Agenda
Village of Glen Ellyn
Special Workshop Meeting
Thursday, October 5, 2017
7:00 PM
Glen Ellyn Civic Center, Room 301

Village Board Workshop Procedures Statement

Visitors are most welcome to attend all meetings of the Village Board and can find copies of the Agenda on their chairs or online at www.glenellyn.org prior to the meeting. Any individual with a disability requiring a reasonable accommodation in order to participate in a meeting should contact the Village of Glen Ellyn ADA Coordinator, 630-469-5000, at least five (5) business days in advance of the next scheduled meeting. All matters on the Agenda may be discussed, amended, and acted upon.

A. Call to Order

B. Pledge of Allegiance

C. Roll Call

D. Audience Participation

1. Open:

   Members of the public are welcome to speak to any item *not* specifically listed on tonight's agenda for up to three minutes. For those items which are on tonight's agenda, the public will have the opportunity to comment at the time the item is discussed. In either case, please complete the Audience Participation form and turn it in to the Village Clerk. It is requested that, if possible, one spokesman for a group be appointed to present the views of the entire group. Speakers who are recognized are requested to step to a microphone and state their name, address and the group they are representing prior to addressing the Village Board.

E. 2018 Budget Workshop Discussion (Finance Director Coyle) (Discussion Only)

1. Village Links/Reserve 22 Fund (Presented by General Manager Vesevick)

2. Water & Sewer Five Year Forecast (Presented by Finance Director Coyle)

3. Water & Sewer Fund (Presented by Public Works Director Hansen)

4. Parking Fund (Presented by Public Works Director Hansen)

5. Residential Solid Waste Fund (Presented by Village Manager Franz)

F. Other Items

G. Motion to adjourn to Executive Session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees without returning to open session thereafter.

Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 10/05/17 07:00 PM
Department: Finance
Department Head: Christina Coyle
Category: Budget
Prepared By: Christina Coyle

SCHEDULED

AGENDA ITEM (ID # 2896) DOC ID: 2896

2018 Budget Workshop Discussion (Finance Director Coyle) (Discussion Only) 1. Village Links / Reserve 22 Fund (Presented by General Manager Vesevick) 2. Water & Sewer Five Year Forecast (Presented by Finance Director Coyle) 3. Water & Sewer Fund (Presented by Public Works Director Hansen) 4. Residential Solid Waste Fund (Presented by Village Manager Franz)

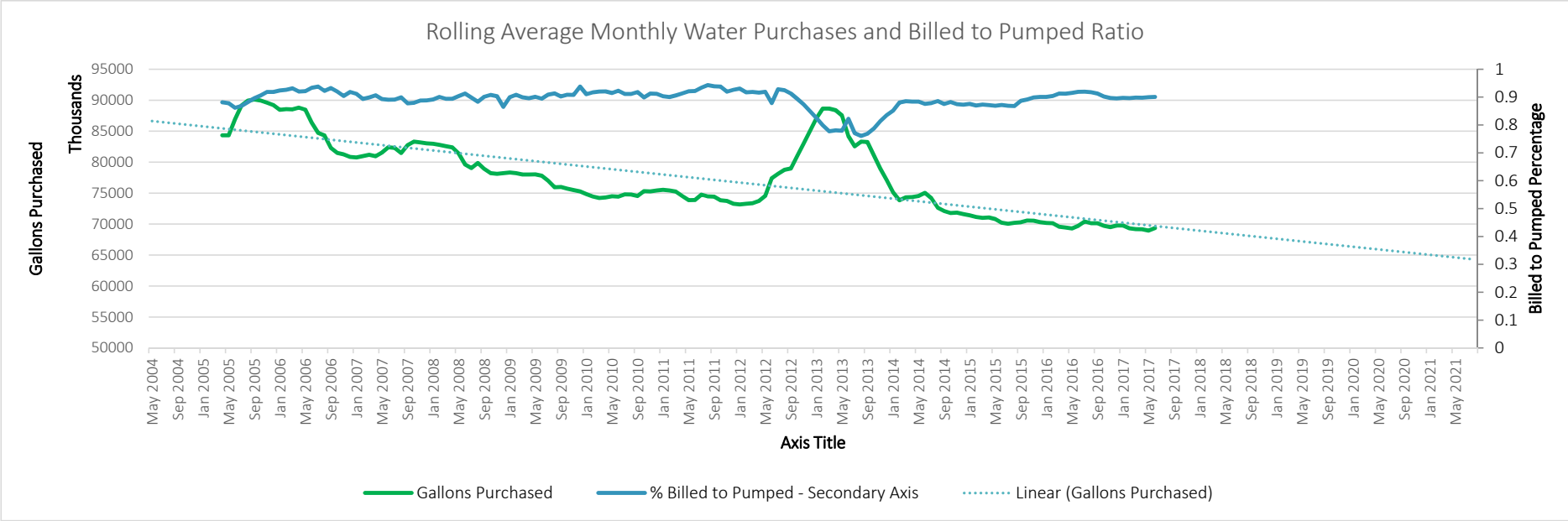
On Thursday, the budget discussions will center on the Village's Enterprise Funds. The Village has four enterprise funds. These funds, as their name indicates, are created to be self-sustaining "enterprises" where the user fees charged are meant to support the operations of the fund. Attached to this agenda item is the portion of the budget that pertains to the enterprise funds. There were four pages to the Water & Sewer Fund budget that have changes, which are attached. Paper copies will be brought to the meeting for the packet. The non-resident portion of water and sewer fees had been omitted, so these pages include that item. Also attached is Water & Sewer Fund Five Year Forecast.

ATTACHMENTS:

- Five Year Forecast Water and Sewer Fund (PDF)
- Revised Pages Water and Sewer Fund 2017-10-03 (PDF)
- 05. Enterprise Funds (PDF)

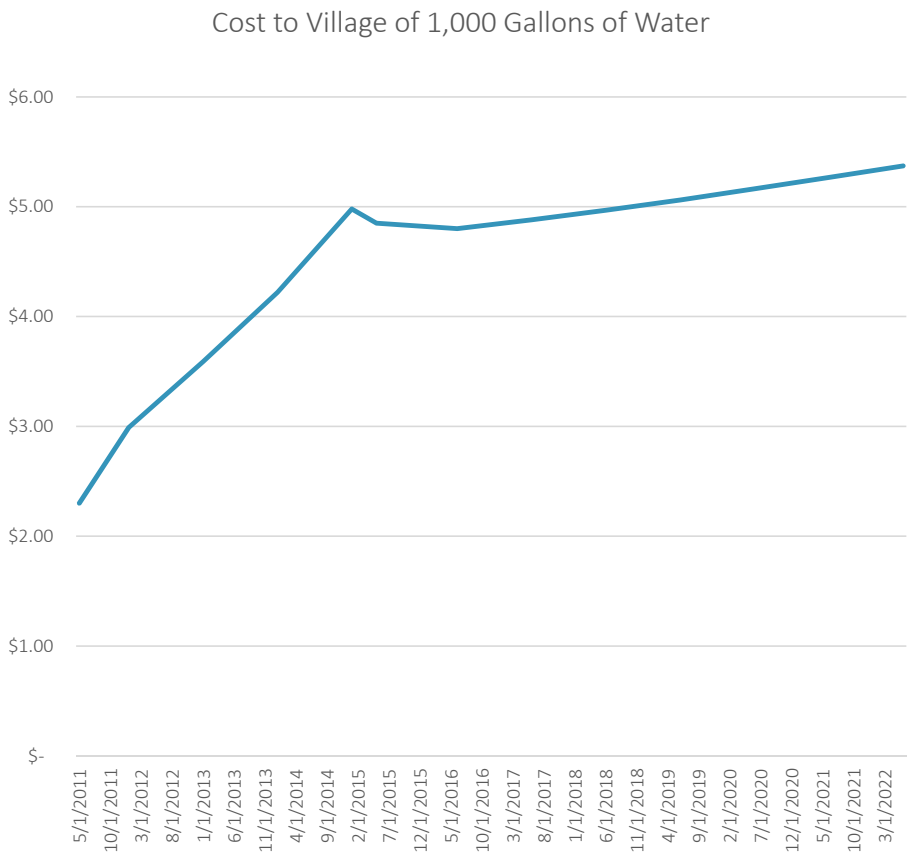
WATER & SEWER FUND

Historical Water Usage



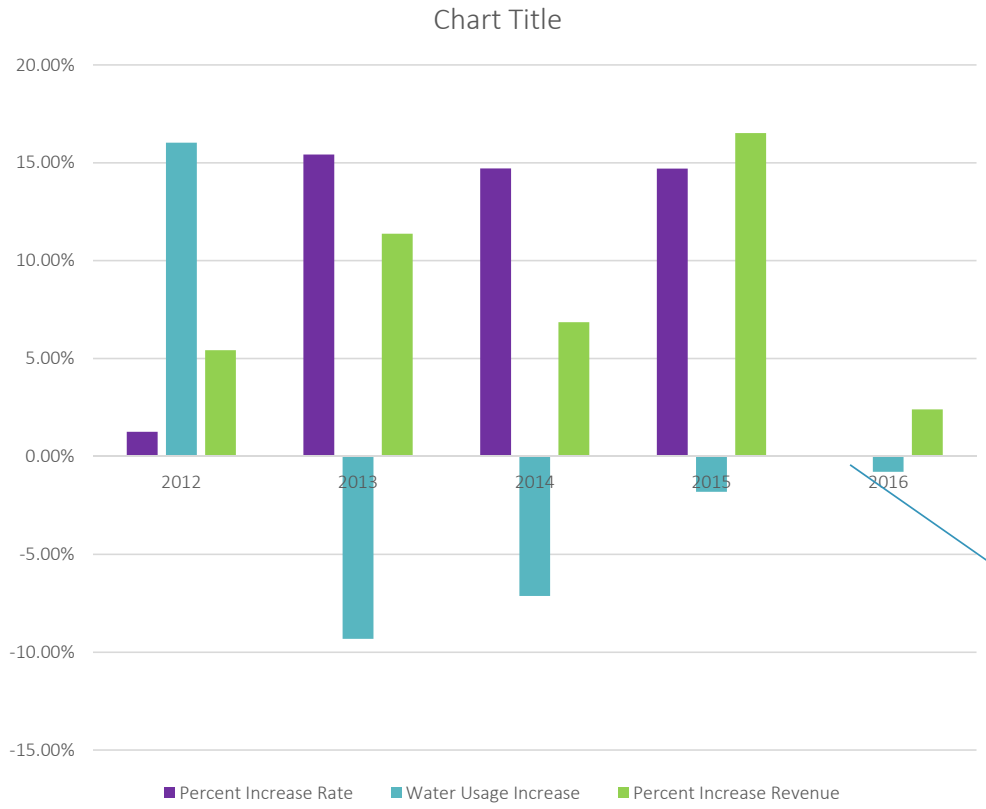
- Graph depicts a 12 month rolling average water usage.
- Linear dotted line highlights projected continued trend in water usage.
- Due to conservation through energy efficiency efforts as well as improvements to the water infrastructure, gallons purchased has decreased over the past 10 years.
- The spike in 2013 was due to a summer drought and a major water main break.
- Water usage is projected to decrease, on average, by 2% annually.

Historical and Projected Water Costs



- Sharp increases in rates were experienced from 2012 to 2015 as the City of Chicago raised the rates it charged for water.
- DuPage Water Commission raised its rates in May 2017 by 8 cents per 1,000 gallons or 2%. This translates to an added cost of $68,000 for 2018 assuming no rate increase in May 2018, which is likely.
- City of Chicago projects rates shall be increased effective June 1, 2016 and every year thereafter by CPI (max of 5%). Future years are projected to increase each June 1 by 3% for both City of Chicago rates and DuPage Water Commission rates.

The Problem: Revenues do not follow rate increases due to water use



- Due to increases in water conservation or dry summers, rate increases do not always run equivalent to revenue increases
- Drought years raise additional dollars
- Years of water conservation declines in usage do not yield a percentage increase in revenues equal to the percentage increase in rate
- If the trend is for a decline in water usage, rates will need to be raised to collect the same amount of revenue.

No rate increase in 2016

Building the Water & Sewer Fund Forecast: Key Assumptions - Revenues

	FY18 Budget (thousands)	Average Historical Growth (2011-2017)	Projected Annual Growth (2018-2022)
Metered Water & Sewer Revenue	$12,993	6.3%	1.6%[1]
Intergovernmental Sewer Fees	$970	3.5%	1.3%[2]
Connection Fees	$50	8.9%	2.0%[3]
Sewer Repair Fee	$287	0.1%	0.0%[4]
Inspections & Permits	$85	8.2%	2.0%[5]
Other Revenues (combined)	$245	12.6%	1.0-2.0%[6]

Footnotes:

1. Assumes a 2.5% rate increase in 2018; 3% annually thereafter. Due to anticipated water conservation, this rate increase only produces average revenue growth of 1.6%.
2. Intergovernmental fees are effected by Village rates as well as projected GWA budget. Positive rate increases in 2013-2015 commingle with decreases in revenue in 2016 and 2017. Illinois American Water has made positive inroads in eliminating sewer infiltration which has lowered their flow and the amount paid for sewer services according to the intergovernmental agreement. This is why projected growth differs from historical growth.
3. Connection fees occur from new development or annexation agreements. A conservative 2% is projected.
4. This fee is a flat fee added to the Village Services Bill and is not anticipated to increase.
5. Inspections & Permit performance is tied to the performance of the housing market and building permits.
6. Includes SSA taxes, interest income, and other miscellaneous revenue. A conservative projection of 1.0% is used as these revenues tend to be incidental in nature. SSA taxes will remain flat.

Building the Water & Sewer Fund Forecast: Key Assumptions - Expenditures

	FY18 Budget (thousands)	Average Historical Growth (2011-2017)	Projected Annual Growth (2018-2022)
Salaries, Overtime and FICA	$1,089	2.0%	3.0%[1]
Pension	$103	-1.5%	2.0%[2]
Health Insurance	$142	4.0%	4.0%[3]
Water Purchases	$4,598	15.4%	0%[4]
Glenbard Wastewater	$3,608	3.5%	3.0%[5]
Contractual Services	$1,079	4.7%	3.0%[6]
Commodities	$36	7.2%	3.0%[7]
Capital Outlay	$4,844	14.9%	8.7%[8]
Transfers	$842	-0.5%	3.0%[1]
Debt Service	$108	0.0%	0.0%[9]

Footnotes:

1. Average salary increase has ranged from 2-3% over the last several years. Transfers are closely tied to changes in personnel expenses.
2. IMRF pension costs are stabilizing and are expected to trend closely to salary increases in the future.
3. The Village's insurance pool has helped to beat the market increases for health insurance.
4. Conservation in water is anticipated to offset growth in rates. Historical data is volatile with increases up to 49.0% in 2013 and a decrease of 2.4% in 2016.
5. Based upon a 3% operating increase and capital increases according to GWA capital plan.
6. Historical increases based upon adding GIS capabilities and upgrades to software systems.
7. Assumed escalator of 3.0%
8. Several large projects are on the horizon including Roosevelt Road Water Main and Water Meter Replacement.
9. Debt service for the Lambert Farms IEPA loan will remain consistent over the forecast.

Capital Plan

Capital Plan includes $24.9 million in capital projects over the next 5 years.

Major components of the plan include:

- Roosevelt Road Water Main & Main Lining ($5M)
- Street Project related work ($12.5M)
- Sewer Lining Program ($2.5M)
- Lift Station rehabilitation ($1.3M)

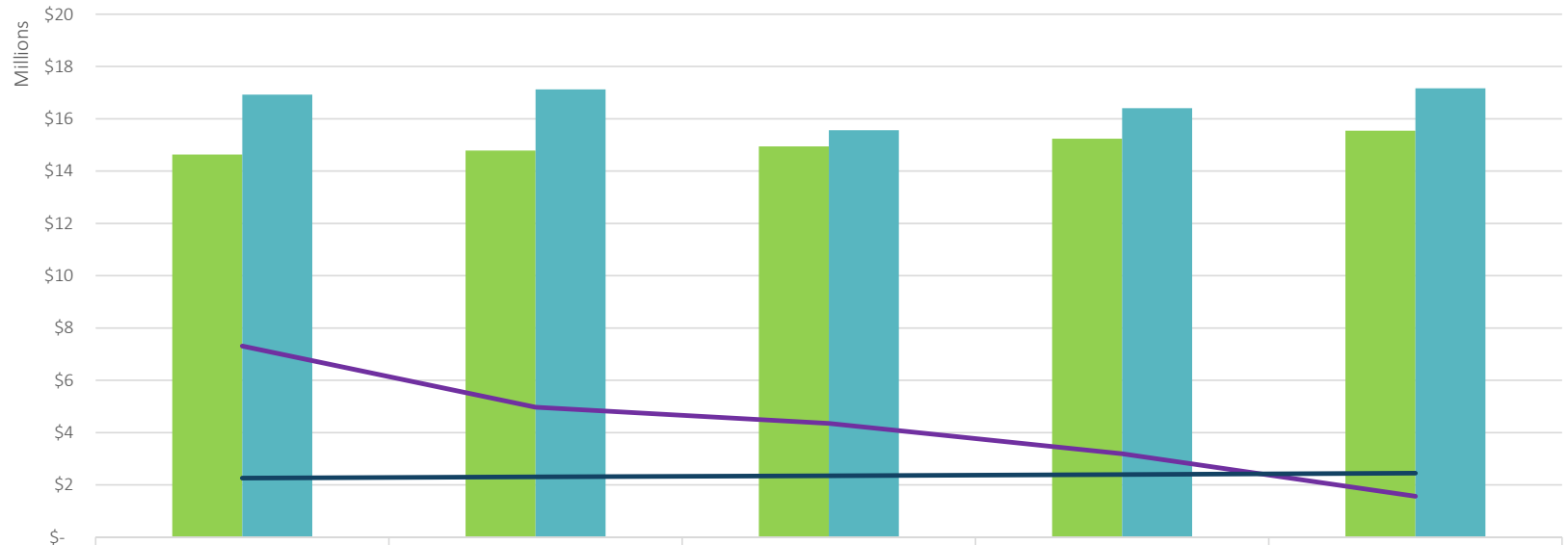
Water & Sewer Rate Options

Option 1: Increase of 2.5% for water & sewer in 2018; project 3.0% increases thereafter

Option 2: Increase of $0.08 per 1,000 gallons in 2018 for water only to directly pass along DWC rate increase; project 3.0% increases thereafter.

Note: The Board will only set rates for 2018. Any future rate increases would have to come back to the Board at a later date.

