Agenda
Village of Glen Ellyn
Finance Commission
Regular Meeting
Friday, July 12, 2019
7:00 AM
Glen Ellyn Civic Center, Room 306

A. Call to Order

B. Public Comment (Non Agenda Items)

C. Approval of Minutes

1. Finance Commission - Regular Meeting - Jun 14, 2019 7:00 AM

D. Financial Reports

1. General Fund Update - June 2019
2. Village Links/Reserve 22 - Manager's Report - May 2019
3. Village Links/Reserve 22 - Financial Statements - May 2019
4. Capital Reporting - June 2019

E. Purchasing Policy Updates

1. Finance Director Coyle and Professional Engineer Daubert will present proposed revisions to the purchasing policy.

F. 2018 Audit

1. Finance Director Christina Coyle will present the December 31, 2018 Comprehensive Annual Financial Report.

G. Trustee Liaison Report

H. Chairman's Report

I. Other Business

1. Economic Development Update
2. Next Meeting: Friday, August 9, 7:00AM

J. Adjournment

1. Motion to adjourn

Individuals with disabilities who plan to attend the hearing and who require certain accommodations in order to allow them to observe and participate, or who have questions regarding the accessibility of the meeting or facilities, are requested to contact the Village at least 24 hours before the meeting.

Minutes
Village of Glen Ellyn
Finance Commission
Regular Meeting
Friday, June 14, 2019
7:00 AM
Glen Ellyn Civic Center, Room 303

A. Call to Order

Attendee Name	Title	Status
Lisa A Cleaver	Commissioner	Present
Jose G DeLeon	Commissioner	Absent
Scott R Greeno	Commissioner	Absent
Jeremy S VanEk	Commissioner	Present
Christopher D. Oakes	Commissioner	Present
Lea Dan	Commissioner	Present
Michael Campagna	Commissioner	Present
Brenton J. Peck	Commissioner	Present
Matthew L Halkyard	Chairman	Present
Ben Harrington	Student Commissioner	Present

Also Present: Finance Director Coyle, Assistant Finance Director Thomas, Village Manager Franz, and Recording Secretary Haslett.

Chairman Halkyard called the meeting to order at 7:00 AM.

B. Public Comment (Non Agenda Items)

None.

C. Approval of Minutes

1. Finance Commission - Regular Meeting - Mar 8, 2019 7:00 AM

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Christopher D. Oakes, Commissioner
SECONDER:	Matthew L Halkyard, Chairman
AYES:	Cleaver, VanEk, Oakes, Dan, Campagna, Peck, Halkyard, Harrington
ABSENT:	DeLeon, Greeno

D. Financial Reports

1. General Fund Update - April 2019

Finance Director Coyle distributed the April 2019 General Fund report and noted that home rule sales taxes may have been budgeted a little too high for 2019 compared to actual receipts. Income taxes have been coming in at budget, and the taxes received in May were $557,000 compared to last May's at $268,000. Finance Director Coyle said it has been about five (5) years since the Village has received such a high May distribution, but historically May has always been one of the largest months for income taxes. Commissioner VanEk asked if the income taxes represent Glen Ellyn residents and Finance Director Coyle replied no that income taxes are distributed by the State on a per-capita basis. Vehicle licenses have been stagnating over the last couple of years. On the expense side the full transfer to the Facilities Maintenance Fund was made at the beginning of the year for the parking garage in comparison to last year when monthly transfers were processed. Information Technology had a positive variance because the budget included a second staff member. Actual interviews to fill the Information Technology Director are taking place right now, so for the rest of the year this department will be fully staffed. Commissioner VanEk commended Finance Director Coyle's ability to respond to the Finance Commissioner questions.

RESULT:	**DISCUSSION ONLY**

2. Village Links/Reserve 22 - Manager's Report - April 2019

Finance Director Coyle indicated that the Links was once again plagued by bad weather in April, which impacts their financials. A new commercial featuring the Links will be airing on the golf channel throughout June. The Links is trying different promotions to lure new customers such as the Wine and Dine. Village Manager Franz noted that this past weekend the Links held another successful customer appreciation event that was very well attended.

RESULT:	**DISCUSSION ONLY**

3. Village Links/Reserve 22 - Financial Statements - April 2019

Finance Director Coyle noted Reserve 22 revenues are up year-to-date, but banquets are down compared to last year. Staff is closely monitoring cash reserves at the Village Links and Reserve 22.

RESULT:	**DISCUSSION ONLY**

4. Sales Tax by Standard Industrial Classification

Finance Director Coyle discussed the 2018 Sales Tax by Standard Industrial Classification (SIC) Analysis report. Businesses classify themselves each year which explains some of the differences from year-to-year. The most growth sector is the drinking and eating category. The most volatile sector is the automotive category. Commissioner Campagna asked if the Village receives online taxes. Finance Director Coyle replied yes in the form of use taxes that are distributed by the State on a per-capita basis.

RESULT:	DISCUSSION ONLY

E. Police Pension

1. Finance Director Coyle will present the 2018 actuary report for the Police Pension Fund

Finance Director Coyle said the market ended so poorly in 2018 that it crushed the actuary report. Finance Director Coyle noted due to ending in a poor market, the funded status decreased to 59.4% for 2018 from 61.1% last year. Also, the annual money weighted rate of return was a -5.67%, compared to 11.98% last year. There were changes to the mortality table to more accurately reflect public service employees. There were more retirements and turnover in 2018, than originally expected. Commissioner VanEk indicated it was unfortunate where the year-end fell. Commissioner VanEk asked for clarification regarding the payroll increase. Finance Director Coyle explained the 8.67% payroll increase represented the newer officers moving through the steps that also received the cost of living adjustment. However, actual payroll increased by less than one (1) percent at .3%. Village Manager Franz noted there was one (1) less pension employee included in the report because the Deputy Chief position changed to civilian.

RESULT:	DISCUSSION ONLY

2. Funding Comparison

Finance Director Coyle said another Village developed a template to evaluate how a public safety pension would perform if it participated in IMRF instead. Finance Director Coyle said discussions have included changing the Illinois Statue to allow police pensions to invest more like IMRF or consolidating the police and fire pensions into a similar program to IMRF. Finance Director Coyle loaded the Village of Glen Ellyn's data into the template to see how the Village of Glen Ellyn's Police Pension Fund would have performed if it participated in IMRF. Under IMRF, the Village of Glen Ellyn's Police Pension would have been 77% funded in 2017, as opposed the actual of 63%. This is only a model for reference purposes.

Chairman Halkyard noted the problem with consolidation is that every municipality is different in terms outcome goals. Chairman Halkyard noted one of the advantages of consolidation is lower professional fees, which is a good idea, but still does not solve the problem of what you need the asset mix to be. Chairman Halkyard noted the priority is matching the investment duration, with the age of the work force. Village Manager Franz noted one of the arguments against consolidation is not wanting to lump all the police pensions together, but with IMRF every municipality has its own pool. Chairman Halkyard noted that every entity needs their own mix for equities and fixed income dependent upon the age of the work force. Chairman Halkyard noted that there are benefits with consolidation, but the income investment policy would need to change.

RESULT:	**DISCUSSION ONLY**

F. Trustee Liaison Report

No Report.

G. Chairman's Report

No Report.

H. Other Business

1. Scorecard/Comp Plan Update

Village Manager Franz said over the last six (6) months the Village has been working on updating the comprehensive plan. The last update was completed in 2001. The comprehensive plan provides a roadmap for future land use, infrastructure, and an provides an overall vision. Village Manager Franz noted it is a great time to update the scorecard because it can work in tandem with the comprehensive plan.

2. Clearwater Ordinance

Finance Director Coyle explained that a Clearwater inspection is required when you sell your house, change the deed, or refinance. Chairman Halkyard asked what the Clearwater Ordinance is for. Finance Director Coyle replied the issuance of a real estate transfer stamp will trigger a Clearwater inspection, whereby the City inspects the sump pump to ensure that it is not connected to the sanitary sewer. The Village Board will discuss the Clearwater ordinance modifications detailed below at the June 17, 2019 meeting. Items to be discussed include:

1. Lengthen the fee waiver from 90 days to one (1) year;
2. Exempt real-estate transfer stamps (such as a deed change or a refinance) will include a 10-year waiver; and,
3. Clearwater inspections will now include multi-family and commercial properties.

3. Economic Development Update

Village Manager Franz updated the Finance Commission on recent economic developments within the Village.

4. Next Meeting: Friday, July 12, 7:00 AM

I. Adjournment

1. Motion to Adjourn

The meeting was adjourned at 8:19 AM.

Minutes Acceptance: Minutes of Jun 14, 2019 7:00 AM (Approval of Minutes)

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Lisa A Cleaver, Commissioner
SECONDER:	Christopher D. Oakes, Commissioner
AYES:	Cleaver, VanEk, Oakes, Dan, Campagna, Peck, Halkyard, Harrington
ABSENT:	DeLeon, Greeno

Finance Commission
535 Duane St.
Glen Ellyn, IL 60137

Meeting: 07/12/19 07:00 AM
Department: Finance Commission
Department Head: Christina Coyle
Category: Report
Prepared By: Ann Pedersen

SCHEDULED

AGENDA ITEM (ID # 4064) DOC ID: 4064

Village Links/Reserve 22 - Manager's Report - May 2019

Please see attached Manager's Report.

ATTACHMENTS:

- Managers Report2 (PDF)

VILLAGE LINKS
GLEN ELLYN

RESERVE 22 TWENTY-TWO

"Committed to Excellence since 1967"

Manager's Report for May 2019

Submitted by Jeff Vesevick, General Manager

May weather continued the string of poor weather. Temperatures were an average of 5° below normal for the month. There was 7.65" of rain over 21 days. The golf course was closed for 1 day due to high water. Carts were grounded a record 20 days.

High Temperatures In May															
	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008	2007	2006	2005
90° days		2					1	3	1	2				2	
80° days	2	11	4	8	7	10	7	9	5	7	3	2	13	4	2
70° days	14	8	10	4	11	8	10	7	9	9	14	11	8	11	13
60° days	6	8	9	12	6	5	7	11	7	6	13	11	10	9	11
50° days	8	2	8	5	5	6	4	1	8	7	1	7		3	3
40° days	1			2	2	2	2		1					2	2
30° days															
Rain	7.7"	5.9"	3.3"	5.4"	4.0"	4.8"	4.9"	2.6"	4.9"	5.2"	3.1"	4.7"	1.5"	4.0"	2.2"

GOLF

Rounds played were down 22% for May, and are down 14% for the year.

Green Fee revenue was down 14% for May, and is down 7% for the year.

Motorized cart revenue was up 46% for the month, and is down 34% for the year

Driving Range revenue was down 11% for the month, and was is down 2% for the year.

Resident Card sales were down 29% for the month, and are down 2% for the year.

Pro Shop sales were down 23% for May, and are down 29% for the year.

Attachment: Managers Report2 (4064 : Village Links/Reserve 22 - Manager's Report - May 2019)

Golf Revenue May											
	2009	**2010**	**2011**	**2012**	**2013**	**2014**	**2015**	**2016**	**2017**	**2018**	**2019**
Rounds	10,516	9,685	8,617	10,550	7,647	9,089	9,375	10,035	8,468	8,824	6,872
Green Fees	270,981	250,437	204,372	257,288	185,960	221,319	228,593	244,793	206,351	223,066	191,363
Driving Range	37,406	29,487	25,477	32,851	0	33,163	32,955	36,392	32,148	40,365	36,096
Pro Shop	22,049	20,288	20,601	26,574	11,130	20,140	23,058	25,008	20,949	22,215	17,120
Carts	51,986	49,644	42,494	56,373	42,316	52,329	55,168	58,352	53,573	65,210	35,203
Resident Cards	4,415	3,293	3,048	4,310	4,935	5,770	5,090	4,670	4,060	3,920	2,800
Miscellaneous	10,411	8,982	7,776	8,705	5,475	28,089	10,360	8,266	10,678	13,282	13,001
Total Revenue	**396,926**	**362,065**	**303,567**	**385,904**	**249,783**	**337,596**	**355,237**	**379,424**	**327,759**	**368,058**	**295,582**
Golf revenues were the lowest in the past 10 years											

The Swingin' Set Ladies League began weekly play on May 14, a week later than usual, due to the wet, cool conditions. The league typically plays an average of 85 rounds each Tuesday morning from May through September, on both the 9-hole and 18-hole courses.

Spring Special Members played 456 rounds in May, taking advantage of the 50% off green fees that the program offers, down 5% from a year ago. Members enjoyed $6,837 in green fee discounts. This popular program helps to increase traffic in the unstable weather months of April and May.

Foot Golf has attracted 28 rounds year to date. While this new sport provides modest revenues ($450 year to date), it attracts new patrons to the facility. Since its inception in September 2014, Foot Golf has generated $14,973 in revenues, with very little cost.

Multi-play card sales are flat for the year, with 89 Residents taking advantage of the offer. Customers played 433 complimentary late night rounds of golf in 2018, versus 453 in 2017. The incentive was introduced in the spring of 2015, as a means of encouraging more up front greens fees, and to help boost evening business in Reserve 22.

Staff collected and processed 120 registrations for the **PGA Junior League**, which provides junior golfers an alternative to lessons, in a little league type format. The league provides an additional $21,000 in golf revenues.

Preparations and promotions are underway for the annual **HAVE ONE ON US** customer appreciation weekend. This year's event will take place on June 7-8, a week earlier than in years past. Staff expects more than 1,200 guests for golf and food during the annual Friday-Saturday event.

GROUNDS

With the relatively wet conditions, the golf course was slow to react. Ball marks were more noticeable without the vigorous growth. The blue grass in the roughs however, thrived in the wet weather, and continued to grow. With the ground saturated much of the month, it was difficult, often impossible, to get the heavy equipment in there to mow. Roughs were often longer and thicker than usual, exasperating the conditions of the golf course. As the course begins to dry out, and temperatures rise, the course will firm up. We expect to see improved results for the greens with the spring aeration, which will last throughout the season. Bunkers were washed out 6 times during the month which required 1,500 man-hours to repair.

Grounds

1. Litter was removed from the parkways twice.
2. Staff hand-picked the driving range balls 9 times.
3. The golf/restaurant operation files were moved from the clubhouse to the maintenance building for permanent storage.
4. Micro-nutrients, growth regulators and disease prevention treatments were applied to greens, tees and fairways.
5. Washed out sand bunkers were rehabbed 6 times.

Mechanical and Building Maintenance

1. Fourteen pieces of equipment were repaired and serviced.
2. Twelve cutting units were sharpened.
3. The Reserve 22 and Blue Heron carpets were cleaned.
4. Golf Express cabinets, counter top, water supply line and electric circuits were installed.
5. Patio umbrellas were installed.
6. HVAC units were prepped for the summer.

Horticulture/Conservation

1. Annual flower bed preparation and planting was started.
2. Spring landscape bed cleaning was continued.
3. Overwintered tropical plants were moved to the clubhouse site for the summer.
4. Chris Pekarek presented information to 40 residents at the Glen Ellyn Library about the golf course's beekeeping effort.

Lambert Lake/Panfish Park

1. Branches generated from removing invasive trees were chipped twice.
2. The gravel lot at Lambert was regraded.

Attachment: Managers Report2 (4064 : Village Links/Reserve 22 - Manager's Report - May 2019)

RESERVE 22

A successful **Mother's Day Brunch** was up from a year ago, by 13%.   505 Guests were served.

Staff is continuing to search to fill vacancies for Servers, Bussers, Cooks and Bartenders. New staff members were added in May in all areas, and training sessions are underway.

	Reserve 22 - MAY			Year to Date		
	2018	2019	+/-	2018	2019	+/-
Restaurant & Bar	205,708	185,536	*-9.8%*	511,189	505,239	*-1.2%*
Banquets	75,522	101,682	*34.6%*	232,601	241,284	*3.7%*
from Outings	16,007	24,141	*50.8%*	21,279	24,141	*13.4%*
Beverage Cart	11,726	7,420	*-36.7%*	13,109	9,600	*-26.8%*
Halfway House	13,834	11,299	*-18.3%*	19,919	17,536	*-12.0%*
Other	16	433	*2536.4%*	19	413	*2070.9%*
Total Reserve 22	306,807	306,370	*-0.1%*	776,837	774,072	*-0.4%*

Staff is planning for Father's Day by offering a specialized menu, from 11:00pm – 8:00pm. Father's Day is typically one of the busiest golf days of the year.

New menus are being designed, and are scheduled to be in place by early June. In addition to a few new items, the menu is designed to be more easily navigated by patrons, and will enhance the overall branding awareness.

Attachment: Managers Report2 (4064 : Village Links/Reserve 22 - Manager's Report - May 2019)

Finance Commission
535 Duane St.
Glen Ellyn, IL 60137

Meeting: 07/12/19 07:00 AM
Department: Finance Commission
Department Head: Christina Coyle
Category: Report
Prepared By: Ann Pedersen

SCHEDULED

AGENDA ITEM (ID # 4065) DOC ID: 4065

Village Links/Reserve 22 - Financial Statements - May 2019

Please see attached financial statements.

ATTACHMENTS:

- Village Links - Financial Statements - May 2019 (PDF)

VILLAGE LINKS GLEN ELLYN | RESERVE 22 TWENTY-TWO

VILLAGE LINKS / RESERVE 22
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION
As of May 31, 2019

ORG	DESCRIPTION	2019 BUDGET	MONTH 2019	MONTH 2018	MONTH DIFF	MONTH % DIFF	YEAR-TO-DATE 2019	YEAR-TO-DATE 2018	YEAR-TO-DATE DIFF	YEAR-TO-DATE % DIFF
	REVENUES:									
5500	Village Links Revenues	$ 2,993,000	$ 296,865	$ 369,720	$ (72,854)	-20%	$ 534,690	$ 587,012	$ (52,322)	-9%
5520	Reserve 22 Revenues	2,623,600	306,370	306,807	(438)	0%	774,072	776,807	(2,735)	0%
	Total Revenues	**$ 5,616,600**	**$ 603,235**	**$ 676,527**	**$ (73,292)**	**-11%**	**$ 1,308,762**	**$ 1,363,819**	**$ (55,058)**	**-4%**
	EXPENDITURES:									
55700	Administration	$ 411,057	$ 32,805	$ 27,735	$ 5,070	18%	$ 173,718	$ 160,658	$ 13,060	8%
55710	Golf Course Maintenance	835,951	65,853	106,501	(40,648)	-38%	290,911	283,084	7,827	3%
55720	Golf Services	717,368	59,320	70,465	(11,145)	-16%	228,975	240,177	(11,202)	-5%
55730	Reserve 22	2,275,945	228,165	231,824	(3,658)	-2%	804,803	802,007	2,796	0%
55740	Stormwater Management	30,756	769	1,821	(1,051)	-58%	2,007	3,056	(1,049)	-34%
55750	Pro Shop Merchandise	164,405	14,624	17,214	(2,590)	-15%	39,559	48,600	(9,041)	-19%
55780	Motorized Carts	43,641	2,546	4,405	(1,859)	-42%	4,117	4,905	(788)	-16%
557X5	Mechanical Maintenance	172,879	17,333	16,254	1,079	7%	90,397	104,818	(14,421)	-14%
	Total Operating Expenses	$ 4,652,002	$ 421,416	$ 476,219	$ (54,803)	-12%	$ 1,634,487	$ 1,647,304	$ (12,817)	-1%
	Operating Income (Loss)	**$ 964,598**	**$ 181,819**	**$ 200,308**	**$ (18,489)**	**-9%**	**$ (325,725)**	**$ (283,485)**	**$ (42,241)**	**15%**
	Debt Service	658,070	-	-	-	0%	-	-	-	0%
	Capital Expenditures	332,787	63,621	-	63,621	0%	182,493	26,172	156,321	597%
	CHANGE IN NET POSITION	**$ (26,259)**	**$ 118,198**	**$ 200,308**	**$ (82,110)**	**-41%**	**$ (508,218)**	**$ (309,657)**	**$ (198,561)**	**64%**

KEY METRICS

	Goal	Month 2019	Month 2018	Month Diff	YTD 2019	YTD 2018	YTD Diff
Personnel Expenses as % of Sales	*46%*	*37%*	*33%*	*4%*	*67%*	*63%*	*4%*
Cash Balance (End of Month, in $000's)	*$ 1,164*	*$ 485*	*$ 1,135*	*$ (650)*			

Attachment: Village Links - Financial Statements - May 2019 (4065 : Village Links/Reserve 22 - Financial

VILLAGE LINKS GLEN ELLYN | RESERVE 22 TWENTY-TWO

VILLAGE LINKS
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION
GOLF
(Including Administration, Grounds, & Mechanical Maintenance)
As of May 31, 2019

ORG/ OBJECT	DESCRIPTION	2019 BUDGET	MONTH 2019	MONTH 2018	MONTH DIFF	MONTH % DIFF	YEAR-TO-DATE 2019	YEAR-TO-DATE 2018	YEAR-TO-DATE DIFF	YEAR-TO-DATE % DIFF
5500	**VILLAGE LINKS REVENUES:**									
440550	Green Fees	$ 1,850,000	$ 191,363	$ 223,066	$ (31,703)	-14%	$ 287,665	$ 307,688	$ (20,023)	-7%
440554	Pro Shop - Sales	180,000	17,120	22,215	(5,095)	-23%	35,388	49,728	(14,340)	-29%
440555	Motor Carts	525,000	35,203	65,210	(30,007)	-46%	58,267	88,218	(29,951)	-34%
440556	Driving Range	280,000	36,096	40,365	(4,269)	-11%	65,962	66,715	(752)	-1%
440557	Resident Cards	32,000	2,800	3,920	(1,120)	-29%	24,100	24,540	(440)	-2%
460100	Investment Income	17,000	809	1,389	(580)	-42%	5,604	7,253	(1,649)	-23%
489000	Miscellaneous Revenue	109,000	13,432	13,502	(70)	-1%	57,691	42,591	15,100	35%
489100	Miscellaneous - Over/Short	-	43	53	(9)	-18%	13	279	(266)	-95%
	Total Revenues	**$ 2,993,000**	**$ 296,865**	**$ 369,720**	**$ (72,854)**	**-20%**	**$ 534,690**	**$ 587,012**	**$ (52,322)**	**-9%**
	COST OF GOODS SOLD:									
520945	Cost of Goods Sold - Pro Shop	$ 135,000	$ 12,523	$ 15,154	$ (2,631)	-17%	$ 28,058	$ 36,960	$ (8,901)	-24%
	Total Cost of Goods Sold	**$ 135,000**	**$ 12,523**	**$ 15,154**	**$ (2,631)**	**-17%**	**$ 28,058**	**$ 36,960**	**$ (8,901)**	**-24%**
	Gross Profit	**$ 2,858,000**	**$ 284,342**	**$ 354,566**	**$ (70,224)**	**-20%**	**$ 506,631**	**$ 550,052**	**$ (43,421)**	**-8%**
	OTHER OPERATING EXPENSES:									
510100	Salaries - Pensionable	$ 870,950	$ 68,491	$ 69,765	$ (1,274)	-2%	$ 302,095	$ 290,256	$ 11,839	4%
510120	Salaries - Non-Pensionable	219,010	20,545	15,446	5,099	33%	41,089	20,616	20,473	99%
510200	Salaries - Overtime	6,000	418	412	7	2%	548	468	79	17%
510400	FICA Taxes	83,886	6,716	6,426	290	5%	25,822	23,278	2,544	11%
510500	IMRF	62,314	4,808	6,765	(1,957)	-29%	20,995	27,863	(6,869)	-25%
590600	Health Insurance	95,150	8,088	8,216	(128)	-2%	43,760	43,579	181	0%
52XXXX	Contractual Services	595,447	48,920	41,622	7,298	18%	231,756	264,597	(32,842)	-12%
53XXXX	Commodities	308,300	22,742	80,589	(57,847)	-72%	135,561	137,680	(2,119)	-2%
	Total Operating Expenses	**$ 2,241,057**	**$ 180,728**	**$ 229,242**	**$ (48,514)**	**-21%**	**$ 801,625**	**$ 808,338**	**$ (6,712)**	**-1%**
	Operating Income (Loss)	**$ 616,943**	**$ 103,615**	**$ 125,324**	**$ (21,710)**	**-17%**	**$ (294,994)**	**$ (258,285)**	**$ (36,709)**	**14%**
	Operating Income (Loss) Percentage	**21%**	**35%**	**34%**			**-55%**	**-44%**		

KEY METRICS

	Goal	MONTH 2019	MONTH 2018	MONTH DIFF		YEAR-TO-DATE 2019	YEAR-TO-DATE 2018	YEAR-TO-DATE DIFF
Rounds Played	*72,000*	*6,872*	*8,824*	*(1,952)*		*11,465*	*13,397*	*(1,932)*
Revenue Per Round	*$ 41.57*	*$ 43.20*	*$ 41.90*	*$ 1.30*		*$ 46.64*	*$ 43.82*	*$ 2.82*
Resident Cards Sold	*N/A*	*145*	*213*	*(68)*		*2,087*	*2,196*	*(109)*
Cost of Goods Sold % - Pro Shop	*75%*	*73%*	*68%*	*5%*		*79%*	*74%*	*5%*
Personnel Expenses as % of Sales	*45%*	*37%*	*29%*	*8%*		*81%*	*69%*	*12%*

Attachment: Village Links - Financial Statements - May 2019 (4065 : Village Links/Reserve 22 - Financial

VILLAGE LINKS GLEN ELLYN | RESERVE 22 TWENTY-TWO

VILLAGE LINKS
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION
GOLF
(Including Administration, Grounds, & Mechanical Maintenance)

As of May 31, 2019

ORG/ OBJECT	DESCRIPTION	2019 BUDGET	MONTH 2019	MONTH 2018	MONTH DIFF	MONTH % DIFF	YEAR-TO-DATE 2019	YEAR-TO-DATE 2018	YEAR-TO-DATE DIFF	YEAR-TO-DATE % DIFF
	MISCELLANEOUS REVENUE									
	Miscellaneous Revenue includes the following items, which don't fit into any of the major revenue categories:									
	Handicaps		*$ 4,135*	*$ 3,085*	*$ 1,050*		*$ 33,575*	*$ 22,305*	*$ 11,270*	
	Hand Cart Rentals		*4,914*	*2,799*	*2,115*		*7,044*	*4,735*	*2,309*	
	Adult & Junior Golf Lessons		*2,610*	*1,880*	*730*		*9,715*	*4,220*	*5,495*	
	Golf Club Rentals		*560*	*550*	*10*		*730*	*720*	*10*	
	Golf Club Repairs		*612*	*959*	*(347)*		*2,027*	*2,738*	*(710)*	
	Locker Rentals		*160*	*320*	*(160)*		*3,200*	*3,360*	*(160)*	
	Illinois Sales Tax (1.75%)		*248*	*220*	*27*		*811*	*789*	*22*	
	Glen Ellyn Food & Beverage Tax (1%)		*(14)*	*-*	*(14)*		*3*	*-*	*3*	
	Memorial Tree Donation		*-*	*-*	*-*		*250*	*-*	*250*	
	Caddie Equipment		*-*	*90*	*(90)*		*-*	*90*	*(90)*	
	FootGolf Ball Rentals		*-*	*20*	*(20)*		*20*	*30*	*(10)*	
	ATM Machine Commission		*11*	*9*	*2*		*31*	*34*	*(2)*	
	Misc./Misc.		*197*	*3,570*	*(3,373)*		*285*	*3,570*	*(3,285)*	
	Total	*$ 109,000*	*$ 13,432*	*$ 13,502*	*$ (70)*		*$ 57,691*	*$ 42,591*	*$ 15,100*	

Attachment: Village Links - Financial Statements - May 2019 (4065 : Village Links/Reserve 22 - Financial

VILLAGE LINKS GLEN ELLYN | RESERVE 22 TWENTY-TWO

RESERVE 22
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION
As of May 31, 2019

ORG/ OBJECT	DESCRIPTION	2019 BUDGET	MONTH 2019	MONTH 2018	MONTH DIFF	MONTH % DIFF	YEAR-TO-DATE 2019	YEAR-TO-DATE 2018	YEAR-TO-DATE DIFF	YEAR-TO-DATE % DIFF
5520	**RESERVE 22 REVENUES:**									
441100	Food	$ 1,450,000	$ 170,996	$ 169,221	$ 1,774	1%	$ 458,904	$ 440,915	$ 17,989	4%
441101	Liquor	260,000	28,053	30,262	(2,209)	-7%	66,842	77,489	(10,647)	-14%
441102	Beer	465,000	58,696	60,711	(2,014)	-3%	119,683	124,929	(5,246)	-4%
441103	Wine	215,000	24,652	22,643	2,009	9%	70,928	69,397	1,531	2%
441104	NA Beverages	95,000	7,446	10,336	(2,890)	-28%	16,878	21,074	(4,196)	-20%
441106	Room Charges	1,500	-	-	-	0%	1,500	1,100	400	36%
441107	Service Charges	137,000	16,506	13,618	2,889	21%	39,327	41,852	(2,525)	-6%
489000	Miscellaneous Revenue	100	20	16	4	25%	10	51	(41)	-81%
	Total Revenues	**$ 2,623,600**	**$ 306,370**	**$ 306,807**	**$ (438)**	**0%**	**$ 774,072**	**$ 776,807**	**$ (2,735)**	**0%**
	COST OF GOODS SOLD:									
530400	Cost of Goods Sold - Beer	$ 119,080	$ 15,111	$ 9,504	$ 5,607	59%	$ 30,469	$ 27,597	$ 2,872	10%
530401	Cost of Goods Sold - Wine	61,360	8,658	2,261	6,397	283%	18,661	14,759	3,902	26%
530402	Cost of Goods Sold - Liquor	50,400	7,815	3,059	4,756	155%	15,162	14,005	1,156	8%
530405	Cost of Goods Sold - NA Beverages	27,600	4,358	3,607	751	21%	11,439	7,563	3,876	51%
530420	Cost of Goods Sold - Food	460,800	50,133	67,425	(17,292)	-26%	156,487	166,110	(9,623)	-6%
	Total Cost of Goods Sold	**$ 719,240**	**$ 86,076**	**$ 85,855**	**$ 220**	**0%**	**$ 232,217**	**$ 230,034**	**$ 2,184**	**1%**
	Gross Profit	**$ 1,904,360**	**$ 220,294**	**$ 220,952**	**$ (658)**	**0%**	**$ 541,855**	**$ 546,774**	**$ (4,919)**	**-1%**
	Gross Profit Percentage	**73%**	**72%**	**72%**			**70%**	**70%**		
	OTHER OPERATING EXPENSES:									
510100	Salaries - Pensionable	$ 629,440	$ 51,787	$ 53,134	$ (1,347)	-3%	$ 237,062	$ 241,741	$ (4,678)	-2%
510120	Salaries - Non-Pensionable	370,000	38,959	40,593	(1,634)	-4%	122,662	125,373	(2,712)	-2%
510200	Salaries - Overtime	6,000	4,120	1,953	2,167	111%	4,451	2,578	1,874	73%
510399	Tips Paid Through Payroll	-	1,955	118	1,836	1552%	1,328	1,735	(407)	-23%
510400	FICA Taxes	95,662	9,341	9,322	19	0%	33,712	33,956	(244)	-1%
510500	IMRF	45,114	4,429	5,882	(1,452)	-25%	18,776	26,094	(7,318)	-28%
590600	Health Insurance	86,000	5,848	7,609	(1,761)	-23%	34,424	26,726	7,698	29%
52XXXX	Contractual Services	201,189	13,620	11,124	2,496	22%	63,121	65,728	(2,607)	-4%
53XXXX	Commodities	123,300	12,030	16,232	(4,202)	-26%	57,049	48,042	9,007	19%
	Total Operating Expenses	**$ 1,556,705**	**$ 142,089**	**$ 145,968**	**$ (3,879)**	**-3%**	**$ 572,585**	**$ 571,973**	**$ 613**	**0%**
	Operating Income (Loss)	**$ 347,655**	**$ 78,204**	**$ 74,984**	**$ 3,221**	**4%**	**$ (30,731)**	**$ (25,199)**	**$ (5,532)**	**22%**
	Operating Income (Loss) Percentage	**13%**	**26%**	**24%**			**-4%**	**-3%**		

Attachment: Village Links - Financial Statements - May 2019 (4065 : Village Links/Reserve 22 - Financial

VILLAGE LINKS
GLEN ELLYN

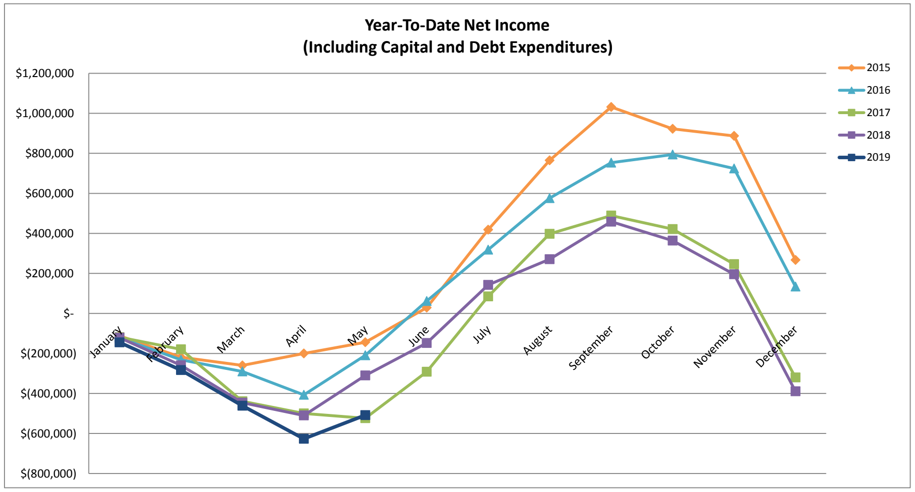
RESERVE 22 TWENTY-TWO

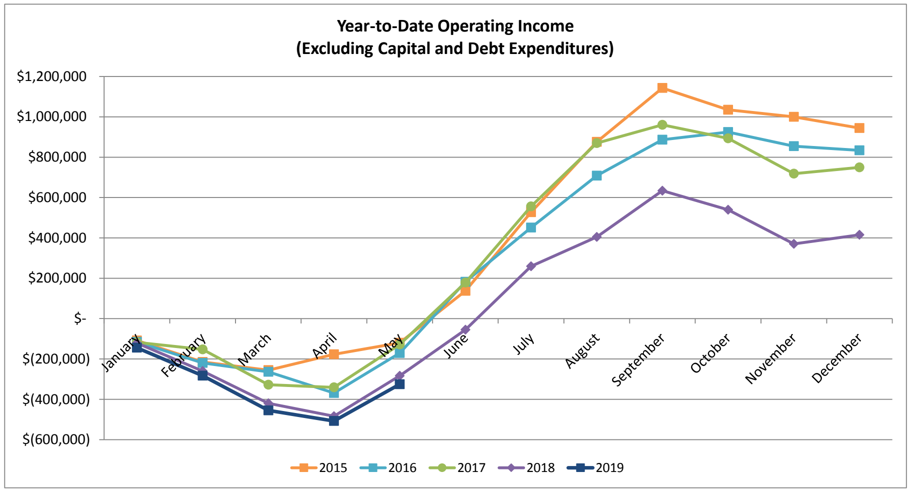
RESERVE 22
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION
As of May 31, 2019

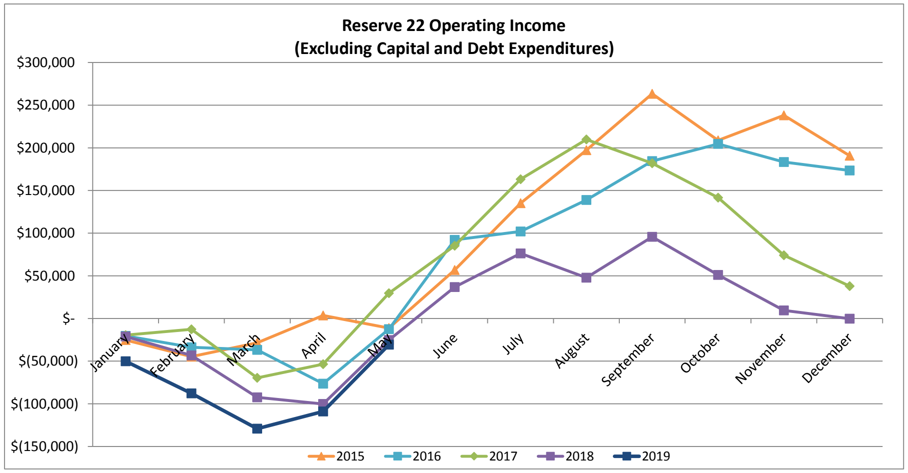
ORG/ OBJECT	DESCRIPTION	2019 BUDGET	MONTH 2019	MONTH 2018	MONTH DIFF	MONTH % DIFF	YEAR-TO-DATE 2019	YEAR-TO-DATE 2018	YEAR-TO-DATE DIFF	YEAR-TO-DATE % DIFF
	KEY METRICS									
		Goal								
	Revenue Source:									
	Restaurant/Bar	*N/A*	*$ 185,546*	*$ 205,754*	*$ (20,209)*	*-10%*	*$ 505,238*	*$ 511,226*	*$ (5,987)*	*-1%*
	Banquets	*N/A*	*101,682*	*75,522*	*26,159*	*35%*	*241,284*	*232,601*	*8,683*	*4%*
	Other	*N/A*	*19,142*	*25,530*	*(6,388)*	*-25%*	*27,550*	*32,981*	*(5,431)*	*-16%*
	Total	*$ 2,623,600*	*$ 306,370*	*$ 306,807*	*$ (438)*	*0%*	*$ 774,072*	*$ 776,807*	*$ (2,735)*	*0%*
	Reserve 22 Revenues (Last 12 Months)	*$ 2,623,600*					*$ 2,482,490*	*$ 2,439,242*	*$ 43,248*	*2%*
	Reserve 22 Expenses (Last 12 Months)	*$ 2,275,945*					*$ 2,488,242*	*$ 2,456,124*	*$ 32,118*	*1%*
	# Guest Checks (Restaurant/Bar)	*N/A*	*5,638*	*6,875*	*(1,237)*		*15,326*	*16,438*	*(1,112)*	
	Revenue Per Guest Check	*N/A*	*$ 32.91*	*$ 29.93*	*$ 2.98*		*$ 32.97*	*$ 31.10*	*$ 1.87*	
	# Guests (Restaurant/Bar)	*N/A*	*9,637*	*11,916*	*(2,279)*		*26,163*	*29,200*	*(3,037)*	
	Average Guest Spend	*N/A*	*$ 19.25*	*$ 17.27*	*$ 1.99*		*$ 19.31*	*$ 17.51*	*$ 1.80*	
	Cost of Goods Sold %	*27%*	*28%*	*28%*	*0%*		*30%*	*30%*	*0%*	
	Cost of Goods Sold % (By Category):									
	Cost of Goods Sold - Beer	*26%*	*26%*	*16%*	*10%*		*25%*	*22%*	*3%*	
	Cost of Goods Sold - Wine	*29%*	*35%*	*10%*	*25%*		*26%*	*21%*	*5%*	
	Cost of Goods Sold - Liquor	*19%*	*28%*	*10%*	*18%*		*23%*	*18%*	*5%*	
	Cost of Goods Sold - NA Beverages	*29%*	*59%*	*35%*	*24%*		*68%*	*36%*	*32%*	
	Cost of Goods Sold - Food	*32%*	*29%*	*40%*	*-11%*		*34%*	*38%*	*-4%*	
	Personnel Expenses as % of Sales	*47%*	*36%*	*39%*	*-3%*		*58%*	*59%*	*-1%*	
	Prime Cost (Cost of Goods Sold + Personnel Expenses) as % of Sales	*74%*	*65%*	*67%*	*-1%*		*88%*	*88%*	*0%*	

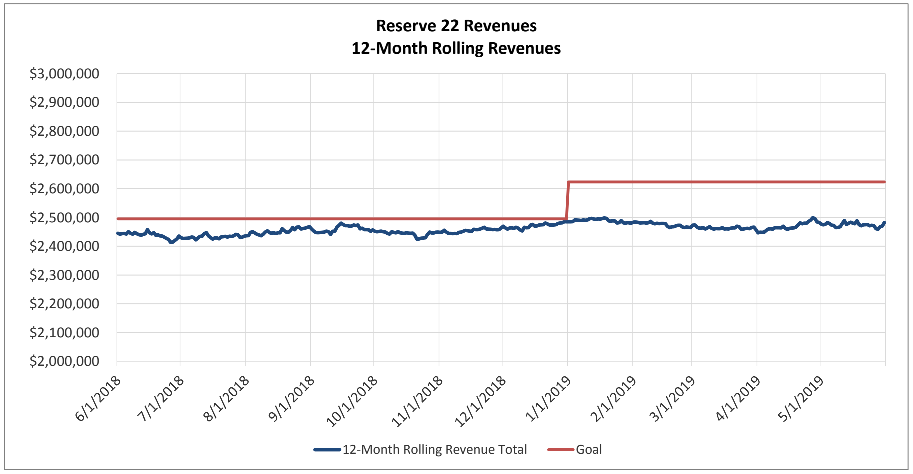
Attachment: Village Links - Financial Statements - May 2019 (4065 : Village Links/Reserve 22 - Financial

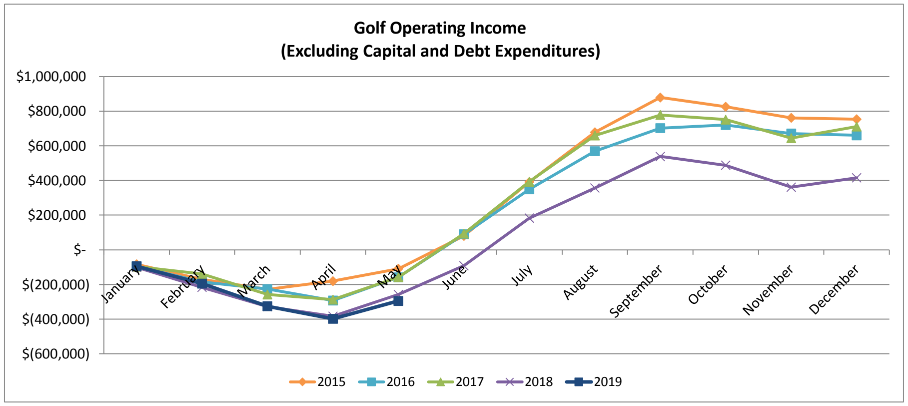
Village Links / Reserve 22
Dashboard Financial Report
As of May 31, 2019

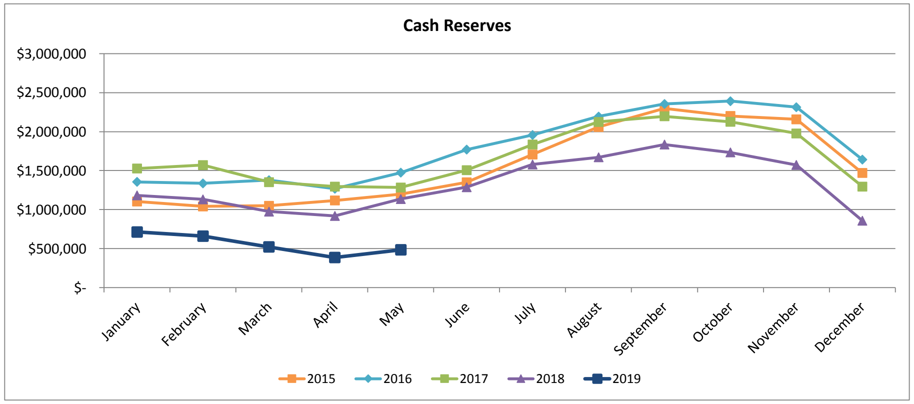












Attachment: Village Links - Financial Statements - May 2019 (4065 : Village Links/Reserve 22 - Financial

Finance Commission
535 Duane St.
Glen Ellyn, IL 60137

Meeting: 07/12/19 07:00 AM
Department: Finance Commission
Department Head: Christina Coyle
Category: Report
Prepared By: Christina Coyle

SCHEDULED

AGENDA ITEM (ID # 4069) DOC ID: 4069

Capital Reporting - June 2019

Please see the attached reports. Professional Engineer Rich Daubert and Finance Director Coyle will present the information to the Finance Commission and answer any questions the Commission may have.

ATTACHMENTS:

- Monthly Construction Report 7-3-19 (PDF)
- FY19 Capital Project Schedule Worksheet 2019-06-30 (PDF)

July 3, 2019

ENGINEERING DIVISION PROJECT ACTIVITY REPORT

CONSTRUCTION PROJECTS

BAKER HILL ACCESS IMPROVEMENTS** – Contractor: **Triggi Construction

(Project No. 16021; Value of Construction Contract = $446,167)

Bidding and contract documents were finalized for a May 30 bid advertisement and bids were opened on June 12. The low bidder was Triggi Construction, Inc. of West Chicago with a bid of $446,166.80. A construction contract was awarded at the June 24 Village Board meeting. A contract was simultaneously awarded to James J. Benes and Associates, Inc. for related construction engineering services in an amount of $37,790. The project team is currently conforming contracts and other permitting documents for execution by the contractor. Soil Certification Services are underway by GZA (Huff and Huff). The engineering team is working with Benes to ensure all items relating to the contract and construction materials will be in order prior to construction activities commencing.

NORTH PARK BLVD. / MAIN STREET IMPROVEMENTS** – Contractor: **R.W. Dunteman

(Project No. 13001; Value of Construction Contract = $2,945,000)

The Contractor and its subcontractors are currently working through completion of the ~ 150 item punch list with approximately 15 items remaining at this time. The engineering team continues to charge working days on the contract and is pushing both the GC and State to timely wrap up the work. Closeout of the project documentation will take time, however, the project team has been thorough with documenting the work and persistent with collecting all required documentation from the contractor. These efforts should facilitate a reasonably timely closeout of the project.

SCOTT-CLIFTON-CUMNOR IMPROVEMENTS** – Contractor: **Chicagoland Paving

(Project No. 19007; Value of Construction Contract = $622,405)

Bidding and contract documents were finalized for a May 30 bid advertisement and bids were opened on June 13. The low bidder was Chicagoland Paving Contractors, Inc. of Lake Zurich, Illinois with a bid of $622,405.07. A construction contract was awarded at the June 24 Village Board meeting. A contract was simultaneously awarded to Edwin Hancock Engineering Company of Westchester, Illinois for related construction engineering services in an amount of $55,000. The project team is currently conforming contracts and other permitting documents for execution by the contractor. A preconstruction meeting has been scheduled for July 10th with anticipated start of construction in late July.

TAYLOR AVENUE PEDESTRIAN TUNNEL** – Contractor: **"D" Construction

(Project No. 15009; Value of Construction Contract = $2,745,521)

The Contractor has completed all punch list items except the installation of lighting dimmers on the tunnel/headwall luminaires. The project team is awaiting certification from the manufacturer concerning the dimmer parts and installation schematics. Most of the work has been accepted with the exception of the lighting and sod. Benesch continues to work on documentation and closeout of the project which, similar to Park Boulevard, will take time to complete given the use of Federal Dollars.

Attachment: Monthly Construction Report 7-3-19 (4069 : Capital Reporting June 2019)

CONSTRUCTION PROJECTS IN CLOSE-OUT

ROOSEVELT ROAD WATER MAIN REPLACEMENT (Nicoll to IL-53) – *Contractor:* ***Swallow Construction Corp.***
(Project No. 13008; Value of Construction Contract = $555,000)
A final change order has been approved by the Village Board. The final punch list item involving the replacement of the fire hydrant tracer wire connectors is complete. Final payment to the Contractor is pending with the Engineer working on the preparation of record drawings for the project.

2017 STREET RESURFACING – *Contractor:* ***Geneva Construction Company***
(Project No. 17002; Value of Construction Contract = $2,060,000)
All Punch List work has been completed. A guarantee period walkthrough will be performed prior to final acceptance of the improvements.

HILL AVENUE BRIDGE REPLACEMENT – *Contractor:* ***Dunnet Bay Construction***
(Project No. 16008; Value of IDOT Contract = $1,550,000; Glen Ellyn Share = $160,000)
The Village has received and is processing invoices from Lombard for construction and construction engineering services for the project.

CRESCENT BOULEVARD RECONSTRUCTION – *Contractor:* ***Martam Construction***
(Project No. 13002; Value of IDOT Contract = $3,153,000; Local Share = $1,480,000)
Closeout of the project is imminent with quantities agreed to, balancing authorization completed and approved, final pay estimate processed, and final papers completed and submitted to IDOT.

X-WALK IMPROVEMENTS AT IDOT INTERSECTIONS – *Contractor:* ***Hecker and Company***
(Project No. 14007; Value of IDOT Contract = $197,971; Local Share = $65,000)
Staff has submitted the first reimbursement request to RTA in the amount of $35,565.53 for their financial contribution towards the project.

ENGINEERING PROJECTS

ROOSEVELT ROAD – ROUTE 53 WATER MAIN LINING – *Engineer:* ***Baxter & Woodman***
(Project No. 16015)
The acoustical testing results have been discussed with the Engineer for final design direction. In addition, staff met with a potential lining contractor to evaluate their capabilities of lining through 45-degree water main bend fittings. Staff is currently reviewing the contractors lining specifications, videos, and other project information as well as other contractors'/manufacturers' information.

HILL AVENUE UTILITY IMPROVEMENTS – *Engineer:* ***Walter E. Deuchler Associates***
(Project No. 00511)
The engineer is advancing the plans and specifications to pre-final state while concurrently submitting for permits. The project team is targeting letting of the improvements in the fall of 2019 with construction anticipated in spring of 2020.

Attachment: Monthly Construction Report 7-3-19 (4069 : Capital Reporting June 2019)

CUMNOR AVENUE UTILITY IMPROVEMENTS** – Engineer: **Walter E. Deuchler Associates
(Project No. 19009)
The engineer is advancing the plans and specifications to pre-final state while concurrently submitting for permits. The project team is targeting letting of the improvements in the fall of 2019 with construction anticipated in spring of 2020.

2019/2020 STREET RECONSTRUCTION PROJECT** – Engineer: **Pending
Staff is developing a Request for Proposals to procure engineering services for the project.

CENTRAL BUSINESS DISTRICT PROJECTS

TRAIN STATION / PEDESTRIAN TUNNEL** – Engineer: **CDM Smith/KMI Architects
(Project No. 16016)
CMAP Staff has completed preliminary scoring of applications for the STP Shared Fund, CMAQ, and TAP-L programs. While the Village prepared strong applications, the applications for the programs were extremely competitive with the Village's project scoring towards the middle of the pack for the CMAQ Call and the upper third for the STP Shared Fund Program. The Village provided comments to CMAP staff for their consideration as they develop the staff recommended lists for the two grant programs. It is important to note that CMAP considers many factors besides how high a project scored, albeit the most important criteria. In light of the scoring, staff feels lukewarm about its applications but is remaining positive and optimistic that at the very least, the project would be a contender on a contingency list if it is not successful in securing funding for the two calls. As a reminder, the selection process timeline for the CMAQ, TAP-L, and STP Shared Fund is provided below. Staff is preparing commentary for the Public Comment Period and is also doing what it can to seek further support for the project.

Date (2019)	**Action**
January 15	Call for projects released
January 15	Webinar: overview of the funding programs and eligible projects
January 17	Webinar: how to submit an application via the eTIP website
March 1	Deadline for sponsors to submit applications to Planning Liaisons for review
March 15	Applications due by the end of business day
May 21	Deadline for Councils/CDOT to submit bonus points allocation (STP only)
June 1	Deadline for obtaining design approval or submission of PDR documents
July 18	Project Selection Committees (PSCs) consider staff recommended draft programs

Attachment: Monthly Construction Report 7-3-19 (4069 : Capital Reporting June 2019)

July 18-August 16	Public comment period
September 5	PSCs review public comment and finalize proposed programs
October 10	CMAP Board and MPO Policy Committee consider proposed programs
November	Federal eligibility determination (CMAQ only) and funding notification

CBD UTILITY STUDY** – Engineer: **RJN Group/Michels Corp.
(Project No. 15006)
Televising of the few remaining sections of sewer has been completed and RJN is in the process of reviewing of the collected data. The results will be added to the final infrastructure report on the condition of the underground storm, sanitary and water infrastructure which was received in November 2018. RJN is working on addressing staff's comments on the draft report for monitoring and modeling of sanitary sewers in the CBD. Staff is working with RJN to finalize the study and provide direction on the scope of the CBD Streetscape and Utility Improvements Project.

CBD UTILITY AND STREETSCAPE IMPROVEMENTS** – Engineer: **Civiltech Engineering, Inc.
(Project No. 15006)
The project team is preparing to discuss the following items at the July CIC meeting; RFP for Phase II Engineering Services – Second Phase, Construction Schedule Update, Parking Exhibit Updates, Delivery Truck Loading Zones, Street Light Poles Update, Martial Selection Update and mock-ups, Exposed aggregate concrete samples, Granite Curb planters samples, Festoon Lights mockups, and Parklets Renderings.

It is anticipated that Phase I will be substantially complete in the coming months, with findings presented to the Village Board at a Workshop tentatively scheduled for August. Next steps will involve completion of the procurement of Phase II Engineering services for the project.

Draft Parklet Rendering (Shock's Square)

Attachment: Monthly Construction Report 7-3-19 (4069 : Capital Reporting June 2019)

PROCUREMENT OF GOODS AND SERVICES

Public Works seeks the best vendor prices for various annual municipal and utility maintenance and operations activities. This effort includes local bidding of projects or joint purchasing initiatives, including the Municipal Partnering Initiative (MPI), a consortium of DuPage County communities.

Project	Estimated Glen Ellyn Cost	Status
2019 Sidewalk and Concrete Street Repairs	$346,000 (2019)	A contract was awarded to the low bidder, Schroeder & Schroeder, Inc., at the May 28 Village Board Meeting. Extensive concrete roadway panel replacement is intended for this year's program. A first batch of repairs was completed between June 21 and July 3. A second batch is targeted for late July and a final batch is anticipated to be completed in the fall.
2019 Asphalt Roadway Patching	$190,000 (2019)	The contract was awarded to Schroeder Asphalt Services, Inc. at the June 24 Village Board Meeting. Project scope includes roadway patching throughout the Village and resurfacing of Hill Avenue from Cumnor Avenue to the Prairie Path. A list of patching locations will be finalized in advance of construction starting in early August.
2019 Pavement Markings	$60,000 (2019)	The contract was awarded to the low bidder of the DuPage County contract, Superior Road Striping, at the May 28 Village Board Meeting. Candidate locations are being compiled. Work is targeted to start in mid to late July
2019 Crack Sealing	$15,000 (2019)	Candidate locations and quantities are being compiled in order to request three pricing proposals. Staff anticipates recommending the low proposal for execution by the Village Manager. Construction is targeted to start by early September.
2019 Asphalt Surface Rejuvenation	$85,000 (2019)	Staff estimated quantities and requested a proposal from Corrective Asphalt Materials as a single source purchase. A contract was awarded at the May 28 Village Board Meeting. Candidate locations include streets that have been resurfaced one to three years prior. Construction is anticipated to be completed in early August.
Annual Sewer Lining	$500,000 (2019)	Staff is in the process of finalizing the bidding and contract documents. Televising of additional sewer sections is required and has been requested to be complete by PW Utilities Division. Project will be bid as soon as all sewer video is received, reviewed and remaining sewer sections are included in the scope of the work.
Spoil Hauling and Delivery of Aggregates	$54,000 (2018)	KLF Enterprises

X:\Publcwks\ENGINEER\Monthly Construction Reports\Monthly Construction Report 7-3-19.docx

Attachment: Monthly Construction Report 7-3-19 (4069 : Capital Reporting June 2019)

Village of Glen Ellyn
Capital Projects Financial Status
As of June 30, 2019

Project Number	Project Name	Current Project Stage	Target Start Date	Target Finish Date	Project Analysis: Revised Estimated Cost[2]	Grant Funding	Cumulative Fiscal Budget	Expenditures Life to Date	Project Budget Remaining	Board Authorization Analysis: Board Approved Contracts[3]	Change Orders	Total Board Contracts	Contract Expenditures Life to Date	Authorization Remaining
00511	Hill Ave Water Main Extension	Phase II Design	2020	2020	$ -	$ -	$ -	$ -	$ -	$ 120,427	$ -	$ 120,427	$ 35,297	$ 85,130
13001	Park Blvd/Main Street Rehabilitation	Construction - Punchlist	2019 - Punch List In Progress	2019 - Punch List In Progress	$ 3,562,000	$1,649,600	$ 5,356,487	$ 1,838,680	$ 3,517,807	$ 2,205,007	$ 50,014	$ 2,255,021	$ 1,832,988	$ 422,033
13002	Crescent Blvd Reconstruction	Construction complete/fully in use. Keep open, waiting for final payment (CC) - IDOT open	Completed - pending IDOT	Completed - pending IDOT	3,828,000	1,668,440	1,895,000	1,468,725	426,275	2,064,500	82,750	2,147,250	1,454,288	692,962
13008	Roosevelt Road Water Main Replacement Nicoll to Rt 53	Complete	Completed	Completed	2,025,000	-	3,170,000	686,033	2,483,967	669,064	35,380	704,444	684,455	19,989
14006	CBD Over/Underpass Vehicular	On Hold		On Hold	TBD	-	200,000	86,309	113,691	70,000	-	70,000	70,000	-
14007	IDOT Crosswalks	Construction Completed - IDOT Closeout		Completed - pending IDOT	300,000	212,000	326,971	88,521	238,450	85,200	(2,676)	82,524	49,199	33,325
15005	Police Station	Close out in Fall 2019 (HVAC fix)		Completed	13,510,000	-	13,510,000	13,469,437	40,563	13,257,015	-	13,257,015	12,969,700	287,315
15006	CBD Roadway Rehabilitation & Streetscape - Phase I	Phase I Near Complete/Procuring Phase II Eng.	2021	TBD	$20,030,000	475,000	1,275,000	211,189	1,063,811	229,371	-	229,371	186,372	42,999
15008	Route 38 Underground Wiring-Roosevelt Rd @ Baker Hill & Park	On Hold	TBD	TBD	-	-	-	-	-	-	-	-	-	
15009	Taylor St - Pedestrian Underpass	Construction - Punchlist	2018	2019 - Punch List In Progress	$3,810,000	2,304,000	5,575,000	1,104,256	4,470,744	1,429,368	53,005	1,482,373	1,025,159	457,214
15010	Fire Station	Facility Study		On Hold	TBD	-	-	-	-	-	-	-	-	-
16005	CBD Underground Improvements	Phase I Near Complete/Procuring Phase II Eng.	2021	TBD	$5,361,000	-	2,725,000	698,152	2,026,848	761,312	-	761,312	698,152	63,160
16010	Lake Ellyn Park Sidewalk (Lenox & Lake Rd) - *Combined with Project 16007 Glenbard West Parking/Sidewalk	Completed - Closing Out Paperwork	Completed	Completed	125,000	-	300,000	490,946	(190,946)	456,148	33,500	489,648	470,299	19,349
16011	Main St Diamond Grinding	On Hold	TBD	TBD	180,000	-	180,000	-	180,000	-	-	-	-	-
16012	Memory Ct Lift Station Rehab	On Hold	TBD	TBD	640,000	-	790,000	-	790,000	-	-	-	-	-
16014	Rt 53 Sidewalk Study	On Hold	TBD	TBD	10,000	-	15,000	-	15,000	-	-	-	-	-
16015	Rt 53/Roosevelt Rd/Spring/Surrey Water Main Lining 500'	Phase II Design	2020	2020	1,100,000	-	4,644,000	26,137	4,617,863	74,730	-	74,730	26,137	48,593
16016	Train Station Pedestrian Underpass	Phase I Design	TBD	TBD	$20,311,000	-	300,000	178,391	121,609	232,375	32,412	264,787	178,302	86,485
16017	Village Green Storm Sewer Replacement	Phase II Design	2019	2019	300,000	-	645,000	22,570	622,430	33,430	-	33,430	22,570	10,860
16021	Baker Hill - Pershing Intersection	Construction	2019	2019	550,000	-	1,200,000	48,860	1,151,140	88,066	-	88,066	48,760	39,306
17003	Bemis Road Resurface	On Hold	2022	2022	-	-	-	-	-	-	-	-	-	-
17005	Royal Glen Infrasturcture Interconnect Improvement	On Hold	TBD	TBD	-	-	230,000	-	230,000	-	-	-	-	-
17006	Sheehan Avenue Improvements	Will apply for STP Local Program in 2020	TBD	TBD	-	-	10,000	-	10,000	-	-	-	-	-
17011	Civic Center Renovation - Village (combined with project 17013)	Feasibility/Design		2018 - 2019	-	-	-	2,906,822	(2,906,822)	4,785,817	25,000	4,810,817	2,772,724	2,038,093
18001	Lambert & Taft Intersection Improvements	Phase I Design 2020	2020	TBD	-	-	-	-	-	-	-	-	-	-
18002	2018 Street Resurfacing	Completed - Closing Out Paperwork	Completed	Completed	1,250,000	-	1,250,000	935,522	314,478	1,100,234	-	1,100,234	931,169	169,065
18003	2018 Sidewalk Improvements	Completed - Closing Out Paperwork	Completed	Completed	200,000	-	200,000	118,395	81,605	219,000	(33,500)	185,500	114,927	70,573
18004	2018 Concrete Street Patching	Completed - Closing Out Paperwork	Completed	Completed	300,000	-	300,000	32,611	267,389	43,000	-	43,000	30,919	12,081
18005	2018 Asphalt Street Patching	Completed - Closing Out Paperwork	Completed	Completed	90,000	-	90,000	77,684	12,316	90,000	-	90,000	77,602	12,398
18006	2018 Sanitary Sewer Lining Program (combined with project #17010)	Phase II Design	2019	2020	500,000	-	1,000,000	-	1,000,000	-	-	-	-	-
18007	Hill Ave Lift Station	Ongoing Maintenance	2018	Ongoing	9,000	-	21,278	16,144	5,135	10,639	-	10,639	10,639	-

Attachment: FY19 Capital Project Schedule Worksheet 2019-06-30 (4069 : Capital Reporting June 2019)

Village of Glen Ellyn
Capital Projects Financial Status
As of June 30, 2019

					Project Analysis					Board Authorization Analysis				
Project Number	Project Name	Current Project Stage	Target Start Date	Target Finish Date	Revised Estimated Cost[2]	Grant Funding	Cumulative Fiscal Budget	Expenditures Life to Date	Project Budget Remaining	Board Approved Contracts[3]	Change Orders	Total Board Contracts	Contract Expenditures Life to Date	Authorization Remaining
18008	Water Meter MIU	Construction	2019	TBD	-	-	595,000	297,500	297,500	595,000	-	595,000	297,500	297,500
18010	Park District Sidewalk Reimbursement - Lake Ellyn Park	Completed	2018	Completed	-	-	-	56,905	(56,905)	59,000	-	59,000	56,905	2,096
18011	Hill Ave LOMR Drainage Study	Phase I	TBD	TBD	-	-	-	7,833	(7,833)	-	-	-	-	-
18013	Lake Road ROW Vacation	Completed	Completed	Completed	-	-	-	1,464	(1,464)	-	-	-	-	-
19001	2019 Street Reconstruction	RFP To Be Issued This Month	2020	2020	-	-	6,370,644	-	6,370,644	-	-	-	-	-
19002	2019 Street Resurfacing	Construction	2019	2019	-	-	129,037	-	129,037	-	-	-	-	-
19003	Baker Hill-Dupage-Nicoll Resurfacing	Will apply for STP Local Program in 2020	TBD	TBD	-	-	90,000	-	90,000	-	-	-	-	-
19004	2019 Concrete Street Patching	Construction	2019	2019	-	-	110,000	-	110,000	110,000	-	110,000	-	110,000
19005	2019 Asphalt Street Patching	Construction	2019	2019	-	-	100,000	-	100,000	100,000	-	100,000	-	100,000
19006	2019 Sidewalk Improvements	Construction	2019	2019	-	-	250,000	64	249,936	200,000	-	200,000	-	200,000
19007	Scott-Clifton-Cumnor Improv	Construction	2019	2019	-	-	550,000	116	549,884	696,077	-	696,077	-	696,077
19008	2019 Parking Lot Resurfacing	Construction	2019	2019	-	-	80,000	-	80,000	80,000	-	80,000	-	80,000
19009	Cumnor Ave Roadway, Water & Sewer Improvement	Phase II	2020	2020	-	-	440,000	9,799	430,201	22,400	-	22,400	9,799	12,601
19010	CBD Parking Garage	Design/Build	TBD	TBD	-	-	3,000,000	15,836	2,984,164	600,000	1,900,000	2,500,000	-	2,500,000
19011	Five Corners LED Conversion	Completed	Completed	Completed	$81,000	-	-	15,975	(15,975)	-	-	-	-	-
19012	Salt Storage Facility - St Charles Rd	Construction	2019	2019	-	-	-	-	-	-	-	-	-	-

Footnotes:
1. From the Ten-Year Plan published in November 2012.
2. From the Staff Engineer, if the number varies from the 10-year plan. A revised estimated cost is typically known as a project nears the construction phase.
3. Board approved amounts include an approximate 5-10% contingency above the contracted price.
4. Amounts italicized and red are tentative, subject to change.

