**

- Move fiscal year to January 1st.
- Align budget to support fiscal year change
- Continue sanitary sewer lining program
- Strengthen the rental housing inspection program
- Façade development program for business owners allocated with TIF dollar availability. (2-3 year goal)

➤ **FIVE YEAR/ONGOING GOALS**

- Streamline village department processes in order to be more efficient and operate within the budget funds available that includes restructuring of certain departmental processes within Village Hall.
- Foster economic development through a “one stop” process for development of new businesses and expansion of existing businesses. Have more consistent application of building codes.
- Implement Parks Comprehensive Plan/Carpenter Park Master Plan
- Establishing a total tree inventory and regular tree maintenance program; tree inventory and implementation of a maintenance program are dependent upon receiving grant funding due to personnel constraints.
- Consider financial planning/funding strategy to meet medium and long range goals.
- Complete upgrades to Old Town street and underground infrastructure – need to identify funding source.
- Continue to implement Old Town Comprehensive Plan

Several of these objectives have already been met. The transfer of water and sewer bill payments to the landlords was implemented in January of 2014 and has been running very smoothly. Throughout the budget process Department Heads worked closely with the Village Manager and the Finance Director to implement budget cuts prior to budget discussions at the Audit and Finance Commission level. The employee recognition program will begin May 1, 2014 and continued customer service training has been provided to staff Village wide.

FY 2015 – GENERAL FUND REVENUE ASSUMPTIONS

The FY 2015 General Fund budget is based upon projected revenues from taxes, fees, and other sources totaling \$27,724,990. This represents an increase of \$570,091 over estimated FY 2014 receipts. The majority of this increase can be attributed to the increase in the Home Rule Sales tax rate the Board approved with an effective date of July 2014. Several major categories of Village revenue are described in greater detail as follows:

State & Home Rule Sales Tax – Sales tax represents 24.5% of total General Fund. In the State of Illinois, there is a base 6.25% sales tax on general merchandise. It is administered and collected by the Illinois Department of Revenue. One percent of the Sales Tax is distributed to the municipality where the sale occurred. This tax is captured in the Village's General Fund and is used for basic Village operations.

The Village also imposes a 1.50% Home Rule Sales Tax. This percentage was voted to increase to 2.00% for collections beginning in July 2014. The budget dollars for fiscal year-end April 30, 2015 will reflect an additional .50% of revenues for ten months out of the 12. Thereafter a full 12-month projection at 2.00% will be budgeted. This tax, while approved locally, is administered and collected by the Illinois Department of Revenue.

Although these revenues are starting to show signs of improving, the revenues were projected to remain relatively flat.

Property Tax – The property tax levy is the largest source of revenue for the Village's General Fund, comprising 36.8% of all receipts. The Village Board approves a tax levy in December of each year, and, the following year, the Kane County Treasurer collects the funds and remits them to the Village. The portion of the property tax levy that goes to the General Fund to support daily operations and pay for residential refuse collection was increased in 2013 by \$215,000.

State Income Tax – State Income Tax is the third largest source, 13.3%, of General Fund revenue. As with sales tax, income taxes are collected by the State of Illinois and distributed to the Village on a per capita basis. The FY 2015 budget for income tax revenue is \$3,686,000, which is 1.11% more than the budgeted amount in FY 2014.

While income tax receipts were hit hard by the downturn in the economy, they continue to show an upswing during FY 2014. Revenues are projected to come in at \$333,648 higher than budgeted dollars. However, state legislators periodically consider legislation that would ultimately reduce the amount of income taxes distributed to local municipalities. These projected revenues are based on projections provided by the Illinois Municipal League in April of 2014 and assume receipts of 12 monthly distributions.

FY 2015 – GENERAL FUND EXPENDITURE ASSUMPTIONS

FY 2015 expenditures in the General Fund total \$28,256,074, including interfund transfers. This represents an increase of \$1,330,057 (4.7%) compared with the FY 2014 approved budget. The increase was primarily due to items approved during the budget process that were above the base budget, such as the additional street projects for repair and maintenance, a new training officer in the Fire Department, pension levy dollar increases based on an independent actuarial valuation, salary increases based on several union contract negotiations and a potential debt payment this fiscal year if new debt were to be issued.

While budgeted expenditures are greater than budgeted revenues, fund balance reserves have been maintained at the recommended levels in the policies set forth by the Village Board. General Fund Balance reserves are a key component to financial stability. Projected fund balance reserve levels are 20.91% at the end of FY 2014 based on projected expenditures and 18% at the end of FY 2015 based on budgeted expenditures, or just over \$5,000,000. Our financial policy states General Fund balance should be between 15-25% of annual operating expenditures.

Other notable items showing staff is consistently looking to manage expenditures while maintain levels of service are as follows:

- Continue to progressively pursue available grants when possible. In FY 2014 staff demonstrated this commitment by obtaining over \$363,000 in grant monies.
- Received the “Tree City USA” award from the Illinois Department of Natural Resources for the second year.
- Continue to transfer dollars from the General Fund to the Capital Equipment Replacement Fund (\$500,000 from the General Fund and \$100,000 Water and Sewer Fund).
- Incorporated Village Board goals and objectives throughout the year, tracking with metrics for the budget process.

Again, the focus of the budget process this year was to address both today’s needs while also addressing future known costs in a sustainable manner with a smaller present-value investment.

WATER and SEWER FUND**FY 2015 - REVENUE ASSUMPTIONS**

Anticipated revenues for this current fiscal year are \$9,139,398, which is \$513,515 less than budgeted. Note that the FY 2014 budget did incorporate the Baxter & Woodman recommendations from the water and sewer study that was adopted by the Village Board in 2011; however, we are trending behind the study both in revenues and expenditures so we were more conservative with our budget projections for revenues in FY 2015. If current projections are accurate, this will decrease the Water and Sewer Fund's cash reserves. The purpose of these reserves in the Water and Sewer Fund is to supplement revenues during uneven cash flow or unexpected drop in revenues, as well as for the replacement, repair, and maintenance of equipment, or any unplanned capital improvements. By year five of the rate increase, approved by the Village Board in April 2011, reserves were projected to recover to a level consistent with the Village's cash reserve policy of 30% of annual operating expenditures. Staff will monitor to see if this will still hold true.

As is the case with the General Fund, the economy is still having an impact on water and sewer revenue. Foreclosures, closed businesses, and a tendency to conserve water are all contributing factors that continue to drive down the Village's water sales. In addition, the general trend towards using water-saving fixtures and toilets is reducing water consumption. In the Village's case, water sales are down by over 29 million gallons (4.26%) between 2013 May-March and 2014 May-March. While we are unsure what is triggering this phenomenon, it puts pressure on the Village to continue with the recommendations in the Baxter and Woodman study on the water and sewer rate schedule. Water and sewer revenues being the only source of revenue to the Fund, there is little the Village can do other than raise rates to ensure sufficient operating revenue and reduce operating costs when possible. The scheduled rate increase will allow the Village to better plan and address the future capital needs while also rebuilding its fund balance to an adequate operating level.

Anticipated revenues next year are \$8,446,576, which is \$319,465 more than budgeted expenditures. If these budgeted projections hold true, this will increase the Water and Sewer Fund's cash reserves.

Listed below is the five year schedule of water and sewer rates; all rates are per 1,000 gallons of water used:

<u>Fiscal Year</u>	<u>Water Rate</u>	<u>Sewer Rate</u>	<u>Total</u>
Aug 2011	\$ 3.72	\$ 4.00	\$ 7.72
Aug 2012	\$ 4.43	\$ 4.60	\$ 9.03
Aug 2013	\$ 5.09	\$ 4.88	\$ 9.97
Aug 2014	\$ 5.24	\$ 5.03	\$ 10.27
Aug 2015	\$ 5.40	\$ 5.18	\$ 10.58

Additionally, the study recommended a change from quarterly to bi-monthly billing cycles, availability fees based on meter size, and minor changes to the Senior/Disabled discount, all of which have been implemented.

OTHER MAJOR FUND EXPENDITURES

The Carpentersville budget includes other funds that account for specific programs or projects, including capital improvements/projects, debt service, Motor Fuel Tax (MFT), Tax Increment Financing District (TIF), Special Service Areas (SSA's), and Police and Fire Pension Funds.

Capital Projects – The FY 2015 budget includes \$4,524,560 in capital expenditures for projects such as Carpenter Creek Stormwater Improvements (\$1,200,000), Carpenter Park Improvements (\$800,000), the Fox River Beautification Project (\$450,000), Phase III engineering for Maple Avenue (\$502,298), and Rte. 31 & Huntley engineering (\$695,262).

Debt Service – The Village's General Obligation principal and interest debt payments for FY 2015 are budgeted at \$6,208,993. Of that amount, \$1,908,051 is supported by the property tax levy; the remaining amount will be paid by other revenue streams such as the local motor fuel tax and impound fees and the Water and Sewer and MFT Funds. The FY 2015 debt service does include a new debt issuance before the end of the fiscal year.

MFT Fund – Budgeted expenditures in the MFT Fund total \$2,249,950, which includes funding for street light power, asphalt, road salt, the annual sidewalk program, and debt service on outstanding bonds. This increase from FY 2014 to FY 2015 is due to additional dollars being spent for much needed roadway repairs.

TIF Funds – The Village has two TIF Funds included in the FY 2015 budget. TIF district #1 is located in the Spring Hill Center for Commerce and Industry. TIF #3, the Meadowdale-Rte 25 TIF, includes budgeted expenditures in FY 2015 for engineering costs associated with the connection through the Meadowdale shopping plaza off of Route 25 in the amount of \$62,050.

Police and Fire Pension Funds – Contributions to the Police and Fire Pension Funds consist primarily of employee payroll deductions and the Village's annual contribution. An

independent actuary determines the Village’s contribution by annually reviewing actuarial assumptions and the Funds’ financial position. The Village Board annually approves a property tax levy, which provides the employer’s contribution.

In 2011, the State Legislature passed P.A. 096-1495, which changed the funding methodology for pension funds. Under 096-1495, the municipality could choose to change the actuarial assumption from Entry-age Normal to Projected Unit Credit (PUC). Under the PUC methodology, the municipality could also choose to fund to the 90% level. This change initially results in a reduction to the amount of contribution required but does not change the unfunded accrued liabilities. The Village chose to change to the PUC method in FY2013 and continued with this method for FY2015.

The current budget includes employer contributions through the tax levy to the Police Pension Fund of \$1,890,509, a 6.89% increase from FY2014, and a contribution to the Fire Pension Fund of \$654,008, a 25.89% increase, for a combined increase of \$256,308 compared to FY2014. The FY 2015 budget also includes an additional employer contribution to the Police Pension fund in the amount of \$128,222 to help increase the percent funded level. This amount will come directly out of the cash reserves in the General Fund. Employee contributions total \$550,000 and \$285,000, respectively.

Health Insurance – The Village participates in the Intergovernmental Personnel Benefit Cooperative (IPBC), a public entity risk pool with more than 50 members that was established by certain units of local government in Illinois to administer their medical and life insurance programs. Under the medical insurance plan, the Village offers an indemnity medical benefit program (*i.e.*, PPO) whereby it is responsible for the first \$35,000 of each individual employee’s claims. IPBC members share claims between \$35,000 and \$125,000, and the pool maintains stop-loss insurance to cover claims in excess of \$125,000. The pool also offers a HMO plan for member employees, which provides coverage without a per employee self-insured retention.

The FY 2015 budget includes an anticipated 4% rate increase, reflecting both our recent claims experience, and our estimation of the impact of the affordable care act (Obama Care).

2013 PROPERTY TAX LEVY OVERVIEW

Shown below is a table comparing the 2012 tax levy with the tax levy for 2013

<u>Levy Description</u>	<u>2012</u>	<u>2013</u>	<u>\$ Increase from 2012</u>	<u>% Increase from 2011</u>
General Fund	7,235,654	7,450,736	215,082	2.97%
Debt Service	1,854,712	1,887,900	33,188	1.79%
Police Pension	1,768,694	1,890,509	121,815	6.89%
Fire Pension	519,516	654,009	134,493	25.89%
TOTAL	11,378,576	11,883,154	504,578	4.43%

The General Fund portion of the 2012 tax levy was increased by \$215,082 while at the same time the levies for the Police and Fire Pension Funds were increased per an independent actuarial study by a combined total of \$256,308.

FUTURE OUTLOOK

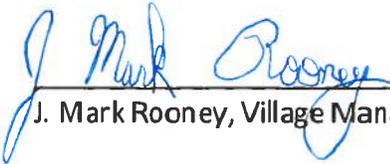
Government should be “efficient and effective”, but it cannot be run like a business. Businesses are fundamentally nondemocratic, and their decision making is insulated from public scrutiny. Businesses are accountable only to owners and shareholders—and only for the level of short-term profits. Local government in contrast, has no profit incentives and makes decisions in public forums attended by the media (who rarely accurately report the facts in their entirety), individual citizens, or representatives from well-organized interest groups (Unions). Thus, the Board working in concert with the senior staff must balance the quest for efficiency with responsiveness to diverse community needs and interests; consequently, decisions are usually made through compromise rather than fiat. Thus, the complexity and constraints of public budgeting make it difficult near impossible to generalize from individual family or business budgeting budgets processes to the government. I firmly believe that the Audit and Finance commission’s many hours of public review in detail of all aspects of the Village’s budget has achieved the recognition that government budgets are legitimately different and necessarily more complicated. Yet, the staff has demonstrated their understanding and commitment to the goals established by the Village Board to make every dollar spent accountable to the customer/taxpayer whom we are in the business of serving as public servants.

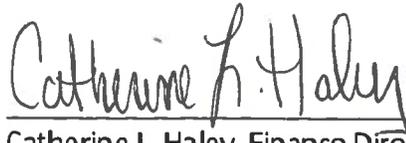
FY 2015 PROGNOSIS

The fiscal year 2015 Village of Carpentersville budget is streamlined, efficient, and sustainable. It provides adequate service levels to Village residents and, at the same time, staff is committed to continued scrutiny of ongoing expenditures and reductions in spending wherever possible. The uncertainty regarding legislation State of Illinois lawmakers may enact is somewhat troubling, as their decision regarding the Local Government Distributive Fund (income tax distributions) could profoundly impact municipalities state-wide, as could the enactment of House Bill 5485, minimum manning in the Fire Department. The decision by an arbitrator to force the Village to hire additional fire fighters we neither require, nor can afford is a looming threat to a balanced budget in the future. However, we are proud of the document presented herein.

In closing, we would like to express our appreciation to the Village Board and members of the Audit and Finance Commission for their attendance at many meetings and review sessions and to Village staff who worked long hours identifying departmental needs and preparing budget proposals based upon these needs. Special thanks go to the members of the Finance Department, who put together the attached document in a timely and highly professional manner.

Respectfully submitted,


J. Mark Rooney, Village Manager


Catherine L. Haley, Finance Director

**Village of Carpentersville
Budgetary Fund Structure**

Fund	Governmental				Proprietary		Fiduciary
	General Fund	Special Revenue Funds	Debt Service Funds	Capital Projects Funds	Enterprise Funds	Internal Service Funds	Investment Trust Funds
General (Major)	X						
Grants & Escrows (closed in FY2014)	X						
Development (closed in FY2014)	X						
Escrow		X					
Stormwater Detention (closed in FY2014)		X					
Strengthening Families		X					
Veterans Garden		X					
Motor Fuel Tax		X					
Special Service Area #1		X					
Special Service Area #2		X					
Special Service Area #3		X					
Special Service Area #21		X					
TIF #1		X					
TIF #3		X					
Foreign Fire Tax Board		X					
Debt Service			X				
General Capital PW (closed in FY2014)				X			
Capital Equipment Replacement				X			
Capital Improvement				X			
Water And Sewer					X		
Insurance						X	
Police Pension							X
Firefighters' Pension							X

The Village’s fund structure is categorized into three types: governmental, proprietary, and fiduciary.

- ❖ **Governmental** – A “source and disposition” type whose measurement focus is on determination of financial position and changes in financial position (sources, uses, and fund balances).
- ❖ **Proprietary** – a government’s activities that are business-type that recover the full cost of providing services (including capital costs) through fees and charges on those who use their services.
- ❖ **Fiduciary** – A type that holds assets in trust capacity or as an agent for individuals, private organizations, other governmental units and/or other Funds.

General Fund accounts for all general governmental activity not accounted for in other funds.

Special Revenue Funds account for the proceeds of specific revenue sources that are legally restricted to expenditures for specific purposes.

Debt Service Funds account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

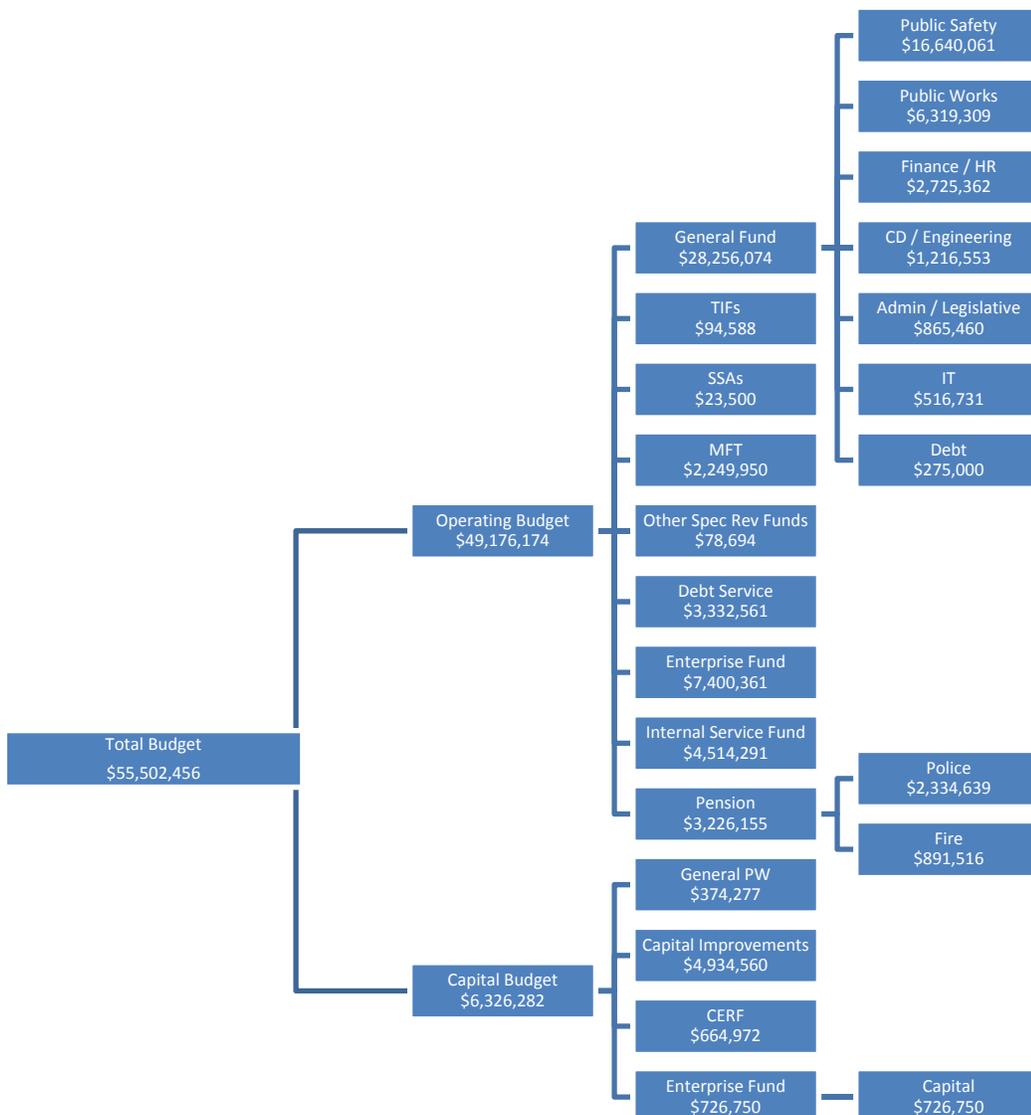
Capital Projects Funds account for governmental-type financial resources designated to be used for the acquisition or construction of major capital facilities or projects.

Internal Service Funds account for the funding of goods or services provided by one department to other departments on a cost-reimbursement basis.

Enterprise Funds account for resources committed to self-supporting activities of governmental units that render services on a user-charged basis.

Pension Trust Funds account for resources that are required to be held in trust for the members and beneficiaries of defined benefit police and fire pension plans.

- ❖ The Grants & Escrows Fund and Development Fund are both reported in the audited financial statements as departments within the General Fund. However, the funds are appropriated as separate funds.



VILLAGE OF CARPENTERSVILLE					
Statement of Revenues, Expenditures, and Changes in Fund Balance/Unrestricted Net Assets (Estimated)					
Fiscal Year Ending April 30, 2015					
Fund	FY 2014 Proj. Beginning Fund Balance	FY 2015 Budgeted Revenues	FY 2015 Budgeted Expenditures	FY 2015 Surplus (Deficit)	FY 2015 Projected Ending Fund Balance
General	\$ 5,614,968	\$ 27,724,990	\$ 28,256,074	\$ (531,084)	\$ 5,083,884
Special Revenue Funds					
Escrow	205,309	4,015	25,000	(20,985)	184,324
Strengthening Families	53,202	26,677	24,294	2,383	55,585
Veterans Garden	51,411	50	3,000	(2,950)	48,461
Motor Fuel Tax	1,144,958	1,363,025	2,249,950	(886,925)	258,033
SSA #1 Newport Cove	1,428	13,700	12,000	1,700	3,128
SSA #2 Oak Meadows	1,917	1,000	1,000	-	1,917
SSA #3 Keele Farms	37,648	5,000	7,000	(2,000)	35,648
SSA #10 Hill	13,942	-	-	-	13,942
SSA #18 EDCO	6,132	-	-	-	6,132
SSA#21 White Oaks	7,821	4,500	3,500	1,000	8,821
TIF #1 Spring Hill	1,747,767	541,517	32,538	508,979	2,256,746
TIF #3 Route 25	(1,280,667)	-	62,050	(62,050)	(1,342,717)
Foreign Fire	29,476	26,408	26,400	8	29,484
Debt Service Funds					
General Obligation Bonds	636,812	2,864,997	3,332,561	(467,564)	169,248
Capital Projects Funds					
Capital Equipment Replacement	726,198	792,200	664,972	127,228	853,426
Capital Improvement Program	1,166,111	12,386,799	4,934,560	7,452,239	8,618,350
Enterprise Funds					
Water and Sewer ^	5,912,772	8,446,576	8,127,111	319,465	6,232,237
Internal Service Funds					
Liability Insurance	157,524	4,468,090	4,514,291	(46,201)	111,323
Fiduciary Funds					
Police Pension	31,052,547	3,868,729	2,334,639	1,534,090	32,586,637
Firefighters' Pension	16,840,223	1,689,008	891,516	797,492	17,637,715
Totals	\$ 64,127,499	\$ 64,227,281	\$ 55,502,456		\$ 72,852,324

^ Cash and Cash Equivalent. 4 months of reserves for operating equates to approximately \$2,709,037 leaving \$3,523,200 for long-term capital.

VILLAGE OF CARPENTERSVILLE
Revenues Summary - Total by Fund
Fiscal Year Ending April 30, 2015
FY 2014

Fund	Proj. Beginning Fund Balance	Actual 2013	Budget 2014	Estimate 2014	Board Approved 2015
Revenues and Other Financing Sources					
General*					
General	\$ 5,614,968	\$ 26,658,705	\$ 24,228,799	\$ 27,154,899	\$ 27,724,990
Development^	-	22,875	-	208,981	-
Grant^	-	50,537	-	-	-
Special Revenue Funds					
Escrow	205,309	40,000	30,000	33,018	4,015
Stormwater Detention^	-	101,347	875	4	-
Strengthening Families	53,202	26,671	4,445	26,679	26,677
Veterans Garden	51,411	600	500	50	50
Motor Fuel Tax	1,144,958	1,084,628	1,511,775	1,545,130	1,363,025
SSA #1 Newport Cove	1,428	14,225	16,500	16,368	13,700
SSA #2 Oak Meadows	1,917	1,100	1,000	1,000	1,000
SSA #3 Keele Farms	37,648	9,235	8,500	8,494	5,000
SSA #10 Hill	13,942	-	-	-	-
SSA #18 EDCO	6,132	-	-	-	-
SSA#21 White Oaks	7,821	4,983	5,000	5,000	4,500
TIF #1 Spring Hill	1,747,767	440,753	428,500	583,851	541,517
TIF #3 Route 25	(1,280,667)	-	-	-	-
Foreign Fire	29,476	33,510	28,462	26,408	26,408
Debt Service Funds					
General Obligation Bonds	636,812	2,850,649	2,524,261	2,800,550	2,864,997
Capital Projects Funds					
General Capital PW^	-	27,461	2,000	25,410	-
Capital Equipment Replacement	726,198	669,770	816,200	847,411	792,200
Capital Improvement Program	1,166,111	499,586	2,466,835	3,579,622	12,386,799
Enterprise Funds					
Water and Sewer	5,912,772	7,848,375	9,652,913	9,139,398	8,446,576
Internal Service Funds					
Liability Insurance	157,524	-	-	4,598,474	4,468,090
Fiduciary Funds					
Police Pension	31,052,547	4,355,240	3,468,692	4,818,692	3,868,729
Firefighters' Pension	16,840,223	1,906,465	1,583,215	1,529,515	1,689,008
Total Revenues and Other Financing Sources	\$ 64,127,499	\$ 46,646,715	\$ 46,778,472	\$ 56,948,954	\$ 64,227,281

* Estimated Fiscal Year 2014 and Budgeted Fiscal Year 2015 revenues include property taxes designated to the Police and Fire Pension Funds

^ Closed in Fiscal Year 2014

VILLAGE OF CARPENTERSVILLE
Expenditures Summary - Total by Fund
Fiscal Year Ending April 30, 2015

FY 2014

Fund	Proj. Beginning Fund Balance	Actual 2013	Budget 2014	Estimate 2014	Board Approved 2015
Expenditures and Other Financing Uses					
General*					
General	\$ 5,614,968	\$ 25,872,835	\$ 24,637,809	\$ 26,858,508	\$ 28,256,074
Development^	-	3,754	-	-	-
Grant^	-	87,279	-	196,504	-
Special Revenue Funds					
Escrow	205,309	354,000	116,630	116,630	25,000
Stormwater Detention^	-	43,342	245,582	331,790	-
Strengthening Families	53,202	12,104	19,716	40,431	24,294
Veterans Garden	51,411	32	3,440	3,250	3,000
Motor Fuel Tax	1,144,958	963,667	1,652,504	1,826,505	2,249,950
SSA #1 Newport Cove	1,428	8,727	13,700	12,100	12,000
SSA #2 Oak Meadows	1,917	700	1,000	625	1,000
SSA #3 Keele Farms	37,648	4,480	5,000	4,500	7,000
SSA #10 Hill	13,942	-	-	-	-
SSA #18 EDCO	6,132	-	-	-	-
SSA#21 White Oaks	7,821	2,550	4,500	2,645	3,500
TIF #1 Spring Hill	1,747,767	502,710	161,000	158,263	32,538
TIF #3 Route 25	(1,280,667)	15,337	1,206,000	1,265,329	62,050
Foreign Fire	29,476	35,065	28,462	33,625	26,400
Debt Service Funds					
General Obligation Bonds	636,812	2,940,238	2,561,472	2,966,787	3,332,561
Capital Projects Funds					
General Capital PW^	-	-	374,277	344,040	-
Capital Equipment Replacement	726,198	649,226	741,620	742,446	664,972
Capital Improvement Program	1,166,111	1,467,670	5,462,416	5,729,443	4,934,560
Enterprise Funds					
Water and Sewer	5,912,772	5,880,473	11,695,861	9,731,205	8,127,111
Internal Service Funds					
Liability Insurance	157,524	-	-	4,440,950	4,514,291
Fiduciary Funds					
Police Pension	31,052,547	2,353,865	2,281,200	2,357,870	2,334,639
Firefighters' Pension	16,840,223	728,621	774,410	865,657	891,516
Total Expenditures and Other Financing Uses	\$ 64,127,499	\$ 41,926,675	\$ 51,986,599	\$ 58,029,103	\$ 55,502,456

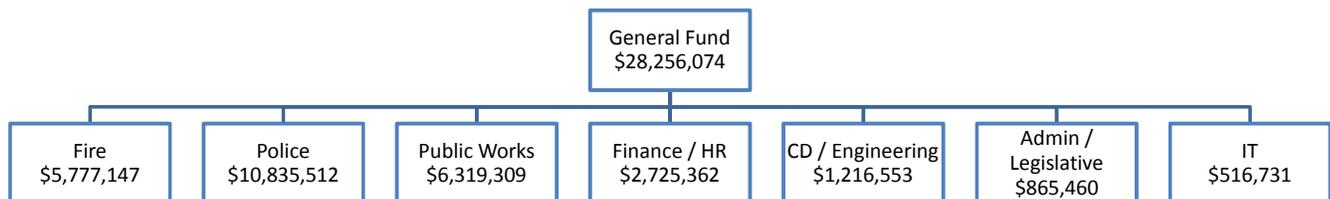
* Estimated Fiscal Year 2014 and Budgeted Fiscal Year 2015 expenditures include property taxes designated to the Police and Fire Pension Funds

^ Closed in Fiscal Year 2014

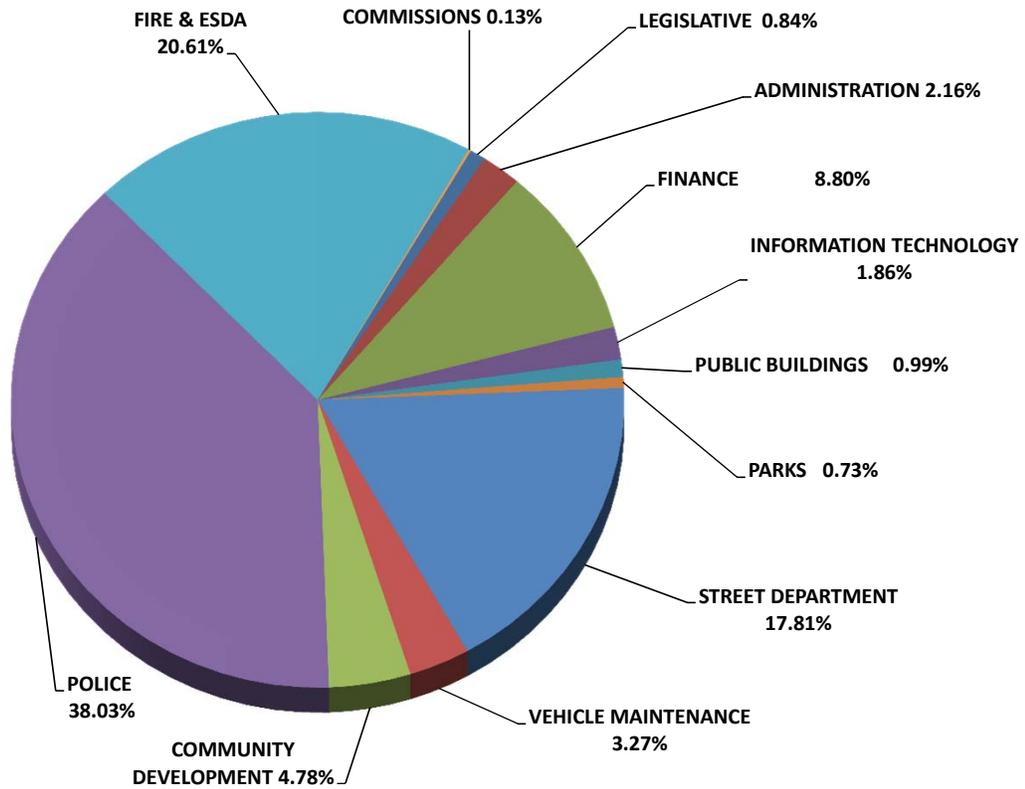
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VILLAGE OF CARPENTERSVILLE GENERAL FUND SUMMARY

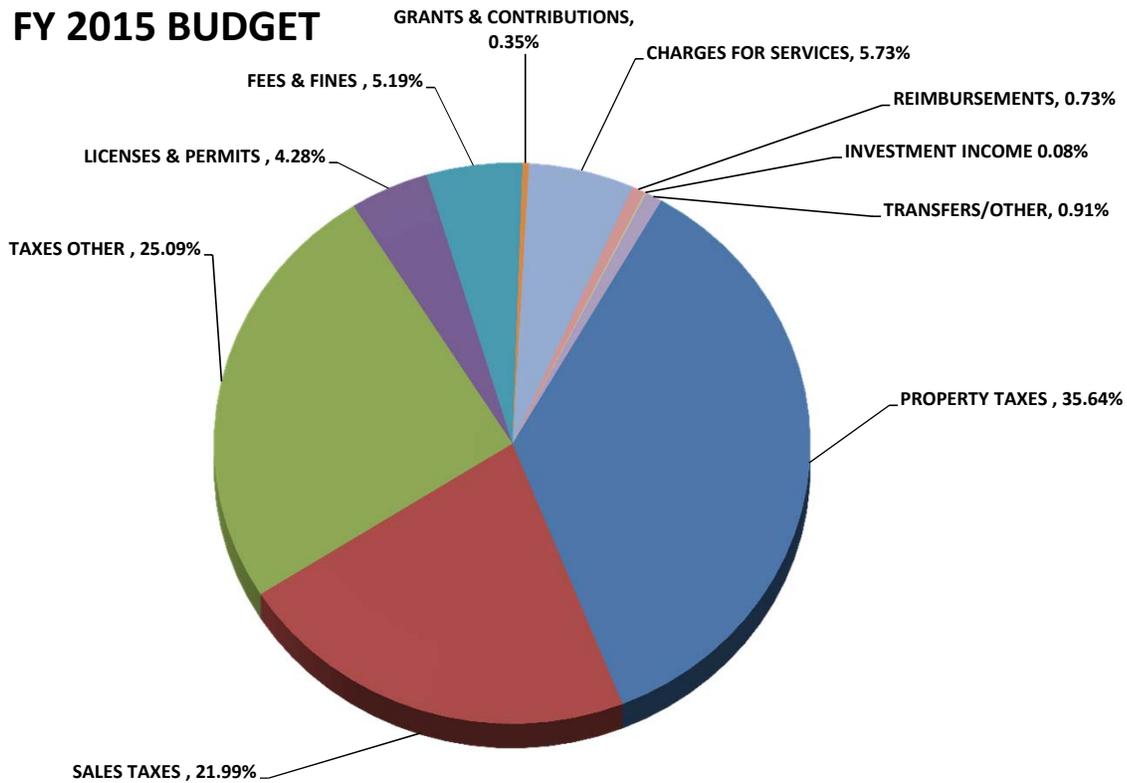
REVENUES	2012 ACTUAL	2013 ACTUAL	2014 BUDGET	2014 PROJECTION	2015 BUDGET
PROPERTY TAXES	6,766,618	9,240,334	7,437,153	9,678,710	10,201,748
SALES TAXES	6,085,839	5,982,350	5,846,888	5,972,000	6,780,000
TAXES OTHER	6,130,404	6,443,722	6,294,108	6,814,034	6,807,000
LICENSES & PERMITS	1,068,968	1,141,129	1,258,750	1,162,271	701,181
FEES & FINES	1,802,552	1,562,926	1,551,200	1,410,318	1,341,930
GRANTS & CONTRIBUTIONS	15,570	93,440	31,400	95,531	22,200
CHARGES FOR SERVICES	1,457,431	1,661,334	1,614,900	1,556,303	1,594,900
REIMBURSEMENTS	317,065	256,232	176,900	197,338	129,531
INVESTMENT INCOME	9,262	16,834	17,000	20,941	20,000
TRANSFERS/OTHER	285,745	260,404	500	247,453	500
TOTAL GENERAL FUND REVENUES	\$ 23,939,455	\$ 26,658,705	\$ 24,228,799	\$ 27,154,899	\$ 27,724,990
EXPENSES					
LEGISLATIVE	188,821	184,560	188,366	185,044	234,252
ADMINISTRATION	758,659	543,825	531,721	527,670	595,215
FINANCE	1,857,199	2,430,480	2,372,199	2,692,734	2,725,362
INFORMATION TECHNOLOGY	321,673	463,991	530,822	511,094	516,731
PUBLIC BUILDINGS	196,461	244,785	243,465	255,740	275,726
PARKS	156,418	133,048	187,151	191,917	173,087
STREET DEPARTMENT	4,868,098	4,645,011	4,650,417	4,744,206	4,959,933
VEHICLE MAINTENANCE	(75)	487,659	905,837	830,532	910,563
COMMUNITY DEVELOPMENT	1,445,615	1,304,770	1,316,534	1,266,605	1,216,553
POLICE	8,699,733	9,920,538	8,638,849	10,139,026	10,835,512
FIRE & ESDA	4,827,823	5,477,998	5,045,342	5,499,944	5,777,147
COMMISSIONS	14,298	36,170	27,106	13,995	35,993
TOTAL GENERAL FUND EXPENSES	\$ 23,334,722	\$ 25,872,835	\$ 24,637,809	\$ 26,858,508	\$ 28,256,074
ENDING FUND BALANCE	\$4,532,708	\$5,318,578	\$4,909,567	\$5,614,969	\$5,083,885
PERCENTAGE OF EXPENDITURES	19%	21%	20%	21%	18%



EXPENDITURES BY DEPARTMENT FY 2015 BUDGET



REVENUES BY SOURCE FY 2015 BUDGET



VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

001 - GENERAL FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>001011 - GENERAL FUND - GENERAL REVENUE</u>						
<u>PROPERTY TAXES</u>						
40100	PROPERTY TAXES	6,550,137	7,051,440	7,235,653	7,189,087	7,450,733
40102	PROPERTY TAXES - POLICE PEN	-	1,533,426	-	1,768,692	1,890,507
40103	PROPERTY TAXES - FIRE PEN	-	453,980	-	519,515	654,008
40150	ROAD & BRIDGE TAX	216,268	201,488	201,500	201,416	206,500
	TOTAL	6,766,405	9,240,334	7,437,153	9,678,710	10,201,748
<u>SALES TAXES</u>						
41525	SALES TAX MUNICIPAL	3,008,457	2,958,108	2,910,000	2,945,000	2,950,000
41535	SALES TAX HOME RULE	3,077,382	3,024,242	2,936,888	3,027,000	3,830,000
	TOTAL	6,085,839	5,982,350	5,846,888	5,972,000	6,780,000
<u>TAXES OTHER</u>						
42053	STATE REPLACEMENT TAX	100,001	84,960	100,000	100,000	100,000
42073	STATE INCOME TAX	3,042,276	3,396,732	3,316,808	3,600,000	3,686,000
42093	LOCAL USE TAX	549,879	604,865	570,000	650,000	660,000
42720	PULL TABS	2,155	2,010	2,300	2,010	2,000
42730	MUNICIPAL UTILITY TAX	1,445,519	1,466,585	1,380,000	1,500,000	1,450,000
42740	VIDEO GAMING TAX	-	768	-	32,000	40,000
	TOTAL	5,139,829	5,555,920	5,369,108	5,884,010	5,938,000
<u>FEES & FINES</u>						
44810	INFRASTRUCTURE MAINT FEE	713,026	633,618	650,000	570,000	550,000
	TOTAL	713,026	633,618	650,000	570,000	550,000
<u>GRANTS & CONTRIB</u>						
45000	GRANTS - FEDERAL	-	-	-	10,328	-
60002	METRO MAYOR GRANT	-	-	-	20,000	-
45005	STATE - GRANTS	-	52,850	-	-	-
60001	IDNR GRANT	-	-	-	14,424	-
60004	LED STREET LIGHT	-	-	-	13,681	-
60006	VILLAGE HALL LEDS	-	-	-	7,994	-
90112	DCEO - ASPHALT	12,500	37,500	-	-	-
45100	CONTRIBUTIONS	300	-	-	-	-
60003	UNITED AIRLINES GRANT	-	-	-	5,000	-
80005	OCTOBERFEST	-	-	3,000	2,873	-
90111	AT&T ROW LANDSCAPE	-	-	-	1,500	-
	TOTAL	12,800	90,350	3,000	75,800	-
<u>REIMBURSEMENTS - REV</u>						
47112	REIMB - IRMA	57,959	86,939	-	100,000	-
47772	REIMB - NSF	329	375	400	400	400
	TOTAL	58,288	87,314	400	100,400	400
<u>INVESTMENT INCOME</u>						
48006	INTEREST INCOME	3,121	13,234	5,000	8,000	8,000
80004	CARPENTERS PARK TRUST	-	-	12,000	12,941	12,000
48016	UNREALIZED GAIN/LOSS ON INVEST	6,142	-	-	-	-
48110	GAIN/LOSS ON INVESTMENT	-	3,600	-	-	-

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

001 - GENERAL FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>001011 - GENERAL FUND - GENERAL REVENUE</u>						
	TOTAL	9,262	16,834	17,000	20,941	20,000
<u>TRANSFERS/OTHER</u>						
49075	TRANSFER FROM GRANTS/SEIZURES	-	-	-	196,504	-
49090	TRANSFER FROM DONATION FUND	-	2,921	-	30,135	-
49100	TRANSFER WATER & SEWER FUND	250,000	250,000	-	-	-
49999	MISCELLANEOUS INCOME	2,494	7,483	500	20,813	500
	TOTAL	247,506	260,404	500	247,453	500
	DEPARTMENT TOTAL	19,032,955	21,867,124	19,324,049	22,549,314	23,490,648
<u>001012 - GENERAL GOV - CHARGES FOR SERV</u>						
<u>FEES & FINES</u>						
44800	CABLE TV FRANCHISE FEES	338,749	356,970	320,000	360,000	350,000
44820	LAND LEASE/CELLULAR TOWER	36,057	5,740	7,600	7,838	8,048
44844	SPRINT CELLULAR	33,764	21,760	34,000	35,430	36,500
44846	SPECTRASITE COMM	65,486	33,879	27,000	26,646	33,879
44847	CLEARWIRE LEGACY LLC	7,214	7,431	7,300	7,653	7,883
	TOTAL	481,271	425,780	395,900	437,567	436,310
<u>CHARGES FOR SERVICES</u>						
46012	VILLAGE SERVICES	-	-	-	100	100
	TOTAL	-	-	-	100	100
<u>REIMBURSEMENTS - REV</u>						
47011	IMPOUND FEES	101,750	75,000	110,000	35,000	55,000
	TOTAL	101,750	75,000	110,000	35,000	55,000
	DEPARTMENT TOTAL	583,021	500,780	505,900	472,667	491,410
<u>001032 - PWD - CHARGES FOR SERVICES</u>						
<u>LICENSES & PERMITS</u>						
43210	PARK PERMITS	2,000	1,275	1,250	1,500	1,500
	TOTAL	2,000	1,275	1,250	1,500	1,500
<u>CHARGES FOR SERVICES</u>						
46012	VILLAGE SERVICES	19,486	27,524	15,000	5,000	15,000
46013	RECYCLING REIMBURSEMENT	181	600	600	-	500
46700	ENVIRONMENTAL SURCHARGE	719,882	748,258	720,000	720,000	720,000
46701	TRASH STICKERS	4,748	5,095	4,800	4,894	4,800
	TOTAL	744,298	781,477	740,400	729,894	740,300
<u>REIMBURSEMENTS - REV</u>						
47712	REIMB - PROPERTY DAMAGE	14,234	-	-	-	-
	TOTAL	14,234	-	-	-	-
	DEPARTMENT TOTAL	760,532	782,752	741,650	731,394	741,800

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

001 - GENERAL FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>001042 - CD - CHARGES FOR SERVICES</u>						
<u>LICENSES & PERMITS</u>						
43190	RENTAL LICENSES PROGRAM	83,293	153,079	165,000	181,986	165,000
43210	PERMITS - BUILDING	258,069	304,013	330,000	275,000	281,519
43220	PERMITS - ELECTRICAL	49,386	46,020	65,000	55,000	50,562
43240	PERMITS - PLUMBING	27,319	40,015	50,000	40,000	45,000
43241	PERMITS - OTHER	73,403	51,174	75,000	51,000	60,000
43270	ZONING REQUESTS	2,350	8,557	4,000	4,000	6,000
43271	PZC SIGN PERMITS	50	200	500	600	600
	TOTAL	493,770	603,058	689,500	607,586	608,681
<u>FEES & FINES</u>						
44400	PLAN REVIEW FEES	4,290	2,500	2,500	8,397	5,000
44410	PERMITS - OCCUPANCY	-	-	-	200	200
44430	REINSPECTION FEES	6,275	5,964	6,000	4,000	4,500
44460	PUBLIC SERVICE FEE	20,833	46,296	25,000	33,565	35,000
44462	COMMUNITY GARDEN FEE	-	-	-	240	120
	TOTAL	31,398	54,760	33,500	46,402	44,820
<u>CHARGES FOR SERVICES</u>						
46012	VILLAGE SERVICES	4,455	343	5,000	100	5,000
46465	ELEVATOR INSPECTIONS	3,940	5,760	5,000	5,160	5,000
46560	ADMINISTRATIVE COURT FEE	14,389	12,275	10,000	7,000	9,000
	TOTAL	22,785	18,378	20,000	12,260	19,000
<u>REIMBURSEMENTS - REV</u>						
47422	REIMB - ROCKWELL INTERNATL	-	36,000	-	12,000	12,000
47442	REIMBURSEMENT - CD	-	-	22,000	6,950	6,000
47742	REIMB - WEED LIENS	17,506	19,196	14,000	39,388	25,631
	TOTAL	17,506	55,196	36,000	58,338	43,631
	DEPARTMENT TOTAL	565,459	731,392	779,000	724,585	716,132
<u>001051 - GENERAL FUND</u>						
<u>GRANTS & CONTRIB</u>						
45050	POLICE DEPARTMENT CONTRIB	300	300	-	-	-
45060	FIRE DEPARTMENT CONTRIB	270	480	200	10	-
	TOTAL	570	780	200	10	-
	DEPARTMENT TOTAL	570	780	200	10	-

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

001 - GENERAL FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>001052 - GEN FUND - CHARGES FOR SERVICE</u>						
<u>LICENSES & PERMITS</u>						
43110	VEHICLE LICENSES	449,951	438,054	450,000	432,000	-
43111	VEHICLE LICENSE PENALTIES	29,665	16,773	27,000	24,000	-
43120	LIQUOR LICENSES	50,059	37,400	50,000	46,550	47,000
43130	BUSINESS LICENSES	27,965	33,180	29,000	37,880	31,000
43140	VENDING & AMUSEMENT LICENSES	7,110	6,880	7,000	3,865	7,000
43150	PET LICENSES	2,724	-	-	-	-
43250	SPECIAL PERMITS OVERWEIGHTS	5,725	4,510	5,000	8,390	6,000
	TOTAL	573,199	536,796	568,000	553,185	91,000
<u>FEES & FINES</u>						
44010	LOCAL ORDINANCE FINES	160,913	153,547	125,000	125,000	25,000
44015	CIRCUIT COURT FINES	368,706	250,054	300,000	195,000	250,000
44016	COURT SUPERV - PD VEHICLE PROG	36,817	31,174	30,000	20,000	20,000
44017	DUI PREVENTION REVENUE	-	-	5,000	9,718	5,000
44018	DRIVERS SAFETY PROGRAM REVENUE	-	-	1,000	527	1,000
44130	BUSINESS LICENSES PENALTIES	1,385	545	1,500	250	500
44500	POLICE BURGLAR ALARM PERMIT	280	240	300	320	300
44600	FIRE PREVENTION FEES	4,830	9,530	5,500	6,985	5,500
44776	NSF FEES	-	-	-	50	-
	TOTAL	572,930	445,091	468,300	352,849	307,300
<u>CHARGES FOR SERVICES</u>						
46502	POLICE SPECIAL DUTY	89,243	91,907	100,000	70,000	75,000
46512	POLICE FALSE ALARMS	9,300	3,800	10,000	10,000	10,000
46552	REIMBURSE - POLICE LIASON	169,523	169,797	170,000	172,522	170,000
46572	POLICE REPORTS COPY	2,769	2,455	3,000	8,547	7,500
46582	REIMB - SUBPOENA FEES	1,307	1,010	1,500	775	1,000
46600	AMBULANCE USER FEE	371,233	594,273	550,000	550,000	550,000
46610	CPR/PARAMEDIC	140	2,050	-	2,180	2,000
46896	SALE OF EQUIPMENT/VEHICLES	46,808	3,788	20,000	-	20,000
	TOTAL	690,323	861,480	854,500	814,024	835,500
<u>REIMBURSEMENTS - REV</u>						
47522	REIMBURSEMENT - POLICE	60,349	29,097	25,000	-	25,000
47612	REIMBURSEMENT - FIRE	64,938	9,625	5,500	3,600	5,500
	TOTAL	125,287	38,722	30,500	3,600	30,500
	DEPARTMENT TOTAL	1,961,740	1,882,088	1,921,300	1,723,658	1,264,300

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

001 - GENERAL FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>001081 - INTERGOVERNMENTAL</u>						
<u>TAXES OTHER</u>						
42060	FIRE PROTECTION DISTRICT	940,000	845,000	875,000	885,000	950,000
42063	FIRE REPLACEMENT TAX	50,575	42,802	50,000	45,025	45,000
	TOTAL	990,575	887,802	925,000	930,025	995,000
	DEPARTMENT TOTAL	990,575	887,802	925,000	930,025	995,000
<u>001082 - GEN FUND - CHARGES FOR SERVICE</u>						
<u>FEES & FINES</u>						
44840	PACE TDI	3,926	3,677	3,500	3,500	3,500
	TOTAL	3,926	3,677	3,500	3,500	3,500
<u>CHARGES FOR SERVICES</u>						
46892	RENTAL INC - FIRE STATION NO 3	25	-	-	25	-
	TOTAL	25	-	-	25	-
	DEPARTMENT TOTAL	3,951	3,677	3,500	3,525	3,500
<u>001083 - OPERATING GRANTS/CONTRIBUTIONS</u>						
<u>GRANTS & CONTRIB</u>						
45051	ASSET FORFEITURE REVENUE	-	-	-	-	-
20500	ASSET FORFEITURE-STATE	-	-	13,000	17,140	10,000
20501	ASSET FORFEITURE-FEDERAL	-	-	13,000	600	10,000
45055	GRANT - TOBACCO ENFORCEMENT	2,200	2,310	2,200	1,980	2,200
	TOTAL	2,200	2,310	28,200	19,720	22,200
	DEPARTMENT TOTAL	2,200	2,310	28,200	19,720	22,200
	FUND TOTAL	23,901,003	26,658,705	24,228,799	27,154,899	27,724,990

4/13/2014

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MISSION STATEMENT: The Legislative Department is comprised of the elected Village President and six Trustees and an appointed Village Clerk. The Village Board makes policy decisions necessary to maintain and enhance the health, safety, and welfare of the citizens and visitors to the Village of Carpentersville. These decisions include financial development, planning and service policies, decisions on annexation and approval and acceptance of subdivision improvements.

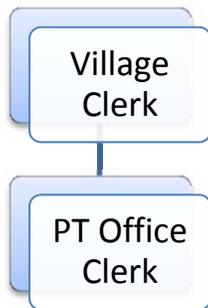
The Village Clerk is responsible for attending Village Board Meetings and recording accurate minutes of the proceedings, maintaining files of all official records, Licenses, Ordinances and Resolutions of the Village. Serves as the Liquor Licensing Officer providing assistance to the Liquor Commissioner by maintaining all records and processing new applications and renewals of current licenses; serves as the Local Election Official providing the services of voter registration and election authority; maintaining and processing all business registration and licensing renewals, elevator inspections ensuring that all required fees are paid; providing assistance to all interested and newly registered businesses on the requirements of local, county and state governments; ensuring that all businesses that hold a liquor license are and remain in compliance with the Municipal Code and State Statutes; responsible for filing public notices and various documents with the County Clerk, Treasurer and Recorder; and provides assistance and information to Village staff and residents relative to Village records and Municipal Code.

2013/2014 ACCOMPLISHMENTS

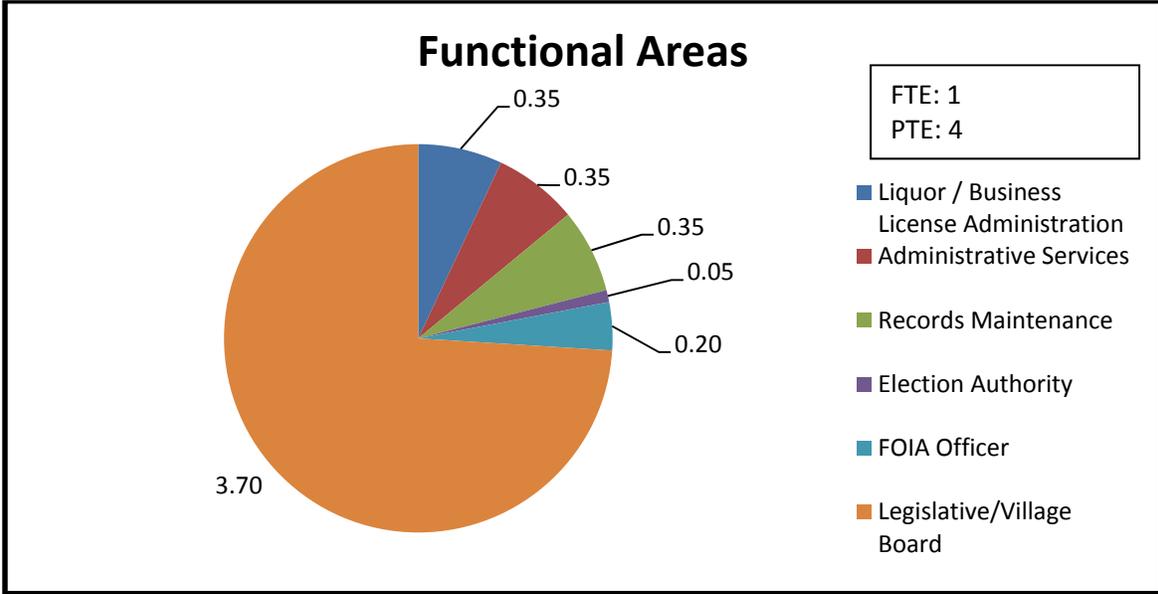
1. Processed and maintained documents relative to ordinances or resolutions allowing all related documents to be stored in an organized manner and easily accessible. *This is in conjunction with Village Board goal, "Streamline village departments in order to be more efficient."*
2. Coordinated with development team to receive information to ensure businesses located or operating within the Village are registered, information is kept current and is properly documented to the State relative to sales tax revenue. *This is in conjunction with Village Board goal "Create an atmosphere where village customers feel valued and respected through proper customer service that includes customer service goals, training and metrics."*
3. Initiated video gaming device licensing procedures (ensuring applicants complied with local and Illinois Gaming Board regulations). *This is in conjunction with Village Board goal, "Streamline village departments in order to be more efficient."*
4. Maintained records retention/disposal certificate and communication to State Archives allowing processes recently implemented by the Village Clerk's office continues to move forward ensuring a more efficient manner of record keeping and destruction is maintained. There have been an additional 200 boxes scanned and/or destroy in addition to the 500+ boxes that have already been disposed of. *This is in conjunction with Village Board goal, "Streamline village departments in order to be more efficient."*
5. Implemented new procedures with regards to license payments. Added electronic signatures to the business license and liquor licenses, so they could be printed in the absence of the Village Clerk. *This is in conjunction with Village Board goal, "Streamline village departments in order to be more efficient."*

2014/2015 OBJECTIVES

1. Integrate elevator inspections, renewals and billings with MUNIS to provide for a more accurate and efficient process. *This is in conjunction with Village Board goal, "Streamline village departments in order to be more efficient."*
2. Integrate new FOIA program to improve efficiencies related to FOIA compliance. *This is in conjunction with Village Board goal, "Streamline village departments in order to be more efficient."*
3. Continuing to scan Resolutions and Ordinances adding other documents, specifically board reports, to provide greater efficiency in searching and retrieving documents. Resolutions and Ordinances are current with 90% of board reports scanned and categorized in PaperVision.
4. Provide assistance to other departments by preparing documents for scanning; 50% of Finance records are scanned and archived and current building permits will be prepared for scanning that will be organized by address to continue to improve the level of service provided to residents and staff regarding the retrieval of Village records.
5. Continue to follow-up with information received from various sources to ensure all businesses operating or located in the Village are registered and records are kept current.
6. Continue to network with Village/City Clerks throughout the State to gain better knowledge to perform duties in a more efficient manner with fewer resources.