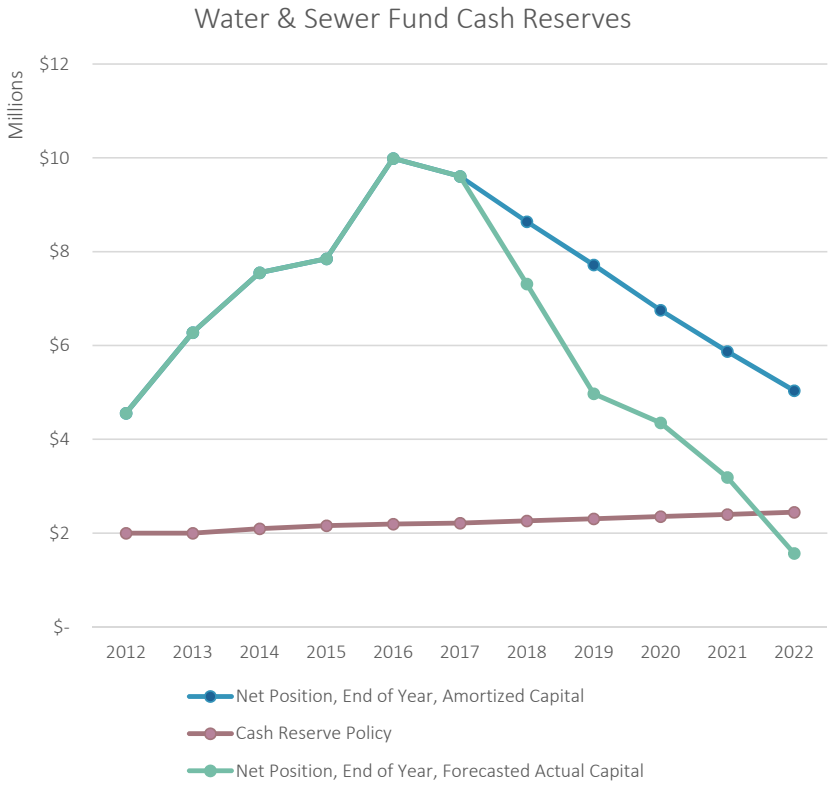
Annual Water & Sewer Fund Forecast
2.5% Rate Increase 2017; 3% Thereafter



	2018	2019	2020	2021	2022
Total Revenues	$14,630,661	$14,786,673	$14,944,798	$15,242,186	$15,545,756
Total Expenses	$16,924,692	$17,127,880	$15,563,947	$16,404,806	$17,168,384
Fund Position End of Year	$7,312,989	$4,971,782	$4,352,633	$3,190,012	$1,567,384
Cash Reserve Policy	$2,261,000	$2,306,220	$2,352,344	$2,399,391	$2,447,379

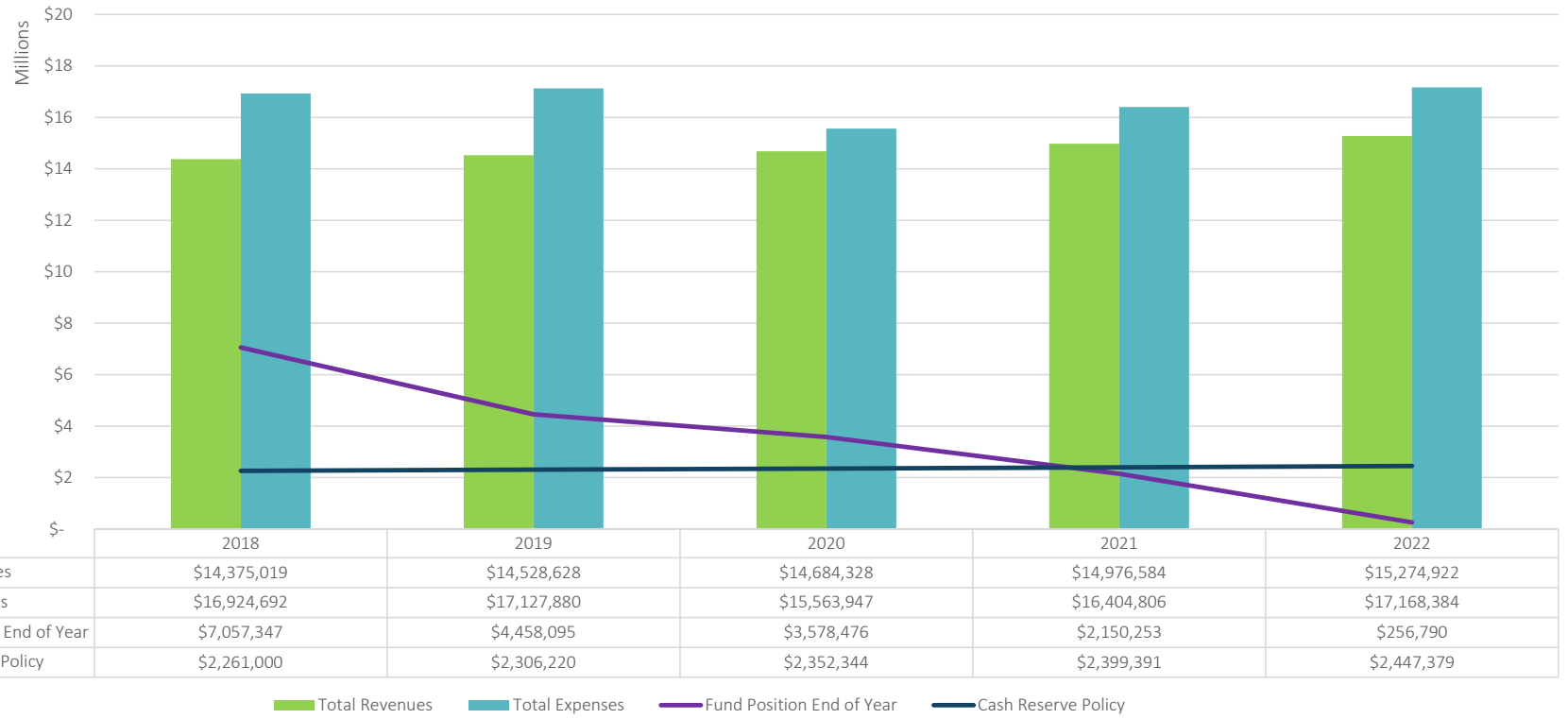
- Volatility is experienced due to the timing of capital projects throughout the lifetime of the forecast.
- Fund dips below reserve level in 2022
- Current forecast shows that rate increases will be needed to keep pace with the capital program.

Water & Sewer Cash Reserve Projections



- Cash reserve policy grows by CPI each year, assumed 2%.
- Amortized capital line straight-lines capital budget over the next 8 years into a consistent spend each year.
- Forecasted capital line includes anticipated actual cost of the projects.
- Cash reserve policy does not take into account the savings needed to fund capital improvements. There may be years the cash balance needs to be above policy in order to meet future capital needs.

Annual Water & Sewer Fund Forecast
$0.08 rate increase water only; 3% thereafter



	2018	2019	2020	2021	2022
Total Revenues	$14,375,019	$14,528,628	$14,684,328	$14,976,584	$15,274,922
Total Expenses	$16,924,692	$17,127,880	$15,563,947	$16,404,806	$17,168,384
Fund Position End of Year	$7,057,347	$4,458,095	$3,578,476	$2,150,253	$256,790
Cash Reserve Policy	$2,261,000	$2,306,220	$2,352,344	$2,399,391	$2,447,379

- Fund dips below the reserve policy in 2022.
- Ending balance in 2022 is $1.3M lower than in other rate plan (2.5% 2017; 3% thereafter)

In Conclusion

- The Village has sufficient cash to be able to meet our capital obligations over the next 5 years with a 2.5% increase in 2017 and 3% thereafter; however not to stay above our cash reserve policy.
- Alternately, the Village could raise rates by the increase in water from DWC (0.08 cents per gallon) and revisit rates again in 2018. This would decrease the Fund's position by $1.3 million over 5 years compared to the other option.
- Due to cash position, staff does not recommend raising rates any greater than 2.5%. As we grow nearer to 2022, we will revisit rates each year to determine if additional increases are warranted.
- A rate study may be warranted in future years to examine options for setting rates and to determine if changes should be made from the current model.

VILLAGE OF GLEN ELLYN
2018 BUDGET

FUND: **WATER & SEWER FUND**
DEPARTMENT: **PUBLIC WORKS**

FUND SUMMARY	2016 ACTUAL	2017 ORIG BUDGET	2017 REV BUDGET	2017 PROJECTION	2018 BUDGET	2018 % CHG 2017 ORG BUD
TAXES	$ 96,961	$ 97,000	$ 97,000	$ 97,000	$ 97,000	0.0%
CHARGES FOR SERVICES	14,099,230	14,788,900	14,788,900	14,163,350	14,418,450	-2.5%
INVESTMENT INCOME	23,039	30,000	30,000	73,000	73,000	143.3%
MISC REVENUE	19,771	23,600	23,600	35,900	35,000	48.3%
GAIN/LOSS ON SALE/DISPOSAL OF ASSETS	(47,224)	-	-	-	-	0.0%
CHANGE IN EQUITY OF GWA	533,790	-	-	-	-	0.0%
CONTRIBUTED ASSET	184,400	-	-	-	-	0.0%
TOTAL REVENUES	**$ 14,909,967**	**$ 14,939,500**	**$ 14,939,500**	**$ 14,369,250**	**$ 14,623,450**	**-2.1%**
PERSONNEL SERVICES	$ 1,159,873	$ 1,239,000	$ 1,239,000	$ 1,170,600	$ 1,176,475	-5.0%
CONTRACTUAL SERVICES	4,190,326	4,583,950	4,658,120	4,360,790	4,729,992	3.2%
COMMODITIES	4,046,535	4,261,850	4,261,850	4,202,600	4,316,000	1.3%
DEBT SERVICE	17,057	108,000	108,000	108,000	108,000	0.0%
DEPRECIATION	1,784,675	-	-	-	-	0.0%
PENSION EXPENSE (GASB 68)	80,221	-	-	-	-	0.0%
CAPITAL IMPROVEMENTS	2,127,891	5,881,500	6,591,481	3,857,632	5,771,487	-1.9%
CAPITAL ASSET ACCRUAL	(1,975,343)	-	-	-	-	0.0%
TRANSFERS OUT (IFTS)	972,420	1,053,300	1,053,300	1,049,100	927,400	-12.0%
TOTAL EXPENSES	**$ 12,403,655**	**$ 17,127,600**	**$ 17,911,751**	**$ 14,748,722**	**$ 17,029,354**	**-0.6%**
CHANGE IN NET POSITION	**$ 2,506,312**	**$ (2,188,100)**	**$ (2,972,251)**	**$ (379,472)**	**$ (2,405,904)**	10.0%

Available Cash Analysis	
Available, January 1, 2016	$ 9,673,831
Preliminary FY2016 Inflow / (outflow)	$ (379,472)
Budgeted FY2017 Inflow / (outflow)	$ (2,405,904)
Projected Available, December 31, 2017	$ 6,888,455
Cash Reserve Policy	$ 2,261,000
Amount Above Reserve Policy	$ 4,627,455

FUND: WATER & SEWER FUND
DEPARTMENT: PUBLIC WORKS
ORGANIZATION: WATER & SEWER REVENUES

ORG	OBJECT	ACCOUNT DESCRIPTION	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2017 PROJECTION	2018 BUDGET	2018 % CHG 2017 ORG BUD
5010 WATER REVENUE								
5010	440510	METERED WATER REVENUE	7,589,525	7,700,000	7,700,000	7,627,000	7,765,000	0.8%
5010	440512	SALE OF NEW METERS	35,300	35,000	35,000	40,000	40,000	14.3%
5010	440515	WATER MAIN CONSTR REIMB	-	-	-	-	-	0.0%
5010	440527	UTILITY INSPECTIONS	12,700	17,500	17,500	13,950	14,000	-20.0%
5010	449000	WATER CONNECTION FEES	35,350	70,000	70,000	49,000	50,000	-28.6%
5010	460100	INVESTMENT INCOME	11,520	15,000	15,000	36,500	36,500	143.3%
5010	489000	MISCELLANEOUS REVENUE	22,453	20,600	20,600	33,300	30,000	45.6%
5010	489100	MISCELLANEOUS - OVER/SHORT	(1,476)	-	-	-	-	0.0%
5010	489200	G/L ON DISP OF FIXED ASSETS	(47,224)	-	-	-	-	0.0%
5010	491000	CONTRIBUTION OF FIXED ASSET	79,800	-	-	-	-	0.0%
TOTAL	**WATER REVENUE**		**7,737,949**	**7,858,100**	**7,858,100**	**7,799,750**	**7,935,500**	**1.0%**
5020 SEWER REVENUE								
5020	410112	PROPERTY TAX SSA#12	96,961	97,000	97,000	97,000	97,000	0.0%
5020	440520	METERED SEWER REVENUE	5,103,508	5,590,000	5,590,000	5,120,000	5,221,600	-6.6%
5020	440521	SEWER FEES - ILLINOIS AMERICAN	422,254	460,000	460,000	400,000	420,000	-8.7%
5020	440522	SEWER FEES - DUPAGE COUNTY	547,214	558,000	558,000	550,000	550,000	-1.4%
5020	440524	SEWER REPAIR REIMBURSEMENT FEE	287,278	287,000	287,000	287,350	287,350	0.1%
5020	440526	SEWER PERMITS	20,000	22,000	22,000	29,300	30,000	36.4%
5020	440527	UTILITY INSPECTIONS	12,700	16,000	16,000	13,950	13,500	-15.6%
5020	440529	CLEARWATER INSPECTIONS	33,400	33,400	33,400	32,800	27,000	-19.2%
5020	460100	INVESTMENT INCOME	11,520	15,000	15,000	36,500	36,500	143.3%
5020	480520	CHANGE IN EQUITY OF GWA	533,790	-	-	-	-	0.0%
5020	489000	MISCELLANEOUS REVENUE	86	3,000	3,000	2,600	5,000	66.7%
5020	489100	MISCELLANEOUS - OVER/SHORT	(1,293)	-	-	-	-	0.0%
5020	491000	CONTRIBUTION OF FIXED ASSET	104,600	-	-	-	-	0.0%
TOTAL	**SEWER REVENUE**		**7,172,018**	**7,081,400**	**7,081,400**	**6,569,500**	**6,687,950**	**-5.6%**
TOTAL REVENUE WATER & SEWER FUND			**14,909,967**	**14,939,500**	**14,939,500**	**14,369,250**	**14,623,450**	**-2.1%**

FUND: WATER AND SEWER FUND
DEPARTMENT: PUBLIC WORKS
ORGANIZATION: WATER & SEWER FUND REVENUES

ACCOUNTS FOR:	2018 BUDGET
5010 WATER REVENUE	
5010 440510 - METERED WATER REVENUE	7,765,000
CURRENT ESTIMATE SHOWS A 2.5% INCREASE IN RATES	7,650,000
NONRESIDENT WATER - 2.5% INCREASE	115,000
5010 440512 - SALE OF NEW METERS	40,000
NEW METER PURCHASES	40,000
5010 440527 - UTILITY INSPECTIONS	14,000
UTILITY INSPECTIONS	14,000
5010 449000 - WATER CONNECTION FEES	50,000
WATER CONNECTION FEES	50,000
5010 460100 - INVESTMENT INCOME	36,500
5010 489000 - MISCELLANEOUS REVENUE	30,000
MISC REVENUE INCLUDES LATE FEES PENALTIES AND OTHER MISC REVENUE	30,000
TOTAL WATER REVENUE	**7,935,500**
5020 SEWER REVENUE	
5020 410112 - PROPERTY TAX SSA#12	97,000
YEAR 11 OF 20 OF SSA ESTABLISHED IN 2006 TO REIMBURSE VILLAGE FOR CONSTRUCTION OF SEWER IN LAMBERT FARMS SUBDIVISION	97,000
5020 440520 - METERED SEWER REVENUE	5,221,600
PROJECT A 2.5% RATE INCREASE	5,163,000
NONRESIDENT SEWER - PROJECT 2.5% RATE INCREASE	58,600
5020 440521 - SEWER FEES - ILLINOIS AMERICAN	420,000
SEWER FEES COLLECTED FROM IL AMERICAN THAT SERVES UNINCORP AREA SOUTH OF BUTTERFIELD. IL AMER REPRESENTS APPROX 9% OF GWA FLOW	420,000
5020 440522 - SEWER FEES - DUPAGE COUNTY	550,000
PROJECT APPROX 1.5% RATE INCREASE. REPRESENTS 500 UNINCORPORATED ADDRESSES NORTH OF GLEN ELLYN	550,000
5020 440524 - SEWER REPAIR REIMBURSEMENT FEE	287,350
ANTICIPATE NO CHANGE TO REVENUE STREAM IN 2018. CHARGE IS $3 PER MONTH ON VILLAGE SERVICES BILL	287,350

FUND: WATER AND SEWER FUND
DEPARTMENT: PUBLIC WORKS
ORGANIZATION: WATER & SEWER FUND REVENUES

ACCOUNTS FOR:	**2018 BUDGET**
5020 440526 - SEWER PERMITS	30,000
BASED ON HISTORICAL RESULTS	30,000
5020 440527 - UTILITY INSPECTIONS	13,500
BASED UPON HISTORICAL RESULTS	13,500
5020 440529 - CLEARWATER INSPECTIONS	27,000
REVENUE FROM CLEARWATER INSPECTIONS REQUIRED FOR TRANSFER STAMP	27,000
5020 460100 - INVESTMENT INCOME	36,500
5020 489000 - MISCELLANEOUS REVENUE	5,000
TOTAL SEWER REVENUE	**6,687,950**

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V. ENTERPRISE FUNDS

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Village Links / Reserve 22 5-28

Parking Fund 5-65

Residential Solid Waste Fund 5-69

WATER AND SEWER FUND

The Utilities Division is responsible for the operation and maintenance of the Village's water distribution system, two pressure adjusting stations, two pumping stations, two underground storage reservoirs, two ground water wells and two elevated water towers. In addition, the division maintains the sanitary sewer collection systems, five sanitary sewer lift stations, and the storm water conveyance system. The storm sewer conveyance system and the sanitary sewer collection system are two separate standalone systems each requiring specialized independent maintenance. The Village has 7,974 residential water services, 424 commercial water services, and 64 governmental water services for a total of 8,462 active utility billing addresses, of which 26 are for properties outside of the Village limits. Duties include: monitoring the distribution and storage of potable water and associated regulatory reporting requirements; repair of water mains, valves, hydrants, customer water service lines and valve boxes located in the public right-of-way; hydrant flow testing; water valve exercising; water meter installation, repair and testing; water quality testing; water and sewer utility structure repairs; sanitary sewer lift station maintenance; and sanitary/storm sewer system cleaning and televising. Additional duties include responding to resident requests for service and assistance.

Water Production, Pumping, Storage, and Distribution System

- Two pressure adjusting stations located where Glen Ellyn receives Lake Michigan water from the DuPage Water Commission.
- Two 1,000,000 gallon ground storage reservoirs and two elevated storage tanks of 500,000 and 750,000 gallon capacity.
- Two stand-by ground water wells and two water pumping stations.
- Approximately 110 miles of water mains; ~1,300 fire hydrants; and ~1,600 main line valves
- Oversee compliance program of 2,200+ Cross Control Connection devices.
- Supervisory Control and Data Acquisition (SCADA) monitoring and control system.