Attachment: FY19 Capital Project Schedule Worksheet 2019-06-30 (4069 : Capital Reporting June 2019)

Finance Commission
535 Duane St.
Glen Ellyn, IL 60137

SCHEDULED

Meeting: 07/12/19 07:00 AM
Department: Finance Commission
Department Head: Christina Coyle
Category: Policy
Prepared By: Christina Coyle

AGENDA ITEM (ID # 4058) DOC ID: 4058

Finance Director Coyle and Professional Engineer Daubert will present proposed revisions to the purchasing policy.

Background

The Village has purchasing guidelines both in the municipal code as well as in an administrative order on purchasing. The municipal code is the highest authority with the administrative order being more focused towards application of the municipal code and other internal policies and procedures. The municipal code was last updated in 2011, with one minor revision regarding change orders in 2016. The purchasing policy was last updated in 2016. Attached to this item are current copies of the purchasing policy and municipal code. As a best practice, we review our procedures and policies from time to time to determine if they need to be modified to better fit the needs and practices of the Village.

Issues and Recommendations

There are several facets of the purchasing policy that staff would like to review with the Finance Commission.

Procurement of Engineering Services (Section D of current policy)

Attached is a memo from Professional Engineer Rich Daubert which outlines proposed changes to the procurement policy in regards to engineering services. Rich will be at the Finance Commission meeting to present this section and to answer any questions that you may have.

Village Manager Authority (Section B (2) of current policy)

The current policy allows the Village Manager to approve purchases below $20,000. This was set in alignment with the Illinois Municipal Code limit for purchasing and public works contracts (65 ILCS 5/8-9-1). The Village, as a home rule municipality, does have the ability to set limits above this threshold, but has traditionally elected to align with the requirements for non-home rule communities. In 2017, the Illinois Municipal Code was changed to raise the limit to $25,000. We are recommending to allow the Village Manager to approve purchases below $25,000 to remain aligned with the Illinois Municipal Code. Staff also recommends aligning the Village Manager's authorization for contract change orders and disposal of Village property to the $25,000 limit.

Rule of Three (Section B (5) of current policy)

The current policy requires three quotes will be obtained for a purchase over $1,000. Documentation of these quotes is also required which must be maintained in the purchasing files. Staff feels that this current level is too low. Staff feels the cost of the staff time spent by both the operating department and the finance department obtaining and documenting the quotes often exceeds the cost of the item being purchased. Therefore, staff is recommending changing rule of three to a process for informal and formal quotes as follows:

Amount	Quotes Required	Description
$1,000 - $2,499	Informal Quotes	Employees are encouraged to seek one or more quotes when possible to ensure that competitive prices are obtained. Informal quotes include taking telephone prices, prices through catalogs/online, etc.
$2,500 - $4,999	Combination of Formal/Informal Quotes	At least two quotes must be obtained. Documentation must be submitted to the Finance Department, but can include taking telephone prices, prices through catalogs/online, requests for proposals, and documented quotes from vendors. If less than three quotes were obtained, written justification must be submitted to the Finance Department.
$5,000 - $24,999	Formal Quotes	At least three formal quotes must be obtained or sufficient justification to warrant the purchase from a specific vendor. Formal quotes should include documented quotations including sealed bids, requests for proposals, or any other appropriate form of written quotation. These quotations must be submitted to the Finance Department. If less than three quotes were obtained, written justification must be submitted to the Finance Department.
$25,000 and over	See section of purchasing policy regarding competitive bidding or professional services.	

Staff has also provided a community survey that was conducted by the City of St. Charles which outlines purchasing thresholds for the various communities that responded to the survey.

Action Requested

Staff is requesting feedback from the Finance Commission on the items proposed above so that staff can provide the feedback to the Village Board.

ATTACHMENTS:

- Current Glen Ellyn Purchasing Policy (PDF)
- Current Glen Ellyn Municipal Code - Chapter 10 - Contracts (PDF)
- QBS Memo for Finance Commission (PDF)
- IDOT BLRS Update on Engineering Procurement (PDF)
- Survey of Purchasing Thresholds (PDF)

ADMINISTRATIVE ORDER NO. #3

Subject: Village Purchasing Policies and Procedures
Original order approved December 7, 2011, revised September 16, 2013, and November 14, 2016

Applicability
This policy shall apply to the procurement or purchase of goods, supplies, equipment, and services by the Village.

Purpose
The purpose of this policy is to assist in obtaining supplies, equipment and services as economically and efficiently as possible. It is intended to:

1. Simplify and clarify existing purchasing practices and policies;
2. Provide guidance for compliance with applicable purchasing rules;
3. Ensure the fair and equitable treatment of all persons who deal with purchasing activities;
4. Promote increased economy in purchasing activities;
5. Foster broad-based competition within the free enterprise system; and
6. Provide safeguards for the maintenance of a procurement system of quality and integrity.

Policy

A. ETHICAL CONDUCT

1. Elected officials and employees shall adhere to the Village's Ethics Policy when making all purchasing decisions.
2. Elected officials and employees may not participate directly or indirectly in a purchase when the elected official or employee or any member of his immediate family will benefit. Any attempt by an employee to realize personal gain through public employment by conduct inconsistent with these polices is subject to discipline and/or dismissal.

Attachment: Current Glen Ellyn Purchasing Policy (4058 : Purchasing Policy)

3. No elected official or employee, either on that person's behalf or on behalf of any other person, shall have any financial or personal interest in any business or transaction with any Board, Commission, Committee or other public body of the Village unless that official or employee makes full public disclosure of the nature and full extent of such interest and disqualifies him or herself from participating in and acting upon the resolution of the business or transaction.

4. Employees shall adhere to this policy consistent with the philosophy above to ensure cost savings and efficiency. When competitive bidding, employees shall attempt to solicit as many bids as reasonably possible. Employees shall not subdivide any contract or purchase with the intent to circumvent the bidding requirements or approval limits established within this policy.

5. If any portion of this policy is found to be in conflict with any federal, state or local law, the federal, state or local law shall apply. However, if this policy is more restrictive than the federal, state or local law, the policy shall apply.

B. AUTHORITY TO PURCHASE

1. **Up to $5,000:** Department Directors may approve purchases up to $5,000. It is the Department Director's responsibility to ensure budgeted funds are available and competitive pricing is obtained prior to purchase. A Department Director may delegate any level of purchasing authority under $5,000 to other department employees with approval by the Village Manager and Finance Director.

2. **Up to $20,000:** The Village Manager may approve purchases up to $20,000. It is the Village Manager's responsibility to ensure budgeted funds are available and competitive pricing is obtained prior to purchase.

   a. The Village Manager is authorized to approve any change order to a Village contract which is less than $10,000. Any change order in excess of $10,000 must be submitted to the Village Board as an agenda item for the Board's consideration. The Village Manager is also authorized to execute change orders above $10,000 in instances where the change order falls within a contract contingency authorized by the Village Board.
   b. The Village Manager may authorize disposal of any Village property valued up to $20,000 in a manner deemed most beneficial to the Village. All items above $20,000 must be authorized for disposal by the Village Board.

3. **Greater than $20,000:** Any single purchase or contract with a single vendor over $20,000 requires Village Board approval. Glen Ellyn Village Code (1-10-1) requires that all contracts for labor, services or work, or for the purchase of personal property, materials, equipment or supplies involving amounts estimated to be in excess of $20,000 shall be let only by competitive bidding after advertisement for bids to the lowest responsible bidder submitting a bid in conformance with the advertisement. Bi-annually, the Village Manager and Finance Director will review cumulative spending with the Village's vendors to identify if the scope of products

Attachment: Current Glen Ellyn Purchasing Policy (4058 : Purchasing Policy)

and/or services provided by said vendor to determine if the aggregate purchases should be considered for approval by the Village Board. The Village Manager and Finance Director will base his or her decisions on this administrative order.

4. **Payments greater than $20,000 not requiring current purchase order or explicit Village Board approval:** Required or routine payments will be made through the normal check issuance procedures, without the need for prior purchase order or explicit Village Board authorization, under the following circumstances:

   a. *Government or utility payments.* The Village is required to make payments to regulatory agencies or other governments with authority over the Village or Village activity. Examples include, but are not limited to: the State of Illinois, Federal Government, County of DuPage, each in their official or oversight capacity, the Illinois Department of Employment Security (unemployment insurance), the Illinois Municipal Retirement Fund, the Illinois Department of Revenue (sales tax remittances), and utility companies. These payments are not limited to the amount budgeted, but amounts spent over the budget amount will be reported to the Village Board in a timely manner as appropriate.

   b. *Village Contracts.* The Village Board periodically approves contracts or service agreements that span multiple years, which later require periodic and ongoing payments that exceed $20,000 individually or in aggregate. Examples include, but are not limited to, DuComm, DuPage Water Commission, Glenbard Wastewater Authority, GIS Consortium legal services, insurance providers, debt service principal and interest, and waste haulers. Payments for these Village Contracts are not limited to the amount budgeted, but amounts spent over the budget amount will be reported to the Village Board in a timely manner as appropriate.

   c. *Village support of other organizations.* Payments are made to various service providers, such as the Glen Ellyn Volunteer Fire Company, and the Downtown Alliance of Glen Ellyn. For such arrangements, payments for service shall be limited to the original Village Board approval and/or the Village budget for such services.

   d. *Subdividing or Split Purchases.* Purchases shall not be split or subdivided to avoid a level of review or approval or to avoid competitive selection.

5. **Rule of Three:** In order to ensure competitive pricing, at least three quotes shall be obtained prior to a purchase over $1,000 whenever practical to do so. If a purchase of goods or services is recurring and/or ongoing, a quote may be obtained once every three years, so long as the cost remains competitive and there is no significant (i.e. 10%) change to the scope of goods/services. Documentation of quotes should be retained by the purchasing department for three years subsequent to the date of purchase.

Attachment: Current Glen Ellyn Purchasing Policy (4058 : Purchasing Policy)

a. *Selection of Lowest Price:* Invoices submitted for payment greater than $1,000 must include the three quotes obtained. If the lowest price quote is not selected, there must be justification included on why the lowest price was not chosen.
b. *Local Preference:* Every effort should be made to solicit one of the three quotes from a business located in the Glen Ellyn corporate boundaries. In evaluating the quotes, costs such as delivery or freight should be considered to arrive at the lowest cost selection.

6. **Transportation and Delivery Charges:** The Department Director shall make every effort to determine any transportation or delivery charges prior to proceeding with a purchase. Transportation charges must be included when determining cost of a purchase.

7. **Maximum Practicable Competition:** All specifications for purchases shall be drafted so as to promote overall economy for the purposes and encourage competition in satisfying the Village's needs, and shall not be unduly restrictive.

8. **Budget:** Careful consideration of the budget must be undertaken when purchasing. It is the Department Manager's responsibility to ensure they are within their budget constraints. If an item would cause the fund to exceed budget, then it should be taken to the Village Board along with a budget amendment.

9. **Contracts:** All contracts must be reviewed and approved by the Village Attorney prior to execution. Contracts under $5,000 may be signed by a Department Head. Contracts $5,000 to under $20,000 may be signed by the Village Manager. Contracts greater than $20,000 must be approved by the Village Board.

C. COMPETITIVE SEALED BIDDING

An openly publicized competitive process for the procurement of goods, supplies, equipment, services, and construction, is the most effective means of determining the lowest cost from a responsible source and should be utilized whenever possible.

1. **Exceptions to Competitive Bidding:** A purchase or contract over $20,000 that is by its nature not adapted to award by competitive bidding may be approved by a $2/3^{rd}$ vote of the Village Board.

Examples of exceptions to competitive bidding are listed below.

a. *Professional services* requiring individual skill or expertise shall be governed by the policy on professional services in Section D. Such services include, but are not limited to, engineers, financial advisors, search firms, accountants, architects, inspectors, attorneys, and professional consultants.

Attachment: Current Glen Ellyn Purchasing Policy (4058 : Purchasing Policy)

b. *Emergency purchases* are purchases obtained in circumstances which include threats to public health or safety, where immediate repairs to Village property are required to protect or prevent against further loss or damage, or where immediate action is needed to prevent or minimize serious disruption to Village services. Emergency purchases shall be authorized if timing is critical. The Village Manager shall report to the Village Board regarding emergency purchases as soon as practicable.

c. *State or federal contracts* are exempted from the competitive bidding process. The Village may take advantage of the favorable prices obtained under a State contract whenever practical to do so.

d. *Cooperative purchases*, defined as more than one unit of government purchasing goods and services together by competitive bid.

e. *Single Source purchases*, defined as material or services that are available from only one vendor but are deemed necessary to Village operations may be exempted from bidding requirements.

f. *Standardization purchases*, defined as technical nature of certain items or services may result in the standardization of a particular supplier's specifications being necessary or desirable to Village operations. Competitive bidding may be waived if the Village requires compatibility with existing software, machinery or other existing equipment.

g. *Certain items are purchased by the Village Links/Reserve 22 for resale.* These items are generally offered for resale in the Pro Shop or food/hospitality products. Merchandise items are chosen for their marketability and public demand and cannot be purchased through the formal bidding process. Food and hospitality items may be purchased based on immediate need or demand, product quality, availability schedule, or other factors deemed necessary to properly run the food and hospitality functions of the Department. The management of the Village Links/Reserve 22 will make every effort to obtain these items at the best possible prices.

2. Procedures for Competitive Bidding

   a. **Invitations for Bids**: An Invitation for Bids shall be issued and shall include a purchase description, and all necessary contractual terms, specifications, and conditions applicable to the purchase.
   b. **Bids for Installation of Equipment**: For all bids for the installation of products and equipment, consideration shall be given to requesting bids for the product or equipment separate from bids for the labor involved in installing the equipment in order to reduce the overall costs.
   c. **Review by Village Attorney**: When practicable, all invitations for bids shall be reviewed and approved by the Village Attorney prior to being issued.

Attachment: Current Glen Ellyn Purchasing Policy (4058 : Purchasing Policy)

d. **Public Notice:** Adequate public notice of the Invitation for Bids shall be given at a reasonable time prior to the date set for the opening of bids. It is the policy of the Village to seek as broad an advertisement for bids as is practical under the circumstances. As a minimum, advertisement for bids shall be as follows:

a. Notice inviting bids shall be published once in at least one newspaper of general circulation in the village and at least ten (10) days prior to the last day set for the receipt of bid proposals.

b. The newspaper notice required herein shall include at least a general description of the work to be performed or the articles to be purchased, shall state where bid proposals forms and detailed specifications may be secured, and shall state the time and place for opening bids.

c. Bids and proposals shall, to the extent possible, be solicited from all responsible prospective suppliers who have requested to be notified of purchases of the type being proposed or who are known to the village to do work or provide supplies of the type being sought, by sending those responsible prospective suppliers a copy of the notice to acquaint them with the proposed purchase or sale.

d. Bid announcements shall be advertised on the Village website.

e. Requirement for Bid Security: Bid Security will be required for all competitive sealed bidding for construction contracts. Bid security shall be a bond provided by a surety company authorized to do business in the State of Illinois, or a certified check, bank draft, or cashier check, or other form satisfactory to the Village.

f. Amount of Bid Security: Bid security amount is to be determined by the requisitioning department and shall be in an amount no less than 5% of the bid and no more than 10% of the bid.

g. **Bid Opening:** Bids shall be opened publicly by the Finance Director or the Finance Director's designee and in the presence of one or more witnesses at the time and place designated in the Invitation for Bids. The amount of each bid, together with the name of each bidder, shall be recorded, and the record of each bid shall be open to public inspection.

h. **Bid Evaluation and Acceptance:** Bids shall be unconditionally accepted without alteration or correction, except as addressed in this policy statement. Bids shall be evaluated based on the requirements described in the Invitation for Bids, which may include criteria to determine acceptability such as inspection, testing, quality, workmanship, delivery and suitability for a particular purpose. The Invitation for Bids shall set forth the evaluation criteria to be used. No criteria may be used in bid evaluation that is not set out in the Invitation for Bids. At no time should any information be made available to any prospective bidder which is not available to all prospective bidders.

i. **Correction or Withdrawal of Bids:** After a bid opening, no changes in bid prices or other provisions of bids prejudicial to the interest of the Village or fair competition shall be permitted. Decisions to permit correction or withdrawal of bids, or to cancel awards or contracts based on bid mistakes prior to approval by the Village Board should be based upon the following criteria:

a. A bidder will not be permitted to correct a bid mistake after bid opening that would cause the bidder to have the low bid, unless the mistake is clearly evident from examining the bid document, and is supported by proof that has evidentiary value--for example, extension of unit prices or errors in addition.

b. A low bidder will not be permitted to correct a bid for errors in judgment.

c. In lieu of bid correction, the Village may permit a low bidder alleging a material mistake of fact to withdraw its bid when there is reasonable proof that a mistake was made and the intended bid cannot be ascertained with reasonable certainty.

d. After bid opening, an otherwise low bidder will not be permitted to delete exceptions to the bid conditions which affect price or substantive obligations.

e. If the Village suspects a mistake has been made by a bidder, it may request confirmation of a bid.

j. **Award:** Contracts shall be awarded to the lowest responsible bidder. In determining "lowest responsible bidder", in addition to the price, the Village may consider the following factors:

a. The ability, capacity and skill of the bidder to perform the contract or provide the service required;

b. Whether the bidder can perform the contract or provide the service promptly, or within the time specified, without delay or interference;

c. The character, integrity, reputation, judgment, experience and efficiency of the bidder;

d. The quality of performance of previous contracts or services;

e. The previous and existing compliance by the bidder with laws and ordinances relating to the contract or service;

f. The sufficiency of the financial resources and the ability of the bidder to perform the contract or provide the service;

Attachment: Current Glen Ellyn Purchasing Policy (4058 : Purchasing Policy)

g. The quality, availability and adaptability of the supplies or contractual services to the particular use required by the village;

h. The ability of the bidder to provide future maintenance and service for the use of the contract; and

i. The number and scope of conditions attached to the bid, if any.

k. After approval by the Village Board, the award shall be processed with reasonable promptness by written notice to the successful bidder.

l. **Non-monetary Change Orders**: The Village Manager may execute change orders to extend the length of a construction contract by up to 30 days or other terms and conditions of a contract deemed necessary or in the best interest of the Village.

D. PROFESSIONAL SERVICES

1. All professional services contracts related to Architectural, Engineering, and Land Surveying Services will be governed by the requirements of the Local Government Professional Services Selection Act (50 ILCS 510/1 et seq.). Proposals shall be evaluated based upon the requirements set forth in the request for proposals, which may include qualifications, ability of professional personnel, past record and experience, performance data on file, willingness to meet time and budget requirements, location, workload of the firm, work on similar projects, past performance with the Village, and financial stability. Cost may be considered, but may not alone determine the provider of the professional services. Competitive proposals are required where the total contract is $20,000 or greater. Where the cost is less than $20,000, the respective Department Head and the Village Manager shall determine whether such contract will be awarded on the basis of obtaining at least three quotes or on the basis of competitive request for proposals.

2. All requests for proposals for professional services shall contain a request for a proposed Total Fixed Price for the contract work.

3. For professional services ***other*** than architectural, engineering, and land surveying services, where the cost is less than $20,000, the respective Department Head and the Village Manager shall determine whether such contract will be awarded on the basis of obtaining at least three quotes or on the basis of competitive request for proposals. For those where the cost is $20,000 or greater, the contract shall be awarded based upon a competitive request for proposal, unless it is determined that an exception listed in Section C(1) applies. The Village Attorney shall determine if an exception is applicable.

E. RECEIPT

The person signing and approving the invoice for payment must determine that goods or services have been received in good order. By approving the invoice for payment with their signature, the individual is verifying proper receipt of goods or services has occurred.

F. SALES TAX EXEMPTION

The Village is a sales tax exempt organization in the State of Illinois. When making purchases for the Village, all reasonable attempts should be made to make purchases exempt from sales tax, which may require presenting the Village's sales tax exempt certificate and completing forms or other documentation. Village policy is that we do not pay sales tax or reimburse employees for sales tax paid out of pocket. In those unusual situations when sales tax payments are reasonably unavoidable, Department Managers can authorize payment or reimbursement of a nominal amount sales tax.

G. PAYMENT

1. **Checks:** Invoices for payment by check shall be submitted to the Finance Department. Invoices must be coded with the appropriate budget account and signed by the Department Director or valid designee. The invoice must also clearly state the purpose of the purchase. Purchases of food or meals must include a list of the individuals or groups receiving the food or meal. If purchase exceeds $5,000, the Village Manager must also sign the invoice, except utilities, postage, developer donations, , health insuranceand routine refunds. All invoices must describe the Village business purpose for which the goods or services were purchased. Lien wavers from all contractors and subcontractors must be included with invoices for construction contracts and submitted to the Village Attorney before any payment will be authorized.

   All invoices will be reviewed by the Accounts Payable Coordinator for proper approval and coding and entered into the accounting system. The Assistant Finance Director will review and approve the invoices and reports for proper approvals and accuracy prior to printing checks.

   Checks will be printed every Friday. All invoices to be included in a Friday check run must be submitted to the Finance Department by 5PM the Wednesday before the check run. If the schedule is adjusted, Finance will alert departments as early as practical. Checks will not be sent out until all required signatures and documentation are received by the Finance Department. The Finance Department will distribute checks via U.S. mail. If a vendor wishes to pick up a check, the individual will need to provide identification sufficient to show their affiliation with the vendor, and will be required to sign a log provided by the Finance Department.

Attachment: Current Glen Ellyn Purchasing Policy (4058 : Purchasing Policy)

2. **Purchasing Cards:** Purchasing cards are issued to improve efficiency and make additional vendors available to provide goods for the Village through internet sales.

a. Issuance of Purchasing Cards: Employees may be issued a purchasing card upon request by the Department Director and approval by Finance Director and the Village Manager. Each card has a monthly purchase limit based upon the purchasing requirements of the employee. Employees must sign an agreement that they will use the card only for Village related purchases.

b. Use of Purchasing Cards: Use of a purchasing card does not change the approval structure established in Section B of this policy.

Each employee provided a Purchasing Card is responsible for the security of the card and should not permit its use for means other than those permitted by this policy. If an employee's card is used for egregious or repeated unauthorized purposes or uses, monthly reporting is not made in a timely manner, or it is used outside of the permissions of this policy, the employee's purchasing card may be immediately suspended or revoked, temporarily or permanently. If such action is taken, the employee's supervisor will be advised of the action and reasons for such action.

As with all purchases made on the Village's behalf, goods purchased with a purchasing card are exempt from sales tax. This is indicated on the front of all cards and should be pointed out to the vendor to prevent sales tax from being charged on any purchases made with the card. Depending on the vendor, card holders may still need to present the tax exempt letter or complete other documentation in order to receive the exemption.

The Village's purchasing card shall be used for Village purchases only. Absent approval from the Village Manager or Finance Director, the purchasing cards shall not be used for purchases for other people or organizations, even if the Village is reimbursed for the purchase.

c. Submission of Purchasing Card Expense Reports: Each month, the Accounts Payable Coordinator will receive a summary of all employee charges. Individual statements will be sent to each card holder for coding and approval. Card holders must review their monthly statement and return it to the Finance Department with their signature and an itemized invoice or receipt for each purchase. Department heads must review and approve the purchasing card statements of their employees. Such information shall be submitted to the Finance Department no later than 3 business days prior to the due date on the statement, unless other arrangements are agreed upon, in advance, with the Finance Department. Each month, the Finance Department will advise card holders of the due date via email, providing at least one week notice. All receipts or invoices must describe the Village business purpose for which the goods or services were purchased. All purchases of food or meals must list the individuals or groups that benefited from the meal.

Attachment: Current Glen Ellyn Purchasing Policy (4058 : Purchasing Policy)

The Accounts Payable Coordinator will review all card purchases for proper approval, coding and documentation and enter the charges into the accounting system. The Assistant Finance Director will review the invoices and accounting system reports for proper approvals and accuracy. All monthly purchasing card statements will be reviewed and signed off by the Department Director, Finance Director and the Village Manager.

3. **Open Accounts:** To allow for the efficient procurement of routine supplies, the Village has established a limited number of open accounts at local vendors. Only employees authorized by their Department Director may utilize an open account. When available, purchasing cards should be utilized rather than charging an item to an open account. The Department Director is responsible for ensuring all purchases made on an open account are utilized only for Village business purposes.

   Use of an open account does not exempt an employee from obtaining quotes for items over $1,000. If an item is over $1,000, quotes must still be obtained as required in Section B (4).

   Employees must submit receipts for all purchases made on an open account to the Finance Department. Receipts must describe the Village business purpose for which the items were purchased and include the signature of the employee approving the purchase.

4. **Petty Cash:** Petty cash has been established to expedite miscellaneous purchases and paying of small bills which need not be handled through check payment. These funds are to be used by all departments for facilitating purchases and are not to be used for the purpose of circumventing normal purchasing procedures.

   Petty cash requests shall be limited to $50, unless approved by the Finance Director. Any amount above $50 must be reimbursed via a check request submitted to the Finance Department.

   Each petty cash location shall have a designated custodian who is responsible for disbursing and maintaining the petty cash funds.

   The petty cash custodian shall ensure that all petty cash disbursements are properly approved and that a record of each disbursement includes the following information:

   a. Description of purchase.
   b. Budget account.
   c. Signature of employee approving disbursement.
   d. Signature of petty cash custodian.
   e. Signature of petty cash recipient.
   f. Original itemized receipt.

Attachment: Current Glen Ellyn Purchasing Policy (4058 : Purchasing Policy)

As petty cash is depleted, the custodian shall submit a request to replenish petty cash to the Finance Department. The request shall include all the required documentation for disbursements made since the previous request. The AP Fiscal Clerk will review all purchases for proper approval, coding and documentation and enter the charges into the accounting system. The Assistant Finance Director will review the invoices and accounting system reports for proper approvals and accuracy and a check will then be issued to the petty cash custodian. The Finance Department may conduct periodic cash counts and/or audits of petty cash.

5. **Review of Vouchers:**

1. Accounts Payable Coordinator: The Accounts Payable Coordinator will review invoices submitted for payment to ensure proper documentation, amount, account coding, and approval.
2. Assistant Finance Director: The Assistant Finance Director will perform a detailed review of the vouchers after the Accounts Payable Coordinator to ensure proper documentation, amount, account coding, and approval.
3. Finance Director: The Finance Director will receive from the Accounts Payable Coordinator a list of the vouchers for review. The Finance Director shall review the list and pose questions and request documentation as he or she deems necessary.
4. Village Attorney: The Village Attorney shall review the vouchers in advance of the board meeting to review items of a legal nature.
5. Village Manager: The Accounts Payable Coordinator will provide the Village Manger with a listing of paid invoices for inclusion on a Village Board Agenda. The Village Manager shall review said listing.

6. **Village Board Approval of Vouchers:** All payments will be approved by the Village Board. The Accounts Payable Coordinator will provide the Village Manager's office with a listing of paid invoices for inclusion on a Village Board meeting agenda. The invoice list will also be provided to all Trustees and a Trustee will be designated to review the invoices prior to Village Board payment approval. To ensure prompt payment, checks will be released prior to the Village Board meeting if the purchase has been properly approved and all required signatures and documentation have been received by the Finance Department.

Attachment: Current Glen Ellyn Purchasing Policy (4058 : Purchasing Policy)

H. MANAGEMENT CONTROLS

1. **Purchase Orders:** Purchase orders will be created for amounts greater than $20,000, which require board approval prior to purchasing. Purchase orders may be issued for lower dollar amounts if requested by a department. The Accounts Payable Coordinator will create the purchase orders in the accounting system following board approval of a purchase. The purchase order is then sent to the Finance Director for review. A copy of the original purchase order is forwarded to the department making the purchase. The purchase order number must be included on all payment requests.

2. **Inspection and Testing:** The inspection and testing of delivered materials or equipment should occur at the time of delivery. Department Directors are responsible for ensuring that the quantity and quality of the delivered goods are as ordered and that all purchases made within their department are received and utilized solely for Village business. In the case of items for inventory or resale, Department Directors are responsible for maintaining an ongoing inventory record of such items. The Finance Department may review inventory records on a periodic basis and as part of the annual audit process.

3. **Internal Audits:** The Finance Department will conduct periodic audits of purchases. It shall be the responsibility of each Department Director to provide the Finance Department with the necessary information to verify any purchases chosen for an audit.

4. **External Audits:** The Village will engage an external public accounting firm to perform an annual audit of the financial statements. Such an audit will include an assessment of internal controls related to purchasing.

5. **Treasurer's Report:** The Village will produce an annual Treasurer's Report in accordance with State statutes, which includes all payments to vendors for the past year. The report will be reviewed to assess potential areas to increase purchasing efficiencies.

6. **Public Disclosures:** The Village will produce and publish other reports and disclosures related to payments and disbursements, which may be published on the Village website, hard copy available for public inspection or in another manner as required or allowed by law.

7. **Additional Policies:** Village Management will periodically review and revise additional policies related to purchasing including, but not limited to, uniforms, travel, and cell phones. Such policies may be implemented as administrative orders.

Mark Franz, Village Manager

11/14/16
Revision Date

Attachment: Current Glen Ellyn Purchasing Policy (4058 : Purchasing Policy)

Chapter 10 - VILLAGE CONTRACTS

1-10-1. - Contracts requiring competitive bidding.

All purchase orders or contracts for labor, services or work, or for the purchase of personal property, materials, equipment or supplies, involving amounts estimated to be in excess of $20,000.00 made by or on behalf of the Village, shall be let only by competitive bidding after advertisement for bids to the lowest responsible bidder submitting a bid in conformance with the bid advertisement; provided, however, that the Board of Trustees by the affirmative vote of at least two-thirds of the Board of Trustees then in office may waive competitive bidding on specific contracts.

(Ord. 5964, 10-10-2011)

1-10-2. - Exceptions to competitive bidding.

A purchase or contract that is by its nature not adapted to award by competitive bidding, as for example professional or other services requiring individual skill or expertise, utility services available from a single source or a unique item of property, may be excluded from the requirements of section 1-10-1 of this chapter and approved by the affirmative vote of at least two-thirds of the Board of Trustees then in office.

(Ord. 5964, 10-10-2011)

1-10-3. - Prohibition against subdivision.

No contract or purchase shall be subdivided to avoid the requirements of section 1-10-1 of this chapter.

(Ord. 5964, 10-10-2011)

1-10-4. - Advertisement.

When competitive bidding is required, it is the policy of the Village to seek as broad an advertisement for bids as is practical under the circumstances. As a minimum, advertisement for bids shall be as follows:

(A)

Newspaper publication: Notice inviting bids shall be published once in at least one newspaper of general circulation in the Village and at least ten days preceding the last day set for the receipt of bid proposals.

(B) *Scope of notice:* The newspaper notice required herein shall include at least a general description of the work to be performed or the articles to be purchased, shall state where bid proposals forms and detailed specifications may be secured, and shall state the time and place for opening bids.

(C) *Bidders' list or individual solicitation:* Bids and proposals shall be solicited from all responsible prospective suppliers who have requested to be notified of purchases of the type being proposed or who are known to the Village to do work or provide supplies of the type being sought, by sending those responsible prospective suppliers a copy of the notice to acquaint them with the proposed purchase or sale.

(D) *Village website:* Bid announcements shall be advertised on the Village website.

(Ord. 5964, 10-10-2011)

1-10-5. - Lowest responsible bidder.

Contracts shall be awarded to the lowest responsible bidder. In determining "lowest responsible bidder", in addition to the price, the Village may consider the following factors:

(A) The ability, capacity and skill of the bidder to perform the contract or provide the service required;

(B) Whether the bidder can perform the contract or provide the service promptly, or within the time specified, without delay or interference;

(C) The character, integrity, reputation, judgment, experience and efficiency of the bidder;

(D) The quality of performance of previous contracts or services;

(E) The previous and existing compliance by the bidder with laws and ordinances relating to the contract or service;

(F) The sufficiency of the financial resources and the ability of the bidder to perform the contract or provide the service;

(G) The quality, availability and adaptability of the supplies or contractual services to the particular use required by the Village;

(H) The ability of the bidder to provide future maintenance and service for the use of the contract; and

(I) The number and scope of conditions attached to the bid, if any.

(Ord. 5964, 10-10-2011)

1-10-6. - Award to other than low bidder.

When the award is not given to the lowest bidder, a full and complete statement of the reasons for placing the order elsewhere shall be made and preserved as a public record.

(Ord. 5964, 10-10-2011)

1-10-7. - Joint purchases with other governmental bodies.

Pursuant to the provisions of the Governmental Joint Purchasing Act 1, the Village of Glen Ellyn hereby acknowledges and elects to participate with the United States government, the State of Illinois, DuPage County, and Municipal purchasing consortia in joint purchases and to adopt the competitive bidding procedures authorized by said statutory provisions and the appropriate rules and regulations of the General Services Administration of the United States government, the Department of Central Management Services of the State of Illinois, the Purchasing Division of DuPage County, and the purchasing divisions of the Municipal purchasing consortia or any of their successor agencies in lieu of the provisions of this chapter.

(Ord. 5964, 10-10-2011)

1-10-8. - Change orders.

The Village Manager is authorized to approve any change order to a Village contract which is less than $10,000.00. Any change order in excess of $10,000.00 shall be submitted to the Village Board as an agenda item for the Board's approval. The Village Manager is also authorized to execute change orders above $10,000.00 in instances where the change order falls within a contract contingency authorized by the Village Board.

(Ord. 6453, 11-14-2016)

1-10-9. - Prompt payment act preempted.

The Village, as a home rule municipality, shall not be bound by nor subject to any obligations set forth in the Local Government Prompt Payment Act 2. The provisions of the Local Government Prompt Payment Act are hereby preempted, and the obligations for payment shall be determined solely by contract between the Village and the parties providing goods or services to the Village.

(Ord. 5964, 10-10-2011)

MEMORANDUM

TO: Finance Commission

FROM: Rich Daubert, Professional Engineer

DATE: July 2, 2019

RE: Procurement of Professional Engineering Services

Background

The Village of Glen Ellyn regularly engages the use of both in-house staff as well as consultant engineering firms for the planning, design, and oversight of capital improvement projects. While the Village's in-house staff has exceptional credentials and capabilities to complete engineering assignments, there are limitations to the volume of work that can be completed in-house given the resources required to implement the Village's fairly aggressive Capital Plan. As such, the Village's engineers including the Professional Engineer, Senior Civil Engineer, and Civil Engineer are substantially engaged in procurement and management of consultant engineers.

When procuring engineers for assignments, the Village typically uses Request for Proposal (RFP) document. In summary, the document is tailored to each assignment with the project thoroughly described including a defined scope of services/tasks that the Village requests firms provide a proposal for. The RFP document is sent to firms that the Village's engineering staff feels may likely have a good team available for the assignment. Proposals are typically submitted within 2 weeks of the Village's request and then evaluated by staff.

Upon receipt, proposals are reviewed and scored based on the following criteria:

1. Firm Information
2. Experience in Similar Projects
3. Qualifications of Personnel
4. Ability to Meet Project Deadlines
5. Completeness of Project Approach
6. Additional Services/Tasks
7. Project Costs

This method of procurement is consistent with the Village's purchasing policy, as outlined in the attached Administrative Order No. 3, which is attached to this memo.

CIVIC CENTER 535 DUANE STREET GLEN ELLYN, ILLINOIS 60137 630.469.5000 FAX 630.469.8849

In conformance with Federal directive, the Illinois Department of Transportation updated Chapter 5 of its Bureau of Local Roads and Streets (BLRS) Policy Manual to better align procedures for the procurement of professional engineering services with Federal Qualification Based Selection procedures. In summary, when State and/or Federal Dollars are used for Professional Engineering Services municipalities must follow the Qualification Based Selection Process for procuring said services. In summary, the process involves the following:

1) The scope of the proposed engineering assignment is defined.
2) The proposed engineering assignment is advertised (via Public Notice in a newspaper, website, magazines, etc.) with a request for statements of interest, qualifications, and performance data from consultants interested in the assignment.
3) The received statements of interest and qualifications are evaluated to short-list the firms that are capable of completing the assignment within the specified parameters. Interviews can be conducted as part of this process along with presentations by firms.
4) A minimum of three firms are selected based on the evaluations, discussions and presentations (if selected) as the most qualified to provide the services for the project. The firms are ranked on the merits of their qualifications to provide the services for the project.

It is emphasized that during steps 1-4, cost is not part of the evaluation process.

5) The most qualified firm is then contacted and an attempt is made to negotiate an agreement at a fair and reasonable means of compensation based on the Municipality's estimated value of the services being rendered. This process involves developing a specific scope of services with the project schedule, staffing and hours, engineering effort, responsibility/liability, and other critical parameters clearly identified and agreed to as part of the negotiation of the agreement. The independent estimate is to be prepared by the municipality prior to negotiating the agreement.

Municipalities must have their QBS procedures in writing and cannot simply refer to the QBS procedures outlined in the IDOT Bureau of Local Roads and Streets Manual. To slightly complicate matters, there are different QBS procedures depending on whether the funds are State or Federal. In summary, when the funds are Federal, a more restrictive process that is fully aligned with Federal Procedures is required. This is referred to as the Brooks Act. A PDF of the applicable pages of the IDOT Circular and Chapter 5 of the BLRS Policy Manual is attached for reference. The document summarizes key differences between the procedures for assignments utilizing State verses Federal dollars.

It is noted that these procedures do not need to be followed when local funds are used for Engineering Services and municipalities can default to their own procurement procedures.
IDOT indicates with Chapter 5 of the BLRS that local agencies need to follow the Illinois Compiled State Statute 50 ILCS 510 (attached), however home rule municipalities are not included within the definition of a political subdivision, as contained in the document.

Attachment: QBS Memo for Finance Commission (4058 : Purchasing Policy)

The following are some of the advantages to Qualification Based Selection:

1) Ensures that an agency attempts to negotiate a fair agreement with the most qualified firm.
2) Studies have demonstrated that using a QBS process to procure engineering services results in lower construction costs and timelier project implementation. In summary, a more qualified project team should result in less change orders and project delays.
3) More firms are likely to propose knowing that cost is not a factor in an agency's decision to attempt to negotiate with a firm. This may be especially true for small and minority firms.
4) Price is still a factor; if in the owner's view, the firm cannot agree to a fair and reasonable price, negotiations may proceed with the next highest-rank firm.

Subject

Based on input from the Capital Improvements Commission, it is recommended that the Village only follow Qualification Based Selection Procedures when required due to the use of Federal Funds for Engineering Services. Consistent with staff's recommendations, the procedures would strictly follow IDOT's QBS procedures as summarized earlier in this memorandum.

While initially somewhat divided, the CIC recommended that for all locally funded engineering assignments, the Village does not follow QBS procedures, and rather it continues to use its standard RFP process which includes cost as a consideration in evaluating proposals. The CIC feels that given the involvement of taxpayer dollars, cost should be considered in procuring engineering services with the understanding that the lowest proposal may not always be the best. The CIC supports staff's determination and recommendations in selecting engineers for assignments provided cost is considered, but other factors compel staff that the lowest proposal is not in the best interest of the Village. The CIC and staff did discuss some improvements to the process including the following:

1) The Village should publish a legal notice in the paper requesting statements of interest/qualifications from engineering firms on a three year basis. The intent of this process is to ensure that Village reaches out to the engineering community and offers firms a formal opportunity to submit their qualifications and express interest in proposing on Village projects. Staff would then evaluate the statements of interest/qualifications and short-list firms to be included within future Requests for Proposals.

2) While cost should be a component of consideration, the factor should be reduced, especially for higher profile/higher risk projects. For common engineering assignments, staff has evaluated proposals using the following general weighting factors for the 7 evaluation criteria:

Proposal Evaluation Criteria (Listed in RFP)	Max Points
1. Firm Information (size, location, history, resources, etc.);	5
2. Experience on similar projects with reference (name, title, address, phone, email & fax numbers) within last three years only;	10
3. Qualifications (resumes) of personnel assigned to work on the project (project team), organizational chart, etc.;	10
4. Ability to meet project deadlines (provide schedule with work items/staff hours needed, critical path items, etc.);	10
5. Completeness of project approach (detailed scope of services/tasks, etc.);	30
6. Any additional services/tasks not identified in this RFP that the consultant believes will improve the project, reduce costs and time, etc.;	5
7. Price	30

The CIC ultimately felt that staff shall use its discretion to adjust the factors as it prepares requests for proposal for projects with reduction of the price criteria to 20 points reasonable for more complex/critical assignments.

Recommendation and Action Requested

While the Capital Improvements Commission has already finalized its recommendation concerning the matter, staff would also like to solicit input from the Finance Commission as it brings this issue and other purchasing policy changes to the Village Board for their consideration. Staff will be present at the July 12th meeting of the Finance Commission to present on this item and solicit input. Should the Finance Commission be comfortable with the CIC and staff recommendations, the following motions could be made by the Finance Commission:

When it comes to procuring professional engineering services, the Finance Commission recommends the following:

1) IDOT's Qualification Based Selection Procedures, as summarized in this memorandum and detailed in the attached IDOT Circular and Local Roads Manual, shall be utilized for procuring professional engineering services when required for federally funded engineering assignments. The QBS procedures shall be incorporated into the Village's Purchasing Policy as summarized by staff in this memorandum and required by the Illinois Department of Transportation.
2) For locally funded engineering assignments, the Village shall procure engineering services in conformance with the Village's current purchasing policy section "D.

Attachment: QBS Memo for Finance Commission (4058 : Purchasing Policy)

Professional Services" and as detailed in this memorandum utilizing the described proposal evaluation criteria in which cost may be considered in evaluating proposals.

Attachments
IDOT BLRS Update on Engineering Procurement
Administrative Order #3 Purchasing Policy

Attachment: QBS Memo for Finance Commission (4058 : Purchasing Policy)

Illinois Department of Transportation
2300 South Dirksen Parkway / Springfield, Illinois / 62764

BLRS PROCEDURE MEMORANDUM

NUMBER: PM2017-02

SUBJECT: BLRS POLICY MANUAL REWRITE - CHAPTER 5

ISSUED DATE: November 29, 2017

EFFECTIVE DATE: November 29, 2017

This memorandum replaces Chapter 5 of the Bureau of Local Roads & Streets Policy Manual.

The Department has further revised Chapter 5 of the Bureau of Local Roads & Streets (BLRS) Policy Manual with regard to Procurement, Management, and Administration of Engineering and Design Related Services, commonly known as Qualification Based Selection (QBS). The revisions to Chapter 5 explain the specific requirements which must be followed when local public agencies are using federal funds to procure professional services.

The most significant change since the June 1, 2017 revision to Chapter 5 includes the requirement for each local public agency using federal funding for professional services to have their QBS procedures in writing. Simply referencing Chapter 5 of the BLRS Policy Manual is not an acceptable procedure. If the local public agency's written QBS procedures follow the guidance outlined in Chapter 5 of the BLRS Policy Manual, then individual approval of the procedures from IDOT is not required. However, if the local public agency's QBS procedures differ from the guidance outlined in Chapter 5 of the BLRS Policy Manual, then approval will be required from IDOT before the procedures may be used.

In addition to the revisions for Chapter 5 of the BLRS Policy Manual, revisions were also made to BLR Form 05610 – Preliminary Engineering Services Agreement for Federal Participation and BLR Form 05611 – Construction Engineering Services Agreement for Federal Participation. These forms now include a QBS checklist (Exhibit C) to ensure the proper QBS procedures have been followed for the procurement of professional services with federal funding.

Finally, revisions were made to Chapter 5 regarding the standard engineering services agreements. Section 5-5.08 now references three forms for standard engineering services agreements: BLR 05510, BLR 05520, and BLR 05530. These forms are in final development by the Department and will be released in the near future.

Attachment: IDOT BLRS Update on Engineering Procurement (4058 : Purchasing Policy)

Form BLR 05510 – Engineering Services Agreement, will consolidate and replace the following forms:

1. BLR 05510: Preliminary Engineering Services Agreement for Motor Fuel Tax Funds (11/06)
2. BLR 05511: Preliminary Engineering and Construction Guidance Agreement for MFT Funds (11/06)
3. BLR 05512: Preliminary/Construction Engineering Services Agreement for Motor Fuel Tax Funds (1/10/12)
4. BLR 05610: Preliminary Engineering Services Agreement for Federal Participation (11/21/13)
5. BLR 05611: Construction Engineering Services Agreement for Federal Participation (11/21/13)

Form BLR 05520 – Maintenance Engineering to be Performed by a Consulting Engineer, will be revised but continue with the same name, number, and no consolidation with other forms.

Form BLR 05530 – Request for Engineering Services Performed by Local Forces, will be a revision of the following form with no consolidation of other forms:

1. BLR 05612: Request for Construction Engineering Services Performed by Local Agency Employees (3/30/10)

Until BLR Forms 05510, 05520, and 05530 are released by the Department, local public agencies should continue to use the agreements in the numbered lists above.

Please contact the BLRS Local Policy & Technology Unit, at DOT.LocalPolicy@illinois.gov with any questions.

Maureen E. Kastl

Maureen E. Kastl, P.E.
Engineer of Local Roads and Streets

TW/

Attachment

Attachment: IDOT BLRS Update on Engineering Procurement (4058 : Purchasing Policy)

4. IDOT employees shall not participate in the procurement, management, and administration of engineering and design related consultant services on behalf of the LPA.

5-5.05 Retainage

The LPA may withhold retainage on state, MFT, or TBP funded engineering services agreements. However, withholding retainage provides no substantial benefits to the LPA. The LPA shall not withhold retainage on federally funded engineering agreements.

5-5.06 Qualifications Based Selection for Engineering and Professional Services

5-5.06(a) Introduction

The principal objective of the QBS procedures is to allow a LPA to locate a qualified consultant to undertake the project; then, through negotiations, engage the consultant to provide the creative and technical work required at a fair and reasonable cost. The area and magnitude of responsibility in the process can vary widely according to project type.

5-5.06(b) Applicability

The procurement procedures outlined in Section 5-5.06(c) and (e) apply to the selection of all engineering and professional services based on the following funding type parameters:

1. State, MFT or TBP Funded Engineering and Professional Services. QBS procedures for public notice, evaluation, selection, and contract negotiations shall be used whenever a project requiring architectural, engineering, or land surveying services is proposed for a LPA of fewer than 3,000,000 inhabitants, except home rule units, unless the LPA has a satisfactory relationship for services with one or more firms (50 ILCS 510).

   A LPA may also waive the requirements of public notice, evaluation and selection if the LPA determines, by resolution, that an emergency situation exists and a consultant must be selected in an emergency manner, or if the total cost of services from a consultant is estimated to be less than $25,000 (50 ILCS 510/8). If the LPA estimates the total cost of services within the contract will be less than $25,000, IDOT will not approve any agreement or supplemental that exceeds the $25,000 threshold; unless the LPA followed state statutes.

2. Federally Funded Engineering Services. LPAs shall use QBS in accordance with The Brooks Act, (40 USC 11) and the FHWA's requirements for Procurement, Management, and Administration of Engineering and Design related Services (23 CFR 172) to promote open competition by advertising, ranking, selecting, and negotiating contracts based on demonstrated competence and qualifications for the type of engineering and design related services being procured, and at a fair and reasonable price.

   If a consultant is selected to work on multiple phases of a project, the dollar limits apply to the total combined cost of all included phases. If the LPA included an option to perform one or more other phases as part of the original solicitation, the LPA is then not required to conduct another QBS unless the LPA elects to select a different consultant for subsequent phases.

Attachment: IDOT BLRS Update on Engineering Procurement (4058 : Purchasing Policy)

3. Small Purchases for Federally Funded Engineering Services. If the cost of any individual contract for engineering services (Phase I, II, III, etc.) will be less than $25,000, then the small purchase procurement method may be used (23 CFR 172.7(a)(2)). The following additional requirements shall apply to the small purchase procurement method:

   a. The scope of work, within one project phase shall not be broken down into smaller components merely to permit the use of small purchase procedures.

   b. A minimum of three consultants are required to satisfy the adequate number of qualified sources reviewed. In instances where less than three qualified consultants respond to the solicitation, the LPA shall contact the District LR&S office for verification of the LPA's solicitation to determine the solicitation did not contain conditions or requirements which arbitrarily limited competition.

   c. Contract costs may be negotiated in accordance with State small purchase procedures; however, the allowability of costs shall be determined in accordance with the Federal cost principles.

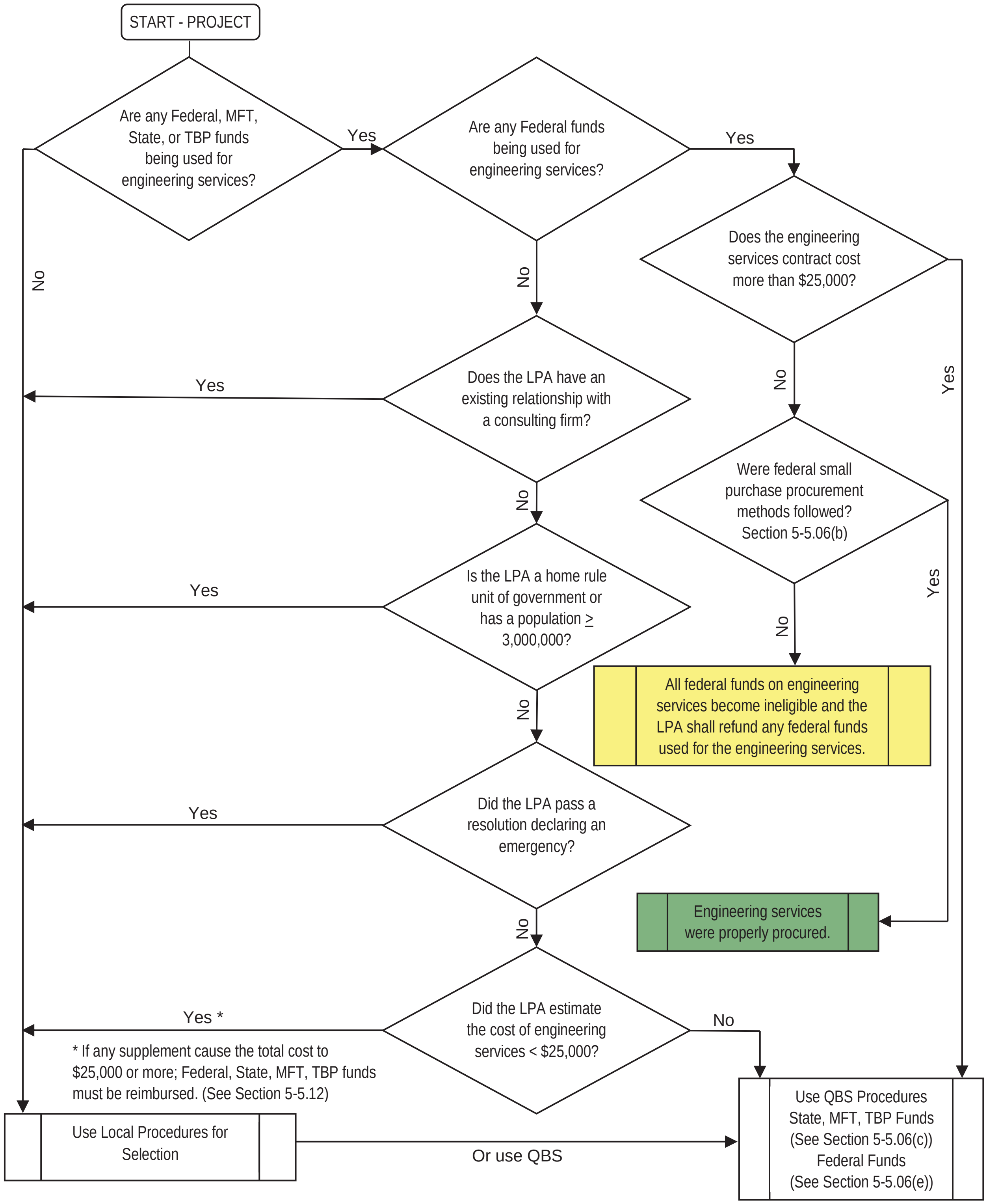
   d. If the cost of any supplemental changes to the contract for the engineering services exceeds $25,000 and federal QBS procedures were not followed, federal funds become ineligible above the $25,000 on engineering services.

4. Locally Funded Engineering Services. The IDOT does not have oversight over contracts for engineering services funded entirely with local funds. However, the LPA is still required to comply with 50 ILCS 510.

If a consultant is selected to work on multiple phases of a project, the dollar limits apply to the total combined cost of all included phases. If the LPA included an option to perform one or more other phases as part of the original solicitation, the LPA is then not required to conduct another QBS unless the LPA elects to select a different consultant for subsequent phases.

The procurement method used for selection of engineering services will not impact funding for the construction of a project.

Attachment: IDOT BLRS Update on Engineering Procurement (4058 : Purchasing Policy)



REQUIREMENTS FOR QBS

Figure 5-5A

Attachment: IDOT BLRS Update on Engineering Procurement (4058 : Purchasing Policy)

5-5.06(c) State Required QBS Procedures using State, MFT or TBP Funds

The procedure for State required QBS procurement consists of the following five basic steps:

1. Define the Project. Clearly define the scope of the services desired. Depending on the amount of data, this may be on one or more pages. This information should include the following:
   - describe in general terms the need, purpose, and objective of the project;
   - identify the various project components;
   - establish the desired timetable for the effort;
   - identify any expected problems; and
   - determine the total project budget.

   A comprehensive evaluation of the problem or need that resulted in the project is essential to the procurement process. The solution, approach, and eventual design for the project will evolve out of the expertise offered by the consultant responding to the request for technical proposals. To ensure that the respondents address the project properly and effectively, clearly articulate all known parameters of the project.

   The LPA may skip to Step 5 when both of the following criteria are met.
   - The LPA elects to select a consultant that has a satisfactory working relationship with the LPA; and
   - The engineering services contract is not being paid for using federal funds.
2. Public Notice. Whenever a project requiring engineering services is proposed, the LPA shall post a public notice requesting a statement of interest along with the qualifications and performance data from consultants. This may be accomplished through an advertisement in a local newspaper, posting on the LPA's website, or through various trade magazines or websites.

   Consider the following sources when preparing a list of potential firms:
   - identification of consultants from the LPA's or IDOT's prequalification list;
   - a directory or source list identifying small, minority, and women owned businesses with capabilities relevant to the project;
   - discussions with other persons or agencies who have accomplished similar work;
   - lists of consultants secured from professional societies; and/or
   - lists of consultants secured from the agency's own experience of consultants.
3. Evaluation. The LPA shall evaluate the consultant submitting letters of interest, taking into account qualifications, ability of professional personnel, past record and experience, performance data on file, willingness to meet time requirements, location, workload of the consultant, and such other qualifications-based factors.

Attachment: IDOT BLRS Update on Engineering Procurement (4058 : Purchasing Policy)

The first objective of evaluation is the elimination of all respondents who are not qualified or who do not have the experience for the required work. The LPA may conduct discussions with and require presentations by consultants deemed to be the most qualified based on their qualifications, approach to the project, and ability to furnish the required services. When conducted, interviews shall occur separately with a minimum of three consultants, or all qualified consultants if less than three qualified consultants respond. If the LPA decides to conduct discussions with and/or require presentations by consultants deemed to be the most qualified, this should be included in the public notice.

In no case shall the LPA, prior to selecting a consultant for negotiation, seek formal or informal submission of verbal, written, or sealed estimates of costs or proposals in terms of dollars, hours required, percentage of construction cost, or any other measure of compensation.

4. Selection. On the basis of evaluations, discussions and presentations, the LPA shall select no less than three consultants which it determines to be the most qualified to provide services for the project and rank them in order of qualifications to provide services regarding the specific project. The LPA shall then contact the consultant ranked most preferred and attempt to negotiate a contract at a fair and reasonable compensation, taking into account the estimated value, scope, complexity, and professional nature of the services to be rendered. Typical criteria for evaluating and ranking consultants are included in Figure 5-5B. If fewer than three qualified consultants submit letters of interest and the LPA determines that one or both are so qualified, the LPA may proceed to negotiate a contract.

5. Contract Negotiation. The LPA shall prepare a written description of the scope of the proposed services to be used as a basis for negotiations and shall negotiate a contract with the highest qualified consultant at compensation that the LPA determines in writing to be fair and reasonable. In making this decision, the LPA shall take into account the estimated value, scope, complexity, and professional nature of the services to be rendered.

An important objective of the negotiation process is to reach a complete and mutual understanding of the scope of professional services to be provided and the degree of performance desired. The general scope of professional services developed in the procurement process should be broad in order to serve as the basis for negotiation. The negotiation process offers the opportunity for refinement, amendment, and complete definition of the services to be rendered, as well as the areas of responsibility and liability for those services. Mutual understanding on these points at the negotiation stage can minimize the possibility of misunderstanding as the project progresses.

Special elements of the engineering portion of the project to be established during negotiation include:

- project schedule,
- manpower requirement and timing,
- level of engineering effort,
- avenues of research, and
- areas of responsibility/liability.

Attachment: IDOT BLRS Update on Engineering Procurement (4058 : Purchasing Policy)

Any percentage fee contract should be fully supported by an acceptable estimate of man-hours, anticipated hourly payroll rates by classification of employee for the project, and applicable overhead and burden rates. These rates should be evaluated and, if determined to be acceptable, the percentage fee may be approved by the district.

The consultant's method of dividing the project into work units and calculating related time units are to be such that the estimate can be readily reviewed. The consultant will use its own estimates of man-hours, rates of pay, overhead, profit, and itemized non-salary costs based on the consultant's work force and past job experience.

When the prime consultant requires the services of another consultant to provide expertise, advice, or information to the prime consultant, the prime consultant will complete an analysis of fee for engineering services (including a breakdown of direct salary and direct non-salary costs) or supply specific rate for services (e.g. testing). The prime consultant is responsible for ensuring that Disadvantage Business Enterprises (DBEs) will have an equitable opportunity to compete for subcontracts. See Chapters 8 and 24 for information on DBEs for LPAs.