PERSONNEL SCHEDULE				
FT/PT	Budget 2011/2012	Budget 2012/2013	Actual 2013/2014	Projected 2014/2015
Full-Time	1	1	1	1
Part-Time	7	7	8	8



KEY PERFORMANCE MEASURES/SERVICE INDICATORS	2011 Actual	2012 Actual	2013 Actual	2014 Projected
Business Licenses Issued	600 for \$38,000	600 for \$50,000	500 for \$38,000	500 for \$32,000
Liquor Licenses Issued	40 for \$50,000	40 for \$50,000	40 for \$38,000	37 for \$47,000
Elevator Inspection Fees	N.A.	44	44	37
Video Gaming Licenses Issued	N.A.	N.A.	N.A.	52 for \$4,500
New Businesses In	91	35	30	30
FOIA Requests Processed	N.A.	N.A.	1083 processed 266 hours	1346 processed 397 hours

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

001 - GENERAL FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
001105 - LEGISLATIVE						
<u>PERSONNEL SERVICES</u>						
50010	REGULAR SALARIES	104,125	104,238	101,742	101,000	102,817
50040	LONGEVITY	280	320	324	324	360
50050	ATTENDANCE INCENTIVE	250	500	225	475	450
50075	PART TIME/SEASONAL/CENSUS	-	3,075	4,000	4,000	4,080
	TOTAL	104,655	108,133	106,291	105,799	107,707
<u>PERSONNEL BENEFITS</u>						
51120	EMPLOYEE HEALTH INSURANCE	7,252	7,507	-	-	-
	NEW ACCOUNT CREATED IN FY 2014 (51129)					
51129	HEALTH INSURANCE REIMBURSEMENT	-	-	8,580	8,065	7,540
51140	IMRF	6,040	6,707	6,678	6,700	6,725
51160	FICA	6,362	6,390	6,590	6,590	6,678
51165	MEDICARE	1,488	1,494	1,542	1,542	1,562
	TOTAL	21,143	22,099	23,390	22,897	22,505
<u>CONTRACTUAL SERVICES</u>						
52013	DUES & SUBSCRIPTIONS	21,728	20,401	22,935	22,935	24,035
	VILLAGE CLERK IIMC DUES: \$300 MCI VILLAGE/DEPUTY CLERK DUES: \$180 IML MEMBERSHIP: \$2,100 NWMC MEMBERSHIP: \$20,000 NIMCA: \$55 METROPOLITAN MAYORS: \$1,400					
52125	PUBLIC INFORMATION	12,150	14,300	14,500	14,500	14,800
	BOARD MEETING VIDEOGRAPHY: \$14,800					
52154	NOTICES/PUBLICATIONS	4,771	1,275	2,200	1,600	2,100
	PREVAILING WAGE: \$200 TAX LEVY: \$300 PUBLIC NOTICES: \$500 BUDGET: \$200 TREASURER'S REPORT: \$900					
52163	TRAINING/MEETINGS	1,641	1,295	3,300	2,300	2,800
	ILLINOIS MUNICIPAL CLERKS CONFERENCE: \$1,300 CLERK, VILLAGE BOARD TRAINING/CERTIFICATION/SEMINARS: \$1,500					
52190	PROFESSIONAL SERVICE	20,860	14,068	12,525	12,525	17,675

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

001 - GENERAL FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
001105 - LEGISLATIVE						
<u>CONTRACTUAL SERVICES</u>						
	CODIFICATION SUPPLEMENTS: \$5,000					
	CODIFICATION FORMATTING FEE FOR WEBSITE: \$700					
	CODIFICATION RTF CD SUPPLEMENT: \$75					
	BACKGROUND CHECKS FOR LIQUOR LICENSING/MOBILE FOOD VENDORS: \$700					
	KANE COUNTY RECORDING FEES: \$500					
	ASCAP/BMI MUSIC LICENSING: \$700					
	SCANNING SERVICES: \$5,000					
	ELECTION OBJECTIONS EXPENSE: \$5,000					
	TOTAL	61,151	51,339	55,460	53,860	61,410
<u>COMMODITIES/SUPPLIES</u>						
53620	SUPPLIES - OFFICE	1,333	1,148	2,900	2,163	10,300
	VILLAGE BOARD EXPENSE: \$1,000					
	ORDINANCE PAPER: \$400					
	BUSINESS CARDS: \$200					
	OFFICE SUPPLIES: \$300					
	BUSINESS VENDING/TAXI CAB					
	DECALS: \$400					
	STATIONERY: \$400					
	PLAQUES/AWARDS: \$500					
	GAMING DEVICE DECALS: \$400					
	GovQA AUTOMATIC PUBLIC RECORDS PROCESSING - \$6,700					
53630	OPERATING SUPPLIES	539	1,842	325	325	330
	BUSINESS LICENSE RENEWAL PAPER: \$100.00					
	BUSINESS LICENSE RENEWAL ENVELOPES: \$80.00					
	BUSINESS LICENSE PAPER: \$100.00					
	NAME PLATES: \$50					
	TOTAL	1,872	2,989	3,225	2,488	10,630
<u>CONTINGENCIES/OTHER</u>						
57051	COMMUNITY IMPROVEMENTS	-	-	-	-	32,000
	REVENUE GENERATED FROM VIDEO GAMING EACH YEAR TO BE SPENT ON IMPROVEMENTS TO THE COMMUNITY BASED ON PUBLIC SUGGESTIONS.					
	TOTAL	-	-	-	-	32,000
	DEPARTMENT TOTAL	188,821	184,560	188,366	185,044	234,252

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The Planning and Zoning Commission is responsible for preparing a Comprehensive Plan; maintaining the Official Map (zoning map) for the Village; reviewing subdivision concept plats; forwarding recommendations to the Village Board for preliminary and final plats of subdivision and Planned Unit Developments; holding public hearings and granting final acceptance/denial of zoning variances concerning yard, parking, sign, and fence regulations; holding public hearings and forwarding recommendations to the Village Board for all other zoning variation requests, Special Use Permits, and amendments to the Zoning Ordinance.

2013/2014 ACCOMPLISHMENTS

1. Considered 36 requests: (projected)
 - Map Amendment/Rezoning - 2
 - Variances/Appeals – 26
 - Subdivisions - 2
 - Planned Unit Developments – 2
 - Concept Plans – 0
 - Special Use Permits - 4
2. Held five public hearings for Text Amendments

2014/2015 OBJECTIVES

1. Continue to work with the Community Development Department to identify and, through a public hearing process, amend zoning requirements that impede desired development and/or site improvements, and amend zoning requirements to reduce the number of variance requests.

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

001 - GENERAL FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>001106 - PLANNING AND ZONING</u>						
<u>PERSONNEL SERVICES</u>						
50110	PLANNING & ZONING	6,895	6,090	6,685	6,685	7,980
	14 MEETINGS-7 MEMBERS & RECORDING SECRETARY					
	TOTAL	6,895	6,090	6,685	6,685	7,980
<u>PERSONNEL BENEFITS</u>						
51160	FICA	428	378	556	556	495
51165	MEDICARE	101	89	130	130	116
	TOTAL	529	466	686	686	611
<u>CONTRACTUAL SERVICES</u>						
52154	NOTICES/PUBLICATIONS	358	1,461	2,000	500	-
	MOVED TO COMMUNITY DEVELOPMENT DEPARTMENT					
	TOTAL	358	1,461	2,000	500	-
	DEPARTMENT TOTAL	7,781	8,017	9,371	7,871	8,591

MISSION STATEMENT: The Village Manager’s Office is responsible for administering programs and policies and implementing goals and objectives established by the Village Board. It is the Village Manager’s responsibility to direct, plan, organize, and coordinate the operations of all Village departments and to inform the Village Board on Village affairs, including current conditions and future requirements. All Village departments are under the administrative direction and supervision of the Village Manager. The Village Manager ensures that all departments are in compliance with Village Board goals and objectives.

2013/2014 ACCOMPLISHMENTS

1. Advanced performance metrics to monitor Village operations. *This is in conjunction with Village Board goal, “Prioritize potential budget cuts before budget talks begin.”*
2. Completed union contract negotiations with assistance from other departments. *This is in conjunction with Village Board goal, “Prioritize potential budget cuts before budget talks begin.”*
3. Continued progress in building the Capital Equipment Replacement Fund (CERF), *reflecting the intention of the CERF policy: “The Village will strive to maintain a committed fund balance equal the amount identified in the Village’s purchase and replacement of equipment plan. The fund balance is necessary to provide sufficient monies for the replacement of major capital equipment in accordance with the annual replacement schedule that is consistent with budget principles that have been established.*
4. Implemented an Employee Recognition Program. *This is in conjunction with Village Board goal, “Implement an Employee Recognition Program.”*
5. Completed Chicago Metropolitan Agency for Planning ‘Homes for a Changing Region Study.’
6. Updated available sites inventory. *This is in conjunction with Village Board goal, “Create marketing materials / site availability database.”*
7. Worked with Golden Corridor Advanced Manufacturing Group educational and manufacturing partners to establish a workforce development plan.

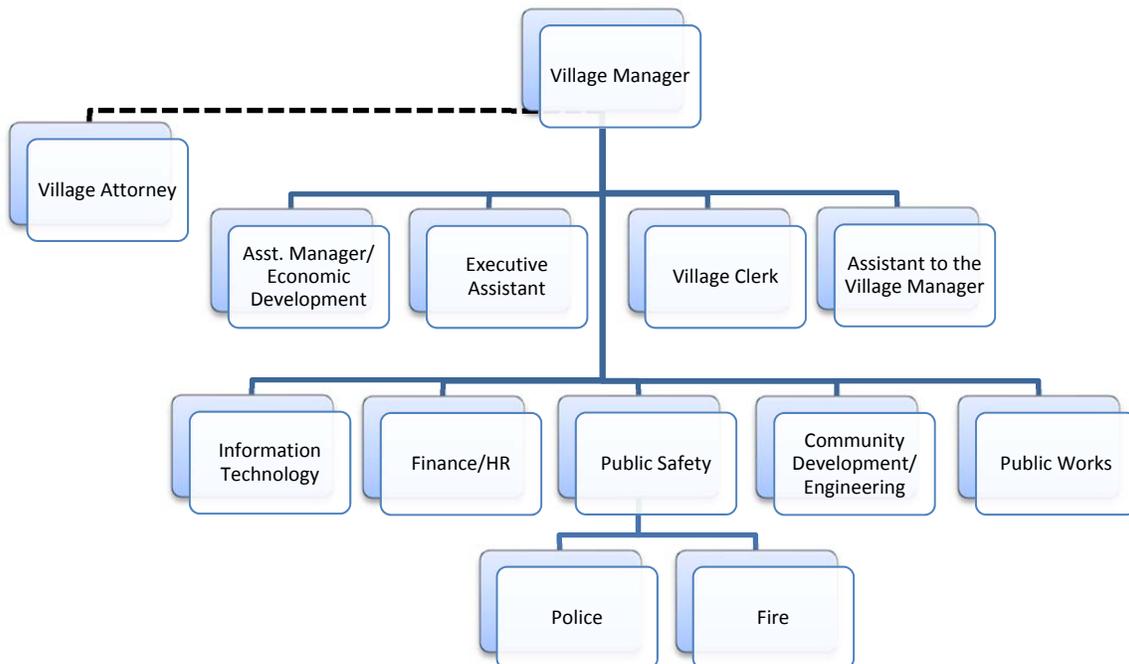
2014/2015 OBJECTIVES

1. Implement recommendations of the Chicago Metropolitan Agency for Planning “Homes for a Changing Region Study” including efforts to obtain additional housing rehabilitation funding from appropriate agencies. *This is in conjunction with Village Board goal, “Prioritize potential budget cuts before budget talks begin.”*
2. Continue implementation of Old Town Plan. *This is in conjunction with Village Board goal, “Continue to implement Old Town Comprehensive Plan.”*
3. Work with Chicago Metropolitan Agency for Planning, Village of Algonquin and Kane County Forest preserve on area planning study to enhance recreational and leisure opportunities and amenities along the Fox River corridor. *This is in conjunction with Village Board goal, “Foster*

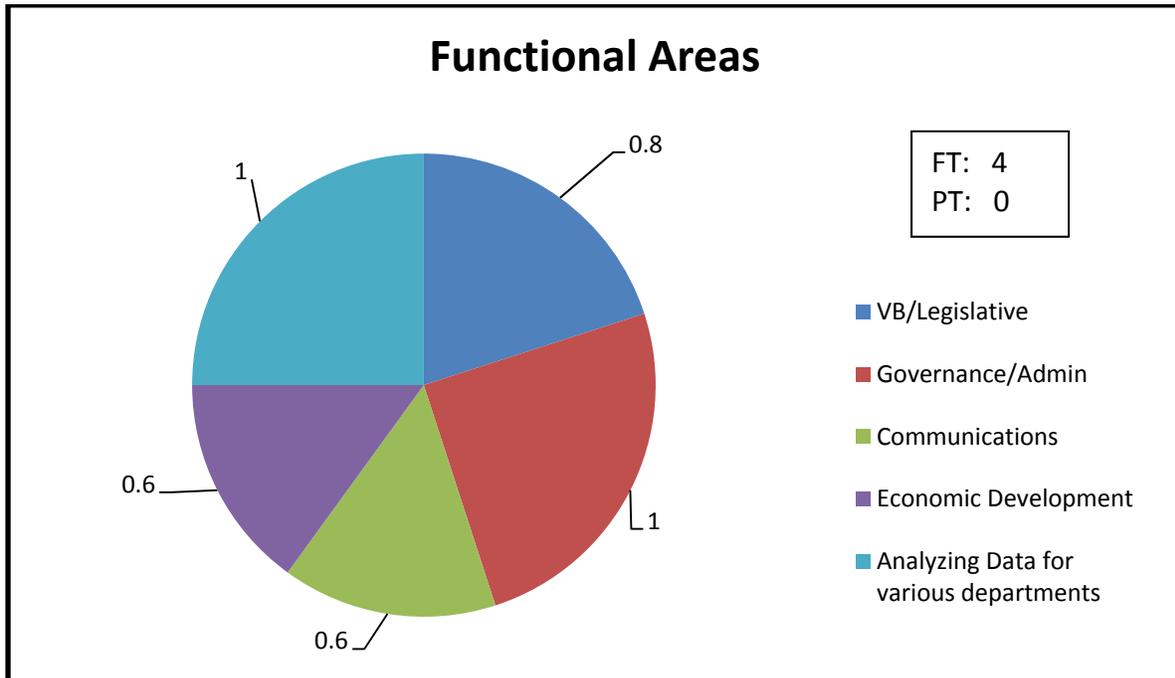
economic development through a “one stop” process for development of new businesses and expansion of existing businesses.”

4. Assist local organizations with community events at Carpenter Park. *This is in conjunction with Village Board goal, “Implement Parks Comprehensive Plan / Carpenter Park Master Plan.”*
5. Work with appropriate agencies to advance workforce development in Carpentersville through WorkKeys credentialing or General Education Degree initiatives, and continue efforts with Golden Corridor Advanced Manufacturing Group partners to assist educational and industrial stakeholders with workforce development needs.
6. Assist Route 25 Redevelopment Area initiatives through support of Wal-Mart Stores development application and future out lot developments create marketing materials. *This is in conjunction with Village Board goal, “Foster economic development through a “one stop” process for development of new businesses and expansion of existing businesses.”*
7. Examine the feasibility of adding a Tax Increment Financing District(s) encompassing portions of Old Town and the Route 31 corridor area.

ORGANIZATIONAL CHART



PERSONNEL SCHEDULE				
FT/PT	Budget 2011/2012	Budget 2012/2013	Actual 2013/2014	Projected 2014/2015
Full-Time	3	3	3	4
Part-Time	0	1	1	0



VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

001 - GENERAL FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
001110 - ADMINISTRATION						
<u>PERSONNEL SERVICES</u>						
50010	REGULAR SALARIES	296,533	315,223	342,183	342,000	346,102
50040	LONGEVITY	340	420	468	386	608
50050	ATTENDANCE INCENTIVE	1,000	500	675	1,200	1,800
50075	PART TIME/SEASONAL	18,105	23,260	-	1,318	-
TOTAL		315,978	339,404	343,326	344,904	348,510
<u>PERSONNEL BENEFITS</u>						
51120	EMPLOYEE HEALTH INSURANCE	61,140	47,964	-	-	-
NEW ACCOUNT CREATED IN FY 2014 (51129)						
51129	HEALTH INSURANCE REIMBURSEMENT	-	-	67,650	63,591	45,439
51140	IMRF	31,826	39,183	42,230	42,000	42,135
51160	FICA	17,446	19,326	19,484	19,400	18,842
51165	MEDICARE	4,419	4,970	5,477	5,000	5,053
51170	OTHER POST EMPLOYMENT BENEFITS	12,000	12,000	12,000	12,000	12,000
1 RETIREE (PAYMENT 5 OF 5)						
TOTAL		126,831	123,443	146,841	141,991	123,469
<u>CONTRACTUAL SERVICES</u>						
52013	DUES & SUBSCRIPTIONS	2,359	2,222	2,850	2,850	3,090
ICMA (2): \$1,300 ILCMA (2): \$700 ICSC: \$100 INTL EC DEV COUNCIL: \$350 DAILY HERALD SUBSCRIPTION: \$10 NORTHERN KANE COUNTY CHAMBER MEMBERSHIP: \$150 LOCAL GOV NEWS SUBSCRIPTION: \$480						
52030	LEGAL FEE FOR SERVICES	231,579	-	-	-	-
MOVED TO FINANCE						
52035	LEGAL RETAINER	55,200	-	-	-	-
MOVED TO FINANCE						
52125	PUBLIC INFORMATION	-	9,894	10,341	13,000	10,341
3 VILLAGE NEWSLETTERS: \$10,341						
52163	TRAINING/MEETINGS	3,659	5,429	4,900	7,365	12,230

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

001 - GENERAL FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
001110 - ADMINISTRATION						
<u>CONTRACTUAL SERVICES</u>						
	ICMA/ILCMA CONFERENCE (VM) & ILCMA CONFERENCE (AVM): \$3,125 WEBINARS, METRO MANAGERS, ETC. (VM & AVM): \$500 ICSC CHICAGO DEALMAKING: \$400 CHAMBER, NWMC, MISC: \$1207 MORRISON ASSOCIATES TRAINING: \$998 MISCELLANEOUS SEMINARS/CERTIFICATIONS: \$6,000					
52190	PROFESSIONAL SERVICE	150	3,340	200	-	200
52325	MAINTENANCE-OFFICE EQUIPMENT MOVED TO IT	2,064	-	-	-	-
52333	MAINTENANCE - VEHICLES	-	-	375	-	375
	MAINTENANCE ON ADMINISTRATION #1 VEHICLE, WHICH IS SHARED BY COMMUNITY DEVELOPMENT					
52410	COMMUNICATIONS AT& T: \$1,000 VERIZON: \$1,000	5,817	6,431	4,000	1,200	2,000
	TOTAL	300,829	27,316	22,666	24,415	28,236
<u>COMMODITIES/SUPPLIES</u>						
53600	SUPPLIES - AUTOMOTIVE	58	-	200	-	-
53606	MINOR TOOLS - EQUIPMENT	9,857	1,097	-	-	-
53607	SUPPLIES - GAS & OIL	588	506	-	-	-
	THIS LINE ITEM HAS BEEN RELOCATED IN THE VEHICLE MAINTENANCE BUDGET					
53609	ECONOMIC DEVELOPMENT CHAMBER DIRECTORY: \$500 RETENTION/ATTRACTON: \$500 CHAMBER/BDC ACTIVITIES: \$500 DEMOGRAPHICS / MARKETING SURVEY: \$3,200 COMMERCIAL REAL ESTATE OPEN HOUSE: \$2,500 MAIN STREET BANNERS: \$2,500 OKTOBERFEST: \$3,000 GOLDEN CORRIDOR MANUFACTURING MEMBERSHIP: \$500 BDC OLD TOWN CONSULTANT: \$30,000	-	1,063	15,200	14,160	43,200
53620	SUPPLIES - OFFICE	1,717	1,969	1,600	2,200	1,600

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

001 - GENERAL FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>001110 - ADMINISTRATION</u>						
<u>COMMODITIES/SUPPLIES</u>						
53630	OPERATING SUPPLIES	100	153	200	-	200
	TOTAL	12,320	4,788	17,200	16,360	45,000
<u>CONTINGENCIES/OTHER</u>						
57100	CONTINGENCY	2,700	48,875	1,688	-	50,000
	TOTAL	2,700	48,875	1,688	-	50,000
	DEPARTMENT TOTAL	758,659	543,825	531,721	527,670	595,215

MISSION STATEMENT: The Finance Department exercises general supervision over the fiscal affairs of the Village and provides budgetary, accounting and financial services for all Village Departments, the Water and Sewer Fund, and the Police and Fire Pension Funds. This department is responsible for the Village's annual audit, annual budget, tax levy, payroll, water billing and collections, and accounts payable and receivable systems. Additionally, all Human Resource functions are administered through this department, including personnel, employee benefits, collective bargaining, risk management, workers' compensation, safety, training and wellness.

2013/2014 ACCOMPLISHMENTS

1. Began providing monthly budget versus actual reporting to Department Heads. *This is in conjunction with Village Board goal, "Prioritize potential budget cuts before budget talks begin."*
2. Drafted an audit Request for Proposal and significantly reduced audit costs for next five years. *This is in conjunction with Village Board goal, "Prioritize potential budget cuts before budget talks begin."*
3. Created an Internal Service Fund to track health and liability insurance and reconciled balance against terminal reserve listed in the Intergovernmental Personnel Benefit Cooperative's Comprehensive Annual Financial Report. *This is in conjunction with Village Board goal, "Prioritize potential budget cuts before budget talks begin."*
4. Significantly reduced number of internal control points in the, "Communication to Those Charged with Governance and Management" Report during fiscal year 2013 audit. *This is in conjunction with Village Board goal, "Streamline village departments in order to be more efficient."*
5. Reduced number of adjusting journal entries during fiscal year 2013 audit. *This is in conjunction with Village Board goal, "Streamline village departments in order to be more efficient."*
6. Improved utility billing system by implementing a collection process, revising the utility billing ordinance, revising the delinquent bill format and inputting parcel identification numbers into the utility billing system and syncing them with permitting. *This is in conjunction with Village Board goal, "Streamline village departments in order to be more efficient."*
7. Improved cash receipting system by installing scanners at the front counter for utility bills and documented and tightened internal controls throughout the Village in relation to cash collection. Streamlined online banking payments. *This is in conjunction with Village Board goal, "Streamline village departments in order to be more efficient."*
8. Improved payroll system by establishing insurance tables in MUNIS and automating open enrollment updates. Created new salary and budgeting spreadsheets that allow for budgeting insurance by individual and department. *This is in conjunction with Village Board goal, "Streamline village departments in order to be more efficient."*
9. Improved Adjudication Process by establishing a procedure for adding adjudication fees to MUNIS ticketing module. *This is in conjunction with Village Board goal, "Streamline village departments in order to be more efficient."*

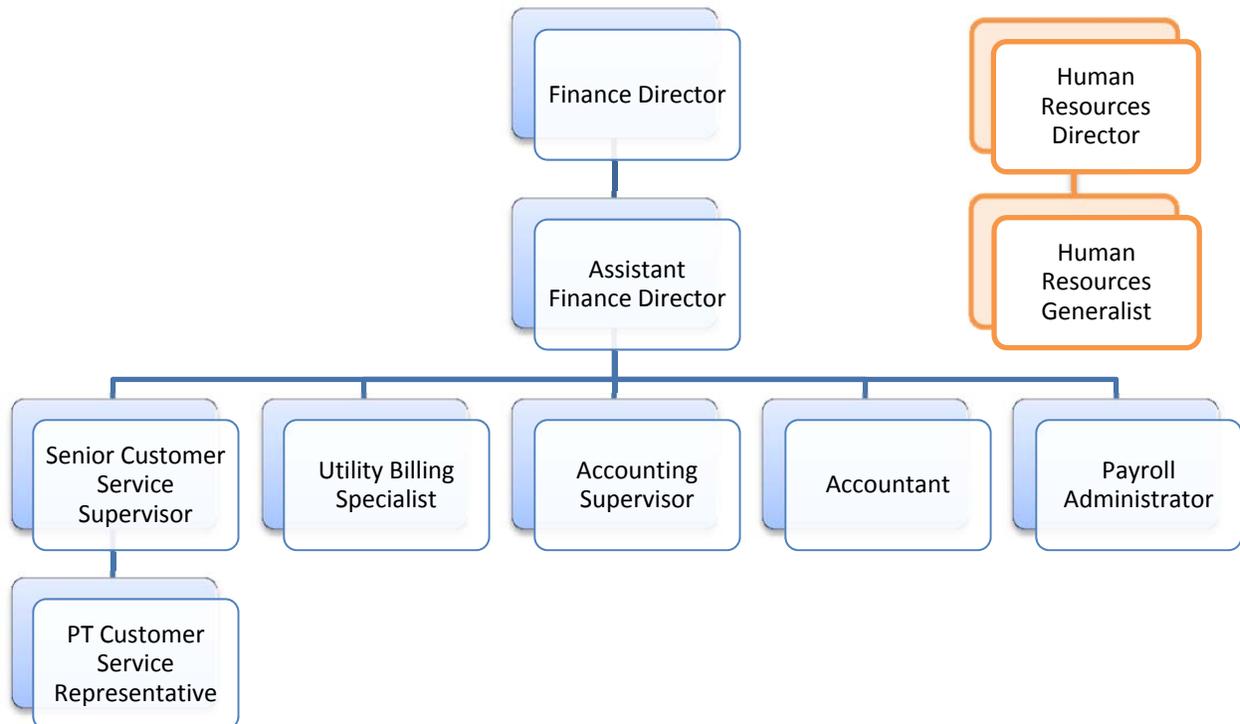
10. Implemented GASB 63 requirements regarding changes in reporting certain assets and liabilities. *This is in conjunction with Village Board goal, "Prioritize potential budget cuts before budget talks begin."*
11. Provided customer-service training to frontline employees. *This is in conjunction with Village Board goal "Create an atmosphere where village customers feel valued and respected through proper customer service that includes customer service goals, training and metrics."*
12. Developed an Employee Recognition Program to reward employees for exceptional service or for making a significant, positive impact on the community. *This is in conjunction with Village Board goal, "Implement an Employee Recognition Program."*
13. Continued to develop Village wellness program by providing resources for employees to improve their health and wellness. Goal includes implementation, for additional union groups, of the outcome-based incentive plan currently applicable to non-union employees and three union groups.
14. Ensured that the Village was in compliance with ongoing requirements of the Patient Protection and Affordable Care Act.
15. Continued to develop safety, training, and accident-prevention programs targeted at loss control.

2014/2015 OBJECTIVES

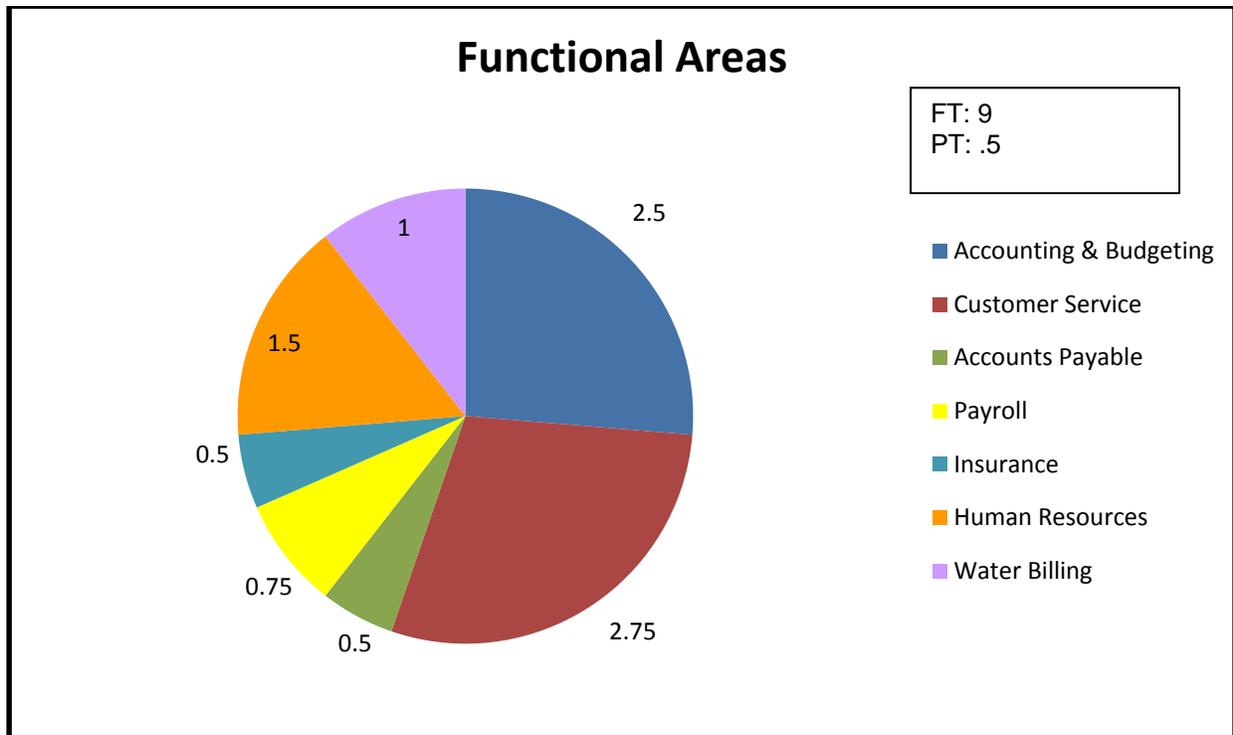
1. Produce a Comprehensive Annual Financial Report for fiscal year 2014 and apply for the Government Finance Officer Association Certificate of Achievement award. *This is in conjunction with Village Board goal, "Streamline village departments in order to be more efficient."*
2. Change the budget year to a December 31 year end. The first twelve month calendar-based fiscal year will begin January 1, 2016.
3. Complete the installation of MUNIS purchasing module and rewrite accounts payable internal control procedures. Improve purchasing card monthly process. *This is in conjunction with Village Board goal, "Streamline village departments in order to be more efficient."*
4. Continue to research the option of debt refinancing in an effort to lower interest payments on debt. Issue new debt to fund future capital projects. *This is in conjunction with Village Board goal, "Prioritize potential budget cuts before budget talks begin."*
5. Continue assisting with improvements to permitting and licensing in order to provide exceptional customer service to the residents of Carpentersville. *This is in conjunction with Village Board goal, "Streamline village departments in order to be more efficient."*
6. Automate utility billing service orders. *This is in conjunction with Village Board goal, "Streamline village departments in order to be more efficient."*

7. Continue to provide customer-service training to frontline employees. *This is in conjunction with Village Board goal "Create an atmosphere where village customers feel valued and respected through proper customer service that includes customer service goals, training and metrics."*
8. Update Personnel Manual and other personnel policies, to better inform employees of the Village's rules and expectations and to ensure compliance with applicable federal, state, and local laws.
9. Comply with the requirements of the Intergovernmental Personnel Benefit Cooperative's (IPBC's) mandatory Wellness Program, with the goal of establishing wellness as the cornerstone for the IPBC's and the Village's health care and cost management strategy. Goal includes implementation, for additional union groups, of an outcome-based incentive plan currently applicable to non-union employees and two union groups.
10. Ensure that the Village continues to comply with ongoing requirements of the Patient Protection and Affordable Care Act.
11. Hire a consultant to conduct a Health Insurance Portability and Accountability Act (HIPAA) risk assessment of all Village departments, including all electronic data.
12. Assess safety, training, and accident-prevention programs to ensure continued loss control.

ORGANIZATIONAL CHART



PERSONNEL SCHEDULE				
FT/PT	Budget 2011/2012	Budget 2012/2013	Actual 2013/2014	Projected 2014/2015
Full-Time	8	8	9	9
Part-Time	2	2	1	1



VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

001 - GENERAL FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
001111 - FINANCE						
<u>PERSONNEL SERVICES</u>						
50010	REGULAR SALARIES	240,639	274,364	289,259	298,000	299,643
50020	OVERTIME SALARIES	983	48	-	-	-
50040	LONGEVITY	1,430	1,110	1,220	840	980
50050	ATTENDANCE INCENTIVE	500	875	1,000	1,125	1,500
50075	PART TIME/SEASONAL	28,110	30,574	17,756	15,000	10,096
	TOTAL	271,662	306,970	309,235	314,965	312,219
<u>PERSONNEL BENEFITS</u>						
51120	EMPLOYEE HEALTH INSURANCE NEW ACCOUNT CREATED IN FY 2014 (51129)	46,818	26,548	-	-	-
51129	HEALTH INSURANCE REIMBURSEMENT HEALTH INSURANCE: \$49,377 FLEX SPENDING: \$2,700 GBS FEES: \$500	-	-	58,368	54,866	52,577
51130	WELLNESS PROGRAM WELLNESS PROGRAM: \$12,500 (DOWN FROM \$22,800) WELLNESS SCREENINGS: \$7,750 (DOWN FROM \$10,000) BENEFIT FAIR: \$1,950 EAP: \$4,000 FLU SHOTS: \$1,500	17,958	11,536	41,750	30,500	27,700
51140	IMRF	28,571	33,128	38,032	40,500	37,747
51150	UNEMPLOYMENT	90,766	50,536	140,000	60,000	121,250
51160	FICA	16,959	19,470	19,175	19,500	19,358
51165	MEDICARE	3,966	4,549	4,486	4,550	4,527
51170	OTHER POST EMPLOYMENT BENEFITS LAST PAYMENT FISCAL YEAR 2014	5,541	6,000	6,000	6,000	-
	TOTAL	210,579	151,768	307,811	215,916	263,159
<u>CONTRACTUAL SERVICES</u>						
52012	ACCOUNTING SERVICES ANNUAL AUDIT: \$32,000 GASB 45 ACTUARIAL VALUATIONS & DISCLOSURES: \$4,000 CAFR AWARD: \$435	59,838	48,202	45,000	45,000	36,435
52013	DUES & SUBSCRIPTIONS	786	1,189	1,470	1,470	1,578

4/13/2014

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

001 - GENERAL FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>001111 - FINANCE</u>						
<u>CONTRACTUAL SERVICES</u>						
	FIN MEMBERSHIP GFOA(2): \$150 FIN IGFOA MEMBERSHIP(4): \$300 FIN A/P & P/R PUBLICATIONS: \$160 FIN NOTARIES (4): \$200 HR ICMA/IAMMA: \$45 HR INTERNATIONAL FOUNDATION: \$150 HR SOCIETY FOR HUMAN RESOURCE MANAGEMENT: \$90 HR NPFLRA/IPELRA: \$103 HR CITYTECH USA (PUBLICSALARY.COM): \$195 HR IPMA-HR: \$185					
52030	LEGAL FEE FOR SERVICES INVESTIGATIONS, CONTRACT NEGOTIATIONS, LITIGATION, COMMISSIONS, ETC.	-	235,637	92,200	165,611	156,000
52035	LEGAL RETAINER 5/1 - 9/30 = \$21,000 MONTHLY 10/1 - 4/30 = \$22,260 MONTHLY	-	67,570	240,000	240,000	260,820
52105	BANK CHARGES IL FUNDS SINGLEPOINT: \$2,000 BANK FEES: \$3,000 ONLINE PAYMENTS BANK FEES: \$375	-	688	5,375	2,000	5,375
52153	PRINTING BUDGET PRINTING: \$2,000 VEHICLE STICKERS ELIMINATED	6,075	694	7,000	7,000	2,000
52157	POSTAGE MAILING VILLAGE POSTAGE: \$16,000 (VEHICLE STICKERS ELIMINATED: \$4,000) NEWSLETTERS: \$4,000 MISCELLANEOUS: \$1,000	23,184	23,999	25,000	25,000	21,000
52163	TRAINING/MEETINGS GFOA CONFERENCE (2): \$2,000 IGFOA CONFERENCE (2): \$1,950 OTHER STAFF TRAINING: \$2,000 H.R. SEMINARS, TRAINING AND CERTIFICATION: \$3,900 VILLAGE-WIDE EMPLOYEE TRAINING: \$2,500 FINANCE STAFF SEMINARS AND TRAINING WEBINARS: \$1,500	4,657	4,882	10,500	6,000	13,850
52190	PROFESSIONAL SERVICE	12,455	7,960	34,850	32,850	14,350

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

001 - GENERAL FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>001111 - FINANCE</u>						
<u>CONTRACTUAL SERVICES</u>						
	FINANCIAL ADVISOR: \$5,000 SCANNING SERVICES: \$2,000 HIPAA RISK ASSESSMENT: \$5,000 HR BACKGROUND CHECKS & EXAMS: \$350 TYLER FORM UPGRADES: \$2,000 (VEHICLE STICKERS REMOVED \$13,000) (PERSONNEL MANUAL REMOVED \$19,500)					
52203	LIABILITY INSURANCE NEW ACCOUNT CREATED IN FYE2014 (51129)	533,305	824,281	-	-	-
52220	LIABILITY INSURANCE REIMBURSEM LIABILITY INSURANCE DEDUCTIBLE (84%): \$491,518 WC CLAIMS (3): \$155,601 LIABILITY CLAIMS (2): \$95,207	-	-	615,897	750,000	742,326
52325	MAINTENANCE-OFFICE EQUIPMENT	-	1,378	2,000	2,000	2,000
52410	COMMUNICATIONS VERIZON & AT&T: \$1,000	1,857	3,150	1,000	1,000	1,000
	TOTAL	642,158	1,219,628	1,080,292	1,277,931	1,256,734
<u>COMMODITIES/SUPPLIES</u>						
53606	MINOR TOOLS - EQUIPMENT STORAGE CLOSET: \$419 MISCELLANEOUS: \$700	1,984	369	700	700	1,119
53620	SUPPLIES - OFFICE PAPER & CHECK STOCK (AP & PAYROLL): \$1,000 OFFICE SUPPLIES: \$2,000 ENVELOPES: \$1,000 DEPOSIT SLIPS: \$300 FORMS (W-2'S, 1099'S & MISC): \$250 FEDERAL LABOR LAW POSTERS: \$200	5,814	3,116	5,450	5,450	4,750
53901	MILESTONE AWARDS LEGISLATIVE: 1 EMPLOYEE - 10 YEARS \$50 STREETS: 4 EMPLOYEES - 10 YEARS \$200, 1 EMPLOYEE - 20 YEARS \$100, 1 EMPLOYEE - 15 YEARS \$75 COM DEV: 1 EMPLOYEE - 5 YEARS \$25	-	-	-	-	450
	TOTAL	7,798	3,485	6,150	6,150	6,319
<u>CONTINGENCIES/OTHER</u>						
54103	SALES TAX REBATES	190,195	88,296	110,000	111,155	54,270

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

001 - GENERAL FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
001111 - FINANCE						
<u>CONTINGENCIES/OTHER</u>						
	HOME DEPOT REBATE ENDS FY2015					
54104	HOME RULE SALES TAX REBATES	12,622	11,625	1,000	-	-
54105	UTILITY TAX REBATES	113,273	63,721	400	325	350
57050	OTHER EXPENSES	-	-	-	-	-
70148	OXFORD ROAD OXFORD RD IMPROVEMENTS PAYMENT (5 OF 5)	57,311	57,311	57,311	57,311	57,311
	TOTAL	373,401	220,953	168,711	168,791	111,931
<u>TRANSFERS OUT</u>						
59002	TRANSFER TO DEVELOPMENT FUND	-	-	-	208,981	-
59235	TRANS TO CAP EQUIP REPLACEMENT	351,600	500,000	500,000	500,000	500,000
	TOTAL	351,600	500,000	500,000	708,981	500,000
	DEPARTMENT TOTAL	1,857,199	2,402,805	2,372,199	2,692,734	2,450,362

MISSION STATEMENT: The mission of the Information Technology Department is to facilitate reliable, timely and easy access to information for the employees and residents of the Village of Carpentersville. Through our commitment to provide quality service and support, this department will strive to exceed the expectations of employees and residents by:

- ❖ Offering innovative solutions which enable departments to better accomplish their goals in providing quality services to our citizens.
- ❖ Providing technical assistance and advice to the Village Staff on all Information Technology concerns.
- ❖ Operating and maintaining a fiscally sound and reliable communications infrastructure while providing an exceedingly high level of service and support.
- ❖ Facilitating interdepartmental involvement in Information Technology decisions.
- ❖ Providing Village employees with the best available, most cost effective technology and procedures relating to the field of Information Technology.
- ❖ Providing current information and upcoming events to the residents through the website and E-Newsletters.

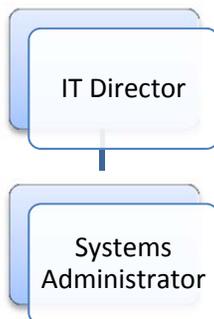
2013/2014 ACCOMPLISHMENTS

1. Implemented Live Streaming and Video On-Demand of Village Board Meetings on the Village website, providing transparency and higher availability to our residents. This is in conjunction with Village Board goal, *“to consistently improve on utilizing IT systems that enable staff to operate more efficiently thus improving services provided to customers of the Village.”*
2. Continued Munis Process Implementation and Training with The Baecore Group in order to streamline interdepartmental workflow processes, which lead to more knowledgeable/efficient employees using Munis, as well as more efficient customer service for residents. This is in conjunction with Village Board goal, *“to consistently improve on utilizing IT systems that enable staff to operate more efficiently thus improving services provided to customers of the Village.”*
3. Upgraded 30 aging and failing workstations along with 5 Police Squad Laptops for FY2013 and FY2014.
4. Implemented a Tablet solution for Community Development Code Inspectors in order to streamline workflow processes within Code Enforcement. This is in conjunction with Village Board goal, *“Streamline Village departments in order to be more efficient and operate within the budget funds available.”*
5. Implemented Windows Server Update Services for more efficient and secure method of installing Windows Updates on Village workstations.

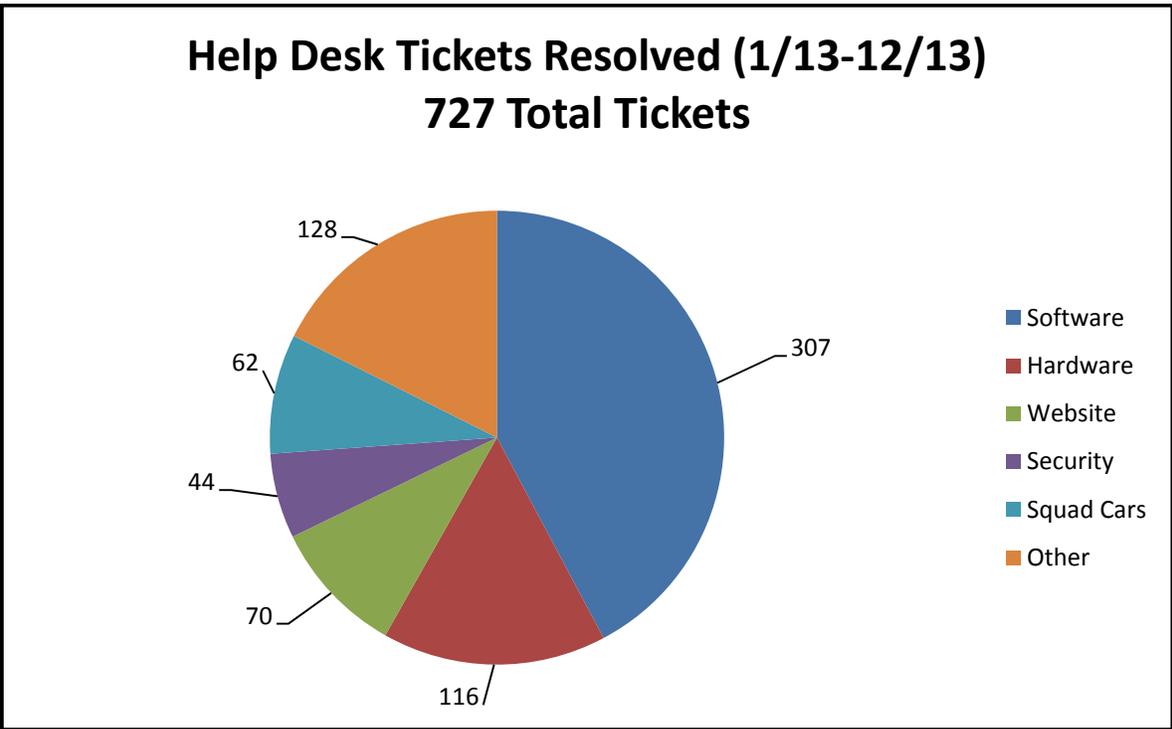
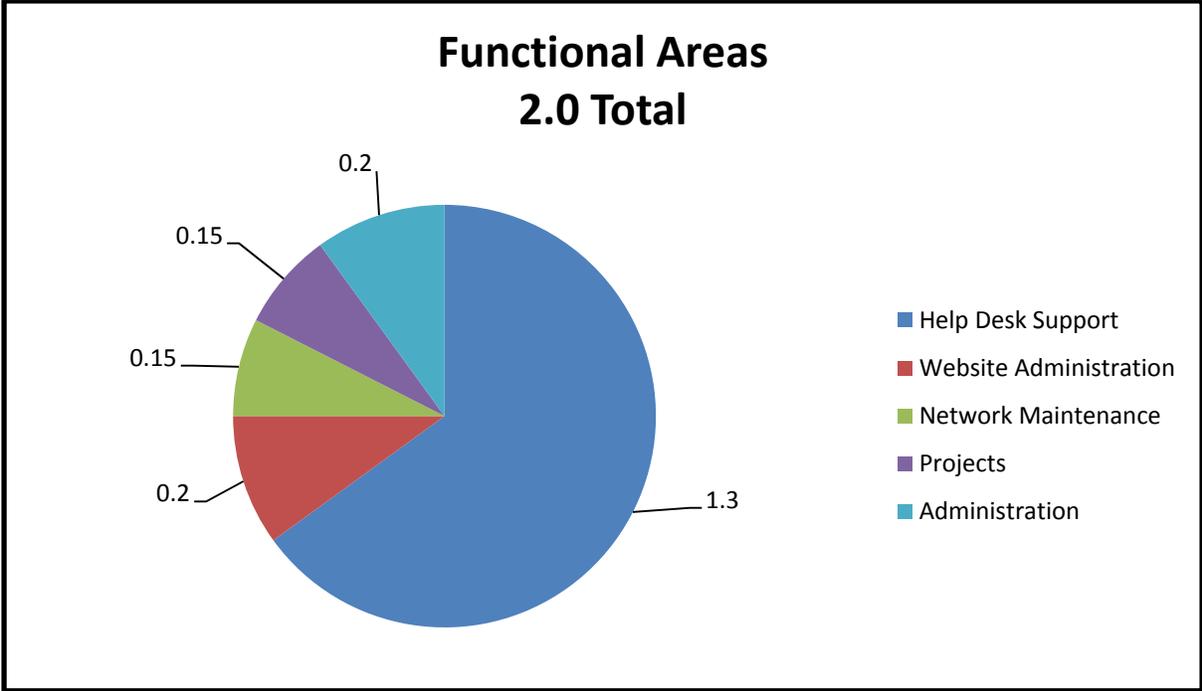
- 6. Consolidated all network files to one server for higher efficiency and faster access to data. This is in conjunction with Village Board goal, *“Streamline Village departments in order to be more efficient and operate within the budget funds available.”*

2014/2015 OBJECTIVES

1. Replace aging and failing phone system and network infrastructure at Fire Stations 1, 2, and 3 to be in line with phone system and network infrastructure throughout rest of the Village buildings, improving performance and security. This is in conjunction with Village Board goal, *“to consistently improve on utilizing IT systems that enable staff to operate more efficiently thus improving services provided to customers of the Village.”*
2. Implement Virtualized Server Infrastructure to replace aging servers in order to enhance system performance, provide higher system replication, and reduce costs of purchasing physical servers in the future. This is in conjunction with Village Board goal, *“to consistently improve on utilizing IT systems that enable staff to operate more efficiently thus improving services provided to customers of the Village.”*
3. Continue with workstation upgrades by replacing aging, and failing, workstations for FY2013 and FY2014. This is in conjunction with Village Board goal, *“to consistently improve on utilizing IT systems that enable staff to operate more efficiently thus improving services provided to customers of the Village.”*
4. Upgrade Munis server to virtualized server as well as upgrade to version 10.3 in order to utilize system and process enhancements. This is in conjunction with Village Board goal, *“Streamline Village departments in order to be more efficient and operate within the budget funds available.”*
5. Upgrade Firehouse server to stand-alone virtualized server to enhance software performance and reliability. This is in conjunction with Village Board goal, *“Streamline Village departments in order to be more efficient and operate within the budget funds available.”*
6. Upgrade Public Safety vehicle cellular communications with more reliable public safety grade equipment. This is in conjunction with Village Board goal, *“to consistently improve on utilizing IT systems that enable staff to operate more efficiently thus improving services provided to customers of the Village.”*



PERSONNEL SCHEDULE				
FT/PT	Budget 2011/2012	Budget 2012/2013	Actual 2013/2014	Projected 2014/2015
Full-Time	2	2	2	2
Part-Time	1	1	0	0



VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

001 - GENERAL FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>001112 - INFORMATION TECHNOLOGY</u>						
<u>PERSONNEL SERVICES</u>						
50010	REGULAR SALARIES	149,288	147,136	116,670	121,115	124,114
50040	LONGEVITY	220	280	270	75	120
50050	ATTENDANCE INCENTIVE	250	750	750	438	750
50075	PART TIME/SEASONAL	14,308	6,174	14,968	2,190	-
	TOTAL	164,066	154,340	132,658	123,818	124,984
<u>PERSONNEL BENEFITS</u>						
51120	EMPLOYEE HEALTH INSURANCE	20,383	19,771	-	-	-
	NEW ACCOUNT CREATED IN FY 2014 (51129)					
51129	HEALTH INSURANCE REIMBURSEMENT	-	-	23,100	21,714	20,608
51140	IMRF	16,378	17,460	14,477	14,900	15,111
51160	FICA	10,165	9,570	8,225	7,700	7,749
51165	MEDICARE	2,379	2,238	1,924	1,850	1,812
	TOTAL	49,304	49,039	47,726	46,164	45,280
<u>CONTRACTUAL SERVICES</u>						
52125	PUBLIC INFORMATION	6,003	-	-	-	-
52163	TRAINING/MEETINGS	-	1,527	2,500	2,500	8,000
	MUNIS CONFERENCE: \$2,500 VMWARE TRAINING: \$2,500 CERTIFICATIONS: \$3,000					
52190	PROFESSIONAL SERVICE	10,993	61,720	71,346	71,346	86,371
	ANTI-VIRUS/BACK-UP MAINTENANCE: \$4,836 LASERFICHE MAINTENANCE: \$3,650 DOMAIN RENEWAL: \$200 WEBSITE (ENEWS, CALENDAR, HOSTING, GOOGLE SEARCH): \$1,608 COPIER MAINTENANCE AGREEMENT: \$43,292 CISCO TAC - PHONE/NETWORK MAINTENANCE AGREEMENT: \$17,233 GRANICUS WEB MEETING STREAMING (\$300/mo.): \$3,600 DELL SERVER MAINTENANCE RENEWAL: \$6,954 PD INTERVIEW ROOM SYSTEM MAINTENANCE: \$3,000 WEB FILTER MAINTENANCE: \$1,998					
52320	MAINTENANCE - MUNIS	41,876	113,610	141,154	128,884	59,151

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

001 - GENERAL FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>001112 - INFORMATION TECHNOLOGY</u>						
<u>CONTRACTUAL SERVICES</u>						
	OSDBA: \$7,802					
	GUI SUPPORT: \$1,650					
	MODULE SUPPORT: \$40,194					
	BAECORE SAAS (SOFTWARE AS A SERVICE): \$4,505					
	MUNIS GoDocs - \$5,000					
52323	MAINTENANCE EQUIPMENT	6,678	5,801	6,000	8,614	11,000
	NETWORK EQUIPMENT MAINTENANCE & REPAIRS: \$10,000					
	TOUGHBOOK REPAIRS: \$1,000					
52410	COMMUNICATIONS	5,322	6,493	59,935	59,935	60,225
	CALL ONE: \$55,185					
	CELL PHONE: \$2,160					
	COMCAST INTERNET (VILLAGE HALL, PUBLIC WORKS): \$2,880					
	TOTAL	70,872	189,150	280,935	271,279	224,747
<u>COMMODITIES/SUPPLIES</u>						
53606	MINOR TOOLS - EQUIPMENT	1,965	2,764	3,000	3,000	3,000
	PRINTERS/MONITORS/SCANNERS/MIS C. PERIPHERALS					
53608	COMPUTER	23,044	42,036	53,708	54,038	91,420
	DESKTOP REPLACEMENT PER UPGRADE SCHEDULE: \$28,520					
	2 DELL POWEREDGE SERVERS					
	VMware - \$12,900					
	5 RUGGED LAPTOPS POLICE SQUAD CARS - \$19,000					
	27 VEHICLE HOTSPOTS - \$31,000					
53611	SUPPLIES - NETWORK SOFTWARE	11,828	26,458	11,395	11,395	25,900
	30 MS OFFICE PRO 2010 LICENSES: \$7,300					
	VMWare AND WINDOWS SERVER DATACENTER LICENSING - \$13,900					
	MS SQL SERVER 2012 LICENSING FOR MUNIS/FIREHOUSE/LASERFICHE - \$4,700					
53620	SUPPLIES - OFFICE	96	28	400	400	400
53630	OPERATING SUPPLIES	498	170	1,000	1,000	1,000
	TOTAL	37,431	71,456	69,503	69,833	121,720
	DEPARTMENT TOTAL	321,673	463,985	530,822	511,094	516,731

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MISSION STATEMENT: Public Building's staff is dedicated to providing custodial and building maintenance to all public buildings owned and operated by the Village.