Sanitary Sewer System

- ~85 miles of sanitary sewer mains.
- 5 sanitary sewer lift stations. (Glen Oak {Hill Ave} annexed from Lombard late '17/early '18)
- 2,000+ manholes.

Storm Sewer System

- ~70 miles of storm sewer mains.
- 3,100+ storm sewer inlets and catch basins.
- 1,200+ storm sewer manholes.

Division Accomplishments for FY17

1. Current non-revenue water loss for the Village was down 1% from the previous year to 11.5%, meeting current targets set by the IDNR. With continued efforts by the division, staff expects to meet the 2019 IDNR goal of <10% non-revenue water.

2. Newton Water Tower had the inside of the tower painted as part of the ongoing maintenance program keep this asset in top condition indefinitely.

3. Wilson Reservoir was drained, cleaned and professionally inspected.

4. Created a cost share program to help address problematic sump pumps that cause issues in the right-of-way (ice buildup, slippery/muddy conditions, flooding) to assist homeowners in rectifying the situation.

5. Replaced the roof of the North Pressure Adjusting Station (N PAS). Replaced the windows of the Newton Pumping Station and upgraded security system for those windows.

6. Completed the Newton Pump Station Motor Control upgrades including new electrical panels, soft start motors and better integration with SCADA.

7. Worked to bring the Glen Oak lift station (Hill Ave.) onto the Village SCADA system after annexation from Lombard (in late 2017/early 2018).

8. Cleaned the 5 vortex separator locations around the Lake Ellyn/Riford road storm sewer system, performed in-house this year. These separators help remove garbage and debris from stormwater flows, keeping Lake Ellyn and the downstream waterways cleaner.

9. Drained and cleaned all four lift station wet wells and continued bacterial treatment for fats, oils and grease (F.O.G.) to help control buildup at the lift stations and in the pipes. Reduced the amount of chemicals used to treat for F.O.G. in half by adding a third cleaning cycle to the sanitary lines that have known grease issues, a savings of over $10,000.

10. Met all state and federal drinking water regulatory requirements and reporting. This year on the water distribution system we pulled routine bacteria samples at a rate of 30 per month, collected all required new construction bacteria samples and collected water main break samples as needed. On the two emergency back-up wells we performed monthly bacteria samples and quarterly tests for volatile organic compounds, synthetic organic compounds, inorganic chemicals, nitrates/nitrites and radionuclide.

11. 2017 was the year for performing the triennial lead and copper sampling required by the IEPA. All test results for lead came in below the IEPA action level of 15 parts per billion (ppb), with a range from non-detect (0ppb) to a high of 3.82ppb for lead. All copper tests also came in below the IEPA action level of 1.3 parts per million (ppm), with a range from non-detect to .381ppm.

12. Acted as liaison between the Village and a contracted program administrator for the Cross Connection Control Program, overseeing 2,200+ devices. Compliance stands at 74% with the required annual testing for RPZs. Percent compliant fluctuates, as required testing dates are based on individual location and may be due during any time of the year. The IEPA required biennial survey will go out again in 2018 that should help raise compliance towards 100%, with the Village working with the contractor towards this goal.

13. Completed the annual flushing and inspection program of the approximately 1,300 hydrants. All dead end hydrants were flushed an additional time at the end of summer to help maintain water system quality.

14. A leak survey of the water distribution system was performed in-house, listening on all ~1400 hydrants (Village owned and private) to look for water loss that was not surfacing. This survey was started in July and was completed in 4 weeks. The survey found 7 leaks, 6 of which were on hydrants that needed to be repaired or replaced and 1 leak associated with rotted bolts on a

mechanical joint. The total water loss over 1 year for these 7 leaks is estimated to be between 1.8 and 3.6 million gallons, with the assumption that each leak was between ½-1 gallon per minute, if the leaks were not found and repaired. Total cost for this in-house survey was $2,759, compared to the $14,490 spent in 2016 for a contractor, which found 10 leaks at hydrants, 1 leak at a service saddle and 1 leaking water service.

15. Meter testing – All 3" and larger meters were tested in place by a contractor over the last two years, making any repairs or replacements as needed. Residential meters that have been removed for upgrades or demolitions continue to be inspected in-house, with the average results testing within AWWA specifications for a functioning meter.

16. Rebuilt the Newton Reservoir fill valve and updated lighting to LED in the valve vault.

17. A B-box locating program was started, going through each street alphabetically, looking to locate and update measurements of the location if needed. About 25% of the town was completed, with a goal of finishing the project by the end of 2020.

18. 25 water leaks (water main breaks, rotted tap saddles, service leaks) occurred and all were repaired with in-house staff.

19. Started year 1 of a 3 year project to have a contractor locate, operate and GPS all water system valves. This follows AWWA standards for water valve maintenance, helping ensure that valves are accessible and operational for emergencies and shutdowns.

20. Televised over 29 miles of sanitary sewer and another 1.5 miles of storm sewer main in-house and prioritized the maintenance and reconstruction needs of these mains, including lining. Cleaned over 8 miles of sanitary and storm line identified by televising. All portions of the sanitary system should be televised by the end of 2017, completing the 3+ year effort.

21. Completed 5,213 tasks and responded to 392 requests.

22. Cleaned and inspected 175 stormwater catch basins and inlets.

23. Responded to 74 sanitary sewer back up calls on residential lines and cleared 5 back-ups on Village owned sanitary mains.

24. Marked sanitary sewer, storm sewer and water main locates for 6,636 JULIE requests. This is 5.5% higher than the 5 year running average for the same time period.

25. 70 hydrants were repaired, replaced or installed; 16 water distribution main line valves repaired, replaced or installed; 4 lead water service lines replaced; 2 unused, old water services abandoned; 76 B-box repair replacements; 10 storm sewer structures rebuilt, 40 storm sewer structure repairs, 3 culverts replaced, 147 ROW and Building/Zoning Permits completed and 904 tons of spoil hauled out.

26. Training includes classes in water production plant operations, water distribution products, trenching and shoring, confined space entry, flagger training and NIMS/FEMA, Disaster Management for Water and Sewer Operations, and Water Operator Certification.

Division Goals for FY18

1. Continue to reduce the amount of non-revenue water in the LMO report. This will reduce overall water costs to the Village. Ways in which the division will work towards this goal is by: continuing to test residential meters in-house and large diameter meters with a contractor to ensure meter accuracy; continuing to repair water leaks quickly, helped by having a full complement of workers and equipment such as the leak correlator; investigation of accounted for but current non-revenue water use that could be billed for; leak detection in the Village to potentially identify leaks that are not surfacing; and other best practices for water loss conservation recommended by the American Water Works Association (AWWA).

2. Develop a maintenance plan and implement the program for necessary inspections and repairs of the Village's two reservoirs based upon the two recent inspections performed.

3. Complete the annual system wide flushing of fire hydrants in the spring and flushing of dead end hydrants a second time later in the year. Continue to flow test hydrants in the system, covering a representative sample on a 5 year, rotating basis to meet ISO requirements.

4. Clean and inspect 15% of all catch basins and inlets, with a goal of covering the entire Village on a 7 year basis, to keep us on track with the target goals of our MS4 permitting.

5. 2018 will be the biennial survey for Cross Connection Control devices, typically a reduced pressure zones (RPZs). These devices help protect the water system from backflow and back-siphonage. Notification will go out to all residents to help identify and track these devices in the Village that are required to be installed and tested annually by the IEPA and Illinois Plumbing Code. The Village will work with the contractor of the online tracking program to move compliance closer to 100% for annual testing.

6. In-house televising and cleaning of sewers will continue this year to reduce contractor costs for sewer inspections and maintenance. The Division televises mains associated with any sanitary sewer overflows. The effort this year will move towards the storm sewer system, looking to televise ~17.5 miles (25%) of storm sewers to complete this project in 4 years. Sanitary sewer televising will continue but at a lower amount, focusing on project and problem areas. Televising of the sewers allows crews to focus cleaning only on areas that need it, reducing the amount of water and employee hours needed for cleaning, while helping keep the Village's sewers clear and flowing. After the televising of the storm system is completed, the goal will be to annually televise and clean as needed, 15-20% of each system.

7. Complete year 2 of the 3 year program to have a contractor locate, operate and GPS all water system valves.

8. Perform the annual cleaning of the 5 storm sewer vortex separators locations (9 structures) in the Lake Ellyn / Riford Road storm sewer basin and the 5 Village owned lift stations.

9. Continue training new employees, as well as advancing the skills and knowledge of current employees to help with employee development.

10. Continue to monitor problematic sump pump discharge issues within Village Right of Way and help address these problem areas in the Village with the Private Property Drainage Improvements

Cost Share Program.

11. Building of a new storage facility at the Newton pumping station for water and sewer components that are needed for repairs and replacements to the water and sewer systems.

12. Starting a change-over of 7,000 existing touch pads to radio read registers for water meters, allowing for remote reading of water usage, improved customer service and increased information to help with monitoring system functionality.

13. Make repairs to pumps at South Park and Memory Ct. to extend the life of these stations until the projected replacements in the Capital Improvement Program.

14. Arc Flash analysis of electrical panels for the water and sewer facilities.

15. Finish necessary changes to equipment to be able to feed chlorine at North PAS and monitor with the SCADA system.

16. Run new wiring and conduit to allow generator run status to be tied to the SCADA system for the Newton Pump Station generator.

17. Rebuild one booster pump each at the Newton and Wilson pumping stations and implement preventative maintenance programs for those assets.

18. Continue to update the GIS maps of the water, sanitary, and storm systems. Needed changes will be documented by staff and updated by the GIS consultant as discovered. The goal is to make the necessary changes to the GIS and asset management software to allow crews to track sanitary and storm sewer televising and cleaning with mobile devices. This may be done in-house or require the use of an outside contractor to map the structures and gather the necessary data.

VILLAGE OF GLEN ELLYN
2018 BUDGET

FUND: **WATER & SEWER FUND**
DEPARTMENT: **PUBLIC WORKS**

FUND SUMMARY	2016 ACTUAL	2017 ORIG BUDGET	2017 REV BUDGET	2017 PROJECTION	2018 BUDGET	2018 % CHG 2017 ORG BUD
TAXES	$ 96,961	$ 97,000	$ 97,000	$ 97,000	$ 97,000	0.0%
CHARGES FOR SERVICES	14,099,230	14,788,900	14,788,900	14,163,350	14,418,450	-2.5%
INVESTMENT INCOME	23,039	30,000	30,000	73,000	73,000	143.3%
MISC REVENUE	19,771	23,600	23,600	35,900	35,000	48.3%
GAIN/LOSS ON SALE/DISPOSAL OF ASSETS	(47,224)	-	-	-	-	0.0%
CHANGE IN EQUITY OF GWA	533,790	-	-	-	-	0.0%
CONTRIBUTED ASSET	184,400	-	-	-	-	0.0%
TOTAL REVENUES	**$ 14,909,967**	**$ 14,939,500**	**$ 14,939,500**	**$ 14,369,250**	**$ 14,623,450**	**-2.1%**
PERSONNEL SERVICES	$ 1,159,873	$ 1,239,000	$ 1,239,000	$ 1,170,600	$ 1,176,475	-5.0%
CONTRACTUAL SERVICES	4,190,326	4,583,950	4,658,120	4,360,790	4,729,992	3.2%
COMMODITIES	4,046,535	4,261,850	4,261,850	4,202,600	4,316,000	1.3%
DEBT SERVICE	17,057	108,000	108,000	108,000	108,000	0.0%
DEPRECIATION	1,784,675	-	-	-	-	0.0%
PENSION EXPENSE (GASB 68)	80,221	-	-	-	-	0.0%
CAPITAL IMPROVEMENTS	2,127,891	5,881,500	6,591,481	3,857,632	5,771,487	-1.9%
CAPITAL ASSET ACCRUAL	(1,975,343)	-	-	-	-	0.0%
TRANSFERS OUT (IFTS)	972,420	1,053,300	1,053,300	1,049,100	927,400	-12.0%
TOTAL EXPENSES	**$ 12,403,655**	**$ 17,127,600**	**$ 17,911,751**	**$ 14,748,722**	**$ 17,029,354**	**-0.6%**
CHANGE IN NET POSITION	**$ 2,506,312**	**$ (2,188,100)**	**$ (2,972,251)**	**$ (379,472)**	**$ (2,405,904)**	10.0%

Available Cash Analysis	
Available, January 1, 2016	$ 9,673,831
Preliminary FY2016 Inflow / (outflow)	$ (379,472)
Budgeted FY2017 Inflow / (outflow)	$ (2,405,904)
Projected Available, December 31, 2017	$ 6,888,455
Cash Reserve Policy	$ 2,261,000
Amount Above Reserve Policy	$ 4,627,455

FUND: WATER & SEWER FUND
DEPARTMENT: PUBLIC WORKS
ORGANIZATION: WATER & SEWER REVENUES

ORG	OBJECT	ACCOUNT DESCRIPTION	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2017 PROJECTION	2018 BUDGET	2018 % CHG 2017 ORG BUD
5010 WATER REVENUE								
5010	440510	METERED WATER REVENUE	7,589,525	7,700,000	7,700,000	7,627,000	7,765,000	0.8%
5010	440512	SALE OF NEW METERS	35,300	35,000	35,000	40,000	40,000	14.3%
5010	440515	WATER MAIN CONSTR REIMB	-	-	-	-	-	0.0%
5010	440527	UTILITY INSPECTIONS	12,700	17,500	17,500	13,950	14,000	-20.0%
5010	449000	WATER CONNECTION FEES	35,350	70,000	70,000	49,000	50,000	-28.6%
5010	460100	INVESTMENT INCOME	11,520	15,000	15,000	36,500	36,500	143.3%
5010	489000	MISCELLANEOUS REVENUE	22,453	20,600	20,600	33,300	30,000	45.6%
5010	489100	MISCELLANEOUS - OVER/SHORT	(1,476)	-	-	-	-	0.0%
5010	489200	G/L ON DISP OF FIXED ASSETS	(47,224)	-	-	-	-	0.0%
5010	491000	CONTRIBUTION OF FIXED ASSET	79,800	-	-	-	-	0.0%
TOTAL	**WATER REVENUE**		**7,737,949**	**7,858,100**	**7,858,100**	**7,799,750**	**7,935,500**	**1.0%**
5020 SEWER REVENUE								
5020	410112	PROPERTY TAX SSA#12	96,961	97,000	97,000	97,000	97,000	0.0%
5020	440520	METERED SEWER REVENUE	5,103,508	5,590,000	5,590,000	5,120,000	5,221,600	-6.6%
5020	440521	SEWER FEES - ILLINOIS AMERICAN	422,254	460,000	460,000	400,000	420,000	-8.7%
5020	440522	SEWER FEES - DUPAGE COUNTY	547,214	558,000	558,000	550,000	550,000	-1.4%
5020	440524	SEWER REPAIR REIMBURSEMENT FEE	287,278	287,000	287,000	287,350	287,350	0.1%
5020	440526	SEWER PERMITS	20,000	22,000	22,000	29,300	30,000	36.4%
5020	440527	UTILITY INSPECTIONS	12,700	16,000	16,000	13,950	13,500	-15.6%
5020	440529	CLEARWATER INSPECTIONS	33,400	33,400	33,400	32,800	27,000	-19.2%
5020	460100	INVESTMENT INCOME	11,520	15,000	15,000	36,500	36,500	143.3%
5020	480520	CHANGE IN EQUITY OF GWA	533,790	-	-	-	-	0.0%
5020	489000	MISCELLANEOUS REVENUE	86	3,000	3,000	2,600	5,000	66.7%
5020	489100	MISCELLANEOUS - OVER/SHORT	(1,293)	-	-	-	-	0.0%
5020	491000	CONTRIBUTION OF FIXED ASSET	104,600	-	-	-	-	0.0%
TOTAL	**SEWER REVENUE**		**7,172,018**	**7,081,400**	**7,081,400**	**6,569,500**	**6,687,950**	**-5.6%**
TOTAL REVENUE WATER & SEWER FUND			**14,909,967**	**14,939,500**	**14,939,500**	**14,369,250**	**14,623,450**	**-2.1%**

FUND: WATER AND SEWER FUND
DEPARTMENT: PUBLIC WORKS
ORGANIZATION: WATER & SEWER FUND REVENUES

ACCOUNTS FOR:	2018 BUDGET
5010 WATER REVENUE	
5010 440510 - METERED WATER REVENUE	7,765,000
CURRENT ESTIMATE SHOWS A 2.5% INCREASE IN RATES	7,650,000
NONRESIDENT WATER - 2.5% INCREASE	115,000
5010 440512 - SALE OF NEW METERS	40,000
NEW METER PURCHASES	40,000
5010 440527 - UTILITY INSPECTIONS	14,000
UTILITY INSPECTIONS	14,000
5010 449000 - WATER CONNECTION FEES	50,000
WATER CONNECTION FEES	50,000
5010 460100 - INVESTMENT INCOME	36,500
5010 489000 - MISCELLANEOUS REVENUE	30,000
MISC REVENUE INCLUDES LATE FEES PENALTIES AND OTHER MISC REVENUE	30,000
TOTAL WATER REVENUE	**7,935,500**
5020 SEWER REVENUE	
5020 410112 - PROPERTY TAX SSA#12	97,000
YEAR 11 OF 20 OF SSA ESTABLISHED IN 2006 TO REIMBURSE VILLAGE FOR CONSTRUCTION OF SEWER IN LAMBERT FARMS SUBDIVISION	97,000
5020 440520 - METERED SEWER REVENUE	5,221,600
PROJECT A 2.5% RATE INCREASE	5,163,000
NONRESIDENT SEWER - PROJECT 2.5% RATE INCREASE	58,600
5020 440521 - SEWER FEES - ILLINOIS AMERICAN	420,000
SEWER FEES COLLECTED FROM IL AMERICAN THAT SERVES UNINCORP AREA SOUTH OF BUTTERFIELD. IL AMER REPRESENTS APPROX 9% OF GWA FLOW	420,000
5020 440522 - SEWER FEES - DUPAGE COUNTY	550,000
PROJECT APPROX 1.5% RATE INCREASE. REPRESENTS 500 UNINCORPORATED ADDRESSES NORTH OF GLEN ELLYN	550,000
5020 440524 - SEWER REPAIR REIMBURSEMENT FEE	287,350
ANTICIPATE NO CHANGE TO REVENUE STREAM IN 2018. CHARGE IS $3 PER MONTH ON VILLAGE SERVICES BILL	287,350

FUND: WATER AND SEWER FUND
DEPARTMENT: PUBLIC WORKS
ORGANIZATION: WATER & SEWER FUND REVENUES

ACCOUNTS FOR:	**2018 BUDGET**
5020 440526 - SEWER PERMITS	30,000
BASED ON HISTORICAL RESULTS	30,000
5020 440527 - UTILITY INSPECTIONS	13,500
BASED UPON HISTORICAL RESULTS	13,500
5020 440529 - CLEARWATER INSPECTIONS	27,000
REVENUE FROM CLEARWATER INSPECTIONS REQUIRED FOR TRANSFER STAMP	27,000
5020 460100 - INVESTMENT INCOME	36,500
5020 489000 - MISCELLANEOUS REVENUE	5,000
TOTAL SEWER REVENUE	**6,687,950**