Contracts between LPAs and consultants must be set forth in fully executed agreements. If there is an agreement with the consultant, and if the fee is within range of the budget, then proceed to finalize an agreement. If problems arise with the scope of the project or the fee, further discussion and clarification may be required.

Selection of a consultant by qualification provides no guarantee that the LPA and the consultant will come to an agreeable fee. For that reason, the ranking process provides, in addition to the first preference, at least two alternative qualified consultant. If agreement cannot be reached on the scope and fee, the LPA may drop negotiations with the top-ranked consultant and continue the process with the second ranked consultant at Step 5.

6. Summary. Ranking and negotiations involve a considerable amount of subjective judgment. Engineering projects involve a large expenditure of public funds, accountability for decisions, and value judgments is most important. To ensure adequate accountability:

- involve more than one knowledgeable person in the evaluation process,
- be consistent in reviewing each applicant,
- keep accurate and complete records of all correspondence, memoranda, evaluations, and decisions.

The primary purpose of undertaking the QBS process is to locate the most qualified consultant to do the work and negotiate a fair and equitable agreement. Federal and Illinois law prohibits selecting consultants based on cost for any project exceeding $25,000. The selection shall be based on the consultant's experience and expertise in projects of the same type as proposed.

5-5.06(d) Development of Selection Criteria and Weighting

LPAs must determine and publish selection criteria and weightings for projects requiring federal QBS.These criteria and weightings are suggested for all projects regardless of funding. The criteria "must assess the demonstrated competence and qualifications for the type of professional services solicited". LPAs must determine and publish selection criteria and

Attachment: IDOT BLRS Update on Engineering Procurement (4058 : Purchasing Policy)

weightings for projects requiring federal QBS. The total of all weights must equal 100%. Factors may include but are not limited to the following and Figure 5-5B:

- Technical Approach (10 - 30%)
  - e.g., project understanding,
  - innovative concepts,
  - quality control procedures, or
  - other items
- Firm Experience (10 - 30%)
- Specialized Expertise (10 - 30%)
- Staff Capabilities (Prime/Sub) (10 - 30%)
- Work Load Capacity (10 - 30%)
- Past performance (10 - 30%)

In addition there are two nominal non-qualifications based criteria for evaluation. They are limited to a combined weight of 10% or less*:

- *In-State or Local Presence
  - not based on political or jurisdictional boundaries and may be applied on a project by project basis,
  - used where a need to provide a local presence has been established, a local presence will add value to quality and efficiency of the contract and application of the criteria results in an appropriate number of qualified consultants, and/or
  - if the consultant indicates in the proposal that a local project office will be established the criteria is satisfied.
- *Participation of Qualified and Certified DBE Sub-consultants

The following shall <u>not</u> be used as a factor in the evaluation, ranking and selection:

- All price and cost related items.
  - This includes: cost proposals, direct salaries/wage rates; indirect costs (overhead), and other direct costs.
- In-State or Local Preference (other than as explained above).

Attachment: IDOT BLRS Update on Engineering Procurement (4058 : Purchasing Policy)

The weight given to each evaluation criterion in the ranking process may vary from project to project, with more weight towards the criteria that are critical to the success of the project. Typical technical criteria for both evaluating and ranking entities should include but not be limited to the following:

(1) The education, experience, and expertise of the entity's principals and key employees.

(2) The entity's general experience, stability, and history of performance on projects similar to the one under consideration.

(3) Availability of adequate personnel, equipment, and facilities to do the required work expeditiously.

(4) The name, or names, of individuals in the entity who will be assigned key project responsibilities, with particular attention to their qualification, competence, and past performance.

(5) The entity's approach to the planning, organizing, and management of a project effort, including communication procedures, approach to problem solving, data gathering methods, evaluation techniques, and similar factors.

(6) Facilities and equipment owned by the entity, including computer capability, reproduction and communication equipment, laboratory and testing equipment, or other specialized equipment applicable to the project under consideration.

(7) Present workload with attention to current and future commitments of available personnel, particularly those key persons expected to be assigned to your project.

(8) Financial stability, with particular attention to avoiding a situation in which the entity is solely dependent on income from the project at hand for its existence.

(9) Recommendations and opinions of each entity's previous clients as to its ability to meet deadlines and remain within budget. Prior clients may also be able to advise you as to each entity's sense of responsibility; attitudes of key personnel; concern for economy, efficiency, and environment; and quality of service.

(10) If practical, observation of each entity's facility and the sites of current and/or completed projects.

(11) The reputation and integrity of the engineering entity within the professional field and the community.

(12) Awards received by the entity and technical papers authored by employees.

(13) Special considerations for some projects might include staff conversant in foreign languages.

Non-technical criteria may not exceed 10% of the total evaluation and rank weighting. Typical non-technical criteria for both evaluating and ranking entities may include but not be limited to the following:

1. Proximity of the engineering entity to the proposed project site and/or the agency's office.
2. Qualified minority representation.
3. How DBE goals are addressed.

CONSULTANT RANKING CRITERIA

Figure 5-5B

5-5.06(e) Federal QBS Requirements

For engineering agreements $25,000 or greater which include federal funds, LPAs are required to use QBS which is fully compliant with Federal requirements of 23 CFR 172 and the Brooks Act. As sub-grantees, LPAs must use competitive negotiation supported by qualification based selection procedures. This is the primary method of procurement for engineering and design related services using federal funding. See Figure 5-5C for specific requirements.

Attachment: IDOT BLRS Update on Engineering Procurement (4058 : Purchasing Policy)

The procedure for federal QBS procurement consists of the following steps. Section 5-5.07 provides an example of a LPA's QBS policies and procedures.

> A box (similar to this) will indicate minimum requirements to be addressed for each step. If the LPA's QBS policies and procedures will match the existing language in any step from Section 5-5, their QBS cannot reference the *BLRS Manual* but must include the language.

1. Initial Administration. LPAs shall develop and sustain organizational capacity and provide the resources necessary for the procurement, management, and administration of engineering and design related consultant services.

> The LPA must include in their QBS procedures the organizational structure for the procurement, management, and administration for consultant services.

2. Written Policies and Procedures. The LPA shall prepare and maintain written policies and procedures for the procurement, management, and administration of engineering and design related consultant services. All LPAs must have their own QBS procedure. When it follows the policies and procedures as outlined in Section 5-5 and specifically Section 5-5.06(e), further approval is not required. However; if the LPA's QBS procedure has significant differences then IDOT approval is required, see Section 5-5.06(g).

   An example of a significant difference would be a multi-step selection process, which would require submission to IDOT for approval.

> LPAs who decide their procedures will result in significant differences from that shown in Section 5-5.06(e) must submit their QBS procedures for review and approval by IDOT.

3. Define the Project. Clearly define the scope of the services desired. Depending on the amount of data, this may be on one or more pages. This information should include the following items:
   - describe in general terms the need, purpose, and objective of the project;
   - identify the various project components;
   - establish the desired timetable for the effort;
   - identify any expected problems; and
   - determine the total project budget.

Attachment: IDOT BLRS Update on Engineering Procurement (4058 : Purchasing Policy)

A comprehensive evaluation of the purpose and need that resulted in the project is essential to the procurement process. The solution, approach, and eventual design for the project will evolve out of the expertise offered by the consultant responding to the request for technical proposals. To ensure that the respondents address the project properly and effectively, clearly articulate all known parameters of the project. This may be the appropriate time to prepare an independent in-house estimate of engineering costs as discussed in Step 9.

> The LPA must include at a minimum the five (5) items outlined above in their QBS procedures to define the scope and services desired for the project.

4. Public Notice. Whenever a project requiring engineering services is proposed, the LPA shall post a public notice for a Request for Proposal (RFP) along with the qualifications and performance data expected of consultants. This may be accomplished through an advertisement in a local newspaper, posting on the LPA's website, or through various trade magazines or websites. The notice shall provide no less than 14 calendar days from the last date of acceptance of proposals.

As a minimum, the following must be included in the LPA's QBS procedures:

- if an interview will or will not be required;
- where the public notice will be published;
- the time periods the public notice will be published.

Consider the following sources when preparing a list of potential firms:

- identification of consultants from the LPA's or IDOT's file;
- a directory or source list identifying small, minority, and women owned businesses with capabilities relevant to the project;
- discussions with other persons or agencies who have accomplished similar work;
- lists of consultants secured from professional societies; and/or
- lists of consultants secured from the agency's own experience of consultants.

If the LPA plans to use a multi-step process to minimize the efforts of the LPA in narrowing the list of qualified and interested consultants, this must be described in their QBS procedures and submitted to IDOT for approval. The process must also be described in the initial public notice.

> As a minimum, the following must be included in the LPA's QBS procedures:
>
> - if an interview will or will not be required;
> - where the public notice will be published;
> - the time periods the public notice will be published.

Attachment: IDOT BLRS Update on Engineering Procurement (4058 : Purchasing Policy)

5. Conflicts of Interest. See Section 5-5.04.

> As a minimum, the LPA must include Section 5-5.04, when determining a conflict of interest for engineering services. The LPA may also require the consultants to submit a disclosure statement with their SOI or RFP. IDOT uses the BDE DISC 2 Template, which provides an example of a consultant's disclosure statement. A copy of the LPA's consultant's disclosure statement shall be included in their QBS procedures, if required by their QBS procedures.

6. Suspension and Debarment. Verify any suspension or debarment actions and eligibility of consultants as specified in 2 CFR Part 1200 and 2 CFR Part 180. This may be accomplished by checking the System for Award Management Exclusions (SAM Exclusions); obtaining a disclosure statement; or adding a clause or condition to the covered transaction with the consultant. A LPA may want to also verify by checking the Chief Procurement Office's (IDOT) (CPO) website, including the other three associated CPOs (Capital Development Board, General Services, and Higher Education), the Illinois Department of Labor and the Illinois Department of Human Rights. Hyperlinks to these other websites can be found on the CPO IDOT website.

> As a minimum, the LPA must include the procedure to verify consultant suspension or debarment. The LPA may also require the consultants to submit a disclosure statement with their SOI or RFP. IDOT uses the BDE DISC 2 Template, which provides an example of a consultant's disclosure statement. A copy of the LPA's consultant's disclosure statement shall be included in their QBS procedures, if required by their QBS procedures.

7. Evaluation. The LPA shall evaluate the consultant submitting letters of interest, taking into account qualifications, ability of professional personnel, past record and experience, performance data on file, willingness to meet time requirements, workload of the consultant, and other qualifications-based factors.

The first objective of the evaluation is to determine the most qualified respondents who have the experience for the required work. The LPA may conduct discussions with and require presentations by consultants deemed to be the most qualified based on their qualifications, approach to the project, and ability to furnish the required services. When conducted, interviews shall occur separately with a minimum of three consultants, or all qualified consultants if less than three qualified consultants respond. If the LPA decides to conduct discussions with and/or require presentations by consultants deemed to be the most qualified, this must be included in the public notice.

Criterion and weighting for the evaluation is discussed further in Section 5-5.06(d) and Figure 5-5B.

In no case shall the LPA, prior to selecting a consultant for negotiation, seek formal or informal submission of verbal, written, or sealed estimates of costs or proposals in terms of dollars, hours required, percentage of construction cost, or any other measure of compensation.

Attachment: IDOT BLRS Update on Engineering Procurement (4058 : Purchasing Policy)

If the LPA plans to use a multi-step process to minimize the efforts of the LPA in narrowing the list of qualified and interested consultants, this must be described in their QBS procedures. This is discussed in Step 4 – Public Notice above.

> The criterion and weighting for evaluation and selection is discussed in Section 5-5.06(d) and Figure 5-5B. If there is a possibility of additional discussions or presentations being required, this must be described in their QBS procedures. The criterion and weighting need to be included in all RFPs.
>
> If a form will be used during the evaluation, a copy of a typical form must be included in their QBS procedures.

8. Selection. The selection committee is typically composed of individuals, who have some knowledge of the project and procedures. This could be the county / city engineer, public works director, LPA staff, an elected official, municipal manager, private citizen, etc. On the basis of evaluations (Step 7), discussions and presentations, the LPA shall select no less than three consultants which it determines to be the most qualified to provide services for the project and rank them in order of qualifications to provide services regarding the specific project. The LPA shall contact the consultant ranked most preferred and attempt to negotiate a contract at a fair and reasonable compensation, taking into account the estimated value, scope, complexity, and professional nature of the services to be rendered.

If fewer than three qualified consultants submit letters of interest and the LPA determines that one or both are so qualified, IDOT approval is required. After IDOT approval is received, the LPA may proceed to negotiate a contract.

> The LPA must include who (titles) will serve on the selection committee. Procedures for selecting must also be described, an example of IDOT's selection procedures may be found in Section 8-2.05 of the *BDE Manual*.

9. Estimate of Cost for Engineering. The LPA must prepare an independent in-house estimate for the cost of engineering prior to the start of negotiations. This will be used during the contract negotiation process.

> The LPA must prepare an independent in-house estimate for the cost of engineering prior to the start of negotiations. This should be prepared early in the process, but must be completed before starting contract negotiations.

10. Contract Negotiation. The LPA shall prepare a written description of the scope of the proposed services to be used as a basis for negotiations. The LPA shall negotiate a contract with the highest qualified consultant at compensation that the LPA determines in writing to be fair and reasonable. In making this decision, the LPA shall take into account the estimated value, scope, complexity and professional nature of the services to be rendered.

Attachment: IDOT BLRS Update on Engineering Procurement (4058 : Purchasing Policy)

An important objective of the negotiation process is to reach a complete and mutual understanding of the scope of professional services to be provided and the degree of performance desired. The general scope of professional services developed in the procurement process should be broad in order to serve as the basis for negotiation. The negotiation process offers the opportunity for refinement, amendment, and complete definition of the services to be rendered, as well as the areas of responsibility and liability for those services. Mutual understanding on these points at the negotiation stage can minimize the possibility of misunderstanding as the project progresses.

Special elements of the engineering portion of the project to be established during negotiation include:

- project schedule,
- manpower requirement and timing,
- level of engineering effort,
- avenues of research, and
- areas of responsibility/liability.

Any percentage fee contract should be fully supported by an acceptable estimate of man-hours, anticipated hourly payroll rates by classification of employee for the project, and applicable overhead and burden rates. These rates should be evaluated and, if determined to be acceptable, the percentage fee may be approved by the district.

The consultant's method of dividing the project into work units and calculating related time units are to be such that the estimate can be readily reviewed. The consultant will use its own estimates of man-hours, rates of pay, overhead, profit, and itemized non-salary costs based on the consultant's work force and past job experience.

When the prime consultant requires the services of another consultant to provide expertise, advice, or information to the prime consultant, the prime consultant will complete an analysis of fee for engineering services (including a breakdown of direct salary and direct non-salary costs) or supply specific rate for services (e.g. testing). The consultant is responsible for ensuring that DBEs will have an equitable opportunity to compete for subcontracts. See Chapters 8 and 24 for information on DBEs for LPAs.

Contracts between LPAs and consultants must be set forth in fully executed agreements. See Section 5-5.08 for the BLR forms, which must be used for the agreement between the LPA and the consultant when federal funds are used for professional services. If there is an agreement with the consultant, and if the fee is within range of the budget, proceed to finalize an agreement. If problems arise with the scope of the project or the fee, further discussion and clarification may be required.

Selection of a consultant by qualification provides no guarantee that the LPA and the consultant will come to an agreeable fee. For that reason, the ranking process provides at least two alternative qualified consultants, in addition to the first preference. If agreement cannot be reached on the scope and fee, the LPA may drop negotiations with the top-ranked consultant and continue the process with the second ranked consultant at Step 9. The LPA shall develop procedures for proper disposal of concealed cost proposals of unsuccessful bidders.

The LPA must describe their procedures for contract negotiations, including procedures if a contract cannot be negotiated with the selected consultant along with the proper disposal of sealed cost proposals.

Attachment: IDOT BLRS Update on Engineering Procurement (4058 : Purchasing Policy)

11. Acceptable Costs. IDOT will review and approve the engineering agreement to verify elements of contract costs, acceptable indirect cost rate(s) for application to contracts, and assuring consultant compliance with the Federal cost principles.

> The LPA must describe their process for review, if one exists; before forwarding the engineering agreement to IDOT for further review and approval.

12. Invoice Processing. See Section 5-10.

> The LPA must describe their process for review and approving for payment; before forwarding the request for reimbursement to IDOT for further review and approval.

13. Ongoing and Finalizing Administration. The following are ongoing and finalizing requirements:

- Monitoring the consultant's work and compliance with the terms, conditions, and specifications of the contract;
- Preparing a consultant's performance evaluation when services are completed and using such performance data in future evaluation and ranking of consultant to provide similar services;
- Closing-out a contract;
- Retaining supporting programmatic and contract records;
- Determining the extent to which the consultant, who is responsible for the professional quality, technical accuracy, and coordination of services, may be reasonably liable for costs resulting from errors and omissions in the work furnished under its contract;
- Assessing administrative, contractual, or legal remedies in instances where consultants violate or breach contract terms and conditions, and providing for such sanctions and penalties as may be appropriate; and
- Resolving disputes in the procurement, management, and administration of engineering and design related consultant services.

> This is a compilation of items 12 through 18 as shown in Figure 5-5C and further discussed in Sections 5-5.13 and 5-5.14. The LPA must describe their process for these items.

In summary, the ranking and negotiations involve a considerable amount of subjective judgment. Because engineering projects involve a large expenditure of public funds, accountability for decisions and value judgments is most important. To ensure adequate accountability:

- involve more than one knowledgeable person in the evaluation process,
- be consistent in reviewing each applicant,
- keep accurate and complete records of all correspondence, memoranda, evaluations, and decisions.

Attachment: IDOT BLRS Update on Engineering Procurement (4058 : Purchasing Policy)

The primary purpose of undertaking the QBS process is to locate the most qualified consultant to do the work and negotiate a fair and equitable agreement. Current federal regulations limit contracts in the amount to the lesser of $150,000 or the state limits (50 ILCS 510/8). The state limit on contracts is currently less than $25,000, therefore; contracts above this amount require federal QBS in the selection of a consultant (see Section 5-5.06(b) Item 2). For contracts below this amount the Small Purchases requirements need to be followed (see Section 5-5.06(b) Item 3). The selection shall be based on the consultant's experience and expertise in projects of the same type as being solicited.

Per 23 CFR 172.5 - Program management and oversight.

(a) ***STA responsibilities***. STAs or other recipients … *(i.e. STA State Transportation Agency – IDOT)*

(b) ***Subrecipient responsibilities***. Subrecipients shall develop and sustain organizational capacity and provide the resources necessary for the procurement, management, and administration of engineering and design related consultant services, reimbursed in whole or in part with FAHP funding as specified in 23 U.S.C. 106(g)(4)(A). Responsibilities shall include the following:

(1) Adopting written policies and procedures prescribed by the awarding STA or other recipient for the procurement, management, and administration of engineering and design related consultant services in accordance with applicable Federal and State laws and regulations; or when not prescribed, shall include:

(i) Preparing and maintaining its own written policies and procedures in accordance with paragraph (c) of this section; or

(ii) Submitting documentation associated with each procurement and subsequent contract to the awarding STA or other grantee for review to assess compliance with applicable Federal and State laws, regulations, and the requirements of this part;

(2) Procuring, managing, and administering engineering and design related consultant services in accordance with applicable Federal and State laws, regulations, and approved policies and procedures, as specified in 23 CFR 1.9(a).

(c) Written policies and procedures. The contracting agency shall prepare and maintain written policies and procedures for the procurement, management, and administration of engineering and design related consultant services. The FHWA shall approve the written policies and procedures, including all revisions to such policies and procedures, of the STA or recipient to assess compliance with applicable requirements. The STA or other recipient shall approve the written policies and procedures, including all revisions to such policies and procedures, of a subrecipient to assess compliance with applicable requirements. These policies and procedures shall address, as appropriate for each method of procurement a contracting agency proposes to use, the following items to ensure compliance with Federal and State laws, regulations, and the requirements of this part:

1. Preparing a scope of work and evaluation factors for the ranking/selection of a consultant;

2. Soliciting interests, qualifications, or proposals from prospective consultants;

Federal QBS Requirements

Figure 5-5C

(Sheet 1 of 2)

Attachment: IDOT BLRS Update on Engineering Procurement (4058 : Purchasing Policy)

3. Preventing, identifying, and mitigating conflicts of interest for employees of both the contracting agency and consultants and promptly disclosing in writing any potential conflict to the STA and FHWA, as specified in 2 CFR 200.112 and 23 CFR 1.33, and the requirements of this part.
4. Verifying suspension and debarment actions and eligibility of consultants, as specified in 2 CFR part 1200 and 2 CFR part 180;
5. Evaluating interests, qualifications, or proposals and the ranking/selection of a consultant;
6. Determining, based upon State procedures and the size and complexity of a project, the need for additional discussions following RFP submission and evaluation;
7. Preparing an independent agency estimate for use in negotiation with the selected consultant;
8. Selecting appropriate contract type, payment method, and terms and incorporating required contract provisions, assurances, and certifications in accordance with § 172.9;
9. Negotiating a contract with the selected consultant including instructions for proper disposal of concealed cost proposals of unsuccessful bidders;
10. Establishing elements of contract costs, accepting indirect cost rate(s) for application to contracts, and assuring consultant compliance with the Federal cost principles in accordance with § 172.11;
11. Ensuring consultant costs billed are allowable in accordance with the Federal cost principles and consistent with the contract terms as well as the acceptability and progress of the consultant's work;
12. Monitoring the consultant's work and compliance with the terms, conditions, and specifications of the contract;
13. Preparing a consultant's performance evaluation when services are completed and using such performance data in future evaluation and ranking of consultant to provide similar services;
14. Closing-out a contract;
15. Retaining supporting programmatic and contract records, as specified in 2 CFR 200.333 and the requirements of this part;
16. Determining the extent to which the consultant, which is responsible for the professional quality, technical accuracy, and coordination of services, may be reasonably liable for costs resulting from errors and omissions in the work furnished under its contract;
17. Assessing administrative, contractual, or legal remedies in instances where consultants violate or breach contract terms and conditions, and providing for such sanctions and penalties as may be appropriate; and
18. Resolving disputes in the procurement, management, and administration of engineering and design related consultant services.

FEDERAL QBS REQUIREMENTS
(Sheet 2 of 2)

Figure 5-5C

(Sheet 2 of 2)

Attachment: IDOT BLRS Update on Engineering Procurement (4058 : Purchasing Policy)

5-5.06(f) Major Differences between Federal and State Requirements

The major differences between federal and state requirements are:

- The existing relationship and home rule requirements permitted with state, MFT, and TBP QBS are not allowed for federal QBS.
- IDIQ contracts are limited to a maximum term length of five years for federal QBS and ten years for non-federal.
- A maximum of 10% of the evaluation criteria can be assigned to local presence and DBE participation for federal QBS.
- Notification must be provided to responding applicants of the final ranking of the three most highly qualified applicants for federal QBS.
- Preparing a consultant's performance evaluation when services are completed and using such performance data and ranking of the consultant with regard to providing similar services in the future is required for federal QBS.
- Additional work which was not included in the scope of services and evaluation criteria may not be allowed to be added to contracts for federal QBS.
- If non-competitive procurement (sole source, emergency, or less than three consultants) is used; it must be approved by IDOT in advance for federal QBS.
- LPAs are responsible for ensuring a consultant's costs billed are allowable in accordance with the federal cost principles and consistent with the contract terms for federal QBS.

5-5.06(g) Approval of LPA's Federal QBS Procedures

When federal funds are used to fund a portion of engineering and design related services, LPAs must have their own QBS procedures. If it follows the policies and procedures as outlined in Section 5-5 and specifically Section 5-5.06(e), further approval may not be required. However; if the LPA's QBS procedures has significant differences then IDOT approval is required.

An example of a significant difference would be a multi-step selection process, which would require submission to IDOT for approval.

The LPA's QBS procedures should address items discussed in Section 5-5.06, along with:

- Purpose and applicability.
- Definitions.
- Program management and oversight.
- Procurement methods and procedures.
- Contracts and administration.
- Allowable costs and oversight.

The above topics are expanded in 23 CFR 172 – *Procurement, Management, And Administration of Engineering and Design Related Services*.

Attachment: IDOT BLRS Update on Engineering Procurement (4058 : Purchasing Policy)

5-5.07 Federal QBS Examples

In order to assist LPAs in implementing Federal QBS requirements two examples are provided with a) written policies and procedures and b) project specific information. Either example can be modified by LPAs to meet their individual organization structures and needs or project specific details. Contact the appropriate District LR&S office, if your QBS requires IDOT approval (see Section 5-5.06(g)) or for additional questions.

5-5.07(a) Written Policies and Procedures Example

[**LPA Name**] receives federal funds, which may be used to fund the engineering and design related consultant services. Our written policies and procedures as describe herein for QBS will meet the requirements of 23 CFR 172 and the Brooks Act.

1. Initial Administration – [**LPA Name**] QBS policy and procedures assigns responsibilities to the following [**describe the titles and/or other departments**] within [**LPA Name**] organization for the procurement, management, and administration for consultant services.
2. Written Policies and Procedures – [**LPA Name**] believes their adopted QBS written policies and procedures substantially follows Section 5-5 of the *BLRS Manual* and specifically Section 5-5.06(e), therefore; approval from IDOT is not required.
3. Project Description – [**LPA Name**] will use the following five items when developing the project description and may include additional items when unique circumstances exist.
    - Describe in general terms the need, purpose, and objective of the project;
    - Identify the various project components;
    - Establish the desired timetable for the effort;
    - Identify any expected problems
    - Determine the total project budget.
4. Public Notice – [**LPA Name**] will post an announcement on our website [**website address**] and/or publish an ad in a newspaper with appropriate circulation. The item will be advertised for at least 14 days prior to the acceptance of proposals, and at least twice in the newspaper and/or on continuous display on our website.
5. Conflict of Interest – [**LPA Name**] require consultants to submit a disclosure statement with their procedures. [**LPA Name**] require the use of the IDOT BDE DISC 2 Template as their conflict of interest form.
6. Suspension and Debarment – [**LPA Name**] will use of SAM Exclusions, IDOT's CPO's website and the three other state CPO's websites to verify suspensions and debarments actions to ensure the eligibility of firms short listed and selected for projects.
7. Evaluation Factors – [**LPA Name**] allows the following [**specify title**] to set the evaluation factors for each project, but must include a minimum of [**number**] criterion and stay within the established weighting range. The maximum of DBE and local presence combined will not be more that 10% on projects where federal funds are used.

Attachment: IDOT BLRS Update on Engineering Procurement (4058 : Purchasing Policy)

Project specific evaluation factors will be included at a minimum in the Request for Proposals. [**List the criterion and weighting range**].

8. Selection – [**LPA Name**] require a [**number**] person selection committee. Typically the selection committee members include [**specify title 1, title 2 …, title x**]. The selection committee members must certify that they do not have a conflict of interest. Selection committee members are chosen by the [**specify title**] for [**each project or a specific period of time**]. [**LPA Name**] require each member of the selection committee to provide an independent score for each proposal using the form below prior to the selection committee meeting.

Criteria	***Weighting***	***Points***	***Firm 1***	***Firm 2 …***	***Firm x***
Criterion 1					
Criterion 2 …					
Criterion x					
Total	*100%*				

The selection committee members' scores are averaged for a committee score which is used to establish a short list of three firms. The committee score is adjusted by the committee based on group discussion and information gained from presentations and interviews to develop a final ranking. If there are other firms within [**xx%**] of the minimum score, the [**specify title**] may choose to expand the short list to include more than three firms.

9. Independent Estimate – [**LPA Name**] will prepare an independent in-house estimate for the project prior to contract negotiation. The estimate is used in the negotiation.

10. Contract Negotiation – [**LPA Name**] require a [**number**] person team to negotiate with firms. The team consists of [**specify title 1, title 2 …, title x**]. Members of the negotiation team [**may / may not**] delegate this responsibility to staff members.

11. Acceptable Costs – [**LPA Name**] require the [**specify title**] to review the contract costs and the indirect cost rates to assure they are compliant with Federal cost principles prior to submission to IDOT.

12. Invoice Processing – [**LPA Name**] require the [**specify title**] assigned to any project using federal funds to review and approve all invoices prior to payment and submission to IDOT for reimbursement.

13. Project Administration – [**LPA Name**] require the assigned [**specify title**] to monitor work on the project in accordance with the contract and to file reports with the [**specify title**]. The [**LPA Name**] procedures require an evaluation of the consultant's work at the end of each project. These reports are maintained in [**LPA Name**] consultant information database. [**LPA Name**] follows IDOT's requirements and the required submission of BLRS Form 05613 to the IDOT district at contract close-out along with the final invoice.

Attachment: IDOT BLRS Update on Engineering Procurement (4058 : Purchasing Policy)

5-5.07(b) Project Specific Information Example

The City of Giant Springs plans to reconstruct Main Street and improve their sidewalks along the street to comply with ADA requirements. In order to proceed with Phase I and II engineering, the city decided to hire an engineering consultant to handle the design. The city has federal funds available to help fund the design of the project and realizes the total engineering costs will exceed $25,000. The city knew they were required to use written QBS procedures which complied with state and federal guidelines. Their QBS procedures and example forms are included along with discussion in this example.

City of Giant Springs Qualification Based Selection Procedure (*Project Specific Information is italicized*)

1. Initial Administration – Giant Springs has a City Engineer. The City Engineer's office has two junior engineers and a technician and an administrative assistant, who will handle the day-today management and administration. The City Engineer's office will work with the City Purchasing office in procurement.

2. Written Policies and Procedures – Giant Springs believes their written procedures substantially follows Section 5-5 of the *BLRS Manual* and specifically Section 5-5.06(e), therefore; approval from FHWA is not required.

3. Project Description – Giant Springs will use the following five items when developing the project description and may include additional items under unique circumstances.

   - Describe in general terms the need, purpose, and objective of the project;
   - Identify the various project components;
   - Establish the desired timetable for the effort;
   - Identify any expected problems
   - Determine the total project budget.

   Project Description:

   The scope of services desired is to have Phase I and II engineering provided for the reconstruction of Main Street between Price Street and Oak Street. Main Street is the primary transportation corridor through the city. This reconstruction is necessary because the existing street and sidewalks are older and in poor condition. The major components of the design are roadway and pavement design, parking and traffic control, sidewalks, and drainage. Phase I is expected to last 18 months and Phase II is expected to last another 12 months. Providing detours for both vehicular traffic and pedestrians will be challenging because there are both businesses and the elementary school located along this section of Main Street. Minimizing impacts to both the school and businesses is an important consideration in the design of this project. Because both a school and part of the city's business district are located within the limits of the project compliance with ADA requirements is also critical. The total budget for this project $1,540,000.

4. Public Notice – Giant Spring's procedures requires the city to post an announcement on the city's website (*provide hyperlink*) and publish an ad in the Big City Telegraph, a

Attachment: IDOT BLRS Update on Engineering Procurement (4058 : Purchasing Policy)

newspaper with appropriate circulation. The item will be advertised at least 14 days prior to the acceptance of proposals and at least twice in the newspaper and will be on continuous display on the city's website for.

The ad for this project was placed on the city's website and in the newspaper on two consecutive Mondays. Here is the example advertisement.

"Giant Springs is accepting proposals from consultants for Phase I and Phase II engineering design of Main Street between Price and Oak Street. The evaluation criteria and weighting for this project is as follows: technical approach - 30%, firm experience - 20%, staff capabilities - 20%, work load capacity - 20%, and local presence - 10%.

Consultants should request a proposal packet from the city. The packet contains a detailed description of the project, conflict of interest forms, and specific requirements for the format and content of their submission.

Proposal responses are due October 18th, 2017 at 2:00 pm at City Hall, 205 W. Main Street, Room 205, Giant Springs, IL 62764. The technical proposal must not contain any cost information. All proposals shall include a conflict of interest form.

Proposals will be evaluated and at least three consultants will be selected to interview for this project. Interviews of consultants for this project will be held the week of November 1, 2017."

5. Conflict of Interest – Giant Spring's procedures require consultants to submit a disclosure statement with their procedures. The city uses the IDOT BDE DISC 2 Template as their conflict of interest form.

   All three firms included a disclosure statement with their submittal; no conflicts of interest were discovered.

6. Suspension and Debarment – Giant Spring's procedures require verification of suspension and debarment actions to ensure the eligibility of firms short listed and selected for projects. The city uses the SAM Exclusions, IDOT's CPO's website and the three other state CPO's websites to verify suspensions and debarments.

   All three firms were checked and verified not to be suspended or debarred.

7. Evaluation Factors – Giant Spring's procedures for QBS allow the City Engineer to set the evaluation factors for each project, but will include a minimum of five criterion and stay within the established range. The maximum of DBE and local presence requirements combined cannot be more that 10% on projects where federal funds are being used. Project specific evaluation factors will be included at a minimum in the Request for Proposals.

   Criteria and weighting per the city's QBS procedures

   Technical Approach (10 - 30%)
   Firm Experience (10 - 30%)
   Specialized Expertise (10 - 30%)

Attachment: IDOT BLRS Update on Engineering Procurement (4058 : Purchasing Policy)

Staff Capabilities (Prime/Sub) (10 - 30%)
Work Load Capacity (10 - 30%)
Past Performance (10 - 30%)
In-State or Local Presence*
Participation of Qualified and Certified DBE Sub-consultants*
(* The combined total of these two items cannot exceed 10%)

For this project the City Engineer set the following selection criteria and weighting.

Technical Approach	*30%*
Firm Experience	*20%*
Staff Capabilities	*20%*
Work Load Capacity	*20%*
Local Presence	*10%*

The city is requiring interviews with the top three firms. The interviews will be used to adjust the preliminary scores selection committee members individually develop based on the proposal.

8. Selection – Giant Spring's procedures require a five person selection committee. Typically the selection committee members include the director of public works, the city engineer, and at least one of the other public works staff members. Usually the city has at least one member, but not more than two members from outside the public works department. These outside members may be public works directors or engineers from nearby communities, their county engineer, council members, or members of the community. The selection committee members will certify that they do not have a conflict of interest. Selection committee members are chosen by the director of public works for each project. The selection committee members individually review and score each proposal prior to the selection committee meeting. Their scores are averaged for a committee score which is used to establish a short list of three firms. If there are other firms within 10% of the minimum score, the public works director may choose to expand the short list to include more than three firms. The committee score is adjusted by the committee based on group discussion and information gained from presentations and interviews to develop a final ranking.

For this project the city's selection committee was composed of the public works director, the city engineer, two staff engineers from the public works department and their county engineer.

The city's procedure requires the use of this basic form to score the submissions. Each member of the selection committee is to provide an independent score for each proposal using the form below prior to the selection committee meeting.

Their scores are averaged for a committee score which is used to establish a short list of three firms. The committee score is adjusted by the committee based on group discussion and information gained from presentations and interviews to develop a final ranking. If there are other firms within [10%] of the minimum score, the public works director may choose to expand the short list to include more than three firms.

Attachment: IDOT BLRS Update on Engineering Procurement (4058 : Purchasing Policy)

Criteria	*Weighting*	*Points*	*Firm 1*	*Firm 2*	*Firm 3*
Technical Approach	*30%*	*30*			
Firm Experience	*20%*	*20*			
Staff Capabilities	*20%*	*20*			
Work Load Capacity	*20%*	*20*			
Local Presence	*10%*	*10*			
Total	*100%*	*100*			

9. Independent Estimate – Giant Spring's staff will prepare an independent in-house estimate for the project prior to contract negotiation. The estimate is to be used in the negotiation.

   The City Engineer prepared a detailed estimate for the Phase I and II engineering for this project. His estimate was $231,000.

10. Contract Negotiation – Giant Spring's procedures require a two person team to negotiate with firms. The team consists of the public works director and the city's manager. When necessary either the public works director or the city manager may delegate this responsibility to staff members.

    For this project, the city engineer and city manager began negotiations with the highest ranked firm. The firm's cost exceeded the engineer's estimate by 40% and the firm did not believe they could adjust their scope or staffing in any way to reduce costs. The team moved to negotiation with the second ranked firm. The costs were slightly below the city's estimate and their project scope covered all the city's requirements. Negotiations with the second ranked firm were successful. A sealed cost proposal from the third ranked firm was returned to the firm unopened. The proposal from the first ranked firm was disposed of by shredding.

11. Acceptable Costs – Giant Spring's procedures require the city manager to review the contract costs and the indirect cost rates to assure they are compliant with Federal cost principles prior to submission to IDOT.

    For this project, the city manager reviewed the costs and found no issues and forwarded to IDOT for final review and approval.

12. Invoice Processing – Giant Spring's procedures require the project manager assigned to any project using federal funds to review and approve all invoices prior to payment and submission to IDOT for reimbursement.

13. Project Administration – Giant Spring's procedures require the assigned project manager to monitor work on the project in accordance with the contract and to file reports with the public works director. The city's procedures require an evaluation of the consultant's work at the end of each project. These reports are maintained in the city's consultant information database. The city follows IDOT's requirements and they require submission of form BLR 05613 to the IDOT district at contract close-out along with the final invoice.

Attachment: IDOT BLRS Update on Engineering Procurement (4058 : Purchasing Policy)

When submitting form BLR 05510, the completion of Exhibit C (Figure 5-5D) is required. See Section 5-5.08 for information concerning the BLR forms for engineering agreements.

Exhibit C
Federal Qualification Based Selection (QBS) Checklist

Local Public Agency City of Giant Springs
Section Number 17-00123-00-PV
Project Number ______
Job Number ______

The LPA must complete Exhibit C, if federal funds are used for this engineering agreement and the value will exceed $25,000. The LPA must follow federal small purchase procedures, if federal funds are used and the engineering agreement has a value less than $25,000.
☐ Form Not Applicable (engineering services less than $25,000)

1.	Do the written QBS policies and procedures discuss the initial administration (procurement, management, and administration) concerning engineering and design related consultant services? ☒ Yes ☐ No
2.	Do the written QBS policies and procedures follow the requirements as outlined in Section 5-5 and specifically Section 5-5.06(e) of the *BLRS Manual*? ☒ Yes ☐ No If no, IDOT's approval date: ______
3.	Was the scope of services for this project clearly defined? ☒ Yes ☐ No
4.	Was public notice given for this project? ☒ Yes ☐ No Due date of submittal: 10/18/2017 Method(s) used for advertisement and dates of advertisement: City's website (*provide hyperlink*) beginning 10/02/2017 and Big City Telegraph on 10/02/2017 and 10/09/2017
5.	Do the written QBS policies and procedures cover conflicts of interest? ☒ Yes ☐ No
6.	Do the written QBS policies and procedures use covered methods of verification for suspension and debarment? ☒ Yes ☐ No
7.	Do the written QBS policies and procedures discuss the method of evaluation? ☒ Yes ☐ No Criteria for this project / Weighting / Criteria for this project / Weighting Technical Approach 30 % / Local Presence 10% Firm Experience 20 % / ____ % Staff Capabilities 20 % / ____ % Work Load Capacity 20 % / ____ %
8.	Do the written QBS policies and procedures discuss the method of selection? ☒ Yes ☐ No Selection committee (titles) for this project: The public works director, the city engineer, two staff engineers from the public works department, and their county engineer. Top three consultants selected for this project in order: 1) Firm 1 2) Firm 2 3) Firm 3 If less than 3 responses were received, IDOT's approval date: ______
9.	Was an estimated cost of engineering for this project developed in-house prior to contract negotiation? ☒ Yes ☐ No
10.	Were negotiations for this project performed in accordance with federal requirements? ☒ Yes ☐ No
11.	Were acceptable costs for this project verified? ☒ Yes ☐ No ☒ LPA will rely on IDOT review and approval of costs.
12.	Do the written QBS policies and procedures cover review and approving for payment, before forwarding the request for reimbursement to IDOT for further review and approval? ☒ Yes ☐ No
13.	Do the written QBS policies and procedures cover ongoing and finalizing administration of the project (monitoring, evaluation, closing-out a contract, record retention, responsibility, remedies to violations or breaches to a contract, and resolution of disputes)? ☒ Yes ☐ No

Page 8 of 8 BLR 05610 (Rev. 11/09/17)
Printed on 11/28/2017 11:13:33 AM

EXHIBIT C – FORM BLR 05510 (EXAMPLE)

Figure 5-5D

Attachment: IDOT BLRS Update on Engineering Procurement (4058 : Purchasing Policy)

EXHIBIT A: SURVEY OF THRESHOLDS: OBSERVATIONS:

Council Approval and Formal Threshold level

- Most entities set the threshold that requires a formal solicitation to equal the threshold that requires approval by city council .
- Four entities, Naperville, Schaumburg, Antioch, and Downers Grove set the threshold that requires a formal solicitation ($25,000, $20,000, $5,000 and $7,000 respectfully) much lower than the threshold that requires approva by city council ($100,000, $50,000, $20,000 and $15,000 respectfully).

No quote, or 1 quote, or Department Head discretion required

<$500 : Batavia
<$1,000 : Vernon Hills; Elgin; Naperville; Glen Ellyn; Downers Grove
<$1,500 : Round Lake;
<$2,000 : Antioch;
<$2,500 : Lisle; Schaumburg; Park Ridge; Oak Brook; Carol Stream
<$3,000 : Kane County; Joliet
<$5,000 : Glencoe; Oswego; DuPage County; City of DeKalb
requires 3 quotes : Metro Water; Highland Park

Formal Threshold requiring Formal Solicitations

>$7,000 : Downers Grove
>$10,000 : Metro Water(services)
>$20,000 : Antioch; Elgin; Park Ridge; Oak Brook; Schaumburg; Glen Ellyn; City of DeKalb
>$25,000 : Round Lake; (nonServices); Lisle; Vernon Hills; Joliet; Highland Park; Glencoe; Oswego; Naperville; Carol Stream; DuPage County
>$30,000 : Kane County;

Performance Bonds:

- Only 12 (of the 21 entities surveyed) have a defined guideline for requiring Performance Bonds. Generally the guideline matches the requirement for a formal solicitation.

Waivers of Lien:

- Only 6 entities (of the 21 surveyed) have a defined guideline for requiring Waivers and Liens.

Services versus Goods

- Only 1 entity, Metro Water, differentiates thresholds for services and goods ($10,000 v $25,000 respectively).

EXHIBIT B: SURVEY OF THRESHOLDS: DATA

ENTITY	DOLLAR LEVEL	PROCESS	APPROVAL	Performance Bonds	Waivers of Lien
Round Lake	**>$25,000**	**Formal**	**City Council**	**>$25,000 construction**	**not required**
	$10,000 - $25,000	3 Quotes			
	$1,500-$10,000	3 Quotes	Dept. Head; Dir Fin;		
	<$1,500	DH discretionary			
Metro Water Reclamation Dist.	**>$25,000 (nonServices)**	**Formal**	**City Council**		**pending Department PM**
	>$10,000 (Services)	**Formal**		**>$10,000 (Services)**	
	$1 - $10,000 (Services)	3 Quotes			
	$1 - $25,000 (nonServices)	3 Quotes			
	<$100,0000 = Affirmative Action Requirements do not apply				
Kane County	**>$30,000**	**Formal**	**City Council**	**>$50,000**	**when using Subcontractors**
	$3,000 - $30,000	3 Quotes			
	<$3,000	No written quote required			
	> $15,000 annual w/same vendor requires a Contractor Disclosure Letter				
Lisle	**>$25,000**	**Formal**	**City Council**	**>$50,000**	**PW project w/o Bonds**
	~~$5,000-$25,000~~ $10,000-$25,000	3 Formal Quotes			
	~~$1,000-$5,000~~ $2,500-$10,000	3 informal Quotes			
	~~$1,000~~ <$2,500	No written quote required			
Schaumburg	**>$50,000**	**Formal**	**City Council**	**none specified**	**none specified**
	$20,000-$50,000	**Formal**	**City Administrator**		
	$2,500-$20,000	3 Quotes			
	<$2,500	DH discretionary	Dept. Head		
	Purchasing Manager can request additional quotes up to $20,000				
Vernon Hills	**>$25,000**	**Formal**	**City Council**	**with unacceptable risk of cost if work is not completed**	
	$5,000-$25,000	3 Formal Quotes			
	$1,000-$5,000	3 Quotes			
	<$1,000	1 informal quote			
Antioch	**>$20,000**	**Formal**	**City Council**		
	$5,000-$20,000	**Formal**	**City Administrator**		
	$2,000 - $5,000	3 Quotes	City Administrator		
	<$2,000	1 quote			
Joliet	**>$25,000**	**Formal**	**City Council**	**>$25,000 construction**	**>$25,000 construction**
	$3,000 - $25,000	3 Quotes			
	<$3,000	No written quote required			
Elgin	**>$20,000**	**Formal**	**City Council**	**>$20,000**	**>$20,000**
	$5,000-$20,000	3 Quotes			
	$1,000-$5,000	2 Quotes			
	<$1,000	No written quote required			
Highland Park	**>$25,000**	**Formal**	**City Council**	**>$50,000**	**Capital Construction**
	$5,000 - $25,000	3 Formal Quotes	City Administrator		All Engineering
	<$5,000	3 informal Quotes	Dept. Head		Large construction projects
Park Ridge	**>$20,000**	**Formal**	**City Council**	**>$50,000**	**don't require**
	$2,500-$20,000	3 Quotes			

Attachment: Survey of Purchasing Thresholds (4058 : Purchasing Policy)

	<$2,500	1 informal quote			
Glencoe	**>$25,000**	**Formal**	**City Council**		
	$5,000 - $25,000	3 Quotes	City Admin; DirFin		
	<$5,000	DH discretionary	Dept. Head; Purchasing		
Oak Brook	**>$20,000**	**Formal**			
	$2,500-$20,000	3 Quotes			
	<$2,500	No written quote required			
Oswego	**>$25,000**	**Formal**		**>$5,000**	
	$5,000 - $25,000	3 Quotes			
	<$5,000	No written quote required			
Naperville	**<$100,0000**	**Formal**	**City Council**	**>$25,000**	**pending Department PM**
	$25,000 - $100,000	**Formal**	City Administrator		
	$10,000 - $25,000	3 Written Quotes			
	$1,000-$10,000	3 Verbal Quotes			
	<$1,000	No written quote required			
	Recommendation to increase thresholds to be requested in late 2019.				
Carol Stream	**>$25,000**	**Formal**			
	$2,500-$25,000	3 Quotes			
	<$2,500	No written quote required			
Glen Ellyn	**>$20,000**	**Formal**	**City Council**		
	$5,000-$20,000	3 Quotes	**City Administrator**		
	$1,000-$5,000	3 Quotes	Dept. Head or Designee		
	<$1,000	No written quote required	Dept. Head or Designee		
	multi-year agreements		**City Council**		
City of Batavia	The City of Batavia does not utilize dollar thresholds. Our general policy is to solicit formal bids for all of our major capital projects, maintenance projects, public service contracts and equipment purchases. Exceptions to this policy occur when work is extremely specialized and the City desires to utilize a specific contractor. In those instances our City Council takes action to waive the formal bidding process.			Performance bonds are required for all of our major capital and maintenance projects. They are also required for our public service contracts. We do not require them for smaller scale repair projects or equipment purchases.	
	>$500	3 Quotes			
DuPage County	**>$25,000**	**Formal**	**County Board**	**>$25,000**	**Department Discretion**
	$5,000-$25,000	3 Quotes (verbal=ok)	**County Board**		
	<$5,000	No written quote required			
Downers Grove	**>$15,000**	**Formal**	**City Council**	fixed PW project	fixed PW project
	>$7,000-$14,000	**Formal**	**City Administrator**		
	$4,000-$7,000	3 Quotes	DirFin		
	$1,000-$4,000	3 Quotes	Director		
	<$1,000	No written quote required	Director		
City of DeKalb	**>$20,000**	**Formal**	**City Council**		
	$10,000-$20,000	3 Quotes	City Administrator		
	$5,000-$10,000	3 Quotes	DirFin		
	<$5000	No written quote required	Dept. Head or Designee		

Finance Commission
535 Duane St.
Glen Ellyn, IL 60137

Meeting: 07/12/19 07:00 AM
Department: Finance Commission
Department Head: Christina Coyle
Category: Audit
Prepared By: Christina Coyle

SCHEDULED

AGENDA ITEM (ID # 4054) DOC ID: 4054

Finance Director Christina Coyle will present the December 31, 2018 Comprehensive Annual Financial Report.

Background
Each year, the Village must undergo an audit of its financial statements. Attached to this item is the Village's audited financial statements for the fiscal year 2018, which covers the period from January 1, 2018 to December 31, 2018.

Financial Statement Highlights

Opinion
The Village received an "unmodified" audit opinion, which is the best possible outcome resulting from the independent audit process. An unmodified opinion means that no exceptions were noted which would result in a material misstatement of financial information presented. The opinion can be found on pages 11-13 of the attached document.

Management's Discussion and Analysis
Immediately following the auditor's opinion letter is the Management's Discussion and Analysis. This provides a narrative summary of the results of the Village operations and financial position as of December 31, 2018. This is the best place for a casual reader to focus their attention for an overview of the Village's financial performance.

General Fund Financial Performance
The best pages to review General Fund financial performance is on page 100-113 where detailed comparisons to budget and the prior year can be found. The General Fund balance decreased by $139,660 in 2018. This was largely due to reductions in the state shared income tax or LGDF. The state reduced the income tax the Village received from July 1, 2017 to June 30, 2018 by 10% or approximately $250,000. The reduction was halved to 5% from July 1, 2018 to June 30, 2019. This, along with increased pension costs, put pressure on the General Fund during 2018. In response, the Village increased its Home Rule Sales Tax by 0.25% beginning July 1, 2018. However, the Village was aware of the need to use reserves to bridge the gap until the Home Rule Sales Tax increase became effective. The original 2018 budget anticipated a deficit of $600,714. Therefore, only realizing a deficit of $139,660 is an improvement from the budgeted deficit.

Cash Reserve Policies
As of December 31, 2018, all funds which had reserve policies exceeded their policy level except for the Village Links/Reserve 22 Fund. The Village Links/Reserve 22 Fund was $347,175 below its reserve policy. New golf carts were purchased in 2017, costing $231,725, which lowered cash levels and a dining room renovation was undertaken in 2018 at a cost of $119,000.

Management Letter

The auditing firm also issued a management letter which is attached to this agenda item. Management's comments are included within the letter.

Distribution of the General Fund Cash Over Reserve Policy

At the time the audit is presented each year, the Board reviews the General Fund cash reserve policy in conjunction with the audit as April/May is the low cash point of the fiscal year. April was the month with the lowest cash balance and the amount over the reserve policy was $1,866,885. This surplus has been committed as part of the funding strategy to fund the parking garage, CBD Street and Streetscape, Train Station, and Civic Center improvements. This balance will get drawn down as those projects are completed. Therefore, there is no further action needed at this time.

ATTACHMENTS:

- Fiscal Year 2018 Comprehensive Annual Financial Report (PDF)
- Glen Ellyn Mgmt Letter FY2018 (PDF)

VILLAGE OF GLEN ELLYN, ILLINOIS

COMPREHENSIVE ANNUAL FINANCIAL REPORT

FOR THE FISCAL YEAR ENDED
DECEMBER 31, 2018

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

COMPREHENSIVE
ANNUAL FINANCIAL REPORT

FOR THE FICAL YEAR ENDED
DECEMBER 31, 2018

Prepared by:
Finance Department

Christina Coyle
Finance Director

Lori Thomas
Assistant Finance Director

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

TABLE OF CONTENTS

PAGE

INTRODUCTORY SECTION

FINANCIAL SECTION

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

TABLE OF CONTENTS

PAGE

FINANCIAL SECTION – Continued

REQUIRED SUPPLEMENTARY INFORMATION – Continued

COMBINING AND INDIVIDUAL FUND STATEMENTS AND SCHEDULES

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

TABLE OF CONTENTS

PAGE

FINANCIAL SECTION – Continued

COMBINING AND INDIVIDUAL FUND STATEMENTS AND SCHEDULES – Continued

SUPPLEMENTAL SCHEDULES

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

TABLE OF CONTENTS

PAGE

FINANCIAL SECTION – Continued

SUPPLEMENTAL SCHEDULES – Continued

STATISTICAL SECTION (Unaudited)

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

INTRODUCTORY SECTION

This section includes miscellaneous data regarding the Village of Glen Ellyn, including:

- List of Principal Officials
- Organizational Chart
- Letter of Transmittal
- GFOA Certificate of Achievement for Excellence in Financial Reporting

VILLAGE OF GLEN ELLYN, ILLINOIS

List of Principal Officials
December 31, 2018

LEGISLATIVE

Diane McGinley, President

Board of Trustees

Gary Fasules, Trustee	Peter F. Ladesic, Trustee
Bill Enright, Trustee	Craig Pryde, Trustee
John Kenwood, Trustee	Mark Senak, Trustee

John Chereskin, Village Clerk

ADMINISTRATIVE

Mark Franz, Village Manager

Christina Coyle, Finance Director

Lori Thomas, Assistant Finance Director

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

PEOPLE OF GLEN ELLYN

Village Clerk

Village President (1)
&
Board of Trustees (6)

Village Prosecutor

Citizen Advisory Groups:

Board of Fire and Police Commission (3)
Building Board of Appeals (5)
Capital Improvements Commission (9)
Environmental Commission (9)
Finance Commission (9)
Historic Preservation (9)
Plan Commission (9)
Police Pension Board (5)
Recreation Commission (7)
Zoning Board of Appeals (7)

Village Manager

Administration 8 + 7.91 FTE	Board & Village Clerk Economic Development History Park Information Technology Village Manager's Office	Communications Facilities Maintenance Human Resources Senior Services Law	Code Review Risk Management
Finance 5 + 5.82 FTE	Accounts Payable Employee Benefits Adm. Payroll Utility Billing	Cashier's Office Investments Risk Management Health Insurance	
Planning & Development 11 + 3.00 FTE	Building Permits Planning	Code Inspection Zoning	
Village Links/Reserve 22 13 + 54.05 FTE	Banquet Facilities Golf Driving Range	Reserve 22 Restaurant Stormwater Management Grounds Maintenance	
Police 48 + 4.85 FTE	Administration Crossing Guards Records	Accidents Parking Control Service Calls	Investigations Patrol Traffic Control
Public Works 30 + 5.75 FTE	Administration/Engineering Forestry Sanitary Sewers Water Distribution	Equipment Services Parking Maintenance (downtown area) Streets & Storm Sewers	
Glenbard Wastewater Authority	17 full time employees Intergovernmental Agency Wastewater Treatment Plant		
Volunteer Fire Company - .50 FTE	Approx. 60 Volunteers Approx. 1,400 Alarms per Year Self-Governing Non-Profit Corporation		

FY19 Budget	Employee Count	FTE
Full Time Personnel	115	115.00
Part-Time Personnel	294	81.88
Total Employees/FTE	409	196.88

(FTE = Full-Time Equivalent)

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

June 7, 2019

Honorable President
Members of the Village Board
Citizens of the Village of Glen Ellyn

State law requires that every general-purpose local government publish within six months of the close of each fiscal year a complete set of audited financial statements (65 ILCS 5/8-8-3). This Comprehensive Annual Financial Report of the Village of Glen Ellyn (Village) is published to fulfill that requirement for the fiscal year ended December 31, 2018.

Management of the Village assumes full responsibility for the completeness and reliability of the information contained in this report, based upon a comprehensive framework of internal control that it has established for this purpose. Because the cost of internal control should not exceed anticipated benefits, the objective is to provide reasonable, rather than absolute, assurance that the financial statements are free of any material misstatements.

Lauterbach & Amen, LLP, the Village's independent auditors, have issued an unmodified opinion on the Village of Glen Ellyn's financial statements for the fiscal year ended December 31, 2018. The independent auditor's report is located on pages 11 through 13 of this report.

Management's discussion and analysis (MD&A) immediately follows the independent auditor's report and provides a narrative introduction, overview, and analysis of the basic financial statements. The MD&A complements this letter of transmittal and should be read in conjunction.

Profile of the Village of Glen Ellyn

Located approximately 25 miles west of Chicago in DuPage County, the Village of Glen Ellyn encompasses a 7.2 square mile area and is home to 27,450 residents based on the 2010 Federal Census. The population based upon a 2015 census update is 27,767. The Village was incorporated on July 5, 1892 and as of June 9, 1994, operates as a home-rule unit of government. The Village is primarily residential and commercial in nature, with housing stock consisting of about 6,800 detached single-family homes and about 4,300 multi-family dwelling units.

The Village operates under a trustee form of government as defined by Illinois Compiled Statutes. The Village President, Village Clerk, and six trustees are elected at large to serve four year terms, with three trustees elected every second year. The Village Manager is appointed by the Village President, with the advice and consent of the Village Board. Department directors are hired by the Village Manager with the consent of the Village Board.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

The Village Manager is the chief administrative officer of the Village and is responsible for day-to-day operations. The Village Manager oversees a team of six department directors including Finance, Police, Village Links golf course and Reserve 22 restaurant, Public Works, Legal, and Community Development.

The financial reporting entity (the Village) includes all the funds of the primary government (i.e., the Village of Glen Ellyn). The Village provides a wide range of services including police protection; water and sanitary sewer services; the construction and maintenance of highways, streets and other public infrastructure; community development; refuse removal; commuter parking facilities and a number of cultural and recreational activities.

The accounts of the Village are organized on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that make up its assets, deferred outflows of resources, liabilities, deferred inflows of resources, fund equity, revenues and expenditures. Resources are allocated to and accounted for in individual funds based on the purposes for which they are to be spent and the means by which spending activities are controlled.

The Village's accounting records are generally maintained on the modified accrual basis of accounting. Revenues are recognized when measurable and available to liquidate obligations of the current period and expenditures are recorded when a liability is incurred that is expected to draw upon current financial resources. The modified accrual accounting records are the basis for determining budgetary compliance. After the end of the fiscal year, various adjustments are made to the accounting records which enable the Village to prepare the government-wide and proprietary fund financial statements on the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recognized when incurred.

The Village provides a wide framework of internal controls covering many aspects of financial and resource management and reporting. As a recipient of federal and state financial assistance, we are responsible to ensure and document compliance with applicable laws and regulations related to these programs. These internal controls are subject to periodic evaluation by management.

In addition, the Village maintains extensive budgetary controls. The objective of these controls is to ensure compliance with legal provisions embodied in the annual budget approved by the Village Board. Activities of the general fund, special revenue funds, debt service fund, capital projects funds, enterprise funds, internal service funds and pension trust fund are included in the annual budget. The level of budgetary control (i.e., the level at which expenditures cannot legally exceed the appropriated amount) is established at the fund level. The Village also maintains an encumbrance accounting system as one method of maintaining budgetary control. Encumbered amounts lapse at year-end. However, outstanding encumbrances generally are re-appropriated as part of the following year's budget.

As demonstrated by the statements and schedules included in this report, the Village continues to meet its responsibility for sound financial management.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

Factors Affecting the Village's Economic Condition

Economic Outlook. The Village has a strong property tax base which is founded primarily in its residential housing stock. Total assessed value decreased in the years following the economic downturn which started in 2008, but began to increase in 2015. Total assessed value has almost rebounded from the recession, a process that took ten years. 2018 assessed value increased by 4.4% over 2017.

Glen Ellyn enjoys a stable and diversified commercial and retail sales base with shopping centers along the Roosevelt Road corridor, in the downtown Central Business District and at Historic Stacy's Corners. In FY2012, the Village created the Central Business District (CBD) Tax Increment Financing (TIF) District in order to further promote maintaining and building upon the vitality of the downtown. In FY2014, the Village created the Roosevelt Road Tax Increment Financing (TIF) District in the Roosevelt Road corridor. The Village's strategic goals cite the importance of proactive economic development to attract and retain key businesses in the Village.

The Village began experiencing declines in several general operating revenues in the later part of FY2009 due to the global economic recession. As a result, the Village took measures to reduce its operating expenditures as well as instituted a new 1% local sales tax in July 2009 to aid in maintaining services provided to the community. In July 2018, the Village raised the home rule sales tax rate to 1.25% as a response to cuts in revenue received from the State of Illinois.

In FY2014 and FY2015, the income tax received from the State of Illinois grew appreciably. However in FY2016, this revenue began to decrease as a result of legislative tax code changes. In FY2017, the State mandated a 10% reduction in the income tax from July 1, 2017 to June 30, 2018. This was approximately a $250,000 reduction to the Village. The reduction was lowered to 5% from July 1, 2018 to June 30, 2020.

Investment in Public Infrastructure. The Village continues its strong focus on maintaining and improving its infrastructure assets which contribute toward the quality of life in Glen Ellyn. In FY2018, the Village invested over $7.6 million into the replacement, improvement or expansion of public infrastructure assets with an emphasis on the following:

- Continued improvement to the Village's roadway and storm sewer system as part of the 20 year street replacement program. This included resurfacing and rehabilitation of sections of Park Boulevard, which the Village received substantial grant funding to complete.
- Replacement or repair of water main and sanitary sewer lines primarily in areas where street and storm sewer projects are being completed.
- Construction of a pedestrian underpass at Taylor Avenue which will result in a safer pathway for cyclists and pedestrians. The Village received substantial grant funding for this project.
- The Village began to renovate the Civic Center to improve the customer service areas as well as allow two new tenants from the College of DuPage to come into the building. The College will be investing over $2 million into the Civic Center in its space. The College of DuPage

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

brings two business focused tenants to the Civic Center, the Small Business Development Center and Innovation DuPage. Both of these tenants will provide support to small and emerging businesses, which will be a benefit to Glen Ellyn as well as the larger DuPage County.

- At the end of 2018, the Village issued $9.9 million in General Obligation Bonds to fund previously unfunded projects, including a Central Business District parking garage, Civic Center improvements, and the Central Business District Street and Streetscape plan.