Responsibilities include but are not limited to:

Equipment Maintenance & Repair– Village Hall, Public Works, Sewer & Water Facilities, Fire Stations

- Rooftop exhaust fans
- Rooftop HVAC units
- Boilers
- Cooling tower
- Circulating pumps
- Refrigeration
- Plumbing (sewer & water)
- Sewage lift station
- Pneumatic air compressors
- Natural gas emergency generator
- HVAC radiators multiple units
- Reheat units 2nd floor Village Hall
- Building make up handler
- HVAC radiator fresh air handler
- Gun range air handler
- AC split system units

Building & Grounds Maintenance

- Fountain
- Trees & bushes
- Parking lot
- Exterior building lights
- Exterior Windows

Snow Removal – Village Hall, Fire Stations

General Custodial Duties

2013/2014 ACCOMPLISHMENTS

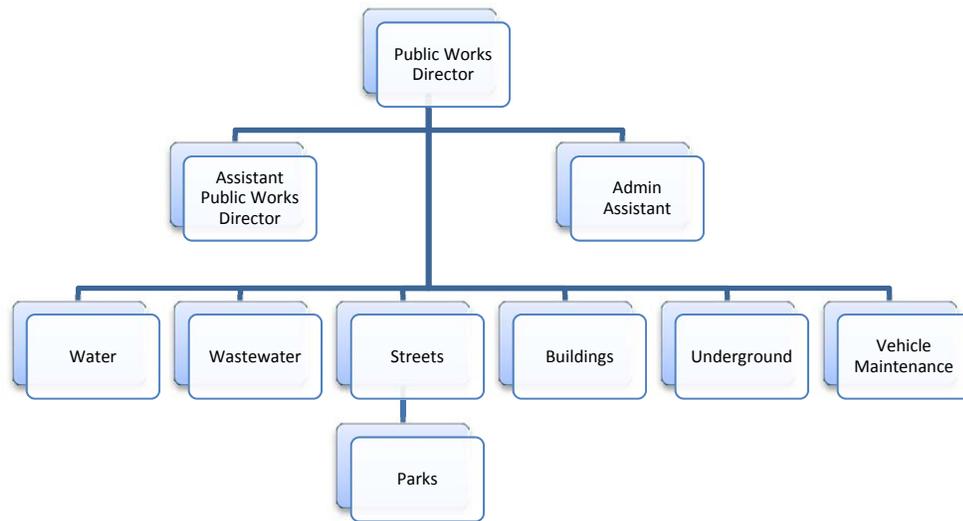
1. Building Superintendent continued to expand his level of knowledge in HVAC by taking technical classes at ECC. These efforts have already saved the Village thousands of dollars.
2. Expanded maintenance responsibilities to include all Fire Stations and the Public Works Facility. Example of responsibilities include: HVAC, plumbing & electric repair and preventative maintenance.
3. Prepared specification, went out for bid, and awarded contract for the installation of fencing around the Police Department parking lot.

4. Installed fencing inside dumpster enclosure isolating Village Hall's dumpster from the recycling dumpster. These efforts eliminated fly dumping into our dumpster.
5. Taking advantage of grant opportunities new LED parking lot and building ground lights were installed and will reduce electric cost.
6. Caulked all roof capping and approximately 25% of the windows. These efforts eliminated many leaks within Village Hall and Police.
7. Completed rehab project of engineering and code which included painting, carpet and work station installation.
8. Assisted with the development and maintenance of the Community vegetable garden.
9. Replace drop ceiling in 10 locations throughout Village Hall and Police Department.
10. Installed 65 Blinds throughout Village Hall. These efforts will help reduce cooling cost.
11. Promoted permanent part-time employee to full time. This allows the Building Superintendent to perform maintenance & repair at fire stations and Public Work.

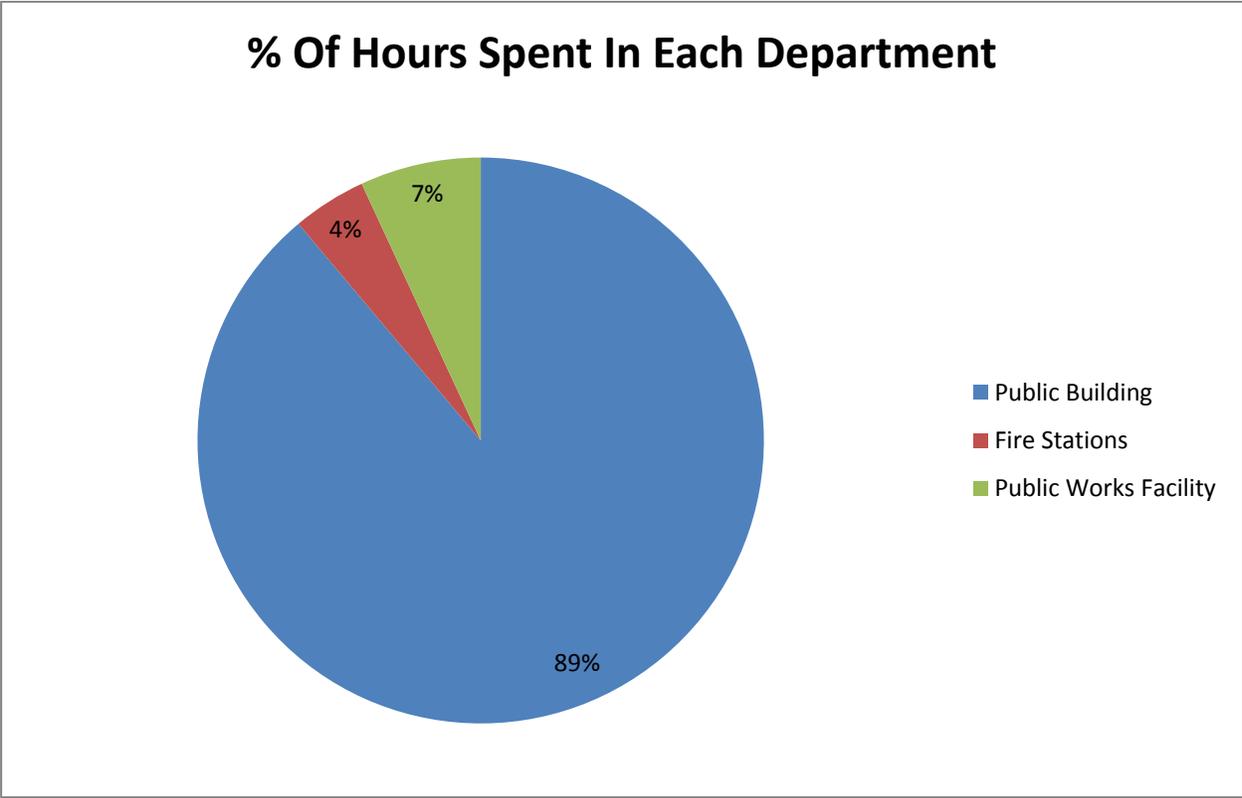
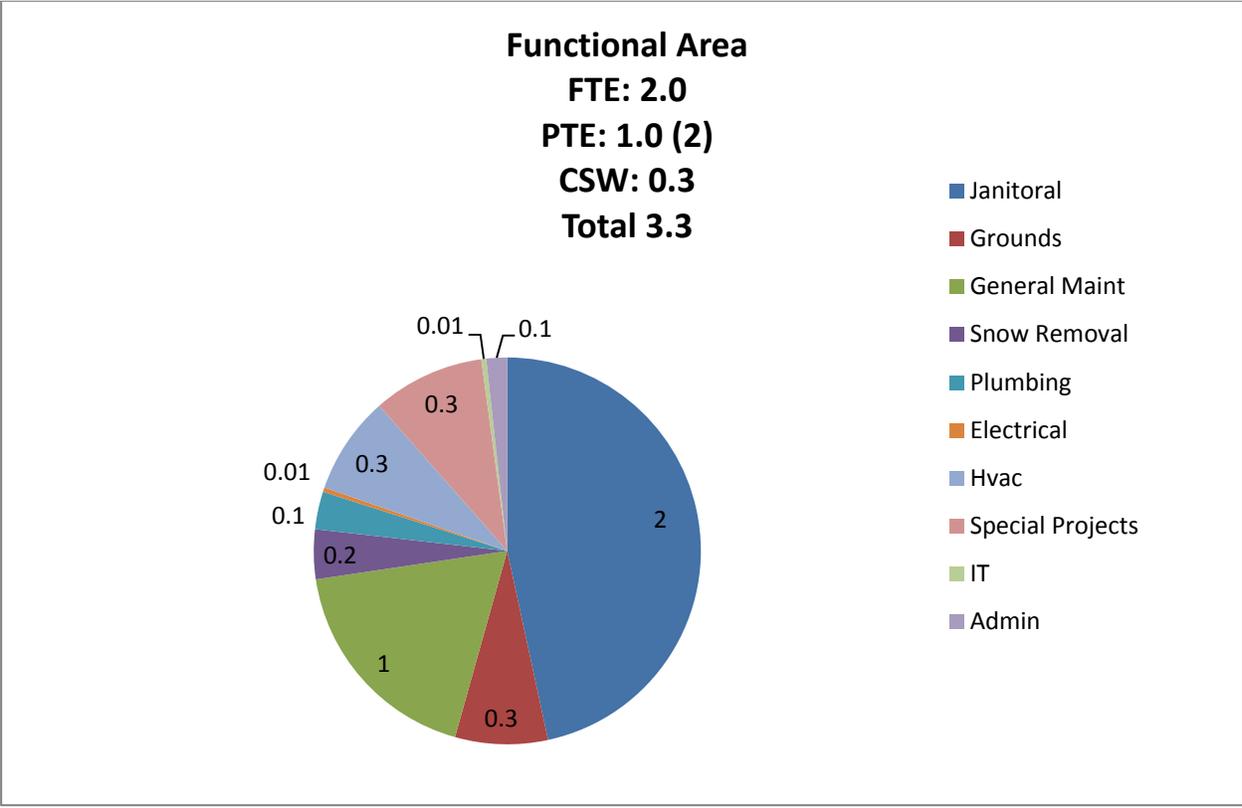
2014/2015 OBJECTIVES

1. Building Superintendent will continue expand his level of knowledge in HVAC by taking technical classes at ECC.
2. Remove fountain and replace with perennial garden.
3. Maintenance worker will enroll in basic electrical / HVAC classes.
4. Continue to provide the Village Hall, Fire & Police and Public Works with outstanding customer service.
5. Continue to develop a preventative maintenance program on all mechanical and stationary equipment within the Village Hall, Police & Fire stations and Public Works Facilities.
6. Paint and rehab staff lounges, police locker & training room.
7. Re-key Village Hall doors to a standard master key and to specific departments.
8. Complete caulking all exterior windowpanes.
9. Contract services to inspect HVAC bundles.

ORGANIZATIONAL CHART



PERSONNEL SCHEDULE				
FT/PT	Budget 2011/2012	Budget 2012/2013	Actual 2013/2014	Projected 2014/2015
Full-Time	1	1	1	2
Part-Time	0	0	2	2
Contractual	1	1	1	1



KEY PERFORMANCE MEASURES/SERVICE INDICATORS	Unit of Measurement	2011 Actual	2012 Actual	2013 Actual	2014 Projected
Hot Water Heaters	Replaced	0	2	3	2
Toilet / Urinal	Repairs	9	22	49	26
Lavatory / Shower	Replaced / Repair	8	2	16	9
Plumbing	General Repairs	N.A.	N.A.	43	43
Thermostats	Replaced	3	5	2	3
HVAC	Repairs	1	2	57	57
HVAC	Maintenance	N.A.	N.A.	47	47
Electrical	Repairs	N.A.	N.A.	46	46
Request for Maintenance	Calls	N.A.	N.A.	1,625	1625
Appliances	Install / Repair	N.A.	N.A.	9	9
Rod / Flush sewer lines	Occurrences	3	12	25	13
Painting	Rooms	1	6	0	2
Snow Removal	Man hours	N.A.	N.A.	110	248 to date

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

001 - GENERAL FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>001115 - PUBLIC BUILDINGS</u>						
<u>PERSONNEL SERVICES</u>						
50010	REGULAR SALARIES	45,583	65,244	73,370	75,750	94,949
50020	OVERTIME SALARIES	3,651	634	-	2,000	3,000
50040	LONGEVITY	-	20	40	40	120
50050	ATTENDANCE INCENTIVE	-	250	250	1,000	1,000
50075	PART TIME/SEASONAL	11,699	10,662	25,230	23,000	25,729
	TOTAL	60,933	76,810	98,890	101,790	124,798
<u>PERSONNEL BENEFITS</u>						
51120	EMPLOYEE HEALTH INSURANCE	6,930	18,584	-	-	-
	NEW ACCOUNT CREATED IN FY 2014 (51129)					
51129	HEALTH INSURANCE REIMBURSEMENT	-	-	16,500	15,510	22,203
51140	IMRF	5,334	7,793	9,060	9,800	11,977
51160	FICA	3,625	5,344	6,132	7,000	7,738
51165	MEDICARE	856	1,258	1,434	1,650	1,810
51170	OTHER POST EMPLOYMENT BENEFITS	11,930	12,000	12,000	12,000	12,000
	1 RETIREE (PAYMENT 5 OF 5)					
	TOTAL	28,674	44,979	45,126	45,960	55,728
<u>CONTRACTUAL SERVICES</u>						
52310	MAINT BUILDINGS & GROUNDS	67,885	37,133	28,500	28,500	30,000
	WEED CONTROL, PLUMBING, ELECTRICAL, HVAC REPAIR, LIFT RENTAL VILLAGE HALL FOUNTAIN FILL-IN: \$5,000					
60006	VILLAGE HALL LEDS	-	-	-	10,815	-
52323	MAINTENANCE EQUIPMENT	8,237	8,632	10,000	10,000	18,500
	ELEVATOR INSPECTION AND REPAIR: \$4,000 PEST CONTROL: \$1,800 FIRE SYSTEM INSPECTION: \$1,500 GENERATOR INSPECTION: \$1,200 HVAC BUNDLE: \$10,000					
52409	HEATING	7,811	4,293	10,000	7,500	7,500
	ELECTRICITY TO HEAT 2ND FLOOR					
52410	COMMUNICATIONS	-	120	800	500	600
	VERIZON: \$600					
	TOTAL	83,933	50,178	49,300	57,315	56,600

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

001 - GENERAL FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>001115 - PUBLIC BUILDINGS</u>						
<u>COMMODITIES/SUPPLIES</u>						
53606	MINOR TOOLS - EQUIPMENT	1,042	2,056	1,500	1,600	9,000
	SALT SPREADER: \$500					
	AIR COMPRESSOR: \$2,200					
	PATIO BENCHES: \$2,700					
	MENS BATHROOM PARTITIONS: \$1,500					
	MISC. TOOLS: \$2,100					
53607	GAS & OIL	609	508	-	-	-
	THIS LINE ITEM HAS BEEN RELOCATED IN THE VEHICLE MAINTENANCE BUDGET					
53630	OPERATING SUPPLIES	20,825	27,360	25,000	29,500	29,000
	COOLING TOWER CHEMICALS: \$2,000					
	PAPER PRODUCTS & GENERAL MAINTENANCE SUPPLIES: \$23,000					
	WINDOW CAULK: \$2,500					
	GABAGE CANS: \$1,500					
53651	SUPPLIES - CLOTHING	444	219	375	375	600
	UNIFORMS FOR PUBLIC BUILDING EMPLOYEES					
	TOTAL	22,920	30,143	26,875	31,475	38,600
<u>EQUIPMENT</u>						
55799	IMPROVEMENTS	-	42,675	23,274	19,200	-
	TOTAL	-	42,675	23,274	19,200	-
	DEPARTMENT TOTAL	196,461	244,785	243,465	255,740	275,726

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MISSION STATEMENT: The Parks Division of Public Works is dedicated to providing safe, clean, and beautiful parks and facilities for the residents of Carpentersville. Services shall be provided to enrich the quality of life for local residents and provide the best possible recreational facilities and open natural spaces available.

The Parks Division of Public Works maintains the integrity of the equipment and buildings. The Parks Division is responsible for maintaining the forty-two acres that make up five (5) parks, with an additional 5 acres of village owned properties and right of ways around the Village.

Responsibilities include but are not limited to:

Picnic areas – Responsible for 20 areas in five parks with an additional six sitting areas.

Playground – Maintenance of two playground areas in Carpenter Park.

Pavilions – Maintenance of two pavilions and the stage at Carpenter Park.

Veterans' Garden – Maintenance of the Veterans' Garden area, which includes the installation and repair of bricks in the monument area, building and maintenance of retaining walls around the various flower beds, the planting and maintenance of flowers, bushes, trees, and flags and flagpoles within the garden area.

Cleaning – Cleanup and maintenance of all of the parks and public properties within the parks system.

Tree Trimming and Removal – The trimming of limbs and removal of any tree that is deemed unsafe.

Snow Removal – Removal of snow from the parking areas in each park as well as the walkways in Carpenter Park and Veterans Garden, along with the assigned old town district which is bordered by Carpenter Blvd., Williams, Huntley Rd, and Illinois street.

Mulching – The placement of mulch in the various flower / shrub areas in our parks and around the village welcome signs and the Main St. hill welcome area.

Entrance Signs - Maintenance and repair of five Village of Carpentersville entrance signs and also the Old Town monument sign on Main Street & Route 31.

2013/2014 ACCOMPLISHMENTS

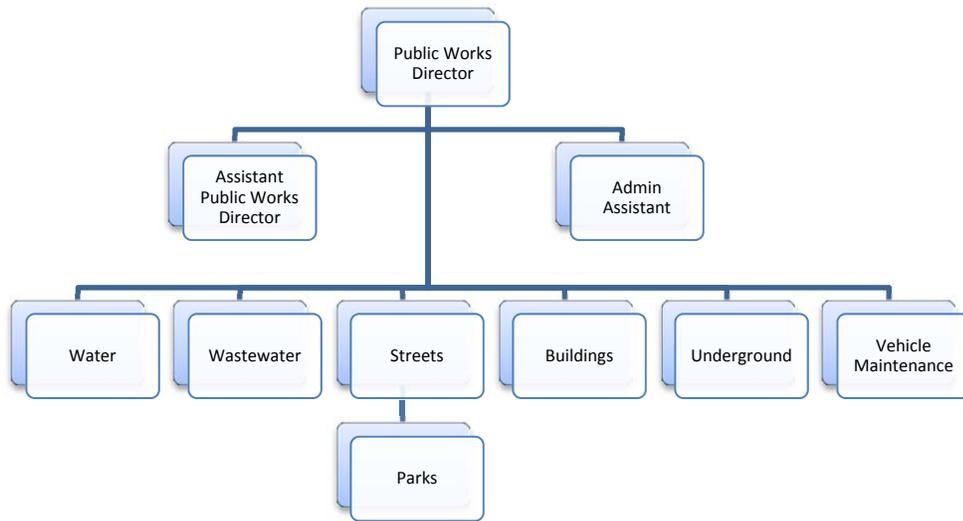
1. Worked with landscape architect to Developed a master parks plan as well as conceptual plan for Carpenter Park. These efforts were beneficial when applying for grants the OSLAD Grant.
2. Was selected as a final candidate for funding of the Carpenter Park improvement project through the OSLAD Grant Program.
3. Staff and President Ritter traveled to Springfield to present the Carpenter Park improvement project to the Illinois Department of Natural Resources.
4. With the cooperation of the Boys and Girls Club and using their 501-C3 status, staff applied for and received a \$5,000 grant made available by United Airlines for the purchase and installation of trees within our park system. Trees were purchased and installed in conjunction with the 2013 Arbor Day event.
5. Completed construction of North Parking Lot.
6. Advertised for bids and successfully entered into a ground maintenance contract with an independent landscape contractor for services related to weekly mowing, trimming and garbage collection within our parks system.

7. Hired a Part Time arborist.
8. Worked with CAMBr to develop and construct skills area for biking at Keith Andreas Park
9. Removed 15 dead or dying trees within Carpenter Park.
10. Completed the construction of the north parking lot.
11. Dead shrubs, trees and plants were replaced within the garden areas of the Carpentersville entrance signs.

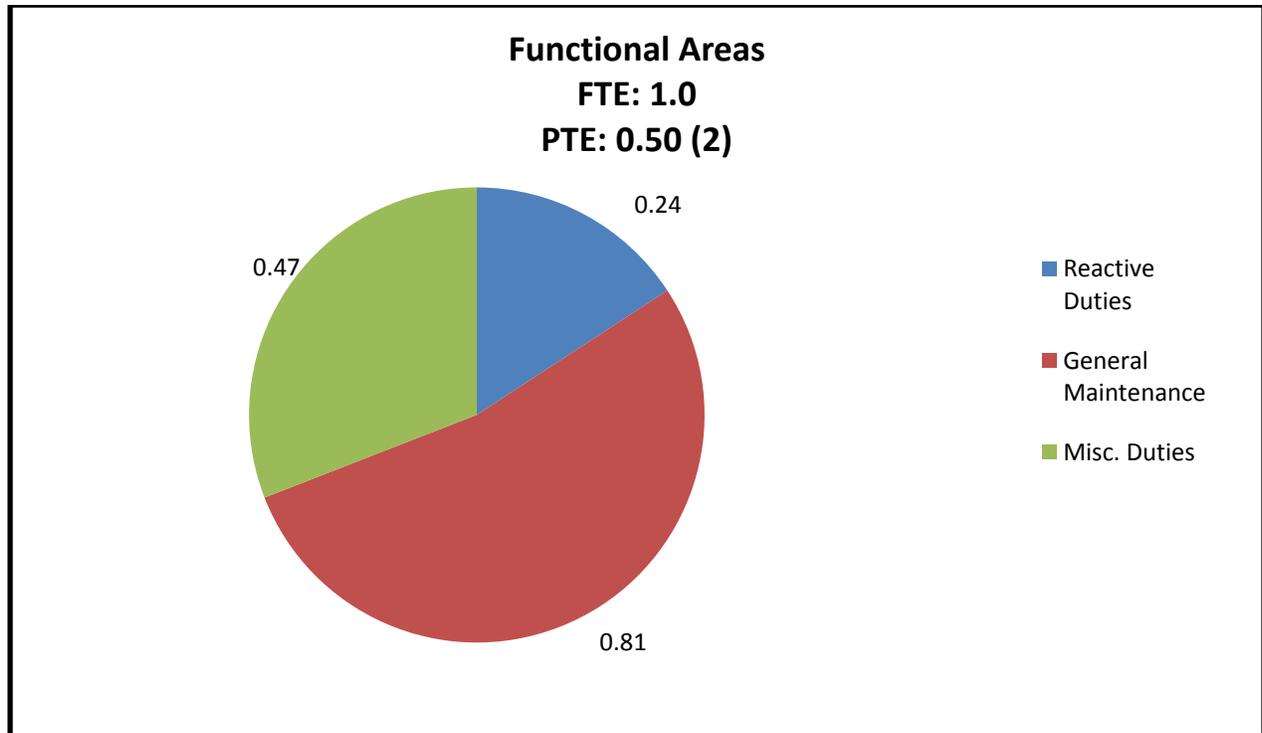
2014/2015 OBJECTIVES/GOALS

1. Award contract with landscape architect for the design of improvements of Carpenter Park.
2. Bid and award contract for construction of improvements being made to Carpenter Park.
3. Continue to pursue grants related to the development of our parks system (Dog Park).
4. Host 2014 Arbor Day event.
5. In preparation of the 2014 season, all picnic tables will be rebuilt and painted within the winter months.
6. Publically advertise and award bids for grounds maintenance within our parks system. (Note: because of favorable prices we may negotiate a contract extension with current ground maintenance contractor.)

ORGANIZATIONAL CHART



PERSONNEL SCHEDULE				
FT/PT	Budget 2011/2012	Budget 2012/2013	Actual 2013/2014	Projected 2014/2015
Full-Time	1	1	1	1
Part-Time	0	0	2	2



KEY PERFORMANCE MEASURES/SERVICE INDICATORS	Unit Of Measurement	2011 Actual	2012 Actual	2013 Actual	2014 Projected
Park Permits	Permits Issued	61	58	60	60
Snow & Ice Control	Man Hours	20	20	416	50
Storm Cleanup	Man Hours	160	148	96	134
Park Cleanup	Man Hours	530	530	312	457
Tree Maintenance	Man Hours	264	200	600	800
Playground Equip. Repair	Man Hours	184	240	112	179
Picnic Site Repair	Man Hours	184	220	142	182
Entrance Sign Maintenance	Man Hours	232	180	160	190
Grounds Maintenance	Man Hours	104	96	80	93
Vet. Garden Maintenance	Man Hours	148	160	152	153
Structure Maintenance	Man Hours	116	142	78	112
Graffiti Removal	Man Hours	160	80	96	112
Labor Pool	Man Hours	282	348	56	229
Special Events	Man Hours	160	160	160	160
Material Hauling	Man Hours	16	80	62	53
Tool & Equipment Repair	Man Hours	36	60	84	60
Training	Man Hours	12	24	10	15
Administration	Man Hours	50	52	52	52

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

001 - GENERAL FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
001220 - PARKS						
<u>PERSONNEL SERVICES</u>						
50010	REGULAR SALARIES	62,580	62,209	61,728	63,000	63,338
50020	OVERTIME SALARIES	2,768	4,256	1,000	5,000	4,000
50040	LONGEVITY	520	560	600	600	640
50050	ATTENDANCE INCENTIVE	-	-	250	-	500
50075	PART TIME/SEASONAL	-	-	12,000	13,100	24,480
	TOTAL	65,868	67,025	75,578	81,700	92,958
<u>PERSONNEL BENEFITS</u>						
51120	EMPLOYEE HEALTH INSURANCE NEW ACCOUNT CREATED IN FY 2014 (51129)	18,620	19,191	-	-	-
51129	HEALTH INSURANCE REIMBURSEMENT	-	-	22,291	20,954	20,679
51140	IMRF	7,096	7,860	7,820	8,200	8,279
51160	FICA	3,866	3,950	4,686	4,800	5,763
51165	MEDICARE	904	924	1,096	1,150	1,348
51255	UNIFORM ALLOWANCE MOVED TO SALARIES	375	375	375	375	-
	TOTAL	30,860	32,300	36,268	35,479	36,069
<u>CONTRACTUAL SERVICES</u>						
52166	VETERANS' GARDEN MOVED TO VETERANS GARDEN FUND	2,706	5,057	-	-	-
52190	PROFESSIONAL SERVICE TESTING \$200	-	-	30,000	30,000	200
52310	MAINT BUILDING & GROUNDS	5,275	-	6,000	5,500	7,000
52410	COMMUNICATIONS VERIZON: \$200	-	1	255	200	200
52740	TREE/LAWN CARE CONTRACTUAL GROUNDS MAINTENANCE, TREE TRIMMING/REMOVAL	32,093	12,346	13,000	14,000	15,000
52901	RENTALS RENTALS SUCH AS: TOOLS, GENERATORS	300	50	250	-	250
	TOTAL	40,374	17,455	49,505	49,700	22,650
<u>COMMODITIES/SUPPLIES</u>						
53606	MINOR TOOLS - EQUIPMENT ASSORTED HAND TOOLS (RAKES, SHOVELS, BROOMS, SHEARS FLAG POLE PARTS AND ACCESSORIES SMALL TOOLS (WRENCHES, SCREWDRIVERS, CHAIN SAW BLADES, ETC.), BLEACHERS	1,904	1,897	4,800	3,500	4,800

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

001 - GENERAL FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
001220 - PARKS						
<u>COMMODITIES/SUPPLIES</u>						
53607	GAS & OIL	3,039	2,895	-	-	-
	THIS LINE ITEM HAS BEEN RELOCATED IN THE VEHICLE MAINTENANCE BUDGET					
53630	OPERATING SUPPLIES	14,024	11,475	12,500	14,000	16,610
	REPAIRS TO STRUCTURES, BRIDGES, PICNIC AND SITTING AREAS GENERAL MAINTENANCE SUPPLIES PULVERIZED DIRT, GRASS SEED, AND PLAYGROUND REPAIR PARTS FENCE REPAIR, ARBOR DAY TREE CIC - LAKEWOOD ENTRANCE SIGN \$2,609.33					
80002	PARK COMMITTEE	-	-	-	539	-
	MOVED FROM GRANT FUND; INCLUDED IN NON-PROJECT ACCOUNT					
	TOTAL	18,967	16,268	17,300	18,039	21,410
<u>EQUIPMENT</u>						
55799	IMPROVEMENTS	-	-	-	-	-
70168	JACK HILL PK PEDESTRIAN PATH	349	-	-	-	-
80004	CARPENTERS PARK TRUST	-	-	8,500	-	-
	TOTAL	349	-	8,500	-	-
	DEPARTMENT TOTAL	156,418	133,048	187,151	184,917	173,087

MISSION STATEMENT: The Street Division is dedicated to the repair and maintenance of our streets, right-of-ways and parks.

The Street Division's primary functions include but are not limited to:

1. Grind and overlay
2. Roadway patching
3. Snow and ice control
4. Tree trimming
5. Tree removal
6. Shoulder repair
7. Ditch-line restoration
8. Right of way trash collection
9. Street sweeping
10. Catch basin cleaning
11. Dead animal retrieval
12. Sign installation and repair
13. Crosswalk / stop bar painting
14. Graffiti removal on public right of ways
15. Assist other divisions and village departments through manpower, equipment and logistical support

2013/2014 ACCOMPLISHMENTS

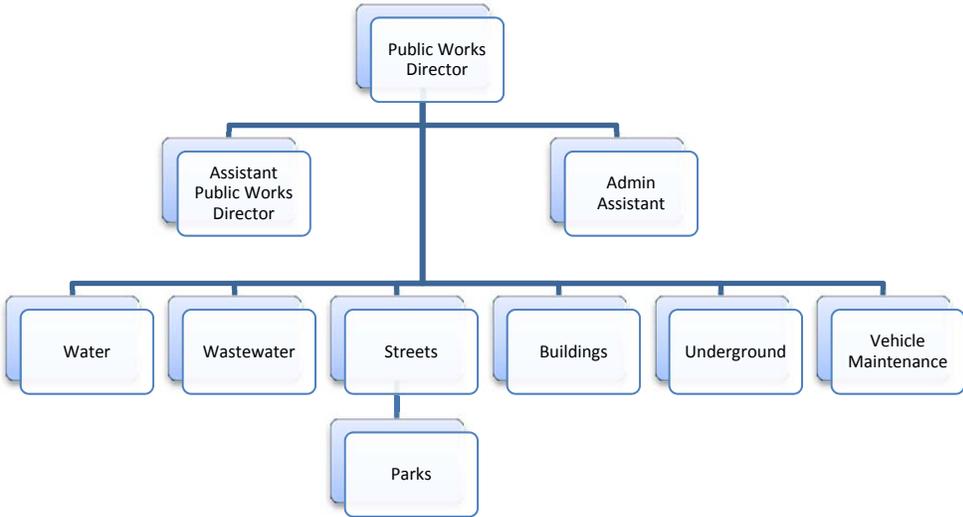
1. The continuation of our "in-house" asphalt overlay program. This year a total of 10 streets 5.2 lane miles were completed.
2. Continued with the in-house tree removal project. Crews removed 77 trees this fall.
3. Publically advertised and awarded a bid for the removal of 138 large ash trees located throughout the Village.
4. Publically advertised and awarded a bid for ground maintenance services related to mowing, trimming and garbage collection on right of ways and Village owned properties.
5. A total of 3,129 man-hours of reassigned street employees into the labor pool for assistance in other divisions / departments.
6. Purchased an asphalt hot box to aid in the repair of potholes during the winter months.
7. Purchased a BobCat mini loader with attachments.
8. Purchased a Tandem axel dump truck with plow & salt spreader attachment.

9. Continue our roadside restoration program on major roadways using limestone to strengthen the road edges and improve the appearance of these roads. We used 60 ton of limestone in this program.
10. Street sweeping program included sweeping the village 2 times in an 8-month sweeping season (May – Dec). In addition sweeping is done during grinding operations.
11. Our continuing street sign replacement program to be compliant with the federal mandate issued in 1997 governing size and color of street signs and their associated lettering.

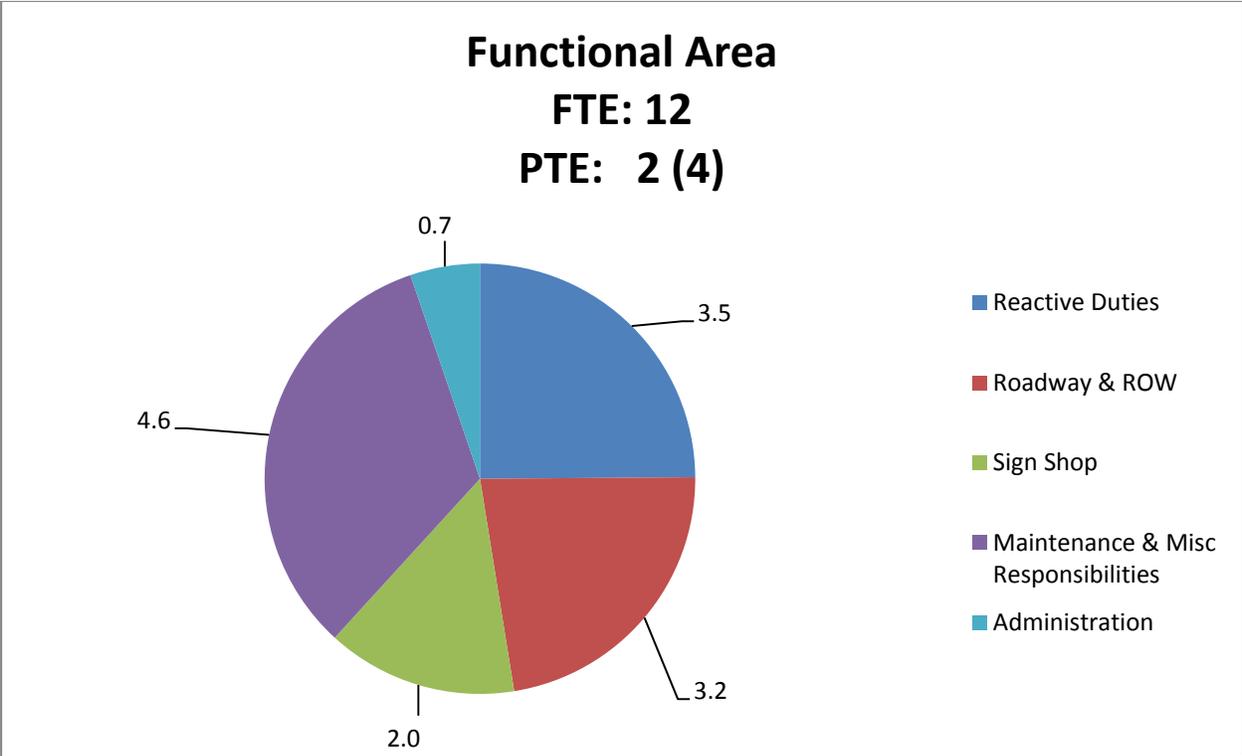
2014/2015 OBJECTIVES

1. Conduct Pavement Analysis Study.
2. Re-establish crack sealing program.
3. Remove ComEd street light poles left standing following the completion of construction projects.
4. Install pedestrian crossings on Main Street and Randall & Miller Road.
5. Install electronic sign board (location to be determined). This item is grant dependent.
6. Maintain the integrity of our division through cross manning, cross training and the sharing of resources with the other divisions of public works.
7. Share labor force with other division of Public Works to complete labor intensive projects.
8. Continuation of our grind & overlay paving program. Our goal is to pave 5.0+ lane miles this coming summer.
9. Continue removing trees infected by the emerald ash borer. Removal includes stump grinding and site restoration.
10. Publically bid and award a contract for tree trimming specifically within the Old Town area.
11. Continue our street sign replacement program. We will be upgrading the signage west of route 31 as personnel and materials allow. We will complete the change over from the old style signs to the new signs with the larger letters and village logo.
12. Repair and/or replace sections of sidewalks and curb lines that are in our estimation, a safety hazard to our residents.
13. Monitor and review any changes in the federal and state guidelines for M.U.T.C.D. and adjust our guidelines and procedures accordingly.

ORGANIZATIONAL CHART



PERSONNEL SCHEDULE				
FT/PT	Budget 2011/2012	Budget 2012/2013	Actual 2013/2014	Projected 2014/2015
Full-Time	15	15	14	12
Part-Time	0	3	4	4



GENERAL FUND

STREET DEPARTMENT

Description	Unit of Measure	2011 Actual	2012 Actual	2013 Actual	2014 Projected
REACTIVE DUTIES					
Snow / Ice	Hours	1,512	1,512	3,926	10,000
Dead Animal Pickup	Number of	338	223	278	280
Debris Pickup	Hours		240	64	152
Storm Damage Cleanup	Hours	1875	1,384	480	1246
Catch basins / Flooding	Hours	850	456	420	575
Street Sweeping	Hours	1,440	1,600	756	1265
ROAD / RIGHT OF WAY REPAIR					
Paving	Hours		880	1,304	1092
	Lane Miles	4.3	2.4	5.2	5.0
Grinding	Hours		604	1,632	1118
	Lane Miles	3.6	2.4	5.2	3.7
Patching Holes Filling	Tons	76	262	440	259
Utility Restoration	Tons	84	74	360	173
Roadside Restoration	Hours	536	360	96	331
Ditch Work	Hours	N.A.	72	24	48
Road Base Repairs	Hours	N.A.	88	625	356
Concrete	Hours	N.A.	80	64	72
Restorations / Dirt & Grass seed	Hours	N.A.	64	632	348
SIGNS / PAINTING					
Signs made	Hours	N.A.	1,072	1,268	1170
	Number of			517	517
Signs installed	Hours	391	372	840	534
	Number of			275	275
Painting Stop Bars / Crosswalks	Number of	200	210	193	201
Symbols	Number of			40	40
Painting center /edge lines (contractual)	Footage	N.A.	166,000	166,000	166000
Graffiti Removal / Signs	Hours	N.A.	234	142	188
Graffiti removal / Pavement	Hours	N.A.	48	40	44
Main Street Light Maintenance	Hours	N.A.	N.A.	30	30
TREES INSTALL / REMOVAL					
Tree Trimming	Hours	N.A.	1,608	280	944
Tree Removal (in house)	Number of	45	659	77	700
(contractual)	Number of		113	138	20
Tree Installation (cost share)	Number of	18	N.A.	415	200
(grants)	Number of			140	TBD
(By Village)	Number of			77	TBD
MISC DIVISION DUTIES					
Labor Pool	Hours	1,528	6,518	3,129	3725
Special Events	Hours	N.A.	384	196	290
Building Maintenance & Cleanup	Hours	N.A.	1,248	320	784
Truck Maintenance	Hours	N.A.	240	24	132
Material Hauling	Hours	575	1,420	1020	1005
Mailbox Repair	Hours	N.A.	24	24	24
Training	Hours	128	108	72	103
Roadside Cleanup	Hours	525	126	80	244
ADMINISTRATIVE		N.A.	1200	1200	1200

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

001 - GENERAL FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>001370 - STREET DEPARTMENT</u>						
<u>PERSONNEL SERVICES</u>						
50010	REGULAR SALARIES	1,094,662	965,016	852,376	859,000	879,739
50020	OVERTIME SALARIES	43,302	58,497	52,000	120,000	52,000
50040	LONGEVITY	6,077	6,896	5,797	5,254	5,737
50050	ATTENDANCE INCENTIVE	998	1,498	3,229	1,395	3,457
50075	PART TIME/SEASONAL	4,524	64,319	87,000	62,000	73,301
	TOTAL	1,149,563	1,096,227	1,000,402	1,047,649	1,014,234
<u>PERSONNEL BENEFITS</u>						
51120	EMPLOYEE HEALTH INSURANCE	228,603	214,261	-	-	-
	NEW ACCOUNT CREATED IN FY 2014 (51129)					
51129	HEALTH INSURANCE REIMBURSEMENT	-	-	234,682	220,601	232,161
51140	IMRF	119,294	126,099	123,050	126,500	122,112
51160	FICA	68,478	66,117	62,026	64,850	62,720
51165	MEDICARE	16,048	15,377	14,507	15,800	14,706
51255	UNIFORM ALLOWANCE	6,350	4,875	4,500	4,500	-
	MOVED TO SALARIES					
	TOTAL	438,773	426,728	438,765	432,251	431,699
<u>CONTRACTUAL SERVICES</u>						
52013	DUES & SUBSCRIPTIONS	50	28	250	3,130	3,500
	APWA & WEATHER SERVICE					
52154	NOTICES/PUBLICATIONS	485	-	100	125	100
	LEGAL ADS FOR EMPLOYMENT AND SEAL BIDS.					
52156	REFUSE DISPOSAL	2,732,999	2,764,577	2,780,300	2,798,300	2,858,600
	RESIDENTIAL REFUSE CONTRACT: \$2,815,200 ROLL OFF: \$30,000 GRINDER MILLINGS: \$10,000 SILVERSTONE RECYCLING: \$3,400					
52163	TRAINING/MEETINGS	925	698	800	500	500
	FLAGGER & SAFETY TRAINING					
52190	PROFESSIONAL SERVICE	1,394	1,332	87,800	87,800	124,600

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

001 - GENERAL FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>001370 - STREET DEPARTMENT</u>						
<u>CONTRACTUAL SERVICES</u>						
	PHYSICAL AND RANDOM DRUG TESTING: \$1,000					
	MOSQUITO SPRAYING: \$17,000					
	ASPHALT HAULING: \$20,000					
	SNOW REMOVAL: \$47,000					
	GPS TRACKING: \$9,600					
	PAVEMENT ANALYSIS: \$21,500					
	SAVE THE SILO MAINTENANCE AND PAINTING: \$8,500					
52310	MAINT BUILDING & GROUNDS	1,451	2,703	4,000	20,000	20,000
	BUILDINGS REPAIRS SUCH AS OVERHEAD DOORS, FENCE, & ELECTRICAL.					
52323	MAINTENANCE EQUIPMENT	2,698	6,442	3,000	2,500	3,000
	EQUIPMENT MAINTENANCE: \$3,000					
52328	MAINTENANCE-STREET LIGHTS	31,723	28,815	28,000	19,000	43,000
	VILLAGE-WIDE STREET LIGHT MAINTENANCE: \$25,000					
	COMED STREET LIGHT POLE REMOVAL: \$18,000					
60004	LED STREET LIGHT	-	-	-	31,540	-
80700	ENERGY EFFICIENCY COMM BLK GRANT	53,455	-	-	-	-
52330	MAINTENANCE-TRAFFIC SIGNAL	21,760	23,757	23,000	23,500	106,400
	STATE CONTRACT FOR MAINTENANCE & REPAIR OF ALL TRAFFIC SIGNALS WITHIN THE VILLAGE LIMITS: \$23,500					
	MAIN STREET PEDESTRIAN IMPROVEMENT: \$17,900					
	RANDALL ROAD PEDESTRIAN CROSSING: \$65,000					
52333	MAINTENANCE - VEHICLES	69,542	441	500	500	10,500
	TARP SYSTEM ON DUMP TRUCKS					
52410	COMMUNICATIONS	4,804	6,711	1,500	1,500	1,500
	CELL PHONES					
52740	TREE/LAWN CARE	48,981	39,578	40,000	40,000	42,000
	CONTRACTURAL LAWN MAINTENANCE & STORM CLEAN UP					
52744	TREE REPLACEMENT PROGRAM	-	29,666	100,000	100,000	75,000
60001	IDNR GRANT	-	2,375	-	12,082	-
60002	METRO MAYOR GRANT	-	11,430	-	9,768	-
60003	UNITED AIRLINES GRANT	-	4,530	-	-	-
52762	STREET MAINTENANCE	-	20,302	21,000	14,361	78,000

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

001 - GENERAL FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>001370 - STREET DEPARTMENT</u>						
<u>COMMODITIES/SUPPLIES</u>						
	INTERSECTION MARKINGS, STREET STRIPING: 18,000 CRACK SEALING: \$60,000					
52901	RENTALS	8,637	3,192	2,500	1,000	1,500
	MISC. CONSTRUCTION EQUIPMENT: \$1,500					
	TOTAL	2,978,903	2,946,578	3,092,750	3,165,606	3,368,200
<u>COMMODITIES/SUPPLIES</u>						
53100	MATERIALS - BUILDING MAINTENANCE SUPPLIES: \$3,000	3,788	5,828	2,500	2,800	3,000
53102	STREET MATERIALS HOT AND COLD ASPHALT: \$50,000	62,615	52,614	50,000	30,000	50,000
53600	SUPPLIES - AUTOMOTIVE TRUCK TARPS	65,248	198	500	1,200	4,800
53606	MINOR TOOLS - EQUIPMENT CONSTRUCTION TOOLS: \$5,000, RADIOS: \$5,000	9,186	5,343	10,000	9,000	10,000
53607	SUPPLIES - GAS & OIL THIS LINE ITEM HAS BEEN RELOCATED IN THE VEHICLE MAINTENANCE BUDGET	79,848	63,302	-	-	-
53620	SUPPLIES-OFFICE	2,561	1,268	3,000	2,800	3,000
53630	OPERATING SUPPLIES SIGN SUPPLIES: \$35,000 ROAD PAINT: \$5,000 MISC.: \$15,000	39,371	46,924	50,000	50,000	55,000
	TOTAL	262,616	175,477	116,000	95,800	125,800
<u>EQUIPMENT</u>						
55750	EQUIPMENT ELECTRONIC SIGN BOARD: \$20,000	38,243	-	2,500	2,500	20,000
	TOTAL	38,243	-	2,500	2,500	20,000
	DEPARTMENT TOTAL	4,868,098	4,645,011	4,650,417	4,743,806	4,959,933

MISSION STATEMENT: To ensure the highest quality of service, efficiency and reliability associated with parts procurement, maintenance and repair of vehicles and equipment owned and operated by the Village.

The responsibilities of the Vehicle Maintenance Division are as follows:

1. Maintenance, service, and repair of approximately 176 vehicles and pieces of equipment.
2. Maintenance, service, and repair of approximately 45 small engine tools and equipment.
3. Coordinate outsourced repairs.
4. Maintains records on maintenance and repairs performed
5. Disposes of surplus or worn out vehicles and equipment.
6. Work with other Village departments to write bid specifications for replacement vehicles and equipment.
7. Secures titles and licensing of vehicles.
8. Monitors and maintains an inventory of fuel, lubricants, and commonly used repair parts.

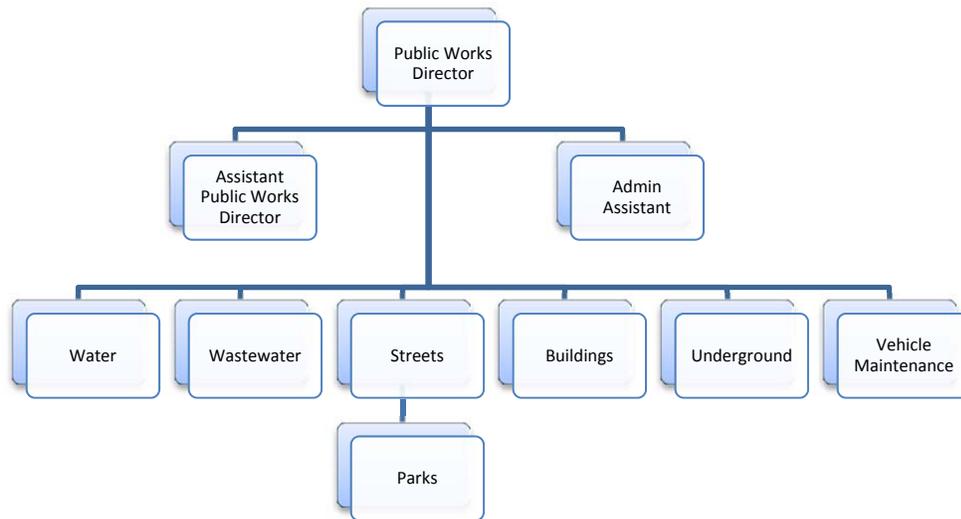
2013/2014 ACCOMPLISHMENTS

1. Successfully transitioned from contractual to in-house maintenance and repair of the entire Village fleet including the Fire Department.
2. Reduced down time of emergency vehicles placing them on high priority for repairs.
3. Taken advantage of the State of Illinois Joint Purchase Program as well as the National Joint Purchasing Alliance to secure to the lowest pricing for parts and equipment.
4. Mechanics continue to increase their levels of knowledge by testing for and passing ASE certification exams.
5. Developed a department wide vehicle maintenance request form, available to all employees

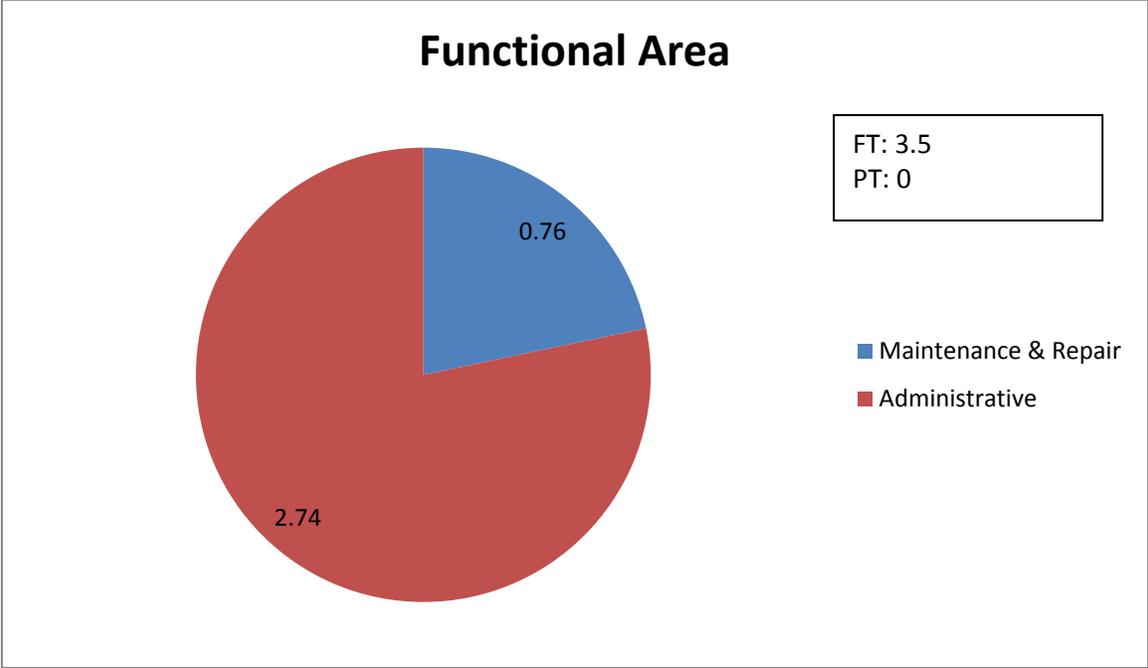
2014/2015 OBJECTIVES/GOALS

1. Provide timely and thorough preventative maintenance tasks.
2. Provide accurate diagnostics and timely repairs to the entire Village fleet.
3. Continue to keep cost as low as possible by participating in State and National procurement programs such as Illinois State Joint Purchasing Program and the National Joint Purchasing Alliance.
4. Continue to train and develop mechanics in all areas of vehicle, truck and emergency vehicle repair.

ORGANIZATIONAL CHART



PERSONNEL SCHEDULE				
FT/PT	Budget 2011/2012	Budget 2012/2013	Actual 2013/2014	Projected 2014/2015
Full-Time	2	3	3	3
Part-Time	0	0	0	0



- Functional area chart includes additional time spent by the streets department superintendent.

GENERAL FUND

**VEHICLE
MAINTENANCE
DEPARTMENT**

KEY PERFORMANCE MEASURES/SERVICE INDICATORS	2012 Number of Jobs	2012 Labor Hours	2013 Number of Jobs	2013 Actual Labor Hours
Lube Oil Filter	225	31	340	876
Inspection	26	26	15	23
Trans Service	9	23	3	10
Tires, Tubes, Etc	177	187	73	99
A/C, Heat, Vent	23	43	38	111
Cab & Sheet Metal	13	24	63	103
Instruments	N.A.	N.A.	26	46
Axles Front Non Drive	N.A.	N.A.	4	32
Axels Rear Non Drive	N.A.	N.A.	3	16
Brakes	56	167	91	248
Frame	10	27	7	22
Steering	11	49	21	75
Suspension	18	30	46	56
Wheels, Rims, Hubs	2	4	6	46
Axels, Front-Drive	1	3	3	6
Axels, Rear-Drive	5	12	10	37
Transfer Case	1	3	6	13
Transmission Auto	12	34	24	43
Charging System	38	61	25	75
Cranking System	8	20	30	40
Ignition System	6	22	7	20
Lighting System	61	99	109	170
Air Intake System	5	11	5	14
Cooling System	26	84	17	43
Exhaust System	8	31	14	21
Fuel System	12	37	17	37
Power Plant	21	43	15	49
General Accessories	20	40	15	31
Electrical Accessories	11	27	18	46
Cargo Handling	3	8	5	7
Hydraulic System	43	132	67	173
Body	40	90	45	105
Trail Frame & Suspension	1	2	3	8
Trim & Miscellaneous	10	19	6	6
Safety Devices	53	60	15	31
Pump	1	3	9	24
Miscellaneous Repairs	11	42	26	45
Inspection – All	4	8	6	11
Shop Cleaning	18	60	132	265
Snow Removal	N.A.	N.A.	7	26
Training	1	5	19	63
Operations	3	110	10	24
Administration	N.A.	1200	N.A.	1500

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

001 - GENERAL FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>001372 - VEHICLE MAINTENANCE</u>						
<u>PERSONNEL SERVICES</u>						
50010	REGULAR SALARIES	-	199,785	206,347	209,500	217,431
50020	OVERTIME SALARIES	-	5,336	5,000	10,029	5,000
50040	LONGEVITY	-	660	800	760	920
50050	ATTENDANCE INCENTIVE	-	-	750	-	1,000
	TOTAL	-	205,781	212,897	220,289	224,351
<u>PERSONNEL BENEFITS</u>						
51120	EMPLOYEE HEALTH INSURANCE	-	37,927	-	-	-
	NEW ACCOUNT CREATED IN FY 2014 (51129)					
51129	HEALTH INSURANCE REIMBURSEMENT	-	-	46,637	46,637	58,775
51140	IMRF	-	24,135	26,186	28,600	27,124
51160	FICA	-	12,278	13,200	14,000	13,910
51165	MEDICARE	-	2,871	3,087	3,400	3,253
51255	UNIFORM ALLOWANCE	-	1,125	1,125	1,125	-
	MOVED TO SALARIES					
	TOTAL	-	78,336	90,235	93,762	103,062
<u>CONTRACTUAL SERVICES</u>						
52013	DUES & SUBSCRIPTIONS	-	30	100	50	100
52150	PHYSICAL EXAMS	-	-	250	-	250
52163	TRAINING/MEETINGS	-	2,697	3,500	2,500	3,500
52333	MAINTENANCE - VEHICLES	-	37,579	37,500	45,000	65,000
52410	COMMUNICATIONS	-	-	255	-	200
	VERIZON: \$200					
	TOTAL	-	40,306	41,605	47,550	69,050
<u>COMMODITIES/SUPPLIES</u>						
53600	PARTS - AUTOMOTIVE	75	124,480	174,000	128,733	150,000
53602	FLUIDS & LUBRICATION	-	-	26,000	25,000	26,000
53606	MINOR TOOLS - EQUIPMENT	-	11,034	10,000	10,000	10,000
53607	FUEL	-	25,611	348,000	302,629	325,000
53620	SUPPLIES - OFFICE	-	795	600	500	600
53630	OPERATING SUPPLIES	-	1,316	2,500	2,069	2,500
	TOTAL	75	163,236	561,100	468,931	514,100
	DEPARTMENT TOTAL	75	487,659	905,837	830,532	910,563

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MISSION STATEMENT: The Mission of the Community Development Department is to maintain and improve neighborhoods by developing and implementing innovative programs and enforcement methods; to guide development projects by providing professional planning, plan review, and inspection services that are comprehensive, and long-range; to monitor impacts of development and property maintenance code provisions and recommend amendments to ensure desired outcomes are achieved and as a result economic development is supported; is responsible for the design, review, construction inspection, and acceptance of the installation of public improvements in residential, commercial, and industrial developments, including the management and tracking of developer guarantees from approval of the final plat of subdivision through the end of maintenance and acceptance of the development by the Village; to provide responsive customer service with the highest level of integrity, consistency and professionalism; and to remain committed to promoting and protecting the health, safety, well-being, and welfare of all Village residents and businesses.