FUND: WATER & SEWER FUND
DEPARTMENT: PUBLIC WORKS
ORGANIZATION: WATER EXPENSES

ORG	OBJECT	ACCOUNT DESCRIPTION	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2017 PROJECTION	2018 BUDGET	2018 % CHG 2017 ORG BUD
50100	**WATER DIVISION EXPENSES**							
50100	510100	SALARIES - PENSIONABLE	491,283	499,000	499,000	490,500	462,950	-7.2%
50100	510120	SALARIES - NON PENSIONABLE	40,069	42,550	42,550	40,500	46,000	8.1%
50100	510200	OVERTIME	12,423	23,100	23,100	13,500	20,000	-13.4%
50100	510300	TEMPORARY HELP	7,694	14,500	14,500	13,000	40,800	181.4%
50100	510400	FICA TAXES	40,194	46,500	46,500	40,000	48,000	3.2%
50100	510500	IMRF EMPLOYER CONTRIBUTIONS	51,680	54,000	54,000	51,000	47,000	-13.0%
50100	520305	EMPLOYEE RECOGNITION	376	1,000	1,000	500	500	-50.0%
50100	520600	DUES-SUBSCRIPTIONS-REG FEES	2,672	2,800	2,800	2,800	2,800	0.0%
50100	520620	EMPLOYEE EDUCATION	3,792	6,500	6,500	5,500	6,800	4.6%
50100	520625	TRAVEL	3,125	4,800	4,800	2,800	4,800	0.0%
50100	520635	SAFETY TRAINING	(200)	1,500	1,500	800	1,500	0.0%
50100	520835	BANKING SERVICES	21,588	21,800	21,800	20,000	21,800	0.0%
50100	520860	BAD DEBT EXPENSE	150	-	-	-	-	0.0%
50100	520900	POSTAGE & SHIPPING	13,732	17,100	17,100	13,700	16,100	-5.8%
50100	520970	MAINTENANCE-BUILDING & GROUNDS	49,140	65,400	65,400	56,400	45,700	-30.1%
50100	520975	MAINTENANCE-EQUIPMENT	25,474	26,630	26,630	25,600	47,530	78.5%
50100	520985	MAINTENANCE-R.O.W.	44,472	60,100	70,226	54,500	61,000	1.5%
50100	521015	MAINTENANCE-WATER METERS	85,327	100,000	100,000	90,000	93,000	-7.0%
50100	521018	MAINTENANCE - WATER TOWER	-	-	-	30,920	161,048	0.0%
50100	521020	MAINTENANCE-HYDRANTS	48,778	23,400	23,400	23,400	34,650	48.1%
50100	521025	MAINTENANCE-VALVES	3,763	10,000	10,000	6,000	25,000	150.0%
50100	521050	MAINTENANCE-OTHER	11,842	18,000	18,000	15,000	18,000	0.0%
50100	521055	PROFESSIONAL SERVICES - OTHER	109,801	215,850	259,796	112,000	142,550	-34.0%
50100	521065	JULIE	9,869	10,600	10,600	10,000	11,000	3.8%
50100	521195	TELECOMMUNICATIONS	8,789	9,400	9,400	8,800	9,400	0.0%
50100	521200	UTILITIES	33,123	40,000	40,000	32,000	40,000	0.0%
50100	530100	OFFICE SUPPLIES	958	2,200	2,200	1,700	2,200	0.0%
50100	530105	OPERATING SUPPLIES	1,726	7,000	7,000	4,000	5,000	-28.6%
50100	530225	SAFETY SUPPLIES	2,452	4,000	4,000	3,500	3,800	-5.0%
50100	530440	TREATMENT COSTS & PESTICIDES	-	8,000	8,000	-	4,000	-50.0%
50100	530445	UNIFORMS	2,611	2,700	2,700	2,700	3,100	14.8%
50100	530500	LAKE MICHIGAN WATER	4,031,388	4,224,000	4,224,000	4,180,000	4,284,000	1.4%
50100	540000	DEPRECIATION	1,784,675	-	-	-	-	0.0%
50100	560200	PENSION EXPENSE	80,221	-	-	-	-	0.0%
50100	580100	CAPITAL IMPROVEMENTS	136,760	135,000	135,000	191,180	402,500	198.1%
50100	580100	505 RIFORD ROAD CONSTRUCTION	1,000	-	-	-	-	0.0%
50100	580100	511 HILL AVE WATER MAIN EXT	-	-	24,438	-	50,000	0.0%
50100	580100	13001 PARK BLVD REHABILITATION	1,202	-	40,000	40,000	616,987	0.0%
50100	580100	13002 CRESCENT BLVD RECONSTRUCTION	24,611	-	113,389	-	-	0.0%
50100	580100	13003 LENOX LINDEN	11,887	-	-	-	-	0.0%
50100	580100	13005 2013 STREET IMPROVEMENTS	32,488	-	-	-	-	0.0%
50100	580100	13008 ROOSEVELT RD WATER MAIN	-	560,000	561,800	250,000	250,000	-55.4%
50100	580100	14004 ELM-GENEVA-COTTAGE	6,826	-	-	-	-	0.0%
50100	580100	14005 GLENWOOD-ARBOR-RIDGEWOOD	63,465	-	-	-	-	0.0%
50100	580100	16005 CBD UNDERGROUND IMPROVEMENTS	-	500,000	500,000	50,000	500,000	0.0%
50100	580100	16006 ELM-OAK IMPROVEMENTS	349,132	-	112,795	90,000	-	0.0%
50100	580100	16009 KENILWORTH-ALLEY IMPROVEMENTS	1,425	134,500	134,500	245,000	-	-100.0%
50100	580100	16015 ROUTE 53 WATER MAIN LINING	-	1,100,000	1,100,000	75,000	1,500,000	36.4%
50100	580100	17004 MONTCLAIR EAST DAVIS SMITH IMP	-	759,000	759,000	600,000	-	-100.0%
50100	580100	17005 ROYAL GLEN INFRASTRUCTURE IMP	-	75,000	75,000	-	75,000	0.0%
50100	580100	19001 2019 STREET RECONSTRUCTION	-	-	-	-	60,000	0.0%
50100	580101	CAPITAL ASSET ACCRUAL ADJ	(715,464)	-	-	-	-	0.0%
50100	580110	EQUIPMENT/CAPITAL OUTLAY	231,509	99,900	99,900	58,000	74,000	-25.9%
50100	590113	FACIL MAINT SERVICE CHARGE	17,700	16,600	16,600	16,600	18,500	11.4%
50100	590120	ACCOUNTING SERVICE CHARGE	150,000	145,000	145,000	145,000	145,000	0.0%
50100	590600	TRANSFER TO INSURANCE - HEALTH	71,543	86,600	86,600	85,000	93,700	8.2%
50100	590610	TRANSFER TO INSURANCE - GEN	60,800	58,500	58,500	58,500	57,600	-1.5%
50100	590650	TRANSFER TO EQUIP FUND - O&M	59,100	63,600	63,600	63,600	61,100	-3.9%
50100	590655	TRANSFER TO EQUIP FUND - REPL	61,800	61,600	61,600	61,600	46,900	-23.9%
50100	590690	TRANSFER TO FACIL MAINT RESRV	50,000	50,000	50,000	50,000	50,000	0.0%
50100	590910	OPERATING TRANSFER OUT	-	50,000	50,000	50,000	-	-100.0%
TOTAL	**WATER DIVISION EXPENSES**		**7,638,773**	**9,457,730**	**9,804,224**	**7,480,600**	**9,711,315**	**2.7%**

FUND: WATER AND SEWER FUND
DEPARTMENT: PUBLIC WORKS
ORGANIZATION: WATER EXPENSES

ACCOUNTS FOR:		2018 BUDGET
50100	WATER DIVISION EXPENDITURES	
50100	510100 - SALARIES - PENSIONABLE	462,950.00
	UTILITIES SUPERINTENDANT (50%)	44,400.00
	CUSTOMER SERVICE WORKER (100%)	73,450.00
	SENIOR PLANT OPERATOR (50%)	39,500.00
	WATER PLANT OPERATOR I (50%)	26,700.00
	CREW LEADER II (50%) - NO EMPLOYEE CURRENT	-
	CREW LEADER I (50%) - (2 EMPLOYEES)	56,500.00
	MAINTENANCE WORKER II (50%)	35,000.00
	(4) MAINTENANCE WORKER I (50%)	70,200.00
	PUBLIC WORKS DIRECTOR (20%)	28,400.00
	ASSISTANT PUBLIC WORKS DIRECTOR (15%)	18,100.00
	REGISTERED PROFESSIONAL ENGINEER (10%)	13,000.00
	CIVIL ENGINEER (10%)	7,000.00
	SENIOR CIVIL ENGINEER (10%)	9,200.00
	UTILITIES INSPECTOR (40%)	31,000.00
	ADMINISTRATIVE ASSISTANT II (15%)	10,500.00
50100	510120 - SALARIES - NON PENSIONABLE	46,000.00
	ADMINISTRATIVE ASSISTANT II (33%)	9,000.00
	METER READERS (5)	37,000.00
50100	510200 - OVERTIME	20,000.00
	OVERTIME FOR UTILITY DIVISION EMERGENCIES (50%)	15,200.00
	SCADA CALL OUT PAY 2 HRS/WK FOR 52 WKS 2 OPERATORS AND SUPERINTENDENT @17.3 WKS EACH (50%)	3,000.00
	CREW LEADER CALL OUT PAY 3 HRS/WK FOR 26WKS FOR 2 CREW LEADERS @13 WKS EACH (50%)	1,800.00
50100	510300 - TEMPORARY HELP	40,800.00
	SUMMER SEASONAL WORKERS 12 WKS @$11/HR (50%)	7,920.00
	EXTENDED SUMMER SEASONAL 24 WEEKS AT $11/HR + $2000 INCENTIVE FOR WORKING 24 WEEKS (50%)	6,280.00
	ENGINEERING INTERN 12 WKS @$13/HR (25%)	1,600.00
	SEASONAL WORKER TO CONVERT METER TOUCH PADS TO RADIO READS 24WEEKS @$13/HR (100%)	25,000.00
50100	510400 - FICA TAXES	48,000.00
	FICA TAXES	48,000.00
50100	510500 - IMRF EMPLOYER CONTRIBUTIONS	47,000.00
	EMPLOYER IMRF CONTRIBUTIONS @ 9.89%	47,000.00

FUND: WATER AND SEWER FUND
DEPARTMENT: PUBLIC WORKS
ORGANIZATION: WATER EXPENSES

ACCOUNTS FOR:	2018 BUDGET
50100 520305 - EMPLOYEE RECOGNITION	500.00
DINNER/LUNCH DURING EXTENDED HOURS OR WEEKEND OVERTIME	500.00
50100 520600 - DUES-SUBSCRIPTIONS-REG FEES	2,800.00
AWWA INDIVIDUAL MEMBERSHIPS	200.00
APWA CORPORATE MEMBERSHIP	600.00
AWWA CORPORATE MEMBERSHIP	2,000.00
50100 520620 - EMPLOYEE EDUCATION	6,800.00
AWWA/ISAWWA OPERATOR CLASSES FOR 10 (100%)	2,000.00
CROSS CONNECTION CONTROL CLASS (100%)	800.00
WATERCON ISAWWA CONFERENCE (50%)	300.00
ARCFLASH/ELECTRICAL EDUCATION/TRAINING (50%)	1,000.00
IPSI (50%)	1,200.00
NIU GRADUATE CLASSES FOR MPA (50%)	300.00
INSTRUMENTATION AND CONTROL (100%)	1,200.00
50100 520625 - TRAVEL	4,800.00
IPSI (50%)	900.00
METER READER MILEAGE	3,000.00
WATERCON ISAWWA (50%)	900.00
50100 520635 - SAFETY TRAINING	1,500.00
TRENCH/EXCAVATION OR ELECTRICAL SAFETY TRAINING	1,500.00
50100 520835 - BANKING SERVICES	21,800.00
FEES ASSOCIATED WITH PROCESSING CREDIT CARD AND BANK CARD PAYMENTS OF WATER BILL	21,000.00
BANK COURIER SERVICE	800.00
50100 520900 - POSTAGE & SHIPPING	16,100.00
WATER BILLS	13,600.00
CROSS CONNECTION CONTROL PROGRAM (BIENNIAL) TO BE PERFORMED IN 2018	2,000.00
OVERNIGHT CHARGES FOR SHIPPING WATER CHEMICAL ANALYSIS SAMPLES TO IEPA LAB	500.00
50100 520970 - MAINTENANCE-BUILDING & GROUNDS	45,700.00
LANDSCAPE CONTRACT	7,200.00
ELECTRICAL SUPPLIES (FIXTURES, BULBS, WIRING, ETC)	1,500.00
MAINTENANCE SUPPLIES (TOOLS, NUTS, BOLTS, ETC)	1,000.00
REPLACEMENT ENTRY DOOR WEST P.A.S.	2,000.00
TUCK POINTING WILSON PUMPING STATION	8,000.00
SECURITY FENCE W/ 2 PEOPLE GATES FOR WILSON/W PAS	26,000.00

FUND: WATER AND SEWER FUND
DEPARTMENT: PUBLIC WORKS
ORGANIZATION: WATER EXPENSES

ACCOUNTS FOR:		2018 BUDGET
50100	520975 - MAINTENANCE-EQUIPMENT	47,530.00
	SPECIALIZED PARTS AND SUPPLIES TO MAINTAIN EQUIPMENT SPECIFIC TO WATER DISTRIBUTION SYSTEM	15,000.00
	CARTEGRAPH OMS PLATFORM SOFTWARE (25%)	9,630.00
	ESRI GIS ANNUAL SOFTWARE COST	600.00
	*NEW - ARC FLASH ANALYSIS OF ELECTRICAL PANELS FOR PUMPING STATIONS	20,000.00
	UPGRADE EXISTING TRUCK FLASHLIGHT TO RECHARGEABLE LED (50%)	500.00
	REPLACEMENT OF EXISTING MAGNETIC LOCATORS (50%)	800.00
	REPLACE EXISTING GAS DETECTION METER REQUIRED FOR CONFINED SPACE ENTRY (50%)	1,000.00
50100	520985 - MAINTENANCE-R.O.W.	61,000.00
	LANDSCAPE MATERIALS	3,000.00
	GRAVEL DELIVERY AND SPOIL HAULING CONTRACT	27,000.00
	CONCRETE RESTORATION CONTRACT	18,000.00
	IEPA TESTING OF SPOIL	3,000.00
	PAVEMENT CONTRACTORS	10,000.00
50100	521015 - MAINTENANCE-WATER METERS	93,000.00
	PURCHASE NEW WATER METERS (90% FOR NEW CONSTRUCTION)	80,000.00
	CONVERSION TO RADIO READ OF DIFFICULT METERS	10,000.00
	ANNUAL MAINTENANCE/WARRANTY CONTRACT METER READING EQUIPMENT	3,000.00
50100	521018 - MAINTENANCE - WATER TOWER	161,048.00
	UTILITY SERVICES MAINTENANCE CONTRACT NEWTON PAINT CONTRACT THRU 2020, MAINTENACE THROUGH 2023	135,260.00
	UTILITY SERVICES MAINTENANCE CONTRACT COTTAGE, MAINTENANCE CONTRACT THROUGH 2020	25,788.00
50100	521020 - MAINTENANCE-HYDRANTS	34,650.00
	AVERAGE COST OF NEW MUELLER FIRE HYDRANT (COST VARIES WITH DEPTH)	18,000.00
	HYDRANT REPAIR PARTS	6,000.00
	ANNUAL HYDRANT PAINTING YEAR 3 OF MPI CONTRACT	10,650.00

FUND: WATER AND SEWER FUND
DEPARTMENT: PUBLIC WORKS
ORGANIZATION: WATER EXPENSES

ACCOUNTS FOR:	2018 BUDGET
50100 521025 - MAINTENANCE-VALVES	25,000.00
VALVES AND REPAIR PARTS AS NEEDED (BOLTS, GASKETS, ETC)	10,000.00
VALVE TURNING AND GPS LOCATING (YEAR 2 OF 3) OF 3)	15,000.00
50100 521050 - MAINTENANCE-OTHER	18,000.00
REPAIR CLAMPS, PIPES, COPPER TUBES COUPLERS, ROUND WAYS, B-BOXES, VALVE BOXES AND PIPE FITTINGS	18,000.00
50100 521055 - PROFESSIONAL SERVICES - OTHER	142,550.00
ELECTRICAL MAINTENANCE	8,000.00
CHEMICAL ANALYSIS	6,500.00
BACTERIA ANALYSIS	10,000.00
TRAFFIC CONTROL	4,000.00
METER TESTING PROGRAM	10,000.00
GENERATOR MAINTENANCE	1,200.00
EMERGENCY EXCAVATION	30,000.00
ROOT PRUNING FOR DIGS	2,000.00
PRINT & DISTRIBUTE WATER BILLS	8,000.00
DEEP HIGHWAY SAW CUTS	1,000.00
LEAK LOCATION SERVICES	1,000.00
RESERVOIR INSPECTION	-
GIS CONSORTIUM	35,600.00
CARTEGRAPH TRAINING/IMPLEMENTATION (25%)	3,750.00
BI-ANNUAL CLEANING OF PUBLIC WORKS ICE MACHINE (50%)	500.00
ANNUAL TESTING OF PUBLIC WORKS RPZS	1,000.00
UTILITY RATE ANALYSIS FOR WATER AND SEWER (50%)	20,000.00
50100 521065 - JULIE	11,000.00
PAYMENTS TO JULIE 7000 LOCATES @$1.31 EACH	9,200.00
THIRD PARTY VENDOR TRACKING 7000 JULIES @$.25 EACH	1,800.00
50100 521195 - TELECOMMUNICATIONS	9,400.00
PHONE SERVICE AT WATER FACILITIES	1,500.00
PHONE SERVICES - 50% OF 11 UTILITIES	3,800.00
STAFF + SERVICE FOR 4 TABLETS (50%)	
ACCESSORIES (10% OF PHONE SERVICES)	400.00
SERVICE FOR OPERATIONS' LAPTOP AIRCARD	300.00
FIRE ALARM SERVICE FOR 4 WATER FACILITIES	2,200.00
AT&T UVERSE INTERNET FOR SCADA AT WEST PASS	1,200.00