Long-Term Financial Planning. The Village engages in multi-year capital and operations planning activities which extend beyond the annual budgetary period. In conjunction with the budget for the fiscal year which began January 1, 2018, long term capital investment programs have been prepared which identify planned projects and funding sources spanning at least a five-year period for the following activities and functions:

- Street resurfacing, reconstruction and repair/maintenance.
- Storm sewer construction.
- Sidewalk replacements.
- Water and sanitary sewer system repairs, replacements and improvements.
- Village-owned buildings/facilities and fleet vehicles/heavy machinery.
- Central business district commuter and retail parking lot repairs and maintenance.

The Village engages in these planning activities to better prepare itself to make the investment in capital facilities as replacements/improvements are needed as opposed to delaying capital investment until proper funding can be obtained. In 2017, the Village identified two major projects to be evaluated for inclusion in the capital program, a central business district parking garage and a rehabilitation of the central business district streets and streetscape. A central business district parking garage will serve customers, commuters and employees. The Village began exploratory discussions of the garage in 2017. In 2018, the Village engaged a team to design and construct a garage behind the Civic Center. Design will continue into 2019 with construction thereafter. In 2018, the Village also continued to design and plan for the rehabilitation of the central business district streets and streetscape.

The Village also completed a five-year forecast in 2018 to guide the budgeting process for the forthcoming fiscal year. The goal of this forecast was to understand the long-term trends in the Village's revenues and expenditures, identify any potential imbalances where future revenues may not meet future expenditures, and to guide the Village in developing and implementing programs or initiatives to meet any future financial challenges. The forecast illustrated that major expenditure trends are growing at a faster rate than revenues, causing significant shortfalls in future years. The forecast also includes potential solutions. The entire forecast document is included in the Calendar Year 2019 Budget (January 1, 2019 – December 31, 2019) document. In addition, a Financial

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

Scorecard was completed in fiscal year 2014 which compared the Village to neighboring peer communities. The Scorecard indicates that Glen Ellyn is in a strong financial position with less debt and lower unfunded pension obligations than most of its peers. Economic revitalization and new development are cited as potential areas to strengthen, which would boost sales tax revenues and generate non-residential property taxes. The Village plans to update this Scorecard again in 2019.

Relevant Financial Policies

The Village has adopted and adheres to the following financial policies in order to ensure it is a good steward of public funds:

- The Village has an investment policy which governs how the Village holds and invests its funds. The investment policy strives to minimize market risk while maintaining a competitive yield on its portfolio. Cash balances during the fiscal year were invested in the Illinois Funds, Illinois Metropolitan Investment Fund, the Illinois Trust through PFM, and in an investment portfolio with PMA Financial Network, Inc., which meets the requirements of the investment policy. Additionally, the Village has collateral agreements with its financial institutions to provide collateral above the FDIC limits. All collateral on Village deposits was held by a third party financial institution or the Federal Reserve Bank of Chicago in the Village's name.
- A cash reserve policy ensures that the Village has adequate funds on hand which, if necessary, could be used to weather short-term revenue deficiencies. Future spending plans are developed to maintain sufficient cash reserves and ensure that service levels to the Glen Ellyn community are in alignment with available resources.
- All purchases made by the Village must adhere to its purchasing policy. This policy ensures that purchased goods and services are properly authorized as well as to ensure that the best price is received.
- A budget policy provides guidelines for developing the annual budget to ensure thoughtful financial management and a budget document that complies with the standards of the Government Finance Officers Association (GFOA).
- A revenue policy ensures the Village’s revenue streams are diversified and that certain revenue streams are dedicated to fund specific services or programs.
- A debt policy outlines guidelines for issuing debt as well as managing post-issuance repayment and compliance.
- The Village also has an accounting, auditing and financial reporting policy which promotes sound financial recordkeeping and reporting. This policy also requires that the Village’s Comprehensive Annual Financial Report is audited by a reputable firm.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

Major Initiatives

A key initiative of the strategic plan is to maintain the financial stability of the Village. This includes reviewing current and potential revenue sources as well as cost control measures to ensure the Village is providing services in a fiscally responsible manner. The Village also believes in the importance of ongoing financial monitoring including annual audits, annual five-year forecasts, annual capital plans, and periodic updates of the Financial Scorecard.

The Village has always been mindful to provide its services at a reasonable cost to the average taxpayer, a challenge exacerbated by the economic recession of 2008 and 2009. To help taxpayers, the Village has voluntarily increased the property tax levy only by the Consumer Price Index (CPI) plus new growth, consistent with tax cap laws for non-home rule agencies. In December 2014, the Village Board also passed a tax levy that did not increase one dollar over the prior year. For the 2015 and 2016 tax levies, the Board only increased the levy for the prior year's new growth and for annexed growth. The Village Board did not increase the 2015 or 2016 levies for the increase in CPI. In 2017, the Board increased the capital levy by CPI but did not increase the operating levy by CPI. The Village cited the need to maintain our street program at the level promised to the community as well at meet other infrastructure needs identified in the five-year capital plan as the reason to increase the CPI for the capital levy. In 2018, the Board increased both the operating and capital levies by CPI and new growth, citing infrastructure and operating needs. Any surplus noted in the 2019 General Fund budget was designated towards unfunded pension liabilities.

The Village has spurred efforts to increase economic development in Glen Ellyn. In Spring 2012, the Village recruited a part-time Economic Development Coordinator to develop and execute strategies to enhance the economic vitality of the Village. The Village also cites economic development as a key initiative in its strategic plan. The Village has two tax increment financing (TIF) districts. The Central Business District (CBD) TIF was created in 2012 for the purpose of revitalizing the downtown. In FY 2014, the Village created another TIF district in the Roosevelt Road corridor for the purpose of revitalizing certain properties within that commercial district.

The Village continues to spur revitalization of Historic Stacy's Corners, located at Main Street and St. Charles Road. The Village also closely works with the Glen Ellyn Chamber of Commerce, who is a partner/tenant in another Village property in the district, and formalized a service agreement with the Chamber. Lastly, the Village formalized an agreement with the Historical Society in FY2013 as a tenant in another building in the district.

The Village of Glen Ellyn has an independent volunteer Fire Company that has provided fire protection for the community for over 100 years. In 2014, the Village approved a new fire service fee to assist in supporting the costs associated with managing the Glen Ellyn Volunteer Fire Company (GEVFC), which was effective on the May 1, 2014 Village Services Bill. Effective in 2017, a capital fire services fee was also implemented to address vehicle and facility needs of the GEVFC. In addition, beginning in June 2014, the Village contracted out EMS services to a new vendor under a turnkey approach that will provide more stable costs associated with providing EMS services to the community. That contract was extended in 2018.

Ever-mindful of our customer service focus, the Village is continuing efforts to improve processes and interactions with residents. In 2013, the Village began posting lists of vouchers to its website to increase transparency in its spending. The Village is also providing more online services to residents, including online account access and bill pay for Village water, sewer, and refuse services, which was made available in August 2013. In 2015, the Village began providing online services for customers to pay business licenses and parking permits. Lastly, in 2018, the Village began providing online renewal for vehicle stickers.

Awards and Acknowledgements

The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the Village of Glen Ellyn for its comprehensive annual financial report for the fiscal year ended December 31, 2017. This was the 31st consecutive year that the Village has achieved this prestigious award. In order to be awarded a Certificate of Achievement, a government must publish an easily readable and efficiently organized comprehensive annual financial report. This report must satisfy both generally accepted accounting principles and applicable legal requirements.

A Certificate of Achievement is valid for a period of one year only. We believe that our current comprehensive annual financial report continues to meet the Certificate of Achievement Program's requirements and we are submitting it to the GFOA to determine its eligibility for another certificate.

In addition, the Village was awarded the GFOA's Distinguished Budget Presentation Award for its 2018 budget. In order to receive the Distinguished Budget Presentation Award, a government unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

The preparation of this report could not have been accomplished without the efficient and dedicated services of the entire Finance Department team. The Village's management team, led by Village Manager Mark Franz, is to be commended for operating the Village in a sound and sustainable manner. The Village's Finance Commission also should be applauded for their regular oversight of the Village's financial policies, initiatives and performance. Finally, we would like to express our appreciation to the Village President and Board of Trustees for their leadership and support in planning and conducting the financial operations of the Village in a responsible and progressive manner.

Respectfully submitted,

Christina Coyle
Finance Director

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

Government Finance Officers Association

Certificate of Achievement for Excellence in Financial Reporting

Presented to

Village of Glen Ellyn
Illinois

For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended

December 31, 2017

Christopher P. Morrill

Executive Director/CEO

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

FINANCIAL SECTION

This section includes:

- Independent Auditors' Report
- Management's Discussion and Analysis
- Basic Financial Statements
- Required Supplementary Information
- Combining and Individual Fund Statements and Schedules
- Supplemental Schedules

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

INDEPENDENT AUDITORS' REPORT

This section includes the opinion of the Village's independent auditing firm.

Lauterbach & Amen, LLP
CERTIFIED PUBLIC ACCOUNTANTS
668 N. RIVER ROAD • NAPERVILLE, ILLINOIS 60563
PHONE 630.393.1483 • FAX 630.393.2516
www.lauterbachamen.com

INDEPENDENT AUDITORS' REPORT

June 7, 2019

The Honorable Village President
Members of the Board of Trustees
Village of Glen Ellyn, Illinois

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Village of Glen Ellyn, Illinois, as of and for the year ended December 31, 2018, and the related notes to the financial statements, which collectively comprise the Village's basic financial statements as listed in the table of contents. We have also audited the accompanying financial statements of each of the Village's nonmajor governmental, nonmajor enterprise and internal service funds in the combining and individual fund financial statements and the fiduciary fund as of and for the year ended December 31, 2018 as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Village's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Village's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Village of Glen Ellyn, Illinois, as of December 31, 2018, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America. In addition, in our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of each nonmajor governmental, nonmajor enterprise and internal service and the fiduciary funds of the Village as of December 31, 2018, and the respective changes in financial position, and, where applicable, cash flows, thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis as listed in the table of contents and budgetary information reported in the required supplementary information as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Village of Glen Ellyn, Illinois' basic financial statements. The introductory section, combining and individual fund financial statements and budgetary comparison schedules, supplemental schedules, and statistical section are presented for purposes of additional analysis and are not a required part of the basic financial statements.

Other Matters – Continued

Other Information – Continued

The combining and individual fund financial statements and budgetary comparison schedules and supplemental schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual fund financial statements and budgetary comparison schedules and supplemental schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The introductory and statistical sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

Lauterbach & Amen, LLP

LAUTERBACH & AMEN, LLP

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

MANAGEMENT'S DISCUSSION AND ANAYLSIS

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

Management's Discussion and Analysis
December 31, 2018

Our discussion and analysis of the Village of Glen Ellyn's financial performance provides an overview of the Village's financial activities for the fiscal year ended December 31, 2018. Please read it in conjunction with the transmittal letter on page 3 - 9 and the Village's financial statements, which begin on page 28.

FINANCIAL HIGHLIGHTS

- The Village's net position increased by 2.9% as a result of this fiscal year's operations. Net position of business-type activities increased by $2,536,487 or 2.7%. Net position of governmental activities increased by $3,492,105 or 3.1%.

- During this fiscal year, revenues were greater than expenses by $3,492,105 for governmental programs, largely due to capital contributions by the federal and state government for the Park Boulevard and Taylor Avenue underpass projects.

- During the fiscal year, revenues for business-type activities were $22,436,073, while expenses were $19,899,586, generating an increase in net position of $2,536,487.

- The General Fund balance decreased by $139,660 in 2018. This was largely due to reductions in the state shared income tax or LGDF. The state reduced the income tax the Village received from July 1, 2017 to June 30, 2018 by 10% or approximately $250,000. The reduction was halved to 5% from July 1, 2018 to June 30, 2019. This, along with increased pension costs, put pressure on the General Fund during 2018. In response, the Village increased its Home Rule Sales Tax by 0.25% beginning July 1, 2018. However, the Village was aware of the need to use reserves to bridge the gap until the Home Rule Sales Tax increase became effective. The original 2018 budget anticipated a deficit of $600,714. Therefore, only realizing a deficit of $139,660 is an improvement from the budgeted deficit.

- State Sales Tax lagged behind Village budget and ended the year $117,000 below budget. However, sales tax was above the prior year by $36,000. Due to the increase in the Home Rule Sales Tax rate from 1.0% to 1.25%, effective July 1, 2018, Home Rule Sales tax increased $264,000 from the prior year. However, the tax fell below budget projections by $63,000.

- Starting in April 2016, the Village noted a declining trend in Income Tax. 2017 continued the decline. Two factors are affecting this change. Starting in 2016, changes in the Illinois tax law reduced a cap on operating losses and thus reduced the amount of income tax. Then, the State of Illinois reduced the amount of income tax which goes to the Village by 10% from July 1, 2017 to June 30, 2018. This resulted in a $250,000 reduction in income tax during that period. From July 1, 2018 to June 30, 2019, the reduction was cut in half to 5%. Income tax was increased from the prior year by $108,760. However, the tax has not yet recovered back to its high point in 2016.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

FINANCIAL HIGHLIGHTS – Continued

- At the end of 2018, the Village issued $9.9 million in General Obligation Bonds. These bonds were issued to finance Civic Center improvements, a Central Business District (CBD) parking garage, CBD street and streetscape, and property acquisition. The Civic Center renovations began in December 2018. During 2018, design work began on both the parking garage and street and streetscape projects.

- Water rates were increased by 0.8%, effective January 1, 2018 to cover the cost of the increase in purchasing water from the DuPage Water Commission. Sewer rates were not increased in 2018. The Water & Sewer Fund had a positive change in net position of $2.6 million. The Village funds its Water & Sewer capital program on a pay-as-you-go basis. The positive change in net position will fund future capital projects outlined in the Village's five-year capital improvement plan.

- The Village Links and Reserve 22 net position decreased by $3,763. Operating revenues in the fund were below budget by $313,000. Operating expenses before depreciation were below budget by $25,509. Reserve 22 expenses were above budget by $254,801, largely due to personnel costs and cost of goods sold. Reserve 22 also renovated its dining room in 2018. In the audited financial statements, this is shown as an increase to an asset rather than an expense.

- As of December 31, 2018, all funds which had reserve policies exceeded their policy level except for the Village Links/Reserve 22 Fund. The Village Links/Reserve 22 Fund was $347,175 below its reserve policy. New golf carts were purchased in 2017, costing $231,725, which lowered cash levels and a dining room renovation was undertaken in 2018 at a cost of $119,000.

- The Police Pension Fund decreased its plan fiduciary net position as a percentage of the total pension liability to 55.19% in FY2018 from 62.51% in FY2017. The market ended terribly in the fourth quarter which negatively impacted the actuarial valuation. Adjustments were also made to mortality tables and the Village experienced a higher than normal level of turnover in the department. The Village contributed $1.959 million to the Police Pension Fund in FY2018, an increase of $346,000.

- The Illinois Municipal Retirement Fund (IMRF) decreased its plan fiduciary net position as a percentage of the total pension liability from 103.45% in FY2017 to 90.14% in FY2017. The IMRF fund also experienced the negative consequences of a poor investment market in the fourth quarter 2018.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

USING THIS ANNUAL REPORT

This annual report consists of a series of financial statements. The Statement of Net Position and the Statement of Activities (on pages 28 - 31) provide information about the activities of the Village of Glen Ellyn as a whole and present a longer-term view of the Village's finances. Fund financial statements begin on page 32. For governmental activities, these statements tell how these services were financed in the short term as well as what remains for future spending. Fund financial statements also report the Village's operation in more detail than the government-wide statements by providing information about the Village's most significant funds. The remaining statements provide financial information about activities for which the Village acts solely as a trustee or agent for the benefit of those outside of the government.

Government-Wide Financial Statements

The government-wide financial statements provide readers with a broad overview of the Village's finances, in a matter similar to a private-sector business. The government wide financial statements can be found on pages 28 - 31 of this report.

The Statement of Net Position reports information on all of the Village's assets/deferred outflows and liabilities/deferred inflows, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Village is improving or deteriorating. Consideration of other nonfinancial factors, such as changes in the Village's property tax base and the condition of the Village's roads, is needed to assess the overall health of the Village.

The Statement of Activities presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

Both of the government-wide financial statements distinguish functions of the Village that are principally supported by taxes and intergovernmental revenues (governmental activities) or from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities of the Village include general government, public safety, highways and streets, and interest on long-term debt.

The business-type activities of the Village include water and sanitary sewer, golf course, restaurant and recreation, parking and residential solid waste.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

USING THIS ANNUAL REPORT - Continued

Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Village, like other local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the Village can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

Governmental Funds

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating the Village's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the Village's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate the comparison between governmental funds and governmental activities.

The Village maintains ten individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the General Fund, Debt Service Fund, and Capital Projects Fund, all of which are considered major funds. Data from the other seven governmental funds are combined into a single, aggregated presentation. Individual fund data for each of these non-major governmental funds is provided in the form of combining statements elsewhere in this report.

The Village adopts an annual budget for all funds. A budgetary comparison schedule for all other funds has been provided to demonstrate compliance with the budget.

The basic governmental fund financial statements can be found on pages 32 - 35 of this report.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

USING THIS ANNUAL REPORT - Continued

Fund Financial Statements - Continued

Proprietary Funds

The Village maintains two different types of proprietary funds: enterprise and internal service. Enterprise funds are used to report the same functions presented as business-type activities in the government–wide financial statements. The Village utilizes enterprise funds to account for its water and sanitary sewer, Village Links Golf Course and Reserve 22 restaurant, parking, and residential solid waste operations.

Internal service funds are an accounting device used to accumulate and allocate costs internally among the Village's various functions. The Village uses an internal service fund to account for its insurance and equipment service programs. Because this service predominantly benefits governmental rather than business-type functions, it has been included within governmental activities in the government-wide financial statements.

Proprietary fund financial statements provide the same type of information as the government-wide financial statements, only in more detail. The proprietary fund financial statements provide separate information for the Water and Sanitary Sewer Fund and Village Links/ Reserve 22 Funds, both of which are considered to be major funds of the Village. The Parking Fund and Residential Solid Waste Fund are reported as non-major funds.

The basic proprietary fund financial statements can be found on pages 36 - 40 of this report.

Fiduciary Funds

Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support the Village's own programs. The accounting use for fiduciary funds is much like that used for proprietary funds. The basic fiduciary fund financial statements can be found on pages 41 - 42 of this report.

Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 43 - 90 of this report.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

USING THIS ANNUAL REPORT - Continued

Other Information

In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information concerning the Village's IMRF and police pension obligations, the Village's other postemployment benefit obligation, as well as the budgetary comparison schedule for the General Fund. Required supplementary information can be found on pages 91 - 99 of this report. The combining statements referred to earlier in connection with non-major governmental funds are presented immediately following the required supplementary information on pensions. Combining and individual fund statements and schedules can be found on pages 100 - 157 of this report.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

Net position may serve over time as a useful indicator of a government's financial position. The following tables show that in the case of the Village, assets/deferred outflows exceeded liabilities/deferred inflows by $214,037,268.

Net Position

	Governmental Activities		Business-Type Activities		Totals	
	12/31/18	12/31/17	12/31/18	12/31/17	12/31/18	12/31/17
Current and Other Assets	$ 55,197,599	44,033,775	35,684,449	33,893,845	90,882,048	77,927,620
Capital Assets	118,836,020	117,181,787	70,826,517	70,890,653	189,662,537	188,072,440
Total Assets	174,033,619	161,215,562	106,510,966	104,784,498	280,544,585	266,000,060
Deferred Outflows	7,740,261	2,927,047	1,356,100	453,586	9,096,361	3,380,633
Total Assets/ Deferred Outflows	181,773,880	164,142,609	107,867,066	105,238,084	289,640,946	269,380,693
Long-Term Debt	49,416,995	31,727,498	6,619,864	5,343,915	56,036,859	37,071,413
Other Liabilities	5,943,980	5,615,072	2,978,448	2,380,746	8,922,428	7,995,818
Total Liabilities	55,360,975	37,342,570	9,598,312	7,724,661	64,959,287	45,067,231
Deferred Inflows	10,260,562	12,770,551	383,829	1,776,005	10,644,391	14,546,556
Total Liabilities/ Deferred Inflows	65,621,537	50,113,121	9,982,141	9,500,666	75,603,678	59,613,787
Net Position						
Net Investment in Capital Assets	106,514,073	105,144,748	65,535,800	64,983,642	172,049,873	170,128,390
Restricted	3,339,095	3,674,848	2,186,651	-	5,525,746	3,674,848
Unrestricted	6,299,175	5,209,892	30,162,474	30,753,776	36,461,649	35,963,668
Total Net Position	116,152,343	114,029,488	97,884,925	95,737,418	214,037,268	209,766,906

**The Village implemented GASB Statement No. 75 in 2018. The 2017 balances are stated as presented in the FY2017 CAFR.

By far the largest portion of the Village's net position, which is 80.4 percent, reflects its investment in capital assets (for example, land, buildings, infrastructure, machinery, and equipment), less any related debt used to acquire those assets that is still outstanding. The Village uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the Village's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

GOVERNMENT-WIDE FINANCIAL ANALYSIS – Continued

An additional portion, or 2.6 percent, of the Village's net position represents resources that are subject to external restrictions on how they may be used. The remaining 17.0 percent, or $36,461,649, represents unrestricted net position and may be used to meet the Village's ongoing obligations to citizens and creditors.

Changes in Net Position

	Governmental Activities		Business-Type Activities		Totals	
	12/31/18	12/31/17	12/31/18	12/31/17	12/31/18	12/31/17
Revenues						
Program Revenues						
Charges for Services	$ 4,893,451	4,629,465	21,247,850	21,587,351	26,141,301	26,216,816
Operating Grants/Contrib.	880,782	31,707	-	-	880,782	31,707
Capital Grants/Contrib.	3,076,657	279,500	400,000	-	3,476,657	279,500
General Revenues						
Property Taxes	8,116,823	7,880,722	97,044	96,863	8,213,867	7,977,585
Home Rule Sales	2,226,382	1,962,519	-	-	2,226,382	1,962,519
Utility	1,979,905	1,944,348	-	-	1,979,905	1,944,348
Real Estate Transfer	835,935	771,471	-	-	835,935	771,471
Other Taxes	203,852	196,982	-	-	203,852	196,982
Shared Income Tax	2,659,136	2,550,376	-	-	2,659,136	2,550,376
Shared Sales and Use Tax	4,256,030	4,129,461	-	-	4,256,030	4,129,461
Motor Fuel Tax	710,715	708,241	-	-	710,715	708,241
Interest	541,295	234,575	308,246	109,102	849,541	343,677
Miscellaneous	743,463	358,206	382,933	421,238	1,126,396	779,444
Total Revenues	31,124,426	25,677,573	22,436,073	22,214,554	53,560,499	47,892,127
Expenses						
General Government	5,253,815	6,554,540	-	-	5,253,815	6,554,540
Public Safety	13,225,937	12,702,110	-	-	13,225,937	12,702,110
Highways and Streets	8,594,681	6,702,687	-	-	8,594,681	6,702,687
Interest on Long-Term Debt	657,888	503,767	-	-	657,888	503,767
Water and Sanitary Sewer	-	-	12,475,582	12,208,313	12,475,582	12,208,313
Golf Course and Recreation	-	-	5,197,424	5,466,490	5,197,424	5,466,490
Parking	-	-	485,308	292,011	485,308	292,011
Residential Solid Waste	-	-	1,641,272	1,627,643	1,641,272	1,627,643
Total Expenses	27,732,321	26,463,104	19,799,586	19,594,457	47,531,907	46,057,561
Change in Net Position Before Transfers	3,392,105	(785,531)	2,636,487	2,620,097	6,028,592	1,834,566
Transfers	100,000	100,000	(100,000)	(100,000)	-	-
Change in Net Position	3,492,105	(685,531)	2,536,487	2,520,097	6,028,592	1,834,566
Net Position-Beginning - As Restated**	112,660,238	114,715,019	95,348,438	93,217,321	208,008,676	207,932,340
Net Position-Ending	116,152,343	114,029,488	97,884,925	95,737,418	214,037,268	209,766,906

**The Village implemented GASB Statement No. 75. The 2017 balances are stated as presented in the FY2017 CAFR.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

GOVERNMENT-WIDE FINANCIAL ANALYSIS – Continued

Net position of the Village's governmental activities increased by $3,492,105 ($116,152,343 compared to $112,660,238). Unrestricted net position of the Village's governmental activities, the part of net position that can be used to finance day-to-day operations without constraints, increased 20.9% from $5,209,892 the previous fiscal year to $6,299,175 at the end of this year. This is largely due capital grants received for the Park Boulevard and Taylor Avenue pedestrian underpass projects.

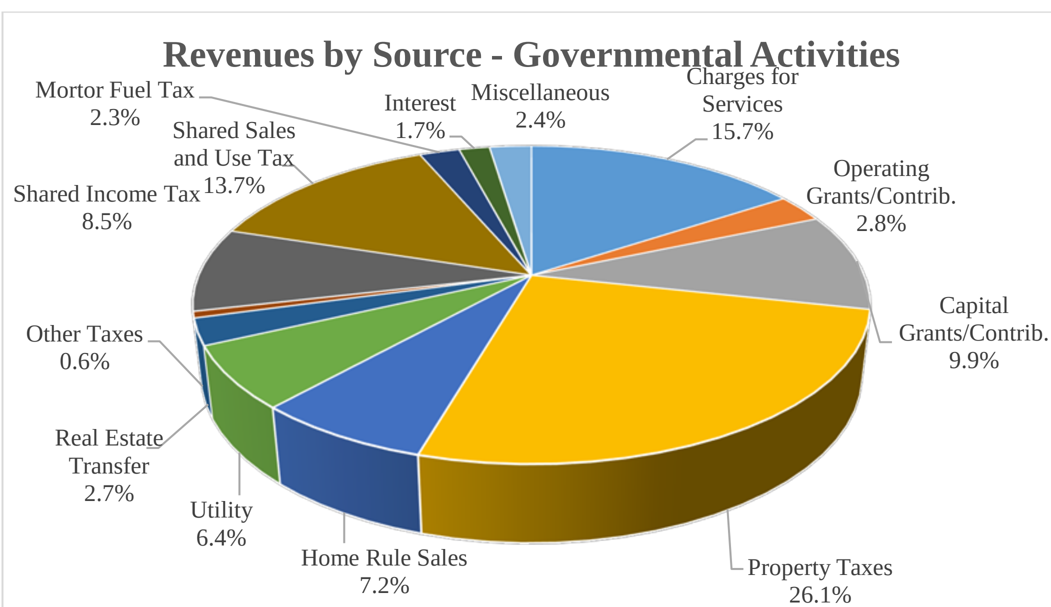
Net position of business-type activities increased 2.2% from the prior year ($95,737,418 compared to $97,884,925). The Village generally can only use this net position to finance the continuing operations of the water and sanitary sewer, Village Links Golf Course, Reserve 22 restaurant, parking, and refuse operations.

Total revenues increased from the prior year by 11.8%, or $5.67 million. This increase is largely attributable to an increase in grants and contributions of $4.0 million, increases in interest income of $505,000, and an increase in the home rule sales tax rate. The total cost of all programs and services increased by 3.2%, or $1,474,346. Public safety increased due to increased pension costs as well as non-capital items to construct the police station. Highways and streets relate to infrastructure maintenance projects such as street resurfacing which did not meet the definition of a capital asset.

Governmental Activities

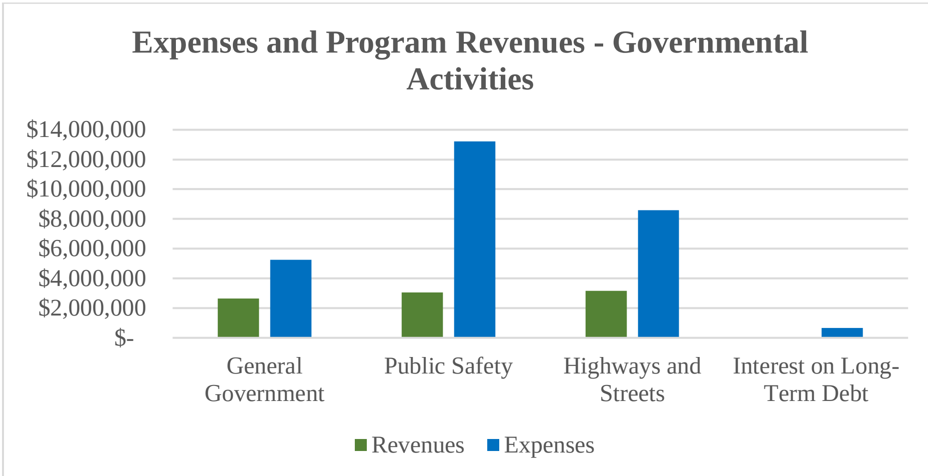
Revenues for governmental activities (excluding special items) were $31,124,426, while total expenses were $27,732,321.

The following table graphically depicts the major revenue sources of the Village. It depicts very clearly that while the Village does have diverse revenue streams, the Village does rely on property taxes and sales taxes to fund governmental activities.



GOVERNMENT-WIDE FINANCIAL ANALYSIS – Continued

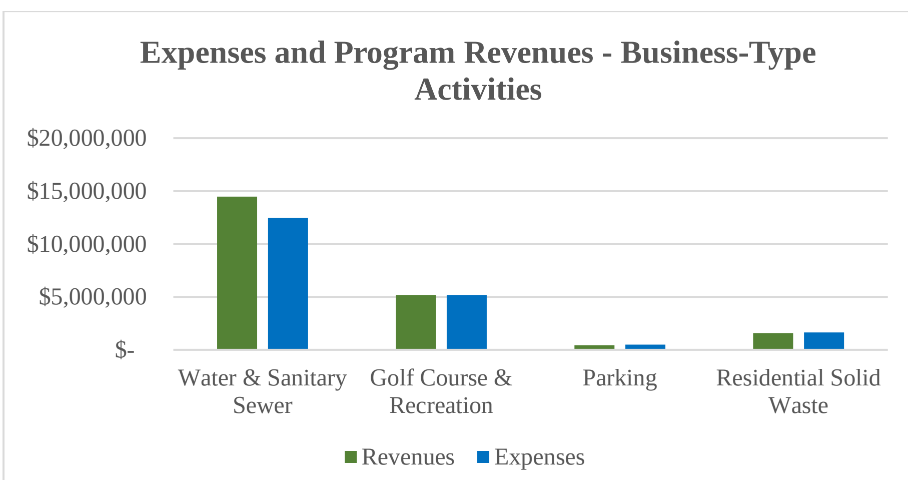
Governmental Activities – Continued



The 'Expenses and Program Revenues' Table identifies those governmental functions where program expenses greatly exceed revenues. Public safety and public works expenses far exceed any directly allocated revenues.

Business-Type Activities

The increases in revenues and expenses for business-type activities remained relatively flat from FY2017 to FY2018. Program revenues from business type activities increased by 0.3% (or by $60,499) and expenses increased by 1.0% (or by $205,129).



The previous graph compares program revenues to expenses for the Village's enterprise operations.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUNDS

As noted earlier, the Village uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds

The focus of the Village's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. In particular, unassigned fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of the end of the current fiscal year, the governmental funds reported combined ending fund balances of $34,520,199, which is 51.7% higher than last year's total of $22,753,278. This is largely due to the issuance of $9.9 million in General Obligation Bonds at the very end of 2018.

The General Fund balance decreased by $139,660 in 2018. This was largely due to reductions in the state shared income tax or LGDF. The state reduced the income tax the Village received from July 1, 2017 to June 30, 2018 by 10% or approximately $250,000. The reduction was halved to 5% from July 1, 2018 to June 30, 2019. This, along with increased pension costs, put pressure on the General Fund during 2018. In response, the Village increased its Home Rule Sales Tax by 0.25% beginning July 1, 2018. However, the Village was aware of the need to use reserves to bridge the gap until the Home Rule Sales Tax increase became effective. The original 2018 budget anticipated a deficit of $600,714. Therefore, only realizing a deficit of $139,660 is an improvement from the budgeted deficit.

The Debt Service Fund reported a decrease in fund balance of $22. The Village has issued debt on behalf of the Glen Ellyn Public Library and reports payments on that debt and revenues received to cover those payments in the Debt Service Fund. In 2015, the Village issued general obligation bonds for construction of a police station and stormwater improvements. The Village committed to issue the bonds without a property tax increase. Therefore, rather than levy a debt service property tax in the Debt Service Fund to make principal and interest payments; in FY2018, the Village made a transfer in the amount of $953,544 from the Capital Projects Fund to the Debt Service Fund. At the end of 2018, the Village issued $9.9 million in general obligation bonds. These bonds will be repaid with a food and beverage tax rather than a tax levy. The food and beverage tax becomes effective in 2019.

The Capital Projects Fund is used to account for the any capital projects within the Village. The Fund reported an increase of fund balance of $11,837,830. This increase is attributable to the issuance of $9.9 million in general obligation bonds.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUNDS – Continued

Proprietary Funds

The Village's proprietary funds provide the same type of information found in the government-wide financial statements, but in more detail. The Village reports the Water and Sanitary Sewer, and Village Links/Reserve 22 Funds as major proprietary funds.

The Water and Sanitary Sewer Fund accounts for all of the operations of the municipal water and sanitary sewer system. The Village has entered into a joint venture with the Village of Lombard to create the Glenbard Wastewater Authority, which provides wastewater treatment for both Villages. Both Villages contribute to the Authority to fund its operations. During the fiscal year, the Water and Sanitary Sewer Fund net position increased by $2.63 million. The Village increased water rates by 0.8% on January 1, 2018 to account for the increase in the cost to purchase water from the DuPage Water Commission. Sewer rates were not increased in 2018. This increase in net position is mainly attributable to the timing of capital projects. The Village had budgeted to spend $6.4 million in capital projects. However, only $2.2 million was expended by the end of FY2018.

The Village Links and Reserve 22 net position decreased by $3,763. Operating revenues in the fund were below budget by $313,000. Operating expenses before depreciation were above budget by $346,596, largely due to the fact that depreciation and amortization is not included in the budget. Reserve 22 expenses were above budget by $254,801, largely due to personnel costs and cost of goods sold. Reserve 22 also renovated its dining room in 2018. In the audit, this is shown as an increase to an asset rather than an expense. At December 31, the Village Links/Reserve 22 Fund was $347,175 below its reserve policy. New golf carts were purchased in 2017, costing $231,725, which lowered cash levels and a dining room renovation was undertaken in 2018 at a cost of $119,000.

GENERAL FUND BUDGETARY HIGHLIGHTS

At the beginning of each fiscal year, the Village Board passes an amendment to roll forward appropriate outstanding purchase contracts that were in existence at the prior year end. This amendment increased the original budget by $172,208.

Revenues in the General Fund were above budget by $197,490. This is largely attributable to interest income being above budget due to rising interest rates during 2018 Expenditures were under budget by $455,426. In public safety, the Police Department was under budget by $199,220. While the Department was over budget on overtime by approximately, $100,000, it was below budget on sworn salary costs by $270,000. The Public Works Department was under budget by $115,470, mainly on tree and street maintenance costs.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets

The Village's investment in capital assets for its governmental and business type activities as of December 31, 2018 was $189,662,537 (net of accumulated depreciation). This investment in capital assets includes land, construction in progress, land improvements, buildings and improvements, machinery and equipment, vehicles, bridges, storm sewers, streets, other, and water and sanitary sewer system.

	Capital Assets - Net of Depreciation					
	Governmental Activities		Business-Type Activities		Totals	
	12/31/18	12/31/17	12/31/18	12/31/17	12/31/18	12/31/17
Land	$ 29,009,993	29,238,644	15,767,399	15,767,399	44,777,392	45,006,043
Construction in Progress	1,346,293	679,550	1,371,936	392,285	2,718,229	1,071,835
Land Improvements	164,804	181,094	4,384,785	4,641,503	4,549,589	4,822,597
Buildings and Improvements	14,570,455	15,099,517	5,888,786	6,037,568	20,459,241	21,137,085
Machinery and Equipment	1,561,501	1,724,068	382,512	381,608	1,944,013	2,105,676
Vehicles	1,087,920	1,124,965	45,433	26,698	1,133,353	1,151,663
Bridges	116,783	123,152	-	-	116,783	123,152
Storm Sewers	16,829,143	16,806,955	-	-	16,829,143	16,806,955
Streets	54,141,128	52,191,842	-	-	54,141,128	52,191,842
Other	8,000	12,000	-	-	8,000	12,000
Water and Sanitary Sewer System	-	-	42,985,666	43,643,592	42,985,666	43,643,592
Totals	118,836,020	117,181,787	70,826,517	70,890,653	189,662,537	188,072,440

The fiscal year 2018 capital budget included projects totaling $17.84 million. Major capital asset activity during the fiscal year included the following:

- Major street and infrastructure projects in fiscal year 2018 include:
  - Park Boulevard improvements
  - Taylor Avenue pedestrian underpass

- The Village began renovation of its Civic Center late in 2018. The renovation will continue into 2019.

- Design began on a parking garage located behind the Civic Center and is anticipated to continue into 2019 with construction thereafter.

Additional information on the Village's capital assets can be found in note 3 of this report.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

CAPITAL ASSETS AND DEBT ADMINISTRATION - Continued

Debt Administration

At year-end, the Village had total outstanding long-term debt of $58,696,872 as compared to $37,863,486 the previous year. The following is a comparative statement of outstanding debt:

	Long-Term Debt Outstanding					
	Governmental Activities		Business-Type Activities		Totals	
	12/31/18	12/31/17	12/31/18	12/31/17	12/31/18	12/31/17
General Obligation Bonds	$ 23,067,369	14,063,284	4,849,667	5,374,833	27,917,036	19,438,117
IEPA Loans Payable	-	-	456,734	551,481	456,734	551,481
Net Pension Liability - Police	23,418,146	18,277,928	-	-	23,418,146	18,277,928
Net Pension Liability/(Asset) - IMRF	2,713,128	(883,473)	1,559,163	(539,467)	4,272,291	(1,422,940)
Other Post-Empl. Benefits	1,426,259	195,608	354,526	-	1,780,785	195,608
Compensated Absences	690,073	679,008	161,807	144,284	851,880	823,292
Total	51,314,975	32,332,355	7,381,897	5,531,131	58,696,872	37,863,486

Note: The Village implemented GASB Statement No. 75 in 2018. The 2017 balances are as stated in the FY2017 Audited Financial Statements.

The Village's is rated AAA by Standard and Poor's, a rating which was reaffirmed in 2018 during the issuance of $9.9 million in general obligation bonds. The bonds were issued to fund public infrastructure and facility projects. Of the amount of debt outstanding as of December 31, 2018, $4.85 million will be abated and paid for by enterprise fund revenues from the Village Links/Reserve 22 fund and $21.9 million will be abated and paid for by Capital Project Fund revenues. Additionally, $1.1 million of the bonded debt is being repaid by the Glen Ellyn Public Library. As a home-rule unit, no legal limit exists on the amount of debt that can be outstanding.

Both pension liabilities increased from FY2017 to FY2018. The Police Pension net pension liability increased by $5.1 million. The IMRF net pension liability increased by $5.7 million. Both of these changes are largely due to an adverse investment market in the fourth quarter 2018. Additional information on the Village's long-term debt can be found in Note 3 of this report.

ECONOMIC FACTORS

The Village has a strong property tax base which is founded primarily in its residential housing stock. Total assessed value decreased in the years following the economic downturn which started in 2008, but began to increase in 2015. Total assessed value has almost rebounded from the recession, a process that took ten years. 2018 assessed value increased by 4.4% over 2017.

Glen Ellyn enjoys a stable and diversified commercial and retail sales base with shopping centers along the Roosevelt Road corridor, in the downtown central business district and at Historic Stacy's Corners. In FY2012, the Village created the Central Business District (CBD) Tax Increment Financing (TIF) District in order to further promote maintaining and building upon the vitality of the downtown. In FY2014, the Village created the Roosevelt Road Tax Increment

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

ECONOMIC FACTORS – Continued

Financing (TIF) District in the Roosevelt Road corridor. The Village's strategic goals cite the importance of proactive economic development to attract and retain key businesses in the Village.

The Village began experiencing declines in several general operating revenues in the later part of FY2009 due to the global economic recession. As a result, the Village took measures to reduce its operating expenditures as well as instituted a new 1% local sales tax in July 2009 to aid in maintaining services provided to the community. In July 2018, the Village raised the home rule sales tax rate to 1.25% as a response to cuts in revenue from the State of Illinois.

In FY2014 and FY2015, the income tax received from the State of Illinois grew appreciably. However in FY2016, this revenue began to decrease as a result of legislative tax code changes. In FY2017, the State mandated a 10% reduction in the income tax from July 1, 2017 to June 30, 2018. This is approximately a $250,000 reduction. The reduction was lowered to 5% from July 1, 2018 to June 30, 2020.

The Village also completed a five-year forecast in 2018 to guide the budgeting process for the forthcoming fiscal year. The goal of this forecast was to understand the long-term trends in the Village's revenues and expenditures, identify any potential imbalances where future revenues may not meet future expenditures, and to guide the Village in developing and implementing programs or initiatives to meet any future financial challenges. The forecast illustrated that major expenditure trends are growing at a faster rate than revenues, causing significant shortfalls in future years. The forecast also includes potential solutions. The entire forecast document is included in the Calendar Year 2019 Budget (January 1, 2019 – December 31, 2019) document.

In addition, a Financial Scorecard was completed in fiscal year 2014 which compared the Village to neighboring peer communities. The Scorecard indicates that Glen Ellyn is in a strong financial position with less debt and lower unfunded pension obligations than most of its peers. Economic revitalization and new development are cited as potential areas to strengthen, which would boost sales tax revenues and generate non-residential property taxes. The Village plans to update this Scorecard again in 2019.

The Village also continues to focus on responsibly funding its pension liabilities. Both pensions decreased their funded status in 2018, largely due to a poor investment climate in the fourth quarter 2018. For the Police Pension, the Village monitors actual experience compared with the actuarial funding model and has adjusted the assumed rate of return on investments down to 6.5%.

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of the Village of Glen Ellyn's finances for all those with an interest in the Village's finances. Questions concerning any of the information provided in this report or requests for additional information should be directed to Finance Department, Village of Glen Ellyn, 535 Duane Street, Glen Ellyn, Illinois.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

BASIC FINANCIAL STATEMENTS

The basic financial Statements include integrated sets of financial statements as required by the GASB. The sets of statements include:

- Government-Wide Financial Statements
- Fund Financial Statements
    - Governmental Funds
    - Proprietary Funds
    - Fiduciary Fund

In addition, the notes to the financial statements are included to provide information that is essential to a user's understanding of the basic financial statements.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Statement of Net Position
December 31, 2018

	Governmental Activities	Business-Type Activities	Totals
ASSETS			
Current Assets			
Cash and Cash Equivalents	$ 42,229,550	18,506,338	60,735,888
Receivables - Net of Allowances	11,231,877	2,651,935	13,883,812
Due from Other Governments	1,012,919	455,728	1,468,647
Prepaids/Inventories	723,253	147,015	870,268
Total Current Assets	55,197,599	21,761,016	76,958,615
Noncurrent Assets			
Capital Assets			
Nondepreciable	30,356,286	17,139,335	47,495,621
Depreciable	148,115,556	97,069,817	245,185,373
Accumulated Depreciation	(59,635,822)	(43,382,635)	(103,018,457)
	118,836,020	70,826,517	189,662,537
Other Assets			
Equity Interest in Joint Venture	-	13,923,433	13,923,433
Total Noncurrent Assets	118,836,020	84,749,950	203,585,970
Total Assets	174,033,619	106,510,966	280,544,585
DEFERRED OUTFLOWS OF RESOURCES			
Deferred Items - IMRF	2,332,486	1,340,416	3,672,902
Deferred Items - Police Pension	5,407,775	-	5,407,775
Unamortized Loss on Refunding	-	15,684	15,684
Total Deferred Outflows of Resources	7,740,261	1,356,100	9,096,361
Total Assets and Deferred Outflows of Resources	181,773,880	107,867,066	289,640,946

The notes to the financial statements are an integral part of this statement.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

	Governmental Activities	Business-Type Activities	Totals
LIABILITIES			
Current Liabilities			
Accounts Payable	$ 1,743,363	1,795,264	3,538,627
Accrued Payroll	494,560	120,027	614,587
Accrued Interest	-	3,722	3,722
Retainage Payable	139,043	20,151	159,194
Deposits Payable	826,662	221,032	1,047,694
Due to Other Governments	-	10,986	10,986
Other Payables	356,977	45,233	402,210
Unearned Revenue	485,395	-	485,395
Current Portion of Long-Term Liabilities	1,897,980	762,033	2,660,013
Total Current Liabilities	5,943,980	2,978,448	8,922,428
Noncurrent Liabilities			
Compensated Absences Payable	175,324	42,070	217,394
Net Pension Liability - IMRF	2,713,128	1,559,163	4,272,291
Net Pension Liability - Police Pension	23,418,146	-	23,418,146
Total OPEB Liability - RBP	1,426,259	354,526	1,780,785
General Obligation Bonds Payable - Net	21,684,138	4,304,501	25,988,639
IEPA Loans Payable	-	359,604	359,604
Total Noncurrent Liabilities	49,416,995	6,619,864	56,036,859
Total Liabilities	55,360,975	9,598,312	64,959,287
DEFERRED INFLOWS OF RESOURCES			
Property Taxes	8,393,975	96,000	8,489,975
Deferred Items - IMRF	414,793	238,370	653,163
Deferred Items - Police Pension	1,252,822	-	1,252,822
Deferred Items - RBP	198,972	49,459	248,431
Unavilable Revenue	-	-	-
Total Deferred Inflows of Resources	10,260,562	383,829	10,644,391
Total Liabilities and Deferred Inflows of Resources	65,621,537	9,982,141	75,603,678
NET POSITION			
Net Investment in Capital Assets	106,514,073	65,535,800	172,049,873
Restricted - Public Safety	2,217,279	-	2,217,279
Restricted - Highways and Streets	720,528	-	720,528
Restricted - Debt Service	41,331	-	41,331
Restricted - Economic Development	359,957	-	359,957
Restricted - Purchase Contracts	-	2,186,651	2,186,651
Unrestricted	6,299,175	30,162,474	36,461,649
Total Net Position	116,152,343	97,884,925	214,037,268

The notes to the financial statements are an integral part of this statement.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Statement of Activities
For the Fiscal Year Ended December 31, 2018

		Program Revenues		
	Expenses	Charges for Services	Operating Grants/ Contributions	Capital Grants/ Contributions
Governmental Activities				
General Government	$ 5,253,815	2,262,692	375,669	-
Public Safety	13,225,937	2,546,808	502,856	-
Highways and Streets	8,594,681	83,951	2,257	3,076,657
Interest on Long-Term Debt	657,888	-	-	-
Total Governmental Activities	27,732,321	4,893,451	880,782	3,076,657
Business-Type Activities				
Water and Sanitary Sewer	12,475,582	14,072,812	-	400,000
Village Links/Reserve 22	5,197,424	5,173,718	-	-
Parking	485,308	434,162	-	-
Residential Solid Waste	1,641,272	1,567,158	-	-
Total Business-Type Activities	19,799,586	21,247,850	-	400,000
Total Primary Government	47,531,907	26,141,301	880,782	3,476,657

General Revenues
- Taxes
  - Property
  - Home Rule Sales
  - Utility
  - Real Estate Transfer
  - Other Taxes
- Intergovernmental - Unrestricted
  - Shared Income Tax
  - Shared Sales and Use Tax
  - Motor Fuel Tax
- Interest
- Miscellaneous

Transfers - Internal Activity

Change in Net Position

Net Position - Beginning as Restated

Net Position - Ending

The notes to the financial statements are an integral part of this statement.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

Primary Government		
Net (Expenses)/Revenues		
Governmental Activities	Business-Type Activities	Totals
(2,615,454)	-	(2,615,454)
(10,176,273)	-	(10,176,273)
(5,431,816)	-	(5,431,816)
(657,888)	-	(657,888)
(18,881,431)	-	(18,881,431)
-	1,997,230	1,997,230
-	(23,706)	(23,706)
-	(51,146)	(51,146)
-	(74,114)	(74,114)
-	1,848,264	1,848,264
(18,881,431)	1,848,264	(17,033,167)
8,116,823	97,044	8,213,867
2,226,382	-	2,226,382
1,979,905	-	1,979,905
835,935	-	835,935
203,852	-	203,852
2,659,136	-	2,659,136
4,256,030	-	4,256,030
710,715	-	710,715
541,295	308,246	849,541
743,463	382,933	1,126,396
100,000	(100,000)	-
22,373,536	688,223	23,061,759
3,492,105	2,536,487	6,028,592
112,660,238	95,348,438	208,008,676
116,152,343	97,884,925	214,037,268

The notes to the financial statements are an integral part of this statement.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Balance Sheet - Governmental Funds
December 31, 2018

	General	Debt Service	Capital Projects	Nonmajor	Totals
ASSETS					
Cash and Investments	$ 9,964,232	41,331	19,542,417	6,000,659	35,548,639
Receivables - Net of Allowances					
Taxes	9,422,501	-	290,452	629,330	10,342,283
Accounts	33,803	-	67,905	522,140	623,848
Other	162,831	-	-	-	162,831
Due from Other Governments	17,610	935,000	-	60,309	1,012,919
Due from Other Funds	41,929	-	-	-	41,929
Prepaids	164,178	-	-	-	164,178
Total Assets	19,807,084	976,331	19,900,774	7,212,438	47,896,627
LIABILITIES					
Accounts Payable	567,867	-	884,396	264,858	1,717,121
Accrued Payroll	478,538	-	-	902	479,440
Retainage Payable	-	-	84,197	54,846	139,043
Deposits Payable	726,662	-	-	100,000	826,662
Due to Other Funds	886	-	-	41,929	42,815
Other Payables	205,790	-	-	151,187	356,977
Unearned Revenue	18,096	-	-	467,299	485,395
Total Liabilities	1,997,839	-	968,593	1,081,021	4,047,453
DEFERRED INFLOWS OF RESOURCES					
Property Taxes	7,764,645	-	-	629,330	8,393,975
Unavailable Revenue	-	935,000	-	-	935,000
Total Deferred Inflows of Resources	7,764,645	935,000	-	629,330	9,328,975
Total Liabilities and Deferred Inflows of Resources	9,762,484	935,000	968,593	1,710,351	13,376,428
FUND BALANCES					
Nonspendable	164,178	-	-	-	164,178
Restricted	-	41,331	-	3,297,764	3,339,095
Committed	216,400	-	3,583,236	660,751	4,460,387
Assigned	-	-	15,348,945	1,543,572	16,892,517
Unassigned	9,664,022	-	-	-	9,664,022
Total Fund Balances	10,044,600	41,331	18,932,181	5,502,087	34,520,199
Total Liabilities, Deferred Inflows of Resources and Fund Balances	19,807,084	976,331	19,900,774	7,212,438	47,896,627

The notes to the financial statements are an integral part of this statement.

VILLAGE OF GLEN ELLYN, ILLINOIS

Reconciliation of Total Governmental Fund Balance to Net Position - Governmental Activities

December 31, 2018

Total Governmental Fund Balances	$ 34,520,199
Amounts reported for governmental activities in the Statement of Net Position are different because:	
Capital assets used in governmental activities are not financial resources and therefore, are not reported in the funds.	118,836,020
Less: Internal Service Capital Assets	(1,823,716)
Deferred outflows (inflows) of resources related to the pensions not reported in the funds.	
Deferred Items - IMRF	1,917,693
Deferred Items - Police Pension	4,154,953
Deferred Items - RBP	(198,972)
Certain revenues that are deferred in the governmental funds are recognized as revenue in the governmental activities	935,000
Internal service funds are used by the Village to charge the costs of vehicle and equipment management and employee compensated absences to individual funds. The assets and liabilities of the internal service funds are included in the governmental activities in the Statement of Net Position	9,088,788
Long-term liabilities are not due and payable in the current period and therefore are not reported in the funds.	
Compensated Absences Payable	(652,720)
Net Pension Liability - IMRF	(2,713,128)
Net Pension Liability - Police Pension	(23,418,146)
Total OPEB Liability - RBP	(1,426,259)
General Obligation Bonds Payable	(22,865,000)
Unamortized Bond Premium	(202,369)
Net Position of Governmental Activities	116,152,343

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

The notes to the financial statements are an integral part of this statement.

VILLAGE OF GLEN ELLYN, ILLINOIS

Statement of Revenues, Expenditures and Changes in Fund Balances - Governmental Funds
For the Fiscal Year Ended December 31, 2018

	General	Debt Service	Capital Projects	Nonmajor	Totals
Revenues					
Taxes	$ 10,008,616	-	2,815,840	538,441	13,362,897
Intergovernmental	7,065,851	503,982	70,923	1,560,395	9,201,151
Licenses and Permits	1,249,593	-	-	-	1,249,593
Charges for Services	1,332,895	-	-	1,624,540	2,957,435
Fines and Forfeitures	686,423	-	-	-	686,423
Interest	220,908	428	143,391	78,812	443,539
Miscellaneous	-	-	487,356	72,542	559,898
Total Revenues	20,564,286	504,410	3,517,510	3,874,730	28,460,936
Expenditures					
Current					
General Government	4,543,755	-	-	249,305	4,793,060
Public Safety	9,686,095	-	-	809,442	10,495,537
Highways and Streets	2,335,054	-	-	700,032	3,035,086
Capital Outlay	165,872	-	4,550,798	2,099,859	6,816,529
Debt Service					
Principal Retirement	-	975,000	-	-	975,000
Interest and Fiscal Charges	-	482,976	183,746	-	666,722
Total Expenditures	16,730,776	1,457,976	4,734,544	3,858,638	26,781,934
Excess (Deficiency) of Revenues Over (Under) Expenditures	3,833,510	(953,566)	(1,217,034)	16,092	1,679,002
Other Financing Sources (Uses)					
Transfers In	-	953,544	4,020,489	352,681	5,326,714
Transfers Out	(3,973,170)	-	(953,544)	(300,000)	(5,226,714)
Debt Issuance	-	-	9,900,000	-	9,900,000
Premium on Debt Issuance	-	-	87,919	-	87,919
	(3,973,170)	953,544	13,054,864	52,681	10,087,919
Net Change in Fund Balances	(139,660)	(22)	11,837,830	68,773	11,766,921
Fund Balances - Beginning	10,184,260	41,353	7,094,351	5,433,314	22,753,278
Fund Balances - Ending	10,044,600	41,331	18,932,181	5,502,087	34,520,199

The notes to the financial statements are an integral part of this statement.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances to the Statement of Activities - Governmental Activities

For the Fiscal Year Ended December 31, 2018

Net Change in Fund Balances - Total Governmental Funds	$ 11,766,921
Amounts reported for governmental activities in the Statement of Activities are different because:	
Governmental funds report capital outlays as expenditures. However, in the Statement of Activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.	
Capital Outlays	3,039,633
Capital Contribution	3,005,734
Depreciation Expense	(3,703,068)
Disposals - Cost	(1,105,959)
Disposals - Accumulated Depreciation	417,893
Less: Internal Service Capital Asset Related Activity	96,068
The net effect of deferred outflows (inflows) of resources related to the pensions not reported in the funds.	
Change in Deferred Items - IMRF	3,957,789
Change in Deferred Items - Police Pension	3,923,061
Change in Deferred Items - RBP	(198,972)
A deduction to certain revenues recognized as revenue only in the governmental funds.	(440,000)
The issuance of long-term debt provides current financial resources to governmental funds, while the repayment of the principal on long-term debt consumes the current financial resources of the governmental funds.	
(Additions) to Compensated Absences Payable	(9,030)
(Additions) to Net Pension Asset - IMRF	(3,596,601)
Deductions to Net Pension Liability - Police Pension	(5,140,218)
Deductions to Total OPEB Liability - RBP	138,599
Debt Issuance	(9,900,000)
Premium on Debt Issuance	(87,919)
Retirement of Debt	975,000
Amortization of Bond Premium	8,834
Internal service funds are used by the Village to charge the costs of vehicle and equipment management and employee compensated absences to individual funds. The net revenue of certain activities of internal service funds is reported with governmental activities.	344,340
Changes in Net Position of Governmental Activities	3,492,105

The notes to the financial statements are an integral part of this statement.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Statement of Net Position - Proprietary Funds
December 31, 2018

	Business-Type Activities - Enterprise				Governmental Activities
	Water and Sanitary Sewer	Village Links/ Reserve 22	Nonmajor	Totals	Internal Service
ASSETS					
Current Assets					
Cash and Investments	$ 15,513,275	857,709	2,135,354	18,506,338	6,680,911
Receivables - Net of Allowances					
Property Taxes	96,000	-	-	96,000	-
Accounts	2,248,137	12,260	295,538	2,555,935	102,915
Due from Other Governments	455,728	-	-	455,728	-
Prepaids and Other	24,507	15,750	3,300	43,557	459,096
Inventories	-	99,186	4,272	103,458	99,979
Total Current Assets	18,337,647	984,905	2,438,464	21,761,016	7,342,901
Noncurrent Assets					
Capital Assets					
Nondepreciable	1,361,936	15,767,399	10,000	17,139,335	-
Depreciable	79,550,115	13,378,674	4,141,028	97,069,817	5,604,010
Accumulated Depreciation	(35,916,389)	(4,516,683)	(2,949,563)	(43,382,635)	(3,780,294)
	44,995,662	24,629,390	1,201,465	70,826,517	1,823,716
Other Assets					
Equity Interest in Joint Venture	13,923,433	-	-	13,923,433	-
Total Noncurrent Assets	58,919,095	24,629,390	1,201,465	84,749,950	1,823,716
Total Assets	77,256,742	25,614,295	3,639,929	106,510,966	9,166,617
DEFERRED OUTFLOWS OF RESOURCES					
Deferred Items - IMRF	500,908	839,508	-	1,340,416	-
Loss on Refunding	-	15,684	-	15,684	-
Total Deferred Outflows of Resources	500,908	855,192	-	1,356,100	-
Total Assets and Deferred Outflow of Resources	77,757,650	26,469,487	3,639,929	107,867,066	9,166,617

The notes to the financial statements are an integral part of this statement.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

	Business-Type Activities - Enterprise				Governmental Activities
	Water and Sanitary Sewer	Village Links/ Reserve 22	Nonmajor	Totals	Internal Service
LIABILITIES					
Current Liabilities					
Accounts Payable	$ 1,408,161	61,768	325,335	1,795,264	25,356
Accrued Payroll	50,367	69,660	-	120,027	15,120
Accrued Interest	3,722	-	-	3,722	-
Retainage Payable	2,500	-	17,651	20,151	-
Deposits Payable	221,032	-	-	221,032	-
Due to Other Governments	-	10,986	-	10,986	-
Other Payable	-	45,233	-	45,233	-
Current Portion of Long-Term Debt	150,968	611,065	-	762,033	27,641
Total Current Liabilities	1,836,750	798,712	342,986	2,978,448	68,117
Noncurrent Liabilities					
Compensated Absences Payable	18,916	23,154	-	42,070	9,712
Net Pension Liability - IMRF	582,653	976,510	-	1,559,163	-
Total OPEB Liability - RBP	177,345	177,181	-	354,526	-
General Obligation Bonds Payable - Net	-	4,304,501	-	4,304,501	-
IEPA Loans Payable	359,604	-	-	359,604	-
Total Noncurrent Liabilities	1,138,518	5,481,346	-	6,619,864	9,712
Total Liabilities	2,975,268	6,280,058	342,986	9,598,312	77,829
DEFERRED INFLOWS OF RESOURCES					
Property Taxes	96,000	-	-	96,000	-
Deferred Items - IMRF	89,078	149,292	-	238,370	-
Deferred Items - RBP	24,741	24,718	-	49,459	-
Toal Deferred Inflows of Resources	209,819	174,010	-	383,829	-
Total Liabilities and Deferred Inflow of Resources	3,185,087	6,454,068	342,986	9,982,141	77,829
NET POSITION					
Net Investment in Capital Assets	44,538,928	19,795,407	1,201,465	65,535,800	1,823,716
Restricted	2,021,902	58,787	105,962	2,186,651	613,637
Unrestricted	28,011,733	161,225	1,989,516	30,162,474	6,651,435
Total Net Position	74,572,563	20,015,419	3,296,943	97,884,925	9,088,788

The notes to the financial statements are an integral part of this statement.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Statement of Revenues, Expenses and Changes in Net Position - Proprietary Funds
For the Fiscal Year Ended December 31, 2018

	Business-Type Activities - Enterprise				Governmental Activities
	Water and Sanitary Sewer	Village Links/ Reserve 22	Nonmajor	Totals	Internal Service
Operating Revenues					
Charges for Services	$ 14,072,812	5,173,718	2,001,320	21,247,850	-
Interfund Services	-	-	-	-	4,676,279
Total Operating Revenues	14,072,812	5,173,718	2,001,320	21,247,850	4,676,279
Operating Expenses					
Operations	10,609,581	4,693,223	1,999,413	17,302,217	4,033,132
Depreciation and Amortization	1,853,575	372,105	127,167	2,352,847	415,658
Total Operating Expenses	12,463,156	5,065,328	2,126,580	19,655,064	4,448,790
Operating Income (Loss)	1,609,656	108,390	(125,260)	1,592,786	227,489
Nonoperating Revenues (Expenses)					
Interest Income	250,224	18,943	39,079	308,246	97,756
Property Taxes	97,044	-	-	97,044	-
Joint Venture Income	381,933	-	-	381,933	-
Other Income	-	-	-	-	83
Disposal of Capital Assets	-	1,000	-	1,000	19,012
Interest Expense	(12,426)	(132,096)	-	(144,522)	-
	716,775	(112,153)	39,079	643,701	116,851
Income (Loss) Before Transfers and Contributions	2,326,431	(3,763)	(86,181)	2,236,487	344,340
Transfers Out	(100,000)	-	-	(100,000)	-
Capital Contributions	400,000	-	-	400,000	-
Change in Net Position	2,626,431	(3,763)	(86,181)	2,536,487	344,340
Net Position - Beginning	71,946,132	20,019,182	3,383,124	95,348,438	8,744,448
Net Position - Ending	74,572,563	20,015,419	3,296,943	97,884,925	9,088,788

The notes to the financial statements are an integral part of this statement.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Statement of Cash Flows - Proprietary Funds
December 31, 2018

See Following Page

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Statement of Cash Flows - Proprietary Funds
For the Fiscal Year Ended December 31, 2018

	Water and Sanitary Sewer
Cash Flows from Operating Activities	
Receipts from Customers and Users	$ 14,154,074
Interfund Services Provided	-
Payments to Suppliers	(9,005,764)
Payments to Employees	(1,005,752)
	4,142,558
Cash Flows from Capital and Related Financing Activities	
Purchase of Capital Assets	(1,724,735)
Disposal of Capital Assets	-
Principal Retirement	(94,747)
Interest Expense	(12,426)
	(1,831,908)
Cash Flows from Noncapital Financing Activities	
Transfers Out	(100,000)
Cash Flows from Investing Activities	
Interest Income	250,224
Net Change in Cash and Cash Equivalents	2,460,874
Cash and Cash Equivalents - Beginning	13,052,401
Cash and Cash Equivalents - Ending	15,513,275
Reconciliation of Operating Income to Net Cash Provided (Used) by Operating Activities	
Operating Income	1,609,656
Adjustments to Reconcile Operating Income Income to Net Cash Provided by (Used in) Operating Activities:	
Depreciation and Amortization Expense	1,853,575
Other Income (Expense)	22,764
(Increase) Decrease in Current Assets	58,498
Increase (Decrease) in Current Liabilities	598,065
Net Cash Provided by Operating Activities	4,142,558
Noncash Capital and Related Financing Activities	
Capital Contributions	400,000

The notes to the financial statements are an integral part of this statement.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

Business-Type Activities - Enterprise			Governmental Activities
Village Links/ Reserve 22	Nonmajor	Totals	Internal Service
5,017,011	2,004,207	21,175,292	-
-	-	-	4,890,611
(2,618,116)	(1,987,168)	(13,611,048)	(3,712,381)
(2,105,542)	-	(3,111,294)	(301,904)
293,353	17,039	4,452,950	876,326
(98,544)	(10,000)	(1,833,279)	(319,590)
1,000	(56,979)	(55,979)	19,012
(520,000)	-	(614,747)	-
(132,096)	-	(144,522)	-
(749,640)	(66,979)	(2,648,527)	(300,578)
-	-	(100,000)	-
18,943	39,079	308,246	97,756
(437,344)	(10,861)	2,012,669	673,504
1,295,053	2,146,215	16,493,669	6,007,407
857,709	2,135,354	18,506,338	6,680,911
108,390	(125,260)	1,592,786	227,489
372,105	127,167	2,352,847	415,658
(159,853)	-	(137,089)	83
3,146	2,887	64,531	214,249
(30,435)	12,245	579,875	18,847
293,353	17,039	4,452,950	876,326
-	-	400,000	-

The notes to the financial statements are an integral part of this statement.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Statement of Fiduciary Net Position - Pension Trust Fund
December 31, 2018

	Police Pension
ASSETS	
Cash and Cash Equivalents	$ 484,702
Investments	
U.S. Treasury Obligations	820,611
U.S. Agency Obligations	3,491,527
Corporate Bonds	6,364,755
Insurance Contract	2,095,688
Mutual Funds	15,500,503
Receivables	
Accrued Interest	84,459
Due from Other Funds	886
Total Assets	28,843,131
LIABILITIES	
Accounts Payable	476
NET POSITION	
Net Position Restricted for Pensions	28,842,655

The notes to the financial statements are an integral part of this statement.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Statement of Changes in Fiduciary Net Position - Pension Trust Fund
For the Fiscal Year Ended December 31, 2018

	Police Pension
Additions	
Contributions - Employer	$ 1,959,000
Contributions - Plan Members	349,189
Total Contributions	2,308,189
Investment Earnings	
Interest Earned	3,570,365
Net Change in Fair Value	(5,234,622)
	(1,664,257)
Less Investment Expenses	(81,541)
Net Investment Income	(1,745,798)
Total Additions	562,391
Deductions	
Administration	20,515
Benefits and Refunds	2,179,786
Total Deductions	2,200,301
Change in Fiduciary Net Position	(1,637,910)
Net Position Restricted for Pensions	
Beginning	30,480,565
Ending	28,842,655

The notes to the financial statements are an integral part of this statement.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Village of Glen Ellyn, Illinois (the Village), is a municipal corporation governed by a seven-member board consisting of six trustees and the Village President. The Village's major operations include police protection, highways and streets maintenance and reconstruction, planning and zoning services, public improvements, economic development, water and sanitary sewer, golf course and recreation, parking, solid waste collection, and general administrative services.