2013/2014 ACCOMPLISHMENTS

1. Developed a process for automatic notification to Community Department and other management employees when established timeliness goals are not being achieved for permits and inspections.
2. Streamlined the processing of building permit applications while maintaining accuracy and fairness.
3. Enhanced customer service relations by establishing expectations and conducting customer service training for all employees.
4. Inspectors worked with counter staff so they have knowledge of all the required support that applicants should submit as part of their permit applications.
5. Inspectors developed checklists which are available on-line and at Village Hall for various permit types along with rental licensing checklists so property owners know all requirements.
6. Implemented a comment card program.
7. The Community Development Department implemented cash collection procedures to allow customers to pay for permits at the same time that a permit is applied for or issued without requiring multiple trips back and forth from the Finance Department.
8. Implemented the process to adopt the ICC 2012 Building Code to have the Village Board adopt the more flexible 2012 code.
9. Implemented a program to include contractors in the new ICC 2012 Building Code review process to gain feedback on the requirements established by the Village going forward.
10. The full time position of Code Assistance Officer/Community Service Officer was created which reports to both the Community Development Department and the Police Department and serves primarily the job responsibilities of one job or the other depending on the day. While he is in the field however, he recognizes and performs both duties.

11. Engineering provides the Building Division support by conducting flat work inspections on private property.
12. Completed the following public construction projects:
 - a. Carpenter Park Parking Lot Expansion Project (**)
 - b. Village Hall Parking Lot Improvements (**)
 - c. Glen Eagle Resurface Project (Woodside Drive) (**)
 - d. Tulsa Avenue and Kings Road LAFO Resurfacing Project
 - e. White Oaks Subdivision 100-year Overland Flood Route Improvement (**)
 - f. 2013 MFT/CDBG Sidewalk Replacement and Resurfacing Program (**)

** = in-house construction inspection
13. Completed engineering plans for the following capital projects:
 - a. Carpenter Park Parking Lot Expansion Project (*)
 - b. Village Hall Parking Lot Improvement Project (*)
 - c. Tulsa Avenue and Kings Road LAFO Resurfacing Project
 - d. 2013 MFT/CDBG Sidewalk Replacement and Resurface Program (*)

* = in-house design engineering
14. Obtained approval of grants for the following projects:
 - a. \$190,000 (additional funding) for water main and sanitary sewer improvements associated with the Maple Avenue Improvement Project from the Illinois Department of Economic Development
 - b. \$141,130 for Phase III construction for the MFT/CDBG Sidewalk Program from Kane County Community Development Block Grant (CDBG) Program
 - c. \$278,666 for Phase III construction and Phase III construction engineering for Sleepy Hollow Road Improvement Project from the Kane/Kendall Council of Mayors, Surface Transportation Program (STP)
 - d. \$2,150,000 (additional funding) for Phase II design, right-of-way, and Phase III construction and Phase III construction engineering for IL Route 31 / Huntley Road / Main Street / Lincoln Avenue Improvement Project from the Kane/Kendall Council of Mayors STP
 - e. \$2,500,000 for Phase II design, Phase III construction and Phase III construction engineering for the Village portion (Inlet Drive to Elm Avenue) of the Huntley Road Improvement Project from the Kane/Kendall Council of Mayors STP
15. Awarded the Phase III construction contract and approved the Phase III construction engineering services agreement for the Maple Avenue Reconstruction Project.
16. Complete Phase I Project Reports and awarded Phase II design contracts for preparation of the final engineering plans for the following projects
 - a. Route 31 and Huntley Road Intersection Improvement Project Phase I
 - b. Maple Avenue Reconstruction Project Phase II
 - c. White Oaks Subdivision 100-year Overland Flood Route Improvement Phase II
 - d. Approved Phase II engineering services agreement for the IL Route 31 / Huntley Road / Main Street / Lincoln Avenue Improvement Project

17. Worked with Pulte Homes on acceptance of public right of way improvements within the Winchester Glen Subdivision which included a 15-month maintenance bond.
18. Reviewed and approved site plans for commercial/industrial/institutional projects and single-family homes for construction. Performed plan reviews and separate inspections related to construction on these sites and other projects.
19. A more business-friendly Municipal Code change was implemented to include a new Special Use Permit to allow home-based day care businesses to care for up to 12 children and to hire employees.
20. Homeowner-friendly Municipal Code changes were made which include creating the completely new R-2-A Single-Family Detached Residential zoning district for 4,759 properties in the Meadowdale residential area and the Lincolnwood Manor neighborhood as well as a new district for Morningside/Berkshire.
21. Moved ordinance violation cases from the Kane County Circuit Court to Carpentersville Adjudication.

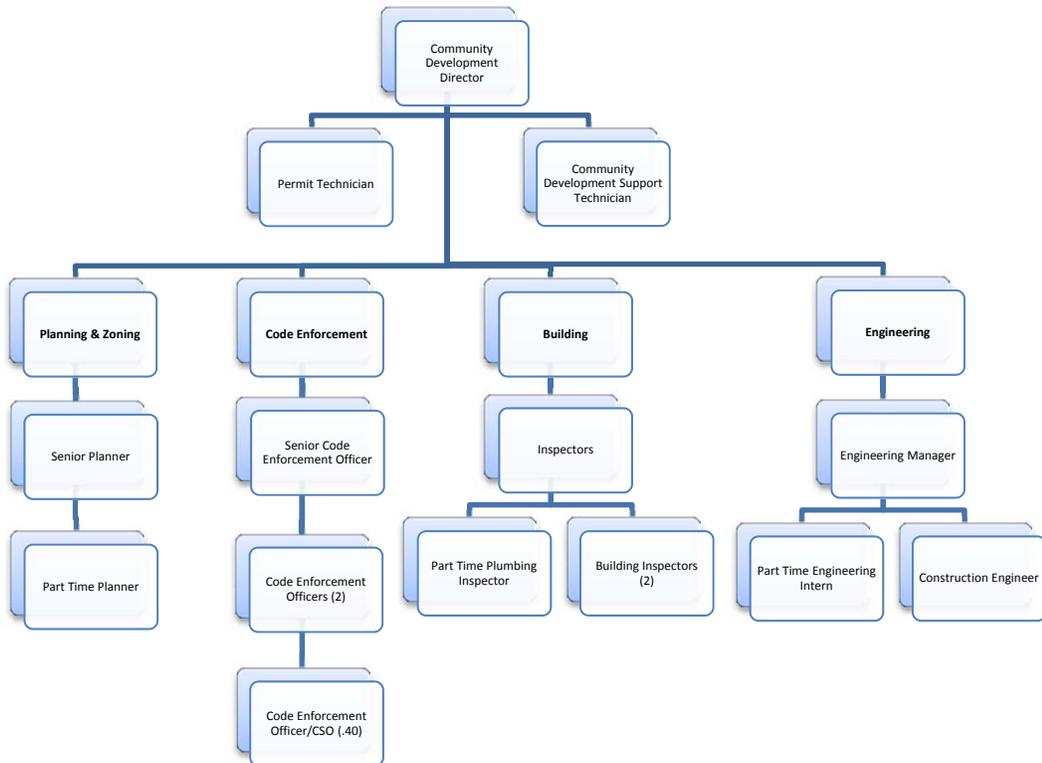
2014/2015 OBJECTIVES/GOALS

1. Continue to streamline and improve the permit review process and customer service provided to residents, businesses, and rental property owners. *(One-year and Five-year goals for proper customer service and efficient department operation.)*
2. Increase the type of over-the-counter permits options available to benefit our customers. *(One-year and Five-year goals for proper customer service and efficient department operations.)*
3. Continue to review the Zoning Code for additional amendments to be more business and homeowner friendly. *(One-year and Five-year goals for proper customer service and efficient department operations.)*
4. Expand the full time position of Code Assistance Officer/Community Service Officer program by expanding the duties of two Code Assistance Officers. The positions report to both the Community Development Department and the Police Department and serves primarily the job responsibilities of one job or the other depending on the day. While they are in the field however, they recognize and performs both duties. *(One-year and Five-year goals for proper customer service and efficient department operations.)*
5. Update the permit handouts and applications for the following:
 - a. re-roofing with asphalt shingles
 - b. siding
 - c. detached and attached garages
 - d. underground landscaping irrigation systems
 - e. sanitary sewer repairs
 - f. dumpster enclosures
 - g. driveways
 - h. signs
 - i. fences

6. Continue to assist other Village Departments by:
 - a. Conducting business site-visits as needed to assist Village Staff and business owners.
 - b. Posting residences as uninhabitable for the Finance Department if water service has been terminated for non-payment.
 - c. Informing the Community Service Officers of inoperable and junk vehicles.
 - d. Issuing citations to residents who tamper with water meters.
 - e. Continue the training of users of the MUNIS' permit tracking module, including personnel in Building, Engineering and Fire Prevention.
 - f. Creating and maintaining various maps, exhibits and cost estimates.
 - g. Assist the Fire Department with code issues, when a structure has been compromised as the result of a fire.
 - h. Providing timely information on Occupancy Applications/New Businesses.
7. Continuously implement, review and update department SOPs.
8. Improve use of MUNIS to track all development, business license inspections, permits, rental licenses, inspections and code enforcement activities.
9. Continue to issue phased permits, especially for new commercial construction, for a developer friendly approach to expediting project completion and the development review and permitting process. *(Five-year goal to foster economic development through a "one stop" process for development of new businesses and expansion of existing businesses)*
10. Complete engineering plans, bid, and oversee completion of the following capital projects:
 - a. Pursue applicable grant opportunities for additional funding for continued capital improvement program construction, by leveraging existing available Village funding.
 - b. Begin Phase II design and right-of-way acquisition for the IL RTE 31 / Huntley Road / Main Street / Lincoln Avenue Improvement Project
 - c. Complete the in-house PH II engineering for the Sleepy Hollow Road Improvement Project.
 - d. Negotiate and enter into an intergovernmental agreement with the Kane county and the Village of West Dundee for PH II and PH III improvements to Village's portion of Huntley Road (Inlet Drive to Elm Ave.) as part of the Huntley Road Improvement Project.
 - e. Continue to review concepts and preliminary designs for improvements within the Villages "Old Town" planning area with elected officials, staff, and stakeholders.
 - f. Complete the Phase III engineering, project management and construction for the Maple Avenue Reconstruction Project. *(One-year goal for timely completion of Maple Avenue.)*
 - g. Complete the in-house design and fund the construction of two 2014 MFT Sidewalk Replacement and Resurface Program.
 - h. Complete Phase II design for the Carpenter Creek Floodplain Improvement Project and submit to FEMA for FIRM map amendments (reimbursed from Developer fee in lieu of detention fees).
 - i. Through an RFQ process, select an engineering consulting firm to update and prepare a Five Year Capital Improvement Plan.
 - j. Assist Village administrative staff and owners of the Winchester Glen commercial parcel to development a viable plan with consideration to the changing economic environment.

11. Update and adopt the Building Code from 2006 to the 2012 edition.
12. Implement cash bond procedures to increase ability to complete required inspections of close unused permits.
13. Achieve over 90% compliance of commercial dumpster enclosures.
14. Pursue demolition of 2061-A Berkshire.

ORGANIZATIONAL CHART



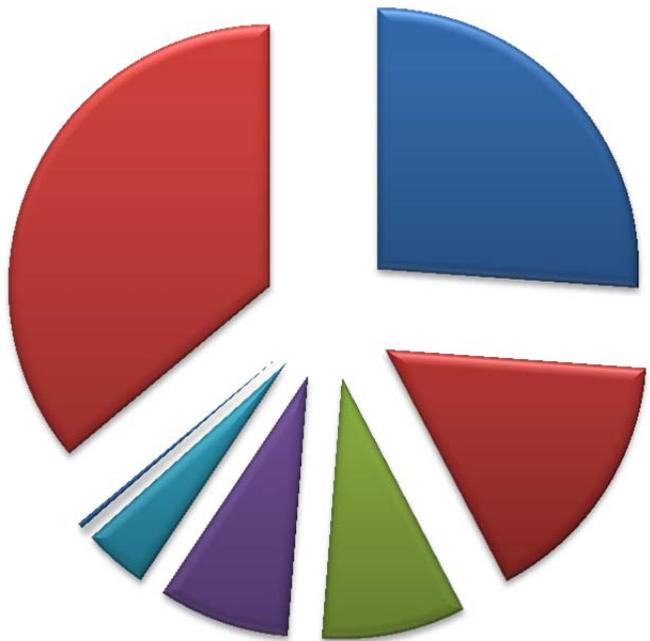
PERSONNEL SCHEDULE

	Budget 2012/2013	Projected 2013/2014	Actual 2013/2014	Projected 2014/2015
Full-Time	11	11	11	11
Part-Time	1.95	1.95	1.95	1.95

KEY PERFORMANCE MEASURES/SERVICE INDICATORS	2012 Actual	2013 Actual	2014 Projected	2015 Projected
Zoning Variances/Appeals	18/0	5/0	26/0	10/0
Special Use Permits	2	2	4	1
Map Amendments (Rezoning)	1	2	2	1
Subdivisions	2	2	2	1
Planned Unit Developments	2	1	2	1
Algonquin – Number of Plan Reviews/Number of Locations	5/3	0/0	0/0	0/0
Algonquin – Number of Inspections/Number of Locations	35/7	45/12	45/12	45/15
Pre-Permit Inspections (Update Plat of Survey)	125	119	30	125
Pre-Permit Inspections (Non-Plat Survey Update)	47	30	13	13
Issued Permits	2,677	2,340	2,340	2,450
Inspections (Building and Engineering)	5,149	7,345	7,345	6,500
Public Projects Final Design Reports / Engineering Design Plans Completed	6	4	4	4
Grants Awarded	5 for \$775,192	4 for \$426,871	5 for \$5,259,966	5 for \$1,700,000
Public Construction Projects Completed	6	4	4	4
Site Development (single lot commercial / single family) permits approved	5/35	5/35	5/35	5/35
Private Developments Accepted	1	2	1	1

VEHICLES	2012 Actual	2013 Actual	2014 Actual	2015 Projected
Community Development	7	8	8	8
Engineering	4	3	2	2

Permits



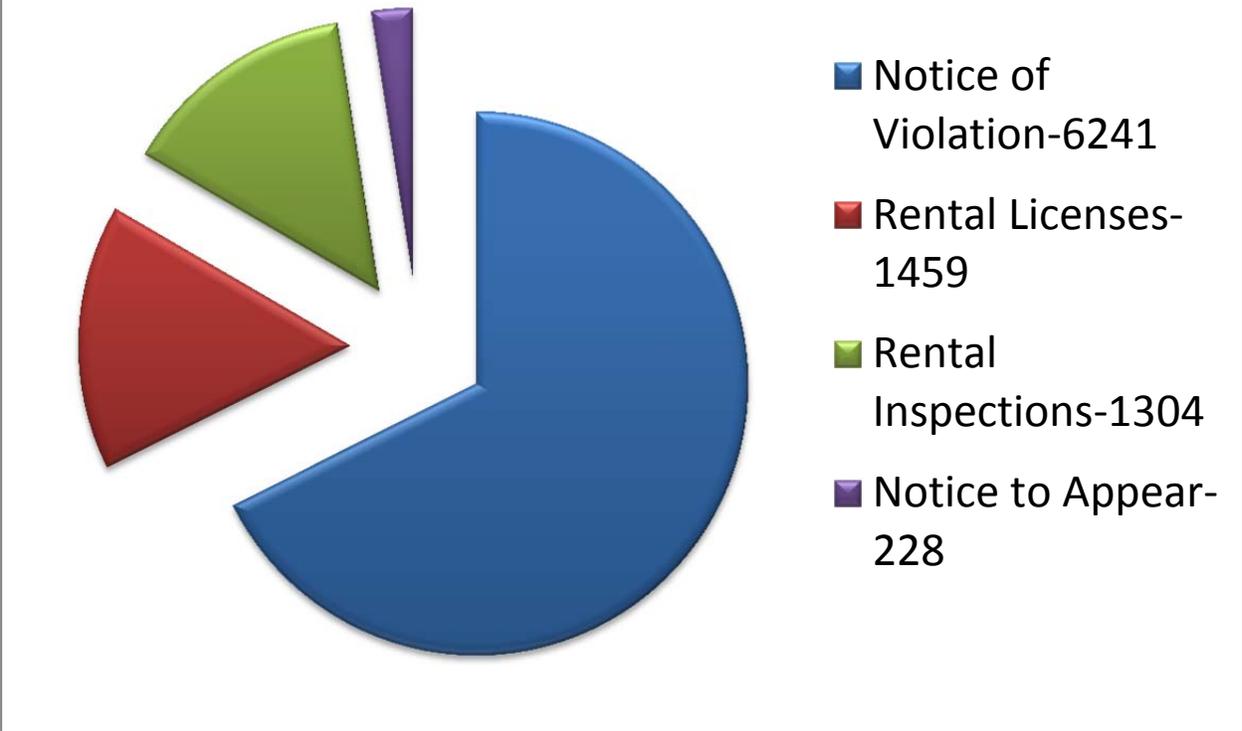
- Single Family Remodel-876
- Commercial Remodel-542
- Single Family-299
- Other-273
- Multi-Family-134
- New Commercial-7
- Addition-11

Inspections



- Site Improvements-1208
- Siding, Roofs, Demo, etc.-825
- Plumbing-809
- Electrical-773
- Framing-501

Code Assistance



VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

001 - GENERAL FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>001445 - COMMUNITY DEVELOPMENT</u>						
<u>PERSONNEL SERVICES</u>						
50010	REGULAR SALARIES	851,526	807,430	803,812	799,000	744,454
50020	OVERTIME SALARIES	1,747	76	10,000	2,000	10,000
50040	LONGEVITY	2,540	2,005	2,934	2,374	2,488
50050	ATTENDANCE INCENTIVE	2,750	1,750	2,863	3,262	3,250
50075	PART TIME/SEASONAL	111,887	80,381	55,910	37,142	64,093
	TOTAL	970,449	891,643	875,519	843,778	824,285
<u>PERSONNEL BENEFITS</u>						
51120	EMPLOYEE HEALTH INSURANCE	169,697	157,146	-	-	-
	NEW ACCOUNT CREATED IN FY 2014 (51129)					
51129	HEALTH INSURANCE REIMBURSEMENT	-	-	172,641	162,282	142,844
51140	IMRF	95,213	97,367	105,179	102,000	99,017
51160	FICA	58,020	53,498	55,808	50,300	51,106
51165	MEDICARE	13,569	12,511	13,052	11,850	11,952
	TOTAL	336,498	320,522	346,680	326,432	304,919
<u>CONTRACTUAL SERVICES</u>						
52013	DUES & SUBSCRIPTIONS	2,025	2,642	2,695	3,195	3,195
	AICP: \$1000					
	APWA GROUP DUES: \$1,000					
	ICMA/ILCMA/METRO MANAGERS: \$1,000					
	III ASSOCIATION OF CODE INFORCEMENT (3): \$75					
	INTERNATIONAL CODE COUNCIL: \$120					
52153	PRINTING	1,230	949	1,000	1,000	1,000
	3-PART FORMS, ENVELOPES AND TICKETS					
52154	NOTICES/PUBLICATIONS	5,265	5,285	16,700	20,000	6,664
	RECORDING LIENS: \$3,972					
	PUBLIC HEARING NOTICES: \$2,692					
	*ADDED PC/ZBA PUBLICATIONS					
52163	TRAINING/MEETINGS	4,578	2,298	6,440	2,000	7,880

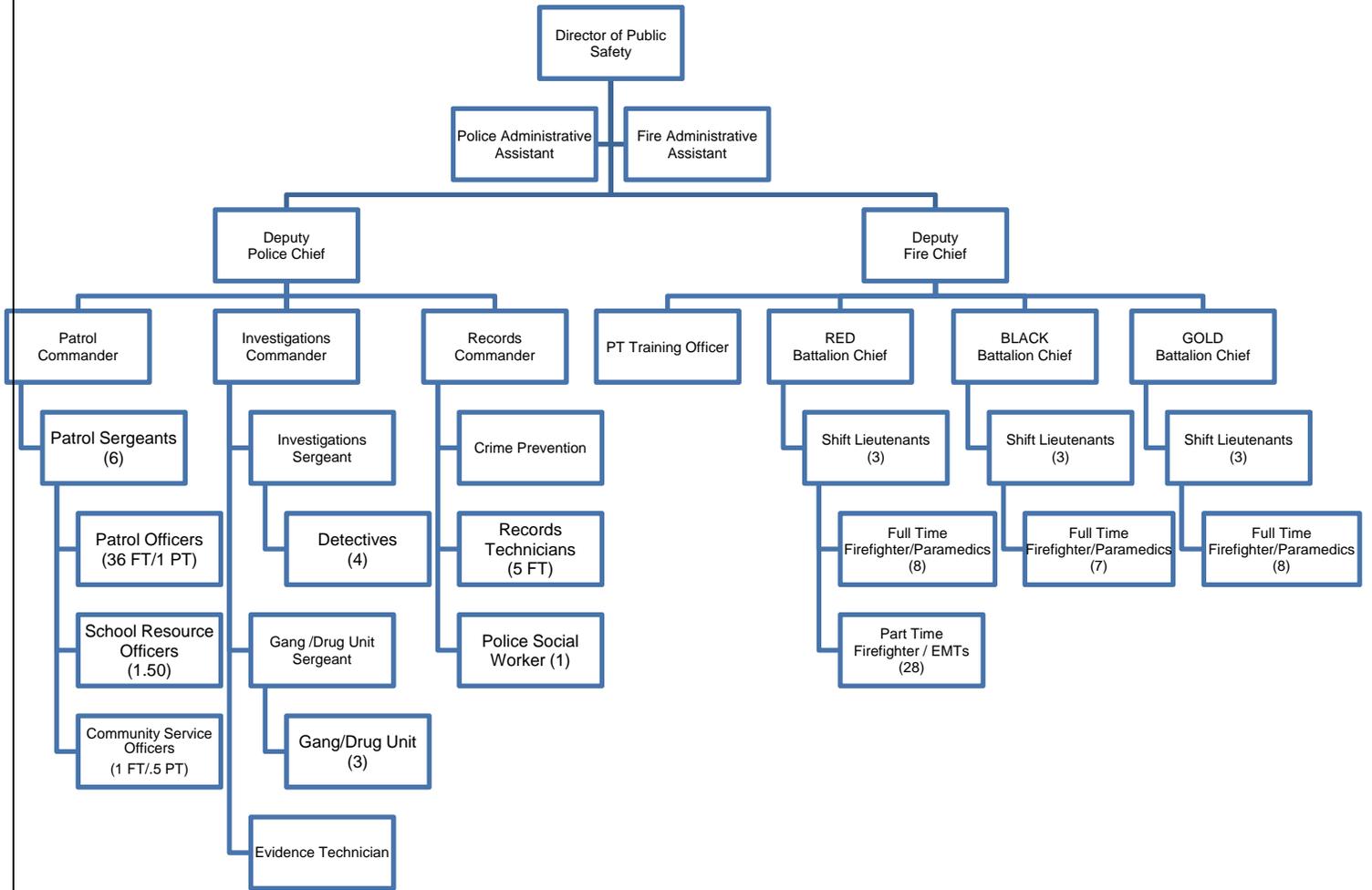
VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

001 - GENERAL FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
001445 - COMMUNITY DEVELOPMENT						
<u>CONTRACTUAL SERVICES</u>						
	MEETINGS (3 CAOs): \$560 AICP CERTIFY RENEWAL: \$250 APWA (EXPO/SEMINARS), IDOT, ETC.: \$3,500 ICMA CONFERENCE: \$1,650 ILL ASSOC./CODE ENFORCEMENT: \$420 ADDITIONAL CERTIFICATION, TRAINING: \$1,500					
52190	PROFESSIONAL SERVICE	81,813	43,455	52,000	52,000	50,000
	CONTRACT ENGINEERS: \$25,000 CODE VIOLATION ABATEMENT: \$20,000 CONTRACT INSPECTION / PLAN REVIEW: \$5,000					
52325	MAINTENANCE-OFFICE EQUIPMENT ENGINEERING PLOTTER	1,693	600	800	800	700
52333	MAINTENANCE - VEHICLES	3,777	-	-	-	-
52410	COMMUNICATIONS VERIZON: \$6,240 LAPTOP WIRELESS SERVICE: \$2,260	7,917	12,451	8,500	8,500	8,500
	TOTAL	108,299	67,680	88,135	87,495	77,939
<u>COMMODITIES/SUPPLIES</u>						
53600	SUPPLIES - AUTOMOTIVE PARTS AND FLUIDS: \$300 CAR WASHES: \$300	2,157	-	800	800	600
53606	MINOR TOOLS - EQUIPMENT	7,370	11,789	-	-	-
53607	SUPPLIES - GAS & OIL	11,807	7,772	-	-	-
53609	ECONOMIC DEVELOPMENT	5,161	-	-	-	-
53620	SUPPLIES - OFFICE ESTIMATE BASED ON CY INCREASE IN PLOTTER USE	3,700	3,746	1,600	4,300	4,300
53630	OPERATING SUPPLIES CAMERA/FLASHLIGHTS/MISC.	174	1,401	3,400	3,400	4,110
53651	CLOTHING CODE ENFORCEMENT (4): \$400	-	218	400	400	400
	TOTAL	30,369	24,925	6,200	8,900	9,410
	DEPARTMENT TOTAL	1,445,615	1,304,770	1,316,534	1,266,605	1,216,553

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**PUBLIC SAFETY
ORGANIZATIONAL CHART**



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The Fire and Police Commission is comprised of three commissioners appointed by the Village President with consent of the Board of Trustees. The Commission's responsibility is to recruit and promote the best available persons possible for sworn positions within the Village of Carpentersville Fire and Police Departments. The Board of Fire and Police Commissioners conduct hearings on disciplinary matters.

2013/2014 ACCOMPLISHMENTS

1. Established statutory required eligibility lists for the position of Police Sergeant.
2. Developed process and requirements for Part-Time Firefighters to become qualified firefighters with the Village of Carpentersville.

2014/2015 OBJECTIVES

1. Establish a Police Department eligibility list for the position of Police Officer.
2. Establish a Fire Department eligibility list for the position of Firefighter.
3. Establish a Fire Department eligibility list for the position of Fire Lieutenant.
4. Establish a Fire Department eligibility list for the position of Battalion Chief.
5. Continue the process of qualifying Part-Time Firefighters for the Village of Carpentersville.

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

001 - GENERAL FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>001509 - FIRE AND POLICE COMMISSION</u>						
<u>PERSONNEL SERVICES</u>						
50110	SALARIES FIRE/POL COMMISSION	5,777	5,909	4,500	5,725	5,900
	TOTAL	5,777	5,909	4,500	5,725	5,900
<u>PERSONNEL BENEFITS</u>						
51160	FICA	358	366	300	314	366
51165	MEDICARE	84	86	85	85	86
	TOTAL	442	452	385	399	452
<u>CONTRACTUAL SERVICES</u>						
52153	PRINTING	-	-	-	-	150
	APPLICATIONS AND INFORMATIONAL FLIERS					
52154	NOTICES/PUBLICATIONS	298	1,085	-	-	1,000
	FIREFIGHTER SELECTION PROCESS: \$400					
	POLICE OFFICER SELECTION PROCESS: \$600					
52157	POSTAGE/MAILING	-	-	-	-	100
52190	PROFESSIONAL SERVICE	-	20,706	12,850	-	19,800
	FIREFIGHTER SELECTION TESTS/LT EXAM/BC EXAM: \$14,850					
	POLICE OFFICER SELECTION TESTS: \$2,300					
	POLICE CANDIDATE POLYGRAPH EXAMS (5 @ \$150): \$750					
	POLICE CANDIDATE PSYCHOLOGICAL EXAMS (4 @ \$475): \$1,900					
	TOTAL	298	21,792	12,850	-	21,050
	DEPARTMENT TOTAL	6,517	28,153	17,735	6,124	27,402

MISSION STATEMENT: The mission of the Carpentersville Police Department is to provide the highest quality police services by working with our community, and sharing our mutual responsibilities for safety, service, and problem resolution. "Community Oriented Public Service"

2013/2014 ACCOMPLISHMENTS

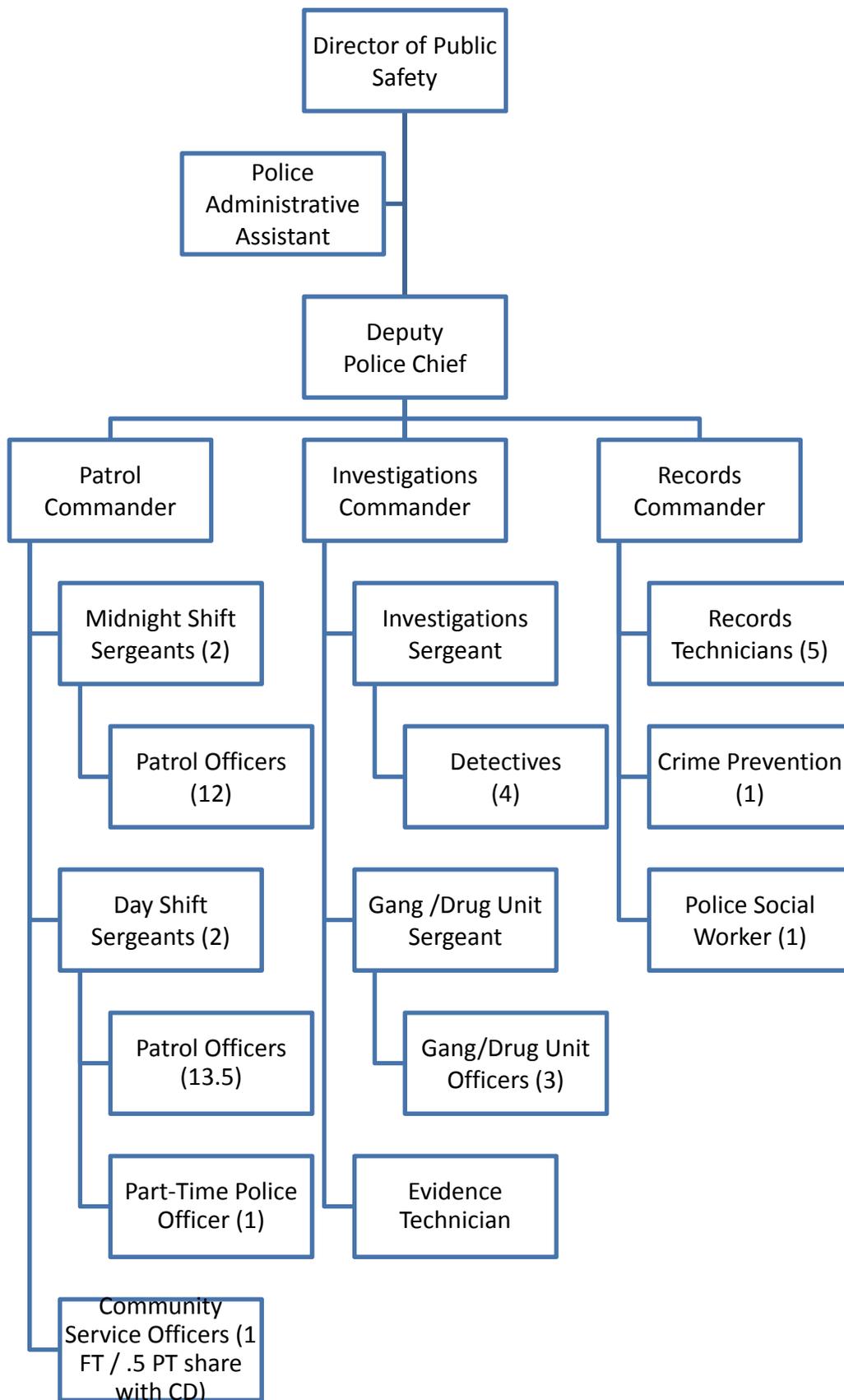
1. Continued to develop a Part-time Police Officer Program by sponsoring a candidate in the ILETSB Part-time Police Officer Academy. (May 2014 Graduation) (Tied to the Village Board's goal of a more aggressive part-time Police Officer program)
2. Expanded Crime Prevention and Community Education Programming by: hosting a National Night Out as well as a Citizen's Police Academy and annual Neighborhood Watch Symposium. Expanded the Neighborhood Watch Program from seven (7) Watch Groups to eleven (11). (Tied to the Village Board's goal of creating an atmosphere where resident/customers feel valued and respected through proper customer service)
3. Introduced Social Media (Facebook & Twitter) to Public Safety operations. (Tied to the Village Board's goal of creating an atmosphere where resident/customers feel valued and respected through proper customer service)
4. Completed the Rapid Response Vehicle Program by purchasing and fully equipping a 2013 Ford Interceptor SUV.
5. Instituted an individually assigned officer /elementary school "Walk & Talk" Program. (Tied to the Village Board's goal of creating an atmosphere where resident/customers feel valued and respected through proper customer service)
6. Purchased and deployed AED equipment in front line police vehicles. (Tied to the Village Board's goal of creating an atmosphere where resident/customers feel valued and respected through proper customer service)
7. Revitalized the Bicycle Patrol Program increasing police presence in Raceway Woods, Keith Andres Park, Fox River Bicycle Trail System and various residential neighborhoods. (Tied to the Village Board's goal of creating an atmosphere where resident/customers feel valued and respected through proper customer service)
8. Expanded Major Accident Investigation capabilities by assigning a Patrol Officer to the Kane County Accident Reconstruction Team (KCART). (Tied to the Village Board's goal of streamlining Village departments for more efficiency and operating within budget funds)
9. Collaborated with the Public Works Department to transfer the primary vehicle maintenance function to Public Works in-house fleet maintenance staff. (Tied to the Village Board's goal of streamlining Village departments for more efficiency and operating within budget funds)
10. Continued participation in "Shop with a Cop" and Special Olympics Foundation charities.
11. Collaborated with Public Works and QuadCom to complete the installation of a security fence at the Village Hall /Police Department facility.

12. Expanded “Less than Lethal” Program by adding SuperSock Bean Bag guns to our arsenal.
13. Negotiated and signed a three year contract with our patrol officers union.
14. Worked in conjunction with Community Development to implement a Code Assistance Officer position. (Tied to the Village Board’s goal of streamlining Village departments for more efficiency and operating within budget funds)

2014/2015 OBJECTIVES

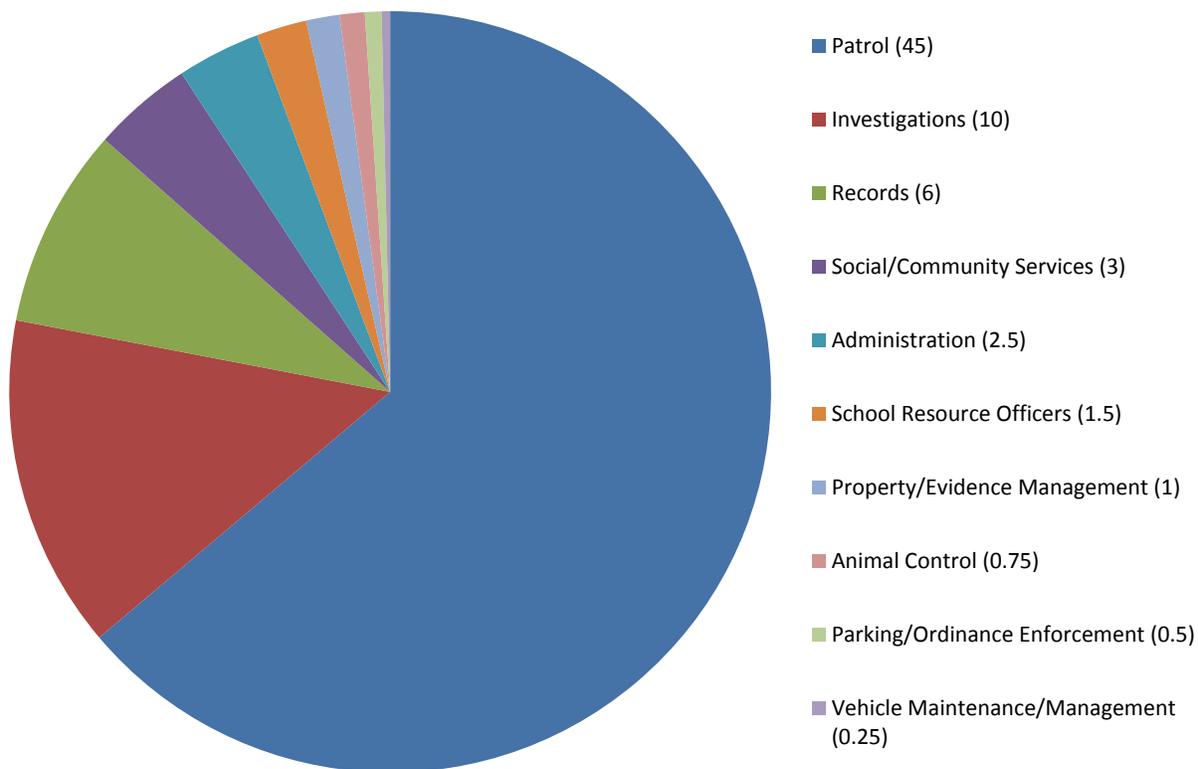
1. Implement the Part-time Police Officer Program with the assignment of our Part-Time Police Officer upon his graduation from the NEMRT Sponsored Part-time Police Officer Academy. Seek responsible opportunities to expand the Part-time Police Officer Program. (Tied to the Village Board’s goal of a more aggressive part-time Police Officer program)
2. Expand social services to include the current Dundee Township Peer Jury Program in both depth and reach. (Tied to the Village Board’s goal of creating an atmosphere where resident/customers feel valued and respected through proper customer service)
3. Conduct Rapid Response training exercises with the Carpentersville Fire Department, other local law enforcement agencies and community stakeholders.
4. Fully implement the local DUI Prosecution program. (Tied to the Village Board’s goal of streamlining Village departments for more efficiency and operating within budget funds)
5. Enrich and expand our current social media outlets (Facebook and Twitter) to reach a greater percentage of our community with valuable public safety information. (Tied to the Village Board’s goal of creating an atmosphere where resident/customers feel valued and respected through proper customer service)
6. Review, evaluate and implement the relevant recommendations made by REM. (Tied to the Village Board’s goal of streamlining Village departments for more efficiency and operating within budget funds and the Village Board’s goal of streamlining Village departments for more efficiency and operating within budget funds)
7. In-house negotiation of the expiring (April 2014) Sergeants’ contract. (Tied to the Village Board’s goal of streamlining Village departments for more efficiency and operating within budget funds)
8. Conduct an independent audit and analysis of current technology systems aimed at insuring maximum operational efficiency. (Tied to the Village Board’s goal of streamlining Village departments for more efficiency and operating within budget funds)
9. Conduct an independent audit and analysis of the evidence / property room to ensure the integrity of the evidence is maintained and to reduce department liability.

ORGANIZATIONAL CHART



PERSONNEL SCHEDULE			
	Budget 2012-2013	Budget 2013-2014	Budget 2014-2015
Full-time	70	69 ½	69 ½
Part-time	7	6	3*

Functional Areas



PERFORMANCE MEASUREMENTS				
	2011 Actual	2012 Actual	2013 Actual	2014 Projected
Calls for Service	19,783	17,876	15,984	16,000
Total Arrests	1,799	1,759	1,491	1,450
Traffic Citations	9,893	6,890	4,843	6,000
Traffic Stops	7,681	6,234	4,918	6,500
Ordinance Enforcement	5,964	5,117	3,908	3,000
Accidents Investigated	927	815	846	800
DUI Arrests	169	106	107	125

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

001 - GENERAL FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
001550 - POLICE						
<u>PERSONNEL SERVICES</u>						
50010	REGULAR SALARIES	5,705,756	5,520,620	5,620,430	5,620,000	5,853,853
50020	OVERTIME SALARIES	426,797	287,056	450,967	310,000	414,000
50027	ICMA DEFERRED COMPENSATION	1,650	13,031	11,000	11,000	11,000
50040	LONGEVITY	33,920	33,980	36,132	36,112	38,561
50045	HOLIDAY PAY	139,531	163,761	170,235	182,536	187,600
50050	ATTENDANCE INCENTIVE	16,000	17,000	17,400	21,000	21,300
50075	PART TIME/SEASONAL	89,717	97,434	94,639	76,000	31,188
50080	CROSSING GUARD SALARIES	4,637	-	-	-	-
	TOTAL	6,418,009	6,132,882	6,400,803	6,256,648	6,557,502
<u>PERSONNEL BENEFITS</u>						
51120	EMPLOYEE HEALTH INSURANCE	987,629	973,039	-	-	-
	NEW ACCOUNT CREATED IN FY 2014 (51129)					
51129	HEALTH INSURANCE REIMBURSEMENT	-	-	1,197,204	1,123,125	1,202,289
51140	IMRF	73,172	71,100	75,077	75,200	75,959
51141	CONTRIBUTIONS - POLICE PEN	-	1,533,426	-	1,768,692	2,018,729
51160	FICA	40,385	34,038	38,994	36,700	41,855
51165	MEDICARE	84,118	82,721	92,889	84,000	92,235
51170	OTHER POST EMPLOYMENT BENEFITS	36,000	36,000	36,000	36,000	36,000
	3 RETIREES (PAYMENT 5 OF 5)					
	TOTAL	1,221,305	2,730,324	1,440,164	3,123,717	3,467,067
<u>CONTRACTUAL SERVICES</u>						
52013	DUES & SUBSCRIPTIONS	10,420	2,440	2,600	2,600	2,000
	DUNDEE TWP PEER JURY DUES: \$300 ASSOCIATION MEMBERSHIPS & DUES: \$1,400 PROFESSIONAL SUBSCRIPTIONS: \$300					
52153	PRINTING	2,068	842	7,000	7,000	7,000
	PARKING TICKETS, MOVING VIOLATIONS, PAPER: \$4,500 FORMS & BUSINESS CARDS: \$2,500					
52154	NOTICES/PUBLICATIONS	1,247	129	300	300	300
	CONTRACT/BID ANNOUNCEMENTS: \$200 NEWSPAPER HIRING ADS: \$100					
52163	TRAINING/MEETINGS	25,908	33,410	28,610	29,158	26,525

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

001 - GENERAL FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
001550 - POLICE						
<u>CONTRACTUAL SERVICES</u>						
	NEMRT MEMBERSHIP: \$6,300					
	TRAINING TUITION: \$3,750					
	TUITION REIMBURSEMENT: \$4,400					
	CONFERENCE FEES & EXPENSES: \$4,000					
	IN-HOUSE TRAINING HOST SUPPLIES: \$500					
	NORTHWESTERN POLICE SUPERVISION CLASS EXPENSES (1): \$3,500					
	TRAINING EXPENSES, MEALS, PARKING, ETC: \$3,100					
	SLEA LEGAL UPDATE VIDEO TRAINING: \$975					
52190	PROFESSIONAL SERVICE	10,670	4,257	31,000	20,000	21,300
	HEALTH ENDEAVORS HAZMAT/OSHA CERTIFICATIONS: \$500					
	MEDICAL, SUBSTANCE & EMPLOYMENT EXAMS: \$4,500					
	AFTERMATH BLOODBORNE PATHOGEN SERVICES: \$500					
	LEXIPOL POLICY MANUAL FEES: \$8,600					
	EVIDENCE PROPERTY STORAGE: \$7,200					
20500	ASSET FORFEITURE-STATE	-	-	1,000	-	-
52196	SERVICES - INVESTIGATIONS	4,435	4,690	7,985	7,985	7,985
	INFORMATION GATHERING SERVICES: \$2,100					
	EQUIPMENT REPLACEMENT & MAINTENANCE: \$500					
	APPLICANT BACKGROUND CHECK FEES: \$200					
	FINANCIAL INVESTIGATION RECORDS ACCESS FEES: \$1,000					
	GPS TRACKER FEES: \$360					
	CRITICAL REACH: \$525					
	LEADS ONLINE: \$3,300					
52200	QUADCOM	506,159	510,536	490,276	490,276	502,813
	POLICE DISPATCHING PER AGREEMENT WITH QUADCOM					
52303	ADMIN ADJUDICATION EXPENSES	3,150	4,285	5,450	5,450	34,800
	HEARING OFFICER FEES: \$4,800					
	DUI - LOCAL PROSECUTION: \$30,000					
52316	OFFICE EQUIPMENT	14,811	12,415	-	-	-
52323	MAINTENANCE EQUIPMENT	14,599	13,001	10,100	10,100	10,500

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

001 - GENERAL FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
001550 - POLICE						
<u>CONTRACTUAL SERVICES</u>						
	MICROFILM IMAGING OFFICE SYSTEM: \$1,000 LIVE SCAN MAINTENANCE AGREEMENT: \$4,900 CANON BUSINESS SOLUTIONS SCANNER MAINTENANCE: \$2,100 LEAD REMOVAL & RANGE REPAIRS: \$2,500					
52327	MAINTENANCE - RADIO	8,308	10,635	10,500	10,500	11,500
	EMERGENCY LIGHTING REPAIRS & PARTS: \$6,000 TWO-WAY RADIO REPAIR: \$1,000 IN-CAR VIDEO SYSTEM REPAIR: \$2,000 RADAR REPAIR & CALIBRATION: \$1,000 DOCKING STATION REPAIRS: \$1,500					
52333	MAINTENANCE - VEHICLES	122,710	21,001	14,400	15,653	15,600
	VEHICLE MAINTENANCE, PARTS, PLATE RENEWALS: \$10,000 CAR WASHES: \$2,400 VEHICLE SWITCHOVERS: \$3,200					
52410	COMMUNICATIONS	16,886	18,210	11,500	11,500	11,080
	REPLACEMENT CELL PHONES: \$1,000 VERIZON MONTHLY SERVICE: \$10,080					
52901	RENTALS	3,366	1,980	-	-	-
	TOTAL	744,737	637,830	620,721	610,521	651,403
<u>COMMODITIES/SUPPLIES</u>						
53600	SUPPLIES - AUTOMOTIVE	910	530	1,400	1,400	1,250
	SAFETY FLARES: \$500 FIRE EXTINGUISHER MAINTENANCE: \$500 VEHICLE CLEANING SUPPLIES: \$250					
53606	MINOR TOOLS - EQUIPMENT	10,985	3,684	8,045	8,045	26,350
	SQUAD STRIPING FOR NEW SQUADS: \$1,800 TRUCK SCALE RECERTIFICATION: \$1,000 GOLDEN EAGLE II RADAR: \$1,850 DIGITAL ALLY IN CAR CAMERA SYSTEM: \$10,000 ID MAKER: \$2,950 IN STATION VIDEO SYSTEM: \$8,750					
53607	SUPPLIES - GAS & OIL	167,367	148,331	900	900	875
	REIMBURSEMENT FOR GAS PURCHASES: \$875					

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

001 - GENERAL FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
001550 - POLICE						
<u>COMMODITIES/SUPPLIES</u>						
53620	SUPPLIES - OFFICE	7,902	5,875	5,250	5,250	4,750
	COPY PAPER: \$3,500 STORAGE BOXES, FILE FOLDERS, DOCUMENT HOLDERS: \$750 BINDERS, ENVELOPES, PENS, MARKERS, DVD/R: \$500					
53630	OPERATING SUPPLIES	27,208	28,846	45,600	45,600	37,950
	PATROL BICYCLE MAINTENANCE: \$2,500 PRISONER MEALS, PROCESSING ITEMS, BLANKETS: \$1,850 EVIDENCE LAB SUPPLIES: \$4,600 FLASHLIGHTS, BATTERIES: \$2,000 COMMISSIONS, RENEWALS, KEYS, LOCK REPAIRS: \$2,250 BUILDING SUPPLIES/ STATION EQUIPMENT: \$2,500 FIRST AID & BLOODBORNE PATHOGEN SUPPLIES: \$2,000 RANGE SUPPLIES, TARGETS, AMMUNITION: \$13,250 TASERS, CARTRIDGES & BATTERIES: \$7,000					
20500	ASSET FORFEITURE-STATE	-	-	20,000	12,061	12,000
53651	CLOTHING	30,103	29,893	30,145	30,145	28,775
	UNIFORMS & EQUIPMENT: \$28,775					
53753	ANIMAL CONTROL	31,060	13,168	16,000	16,000	17,500
	DROP-OFF & BOARDING: \$16,800 VETERINARY FEES: \$500 NOOSES, SAFETY GLOVES, CAGES, ETC: \$200					
53756	SUPPLIES - CRIME PREVENTION	211	3,664	2,700	2,700	5,000
	CRIME FREE HOUSING: \$250 CITIZEN, SENIOR, JUNIOR POLICE ACADEMIES: \$1,150 COMMUNITY EVENTS, GIVEAWAYS: \$1,900 STRENGTHENING FAMILIES: \$1,700					
53759	SCHOOL EDUCATION PROGRAMS	467	432	500	500	-
	WORKBOOKS, EDUCATIONAL MATERIALS					
53760	SUPPLIES - EMERGENCY RESPONSE	11,263	10,448	13,050	13,050	10,700

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

001 - GENERAL FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
001550 - POLICE						
<u>COMMODITIES/SUPPLIES</u>						
	MEMBERSHIP IN NIPAS EST: \$3,700 (2) LEVEL 3A TACTICAL VESTS: \$4,000 EQUIPMENT & UNIFORMS FOR NEW EST TEAM MEMBERS: \$800 ILEAS MEMBERSHIP: \$100 TACTICAL TRAINING COURSES: \$500 UNIFORM/GEAR REPLACEMENT: \$500 NTOA & ITOA MEMBERSHIP: \$100 TACTICAL HELMET: \$300 ITOA TRAINING CONFERENCE (2): \$600 TRAINING TARGETS: \$100					
53761	SUPPLIES - K-9 PROGRAM	8,948	11,468	12,490	12,490	12,490
	MONTHLY TRAINING: \$7,100 FOOD & SUPPLEMENTS: \$1,440 VETERINARY CARE & VACCINATIONS: \$2,100 BOARDING: \$1,000 EQUIPMENT & TRAINING AIDS: \$600 VEHICLE CLEANING: \$250					
	TOTAL	296,424	256,337	156,080	148,141	157,640
<u>EQUIPMENT</u>						
55745	VEHICLES	19,258	163,165	-	-	-
55750	EQUIPMENT	-	-	4,000	-	-
20500	ASSET FORFEITURE-STATE	-	-	17,082	-	-
20501	ASSET FORFEITURE-FEDERAL	-	-	-	-	1,900
	TOTAL	19,258	163,165	21,082	-	1,900
	DEPARTMENT TOTAL	8,699,733	9,920,538	8,638,849	10,139,026	10,835,512

MISSION STATEMENT: The primary mission of the Carpentersville Fire Department is to provide a range of programs designed to protect the lives and property of the citizens of the Village of Carpentersville and the residents of rural areas included within the described response area from adverse effects of fires, sudden medical emergencies, or exposures to dangerous conditions created by either man or nature.

The Fire Department provides fire and emergency medical services to the residents of the Village, as well as the surrounding Carpentersville and Countryside Fire Protection District. The department provides several other services, which include but are not limited to fire prevention, fire investigation, public education, specialized rescue that includes: confined space, trench rescue, high angle, hazardous materials, water and ice rescue, and building collapse.

In 2013, the department responded to 3,615 calls for service of which 2,456 were medical related. The east side station handled 47% of the calls, with the old town station handling 34% and the west side station handling 19%. 409 calls were providing mutual aid assistance to other communities. Response to structure fires within the community and mutual aid assistance totaled 53 calls. The east and west side stations each house a front line fast attack Advanced Life Support (ALS) fire engine and an ALS ambulance. The headquarters station, located in the old town section, houses the same front line ALS engine and ambulance as the others but also has a 100' tower ladder.

2013/2014 ACCOMPLISHMENTS

1. Provided an average response time to any call for service within 4.4 minutes. (Tied to the Village Board goal *Create an atmosphere where Village customers feel valued and respected through proper customer service.*)
2. Introduced mobile computer-based incident reporting technology in each of the Village's ambulances thereby allowing incident reports to be generated on-scene and reducing "out of service" time that is spent preparing patient reports at local hospitals. (Tied to the Village Board goal *Streamline Village departments in order to be more efficient and operate within the budget funds available.*)
3. The second and third advanced life support (ALS) engines were placed in service at Station #2 and Station #3 respectively. ALS engines allow for all lifesaving equipment that is regularly carried on our ambulances to also be carried on our first responding fire engines. Immediate lifesaving actions can be initiated by fire crews on the scene while awaiting the arrival of an ambulance. (Tied to the Village Board goal *Create an atmosphere where Village customers feel valued and respected through proper customer service.*)
4. The Fire Prevention Bureau began utilizing tablets to do inspections which reduced duplicated paperwork. (Tied to the Village Board goal *Streamline Village departments in order to be more efficient and operate within the budget funds available.*)
5. Senior Fire Department staff worked collaboratively with Voorhees Associates to review existing department policies and written directives.
6. Continued monitoring the NIMS training for all Village employees and conducted a table top exercise at the EOC involving senior command staff members.