FUND: WATER AND SEWER FUND
DEPARTMENT: PUBLIC WORKS
ORGANIZATION: WATER EXPENSES

ACCOUNTS FOR:	2018 BUDGET
50100 521200 - UTILITIES	40,000.00
NATURAL GAS	4,300.00
ELECTRIC	35,500.00
GARBAGE PICK-UP	200.00
50100 530100 - OFFICE SUPPLIES	2,200.00
COPIER SUPPLIES, PAPER, INK, PENS ENVELOPES AND TONER	2,200.00
50100 530105 - OPERATING SUPPLIES	5,000.00
HARDWARE	2,000.00
KITCHEN SUPPLIES	500.00
CLEANING SUPPLIES	500.00
LAUNDRY SUPPLIES	500.00
MARKING PAINT	1,000.00
MISCELLANEOUS SUPPLIES	500.00
50100 530225 - SAFETY SUPPLIES	3,800.00
SAFETY GLASSES	200.00
HARD HATS	200.00
FIRST AID SUPPLIES	900.00
BARRICADES & CONES	1,500.00
BOOTS - $150 PER EMPLOYEE, 10 EMPLOYEES AT 50% AND 1 EMPLOYEE @ 100%	900.00
NEW - BOOTS SEASONAL WORKERS $50 EACH @50%	100.00
50100 530440 - TREATMENT COSTS & PESTICIDES	4,000.00
CHLORINE BACK-UP TO SUPPLY 4MD FOR 30 DAYS	-
SUPPLEMENTAL CHLORINE AT NPAS	4,000.00
50100 530445 - UNIFORMS	3,100.00
$450 PER EMPLOYEE. 10 EMPLOYEES @ 50% AND 1 EMPLOYEE @ 100%	2,700.00
NEW - SEASONAL EMPLOYEE ($100) & METER READER T-SHIRTS ($300)	400.00

FUND: WATER AND SEWER FUND
DEPARTMENT: PUBLIC WORKS
ORGANIZATION: WATER EXPENSES

ACCOUNTS FOR:	2018 BUDGET
50100 530500 - LAKE MICHIGAN WATER	4,284,000.00
PURCHASE 850,000 MILLION GALLONS FROM DWC @$5.04 (ESTIMATED GALLONS FROM PAST USE & PROJECTED)	4,284,000.00
50100 580100 - CAPITAL IMPROVEMENTS	402,500.00
FUTURE STREET IMPROVEMENTS - DESIGN ENGINEERING	40,000.00
RENO CENTER MATRL. BIN AND RET. WALL ENGINEERING (50% WATER AND SEWER)	10,000.00
RENO CENTER PARKING LOT EXPANSION (50% WATER AND SEWER)	55,000.00
WATER METER RADIO READ MODULES (3500 AT $85)	297,500.00
50100 580100 - 00511 HILL AVE WATER MAIN EXT	50,000.00
HILL AVENUE WATER EXT. DESIGN (PHASE I)	50,000.00
50100 580100 - 13001 N PARK BLVD STP PROJECT	616,987.00
N. PARK AND MAIN ST. - CONSTRUCTION	566,987.00
N. PARK AND MAIN ST. - RESIDENT ENGINEERING	50,000.00
50100 580100 - 13008 ROOSEVELT RD WATER MAIN	250,000.00
ROOSEVELT ROAD WATER MAIN REPLACEMENT - DESIGN ENGINEERING (#13008)	200,000.00
ROOSEVELT ROAD WATER MAIN REPLACEMENT - EASEMENT	50,000.00
50100 580100 - 16005 CBD UNDERGROUND IMPROVEMENTS	500,000.00
CBD UNDERGROUND IMP - CONSTRUCTION	450,000.00
CBD UNDERGROUND IMP - RESIDENT ENGINEERING	50,000.00
50100 580100 - 16015 ROUTE 53 WATER MAIN LINING	1,500,000.00
ROUTE 53 AND 38 WM - CONSTRUCTION	1,350,000.00
ROUTE 53 AND 38 WM - RESIDENT ENGINEERING	150,000.00
50100 580100 - 17005 ROYAL GLEN INFRASTRUCTURE IMP	75,000.00
ROYAL GLEN INFRASTRUCTURE IMPROVEMENTS - DESIGN ENGINEERING (#17005)	75,000.00

FUND: WATER AND SEWER FUND
DEPARTMENT: PUBLIC WORKS
ORGANIZATION: WATER EXPENSES

ACCOUNTS FOR:		2018 BUDGET
50100	580100 - 19001 2019 STREET RECONSTRUCTION	60,000.00
	2019 STREET RECONSTRUCTION - DESIGN ENGINEERING	60,000.00
50100	580110 - EQUIPMENT/CAPITAL OUTLAY	74,000.00
	PURCHASE OF R900 GATEWAY COLLECTOR FOR ADVANCED WATER METER READING	13,500.00
	PURCHASE OF PROGRAMMING MOUSE FOR HANDHELD METER READING UNITS	1,000.00
	REPLACE EXISTING LINE LOCATOR	8,000.00
	NEW 4" PUMP, MAIN BREAKS AND EMERGENCIES (50%)	1,500.00
	FEEDING SUPPLEMENTAL CL2 @ NORTH PAS	5,000.00
	EQUIPMENT PURCHASE AND SCADA CHANGES TO COMPLETE PROJECT SCADA SIGNAL ISOLATORS FOR PAS AND PUMP STATIONS	5,000.00
	BUILDING GARAGE AT NEWTON PUMP STATION FOR STORAGE OF VITAL WATER AND SEWER EQUIPMENT AND PARTS (50%)	30,000.00
	REPLACING DRIVEWAY ASSOCIATED WITH BUILDING GARAGE AT NEWTON PUMP STATION (50%)	10,000.00
50100	590113 - FACIL MAINT SERVICE CHARGE	18,500.00
	FACILITIES MAINTENANCE SERVICE CHARGE	18,500.00
50100	590120 - ACCOUNTING SERVICE CHARGE	145,000.00
50100	590600 - TRANSFER TO INSURANCE - HEALTH	93,700.00
	HEALTH INSURANCE CONTRIBUTION	93,700.00
50100	590610 - TRANSFER TO INSURANCE - GEN	57,600.00
	GENERAL INSURANCE TRANSFER	57,600.00
50100	590650 - TRANSFER TO EQUIP FUND - O&M	61,100.00
	TRANSFER TO EQUIPMENT SERVICES - O&M	61,100.00
50100	590655 - TRANSFER TO EQUIP FUND - REPL	46,900.00
	TRANSFER TO EQUIPMENT SERVICES - VEHICLE REPLACEMENT	46,900.00
50100	590690 - TRANSFER TO FACIL MAINT RESRV	50,000.00
	TRANSFER TO FACILITIES MAINTENANCE RESERVE FUND	50,000.00
TOTAL	**WATER DIVISION EXPENSES**	**9,711,315.00**

FUND: WATER & SEWER FUND
DEPARTMENT: PUBLIC WORKS
ORGANIZATION: SEWER EXPENSES

ORG	OBJECT	ACCOUNT DESCRIPTION	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2017 PROJECTION	2018 BUDGET	2018 % CHG 2017 ORG BUD
50200	**SEWER DIVISION EXPENSES**							
50200	510100	SALARIES - PENSIONABLE	414,305	426,900	426,900	412,500	389,425	-8.8%
50200	510120	SALARIES - NON PENSIONABLE	7,629	7,550	7,550	8,100	9,000	19.2%
50200	510200	OVERTIME	11,190	23,200	23,200	13,500	20,000	-13.8%
50200	510300	TEMPORARY HELP	7,694	14,100	14,100	13,000	15,800	12.1%
50200	510400	FICA TAXES	32,023	41,000	41,000	32,000	37,500	-8.5%
50200	510500	IMRF EMPLOYER CONTRIBUTIONS	43,690	46,600	46,600	43,000	40,000	-14.2%
50200	520305	EMPLOYEE RECOGNITION	-	500	500	100	500	0.0%
50200	520600	DUES-SUBSCRIPTIONS-REG FEES	3,627	4,500	4,500	3,700	4,200	-6.7%
50200	520620	EMPLOYEE EDUCATION	2,952	6,500	6,500	5,500	5,600	-13.8%
50200	520625	TRAVEL	398	1,800	1,800	1,200	1,800	0.0%
50200	520835	BANKING SERVICES	21,625	21,800	21,800	20,000	21,800	0.0%
50200	520900	POSTAGE & SHIPPING	13,266	13,200	13,200	13,200	13,200	0.0%
50200	520970	MAINTENANCE-BUILDING & GROUNDS	1,941	5,000	5,000	4,000	5,000	0.0%
50200	520975	MAINTENANCE-EQUIPMENT	24,561	24,600	24,600	33,600	38,500	56.5%
50200	520985	MAINTENANCE-R.O.W.	31,833	49,600	67,067	40,000	50,500	1.8%
50200	521005	MAINTENANCE-STORM SEWERS	7,870	20,000	20,000	15,000	20,000	0.0%
50200	521010	MAINTENANCE-SANITARY SEWERS	6,257	20,000	20,000	12,000	20,000	0.0%
50200	521050	MAINTENANCE-OTHER	(2,500)	-	-	-	-	0.0%
50200	521055	PROFESSIONAL SERVICES - OTHER	83,242	159,900	162,531	102,000	163,100	2.0%
50200	521130	PAYMENT TO GWA	3,460,523	3,510,270	3,510,270	3,510,270	3,531,214	0.6%
50200	521140	SEWER REIMBURSE PLAN REPAIRS	20,772	50,000	50,000	40,000	50,000	0.0%
50200	521145	OVERHEAD SEWER PROGRAM	29,950	50,000	50,000	40,000	50,000	0.0%
50200	521195	TELECOMMUNICATIONS	3,857	5,400	5,400	5,000	5,400	0.0%
50200	521200	UTILITIES	4,538	6,000	6,000	4,500	6,000	0.0%
50200	530100	OFFICE SUPPLIES	958	2,200	2,200	1,400	2,200	0.0%
50200	530105	OPERATING SUPPLIES	1,474	3,750	3,750	2,500	3,500	-6.7%
50200	530225	SAFETY SUPPLIES	2,298	5,700	5,700	4,500	5,800	1.8%
50200	530445	UNIFORMS	2,669	2,300	2,300	2,300	2,400	4.3%
50200	550590	INTEREST-LAMBERT FARMS IEPA	17,057	20,000	20,000	20,000	20,000	0.0%
50200	550595	PRINCIPAL-LAMBERT FARMS IEPA	-	88,000	88,000	88,000	88,000	0.0%
50200	580100	CAPITAL IMPROVEMENTS	1,500	650,000	150,000	50,000	310,000	-52.3%
50200	580100	505 RIFORD ROAD RECONSTRUCTION	1,000	-	-	-	-	0.0%
50200	580100	511 HILL AVE WATER MAIN EXT	-	-	36,890	-	25,000	0.0%
50200	580100	13001 PARK BLVD IMPROVEMENTS	1,202	-	20,000	20,000	632,500	0.0%
50200	580100	13003 LENOX LINDEN	809	-	-	-	-	0.0%
50200	580100	13005 2013 STREET IMPROVEMENTS	16,526	-	-	-	-	0.0%
50200	580100	14004 ELM-COTTAGE-GENEVA	5,153	-	-	-	-	0.0%
50200	580100	14005 GLENWOOD-ARBOR-RIDGEWOOD	(51,752)	-	-	-	-	0.0%
50200	580100	15001 2015 SANITARY SEWER LINING	430,000	-	-	-	-	0.0%
50200	580100	16005 CBD UNDERGROUND IMPROVEMENTS	-	500,000	500,000	320,000	500,000	0.0%
50200	580100	16006 ELM-OAK IMPROVEMENTS	479,283	-	290,574	250,000	-	0.0%
50200	580100	16009 KENILWORTH-ALLEY IMPROVEMENTS	1,710	261,000	261,000	245,000	-	-100.0%
50200	580100	16012 MEMORY CT LIFT STATION REHAB	-	-	-	-	75,000	0.0%
50200	580100	16020 2016 SANITARY SEWER LINING	376,258	-	70,095	63,452	-	0.0%
50200	580100	17004 MONTCLAIR EAST DAVIS SMITH IMP	-	937,500	937,500	800,000	-	-100.0%
50200	580100	17005 ROYAL GLEN INFRASTRUCTURE IMP	-	40,000	40,000	-	40,000	0.0%
50200	580100	17010 2017 SANITARY SEWER LINING	-	-	500,000	500,000	-	0.0%
50200	580100	18006 2018 SANITARY SEWER LINING	-	-	-	-	500,000	0.0%
50200	580100	19001 2019 STREET RECONSTRUCTION	-	-	-	-	50,000	0.0%
50200	580101	CAPITAL ASSET ACCRUAL ADJ	(1,259,879)	-	-	-	-	0.0%
50200	580110	EQUIPMENT/CAPITAL OUTLAY	5,897	129,600	129,600	10,000	110,500	-14.7%
50200	590113	FACIL MAINT SERVICE CHARGE	17,700	13,800	13,800	13,800	15,400	11.6%
50200	590120	ACCOUNTING SERVICE CHARGE	150,000	145,000	145,000	145,000	145,000	0.0%
50200	590600	TRANSFER TO INSURANCE - HEALTH	58,777	72,700	72,700	70,100	87,400	20.2%
50200	590610	TRANSFER TO INSURANCE - GEN	50,000	44,000	44,000	44,000	37,000	-15.9%
50200	590650	TRANSFER TO EQUIP FUND - O&M	80,700	84,200	84,200	84,200	61,600	-26.8%
50200	590655	TRANSFER TO EQUIP FUND - REPL	94,300	61,700	61,700	61,700	58,200	-5.7%
50200	590690	TRANSFER TO FACIL MAINT RESRV	50,000	50,000	50,000	50,000	50,000	0.0%
50200	590910	OPERATING TRANSFER OUT	-	50,000	50,000	50,000	-	-100.0%
TOTAL	**SEWER DIVISION EXPENSES**		**4,764,882**	**7,669,870**	**8,107,526**	**7,268,122**	**7,318,039**	**-4.6%**

FUND: WATER AND SEWER FUND
DEPARTMENT: PUBLIC WORKS
ORGANIZATION: SEWER EXPENSES

ACCOUNTS FOR:	2018 BUDGET
50200 SEWER DIVISION EXPENSES	
50200 510100 - SALARIES - PENSIONABLE	389,425
UTILITIES SUPERINTENDANT (50%)	44,400
SENIOR PLANT OPERATOR (50%)	39,500
WATER PLANT OPERATOR (50%)	26,700
CREW LEADER II (50%)- NONE	-
CREW LEADER I (50%) - (2)	56,500
MAINTENANCE WORKER II (50%)	35,000
(4) MAINTENANCE WORKER I (50%)	70,200
PUBLIC WORKS DIRECTOR (20%)	28,400
ASSISTANT PUBLIC WORKS DIRECTOR (15%)	18,025
REGISTERED PROFESSIONAL ENGINEER (10%)	13,000
CIVIL ENGINEER (10%)	7,000
SENIOR CIVIL ENGINEER (10%)	9,200
UTILITIES INSPECTOR (40%)	31,000
ADMINISTRATIVE ASSISTANT II (15%)	10,500
50200 510120 - SALARIES - NON PENSIONABLE	9,000
ADMINISTRATIVE ASSISTANT II (33%)	9,000
50200 510200 - OVERTIME	20,000
OVERTIME FOR UTILITY DIVISION	15,200
EMERGENCIES (50%)	
SCADA CALL OUT PAY 2 HRS/WK FOR 52 WKS	3,000
2 OPERATORS AND SUPERINTENDENT @17.3	
WKS EACH (50%)	
CREW LEADER CALL OUT PAY 3 HRS/WK FOR	1,800
26 WKS FOR 2 CREW LEADERS @13 WKS EACH - 50%	
50200 510300 - TEMPORARY HELP	15,800
SUMMER SEASONAL WORKERS 12 WKS @$11/HR - 50%	7,920
EXTENDED SUMMER SEASONAL 24 WEEKS	6,280
AT $11/HR + $2000 INCENTIVE FOR WORKING 24 WEEKS (50%)	
ENGINEERING INTERN 12 WKS @$13/HR (25%)	1,600
50200 510400 - FICA TAXES	37,500
FICA EXPENSE	37,500
50200 510500 - IMRF EMPLOYER CONTRIBUTIONS	40,000
EMPLOYER IMRF CONTRIBUTIONS @ 9.89%	40,000
50200 520305 - EMPLOYEE RECOGNITION	500
ANTICIPATED RETIREMENTS	500
50200 520600 - DUES-SUBSCRIPTIONS-REG FEES	4,200
APWA CORPORATE MEMBERSHIP AND MISC DUES	1,000
FOR STAFF OF 11	
DUPAGE RIVER SALT CREEK WORKGROUP DUES	3,200

FUND: WATER AND SEWER FUND
DEPARTMENT: PUBLIC WORKS
ORGANIZATION: SEWER EXPENSES

ACCOUNTS FOR:	2018 BUDGET
50200 520620 - EMPLOYEE EDUCATION	5,600
WASTE WATER / STORM WATER TRAINING FOR STAFF OF 10 (100%)	1,800
NIU GRADUATE CLASSES FOR MPA (50%)	300
IPSI (50%)	1,200
TRAINING FOR PIPELINE ASSESSMENT AND CERTIFICATION PROGRAM PACP (NEW AND RENEWALS) FOR USE WITH SEWER TELEVISING EQUIPMENT	2,000
WATERCON ISAWWA TOTAL WATER CONFERENCE - 50%	300
50200 520625 - TRAVEL	1,800
IPSI (50%)	900
WATERCON ISAWWA TOTAL WATER CONFERENCE - 50%	900
50200 520835 - BANKING SERVICES	21,800
SEWER SHARE OF BANK FEES TO PROCESS CREDIT/BANK CARDS USED TO PAY WATER/SEWER BILLS	21,000
BANK COURIER SERVICES	800
50200 520900 - POSTAGE & SHIPPING	13,200
SEWER PORTION OF POSTAGE ASSOCIATED WITH WATER/SEWER BILL	13,200
50200 520970 - MAINTENANCE-BUILDING & GROUNDS	5,000
ELECTRICAL SUPPLIES FOR PUMP STATIONS (LIGHT BULBS, CONTROLLERS, DIALERS, ETC)	4,000
PLUMBING SUPPLIES FOR PUMP STATIONS	500
HARDWARE AND PAINT	500