The government-wide financial statements are prepared in accordance with generally accepted accounting principles (GAAP). The Governmental Accounting Standards Board (GASB) is responsible for establishing GAAP for state and local governments through its pronouncements (Statements and Interpretations). The more significant of the Village's accounting policies established in GAAP and used by the Village are described below.

REPORTING ENTITY

The Village's financial reporting entity comprises the following:

Primary Government:	Village of Glen Ellyn

In determining the financial reporting entity, the Village complies with the provisions of GASB Statement No. 61, "The Financial Reporting Omnibus – an Amendment of GASB Statements No. 14 and No. 34," and includes all component units that have a significant operational or financial relationship with the Village. Based upon the criteria set forth in the GASB Statement No. 61, there are no component units included in the reporting entity.

Police Pension Employees Retirement System

The Village's sworn police employees participate in the Police Pension Employees Retirement System (PPERS). PPERS functions for the benefit of these employees and is governed by a five-member pension board. Two members appointed by the Village's President, one elected pension beneficiary and two elected police employees constitute the pension board. The participants are required to contribute a percentage of salary as established by state statute and the Village is obligated to fund all remaining PPERS costs based upon actuarial valuations. The State of Illinois is authorized to establish benefit levels and the Village is authorized to approve the actuarial assumptions used in the determination of contribution levels. Although it is legally separate from the Village, the PPERS is reported as if it were part of the primary government because its sole purpose is to provide retirement benefits for the Village's police employees. The PPERS is reported as a pension trust fund.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

BASIS OF PRESENTATION

Government-Wide Statements

The Village's basic financial statements include both government-wide (reporting the Village as a whole) and fund financial statements (reporting the Village's major funds). Both the government-wide and fund financial statements categorize primary activities as either governmental or business type. The Village's police and fire protection, highways and streets maintenance and reconstruction, planning and zoning services, public improvements, economic development, and general administrative services are classified as governmental activities. The Village's water and sanitary sewer, golf course and recreation, parking, and residential solid waste services are classified as business-type activities.

In the government-wide Statement of Net Position, both the governmental and business-type activities columns are: (a) presented on a consolidated basis by column, and (b) reported on a full accrual, economic resource basis, which recognizes all long-term assets/deferred outflows and receivables as well as long-term debt/deferred inflows and obligations. The Village's net position is reported in three parts: net investment in capital assets; restricted; and unrestricted. The Village first utilizes restricted resources to finance qualifying activities.

The government-wide Statement of Activities reports both the gross and net cost of each of the Village's functions and business-type activities (general government, public safety, highways and streets, etc.). The functions are supported by general government revenues (property, sales and use taxes, certain intergovernmental revenues, fines, permits and charges, etc.). The Statement of Activities reduces gross expenses (including depreciation) by related program revenues, which include 1) charges to customers or applicants who purchase, use, or directly benefit from foods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment.

The net costs (by function or business-type activity) are normally covered by general revenue (property tax, sales tax, intergovernmental revenues, interest income, etc.).

The Village does not allocate indirect costs. An administrative service fee is charged by the General Fund to the other operating funds that is eliminated like a reimbursement (reducing the revenue and expense in the General Fund) to recover the direct costs of General Fund services provided (finance, personnel, purchasing, legal, technology management, etc.).

This government-wide focus is more on the sustainability of the Village as an entity and the change in the Village's net position resulting from the current year's activities.

Fund Financial Statements

The financial transactions of the Village are reported in individual funds in the fund financial statements. Each fund is accounted for by providing a separate set of self-balancing accounts that comprises its assets/deferred outflows, liabilities/deferred inflows, fund equity, revenues and expenditures/expenses. Funds are organized into three major categories: governmental, proprietary, and fiduciary. The emphasis in fund financial statements is on the major funds in either the governmental or business-type activities categories.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

BASIS OF PRESENTATION – Continued

Fund Financial Statements – Continued

GASB Statement No. 34 sets forth minimum criteria (percentage of the assets/deferred outflows, liabilities/deferred inflows, revenues or expenditures/expenses of either fund category or the governmental and enterprise combined) for the determination of major funds. The Village electively added funds, as major funds, which either have debt outstanding or a specific or community focus. The nonmajor funds are combined in a column in the fund financial statements. A fund is considered major if it is the primary operating fund of the Village or meets the following criteria:

> Total assets/deferred outflows, liabilities/deferred inflows, revenues, or expenditures/expenses of that individual governmental or enterprise fund are at least 10 percent of the corresponding total for all funds of that category or type; and
>
> Total assets/deferred outflows, liabilities/deferred inflows, revenues, or expenditures/expenses of the individual governmental fund or enterprise fund are at least 5 percent of the corresponding total for all governmental and enterprise funds combined.

The various funds are reported by generic classification within the financial statements. The following fund types are used by the Village:

Governmental Funds

The focus of the governmental funds' measurement (in the fund statements) is upon determination of financial position and changes in financial position (sources, uses, and balances of financial resources) rather than upon net income. The following is a description of the governmental funds of the Village:

General Fund is the general operating fund of the Village. It is used to account for all financial resources except those required to be accounted for in another fund. The General Fund is a major fund.

Special revenue funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes. The Village maintains five nonmajor special revenue funds.

Debt service funds are used to account for the accumulation of funds for the periodic payment of principal and interest on general long-term debt. The Debt Service Fund is treated as a major fund and is used to account for monies restricted, committed or assigned to pay for principal and interest payments on the Village's debt obligations.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

BASIS OF PRESENTATION – Continued

Fund Financial Statements – Continued

Governmental Funds – Continued

Capital projects funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by business-type/proprietary funds). The Village maintains three capital projects funds. The Capital Projects Fund, a major fund, is used to account for the financing of general street and infrastructure projects. Financing is primarily provided through utility taxes assigned for capital purposes, a transfer of property taxes from the General Fund and supplemented by grants for various projects.

Proprietary Funds

The focus of proprietary fund measurement is upon determination of operating income, changes in net position, financial position, and cash flows. The generally accepted accounting principles applicable are those similar to businesses in the private sector. The following is a description of the proprietary funds of the Village:

Enterprise funds are required to account for operations for which a fee is charged to external users for goods or services and the activity (a) is financed with debt that is solely secured by a pledge of the net revenues, (b) has third party requirements that the cost of providing services, including capital costs, be recovered with fees and charges or (c) establishes fees and charges based on a pricing policy designed to recover similar costs. The Village maintains four enterprise funds. The Water and Sanitary Sewer Fund, a major fund, is used to account for the provisions of water and sanitary sewer services to the residents of the Village. All activities necessary to provide such services are accounted for in this fund, including, but not limited to, administration, operations, maintenance, financing and related debt services and billing and collection. The Village Links/Reserve 22 Fund, also a major fund, is used to account for the operations of the Village Links golf course and Reserve 22 restaurant facilities. Financing is provided by user charges.

Internal service funds are used to account for the financing of goods or services provided by an activity to other departments, funds or component units of the Village on a cost-reimbursement basis. The Village maintains two internal services funds. The Insurance Fund is used to account for the accumulation of monies for the purpose of providing a staff health benefit plan and participation in the Municipal Insurance Cooperative Agency (MICA), a public entity risk management/insurance pool. Financing is provided by charges to other funds and contributions from employees. The Equipment Services Fund is used to account for the cost of maintaining and replacing Village owned vehicles and equipment. Financing is provided by charges to other funds.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

BASIS OF PRESENTATION – Continued

Fund Financial Statements – Continued

Proprietary Funds – Continued

Internal service funds – Continued. The Village's internal service funds are presented in the proprietary funds financial statements. Because the principal users of the internal services are the Village's governmental activities, the financial statements of the internal service funds are consolidated into the governmental column when presented in the government-wide financial statements. To the extent possible, the cost of these services is reported in the appropriate functional activity (general government, public safety, highways and streets, etc.).

Fiduciary Funds

Fiduciary funds are used to report assets held in a trustee or agency capacity for others and therefore are not available to support Village programs. The reporting focus is on net position and changes in net position and is reported using accounting principles similar to proprietary funds.

Pension trust funds are used to account for assets held in a trustee capacity for pension benefit payments. The Police Pension Fund accounts for the accumulation of resources to pay retirement and other related benefits for sworn members of the Village's police force.

The Village's pension trust is presented in the fiduciary fund financial statements. Since by definition these assets are being held for the benefit of a third party (pension participants) and cannot be used to address activities or obligations of the Village, these funds are not incorporated into the government-wide statements.

MEASUREMENT FOCUS AND BASIS OF ACCOUNTING

Measurement focus is a term used to describe "which" transactions are recorded within the various financial statements. Basis of accounting refers to "when" transactions are recorded regardless of the measurement focus applied.

Measurement Focus

On the government-wide Statement of Net Position and the Statement of Activities, both governmental and business-type activities are presented using the economic resources measurement focus as defined below. In the fund financial statements, the "current financial resources" measurement focus or the "economic resources" measurement focus is used as appropriate.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

MEASUREMENT FOCUS AND BASIS OF ACCOUNTING – Continued

Measurement Focus – Continued

All governmental funds utilize a "current financial resources" measurement focus. Only current financial assets/deferred outflows and liabilities/deferred inflows are generally included on their balance sheets. Their operating statements present sources and uses of available spendable financial resources during a given period. These funds use fund balance as their measure of available spendable financial resources at the end of the period.

All proprietary and pension trust funds utilize an "economic resources" measurement focus. The accounting objectives of this measurement focus are the determination of operating income, changes in net position (or cost recovery), financial position, and cash flows. All assets/deferred outflows and liabilities/deferred inflows (whether current or noncurrent) associated with their activities are reported. Proprietary and pension trust fund equity is classified as net position.

Basis of Accounting

In the government-wide Statement of Net Position and Statement of Activities, both governmental and business-type activities are presented using the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability/deferred inflow is incurred or economic asset used. Revenues, expenses, gains, losses, assets/deferred outflows, and liabilities/deferred inflows resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

In the fund financial statements, governmental funds are presented on the modified accrual basis of accounting. Under this modified accrual basis of accounting, revenues are recognized when "measurable and available." Measurable means knowing or being able to reasonably estimate the amount. Available means collectible within the current period or within sixty days after year-end. The Village recognizes property taxes when they become both measurable and available in accordance with GASB Codification Section P70. A sixty-day availability period is used for revenue recognition for all other governmental fund revenues, except for sales taxes and utility taxes which use a 90-day period. Expenditures (including capital outlay) are recorded when the related fund liability is incurred, except for general obligation bond principal and interest which are recognized when due.

In applying the susceptible to accrual concept under the modified accrual basis, those revenues susceptible to accrual are property taxes, sales and use taxes, franchise taxes, licenses, interest revenue, and charges for services. All other revenues are not susceptible to accrual because generally they are not measurable until received in cash.

All proprietary and pension trust funds utilize the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

MEASUREMENT FOCUS AND BASIS OF ACCOUNTING – Continued

Basis of Accounting – Continued

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the Village's enterprise funds and of the Village's internal service funds are charges to customers for sales and services. The Village also recognizes as operating revenue the portion of tap fees intended to recover the cost of connecting new customers to the system. Operating expenses for enterprise funds and internal service funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

ASSETS/DEFERRED OUTFLOWS, LIABILITIES/DEFERRED INFLOWS, AND NET POSITION OR EQUITY

Cash and Investments

For the purpose of the Statement of Net Position, cash and cash equivalents are considered to be cash on hand, demand deposits, and cash with fiscal agent. For the purpose of the proprietary funds "Statement of Cash Flows," cash and cash equivalents are considered to be cash on hand, demand deposits, cash with fiscal agent, and all highly liquid investments with an original maturity of three months or less.

Investments are generally reported at fair value. Short-term investments are reported at cost, which approximates fair value. For investments, the Village categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs.

Receivables

In the government-wide financial statements, receivables consist of all revenues earned at year-end and not yet received. Allowances for uncollectible accounts receivable are based upon historical trends and the periodic aging of accounts receivable. Major receivables balances for governmental activities include property taxes, sales and use taxes, franchise taxes, and grants. Business-type activities report charges for services as their major receivables.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

ASSETS/DEFERRED OUTFLOWS, LIABILITIES/DEFERRED INFLOWS, AND NET POSITION OR EQUITY – Continued

Interfund Receivables, Payables and Activity

Interfund activity is reported as loans, services provided, reimbursements or transfers. Loans are reported as interfund receivables and payables as appropriate and are subject to elimination upon consolidation. Services provided, deemed to be at market or near market rates, are treated as revenues and expenditures/expenses. Internal service fund services provided and used are not eliminated in the process of consolidation. Reimbursements are when one fund incurs a cost, charges the appropriate benefiting fund and reduces its related cost as a reimbursement. All other interfund transactions are treated as transfers. Transfers between governmental or proprietary funds are netted as part of the reconciliation to the government-wide financial statements.

Prepaids/Inventories

Prepaids/inventories are valued at cost, which approximates market, using the first-in/first-out (FIFO) method. Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaids in both the government-wide and fund financial statements. The costs of governmental fund-type prepaids/inventories are recorded as expenditures when consumed rather than when purchased.

Capital Assets

Capital assets purchased or acquired with an original cost of $20,000 or more, depending on asset class, are reported at historical cost or estimated historical cost. Contributed assets are reported at acquisition value as of the date received. Additions, improvements and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred.

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. General capital assets are long-lived assets of the Village as a whole. When purchased, such assets are recorded as expenditures in the governmental funds and capitalized. Infrastructure such as streets, traffic signals and signs are capitalized. The valuation basis for general capital assets are historical cost, or where historical cost is not available, estimated historical cost based on replacement costs.

Capital assets in the proprietary funds are capitalized in the fund in which they are utilized. The valuation bases for proprietary fund capital assets are the same as those used for the general capital assets. Donated capital assets are capitalized at estimated acquisition value on the date donated.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

ASSETS/DEFERRED OUTFLOWS, LIABILITIES/DEFERRED INFLOWS, AND NET POSITION OR EQUITY – Continued

Capital Assets – Continued

Depreciation on all assets is computed and recorded using the straight-line method of depreciation over the following estimated useful lives:

Land Improvements	10 - 45 Years
Buildings and Improvements	10 - 45 Years
Vehicles	5 - 10 Years
Machinery, Equipment and Other	5 - 30 Years
Bridges	40 - 50 Years
Storm Sewers	40 - 50 Years
Streets	40 - 50 Years
Water and Sanitary Sewer System	20 - 45 Years

Deferred Outflows/Inflows of Resources

Deferred outflow/inflow of resources represents an acquisition/reduction of net position that applies to a future period and therefore will not be recognized as an outflow of resources (expense)/inflow of resources (revenue) until that future time.

Compensated Absences

The Village accrues accumulated unpaid vacation and associated employee-related costs when earned (or estimated to be earned) by the employee. In accordance with GASB Statement No. 16, no liability is recorded for nonvesting accumulation rights to receive sick pay benefits.

All vacation pay is accrued when incurred in the government-wide and proprietary fund financial statements. A liability for these amounts is reported in the governmental funds only if they have matured, for example, as a result of employee resignations and retirements.

Long-Term Obligations

In the government-wide financial statements, and proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type Statement of Net Position. Bond premiums and discounts are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs are reported as expenses at the time of issuance.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

ASSETS/DEFERRED OUTFLOWS, LIABILITIES/DEFERRED INFLOWS, AND NET POSITION OR EQUITY – Continued

Long-Term Obligations – Continued

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

Net Position

In the government-wide financial statements, equity is classified as net position and displayed in three components:

> Net Investment in Capital Assets – Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
>
> Restricted – Consists of net position with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislations.
>
> Unrestricted – All other net position balances that do not meet the definition of "restricted" or "net investment in capital assets."

NOTE 2 – STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

BUDGETARY INFORMATION

Budgets are adopted on a basis consistent with generally accepted accounting principles, except that depreciation and amortization are not budgeted to proprietary funds. Annual appropriated budgets are adopted for the general, special revenue, debt service, capital projects, enterprise, internal service, and pension trust funds. All annual appropriations lapse at fiscal year-end.

All departments of the Village submit requests for appropriation to the Village Manager so that a budget may be prepared. The budget is prepared by fund, function and activity, and includes information on the past year, current year estimates, and requested appropriations for the next fiscal year.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

NOTE 2 – STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY – Continued

BUDGETARY INFORMATION – Continued

The proposed budget is presented to the governing body for review. The governing body holds public hearings and may add to, subtract from, or change appropriations, but may not change the form of the budget.

The Village Manager is authorized to transfer budgeted amounts between departments within any fund; however, any revisions that alter the total expenditures/expenses of any fund must be approved by the governing body.

Expenditures/expenses may not legally exceed budgeted appropriations at the fund level. During the year, supplemental appropriations were necessary and are reflected in the financial statements.

EXCESS OF ACTUAL EXPENDITURES OVER BUDGET IN INDIVIDUAL FUND

The following fund had an excess of actual expenditures over budget as of the date of this report:

Fund	Excess
Forfeiture	$ 41,397

NOTE 3 – DETAIL NOTES ON ALL FUNDS

DEPOSITS AND INVESTMENTS

The Village maintains a cash and investment pool that is available for use by all funds except the pension trust funds. Each fund type's portion of this pool is displayed on the financial statements as "cash and investments." In addition, investments are separately held by several of the Village’s funds. The deposits and investments of the pension trust funds are held separately from those of other funds.

Permitted Deposits and Investments – Statutes authorize the Village to make deposits/invest in commercial banks, savings and loan institutions, obligations of the U.S. Treasury and U.S. Agencies, obligations of States and their political subdivisions, credit union shares, repurchase agreements, commercial paper rated within the three highest classifications by at least two standard rating services, Illinois Funds and the Illinois Metropolitan Investment Fund (IMET).

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

DEPOSITS AND INVESTMENTS – Continued

The Illinois Funds is an investment pool managed by the Illinois Public Treasurer's Office which allows governments within the State to pool their funds for investment purposes. The Illinois Funds is not registered with the SEC as an investment company. Investments in Illinois Funds are valued at the share price, the price for which the investment could be sold.

The Illinois Metropolitan Investment Fund (IMET) is a non-for-profit investment trust formed pursuant to the Illinois Municipal Code. IMET is managed by a Board of Trustees elected from the participating members. IMET is not registered with the SEC as an Investment Company. Investments in IMET are valued at the share price, the price for which the investment could be sold.

The deposits and investments of the Pension Fund are held separately from those of other Village funds. Statutes authorize the Pension Fund to make deposits/invest in interest bearing direct obligations of the United States of America; obligations that are fully guaranteed or insured as to the payment of principal and interest by the United States of America; bonds, notes, debentures, or similar obligations of agencies of the United States of America; savings accounts or certificates of deposit issued by banks or savings and loan associations chartered by the United States of America or by the State of Illinois, to the extent that the deposits are insured by the agencies or instrumentalities of the federal government; credit unions, to the extent that the deposits are insured by the agencies or instrumentalities of the federal government; State of Illinois bonds; pooled accounts managed by the Illinois Funds Market Fund (formerly known as IPTIP, Illinois Public Treasurer's Investment Pool), or by banks, their subsidiaries or holding companies, in accordance with the laws of the State of Illinois; bonds or tax anticipation warrants of any county, township, or municipal corporation of the State of Illinois; direct obligations of the State of Israel; money market mutual funds managed by investment companies that are registered under the Federal Investment Company Act of 1940 and the Illinois Securities Law of 1953 and are diversified, open-ended management investment companies, provided the portfolio is limited to specified restrictions; general accounts of life insurance companies; and separate accounts of life insurance companies and mutual funds, the mutual funds must meet specific restrictions, provided the investment in separate accounts and mutual funds does not exceed ten percent of the Pension Fund's plan net position; and corporate bonds managed through an investment advisor, rated as investment grade by one of the two largest rating services at the time of purchase. Pension Funds with plan net position of $2.5 million or more may invest up to forty-five percent of plan net position in separate accounts of life insurance companies and mutual funds. Pension Funds with plan net position of at least $5 million that have appointed an investment advisor, may through that investment advisor invest up to forty-five percent of the plan net position in common and preferred stocks that meet specific restrictions. In addition, pension funds with plan net position of at least $10 million that have appointed an investment advisor, may invest up to fifty percent of its net position in common and preferred stocks and mutual funds that meet specific restrictions effective July 1, 2011 and up to fifty-five percent effective July 1, 2012.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

DEPOSITS AND INVESTMENTS – Continued

Village – Interest Rate Risk, Credit Risk, Custodial Credit Risk and Concentration Risk

Deposits. At year-end, the carrying amount of the Village's deposits for governmental and business-type activities totaled $35,091,086 and the bank balances totaled $35,597,103.

Investments. The Village has the following investment fair values and maturities:

		Investment Maturities (in Years)			
Investment Type	Fair Value	Less Than 1	1 to 5	6 to 10	More Than 10
U.S. Agency Obligations	$ 996,272	996,272	-	-	-
Illinois Funds	24,644,877	24,644,877	-	-	-
IMET	3,653	3,653	-	-	-
	25,644,802	25,644,802	-	-	-

The Village has the following recurring fair value measurements as of December 31, 2018:

- U.S. Agency Obligations of $996,272 are valued using a matrix pricing model (Level 2 inputs)
- Illinois Funds of $24,644,877 are valued using net asset value
- IMET of $3,653 are valued using net asset value

Debt Securities classified in Level 2 of the fair value hierarchy are valued using a matrix pricing technique. Matrix pricing is used to value securities based on the securities' relationship to benchmark quoted prices.

Interest Rate Risk. Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. In accordance with its investment policy, the Village limits its exposure by structuring the portfolio to provide liquidity for operating funds and by investing in shorter-term securities. The investment policy limits the maximum maturity length of investments to five years from the date of purchase, except if matched to anticipated cash flow requirements (e.g., reserve funds), in which maturity can extend beyond five years. Any investment in security with a maturity longer than five years requires approval by the Village Board. The Village's investments in the Illinois Funds and the IMET Fund have an average maturity of less than one year.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

DEPOSITS AND INVESTMENTS – Continued

Village – Interest Rate Risk, Credit Risk, Custodial Credit Risk and Concentration Risk – Continued

Credit Risk. Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. The Village limits its exposure by primarily investing in Illinois Funds and IMET. However, the Village's investment policy does not contain any guidance on credit risk except of investments in commercial paper (rated within the three highest classifications by at least two standard rating services). At year-end, the Village's investment in the Illinois Funds was rated AAAm by Standard & Poor's. The Illinois Metropolitan Investment Trust Convenience Fund is not rated and the Illinois Metropolitan Investment Trust 1-3 Year Fund is rated Aaa-bf by Moody's. The Village's investment in U.S. Agency Obligations is rated AA+ by Standard & Poor's.

Custodial Credit Risk. In the case of deposits, this is the risk that in the event of a bank failure, the Village's deposits may not be returned to it. The Village's investment policy requires pledging of collateral with a fair value of at least 110% of all bank balances in excess of federal depository insurance with the collateral held by an independent third party of the Federal Reserve Bank of Chicago in the Village's name. At year-end, the entire amount of the bank balance of deposits was covered by collateral, federal depository or equivalent insurance.

For an investment, this is the risk that in the event of the failure of the counterparty, the Village will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. To limits its exposure, the Village's investment policy requires all security transactions that are exposed to custodial credit risk to be processed on a delivery versus payment (DVP) basis with the underlying investments held by a third-party custodian in the Village's name. The Village's investments in the Illinois Funds and IMET are not subject to custodial credit risk.

Concentration Risk. This is the risk of loss attributed to the magnitude of the Village's investment in a single issuer. The Village's investment policy states that no financial institution shall hold more than 25% of the Village's investment portfolio, exclusive of U.S. Treasury securities in safekeeping and public investment pool. This does not include custodial accounts, where a financial institution will hold individual securities that are in the Village's name. Public investment pools, such as the IMET and the Illinois Trust may comprise up to 25% each of the Village's investment portfolio. The Illinois Treasurer's Investment Pool (the Illinois Fund), may comprise up to 75% of the Village's investment portfolio. At year-end, the Village has no investments over 5 percent of the total cash and investment portfolio (other than investments issued or explicitly guaranteed by the U.S. government and investments in mutual funds, external investment pools, and other pooled investments).

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

DEPOSITS AND INVESTMENTS – Continued

Police Pension Fund – Interest Rate Risk, Credit Risk, Custodial Credit Risk and Concentration Risk

Deposits. At year-end, the carrying amount of the Fund's deposits totaled $484,702 and the bank balances totaled $497,997.

Investments. The Fund has the following investment fair values and maturities:

		Investment Maturities (in Years)			
Investment Type	Fair Value	Less Than 1	1 to 5	6 to 10	More Than 10
U.S. Treasury Obligations	$ 820,611	-	319,450	501,161	-
U.S. Agency Obligations	3,491,527	1,400,158	1,346,296	429,268	315,805
Corporate Bonds	6,364,755	392,888	4,042,779	1,812,338	116,750
	10,676,893	1,793,046	5,708,525	2,742,767	432,555

The Fund has the following recurring fair value measurements as of December 31, 2018:

		Fair Value Measurements Using		
Investments by Fair Value Level	Total	Quoted Prices in Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)
Debt Securities				
U.S. Treasury Obligations	$ 820,611	820,611	-	-
U.S. Agency Obligations	3,491,527	-	3,491,527	-
Corporate Bonds	6,364,755	-	6,364,755	-
Equity Securities				
Insurance Contracts	2,095,688	-	2,095,688	-
Mutual Funds	15,500,503	15,500,503	-	-
Total Investments Measured at Fair Value	28,273,084	16,321,114	11,951,970	-

Debt Securities classified in Level 2 of the fair value hierarchy are valued using a matrix pricing technique. Matrix pricing is used to value securities based on the securities' relationship to benchmark quoted prices.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

DEPOSITS AND INVESTMENTS – Continued

Police Pension Fund – Interest Rate Risk, Credit Risk, Custodial Credit Risk and Concentration Risk – Continued

Interest Rate Risk. In accordance with the Fund's investment policy, the Fund limits its exposure to interest rate risk by structuring the portfolio to achieve long-term rates of return consistent with the actuarial earnings rate while prudently managing the inherent risks that are related to the achievement of investment goals. The investment policy does not limit the maximum length of investments in the Fund.

Credit Risk. The Fund helps limit its exposure to credit risk by primarily investing in obligations guaranteed by the United States Government and securities issued by certain agencies of the United States Government that are explicitly or implicitly guaranteed by the United States Government. The U.S. Agency and U.S. Treasury obligations and the money market mutual funds ratings are not available. The corporate bonds are rated Baa3 to A1 by Moody's or not rated.

Custodial Credit Risk. The Fund's deposits are covered by FDIC insurance and flow-through FDIC insurance; however, the investment policy is silent regarding custodial credit risk for deposits. At year-end, the entire amount of the bank balance of deposits was covered by collateral, federal depository or equivalent insurance.

For investments, the Fund's investment policy limits its exposure by requiring that all security transactions, that are exposed to custodial credit risk are processed on a delivery versus payment (DVP) basis, with the underlying custodian separate from where the investment was purchased and evidenced by safekeeping receipt. The money market mutual funds and mutual funds are not subject to custodial credit risk.

Concentration Risk. The Fund's investment policy states that the Fund should be committed to asset allocation targets maintained through a disciplined rebalancing program. Diversification, both by and within assets classes, is the primary risk control element. The policy further specifies that asset allocation target ranges should be 30-50% for U.S. equities and within these equities; at least 65% should be invested in large capitalization companies, 25% in mid-cap companies and 10% in small-cap companies. Further, ranges for non-U.S. equities should be 0 to 10%; U.S. bonds, 50%; and cash equivalents, 5%. In addition to the securities and fair values listed above, the Fund also has $15,500,503 invested in mutual funds, and $2,095,688 invested in an insurance contract. At year-end, the Fund has no investments over 5 percent of net plan assets available for retirement benefits (other than investments issued or explicitly guaranteed by the U.S. government and investments in mutual funds, external investment pools, and other pooled investments).

The Fund's investment policy in accordance with Illinois Compiled Statutes (ILCS) establishes the following target allocation across asset classes:

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

DEPOSITS AND INVESTMENTS – Continued

Police Pension Fund – Interest Rate Risk, Credit Risk, Custodial Credit Risk and Concentration Risk – Continued

Concentration Risk – Continued

Asset Class	Target	Long-Term Expected Real Rate of Return
Fixed Income	35.00%	3.30%
U.S. Equity Funds	30.00%	7.60%
International Equity	20.00%	7.50%
Global Tactical	5.00%	5.90%
Ral Estate - Core	10.00%	7.20%
Cash and Cash Equivalents	0.00%	2.50%

Illinois Compiled Statutes (ILCS) limit the Fund's investments in equities, mutual funds and variable annuities to 65%. Securities in any one company should not exceed 5% of the total fund.

The long-term expected rate of return on the Fund's investments was determined using an asset allocation study conducted by the Fund's investment management consultant in January of 2019 in which best-estimate ranges of expected future real rates of return (net of pension plan investment expense and inflation) were developed for each major asset class. These ranges were combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding the expected inflation. Best estimates or arithmetic real rates of return for each major asset class included in the Fund's target asset allocation as of December 31, 2018, are listed in the table above.

Rate of Return

For the year ended December 31, 2018, the annual money-weighted rate of return on pension plan investments, net of pension plan investment expense, was (5.67%). The money-weighted rate of return expresses investment performance, net of investment expense, adjusted for the changing amounts actually invested.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

PROPERTY TAXES

Property taxes for 2017 attach as an enforceable lien on January 1, on property values assessed as of the same date. Taxes are levied by December of the subsequent fiscal year (by passage of a Tax Levy Ordinance). Tax bills are prepared by DuPage County and are payable in two installments, on or about June 1 and September 1 during the following year. The County collects such taxes and remits them periodically. The allowance for uncollectible taxes has been stated at 1% of the tax levy to reflect actual collection experience.

INTERGOVERNMENTAL RECEIVABLE

A portion of the General Obligation Refunding bonds of 2010 and all of the General Obligation Taxable Bonds of 2010 were issued to provide financing to the Glen Ellyn Public Library (the Library). The Library is repaying these bonds issued by the Village. Future principal and interest payments owed from the Library are as follows, with the principal portion recorded as an intergovernmental receivable in the debt service fund/governmental activities.

The annual debt service requirements are as follows:

Fiscal Year		Principal	Interest	Totals
2019	$	460,000	44,182	504,182
2020		475,000	22,562	497,562
Totals		935,000	66,744	1,001,744

INTERFUND RECEIVABLES, PAYABLES, AND TRANSFERS

Interfund Balances

Interfund balances are advances in anticipation of receipts to cover temporary cash shortages. The composition of interfund balances as of the date of this report, is as follows:

Receivable Fund	Payable Fund		Amount
General	Nonmajor Governmental	$	41,929
Police Pension	General		886
			42,815

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

INTERFUND RECEIVABLES, PAYABLES, AND TRANSFERS – Continued

Interfund Transfers

Interfund transfers for the year consisted of the following:

Transfer In	Transfer Out	Amount	
Debt Service	Capital Projects	$ 953,544	(2)
Capital Projects	General	3,720,489	(3)
Capital Projects	Nonmajor Governmental	300,000	(1)
Nonmajor Governmental	General	252,681	(3)
Nonmajor Governmental	Water and Sanitary Sewer	100,000	(1)
		5,326,714	

Transfers are used to (1) move revenues from the fund that statute or budget requires to collect them to the fund that statute or budget requires to expend them, (2) move receipts restricted to debt service from the funds collecting the receipts to the Debt Service Fund as debt service payments become due, and (3) use unrestricted revenues collected in the General Fund to finance various programs accounted for in other funds in accordance with budgetary authorizations.

CAPITAL ASSETS

Governmental Activities

Depreciation expense was charged to governmental activities as follows:

General Government	$ 226,544
Public Safety	409,993
Highways and Streets	2,650,873
Internal Service	415,658
	3,703,068

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Notes to the Financial Statements
December 31, 2018

NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

CAPITAL ASSETS – Continued

Governmental Activities – Continued

Governmental capital asset activity for the year was as follows:

`	Beginning Balances	Increases	Decreases	Ending Balances
Nondepreciable Capital Assets				
Land	$ 7,924,510	443,355	679,000	7,688,865
Land Right of Way	21,237,124	7,893	899	21,244,118
Permanent Easement	77,010	-	-	77,010
Construction in Progress	679,550	5,892,000	5,225,257	1,346,293
	29,918,194	6,343,248	5,905,156	30,356,286
Depreciable Capital Assets				
Land Improvements	444,039	-	-	444,039
Buildings and Improvements	22,528,626	25,916	-	22,554,542
Vehicles	4,293,558	319,590	136,074	4,477,074
Equipment	3,422,202	-	148,677	3,273,525
Bridges	382,199	-	-	382,199
Storm Sewers	25,009,572	540,000	16,782	25,532,790
Streets	87,514,044	4,041,870	124,527	91,431,387
Other	20,000	-	-	20,000
	143,614,240	4,927,376	426,060	148,115,556
Less Accumulated Depreciation				
Land Improvements	262,945	16,290	-	279,235
Buildings and Improvements	7,429,109	554,978	-	7,984,087
Vehicles	3,168,593	356,635	136,074	3,389,154
Equipment	1,698,134	162,567	148,677	1,712,024
Bridges	259,047	6,369	-	265,416
Storm Sewers	8,202,617	509,645	8,615	8,703,647
Streets	35,322,202	2,092,584	124,527	37,290,259
Other	8,000	4,000	-	12,000
	56,350,647	3,703,068	417,893	59,635,822
Net Depreciable Capital Assets	87,263,593	1,224,308	8,167	88,479,734
Net Capital Assets	117,181,787	7,567,556	5,913,323	118,836,020

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Notes to the Financial Statements
December 31, 2018

NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

CAPITAL ASSETS – Continued

Business-Type Activities

Business-type capital asset activity for the year was as follows:

	Beginning Balances	Increases	Decreases	Ending Balances
Nondepreciable Capital Assets				
Land	$ 15,767,399	-	-	15,767,399
Construction in Progress	392,285	1,734,735	755,084	1,371,936
	16,159,684	1,734,735	755,084	17,139,335
Depreciable Capital Assets				
Land Improvements	9,370,470	-	-	9,370,470
Buildings	8,578,650	71,372	-	8,650,022
Machinery and Equipment	1,390,023	73,200	35,087	1,428,136
Vehicles	139,235	27,172	28,515	137,892
Water and Sanitary Sewer System	76,344,434	1,138,863	-	77,483,297
	95,822,812	1,310,607	63,602	97,069,817
Less Accumulated Depreciation				
Land Improvements	4,728,967	256,718	-	4,985,685
Buildings	2,541,082	220,154	-	2,761,236
Machinery and Equipment	1,008,415	72,296	35,087	1,045,624
Vehicles	112,537	8,437	28,515	92,459
Water and Sanitary Sewer System	32,700,842	1,796,789	-	34,497,631
	41,091,843	2,354,394	63,602	43,382,635
Net Depreciable Capital Assets	54,730,969	(1,043,787)	-	53,687,182
Net Capital Assets	70,890,653	690,948	755,084	70,826,517

Depreciation expense was charged to business-type activities as follows:

Water and Sanitary Sewer	$ 1,853,575
Village Links/Reserve 22	373,652
Parking	119,847
Residential Solid Waste	7,320
	2,354,394

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

LONG-TERM DEBT

General Obligation Bonds

The Village issues general obligation bonds to provide funds for the acquisition and construction of major capital facilities. General obligation bonds have been issued for governmental and business-type activities. General obligation bonds are direct obligations and pledge the full faith and credit of the Village. General obligation bonds currently outstanding are as follows:

Issue	Fund Debt Retired by	Beginning Balances	Issuances	Retirements	Ending Balances
General Obligation Refunding Bonds of 2010 ($3,175,000), due in annual installments of $120,000 to $1,655,000 plus interest at 2.00% to 3.90% through January 1, 2023.	Village Links/ Reserve 22	$ 1,360,000	-	290,000	1,070,000
General Obligation Taxable Bonds of 2010 ($3,000,000), due in annual installments of $390,000 to $475,000 plus interest at 3.50% to 4.75% through January 1, 2021.	Debt Service	1,375,000	-	440,000	935,000
General Obligation Bonds of 2012 ($5,005,000), due in annual installments of $185,000 to $305,000 plus interest at 2.00% to 2.50% through January 1, 2033.	Village Links/ Reserve 22	3,950,000	-	230,000	3,720,000
General Obligation Bonds of 2015 ($13,435,000), due in annual installments of $345,000 to $920,000 plus interest at 2.00% to 4.00% through January 1, 2036.	Debt Service	12,565,000	-	535,000	12,030,000
General Obligation Bonds of 2018 ($9,900,000), due in annual installments of $365,000 to $660,000 plus interest at 3.00% to 3.50% through January 1, 2039.	Debt Service	-	9,900,000	-	9,900,000
		19,250,000	9,900,000	1,495,000	27,655,000

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

LONG-TERM DEBT – Continued

IEPA Loans Payable

The Village has entered into loan agreements with the IEPA to provide low interest financing for waterworks and sewerage improvements. Final repayment schedules are not available at the time of the issuance of this report. IEPA loans currently outstanding are as follows:

Issue	Fund Debt Retired by	Beginning Balances	Issuances	Retirements	Ending Balances
IEPA (L1724-5400) Loan Payable of 2006 - Due in annual installments of $107,945, plus interest at 2.5%, through March 5, 2023.	Water and Sanitary Sewer	$ 551,481	-	94,747	456,734

Legal Debt Margin

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

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

To date the Illinois General Assembly has set no limits for home rule municipalities. The Village is a home rule municipality.

Conduit Debt

The Village has issued Industrial Development Revenue Bonds (IDRBs) to provide financial assistance to private organizations, for the construction and acquisition of industrial and commercial improvements deemed to be in the public interest. The bonds are secured solely by the property financed and are payable solely from the payments received on the underlying mortgage loans on the property. The Village is not obligated in any manner for the repayment of the bonds. Accordingly, the bonds outstanding are not reported as a liability in these financial statements. As of December 31, 2018, there was one series of IDRBs outstanding. The aggregate principal amount payable for the IDRBs outstanding at December 31, 2018 was $2,100,000.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

LONG-TERM DEBT – Continued

Long-Term Liability Activity

Changes in long-term liabilities during the fiscal year were as follows:

Type of Debt	Beginning Balances as Restated	Additions	Deductions	Ending Balances	Amounts Due within One Year
Governmental Activities					
Compensated Absences					
General	$ 643,690	18,060	9,030	652,720	487,108
Internal Service	35,318	4,070	2,035	37,353	27,641
Net Pension Liability/(Asset) - IMRF	(883,473)	3,596,601	-	2,713,128	-
Net Pension Liability - Police	18,277,928	5,140,218	-	23,418,146	-
Total OPEB Liability - RBP	1,564,858	-	138,599	1,426,259	-
General Obligation Bonds	13,940,000	9,900,000	975,000	22,865,000	1,370,000
Plus: Unamortized Premium	123,284	87,919	8,834	202,369	13,231
	33,701,605	18,746,868	1,133,498	51,314,975	1,897,980
Business-Type Activities					
Compensated Absences	144,284	35,046	17,523	161,807	119,737
Net Pension Liability/(Asset) - IMRF	(539,467)	2,098,630	-	1,559,163	-
Total OPEB Liability - RBP	388,977	-	34,451	354,526	-
General Obligation Bonds	5,310,000	-	520,000	4,790,000	540,000
Plus: Unamortized Premium	64,833	-	5,166	59,667	5,166
IEPA Loans Payable	551,481	-	94,747	456,734	97,130
	5,920,108	2,133,676	671,887	7,381,897	762,033

For the governmental activities, payments on the compensated absences, the net pension liabilities/(asset) and the total OPEB Liability are made by the General Fund. Payments on general obligation bonds are liquidated by the Debt Service Fund. Internal service funds predominantly serve the governmental funds. Accordingly, long-term liabilities for them are included as part of the above totals for governmental activities. At year end, $37,353 of internal service fund's compensated absences are included in the above amounts and is liquidated by the Equipment Services Fund.

Additionally, for business-type activities, the compensated absences, the net pension liabilities/(asset), and the total OPEB liability are liquidated by the Water and Sanitary Sewer and the Village Links/Reserve 22 Fund. The Village Links/Reserve 22 Fund makes payments on the general obligation bonds. The IEPA Loans Payable is being liquidated by the Water and Sanitary Sewer Fund.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

LONG-TERM DEBT – Continued

Debt Service Requirements to Maturity

The annual debt service requirements to maturity, including principal and interest, are as follows:

	Governmental Activities		Business-Type Activities			
	General Obligation Bonds		General Obligation Bonds		IEPA Loan Payable	
Fiscal Year	Principal	Interest	Principal	Interest	Principal	Interest
2019	$ 1,370,000	769,938	540,000	118,070	97,130	10,815
2020	1,415,000	717,526	555,000	102,696	99,573	8,372
2021	970,000	666,764	570,000	86,084	102,078	5,867
2022	1,000,000	637,664	365,000	68,904	104,646	3,299
2023	1,025,000	607,664	250,000	59,328	53,307	667
2024	1,060,000	576,914	255,000	54,328	-	-
2025	1,095,000	545,112	260,000	49,228	-	-
2026	1,125,000	512,262	265,000	44,028	-	-
2027	1,160,000	478,512	275,000	38,728	-	-
2028	1,195,000	443,712	280,000	33,090	-	-
2029	1,230,000	406,074	285,000	27,210	-	-
2030	1,265,000	366,418	290,000	21,082	-	-
2031	1,315,000	324,668	295,000	14,558	-	-
2032	1,355,000	281,268	305,000	7,626	-	-
2033	1,405,000	231,118	-	-	-	-
2034	1,455,000	179,082	-	-	-	-
2035	1,515,000	124,476	-	-	-	-
2036	615,000	66,850	-	-	-	-
2037	635,000	45,324	-	-	-	-
2038	660,000	23,100	-	-	-	-
Totals	22,865,000	8,004,446	4,790,000	724,960	456,734	29,020

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

NET POSITION/FUND BALANCE

Fund Balance Classifications

In the governmental funds financial statements, the Village considers restricted amounts to have been spent when an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available. The Village first utilizes committed, then assigned and then unassigned fund balance when an expenditure is incurred for purposes for which all three unrestricted fund balances are available.

Nonspendable Fund Balance. Consists of resources that cannot be spent because they are either: a) not in a spendable form; or b) legally or contractually required to be maintained intact.

Restricted Fund Balance. Consists of resources that are restricted to specific purposes, that is, when constraints placed on the use of resources are either: a) externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or b) imposed by law through constitutional provisions or enabling legislation.

Committed Fund Balance. Consists of resources constrained (issuance of an ordinance) to specific purposes by the government itself, using its highest level of decision-making authority, the Board of Trustees to be reported as committed, amounts cannot be used for any other purpose unless the government takes the same highest-level action to remove or change the constraint.

Assigned Fund Balance. Consists of amounts that are constrained by the Board of Trustees' intent to be used for specific purposes but are neither restricted nor committed. Intent is expressed by a) the Board of Trustees itself or b) a body or official to which the Board of Trustees has delegated the authority to assign amounts to be used for specific purposes. The Villages' highest level of decision-making authority is the Board of Trustees, who is authorized to assign amounts to a specific purpose.

Unassigned Fund Balance. Consists of residual net resources of a fund that has not been restricted, committed, or assigned within the General Fund and deficit fund balances of other governmental funds.

Minimum Fund Balance Policy. The Village's fund balance policy for the General Fund requires unassigned fund balance to be maintained at a minimum of 30% current year operating expenditures. Any fund balance in the General Fund in excess of the minimum can be assigned for other purposes.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Notes to the Financial Statements
December 31, 2018

NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

NET POSITION/FUND BALANCE – Continued

Fund Balance Classifications – Continued

The following is a schedule of fund balance classifications for the governmental funds as of the date of this report:

	General	Debt Service	Capital Projects	Nonmajor	Totals
Fund Balances					
Nonspendable					
Prepaids	$ 164,178	-	-	-	164,178
Restricted					
Public Safety					
Police and Fire	-	-	-	2,217,279	2,217,279
Highways and Streets	-	-	-	720,528	720,528
Debt Service	-	41,331	-	-	41,331
Economic Development	-	-	-	359,957	359,957
	-	41,331	-	3,297,764	3,339,095
Committed					
Purchase Contracts	216,400	-	3,583,236	660,751	4,460,387
Assigned					
Capital Projects	-	-	15,348,945	1,543,572	16,892,517
Unassigned	9,664,022	-	-	-	9,664,022
Total Fund Balances	10,044,600	41,331	18,932,181	5,502,087	34,520,199

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Notes to the Financial Statements
December 31, 2018

NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

NET POSITION/FUND BALANCE – Continued

Fund Balance Classifications – Continued

The following is a schedule of committed fund balance classifications for the governmental funds as of the date of this report:

	General	Debt Service	Capital Projects	Nonmajor	Totals
Committed Fund Balances					
Purchase Contracts					
2018 Payment Line Stripping Contract	$ 40,000	-	-	-	40,000
Snow Hauling	28,026	-	-	-	28,026
Web Design and Development	27,774	-	-	-	27,774
Wayfinding Signage	27,000	-	88,000	-	115,000
Tree Removal/Forestry Work	26,271	-	-	-	26,271
Taylor Ave Pedestrian Tunnel	-	-	988,268	-	988,268
Train Station/Underpass	-	-	109,679	-	109,679
Construction - Park Blvd	-	-	486,477	-	486,477
Cresent Blvd Construction	-	-	448,307	131,266	579,573
Central Business District Engineering	-	-	181,020	-	181,020
Construction - 2016 Street Program	-	-	235,680	-	235,680
Oak-Elm Construction	-	-	118,255	-	118,255
Kenilworth - Alley Improvement	-	-	100,992	-	100,992
Construction - 2018 Street Program	-	-	382,820	-	382,820
Civic Center	-	-	-	347,402	347,402
Other	67,329	-	443,738	182,083	693,150
Total Committed Fund Balances	216,400	-	3,583,236	660,751	4,460,387

Net Position Restatements

Beginning net position was restated due to the implementation of GASB Statement No. 75. The following is a summary of the net position as originally reported and as restated:

Net Position	As Reported	As Restated	(Decrease)
Governmental Activities	$ 114,029,488	112,660,238	(1,369,250)
Business Type Activities	95,737,418	95,348,438	(388,980)
Water and Sanitary Sewer Fund	72,140,711	71,946,132	(194,579)
Village Links/Reserve 22 Fund	20,213,583	20,019,182	(194,401)

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

NET POSITION/FUND BALANCE – Continued

Net Position Classifications

Net investment in capital assets was comprised of the following as of December 31, 2018:

Governmental Activities	
Capital Assets - Net of Accumulated Depreciation	$ 118,836,020
Plus: Unspent Bond Proceeds	9,807,380
Less Capital Related Debt:	
General Obligation Bonds of 2015	(12,030,000)
General Obligation Bonds of 2018	(9,900,000)
Unamortized Premium	(199,327)
Net Investment in Capital Assets	106,514,073
Business-Type Activities	
Capital Assets - Net of Accumulated Depreciation	70,826,517
Plus: Unamortized Loss on Refunding	15,684
Less Capital Related Debt:	
General Obligation Refunding Bonds of 2010	(1,070,000)
General Obligation Taxable Bonds of 2012	(3,720,000)
Unamortized Premium	(59,667)
IEPA Loan Payable of 2012	(456,734)
Net Investment in Capital Assets	65,535,800

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

NOTE 4 – OTHER INFORMATION

RISK MANAGEMENT

Municipal Insurance Cooperative Association

Effective January 1, 2002, the Village joined together with other local governments in Illinois in the Municipal Insurance Cooperative Association (MICA). MICA is a public entity risk pool operating a common risk management and insurance program for its member governments. The Village pays an annual premium to MICA based upon the Village's prior experience within the pool to cover potential claims to the total loss aggregate for all members. In addition, the Village pays for the first $5,000 for property, liability and crime claims. Amounts paid into the pool in excess of claims for any overage year may be rebated back to members in subsequent periods. The Village is not aware of any additional premiums owed to MICA for the current of prior claim years.

The Village participated in the Intergovernmental Risk Management Agency (IRMA) through December 31, 2001, when it joined MICA. The Village's remaining reserves in IRMA have been recorded as an asset in the Insurance Fund for the amount to be received from IRMA.

CONTINGENT LIABILITIES

Litigation

The Village is a defendant in various lawsuits. Although the outcome of these lawsuits is not presently determinable, in the opinion of the Village's attorney, the resolution of these matters will not have a material adverse effect on the financial condition of the Village.

Grants

Amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies, principally the federal government. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount, if any, of expenditures which may be disallowed by the grantor cannot be determined at this time although the Village expects such amounts, if any, to be immaterial.

Economic Development Incentive

The Village has entered into an agreement with a car dealer to provide economic incentives over a fifteen-year period. The incentive is made in one annual payment based on the sales tax and home rule sales tax produced by the dealership during the year. The Village retains all sales up to the designated base amount of $224,400 and then remits amounts above this base, at 80% in years 1 through 10 and 75% in years 11 through 15, to the dealership up to the maximum amount. The maximum incentive under this agreement is $850,000.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

NOTE 4 – OTHER INFORMATION – Continued

CONTINGENT LIABILITIES – Continued

Economic Development Incentive – Continued

The Village has also entered into an agreement with a developer to provide economic incentives over a ten-year period. The incentive is paid in quarterly installments based on the sales tax and home rule sales tax produced by the property which was constructed by the developer. The Village retains all sales tax up to 10% of the sales tax generated quarterly. The remaining 90% of sales tax generated quarterly is split 60% and 40% to the Village and developer, respectively. The maximum incentive under this agreement is $1,000,000. Additionally, as part of planned project, the Village agrees to reimburse the developer in an amount not to exceed $793,000 for certain public and right-of-way improvements.

The Village has also entered into an agreement with a local company to provide economic incentives over an eight-year period. The incentive is made in one annual payment based on the sales tax produced by the company. The Village retains all sales tax up to the designated base of $7,000 and the remits 50% of the amount above the base over the eight-year period. The maximum incentive under this agreement is $100,000.

As of December 31, 2018, a liability of $133,736 has been accrued and $107,234 payments have been made under these agreements. Future contingent incentives of approximately $1,386,192 in sales tax may be rebated if certain criteria are met.

COMMITTMENTS

DuPage Water Commission

The Village is a customer of the DuPage Water Commission, and has executed a Water Supply Contract with the Commission for a term ending in 2024. The Contract provides that the Village pay its proportionate share of "fixed costs" (debt service and capital costs) to the Commission, such obligation being unconditional and irrevocable whether or not water is ever delivered. These costs are expenses along with the other "operation and maintenance" charges from the Commission.

The current allocation percentage is 0%. In future years, this allocation percentage will be subject to change. Estimates for the remaining years of the contract are not currently available.

The Village's agreement with the DuPage Water Commission provides that each member is liable for its proportionate share of any costs arising from defaults in payment obligations by other members. Historically, the DuPage Water Commission has reduced the customers' proportionate share by 50%; however, for December 31, 2018, 100% of the fixed cost was reduced.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

NOTE 4 – OTHER INFORMATION – Continued

COMMITTMENTS – Continued

Glenbard Wastewater Authority

The Village's contract with the Glenbard Wastewater Authority (GWA) provides that each member is liable for its proportionate share of any costs arising from defaults in payment obligations by other members.

JOINT VENTURES

The Glenbard Wastewater Authority (Authority) was created and established by an agreement dated November 28, 1977 between the Villages of Lombard and Glen Ellyn for the purpose of jointly treating and processing wastewater. The wastewater is treated in two plants, known as the Glenbard Wastewater Plant and the Lombard Treatment Facility. Construction of the facilities was financed by monies appropriated by the Villages and by grants from the U.S. Environmental Protection Agency. The Village accounts for its investment in the Authority on the equity method.

In accordance with the 1977 agreement, the Village of Glen Ellyn is responsible for the operation of the wastewater treatment facilities. The Village purchases the supplies and materials and furnishes personnel necessary for the operations of the wastewater treatment facilities. The Village is reimbursed for such expenses and receives a service charge (overhead fee) pursuant to the agreement.

The two members of the Authority and their percentage shares as of December 31, 2018 are as follows:

Village of Lombard	58.79%
Village of Glen Ellyn	41.21%
	100.00%

The Authority is governed by the Village President and six trustees from each municipality. The Board of the Authority makes all decisions relevant to the operations of the system.

The Village's share of the capital assets is $20,156,631. The Village has allocated its share of operating expenses based upon metered wastewater flows, which approximated 41.21% for the year ended December 31, 2018. Separate financial statements for the Authority may be obtained at 945 Bemis Road, Glen Ellyn, Illinois 60137.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

NOTE 4 – OTHER INFORMATION – Continued

JOINT VENTURES – Continued

Summary of Financial Position as of December 31, 2018 is as follows:

Assets/Deferred Outflows		Liabilities/Deferred Inflows and Net Position	
Current Assets	$ 891,665	Current Liabilities	$ 2,935,222
Restricted Assets	7,123,488	Long-Term Liabilities	16,332,685
Capital Assets - Net	48,911,990	Total Liabilities	19,267,907
Total Assets	56,927,143	Deferred Inflows	125,366
Deferred Outflows	704,968	Total Liabilities/ Deferred Inflows	19,393,273
Total Assets/ Deferred Outflows	57,632,111	Net Position	38,238,838
		Total Liabilities and Net Position	57,632,111

Summary of Results of Operations as of December 31, 2018:

Operating Revenues	
Charges to the Villages	$ 7,431,990
Operating Expenses	
Personnel Services	1,435,207
IMRF Pension Expense	-
Contractual Services	1,902,831
Commodities and Maintenance	1,122,117
Depreciation	2,495,940
Total Operating Expenses	6,956,095
Operating Income	475,895
Nonoperating Revenues (Expenses)	450,982
Change in Net Position	926,877
Net Position - Beginning	37,311,961
Net Position - Ending	38,238,838

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

NOTE 4 – OTHER INFORMATION – Continued

EMPLOYEE RETIREMENT SYSTEM – DEFINED BENEFIT PENSION PLANS

The Village contributes to two defined benefit pension plans, the Illinois Municipal Retirement Fund (IMRF), a defined benefit agent multiple-employer public employee retirement system and the Police Pension Plan which is a single-employer pension plan. Publicly available financial reports that include financial statements and required supplementary information (RSI) for the Police Pension Plan may be obtained by writing to the Village at 535 Duane Street, Glen Ellyn, Illinois 60137. IMRF issues a publicly available financial report that includes financial statements and required supplementary information for the plan as a whole, but not by individual employer. That report may be obtained on-line at www.imrf.org. The benefits, benefit levels, employee contributions, and employer contributions are governed by Illinois Compiled Statutes (ILCS) and can only be amended by the Illinois General Assembly.

The aggregate amount of pension expense recognized for the three pension plans is:

IMRF	
Village	$ 22,973
Library	7,110
Authority	(27,000)
Police Pension	3,176,157
	3,179,240

Illinois Municipal Retirement Fund (IMRF)

Plan Descriptions

Plan Administration. All employees (other than those covered by the Police Pension Plan) hired in positions that meet or exceed the prescribed annual hourly standard must be enrolled in IMRF as participating members. The plan is accounted for on the economic resources measurement focus and the accrual basis of accounting. Employer and employee contributions are recognized when earned in the year that the contributions are required, benefits and refunds are recognized as an expense and liability when due and payable.

Benefits Provided. IMRF has three benefit plans. The vast majority of IMRF members participate in the Regular Plan (RP). The Sheriff's Law Enforcement Personnel (SLEP) plan is for sheriffs, deputy sheriffs, and selected police chiefs. Counties could adopt the Elected County Official (ECO) plan for officials elected prior to August 8, 2011 (the ECO plan was closed to new participants after that date).

IMRF provides two tiers of pension benefits. Employees hired ***before*** January 1, 2011, are eligible for Tier 1 benefits. Tier 1 employees are vested for pension benefits when they have at least eight years of qualifying service credit. Tier 1 employees who retire at age 55 (at reduced benefits) or after age 60 (at full benefits) with eight years of service are entitled to an annual retirement benefit, payable monthly for life, in an amount equal to 1-2/3% of the final rate of earnings for the first 15 years of service credit, plus 2% for each year of service credit after 15 years to a maximum of 75% of their final rate of earnings. Final rate of earnings is the highest total earnings during any consecutive 48 months within the last 10 years of service, divided by 48. Under Tier 1, the pension is increased by 3% of the original amount on January 1 every year after retirement.