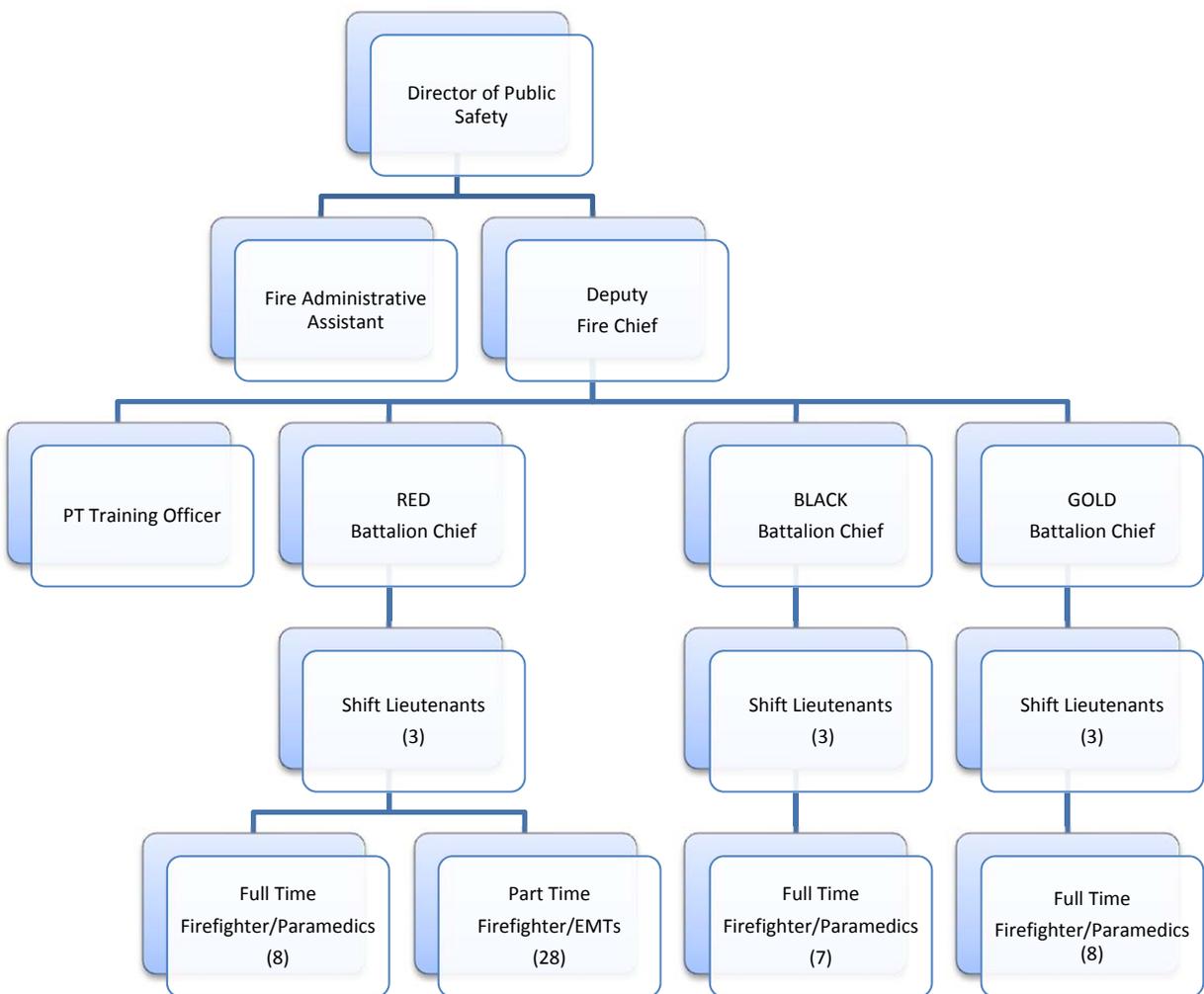
7. Developed and published an annual report outlining the Fire Department activities for the previous year.
8. Enhanced mutual aid agreements to include Algonquin-LITH and Barrington Countryside Fire Protection Districts. (Tied to the Village Board goal *Streamline Village departments in order to be more efficient and operate within the budget funds available.*)
9. Received a FEMA Assistance to Firefighters Grant for the procurement of new fire helmets. (Tied to the Village Board goal *Streamline Village departments in order to be more efficient and operate within the budget funds available.*)
10. Introduced social media for Fire and Police Departments activities to the Village through Facebook and Twitter. (Tied to the Village Board goal *Create an atmosphere where Village customers feel valued and respected through proper customer service.*)

2014/2015 OBJECTIVES

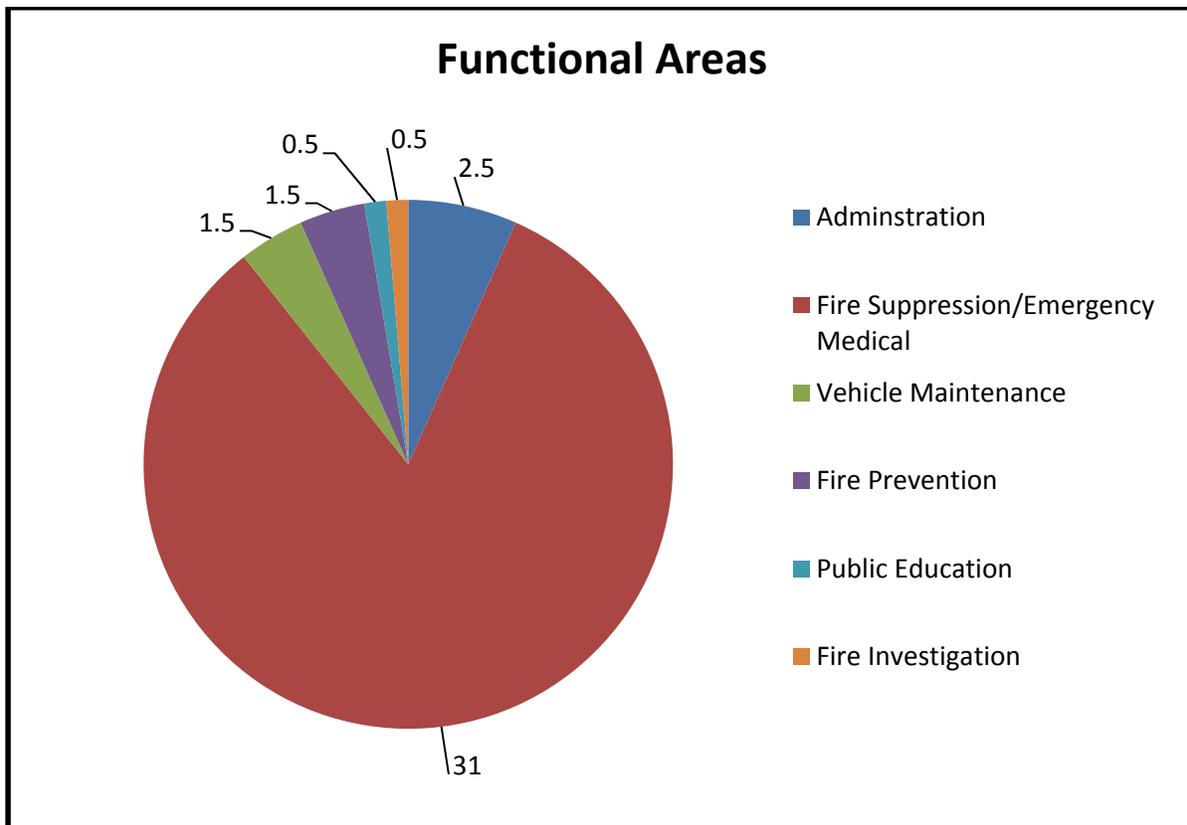
1. Complete the Fire Department strategic planning document which will detail a short and long term vision for the department. (Tied to the Village Board goal *Streamline Village departments in order to be more efficient and operate within the budget funds available.*)
2. Implement an Employee Schedule Management program through a new version of Firehouse software. (Tied to the Village Board goal *Streamline Village departments in order to be more efficient and operate within the budget funds available.*)
3. Implement a Citizen Fire Academy Program. (Tied to the Village Board goal *Create an atmosphere where Village customers feel valued and respected through proper customer service.*)
4. In conjunction with the Fire and Police Commission, develop and implement a qualification process for part-time firefighters.
5. Develop and publish an annual report outlining the Fire Department activities for the previous year.
6. Continue to develop innovative ways to provide fire safety and public education.
7. Continue to work towards obtaining funding through the FEMA Staffing for Adequate Fire and Emergency Response (SAFER) grant to increase daily staffing levels.
8. Continue to work with neighboring departments in the development and implementation of agreements for aid in fires beyond the department's control, and to explore opportunities to share resources. (Tied to the Village Board goal *Streamline Village departments in order to be more efficient and operate within the budget funds available.*)

- Provide the highest degree of fire loss control through inspections, public education and fire investigations. Each business within the department's response area shall be inspected at least once annually, and depending on the property classification, it may be inspected as often as once a month. (Tied to the Village Board goal *Create an atmosphere where Village customers feel valued and respected through proper customer service.*)

ORGANIZATIONAL CHART

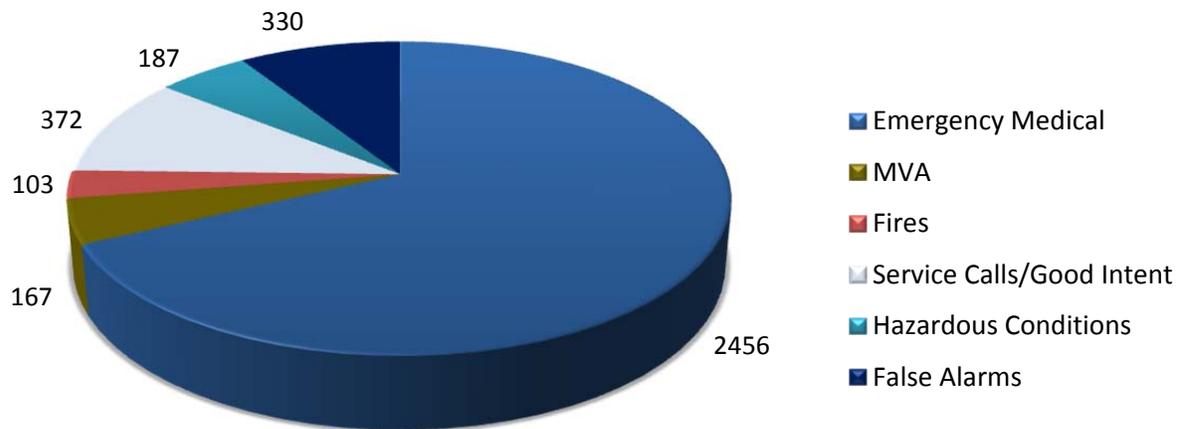


PERSONNEL SCHEDULE				
	Budget 2011/2012	Budget 2012/2013	Projected 2013/2014	Projected 2014/2015
Full-Time	39	39	37	37.5
Part-Time	32	32	28	30



Calls For Service 2013

3615 Total Calls



Department Benchmarks for 2014 / 2015

1. Provide Emergency Medical services to the residents and visitors of Carpentersville as well as the Carpentersville & Countryside Fire Protection District in which responses times from receipt of call to arrival on scene will be within 4 minutes 90% of the calls for service received.
2. Provide Fire Suppression services to the residents and visitors of Carpentersville as well as the Carpentersville & Countryside Fire Protection District in which responses times from receipt of call to arrival on scene will be within 4 minutes 90% of the calls for service received.
3. Conduct Fire Safety Inspections as required by codes adopted by the Village on all operating businesses as well as vacant structures which housed prior businesses at least annually and semi-annually for those that operate as places of assemblies or high hazard occupancies.

Key Performance Measures/Service Indicators

	2012 Actual	2013 Actual	2014 Actual	2015 Projected
Number of Fire Stations	3	3	3	3
ISO Rating	3	3	3	3
EMS Calls	2,670	2,700	2,456	2,679
Total Calls	3,637	3,750	3,615	3,940

The ISO rating is determined by an evaluation of three components: Fire Department (50%), Water Supply (40), and Receiving and Handling Fire Alarms (10%). This rating is on a scale from 1-10 with one being the best and 10 being no fire department. This rating has a direct effect on the insurance of homes and businesses in our community. An increase or decrease does not result in must of affect but our recent review in 2004 when we went from a five to a three; put us in a category that only 4% of the fire department across the nation has a three of better. This also resulted in savings to our resident and business owners but is extremely hard to break out exactly how much.

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

001 - GENERAL FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>001560 - FIRE</u>						
<u>PERSONNEL SERVICES</u>						
50010	REGULAR SALARIES	2,972,442	3,016,296	3,022,430	3,060,000	3,141,391
50020	OVERTIME SALARIES	117,050	138,441	160,000	120,000	90,000
50040	LONGEVITY	12,980	17,655	21,398	19,680	16,360
50045	HOLIDAY PAY	23,181	52,736	102,000	114,000	117,000
50050	ATTENDANCE INCENTIVE	5,750	8,250	8,000	24,650	52,000
50060	PART TIME FIRE	451,273	448,750	469,000	410,000	449,965
50075	PART TIME/SEASONAL	-	27,029	25,250	19,102	32,500
	TOTAL	3,582,676	3,709,157	3,808,078	3,767,432	3,899,216
<u>PERSONNEL BENEFITS</u>						
51120	EMPLOYEE HEALTH INSURANCE	529,228	571,299	-	-	-
	NEW ACCOUNT CREATED IN FY 2014 (51129)					
51129	HEALTH INSURANCE REIMBURSEMENT	-	-	614,900	578,006	624,924
51140	IMRF	6,258	7,171	7,118	7,400	7,264
51142	CONTRIBUTIONS - FIRE PEN	-	453,980	-	519,515	654,008
51160	FICA	26,866	33,984	34,231	31,000	33,638
51165	MEDICARE	50,629	52,751	55,103	54,000	56,539
51170	OTHER POST EMPLOYMENT BENEFITS	59,478	60,000	60,000	60,000	60,000
	5 RETIREES (PAYMENT 5 OF 5)					
	TOTAL	672,459	1,179,185	771,352	1,249,921	1,436,373
<u>CONTRACTUAL SERVICES</u>						
52013	DUES & SUBSCRIPTIONS	5,352	1,917	5,502	5,502	5,666

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

001 - GENERAL FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
001560 - FIRE						
<u>CONTRACTUAL SERVICES</u>						
	MABAS DIVISION 2 - LOCAL: \$4,000					
	MABAS DIVISION 2 - STATE: \$275					
	INTERNATIONAL ASSN OF FIRE CHIEFS: \$234					
	ILLINOIS FIRE CHIEFS ASSN: \$450					
	METRO FIRE CHIEFS ASSN: \$40					
	KANE COUNTY FIRE CHIEFS ASSN: \$20					
	ILLINOIS PROFESSIONAL FIREFIGHTERS: \$57					
	ILLINOIS FIRE INSPECTORS: \$95					
	ISFSI TRAINING OFFICERS: \$75					
	INSTITUTION OF FIRE ENGINEERS: \$150					
	ILLINOIS FIRE SERVICE ADMINSTRATIVE PROFESSIONAL: \$55					
	ADVOCATE SHERMAN HOSPITAL-CPR INSTRUCTOR FEES: \$25					
	ROTARY CLUB OF CARPENTERSVILLE: \$190					
52153	PRINTING	682	497	2,000	2,000	1,000
52154	NOTICES/PUBLICATIONS	58	81	-	-	100
52157	POSTAGE/MAILING	1,781	4,483	4,500	4,500	2,500
52163	TRAINING/MEETINGS	29,352	25,970	30,000	44,500	27,300
	CHIEFS CONFERENCE: \$2,500					
	FDIC: \$3,000					
	FIRE OFFICER I (2 @ \$1,200): \$2,400					
	FIREHOUSE CONFERENCE: \$1,600					
	NATIONAL FIRE ACADEMY CLASSES: \$3,500					
	ADVOCATE SHERMAN HOSPITAL-PARAMEDIC CON ED: \$3,500					
	TARGET SAFETY ANNUAL SUBSCRIPTION: \$6,800					
	LIVE FIRE TRAINING: \$4,000					
52190	PROFESSIONAL SERVICE	61,019	43,764	38,600	38,600	36,000
	ANNUAL PHYSICALS: \$30,000					
	PART-TIME PRE-EMPLOYMENT PHYSICALS: \$5,000					
	PARAMEDIC RECERTIFICATION FEES: \$1,000					
52200	QUADCOM	118,200	120,758	132,181	132,181	147,187
52310	MAINT BUILDING & GROUNDS	49,834	37,656	30,140	30,140	27,185

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

001 - GENERAL FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
001560 - FIRE						
<u>CONTRACTUAL SERVICES</u>						
	BACKFLOW TESTING: \$1,000					
	FIRE EXTINGUISHER INSPECTION: \$900					
	HOOD AND DUCTS INSPECTION: \$400					
	FIRE ALARM TESTING: \$900					
	SPRINKLER SYSTEM INSPECTION: \$400					
	GENERATOR MAINTENANCE AGREEMENT: \$2,200					
	ROOF MAINTENANCE AGREEMENT: \$895					
	GARAGE DOOR PM AGREEMENT: \$1,100					
	SEAL COATING: \$5,000					
	LAWN AND SNOW EQUIPMENT REPAIRS: \$1,000					
	PLYMOVENT MAINTENANCE: \$1,390					
	UNFORESEEN REPAIRS: \$12,000					
52316	OFFICE EQUIPMENT	2,438	-	200	200	100
	UNFORESEEN REPAIRS: \$100					
52323	MAINTENANCE EQUIPMENT	5,826	6,531	9,668	9,668	11,100
	GAS MONITORS MAINTENANCE: \$425					
	EXTRICATION EQUIPMENT SERVICE: \$1,100					
	SMALL ENGINE REPAIR: \$500					
	HANDLIGHT BATTERIES: \$500					
	HANDLIGHT REPLACEMENT: \$750					
	FIRE EXTINGUISHER REPAIR: \$300					
	SCBA REPAIR: \$2,500					
	COMPRESSOR MAINTENANCE: \$700					
	FIT TESTING EQUIPMENT CALIBRATION: \$725					
	LADDER UL TESTING: \$2,000					
	UNFORESEEN EQUIPMENT REPAIRS: \$1,600					
52327	MAINTENANCE - RADIO	7,239	9,008	9,500	9,500	9,500
	PORTABLE RADIOS BATTERY REPLACEMENT: \$1,500					
	REPLACE RIG MOBILE RADIOS TO P25 COMPLIANCY: \$5,000					
	PORTABLE/MOBILE RADIO REPAIR: \$3,000					
52333	MAINTENANCE - VEHICLES	54,824	32,856	19,000	19,000	-
	MOVED TO VEHICLE MAINTENANCE DEPARTMENT					
52410	COMMUNICATIONS	16,937	17,855	5,160	5,160	4,500

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

001 - GENERAL FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
001560 - FIRE						
<u>CONTRACTUAL SERVICES</u>						
CELLULAR PHONE SERVICE						
52901	RENTALS	385	640	650	650	600
	SCISSOR LIFT FOR STATION 3 HEATING/LIGHTING					
	TOTAL	353,927	302,015	287,101	301,601	272,738
<u>COMMODITIES/SUPPLIES</u>						
53100	MATERIALS - BUILDING	15,403	14,784	14,000	14,000	17,500
	CLEANING SUPPLIES: \$9,000 BUILDING SUPPLIES: \$5,500 FURNITURE AND APPLIANCE REPLACEMENT: \$3,000					
53600	SUPPLIES - AUTOMOTIVE	41,981	54,258	6,500	10,500	10,500
	VEHICLE PARTS: \$9,500 KUSSMAUL CHARGER E941: \$1,000					
53606	MINOR TOOLS - EQUIPMENT	11,379	12,093	18,000	18,000	16,850
	HOSE REPLACEMENT: \$6,900 HOSE TESTER REPAIR: \$350 REPLACEMENT K-12 SAW: \$1,500 HYDRANT BAGS: \$200 TRUCK BELTS: \$600 FALL ARRESTERS: \$800 EQUIPMENT REPAIRS-WATER RESCUE: \$2,000 EQUIPMENT REPAIRS-FIRE RESCUE: \$3,500 EQUIPMENT REPAIRS-LADDERS: \$1,000					
53607	SUPPLIES - GAS & OIL	52,250	54,831	-	-	-
	THIS LINE ITEM HAS BEEN RELOCATED IN THE VEHICLE MAINTENANCE BUDGET					
53620	SUPPLIES - OFFICE	8,052	6,448	10,500	5,000	3,500
53630	OPERATING SUPPLIES	18,894	19,034	23,815	23,815	28,628

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

001 - GENERAL FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
001560 - FIRE						
<u>COMMODITIES/SUPPLIES</u>						
	FIREHOUSE SUPPORT: \$7,555					
	OPTICOM REPAIRS: \$2,000					
	SCBA SUPPLIES: \$3,200					
	TECHNICAL RESCUE SUPPLIES: \$2,899					
	TRAINING SUPPLIES: \$1,300					
	HAZARDOUS MATERIAL SUPPLIES: \$2,418					
	FIRE RESCUE SUPPLIES: \$1,330					
	MED-HELP SUPPLIES: \$3,250					
	CPR SUPPLIES: \$2,950					
	INVESTIGATIONS/PHOTO SUPPLIES: \$500					
	FIRE PREVENTION SUPPLIES: \$1,226					
53643	SUPPLIES - PUBLIC EDUCATION	3,495	4,320	4,000	4,000	3,550
	POSTER CONTEST TROPHIES: \$400					
	PROMOTIONAL MATERIALS: \$2,000					
	FIRE DEPARTMENT OPEN HOUSE MATERIALS: \$500					
	CITIZEN FIRE ACADEMY SUPPLIES AND MATERIALS: \$650					
53651	CLOTHING	43,756	65,397	53,650	62,729	60,285
	STAFF EMPLOYEES (6 @ \$400): \$2,400					
	FULL-TIME EMPLOYEES (32 @ \$500): \$16,000					
	PART-TIME EMPLOYEES (28 @ \$250 AVG): \$7,000					
	PART-TIME NEW HIRES (5 @ \$557): \$2,785					
	PART-TIME SQUAD JACKETS (30 @ \$70): \$2,100					
	SETS OF FIREFIGHTING GEAR (11 @ \$2,500): \$27,500					
	UNFORESEEN GEAR REPAIR/REPLACEMENT: \$2,500					
53796	SUPPLIES - MEDICAL	16,938	16,416	18,500	18,500	19,157
	IMAGETREND FIELD BRIDGE ANNUAL SUPPORT: \$600					
	MEDICAL SUPPLIES: \$18,557					
	TOTAL	212,148	247,580	148,965	156,544	159,970
<u>EQUIPMENT</u>						
55750	EQUIPMENT	-	-	13,500	13,500	2,700
	TRUCK CAP FOR UTILITY 91					
	TOTAL	-	-	13,500	13,500	2,700
<u>CAPITAL IMPROVEMENTS</u>						

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

001 - GENERAL FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>001560 - FIRE</u>						
<u>CAPITAL IMPROVEMENTS</u>						
56116	CAPITAL	-	29,700	-	-	-
	TOTAL	-	29,700	-	-	-
	DEPARTMENT TOTAL	4,821,210	5,467,637	5,028,996	5,488,998	5,770,997

The Emergency Services and Disaster Agency is established to coordinate the emergency management program within the Village with private organizations, other municipal subdivisions, the State of Illinois and the Federal government. ESDA is responsible for creating and maintaining the Emergency Operations Plan.

2013/2014 ACCOMPLISHMENTS

1. Completed the National Incident Management System (NIMS) training for 100% of the required employees of the Village.
2. Purchased cabinet and twelve phones with battery backup for the Emergency Operations Center (EOC) at the Public Works facility
3. Completed a Table Top drill with all Department Heads and Manager Rooney. The drill was facilitated by the Kane County Office of Emergency Management.
4. Updated the Village's Emergency Disaster Preparedness Plan.

2014/2015 OBJECTIVES

1. Continue the creation of the database in conjunction with the reverse 911 (Code Red) emergency residential notification system throughout the Village through an intergovernmental program with Kane County Office of Emergency Management.
2. Purchase four laptop computers for the EOC.
3. Complete a Table Top drill with Department Heads, Village Manager and Village Trustees.
4. Continue to train personnel and update the Village's EOC.

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

001 - GENERAL FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>001562 - ESDA</u>						
<u>PERSONNEL SERVICES</u>						
50010	REGULAR SALARIES	3,600	4,168	5,400	-	-
	TOTAL	3,600	4,168	5,400	-	-
<u>PERSONNEL BENEFITS</u>						
51160	FICA	223	258	335	335	-
51165	MEDICARE	52	60	81	81	-
	TOTAL	275	319	416	416	-
<u>CONTRACTUAL SERVICES</u>						
52153	PRINTING	-	-	500	500	250
52163	TRAINING/MEETINGS	96	-	500	500	1,000
52323	MAINTENANCE EQUIPMENT	2,163	2,682	2,700	2,700	2,400
	WARNING SIRENS ANNUAL PM: \$ 2,350					
	VERIZON - EOC PHONES: \$50					
	TOTAL	2,259	2,682	3,700	3,700	3,650
<u>COMMODITIES/SUPPLIES</u>						
53630	OPERATING SUPPLIES	478	-	30	30	-
	TOTAL	478	-	30	30	-
<u>EQUIPMENT</u>						
55750	EQUIPMENT	-	3,192	6,800	6,800	2,500
	LAPTOPS FOR EMERGENCY OPERATION CENTER					
	TOTAL	-	3,192	6,800	6,800	2,500
	DEPARTMENT TOTAL	6,613	10,361	16,346	10,946	6,150

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

001 - GENERAL FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>001730 - DEBT SERVICE</u>						
<u>DEBT SERVICE</u>						
58557	PRINCIPAL	-	-	-	-	-
92012	2014 CIP BONDS	-	-	-	-	142,000
58558	INTEREST	-	-	-	-	-
92012	2014 CIP BONDS	-	-	-	-	133,000
	TOTAL	-	-	-	-	275,000
	DEPARTMENT TOTAL	-	-	-	-	275,000
	FUND TOTAL	23,334,722	25,845,154	24,637,809	26,858,508	28,256,074

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The Development Fund was utilized for reimbursement of consultants' fees arising from the consultants' work on Village development projects, including time spent on plan and plat review, and construction inspection services.

The Fund was closed into the Community Development Department within the General Fund in fiscal year 2013-2014.

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

002 - DEVELOPMENT FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>002042 - DEVELOPMENT REVENUES</u>						
<u>FEES & FINES</u>						
44200	STAFF TIME REIMBURSEMENTS	9,375	17,000	-	-	-
44211	LEGAL FEES REIMBURSEMENTS	1,140	-	-	-	-
44225	CONS FEES REIMB-POST PL INSP F	7,316	33,388	-	-	-
44235	CONS FEES REIMB-POST PL NO INS	5,870	5,328	-	-	-
44280	CONS FEES REIMB-POST PL SITE	20,716	1,159	-	-	-
	TOTAL	42,137	22,875	-	-	-
<u>TRANSFERS/OTHER</u>						
49001	TRANSFER FROM GENERAL FUND	-	-	-	208,981	-
	TOTAL	-	-	-	208,981	-
	DEPARTMENT TOTAL	42,137	22,875	-	208,981	-
	FUND TOTAL	42,137	22,875	-	208,981	-

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

002 - DEVELOPMENT FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>002440 - CONSULTANT EXP - REIMBURSABLE</u>						
<u>CONTRACTUAL SERVICES</u>						
52032	LEGAL SERVICES	2,350	480	-	-	-
52140	ENGINEERING	1,828	3,274	-	-	-
	TOTAL	4,178	3,754	-	-	-
	DEPARTMENT TOTAL	4,178	3,754	-	-	-
	FUND TOTAL	4,178	3,754	-	-	-

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This fund was utilized to account for grants and other revenues that are provided to the Village with specific objectives, and use of these funds is restricted to specific expenditures intended to accomplish those objectives. For example, the Village receives funds from the Kane County Circuit Court Clerk for each DUI conviction, but the revenue can only be spent on equipment or services that will assist in the enforcement or prevention of Driving under the Influence or other alcohol related crime.

This fund was closed into the General Fund in fiscal year 2013-2014. Parks projects were moved into the Parks Departments and expenditures related to Police Department revenues were moved into the Police Department under Public Safety. Octoberfest costs were moved to the Parks Department for fiscal year 2013-2014, but will be funded out of the Administration Budget in fiscal year 2014-2015.

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

075 - GRANTS ESCROWS (WITH INTEREST)

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>075023 - COMMITTEES</u>						
<u>GRANTS & CONTRIB</u>						
45006	RIVERBOAT GRANT	-	-	-	-	-
93000	CVILLE IMPROVEMENT COMMITTEE	10,661	-	-	-	-
45100	CONTRIBUTIONS	-	-	-	-	-
80002	PARK COMMITTEE	23,717	-	-	-	-
80005	OCTOBERFEST	-	2,993	-	-	-
93000	CVILLE IMPROVEMENT COMMITTEE	3,379	-	-	-	-
94001	CVILLE HOME OWNERSHIP COMMITTEE	124	-	-	-	-
	TOTAL	37,881	2,993	-	-	-
<u>INVESTMENT INCOME</u>						
48026	PARK TRUST INCOME	-	-	-	-	-
80002	PARK COMMITTEE	13,995	-	-	-	-
80004	CARPENTERS PARK TRUST	-	13,407	-	-	-
	TOTAL	13,995	13,407	-	-	-
	DEPARTMENT TOTAL	51,876	16,400	-	-	-
<u>075051 - GRANTS SEIZURE (W/INT) REVENUE</u>						
<u>GRANTS & CONTRIB</u>						
45049	POLICE DEPARTMENT PROGRAMS	-	-	-	-	-
20501	ASSET FORFEITURE-FEDERAL	196	15,947	-	-	-
20508	DUI ENFORCEMENT-ILLINOIS	11,348	8,891	-	-	-
20515	DRIVER SAFETY PROGRAM	1,196	894	-	-	-
45051	ASSET FORFEITURE REVENUE STATE	-	-	-	-	-
20500	ASSET FORFEITURE-STATE	11,330	8,405	-	-	-
	TOTAL	24,070	34,138	-	-	-
	DEPARTMENT TOTAL	24,070	34,138	-	-	-
	FUND TOTAL	75,947	50,537	-	-	-

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

075 - GRANTS ESCROWS (WITH INTEREST)

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>075023 - COMMITTEES</u>						
<u>CONTRACTUAL SERVICES</u>						
52145	CIC ACTIVITIES	-	-	-	-	-
93000	CVILLE IMPROVEMENT COMMITTEE	85	-	-	-	-
	TOTAL	85	-	-	-	-
<u>COMMODITIES/SUPPLIES</u>						
53630	OPERATING SUPPLIES	-	-	-	-	-
80002	PARK COMMITTEE	2,842	23	-	-	-
80005	OCTOBERFEST	-	3,255	-	-	-
93000	CVILLE IMPROVEMENT COMMITTEE EXPENDITURES RELATED TO KANE COUNTY RIVERBOAT GRANT	1,149	-	-	-	-
94001	CVILLE HOME OWNERSHIP COMMITTEE	24	-	-	-	-
	TOTAL	4,016	3,278	-	-	-
<u>EQUIPMENT</u>						
55799	CARPENTER PARK IMPROVEMENTS	-	-	-	-	-
80002	PARK COMMITTEE	3,166	269	-	-	-
80004	CARPENTERS PARK TRUST	-	8,394	-	-	-
	TOTAL	3,166	8,663	-	-	-
<u>TRANSFERS OUT</u>						
59001	TRANSFER TO GENERAL FUND	-	-	-	196,504	-
	TOTAL	-	-	-	196,504	-
	DEPARTMENT TOTAL	7,267	11,941	-	196,504	-
<u>075051 - GRANTS SEIZURE (W/INT) REVENUE</u>						
<u>PERSONNEL SERVICES</u>						
50020	OVERTIME SALARIES	-	-	-	-	-
20508	DUI ENFORCEMENT-ILLINOIS	-	42,485	-	-	-
	TOTAL	-	42,485	-	-	-
<u>CONTRACTUAL SERVICES</u>						
52190	PROFESSIONAL SERVICE	-	-	-	-	-
20500	ASSET FORFEITURE-STATE	2,679	700	-	-	-
20505	DUI ENFORCEMENT	34,272	-	-	-	-
20519	TOBACCO GRANT	455	1,091	-	-	-
	TOTAL	37,406	1,791	-	-	-
<u>COMMODITIES/SUPPLIES</u>						
53630	OPERATING SUPPLIES	-	-	-	-	-
20500	ASSET FORFEITURE-STATE	19,735	13,770	-	-	-
20501	ASSET FORFEITURE-FEDERAL	-	11,921	-	-	-
	TOTAL	19,735	25,690	-	-	-
<u>EQUIPMENT</u>						
55750	EQUIPMENT	-	-	-	-	-
20500	ASSET FORFEITURE-STATE CRT VEHICLE	-	466	-	-	-
20508	DUI ENFORCEMENT-ILLINOIS	-	4,906	-	-	-
	TOTAL	-	5,372	-	-	-
	DEPARTMENT TOTAL	57,141	75,338	-	-	-
	FUND TOTAL	64,407	87,279	-	196,504	-

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The Escrow Fund is made up of settlement monies received from William Ryan Homes, Inc. to complete outstanding punch list items for White Oaks Subdivision. Monies were transferred to the Capital Improvement Fund in FY2014 to fund subdivision improvements associated with White Oaks Subdivision.

2013/2014 ACCOMPLISHMENTS

1. Completed the original scope of Phase II design for Carpenter Creek Floodplain Improvement Project.
2. Completed 100YR overland flood route improvements and year 1 of 3 of basin improvements for White Oaks Subdivision.

2014/2015 OBJECTIVES

1. Complete the additional scope of Phase II design for Carpenter Creek Floodplain Improvement Project once the Village has received approval of IEPA Section 319 grant.
2. Complete year 2 of 3 of basin improvements for White Oaks Subdivision.
3. Replace parkway trees with White Oaks Subdivision.

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

003 - ESCROW FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>003 - ESCROW FUND</u>						
<u>FEES & FINES</u>						
44900	TRAFFIC IMPACT FEES	18,000	40,000	30,000	33,000	4,000
	TOTAL	18,000	40,000	30,000	33,000	4,000
<u>INVESTMENT INCOME</u>						
48006	INTEREST INCOME	-	-	-	18	15
	TOTAL	-	-	-	18	15
	DEPARTMENT TOTAL	18,000	40,000	30,000	33,018	4,015
	FUND TOTAL	18,000	40,000	30,000	33,018	4,015

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

003 - ESCROW FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>003 - ESCROW FUND</u>						
<u>TRANSFERS OUT</u>						
59299	TRANSFER OUT TO FUND 299	60,000	354,000	116,630	116,630	-
	TOTAL	60,000	354,000	116,630	116,630	-
	DEPARTMENT TOTAL	60,000	354,000	116,630	116,630	-
<u>003220 - ESCROW FUND EXPENDITURES</u>						
<u>CONTRACTUAL SERVICES</u>						
52740	TREE/LAWN CARE	-	-	-	-	25,000
	TOTAL	-	-	-	-	25,000
	DEPARTMENT TOTAL	-	-	-	-	25,000
<u>003498 - ESCROW FUND TRANSFERS</u>						
<u>TRANSFERS OUT</u>						
59001	TRANSFER TO GENERAL FUND	-	-	-	-	-
70168	JACK HILL PK PEDESTRIAN PATH	5,893	-	-	-	-
	TOTAL	5,893	-	-	-	-
	DEPARTMENT TOTAL	5,893	-	-	-	-
	FUND TOTAL	65,893	354,000	116,630	116,630	25,000

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The Stormwater Detention Fund is a new fund first established in FY 2010-2011 for the purposes of maintaining independent accounting of fee-in-lieu of detention funds.

The Kane County Stormwater Ordinance (KCSWO) allows for payment to the Village by developers in lieu of providing on-site stormwater detention, provided certain criteria in the KCSWO are met.

Per the KCSWO these monies are required to be used for drainage system improvement projects within the same watershed (Fox River North watershed). As also required by the KCSWO, the fee-in-lieu of detention monies are being maintained in a separate fund held by the Village.

As the opportunity for receiving additional similar fees is minimal, due to a very limited number of possible future sites in the Village where fee-in-lieu of detention is a viable option, these fees will not be used for routine drainage improvement projects such as storm sewer replacement, but will instead be reserved for regional stormwater system improvement projects as are approved by the Village Board.

The stormwater detention fund was closed in fiscal year 2014 in an effort to reduce the number of funds and the remaining funds will be used to complete the Carpenter Creek Floodplain Improvement Project within the Capital Improvement Fund.

2013/2014 ACCOMPLISHMENTS

1. Partially Completed the Phase II design for Carpenter Creek Floodplain Improvement Project pending decisions on two submitted IEPA grant applications.
2. Submitted two IEPA grant applications (Section 316 and Illinois Green Infrastructure Grant) to leverage fee-in-lieu of detention funds for construction of the additional improvements to Carpenter Creek Improvements or other possible regional stormwater detention projects.

2014/2015 OBJECTIVES

1. Complete the Phase II design for Carpenter Creek Floodplain Improvement Project; with the revised scope of stream bank stabilization if IEPA grant funding is approved (within the Capital Improvement Fund).
2. Pursue grant opportunities as available for funding to leverage fee-in-lieu of detention funds for construction of possible regional stormwater detention projects (within the Capital Improvement Fund).

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

004 - STORMWATER DETENTION FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>004011 - STORMWATER DETENTION REVENUE</u>						
<u>FEES & FINES</u>						
44190	FEE IN LIEU OF STORMWATER DET	-	100,769	-	-	-
	TOTAL	-	100,769	-	-	-
<u>INVESTMENT INCOME</u>						
48006	INTEREST INCOME	1,313	578	875	4	-
	TOTAL	1,313	578	875	4	-
	DEPARTMENT TOTAL	1,313	101,347	875	4	-
	FUND TOTAL	1,313	101,347	875	4	-

4/13/2014

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

004 - STORMWATER DETENTION FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>004140 - STORMWATER DETENTION FUND</u>						
<u>CAPITAL IMPROVEMENTS</u>						
56301	PHASE I ENGINEERING	-	-	-	-	-
70162	FAIRWAY PARK DRAINAGE IMPR PROJECT	2,440	-	-	-	-
56302	PHASE II ENGINEERING	-	-	-	-	-
70175	FLOOD PL MITIGATION-CARPENTER CREE	-	43,342	245,582	45,940	-
	TOTAL	2,440	43,342	245,582	45,940	-
<u>TRANSFER OUT</u>						
59299	TRANSFER OUT TO FUND 299	-	-	-	285,851	-
	TOTAL	-	-	-	285,851	-
	DEPARTMENT TOTAL	2,440	43,342	245,582	331,790	-
	FUND TOTAL	2,440	43,342	245,582	331,790	-

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The Carpentersville Police Department's Social Services provides residents with the Strengthening Families Program. This research-based program teaches parenting skills and techniques, ways to deal with peer pressure, and communication skills for both parents and their children.

The program is geared toward families with children ages 10-14. We teach both parents and children the skills needed to deal with the pressures of becoming a teenager. We also teach communication skills so that parents and children may have a better understanding of each other.

Funds for this program are utilized for the supplies and dinners that are provided to the families. This provides an incentive for them and also some time for them to spend together as a family. By investing in this program, we are keeping children off the street and parents involved with their children. It is a prevention program that benefits all.

2013/2014 ACCOMPLISHMENTS

1. Twenty-five Carpentersville families and 26 youth will have been served.
2. Forty-two families and 44 youth were recruited to the program.
3. No recidivism with any of the youth in the program.
4. Families have been linked to outside sources.
5. Graduated youth participants continue to reach out to their school leaders to recruit for the program.
6. Continued grant funding enabled the program to run at full staffing.

2014/2015 OBJECTIVES

1. Continue to serve residents in the community through the program.
2. Continue to recruit families to the program.
3. Continue to run programs two sessions per week.
4. Continue to link families to services needed.
5. Oversee funding to maintain services.

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

090 - STRENGTHENING FAMILIES

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>090556 - STRENGTHENING FAMILIES</u>						
<u>PROGRAM</u>						
<u>GRANTS & CONTRIB</u>						
45100	CONTRIBUTIONS	22,223	26,667	4,445	26,667	26,667
	EXTENDED THROUGH JUNE 2015					
	TOTAL	22,223	26,667	4,445	26,667	26,667
<u>INVESTMENT INCOME</u>						
48006	INTEREST INCOME	4	4	-	12	10
	TOTAL	4	4	-	12	10
	DEPARTMENT TOTAL	22,226	26,671	4,445	26,679	26,677
	FUND TOTAL	22,226	26,671	4,445	26,679	26,677

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

090 - STRENGTHENING FAMILIES

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>090556 - STRENGTHENING FAMILIES</u>						
<u>PROGRAM</u>						
<u>PERSONNEL SERVICES</u>						
50075	PART TIME/SEASONAL	-	6,080	16,920	7,000	20,710
	TOTAL	-	6,080	16,920	7,000	20,710
<u>PERSONNEL BENEFITS</u>						
51160	FICA	-	377	1,050	1,050	1,284
51165	MEDICARE	-	88	246	246	300
	TOTAL	-	465	1,296	1,296	1,584
<u>COMMODITIES/SUPPLIES</u>						
53630	OPERATING SUPPLIES	662	2,637	1,500	2,000	2,000
	TOTAL	662	2,637	1,500	2,000	2,000
<u>TRANSFERS OUT</u>						
59001	TRANSFER TO GENERAL FUND	-	2,921	-	30,135	-
	TOTAL	-	2,921	-	30,135	-
	DEPARTMENT TOTAL	662	12,104	19,716	40,431	24,294
	FUND TOTAL	662	12,104	19,716	40,431	24,294

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The In 1928 a Commission was formed to construct a Veterans Memorial in Carpentersville. No real progress on the project took place until approximately 70 years later. In 1998 there was only one monument in Carpenter Park. That monument was dedicated to the Veterans that had served in World War I. At that time the Park Committee felt that a single four-ton boulder with three World War I plaques on it was not a fitting tribute to those that had served. The Committee worked on the plans for a memorial for a number of months. A competition for landscape design was held. Landscape Architect Steven S. Gulgren won the competition.

A Veterans Garden Committee was formed in 1999 and took over the project. The Veterans Garden Committee revised the proposed drawings. Gilmore Architects completed the redesign of the Garden.

On June 19, 2001 the Village Board approved the contract to construct the Garden. The contract was awarded to Carpentersville's very own Trinity Landscaping for \$90,000. Construction of the Garden was completed in late August early September 2001.

In the center of the Garden is an ellipse where engraved bricks, honoring those that have served and are serving our country. After a brick is laid in the Garden the brick purchaser receives a Certificate of Authenticity for the brick. Bricks cost \$30, but \$8 of that is considered a donation to the Garden and will eventually be used for maintenance of the Garden and to purchase additional monuments or landscaping.

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

328 - VETERANS GARDEN

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>328021 - VETERANS GARDEN</u>						
<u>GRANTS & CONTRIB</u>						
45100	CONTRIBUTIONS	510	600	500	50	50
	TOTAL	510	600	500	50	50
	DEPARTMENT TOTAL	510	600	500	50	50
	FUND TOTAL	510	600	500	50	50

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

328 - VETERANS GARDEN

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>328229 - VETERANS GARDEN</u>						
<u>CONTRACTUAL SERVICES</u>						
52190	PROFESSIONAL SERVICE	340	-	440	-	-
52310	MAINT BUILDING & GROUNDS	-	-	3,000	3,250	3,000
	TOTAL	340	-	3,440	3,250	3,000
<u>COMMODITIES/SUPPLIES</u>						
53630	OPERATING SUPPLIES	-	32	-	-	-
	TOTAL	-	32	-	-	-
	DEPARTMENT TOTAL	340	32	3,440	3,250	3,000
	FUND TOTAL	340	32	3,440	3,250	3,000

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The Motor Fuel Tax (MFT) Fund is utilized to fund maintenance and construction expenses for roadway and sidewalk improvements within public right of ways. Other applicable uses for MFT funds used by the Village are as follows:

- Electric usage charges for operation of public street lighting systems.
- The purchase of maintenance materials (road salt and hot-mix asphalt) for use by the Public Works Department.
- Payment for debt service for repayment of bonds issued to fund construction expenses for prior public improvement projects.
- Payment for engineering consultant services for the design and construction inspection of public roadway improvement projects, including sidewalk replacement, roadway reconstruction, and bridge replacement projects.
- Payment for current construction expenses of public improvement projects.
- Grinding and cutting of Trip Hazards on public carriageway and sidewalk.

2013/2014 ACCOMPLISHMENTS

1. Funded the annual street lighting electric usage expenses.
2. Funded the roadway salt material purchase contract.
3. Funded hot mix asphalt purchase contract for the in-house Public Works Department street resurfacing program.
4. Funded parkway tree trimming and removal.
5. Funded 75% of the debt service repayment of the 2004 Street Bonds.
6. Completed the in-house design and funded construction of the 2013 MFT Sidewalk Replacement Resurfacing Program.
7. Completed trip hazard grinding and cutting of existing concrete sidewalk throughout the southeast portion of the Village.

2014/2015 OBJECTIVES

1. Fund the annual street lighting electric usage expenses.
2. Fund the roadway salt material purchase contract.
3. Fund hot mix asphalt purchase contract for the in-house Public Works Department street resurfacing program.
4. Fund parkway tree trimming and removal.
5. Fund 75% of the debt service repayment of the 2004 Street Bonds.
6. Complete the in-house design and fund the construction of the 2014 MFT Sidewalk Replacement and Resurfacing Program.
7. Complete the in-house design and fund the construction of the 2014 MFT Resurfacing Program (West Side).
8. Fund trip hazard grinding and cutting of concrete carriagewalk and sidewalk within the southeast portion of the Village.

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

400 - MFT FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>400011 - MFT FUND</u>						
<u>INVESTMENT INCOME</u>						
48006	INTEREST INCOME	204	844	250	1,259	1,000
48016	UNREALIZED GAIN/LOSS ON INVEST	238	-	-	-	-
	TOTAL	441	844	250	1,259	1,000
	DEPARTMENT TOTAL	441	844	250	1,259	1,000
<u>400081 - MFT FUND INTERGOVT REVENUE</u>						
<u>TAXES OTHER</u>						
42403	MOTOR FUEL TAX ALLOTMENTS	918,664	897,520	908,000	930,000	895,000
42404	MFT HIGH GROWTH ALLOTMENT	35,763	35,740	33,000	43,346	40,000
42405	MFT OTHER	150,525	150,525	150,525	150,525	150,525
	TOTAL	1,104,952	1,083,785	1,091,525	1,123,871	1,085,525
<u>GRANTS & CONTRIB</u>						
45000	FEDERAL GRANTS	-	-	-	-	-
70179	2014 MFT/CDBG SIDEWALK PROGRAM	-	-	-	-	276,500
	TOTAL	-	-	-	-	276,500
<u>REIMBURSEMENTS - REV</u>						
47500	PROJECT REIMBURSEMENT	-	-	-	-	-
70173	2012 SIDEWALK PROGRAM	-	-	242,000	242,000	-
70176	2013 MFT SIDEWALK / RESURFACING	-	-	178,000	178,000	-
	TOTAL	-	-	420,000	420,000	-
	DEPARTMENT TOTAL	1,104,952	1,083,785	1,511,525	1,543,871	1,362,025
	FUND TOTAL	1,105,393	1,084,628	1,511,775	1,545,130	1,363,025

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

400 - MFT FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>400370 - MFT FUNDED EXPENDITURES</u>						
<u>CONTRACTUAL SERVICES</u>						
52190	PROFESSIONAL SERVICE	-	-	-	-	-
70173	2012 SIDEWALK PROGRAM MATERIAL TEST: \$3,500	-	-	3,500	3,500	-
52404	ELECTRICITY - STREET LIGHTS	101,117	102,856	100,000	100,000	105,000
52743	TREE REMOVAL / TREE TRIMMING	-	67,414	75,000	75,000	75,000
	TOTAL	101,117	170,270	178,500	178,500	180,000
<u>COMMODITIES/SUPPLIES</u>						
53102	STREET MATERIALS	117,664	76,856	175,000	250,000	250,000
53779	SUPPLIES-SALT&CALCIUM CHLORIDE	112,803	171,910	90,000	190,000	190,000
	TOTAL	230,467	248,766	265,000	440,000	440,000
<u>CAPITAL IMPROVEMENTS</u>						
56301	PHASE I ENGINEERING	-	-	-	-	-
70149	MAIN ST BRIDGE BIENNIAL INSPECTION	-	-	1,000	-	-
56403	PHASE III CONSTRUCTION	-	-	-	-	-
70171	PRESIDENT STREET RESURFACING	-	154,460	-	-	-
70173	2012 SIDEWALK PROGRAM	-	11,908	472,092	472,092	-
70176	2013 MFT SIDEWALK / RESURFACING SIDEWALK REPAIR PROGRAM	-	-	356,000	356,000	-
70179	2014 MFT/CDBG SIDEWALK PROGRAM EAST SIDE (TEE LANE, TEE ROAD)	-	-	-	-	553,000
70180	2014 MFT RESURFACING WEST SIDE	-	-	-	-	200,000
70181	2014 SIDEWALK REPLACEMENT PROGRAM	-	-	-	-	250,000
70182	MILLER ROAD RESURFACING	-	-	-	-	250,000
	TOTAL	-	166,368	829,092	828,092	1,253,000
	DEPARTMENT TOTAL	331,584	585,404	1,272,592	1,446,592	1,873,000
<u>400398 - MFT FUND TRANSFERS</u>						
<u>TRANSFERS OUT</u>						
59030	TRANSFER TO DEBT SERVICE	-	378,263	379,912	379,913	376,950
	TOTAL	-	378,263	379,912	379,913	376,950
	DEPARTMENT TOTAL	-	378,263	379,912	379,913	376,950
<u>400730 - MFT FUND DEBT SERVICE EXPENSES</u>						
<u>DEBT SERVICE</u>						
58010	PAYING AGENT - GOB 2000	263	-	-	-	-
58057	PRINCIPAL 2000/04 STREET BONDS	322,500	-	-	-	-
58058	INTEREST 2000/04 STREET BONDS	56,344	-	-	-	-
	TOTAL	379,106	-	-	-	-
	DEPARTMENT TOTAL	379,106	-	-	-	-
	FUND TOTAL	710,690	963,667	1,652,504	1,826,505	2,249,950

Special Service Area Number One (SSA #1) was established for the purpose of maintenance and improvement of the pond and related facilities on Lot 151 of the Newport Coves Subdivision. The revenue collected will be used for the operation, upkeep, maintenance, repair, replacement, alteration, safekeeping, and improvement of the pond and related facilities located on Lot 151 of the Newport Coves Subdivision. Amounts may be set-aside as a reserve fund for the purpose of renewing, replacing, rehabilitating, reconstructing, and improving the pond and related facilities. The location of Lot 151 of the Newport Coves Subdivision is the northwest corner of Huntley Road and Tay River Drive.

2013/2014 ACCOMPLISHMENTS

1. Successfully entered into a contract for the purpose of maintaining the grounds and associated structures.
2. Successfully entered into a contract for aquatic weed and algae control.

2014/2015 OBJECTIVES

1. Successfully secure contracts for the purpose of grounds maintenance and aquatic weed and algae control.

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

701 - SSA #1 NEWPORT COVE

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>701012 - SSA #1 NEWPORT COVE</u>						
<u>PROPERTY TAXES</u>						
40100	PROPERTY TAXES	14,048	14,225	16,500	16,368	13,700
	TOTAL	14,048	14,225	16,500	16,368	13,700
	DEPARTMENT TOTAL	14,048	14,225	16,500	16,368	13,700
	FUND TOTAL	14,048	14,225	16,500	16,368	13,700

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

701 - SSA #1 NEWPORT COVE

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>701179 - SSA#1 NEWPORT COVE</u>						
<u>EXPENDITURE</u>						
<u>CONTRACTUAL SERVICES</u>						
52310	MAINT BUILDING & GROUNDS	8,741	8,610	13,000	12,000	12,000
52323	MAINTENANCE EQUIPMENT	2,363	117	700	100	-
	TOTAL	11,104	8,727	13,700	12,100	12,000
	DEPARTMENT TOTAL	11,104	8,727	13,700	12,100	12,000
	FUND TOTAL	11,104	8,727	13,700	12,100	12,000

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Special Service Area Number Two (SSA #2) was established for the purpose of maintenance and improvement of the storm water management facilities on Lot 35 of the Oak Meadows Subdivision. The revenue will be used for the operation, upkeep, maintenance, repair, replacement, alteration, safekeeping, and improvement of the storm water facilities. Amounts may be set-aside in a reserve fund for the purpose of renewing, replacing, rehabilitating, reconstructing, and improving the storm water detention area and related facilities.

2013/2014 ACCOMPLISHMENTS

1. Successfully entered into a contract for the purpose of maintaining the grounds.

2014/2015 OBJECTIVES

1. Successfully secure a contract for the purpose of grounds maintenance.

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

702 - SSA #2 OAK MEADOWS

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>702012 - SSA #2 OAK MEADOWS REVENUE</u>						
<u>PROPERTY TAXES</u>						
40100	PROPERTY TAXES	1,110	1,100	1,000	1,000	1,000
	TOTAL	1,110	1,100	1,000	1,000	1,000
	DEPARTMENT TOTAL	1,110	1,100	1,000	1,000	1,000
	FUND TOTAL	1,110	1,100	1,000	1,000	1,000

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

702 - SSA #2 OAK MEADOWS

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>702179 - SSA #2 OAK MEADOWS</u>						
<u>EXPENDITURE</u>						
<u>CONTRACTUAL SERVICES</u>						
52310	MAINT BUILDING & GROUNDS	698	700	1,000	625	1,000
	TOTAL	698	700	1,000	625	1,000
	DEPARTMENT TOTAL	698	700	1,000	625	1,000
	FUND TOTAL	698	700	1,000	625	1,000

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Special Service Area Number Three (SSA #3) was established for the purpose of maintenance and improvement of the storm water management facilities on Lot 296 and Lot 297 in the Keele Farm Subdivision, Unit 1. The revenue will be used for the operation, upkeep, maintenance, repair, replacement, alteration, safekeeping, and improvement of the storm water facilities. Amounts may be set-aside in a reserve fund for the purpose of renewing, replacing, rehabilitating, reconstructing, and improving the storm water detention area and related facilities. The location of Lot 296 and Lot 297 is located on both sides of Redwood Lane, east of the rear lot lines lying east of Birch Street.