FUND: WATER AND SEWER FUND
DEPARTMENT: PUBLIC WORKS
ORGANIZATION: SEWER EXPENSES

ACCOUNTS FOR:		2018 BUDGET
50200	520975 - MAINTENANCE-EQUIPMENT	38,500
	AS NEEDED REPLACEMENT FOR SAFETY OF HIGH PRESSURE FLUSHER HOSES FOR 242 AND 230	4,000
	MAINTAIN TOOLS AND EQUIPMENT (NEW & REPLACEMENT) - INCLUDES SAW REPAIRS AND INCREASE TO MATCH COSTS	3,000
	MISCELLANEOUS CONSTRUCTION SUPPLIES	1,500
	CARTEGRAPH OMS ELA UNLIMITED LICENSES - 25%	9,600
	WINCAN ANNUAL SERVICE CONTRACT FOR SEWER TELEVISING SOFTWARE	1,500
	ROUTINE MAINTENANCE AND REPAIRS OF SEWER TELEVISING CAMERA, PURCHASE NEW EQUIPMENT	5,000
	ESRI GIS ANNUAL SOFTWARE COST	600
	REPLACE WALK-BEHIND SAW BLADES (CURB AND STREET CUTTING FOR DIG JOBS)	1,000
	UPGRADE EXISTING TRUCK FLASHLIGHTS TO RECHARGEABLE LED (50%)	500
	*NEW - ARC FLASH ANALYSIS OF ELECTRICAL CABINETS FOR LIFT STATIONS	10,000
	REPLACEMENT OF EXISTING MAGNETIC LOCATORS (50%)	800
	REPALCE EXISTING GAS DETECTION METER REQUIRED FOR CONFINED SPACE ENTRY (50%)	1,000
50200	520985 - MAINTENANCE-R.O.W.	50,500
	LANDSCAPE MATERIALS	3,000
	GRAVEL DELIVERY AND SPOIL HAULING CONTRACT	27,000
	CONCRETE RESTORATION CONTRACT	18,000
	IEPA SPOIL TESTING	2,500
50200	521005 - MAINTENANCE-STORM SEWERS	20,000
	STRUCTURES, FRAMES, GRATES, PIPE FITTINGS, BRICK & MORTAR	20,000
50200	521010 - MAINTENANCE-SANITARY SEWERS	20,000
	STRUCTURES, FRAMES, GRATES, PIPE FITTINGS, BRICK & MORTAR	20,000

FUND: WATER AND SEWER FUND
DEPARTMENT: PUBLIC WORKS
ORGANIZATION: SEWER EXPENSES

ACCOUNTS FOR:		2018 BUDGET
50200	521055 - PROFESSIONAL SERVICES - OTHER	163,100
	COSTS ASSOCIATED WITH CREATION OF SEWER UTILITIES BILL	8,000
	EMERGENCY FLUSHER	2,000
	LIFT STATION REPAIR SERVICE	5,000
	BACTERIA TREATMENTS, BIOBAGS AND CLEANING ADDATIVE FOR FLUSHER	15,000
	DEEP HIGHWAY SAW CUTS	1,000
	CLEAN & TV CHIDESTER SANITARY LINES	25,000
	ELECTRICAL MAINTENANCE	4,000
	GENERATOR MAINTENANCE	1,200
	ROOT PRUNING	1,000
	EMERGENCY EXCAVATIONS	20,000
	CLEANING OF THE 9 VORTEX STORM WATER SEPERATORS AT LAKE ELLYN	9,000
	CLEAN 4 SANITARY LIFT STATIONS	4,000
	CARTEGRAPH - TRAINING\IMPLEMENTATION - 25%	3,800
	GIS CONSORTIUM	35,600
	BI-ANNUAL CLEANING OF PUBLIC WORKS ICE MACHINE (50%)	500
	CHEMICAL ROOT CONTROL TREATMENT FOR SANITARY MAINS	5,000
	IEPA MS4 ANNUAL PERMIT PREPARATION WITH CONSULTANT (PREVIOUS COST NOT BROKEN OUT AS A LINE ITEM)	3,000
	UTILITY RATE ANALYSIS FOR WATER AND SEWER (50%)	20,000
50200	521130 - PAYMENT TO GWA	3,531,214
	BASED ON DRAFT GWA BUDGET	3,531,214
50200	521140 - SEWER REIMBURSE PLAN REPAIRS	50,000
	REIMBURSES RESIDENTS 50% OF COSTS ASSOCIATED WITH REPLACEMENT/REPAIR OF SANITARY SEWER IN ROW	50,000
50200	521145 - OVERHEAD SEWER PROGRAM	50,000
	COST SHARES UP TO 50% OF THE COSTS ASSOCIATED WITH CONVERSION TO OVERHEAD SEWERS	50,000
50200	521195 - TELECOMMUNICATIONS	5,400
	PHONE SERVICE AT LIFT STATIONS, ETC	1,500
	PHONE SERVICES - 11 EMPLOYEES AT 50% + SERVICE FOR 4 TABLETS (50%)	3,500
	ACCESSORIES (10% OF PHONE SERVICE)	400
50200	521200 - UTILITIES	6,000
	ELECTRIC & NATURAL GAS EXPENDITURES	6,000

FUND: WATER AND SEWER FUND
DEPARTMENT: PUBLIC WORKS
ORGANIZATION: SEWER EXPENSES

ACCOUNTS FOR:	2018 BUDGET
50200 530100 - OFFICE SUPPLIES	2,200
PRINTER SUPPLIES, INK, PAPER, PENS AND GENERAL OFFICE SUPPLIES	2,200
50200 530105 - OPERATING SUPPLIES	3,500
HARDWARE	1,200
LAUNDRY SUPPLIES	300
MARKING PAINT	1,000
KITCHEN SUPPLIES	300
CLEANING SUPPLIES	200
MISCELLANEOUS SUPPLIES	500
50200 530225 - SAFETY SUPPLIES	5,800
DISINFECTANTS	400
BIO-HAZARD GLOVES	1,600
SAFETY GLASSES	300
HARD HATS	300
BARRICADES & CONES	1,500
FIRST AID SUPPLIES	800
BOOTS - $150 PER EMPLOYEE - 10 EMPLOYEES @ 50%	800
NEW - BOOTS SEASONAL WORKERS $50 EACH @50%	100
50200 530445 - UNIFORMS	2,400
UNIFORMS - $450 PER EMPLOYEE - 10 EMPLOYEES AT 50%	2,300
NEW - SEASONAL WORKER T-SHIRTS	100
50200 550590 - INTEREST-LAMBERT FARMS IEPA	20,000
INTEREST PAID ON IEPA LOAN FOR SANITARY MAIN IN LAMBERT FARMS	20,000
50200 550595 - PRINCIPAL-LAMBERT FARMS IEPA	88,000
PRINCIPAL PAID ON IEPA LOAN FOR SANITARY MAIN IN LAMBERT FARMS	88,000
50200 580100 - CAPITAL IMPROVEMENTS	310,000
FUTURE STREET IMPROVEMENTS - DESIGN ENGINEERING	85,000
RENO CENTER MATRL. BIN AND RET. WALL ENGINEERING (50% WATER AND SEWER)	10,000
RENO CENTER PARKING LOT EXPANSION (50% WATER AND SEWER)	55,000
SPOT REPAIRS - REVERE AND RAMBLEWOOD	135,000
HILL AVENUE/GLEN OAK LIFT STATION IMPROVEMENTS	25,000

FUND: WATER AND SEWER FUND
DEPARTMENT: PUBLIC WORKS
ORGANIZATION: SEWER EXPENSES

ACCOUNTS FOR:	2018 BUDGET
50200 580100 - 00511 HILL AVE WATER MAIN EXT	25,000
HILL AVENUE SEWER EXTENSION DESIGN (PHASE I)	25,000
50200 580100 - 13001 N PARK BLVD STP PROJECT	632,500
N. PARK AND MAIN ST. - CONSTRUCTION	575,000
N. PARK AND MAIN ST. - RESIDENT ENGINEERING	57,500
50200 580100 - 16005 CBD UNDERGROUND IMPROVEMENTS	500,000
CBD UNDERGROUND IMP - CONSTRUCTION	450,000
CBD UNDERGROUND IMP - RESIDENT ENGINEERING	50,000
50200 580100 - 16012 MEMORY CT LIFT STATION REHAB	75,000
MEMORY COURT LIFT STATION - DESIGN	75,000
50200 580100 - 17005 ROYAL GLEN INFRASTRUCTURE IMP	40,000
ROYAL GLEN INFRASTRUCTURE IMPROVEMENTS - DESIGN ENGINEERING (#17005)	40,000
50200 580100 - 18006 2018 SANITARY SEWER LINING	500,000
2018 SANITARY SEWER LINING	500,000
50200 580100 - 19001 2019 STREET RECONSTRUCTION	50,000
2019 STREET RECONSTRUCTION - DESIGN ENGINEERING	50,000
50200 580110 - EQUIPMENT/CAPITAL OUTLAY	110,500
PURCHASE REPLACEMENT REEL FOR PUSH CAMERA COMPATIBLE WITH CURRENT CAMERA REEL	7,500
REPAIR PUMP/PURCHASE REPLACEMENT MOTOR FOR SOUTH REDUNDENCY IN CASE OF PUMP FAILURE PARK LIFT STATION	8,500
REPLACEMENT JETTER NOZZLE HEADS AND ROOT CUTTERS PRESENT AT THE SITE	4,000
NEW 4" PUMP FOR EMERGENCIES (50%)	1,500
REPLACE TELESCOPIC DEBRIS CLAWS	1,000
UPGRADE SURREY LIFTSATION TO SCADA, REBUILD OF CONTROL PANEL AND TELEMETRY	40,000
REPAIR PUMP/PURCHASE REPLACEMENT MOTOR FOR MEMORY COURT LIFT	8,000
BUILDING GARAGE AT NEWTON PUMP STATION FOR STORAGEOF VITAL WATER & SEWER EQUIPMENT AND PARTS (50%)	30,000
REPLACING DRIVEWAY ASSOCIATED WITH BUILDING GARAGE AT NEWTON PUMP STATION (50%)	10,000

FUND: WATER AND SEWER FUND
DEPARTMENT: PUBLIC WORKS
ORGANIZATION: SEWER EXPENSES

ACCOUNTS FOR:		2018 BUDGET
50200	590113 - FACIL MAINT SERVICE CHARGE	15,400
	FACILITIES MAINTENANCE SERVICE CHARGE	15,400
50200	590120 - ACCOUNTING SERVICE CHARGE	145,000
50200	590600 - TRANSFER TO INSURANCE - HEALTH	87,400
	HEALTH INSURANCE CONTRIBUTION	87,400
50200	590610 - TRANSFER TO INSURANCE - GEN	37,000
	GENERAL INSURANCE TRANSFER	37,000
50200	590650 - TRANSFER TO EQUIP FUND - O&M	61,600
	TRANSFER TO EQUIPMENT SERVICES - O&M	61,600
50200	590655 - TRANSFER TO EQUIP FUND - REPL	58,200
	TRANSFER TO EQUIPMENT SERVICES - VEHICLE REPLACEMENT	58,200
50200	590690 - TRANSFER TO FACIL MAINT RESRV	50,000
	TRANSFER TO FACILITIES MAINTENANCE RESERVE FUND	50,000
TOTAL	**SEWER DIVISION EXPENSES**	**7,318,039**

VILLAGE OF GLEN ELLYN
FISCAL YEAR 2018 BUDGET
PERSONNEL SCHEDULE

PUBLIC WORKS DEPARTMENT - OPERATIONS DIVISION

Classification	Status	Salary Range*	SY 14 Budgeted Employees	FY15 Budgeted Employees	FY16 Budgeted Employees	FY17 Budgeted Employees	FY18 Budgeted Employees
Street/Forestry Superintendent	FT	N	1.00	1.00	1.00	1.00	1.00
Utilities Superintendent	FT	N	1.00	1.00	1.00	1.00	1.00
Sr Water Plant Operator	FT	L	1.00	1.00	1.00	1.00	1.00
Water Plant Operator I	FT	I	1.00	1.00	1.00	1.00	1.00
Crew Leader II	FT	J	1.00	1.00	1.00	-	-
Crew Leader II - Forestry	FT	J	-	-	-	-	-
Crew Leader II - Street	FT	J	-	-	-	-	-
Crew Leader II - Utilities	FT	J	-	-	-	-	1.00
Crew Leader I	FT	I	3.00	3.00	3.00	4.00	-
Crew Leader I - Forestry	FT	I	-	-	-	-	1.00
Crew Leader I - Street	FT	I	-	-	-	-	1.00
Crew Leader I - Utilities	FT	I	-	-	-	-	1.00
Customer Service Worker	FT	G	1.00	1.00	1.00	1.00	1.00
Maintenance Worker III	FT	G	-	-	1.00	1.00	-
Maintenance Worker III - Forestry	FT	G	-	-	-	-	-
Maintenance Worker III - Street	FT	G	-	-	-	-	1.00
Maintenance Worker III - Utilities	FT	G	-	-	-	-	-
Maintenance Worker II	FT	F	5.40	5.40	4.00	3.00	-
Maintenance Worker II - Forestry	FT	F	-	-	-	-	1.00
Maintenance Worker II - Street	FT	F	-	-	-	-	1.00
Maintenance Worker II - Utilities	FT	F	-	-	-	-	1.00
Maintenance Worker I	FT	E	6.00	6.00	6.40	7.40	-
Maintenance Worker I - Forestry	FT	E	-	-	-	-	2.00
Maintenance Worker I - Street	FT	E	-	-	-	-	1.40
Maintenance Worker I - Utilities	FT	E	-	-	-	-	4.00
Forestry Intern	PT	N/A	0.19	0.19	-	-	-
Seasonal Staff	PT	N/A	3.57	3.57	3.57	3.57	3.57
TOTAL EMPLOYEES (Full-time Equivalents)			**24.16**	**24.16**	**23.97**	**23.97**	**23.97**
Full-time Number of Positions			20	20	20	20	20
Part-time Number of Positions			45	45	45	45	45

Positions are broken out for FY18 to show greater detail on what part of operations each position serves. This does not represent a change in operations or organization structure

VILLAGE LINKS / RESERVE 22 – BUDGET

Facilities

The Village Links / RESERVE 22 operates 4 facilities on 280 acres. These facilities are incorporated into a sophisticated storm water detention system that detains 30% of Glen Ellyn's storm water and is a primary reason that the Village developed and operates these properties.

27-Hole Golf Course	
Village Links of Glen Ellyn	240 acres
Passive Use Parks	
Panfish Park	18 acres
Lambert Lake Nature Preserve	22 acres
Co-Op Park	1 acre

Village Green park (35 acres of athletic fields) is owned by the Village. Since 2003, it is operated by the Glen Ellyn Park District under a rolling 25 year lease. The Village Green does not impact this budget.

Budget Organization

The Village Links / RESERVE 22 has 3 operating divisions: Grounds, Golf, and RESERVE 22. The budget is divided into 7 accounting sections. Segregating expenditures by revenue center and by managerial responsibility allows us to monitor the financial performance of each revenue center and maintain managerial accountability for each line item.

Grounds Division
Division Head: Golf Course Superintendent

Responsible for Budget Sections:
55 710 - Golf Course Grounds
55 740 - Stormwater Management
55 7x5 - Mechanical Maintenance for equipment and buildings in all Divisions

Golf Division
Division Head: Director of Golf

Responsible for Budget Sections:
55 720 - Golf Services
55 750 - Pro Shop Merchandise
55 780 - Motorized Carts

RESERVE 22 Division
Division Head: Executive Chef / Food & Beverage Director

Responsible for Budget Sections:
55 730 – RESERVE 22

Administration, 55700, includes line items not specific to an individual operating division, along with all capital expenditures and debt service.

Financial Overview

No tax dollars are used to maintain or operate Village Links/RESERVE 22, Lambert Lake, or Panfish Park. The Village Links / RESERVE 22 and Stormwater management operate solely from facility fees. Residents pay golf green fees at roughly a 40% discount off market prices.

Golf Course/Restaurant profits are used to subsidize resident use of the golf course, park maintenance and the maintenance and operation of the storm water detention system.

Financial Goals - Our financial goal is to be as profitable as possible. More specifically, our short-term goal is to generate enough revenue to cover operating expenses, $650,000 per year in debt service, $175,000 per year in capital replacement, and maintain adequate cash reserves to buffer against the whims of a weather dependent seasonal business.

Another major goal is to provide significant resident green fee discounts. In 2017, residents will receive roughly $300,000 in discounts.

Debt Service - The fund is scheduled to make a $340,000 annual debt service payment to retire bonds issued to fund the 2004 golf course renovation. The final debt service payment for that bond issue is due in 2023.

The fund is also scheduled to make a $310,000 annual debt service payment to retire bonds issued to fund the 2013 expansion of the driving range, parking lot, and clubhouse. The final debt service payment for that bond issue is due in 2033.

The golf course has generated sufficient profits during every fiscal year of operation to fully cover all debt service. 2014 was the first full year of operation with the expanded clubhouse. Cash reserves of more than $1,470,000 are available to cover any short falls, and to fund future capital projects. The cash reserves were accumulated from prior year profits.

Profit - $5,850,000 in profits have been earned in the 12 years since the 2004 golf course renovation. Those profits were used to make $4,645,000 in debt service payments, reinvest $1,280,000 in routine capital equipment replacement, and boost cash reserves for future capital replacement needs.

Revenue - Nationwide demand for golf weakened after September 11, 2001, and fell even more sharply following the 2008 recession. Rounds played and golf revenues are relatively flat for 2017, as the decline seems to be leveling off.

The number of golf rounds played at the Village Links and resulting revenues have varied widely in recent years, with weather being the main variable.

Future golf revenues are uncertain. Golf demand is stagnant. Revenues are held down by significant price competition stemming from an excessive number of golf courses operating in the market. Most public courses in the market are not-for-profit, and are subsidized by tax dollars.

The expanded food and beverage business has generated additional revenue, but much of this new revenue is offset by increased expenses. The track record of golf course food service operations in DuPage County is uneven, with virtually every golf course clubhouse requiring tax dollars to cover debt service.

Expenses - Cost containment efforts started in 2002 have allowed us to remain virtually flat in golf operations expenses from year to year. This containment of operating expense has kept the golf course profitable in spite of declining revenues.

2017 has been a good fourth full year of operations. Despite some unusual challenges, facility revenues have increased 2%. While golf has been relatively flat for the period, food and beverage operations have shown a moderate increase, most notable in the banquet business. We continue to refine cost efficiency in RESERVE 22, which will lead to maximization of profitability. We expect to be able to cover all expenses, including the restaurant portion of the debt service.

Summary - The Village Links/RESERVE 22 is well positioned. The course is popular and has an active clientele. The physical plant and equipment are in generally solid condition, and the facility improvements added in 2013 have been well received by our guests.

Storm Water Detention System

The Village Links is a golf course and a storm water detention system. Built in 1966 and expanded in 1973, the storm water detention system consists of twenty-four interconnected ponds: one pond at Lambert Lake, two at Panfish Park and twenty-one on the golf course.

Rain water entering the system at the northwest portion of the system flows from pond to pond via a series of underground storm drain pipes for more than a mile before leaving the golf course for the DuPage River.

The storm water is slowed as it moves from pond to pond. Silt debris washed from streets and sidewalks settles in the ponds before it can pollute downstream rivers. The water stored in the detention ponds is used to irrigate the golf course. The golf course turf filters the mildly polluted storm run-off water, cleaning it before it replenishes the aquifers below.

Since 1966, Village Links' revenues have paid for the maintenance and operation of the storm water detention system. During the 2004 golf course renovation, $350,000 was spent on the main system, including pond expansion, silt removal, pipe replacement, and shoreline stabilization. In 2013, the capacity of the storm water detention system was increased to accommodate the expanded clubhouse. A pond was expanded, several acres of property were lowered, and new lake connector pipes were added at a cost of $200,000.

Shoreline Stabilization - The storm water detention system has 6.4 miles of shoreline. Wave erosion causes the lake banks to fall into the water, increasing the water surface and reducing the water depth. Shoreline stabilization efforts initiated in the 1970's and 2000's have been effective.