NOTE 4 – OTHER INFORMATION – Continued

EMPLOYEE RETIREMENT SYSTEM – DEFINED BENEFIT PENSION PLANS – Continued

Illinois Municipal Retirement Fund (IMRF) – Continued

Plan Descriptions – Continued

Benefits Provided – Continued. Employees hired ***on or after*** January 1, 2011, are eligible for Tier 2 benefits. For Tier 2 employees, pension benefits vest after ten years of service. Participating employees who retire at age 62 (at reduced benefits) or after age 67 (at full benefits) with ten years of service are entitled to an annual retirement benefit, payable monthly for life, in an amount equal to 1-2/3% of the final rate of earnings for the first 15 years of service credit, plus 2% for each year of service credit after 15 years to a maximum of 75% of their final rate of earnings. Final rate of earnings is the highest total earnings during any 96 consecutive months within the last 10 years of service, divided by 96. Under Tier 2, the pension is increased on January 1 every year after retirement, upon reaching age 67, by the *lesser* of:

- 3% of the original pension amount, or
- 1/2 of the increase in the Consumer Price Index of the original pension amount.

Plan Membership. As of December 31, 2018, the measurement date, the following employees were covered by the benefit terms:

Inactive Plan Members Currently Receiving Benefits	227
Inactive Plan Members Entitled to but not yet Receiving Benefits	167
Active Plan Members	171
Total	565

A detailed breakdown of IMRF membership for inactive members for the Village, Library, and Authority is unavailable. The above numbers include all members.

Contributions. As set by statute, the Village's Regular Plan Members are required to contribute 4.5% of their annual covered salary. The statute requires employers to contribute the amount necessary, in addition to member contributions, to finance the retirement coverage of its own employees. For the year-ended December 31, 2018, the Village's contribution was 9.88% of covered payroll.

Net Pension Liability/(Asset). The Village's net pension liability/(asset) was measured as of December 31, 2018. The total pension liability used to calculate the net pension liability/(asset) was determined by an actuarial valuation as of that date.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

NOTE 4 – OTHER INFORMATION – Continued

EMPLOYEE RETIREMENT SYSTEM – DEFINED BENEFIT PENSION PLANS – Continued

Illinois Municipal Retirement Fund (IMRF) – Continued

Plan Descriptions – Continued

Actuarial Assumptions. The total pension liability was determined by an actuarial valuation performed, as of December 31, 2018, using the following actuarial methods and assumptions:

Actuarial Cost Method	Entry Age Normal
Asset Valuation Method	Market
Actuarial Assumptions	
Interest Rate	7.25%
Salary Increases	3.39% to 14.25%
Cost of Living Adjustments	2.50%
Inflation	2.50%

For nondisabled retirees, an IMRF specific mortality table was used with fully generational projection scale MP-2017 (base year 2015). IMRF specific rates were developed from the RP-2014 Blue Collar Health Annuitant Mortality Table with adjustments to match current IMRF experience. For disabled retirees, an IMRF specific mortality tables was used with fully generational projection scale MP-2017 (base year 2015). IMRF specific rates were developed from the RP-2014 Disabled Retirees Mortality Table applying the same adjustment that were applied for nondisabled lives. For active members, an IMRF specific mortality table was used with fully generational projection scale MP-2017 (base year 2015). IMRF specific rates were developed from the RP-2014 Employee Mortality Table with adjustments to match current IMRF experience.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense, and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return to the target asset allocation percentage and adding expected inflation. The target allocation and best estimates of geometric real rates of return for each major asset class are summarized in the following table:

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

NOTE 4 – OTHER INFORMATION – Continued

EMPLOYEE RETIREMENT SYSTEM – DEFINED BENEFIT PENSION PLANS – Continued

Illinois Municipal Retirement Fund (IMRF) – Continued

Plan Descriptions – Continued

Actuarial Assumptions – Continued.

Asset Class	Target	Long-Term Expected Real Rate of Return
Fixed Income	28.00%	3.00%
Domestic Equities	37.00%	6.85%
International Equities	18.00%	6.75%
Real Estate	9.00%	5.75%
Blended	7.00%	2.65% - 7.35%
Cash and Cash Equivalents	1.00%	2.25%

Discount Rate

The discount rate used to measure the total pension liability was 7.25%, and in the prior valuation the discount rate was 7.50%. The projection of cash flows used to determine the discount rate assumed that member contributions will be made at the current contribution rate and that Village contributions will be made at rates equal to the difference between the actuarially determined contribution rates and the member rate. Based on those assumptions, the IMRF's fiduciary net position was projected to be available to make all project future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all period of projected benefit payments to determine the total pension liability.

Discount Rate Sensitivity

The following is a sensitivity analysis of the net pension liability/(asset) to changes in the discount rate. The table below presents the net pension liability/(asset) of the Village calculated using the discount rate as well as what the Village's net pension liability/(asset) would be if it were calculated using a discount rate that is one percentage point lower or one percentage point higher than the current rate:

	1% Decrease (6.25%)	Current Discount Rate (7.25%)	1% Increase (8.25%)
Net Pension Liability/(Asset)			
Village	$ 9,484,491	4,272,291	(47,814)
Library	1,820,432	820,014	(9,177)
Authority	2,381,700	1,072,837	(12,007)
Totals	13,686,623	6,165,142	(68,998)

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

NOTE 4 – OTHER INFORMATION – Continued

EMPLOYEE RETIREMENT SYSTEM – DEFINED BENEFIT PENSION PLANS – Continued

Illinois Municipal Retirement Fund (IMRF) – Continued

Changes in the Net Pension Liability/(Asset)

	Village	Library	Authority	Totals
Total Pension Liability				
Service Cost	$ 596,552	149,803	114,501	860,856
Interest	3,051,534	765,950	609,697	4,427,181
Differences Between Expected and Actual Experience	267,839	67,259	51,409	386,507
Change of Assumptions	1,156,290	290,362	221,936	1,668,588
Benefit Payments, Including Refunds of Member Contributions	(2,230,734)	(560,171)	(428,162)	(3,219,067)
Net Change in Total Pension Liability	2,841,481	713,203	569,381	4,124,065
Total Pension Liability - Beginning	40,486,937	10,834,856	8,886,398	60,208,191
Total Pension Liability - Ending	43,328,418	11,548,059	9,455,779	64,332,256
Plan Fiduciary Net Position				
Contributions - Employer	636,883	159,931	122,242	919,056
Contributions - Members	335,397	84,223	64,375	483,995
Net Investment Income	(2,446,960)	(614,469)	(469,664)	(3,531,093)
Benefit Payments, Including Refunds of Member Contributions	(2,230,734)	(560,171)	(428,162)	(3,219,067)
Other (Net Transfer)	851,664	213,866	163,467	1,228,997
Net Change in Plan Fiduciary Net Position	(2,853,750)	(716,620)	(547,742)	(4,118,112)
Plan Net Position - Beginning	41,909,877	11,191,842	9,183,507	62,285,226
Plan Net Position - Ending	39,056,127	10,475,222	8,635,765	58,167,114
Employer's Net Pension Liability	4,272,291	1,072,837	820,014	6,165,142

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Notes to the Financial Statements
December 31, 2018

NOTE 4 – OTHER INFORMATION – Continued

EMPLOYEE RETIREMENT SYSTEM – DEFINED BENEFIT PENSION PLANS – Continued

Illinois Municipal Retirement Fund (IMRF) – Continued

Pension Expense, Deferred Outflows of Resources, and Deferred Inflows of Resources Related to Pensions

For the year ended December 31, 2018, the Village recognized pension expense of $22,973 for the Village, $7,110 for the Library, pension revenue $27,000 for the Authority, and $2,182 in total pension expense. At December 31, 2018, the Village reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Village		Library		Authority		
	Deferred Outflows of Resources	Deferred Inflows of Resources	Deferred Outflows of Resources	Deferred Inflows of Resources	Deferred Outflows of Resources	Deferred Inflows of Resources	Totals
Difference Between Expected and Actual Experience	$ 181,588	(145,008)	45,599	(36,414)	34,853	(27,832)	52,786
Change in Assumptions	783,929	(508,155)	196,857	(127,606)	150,466	(97,534)	397,957
Net Difference Between Projected and Actual Earnings on Pension Plan Investments	2,707,385	-	679,865	-	519,649	-	3,906,899
Total Deferred Amounts Related to IMRF	3,672,902	(653,163)	922,321	(164,020)	704,968	(125,366)	4,357,642

Amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense in future periods as follows:

Fiscal	Net Deferred Outflows of Resources			
Year	Village	Library	Authority	Totals
2019	$ 870,240	218,530	167,032	1,255,802
2020	642,197	161,265	123,262	926,724
2021	373,528	93,798	71,694	539,020
2022	1,133,774	284,708	217,614	1,636,096
2023	-	-	-	-
Thereafter	-	-	-	-
Totals	3,019,739	758,301	579,602	4,357,642

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

NOTE 4 – OTHER INFORMATION – Continued

EMPLOYEE RETIREMENT SYSTEM – DEFINED BENEFIT PENSION PLANS – Continued

Police Pension Plan

Plan Descriptions

Plan Administration. The Police Pension Plan is a single-employer defined benefit pension plan that covers all sworn police personnel. The defined benefits and employee and minimum employer contribution levels are governed by Illinois Compiled Statutes (40 ILCS 5/3-1) and may be amended only by the Illinois legislature. The Village accounts for the Fund as a pension trust fund. The Fund is governed by a five-member pension board. Two members of the Board are appointed by the Village President, one member is elected by pension beneficiaries and two members are elected by active police employees.

Plan Membership. At December 31, 2018, the measurement date, membership consisted of the following:

Inactive Plan Members Currently Receiving Benefits	35
Inactive Plan Members Entitled to but not yet Receiving Benefits	6
Active Plan Members	38
Total	79

Benefits Provided. The following is a summary of the Police Pension Plan as provided for in Illinois State Statutes.

The Police Pension Plan provides retirement benefits through two tiers of benefits as well as death and disability benefits. Covered employees hired before January 1, 2011 (Tier 1), attaining the age of 50 or older with 20 or more years of creditable service are entitled to receive an annual retirement benefit of ½ of the salary attached to the rank held on the last day of service, or for one year prior to the last day, whichever is greater. The annual benefit shall be increased by 2.5 percent of such salary for each additional year of service over 20 years up to 30 years, to a maximum of 75 percent of such salary. Employees with at least eight years but less than 20 years of credited service may retire at or after age 60 and receive a reduced benefit. The monthly benefit of a police officer who retired with 20 or more years of service after January 1, 1977 shall be increased annually, following the first anniversary date of retirement and be paid upon reaching the age of at least 55 years, by 3 percent of the original pension and 3 percent compounded annually thereafter. Covered employees hired on or after January 1, 2011 (Tier 2), attaining the age of 55 or older with 10 or more years of creditable service are entitled to receive an annual retirement benefit equal to the average monthly salary obtained by dividing the total salary of the police officer during the 96 consecutive months of service within the last 120 months of service in which the total salary was the highest by the number of months of service in that period. Police officer salary for the pension purposes is capped at $106,800, plus the lesser of ½ of the annual change in the Consumer Price Index or 3 percent compounded.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

NOTE 4 – OTHER INFORMATION – Continued

EMPLOYEE RETIREMENT SYSTEM – DEFINED BENEFIT PENSION PLANS – Continued

Police Pension Plan – Continued

Plan Descriptions – Continued

Benefits Provided – Continued. The annual benefit shall be increased by 2.5 percent of such a salary for each additional year of service over 20 years up to 30 years to a maximum of 75 percent of such salary. Employees with at least 10 years may retire at or after age 50 and receive a reduced benefit (i.e., ½ percent for each month under 55). The monthly benefit of a Tier 2 police officer shall be increased annually at age 60 on the January 1st after the police officer retires, or the first anniversary of the pension starting date, whichever is later. Noncompounding increases occur annually, each January thereafter. The increase is the lesser of 3 percent or ½ of the change in the Consumer Price Index for the proceeding calendar year.

Contributions. Covered employees are required to contribute 9.91% of their base salary to the Police Pension Plan. If an employee leaves covered employment with less than 20 years of service, accumulated employee contributions may be refunded without accumulated interest. The Village is required to contribute the remaining amounts necessary to finance the plan and the administrative costs as actuarially determined by an enrolled actuary. However, effective January 1, 2011, ILCS requires the Village to contribute a minimum amount annually calculated using the projected unit credit actuarial cost method that will result in the funding of 90% of the past service cost by the year 2040. For the year-ended December 31, 2018, the Village's contribution was 54.86% of covered payroll.

Concentrations. At year end, the Pension Plan has no investments (other than investments issued or explicitly guaranteed by the U.S. government and investments in mutual funds, external investment pools, and other pooled investments) in any one organization that represent 5 percent or more of net position available for benefits.

Actuarial Assumptions

The total pension liability was determined by an actuarial valuation performed, as of December 31, 2018, using the following actuarial methods and assumptions:

Actuarial Cost Method	Entry Age Normal
Asset Valuation Method	Market
Actuarial Assumptions	
Interest Rate	6.75%
Salary Increases	Service Based
Cost of Living Adjustments	2.50%
Inflation	2.50%

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

NOTE 4 – OTHER INFORMATION – Continued

EMPLOYEE RETIREMENT SYSTEM – DEFINED BENEFIT PENSION PLANS – Continued

Police Pension Plan – Continued

Actuarial Assumptions – Continued

Mortality rates were based on the RP 2014 Mortality Table with blue collar adjustment, projected to the valuation date using improvement scale MP-2015.

Discount Rate

The discount rate used to measure the total pension liability was 6.50%, the same as the prior year valuation. The projection of cash flows used to determine the discount rate assumed that member contributions will be made at the current contribution rate and that Village contributions will be made at rates equal to the difference between the actuarially determined contribution rates and the member rate. Based on those assumptions, the Fund's fiduciary net position was projected to be available to make all project future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all period of projected benefit payments to determine the total pension liability.

Discount Rate Sensitivity

The following is a sensitive analysis of the net pension liability to changes in the discount rate. The table below presents the pension liability of the Village calculated using the discount rate as well as what the Village's net pension liability would be if it were calculated using a discount rate that is one percentage point lower or one percentage point higher than the current rate:

	1% Decrease (5.50%)	Current Discount Rate (6.50%)	1% Increase (7.50%)
Net Pension Liability	$ 31,470,325	23,418,146	16,918,581

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Notes to the Financial Statements
December 31, 2018

NOTE 4 – OTHER INFORMATION – Continued

EMPLOYEE RETIREMENT SYSTEM – DEFINED BENEFIT PENSION PLANS – Continued

Police Pension Plan – Continued

Changes in the Net Pension Liability

	Total Pension Liability (A)	Plan Fiduciary Net Position (B)	Net Pension Liability (A) - (B)
Balances at December 31, 2017	$ 48,758,493	30,480,565	18,277,928
Changes for the Year:			
Service Cost	868,643	-	868,643
Interest on the Total Pension Liability	3,154,921	-	3,154,921
Changes of Benefit Terms	-	-	-
Difference Between Expected and Actual Experience of the Total Pension Liability	664,880	-	664,880
Changes of Assumptions	993,650	-	993,650
Contributions - Employer	-	1,959,000	(1,959,000)
Contributions - Employees	-	349,189	(349,189)
Net Investment Income	-	(1,745,798)	1,745,798
Benefit Payments, including Refunds of Employee Contributions	(2,179,786)	(2,179,786)	-
Administrative Expense	-	(20,515)	20,515
Net Changes	3,502,308	(1,637,910)	5,140,218
Balances at December 31, 2018	52,260,801	28,842,655	23,418,146

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

NOTE 4 – OTHER INFORMATION – Continued

EMPLOYEE RETIREMENT SYSTEM – DEFINED BENEFIT PENSION PLANS – Continued

Police Pension Plan – Continued

Pension Expense, Deferred Outflows of Resources, and Deferred Inflows of Resources Related to Pensions

For the year ended December 31, 2018, the Village recognized pension expense of $3,176,157. At December 31, 2018, the Village reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources	Totals
Difference Between Expected and Actual Experience	$ 839,937	(160,656)	679,281
Change in Assumptions	2,039,470	(1,092,166)	947,304
Net Difference Between Projected and Actual Earnings on Pension Plan Investments	2,528,368	-	2,528,368
Total Deferred Amounts Related to Police Pension	5,407,775	(1,252,822)	4,154,953

Amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense in future periods as follows:

Fiscal Year	Net Deferred Outflows of Resources
2019	$ 1,467,300
2020	958,601
2021	418,836
2022	836,350
2023	236,933
Thereafter	236,933
Total	4,154,953

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

NOTE 4 – OTHER INFORMATION – Continued

OTHER POST-EMPLOYMENT BENEFITS

General Information about the OPEB Plan

Plan Description. The Village's defined benefit OPEB plan, Village of Glen Ellyn Retiree Benefits Plan (RBP), provides OPEB for all permanent full-time general and public safety employees of the Village. RBP is a single-employer defined benefit OPEB plan administered by the Village. Article 11 of the State Compiled Statutes grants the authority to establish and amend the benefit terms and financing requirements to the Village Board. No assets are accumulated in a trust that meets the criteria in paragraph 4 of Statement 75.

Benefits Provided. RBP provides healthcare for active employees. Spouses and dependents of eligible retirees are also eligible for medical coverage. All employees of the Village are eligible to receive postemployment health care benefits. Coverage for retirees and their spouses and dependents is provided for life.

Plan Membership. As of December 31, 2018, the measurement date, the following employees were covered by the benefit terms:

Inactive Plan Members Currently Receiving Benefits	5
Inactive Plan Members Entitled to but not yet Receiving Benefits	-
Active Plan Members	110
Totals	115

Total OPEB Liability

The Village's total OPEB liability was measured as of December 31, 2018, and was determined by an actuarial valuation as of that date.

Actuarial Assumptions and Other Inputs. The total OPEB liability in the December 31, 2018 actuarial valuation was determined using the following actuarial assumptions and other inputs, applied to all periods included in the measurement, unless otherwise specified:

Inflation	2.50%
Salary Increases	4.00%
Discount Rate	4.10%
Healthcare Cost Trend Rates	Pre-Medicare: 8.00% in fiscal 2019, trending to 5.50% in fiscal 2027, and an ultimate trend rate of 4.00% in 2073
Retirees' Share of Benefit-Related Costs	100% of the Blended Cost of Coverage

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

NOTE 4 – OTHER INFORMATION – Continued

OTHER POST-EMPLOYMENT BENEFITS – Continued

Total OPEB Liability – Continued

The discount rate was based on December 27, 2018 Bond Buyer 20-Bond Index, as published by the Federal Reserve.

Mortality rates were based on the RP-2014 blue collar table, scale MP-2017 and the PubS-2010 employee mortality projected 5 years past the calculation date with scale MP-2018.

Change in the Total OPEB Liability

Balance at December 31, 2017	$ 1,953,835
Changes for the Year:	
Service Cost	64,479
Interest on the Total Pension Liability	68,911
Changes of Benefit Terms	-
Difference Between Expected and Actual Experience	-
Changes of Assumptions or Other Inputs	(276,035)
Benefit Payments	(30,405)
Net Changes	(173,050)
Balance at December 31, 2018	1,780,785

Sensitivity of the Total OPEB Liability to Changes in the Discount Rate

The following presents the total OPEB liability, calculated using a Single Discount Rate of 4.10%, as well as what the total OPEB liability would be if it were calculated using a Single Discount Rate that is one percentage point lower or one percentage point higher:

	1% Decrease (3.10%)	Current Discount Rate (4.10%)	1% Increase (5.10%)
Total OPEB Liability	$ 2,223,966	1,780,785	1,457,260

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

NOTE 4 – OTHER INFORMATION – Continued

OTHER POST-EMPLOYMENT BENEFITS – Continued

Sensitivity of the Total OPEB Liability to Changes in the Healthcare Cost Trend Rates

The following presents the total OPEB liability, calculated using a Healthcare Trend Rate of 8.00%, as well as what the total OPEB liability would be if it were calculated using a Healthcare Trend Rate that is one percentage point lower or one percentage point higher:

	(7.00% decreasing to 3.00%)	Healthcare Cost Trend Rates (8.00% decreasing to 4.00%)	(9.00% decreasing to 5.00%)
Total OPEB Liability	$ 1,425,271	1,780,785	2,267,248

OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

For the year ended December 31, 2018, the Village recognized OPEB expense of $111,786. At December 31, 2018, the Village reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources	Totals
Difference Between Expected and Actual Experience	$ -	-	-
Change in Assumptions	-	(248,431)	(248,431)
Net Difference Between Projected and Actual	-	-	-
Total Deferred Amounts Related to OPEB	-	(248,431)	(248,431)

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

NOTE 4 – OTHER INFORMATION – Continued

OTHER POST-EMPLOYMENT BENEFITS – Continued

OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB – Continued

Fiscal Year		Net Deferred (Inflows) of Resources
2019	$	(27,604)
2020		(27,604)
2021		(27,604)
2022		(27,604)
2023		(27,604)
Thereafter		(110,411)
Totals		(248,431)

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

REQUIRED SUPPLEMENTARY INFORMATION

Required supplementary information includes financial information and disclosures that are required by the GASB but are not considered a part of the basic financial statements. Such information includes:

- Schedule of Employer Contributions
  - Illinois Municipal Retirement Fund
  - Police Pension Fund
- Schedule of Changes in the Employer's Net Pension Liability
  - Illinois Municipal Retirement Fund
  - Police Pension Fund
- Schedule of Investment Returns
  - Police Pension Fund
- Schedule of Changes in the Employer's Total OPEB Liability
  - Retiree Benefits Plan
- Budgetary Comparison Schedule
  - General Fund

Notes to the Required Supplementary Information

Budgetary Information – Budgets are adopted on a basis consistent with generally accepted accounting principles.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Illinois Municipal Retirement Fund

Required Supplementary Information
Schedule of Employer Contributions
December 31, 2018

Fiscal Year		Actuarially Determined Contribution	Contributions in Relation to the Actuarially Determined Contribution	Contribution Excess/ (Deficiency)	Covered Payroll	Contributions as a Percentage of Covered Payroll
2015	Totals	$ 867,012	$ 867,012	$ -	$ 8,014,845	10.82%
2016	Totals	951,491	947,712	(3,779)	8,793,817	10.78%
2017	Totals	938,340	947,857	9,517	9,074,856	10.44%
2018	Village	636,883	636,883	-	6,443,263	9.88%
	Library	159,931	159,931	-	1,618,001	9.88%
	Authority	122,242	122,242	-	1,236,706	9.88%
	Totals	919,056	919,056	-	9,297,970	9.88%

Notes to the Required Supplementary Information:

Actuarial Cost Method	Entry Age Normal
Amortization Method	Level % Pay (Closed)
Remaining Amortization Period	25 Years
Asset Valuation Method	5-Year Smoothed Market
Inflation	2.75%
Salary Increases	3.75% - 14.50%
Investment Rate of Return	7.50%
Retirement Age	See the Notes to the Financial Statements
Mortality	An IMRF specific mortality table was used with fully generational projection scale MP-2014 (base year 2012).

Note:
This schedule is intended to show information for ten years. Information for additional years will be displayed as it becomes available.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Police Pension Fund

Required Supplementary Information
Schedule of Employer Contributions
December 31, 2018

Fiscal Year	Actuarially Determined Contribution	Contributions in Relation to the Actuarially Determined Contribution	Contribution Excess/ (Deficiency)	Covered Payroll	Contributions as a Percentage of Covered Payroll
2014	$ 980,948	$ 981,000	$ 52	$ 3,521,045	27.86%
2015	1,152,455	1,153,000	545	3,548,022	32.50%
2016	1,192,842	1,692,000	499,158	3,500,618	48.33%
2017	1,613,000	1,613,000	-	3,485,670	46.28%
2018	1,817,304	1,959,000	141,696	3,571,005	54.86%

Notes to the Required Supplementary Information:

Actuarial Cost Method	Entry Age Normal
Amortization Method	Level % Pay (Closed)
Remaining Amortization Period	22 Years
Asset Valuation Method	5-Year Smoothed Market
Inflation	2.50%
Salary Increases	3.50%
Investment Rate of Return	6.75%
Retirement Age	50-70
Mortality	RP 2014 Disabled Mortality Table, projected to the valuation date using improvement scale MP-2015

Note:
This schedule is intended to show information for ten years. Information for additional years will be displayed as it becomes available.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Illinois Municipal Retirement Fund

Required Supplementary Information
Schedule of Changes in the Employer's Net Pension Liability
December 31, 2018

See Following Page

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Illinois Municipal Retirement Fund

Required Supplementary Information
Schedule of Changes in the Employer's Net Pension Liability
December 31, 2018

	12/31/2015 Totals
Total Pension Liability	
Service Cost	$ 833,368
Interest	4,092,540
Differences Between Expected and Actual Experience	659,195
Change of Assumptions	67,041
Benefit Payments, Including Refunds of Member Contributions	(2,700,665)
Net Change in Total Pension Liability	2,951,479
Total Pension Liability - Beginning	55,500,853
Total Pension Liability - Ending	58,452,332
Plan Fiduciary Net Position	
Contributions - Employer	$ 867,012
Contributions - Members	364,897
Net Investment Income	269,069
Benefit Payments, Including Refunds of Member Contributions	(2,700,665)
Other (Net Transfer)	309,884
Net Change in Plan Fiduciary Net Position	(889,803)
Plan Net Position - Beginning	54,548,128
Plan Net Position - Ending	53,658,325
Employer's Net Pension Liability	$ 4,794,007
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	91.80%
Covered Payroll	$ 8,014,845
Employer's Net Pension Liability as a Percentage of Covered Payroll	59.81%

Note:
This schedule is intended to show information for ten years. Information for additional years will be displayed as it becomes available.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

12/31/16	12/31/17		12/31/2018		
Totals	Totals	Village	Library	Authority	Totals
876,241	960,188	596,552	149,803	114,501	860,856
4,300,208	4,433,678	3,051,534	765,950	609,697	4,427,181
(460,190)	(513,224)	267,839	67,259	51,409	386,507
(67,822)	(1,798,509)	1,156,290	290,362	221,936	1,668,588
(2,955,599)	(3,019,112)	(2,230,734)	(560,171)	(428,162)	(3,219,067)
1,692,838	63,021	2,841,481	713,203	569,381	4,124,065
58,452,332	60,145,170	40,486,937	10,834,856	8,886,398	60,208,191
60,145,170	60,208,191	43,328,418	11,548,059	9,455,779	64,332,256
947,712	947,857	636,883	159,931	122,242	919,056
401,677	408,779	335,397	84,223	64,375	483,995
3,691,236	9,884,035	(2,446,960)	(614,469)	(469,664)	(3,531,093)
(2,955,599)	(3,019,112)	(2,230,734)	(560,171)	(428,162)	(3,219,067)
(138,374)	(1,541,311)	851,664	213,866	163,467	1,228,997
1,946,652	6,680,248	(2,853,750)	(716,620)	(547,742)	(4,118,112)
53,658,325	55,604,977	41,909,877	11,191,842	9,183,507	62,285,226
55,604,977	62,285,225	39,056,127	10,475,222	8,635,765	58,167,114
4,540,193	(2,077,034)	4,272,291	1,072,837	820,014	6,165,142
92.45%	103.45%	90.14%	90.71%	91.33%	90.42%
8,793,817	9,074,856	6,443,263	1,618,001	1,236,706	9,297,970
51.63%	-22.89%	66.31%	66.31%	66.31%	66.31%

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Police Pension Fund

Required Supplementary Information
Schedule of Changes in the Employer's Net Pension Liability
December 31, 2018

	12/31/14
Total Pension Liability	
Service Cost	$ 815,297
Interest	2,711,148
Differences Between Expected and Actual Experience	(974,878)
Change of Assumptions	56,671
Benefit Payments, Including Refunds of Member Contributions	(1,139,863)
Net Change in Total Pension Liability	1,468,375
Total Pension Liability - Beginning	39,300,611
Total Pension Liability - Ending	40,768,986
Plan Fiduciary Net Position	
Contributions - Employer	$ 981,000
Contributions - Members	235,457
Net Investment Income	1,170,112
Benefit Payments, Including Refunds of Member Contributions	(1,139,863)
Administrative Expense	(15,339)
Net Change in Plan Fiduciary Net Position	1,231,367
Plan Net Position - Beginning	24,871,239
Plan Net Position - Ending	26,102,606
Employer's Net Pension Liability	14,666,380
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	64.03%
Covered Payroll	$ 3,521,045
Employer's Net Pension Liability as a Percentage of Covered Payroll	416.53%

Note:
This schedule is intended to show information for ten years. Information for additional years will be displayed as it becomes available.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

12/31/2015	12/31/2016	12/31/2017	12/31/2018
826,042	843,298	936,254	868,643
2,792,133	3,118,867	3,206,541	3,154,921
(140,172)	540,079	(176,284)	664,880
3,859,798	(1,243,789)	(705,405)	993,650
(1,762,736)	(1,963,819)	(2,141,300)	(2,179,786)
5,575,065	1,294,636	1,119,806	3,502,308
40,768,986	46,344,051	47,638,687	48,758,493
46,344,051	47,638,687	48,758,493	52,260,801
1,153,000	1,692,000	1,613,000	1,959,000
344,953	347,368	347,262	349,189
(11,813)	1,532,183	3,275,894	(1,745,798)
(1,762,736)	(1,963,819)	(2,141,300)	(2,179,786)
(14,633)	(16,122)	(17,278)	(20,515)
(291,229)	1,591,610	3,077,578	(1,637,910)
26,102,606	25,811,377	27,402,987	30,480,565
25,811,377	27,402,987	30,480,565	28,842,655
20,532,674	20,235,700	18,277,928	23,418,146
55.70%	57.52%	62.51%	55.19%
3,548,022	3,500,618	3,485,670	3,571,005
578.71%	578.06%	524.37%	655.79%

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Police Pension Fund

Required Supplementary Information
Schedule of Investment Returns
December 31, 2018

Fiscal Year	Annual Money-Weighted Rate of Return, Net of Investment Expense
2014	4.37%
2015	0.23%
2016	6.17%
2017	11.98%
2018	(5.67%)

Note:
This schedule is intended to show information for ten years. Information for additional years will be displayed as it becomes available.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Retiree Benefits Plan

Required Supplementary Information
Schedule of Changes in the Employer's Total OPEB Liability
December 31, 2018

		2018
Total OPEB Liability		
Service Cost	$	64,479
Interest		68,911
Changes in Benefit Terms		-
Differences Between Expected and Actual Experience		-
Change of Assumptions or Other Inputs		(276,035)
Benefit Payments		(30,405)
Net Change in Total OPEB Liability		(173,050)
Total OPEB Liability - Beginning		1,953,835
Total OPEB Liability - Ending		1,780,785
Covered Payroll	$	9,457,709
Total OPEB Liability as a Percentage of Covered Payroll		18.83%

Notes:
This schedule is intended to show information for ten years. Information for additional years will be displayed as it becomes available.

Changes of Benefit Terms. There was no change in the retirees' share of health insurance premiums.

Changes of Assumptions. Changes of assumptions and other inputs reflect the effects of changes in the trend rate each period. The following are the trend rates used in each period:

Fiscal Year	Medical
2019	8.00%
2020	8.75%
2021	7.25%
2022	7.00%
2023	6.75%
2024	6.25%
2025	6.00%
2026	5.75%
2027	5.50%
2028	5.50%
Ultimate	4.00%

In 2018, there was no change in the healthcare trend rates from the prior year.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

General Fund

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual
For the Fiscal Year Ended December 31, 2018
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2017)

	12/31/18 Original Budget	12/31/18 Final Budget	12/31/18 Actual	12/31/17 Actual
Revenues				
Taxes	$ 10,096,136	10,096,136	10,008,616	9,647,432
Intergovernmental	7,077,740	7,077,740	7,065,851	6,825,079
Licenses and Permits	1,170,000	1,170,000	1,249,593	1,155,951
Charges for Services	1,324,920	1,324,920	1,332,895	1,368,987
Fines and Forfeitures	638,000	638,000	686,423	963,212
Interest	60,000	60,000	220,908	81,499
Total Revenues	20,366,796	20,366,796	20,564,286	20,042,160
Expenditures				
General Government	4,586,529	4,599,373	4,543,755	4,198,115
Public Safety	9,916,008	9,916,646	9,686,095	9,233,465
Highways and Streets	2,392,657	2,450,524	2,335,054	2,011,719
Capital Outlay	118,800	219,659	165,872	123,414
Total Expenditures	17,013,994	17,186,202	16,730,776	15,566,713
Excess (Deficiency) of Revenues Over (Under) Expenditures	3,352,802	3,180,594	3,833,510	4,475,447
Other Financing (Uses)				
Transfers Out	(3,953,516)	(3,953,516)	(3,973,170)	(4,739,798)
Net Change in Fund Balance	(600,714)	(772,922)	(139,660)	(264,351)
Fund Balance - Beginning			10,184,260	10,448,611
Fund Balance - Ending			10,044,600	10,184,260

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

OTHER SUPPLEMENTARY INFORMATION

Other supplementary information includes financial statements and schedules not required by the GASB, nor a part of the basic financial statements, but are presented for purposes of additional analysis.

Such statements and schedules include:

- Budgetary Comparison Schedules – Major Governmental Funds
- Combining Statements – Nonmajor Governmental Funds
- Budgetary Comparison Schedules – Nonmajor Governmental Funds
- Budgetary Comparison Schedules – Major Enterprise Funds
- Combining Statements – Nonmajor Enterprise Funds
- Budgetary Comparison Schedules – Nonmajor Enterprise Funds
- Combining Statements – Internal Service Funds
- Budgetary Comparison Schedules – Internal Service Funds
- Budgetary Comparison Schedule – Pension Trust Fund

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

COMBINING AND INDIVIDUAL FUND FINANCIAL STATEMENTS AND SCHEDULES

GENERAL FUND

The General Fund is used to account for all financial resources except those required to be accounted for in another fund.

SPECIAL REVENUE FUNDS

The Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than fiduciary funds or capital projects funds) that are legally restricted to expenditure for specified purposes.

Motor Fuel Tax Fund

The Motor Fuel Tax Fund is used to account for the operation of street maintenance programs and capital projects as authorized by the Illinois Department of Transportation. Financing is provided from the Village's share of gasoline taxes restricted by the State for street maintenance.

Central Business District Tax Increment Financing (TIF) Fund

The Central Business District Tax Increment Financing (TIF) Fund is used to account for the accumulation and expenditure of funds from incremental revenue restricted for economic development within the TIF area.

Roosevelt Road Tax Increment Financing (TIF) Fund

The Roosevelt Road Tax Increment Financing (TIF) Fund is used to account for the accumulation and expenditure of funds from incremental revenue restricted for economic development within the TIF area.

Fire Services Fund

The Fire Services Fund is used to account for the accumulation and expenditure of funds from Fire Service Fees and Fire SSA monies to supplement the operations of the Glen Ellyn Volunteer Fire Company.

Forfeiture Fund

The Forfeiture Fund is used to account for revenues and expenditures related to drug asset forfeitures from the state and federal government.

DEBT SERVICE FUND

The Debt Service Fund is used to account for monies restricted, committed or assigned to pay for principal and interest payments on the Village's debt obligations.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

COMBINING AND INDIVIDUAL FUND FINANCIAL STATEMENTS AND SCHEDULES

CAPITAL PROJECTS FUNDS

The Capital Projects Funds are used to account for all resources used for the acquisition of capital facilities by a governmental unit except those financed by Proprietary Funds.

Capital Projects Fund

The Capital Projects Fund is used to account for the financing of general street and infrastructure projects. Financing is primarily provided through utility taxes assigned for capital purposes, a transfer of property taxes from the General Fund and supplemented by grants for various projects.

Corporate Reserve Fund

The Corporate Reserve Fund is used to account for funds assigned for capital purposes for the Village and other entities.

Facilities Maintenance Reserve Fund

The Facilities Maintenance Reserve Fund is used to account for the cost of maintaining various Village owned facilities. Financing is provided through charges to other funds.

ENTERPRISE FUNDS

The Enterprise Funds are used to account for operations that are financed and operated in a manner similar to private business enterprises where the intent is that costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or where it has been decided that periodic determination of revenues earned, expenses incurred and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purpose.

Water and Sanitary Sewer Fund

The Water and Sanitary Sewer Fund is used to account for the provisions of water and sanitary sewer services to the residents of the Village. All activities necessary to provide such services are accounted for in this fund, including, but not limited to, administration, operations, maintenance, financing and related debt services and billing and collection.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

COMBINING AND INDIVIDUAL FUND FINANCIAL STATEMENTS AND SCHEDULES

ENTERPRISE FUNDS – Continued

Village Links/Reserve 22 Fund

The Village Links/Reserve 22 Fund is used to account for the operations of the Village Links golf course and Reserve 22 restaurant facilities. Financing is provided by user charges.

Parking Fund

The Parking Fund is used to account for the provision of public parking services for a fee. All activities are accounted for including administration, operations, financing and revenue collection.

Residential Solid Waste Fund

The Residential Solid Waste Fund is used to account for the operations and maintenance of refuse collection. Financing is provided through user charges.

INTERNAL SERVICE FUNDS

The Internal Service Funds are used to account for the financing of goods or services provided by one department or agency to other departments or agencies other governmental unit, or to other governmental units, on a cost-reimbursement basis.

Insurance Fund

The Insurance Fund is used to account for the accumulation of monies for the purpose of providing a staff health benefit plan and participation in the Municipal Insurance Cooperative Agency (MICA), a public entity risk management/insurance pool. Financing is provided by charges to other funds, contributions from employees, and other agencies.

Equipment Services Fund

The Equipment Services Fund is used to account for the cost of maintaining and replacing Village owned vehicles and equipment. Financing is provided by charges to other funds.

PENSION TRUST FUND

Police Pension Fund

The Police Pension Fund is used to account for the accumulation of resources to be used for retirement annuity payments to employees on the police force at appropriate amounts and times in the future. Resources are contributed by employees at rates fixed by law and by the Village at amounts determined by an annual actuarial study.

VILLAGE OF GLEN ELLYN, ILLINOIS

General Fund

Schedule of Revenues - Budget and Actual
For the Fiscal Year Ended December 31, 2018
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2017)

	12/31/18			12/31/17
	Original Budget	Final Budget	Actual	Actual
Taxes				
Property Taxes				
General - Current	$ 7,108,516	7,108,516	7,139,374	7,009,364
SSA - Current	144,120	144,120	143,016	139,594
Road and Bridge - Current	350,000	350,000	295,992	338,973
Home Rule Sales Tax	2,289,500	2,289,500	2,226,382	1,962,519
Hotel/Motel Tax	160,000	160,000	160,041	156,721
Auto Rental Tax	30,000	30,000	30,611	27,011
Demolition Tax	14,000	14,000	13,200	13,250
Total Taxes	10,096,136	10,096,136	10,008,616	9,647,432
Intergovernmental				
State Income Tax	2,650,000	2,650,000	2,659,136	2,550,376
Sales Tax	3,561,000	3,561,000	3,444,054	3,408,209
Local Use Tax	702,500	702,500	811,976	721,252
Replacement Tax	123,000	123,000	119,583	133,790
Federal Grants	9,500	9,500	10,517	6,039
State Grants	31,740	31,740	20,585	5,413
Total Intergovernmental	7,077,740	7,077,740	7,065,851	6,825,079
Licenses and Permits				
Business Registration Licenses	40,000	40,000	75,350	38,695
Alcoholic Beverage Licenses	120,000	120,000	121,093	115,249
Vehicle Licenses	380,000	380,000	373,522	365,215
Animal Licenses	-	-	-	75
Building/Electrical Permits	630,000	630,000	679,628	636,717
Total Licenses and Permits	1,170,000	1,170,000	1,249,593	1,155,951
Charges for Services				
Accounting - Other Agencies	130,470	130,470	130,470	129,572
Contractor Registration	40,000	40,000	37,420	35,380
Stormwater Engineering Fee	30,000	30,000	83,951	38,628
Elevator Inspections	17,550	17,550	17,550	17,550

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

General Fund

Schedule of Revenues - Budget and Actual - Continued
For the Fiscal Year Ended December 31, 2018
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2017)

	12/31/18			12/31/17
	Original Budget	Final Budget	Actual	Actual
Charges for Services - Continued				
Ambulance Service	$ 25,600	25,600	46,968	67,354
Cell Tower Rental	151,000	151,000	163,640	158,174
Franchise Fees	620,000	620,000	574,407	597,224
Other Revenue	147,000	147,000	89,612	172,747
Police Accident Reports	4,300	4,300	3,460	3,420
Police Fingerprinting	22,000	22,000	24,507	4,292
Police Department Income	137,000	137,000	160,910	144,646
Total Charges for Services	1,324,920	1,324,920	1,332,895	1,368,987
Fines and Forfeitures				
Traffic Fines	300,000	300,000	260,922	289,003
Planning and Building Fines	5,000	5,000	30,709	32,060
Police Fines	200,000	200,000	220,596	186,202
Drug Forfeitures	133,000	133,000	174,196	455,947
Total Fines and Forfeitures	638,000	638,000	686,423	963,212
Interest	60,000	60,000	220,908	81,499
Total Revenues	20,366,796	20,366,796	20,564,286	20,042,160

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

General Fund

Schedule of Expenditures - Budget and Actual - Summary
For the Fiscal Year Ended December 31, 2018
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2017)

	12/31/18 Original Budget	12/31/18 Final Budget	12/31/18 Actual	12/31/17 Actual
General Government				
Village Board and Clerk's Office	$ 115,360	115,360	88,629	87,752
Village Manager's Office	787,464	787,464	825,133	718,573
Law Office	398,570	398,570	318,573	347,190
Finance	869,550	869,550	866,474	831,324
Planning and Development	1,420,320	1,420,320	1,652,473	1,397,233
Facilities Maintenance	562,955	562,955	525,446	464,183
Economic Development	409,850	422,100	370,306	408,285
Historic Preservation	29,430	30,024	23,407	19,293
Senior Services	97,350	97,350	87,880	80,231
Information Technology	530,680	530,680	420,434	449,951
Less Costs Charged to Other Departments and Funds	(635,000)	(635,000)	(635,000)	(605,900)
Total General Government	4,586,529	4,599,373	4,543,755	4,198,115
Public Safety				
Police Department	9,006,148	9,006,148	8,806,928	8,348,042
Fire and EMS Services	909,860	910,498	879,167	885,423
Total Public Safety	9,916,008	9,916,646	9,686,095	9,233,465
Highways and Streets				
Public Works Administration	769,354	769,985	755,484	737,470
Public Works Operations Division	2,374,053	2,431,289	2,330,320	2,088,999
Less Costs Charged to Other Departments and Funds	(750,750)	(750,750)	(750,750)	(814,750)
Total Highways and Streets	2,392,657	2,450,524	2,335,054	2,011,719
Capital Outlay	118,800	219,659	165,872	123,414
Total Expenditures	17,013,994	17,186,202	16,730,776	15,566,713

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

General Fund

Schedule of Detail Expenditures - Budget and Actual
For the Fiscal Year Ended December 31, 2018
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2017)

	12/31/18 Original Budget	12/31/18 Final Budget	12/31/18 Actual	12/31/17 Actual
General Government				
Village Board and Clerk's Office				
Personnel Services				
Salaries - Pensionable	$ -	-	(15,063)	300
Salaries - Non-Pensionable	24,345	24,345	13,282	15,491
FICA	1,800	1,800	1,139	1,163
IMRF	-	-	-	31
Contractual Services				
Village Commissions	11,500	11,500	4,067	16,059
Dues, Subscriptions and Registration Fees	28,625	28,625	28,345	26,214
Employee Education	3,000	3,000	345	270
Travel	150	150	-	65
Printing	150	150	2	288
Professional Services - Other	43,840	43,840	54,477	23,151
Public Relations	950	950	1,167	2,830
Commodities				
Office Supplies	1,000	1,000	868	1,890
	115,360	115,360	88,629	87,752
Village Manager's Office				
Personnel Services				
Salaries - Pensionable	448,500	448,500	525,076	394,254
Salaries - Non-Pensionable	47,600	47,600	12,580	51,531
Salaries - Overtime	500	500	290	-
Salaries - Temporary Help	-	-	212	19,331
FICA	33,000	33,000	36,346	31,910
IMRF	42,000	42,000	47,404	39,178
Contractual Services				
Glen Ellyn Fourth of July Committee	5,000	5,000	5,000	5,000
Recognition and Awards	7,000	7,000	14,240	10,519
Citizens Corps/Milton Township	4,000	4,000	3,750	3,750
Dues, Subscriptions and Registration Fees	6,399	6,399	11,042	6,222
Village Commissions	-	-	-	38
Recruiting and Testing	35,000	35,000	32,248	35,558
Employee Education	11,275	11,275	17,133	14,822
Travel	2,000	2,000	2,167	2,658
State Unemployment Claims	5,000	5,000	6,740	5,559

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

General Fund

Schedule of Detail Expenditures - Budget and Actual - Continued
For the Fiscal Year Ended December 31, 2018
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2017)

	12/31/18 Original Budget	12/31/18 Final Budget	12/31/18 Actual	12/31/17 Actual
General Government - Continued				
Village Manager's Office - Continued				
Contractual Services - Continued				
Professional Services - Legal	$ 23,000	23,000	15,805	14,350
Postage	10,000	10,000	10,202	5,402
Printing	11,100	11,100	11,248	15,250
Professional Services - Other	26,410	26,410	16,557	28,516
Telecommunication	1,680	1,680	2,294	2,020
Public Relations	4,000	4,000	3,373	3,863
Insurance	60,500	60,500	46,366	24,675
Commodities				
Office Supplies	3,500	3,500	5,060	4,167
	787,464	787,464	825,133	718,573
Law Office				
Personnel Services				
Salaries - Pensionable	179,100	179,100	168,399	170,903
FICA	11,300	11,300	10,467	10,521
IMRF	13,000	13,000	11,110	11,983
Contractual Services				
Dues, Subscriptions and Registration Fees	4,580	4,580	5,878	4,375
Employee Education	500	500	165	-
Travel	90	90	-	-
Professional Services - Legal	178,500	178,500	113,877	140,763
Telecommunication	900	900	900	900
Public Relations	100	100	-	-
Insurance	8,000	8,000	7,774	7,705
Commodities				
Office Supplies	2,500	2,500	3	40
	398,570	398,570	318,573	347,190
Finance				
Personnel Services				
Salaries - Pensionable	437,450	437,450	450,462	387,566
Salaries - Non-Pensionable	174,800	174,800	174,420	202,389

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

General Fund

Schedule of Detail Expenditures - Budget and Actual - Continued
For the Fiscal Year Ended December 31, 2018
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2017)

	12/31/18 Original Budget	12/31/18 Final Budget	12/31/18 Actual	12/31/17 Actual
General Government - Continued				
Finance - Continued				
Personnel Services - Continued				
FICA	$ 47,000	47,000	45,358	43,568
IMRF	37,900	37,900	39,555	37,558
Contractual Services				
Insurance	57,600	57,600	56,216	55,380
Maintenance - Equipment	2,000	2,000	6,668	1,740
Postage	31,900	31,900	28,286	30,220
Printing	7,200	7,200	7,605	7,562
Professional Services - Banking	18,900	18,900	3,516	5,350
Employee Education	2,900	2,900	1,540	2,138
Employee Recognition	650	650	621	294
Travel	2,450	2,450	1,101	2,832
Dues, Subscriptions and Registration Fees	2,115	2,115	1,823	2,670
Public Notices	2,850	2,850	2,839	2,684
Professional Services - Accounting	31,035	31,035	31,032	30,536
Telecommunication	600	600	600	600
Professional Services - Other	-	-	5,194	7,000
Commodities				
Office Supplies	6,000	6,000	4,627	4,946
Operating Supplies	6,200	6,200	5,011	6,291
	869,550	869,550	866,474	831,324
Planning and Development				
Personnel Services				
Salaries - Pensionable	810,020	810,020	818,442	783,889
Salaries - Non-Pensionable	113,200	113,200	118,509	95,159
Salaries - Temporary Help	13,500	13,500	1,080	3,977
Salaries - Overtime	-	-	-	103
FICA	70,000	70,000	67,324	64,203
IMRF	81,500	81,500	75,231	77,765
Contractual Services				
Insurance	151,400	151,400	144,536	147,220
Equipment Services	6,900	6,900	6,900	6,700

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

General Fund

Schedule of Detail Expenditures - Budget and Actual - Continued
For the Fiscal Year Ended December 31, 2018
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2017)

	12/31/18			12/31/17
	Original Budget	Final Budget	Actual	Actual
General Government - Continued				
Planning and Development - Continued				
Contractual Services - Continued				
Professional Services - Planning	$ 4,000	4,000	9,791	6,106
Plumbing Inspections	25,000	25,000	37,860	27,620
Elevator Inspections	15,000	15,000	14,538	15,515
Forestry and Landscaping	25,000	25,000	37,420	32,358
Building Reviews	60,000	60,000	180,396	83,959
Stormwater Engineering	3,000	3,000	296	1,174
Printing	8,000	8,000	7,113	7,647
Professional Services - Legal	-	-	601	411
Professional Services - Other	5,000	5,000	104,797	19,451
Bad Debt Expenditure	-	-	-	50
Dues, Subscriptions and Registration Fees	3,500	3,500	2,241	2,627
Employee Education	8,500	8,500	8,431	7,858
Travel	4,500	4,500	2,623	3,009
Telecommunication	4,500	4,500	4,012	3,703
Commodities				
Office Supplies	7,000	7,000	8,416	5,929
Uniforms	800	800	1,916	800
	1,420,320	1,420,320	1,652,473	1,397,233
Facilities Maintenance				
Personnel Services				
Salaries - Pensionable	170,900	170,900	164,223	133,557
Salaries - Non-Pensionable	122,300	122,300	114,442	112,822
Salaries - Overtime	2,500	2,500	2,149	3,437
FICA	22,000	22,000	20,792	18,536
IMRF	17,000	17,000	15,398	13,157
Contractual Services				
Dues, Subscriptions and Registration Fees	525	525	-	-
Employee Education	5,500	5,500	1,100	1,895
Travel	250	250	995	-
Maintenance - Building and Grounds	50,500	50,500	51,988	40,309
Professional Services - Other	3,120	3,120	210	5,029
Contractual Maintenance Service	37,000	37,000	29,801	19,009
Telecommunication	2,060	2,060	1,939	1,361

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

General Fund

Schedule of Detail Expenditures - Budget and Actual - Continued
For the Fiscal Year Ended December 31, 2018
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2017)

	12/31/18 Original Budget	12/31/18 Final Budget	12/31/18 Actual	12/31/17 Actual
General Government - Continued				
Facilities Maintenance - Continued				
Contractual Services - Continued				
Utilities	$ 15,900	15,900	20,618	16,693
Insurance	40,700	40,700	38,853	33,657
Equipment Services	25,800	25,800	25,800	22,600
Commodities				
Office Supplies	1,000	1,000	459	922
Operating Supplies	41,500	41,500	33,728	38,591
Inventory Parts	2,000	2,000	837	377
Uniforms	2,400	2,400	2,114	2,231
	562,955	562,955	525,446	464,183
Economic Development				
Personnel Services				
Salaries - Pensionable	49,600	49,600	42,711	44,433
FICA	3,800	3,800	3,271	3,399
IMRF	5,000	5,000	4,183	4,588
Contractual Services				
Economic Development Incentive	115,000	115,000	125,132	111,196
Holiday Decorations	45,000	45,000	39,883	69,166
Façade Retail Award Program	30,000	42,250	12,500	10,000
Downtown Glen Ellyn Alliance	76,250	76,250	76,250	71,250
Dues, Subscriptions and Registration Fees	9,900	9,900	8,336	17,588
Employee Education	3,200	3,200	1,347	1,863
Travel	1,200	1,200	621	815
Postage	15,000	15,000	13,313	15,238
Marketing	15,000	15,000	8,267	18,179
Printing	11,500	11,500	11,242	11,408
Professional Services - Other	5,000	5,000	3,300	6,360
CBD Appearance	18,000	18,000	16,000	18,000
Telecommunication	1,200	1,200	600	600
Public Relations	3,400	3,400	1,825	2,707
Insurance	1,400	1,400	1,400	1,300
Commodities				
Office Supplies	400	400	125	195
	409,850	422,100	370,306	408,285

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

General Fund

Schedule of Detail Expenditures - Budget and Actual - Continued
For the Fiscal Year Ended December 31, 2018
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2017)

	12/31/18			12/31/17
	Original Budget	Final Budget	Actual	Actual
General Government - Continued				
Historic Preservation				
Personnel Services				
Salaries - Pensionable	$ 5,000	5,000	6,766	2,869
Salaries - Non-Pensionable	2,000	2,000	-	-
FICA	700	700	518	220
IMRF	500	500	669	297
Contractual Services				
Maintenance - Building and Grounds	9,300	9,894	3,571	6,721
Professional Services - Other	1,580	1,580	1,987	1,778
Telecommunication	600	600	-	13
Utilities	9,750	9,750	9,896	7,395
	29,430	30,024	23,407	19,293
Senior Services				
Personnel Services				
Salaries - Non-Pensionable	50,400	50,400	53,794	50,541
FICA	3,900	3,900	4,115	3,874
Contractual Services				
Senior Center Grant Expenditures	-	-	785	-
Senior Transportation	30,000	30,000	18,143	15,470
Dues, Subscriptions and Registration Fees	250	250	787	-
Employee Education	900	900	77	425
Telecommunication	2,100	2,100	2,110	1,620
Professional Services - Other	1,700	1,700	1,620	2,100
Commodities				
Operating Supplies	8,100	8,100	6,449	6,201
	97,350	97,350	87,880	80,231
Information Technology				
Personnel Services				
Salaries - Pensionable	166,900	166,900	121,474	143,591
Salaries - Non-Pensionable	7,300	7,300	5,641	3,529
FICA	13,000	13,000	9,740	11,258
IMRF	16,700	16,700	11,863	14,829
Contractual Services				
Postage	300	300	70	159
Copier	27,000	27,000	30,453	27,467

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

General Fund

Schedule of Detail Expenditures - Budget and Actual - Continued
For the Fiscal Year Ended December 31, 2018
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2017)

	12/31/18			12/31/17
	Original Budget	Final Budget	Actual	Actual
General Government - Continued				
Information Technology - Continued				
Contractual Services - Continued				
Web Communication Service	$ 1,850	1,850	1,824	-
Maintenance - Equipment	155,246	155,246	120,766	112,198
Professional Services - Other	85,584	85,584	71,014	81,043
Telecommunication	38,700	38,700	29,724	35,491
Insurance	17,000	17,000	16,546	16,436
Commodities				
Office Supplies	300	300	522	569
Operating Supplies	800	800	797	3,381
	530,680	530,680	420,434	449,951
Less Costs Charged to Other Departments and Funds	(635,000)	(635,000)	(635,000)	(605,900)
Total General Government	4,586,529	4,599,373	4,543,755	4,198,115
Public Safety				
Police Department				
Personnel Services				
Salaries - Sworn	3,841,755	3,841,755	3,571,553	3,560,672
Salaries - Non-Sworn Pensionable	608,150	608,150	641,407	586,666
Salaries - Non-Pensionable	111,878	111,878	100,997	86,043
Police Overtime	356,165	356,165	443,358	438,780
FICA	114,500	114,500	115,562	110,550
IMRF	60,700	60,700	62,618	61,285
Pension Contributions	1,959,000	1,959,000	1,959,000	1,613,000
Crossing Guards	40,000	40,000	34,755	35,955
Contractual Services				
Insurance	737,500	737,500	713,836	714,899
Equipment Services	360,000	360,000	360,000	390,500
Maintenance - Equipment	60,400	60,400	85,514	18,312
Printing	10,000	10,000	6,520	11,297
Professional Services - Other	35,000	35,000	33,524	32,097

VILLAGE OF GLEN ELLYN, ILLINOIS

General Fund

Schedule of Detail Expenditures - Budget and Actual - Continued
For the Fiscal Year Ended December 31, 2018
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2017)

	12/31/18 Original Budget	12/31/18 Final Budget	12/31/18 Actual	12/31/17 Actual
Public Safety - Continued				
Police Department - Continued				
Contractual Services - Continued				
Dues, Subscriptions and Registration Fees $	29,300	29,300	18,692	19,383
Counseling Services	25,000	25,000	25,000	25,000
Employee Education	40,000	40,000	39,723	13,631
General Services	-	-	1,196	1,186
Telecommunication	32,000	32,000	33,894	30,175
State Drug Forfeiture	-	-	-	3,646
Federal Drug Forfeiture	-	-	-	35,227
DARE Program	1,000	1,000	1,181	-
Seized Property	-	-	-	16,956
Travel	9,000	9,000	6,905	3,754
Du-Comm	475,650	475,650	454,794	426,091
Towing - Impound Fees	6,000	6,000	5,395	2,938
Commodities				
Office Supplies	10,000	10,000	7,472	10,338
Operating Supplies	50,000	50,000	49,893	56,468
Uniforms	33,150	33,150	34,139	43,193
	9,006,148	9,006,148	8,806,928	8,348,042
Fire and EMS Services				
Contractual Services				
Du-Comm	155,400	155,400	152,519	143,277
Fire Inspections	30,000	30,000	5,832	17,016
Disconnection Taxes	1,000	1,000	-	582
Maintenance - Building and Ground	1,000	1,638	244	319
Professional Services - Other	300	300	-	5,688
Telecommunications	4,460	4,460	5,955	4,851
Utilities	9,000	9,000	8,041	4,905
Insurance	186,900	186,900	186,900	206,400
Ambulance Service	383,500	383,500	383,022	367,033
Ambulance Billing Service	100	100	47	698
Equipment Services	136,200	136,200	136,200	133,900
Commodities				
Operating Supplies	2,000	2,000	407	754
	909,860	910,498	879,167	885,423
Total Public Safety	9,916,008	9,916,646	9,686,095	9,233,465

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

General Fund

Schedule of Detail Expenditures - Budget and Actual - Continued
For the Fiscal Year Ended December 31, 2018
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2017)

	12/31/18 Original Budget	12/31/18 Final Budget	12/31/18 Actual	12/31/17 Actual
Highways and Streets				
Public Works Administration				
Personnel Services				
Salaries - Pensionable	$ 467,200	467,200	475,847	444,799
Salaries - Non-Pensionable	37,400	37,400	40,943	34,435
Salaries - Overtime	1,500	1,500	748	520
Salaries - Temporary Help	5,380	5,380	2,914	3,920
FICA	43,200	43,200	38,418	37,305
IMRF	46,500	46,500	45,075	56,270
Contractual Services				
Employee Recognition	3,150	3,150	2,488	5,006
Dues, Subscriptions and Registration Fees	315	315	325	464
Employee Education	9,350	9,350	3,428	3,132
Travel	2,400	2,400	1,159	1,687
Printing	750	750	348	228
Maintenance - Building and Grounds	1,200	1,200	539	451
Maintenance - Equipment	1,000	1,000	2,593	788
Professional Services - Other	19,880	20,511	14,881	24,822
Telecommunication	9,650	9,650	9,395	8,895
Insurance	67,200	67,200	67,088	62,528
Equipment Services	45,800	45,800	45,800	47,700
Commodities				
Office Supplies	4,000	4,000	1,883	1,370
Operating Supplies	1,250	1,250	637	1,260
Safety Supplies	725	725	650	924
Uniforms	1,504	1,504	325	966
	769,354	769,985	755,484	737,470
Public Works Operations Division				
Personnel Services				
Salaries - Pensionable	566,200	566,200	568,660	548,175
Salaries - Non-Pensionable	23,600	23,600	6,032	18,800
Salaries - Overtime	24,600	24,600	24,621	22,798
Salaries - Temporary Help	134,020	134,020	144,981	55,917
FICA	57,600	57,600	54,742	47,747
IMRF	64,700	64,700	62,990	58,525

VILLAGE OF GLEN ELLYN, ILLINOIS

General Fund

Schedule of Detail Expenditures - Budget and Actual - Continued
For the Fiscal Year Ended December 31, 2018
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2017)

	12/31/18 Original Budget	12/31/18 Final Budget	12/31/18 Actual	12/31/17 Actual
Highways and Streets - Continued				
Public Works Operations Division - Continued				
Contractual Services				
Insurance	$ 221,500	221,500	231,521	214,332
Equipment Services	540,100	540,100	540,100	553,600
CBD Appearance	54,500	54,500	55,671	36,769
Maintenance - Building and Grounds	73,603	82,465	70,463	54,937
Maintenance - Equipment	16,955	16,955	11,267	11,703
Maintenance - Signs	20,000	20,000	36,641	20,772
Maintenance - Street Painting	42,000	42,000	-	23,503
Maintenance - Traffic Signals	27,000	27,000	22,986	32,137
Maintenance - Street Lights	40,000	40,000	44,876	41,471
Professional Services - Other	42,700	59,485	44,840	27,644
Professional Services - Snow	20,000	20,000	23,515	-
Dues, Subscriptions and Registration Fees	2,250	2,250	1,554	2,032
Employee Education	6,400	6,400	3,178	1,211
Safety Training	1,500	1,500	-	989
Travel	650	650	-	614
Telecommunication	5,000	5,000	4,003	4,424
Leased Equipment	3,500	3,500	465	416
Landfill Fees	20,000	20,000	17,205	18,644
Tree Trimming	48,000	48,240	61,272	19,117
Tree Removal	106,000	127,977	86,135	79,819
Tree Replacement	143,000	152,372	139,359	132,723
Emerald Ash Borer Program	6,000	6,000	8,664	4,634
ESDA Expenditure	7,425	7,425	4,689	3,559
Commodities				
Office Supplies	2,000	2,000	2,268	2,034
Operating Supplies	14,200	14,200	13,250	13,466
Operating Supplies - Asphalt	25,000	25,000	31,200	23,798
Safety Related Equipment	9,200	9,200	8,980	8,264
Uniforms	4,850	4,850	4,192	4,425
	2,374,053	2,431,289	2,330,320	2,088,999
Less Costs Charged to Other Departments and Funds	(750,750)	(750,750)	(750,750)	(814,750)
Total Highways and Streets	2,392,657	2,450,524	2,335,054	2,011,719