2013/2014 ACCOMPLISHMENTS

1. Successfully entered into a contract for the purpose of maintaining the grounds and associated structures.

2014/2015 OBJECTIVES

1. Successfully secure contracts for the purpose of grounds maintenance and aquatic weed and algae control.

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

703 - SSA #3 KEELE FARMS

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>703012 - SSA #3 KEELE FARMS REVENUES</u>						
<u>PROPERTY TAXES</u>						
40100	PROPERTY TAXES	9,240	9,235	8,500	8,494	5,000
	TOTAL	9,240	9,235	8,500	8,494	5,000
	DEPARTMENT TOTAL	9,240	9,235	8,500	8,494	5,000
	FUND TOTAL	9,240	9,235	8,500	8,494	5,000

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

703 - SSA #3 KEELE FARMS

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>703179 - SSA #3 KEELE FARMS EXPENDITURE</u>						
<u>CONTRACTUAL SERVICES</u>						
52310	MAINT BUILDING & GROUNDS	6,346	4,480	5,000	4,500	7,000
	TOTAL	6,346	4,480	5,000	4,500	7,000
	DEPARTMENT TOTAL	6,346	4,480	5,000	4,500	7,000
	FUND TOTAL	6,346	4,480	5,000	4,500	7,000

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Special Service Area Number Twenty One (SSA #21) was established for the purpose of the maintenance, repair, replacement, alteration, and improvements to the detention basin located on Lot 70 and two (2) cul-de-sac islands located on Elm Ridge Court and Rosewood Drive within the White Oaks Subdivision. Revenue collected from residents of the White Oaks Subdivision will be used for the purpose of maintenance, repair, replacement, alteration, and improvements of the detention basin and two (2) cul-de-sac islands. Amounts may be set-aside in a reserve fund for the purpose of repairing, rehabilitating, reconstructing, and improving the detention basin and cul-de-sacs.

2013/2014 ACCOMPLISHMENTS

1. Successfully entered into a contract for the purpose of maintaining the grounds and associated structures.

2014/2015 OBJECTIVES

1. Successfully secure contracts for the purpose of grounds maintenance and aquatic weed and algae control.

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

721 - SSA #21 WHITE OAKS

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>721012 - SSA #21 WHITE OAKS</u>						
<u>PROPERTY TAXES</u>						
40100	PROPERTY TAXES	4,994	4,983	5,000	5,000	4,500
	TOTAL	4,994	4,983	5,000	5,000	4,500
	DEPARTMENT TOTAL	4,994	4,983	5,000	5,000	4,500
	FUND TOTAL	4,994	4,983	5,000	5,000	4,500

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

721 - SSA #21 WHITE OAKS

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>721179 - SSA #21 WHITE OAKS</u>						
<u>CONTRACTUAL SERVICES</u>						
52310	MAINT BUILDING & GROUNDS	2,960	2,550	4,500	2,645	3,500
	GROUNDS MAINTENANCE: \$3,500					
	TOTAL	2,960	2,550	4,500	2,645	3,500
	DEPARTMENT TOTAL	2,960	2,550	4,500	2,645	3,500
	FUND TOTAL	2,960	2,550	4,500	2,645	3,500

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Tax Increment Financing, or TIF, is a public financing method that utilizes future gains in taxes to support redevelopment, infrastructure and other community improvement projects. Tax Increment Financing District #1 was established to reimburse specified costs of the developer for the Spring Hill Center for Commerce and Industry Redevelopment Plan and Project. Costs are reimbursed based on TIF improvements, which are eligible TIF expenditures.

2013/2014 ACCOMPLISHMENTS

1. Researched and pursued options for intersection and signalization improvements at Spring Hill Center. This is in conjunction with Village Board goal *"Foster economic development through a "one stop" process for development of new businesses and expansion of existing businesses."*

2014/2015 OBJECTIVES

1. Continue to pursue options for intersection and signalization improvements at Spring Hill Center. This is in conjunction with Village Board goal *"Foster economic development through a "one stop" process for development of new businesses and expansion of existing businesses."*
2. Meet with the Joint Review Board to discuss future development.
3. Plan for termination of the Tax Increment Financing District in 2018 and address needed capital improvements.

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

801 - TIF #1 SPRING HILL (SWANSON)

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>801011 - TIF #1 SPRING HILL (SWANSON)</u>						
<u>PROPERTY TAXES</u>						
40100	PROPERTY TAXES	297,597	436,388	425,000	579,551	538,017
	TOTAL	297,597	436,388	425,000	579,551	538,017
<u>INVESTMENT INCOME</u>						
48006	INTEREST INCOME	8,016	4,366	3,500	4,300	3,500
	TOTAL	8,016	4,366	3,500	4,300	3,500
	DEPARTMENT TOTAL	305,614	440,753	428,500	583,851	541,517
	FUND TOTAL	305,614	440,753	428,500	583,851	541,517

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

801 - TIF #1 SPRING HILL (SWANSON)

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>801189 - TIF #1 SPRING HILL (SWANSON)</u>						
<u>PERSONNEL SERVICES</u>						
50010	REGULAR SALARIES	-	-	-	-	22,130
50040	LONGEVITY	-	-	-	-	16
50050	ATTENDANCE INCENTIVE	-	-	-	-	100
	TOTAL	-	-	-	-	22,246
<u>PERSONNEL BENEFITS</u>						
51140	IMRF	-	-	-	-	2,690
51160	FICA	-	-	-	-	1,379
51165	MEDICARE	-	-	-	-	323
	TOTAL	-	-	-	-	4,392
<u>CONTRACTUAL SERVICES</u>						
52012	ACCOUNTING SERVICES	-	-	-	2,413	2,050
	TIF AUDIT: \$2,050					
52013	DUES & SUBSCRIPTIONS	-	-	-	850	850
	ILLINOIS TIF ASSOCIATION MEMBERSHIP: \$850					
52163	TRAINING/MEETINGS	-	-	-	-	1,000
	ILLINOIS TIF ASSOCIATION CONFERENCE: \$1,000					
52188	DEVELOPMENT STIMULUS	-	500,000	-	-	-
52999	OTHER CONTRACTUAL	5,735	2,710	6,000	-	2,000
	TOTAL	5,735	502,710	6,000	3,263	5,900
<u>CAPITAL IMPROVEMENTS</u>						
56403	PHASE III CONSTRUCTION	-	-	-	-	-
72000	COMMERCE PKWY RT 31-END	-	-	155,000	155,000	-
	TOTAL	-	-	155,000	155,000	-
	DEPARTMENT TOTAL	5,735	502,710	161,000	158,263	32,538
	FUND TOTAL	5,735	502,710	161,000	158,263	32,538

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The Village of Carpentersville has designated an area of the Route 25 commercial corridor from Lake Marian road to Northlake Parkway as a tax increment financing (TIF) district. Tax Increment Financing, or TIF, is a public financing method that utilizes future gains in taxes to support redevelopment, infrastructure and other community improvement projects. The designation of this Route 25 area is an effort to rehabilitate and redevelop the corridor through an integrated and comprehensive strategy that utilizes public resources to stimulate additional private investment in an area that would not otherwise be commercially productive. An analysis of properties prior to the formal TIF designation found the area to be experiencing declining equalized assessed property values, excessive vacancies and other statutory factors qualifying for TIF designation.

2013/2014 ACCOMPLISHMENTS

1. Worked with developers to assist the economic strength of the Route 25 commercial corridor. This is in conjunction with Village Board goal, *“Foster economic development through a “one stop” process for development of new businesses and expansion of existing businesses.”*

2014/2015 OBJECTIVES

1. Assist developers with information and Tax Increment Financing Application. This is in conjunction with Village Board goal, *“Foster economic development through a “one stop” process for development of new businesses and expansion of existing businesses.”*
2. Assist developers in anticipated interest/proposals for outlot stores. This is in conjunction with Village Board goal, *“Foster economic development through a “one stop” process for development of new businesses and expansion of existing businesses.”*
3. Plan for Village infrastructure improvements within the Route 25 Redevelopment area. This is in conjunction with Village Board goal, *“Foster economic development through a “one stop” process for development of new businesses and expansion of existing businesses.”*
4. Meet with the Joint Review Board to discuss future development.

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

803 - TIF #3 ROUTE 25

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>803189 - TIF #3 ROUTE 25</u>						
<u>CONTRACTUAL SERVICES</u>						
52012	ACCOUNTING SERVICES	-	-	-	-	2,050
52030	LEGAL FEE FOR SERVICES	-	11,359	-	52,124	45,000
52190	PROFESSIONAL SERVICE	-	3,978	6,000	13,205	15,000
	TOTAL	-	15,337	6,000	65,329	62,050
<u>CAPITAL IMPROVEMENTS</u>						
56302	PHASE II ENGINEERING	-	-	-	-	-
72001	ELMRIDGE - BALL CONNECTION	-	-	98,500	98,500	-
56303	PHASE III ENGINEERING	-	-	-	-	-
72001	ELMRIDGE - BALL CONNECTION	-	-	1,101,500	1,101,500	-
	TOTAL	-	-	1,200,000	1,200,000	-
	DEPARTMENT TOTAL	-	15,337	1,206,000	1,265,329	62,050
	FUND TOTAL	-	15,337	1,206,000	1,265,329	62,050

The primary mission of the Foreign Fire Tax Board is to administer the funds collected by the State of Illinois from Insurance Companies who operate in Illinois but are not based within the State. 2 % of premiums are passed onto the board once the State deducts a processing fee. The Foreign Fire Tax Board was established and recognized by the Village of Carpentersville. The use of these funds is clearly established in State Statute and can be used for items that will be used by the firefighters at the stations which will benefit all of the employees.

The Board is made up of full-time firefighters and the Deputy Fire Chief sits on the board but does not vote on how the money is spent unless there is a tie. In 2013, the Foreign Fire Tax Board has made the following purchases, but not limited to:

- Safety Vests (80) for all fire department members
- Day Room Furniture
- Three Motorola APX 7000 Portable Radios for front line fire engines
- Cable TV for all Stations
- All Kitchen Condiments
- Station CAD Monitors
- Workout Equipment
- Station Coffee Machine
- Industrial Gear Washer for Station #2
- Decals for rigs
- TV for Station #3 workout room
- Extrication Equipment Parts for Engine 941
- RIT Bags for engines
- Daily Newspapers for all Stations
- Weber Grill Parts
- Reverse Osmosis Filters
- Vehicle Stabilization Struts for Engine 941
- Two Vetter Belts to lift heavy patients
- New Saw for Tower 981 (\$400.00 towards purchase)
- New Stack Tips (Nozzles) for Tower 981
- Firehouse Mobile Software for 3 iPads
- Patio Umbrellas & Bases for all three Stations
- New Stokes Basket for Tower 981
- Leaf Blowers for all three Stations

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

967 - FOREIGN FIRE TAX BOARD

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>967081 - FOREIGN FIRE TAX BOARD</u>						
<u>TAXES OTHER</u>						
42710	FOREIGN FIRE TAX	31,272	33,502	28,462	26,400	26,400
	TOTAL	31,272	33,502	28,462	26,400	26,400
<u>INVESTMENT INCOME</u>						
48006	INTEREST INCOME	10	8	-	8	8
	TOTAL	10	8	-	8	8
	DEPARTMENT TOTAL	31,282	33,510	28,462	26,408	26,408
	FUND TOTAL	31,282	33,510	28,462	26,408	26,408

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

967 - FOREIGN FIRE TAX BOARD

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>967597 - FOREIGN FIRE TAX BOARD</u>						
<u>CONTRACTUAL SERVICES</u>						
52316	OFFICE EQUIPMENT	-	-	-	329	-
52999	OTHER CONTRACTUAL	22,076	35,065	28,462	3,500	5,300
	TOTAL	22,076	35,065	28,462	3,829	5,300
<u>COMMODITIES/SUPPLIES</u>						
53645	SUPPLIES - SAFETY	-	-	-	1,955	-
53999	SUPPLIES - OTHER	-	-	-	9,141	4,000
	TOTAL	-	-	-	11,096	4,000
<u>EQUIPMENT</u>						
55750	EQUIPMENT	-	-	-	18,700	17,100
	TOTAL	-	-	-	18,700	17,100
	DEPARTMENT TOTAL	22,076	35,065	28,462	33,625	26,400
	FUND TOTAL	22,076	35,065	28,462	33,625	26,400

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2004 Refunding Bonds: The outstanding principal balance as of May 1st 2014 is \$565,000. Principal and interest payments are made by the MFT Fund (75%) and the Water and Sewer Fund (25%). The MFT's portion is paid out of the debt service fund and cash is transferred to the Debt Service Fund from the MFT Fund. These bonds will be paid off early in FY2014.

2006 General Obligation Bonds: In June 2006, the Village issued \$10,000,000 of GOB Alternate Revenue Bonds for the purpose of funding public improvements and acquisitions. This service is based on a 20-year amortization schedule with interest rates ranging from 3.75% to 4.50%. Semi-annual interest payments are due on June 30th and December 30th. The outstanding principal balance as of May 1, 2014 is \$7,385,000. Principal and interest payments are made by the General Fund (50%) and Water and Sewer Fund (50%).

2008 General Obligation Bonds: In September 2008, the Village issued \$10,000,000 of GOB Alternate Revenue Bonds for the purpose of funding public improvements and acquisitions. This service is based on a 20-year amortization schedule with interest rates ranging from 3.0% to 4.6%. Semi-annual interest payments are due on June 30th and December 30th and annual principal payments are due on December 30th. The outstanding principal balance as of May 1, 2014 is \$8,145,000. Principal and interest payments are made by the General Fund (67%) and Water and Sewer Fund (33%).

2010 "Build America" Bonds: In August 2010, the Village issued \$20,000,000 of GOB Alternate Revenue Bonds for the purpose of street improvements and the construction of the public works building. The scope was amended to the purpose of public improvements and acquisitions, including road improvements and equipment purchases and various capital projects in August 2012. This service is based on a 20-year amortization schedule with interest rates ranging from 1.12% to 6.35%. Semi-annual interest payments are due on June 30th and December 30th and annual principal payments are due each December 30th. The outstanding principal balance as of May 1, 2014 is \$17,920,000. Principal and interest payments are made solely by the General Fund.

IEPA Loan: In July 2002, the Village secured a \$17,500,000 IEPA low interest loan for the purpose of constructing a new wastewater treatment plant. This loan is based on a 20-year amortization schedule with an interest rate of 2.535%. Semi-annual principal and interest payments are due on January 16th and July 16th. The outstanding principal balance as of May 1st 2014 is \$9,596,351. Principal and interest payments are made solely by the Water & Sewer Fund.

DEBT SERVICE FUNDS

DEBT SERVICE

Fiscal Year	Series 2000/2004		Series 2006		Series 2008		Series 2010 A&B		IEPA Loan		Total
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	
2015	480,000	22,600	435,000	326,625	405,000	341,644	710,000	961,614	905,446	237,565	4,825,493
2016	85,000	3,400	450,000	309,225	420,000	327,469	720,000	944,290	928,544	214,467	4,402,394
2017			470,000	290,100	435,000	311,719	730,000	926,290	952,232	190,779	4,306,119
2018			490,000	270,125	455,000	295,406	745,000	904,390	976,524	166,487	4,302,932
2019			515,000	249,300	470,000	277,206	760,000	882,040	1,001,436	141,575	4,296,557
2020			535,000	226,125	490,000	258,406	780,000	850,348	1,026,983	116,028	4,282,890
2021			560,000	202,050	510,000	237,581	805,000	812,518	1,053,182	89,829	4,270,160
2022			585,000	176,850	535,000	215,906	830,000	773,475	1,080,049	62,962	4,259,242
2023			610,000	150,525	555,000	193,169	855,000	733,220	1,107,602	35,409	4,239,925
2024			640,000	123,075	580,000	169,581	885,000	684,913	564,352	7,153	3,654,074
2025			665,000	94,275	605,000	144,931	920,000	634,910	-	-	3,064,116
2026			700,000	64,350	630,000	119,219	955,000	582,930	-	-	3,051,499
2027			730,000	32,850	655,000	91,656	995,000	522,288	-	-	3,026,794
2028					685,000	63,000	1,700,000	459,105	-	-	2,907,105
2029					715,000	32,175	1,770,000	351,155	-	-	2,868,330
2030					-	-	1,840,000	238,760	-	-	2,078,760
2031					-	-	1,920,000	121,920	-	-	2,041,920
	565,000	26,000	7,385,000	2,515,475	8,145,000	3,079,069	17,920,000	11,384,162	9,596,351	1,262,254	61,878,311

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

030 - DEBT SERVICE

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>030071 - DEBT SERVICE FUND</u>						
<u>PROPERTY TAXES</u>						
40100	PROPERTY TAXES	1,833,402	1,833,820	1,854,711	1,864,088	1,888,170
	TOTAL	1,833,402	1,833,820	1,854,711	1,864,088	1,888,170
<u>TAXES OTHER</u>						
42095	LOCAL MOTOR FUEL TAX	290,621	240,704	250,000	202,000	210,000
	TOTAL	290,621	240,704	250,000	202,000	210,000
<u>REIMBURSEMENTS - REV</u>						
47011	IMPOUND FEES	101,750	75,000	100,000	35,000	75,000
	TOTAL	101,750	75,000	100,000	35,000	75,000
<u>INVESTMENT INCOME</u>						
48006	INTEREST INCOME	15	-	20	20	100
92010	2010 CAPITAL PROJECT BOND	325,548	322,863	319,530	319,530	314,777
	TOTAL	325,563	322,863	319,550	319,550	314,877
<u>TRANSFERS/OTHER</u>						
49400	TRANSFER FROM MFT	378,844	378,263	-	379,913	376,950
	TOTAL	378,844	378,263	-	379,913	376,950
	DEPARTMENT TOTAL	2,930,181	2,850,649	2,524,261	2,800,550	2,864,997
	FUND TOTAL	2,930,181	2,850,649	2,524,261	2,800,550	2,864,997

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

030 - DEBT SERVICE

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2013-15
<u>030730 - DEBT SERVICE EXPENDITURES</u>						
<u>CONTRACTUAL SERVICES</u>						
52172	INTEREST SEQUESTRATION	-	-	-	-	-
92010	2010 CAPITAL PROJECT BOND	-	-	-	25,403	25,000
TOTAL		-	-	-	25,403	25,000
<u>DEBT SERVICE</u>						
58057	PRINCIPAL 2000/04 STREET BONDS	322,500	333,750	-	348,750	360,000
58058	INTEREST 2000/04 STREET BONDS	56,344	44,250	-	30,900	16,950
58510	AGENT FEES	-	-	-	263	337
92006	2006 CAPITAL IMPROVEMENT BONDS	250	250	250	250	250
92008	2008 CIP BOND ISSUE (PROJECT)	500	500	500	500	500
92010	2010 CAPITAL PROJECT BOND	1,000	1,000	1,000	1,000	1,000
58557	PRINCIPAL	-	-	-	-	-
92006	2006 CAPITAL IMPROVEMENT BONDS	192,500	200,000	210,000	210,000	217,350
92008	2008 CIP BOND ISSUE (PROJECT)	247,900	254,600	264,650	264,650	271,350
92010	2010 CAPITAL PROJECT BOND	685,000	695,000	700,000	700,000	710,000
92014	2014 CIP BONDS	-	-	-	-	194,000
58558	INTEREST	-	-	-	-	-
92006	2006 CAPITAL IMPROVEMENT BONDS	187,413	179,713	171,713	171,713	163,313
92008	2008 CIP BOND ISSUE (PROJECT)	254,512	246,460	238,165	238,165	228,901
92010	2010 CAPITAL PROJECT BOND	992,387	984,715	975,194	975,194	961,614
92014	2014 CIP BONDS	-	-	-	-	181,996
TOTAL		2,940,306	2,940,238	2,561,472	2,941,385	3,307,561
DEPARTMENT TOTAL		2,940,306	2,940,238	2,561,472	2,966,787	3,332,561
FUND TOTAL		2,940,306	2,940,238	2,561,472	2,966,787	3,332,561

The Capital Projects PW Fund was used to develop and construct the new Public Works building. The building is now complete, though there are some outstanding issues which have led to the Village holding on to some retainage payable. When the retainage payable issues are resolved and it is paid or considered not owed, then the Village will close the fund.

2014/2015 OBJECTIVES

1. Close the Fund
2. Resolve outstanding issues with construction companies

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

230 - GENERAL CAPITAL PW

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>230031 - GENERAL CAPITAL PW</u>						
<u>GRANTS & CONTRIB</u>						
45005	STATE - GRANTS	-	-	-	-	-
80500	P.W. FACILITY CONSTRUCTION	-	25,441	-	-	-
	TOTAL	-	25,441	-	-	-
<u>REIMBURSEMENTS - REV</u>						
47850	PROJECT REIMBURSEMENT	-	-	-	-	-
80500	P.W. FACILITY CONSTRUCTION	-	-	-	24,210	-
	TOTAL	-	-	-	24,210	-
<u>INVESTMENT INCOME</u>						
48006	INTEREST INCOME	-	2,020	2,000	1,200	-
	TOTAL	-	2,020	2,000	1,200	-
	DEPARTMENT TOTAL	-	27,461	2,000	25,410	-
	FUND TOTAL	-	27,461	2,000	25,410	-

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

230 - GENERAL CAPITAL PW

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>230329 - GENERAL CAPITAL PW CAP EXP</u>						
<u>CAPITAL IMPROVEMENTS</u>						
56403	PHASE III CONSTRUCTION	-	-	-	-	-
80500	P.W. FACILITY CONSTRUCTION RETAINAGE PAYABLE: \$52,951	4,416,696	550,465	49,535	107,486	-
	TOTAL	4,416,696	550,465	49,535	107,486	-
<u>TRANSFERS OUT</u>						
59299	TRANSFER OUT TO FUND 299	-	-	374,277	344,040	-
	TOTAL	-	-	374,277	344,040	-
	DEPARTMENT TOTAL	4,416,696	550,465	423,812	451,526	-
	FUND TOTAL	4,416,696	550,465	423,812	451,526	-

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This fund was established to provide long term financial planning for the routine replacement of major capital equipment in both the General Fund and the Water Sewer Fund. The replacement of vehicles and equipment is funded by transfers from the General Fund and Water Sewer Fund based upon the original cost of each piece of equipment and its expected useful life. Funding also stems from a portion (1.5%) of Telecom Taxes beginning January 2013.

2013/2014 ACCOMPLISHMENTS

1. Created a new performance measure tool using maintenance and repair cost reports from the Vehicle Maintenance Department for grading the necessity of vehicle replacement, rather than using useful life as a key indicator.

2014/2015 OBJECTIVES

1. Develop a schedule of vehicle replacement based on new maintenance and repairs performance measures developed by the Vehicle Maintenance Department.

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

235 - EQUIPMENT REPLACEMENT FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>235011 - EQUIPMENT REPLACEMENT FUND REV</u>						
<u>TAXES OTHER</u>						
42095	LOCAL MOTOR FUEL TAX	-	-	-	54,211	-
	TOTAL	-	-	-	54,211	-
<u>FEES & FINES</u>						
44810	INFRASTRUCTURE MAINT FEE	-	69,314	215,000	192,000	190,000
	TOTAL	-	69,314	215,000	192,000	190,000
<u>GRANTS & CONTRIB</u>						
45065	GRANT - BULLET PROOF VEST	-	-	-	-	1,000
	TOTAL	-	-	-	-	1,000
<u>INVESTMENT INCOME</u>						
48006	INTEREST INCOME	509	456	1,200	1,200	1,200
	TOTAL	509	456	1,200	1,200	1,200
<u>TRANSFERS/OTHER</u>						
49001	TRANSFER FROM GENERAL FUND	351,600	500,000	500,000	500,000	500,000
49004	TRANSFER FROM WATER/SEWER FUND	-	100,000	100,000	100,000	100,000
	TOTAL	351,600	600,000	600,000	600,000	600,000
	DEPARTMENT TOTAL	352,109	669,770	816,200	847,411	792,200
	FUND TOTAL	352,109	669,770	816,200	847,411	792,200

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

235 - EQUIPMENT REPLACEMENT FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>235560 - FIRE CERF</u>						
<u>TRANSFERS/OTHER</u>						
49150	OFS - CAPITAL LEASE PROCEEDS	-	350,000	-	-	-
	TOTAL	-	350,000	-	-	-
	DEPARTMENT TOTAL	-	350,000	-	-	-
 <u>235112 - IT CERF</u>						
<u>COMMODITIES/SUPPLIES</u>						
53611	IT NETWORK SOFTWARE	23,041	-	-	-	-
	TOTAL	23,041	-	-	-	-
	DEPARTMENT TOTAL	23,041	-	-	-	-
 <u>235370 - PW CERF</u>						
<u>EQUIPMENT</u>						
55750	PW EQUIPMENT	125,839	37,789	246,384	246,384	101,810
	F-550 WITH PLOW: \$70,420					
	F-250 WITH PLOW: \$31,390					
	TOTAL	125,839	37,789	246,384	246,384	101,810
<u>CAPITAL IMPROVEMENTS</u>						
56010	PW BUILDING/IMPROVEMENTS	-	-	8,900	8,900	-
	TOTAL	-	-	8,900	8,900	-
	DEPARTMENT TOTAL	125,839	37,789	255,284	255,284	101,810
 <u>235382 - W/S CERF</u>						
<u>EQUIPMENT</u>						
55750	W/S EQUIPMENT	-	-	105,500	105,500	251,420
	CARGO VAN (2): \$42,000					
	BACKHOE: \$139,000					
	SMALL DUMP TRUCK: \$70,420					
	TOTAL	-	-	105,500	105,500	251,420
	DEPARTMENT TOTAL	-	-	105,500	105,500	251,420

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

235 - EQUIPMENT REPLACEMENT FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>235550 - POLICE CERF</u>						
<u>EQUIPMENT</u>						
55750	POLICE EQUIPMENT	-	-	98,026	98,026	90,392
	BULLETPROOF VESTS: \$4,725					
	LIVE SCAN MACHINE: \$24,000					
	POLICE VEHICLES (2): \$61,667					
	TOTAL	-	-	98,026	98,026	90,392
<u>CAPITAL IMPROVEMENTS</u>						
56010	POLICE BUILDING/IMPROVEMENTS	-	-	75,000	75,000	-
	TOTAL	-	-	75,000	75,000	-
	DEPARTMENT TOTAL	-	-	173,026	173,026	90,392
<u>235560 - FIRE CERF</u>						
<u>CONTRACTUAL SERVICES</u>						
52999	FIRE CONTRACTUAL - OTHER	-	15,417	-	-	-
	TOTAL	-	15,417	-	-	-
<u>EQUIPMENT</u>						
55750	FIRE EQUIPMENT	-	186,115	167,810	167,810	221,350
	FIRE ENGINE - 3 YEAR LOAN: \$119,810					
	PHONE SYSTEM - \$64,602					
	SHIFT COMMANDER VEHICLE - \$36,938					
	TOTAL	-	186,115	167,810	167,810	221,350
<u>CAPITAL IMPROVEMENTS</u>						
56010	FIRE BUILDING/IMPROVEMENTS	-	-	40,000	40,826	-
56116	CAPITAL	-	350,000	-	-	-
	TOTAL	-	350,000	40,000	40,826	-
<u>DEBT SERVICE</u>						
58557	PRINCIPAL	-	57,228	-	-	-
58558	INTEREST	-	2,678	-	-	-
	TOTAL	-	59,905	-	-	-
	DEPARTMENT TOTAL	-	611,437	207,810	208,636	221,350
	FUND TOTAL	148,880	649,226	741,620	742,446	664,972

The Capital Projects Fund is a relatively new fund established in FY 2006-07 that was planned and prepared to implement the newly proposed Five –Year Capital Improvements Program. This Five-Year Capital Improvements Program is an aggressive long-term plan designed to improve the condition of deteriorating Village infrastructure (streets, sidewalks, storm sewer, sanitary sewers, water mains and lighting). This program comprehensively takes into account required repairs needed not only for surface improvements (roadways and sidewalks), but also the needed repairs on aging or inadequately sized underground utilities (storm sewer, sanitary sewers, and water mains), and also includes installation of new roadway lighting along reconstructed roadways as needed. This Five-Year Capital Improvements Program is updated on an annual basis as projects in the current year are completed, additional projects are added, and project priorities are modified as necessary due to changes in roadway and infrastructure conditions, and subject to bonding and budget limitations.

2013/2014 ACCOMPLISHMENTS

1. Received approval of the following grant awards totaling \$5,259,966:
 - a. \$190,000 (additional funding) for water main and sanitary sewer improvements associated with the Maple Avenue Improvement Project from the Illinois Department of Economic Development.
 - b. \$141,130 for PH III construction for the MFT/CDBG Sidewalk Program from Kane County Community Development Block Grant (CDBG) Program.
 - c. \$278,666 for Phase III construction and PH III construction engineering for Sleepy Hollow Road Improvement Project from the Kane Kendall Council of Mayors, Surface Transportation Program (STP).
 - d. \$2,150,000 (additional funding) for PH II design, right-of-way, and PH III construction & PH III construction engineering for IL RTE 31 / Huntley Road / Main Street / Lincoln Avenue Improvement Project from the Kane Kendall Council of Mayors STP.
 - e. \$2,500,000 for PH II design, and PH III construction & PH III construction engineering for Villages portions (Inlet Drive to Elm Avenue) of the Huntley Road Improvement Project from the Kane Kendall Council of Mayors STP.
2. Submitted the following pending grant applications:
 - a. Illinois Environmental Protection Agency – Section 3109 Grant for the Carpenter Creek Improvement Project for \$628,215.
 - b. Illinois Environmental Protection Agency – Illinois Green Infrastructure Grant for the Carpenter Creek Improvement Project for \$750,000.
 - c. Illinois Housing Development Authority – Abandoned Property Relief Grant for abandoned housing demolition for \$75,000.
 - d. Kane County Community Development Block Grant (CDGB) Program for MFT/CDBG Sidewalk and Resurface Improvements for \$276,508.
3. Completed engineering plans for the following capital projects:
 - a. Carpenter Park Parking Lot Expansion Project
 - b. Village Hall Parking Lot Improvement Project
 - c. Tulsa Avenue and Kings Road LAFO Resurfacing Project

4. Completed the following public construction projects:
 - a. Carpenter Park Parking Lot Expansion Project
 - b. Village Hall Parking Lot Improvements
 - c. Glen Eagle Resurface Project (Woodside Drive)
 - d. Tulsa Avenue and Kings Road LAFO Resurfacing Project
 - e. White Oaks Subdivision 100YR overland Floor Route Improvement
5. Completed PH I Project Reports and PH II design items:
 - a. RT 31 and Huntley Road Intersection Improvement Project PH I
 - b. Maple Avenue Reconstruction Project Phase II
 - c. White Oaks Subdivision 100YR overland Floor Route Improvement PH II
 - d. Approved PH II engineering services agreement for the IL RTE 31 / Huntley Road / Main Street / Lincoln Avenue Improvement Project

2014/2015 OBJECTIVES

1. Pursue applicable grant opportunities for additional funding for continued capital improvement program construction, by leveraging existing available Village funding.
2. Begin Phase II design and right-of-way acquisition for the IL RTE 31 / Huntley Road / Main Street / Lincoln Avenue Improvement Project.
3. Complete the in-house PH II engineering for the Sleepy Hollow Road Improvement Project.
4. Negotiate and enter into an intergovernmental agreement with the Kane county and the Village of West Dundee for PH II and PH III improvements to Village's portion of Huntley Road (Inlet Drive to Elm Ave.) as part of the Huntley Road Improvement Project.
5. Continue to review concepts and preliminary designs for improvements within the Villages "Old Town" planning area with elected officials, staff, and stakeholders.
6. Complete the Phase III engineering, project management and construction for the Maple Avenue Reconstruction Project.
7. Complete Phase II design for the Carpenter Creek Floodplain Improvement Project and submit to FEMA for FIRM map amendments (reimbursed from Developer fee in lieu of detention fees).
8. Through an RFQ process, select an engineering consulting firm to update and prepare a Five Year Capital Improvement Plan.

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

299 - CAPITAL IMPROVEMENT PROGRAM

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>299084 - CAPITAL IMPROVEMENT PROGRAM</u>						
<u>GRANTS & CONTRIB</u>						
45000	GRANTS-FEDERAL	-	-	-	-	-
70121	MAPLE AVENUE ADDITIONAL MAPLE AVENUE FEDERAL GRANT MONIES	-	-	-	166,704	275,421
70124	GOLFVIEW/HAZARD/MONROE	-	-	-	200,000	-
70133	RT 31 & HUNTLEY	-	34,782	-	252,343	724,378
70170	TULSA RD/ KINGS RD LAPP RESURFACING TULSA KINGS FEDERAL GRANT: \$38,067	-	-	-	38,067	-
70188	CARPENTER CREEK STORMWATER IMPRC IEPA319 GRANT: \$600,000	-	-	-	-	600,000
45005	STATE - GRANTS	-	-	-	-	-
60007	OSLAD GRANT - CARPENTER PARK MATCHING GRANT-OSLAD	-	-	-	-	400,000
70121	MAPLE AVENUE WATER AND SANITARY IMPROVEMENTS AT MAPLE AVENUE: \$190,000	-	-	123,600	123,600	190,000
70124	GOLFVIEW/HAZARD/MONROE	263,478	-	-	-	-
70131	HELM RD (RT25 TO EASTERN VOC LIMIT)	266,000	-	-	-	-
70147	2010 STREET & UTILITY RECONST PROG	-	105,227	-	-	-
70154	2010 VAR STREET EMER REPAIR PROGRA	285,000	-	-	-	-
70184	HUNTLEY ROAD (ELM TO VIL. LIMITS) STP GRANT: \$92,000	-	-	-	-	92,000
70186	WASHINGTON ST BRIDGE REPLACEMENT RIVERBOAT GRANT: \$100,000	-	-	-	-	100,000
45100	CONTRIBUTIONS	-	-	-	-	-
70147	2010 STREET & UTILITY RECONST PROG	60,000	-	-	-	-
TOTAL		874,478	140,009	123,600	780,714	2,381,799
<u>REIMBURSEMENTS - REV</u>						
47500	PROJECT REIMBURSEMENT	-	-	-	-	-
70172	CARPENTER PARK PARKING LOT	-	-	109,389	105,419	-
70174	GLENEAGLE RESURFACING	-	354,000	-	-	-
TOTAL		-	354,000	109,389	105,419	-
<u>INVESTMENT INCOME</u>						
48006	INTEREST INCOME	-	1,533	2,000	5,336	5,000
92006	2006 CAPITAL IMPROVEMENT BONDS	1,246	66	-	-	-
92008	2008 CIP BOND ISSUE (PROJECT)	346	4	-	-	-
92010	2010 CAPITAL PROJECT BOND	13,287	9,290	-	-	-
48016	UNREALIZED GAIN/LOSS ON INVEST	6,214	-	-	-	-
92006	2006 CAPITAL IMPROVEMENT BONDS	3,927	-	-	-	-

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

299 - CAPITAL IMPROVEMENT PROGRAM

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>299084 - CAPITAL IMPROVEMENT PROGRAM</u>						
<u>INVESTMENT INCOME</u>						
92008	2008 CIP BOND ISSUE (PROJECT)	28,925	-	-	-	-
92010	2010 CAPITAL PROJECT BOND	147,774	4,182	-	-	-
48110	GAIN/LOSS ON INVESTMENT	-	-	-	-	-
92006	2006 CAPITAL IMPROVEMENT BONDS	-	53	-	-	-
92008	2008 CIP BOND ISSUE (PROJECT)	70	-	-	-	-
92010	2010 CAPITAL PROJECT BOND	-	1,080	-	-	-
	TOTAL	193,794	5,577	2,000	5,336	5,000
<u>TRANSFERS/OTHER</u>						
49003	TRANSFER FROM ESCROW FUND	-	-	116,630	116,630	-
49006	TRANSFER FROM STORMWATER DET	-	-	-	285,851	-
49100	TRANSFER WATER & SEWER FUND	-	-	1,740,939	1,936,756	-
49200	BOND PROCEEDS	-	-	-	-	-
92012	2014 CIP BONDS	-	-	-	-	10,000,000
49230	TRANSFER FROM GENERAL CAP PW	-	-	374,277	348,915	-
	CLOSED OUT FUND 230					
	TOTAL	-	-	2,231,846	2,688,152	10,000,000
	DEPARTMENT TOTAL	1,068,272	499,586	2,466,835	3,579,622	12,386,799
	FUND TOTAL	1,068,272	499,586	2,466,835	3,579,622	12,386,799

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

299 - CAPITAL IMPROVEMENT PROGRAM

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>299084 - CAPITAL IMPROVEMENT PROGRAM</u>						
<u>CONTRACTUAL SERVICES</u>						
52105	BANK CHARGES	-	-	-	-	-
92006	2006 CAPITAL IMPROVEMENT BONDS	25	-	-	-	-
92008	2008 CIP BOND ISSUE (PROJECT)	25	-	-	-	-
92010	2010 CAPITAL PROJECT BOND	25	-	-	-	-
	TOTAL	75	-	-	-	-
	DEPARTMENT TOTAL	75	-	-	-	-
<u>299370 - STREET CAPITAL IMPROVEMENTS</u>						
<u>CONTRACTUAL SERVICES</u>						
52105	BANK CHARGES	-	200	-	-	-
52190	PROFESSIONAL SERVICE	-	-	-	115,010	-
	TOTAL	-	200	-	115,010	-
<u>CAPITAL IMPROVEMENTS</u>						
56301	PHASE I ENGINEERING	-	-	-	-	-
70133	RT 31 & HUNTLEY	4,795	66,195	-	31,360	-
70135	CARPENTER CREEK FLOOD PLAIN	21,032	3,150	-	-	-
56302	PHASE II ENGINEERING	1,123	-	-	-	-
70121	MAPLE AVENUE	114,667	258,638	-	-	-
70124	GOLFVIEW/HAZARD/MONROE	1,879	-	-	-	-
70133	RT 31 & HUNTLEY	-	-	238,000	211,438	-
70177	WHITE OAKS IMPROVEMENTS	-	8,852	118,100	118,100	-
70184	HUNTLEY ROAD (ELM TO VIL. LIMITS)	-	-	-	-	175,000
70186	WASHINGTON ST BRIDGE REPLACEMENT	-	-	-	-	192,000
56303	PHASE III ENGINEERING	-	-	-	-	-
70114	GOLFVIEW HIGHLANDS #8	1,817	-	-	3,069	-
70121	MAPLE AVENUE	-	-	147,400	208,380	472,415
	MAPLE AVENUE EXPENDITURES OFFSET BY GRANTS					
70124	GOLFVIEW/HAZARD/MONROE	257,904	6,125	-	20,572	-
70133	RT 31 & HUNTLEY	-	-	-	-	643,262
70170	TULSA RD/ KINGS RD LAPP RESURFACING	-	-	13,700	51,767	-
70185	CARPENTER BLVD IMPROVEMENTS	-	-	-	-	210,000
70187	JOHN JACK HILL & MCNAMEE PARK RIVER	-	-	-	-	275,000
56403	PHASE III CONSTRUCTION	11,000	862,273	-	-	-

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

299 - CAPITAL IMPROVEMENT PROGRAM

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>299370 - STREET CAPITAL IMPROVEMENTS</u>						
60007	OSLAD GRANT - CARPENTER PARK	-	-	-	-	800,000
70114	GOLFVIEW HIGHLANDS #8	143,226	-	-	-	-
70121	MAPLE AVENUE	-	-	1,391,415	1,391,415	29,883
	ADDITIONAL EXPENDITURES OFFSET BY GRANTS					
70124	GOLFVIEW/HAZARD/MONROE	1,049,816	1,985	-	-	-
70130	GRANDVIEW DR & K.F. 1-7 PUNCHLIST	7,763	-	-	-	-
70147	2010 STREET & UTILITY RECONST PROG	632,308	16,091	-	-	-
70170	TULSA RD/ KINGS RD LAPP RESURFACING	-	-	143,900	133,467	-
70172	CARPENTER PARK PARKING LOT	-	1,758	218,242	219,966	-
70174	GLENEAGLE RESURFACING	-	231,026	121,974	160,697	-
70178	VILLAGE HALL PARKING LOT - IMPROVE	-	-	150,000	147,103	-
70188	CARPENTER CREEK STORMWATER IMPRC	-	-	-	-	1,200,000
56502	ROW ACQUISITION	-	-	-	-	-
70121	MAPLE AVENUE	-	43,558	5,000	2,413	-
70124	GOLFVIEW/HAZARD/MONROE	650	-	-	-	-
70133	RT 31 & HUNTLEY	-	-	325,000	325,000	-
70183	FOX RIVER BEAUTIFICATION	-	-	-	-	450,000
	TOTAL	2,247,978	1,467,470	2,872,731	3,024,748	4,447,560
<u>DEBT SERVICE</u>						
58100	DEBT ISSUANCE COSTS	-	-	-	-	-
92012	2014 CIP BONDS	-	-	-	-	410,000
	TOTAL	-	-	-	-	410,000
	DEPARTMENT TOTAL	2,247,978	1,467,670	2,872,731	3,139,758	4,857,560
<u>299383 - WATER CAPITAL IMPROVEMENTS</u>						
<u>CAPITAL IMPROVEMENTS</u>						
56302	PHASE II ENGINEERING	-	-	-	-	-
70133	RT 31 & HUNTLEY	-	-	40,000	40,000	26,000
70184	HUNTLEY ROAD (ELM TO VIL. LIMITS)	-	-	-	-	12,500
56403	PHASE III CONSTRUCTION	-	-	-	-	-
70121	MAPLE AVENUE	-	-	2,058,425	2,058,425	-
	TOTAL	-	-	2,098,425	2,098,425	38,500
	DEPARTMENT TOTAL	-	-	2,098,425	2,098,425	38,500

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

299 - CAPITAL IMPROVEMENT PROGRAM

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>299393 - SEWER CAPITAL IMPROVEMENTS</u>						
<u>CAPITAL IMPROVEMENTS</u>						
56302	PHASE II ENGINEERING	-	-	-	-	-
70133	RT 31 & HUNTLEY	-	-	16,000	16,000	26,000
70184	HUNTLEY ROAD (ELM TO VIL. LIMITS)	-	-	-	-	12,500
56403	PHASE III CONSTRUCTION	-	-	-	-	-
70121	MAPLE AVENUE	-	-	475,260	475,260	-
	TOTAL	-	-	491,260	491,260	38,500
	DEPARTMENT TOTAL	-	-	491,260	491,260	38,500
	FUND TOTAL	2,248,053	1,467,670	5,462,416	5,729,443	4,934,560

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VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

100 - WATER & SEWER FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>100031 - WATER & SEWER FUND</u>						
<u>FEES & FINES</u>						
44841	LAND LEASE/FOX VALLEY	10,279	9,969	9,250	9,202	9,202
44842	LAND LEASE/DLS	26,603	37,380	34,500	-	-
44843	U S CELLULAR INTERNET SERVICE	23,395	26,253	26,650	27,047	-
44845	T-MOBIL LAND LEASE	35,686	10,594	34,950	32,926	33,973
	TOTAL	95,963	84,195	105,350	69,175	43,175
<u>GRANTS & CONTRIB</u>						
45005	STATE - GRANTS	-	51,464	-	-	-
45370	KANE CTY CDBD-WATER MAIN REPL	30,000	-	-	-	-
	TOTAL	30,000	51,464	-	-	-
<u>CHARGES FOR SERVICES</u>						
46999	DEVELOPER AGREEMENT FEE	-	-	-	195,817	-
	TOTAL	-	-	-	195,817	-
<u>INVESTMENT INCOME</u>						
48006	INTEREST INCOME	213	14,177	12,000	12,000	12,000
48016	UNREALIZED GAIN/LOSS ON INVEST	6,668	-	-	-	-
48017	INTEREST CHARGED CONSTRUCTION	14,552	5,356	-	-	-
	TOTAL	21,433	19,533	12,000	12,000	12,000
<u>TRANSFERS/OTHER</u>						
49999	MISCELLANEOUS INCOME	290	773	500	100	500
	TOTAL	290	773	500	100	500
	DEPARTMENT TOTAL	147,687	155,965	117,850	277,092	55,675

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

100 - WATER & SEWER FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>100032 - WATER & SEWER - CHARGES FOR S</u>						
<u>FEES & FINES</u>						
44000	WATER USER CHARGES	2,651,337	3,089,430	3,625,186	3,400,000	3,676,125
44020	WATER USAGE - HYDRANT	12,829	30,636	30,000	7,600	20,000
44050	WATER AVAILABILITY CHARGES	244,270	306,666	312,270	320,000	329,600
44080	WATER CONNECTION FEES	63,000	142,310	249,850	125,000	125,000
44100	SEWER USER CHARGES	2,915,913	3,286,731	3,592,298	3,394,390	3,525,476
44150	SEWER AVAILABILITY CHARGES	302,067	315,325	312,270	319,000	328,500
44180	SEWER CONNECTION FEES	63,000	144,422	244,250	125,000	125,000
44461	PUBLIC INFRASTRUCTURE FEE	-	-	935,839	931,216	18,500
44770	SERVICE FEE	76,495	62,060	70,000	65,000	65,000
44771	WATER/SEWER PENALTY	125,437	137,435	145,000	158,000	160,000
44775	METER SALES	7,589	12,722	12,900	11,000	12,000
44776	NSF FEES	2,600	1,900	2,500	1,400	2,000
44780	WATER/SEWER CONSTR INSPECTION	540	1,200	1,200	1,200	1,200
44781	WATER TOWER SURCHARGE	410,969	159,084	-	-	-
	TOTAL	6,876,047	7,689,919	9,533,563	8,858,806	8,388,401
<u>REIMBURSEMENTS - REV</u>						
47100	REIMB - WATER	-	2,490	1,500	3,500	2,500
	TOTAL	-	2,490	1,500	3,500	2,500
	DEPARTMENT TOTAL	6,876,047	7,692,409	9,535,063	8,862,306	8,390,901
	FUND TOTAL	7,023,734	7,848,375	9,652,913	9,139,398	8,446,576

MISSION STATEMENT: The Finance Department exercises general supervision over the fiscal affairs of the Village and provides budgetary, accounting and financial services for all Village Departments, the Water and Sewer Fund, and the Police and Fire Pension Funds. This department is responsible for the Village's annual audit, annual budget, tax levy, payroll, water billing and collections, and accounts payable and receivable systems. Additionally, all Human Resource functions are administered through this department, including personnel, employee benefits, collective bargaining, risk management, workers' compensation, safety, training and wellness.

2013/2014 ACCOMPLISHMENTS

1. Began providing monthly budget versus actual reporting to Department Heads. *This is in conjunction with Village Board goal, "Prioritize potential budget cuts before budget talks begin."*
2. Drafted an audit Request for Proposal and significantly reduced audit costs for next five years. *This is in conjunction with Village Board goal, "Prioritize potential budget cuts before budget talks begin."*
3. Created an Internal Service Fund to track health and liability insurance and reconciled balance against terminal reserve listed in the Intergovernmental Personnel Benefit Cooperative's Comprehensive Annual Financial Report. *This is in conjunction with Village Board goal, "Prioritize potential budget cuts before budget talks begin."*
4. Significantly reduced number of internal control points in the, "Communication to Those Charged with Governance and Management" Report during fiscal year 2013 audit. *This is in conjunction with Village Board goal, "Streamline village departments in order to be more efficient."*
5. Reduced number of adjusting journal entries during fiscal year 2013 audit. *This is in conjunction with Village Board goal, "Streamline village departments in order to be more efficient."*
6. Improved utility billing system by implementing a collection process, revising the utility billing ordinance, revising the delinquent bill format and inputting parcel identification numbers into the utility billing system and syncing them with permitting. *This is in conjunction with Village Board goal, "Streamline village departments in order to be more efficient."*
7. Improved cash receipting system by installing scanners at the front counter for utility bills and documented and tightened internal controls throughout the Village in relation to cash collection. Streamlined online banking payments. *This is in conjunction with Village Board goal, "Streamline village departments in order to be more efficient."*
8. Improved payroll system by establishing insurance tables in MUNIS and automating open enrollment updates. Created new salary and budgeting spreadsheets that allow for budgeting insurance by individual and department. *This is in conjunction with Village Board goal, "Streamline village departments in order to be more efficient."*
9. Improved Adjudication Process by establishing a procedure for adding adjudication fees to MUNIS ticketing module. *This is in conjunction with Village Board goal, "Streamline village departments in order to be more efficient."*

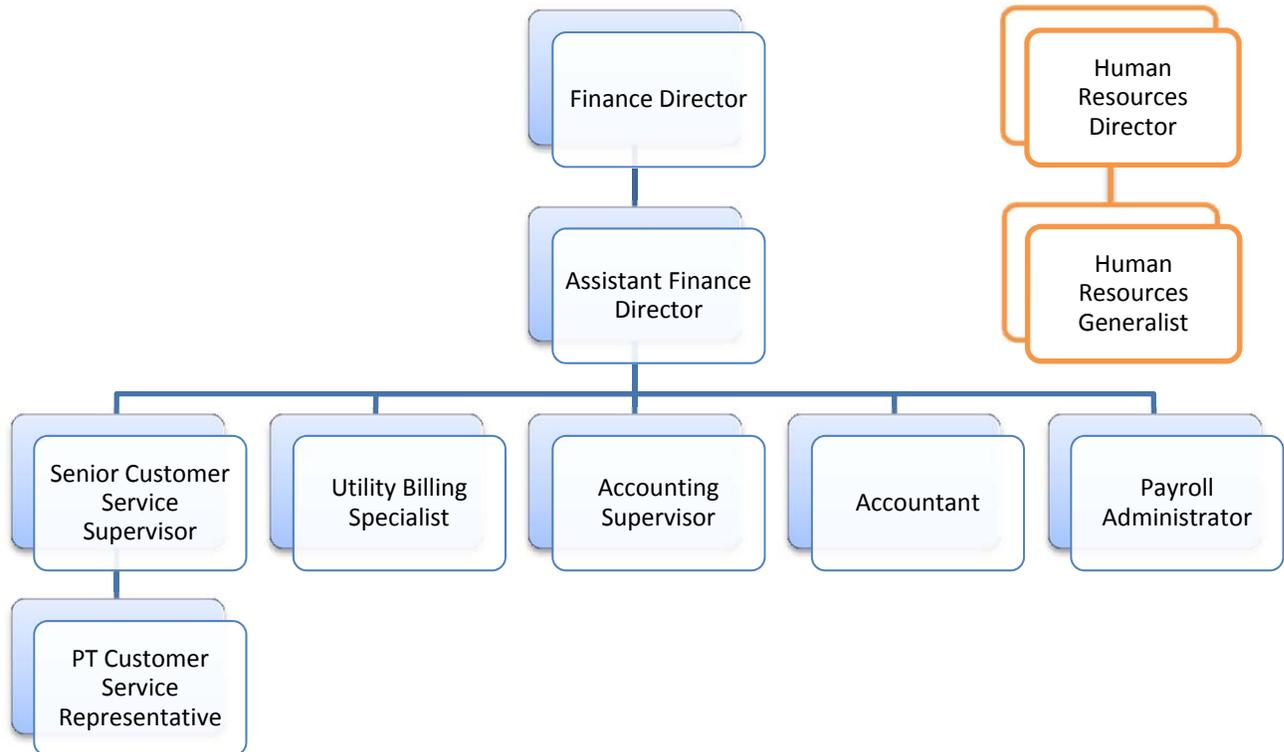
10. Implemented GASB 63 requirements regarding changes in reporting certain assets and liabilities. *This is in conjunction with Village Board goal, "Prioritize potential budget cuts before budget talks begin."*
11. Provided customer-service training to frontline employees. *This is in conjunction with Village Board goal "Create an atmosphere where village customers feel valued and respected through proper customer service that includes customer service goals, training and metrics."*
12. Developed an Employee Recognition Program to reward employees for exceptional service or for making a significant, positive impact on the community. *This is in conjunction with Village Board goal, "Implement an Employee Recognition Program."*
13. Continued to develop Village wellness program by providing resources for employees to improve their health and wellness. Goal includes implementation, for additional union groups, of the outcome-based incentive plan currently applicable to non-union employees and three union groups.
14. Ensured that the Village was in compliance with ongoing requirements of the Patient Protection and Affordable Care Act.
15. Continued to develop safety, training, and accident-prevention programs targeted at loss control.

2014/2015 OBJECTIVES

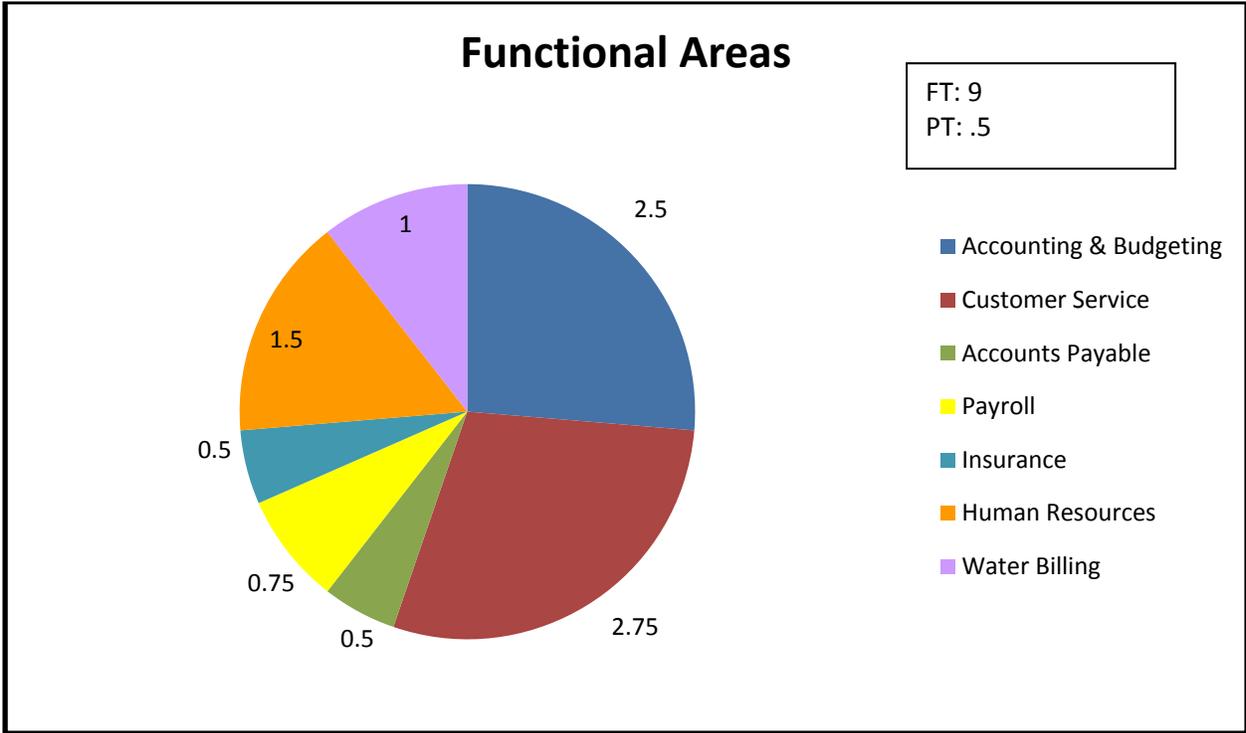
1. Produce a Comprehensive Annual Financial Report for fiscal year 2014 and apply for the Government Finance Officer Association Certificate of Achievement award. *This is in conjunction with Village Board goal, "Streamline village departments in order to be more efficient."*
2. Change the budget year to a December 31 year end. The first twelve month calendar-based fiscal year will begin January 1, 2016.
3. Complete the installation of MUNIS purchasing module and rewrite accounts payable internal control procedures. Improve purchasing card monthly process. *This is in conjunction with Village Board goal, "Streamline village departments in order to be more efficient."*
4. Continue to research the option of debt refinancing in an effort to lower interest payments on debt. Issue new debt to fund future capital projects. *This is in conjunction with Village Board goal, "Prioritize potential budget cuts before budget talks begin."*
5. Continue assisting with improvements to permitting and licensing in order to provide exceptional customer service to the residents of Carpentersville. *This is in conjunction with Village Board goal, "Streamline village departments in order to be more efficient."*
6. Automate utility billing service orders. *This is in conjunction with Village Board goal, "Streamline village departments in order to be more efficient."*

7. Continue to provide customer-service training to frontline employees. *This is in conjunction with Village Board goal "Create an atmosphere where village customers feel valued and respected through proper customer service that includes customer service goals, training and metrics."*
8. Continue to develop Village wellness program by providing resources for employees to improve their health and wellness. Goal includes implementation, for additional union groups, of an outcome-based incentive plan currently applicable to non-union employees and two union groups.
9. Ensure that the Village continues to comply with ongoing requirements of the Patient Protection and Affordable Care Act.
10. Hire a consultant to conduct a Health Insurance Portability and Accountability Act (HIPAA) risk assessment of all Village departments, including all electronic data.
11. Assess safety, training, and accident-prevention programs to ensure continued loss control.