Shoreline - Village Links Ponds -	4.9 miles
Shoreline - Panfish Park Ponds -	1.0 mile
Shoreline - Lambert Lake -	.5 mile
Total Shoreline	6.4 miles

Silt Removal - Silt removal is a potentially significant expense over the next 20 years. Disposal of detention pond silt is expensive because concentrations of metals and fuels dropped onto roads by vehicles require that it be treated as a hazardous material.

Drain Pipe Replacement - Many of the original corrugated metal pipes that connect the golf course ponds were replaced in 2003. The new drain pipes (concrete or composite plastic) should last indefinitely.

Control Structure Replacement - Three concrete control structures are in fair condition for their age and will not be prohibitively expensive to replace in another 25-35 years.

2017 REVIEW

2014 was the first full season of operations in the new facility. We were able to cover our debt, execute some capital needs, and make a small contribution to our cash reserves. This was particularly challenging due to significant changes in key management positions. By contrast, 2017 will be a profitable year for both golf and food services. Revenues are up, slightly in golf, and more significantly in food and beverage services. The community seems to have warmed to the facility, as community groups are increasingly booking events at RESERVE 22. Most of the earlier service challenges have been met, and the facility is well on its way to another profitable season.

Grounds (Golf Course Maintenance)

Following a wet and cool spring, in which we aerated greens for the first time in many years, we began to see warming and drying out in July and August. Still, greens took longer to recover from the aeration process than expected Along with the sub-par weather, this hampered already unreliable spring revenues. However, aggressive top-dressing and fungicide applications returned the golf course conditions to the fast, firm, and lush conditions our customers have come to expect.

Golf

Rounds of golf have remained relatively flat for the past three years. Extensive golf programming, in the form of nightly golf leagues, junior and adult lesson programs, and a variety of public events, keeps the Village Links as one of the busiest in the area. The recently expanded driving range has accommodated more patrons, as they appreciate the improved turf conditions.

Since we began accepting golf outings in 2008, our business and reputation have grown at a steady rate. In 2017, we hosted 99 golf outings. Many of our outings are less than 50 players, as groups struggled to fill their events. Still, golf outings improve our dollars per round, and offer advantageous exposure to many who are visiting for the first time. The Blue Heron Room has proven to be a good selling point, as many events take full advantage of the banquet facilities, and adjoining patio. The US Soccer Federation conducted a Foot Golf outing for the second consecutive year, and the American Foot Golf League hosted two qualifying events for its inaugural National Championship. Foot Golf generates about $10,000 annually, with minimal associated costs.

Golf staff introduced PGA Jr. League golf in 2014. The initial summer league attracted 60 participants, and provided over $10,000 in additional revenue, notably in green fees and driving range. In the past three seasons, the summer league filled with 72 participants, while the added fall league attracts around 40 juniors.

Pro Shop

Revenues from Pro Shop sales have little impact on the bottom line, as there is a high variable cost associated with the sale of merchandise. It is very difficult to compete with the big box stores, who can offer a wider variety at more attractive prices. We are continuing with an inventory reduction plan, which will focus on carrying mostly products with a higher turn rate, such as gloves, balls, and apparel, and reduce products with a long shelf presence, like golf clubs and other equipment.

Food and Beverage

Revenues

The popularity of RESERVE 22 continues to increase among Glen Ellyn residents, as well as nearby communities. The business has increased consistently, month to month, in each of the four main profit centers over calendar year 2014. Restaurant revenues took a hit in 2017, with the poor weather conditions of April, May, and June, hampering the attractiveness of outdoor dining, showing a relatively flat 2% decrease. The banquet business, however, continues at a steady, but slowing, growth rate of 15%

Expenses

The most challenging expenses to cover in the Food and Beverage operation is the business' prime cost, consisting of product costs plus payroll. With ever rising food costs, menu construction and pricing will continue to be a main focus. While all businesses struggle to comply with Affordable Care Act regulations, municipally owned facilities have the added challenge of managing pension regulations for its core staff. Limited available hours contribute to higher turnover, inconsistency in service levels, and training expenses. In addition, the Department of Labor is likely to impose an overtime expansion rule which will affect the way we compensate our management team. Exploring staffing alternatives, such as outsourcing labor, proved undesirable, as these types of arrangements carry high service costs, which negate the offset of pension, or overtime costs. Controlling prime costs will be a major component to continued profitability.

Debt Service

In 2002, the Village Links/RESERVE 22 Fund borrowed $4,500,000 through a 20-year general obligation bond issue to help finance the golf course renovation. In November 2010, a bond refinancing was conducted to restructure this debt and take advantage of lower interest rates. Interest rates for this bond issue are 2% initially and top out at 3.9%. Annual principal and interest payments remain unchanged at about $340,000. The bulk of the savings, about $225,000, will be realized at the end of the issue, with a reduced final payment on January 1, 2023.

In October 2012, the Village Links/RESERVE 22 Fund borrowed an additional $5,000,000 through a second 20-year general obligation bond issue, to help finance the new restaurant, bar, banquet room, and driving range. Interest rates for this bond issue are 2% initially and top out at 2.5%. Annual principal and interest payments are about $310,000. The final payment on this bond issue will be made on January 1, 2033.

PREVIEW 2018

It will be a challenge to cover the debt service that funded these improvements with revenues generated from the facility. Every publicly owned golf course clubhouse built in the last 25 years in DuPage County has been supported with tax dollars. We are committed to retiring all of the related debt service with Village Links / RESERVE 22 operating profits. It is expected that it could take a few years for the business to mature so we can take full advantage of all of the opportunities of the newly configured Village Links. In the meantime, golf course cash reserves will ensure that debt payments are made without the use of tax monies.

Golf profitability will continue to be the key factor in the financial success of the Village Links. Green fees, cart fees, and driving range revenues will generate the bulk of the gross profits necessary to cover the outstanding debt service.

Food service is playing a much larger role than in the past. Food service revenues will continue to grow, as banquet sales and catering will contribute. Food Service will generate a significant amount of the gross profits required to cover the debt service.

The Village Links faces diverse competition from area golf courses. Many courses, desperate to generate cash flow, are offering green fees below their break-even point. Less drastic changes are expected from courses owned by local governments, many of whom subsidize golf like they do swimming pools and skating rinks. Some governments are getting out of the golf business, bringing in management companies that lower costs and/or services to the commodity level. At the other end of the spectrum, private clubs are dropping guest fees, member dues, and outing fees to compete with high end public courses.

The Village Links remains an excellent golf value due to superior course conditions and layout. Successful programming strategies and green fee specials outside of prime time help keep the course busier than most others in the area.

Primary Initiatives for 2018

Grounds

We must continue to be a great value in golf, by offering consistently superior playing conditions, as demanded by the golfing public. This must continue to be done efficiently, as revenues will dictate the amount of resources available to maintain the optimal conditions. Our full-time staff members are trained in all areas of golf course and grounds maintenance, and having five full-time members will ensure continuity and consistency.

Golf

Programmed Golf - We will continue to offer an exceptional amount of programmed golf at the Village Links in 2018, including leagues, tournaments, and instructional schools and classes. The upkeep of these events is crucial in guaranteeing a consistent revenue flow. We will also look for new revenue streams, such as Foot Golf, introduced at the end of 2014, to increase profitability.

Course Maximization - We will continue to try to maximize golf course utilization. The Golf Division has the job of scheduling the proper number of tee times, filling the tee times, getting the customers in those tee times started on time, and helping them move around the course in a reasonable amount of time. This is particularly crucial when we book smaller outing groups, who choose a shotgun start. The challenge is that over the years, with the increased distance golf balls are travelling, golf course capacity has been reduced. While we have historically teed off eight groups per hour, it is difficult now to tee off seven groups per hour.

Online Tee Times - Providing our guests 24/7 access to online tee times has been a popular addition. The use of this system is growing at a slow, but steady, rate. Our goal is to maximize the ease in which golfers can book our course. The electronic tee time system will help us automate communication with guests who have made tee time reservations.

Golf Outings - We must continue to increase the size and number of golf outings held in 2018. Marketing efforts conducted in 2014 and over the winter months has built a strong base of returning outside events. We will continue to look for ways to raise the revenues, by looking to offer more value added services. We will continue to build a reputation in the area as conducting professional, well run events. We must be conscious of the number of outings we book each year, so as not to alienate our regular customers and resident golfers, while maximizing profits.

Food & Beverage - RESERVE 22

Our new facility offers a variety of products to maximize revenues. We will continue to market and build RESERVE 22 as a destination restaurant that does not rely primarily on golfer traffic for its profits.

Staffing - We look to fine tune staffing levels to match seasonal sales volume and lower our labor cost as a percentage of revenue. Hiring the right people in key positions will assure us of providing outstanding service levels. We will be challenged by the prohibitive costs and restrictions of the IMRF pension program, and ACA.

Bar & Restaurant - We will continue to operate RESERVE 22 as a major bar and restaurant destination for lunch and dinner. We offer popular TV sports packages in the bar and live entertainment on weekends.

Banquet Room - The 150 guest Blue Heron Room is available for golf outing banquets and non-golf private parties. This room is also used for overflow dining when available. Special brunches are planned for
Easter, Mother's Day and Father's Day. One key factor in our success will be to make good use of our banquet and meeting rooms. Keeping those spaces productive will increase our profit percentages, as parties and meetings generally carry a lower overall variable cost as a percentage.

Board Room - The Board Room is available for groups of 8-20 that combine meetings with golf and a meal or for stand-alone meetings.

Stormwater Management

This budget provides $38,500 to maintain three Village parks: Lambert Lake Nature Preserve, Co-Op Park and Panfish Park. These parks are part of the Village Links storm water detention system. Included

in the maintenance of Panfish Park is maintenance of walkways that run through the Waters Edge Condominium Association and connect to the park. Also included are new maintenance requirements with the addition of the new police station at Panfish Park.

Throughout the years, Village Links revenues have paid for over $1,000,000 in park maintenance. Staff will continue to collaborate with the Public Works Department to maintain these parks, and make improvements as necessary.

Capital Projects

Our goal is to earmark $175,000 annually for routine capital projects and equipment replacement. In 2018, $169,000 is budgeted in capital expenditures.

While we have extended some equipment beyond their useful lives, our equipment and physical plant are in acceptable condition. If revenues permit, it will take most of the coming decade to get our equipment replacement program back on schedule.

IMRF - Retirement Fund Contributions

The employer portion of retirement fund contributions budgeted for 2018 is $146,151, 10.34% of total regular wages. We have added a significant number of employees to IMRF in Food Services, in order to increase service consistency and minimize training costs and turnover.

Personnel Costs

The Department of Labor expanded the overtime regulations, which will re-define exempt status. This will have a significant impact on how we compensate our restaurant managers.

We will continue to attempt to minimize our exposure to state unemployment benefit claims. We cannot control those costs, but we can influence them through a variety of means including helping seasonal staff find other employment in the off season.

Proposed increases to the minimum wage will impact our cost for hourly employees. This will have a significant impact on Food and Beverage, and Golf. It will have a lesser impact in Grounds.

2018 GOALS

We have six major goals for 2018:

1 - Pace of Play - Have play move at a faster pace at the Village Links than at any comparable public golf course in the Chicago market. Improve customer awareness of their pace of play and our efforts to assist them on both the 18-hole and 9-hole courses.

2 - Course Conditions - Maintain the 18-hole course in superior condition. Maintain greens that are smoother and faster than those at most public golf courses.

3 - Revenue Growth - Rebuild golf revenues.

4 - Continue to Build the Food Service Business Increase restaurant, bar and banquet business that generates $2,500,000 in annual revenue.

5 - Constrain Expenditures - Constrain expenditures to match revenues, without customers noticing the cutbacks.

6 - Generate Profit - Generate a gross profit to cover $650,000 in debt service and $169,000 in capital replacement.

Key Performance Indicators - We track the following Key Performance Indicators. Target performance levels are identified.

Total Revenue - $5,500,000

Rounds Played - 72,000

Golf Revenue (Green Fees, Motor Carts, & Driving Range, & Pro Shop) - $3,000,000

Food Service - $2,500,000

Controllable Food Service Expenses - Wages for seasonal / part time employees is 28-29% of revenue. The cost of products for resale, including beer / wine, food, and beverages, is a combined 33% of revenue. Prime Costs total 68-72% of revenues.

Keep Pace - 80% of golfers Keep Pace

On Time - Be on time (within seven minutes) for 90% of all rounds.

Stimpmeter (weekly) - Average 10.0, minimum 9.0 feet April 15 - November (9-hole course 1.0 foot slower).

VILLAGE OF GLEN ELLYN
2017 BUDGET

FUND: VILLAGE LINKS / RESERVE 22 FUND
DEPARTMENT: VILLAGE LINKS / RESERVE 22

DESCRIPTION	2016 ACTUAL	2017 ORIG BUDGET	2017 REV BUDGET	2017 PROJECTION	2018 BUDGET	2018 % CHG 2017 ORG BUD
VILLAGE LINKS GOLF REVENUES	$ 2,845,528	$ 2,997,000	$ 2,997,000	$ 2,934,398	$ 3,001,000	0.1%
RESERVE 22 REVENUES	2,317,461	2,475,500	2,475,500	2,345,972	2,495,100	0.8%
TOTAL REVENUES	**5,162,989**	**5,472,500**	**5,472,500**	**5,280,370**	**5,496,100**	**0.4%**
ADMINISTRATION	342,572	341,598	341,598	384,613	388,853	13.8%
GOLF COURSE MAINTENANCE	749,367	832,446	832,446	784,220	854,925	2.7%
GOLF SERVICES	708,010	713,206	713,206	703,271	722,646	1.3%
FOOD SERVICES	2,150,391	2,176,975	2,176,975	2,166,543	2,243,966	3.1%
STORMWATER MANAGEMENT	20,694	38,537	38,537	53,890	38,415	-0.3%
PRO SHOP MERCHANDISE	166,849	186,158	186,158	153,831	176,845	-5.0%
MOTORIZED CARTS	48,970	51,619	51,619	43,731	48,620	-5.8%
MECHANICAL MAINTENANCE	162,269	165,692	165,692	149,450	164,290	-0.8%
TOTAL OPERATING EXPENSES	**4,349,122**	**4,506,231**	**4,506,231**	**4,439,549**	**4,638,560**	
TOTAL OPERATING CHANGE IN NET POSITION	**813,867**	**966,269**	**966,269**	**840,821**	**857,540**	**-11.3%**
DEPRECIATION	352,752	-	-	-	-	0.0%
AMORTIZATION	(1,547)	-	-	-	-	0.0%
GASB 68 PENSION EXPENSE	190,160	-	-	-	-	0.0%
DEBT SERVICE	156,971	655,146	655,146	655,146	652,096	-0.5%
CAPITAL OUTLAY	46,164	278,000	396,000	413,068	141,000	-49.3%
TOTAL CHANGE IN NET POSITION	**69,367**	**33,123**	**(84,877)**	**(227,393)**	**64,444**	**94.6%**

Available Cash Analysis	
Available, January 1, 2016	$ 1,642,633
Preliminary FY2016 Inflow / (outflow)	$ (227,393)
Budgeted FY2017 inflow / (outflow)	$ 64,444
Projected Available, December 31, 2017	$ 1,479,684
Cash Reserve Policy (31% operating exp.)	$ 1,438,000
Amount Above Reserve Policy	$ 41,684

FUND: VILLAGE LINKS / RESERVE 22
DEPARTMENT: VILLAGE LINKS/RESERVE 22 REVENUES

ORG	OBJECT	ACCOUNT DESCRIPTION	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2017 PROJECTION	2018 BUDGET	2018 % CHG 2017 ORG BUD
5500	**VILLAGE LINKS REVENUES**							
5500	440550	GREEN FEES	1,800,477	1,850,000	1,850,000	1,801,534	1,850,000	0.0%
5500	440554	PRO SHOP - SALES	175,844	205,000	205,000	181,940	195,000	-4.9%
5500	440555	MOTOR CARTS	477,037	545,000	545,000	556,110	560,000	2.8%
5500	440556	DRIVING RANGE	248,545	265,000	265,000	262,395	260,000	-1.9%
5500	440557	RESIDENT CARDS	34,815	36,000	36,000	32,975	32,000	-11.1%
5500	460100	INVESTMENT INCOME	4,487	4,000	4,000	6,750	9,000	125.0%
5500	489000	MISCELLANEOUS REVENUE	104,642	92,000	92,000	92,694	95,000	3.3%
5500	489100	MISCELLANEOUS - OVER/SHORT	(319)	-	-	-	-	0.0%
TOTAL	**VILLAGE LINKS REVENUES**		**2,845,528**	**2,997,000**	**2,997,000**	**2,934,398**	**3,001,000**	**0.1%**
5520	**RESERVE 22 REVENUES**							
5520	441100	FOOD	1,287,187	1,405,000	1,405,000	1,269,023	1,350,000	-3.9%
5520	441101	LIQUOR	245,344	250,000	250,000	244,130	250,000	0.0%
5520	441102	BEER	474,710	490,000	490,000	466,652	475,000	-3.1%
5520	441103	WINE	190,081	195,000	195,000	194,825	200,000	2.6%
5520	441104	NA BEVERAGES	93,606	110,000	110,000	94,117	100,000	-9.1%
5520	441106	ROOM CHARGES	1,406	1,500	1,500	1,718	-	-100.0%
5520	441107	SERVICE CHARGES	25,128	24,000	24,000	75,445	120,000	400.0%
5520	489000	MISCELLANEOUS REVENUE	-	-	-	62	100	0.0%
TOTAL	**RESERVE 22 REVENUES**		**2,317,461**	**2,475,500**	**2,475,500**	**2,345,972**	**2,495,100**	**0.8%**
TOTAL	**VILLAGE LINKS / RESERVE 22 REVENUES**		**5,162,989**	**5,472,500**	**5,472,500**	**5,280,370**	**5,496,100**	**0.4%**

FUND: VILLAGE LINKS/RESERVE 22
DEPARTMENT: VILLAGE LINKS/RESERVE 22 REVENUES

ACCOUNTS FOR:		2018 BUDGET
5500	**VILLAGE LINKS REVENUES**	
5500	440550 - GREEN FEES	1,850,000
	INCLUDES OPEN PLAY, OUTINGS, LEAGUES, AND FOOTGOLF	1,850,000
5500	440554 - PRO SHOP - SALES	195,000
	GOLF SHOP MERCHANDISE SALES	195,000
5500	440555 - MOTOR CARTS	560,000
	MOTOR CART RENTALS	560,000
5500	440556 - DRIVING RANGE	260,000
5500	440557 - RESIDENT CARDS	32,000
5500	460100 - INVESTMENT INCOME	9,000
	INTEREST INCOME	9,000
5500	489000 - MISCELLANEOUS REVENUE	95,000
	HANDICAPS	25,000
	HAND CART RENTALS	20,000
	JUNIOR GOLF LESSONS	10,000
	GOLF CLUB & FOOTGOLF SOCCER BALL RENTALS	8,000
	PERMANENT TIME REGISTRATION	7,000
	MISCELLANEOUS OUTING REVENUE	6,000
	LOCKER RENTALS	5,000
	ADULT GROUP GOLF LESSONS	4,000
	CLUB REPAIRS	4,000
	SALES TAX (1.75% OF SALES TAX COLLECTED)	4,000
	POND BALL RETRIEVAL	2,000
TOTAL	**VILLAGE LINKS REVENUES**	**3,001,000**