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

General Fund

Schedule of Detail Expenditures - Budget and Actual - Continued
For the Fiscal Year Ended December 31, 2018
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2017)

	12/31/18			12/31/17
	Original Budget	Final Budget	Actual	Actual
Capital Outlay				
General Government				
Finance				
Computer Equipment/Projects	$ -	23,259	16,117	7,825
Planning and Development				
Computerized Permit Program	5,000	5,000	-	-
Equipment	3,500	3,500	739	3,730
Senior Services				
Equipment	500	500	-	-
Information Technology				
Office Equipment	40,500	40,500	38,065	36,935
Communication Equipment	7,200	7,200	474	2,323
Public Safety				
Police Department				
Equipment	4,500	61,100	59,012	49,795
Highways and Streets				
Public Works Administration				
Equipment	1,500	1,500	664	40
Public Works Operations Division				
Equipment	56,100	77,100	50,801	22,766
Total Capital Outlay	118,800	219,659	165,872	123,414
Total Expenditures	17,013,994	17,186,202	16,730,776	15,566,713

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Debt Service Fund

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual
For the Fiscal Year Ended December 31, 2018
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2017)

	12/31/18 Original Budget	12/31/18 Final Budget	12/31/18 Actual	12/31/17 Actual
Revenues				
Intergovernmental	$ 503,982	503,982	503,982	508,108
Interest	200	200	428	157
Total Revenues	504,182	504,182	504,410	508,265
Expenditures				
Debt Service				
Principal Retirement	975,000	975,000	975,000	950,000
Interest and Fiscal Charges	482,976	482,976	482,976	512,602
Total Expenditures	1,457,976	1,457,976	1,457,976	1,462,602
Excess (Deficiency) of Revenues Over (Under) Expenditures	(953,794)	(953,794)	(953,566)	(954,337)
Other Financing Sources				
Transfers In	953,544	953,544	953,544	954,044
Net Change in Fund Balance	(250)	(250)	(22)	(293)
Fund Balance - Beginning			41,353	41,646
Fund Balance - Ending			41,331	41,353

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Capital Projects Fund

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual
For the Fiscal Year Ended December 31, 2018
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2017)

	12/31/18 Original Budget	12/31/18 Final Budget	12/31/18 Actual	12/31/17 Actual
Revenues				
Taxes				
Utility Taxes	$ 2,028,310	2,028,310	1,979,905	1,944,348
Real Estate Transfer Tax	753,579	753,579	835,935	771,471
Intergovernmental	3,487,816	3,487,816	70,923	279,500
Interest	60,000	60,000	143,391	84,181
Miscellaneous	80,000	80,000	487,356	97,658
Total Revenues	6,409,705	6,409,705	3,517,510	3,177,158
Expenditures				
Capital Outlay	10,110,900	13,507,739	4,550,798	13,844,624
Debt Service				
Interest and Fiscal Charges	-	-	183,746	-
Total Expenditures	10,110,900	13,507,739	4,734,544	13,844,624
Excess (Deficiency) of Revenues Over (Under) Expenditures	(3,701,195)	(7,098,034)	(1,217,034)	(10,667,466)
Other Financing Sources (Uses)				
Transfers In	4,005,516	4,005,516	4,020,489	3,916,767
Transfers Out	(953,544)	(953,544)	(953,544)	(954,044)
Debt Issuance	-	-	9,900,000	-
Premium on Debt Issuance	-	-	87,919	-
	3,051,972	3,051,972	13,054,864	2,962,723
Net Change in Fund Balance	(649,223)	(4,046,062)	11,837,830	(7,704,743)
Fund Balance - Beginning			7,094,351	14,799,094
Fund Balance - Ending			18,932,181	7,094,351

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Capital Projects Fund

Schedule of Expenditures - Budget and Actual
For the Fiscal Year Ended December 31, 2018
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2017)

	12/31/18			12/31/17
	Original Budget	Final Budget	Actual	Actual
Capital Outlay				
Contractual Street Maintenance	$ 500,000	730,976	162,420	382,744
Street Improvements	5,552,000	7,685,085	1,908,172	4,337,658
Sidewalk Improvements	472,000	529,608	636,427	67,987
Professional Services - Audit	4,500	4,500	-	-
Professional Services - Other	7,500	7,500	3,883	6,756
Police Station	-	305,238	26,972	7,587,621
Other Capital Projects	3,372,000	4,041,932	1,610,024	1,191,258
Engineering Services	202,900	202,900	202,900	270,600
Total Capital Outlay	10,110,900	13,507,739	4,550,798	13,844,624

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Nonmajor Governmental Funds

Combining Balance Sheet
December 31, 2018

	Special Revenue	Capital Projects	Totals
ASSETS			
Cash and Investments	$ 3,893,176	2,107,483	6,000,659
Receivables - Net of Allowances			
Property Taxes	629,330	-	629,330
Accounts	276,263	245,877	522,140
Due from Other Governments	60,309	-	60,309
Total Assets	4,859,078	2,353,360	7,212,438
LIABILITES			
Accounts Payable	35,673	229,185	264,858
Accrued Payroll	902	-	902
Retainage Payable	-	54,846	54,846
Deposits Payable	-	100,000	100,000
Due to Other Funds	41,929	-	41,929
Other Payables	-	151,187	151,187
Unearned Revenue	467,299	-	467,299
Total Liabilities	545,803	535,218	1,081,021
DEFERRED INFLOWS OF RESOURCES			
Property Taxes	629,330	-	629,330
Total Liabilities and Deferred Inflows of Resources	1,175,133	535,218	1,710,351
FUND BALANCES			
Restricted	3,297,764	-	3,297,764
Committed	386,181	274,570	660,751
Assigned	-	1,543,572	1,543,572
Total Fund Balances	3,683,945	1,818,142	5,502,087
Total Liabilities, Deferred Inflows of Resources and Fund Balances	4,859,078	2,353,360	7,212,438

VILLAGE OF GLEN ELLYN, ILLINOIS

Nonmajor Governmental Funds

Combining Statement of Revenues, Expenditures and Changes in Fund Balances
For the Fiscal Year Ended December 31, 2018

	Special Revenue	Capital Projects	Totals
Revenues			
Taxes	$ 538,441	-	538,441
Intergovernmental	1,206,311	354,084	1,560,395
Charges for Services	1,624,540	-	1,624,540
Interest	47,281	31,531	78,812
Miscellaneous	65,911	6,631	72,542
Total Revenues	3,482,484	392,246	3,874,730
Expenditures			
General Government	153,283	96,022	249,305
Public Safety	809,442	-	809,442
Highways and Streets	700,032	-	700,032
Capital Outlay	1,046,622	1,053,237	2,099,859
Total Expenditures	2,709,379	1,149,259	3,858,638
Excess (Deficiency) of Revenues Over (Under) Expenditures	773,105	(757,013)	16,092
Other Financing Sources (Uses)			
Transfers In	-	352,681	352,681
Transfers Out	(300,000)	-	(300,000)
	(300,000)	352,681	52,681
Net Change in Fund Balances	473,105	(404,332)	68,773
Fund Balances - Beginning	3,210,840	2,222,474	5,433,314
Fund Balances - Ending	3,683,945	1,818,142	5,502,087

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Nonmajor Governmental - Special Revenue Funds

Combining Balance Sheet
December 31, 2018

	Motor Fuel Tax	Central Business District TIF	Roosevelt Road TIF	Fire Services	Forfeiture	Totals
ASSETS						
Cash and Investments	$ 816,123	405,836	76,871	2,030,459	563,887	3,893,176
Receivables - Net of Allowances						
Property Taxes	-	212,123	83,021	334,186	-	629,330
Accounts	-	-	-	276,263	-	276,263
Due from Other Governments	60,309	-	-	-	-	60,309
Total Assets	876,432	617,959	159,892	2,640,908	563,887	4,859,078
LIABILITIES						
Accounts Payable	21,983	-	-	11,998	1,692	35,673
Accrued Payroll	-	-	-	902	-	902
Due to Other Funds	2,655				39,274	41,929
Unearned Revenue	-	-	-	-	467,299	467,299
Total Liabilities	24,638	-	-	12,900	508,265	545,803
DEFERRED INFLOWS OF RESOURCES						
Property Taxes	-	212,123	83,021	334,186	-	629,330
Total Liabilities and Deferred Inflows of Resources	24,638	212,123	83,021	347,086	508,265	1,175,133
FUND BALANCES						
Restricted	720,528	283,086	76,871	2,161,657	55,622	3,297,764
Committed	131,266	122,750	-	132,165	-	386,181
Total Fund Balances	851,794	405,836	76,871	2,293,822	55,622	3,683,945
Total Liabilities, Deferred Inflows of Resources and Fund Balances	876,432	617,959	159,892	2,640,908	563,887	4,859,078

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Nonmajor Governmental - Special Revenue Funds

Combining Statement of Revenues, Expenditures and Changes in Fund Balances
For the Fiscal Year Ended December 31, 2018

	Motor Fuel Tax	Central Business District TIF	Roosevelt Road TIF	Fire Services	Forfeiture	Totals
Revenues						
Taxes	$ -	212,374	83,053	243,014	-	538,441
Intergovernmental	710,715	-	-	-	495,596	1,206,311
Charges for Services	-	-	-	1,624,540	-	1,624,540
Interest	15,566	2,049	-	19,275	10,391	47,281
Miscellaneous	65,958	-	-	(47)	-	65,911
Total Revenues	792,239	214,423	83,053	1,886,782	505,987	3,482,484
Expenditures						
General Government	-	128,283	25,000	-	-	153,283
Public Safety	-	-	-	607,106	202,336	809,442
Highways and Streets	700,032	-	-	-	-	700,032
Capital Outlay	-	-	-	1,023,561	23,061	1,046,622
Total Expenditures	700,032	128,283	25,000	1,630,667	225,397	2,709,379
Excess (Deficiency) of Revenues Over (Under) Expenditures	92,207	86,140	58,053	256,115	280,590	773,105
Other Financing (Uses)						
Transfers Out	-	-	-	-	(300,000)	(300,000)
Net Change in Fund Balances	92,207	86,140	58,053	256,115	(19,410)	473,105
Fund Balances - Beginning	759,587	319,696	18,818	2,037,707	75,032	3,210,840
Fund Balances - Ending	851,794	405,836	76,871	2,293,822	55,622	3,683,945

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Motor Fuel Tax - Special Revenue Fund

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual
For the Fiscal Year Ended December 31, 2018
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2017)

	12/31/18 Original Budget	12/31/18 Final Budget	12/31/18 Actual	12/31/17 Actual
Revenues				
Intergovernmental				
Allotments	$ 715,000	715,000	710,715	708,241
Interest	2,200	2,200	15,566	7,021
Miscellaneous	6,100	6,100	65,958	1,426
Total Revenues	723,300	723,300	792,239	716,688
Expenditures				
Highways and Streets				
Contracted Services				
Utilities	160,200	160,200	129,694	144,954
Street Maintenance	400,000	400,000	400,000	400,000
Commodities				
Salt	231,150	231,150	170,338	48,277
Capital Outlay				
Capital Improvements	-	131,266	-	-
Total Expenditures	791,350	922,616	700,032	593,231
Net Change in Fund Balance	(68,050)	(199,316)	92,207	123,457
Fund Balance - Beginning			759,587	636,130
Fund Balance - Ending			851,794	759,587

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Central Business District TIF - Special Revenue Fund

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual
For the Fiscal Year Ended December 31, 2018
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2017)

	12/31/18 Original Budget	12/31/18 Final Budget	12/31/18 Actual	12/31/17 Actual
Revenues				
Taxes				
Property Taxes	$ 155,200	155,200	212,374	147,808
Interest	800	800	2,049	995
Total Revenues	156,000	156,000	214,423	148,803
Expenditures				
General Government				
Contracted Services				
Façade/Interior Awards	125,000	210,250	95,000	42,250
Legal - General Counsel	-	-	1,920	-
Professional Services - Audit	350	350	350	340
Professional Services - Other	29,000	29,000	31,013	17,890
Capital Outlay				
Capital Improvements	200,000	200,000	-	-
Total Expenditures	354,350	439,600	128,283	60,480
Net Change in Fund Balance	(198,350)	(283,600)	86,140	88,323
Fund Balance - Beginning			319,696	231,373
Fund Balance - Ending			405,836	319,696

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Roosevelt Road TIF - Special Revenue Fund

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual
For the Fiscal Year Ended December 31, 2018
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2017)

	12/31/18			12/31/17
	Original Budget	Final Budget	Actual	Actual
Revenues				
Taxes				
Property Taxes	$ 40,000	40,000	83,053	37,346
Interest	100	100	-	-
Total Revenues	40,100	40,100	83,053	37,346
Expenditures				
General Government				
Contractual Services				
Award Program	-	30,000	15,000	-
Professional Services - Other	30,000	30,000	10,000	-
Capital Outlay				
Capital Improvements	52,000	52,000	-	-
Total Expenditures	82,000	112,000	25,000	-
Net Change in Fund Balance	(41,900)	(71,900)	58,053	37,346
Fund Balance - Beginning			18,818	(18,528)
Fund Balance - Ending			76,871	18,818

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Fire Services - Special Revenue Fund

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual
For the Fiscal Year Ended December 31, 2018
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2017)

	12/31/18			12/31/17
	Original Budget	Final Budget	Actual	Actual
Revenues				
Taxes				
Property Taxes	$ 258,400	258,400	243,014	207,637
Charges for Services	1,609,000	1,609,000	1,624,540	1,141,315
Interest	5,000	5,000	19,275	7,801
Miscellaneous	-	-	(47)	28,609
Total Revenues	1,872,400	1,872,400	1,886,782	1,385,362
Expenditures				
Public Safety				
Personnel Services				
Salaries - Non-Pension	19,000	19,000	19,665	17,969
FICA	1,500	1,500	1,505	1,375
Contractual Services				
Fire Company Contributions	479,336	479,336	479,336	557,050
Employee Education	500	500	-	-
Professional Services - Audit	10,000	10,000	8,000	8,000
Facilities Maintenance	63,600	63,600	63,600	57,100
Accounting Services	35,000	35,000	35,000	25,000
Commodities				
Supplies	100	100	-	67
Capital Outlay				
Vehicles	1,103,000	1,103,000	1,023,561	59,135
Total Expenditures	1,712,036	1,712,036	1,630,667	725,696
Net Change in Fund Balance	160,364	160,364	256,115	659,666
Fund Balance - Beginning			2,037,707	1,378,041
Fund Balance - Ending			2,293,822	2,037,707

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Forfeiture - Special Revenue Fund

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual
For the Fiscal Year Ended December 31, 2018
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2017)

	12/31/18			12/31/17
	Original Budget	Final Budget	Actual	Actual
Revenues				
Intergovernmental	$ -	-	495,596	176
Interest	-	-	10,391	-
Total Revenues	-	-	505,987	176
Expenditures				
Public Safety				
Contractual Services				
Seized Property	-	-	3,274	-
Federal Drug Forfeiture	-	17,000	18,890	175
Reimbursement	133,000	138,000	174,196	-
State Drug Forfeiture	-	5,000	5,976	228
Capital Outlay				
Capital Improvements	-	24,000	-	-
Equipment	-	-	23,061	-
Total Expenditures	133,000	184,000	225,397	403
Excess (Deficiency) of Revenues Over (Under) Expenditures	(133,000)	(184,000)	280,590	(227)
Other Financing (Uses)				
Transfers Out	(300,000)	(300,000)	(300,000)	75,259
Net Change in Fund Balance	(433,000)	(484,000)	(19,410)	75,032
Fund Balance - Beginning			75,032	-
Fund Balance - Ending			55,622	75,032

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Nonmajor Governmental - Capital Projects Funds

Combining Balance Sheet
December 31, 2018

	Corporate Reserve	Facility Maintenance Reserve	Totals
ASSETS			
Cash and Investments	$ 781,130	1,326,353	2,107,483
Receivables - Net of Allowances			
Accounts	48,462	197,415	245,877
Total Assets	829,592	1,523,768	2,353,360
LIABILITES			
Accounts Payable	8,516	220,669	229,185
Retainage Payable	-	54,846	54,846
Deposits Payable	100,000	-	100,000
Other Payables	-	151,187	151,187
Total Liabilities	108,516	426,702	535,218
FUND BALANCES			
Committed	-	274,570	274,570
Assigned	721,076	822,496	1,543,572
Total Fund Balances	721,076	1,097,066	1,818,142
Total Liabilities and Fund Balances	829,592	1,523,768	2,353,360

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Nonmajor Governmental - Capital Projects Funds

Combining Statement of Revenues, Expenditures and Changes in Fund Balances
For the Fiscal Year Ended December 31, 2018

	Corporate Reserve	Facility Maintenance Reserve	Totals
Revenues			
Intergovernmental	$ -	354,084	354,084
Interest	8,913	22,618	31,531
Miscellaneous	6,631	-	6,631
Total Revenues	15,544	376,702	392,246
Expenditures			
General Government	92,826	3,196	96,022
Capital Outlay	-	1,053,237	1,053,237
Total Expenditures	92,826	1,056,433	1,149,259
Excess (Deficiency) of Revenues Over (Under) Expenditures	(77,282)	(679,731)	(757,013)
Other Financing Sources			
Transfers In	52,681	300,000	352,681
Net Change in Fund Balances	(24,601)	(379,731)	(404,332)
Fund Balances - Beginning	745,677	1,476,797	2,222,474
Fund Balances - Ending	721,076	1,097,066	1,818,142

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Corporate Reserve - Capital Projects Fund

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual
For the Fiscal Year Ended December 31, 2018
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2017)

	12/31/18 Original Budget	12/31/18 Final Budget	12/31/18 Actual	12/31/17 Actual
Revenues				
Interest	$ 100	100	8,913	132
Miscellaneous	-	-	6,631	-
Total Revenues	100	100	15,544	132
Expenditures				
General Government				
Personnel Services				
Loan Forgiveness	-	-	17,308	21,539
Contractual Services				
Professional Services - Other	125,000	125,000	75,518	15,210
Capital Outlay				
Real Estate Purchases	18,000	18,000	-	-
Total Expenditures	143,000	143,000	92,826	36,749
Excess (Deficiency) of Revenues Over (Under) Expenditures	(142,900)	(142,900)	(77,282)	(36,617)
Other Financing Sources				
Disposal of Capital Assets	500,000	500,000	-	582,430
Transfers In	48,000	48,000	52,681	49,441
	548,000	548,000	52,681	631,871
Net Change in Fund Balance	405,100	405,100	(24,601)	595,254
Fund Balance - Beginning			745,677	150,423
Fund Balance - Ending			721,076	745,677

VILLAGE OF GLEN ELLYN, ILLINOIS

Facilities Maintenance Reserve - Capital Projects Fund

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual
For the Fiscal Year Ended December 31, 2018
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2017)

	12/31/18			12/31/17
	Original Budget	Final Budget	Actual	Actual
Revenues				
Intergovernmental				
Intergovernmental Agreement	$ -	-	354,084	20,079
Interest	4,200	4,200	22,618	5,712
Miscellaneous	-	-	-	13,615
Total Revenues	4,200	4,200	376,702	39,406
Expenditures				
General Government				
Contractual Services				
Professional Services - Other	-	-	3,196	-
Capital Outlay				
Civic Center	716,500	841,500	958,242	153,343
Reno Center	85,000	171,000	47,017	22,062
Fire Station	-	58,070	39,018	72,284
Stacy's and History Center	10,000	15,500	8,960	28,361
Other Facilities	75,000	75,000	-	-
Total Expenditures	886,500	1,161,070	1,056,433	276,050
Excess (Deficiency) of Revenues Over (Under) Expenditures	(882,300)	(1,156,870)	(679,731)	(236,644)
Other Financing Sources				
Transfers In	300,000	300,000	300,000	798,331
Net Change in Fund Balance	(582,300)	(856,870)	(379,731)	561,687
Fund Balance - Beginning			1,476,797	915,110
Fund Balance - Ending			1,097,066	1,476,797

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Water and Sanitary Sewer - Enterprise Fund

Schedule of Revenues, Expenses and Changes in Net Position - Budget and Actual
For the Fiscal Year Ended December 31, 2018
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2017)

	12/31/18			12/31/17
	Original Budget	Final Budget	Actual	Actual
Operating Revenues				
Charges for Services				
Water Sales	$ 7,644,000	7,644,000	7,568,081	7,697,731
Water Connection Fees	50,000	50,000	76,365	57,050
Sanitary Sewer Sales	5,094,200	5,094,200	5,045,600	5,125,982
Permits	30,000	30,000	30,073	33,307
Water Meter Sales	40,000	40,000	52,601	46,265
Inspections	54,500	54,500	55,800	63,480
Other	35,000	35,000	22,540	38,840
Illinois American Sanitary Sewer Fees	420,000	420,000	423,644	413,427
DuPage County Sanitary Sewer Fees	550,000	550,000	510,097	559,879
Sanitary Sewer Repair Reimbursements	287,350	287,350	288,011	287,251
Total Operating Revenues	14,205,050	14,205,050	14,072,812	14,323,212
Operating Expenses				
Water Division	6,484,328	6,531,277	6,108,444	5,813,500
Sanitary Sewer Division	1,659,225	1,694,997	1,223,043	1,246,896
Glenbard Wastewater Division	3,531,214	3,531,214	3,278,094	3,305,935
Depreciation	-	-	1,853,575	1,827,211
Total Operating Expenses	11,674,767	11,757,489	12,463,156	12,193,542
Operating Income (Loss)	2,530,283	2,447,561	1,609,656	2,129,670
Nonoperating Revenues (Expenses)				
Interest Income	73,000	73,000	250,224	84,356
Property Taxes	97,000	97,000	97,044	96,863
Joint Venture Income	-	-	381,933	591,902
Disposal of Capital Assets	-	-	-	(170,664)
Interest Expense	(20,000)	(20,000)	(12,426)	(14,771)
	150,000	150,000	716,775	587,686
Income (Loss) Before Transfers and Contributions	2,680,283	2,597,561	2,326,431	2,717,356
Transfers Out	(100,000)	(100,000)	(100,000)	(100,000)
Capital Contributions	-	-	400,000	-
Change in Net Position	2,580,283	2,497,561	2,626,431	2,617,356
Net Position - Beginning as Restated			71,946,132	69,523,355
Net Position - Ending			74,572,563	72,140,711

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Water and Sanitary Sewer - Enterprise Fund

Schedule of Operating Expenses - Budget and Actual
For the Fiscal Year Ended December 31, 2018
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2017)

	12/31/18 Original Budget	12/31/18 Final Budget	12/31/18 Actual	12/31/17 Actual
Operations				
Water Division				
Personnel Services				
Salaries - Pensionable	$ 462,950	462,950	487,549	470,126
Salaries - Non-Pensionable	46,000	46,000	39,368	43,353
Salaries - Overtime	20,000	20,000	17,249	15,583
Salaries - Temporary Help	40,800	40,800	9,550	13,912
FICA	48,000	48,000	40,405	39,680
IMRF	47,000	47,000	46,686	47,575
IMRF - Pension Expense	-	-	(81,787)	35,995
RBP - Pension Expense	-	-	7,507	-
	664,750	664,750	566,527	666,224
Contractual Services				
Employee Recognition	500	500	30	12
Dues and Subscriptions	2,800	2,800	2,871	2,829
Employee Education	6,800	6,800	3,488	5,741
Travel	4,800	4,800	2,371	3,192
Safety Training	1,500	1,500	56	-
Bank Charges	21,800	21,800	21,489	21,639
Postage	16,100	16,100	13,647	13,600
Maintenance - Buildings and Grounds	45,700	45,700	29,445	25,279
Maintenance - Equipment	47,530	47,530	28,594	26,575
Maintenance - R.O.W.	61,000	78,766	54,810	-
Maintenance - Water Meters	93,000	93,000	107,869	93,906
Maintenance - Water Tower	161,048	161,048	161,048	30,920
Maintenance - Hydrants	34,650	34,650	31,221	23,562
Maintenance - Valves	25,000	48,322	49,402	3,202
Maintenance - Other	18,000	18,000	19,627	14,236
Professional Services - Other	142,550	145,781	78,912	84,382
JULIE	11,000	11,000	9,514	9,692
Telecommunications	9,400	9,400	8,423	8,141
Utilities	40,000	40,000	31,640	30,068
Water Purchases	4,284,000	4,284,000	4,119,453	4,104,009
Facilities Maintenance	18,500	18,500	18,500	16,600
Service Charge - Accounting	145,000	145,000	145,000	145,000

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Water and Sanitary Sewer - Enterprise Fund

Schedule of Operating Expenses - Budget and Actual - Continued
For the Fiscal Year Ended December 31, 2018
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2017)

	12/31/18			12/31/17
	Original Budget	Final Budget	Actual	Actual
Operations - Continued				
Water Division - Continued				
Contractual Services - Continued				
Insurance - Health	93,700	93,700	87,901	85,092
Insurance - Liability	$ 57,600	57,600	57,600	58,500
Equipment Services	108,000	108,000	108,000	125,200
Maintenance - Streets	-	-	-	36,275
	5,449,978	5,494,297	5,190,911	4,967,652
Commodities				
Office Supplies	2,200	2,200	1,178	1,163
Operating Supplies	5,000	5,000	3,595	5,069
Safety Related Equipment	3,800	3,800	2,329	2,210
Treatment Costs	4,000	4,000	(180)	-
Uniforms	3,100	3,100	2,020	3,091
	18,100	18,100	8,942	11,533
Capital Outlay				
Equipment	74,000	76,630	20,389	42,494
Capital Projects	3,454,487	3,984,630	1,560,125	1,017,558
	3,528,487	4,061,260	1,580,514	1,060,052
Less Capitalized Assets	(3,176,987)	(3,707,130)	(1,238,450)	(891,961)
	351,500	354,130	342,064	168,091
Total Water Division	6,484,328	6,531,277	6,108,444	5,813,500
Sanitary Sewer Division				
Personnel Services				
Salaries - Pensionable	389,425	389,425	413,916	393,910
Salaries - Non-Pensionable	9,000	9,000	11,941	11,248
Salaries - Overtime	20,000	20,000	16,628	14,891
Salaries - Temporary Help	15,800	15,800	9,550	12,076
FICA	37,500	37,500	32,737	31,609
IMRF	40,000	40,000	39,683	40,251
	511,725	511,725	524,455	503,985

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Water and Sanitary Sewer - Enterprise Fund

Schedule of Operating Expenses - Budget and Actual - Continued
For the Fiscal Year Ended December 31, 2018
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2017)

	12/31/18 Original Budget	12/31/18 Final Budget	12/31/18 Actual	12/31/17 Actual
Operations - Continued				
Sanitary Sewer Division - Continued				
Contractual Services				
Employee Recognition	$ 500	500	-	-
Dues and Subscriptions	4,200	4,200	4,017	3,864
Employee Education	5,600	5,600	2,041	4,905
Travel	1,800	1,800	693	1,004
Bank Charges	21,800	21,800	21,416	21,579
Postage	13,200	13,200	13,200	13,224
Maintenance - Buildings and Grounds	5,000	5,000	1,708	2,140
Maintenance - Equipment	38,500	38,500	34,131	35,061
Maintenance - Streets	50,500	67,002	49,351	40,454
Maintenance - Storm Sewers	20,000	20,000	5,855	15,581
Maintenance - Sanitary Sewers	20,000	20,000	1,074	4,367
Maintenance - Other	-	-	-	720
Professional Services - Other	163,100	171,631	76,866	70,935
Sewer Reimbursement Plan Repairs	50,000	50,000	26,516	31,079
Overhead Sanitary Sewer Program	50,000	50,000	20,920	28,656
Telecommunications	5,400	5,400	5,042	4,755
Utilities	6,000	6,000	5,890	4,838
IEPA Loan	88,000	88,000	-	-
Facilities Maintenance	15,400	15,400	15,400	13,800
Service Charge - Accounting	145,000	145,000	145,000	145,000
Insurance - Health	87,400	87,400	73,816	70,941
Insurance - Liability	37,000	37,000	37,000	44,000
Equipment Services	119,800	119,800	119,800	145,900
	948,200	973,233	659,736	702,803
Commodities				
Office Supplies	2,200	2,200	1,236	1,066
Operating Supplies	3,500	3,500	2,583	3,367
Safety Related Equipment	5,800	5,800	3,041	2,399
Uniforms	2,400	2,400	1,993	2,358
	13,900	13,900	8,853	9,190

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Water and Sanitary Sewer - Enterprise Fund

Schedule of Operating Expenses - Budget and Actual - Continued
For the Fiscal Year Ended December 31, 2018
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2017)

	12/31/18			12/31/17
	Original Budget	Final Budget	Actual	Actual
Operations - Continued				
Sanitary Sewer Division - Continued				
Capital Outlay				
Equipment	$ 110,500	110,500	13,293	28,947
Capital Projects	2,132,500	2,777,198	502,991	930,836
	2,243,000	2,887,698	516,284	959,783
Less Capitalized Assets	(2,057,600)	(2,691,559)	(486,285)	(928,865)
	185,400	196,139	29,999	30,918
Total Sanitary Sewer Division	1,659,225	1,694,997	1,223,043	1,246,896
Glenbard Wastewater Authority Division				
Contractual Services				
Wastewater Treatment	3,531,214	3,531,214	3,278,094	3,305,935
Total Operations	11,674,767	11,757,489	10,609,581	10,366,331
Depreciation	-	-	1,853,575	1,827,211
Total Operating Expenses	11,674,767	11,757,489	12,463,156	12,193,542

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Village Links/Reserve 22 - Enterprise Fund

Schedule of Revenues, Expenses and Changes in Net Position - Budget and Actual
For the Fiscal Year Ended December 31, 2018
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2017)

	12/31/18			12/31/17
	Original Budget	Final Budget	Actual	Actual
Operating Revenues				
Charges for Services				
Green Fees	$ 1,850,000	1,850,000	1,696,255	1,821,518
Driving Range	260,000	260,000	253,694	248,365
Pro Shop - Sales/Inventory	195,000	195,000	164,447	179,464
Resident Cards	32,000	32,000	31,340	32,455
Motor Carts	560,000	560,000	458,277	498,023
Reserve 22	2,495,000	2,495,000	2,485,180	2,382,753
Miscellaneous	95,100	95,100	84,525	111,355
Total Operating Revenues	5,487,100	5,487,100	5,173,718	5,273,933
Operating Expenses				
Administration	389,853	389,853	224,325	474,232
Golf Course Maintenance	854,925	854,925	744,129	701,783
Golf Services	722,646	722,646	730,155	709,570
Reserve 22	2,243,966	2,243,966	2,498,767	2,344,582
Stormwater Management	38,415	38,415	20,732	43,081
Pro Shop	177,145	177,145	154,079	167,299
Mechanical Maintenance	162,990	162,990	218,125	162,910
Motor Cart	48,620	48,620	42,168	42,985
Capital Outlay	54,000	80,172	60,743	313,293
Depreciation and Amortization	-	-	372,105	361,609
Total Operating Expenses	4,692,560	4,718,732	5,065,328	5,321,344
Operating Income (Loss)	794,540	768,368	108,390	(47,411)
Nonoperating Revenues (Expenses)				
Interest Income	9,000	9,000	18,943	9,977
Disposal of Capital Assets	-	-	1,000	-
Interest Expense	(132,096)	(132,096)	(132,096)	(145,146)
	(123,096)	(123,096)	(112,153)	(135,169)
Change in Net Position	671,444	645,272	(3,763)	(182,580)
Net Position - Beginning as Restated			20,019,182	20,396,163
Net Position - Ending			20,015,419	20,213,583

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Village Links/Reserve 22 - Enterprise Fund

Schedule of Operating Expenses - Budget and Actual
For the Fiscal Year Ended December 31, 2018
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2017)

	12/31/18 Original Budget	12/31/18 Final Budget	12/31/18 Actual	12/31/17 Actual
Operations				
Administration				
Personnel Services				
Salaries - Pensionable	$ 115,700	115,700	117,438	114,723
Salaries - Non Pensionable	23,400	23,400	19,117	14,669
FICA	10,690	10,690	10,089	9,625
IMRF	11,510	11,510	10,994	11,470
IMRF - Pension Expense	-	-	(167,351)	112,550
RBP - Pension Expense	-	-	7,498	-
	161,300	161,300	(2,215)	263,037
Contractual Services				
Dues and Subscriptions	12,000	12,000	13,676	11,626
Recruiting and Testing	-	-	363	1,426
Employee Education	500	500	-	883
Travel	-	-	10	-
State Unemployment Claims	-	-	2,306	-
Paying Agent Fee	1,253	1,253	1,353	1,253
Professional Services - Other	10,000	10,000	4,387	4,534
Service Charge	110,000	110,000	110,000	91,000
Insurance	17,600	17,600	16,568	16,954
Insurance - Liability	69,200	69,200	69,200	76,600
Maintenance - Equipment	1,000	1,000	-	-
	221,553	221,553	217,863	204,276
Commodities				
Supplies	7,000	7,000	8,677	6,919
Total Administration	389,853	389,853	224,325	474,232
Golf Course Maintenance				
Personnel Services				
Salaries - Pensionable	362,000	362,000	331,902	334,735
Salaries - Non Pensionable	66,000	66,000	41,362	29,877
Salaries - Overtime	2,500	2,500	337	1,293
FICA	32,940	32,940	28,415	27,961
IMRF	35,800	35,800	32,115	34,459
	499,240	499,240	434,131	428,325

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Village Links/Reserve 22 - Enterprise Fund

Schedule of Operating Expenses - Budget and Actual - Continued
For the Fiscal Year Ended December 31, 2018
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2017)

	12/31/18			
	Original Budget	Final Budget	Actual	12/31/17 Actual
Operations - Continued				
Golf Course Maintenance - Continued				
Contractual Services				
Dues and Subscriptions	$ 1,385	1,385	1,600	1,318
Recruiting and Testing	500	500	716	736
Employee Education	3,200	3,200	300	2,811
State Unemployment	28,000	28,000	15,893	17,542
Maintenance - Buildings and Grounds	10,000	10,000	12,201	9,805
Maintenance - Drain and Irrigation	8,000	8,000	21,004	5,098
Professional Services - Other	-	-	2,880	960
Telecommunications	3,000	3,000	2,313	3,579
Utilities	28,000	28,000	37,918	30,810
Insurance	40,600	40,600	31,945	32,389
	122,685	122,685	126,770	105,048
Commodities				
Supplies	35,000	35,000	29,614	18,516
Fertilizer/Pesticides	40,000	40,000	17,910	17,614
Landscaping Supplies	25,000	25,000	17,048	15,654
Sod, Seed, Sand and Gravel	25,000	25,000	19,613	23,005
Treatment Costs	80,000	80,000	77,824	71,452
Uniforms	3,000	3,000	1,824	2,931
	208,000	208,000	163,833	149,172
Vehicle Operation				
Gas and Oil	25,000	25,000	19,395	19,238
Total Golf Course Maintenance	854,925	854,925	744,129	701,783

VILLAGE OF GLEN ELLYN, ILLINOIS

Village Links/Reserve 22 - Enterprise Fund

Schedule of Operating Expenses - Budget and Actual - Continued
For the Fiscal Year Ended December 31, 2018
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2017)

	12/31/18			
	Original Budget	Final Budget	Actual	12/31/17 Actual
Operations - Continued				
Golf Services				
Personnel Services				
Salaries - Pensionable	$ 265,000	265,000	239,636	260,337
Salaries - Non Pensionable	94,000	94,000	92,991	89,265
Salaries - Overtime	2,000	2,000	4,886	3,257
FICA	27,620	27,620	24,882	26,492
IMRF	26,210	26,210	22,593	26,463
	414,830	414,830	384,988	405,814
Contractual Services				
Dues and Subscriptions	32,000	32,000	37,852	23,657
Recruiting and Testing	1,200	1,200	2,055	2,065
Employee Education	4,400	4,400	-	4,350
State Unemployment	6,000	6,000	4,425	4,224
Credit Card Fees	53,116	53,116	51,319	51,779
Postage	4,000	4,000	2,358	2,486
Marketing	30,000	30,000	53,212	35,428
Printing	9,000	9,000	3,251	6,272
Professional Services - Other	-	-	6,990	2,655
Telecommunications	9,000	9,000	7,046	6,781
Utilities	30,000	30,000	39,340	29,629
Insurance	38,100	38,100	37,113	36,045
	216,816	216,816	244,961	205,371
Commodities				
Supplies	65,000	65,000	68,710	71,258
Uniforms	4,000	4,000	3,635	4,274
	69,000	69,000	72,345	75,532
Resalable Supplies and Expenses				
Club Repairs	2,000	2,000	6,521	5,433
Handicap Fees	20,000	20,000	21,340	17,420
	22,000	22,000	27,861	22,853
Total Golf Services	722,646	722,646	730,155	709,570

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Village Links/Reserve 22 - Enterprise Fund

Schedule of Operating Expenses - Budget and Actual - Continued
For the Fiscal Year Ended December 31, 2018
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2017)

	12/31/18 Original Budget	12/31/18 Final Budget	12/31/18 Actual	12/31/17 Actual
Operations - Continued				
Reserve 22				
Personnel Services				
Salaries - Pensionable	$ 570,000	570,000	650,921	605,006
Salaries - Non Pensionable	358,500	358,500	453,614	365,210
Salaries - Overtime	22,000	22,000	8,650	32,994
Tips	-	-	(1,052)	2,293
FICA	101,146	101,146	103,757	97,476
IMRF	56,380	56,380	68,239	73,695
	1,108,026	1,108,026	1,284,129	1,176,674
Contractual Services				
Dues and Subscriptions	9,440	9,440	14,037	10,273
Recruiting and Testing	5,000	5,000	9,443	20,880
Employee Education	2,000	2,000	-	1,547
State Unemployment	12,000	12,000	1,087	14,372
Credit Card Fees	50,300	50,300	56,557	52,819
Insurance - Liability	1,600	1,600	2,089	1,562
Postage and Shipping	-	-	250	58
Marketing	30,000	30,000	33,085	38,585
Entertainment	15,000	15,000	4,100	14,950
Printing	500	500	-	-
Professional Services - Other	32,000	32,000	30,191	28,951
Telecommunications	5,000	5,000	5,516	5,110
Utilities	35,000	35,000	37,255	38,468
Insurance	70,000	70,000	82,392	44,848
	267,840	267,840	276,002	272,423
Commodities				
Supplies	75,000	75,000	87,054	85,749
Uniforms	7,000	7,000	7,248	6,779
Linens and Rentals	39,000	39,000	35,361	34,808
	121,000	121,000	129,663	127,336

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Village Links/Reserve 22 - Enterprise Fund

Schedule of Operating Expenses - Budget and Actual - Continued
For the Fiscal Year Ended December 31, 2018
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2017)

	12/31/18			12/31/17
	Original Budget	Final Budget	Actual	Actual
Operations - Continued				
Reserve 22 - Continued				
Resalable Supplies and Expenses				
Dry Goods	$ 12,000	12,000	27,878	11,306
Beer	131,600	131,600	115,681	120,529
Wine	78,000	78,000	65,333	58,036
Spirits	45,000	45,000	62,114	47,327
Food/Resale	445,500	445,500	502,615	489,044
Beverage/Resale	35,000	35,000	35,352	41,907
	747,100	747,100	808,973	768,149
Total Reserve 22	2,243,966	2,243,966	2,498,767	2,344,582
Stormwater Management				
Personnel Services				
Salaries - Pensionable	28,000	28,000	17,260	33,201
FICA	2,145	2,145	1,317	2,499
IMRF	2,770	2,770	1,700	3,350
	32,915	32,915	20,277	39,050
Contractual Services				
Insurance	500	500	455	2,423
Commodities				
Sod, Seed, Sand and Gravel	5,000	5,000	-	1,608
Total Stormwater Management	38,415	38,415	20,732	43,081
Pro Shop				
Personnel Services				
Salaries - Pensionable	17,195	17,195	17,669	17,320
FICA	1,315	1,315	1,273	1,249
IMRF	1,700	1,700	1,623	1,685
	20,210	20,210	20,565	20,254

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Village Links/Reserve 22 - Enterprise Fund

Schedule of Operating Expenses - Budget and Actual - Continued
For the Fiscal Year Ended December 31, 2018
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2017)

	12/31/18 Original Budget	12/31/18 Final Budget	12/31/18 Actual	12/31/17 Actual
Operations - Continued				
Pro Shop - Continued				
Contractual Services				
Credit Card Fees	$ 3,610	3,610	3,270	3,296
Telecommunications	1,500	1,500	1,352	1,343
Insurance	4,300	4,300	4,115	3,999
Maintenance - Equipment	300	300	-	-
	9,710	9,710	8,737	8,638
Commodities				
Supplies	-	-	348	506
Resalable Supplies and Expenses				
Products/Resale	147,225	147,225	124,429	137,901
Total Pro Shop	177,145	177,145	154,079	167,299
Mechanical Maintenance				
Personnel Services				
Salaries - Full Time	78,000	78,000	80,243	65,310
FICA	5,970	5,970	5,884	4,793
IMRF	7,720	7,720	7,487	6,469
	91,690	91,690	93,614	76,572
Contractual Services				
Maintenance - Buildings and Grounds	6,500	6,500	2,789	6,397
Insurance	8,300	8,300	14,287	12,238
Maintenance - Equipment	37,000	37,000	92,333	40,992
	51,800	51,800	109,409	59,627
Commodities				
Supplies	19,500	19,500	15,102	26,711
Total Mechanical Maintenance	162,990	162,990	218,125	162,910

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Village Links/Reserve 22 - Enterprise Fund

Schedule of Operating Expenses - Budget and Actual - Continued
For the Fiscal Year Ended December 31, 2018
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2017)

	12/31/18 Original Budget	12/31/18 Final Budget	12/31/18 Actual	12/31/17 Actual
Operations - Continued				
Motor Cart				
Personnel Services				
Salaries - Pensionable	$ -	-	-	1,254
Salaries - Non Pensionable	35,875	35,875	30,474	31,310
Salaries - Overtime	-	-	92	220
FICA	2,745	2,745	2,338	2,508
IMRF	-	-	-	130
	38,620	38,620	32,904	35,422
Vehicle Operation				
Gas and Oil	10,000	10,000	9,264	7,563
Total Motor Cart	48,620	48,620	42,168	42,985
Capital Outlay				
Building	35,000	128,370	124,299	-
Equipment	114,000	140,172	34,988	414,070
	149,000	268,542	159,287	414,070
Less Capitalized Assets	(95,000)	(188,370)	(98,544)	(100,777)
Total Capital Outlay	54,000	80,172	60,743	313,293
Total Operations	4,692,560	4,718,732	4,693,223	4,959,735
Depreciation and Amortization	-	-	372,105	361,609
Total Operating Expenses	4,692,560	4,718,732	5,065,328	5,321,344

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Nonmajor Enterprise Funds

Combining Statement of Net Position
December 31, 2018

	Parking	Residential Solid Waste	Totals
ASSETS			
Current Assets			
Cash and Investments	$ 1,580,961	554,393	2,135,354
Receivables - Net of Allowances			
Accounts	38,920	256,618	295,538
Prepaids	-	3,300	3,300
Inventories	-	4,272	4,272
Total Current Assets	1,619,881	818,583	2,438,464
Noncurrent Assets			
Capital Assets			
Nondepreciable Capital Assets	10,000	-	10,000
Depreciable Capital Assets	4,039,280	101,748	4,141,028
Accumulated Depreciation	(2,913,695)	(35,868)	(2,949,563)
Total Noncurrent Assets	1,135,585	65,880	1,201,465
Total Assets	2,755,466	884,463	3,639,929
LIABILITIES			
Current Liabilities			
Accounts Payable	1,263	324,072	325,335
Retainage Payable	17,651	-	17,651
Total Liabilities	18,914	324,072	342,986
NET POSITION			
Investment in Capital Assets	1,135,585	65,880	1,201,465
Restricted	105,962	-	105,962
Unrestricted	1,495,005	494,511	1,989,516
Total Net Position	2,736,552	560,391	3,296,943

VILLAGE OF GLEN ELLYN, ILLINOIS

Nonmajor Enterprise Funds

Combining Statement of Revenues, Expenses and Changes in Net Position
For the Fiscal Year Ended December 31, 2018

	Parking	Residential Solid Waste	Totals
Operating Revenues			
Charges for Services	$ 434,162	1,567,158	2,001,320
Operating Expenses			
Operations	365,461	1,633,952	1,999,413
Depreciation	119,847	7,320	127,167
Total Operating Expenses	485,308	1,641,272	2,126,580
Operating Income (Loss)	(51,146)	(74,114)	(125,260)
Nonoperating Revenues			
Interest Income	29,525	9,554	39,079
Change in Net Position	(21,621)	(64,560)	(86,181)
Net Position - Beginning	2,758,173	624,951	3,383,124
Net Position - Ending	2,736,552	560,391	3,296,943

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Nonmajor Enterprise Funds

Combining Statement of Cash Flows
For the Fiscal Year Ended December 31, 2018

	Parking	Residential Solid Waste	Totals
Cash Flows from Operating Activities			
Receipts from Customers and Users	$ 435,222	1,568,985	2,004,207
Payments to Suppliers	(366,174)	(1,620,994)	(1,987,168)
	69,048	(52,009)	17,039
Cash Flows from Capital and Related Financing Activities			
Purchase of Capital Assets	(10,000)	-	(10,000)
Disposal of Capital Assets	16,221	(73,200)	(56,979)
	6,221	(73,200)	(66,979)
Cash Flows from Investing Activities			
Interest Income	29,525	9,554	39,079
Net Change in Cash and Cash Equivalents	104,794	(115,655)	(10,861)
Cash and Cash Equivalents - Beginning	1,476,167	670,048	2,146,215
Cash and Cash Equivalents - Ending	1,580,961	554,393	2,135,354
Reconciliation of Operating Income to Net Cash Provided (Used) by Operating Activities			
Operating Income (Loss)	(51,146)	(74,114)	(125,260)
Adjustments to Reconcile Operating Income to Net Income to Net Cash Provided by (Used in) Operating Activities			
Depreciation Expense	119,847	7,320	127,167
(Increase) Decrease in Current Assets	1,060	1,827	2,887
Increase (Decrease) in Current Liabilities	(713)	12,958	12,245
Net Cash Provided by Operating Activities	69,048	(52,009)	17,039

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Parking - Enterprise Fund

Schedule of Revenues, Expenses and Changes in Net Position - Budget and Actual
For the Fiscal Year Ended December 31, 2018
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2017)

	12/31/18			12/31/17
	Original Budget	Final Budget	Actual	Actual
Operating Revenues				
Charges for Services				
Leased Lots	$ 275,000	275,000	320,844	273,078
Duane Street Parking Lot	85,000	85,000	96,899	90,786
Coin Collections	17,200	17,200	16,019	15,929
Other	800	800	400	525
Total Operating Revenues	378,000	378,000	434,162	380,318
Operating Expenses				
Operations	465,310	555,773	365,461	172,163
Depreciation and Amortization	-	-	119,847	119,848
Total Operating Expenses	465,310	555,773	485,308	292,011
Operating Income (Loss)	(87,310)	(177,773)	(51,146)	88,307
Nonoperating Revenues				
Interest Income	6,000	6,000	29,525	10,658
Change in Net Position	(81,310)	(171,773)	(21,621)	98,965
Net Position - Beginning			2,758,173	2,659,208
Net Position - Ending			2,736,552	2,758,173

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Parking - Enterprise Fund

Schedule of Operating Expenses - Budget and Actual
For the Fiscal Year Ended December 31, 2018
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2017)

	12/31/18			12/31/17
	Original Budget	Final Budget	Actual	Actual
Operations				
Contractual Services				
Printing	$ 400	400	-	-
Maintenance - Building and Grounds	47,500	57,500	16,218	21,983
Maintenance - Other	5,160	5,160	3,157	-
Professional Services - Other	-	-	2,530	-
Rental - Lease	23,500	23,500	17,733	19,058
Utilities	3,500	3,500	2,833	4,635
Accounting Service Charge	12,000	12,000	12,000	13,000
Administrative Service Charge	105,000	105,000	105,000	105,300
Forestry Services	28,350	28,350	28,350	24,350
Insurance - Liability	1,100	1,100	1,100	700
Public Works	226,510	236,510	188,921	189,026
Commodities				
Supplies	3,800	3,800	1,467	1,519
Capital Outlay				
Capital Improvements	235,000	291,463	175,073	246,143
Parking Garage	-	-	10,000	-
Equipment	-	24,000	-	-
	235,000	315,463	185,073	246,143
Less Capitalized Assets	-	-	(10,000)	(264,525)
	235,000	315,463	175,073	(18,382)
Total Operations	465,310	555,773	365,461	172,163
Depreciation	-	-	119,847	119,848
Total Operating Expenses	465,310	555,773	485,308	292,011

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Residential Solid Waste - Enterprise Fund

Schedule of Revenues, Expenses and Changes in Net Position - Budget and Actual
For the Fiscal Year Ended December 31, 2018
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2017)

	12/31/18			12/31/17
	Original Budget	Final Budget	Actual	Actual
Operating Revenues				
Charges for Services				
Trash Disposal	$ 1,546,475	1,546,475	1,566,919	1,603,367
Other	1,000	1,000	239	6,521
Total Operating Revenues	1,547,475	1,547,475	1,567,158	1,609,888
Operating Expenses				
Operations	1,726,400	1,726,400	1,633,952	1,627,643
Depreciation	-	-	7,320	-
	1,726,400	1,726,400	1,641,272	1,627,643
Operating Income (Loss)	(178,925)	(178,925)	(74,114)	(17,755)
Nonoperating Revenues				
Interest Income	3,000	3,000	9,554	4,111
Change in Net Position	(175,925)	(175,925)	(64,560)	(13,644)
Net Position - Beginning			624,951	638,595
Net Position - Ending			560,391	624,951

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Residential Solid Waste - Enterprise Fund

Schedule of Operating Expenses - Budget and Actual
For the Fiscal Year Ended December 31, 2018
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2017)

	12/31/18			12/31/17
	Original Budget	Final Budget	Actual	Actual
Operations				
Contractual Services				
Bank Charges	$ 23,400	23,400	21,416	21,580
Postage	13,400	13,400	13,200	13,200
Professional Services - Other	5,100	5,100	4,939	3,427
Professional Services - Removal Waste	1,343,500	1,343,500	1,340,746	1,363,456
Brush Pickup Service	123,000	123,000	151,000	123,000
Utilities	-	-	176	-
Toter Replacement	10,000	10,000	22,475	12,980
Service Charge	80,000	80,000	80,000	90,000
	1,598,400	1,598,400	1,633,952	1,627,643
Capital Outlay				
Equipment	128,000	128,000	73,200	-
Less Capitalized Assets	-	-	(73,200)	-
	128,000	128,000	-	-
Total Operations	1,726,400	1,726,400	1,633,952	1,627,643
Depreciation	-	-	7,320	-
Total Operating Expenses	1,726,400	1,726,400	1,641,272	1,627,643

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Internal Service Funds

Combining Statement of Net Position
December 31, 2018

	Insurance	Equipment Services	Totals
ASSETS			
Current Assets			
Cash and Investments	$ 1,709,118	4,971,793	6,680,911
Receivables - Net of Allowances			
Other	102,915	-	102,915
Prepaids	459,096	-	459,096
Inventories	-	99,979	99,979
Total Current Assets	2,271,129	5,071,772	7,342,901
Noncurrent Assets			
Capital Assets			
Depreciable	-	5,604,010	5,604,010
Accumulated Depreciation	-	(3,780,294)	(3,780,294)
Total Noncurrent Assets	-	1,823,716	1,823,716
Total Assets	2,271,129	6,895,488	9,166,617
LIABILITIES			
Current Liabilities			
Accounts Payable	14,529	10,827	25,356
Accrued Payroll	-	15,120	15,120
Compensated Absences Payable	-	27,641	27,641
Total Current Liabilities	14,529	53,588	68,117
Noncurrent Liabilities			
Compensated Absences Payable	-	9,712	9,712
Total Liabilities	14,529	63,300	77,829
NET POSITION			
Investment in Capital Assets	-	1,823,716	1,823,716
Restricted	-	613,637	613,637
Unrestricted	2,256,600	4,394,835	6,651,435
Total Net Position	2,256,600	6,832,188	9,088,788

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Internal Service Funds

Combining Statement of Revenues, Expenses and Changes in Net Position
For the Fiscal Year Ended December 31, 2018

	Insurance	Equipment Services	Totals
Operating Revenues			
Interfund Services	$ 3,224,451	1,451,828	4,676,279
Operating Expenses			
Operations	3,142,742	890,390	4,033,132
Depreciation	-	415,658	415,658
Total Operating Expenses	3,142,742	1,306,048	4,448,790
Operating Income	81,709	145,780	227,489
Nonoperating Revenues			
Interest Income	13,682	84,074	97,756
Other Income	83	-	83
Disposal of Capital Assets	-	19,012	19,012
	13,765	103,086	116,851
Change in Net Position	95,474	248,866	344,340
Net Position - Beginning	2,161,126	6,583,322	8,744,448
Net Position - Ending	2,256,600	6,832,188	9,088,788

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Internal Service Funds

Combining Statement of Cash Flows
For the Fiscal Year Ended December 31, 2018

	Insurance	Equipment Services	Totals
Cash Flows from Operating Activities			
Interfund Services Provided	$ 3,430,175	1,460,436	4,890,611
Payments to Suppliers	(3,134,015)	(578,366)	(3,712,381)
Payments to Employees	-	(301,904)	(301,904)
	296,160	580,166	876,326
Cash Flows from Capital and Related Financing Activities			
Disposal of Capital Assets	-	19,012	19,012
Purchase of Capital Assets	-	(319,590)	(319,590)
	-	(300,578)	(300,578)
Cash Flows from Investing Activities			
Interest Income	13,682	84,074	97,756
Net Change in Cash and Cash Equivalents	309,842	363,662	673,504
Cash and Cash Equivalents - Beginning	1,399,276	4,608,131	6,007,407
Cash and Cash Equivalents - Ending	1,709,118	4,971,793	6,680,911
Reconciliation of Operating Income to Net Cash Provided (Used) by Operating Activities			
Operating Income	81,709	145,780	227,489
Adjustments to Reconcile Operating Income to Net Cash Provided by (Used in) Operating Activities			
Depreciation	-	415,658	415,658
Other Income	83	-	83
(Increase) Decrease in Current Assets	205,641	8,608	214,249
Increase (Decrease) in Current Liabilities	8,727	10,120	18,847
Net Cash Provided by Operating Activities	296,160	580,166	876,326

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Insurance - Internal Service Fund

Schedule of Revenues, Expenses and Changes in Net Position - Budget and Actual
For the Fiscal Year Ended December 31, 2018
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2017)

	12/31/18			12/31/17
	Original Budget	Final Budget	Actual	Actual
Operating Revenues				
Interfund Services				
Charges for Services	$ 2,850,100	2,850,100	2,744,124	2,704,565
Employee Contributions	511,750	511,750	480,327	464,374
Total Operating Revenues	3,361,850	3,361,850	3,224,451	3,168,939
Operating Expenses				
Operations				
Risk Management	8,900	8,900	9,601	6,160
Insurance - Liability	617,520	617,520	545,098	633,110
Wellness	27,700	27,700	14,285	43,615
Insurance - Hospital, Group Life	2,703,500	2,703,500	2,573,758	2,514,760
Professional Services	5,000	5,000	-	-
Total Operating Expenses	3,362,620	3,362,620	3,142,742	3,197,645
Operating Income (Loss)	(770)	(770)	81,709	(28,706)
Nonoperating Revenues				
Interest Income	6,500	6,500	13,682	17,993
Other Income	5,000	5,000	83	28,660
	11,500	11,500	13,765	46,653
Change in Net Position	10,730	10,730	95,474	17,947
Net Position - Beginning			2,161,126	2,143,179
Net Position - Ending			2,256,600	2,161,126

VILLAGE OF GLEN ELLYN, ILLINOIS

Equipment Services - Internal Service Fund

Schedule of Revenues, Expenses and Changes in Net Position - Budget and Actual
For the Fiscal Year Ended December 31, 2018
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2017)

	12/31/18			
	Original Budget	Final Budget	Actual	12/31/17 Actual
Operating Revenues				
Interfund Services				
Charges for Services	$ 1,423,600	1,423,600	1,451,828	1,494,336
Operating Expenses				
Operations	912,725	973,959	890,390	817,572
Depreciation	-	-	415,658	388,318
Total Operating Expenses	912,725	973,959	1,306,048	1,205,890
Operating Income (Loss)	510,875	449,641	145,780	288,446
Nonoperating Revenues				
Interest Income	20,000	20,000	84,074	29,084
Disposal of Capital Assets	-	-	19,012	69,042
	20,000	20,000	103,086	98,126
Change in Net Position	530,875	469,641	248,866	386,572
Net Position - Beginning			6,583,322	6,196,750
Net Position - Ending			6,832,188	6,583,322

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Equipment Services - Internal Service Fund

Schedule of Operating Expenses - Budget and Actual
For the Fiscal Year Ended December 31, 2018
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2017)

	12/31/18 Original Budget	12/31/18 Final Budget	12/31/18 Actual	12/31/17 Actual
Operations				
Personnel Services				
Salaries - Pensionable	$ 268,300	268,300	276,302	269,301
Salaries - Non-Pensionable	22,100	22,100	19,553	20,077
Salaries - Overtime	10,000	10,000	6,050	4,219
FICA	23,000	23,000	22,034	21,372
IMRF	27,800	27,800	26,082	26,665
	351,200	351,200	350,021	341,634
Contractual Services				
Insurance - Liability	12,000	12,000	12,000	12,600
Facility Maintenance	10,500	10,500	10,500	9,400
Maintenance - Buildings and Grounds	10,000	23,561	24,881	30,113
Professional Services - Other	4,700	4,700	5,186	4,468
Dues and Subscriptions	700	700	649	649
Telecommunications	15,360	15,360	15,907	14,832
Rented Equipment	3,400	3,400	2,896	3,000
Travel	1,950	1,950	1,933	437
Insurance - Health	54,000	54,000	50,889	50,992
Service Charge - Public Works	14,500	14,500	14,500	14,500
Equipment Services	4,800	4,800	4,800	5,200
Employee Education	2,505	2,505	1,514	150
Disposal Cost	1,500	1,500	376	150
	135,915	149,476	146,031	146,491
Commodities				
Supplies	18,500	18,500	8,175	9,855
Safety Related Equipment	1,300	1,300	800	800
Uniforms	1,575	1,575	1,332	1,153
Parts	90,000	90,000	101,821	89,194
	111,375	111,375	112,128	101,002

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Equipment Services - Internal Service Fund

Schedule of Operating Expenses - Budget and Actual - Continued
For the Fiscal Year Ended December 31, 2018
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2017)

	12/31/18			12/31/17
	Original Budget	Final Budget	Actual	Actual
Operations - Continued				
Vehicle Operations				
Gas and Oil	$ 220,600	220,600	193,434	150,275
Repairs	65,000	65,000	66,045	53,799
Tires	14,000	14,000	14,599	13,328
License Plates	1,885	1,885	1,963	1,477
	301,485	301,485	276,041	218,879
Capital Outlay				
Equipment	12,750	12,750	5,238	8,017
Vehicles	905,000	952,673	320,521	309,857
	917,750	965,423	325,759	317,874
Less Capitalized Assets	(905,000)	(905,000)	(319,590)	(308,308)
	12,750	60,423	6,169	9,566
Total Operations	912,725	973,959	890,390	817,572
Depreciation	-	-	415,658	388,318
Total Operating Expenses	912,725	973,959	1,306,048	1,205,890

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Police Pension - Pension Trust Fund

Schedule of Changes in Fiduciary Net Position - Budget and Actual
For the Fiscal Year Ended December 31, 2018
(with Comparative Actual Amounts for the Fiscal Year Ended December 31, 2017)

	12/31/18 Original Budget	12/31/18 Final Budget	12/31/18 Actual	12/31/17 Actual
Additions				
Contributions - Employer	$ 1,959,000	1,959,000	1,959,000	1,613,000
Contributions - Plan Members	355,000	355,000	349,189	347,262
Total Contributions	2,314,000	2,314,000	2,308,189	1,960,262
Investment Income				
Interest Earned	1,105,000	1,105,000	3,570,365	15,030,562
Net Change in Fair Value	780,000	780,000	(5,234,622)	(11,670,693)
	1,885,000	1,885,000	(1,664,257)	3,359,869
Less Investment Expenses	(52,500)	(52,500)	(81,541)	(83,975)
Net Investment Income	1,832,500	1,832,500	(1,745,798)	3,275,894
Total Additions	4,146,500	4,146,500	562,391	5,236,156
Deductions				
Administration	39,225	39,225	20,515	17,278
Benefits and Refunds	2,293,000	2,293,000	2,179,786	2,141,300
Total Deductions	2,332,225	2,332,225	2,200,301	2,158,578
Change in Fiduciary Net Position	1,814,275	1,814,275	(1,637,910)	3,077,578
Net Position Restricted for Pensions				
Beginning			30,480,565	27,402,987
Ending			28,842,655	30,480,565

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Consolidated Year-End Financial Report

December 31, 2018

CSFA #	Program Name	State	Federal	Other	Totals
422-50-1655	Historic Preservation Fund				
	Grants-In-Aid	$ -	20,090	8,610	28,700
494-00-1488	Motor Fuel Tax Program	700,031	-	-	700,031
494-42-0495	Local Surface Transportation Program	-	7,421		7,421
	Other Grant Programs and Activities	-	510,730	6,976	517,706
	All Other Costs Not Allocated	-	-	46,278,049	46,278,049
	Totals	700,031	538,241	46,293,635	47,531,907

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

Lauterbach & Amen, LLP
CERTIFIED PUBLIC ACCOUNTANTS
668 N. RIVER ROAD • NAPERVILLE, ILLINOIS 60563
PHONE 630.393.1483 • FAX 630.393.2516
www.lauterbachamen.com

REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENTAL AUDITING STANDARDS*

June 7, 2019

The Honorable Village President
Members of the Board of Trustees
Village of Glen Ellyn, Illinois

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Village of Glen Ellyn, Illinois, as of and for the year ended December 31, 2018, and the related notes to the financial statements, which collectively comprise the Village's basic financial statements, and have issued our report thereon dated June 7, 2019.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Village's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Village's internal control. According, we do not express an opinion on the effectiveness of the Village's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Village's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Village of Glen Ellyn, Illinois
June 7, 2019
Page 2

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Village's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Village's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Village's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Lauterbach & Amen, LLP

LAUTERBACH & AMEN, LLP

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

SUPPLEMENTAL SCHEDULES

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Schedule of Insurance in Force
December 31, 2018

Insured	Description of Coverage	Amount of Coverage	Expiration Date of Policy
Village of Glen Ellyn	Property	$ 1,000,000	05/01/19
	Liability	10,000,000	05/01/19
	Workers Compensation	750,000	05/01/19
	Excess Property	400,000,000	05/01/19
	Excess Liability	5,000,000	05/01/19
	Excess Workers Compensation	Statutory	05/01/19
	Boiler and Machinery	50,000,000	05/01/19
	Cyber	1,000,000	05/01/19
	Storage Tank Liability	2,000,000	01/01/20
	Excess Crime	500,000	05/01/19
	Public Officials Bond	95,000	01/01/20

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Long-Term Debt Requirements

General Obligation Refunding Bonds of 2010
December 31, 2018

Date of Issue	November 30, 2010
Date of Maturity	January 1, 2023
Authorized Issue	$3,175,000
Denomination of Bonds	$5,000
Interest Rates	2.00% - 3.90%
Interest Dates	July 1 and January 1
Principal Maturity Date	January 1
Payable at	Bank of NY

CURRENT AND LONG-TERM PRINCIPAL AND INTEREST REQUIREMENTS

Tax Levy Year	Requirements			Interest Due on			
	Principal	Interest	Totals	Jul. 1	Amount	Jan. 1	Amount
2018	$ 305,000	39,542	344,542	2019	19,771	2020	19,771
2019	315,000	28,868	343,868	2020	14,434	2021	14,434
2020	330,000	17,056	347,056	2021	8,528	2022	8,528
2021	120,000	4,676	124,676	2022	2,338	2023	2,338
	1,070,000	90,142	1,160,142		45,071		45,071

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Long-Term Debt Requirements

General Obligation Taxable Bonds of 2010
December 31, 2018

Date of Issue	January 5, 2010
Date of Maturity	January 1, 2021
Authorized Issue	$3,000,000
Denomination of Bonds	$5,000
Interest Rates	3.50% - 4.75%
Interest Dates	July 1 and January 1
Principal Maturity Date	January 1
Payable at	Bond Trust Services Corp.