ORGANIZATIONAL CHART



PERSONNEL SCHEDULE				
FT/PT	Budget 2011/2012	Budget 2012/2013	Actual 2013/2014	Projected 2014/2015
Full-Time	8	8	9	9
Part-Time	2	2	1	1



Performance Measurements	2011 Actual	2012 Actual	2013 Actual	2014 Projected
Billing Activity				
Total # of Bills Issued	40,900	55,883	64,548	61,000
Total # of Late Notices	5,913	9,510	8,840	9,000
Total # of Shut Offs	400	1,000	1,033	1,000
Payment Breakdown (based on amount paid)				
Finance Counter	60.5%	60.5%	63.44%	64%
Via Mail or Drop Box	39.5%	39.5%	19.60%	20%
Online Banking Checks	N.A.	N.A.	N.A.	10%
Epay	N.A.	N.A.	N.A.	3%
Auto Debit	N.A.	N.A.	N.A.	3%

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

100 - WATER & SEWER FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
100111 - FINANCE						
<u>PERSONNEL SERVICES</u>						
50010	REGULAR SALARIES	221,142	274,951	337,445	339,000	350,032
	TOTAL	221,142	274,951	337,445	339,000	350,032
50013	COMP ABS EXPENSE	2,600	11,575	-	-	-
	TOTAL	2,600	11,575	-	-	-
<u>PERSONNEL SERVICES</u>						
50040	LONGEVITY	1,430	1,110	1,260	860	1,020
50050	ATTENDANCE INCENTIVE	500	875	1,250	1,125	2,000
50075	PART TIME/SEASONAL	-	-	17,756	13,500	10,096
	TOTAL	1,930	1,985	20,266	15,485	13,116
<u>PERSONNEL BENEFITS</u>						
51120	EMPLOYEE HEALTH INSURANCE	38,344	48,494	-	-	-
	NEW ACCOUNT CREATED IN FY 2014 (51129)					
51129	HEALTH INSURANCE REIMBURSEMENT	-	-	58,368	54,866	65,939
51140	IMRF	24,812	32,425	43,995	43,995	43,905
51160	FICA	13,663	16,561	22,180	22,180	22,515
51165	MEDICARE	3,196	3,877	5,188	5,188	5,266
51170	OTHER POST EMPLOYMENT BENEFITS	39,298	1,809	6,000	6,000	-
	TOTAL	40,716	103,166	135,731	132,229	137,625
<u>CONTRACTUAL SERVICES</u>						
52012	ACCOUNTING SERVICES	28,560	13,960	17,000	13,000	12,000
	ANNUAL AUDIT (20%): \$8,000 GASB 45 ACTUARIAL VALUATIONS & DISCLOSURES: \$4,000					
52013	DUES & SUBSCRIPTIONS	728	1,140	1,470	1,470	1,577
	FIN MEMBERSHIP GFOA(2): \$150 FIN IGFOA MEMBERSHIP(4): \$300 FIN A/P & P/R PUBLICATIONS: \$160 FIN NOTARIES (4): \$200 HR ICMA/IAMMA: \$45 HR INTERNATIONAL FOUNDATION: \$150 HR SOCIETY FOR HUMAN RESOURCE MANAGEMENT: \$90 HR NPELRA/IPELRA: \$102 HR CITYTECH USA (PUBLICSALARY.COM): \$195 HR IPMA-HR: \$185					

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

100 - WATER & SEWER FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>100111 - FINANCE</u>						
<u>CONTRACTUAL SERVICES</u>						
52105	BANK CHARGES IL FUNDS SINGLEPOINT: \$2,000 BANK FEES: \$3,000 ONLINE PAYMENTS BANK FEES: \$375	-	548	5,375	2,000	5,375
52153	PRINTING BUDGET PRINTING: \$2,000	1,741	964	2,000	2,000	2,000
52157	POSTAGE MAILING WATER BILL POSTAGE: \$32,000 NEWSLETTERS: \$4,000 MISCELLANEOUS: \$1,000	30,565	31,113	29,000	35,000	37,000
52163	TRAINING/MEETINGS GFOA CONFERENCE (2): \$1,000 IGFOA CONFERENCE (2): \$950 OTHER STAFF TRAINING: \$1,000 H.R. SEMINARS, TRAINING AND CERTIFICATION: \$3,900 VILLAGE-WIDE EMPLOYEE TRAINING: \$2,500	4,904	3,645	10,500	6,000	9,350
52190	PROFESSIONAL SERVICE SCANNING SERVICES \$2,000 HR BACKGROUND CHECKS & EXAMS: \$350 HIPAA RISK ASSESSMENT: \$5,000	152	10,000	3,950	3,950	7,350
52203	LIABILITY INSURANCE LIABILITY INSURANCE: \$85,314 WORKERS COMP CLAIMS: \$57,000	99,338	113,901	-	-	-
52220	LIABILITY INSURANCE REIMBURSEM LIABILITY INSURANCE DEDUCTIBLE (14%): \$93,623 WC CLAIMS (3): \$34,400 LIABILITY CLAIMS (2): \$18,135	-	-	142,314	200,000	146,157
52325	MAINTENANCE-OFFICE EQUIPMENT FOLDER/SEALER: \$250 COPIER: \$500 POSTAGE METER & RATE PROTECTION: \$750 PRINTER MAINTENANCE: \$500	3,941	1,940	2,000	2,000	2,000
52410	COMMUNICATIONS VERIZON & AT& T: \$1,000	1,857	3,151	1,000	1,000	1,000
TOTAL		171,786	180,361	214,609	266,420	223,809
<u>COMMODITIES/SUPPLIES</u>						
53606	MINOR TOOLS - EQUIPMENT	1,984	369	700	700	1,119

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

100 - WATER & SEWER FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
100111 - FINANCE						
<u>COMMODITIES/SUPPLIES</u>						
	MISCELLANEOUS: \$700					
	STORAGE CLOSET: \$419					
53620	SUPPLIES - OFFICE	12,903	8,138	10,000	5,500	10,000
	WATER BILL STOCK: \$7,850					
	OFFICE SUPPLIES: \$2,000					
	FEDERAL LABOR LAW POSTERS: \$150					
53901	MILESTONE AWARDS	-	-	-	-	550
	WATER - 2 EMPLOYEES - 10 YEAR - \$100					
	WASTEWATER - 1 EMPLOYEE - 10 YEAR - \$50					
	UNDERGROUND - 1 EMPLOYEE - 30 YEAR \$200					
	2 EMPLOYEES - 20 YEAR \$200					
	TOTAL	14,887	8,507	10,700	6,200	11,669
	DEPARTMENT TOTAL	453,062	580,546	718,751	759,334	736,251

MISSION STATEMENT: The Water Facility is dedicated to providing its customers with a safe, high quality, and reliable water supply that meets or exceeds all federal and state drinking water standards. Currently pumping approximately one billion gallons annually, our goal is to treat and distribute our product efficiently while maintaining and upgrading the system to meet future demands. We are also committed to providing professional and courteous customer service to our residents.

In addition to water treatment and distribution, other responsibilities include but are not limited to:

1. Sample collection and analysis.
2. Maintenance and repair of seven facilities.
3. Maintenance of 5 Water Storage Tanks
4. The acceptance process of newly constructed water mains.
5. Metering, reading, and maintaining.
6. Backflow protection program.
7. Customer service.
8. Pump and equipment maintenance and repair.

2013/2014 ACCOMPLISHMENTS

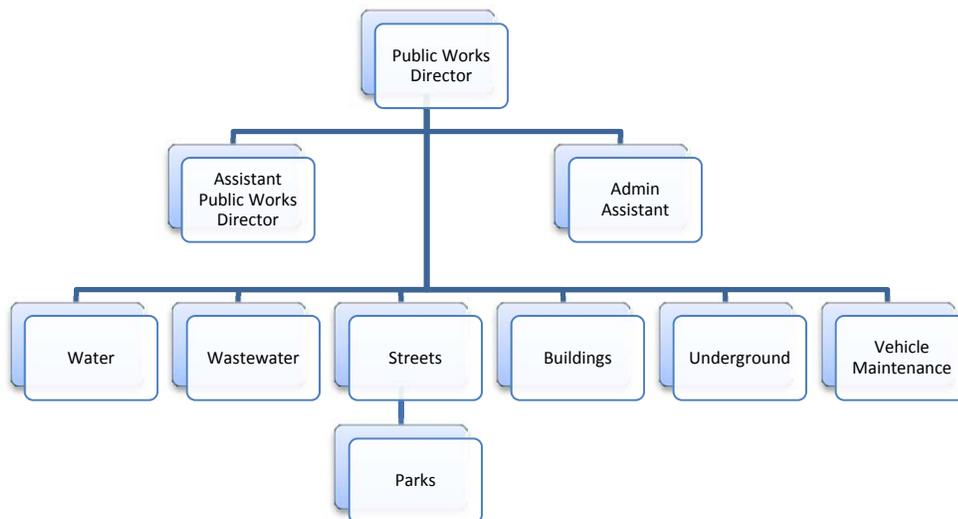
1. Provided training for employees, which enabled them to obtain/maintain their water operator's license.
2. Received our 27th consecutive commendation from the Illinois Environmental Protection Agency and Department of Public Health for monitoring and maintaining the proper fluoride levels in the drinking water. Currently only six communities in the state have a longer consecutive streak than Carpentersville.
3. Completed the fifth year of a six year program to replace all meters. Once completed approximately 10,058 residential and 400 commercial meters will be changed out.
4. Completed the Finished Water Tank Painting project including the installation of two 20" valves.
5. Completed rehab of Well 5.
6. Completed rehab of eight iron removal filters.
7. Successfully bid and awarded contract for engineering services and painting of the Silverstone water Tower Recoat.
8. Successfully bid and awarded a contract for the purchase of water softening salt.

2014/2015 OBJECTIVES

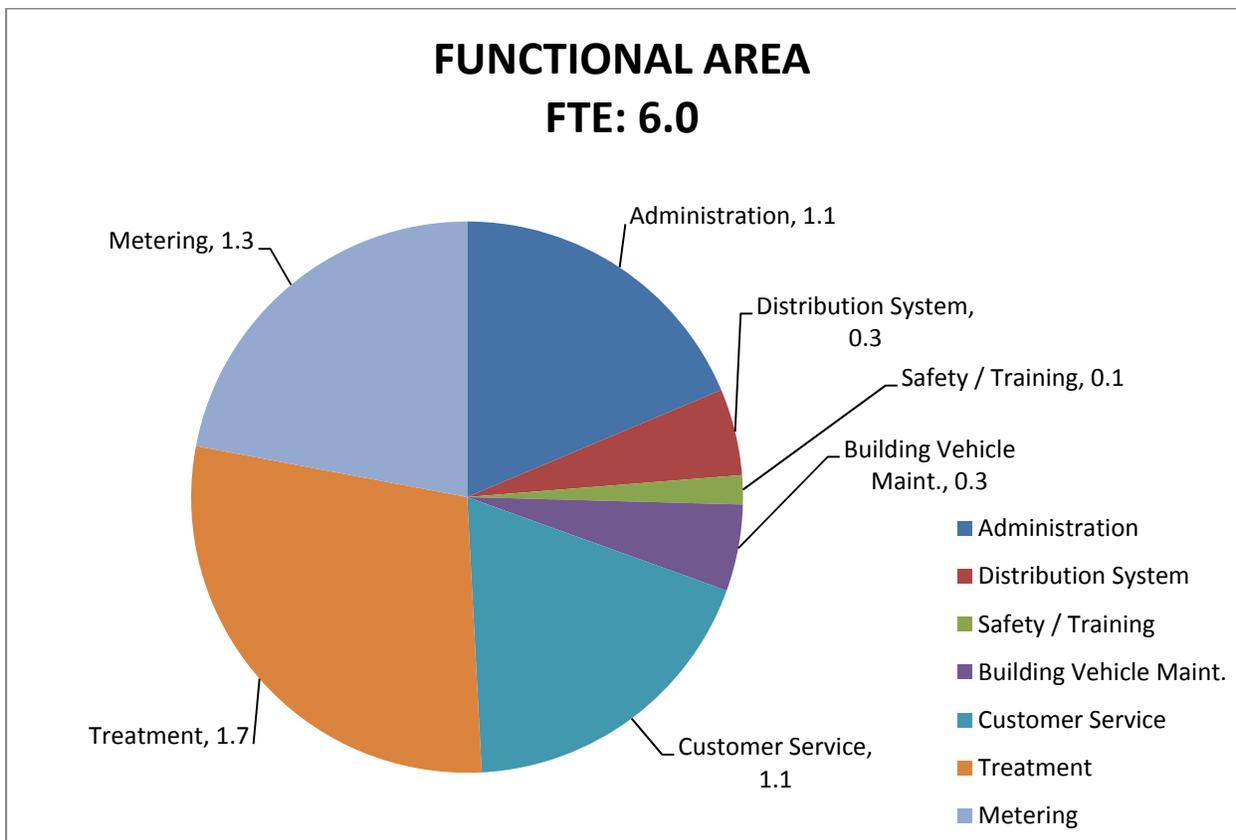
1. Continue to provide training and support for our employees as well as local operators.
2. Receive our twenty-eighth consecutive commendation for monitoring and maintaining the proper fluoride levels in the drinking water.
3. Continue the installation of fixed based meter read system.

4. Secure the services of an engineering consultant for the purpose of making repairs and painting the Meadowdale Standpipe.
5. Secure the services of an engineering consultant for the purpose of design, removal and replacement of the Water Facilities aeration equipment.
6. Publically Bid and award contract for the inspection and cleaning of Well 8.
7. Continue to provide professional and courteous services to our residents.
8. Successfully bid and awarded a contract for the purchase of water softening salt.
9. Maintain water quality that meets or exceeds state and federal standards.
10. Maintain all buildings and equipment to minimize maintenance costs.

ORGANIZATIONAL CHART



PERSONNEL SCHEDULE				
	Budget 2011/2012	Budget 2012/2013	Actual 2013/2014	Projected 2014/2015
Full-Time	6	6	6	6



WATER & SEWER FUND

WATER DEPARTMENT

KEY PERFORMANCE MEASURES/SERVICE INDICATORS	2011 Actual	2012 Actual	2013 Actual	2014 Projected
Residential Customers	9,966	10,016	10,058	10,070
Commercial/Industry/Multi Family	399	420	420	420
Meters Read Annually	50,265	62,616	62,868	62,880
Meter Reading – Hours	340	136	188	140
New Meter Installed	1,640	1,375	1650	1700
High/Low Consumption Audit - Hours	406	130	104	75
Meter Installation / Repair-Hours	N/A	1,805	1970	2000
Meter Testing - Hours	68	13	5	10
Total Water Pumped – billions of gallons	.925	.927	.933	.940
Fluoride Compliance Awards - years	25	26	27	28
Routine Sample Collection / Delivery - Hours	330	293	261	270
Lab Analysis - Hours	366	334	319	330
New Construction Pressure Test / Chlorination / Sampling - Hours	91	12	26	100
Low Pressure / Water Quality Complaints - Hours	38	60	57	80
B-box Locates / Repairs - Hours	244	150	177	180
Turn offs/ons for Non Payment – Hours	313	581	471	500
Pressure Reducing Valve and Reservoir Maintenance – Hours	241	148	249	250
Booster Station Maintenance/Valve Exercising	N/A	132	85	100
Treatment Equipment Maintenance – Hours	889	1,325	1418	1000
Vehicle Maintenance/Inspections-Hours	N/A	182	200	210
Daily Facility Checks – Hours	625	605	571	550
Lawn Maintenance/ Snow Removal – Hours	12	51	81	100
Building Maintenance/ Cleaning/Painting – Hours	190	490	273	275
Reports/Phone/Parts/Deliveries - Hours	N/A	403	283	300
Training/Seminars/Safety Inspections -Hours	N/A	386	177	250
Customer Service – Hours	1,171	1,082	1210	1200
Administration	N/A	1,049	1049	1049

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

100 - WATER & SEWER FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>100382 - WATER FACILITIES</u>						
<u>PERSONNEL SERVICES</u>						
50010	REGULAR SALARIES	483,245	517,585	550,145	556,050	563,978
	TOTAL	483,245	517,585	550,145	556,050	563,978
50013	COMP ABS EXPENSE	16,567	26,334	-	-	-
	TOTAL	16,567	26,334	-	-	-
<u>PERSONNEL SERVICES</u>						
50020	OVERTIME SALARIES	33,542	24,385	29,500	26,500	29,500
50040	LONGEVITY	3,665	3,554	3,908	3,983	4,119
50050	ATTENDANCE INCENTIVE	1,503	1,253	1,867	1,241	2,699
50075	PART TIME/SEASONAL	-	-	14,799	7,000	7,925
	TOTAL	38,711	29,192	50,074	38,724	44,243
<u>PERSONNEL BENEFITS</u>						
51120	EMPLOYEE HEALTH INSURANCE	75,169	94,354	-	-	-
	NEW ACCOUNT CREATED IN FY 2014 (51129)					
51129	HEALTH INSURANCE REIMBURSEMENT	-	-	97,258	91,423	102,128
51140	IMRF	57,205	64,399	72,007	74,000	72,576
51160	FICA	31,618	33,210	37,213	37,000	37,389
51165	MEDICARE	7,427	7,801	8,703	8,650	8,819
51255	UNIFORM ALLOWANCE	2,250	2,250	2,250	2,250	-
	MOVED TO SALARIES					
	TOTAL	173,669	202,013	217,431	213,323	220,912
<u>CONTRACTUAL SERVICES</u>						
52013	DUES & SUBSCRIPTIONS	384	389	805	855	855
	RENEWAL OF AWWA STANDARDS: \$500 AWWA MEMBERSHIP FOR TWO: \$180 GROUP MEMBERSHIP FOR SNWWA AND ONE AT KCWA: \$125 ASCE MEMBERSHIP DUES: \$50					
52163	TRAINING/MEETINGS	2,882	3,763	3,500	2,310	3,000

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

100 - WATER & SEWER FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>100382 - WATER FACILITIES</u>						
<u>CONTRACTUAL SERVICES</u>						
	AWWA CONFERENCE FOR TWO: \$1,500 SEMINAR ON OPERATIONS, REGULATION UPDATES AND CLASSES TO MAINTAIN WATER CERTIFICATION WITH CEH'S AS REQUIRED PER EPA: \$800 CLASSES FOR REQUIRED CERTIFICATION \$400 NSWA & KCWA MEETING \$300					
52190	PROFESSIONAL SERVICE	96,525	28,174	18,500	18,500	439,750
	DRUG TESTING FOR CDL LICENSE: \$300 REQUIRED SAMPLING BY THE EPA: \$14,300 BACTERIA SAMPLING AFTER WATER MAIN SHUT DOWN: \$1,000 READ CENTER SOFTWARE UPDATES: \$1,100 ENGINEERING SERVICES: \$5,000 MISC. SHIPPING CHARGES: \$500 BACKFLOW SOFTWARE SUPPORT: \$400 GALAXY BACK CALL CHARGES: \$3,300 TRIMBLE SERVICE AGREEMENT: \$450 GPS TRACKING SYSTEMS: \$3,400 RT 31 RESERVOIR TANK PAINTING: \$410,000					
80501	RANDALL ROAD TANK PAINTING	9,274	22,921	-	-	-
80504	SILVERSTONE TANK PAINTING	-	-	20,000	13,282	-
52310	MAINT BUILDING & GROUNDS	10,905	11,577	6,000	3,000	2,500
	SERVICE REPAIR FOR HVAC, SMALL ELECTRICAL REPAIRS ANNUAL FIRE EXTINGUISHER INSPECTION					
52323	MAINTENANCE EQUIPMENT	27,154	24,820	30,000	36,817	32,000
	FUNDING FOR UNEXPECTED EQUIPMENT MAINTENANCE, CATHODIC PROTECTION SERVICE ON WATER STORAGE TANKS, CONTRACTED EQUIPMENT, AND TELEMENTRY SERVICE.					
52333	MAINTENANCE - VEHICLES	2,234	-	500	-	-
52405	ELECTRICITY	276,218	183,223	200,000	190,000	200,000

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

100 - WATER & SEWER FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>100382 - WATER FACILITIES</u>						
<u>CONTRACTUAL SERVICES</u>						
	ELECTRICITY FOR ALL FUNCTIONS OF THE WATER TREATMENT AND DISTRIBUTION CONTROL PROCESS					
52409	HEATING	8,690	8,585	10,000	10,000	10,000
	COST OF HEATING 7 BUILDINGS WITH NATURAL GAS AND THE OPERATION OF 5 EMERGENCY ENGINES IN WELLS AND BOOSTER STATIONS.					
52410	COMMUNICATIONS	3,913	4,836	2,500	3,900	3,900
	CELL PHONES, INTERNET SERVICE					
52783	WATER SOFTENER SALT	202,202	214,548	246,298	200,000	213,750
	PROJECT USAGE OF 2,500 TONS OF SALT FOR SOFTENING ESTIMATED COST OF \$85.50 PER TON A 3% INCREASE.					
52803	WATER FACILITIES-WELL MAINT	38,204	39,330	40,000	57,000	60,000
	ON GOING MAINTENANCE REHAB OF ONE WELL					
52805	WATER FACILITIES-ALARM MONTITR	620	620	650	650	660
	MAINTENANCE AGREEMENT FIRE SYSTEM: \$300 SECURITY SYSTEM MONITORING: \$360					
	TOTAL	679,205	542,787	578,753	536,315	966,415
<u>COMMODITIES/SUPPLIES</u>						
53100	MATERIALS - BUILDING	5,584	6,994	5,000	4,500	4,500
	PAINT, CLEANING SUPPLIES, PAPER TOWELS, AND MAINTENANCE MATERIALS FOR 9 BUILDINGS					
53110	MATERIALS-MAINTENANCE	6,508	5,095	5,500	5,500	5,500
	B-BOX LIDS AND REPAIR TOPS, PIPES FOR RAISING B-BOXES, AND PLUMBING MATERIALS FOR METER INSTALLATIONS					
53600	SUPPLIES - AUTOMOTIVE	4,551	173	300	300	300
	SUPPLIES TO MAINTAIN 7 VEHICLES					
53606	MINOR TOOLS - EQUIPMENT	10,849	10,398	7,000	10,882	6,500
	TOOLS, PRESSURE REDUCING VALVE REPAIR PARTS, AND SMALL EQUIPMENT PURCHASE: \$7,000					
53607	SUPPLIES - GAS & OIL	19,006	18,831	-	-	-

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

100 - WATER & SEWER FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>100382 - WATER FACILITIES</u>						
<u>COMMODITIES/SUPPLIES</u>						
	THIS LINE ITEM HAS BEEN RELOCATED IN THE VEHICLE MAINTENANCE BUDGET					
53620	SUPPLIES-OFFICE	1,507	1,490	1,200	1,200	1,200
	FAX TONER, PRINTER CATRIDGES, LETTERHEAD, DOOR TAGS FOR METER REPAIRS, METER TEST TAGS, METER INSTALLATION TAGS, AND VARIOUS OFFICE SUPPLIES					
53630	OPERATING SUPPLIES	13,620	13,196	13,000	17,866	13,000
	LAB CHEMICALS / REAGENTS: \$4,000 TREATMENT EQUIPMENT MAINTENANCE MATERIALS FOR IN HOUSE REPAIRS: \$7,000 EMPLOYEE REPLACEMENT ITEMS COVERED UNDER CONTRACT FOUL WEATHER GEAR: \$500 SAFETY SUPPLIES: \$1,500					
53776	SUPPLIES-METER PARTS	317,662	318,574	325,488	325,488	197,700
	1000 METERS: \$188,700 LARGE METERS: \$5,000 REPAIR PARTS & SUPPLIES: \$4,000					
53777	CHEMICALS	39,567	39,499	37,350	32,000	40,000
	THIS ACCOUNT PROVIDES FOR CHLORINE, FLUORIDE AND POLY PHOSPHATE USED IN THE TREATMENT PROCESS. 65 CYLINDERS OF CHLORINE: \$4,550 65 BARRELS OF FLUORIDE: \$14,225 1,400 GALLONS OF PHOSPHATE \$16,225 PRE TREATMENT COAGULATE \$5,000					
	TOTAL	418,854	414,250	394,838	397,736	268,700
<u>EQUIPMENT</u>						
55750	EQUIPMENT	(200)	-	165,000	160,000	-
80503	SCADA SYSTEM IMPROVEMENTS	7,664	9,763	479,000	284,595	-
55799	IMPROVEMENTS	-	-	-	-	30,000
	ALGONQUIN INTERCONNECT: \$30,000					
80501	RANDALL ROAD TANK PAINTING	-	486,000	-	-	-
80504	SILVERSTONE TANK PAINTING	-	-	185,000	127,700	-

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

100 - WATER & SEWER FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>100382 - WATER FACILITIES</u>						
	TOTAL	7,464	495,763	829,000	572,295	30,000
<u>DEBT SERVICE</u>						
58558	INTEREST	-	-	-	-	-
92008	2008 CIP BOND ISSUE (PROJECT)	62,067	60,423	-	-	-
	TOTAL	62,067	60,423	-	-	-
<u>TRANSFERS OUT</u>						
59020	TRANSFER TO CAPITAL	-	17,500	17,500	17,500	17,500
59299	TRANSFER OUT TO FUND 299	-	-	1,740,939	1,936,756	-
	TOTAL	-	17,500	1,758,439	1,954,256	17,500
	DEPARTMENT TOTAL	1,846,649	2,305,847	4,378,680	4,268,698	2,111,748

4/13/2014

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

100 - WATER & SEWER FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>100383 - WATER UNDERGROUND</u>						
<u>PERSONNEL SERVICES</u>						
50010	REGULAR SALARIES	257,751	254,415	-	-	-
	TOTAL	257,751	254,415	-	-	-
50013	COMP ABS EXPENSE	6,282	6,363	-	-	-
	TOTAL	6,282	6,363	-	-	-
<u>PERSONNEL SERVICES</u>						
50020	OVERTIME SALARIES	16,014	20,974	-	-	-
50040	LONGEVITY	2,080	2,050	-	-	-
50050	ATTENDANCE INCENTIVE	500	250	-	-	-
50075	PART TIME/SEASONAL	13,185	7,374	-	-	-
	TOTAL	31,779	30,648	-	-	-
<u>PERSONNEL BENEFITS</u>						
51120	EMPLOYEE HEALTH INSURANCE	52,566	66,158	-	-	-
51140	IMRF	30,347	32,866	-	-	-
51160	FICA	17,536	17,390	-	-	-
51165	MEDICARE	4,101	4,067	-	-	-
51255	UNIFORM ALLOWANCE	1,500	1,500	-	-	-
	TOTAL	106,049	121,981	-	-	-
<u>CONTRACTUAL SERVICES</u>						
52013	DUES & SUBSCRIPTIONS	182	287	-	-	-
52163	TRAINING/MEETINGS	603	896	-	-	-
52190	PROFESSIONAL SERVICE	26,578	2,593	-	-	-
52310	MAINT BUILDING & GROUNDS	134	295	-	-	-
52323	MAINTENANCE EQUIPMENT	27,000	54,701	-	-	-
52325	MAINTENANCE - OFFICE EQUIPMENT	700	221	-	-	-
52333	MAINTENANCE - VEHICLES	16,234	1,074	-	-	-
52410	COMMUNICATIONS	2,263	3,322	-	-	-
	TOTAL	73,693	63,388	-	-	-
<u>COMMODITIES/SUPPLIES</u>						
53100	MATERIALS - BUILDING	141	-	-	-	-
53102	STREET MATERIALS	4,027	3,952	-	-	-
53110	MATERIALS - MAINTENANCE	10,239	10,544	-	-	-

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

100 - WATER & SEWER FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>100383 - WATER UNDERGROUND</u>						
<u>COMMODITIES/SUPPLIES</u>						
53600	SUPPLIES - AUTOMOTIVE	3,594	951	-	-	-
53606	MINOR TOOLS - EQUIPMENT	2,682	3,491	-	-	-
53607	SUPPLIES - GAS & OIL	11,777	12,088	-	-	-
53620	SUPPLIES - OFFICE	137	240	-	-	-
53630	OPERATING SUPPLIES	1,637	2,068	-	-	-
53778	PIPES & VALVES	57,882	63,634	-	-	-
	TOTAL	92,117	96,969	-	-	-
<u>CAPITAL IMPROVEMENTS</u>						
56303	PHASE III ENGINEERING	-	-	-	-	-
70124	GOLFVIEW/HAZARD/MONROE	-	(87)	-	-	-
56403	PHASE III CONSTRUCTION	-	-	-	-	-
70114	GOLFVIEW HIGHLANDS #8	-	3,000	-	-	-
	TOTAL	-	2,913	-	-	-
<u>TRANSFERS OUT</u>						
59020	TRANSFER TO CAPITAL	-	36,000	-	-	-
	TOTAL	-	36,000	-	-	-
	DEPARTMENT TOTAL	567,671	612,676	-	-	-

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MISSION STATEMENT: The Wastewater Facilities Division of Public Works is dedicated to safeguarding the environment and public health by maintaining the highest level of treatment at the lowest attainable cost for the residents of Carpentersville. It is our goal to continually improve by applying proven technology, sound treatment fundamentals and by providing professional and courteous customer service to all our residents.

In addition to wastewater treatment, other responsibilities include but are not limited to:

1. Sample collection and analysis.
2. Maintenance of building and equipment within the Main Plant and 12 remote facilities.
3. Industrial discharge monitoring.
4. Bio-solids production and disposal.
5. Public education efforts.

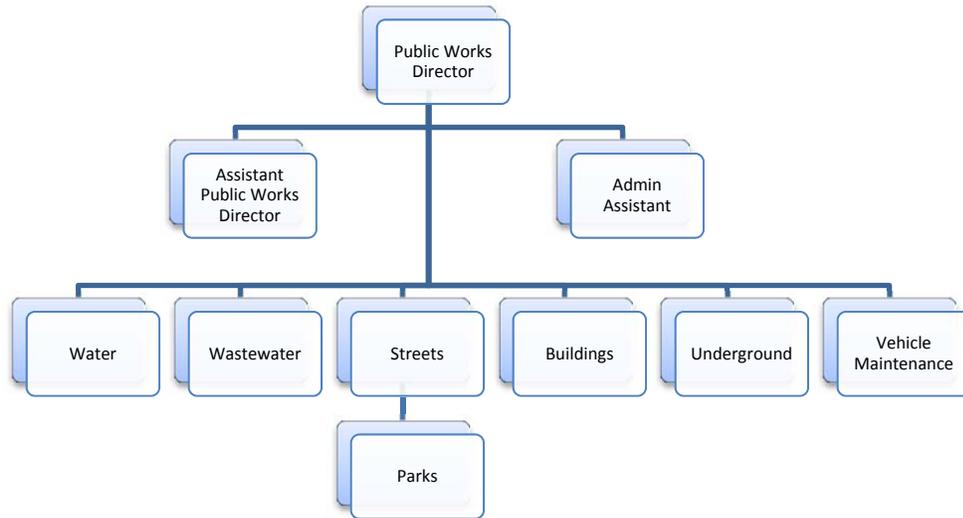
2013/2014 ACCOMPLISHMENTS

1. Maintained wastewater discharge quality that exceeded state and federal regulations.
2. Continued to implement maintenance procedures to ensure regulatory compliance and preserve Village assets.
3. Maintained effluent limit compliance during 7 severe storm events which repeatedly damaged major equipment components.
4. Successfully hosted the 7th annual Fox Valley Operators Association (FVOA) Mini-Conference in August 2013.
5. Conducted pilot tests on both a Flottweg and Hiller centrifuge unit. Currently assisting Strand Engineering with design of the dewatering equipment retrofit.
6. Re-established the in house preventative maintenance program for lift station emergency generators. Inspections identified a major deficiency within the generator that provides electricity to the influent pumping station located at the Waste Water Treatment Facility (WWTF).
7. Evaluated various applications, and then implemented the foundation for a radio based Supervisory Control Data Acquisition (SCADA) system which reports directly to the WWTF Main SCADA. The test station is currently online and performing as expected.
8. Starting the installation of inline monitoring and in-house testing for imminent nutrient removal regulations.
9. Continued the reduced water consumption levels at the Main Treatment Plant.
10. Continued overall reduction in pump failures due to the preventative maintenance and the lift station inspection program.

2014/2015 OBJECTIVES

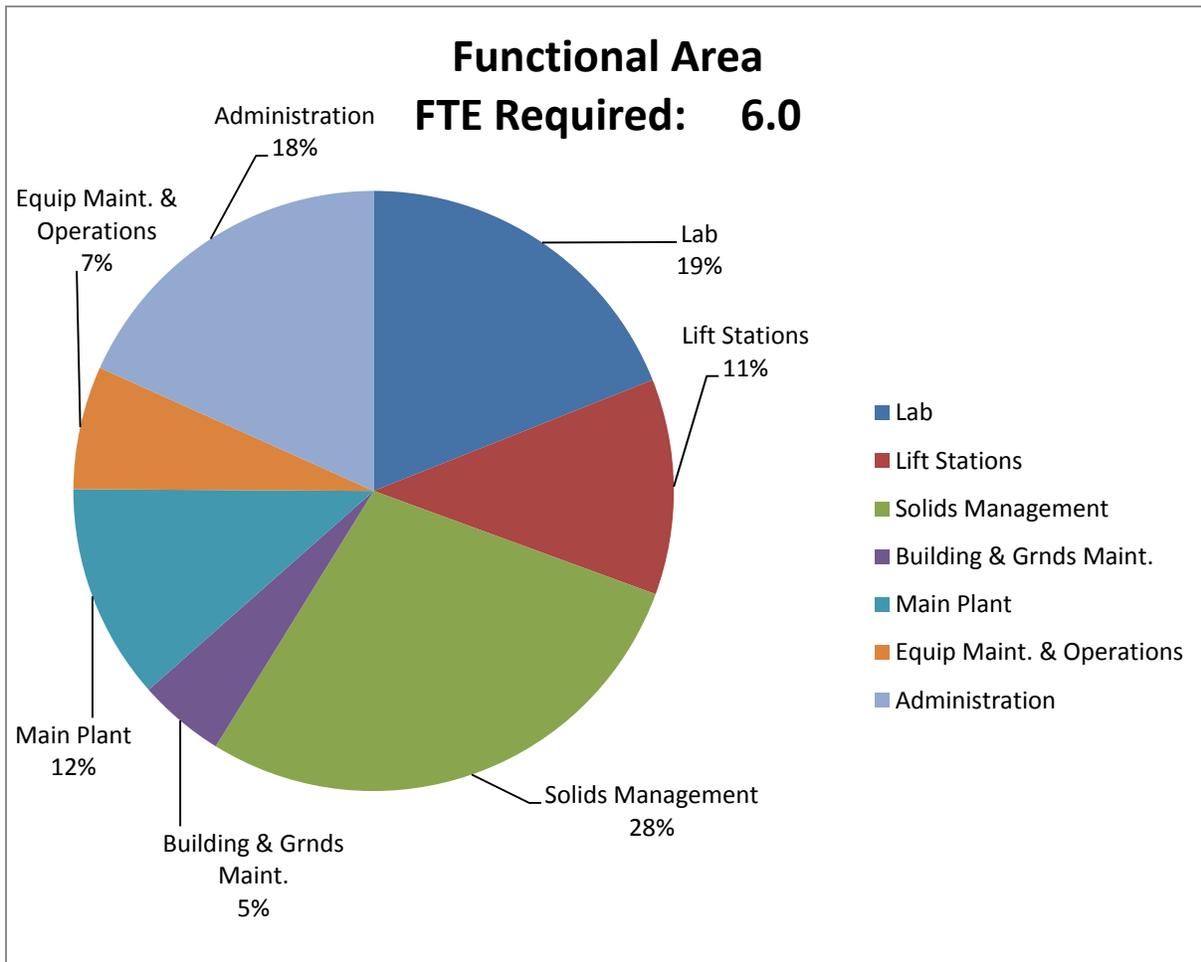
1. Developing operational procedures to maximize benefits derived from the de-watering equipment retrofit.
2. Continue to implement the SCADA for the remaining 11 Lift Stations.
3. Assist design consultant with design and construction of the dewatering equipment retrofit.
4. Host the Annual FVOA Mini-Conference a 2nd year.
5. Develop language to limit costs associated to the forthcoming National Pollutant Discharge Elimination System (NPDES) permit renewal, while protecting the rights of land owners along the Fox River and the safety of its users.
6. Continue to improve the esthetic value of the lift stations throughout town.
7. Monitor and enhance facility processes to ensure regulatory compliance.
8. Monitor and regulate present and future commercial and industrial inflows.
9. Provide training and support for our employees.
10. Maintain facility and lift station equipment and infrastructure.

ORGANIZATIONAL CHART



PERSONNEL SCHEDULE			
Budget 2011/2012	Budget 2012/2013	Actual 2013/2014	Projected 2014/2015
6	6	6	6

WATER & SEWER FUND



KEY PERFORMANCE MEASURES/SERVICE INDICATORS	2010 Actual	2011 Actual	2012 Actual	2013 Actual
Effluent Flow – Billions of Gallons	1.021	1.000	.842	1.058
Annual BOD Avg. (20 ppm = Upper IEPA Limit)	2.5	2.7	3.2	3.5
Annual TSS Avg. (25 ppm = Upper IEPA Limit)	5	7	6	6
Lab Analysis – Hours	2,400	2,100	1,899	1,900
Lab Analysis – No. Conducted	8,736	8,488	8,208	8,500
Industrial Monitoring – No. of Analysis	84	112	112	120
Lift Stations – Hours	1,874	1,720	1,769	1,800
Solids Management – Hours	3,949	3,780	3,108	3,200
Sludge Produced – Cubic Yards	6,209	6,200	5,972	6,300
Equip. Maint & Operations – Hours	1,542	1,614	2,542	2,800
Bldg. & Grounds Maintenance – Hours	290	230	540	600

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

100 - WATER & SEWER FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>100392 - SEWER DEPARTMENT</u>						
<u>PERSONNEL SERVICES</u>						
50010	REGULAR SALARIES	460,161	497,605	532,630	513,000	612,243
	TOTAL	460,161	497,605	532,630	513,000	612,243
50013	COMP ABS EXPENSE	307	17,111	-	-	-
	TOTAL	307	17,111	-	-	-
<u>PERSONNEL SERVICES</u>						
50020	OVERTIME SALARIES	29,996	23,046	31,000	25,286	31,000
50040	LONGEVITY	2,777	2,586	2,908	2,873	3,111
50050	ATTENDANCE INCENTIVE	1,498	1,748	1,867	2,989	2,694
50075	PART TIME/SEASONAL	-	510	14,799	14,799	7,925
	TOTAL	34,271	26,870	50,574	45,947	44,730
<u>PERSONNEL BENEFITS</u>						
51120	EMPLOYEE HEALTH INSURANCE	100,208	100,919	-	-	-
	NEW ACCOUNT CREATED IN FY 2014 (51129)					
51129	HEALTH INSURANCE REIMBURSEMENT	-	-	128,935	120,831	141,156
51140	IMRF	54,621	61,509	69,914	68,000	78,470
51160	FICA	30,092	31,978	36,159	34,000	40,416
51165	MEDICARE	7,069	7,511	8,457	8,250	9,526
51170	OTHER POST EMPLOYMENT BENEFITS	-	-	12,000	12,000	12,000
	1 RETIREE (PAYMENT 5 OF 5)					
51255	UNIFORM ALLOWANCE	2,250	2,250	2,250	2,250	-
	MOVED TO SALARIES					
	TOTAL	194,240	204,168	257,715	245,331	281,568
<u>CONTRACTUAL SERVICES</u>						
52013	DUES & SUBSCRIPTIONS	100	100	200	210	250
	FOX VALLEY OPERATORS DUES: \$100 WATER ENVIORNMENT FEDERATION \$75 ASCE DUES \$75					
52153	PRINTING	325	325	450	677	650
	LAB DATA BINDINGS AND SPECIALTY SIGNS					
52163	TRAINING/MEETINGS	1,018	1,996	3,000	2,200	3,000

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

100 - WATER & SEWER FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>100392 - SEWER DEPARTMENT</u>						
<u>CONTRACTUAL SERVICES</u>						
	LOCK OUT TAG OUT: \$450 CONFINED SPACE TRAINING: \$750 SPRINGFIELD: \$1,500 FVOA CONFERENCE: \$300					
52190	PROFESSIONAL SERVICE	21,495	25,325	25,000	35,000	47,000
	THE NPDES PERMIT FEE: \$20,000 DRUG & ALCOHOL TESTING FOR CDL LICENSE \$500 BALANCE, METER, HOIST, HOOD - CALIBRATION COSTS \$1,500 FLOW METER CALIBRATIONS \$1,500 MISC. SERVICES RENDERED \$1,500 FOX RIVER STUDY GROUP FEES \$10,000 ENVIRONMENTAL LAWYER FOR NPDES RENEWAL LANGUAGE \$10,000 GPS TRACKING SYSTEM: \$2,000					
52310	MAINT BUILDING & GROUNDS	4,988	3,032	8,000	9,942	4,100
	SEAL COAT/CRACK SEALING OF LARGER PAVED AREAS AT LIFT STATIONS \$1,000 SERVICE REPAIRS FOR HVAC, SMALL ELECTRICAL, FENCE, STRUCTURAL, PLUMBING REPAIRS AND ANNUAL FIRE EXTINGUISHER INSPECTION					
52323	MAINTENANCE EQUIPMENT	88,395	104,668	140,000	137,000	142,000
	EQUIPMENT & GENERATOR REPAIRS \$100,000 RAS PUMP REPAIR \$11,000 LIFT STATION INSPECTION PROGRAM \$20,000 CATHOTIC PROTECTION INSPECTION \$1,500 MISC. EQUIPMENT REPAIRS \$9,500					
52333	MAINTENANCE - VEHICLES	2,141	59	500	-	-
52405	ELECTRICITY	312,289	214,298	210,000	215,000	226,000
	COST FOR THE WASTEWATER TREATMENT FACILITY AND 11 LIFT STATIONS.					
52409	HEATING	7,041	7,126	10,000	7,481	8,500
	NATURAL GAS FOR HEATING AND EMERGENCY GENERATORS					
52410	COMMUNICATIONS	5,495	6,425	1,500	1,586	2,600
	CELL PHONES					

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

100 - WATER & SEWER FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>100392 - SEWER DEPARTMENT</u>						
<u>CONTRACTUAL SERVICES</u>						
52413	SLUDGE DISPOSAL	96,758	90,321	113,000	95,000	113,000
	SLUDGE HAULING AND DISPOSAL					
52807	TESTING & SAMPLING	4,999	3,593	4,000	2,500	4,000
	TESTING/SAMPLING FOR INDUSTRIAL WASTE MONITORING NPDES SAMPLING					
	TOTAL	545,044	457,267	515,650	506,596	551,100
<u>COMMODITIES/SUPPLIES</u>						
53100	MATERIALS - BUILDING	4,036	1,775	5,000	3,200	8,000
	COST FOR THE WASTEWATER TREATMENT FACILITY AND 12 FACILITIES. REPLACEMENT SCREENING BLDG HEATER - INTRINSICALLY SAFE \$4,300					
53110	MATERIALS - MAINTENANCE	27,195	22,909	17,000	54,672	20,000
	SUPPLIES SUCH AS PLANT DEODORIZERS, DEGREASERS, AND INSECT REPELLENT.					
53113	SUPPLIES - LIFT STATION	6,026	5,199	8,000	10,000	12,000
	SCADA SYSTEM HARDWARE FOR 4 LIFT STATIONS. REPLACEMENT PARTS, PUMP, MOTORS, CHECK VALVES ELECTRICAL COMPONENTS, FLOATS AND TRANSDUCERS.					
53600	SUPPLIES - AUTOMOTIVE	1,023	21	250	170	200
	AUTO SUPPLIES FOR THE MAINTENANCE OF 5 VEHICLES					
53606	MINOR TOOLS - EQUIPMENT	12,470	15,971	15,000	12,178	25,000
	PRESS BELTS: \$2,500 MIXED TOOLS: \$1,000 GREASES AND OILS FOR EQUIPMENT: \$5,500 DIGESTER MEMBRANES: \$16,000					
53607	SUPPLIES - GAS & OIL	7,772	7,335	-	-	-
	THIS LINE ITEM HAS BEEN RELOCATED IN THE VEHICLE MAINTENANCE BUDGET					
53620	SUPPLIES - OFFICE	1,152	1,197	1,000	933	1,000
	PAPER, INK CARTRIDGES, TONER, ETC					
53630	OPERATING SUPPLIES	7,755	9,263	8,500	9,500	9,500

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

100 - WATER & SEWER FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>100392 - SEWER DEPARTMENT</u>						
<u>COMMODITIES/SUPPLIES</u>						
	LAB ANALYSIS SUPPLIES, SAFETY SUPPLIES, GLOVES, GLASSES, DUST MASKS, CLEANING SUPPLIES, AND PAINT SUPPLIES.					
53777	CHEMICALS	40,720	37,264	53,000	45,000	53,000
	CHLORINE, POLYMERS, AND SODIUM THIOSULFATE					
	TOTAL	108,149	100,934	107,750	135,653	128,700
<u>EQUIPMENT</u>						
55750	EQUIPMENT	-	-	1,335,000	140,000	120,000
	LS REPLACEMENT PUMPS REPLACEMENT 25 HP DRIVE FOR DITCH SCADA SYSTEM: \$60,000					
	TOTAL	-	-	1,335,000	140,000	120,000
<u>CAPITAL IMPROVEMENTS</u>						
56012	MISCELLANEOUS IMPROVEMENTS	-	48,011	737,850	1,500	-
	TOTAL	-	48,011	737,850	1,500	-
<u>DEBT SERVICE</u>						
58558	INTEREST	-	-	-	-	-
92008	2008 CIP BOND ISSUE (PROJECT)	62,067	60,423	-	-	-
	TOTAL	62,067	60,423	-	-	-
<u>TRANSFERS OUT</u>						
59020	TRANSFER TO CAPITAL	-	10,500	10,500	10,500	10,500
	TOTAL	-	10,500	10,500	10,500	10,500
	DEPARTMENT TOTAL	1,403,625	1,422,888	3,547,669	1,598,526	1,748,841

MISSION STATEMENT: The Underground Utilities Division is committed to providing a full range of maintenance and repair to the Village of Carpentersville underground infrastructure. The Division has two main objectives. The first is to operate, maintain, repair, and update the Village infrastructures through careful planning and use of Village staffing and contractual services. The second is to develop long-term programs that identify, prioritize, and facilitate repairs and updates to each system in the most cost-effective manner while providing the best service possible to the community.

Responsibilities include but are not limited to:

Water Distribution

1. Water main repairs and updates.
2. Valve and hydrant maintenance, repair, and replacements.
3. System mapping and CAD updates.

Sanitary Collection

1. Annual sewer main cleaning, which includes root and grease removal of 41 lineal miles.
2. Sewer main and structure (manhole) repairs.
3. System televising, mapping and CAD updates.

Storm Conveyance

1. Catch basin maintenance, reconstruction, and replacement.
2. Mainline cleaning
3. System televising, mapping and CAD updates.
4. Flooding.

Additional Division Responsibilities

1. J.U.L.I.E. Locates.
2. New construction inspections and Acceptance/ Maintenance punch lists.
3. Construction restorations (Concrete and Landscaping).
4. Building and Equipment Maintenance.
5. Plan Review.
6. Contractor and Capital Improvement Projects (C.I.P.) Assistance
7. Intra Department Participation (Labor Pool)

2013/2014 ACCOMPLISHMENTS

1. Presented at the National Water Distribution System Symposium (this year it was held in Itasca, IL) on Distribution and Valve Maintenance. Our programs and procedures were highlighted and recognized.
2. Fats Oil Grease (FOG) Program: Implemented to address hard to maintenance sanitary lines and reduce wet well maintenance. This year we expanded the program by purchasing a chemical

injector for the Jet Truck. This unit will allow us to solidify heavy grease during the cleaning process. The system will be ready for the start of our next cleaning cycle.

3. 20" Valve Replacement at the Water Treatment Plant: Designed layout and custom spools to convert from antiquated plug valves to resilient wedge valves. This included supervising and assisting the installation contractor.
4. Updated Hydrant Inventory: Created a spread sheet that was utilized during each inspection. We now have an accurate inventory that includes each hydrants Location, Make, Model, Year, Number of Ports, and Condition. We currently have 1642 public hydrants from seven different manufacturers and 14 different models. We have 347 hydrants that are over 54 years old and 143 that parts are no longer available.
5. In-House Leak Program: Tested 1642 hydrants for leaks. 112 leaks were found.
6. Successfully completed valve exercising utilizing contracted services.
7. Identified and corrected over 20 errors and updates on the utility atlases.
8. Supplied 568 man-hours assisting other Divisions and Departments and received 47.5 man-hours.
9. Saved over \$3,100 in stone and hauling costs by reusing spoil to fill excavations when applicable.
10. Restored our 1997 10 ton trailer (complete paint, new deck, and chains)

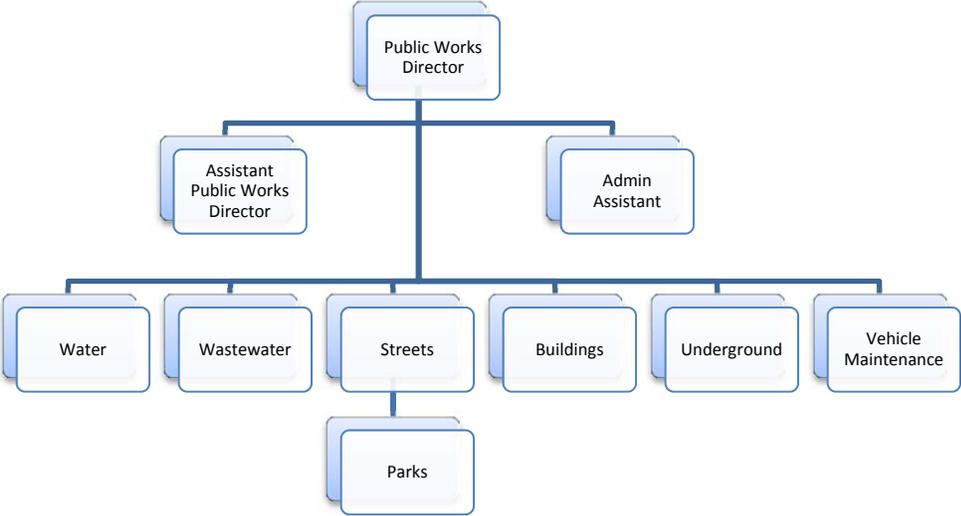
2014/2015 OBJECTIVES

1. To operate, maintain, repair, and update the Village infrastructures through careful planning and use of Village staffing and contractual services.
2. To develop long-term programs that identify, prioritize, and facilitate repairs and updates to each system in the most cost-effective manner while providing the best service possible to the community.
3. Exercise all valves utilizing contractual services.
4. Install 15 valves and 15 hydrants.
5. Clean and inspect the entire original sanitary system.
6. Complete In-House Leak Detection Program.
7. Continue updates to the Utility Atlas.
8. Install two Drywells on N. Lord Ave.

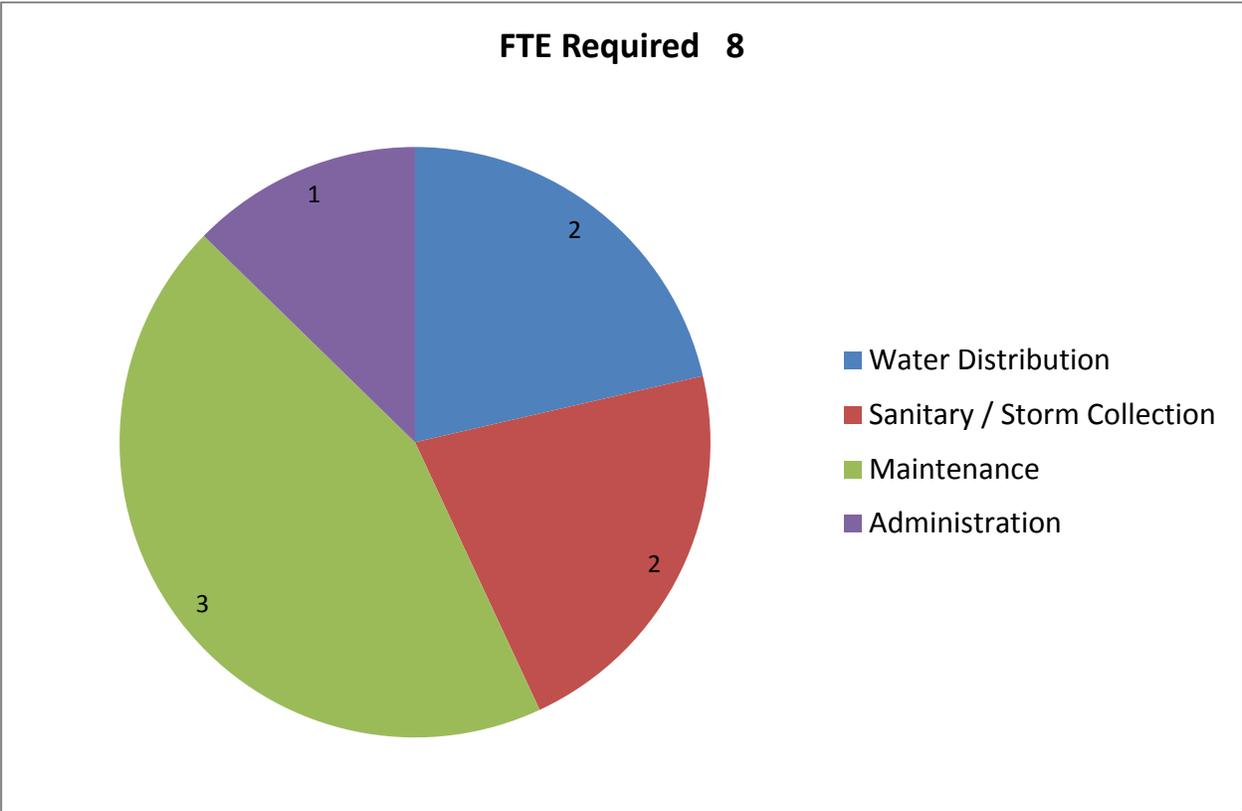
WATER & SEWER FUND

- 9. Reinstate our Sanitary Lining Program (Requested funding would allow us to line between 2000 and 3000 linear feet depending on pipe diameter).

ORGANIZATIONAL CHART



PERSONNEL SCHEDULE				
FT/PT	Budget 2011/2012	Budget 2012/2013	Actual 2013/2014	Projected 2014/2015
Full-Time	11	8	8	8



KEY PERFORMANCE MEASURES/SERVICE INDICATORS	2011 Actual	2012 Actual	2013 Actual	2014 Projected
Water Main – Repairs Made	11	8	14	11
B-Boxes – Repair / Replace	7 / 68	9 / 39	15 / 55	10 / 54
Valves / B-boxes – Cleaned	45	69	68	61
Valves – Repair / Replace	4 / 10	4 / 20	6 / 14	5 / 15
Fire Hydrants – Repair / Replace	69 / 6	41 / 22	68 / 6	60 / 12
Hydrant Flushing – Days	9	9	9	9
Hydrant Inspections	1,592	1,592	1642	1642
Hydrant Painting	226	866	-0-	-0-
J.U.L.I.E. Locates – Hours	900	791	1095	929
Punch List Inspection - Hours	31	5	9	15
Contractor / C.I.P. Assistance Hours	394	85	370	283
Material Hauling- Stone/Gravel/Topsoil (loads / tons)	94 / 908	122 / 1,273	77 / 758	98 / 980

WATER & SEWER FUND

**WATER/SEWER
UNDERGROUND
DEPARTMENT**

Material Hauling – Spoils loads / tons	251 / 3,263	126 / 1,638	100 / 1,300	159 / 2,067
Sanitary Manholes – Repair / Replace	3 / 3	6 / 0	20 / 0	10 / 1
Sewer Jetting Program – Lineal Feet	235,488	259,248	224,983	246,573
Monthly Maint. Program Hours / Ft	170	201	191 / 70,498	187 / 70,000
Root / Grease / Investigative Jetting Lineal Ft.	23,664	22,303	22,734	22,893
Manhole Inspection Total	N/A	94	-	-
Sewer Main Replacement – Lineal Ft / Location	-	-	-	-
Divisional Sewer Main Lining – Lineal Ft.	-	-	960	
Infrastructure Televising – Lineal Ft.	4,551	1,675	4,223	3,483
Catch Basin / Inlets – Repair Replace	11 / 6	12 / 6	19 / 10	14 / 7
Catch Basin Cleaning (General Maint.) Man Hours	36.5	27	46	36.5
Storm System Updates – Lineal Ft / Location	668 / 2	50 / 4	130 / 6	282 / 4
Storm Jetting – Man Hours	89.5	68	34	64
Catch Basin / Inlet Flooding – Hours	457	183	327	322
Training / Seminars – Hours	83	175	108	122
Vehicle/Equip. Maintenance Hours / Repairs	1,111.5 / 47	317 / 43	1,300 / 120	909 / 70
Infrastructure Mapping – Hours	208	118	513.5	280
Sidewalk Restorations – Locations	16	19	14	16
Curb Restorations – Locations	3	7	8	6
Apron Restorations – Locations	10	6	1	6
Landscaping Restorations – Locations	77	86	127	97
Labor Pool Hrs. Supplied / Received	650	424 / 187	568 / 47.5	547 / 117

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

100 - WATER & SEWER FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>100393 - SEWER UNDERGROUND</u>						
<u>PERSONNEL SERVICES</u>						
50010	REGULAR SALARIES	267,329	258,484	526,615	526,000	545,245
	TOTAL	267,329	258,484	526,615	526,000	545,245
50013	COMP ABS EXPENSE	2,381	3,228	-	-	-
	TOTAL	2,381	3,228	-	-	-
<u>PERSONNEL SERVICES</u>						
50020	OVERTIME SALARIES	17,383	20,974	47,300	40,665	47,300
50040	LONGEVITY	2,080	2,050	4,320	4,320	4,560
50050	ATTENDANCE INCENTIVE	500	250	2,000	2,000	3,250
50075	PART TIME/SEASONAL	13,185	7,884	15,000	15,000	27,448
	TOTAL	33,148	31,158	68,620	61,985	82,558
<u>PERSONNEL BENEFITS</u>						
51120	EMPLOYEE HEALTH INSURANCE	52,066	45,952	-	-	-
	NEW ACCOUNT CREATED IN FY 2014 (51129)					
51129	HEALTH INSURANCE REIMBURSEMENT	-	-	125,958	118,400	146,558
51140	IMRF	30,230	33,053	71,369	70,000	75,901
51160	FICA	18,081	17,309	36,905	35,500	38,924
51165	MEDICARE	4,229	4,048	8,631	8,300	9,103
51255	UNIFORM ALLOWANCE	1,500	1,500	3,000	3,000	-
	MOVED TO SALARIES					
	TOTAL	106,105	101,862	245,863	235,200	270,486
<u>CONTRACTUAL SERVICES</u>						
52013	DUES & SUBSCRIPTIONS	228	253	550	550	550
	DUE/SUBSCRIPTIONS FOR: AWWA, NSWWA, MCWWA, KCWA, IWEA					
52153	PRINTING	-	-	200	200	200
	UTILITY ATLAS REPRODUCTIONS AND RESIDENTIAL NOTICES					
52163	TRAINING/MEETINGS	170	527	2,000	1,600	1,900
	TRAININGS/MEETINGS: IPWSOA, APWA EXPO, CONFINED SPACE, TRENCH, & REPSIRATORY PROTECTION, ASSOCIATION MEETINGS					
52190	PROFESSIONAL SERVICE	4,130	2,636	5,500	9,939	11,000

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

100 - WATER & SEWER FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>100393 - SEWER UNDERGROUND</u>						
<u>CONTRACTUAL SERVICES</u>						
	JULIE SERVICES (LOCATES) LICENSE RENEWAL, DRUG SCREENS, HEPATITIS SHOTS GPS TRACKING SYSTEM: \$6,000					
52310	MAINT BUILDING & GROUNDS	120	-	500	805	900
	GENERAL REPAIRS & TOWEL SERVICE					
52323	MAINTENANCE EQUIPMENT	-	-	55,500	53,000	55,000
52325	MAINTENANCE - OFFICE EQUIPMENT	499	103	800	800	800
	COPIER & JULIE PRINTER MAINTENANCE					
52333	MAINTENANCE - VEHICLES	6,931	1,175	500	500	500
	FUNDS TO SERVICE VEHICLES AND EQUIPMENT					
52410	COMMUNICATIONS	2,273	3,200	1,800	1,600	1,800
	CELL PHONES					
	TOTAL	14,350	7,894	67,350	68,994	72,650
<u>COMMODITIES/SUPPLIES</u>						
53100	MATERIALS - BUILDING	168	162	300	500	300
	MINOR UPGRADES & MISC. REPAIRS.					
53102	STREET MATERIALS	4,984	3,932	14,000	13,000	14,000
	MATERIALS SUCH AS, GRAVEL, STONE, AND TOPSOIL FOR REPAIRS AND RESTORATIONS					
53110	MATERIALS - MAINTENANCE	12,093	11,263	25,500	25,500	26,000
	SUPPLIES SUCH AS BRASS, B-BOXES, REPAIR SLEEVES, HARDWARE, LUMBER, CONCRETE, PAINTS AND SOLVENTS, WELDING AND CLEANING SUPPLIES, GRASS SEED, RAGS, ETC.					
53112	SUPPLIES - SANITARY SEWER	7,496	6,972	13,450	13,450	13,600
	CASTINGS, SEWER HOSE, ADJUSTING RINGS, SEALS, PLUGS, MASTIC, HYDRO PLUG, GREASE TREATMENT, STRUCTURES, SPOONS, GRABBERS, ETC.					
53600	SUPPLIES - AUTOMOTIVE	3,231	993	500	500	500
	MISC. UPDATES & REPAIRS FOR VEHICLES AND EQUIPMENT, SUCH AS PAINT, SHELVING, STORAGE, LIGHTING, ETC.					

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

100 - WATER & SEWER FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>100393 - SEWER UNDERGROUND</u>						
<u>COMMODITIES/SUPPLIES</u>						
53606	MINOR TOOLS - EQUIPMENT NEW PURCHASES AND MISC. REPLACEMENT OF EXISTING EQUIPMENT AND TOOLS AS REQUIRED. LARGE REPLACEMENTS MAY INCLUDE: ELECTRIC & GAS PUMPS, CONCRETE SAWS, PIN LOCATORS, GENERATORS, CHAIN SAWS, POWER BROOMS, ETC. OTHER EXAMPLES ARE NOT LIMITED TO: MECHANIC & WATERMAIN MECHANIC & WATERMAIN SPECIALTY TOOLS, RAKES, SHOVELS, HOOKS, LIGHTS, GRINDERS, ETC.	2,852	3,500	8,100	8,100	8,100
53607	SUPPLIES - GAS & OIL THIS LINE ITEM HAS BEEN RELOCATED IN THE VEHICLE MAINTENANCE BUDGET	11,777	12,058	-	-	-
53620	SUPPLIES - OFFICE	427	347	400	400	400
53630	OPERATING SUPPLIES NEW PURCHASES AND MISC. REPLACEMENTS OF SAFETY, MEDICAL, ROAD, & OPERATING SUPPLIES AND EQUIPMENT: EXAMPLES MAY INCLUDE, BUT ARE NOT LIMITED TO: ROAD PLATES, RAIN GEAR, HIP BOOTS & WADERS, GLOVES, HARD HATS, SAFETY GLASSES, GAS DETECTORS, RESPIRATORS, CAUTION TAPE, CONES & BARRICADES, ETC.	2,652	2,609	7,150	7,000	7,000
53778	VALVES AND PIPES	-	-	64,000	64,000	64,000
	TOTAL	45,681	41,836	133,400	132,450	133,900
<u>EQUIPMENT</u>						
55799	IMPROVEMENTS EMERGENCY & PRIORITY REPAIRS TO STRUCTURES/SYSTEMS SEWER LINING: \$100,000	3,195	2,722	37,278	37,000	137,000
	TOTAL	3,195	2,722	37,278	37,000	137,000
<u>CAPITAL IMPROVEMENTS</u>						
56303	PHASE III ENGINEERING	-	-	-	-	-
70124	GOLFVIEW/HAZARD/MONROE	-	(531)	-	-	-
56403	PHASE III CONSTRUCTION	-	9,100	-	-	-

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

100 - WATER & SEWER FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>100393 - SEWER UNDERGROUND</u>						
<u>CAPITAL IMPROVEMENTS</u>						
	TOTAL	-	8,569	-	-	-
<u>TRANSFERS OUT</u>						
59020	TRANSFER TO CAPITAL	-	36,000	72,000	72,000	72,000
	TOTAL	-	36,000	72,000	72,000	72,000
	DEPARTMENT TOTAL	472,190	491,753	1,151,126	1,133,628	1,313,839

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2004 Refunding Bonds: The outstanding principal balance as of May 1st 2014 is \$565,000. Principal and interest payments are made by the MFT Fund (75%) and the Water and Sewer Fund (25%). The MFT's portion is paid out of the debt service fund and cash is transferred to the Debt Service Fund from the MFT Fund. These bonds will be paid off early in FY 2014.

2006 General Obligation Bonds: In June 2006, the Village issued \$10,000,000 of GOB Alternate Revenue Bonds for the purpose of funding public improvements and acquisitions. This service is based on a 20-year amortization schedule with interest rates ranging from 3.75% to 4.50%. Semi-annual interest payments are due on June 30th and December 30th. The outstanding principal balance as of May 1, 2014 is \$7,385,000. Principal and interest payments are made by the General Fund (50%) and Water and Sewer Fund (50%).

2008 General Obligation Bonds: In September 2008, the Village issued \$10,000,000 of GOB Alternate Revenue Bonds for the purpose of funding public improvements and acquisitions. This service is based on a 20-year amortization schedule with interest rates ranging from 3.0% to 4.6%. Semi-annual interest payments are due on June 30th and December 30th and annual principal payments are due on December 30th. The outstanding principal balance as of May 1, 2014 is \$8,145,000. Principal and interest payments are made by the General Fund (67%) and Water and Sewer Fund (33%).

2010 "Build America" Bonds: In August 2010, the Village issued \$20,000,000 of GOB Alternate Revenue Bonds for the purpose of street improvements and the construction of the public works building. The scope was amended to the purpose of public improvements and acquisitions, including road improvements and equipment purchases and various capital projects in August 2012. This service is based on a 20-year amortization schedule with interest rates ranging from 1.12% to 6.35%. Semi-annual interest payments are due on June 30th and December 30th and annual principal payments are due each December 30th. The outstanding principal balance as of May 1, 2014 is \$17,920,000. Principal and interest payments are made solely by the General Fund.

IEPA Loan: In July 2002, the Village secured a \$17,500,000 IEPA low interest loan for the purpose of constructing a new wastewater treatment plant. This loan is based on a 20-year amortization schedule with an interest rate of 2.535%. Semi-annual principal and interest payments are due on January 16th and July 16th. The outstanding principal balance as of May 1st 2014 is \$9,596,351. Principal and interest payments are made solely by the Water & Sewer Fund.

WATER & SEWER FUND

DEBT SERVICE

Fiscal Year	Series 2000/2004		Series 2006		Series 2008		Series 2010 A&B		IEPA Loan		Total
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	
2015	480,000	22,600	435,000	326,625	405,000	341,644	710,000	961,614	905,446	237,565	4,825,493
2016	85,000	3,400	450,000	309,225	420,000	327,469	720,000	944,290	928,544	214,467	4,402,394
2017			470,000	290,100	435,000	311,719	730,000	926,290	952,232	190,779	4,306,119
2018			490,000	270,125	455,000	295,406	745,000	904,390	976,524	166,487	4,302,932
2019			515,000	249,300	470,000	277,206	760,000	882,040	1,001,436	141,575	4,296,557
2020			535,000	226,125	490,000	258,406	780,000	850,348	1,026,983	116,028	4,282,890
2021			560,000	202,050	510,000	237,581	805,000	812,518	1,053,182	89,829	4,270,160
2022			585,000	176,850	535,000	215,906	830,000	773,475	1,080,049	62,962	4,259,242
2023			610,000	150,525	555,000	193,169	855,000	733,220	1,107,602	35,409	4,239,925
2024			640,000	123,075	580,000	169,581	885,000	684,913	564,352	7,153	3,654,074
2025			665,000	94,275	605,000	144,931	920,000	634,910	-	-	3,064,116
2026			700,000	64,350	630,000	119,219	955,000	582,930	-	-	3,051,499
2027			730,000	32,850	655,000	91,656	995,000	522,288	-	-	3,026,794
2028					685,000	63,000	1,700,000	459,105	-	-	2,907,105
2029					715,000	32,175	1,770,000	351,155	-	-	2,868,330
2030					-	-	1,840,000	238,760	-	-	2,078,760
2031					-	-	1,920,000	121,920	-	-	2,041,920
	565,000	26,000	7,385,000	2,515,475	8,145,000	3,079,069	17,920,000	11,384,162	9,596,351	1,262,254	61,878,311

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

100 - WATER & SEWER FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>100730 - DEBT SERVICE EXPENDITURES</u>						
<u>DEBT SERVICE</u>						
58010	PAYING AGENT - GOB 2000	44	66	88	88	113
58057	PRINCIPAL 2000/04 STREET BONDS	-	-	116,250	116,250	120,000
58058	INTEREST 2000/04 STREET BONDS	8,719	6,633	10,300	10,300	5,650
58259	AMORTIZATION EXPENSE	-	-	366	71,753	-
58357	PRINCIPAL IEPA LOAN	-	-	882,922	882,872	1,012,781
	NEW IEPA LOAN: \$107,335					
58358	INTEREST IEPA LOAN	-	-	260,090	260,139	323,433
	NEW IEPA LOAN: \$85,868					
58510	AGENT FEES	-	-	-	-	-
92006	2006 CAPITAL IMPROVEMENT BONDS	-	-	250	250	250
58557	PRINCIPAL	-	-	-	-	-
92006	2006 CAPITAL IMPROVEMENT BONDS	-	-	210,000	210,000	217,500
92008	2008 CIP BOND ISSUE (PROJECT)	-	-	130,350	130,350	133,650
92012	2014 CIP BONDS	-	-	-	-	65,000
58558	INTEREST	-	-	-	-	-
92006	2006 CAPITAL IMPROVEMENT BONDS	-	-	171,714	171,713	163,313
92008	2008 CIP BOND ISSUE (PROJECT)	-	-	117,305	117,305	112,742
92012	2014 CIP BONDS	-	-	-	-	62,000
	TOTAL	8,763	6,699	1,899,635	1,971,018	2,216,432
	DEPARTMENT TOTAL	8,763	6,699	1,899,635	1,971,018	2,216,432

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

100 - WATER & SEWER FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>100782 - WATER DEBT SERVICE</u>						
<u>DEBT SERVICE</u>						
58510	AGENT FEES	-	-	-	-	-
92006	2006 CAPITAL IMPROVEMENT BONDS	125	125	-	-	-
58558	INTEREST	-	-	-	-	-
92006	2006 CAPITAL IMPROVEMENT BONDS	92,423	88,523	-	-	-
	TOTAL	92,548	88,648	-	-	-
	DEPARTMENT TOTAL	92,548	88,648	-	-	-
<u>100786 - WATER & SEWER GOB 2000 WATER</u>						
<u>DEBT SERVICE</u>						
58010	PAYING AGENT - GOB 2000	44	22	-	-	-
58058	INTEREST 2000/04 STREET BONDS	8,719	6,633	-	-	-
58259	AMORTIZATION EXPENSE	366	366	-	-	-
	TOTAL	9,129	7,021	-	-	-
	DEPARTMENT TOTAL	9,129	7,021	-	-	-
<u>100792 - SEWER DEBT SERVICE</u>						
<u>DEBT SERVICE</u>						
58357	PRINCIPAL IEPA LOAN	-	1	-	-	-
58358	INTEREST IEPA LOAN	297,321	275,748	-	-	-
58510	AGENT FEES	-	-	-	-	-
92006	2006 CAPITAL IMPROVEMENT BONDS	125	125	-	-	-
58558	INTEREST	-	-	-	-	-
92006	2006 CAPITAL IMPROVEMENT BONDS	92,423	88,523	-	-	-
	TOTAL	389,869	364,395	-	-	-
	DEPARTMENT TOTAL	389,869	364,395	-	-	-
	FUND TOTAL	5,243,504	5,880,473	11,695,861	9,731,205	8,127,111

This fund has been newly created in this current fiscal year to help track and monitor costs related to employee health insurance as well as expenditures related to the Village's risk management coverage.

Health Insurance - Since 2008, the Village has been a member of The Intergovernmental Personnel Benefit Cooperative (IPBC) through Gallagher Benefit Services, Inc. The IPBC provides economies of scale and risk pooling that allows members more financial stability than what is offered by the commercial insurance market. Through the IPBC, the Village offers full-time employees Blue Cross/Blue Shield PPO, HMO or HSA options. The Village also offers a monetary program for employees to opt out of the plan provided they have proof of insurance through another program.

In addition, as required by federal law, the Village offers continuing health insurance coverage to former employees and their dependents at the group rate for a specified period of time. The full cost is passed on to the former employee. The Village also offers optional dental and vision plans, which are fully paid by the employee.

Risk Management Coverage – The fiscal year 2014-2015 budget includes the cost of the new liability insurance contract that was renewed by the Village Board at the December 3, 2013 Board Meeting. The total renewal cost of \$585,141, which includes new coverage for pollution liability, represents a 12% increase from the prior year. This increase will have a direct impact on our General Fund and Water and Sewer Fund reserves.

2013/2014 ACCOMPLISHMENTS

1. Established an Internal Service Fund to track health insurance and risk management expenditures.

2014/2015 OBJECTIVES

1. Establish a reserve equal to four months of expenditures.

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

998 - INSURANCE

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>998098 - HEALTH INSURANCE</u>						
<u>REIMBURSEMENTS - REV</u>						
47200	PPO CONTRIBUTIONS	-	-	-	270,000	296,000
47201	HMO CONTRIBUTIONS	-	-	-	34,000	35,887
47202	HSA CONTRIBUTIONS	-	-	-	640	1,900
47203	COBRA INSURANCE REIMBURSEMENT	-	-	-	360,000	360,000
47300	REIMBURSEMENT - GEN FUND	-	-	-	2,312,553	2,430,039
47301	REIMBURSEMENT - W/S FUND	-	-	-	385,519	455,781
	TOTAL	-	-	-	3,362,712	3,579,607
<u>INVESTMENT INCOME</u>						
48201	HEALTH INSURANCE DIVIDEND	-	-	-	285,762	-
	TOTAL	-	-	-	285,762	-
	DEPARTMENT TOTAL	-	-	-	3,618,474	3,579,607
<u>998099 - RISK MANAGEMENT</u>						
<u>REIMBURSEMENTS - REV</u>						
47300	REIMBURSEMENT - GEN FUND	-	-	-	750,000	742,326
	LIABILITY INSURANCE DEDUCTIBLE (84%): \$491,518 WC CLAIMS (3): \$155,601 LIABILITY CLAIMS (2): \$95,207					
47301	REIMBURSEMENT - W/S FUND	-	-	-	200,000	146,157
	LIABILITY INSURANCE DEDUCTIBLE (84%): \$93,623 WC CLAIMS (3): \$34,400 LIABILITY CLAIMS (2): \$18,135					
	TOTAL	-	-	-	950,000	888,483
	DEPARTMENT TOTAL	-	-	-	950,000	888,483
	FUND TOTAL	-	-	-	4,598,474	4,468,090

4/13/2014

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

998 - INSURANCE

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>998098 - HEALTH INSURANCE</u>						
<u>PERSONNEL BENEFITS</u>						
51120	EMPLOYEE HEALTH INSURANCE	-	-	-	3,050,000	3,164,302
	EMPLOYER CONTRIBUTIONS:					
	\$2,811,445					
	EMPLOYEE CONTRIBUTIONS: \$333,787					
	LIFE INSURANCE: \$15,000					
	GBS FEES: \$1,000					
51121	EMPLOYER HSA CONTRIBUTION	-	-	-	1,500	1,500
51122	HEALTH INSURANCE - COBRA	-	-	-	360,000	360,000
51124	HEALTH INSURANCE - PSEBA	-	-	-	50,950	47,406
51125	INSURANCE OPT OUT	-	-	-	22,500	22,500
	TOTAL	-	-	-	3,484,950	3,595,708
<u>CONTRACTUAL SERVICES</u>						
52999	CONTRACTUAL SERVICES	-	-	-	6,000	5,100
	FLEX SPENDING: \$5,100					
	TOTAL	-	-	-	6,000	5,100
	DEPARTMENT TOTAL	-	-	-	3,490,950	3,600,808
 <u>998099 - RISK MANAGEMENT</u>						
<u>CONTRACTUAL SERVICES</u>						
52202	INSURANCE DEDUCTIBLE	-	-	-	313,051	215,000
52203	LIABILITY INSURANCE	-	-	-	513,291	585,141
52205	WORKER'S COMPENSATION	-	-	-	123,658	113,342
	TOTAL	-	-	-	950,000	913,483
	DEPARTMENT TOTAL	-	-	-	950,000	913,483
	FUND TOTAL	-	-	-	4,440,950	4,514,291

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The primary mission of the Carpentersville Police Pension Fund is to administer the collection of pension deductions from active members and distribute pension payments to those who are eligible under State of Illinois Statute, either by means of years of service or disability. Additionally, the Police Pension Board directs and monitors the investments of the Fund.

Under current requirements, there are five (5) pension board members. The members are as follows: two (2) active members from the Police Department, two (2) appointed by the Village President (residents of the community), and one (1) retired member. The above individuals are all voting members of the Pension Fund.

There were no changes with respect to Plan Provisions, Actuarial Methods or Actuarial Assumptions from the prior year. The actuarial methods employed are the Projected Unit Credit Cost Method (for years beginning on or after 2011) and the Entry Age Normal Cost Method.

Currently the employee contribution is 9.91% of regular salaries. The future pension benefits consist of revenue from employee contributions, investment earnings and property taxes. As of May 1, 2013 it is 55.5% funded on an actuarial basis. The Village's Tax Levy Requirement has increased from \$1,768,692 last year to \$1,890,507 this year (6.89%).

2013/2014 Accomplishments

- 1) The Village initiated procedures to fund yearly actuarial reports. In the past, actuarial reports have been done every other year.

2014/2015 Objectives

- 1) Implement GASB Statement No. 67, Financial Reporting for Pension Plans
- 2) Implement GASB Statement No. 68, Accounting and Financial Reporting for Pensions
- 3) Implement GASB Statement No. 71, Pension transition for Contributions Made Subsequent to the Measurement Date
- 4) Reach 90% funded on an actuarial determined-basis by Fiscal Year 2040 in accordance with 40 ILCS 5/4-118.

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

950 - POLICE PENSION FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>950051 - POLICE PENSION FUND</u>						
<u>PROPERTY TAXES</u>						
40100	EMPLOYER CONTRIBUTIONS	1,748,130	1,533,426	1,768,692	1,768,692	2,018,729
	TOTAL	1,748,130	1,533,426	1,768,692	1,768,692	2,018,729
<u>INVESTMENT INCOME</u>						
48006	INTEREST INCOME	654,034	654,570	650,000	800,000	650,000
48016	UNREALIZED GAIN/LOSS ON INVEST	345,347	1,669,588	500,000	1,700,000	650,000
	TOTAL	999,381	2,324,158	1,150,000	2,500,000	1,300,000
<u>TRANSFERS/OTHER</u>						
49909	EMPLOYEE PENSION DEDUCTIONS	505,238	497,655	550,000	550,000	550,000
49999	MISCELLANEOUS INCOME	602	-	-	-	-
	TOTAL	505,840	497,655	550,000	550,000	550,000
	DEPARTMENT TOTAL	3,253,351	4,355,240	3,468,692	4,818,692	3,868,729
	FUND TOTAL	3,253,351	4,355,240	3,468,692	4,818,692	3,868,729

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

950 - POLICE PENSION FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
950595 - POLICE PENSION FUND						
<u>PERSONNEL SERVICES</u>						
50090	PENSION PAYMENTS	1,824,252	-	2,105,000	-	-
50091	SERVICE PENSION	-	1,537,726	-	1,580,360	1,627,771
50092	NON-DUTY DISABILITY PENSION	-	79,903	-	87,621	90,250
50093	DUTY DISABILITY PENSION	-	358,752	-	364,590	375,528
50094	SURVIVING SPOUSE PENSION	-	68,194	-	68,194	70,240
50095	PENSION CONTRIBUTION REFUND	-	170,277	-	8,048	-
50096	PENSION REFUND - PORTABILITY	-	-	-	73,732	-
	TOTAL	1,824,252	2,214,852	2,105,000	2,182,545	2,163,789
<u>CONTRACTUAL SERVICES</u>						
52000	ACCOUNTING	13,420	13,725	20,000	14,000	14,500
52013	DUES & SUBSCRIPTIONS	500	500	1,000	1,000	1,000
52030	LEGAL FEE FOR SERVICES	6,311	3,400	10,000	10,000	10,000
52040	COMPLIANCE FEES	-	5,064	5,000	5,400	5,400
52105	BANK CHARGES	-	-	-	225	250
52163	TRAINING/MEETINGS	1,233	1,897	2,500	2,500	2,500
	CONTINUING EDUCATION REQUIREMENT: \$2,000 OTHER: \$500					
52170	INVESTMENT MANAGEMENT FEES	126,437	110,920	125,000	125,000	125,000
52190	PROFESSIONAL SERVICE	8,136	2,695	12,200	12,200	7,100
	ACTUARIAL SERVICES TIM SHARP: \$1,900 ADMINISTRATIVE SERVICES: \$5,200					
	TOTAL	156,037	138,201	175,700	170,325	165,750
<u>COMMODITIES/SUPPLIES</u>						
53620	SUPPLIES - OFFICE	130	812	500	500	600
	TOTAL	130	812	500	500	600
<u>CONTINGENCIES/OTHER</u>						
57050	OTHER EXPENSES	-	-	-	4,500	4,500
	TOTAL	-	-	-	4,500	4,500
	DEPARTMENT TOTAL	1,980,419	2,353,865	2,281,200	2,357,870	2,334,639
	FUND TOTAL	1,980,419	2,353,865	2,281,200	2,357,870	2,334,639

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The primary mission of the Carpentersville Firefighters Pension Fund is to administer the collection of pension deductions from active members and distribute pension payments to those who are eligible under State of Illinois Statute, either by means of years of service or disability. Additionally, the Firefighter's Pension Board directs and monitors the investments of the Fund.

Under current requirements, there are five (5) pension board members. They are as follows: two (2) appointed by the Village President, two (2) from the active membership of the fund, and one (1) retired member. If no retired member is interested, a third active member is elected.

There were no changes with respect to Plan Provisions, Actuarial Methods or Actuarial Assumptions from the prior year. The actuarial methods employed are the Projected Unit Credit Cost Method (for years beginning on or after 2011) and the Entry Age Normal Cost Method.

Currently the employee contribution is 9.455% of regular salaries. The future pension benefits consist of revenue from employee contributions, investment earnings and property taxes. As of May 1, 2013 it is 80.3% funded on an actuarial basis. The Village's Tax Levy Requirement has increased from \$519,515 last year to \$654,008 this year (25.89%).

2013/2014 Accomplishments

- 1) The Village initiated procedures to fund yearly actuarial reports. In the past, actuarial reports have been done every other year.

2014/2015 Objectives

- 1) Implement GASB Statement No. 67, Financial Reporting for Pension Plans
- 2) Implement GASB Statement No. 68, Accounting and Financial Reporting for Pensions
- 3) Implement GASB Statement No. 71, Pension transition for Contributions Made Subsequent to the Measurement Date
- 4) Reach 90% funded on an actuarial determined-basis by Fiscal Year 2040 in accordance with 40 ILCS 5/4-118.

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

960 - FIRE PENSION FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>960051 - FIRE PENSION FUND</u>						
<u>PROPERTY TAXES</u>						
40100	EMPLOYER CONTRIBUTIONS	755,748	453,980	519,515	519,515	654,008
	TOTAL	755,748	453,980	519,515	519,515	654,008
<u>INVESTMENT INCOME</u>						
48006	INTEREST INCOME	414,698	462,140	400,000	400,000	400,000
48016	UNREALIZED GAIN/LOSS ON INVEST	397,097	709,399	378,700	325,000	350,000
	TOTAL	811,795	1,171,539	778,700	725,000	750,000
<u>TRANSFERS/OTHER</u>						
49909	EMPLOYEE PENSION DEDUCTIONS	275,182	280,946	285,000	285,000	285,000
49999	MISCELLANEOUS INCOME	-	-	-	-	-
	TOTAL	275,182	280,946	285,000	285,000	285,000
	DEPARTMENT TOTAL	1,842,725	1,906,465	1,583,215	1,529,515	1,689,008
	FUND TOTAL	1,842,725	1,906,465	1,583,215	1,529,515	1,689,008

VILLAGE OF CARPENTERSVILLE FISCAL YEAR 2014 - 2015 BUDGET

960 - FIRE PENSION FUND

ACCT. NO. PROJECT NO.	ACCOUNT DESCRIPTION	ACTUAL FY 2011-12	ACTUAL FY 2012-13	BOARD APPROVED FY 2013-14	PROJECTED FY 2013-14	BOARD APPROVED FY 2014-15
<u>960596 - FIRE PENSION FUND</u>						
<u>PERSONNEL SERVICES</u>						
50090	PENSION PAYMENTS	623,316	-	690,960	-	-
50091	SERVICE PENSION	-	498,987	-	560,244	577,051
50093	DUTY DISABILITY PENSION	-	154,418	-	191,705	197,456
50094	SURVIVING SPOUSE PENSION	-	8,177	-	30,057	30,959
50095	PENSION CONTRIBUTION REFUND	63,319	-	-	-	-
	TOTAL	686,635	661,581	690,960	782,006	805,466
<u>CONTRACTUAL SERVICES</u>						
52000	ACCOUNTING	9,825	10,090	12,000	12,000	12,500
52013	DUES & SUBSCRIPTIONS	25	417	1,000	1,000	1,000
52030	LEGAL FEE FOR SERVICES	3,000	3,000	12,000	12,000	12,000
52040	COMPLIANCE FEES	-	2,782	3,000	3,001	3,100
52163	TRAINING/MEETINGS	2,612	1,486	3,500	3,500	3,500
52170	INVESTMENT MANAGEMENT FEES	43,116	46,965	46,000	46,000	47,500
52190	PROFESSIONAL SERVICE	2,454	1,700	5,200	5,200	5,500
	ACTUARIAL SERVICES TIM SHARP: \$1,900					
	TOTAL	60,983	66,440	82,700	82,701	85,100
<u>COMMODITIES/SUPPLIES</u>						
53620	SUPPLIES - OFFICE	209	-	750	750	750
	TOTAL	209	-	750	750	750
<u>CONTINGENCIES/OTHER</u>						
57050	OTHER EXPENSES	327	600	-	200	200
	TOTAL	327	600	-	200	200
	DEPARTMENT TOTAL	748,154	728,621	774,410	865,657	891,516
	FUND TOTAL	748,154	728,621	774,410	865,657	891,516

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RESOLUTION NO. R13-85

**A RESOLUTION ESTABLISHING GOALS AND OBJECTIVES FOR THE
VILLAGE OF CARPENTERSVILLE**

WHEREAS, on June 26, 2013, the Village President and Board of Trustees conducted a workshop meeting to discuss and establish short-term and long-term goals and objectives for the Village of Carpentersville; and

WHEREAS, at such workshop meeting, the President and Board of Trustees determined that it will serve and be in the best interests of the Village to establish and adopt certain goals and objectives, as set forth in this Resolution;

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Carpentersville, Kane County, Illinois, as follows:

SECTION 1: RECITALS.

The foregoing recitals are incorporated into, and made a part of, this Resolution as the findings of the Village President and Board of Trustees.

SECTION 2: ESTABLISHMENT OF GOALS AND OBJECTIVES.

The President and Board of Trustees hereby establish the following goals and objectives for the Village of Carpentersville, and agree to work towards the implementation of these goals and objectives:

**GOALS AND OBJECTIVES FOR THE VILLAGE OF
CARPENTERSVILLE
2013 / 2014**

ONE YEAR GOALS

1. Create an atmosphere in which Village customers feel valued and respected through proper customer service that includes customer service goals, training and metrics; to consistently improve on utilizing IT systems that enable staff to operate more efficiently thus improving services provided to customers of the Village. Offer on-line survey option to receive feedback on Village services.
2. Prioritize potential budget/service cuts before budget talks begin; including revenue alternatives.
3. Adding performance metrics to each one year goal to include metrics to evaluate the Village's current system of in-house adjudication.
4. Staff will adhere to 2013 Capital Budget Projects document.
5. Transfer responsibility for payment of water and sewer bills to landlords.

6. Will provide semi-annual Interim Financial Statements within one year's time with a goal of providing quarterly statements within a two-year time period.
7. Amend east side lot and building restrictions to be similar to those in Old Town.
8. Update the Baxter Woodman Infrastructure recommendations that will lead to direction of Capital Improvement Plan. A pavement evaluation will be conducted to determine what maintenance is needed on Village-wide streets.
9. Reduce the overall percentage of the budget allocated to public safety by 5%.
10. Increase the overall number of neighborhood watch programs.
11. Implement an Employee Recognition Program.
12. Economic Development Goals (how to encourage new businesses into the Village):
 - a. Spring Hill Mall initiatives - work with Mall Management to remove restrictive covenants.
 - b. Create marketing materials / site availability data base (working in conjunction with the Business Development Commission).

TWO YEAR GOALS

1. Move fiscal year to January 1st.
2. Align budget to support fiscal year change.
3. Continue sanitary sewer lining program.
4. Strengthen the rental housing inspection program.
5. Façade development program for business owners allocated with TIF dollar availability.

FIVE YEAR/ONGOING GOALS

1. Streamline Village department processes in order to be more efficient and operate within the budget funds available that includes restructuring of certain departmental processes within Village Hall.
2. Foster economic development through a "one stop" process for development of new businesses and expansion of existing businesses. Have more consistent application of building codes.
3. Implement Parks Comprehensive Plan/Carpenter Park Master Plan.

4. Establishing a total tree inventory and regular tree maintenance program; tree inventory and implementation of a maintenance program are dependent upon receiving grant funding due to personnel constraints.
5. Consider financial planning/funding strategy to meet medium and long range goals.
6. Complete upgrades to Old Town street and underground infrastructure – need to identify funding source.
7. Continue to implement Old Town Comprehensive Plan.

SECTION 3: IMPLEMENTATION OF GOALS AND OBJECTIVES.

The Village Manager is hereby authorized to take such steps as may be required, in accordance with applicable law, to implement the goals and objectives established pursuant to Section 2 of this Resolution.

SECTION 4: EFFECTIVE DATE.

This Resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

[SIGNATURE PAGE FOLLOWS]

Motion made by Trustee Teeter, seconded by Trustee Rehberg, that the Resolution be adopted.

ADOPTED BY THE PRESIDENT AND BOARD OF TRUSTEES of the Village of Carpentersville, Illinois at a regular meeting thereof held on the 17th day of December, 2013, pursuant to a roll call vote as follows:

AYES: 6 (Schultz, Burroway, Humpfer, Rehberg, Teeter, Stephens)

NAYS: 0

ABSENT: 0

APPROVED by me this 17th day of December, 2013.

Ed Ritter
Ed Ritter, Village President

(SEAL)

ATTEST
Terri Wilde
Terri Wilde, Village Clerk

CAPITAL OUTLAY REQUESTS

APRIL 30, 2015 BUDGET

	OBJECT #	PROJ #	LINE ITEM	DESCRIPTION	TOTAL BUDGET \$
GENERAL FUND - 001					
STREETS	<u>001370</u>				
	52330		Maintenance - Traffic Signal	Main Street Pedestrian Improvement Randall Road Pedestrian Crossing	\$ 17,900 <u>65,000</u>
					\$ 82,900
				TOTAL GENERAL FUND	\$ 82,900
MFT FUND - 400					
MFT REVENUES	<u>400081</u>				
	47500	70179	Reimbursement Grant	2014 MFT CDBG Sidewalk Program	\$ (276,500)
MFT FUND	<u>400370</u>				
	56301	70179	Phase I Engineering	2014 MFT CDBG Sidewalk Program - EAST	\$ 553,000
	56301	70180	Phase I Engineering	2014 MFT Resurfacing - WEST	\$ 200,000
	56301	70181	Phase III Construction	2014 Sidewalk Replacement Program	\$ 250,000
	56301	70182	Phase III Construction	Miller Road Resurfacing	\$ 250,000
				TOTAL MFT FUND	\$ 976,500
EQUIPMENT REPLACEMENT - 235					
EQUIPMENT REPLACEMENT	<u>235370</u>				
	55750		Equipment	F-550 with a plow F-250 with a plow	\$ 70,420 <u>31,390</u>
					\$ 101,810
	<u>235382</u>				
	55750		Equipment	Cargo Van (2) Backhoe Small dump truck	\$ 42,000 139,000 <u>70,420</u>
					\$ 251,420
	<u>235550</u>				
	55750		Equipment	Bulletproof Vests Live scan machine Police vehicles (2)	\$ 4,725 24,000 <u>61,667</u>
					\$ 90,392
	<u>235560</u>				
	55750		Equipment	Phone system Shift commander vehicle Fire - Fire Engine 3 yr loan	\$ 64,602 36,938 <u>119,810</u>
					\$ 221,350
				TOTAL CERF	\$ 664,972

CAPITAL OUTLAY REQUESTS

APRIL 30, 2015 BUDGET

	OBJECT #	PROJ #	LINE ITEM	DESCRIPTION	TOTAL BUDGET \$
CAPITAL IMPROVEMENTS - 299					
CAPITAL IMPROVEMENT REVE	<u>299084</u>				
	45000	70121	Reimbursement Grant	Maple Avenue	\$ (275,421)
	45000	70133	Reimbursement Grant	Rt 31 & Huntley	\$ (724,378)
	45000	70188	Reimbursement Grant	Carpenter Creek Stormwater Improvement	\$ (600,000)
	45005	60007	Reimbursement Grant	Carpenter Park Improvements	\$ (400,000)
	45005	70121	Reimbursement Grant	Maple Avenue Water and Sanitary Imprvmnts.	\$ (190,000)
	45005	70184	Reimbursement Grant	Huntley Road (Elm to Village Limits)	\$ (92,000)
	45005	70186	Reimbursement Grant	Washington Street Bridge Replacement	\$ (100,000)
STREET IMPROVEMENTS	<u>299370</u>				
	56302	70184	Phase II Engineering	Huntley Road (Elm to Village Limits)	\$ 175,000
	56302	70186		Washington Street Bridge Replacement	\$ 192,000
	56303	70121	Phase III Engineering	Maple Avenue	\$ 472,415
	56303	70133	Phase III Engineering	Rt 31 & Huntley	\$ 643,262
	56303	70185		Carpenter Boulevard Improvements	\$ 210,000
	56303	70187		John Jack Hill & McNamee Park River	\$ 275,000
	56403	60007		Carpenter Park Improvements	\$ 800,000
	56403	70121		Maple Avenue	\$ 29,883
	56403	70188		Carpenter Creek Stormwater Improvement	\$ 1,200,000
	56403	70183		Fox River Beautification	\$ 450,000
WATER IMPROVEMENTS	<u>299383</u>				
	56302	70133	Phase II Engineering	Rt 31 & Huntley	\$ 26,000
	56302	70184		Huntley Road (Elm to Village Limits)	\$ 12,500
WASTEWATER IMPROVEMENT	<u>299393</u>				
	56302	70133	Phase II Engineering	Rt 31 & Huntley	\$ 26,000
	56302	70184		Huntley Road (Elm to Village Limits)	\$ 12,500
TOTAL CAPITAL IMPROVEMENTS FUND					\$ 2,142,761
WATER/WASTEWATER FUND - 100					
WATER FACILITIES	<u>100382</u>				
	55799		Improvements	Algonquin Interconnect	\$ 30,000
					\$ 30,000
WASTEWATER DEPARTMENT	<u>100392</u>				
	55750		Equipment	SCADA System	\$ 60,000
				Replacement Pumps	60,000
					\$ 120,000
UNDERGROUND	<u>100393</u>				
	55799		Improvements	Sewer Relining	\$ 100,000
					\$ 100,000
TOTAL WATER/WASTEWATER FUND					\$ 250,000

**Village of Carpentersville
Capital Projects
FY 2015- 2019 Forecast**

CAPITAL IMPROVEMENTS FUND	Projected	Forecasted					Total
	2014	2015	2016	2017	2018	2019	
REVENUES							
70121 Maple Avenue - State Grant	(\$290,304.00)	(\$465,421)	\$0	\$0	\$0	\$0	(\$755,725)
70124 GOLFVIEW/HAZARD/MONROE	(\$200,000.00)	\$0	\$0	\$0	\$0	\$0	(\$200,000)
70133 Rt 31 & Huntley - Federal Grant	(\$252,343.36)	(\$724,378)	(\$5,605,450)	\$0	\$0	\$0	(\$6,582,171)
70170 Tulsa Kings - Federal Grant	(\$38,067.00)	\$0	\$0	\$0	\$0	\$0	(\$38,067)
70172 Carpenter Parking Lot - Reimbursement	(\$105,419.19)	\$0	\$0	\$0	\$0	\$0	(\$105,419)
70184 Huntley Road (Elm to Village Limits)	\$0.00	(\$92,000)	\$0	(\$2,408,000)	\$0	\$0	(\$2,500,000)
Sleepy Hollow Road Re-surfacing	\$0.00	\$0	(\$360,000)	\$0	\$0	\$0	(\$360,000)
70186 Washington Street Riverboat Grant	\$0.00	(\$100,000)	\$0	\$0	\$0	\$0	(\$100,000)
70188 Carpenter Creek Stormwater Improvements	\$0.00	(\$600,000)	\$0	\$0	\$0	\$0	(\$600,000)
60007 Carpenter Park	\$0.00	(\$400,000)	\$0	\$0	\$0	\$0	(\$400,000)
TOTAL REVENUES	(\$886,133.55)	(\$2,381,799)	(\$5,965,450)	(\$2,408,000)	\$0	\$0	(\$11,641,383)
EXPENDITURES							
STREETS CAPITAL IMPROVEMENT							
70114 Golfview Highlands #8	\$3,068.88	\$0	\$0	\$0	\$0	\$0	\$3,069
70121 Maple Avenue	\$1,602,208.00	\$502,298	\$0	\$0	\$0	\$0	\$2,104,506
70124 GOLFVIEW/HAZARD/MONROE	\$3,694.86	\$0	\$0	\$0	\$0	\$0	\$3,695
70133 Rt 31 & Huntley	\$566,797.20	\$643,262	\$8,675,767	\$0	\$0	\$0	\$9,885,826
70170 Tulsa Kings Road	\$185,234.00	\$0	\$0	\$0	\$0	\$0	\$185,234
70172 Carpenter Park Parking Lot	\$219,966.33	\$0	\$0	\$0	\$0	\$0	\$219,966
70174 Gleneagle Resurfacing	\$160,696.79	\$0	\$0	\$0	\$0	\$0	\$160,697
70177 White Oaks	\$118,100.00	\$0	\$0	\$0	\$0	\$0	\$118,100
70178 Village Hall Parking Lot	\$147,103.05	\$0	\$0	\$0	\$0	\$0	\$147,103
70183 Fox River Beautification	\$0.00	\$450,000	\$0	\$0	\$0	\$0	\$450,000
70184 Huntley Road (Elm to Village Limits)	\$0.00	\$175,000	\$0	\$3,062,500	\$0	\$0	\$3,237,500
70185 Carpenter Blvd Improvement	\$0.00	\$210,000	\$0	\$0	\$0	\$0	\$210,000
Spring Street Reconstruction	\$0.00	\$0	\$60,000	\$0	\$0	\$0	\$60,000
70188 Carpenter Creek Stormwater Improvement (1)	\$245,582.00	\$1,200,000	\$0	\$0	\$0	\$0	\$1,445,582
70187 John Jack Hill & McNamee Park River Beautification	\$0.00	\$275,000	\$0	\$0	\$0	\$0	\$275,000
Kings Road and Alameda Drive Bank Stabilization	\$0.00	\$0	\$0	\$45,000	\$82,500	\$622,500	\$750,000
Old Town Reconstruction Area # 1	\$0.00	\$0	\$342,000	\$570,000	\$0	\$4,788,000	\$5,700,000
Old Town Reconstruction Area # 2	\$0.00	\$0	\$330,000	\$550,000	\$0	\$4,620,000	\$5,500,000
Old Town Reconstruction Area # 3	\$0.00	\$0	\$0	\$377,520	\$629,200	\$5,285,280	\$6,292,000
Old Town Reconstruction Area # 4	\$0.00	\$0	\$0	\$403,380	\$672,300	\$0	\$1,075,680
Sleepy Hollow Road Re-surfacing	\$0.00	\$0	\$480,000	\$0	\$0	\$0	\$480,000
70186 Washington Street Bridge Replacement	\$0.00	\$192,000	\$1,008,000	\$0	\$0	\$0	\$1,200,000
Main Street & Washington Street Intersection	\$0.00	\$0	\$0	\$0	\$560,000	\$0	\$560,000
L.W. Besinger Drive & Rt 25 Intersection Improvements	\$0.00	\$0	\$0	\$0	\$60,000	\$100,000	\$160,000
L.W. Besinger Drive Reconstruction	\$0.00	\$0	\$197,000	\$1,773,000	\$0	\$0	\$1,970,000
Elmridge Ball Connection "Beisinger Parkway" to Wal-Mart	\$0.00	\$0	\$100,000	\$900,000	\$0	\$0	\$1,000,000
Fox River Drive Reconstruction & Bridge Replacement	\$0.00	\$0	\$0	\$56,000	\$294,000	\$0	\$350,000
Keele Farms Resurfacing & Driveway Depression	\$0.00	\$0	\$0	\$475,000	\$475,000	\$0	\$950,000
Binnie Road	\$0.00	\$0	\$331,000	\$0	\$0	\$0	\$331,000
60007 Carpenter Park	\$0.00	\$800,000	\$0	\$0	\$0	\$0	\$800,000
Carpenter Creek Enhancement	\$0.00	\$0	\$25,000	\$225,000	\$0	\$0	\$250,000

CAPITAL IMPROVEMENTS FUND	Projected	Forecasted					Total
	2014	2015	2016	2017	2018	2019	
WATER CAPITAL IMPROVEMENT *							
70121 Maple Avenue	\$2,058,425.00	\$0	\$0	\$0	\$0	\$0	\$2,058,425
70133 Rt 31 & Huntley	\$40,000.00	\$26,000	\$146,250	\$152,750	\$0	\$0	\$365,000
Huntley Road (Elm to Village Limits)	\$0.00	\$12,500	\$0	\$218,750	\$0	\$0	\$231,250
SEWER CAPITAL IMPROVEMENT *							
70121 Maple Avenue	\$475,260.00	\$0	\$0	\$0	\$0	\$0	\$475,260
70133 Rt 31 & Huntley	\$16,000.00	\$26,000	\$146,250	\$152,750	\$0	\$0	\$341,000
Huntley Road (Elm to Village Limits)	\$0.00	\$12,500	\$0	\$218,750	\$0	\$0	\$231,250
TOTAL EXPENDITURES	\$5,842,136.11	\$4,524,560	\$11,841,267	\$9,180,400	\$2,773,000	\$15,415,780	\$49,577,143
Net Revenue/Expenditure	\$4,956,002.56	\$2,142,761	\$5,875,817	\$6,772,400	\$2,773,000	\$15,415,780	\$37,935,760

* To be reimbursed by Water/Sewer Fund

(1) To be reimbursed by Stormwater Detention Fund

NOTICE OF PUBLIC HEARING
VILLAGE OF CARPENTERSVILLE, ILLINOIS,
TENTATIVE ANNUAL BUDGET FOR THE
FISCAL YEAR MAY 1, 2014 THROUGH APRIL 30, 2015

All interested parties are hereby notified that a Public Hearing on the tentative annual budget will be held on Tuesday, March 18, 2014, at 6:30 p.m. in the Board Room at the Village Hall, 1200 L.W. Besinger Drive, Carpentersville, IL 60110. All interested parties may appear and participate in said hearing.

A copy of the tentative annual budget shall be available for public inspection commencing March 6, 2014 at the Village Hall during normal business hours.

The following are the proposed expenditures for fiscal year ending April 30, 2015:

GENERAL FUND	\$27,887,403
DEBT SERVICE	\$ 2,956,565
CAPITAL PROJECTS/	
CAPITAL IMPROVEMENTS	\$3,326,628
CAPITAL EQUIPMENT REPLACEMENT	
FUND (CERF)	\$664,972
WATER & WASTEWATER	\$8,263,533
MOTOR FUEL TAX	\$2,249,950
POLICE PENSION FUND	\$2,334,639
FIRE PENSION FUND	\$891,516
SPECIAL SERVICE AREAS (SSA)	\$23,500
TAX INCREMENT FINANCING	
DISTRICTS(TIF)	\$67,950
FOREIGN FIRE TAX BOARD	\$26,400
ESCROW FUND	\$0
STRENGTHENING FAMILIES	\$24,294
VETERANS' GARDEN	\$3,000
STORMWATER DETENTION	\$0
INTERNAL SERVICE FUND	\$4,139,779
TOTAL	\$37,860,129

The tentative annual budget may be further revised and passed without any further notice or hearing.

Therese M. Wilde, Village Clerk, Village of Carpentersville

Dated: March 6, 2014

Published in Daily Herald March 10, 2014 (4333764)

CERTIFICATE OF PUBLICATION

Paddock Publications, Inc.

Daily Herald

Corporation organized and existing under and by virtue of the laws of the State of Illinois, DOES HEREBY CERTIFY that it is the publisher of the **DAILY HERALD**. That said **DAILY HERALD** is a secular newspaper and has been circulated daily in the Village(s) of Algonquin, Antioch, Arlington Heights, Aurora, Barrington, Barrington Hills, Lake Barrington, North Barrington, South Barrington, Bartlett, Batavia, Buffalo Grove, Burlington, Campton Hills, Carpentersville, Cary, Deer Park, Des Plaines, South Elgin, East Dundee, Elburn, Elgin, Elk Grove Village, Fox Lake, Fox River Grove, Geneva, Gilberts, Grayslake, Green Oaks, Gurnee, Hainesville, Hampshire, Hanover Park, Hawthorn Woods, Hoffman Estates, Huntley, Inverness, Island Lake, Kildeer, Lake Villa, Lake in the Hills, Lake Zurich, Libertyville, Lincolnshire, Lindenhurst, Long Grove, Mt. Prospect, Mundelein, Palatine, Prospect Heights, Rolling Meadows, Round Lake, Round Lake Beach, Round Lake Heights, Round Lake park, Schaumburg, Sleepy Hollow, St. Charles, Streamwood, Tower Lakes, Vernon Hills, Volo, Wauconda, Wheeling, West Dundee, Wildwood, Sugar Grove, North Aurora

County(ies) of Cook, Kane, Lake, McHenry and State of Illinois, continuously for more than one year prior to the date of the first publication of the notice hereinafter referred to and is of general circulation throughout said Village(s), County(ies) and State.

I further certify that the **DAILY HERALD** is a newspaper as defined in "an Act to revise the law in relation to notices" as amended in 1992 Illinois Compiled Statutes, Chapter 7150, Act 5, Section 1 and 5. That a notice of which the annexed printed slip is a true copy, was published March 10, 2014 in said **DAILY HERALD**.

IN WITNESS WHEREOF, the undersigned, the said **PADDOCK PUBLICATIONS, Inc.**, has caused this certificate to be signed by, this authorized agent, at Arlington Heights, Illinois.

PADDOCK PUBLICATIONS, INC.
DAILY HERALD NEWSPAPERS

BY *Danila Baltz*
 Authorized Agent

Control # 4367347