CURRENT AND LONG-TERM PRINCIPAL AND INTEREST REQUIREMENTS

Tax Levy Year	Requirements			Interest Due on			
	Principal	Interest	Totals	Jul. 1	Amount	Jan. 1	Amount
2018	$ 460,000	44,182	504,182	2019	22,091	2020	22,091
2019	475,000	22,562	497,562	2020	11,281	2021	11,281
	935,000	66,744	1,001,744		33,372		33,372

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Long-Term Debt Requirements

General Obligation Bonds of 2012
December 31, 2018

Date of Issue	October 17, 2012
Date of Maturity	January 1, 2033
Authorized Issue	$5,005,000
Denomination of Bonds	$5,000
Interest Rates	2.00% - 2.50%
Interest Dates	July 1 and January 1
Principal Maturity Date	January 1
Payable at	US Bank

CURRENT AND LONG-TERM PRINCIPAL AND INTEREST REQUIREMENTS

Tax Levy Year	Requirements			Interest Due on			
	Principal	Interest	Totals	Jul. 1	Amount	Jan. 1	Amount
2018	$ 235,000	78,528	313,528	2019	39,264	2020	39,264
2019	240,000	73,828	313,828	2020	36,914	2021	36,914
2020	240,000	69,028	309,028	2021	34,514	2022	34,514
2021	245,000	64,228	309,228	2022	32,114	2023	32,114
2022	250,000	59,328	309,328	2023	29,664	2024	29,664
2023	255,000	54,328	309,328	2024	27,164	2025	27,164
2024	260,000	49,228	309,228	2025	24,614	2026	24,614
2025	265,000	44,028	309,028	2026	22,014	2027	22,014
2026	275,000	38,728	313,728	2027	19,364	2028	19,364
2027	280,000	33,090	313,090	2028	16,545	2029	16,545
2028	285,000	27,210	312,210	2029	13,605	2030	13,605
2029	290,000	21,082	311,082	2030	10,541	2031	10,541
2030	295,000	14,558	309,558	2031	7,279	2032	7,279
2031	305,000	7,626	312,626	2032	3,813	2033	3,813
	3,720,000	634,818	4,354,818		317,409		317,409

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Long-Term Debt Requirements

General Obligation Bonds of 2015
December 31, 2018

Date of Issue	August 6, 2015
Date of Maturity	January 1, 2036
Authorized Issue	$13,435,000
Denomination of Bonds	$5,000
Interest Rates	2.00% - 4.00%
Interest Dates	July 1 and January 1
Principal Maturity Date	January 1
Payable at	US Bank

CURRENT AND LONG-TERM PRINCIPAL AND INTEREST REQUIREMENTS

Tax Levy	Requirements			Interest Due on			
Year	Principal	Interest	Totals	Jul. 1	Amount	Jan. 1	Amount
2018	$ 545,000	407,844	952,844	2019	203,922	2020	203,922
2019	565,000	391,494	956,494	2020	195,747	2021	195,747
2020	580,000	374,544	954,544	2021	187,272	2022	187,272
2021	600,000	357,144	957,144	2022	178,572	2023	178,572
2022	615,000	339,144	954,144	2023	169,572	2024	169,572
2023	635,000	320,694	955,694	2024	160,347	2025	160,347
2024	655,000	301,644	956,644	2025	150,822	2026	150,822
2025	675,000	281,994	956,994	2026	140,997	2027	140,997
2026	695,000	261,744	956,744	2027	130,872	2028	130,872
2027	715,000	240,894	955,894	2028	120,447	2029	120,447
2028	735,000	217,656	952,656	2029	108,828	2030	108,828
2029	760,000	192,850	952,850	2030	96,425	2031	96,425
2030	790,000	166,250	956,250	2031	83,125	2032	83,125
2031	815,000	138,600	953,600	2032	69,300	2033	69,300
2032	850,000	106,000	956,000	2033	53,000	2034	53,000
2033	880,000	72,000	952,000	2034	36,000	2035	36,000
2034	920,000	36,800	956,800	2035	18,400	2036	18,400
	12,030,000	4,207,296	16,237,296		2,103,648		2,103,648

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Long-Term Debt Requirements

General Obligation Bonds of 2018
December 31, 2018

Date of Issue	December 27, 2018
Date of Maturity	January 1, 2039
Authorized Issue	$9,900,000
Denomination of Bonds	$5,000
Interest Rates	3.00% - 3.50%
Interest Dates	July 1 and January 1
Principal Maturity Date	January 1
Payable at	US Bank

CURRENT AND LONG-TERM PRINCIPAL AND INTEREST REQUIREMENTS

Tax Levy Year	Requirements Principal	Interest	Totals	Interest Due on Jul. 1	Amount	Jan. 1	Amount
2018	$ 365,000	317,912	682,912	2019	160,703	2020	157,209
2019	375,000	303,470	678,470	2020	151,735	2021	151,735
2020	390,000	292,220	682,220	2021	146,110	2022	146,110
2021	400,000	280,520	680,520	2022	140,260	2023	140,260
2022	410,000	268,520	678,520	2023	134,260	2024	134,260
2023	425,000	256,220	681,220	2024	128,110	2025	128,110
2024	440,000	243,468	683,468	2025	121,734	2026	121,734
2025	450,000	230,268	680,268	2026	115,134	2027	115,134
2026	465,000	216,768	681,768	2027	108,384	2028	108,384
2027	480,000	202,818	682,818	2028	101,409	2029	101,409
2028	495,000	188,418	683,418	2029	94,209	2030	94,209
2029	505,000	173,568	678,568	2030	86,784	2031	86,784
2030	525,000	158,418	683,418	2031	79,209	2032	79,209
2031	540,000	142,668	682,668	2032	71,334	2033	71,334
2032	555,000	125,118	680,118	2033	62,559	2034	62,559
2033	575,000	107,082	682,082	2034	53,541	2035	53,541
2034	595,000	87,676	682,676	2035	43,838	2036	43,838
2035	615,000	66,850	681,850	2036	33,425	2037	33,425
2036	635,000	45,324	680,324	2037	22,662	2038	22,662
2037	660,000	23,100	683,100	2038	11,550	2039	11,550
	9,900,000	3,730,406	13,630,406		1,866,950		1,863,456

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Long-Term Debt Requirements

IEPA Loan Payable of 2006
December 31, 2018

Date of Issue	September 29, 2006
Date of Maturity	March 5, 2023
Authorized Issue	$1,508,839
Interest Rate	2.50%
Interest Dates	March 5 and September 5
Principal Maturity Date	March 5
Payable at	Illinois Environmental Protection Agency

CURRENT AND LONG-TERM PRINCIPAL AND INTEREST REQUIREMENTS

Fiscal Year	Principal	Interest	Totals
2019	$ 97,130	10,815	107,945
2020	99,573	8,372	107,945
2021	102,078	5,867	107,945
2022	104,646	3,299	107,945
2023	53,307	667	53,974
	456,734	29,020	485,754

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

STATISTICAL SECTION
(Unaudited)

This part of the comprehensive annual financial report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the Village's overall financial health.

Financial Trends

These schedules contain trend information to help the reader understand how the Village's financial performance and well-being have changed over time.

Revenue Capacity

These schedules contain information to help the reader assess the Village's most significant local revenue sources.

Debt Capacity

These schedules present information to help the reader assess the affordability of the Village's current levels of outstanding debt and the Village's ability to issue additional debt in the future.

Demographic and Economic Information

These schedules offer demographic and economic indicators to help the reader understand the environment within which the Village's financial activities take place.

Operating Information

These schedules contain service and infrastructure data to help the reader understand how the information in the Village's financial report relates to the services the Village provides and the activities it performs.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Net Position by Component - Last Ten Fiscal Years*
December 31, 2018 (Unaudited)

See Following Page

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Net Position by Component - Last Ten Fiscal Years*
December 31, 2018 (Unaudited)

	2010	2011	2012	2013
Governmental Activities				
Net Investment in Capital Assets	$ 87,500,220	91,757,247	94,480,382	98,528,079
Restricted	182,936	398,651	504,021	799,557
Unrestricted	13,798,124	14,786,055	16,141,383	16,838,399
Total Governmental Activities Net Position	101,481,280	106,941,953	111,125,786	116,166,035
Business-Type Activities				
Net Investment in Capital Assets	60,080,929	61,076,057	61,105,670	61,425,673
Restricted	-	-	-	-
Unrestricted	19,113,679	19,327,050	21,180,813	22,972,825
Total Business-Type Activities Net Position	79,194,608	80,403,107	82,286,483	84,398,498
Primary Government				
Net Investment in Capital Assets	147,581,149	152,833,304	155,586,052	159,953,752
Restricted	182,936	398,651	504,021	799,557
Unrestricted	32,911,803	34,113,105	37,322,196	39,811,224
Total Primary Government Net Position	180,675,888	187,345,060	193,412,269	200,564,533

Data Source: Audited Financial Statements

* Accrual Basis of Accounting

(1) SY2014 refers to a short fiscal year 2014 (May 1, 2014 - December 31, 2014) as the Village transitioned to a calendar year.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

2014	SY2014 (1)	2015	2016	2017	2018
100,150,517	99,563,386	103,297,380	107,304,071	105,144,748	106,514,073
1,088,299	2,342,820	2,143,678	2,827,478	3,674,848	3,339,095
19,234,825	22,615,796	7,039,059	4,583,470	5,209,892	6,299,175
120,473,641	124,522,002	112,480,117	114,715,019	114,029,488	116,152,343
62,577,514	63,361,025	64,335,194	64,674,424	64,983,642	65,535,800
-	-	-	-	-	2,186,651
23,320,532	24,470,674	26,107,747	28,542,897	30,753,776	30,162,474
85,898,046	87,831,699	90,442,941	93,217,321	95,737,418	97,884,925
162,728,031	162,924,411	167,632,574	171,978,495	170,128,390	172,049,873
1,088,299	2,342,820	2,143,678	2,827,478	3,674,848	5,525,746
42,555,357	47,086,470	33,146,806	33,126,367	35,963,668	36,461,649
206,371,687	212,353,701	202,923,058	207,932,340	209,766,906	214,037,268

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Changes in Net Position - Last Ten Fiscal Years*
December 31, 2018 (Unaudited)

	2010	2011	2012	2013	2014	SY2014 (1)	2015	2016	2017	2018
Expenses										
Governmental Activities										
General Government	$ 3,996,802	3,815,885	4,266,271	3,848,458	4,240,107	2,801,132	4,473,218	5,720,983	6,554,540	5,253,815
Public Safety	7,770,565	8,252,635	8,625,583	8,761,457	8,909,579	6,589,105	11,822,395	11,197,328	12,702,110	13,225,937
Highways and Streets	6,014,641	6,473,930	4,713,816	5,227,189	6,025,177	4,694,466	6,310,002	6,012,520	6,702,687	8,594,681
Interest on Long-Term Debt	252,879	166,932	220,664	224,793	137,912	84,464	353,830	524,584	503,767	657,888
Total Governmental Activities Expenses	18,034,887	18,709,382	17,826,334	18,061,897	19,312,775	14,169,167	22,959,445	23,455,415	26,463,104	27,732,321
Business-Type Activities										
Water and Sanitary Sewer	8,503,696	9,705,140	9,823,009	10,787,468	11,592,909	8,033,121	12,362,899	12,303,656	12,208,313	12,475,582
Village Links/Reserve 22	3,333,982	3,104,312	3,077,013	3,199,253	4,468,389	3,392,044	5,006,668	5,093,625	5,466,490	5,197,424
Parking	569,440	332,029	343,338	440,557	360,273	289,123	307,393	365,252	292,011	485,308
Residential Solid Waste	1,701,084	1,296,766	1,479,430	1,612,634	1,489,754	1,148,679	1,517,148	1,500,067	1,627,643	1,641,272
Total Business-Type Activities Expenses	14,108,202	14,438,247	14,722,790	16,039,912	17,911,325	12,862,967	19,194,108	19,262,600	19,594,457	19,799,586
Total Primary Government Expenses	32,143,089	33,147,629	32,549,124	34,101,809	37,224,100	27,032,134	42,153,553	42,718,015	46,057,561	47,531,907
Program Revenues										
Governmental Activities										
Charges for Services										
General Government	1,881,746	2,069,161	1,357,313	1,491,799	1,612,855	1,603,002	2,196,239	2,123,243	2,266,598	2,262,692
Public Safety	1,037,105	1,447,633	1,259,846	1,443,898	1,589,949	996,136	1,609,516	1,662,224	2,324,239	2,546,808
Highways and Streets	-	-	-	-	-	-	111,035	27,993	38,628	83,951
Operating Grants/Contributions	697,466	1,473,530	981,299	958,161	1,045,248	15,650	9,597	15,953	31,707	880,782
Capital Grants/Contributions	465,500	1,398,554	272,905	652,943	z	11,250	33,750	929,768	279,500	3,076,657
Total Governmental Activities Program Revenues	4,081,817	6,388,878	3,871,363	4,546,801	4,312,948	2,626,038	3,960,137	4,759,181	4,940,672	8,850,890
Business-Type Activities										
Charges for Services										
Water and Sanitary Sewer	9,311,949	10,402,516	11,271,086	12,765,972	13,190,194	9,184,534	14,037,835	14,118,999	14,323,212	14,072,812
Village Links/Reserve 22	3,311,096	3,031,022	3,412,571	3,146,986	3,625,397	3,991,937	5,270,242	5,158,503	5,273,933	5,173,718
Parking	324,907	333,775	345,975	352,882	354,058	325,626	387,932	396,237	380,318	434,162
Residential Solid Waste	1,219,093	1,361,547	1,461,790	1,402,749	1,526,882	1,042,639	1,618,062	1,664,376	1,609,888	1,567,158
Operating and Capital Grants										
Water and Sanitary Sewer	693,000	378,000	-	-	-	-	-	-	-	400,000
Village Links/Reserve 22	-	-	-	-	-	-	8,000	184,400	-	-
Parking	-	-	-	4,114	436,369	-	-	-	-	-
Total Business-Type Activities Program Revenues	14,860,045	15,506,860	16,491,422	17,672,703	19,132,900	14,544,736	21,322,071	21,522,515	21,587,351	21,647,850
Total Primary Government Program Revenues	18,941,862	21,895,738	20,362,785	22,219,504	23,445,848	17,170,774	25,282,208	26,281,696	26,528,023	30,498,740

	2010	2011	2012	2013	2014	SY2014 (1)	2015	2016	2017	2018
Net (Expenses) Revenues										
Governmental Activities	$ (13,953,070)	(12,320,504)	(13,954,971)	(13,515,096)	(14,999,827)	(11,543,129)	(18,999,308)	(18,696,234)	(21,522,432)	(18,881,431)
Business-Type Activities	751,843	1,068,613	1,768,632	1,632,791	1,221,575	1,681,769	2,127,963	2,259,915	1,992,894	1,848,264
Total Primary Government Net (Expenses) Revenues	(13,201,227)	(11,251,891)	(12,186,339)	(11,882,305)	(13,778,252)	(9,861,360)	(16,871,345)	(16,436,319)	(19,529,538)	(17,033,167)
General Revenues and Other Changes in Net Position										
Governmental Activities										
Taxes										
Property	6,372,373	6,705,638	6,845,728	6,979,347	7,303,893	7,524,720	7,475,297	7,730,512	7,880,722	8,116,823
Home Rule Sales	4,413,321	4,890,597	4,884,403	4,768,733	1,797,469	1,266,090	1,933,614	1,951,436	1,962,519	2,226,382
Utility	2,622,160	2,563,837	2,522,999	2,506,096	2,415,262	1,376,035	2,213,808	2,127,708	1,944,348	1,979,905
Real Estate Transfer Tax	375,097	432,843	367,029	628,774	656,703	502,070	734,072	855,345	771,471	835,935
Other	548,984	660,536	1,185,573	1,293,496	800,690	857,137	884,253	204,301	196,982	203,852
Shared Income Taxes	2,144,363	2,105,022	2,231,988	2,473,808	2,674,897	1,688,104	2,927,803	2,702,952	2,550,376	2,659,136
Shared Sales and Use Tax	-	-	-	-	3,624,085	2,544,974	3,943,889	4,214,022	4,129,461	4,256,030
Motor Fuel Tax	-	-	-	-	-	-	-	706,965	708,241	710,715
Investment Income	82,881	30,640	28,846	34,728	42,413	(401,905)	47,464	91,410	234,575	541,295
Miscellaneous	332,884	392,334	72,238	220,363	142,021	234,265	755,865	246,485	358,206	743,463
Transfers	-	-	-	(350,000)	(150,000)	-	-	100,000	100,000	100,000
Special Item	(1,800,000)	-	-	-	-	-	-	-	-	-
Total Governmental Activities	15,092,063	17,781,447	18,138,804	18,555,345	19,307,433	15,591,490	20,916,065	20,931,136	20,836,901	22,373,536
Business-Type Activities										
Investment Income	25,994	17,408	18,088	32,257	31,008	(225,965)	18,198	30,938	109,102	308,246
Income (Loss) from Joint Venture	(409,332)	-	-	-	-	-	-	-	-	-
Property taxes	96,929	96,784	96,656	96,967	96,966	96,864	96,901	96,961	96,863	97,044
Miscellaneous	-	25,694	-	-	-	380,985	387,287	486,566	421,238	382,933
Transfers	-	-	-	350,000	150,000	-	-	(100,000)	(100,000)	(100,000)
Total Business-Type Activities	(286,409)	139,886	114,744	479,224	277,974	251,884	502,386	514,465	527,203	688,223
Total Primary Government	14,805,654	17,921,333	18,253,548	19,034,569	19,585,407	15,843,374	21,418,451	21,445,601	21,364,104	23,061,759
Changes in Net Position										
Governmental Activities	1,138,993	5,460,943	4,183,833	5,040,249	4,307,606	4,048,361	1,916,757	2,234,902	(685,531)	3,492,105
Business-Type Activities	465,434	1,208,499	1,883,376	2,112,015	1,499,549	1,933,653	2,630,349	2,774,380	2,520,097	2,536,487
Total Primary Government	1,604,427	6,669,442	6,067,209	7,152,264	5,807,155	5,982,014	4,547,106	5,009,282	1,834,566	6,028,592

Data Source: Audited Financial Statements

* Accrual Basis of Accounting

(1) SY2014 refers to a short fiscal year 2014 (May 1, 2014 - December 31, 2014) as the Village transitioned to a calendar year.

VILLAGE OF GLEN ELLYN, ILLINOIS

Fund Balances of Governmental Funds - Last Ten Fiscal Years*
December 31, 2018 (Unaudited)

	2010	2011	2012 (2)	2013
General Fund				
Reserved	$ 259,727	528,719	-	-
Unreserved	4,526,438	5,442,545	-	-
Nonspendable	-	-	20,925	29,266
Restricted	-	-	86,517	189,978
Unrestricted, Committed	-	-	98,959	114,324
Unrestricted, Unassigned	-	-	6,001,794	6,940,633
Total General Fund	4,786,165	5,971,264	6,208,195	7,274,201
All Other Governmental Funds				
Reserved	1,039,249	1,754,545	-	-
Unreserved, Reported in,				
Special Revenue Funds	1,260,501	923,599	-	-
Debt Service Funds	-	-	-	-
Capital Projects Funds	3,517,379	2,591,887	-	-
Nonspendable	-	-	254,534	150,316
Restricted	-	-	417,504	609,579
Unrestricted, Committed	-	-	1,642,624	1,184,135
Unrestricted, Assigned	-	-	3,417,951	3,835,597
Unrestricted, Unassigned (Deficit)	-	-	(58,782)	(59,761)
Total All Other Governmental Funds	5,817,129	5,270,031	5,673,831	5,719,866
Total Fund Balances	10,603,294	11,241,295	11,882,026	12,994,067

Data Source: Audited Financial Statements

* Modified Accrual Basis of Accounting

(1) SY2014 refers to a short fiscal year 2014 (May 1, 2014 - December 31, 2014) as the Village transitioned to a calendar year.

(2) The Village implemented GASB Statement No. 54 for the fiscal year ended April 30, 2012.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

2014	SY2014 (1)	2015	2016	2017	2018
-	-	-	-	-	-
-	-	-	-	-	-
67,280	122,133	127,209	143,935	149,003	164,178
369,073	463,523	686,521	926,277	657,989	-
186,687	269,361	325,970	300,708	172,207	216,400
7,547,127	8,412,294	9,360,580	9,077,691	9,205,061	9,664,022
8,170,167	9,267,311	10,500,280	10,448,611	10,184,260	10,044,600
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
44,188	-	-	-	-	-
719,226	1,879,297	1,499,199	1,901,201	3,035,677	3,339,095
2,529,175	1,590,580	2,047,184	11,603,102	3,887,924	4,243,987
3,670,482	4,751,296	16,814,877	4,647,514	5,645,417	16,892,517
(49,686)	(48,243)	(41,678)	(18,528)	-	-
6,913,385	8,172,930	20,319,582	18,133,289	12,569,018	24,475,599
15,083,552	17,440,241	30,819,862	28,581,900	22,753,278	34,520,199

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Changes in Fund Balances of Governmental Funds - Last Ten Fiscal Years*
December 31, 2018 (Unaudited)

	2010	2011	2012
Revenues			
Taxes	$ 9,577,878	9,952,666	9,994,989
Licenses and Permits	988,187	1,047,166	1,075,242
Intergovernmental	7,997,607	8,923,332	9,106,192
Charges for Services	1,595,565	2,135,902	1,591,996
Fines and Forfeitures	453,729	456,664	527,812
Investment Income	82,884	30,640	28,846
Miscellaneous	190,530	275,546	5,090
Total Revenues	20,886,380	22,821,916	22,330,167
Expenditures			
General Government	3,372,190	3,774,187	3,839,263
Public Safety	7,689,048	8,443,624	8,818,929
Highways and Streets	2,292,434	2,560,370	2,511,215
Capital Outlay	5,386,123	5,260,516	4,372,247
Debt Service			
Principal Retirement	2,185,000	1,965,000	1,895,000
Interest	278,824	204,449	252,782
Total Expenditures	21,203,619	22,208,146	21,689,436
Excess (Deficiency) of Revenues Over (Under) Expenditures	(317,239)	613,770	640,731
Other Financing Sources (Uses)			
Transfer In	977,694	1,392,160	1,604,939
Transfer Out	(977,694)	(1,392,160)	(1,604,939)
Disposal of Capital Assets	-	-	-
Premium on Issuance of Bonds	-	29,231	-
Debt Issuance	-	-	-
Proceeds of Refunding Bonds	-	2,065,000	-
Payment to Refunded Bond Escrow Agent	-	(2,070,000)	-
	-	24,231	-
Net Change in Fund Balances	(317,239)	638,001	640,731
Debt Service as a Percentage of Noncapital Expenditures	14.21%	11.56%	12.21%

Data Source: Audited Financial Statements
* Modified Accrual Basis of Accounting
(1) SY2014 refers to a short fiscal year 2014 (May 1, 2014 - December 31, 2014) as the Village transitioned to a calendar year.

	2013	2014	SY2014 (1)	2015	2016	2017	2018
	10,405,986	12,480,118	10,821,731	12,567,274	12,869,302	12,756,042	13,362,897
	1,673,651	1,633,434	710,592	1,146,161	1,091,411	1,155,951	1,249,593
	9,634,059	7,731,002	5,558,943	8,241,205	8,675,250	8,341,183	9,201,151
	1,451,678	1,583,567	1,464,620	2,130,051	2,085,100	2,510,302	2,957,435
	506,812	616,560	423,926	640,578	636,949	963,212	686,423
	34,728	42,413	(298,303)	28,422	86,078	187,498	443,539
	74,822	62,037	71,362	503,469	22,627	141,308	559,898
	23,781,736	24,149,131	18,752,871	25,257,160	25,466,717	26,055,496	28,460,936
	3,624,644	3,962,435	2,613,233	3,834,879	4,157,711	4,295,344	4,793,060
	8,941,317	9,184,606	6,470,792	9,033,209	9,891,447	9,900,429	10,495,537
	2,373,522	3,018,283	1,804,444	2,852,220	2,898,637	2,604,950	3,035,086
	5,222,106	4,637,096	5,530,736	9,146,277	9,389,574	14,303,223	6,816,529
	1,955,000	950,000	390,000	400,000	755,000	950,000	975,000
	203,106	157,226	128,978	183,774	712,310	512,602	666,722
	22,319,695	21,909,646	16,938,183	25,450,359	27,804,679	32,566,548	26,781,934
	1,462,041	2,239,485	1,814,688	(193,199)	(2,337,962)	(6,511,052)	1,679,002
	1,691,041	2,895,326	4,927,949	3,666,705	5,024,204	5,793,842	5,326,714
	(2,041,041)	(3,045,326)	(4,385,949)	(3,666,705)	(4,924,204)	(5,693,842)	(5,226,714)
	-	-	-	-	-	582,430	-
	-	-	-	137,621	-	-	87,919
	-	-	-	13,435,000	-	-	9,900,000
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
	(350,000)	(150,000)	542,000	13,572,621	100,000	682,430	10,087,919
	1,112,041	2,089,485	2,356,688	13,379,422	(2,237,962)	(5,828,622)	11,766,921
	12.18%	6.09%	3.91%	3.29%	7.46%	6.32%	6.91%

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Assessed Value and Actual Value of Taxable Property - Last Ten Tax Levy Years
December 31, 2018 (Unaudited)

Tax Levy Year	Residential Property	Commercial Property	Industrial Property	Other Property
2008	$ 1,316,598,119	$ 163,013,700	$ -	$ 259,134
2009	1,317,361,423	168,775,672	-	310,380
2010	1,270,595,206	161,955,828	-	385,929
2011	1,172,800,618	150,994,879	-	409,610
2012	1,093,650,271	148,550,855	-	461,345
2013	1,048,805,775	142,281,675	-	568,014
2014	1,046,817,824	134,592,061	-	620,773
2015	1,134,982,455	138,345,103	-	737,352
2016	1,209,775,945	144,349,343	-	749,016
2017	1,271,427,080	145,365,886	-	762,858

Data Source: Office of the County Clerk

Note: Property in the Village is reassessed each year. Property is assessed at 33% of actual value.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

Total Taxable Assessed Value	Total Direct Tax Rate	Estimated Actual Taxable Value	Ratio of Total Assessed Value to Total Estimated Actual Value
$ 1,479,870,953	0.3918	$ 4,439,612,859	33.33%
1,486,447,475	0.3987	4,459,342,425	33.33%
1,432,936,963	0.4253	4,298,810,889	33.33%
1,324,205,107	0.4724	3,972,615,321	33.33%
1,242,662,471	0.5213	3,727,987,413	33.33%
1,191,655,464	0.5635	3,574,966,392	33.33%
1,182,030,658	0.5681	3,546,091,974	33.33%
1,274,064,910	0.5451	3,822,194,730	33.33%
1,354,874,304	0.5184	4,064,622,912	33.33%
1,417,555,824	0.5063	4,252,667,472	33.33%

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Direct and Overlapping Property Tax Rates - Last Ten Tax Levy Years
December 31, 2018 (Unaudited)

	2008	2009	2010	2011
Village Direct Rates				
General	0.2423	0.2513	0.3090	0.3462
Debt Service	0.1495	0.1474	0.1163	0.1262
Total Village Direct Rates	0.3918	0.3987	0.4253	0.4724
Overlapping Rates				
Butterfield Park District	0.2789	0.2807	0.3038	0.3261
College of DuPage	0.1858	0.2127	0.2349	0.2495
DuPage Airport Authority	0.0160	0.0148	0.0158	0.0169
DuPage County	0.1557	0.1554	0.1659	0.1773
DuPage Forest Preserve District	0.1206	0.1217	0.1321	0.1414
Glen Ellyn Mosquito	0.0077	0.0078	0.0084	0.0093
Glen Ellyn Park District	0.3122	0.3182	0.3382	0.3711
Glen Ellyn Public Library	0.2081	0.2484	0.2674	0.2962
Glen Ellyn SSA #6	0.1250	-	-	-
Glen Ellyn SSA #7	0.1250	-	-	-
Glen Ellyn SSA #8	0.1250	-	-	-
Glen Ellyn SSA #9	3.0500	-	-	-
Glen Ellyn SSA #10	0.1250	-	-	-
Glen Ellyn SSA #11	0.1250	-	-	-
Glen Ellyn SSA #12	1.1268	1.1242	1.1206	1.1893
Glen Ellyn SSA #13	-	0.1250	0.1250	0.1250
Glen Ellyn SSA #14	-	0.1250	0.1250	0.1250
Glen Ellyn SSA #15	-	0.1250	0.1250	0.1250
Glen Ellyn SSA #16	-	0.1203	0.1250	0.1250
Glen Ellyn SSA #17	-	0.1250	0.1250	0.1250
Glen Ellyn SSA #18	-	0.0892	0.0940	0.0918
Glen Ellyn SSA #19	-	0.0858	0.0939	0.0932
Glenbard Fire District	0.1752	0.1773	0.1969	0.2191
Grade School District #41	2.7026	2.7176	2.9086	2.9994
Grade School District #44	2.7445	2.8490	3.1767	3.5118
Grade School District #89	2.4132	2.4238	2.6035	2.8555
High School District #87	1.6507	1.6749	1.8378	2.0199
Lombard Park District	0.2995	0.3165	0.3462	0.3760
Milton Township	0.0902	0.0907	0.0972	0.1086
Wheaton Mosquito	0.0153	0.0155	0.0166	0.0178
Wheaton Park District	0.5644	0.5749	0.6195	0.6787

Data Source: Office of the County Clerk

Note: Property tax rates are per $100 of assessed valuation.

2012	2013	2014	2015	2016	2017
0.4729	0.5635	0.5681	0.5451	0.5184	0.5063
0.0484	-	-	-	-	-
0.5213	0.5635	0.5681	0.5451	0.5184	0.5063
0.3544	0.3772	0.4731	0.4577	0.4407	0.4264
0.2681	0.2956	0.2975	0.2786	0.2626	0.2431
0.0168	0.0178	0.0196	0.0188	0.0176	0.0166
0.1929	0.2040	0.2057	0.1971	0.1848	0.1749
0.1542	0.1657	0.1691	0.1622	0.1514	0.1306
0.0103	0.0111	0.0115	0.0111	0.0107	0.0106
0.4114	0.4377	0.4534	0.4435	0.3981	0.3090
0.3276	0.3547	0.3634	0.3492	0.3371	0.3284
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
1.2628	1.2850	1.2928	1.2901	1.2249	1.1942
0.1250	0.1250	0.1250	0.1250	0.1250	0.1250
0.1250	0.1250	0.1250	0.1250	0.1250	0.1250
0.1250	0.1250	0.1250	0.1250	0.1250	0.1250
0.1250	0.1250	0.1250	0.1250	0.1250	0.1250
0.1250	0.1250	0.1250	0.1250	0.1250	0.1250
0.1013	0.0961	0.1107	0.0854	0.1333	0.1367
0.1003	0.0981	0.1105	0.1165	0.1104	0.1390
0.2441	0.2605	0.2672	0.2716	0.2596	0.2535
3.5720	3.8034	3.9236	3.7579	3.6171	3.4080
3.9416	4.2995	4.4326	4.3039	4.1201	3.9701
3.1426	3.3612	3.5149	3.5010	3.3789	3.3184
2.2868	2.4877	2.5824	2.5173	2.4030	2.3402
0.4195	0.4543	0.4664	0.4546	0.4374	0.4249
0.1159	0.1235	0.1277	0.0475	0.0475	0.0449
0.0190	0.0194	0.0188	0.0156	0.0136	0.0165
0.7542	0.8104	0.8442	0.8275	0.7892	0.7670

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Principal Property Tax Payers - Current Fiscal Year and Nine Fiscal Years Ago
December 31, 2018 (Unaudited)

	2018			2009		
Taxpayer	Taxable Assessed Value	Rank	Percentage of Total Village Taxable Assessed Value	Taxable Assessed Value	Rank	Percentage of Total Village Taxable Assessed Value
Market Plaza 450 LLC	$ 9,895,650	1	0.70%	$ 11,040,020	1	0.75%
Arbors Properties of Glen Ellyn	8,842,280	2	0.62%			
Brookdale	7,883,330	3	0.56%			
Baker Hill Station LLC	6,833,200	4	0.48%			
DuPage Medical Group	5,934,820	5	0.42%			
Glen Hill North LLC	5,145,130	6	0.36%			
Nicor Gas	4,017,740	7	0.28%			
Madison Corp Group	3,393,040	8	0.24%			
Healthtrack Sports & Wellness	3,331,980	9	0.24%	3,863,480	9	0.26%
AL I/GE Senior Housing	2,991,820	10	0.21%	2,969,330	10	0.20%
Columbia Retail Baker Hill				8,131,610	2	0.55%
DMG Real Estate LLC				7,857,740	3	0.53%
Bassman FBT LLC				6,229,190	4	0.42%
AH IL Owner Ltd Partners				5,903,820	5	0.40%
BVF GE LLC				5,512,640	6	0.37%
Iron Gate Properties LLC				4,956,080	7	0.33%
Stahelin Enterprises LP				4,481,920	8	0.30%
Totals	58,268,990		4.11%	60,945,830		4.12%

Data Source: Office of the County Clerk

Note: Every effort has been made to seek out and report the largest taxpayers. However, many of the taxpayers own multiple parcels, and it is possible that some parcels and their valuations have been overlooked.

VILLAGE OF GLEN ELLYN, ILLINOIS

Property Tax Levies and Collections - Last Ten Tax Levy Years
December 31, 2018 (Unaudited)

Tax Levy Year	Fiscal Year Levy Collected	Taxes Levied for the Fiscal Year	Collected within the Fiscal Year of the Levy: Amount	Collected within the Fiscal Year of the Levy: Percentage of Levy
2009	2010	$ 5,926,466	$ 5,919,662	99.89%
2010	2011	6,094,281	6,056,209	99.38%
2011	2012	6,255,545	6,216,194	99.37%
2012	2013	6,477,999	6,453,662	99.62%
2013	2014	6,714,979	6,681,262	99.50%
2014	2015	6,812,010	6,693,808	98.26%
2015	2016	6,944,928	6,931,628	99.81%
2016	2017	7,023,668	6,990,443	99.53%
2017	2018	7,177,085	7,139,374	99.47%
2018*	2019	7,304,745	-	0.00%

Data Source: Village Records/DuPage County Clerk

Note: Property in the Village is reassessed each year. Property is assessed at 33% of actual value.

* The 2018 levy is not collected until the 2019 fiscal year; therefore, no collection data is available at time of report.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Ratios of Outstanding Debt by Type - Last Ten Fiscal Years
December 31, 2018 (Unaudited)

	Governmental Activities	Business-Type Activities				
Fiscal Year	General Obligation Bonds	General Obligation Bonds	IEPA Loans	Total Primary Government	Percentage of Assessed Valuation (1)	Per Capita (2)
2010	$ 5,690,000	$ 3,350,000	$ 1,191,782	$ 10,231,782	0.69%	$ 375.67
2011	3,720,000	3,175,000	1,113,143	8,008,143	0.54%	291.74
2012 (3)	5,905,000	2,940,000	1,032,526	9,877,526	0.69%	357.26
2013	3,950,000	7,695,000	949,880	12,594,880	0.95%	455.51
2014	3,013,689	7,343,775	865,156	11,222,620	0.90%	404.26
SY2014 (4)	2,622,168	6,870,331	821,998	10,314,497	0.83%	371.55
2015	15,785,954	6,385,165	734,056	22,905,175	1.92%	824.91
2016	15,022,119	5,889,999	643,903	21,556,021	1.82%	764.37
2017	14,063,284	5,374,833	551,481	19,989,598	1.57%	712.84
2018	23,067,369	4,849,667	456,734	28,373,770	2.09%	1,011.83

Data Source: Audited Financial Statements

Note: Details of the Village's outstanding debt can be found in notes to financial statements.

(1) See the Schedule of Assessed Value and Actual Value of Taxable Property for property value data.

(2) See the Schedule of Demographic and Economic Statistics for population data.

(3) Beginning in 2012, the Glen Ellyn Public Library debt is included with the Village of Glen Ellyn. Prior to 2012, the Glen Ellyn Public Library was reported as a component unit of the Village. They are no longer included in this report.

(4) SY2014 refers to a short fiscal year 2014 (May 1, 2014 - December 31, 2014) as the Village transitioned to a calendar year.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Ratios of General Bonded Debt Outstanding - Last Ten Fiscal Years
December 31, 2018 (Unaudited)

Fiscal Year	Governmental Activities General Obligation Bonds	Business-Type Activities General Obligation Bonds	Less: Amounts Available for Debt Service	Total	Percentage of Total Taxable Assessed Value of Property (1)	Per Capita (2)
2010	$ 5,690,000	$ 3,350,000	$ 2,496	$ 9,037,504	0.61%	$ 331.82
2011	3,720,000	3,175,000	22,901	6,872,099	0.46%	250.35
2012 (3)	5,905,000	2,940,000	30,107	8,814,893	0.62%	318.83
2013	3,950,000	7,695,000	38,278	11,606,722	0.88%	419.77
2014	3,013,689	7,343,775	42,346	10,315,118	0.83%	371.57
SY2014 (4)	2,622,168	6,870,331	42,012	9,450,487	0.76%	340.42
2015	15,785,954	6,385,165	42,042	22,129,077	1.86%	796.96
2016	15,022,119	5,889,999	41,646	20,870,472	1.77%	740.06
2017	14,063,284	5,374,833	41,353	19,396,764	1.52%	691.70
2017	23,067,369	4,849,667	41,331	27,875,705	2.06%	994.07

Data Source: Audited Financial Statements

Note: Details of the Village's outstanding debt can be found in notes to financial statements.

(1) See the Schedule of Assessed Value and Actual Value of Taxable Property for property value data.

(2) See the Schedule of Demographic and Economic Statistics for population data.

(3) Beginning in 2012, the Glen Ellyn Public Library debt is included with the Village of Glen Ellyn. Prior to 2012, the Glen Ellyn Public Library was reported as a component unit of the Village. They are no longer included in this report.

(4) SY2014 refers to a short fiscal year 2014 (May 1, 2014 - December 31, 2014) as the Village transitioned to a calendar year.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Schedule of Direct and Overlapping Governmental Activities Debt
December 31, 2018 (Unaudited)

Governmental Unit	Gross Debt[1]	Percentage of Debt Applicable to the Village of Glen Ellyn[2]	Village of Glen Ellyn Share of Debt
Village of Glen Ellyn[3]	$ 23,067,369	100.00%	$ 23,067,369
Overlapping Debt			
Grade School District #41	29,366,000	75.48%	22,165,457
Grade School District #44	9,700,000	2.43%	235,710
Grade School District #89	13,480,000	42.62%	5,745,176
High School District #87	62,970,000	23.87%	15,030,939
Community College District #502	204,604,000	3.64%	7,447,586
Glen Ellyn Park District	1,965,000	81.30%	1,597,545
Butterfield Park District	3,191,116	5.67%	180,936
Lombard Park District	13,116,390	19.47%	2,553,761
Wheaton Park District	18,865,453	0.72%	135,831
DuPage County	186,444,944	3.51%	6,544,218
DuPage Forest Preserve	127,639,000	3.51%	4,480,129
Total Overlapping Debt	671,341,903		66,117,288
Total Direct and Overlapping Debt	694,409,272		89,184,657

Data Source: Village Survey and DuPage County Clerk

1. Most recently available.

2. Determined by ratio of assessed valuation of property subject to taxation in the Village of Glen Ellyn to valuation of property subject to taxation in overlapping unit.

3. Beginning in 2012, the Glen Ellyn Public Library debt is included with the Village of Glen Ellyn. Prior to 2012, the Glen Ellyn Public Library was reported as a component unit of the Village. They are no longer included in this report.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Schedule of Legal Debt Margin
December 31, 2018 (Unaudited)

The Village is a home rule municipality.

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

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

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

VILLAGE OF GLEN ELLYN, ILLINOIS

Demographic and Economic Statistics - Last Ten Fiscal Years
December 31, 2018 (Unaudited)

Fiscal Year	(1) Population	(1) Personal Income	(1) Per Capita Personal Income	(2) Unemployment Rate
2010	27,236	$ 1,327,074,100	$ 48,725	7.60%
2011	27,450	1,336,513,050	48,689	6.60%
2012	27,648	1,364,788,224	49,363	7.10%
2013	27,650	1,381,753,450	49,973	6.50%
2014	27,761	1,404,428,990	50,590	6.20%
SY2014(3)	27,761	1,434,660,719	51,679	5.10%
2015	27,767	1,457,378,762	52,486	4.60%
2016	28,201	1,482,357,364	52,564	4.47%
2017	28,042	1,567,800,178	55,909	3.73%
2018	28,042	1,605,544,710	57,255	3.06%

Data Sources:
(1) U.S. Census Bureau
(2) Illinois Bureau of Employment Security
(3) SY2014 refers to a short fiscal year 2014 (May 1, 2014 - December 31, 2014) as the Village transitioned to a calendar year.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Principal Employers - Current Fiscal Year and Nine Fiscal Years Ago
December 31, 2018 (Unaudited)

	2018 (1) (3)			2009 (2)		
Employer	Employees	Rank	Percentage of Total Village Employment	Employees	Rank	Percentage of Total Village Employment
College of DuPage	3,526	1	12.6%	2,500	1	9.2%
School District 87	907	2	3.2%	921	2	3.4%
Glen Ellyn Park District	637	3	2.3%	650	3	2.4%
Grade School District 44	509	4	1.8%			
DuPage Medical Group	430	5	1.5%	416	5	1.5%
School District 41	413	6	1.5%	473	4	1.7%
Village of Glen Ellyn	389	7	1.4%	183	8	0.7%
School District 89	271	8	1.0%			
Nicor	200	9	0.7%			
B.R.Ryall YMCA	170	10	0.6%	160	10	0.6%
M&R Printing				250	6	0.9%
Health Track Sports & Wellness				224	7	0.8%
Jewel-Osco				165	9	0.6%
	7,452		26.6%	5,942		21.9%

Data Source:
(1) Village Survey
(2) FY2008 Comprehensive Annual Financial Report
(3) 2015 survey used, current values were unavailable.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Full-Time and Part-Time Employees by Function/Program - Last Ten Fiscal Years
December 31, 2018 (Unaudited)

Function/Program	2010	2011	2012
General Government			
Administration			
Board and Clerk's Office	0.50	-	-
Village Manager's Office	7.00	7.10	7.00
Law	-	-	-
Facilities Maintenance	6.00	5.60	5.00
Information Technology	-	-	-
Senior Services	0.60	0.60	0.60
Communications	0.75	0.75	-
	14.85	14.05	12.60
Finance			
Operations	4.60	4.60	4.60
Cashier's Office	5.60	5.60	5.60
	10.20	10.20	10.20
Planning and Development			
Building and Zoning	7.75	6.50	8.00
Planning	4.50	4.50	3.00
	12.25	11.00	11.00
Public Safety			
Police			
Officers	43.00	43.00	43.00
Community Service Officers	3.60	3.60	3.20
Civilians	9.25	9.25	9.25
Fire/EMS	-	-	-
	55.85	55.85	55.45
Public Works			
Administration/Engineering	6.50	6.50	6.50
Equipment Services	3.40	3.40	3.40
	19.90	19.90	19.90
	29.80	29.80	29.80
Recreation			
Administration	1.00	1.00	1.00
Golf	3.00	3.00	3.00
Food Service	1.00	1.00	1.00
Grounds	4.00	3.00	3.00
Seasonal	45.00	35.00	32.00
	54.00	43.00	40.00
Totals	176.95	163.90	159.05

Data Source: Village Budgets

(1) SY2014 refers to a short fiscal year 2014 (May 1, 2014 - December 31, 2014) as the Village transitioned to a calendar year.

(2) In fiscal year 2017, the seasonal staff was allocated to golf, food service, and grounds.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

2013	2014	SY2014(1)	2015	2016	2017	2018
-	-	-	-	-	-	-
7.50	7.50	7.30	5.75	6.15	6.40	7.60
-	-	-	1.25	1.25	1.25	1.00
5.00	5.00	5.00	4.15	4.15	5.33	5.33
-	1.00	1.00	2.20	2.10	2.10	1.40
0.60	0.60	0.60	0.60	0.60	0.60	0.60
-	-	-	-	-	-	-
13.10	14.10	13.90	13.95	14.25	15.68	15.93
4.60	3.60	3.60	4.05	4.05	4.05	4.20
5.60	5.60	5.60	5.60	5.60	5.60	5.72
10.20	9.20	9.20	9.65	9.65	9.65	9.92
8.75	8.75	8.95	8.25	8.25	9.25	9.13
3.00	3.00	3.00	3.70	3.70	3.70	3.50
11.75	11.75	11.95	11.95	11.95	12.95	12.63
43.00	40.00	40.00	40.00	40.00	40.00	40.00
3.20	3.20	2.70	2.90	2.90	2.90	2.90
9.25	9.25	8.85	9.95	9.95	9.95	9.95
-	-	-	1.00	1.00	1.00	0.50
55.45	52.45	51.55	53.85	53.85	53.85	53.35
6.50	6.50	6.50	7.71	7.71	8.17	8.17
3.40	3.40	3.40	3.40	3.40	3.40	3.40
19.90	20.40	17.66	24.16	23.97	23.97	23.97
29.80	30.30	27.56	35.27	35.08	35.54	35.54
1.00	1.00	1.00	1.00	1.00	1.00	1.45
3.00	3.00	5.00	2.00	2.00	12.90	12.90
1.00	2.00	2.00	5.00	6.00	36.80	36.20
2.00	2.00	3.00	5.00	5.00	14.20	14.20
32.00	32.00	38.50	36.50	36.50	(2)	-
39.00	40.00	49.50	49.50	50.50	64.90	64.75
159.30	157.80	163.76	174.17	175.28	192.57	192.12

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Operating Indicators by Function/Program - Last Ten Fiscal Years
December 31, 2018 (Unaudited)

Function/Program	2010	2011	2012
Public Safety			
Police (1)			
General Police Activities	16,344	15,295	15,930
Traffic Enforcement	11,667	13,311	13,149
Traffic Services/Accidents	3,556	2,027	1,632
Quasi/Non-Criminal Services	2,846	2,802	2,405
Burglary	1,114	1,051	994
Property Crimes	1,036	1,049	930
Suspicious Persons	967	893	929
Suspicious Autos	838	896	939
Domestic Disturbance	371	383	321
Animal Calls	735	482	502
Crimes Against Persons	156	140	148
Calls for Service	-	-	-
Traffic Citations	-	-	-
Traffic Warnings Issued	-	-	-
Traffic Crash Reports	-	-	-
DUI	-	-	-
Medical Assists	-	-	-
Miscellaneous Services	-	-	-
Crisis Intervention	-	-	-
Theft/Deception	-	-	-
Drug Offenses	-	-	-
Other Criminal Offenses	-	-	-
Criminal Damage or Trespass	-	-	-
Disorderly Conduct	-	-	-
Battery	-	-	-
Death/Suicide Investigations	-	-	-
Liquor Control Act	-	-	-
Burglary/Robbery	-	-	-
Sex Offenses	-	-	-
Missing Persons	-	-	-
Motor Vehicle Theft	-	-	-
Offenses Involving Children	-	-	-
Criminal Sexual Assault	-	-	-
Deadly Weapons	-	-	-
Arson	-	-	-
Homicide	-	-	-
Building			
Permits Issued	944	1,366	1,397
Authorized Construction ($)	20,937,174	92,203,687	33,593,811
Public Works			
Street Resurfacing (Miles)	1.0	0.5	-
Street Reconstruction (Miles)	2.0	0.7	1.2
Water (1)			
Average Daily Consumption (Gallons)	2,506,273	2,035,589	2,486,327
Peak Daily Consumption (Gallons)	3,917,969	4,634,868	4,634,868

Data Source: Village Records

(1) Calendar Year
(2) SY2014 refers to a short fiscal year 2014 (May 1, 2014 - December 31, 2014) as the Village transitioned to a calendar year.

2013	2014		SY2014 (2)		2015		2016		2017		2018
15,221	14,474		14,474		15,045		15,119		16,830		-
13,328	16,043		16,043		14,948		14,843		15,176		-
1,564	1,570		1,570		1,757		1,634		1,359		-
2,426	3,247		3,247		2,356		2,344		1,963		-
917	930		930		967		803		803		-
813	903		903		892		681		776		-
845	854		854		1,005		777		723		-
907	889		889		907		727		745		-
363	269		269		245		229		396		-
451	433		433		419		361		417		-
125	87		87		99		86		119		-
-	-	-	-	-	-	-	-	-	-	-	44,190
-	-	-	-	-	-	-	-	-	-	-	3,969
-	-	-	-	-	-	-	-	-	-	-	7,423
-	-	-	-	-	-	-	-	-	-	-	789
-	-	-	-	-	-	-	-	-	-	-	96
-	-	-	-	-	-	-	-	-	-	-	1,246
-	-	-	-	-	-	-	-	-	-	-	719
-	-	-	-	-	-	-	-	-	-	-	387
-	-	-	-	-	-	-	-	-	-	-	331
-	-	-	-	-	-	-	-	-	-	-	235
-	-	-	-	-	-	-	-	-	-	-	156
-	-	-	-	-	-	-	-	-	-	-	116
-	-	-	-	-	-	-	-	-	-	-	90
-	-	-	-	-	-	-	-	-	-	-	73
-	-	-	-	-	-	-	-	-	-	-	52
-	-	-	-	-	-	-	-	-	-	-	34
-	-	-	-	-	-	-	-	-	-	-	34
-	-	-	-	-	-	-	-	-	-	-	19
-	-	-	-	-	-	-	-	-	-	-	19
-	-	-	-	-	-	-	-	-	-	-	11
-	-	-	-	-	-	-	-	-	-	-	11
-	-	-	-	-	-	-	-	-	-	-	9
-	-	-	-	-	-	-	-	-	-	-	7
-	-	-	-	-	-	-	-	-	-	-	3
-	-	-	-	-	-	-	-	-	-	-	-
1,491	1,516		1,086		1,412		1,437		1,553		1,357
35,589,000	45,037,344		39,523,046		49,428,454		73,884,864		41,899,429		46,191,410
-	0.6		2.2		3.1		0.3		3.9		3.0
1.1	1.4		1.0		1.3		0.3		0.7		0.4
2,978,305	2,493,244		2,451,597		2,364,759		2,293,786		2,315,123		2,315,186
5,133,794	4,129,666		3,229,681		3,840,585		3,677,000		4,411,000		3,723,000

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

Capital Asset Statistics by Function/Program - Last Ten Fiscal Years
December 31, 2018 (Unaudited)

Function/Program	2010	2011	2012
Public Safety			
Police			
Stations	1	1	1
Fire			
Fire Stations	2	2	2
Public Works			
Roadways (Miles)	83	83	87
Streetlights	727	727	826
Parkway Trees	14,803	14,864	13,895
Water			
Water Mains (Miles)	110	110	111
Fire Hydrants	1,283	1,286	1,315
Storage Capacity (Gallons)	3,250,000	3,250,000	3,250,000
Wastewater			
Sanitary Sewer (Miles)	96	96	94
Storm Sewers (Miles)	110	111	112

Data Source: Village Records

(1) SY2014 refers to a short fiscal year 2014 (May 1, 2014 - December 31, 2014) as the Village transitioned to a calendar year.

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

2013	2014	SY2014 (1)	2015	2016	2017	2018
1	1	1	1	1	1	1
2	2	2	2	2	2	2
87	87	87	89	89	89	89
826	850	850	850	947	947	959
13,929	13,948	14,139	13,977	13,977	14,133	14,167
111	111	111	111	111	111	111
1,222	1,327	1,330	1,386	1,386	1,386	1,360
3,250,000	3,250,000	3,250,000	3,250,000	3,250,000	3,250,000	3,250,000
94	85	85	85	85	85	85
112	70	70	70	70	70	70

Attachment: Fiscal Year 2018 Comprehensive Annual Financial Report (4054 : 2018 Comprehensive Annual Financial Report)

VILLAGE OF GLEN ELLYN, ILLINOIS

MANAGEMENT LETTER

FOR THE FISCAL YEAR ENDED
DECEMBER 31, 2018

Attachment: Glen Ellyn Mgmt Letter FY2018 (4054 : 2018 Comprehensive Annual Financial Report)

Lauterbach & Amen, LLP
CERTIFIED PUBLIC ACCOUNTANTS
668 N. RIVER ROAD • NAPERVILLE, ILLINOIS 60563
PHONE 630.393.1483 • FAX 630.393.2516
www.lauterbachamen.com

June 7, 2019

The Honorable Village President
Members of the Board of Trustees
Village of Glen Ellyn, Illinois

In planning and performing our audit of the financial statements of the Village of Glen Ellyn (Village), Illinois, for the year ended December 31, 2018, we considered its internal control structure in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control structure.

We do not intend to imply that our audit failed to disclose commendable aspects of your system and structure. For your consideration we herein submit our comments and suggestions which are designed to assist in effecting improvements in internal controls and procedures. Those less significant matters, if any, which arose during the course of the audit, were reviewed with management as the audit field work progressed.

The accompanying comments and recommendations are intended solely for the information and use of the Village Board of Trustees, management, and others within the Village of Glen Ellyn, Illinois.

We will review the status of these comments during our next audit engagement. We have already discussed many of these comments and suggestions with various Village personnel. We would be pleased to discuss our comments and suggestions in further detail with you at your convenience, to perform any additional study of these matters, or to review the procedures necessary to bring about desirable changes.

We commend the finance department for the well-prepared audit package and we appreciate the courtesy and assistance given to us by the entire Village staff.

Lauterbach & Amen, LLP
LAUTERBACH & AMEN, LLP

Attachment: Glen Ellyn Mgmt Letter FY2018 (4054 : 2018 Comprehensive Annual Financial Report)

PRIOR RECOMMENDATIONS

1. GOLF COURSE INTERNAL CONTROLS

Comment

Previously, the Golf Course performs various finance and accounting related functions utilizing a separate set of internal controls in certain situations, particularly in the areas of cash handling, banquet related transactions, refunds, etc. A strong internal control environment would include the documentation of these transactions, including the specific procedures and control practices performed by Golf Course personnel. Further, the control environment of the Village should provide for periodic review and inspection of those procedures to ensure a strong control environment.

Recommendation

Although no specific areas of concern were noted during the audit, we recommended that the Village's finance staff work with Golf Course staff to ensure the transactions noted above that require a separate set of internal controls be fully documented. Further, we recommended that periodically the Village finance department staff test those controls through observation, periodic counts of inventories, testing of transactions, etc. Over the course of the next several months, Lauterbach & Amen, LLP will also work with the Village to coordinate a date to review Golf Course procedures that are being developed and test controls for the transactions noted above.

Status

This comment has been implemented and will not be repeated in the future.

Attachment: Glen Ellyn Mgmt Letter FY2018 (4054 : 2018 Comprehensive Annual Financial Report)

PRIOR RECOMMENDATIONS – Continued

2. **GASB STATEMENT NO. 74 FINANCIAL REPORTING FOR POST-EMPLOYMENT BENEFIT PLANS OTHER THAN PENSION PLANS AND GASB STATEMENT NO. 75 ACCOUNTING AND FINANCIAL REPORTING FOR POST-EMPLOYMENT BENEFITS OTHER THAN PENSIONS**

Comment

In June 2015, the Governmental Accounting Standards Board (GASB) issued Statement No. 74, *Financial Reporting for Post-Employment Benefits Plans Other Than Pension Plans*, which applies to individual postemployment benefit plans, and Statement No. 75, *Accounting and Financial Reporting for Post-Employment Benefits Other Than Pensions*, which applies to the state and local government employers that sponsor the plans. The Statements apply to the reporting of other post-employment benefits, including medical, dental, life, vision and other insurance coverages provided by the employer post-employment. The Statements establish standards for measuring and recognizing liabilities, deferred outflows of resources, deferred inflows of resources, and expense/expenditures related to the other post-employment benefit plans, and specifically identify the methods and assumptions that are to be used in calculating and disclosing these OPEB accounts in the financial statements. The Statements also provide for additional note disclosures and required supplementary information and are intended to improve information provided by state and local government employers regarding financial support to their OPEB plans. GASB Statement No. 75 applies to the employer's reporting of other post-employment benefit plans and is applicable to the Village's financial statements for the year ended December 31, 2018.

Recommendation

We recommended that the Village reach out to the private pension actuary engaged to provide the OPEB actuarial calculations in order to confirm the timeline for implementation and to review requested materials that will be required in order to implement the provisions and requirements of the new Statements. Lauterbach & Amen, LLP will also work directly with the Village to assist in the implementation process, including assistance in determining the implementation timeline with the Village and private actuary, providing all framework for the financial statements in order to complete the implementation, and assist in answering any questions or concerns the Village might have related to the implementation process or requirements.

Status

This comment has been implemented and will not be repeated in the future.

Attachment: Glen Ellyn Mgmt Letter FY2018 (4054 : 2018 Comprehensive Annual Financial Report)

PRIOR RECOMMENDATIONS – Continued

3. FUNDS OVER BUDGET

Comment

Previously and during our current year-end audit procedures, we noted that the following funds had an excess of actual expenditures/expenses over budget for the previous fiscal year and current fiscal year:

Fund	12/31/17	12/31/18
Debt Service	$ 100	-
Forfeiture	-	41,397
Village Links/Reserve 22	57,504	-
Residential Solid Waste	81,648	-

Recommendation

We recommended the Village investigate the causes of the funds over budget and adopt appropriate future funding measures.

Management Response

The Federal Forfeiture program has strict non-supplanting rules which state that the funds may not be used for items which were already included in the police operating budget. Due to this requirement, the Village has always budgeted conservatively for the Federal Forfeiture Fund as to not give rise to any supplanting concerns. When it was determined that the Forfeiture Fund was over budget for 2018, staff reviewed the issue with the Village Attorney to determine if a budget amendment should be brought to the Village Board. The Village Attorney determined that given the program requirements, it was appropriate to not amend the budget.

Attachment: Glen Ellyn Mgmt Letter FY2018 (4054 : 2018 Comprehensive Annual Financial Report)