FUND: VILLAGE LINKS/RESERVE 22
DEPARTMENT: VILLAGE LINKS/RESERVE 22 REVENUES

ACCOUNTS FOR:		2018 BUDGET
5520	**RESERVE 22 REVENUES**	
5520	441100 - FOOD	1,350,000
	INCLUDES SALES FROM RESTAURANT/BAR BANQUETS, OUTINGS, HALFWAY HOUSE AND TAKE-OUT.	1,350,000
5520	441101 - LIQUOR	250,000
	INCLUDES SALES FROM RESTAURANT/BAR BANQUETS, OUTINGS, HALFWAY HOUSE AND BEVERAGE CART	250,000
5520	441102 - BEER	475,000
	INCLUDES SALES FROM RESTAURANT/BAR BANQUETS, OUTINGS, HALFWAY HOUSE AND BEVERAGE CART	475,000
5520	441103 - WINE	200,000
	INCLUDES SALES FROM RESTAURANT/BAR BANQUETS AND OUTINGS	200,000
5520	441104 - NA BEVERAGES	100,000
	INCLUDES SALES FROM RESTAURANT/BAR BANQUETS, OUTINGS, HALFWAY HOUSE AND BEVERAGE CART.	100,000
5520	441107 - SERVICE CHARGES	120,000
	BANQUET FEES FOR BARTENDING AUDIO-VISUAL, DANCE, FLOOR RENTALS	120,000
5520	489000 - MISCELLANEOUS REVENUE	100
TOTAL	**RESERVE 22 REVENUES**	**2,495,100**
TOTAL	**VILLAGE LINKS / RESERVE 22**	**5,496,100**

FUND: VILLAGE LINKS / RESERVE 22
DEPARTMENT: ADMINISTRATION

ORG	OBJECT	ACCOUNT DESCRIPTION	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2017 PROJECTION	2018 BUDGET	201[illegible] % CHG 2017 ORG BUD
55700	**ADMINISTRATION**							
55700	510100	SALARIES - PENSIONABLE	113,042	113,268	113,268	115,834	115,700	2.1%
55700	510120	SALARIES - NON PENSIONABLE	-	-	-	12,739	23,400	0.0%
55700	510400	FICA TAXES	8,202	8,665	8,665	9,836	10,690	23.4%
55700	510500	IMRF EMPLOYER CONTRIBUTIONS	11,577	11,712	11,712	11,977	11,510	-1.7%
55700	520600	DUES-SUBSCRIPTIONS-REG FEES	11,477	10,000	10,000	8,984	12,000	20.0%
55700	520615	RECRUITING AND TESTING	-	-	-	1,426	-	0.0%
55700	520620	EMPLOYEE EDUCATION	200	500	500	64	500	0.0%
55700	520855	PAYING AGENT FEE	1,253	1,253	1,253	1,253	1,253	0.0%
55700	520893	WELLNESS/HEALTH INCENTIVES	-	-	-	-	-	0.0%
55700	521055	PROFESSIONAL SERVICES - OTHER	10,249	4,300	4,300	3,900	10,000	132.6%
55700	530100	OFFICE SUPPLIES	6,606	7,000	7,000	6,000	7,000	0.0%
55700	540000	DEPRECIATION	352,752	-	-	-	-	0.0%
55700	540100	AMORTIZATION	(1,547)	-	-	-	-	0.0%
55700	551000	2010 REFUND BONDS PRINC	-	285,000	285,000	285,000	290,000	1.8%
55700	551005	2010 REFUND BONDS INT	64,943	57,518	57,518	57,518	48,968	-14.9%
55700	551130	2012 GO BONDS PRINCIPAL	-	225,000	225,000	225,000	230,000	2.2%
55700	551135	2012 GO BONDS INTEREST	92,028	87,628	87,628	87,628	83,128	-5.1%
55700	560200	PENSION EXPENSE	190,160	-	-	-	-	0.0%
55700	570100	BUILDINGS	-	-	-	-	35,000	0.0%
55700	580100	CAPITAL IMPROVEMENTS	4,150	-	-	-	-	0.0%
55700	580110	EQUIPMENT/CAPITAL OUTLAY	42,014	278,000	396,000	441,068	106,000	-61.9%
55700	590120	ACCOUNTING SERVICE CHARGE	89,000	91,000	91,000	91,000	110,000	20.9%
55700	590600	TFR TO INSUR- HEALTH	15,768	17,300	17,300	17,000	17,600	1.7%
55700	590610	TRF TO INSUR-GEN	75,200	76,600	76,600	76,600	69,200	-9[illegible]
TOTAL	**ADMINISTRATION**		**1,087,072**	**1,274,744**	**1,392,744**	**1,452,827**	**1,181,949**	**-7.3%**

FUND: VILLAGE LINKS/RESERVE 22
DEPARTMENT: ADMINISTRATION

ACCOUNTS FOR:	2018 BUDGET
55700 ADMINISTRATION	
55700 510100 - SALARIES - PENSIONABLE	115,700
GENERAL MANAGER	115,700
55700 510120 - SALARIES - NON PENSIONABLE	23,400
MARKETING COORDINATOR	23,400
55700 510400 - FICA TAXES	10,690
FICA (7.65%)	10,690
55700 510500 - IMRF EMPLOYER CONTRIBUTIONS	11,510
IMRF (9.89%)	11,510
55700 520600 - DUES-SUBSCRIPTIONS-REG FEES	12,000
PRO-SHOPKEEPER SOFTWARE - POS & ANNUAL SUPPORT	5,000
KEYSTONE MANAGEMENT - ANNUAL BURGLAR ALARM	1,200
MAIL CHIMP - E-MAIL PROCESSING	900
CMAA - ANNUAL MEMBERSHIP	850
PGA - ANNUAL MEMBERSHIP	750
ADOBE ACROBAT PRO & IN-DESIGN SOFTWARE	540
SQUARESPACE - WEBSITE	312
NGF - ANNUAL MEMBERSHIP	250
RESTAURANTOWNER.COM SUBSCRIPTION	180
USGA - ANNUAL MEMBERSHIP	125
GLEN ELLYN CHAMBER OF COMMERCE - MEMBER LISTING	100
WGA - ANNUAL MEMBERSHIP	50
IWGA - ANNUAL MEMBERSHIP	50
OTHER	1,693
55700 520620 - EMPLOYEE EDUCATION	500
55700 520855 - PAYING AGENT FEE	1,253
BOND PAYING AGENT FEES	1,253
55700 521055 - PROFESSIONAL SERVICES - OTHER	10,000
ARCHITECT FEES FOR CLUBHOUSE PROJECTS	10,000
55700 530100 - OFFICE SUPPLIES	7,000
XEROX COPIER MACHINE - LEASE AND USAGE	5,500
OFFICE SUPPLIES, INCLUDING COPIER PAPER	1,420
DEPOSIT SLIPS	80
55700 551000 - 2010 REFUND BONDS PRINC	290,000
2010 BONDS PRINCIPAL DUE 1/1/2019 GOLF COURSE RENOVATION	290,000

FUND: VILLAGE LINKS/RESERVE 22
DEPARTMENT: ADMINISTRATION

ACCOUNTS FOR:		2018 BUDGET
55700	**ADMINISTRATION**	
55700	551005 - 2010 REFUND BONDS INT	48,968
	2010 BONDS INTEREST DUE 7/1/2018 & 1/1/2019 GOLF COURSE RENOVATION	48,968
55700	551130 - 2012 GO BONDS PRINCIPAL	230,000
	2012 BONDS PRINCIPAL DUE 1/1/2019 CLUBHOUSE RENOVATION	230,000
55700	551135 - 2012 GO BONDS INTEREST	83,128
	2012 BONDS INTEREST DUE 7/1/2018 & 1/1/2019 CLUBHOUSE RENOVATION	83,128
55700	570100 - BUILDINGS	35,000
	RESTAURANT INTERIOR UPGRADE	35,000
55700	580110 - EQUIPMENT/CAPITAL OUTLAY	106,000
	84" TRIM MOWER	33,000
	CUSHMAN TRUCKSTER	27,000
	LIGHTWEIGHT RANGE PICKER	15,000
	RANGE PICKER CART	13,000
	COMPUTER/SERVER UPGRADES	10,000
	FLAIL MOWER	8,000
55700	590120 - ACCOUNTING SERVICE CHARGE	110,000
	ACCOUNTING SERVICES, INCLUDING ACCOUNTS PAYABLE, PAYROLL AND BUSINESS OFFICE COORDINATOR SALARY.	110,000
55700	590600 - TFR TO INSUR- HEALTH	17,600
	HEALTH INSURANCE CONTRIBUTIONS	17,600
55700	590610 - TRF TO INSUR-GEN	69,200
	GENERAL INSURANCE TRANSFERS	69,200
TOTAL	**ADMINISTRATION**	**1,181,949**

FUND: VILLAGE LINKS / RESERVE 22
DEPARTMENT: GOLF COURSE MAINTENANCE

ORG	OBJECT	ACCOUNT DESCRIPTION	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2017 PROJECTION	2018 BUDGET	2018 % CHG 2017 ORG BUD
55710	**GOLF COURSE MAINTENANCE**							
55710	510100	SALARIES - PENSIONABLE	334,773	351,000	351,000	351,000	362,000	3.1%
55710	510120	SALARIES - NON PENSIONABLE	51,423	51,000	51,000	53,000	66,000	29.4%
55710	510200	OVERTIME	224	-	-	1,500	2,500	0.0%
55710	510400	FICA TAXES	28,756	30,753	30,753	31,020	32,940	7.1%
55710	510500	IMRF EMPLOYER CONTRIBUTIONS	31,233	36,293	36,293	36,300	35,800	-1.4%
55710	520600	DUES-SUBSCRIPTIONS-REG FEES	1,469	1,100	1,100	1,400	1,385	25.9%
55710	520615	RECRUITING AND TESTING	495	500	500	500	500	0.0%
55710	520620	EMPLOYEE EDUCATION	4,942	6,000	6,000	3,000	3,200	-46.7%
55710	520630	STATE UNEMPLOYMENT CLAIMS	20,791	25,000	25,000	28,000	28,000	12.0%
55710	520893	WELLNESS/HEALTH INCENTIVES	-	-	-	-	-	0.0%
55710	520970	MAINTENANCE-BUILDING & GROUNDS	10,183	10,000	10,000	7,500	10,000	0.0%
55710	520980	MAINTENANCE-DRAIN & IRRIG	9,064	9,000	9,000	7,500	8,000	-11.1%
55710	521195	TELECOMMUNICATIONS	3,156	4,000	4,000	3,000	3,000	-25.0%
55710	521200	UTILITIES	29,711	33,000	33,000	28,000	28,000	-15.2%
55710	530105	OPERATING SUPPLIES	31,888	40,000	40,000	20,000	35,000	-12.5%
55710	530300	GAS AND OIL	17,944	30,000	30,000	20,000	25,000	-16.7%
55710	530415	FERTILIZER	29,431	45,000	45,000	33,000	40,000	-11.1%
55710	530425	LANDSCAPE SUPPLIES	18,708	25,000	25,000	22,000	25,000	0.0%
55710	530435	SOD SEED SAND & GRAVEL	29,773	27,000	27,000	25,000	25,000	-7.4%
55710	530440	TREATMENT COSTS & PESTICIDES	71,313	70,000	70,000	75,000	80,000	14.3%
55710	530445	UNIFORMS	1,121	1,500	1,500	3,000	3,000	100.0%
55710	590600	TRANSFER TO INSURANCE - HEALTH	22,971	36,300	36,300	34,500	40,600	11.8%
)TAL	**GOLF COURSE MAINTENANCE**		**749,367**	**832,446**	**832,446**	**784,220**	**854,925**	**2.7%**

FUND: VILLAGE LINKS/RESERVE 22
DEPARTMENT: GOLF COURSE MAINTENANCE

ACCOUNTS FOR:	2018 BUDGET
55710 GOLF COURSE MAINTENANCE	
55710 510100 - SALARIES - PENSIONABLE	362,000
GOLF COURSE SUPERINTENDENT (88%)	362,000
ASST. GOLF COURSE SUPERINTENDENT (60%) AND GROUNDS EMPLOYEES	
55710 510120 - SALARIES - NON PENSIONABLE	66,000
PART-TIME GROUNDS EMPLOYEES	66,000
55710 510200 - OVERTIME	2,500
55710 510400 - FICA TAXES	32,940
FICA (7.65%)	32,940
55710 510500 - IMRF EMPLOYER CONTRIBUTIONS	35,800
IMRF (9.89%)	35,800
55710 520600 - DUES-SUBSCRIPTIONS-REG FEES	1,385
GCSAA ANNUAL MEMBERSHIPS (3)	660
MAGCS ANNUAL MEMBERSHIPS (2)	350
AUDUBON ANNUAL MEMBERSHIP (AUDUBON COOPERATIVE SANCTUARY PROGRAM)	275
ILLINOIS DEPARTMENT OF AGRICULTURE - PESTICIDE APPLICATION LICENSES	100
55710 520615 - RECRUITING AND TESTING	500
INCLUDES JOB ADS, BACKGROUND CHECKS, AND DRUG SCREENS.	500
55710 520620 - EMPLOYEE EDUCATION	3,200
VARIOUS TRAINING, CONFERENCES TRADE SHOWS	3,200
55710 520630 - STATE UNEMPLOYMENT CLAIMS	28,000
55710 520970 - MAINTENANCE-BUILDING & GROUNDS	10,000
	10,000
55710 520980 - MAINTENANCE-DRAIN & IRRIG	8,000
	8,000
55710 521195 - TELECOMMUNICATIONS	3,000
PHONES, INTERNET AND WIFI SERVICES	3,000
55710 521200 - UTILITIES	28,000
ELECTRICITY, GAS AND WATER FOR MAINTENANCE BLDG.	28,000
ELECTRICITY TO OPERATE IRRIGATION SYSTEM.	

FUND: VILLAGE LINKS/RESERVE 22
DEPARTMENT: GOLF COURSE MAINTENANCE

ACCOUNTS FOR:		2018 BUDGET
55710	**GOLF COURSE MAINTENANCE**	
55710	530105 - OPERATING SUPPLIES	35,000
	INCLUDES OFFICE AND CLEANING SUPPLIES;	35,000
	GREEN AND TEE EQUIPMENT; WASTE CAN BAGS	
55710	530300 - GAS AND OIL	25,000
		25,000
55710	530415 - FERTILIZER	40,000
	INCLUDES FERTILIZER FOR GREENS, TEES	40,000
	DRIVING RANGE TEES, FAIRWAYS, ROUGHS. TIED TO	
	PETRO COSTS.	
55710	530425 - LANDSCAPE SUPPLIES	25,000
	INCLUDES ANNUAL FLOWERS, MULCH, TREES	25,000
	AND SHRUBS.	
55710	530435 - SOD SEED SAND & GRAVEL	25,000
	INCLUDES SEED AND MIX TO REPAIR DIVOTS	25,000
	(DRIVING RANGE, FAIRWAYS & TEES) AND BUNKER	
	SAND	
55710	530440 - TREATMENT COSTS & PESTICIDES	80,000
	INCLUDES TURF GROWTH REGULATORS	80,000
	FUNGICIDES, HERBICIDES, INSECTICIDES	
	AND WETTING AGENTS.	
55710	530445 - UNIFORMS	3,000
	INCLUDES WORK BOOTS, PANTS, JACKETS	3,000
	COVERALLS, GLOVES, AND RAIN SUITS	
55710	590600 - TRANSFER TO INSURANCE - HEALTH	40,600
	HEALTH INSURANCE CONTRIBUTIONS	40,600
TOTAL	**GOLF COURSE MAINTENANCE**	**854,925**

FUND: VILLAGE LINKS / RESERVE 22
DEPARTMENT: GOLF SERVICES

ORG	OBJECT	ACCOUNT DESCRIPTION	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2017 PROJECTION	2018 BUDGET	2018 % CHG 2017 ORG BUD
55720	**GOLF SERVICES**							
55720	510100	SALARIES - PENSIONABLE	260,963	265,000	265,000	241,688	265,000	0.0%
55720	510120	SALARIES - NON PENSIONABLE	92,240	94,000	94,000	109,042	94,000	0.0%
55720	510200	OVERTIME	1,276	1,000	1,000	2,184	2,000	100.0%
55720	510400	FICA TAXES	26,361	27,540	27,540	27,000	27,620	0.3%
55720	510500	IMRF EMPLOYER CONTRIBUTIONS	27,079	27,401	27,401	24,990	26,210	-4.3%
55720	520600	DUES-SUBSCRIPTIONS-REG FEES	5,147	4,000	4,000	24,500	32,000	700.0%
55720	520615	RECRUITING AND TESTING	1,297	1,500	1,500	1,200	1,200	-20.0%
55720	520620	EMPLOYEE EDUCATION	-	6,600	6,600	4,000	4,400	-33.3%
55720	520630	STATE UNEMPLOYMENT CLAIMS	7,301	9,000	9,000	4,224	6,000	-33.3%
55720	520810	CREDIT CARD FEES	52,264	52,915	52,915	49,797	53,116	0.4%
55720	520893	WELLNESS/HEALTH INCENTIVES	-	-	-	-	-	0.0%
55720	520900	POSTAGE & SHIPPING	3,735	5,000	5,000	2,120	4,000	-20.0%
55720	520903	MARKETING	44,876	42,750	42,750	31,516	30,000	-29.8%
55720	520905	PRINTING	9,108	10,300	10,300	3,170	9,000	-12.6%
55720	520940	REPAIRS CLUBS	5,336	2,000	2,000	1,385	2,000	0.0%
55720	520950	HANDICAPS FEES	20,680	20,000	20,000	19,728	20,000	0.0%
55720	521055	PROFESSIONAL SERVICES - OTHER	-	-	-	-	-	0.0%
55720	521195	TELECOMMUNICATIONS	8,441	10,000	10,000	6,993	9,000	-10.0%
55720	521200	UTILITIES	28,487	30,900	30,900	30,445	30,000	-2.9%
55720	530105	OPERATING SUPPLIES	78,113	65,000	65,000	78,587	65,000	0.0%
55720	530445	UNIFORMS	2,576	3,000	3,000	4,602	4,000	33.3%
55720	590600	TRANSFER TO INSURANCE - HEALTH	32,730	35,300	35,300	36,100	38,100	7.9%
TOTAL	**GOLF SERVICES**		**708,010**	**713,206**	**713,206**	**703,271**	**722,646**	**1.3%**

FUND: VILLAGE LINKS/RESERVE 22
DEPARTMENT: GOLF SERVICES

ACCOUNTS FOR:	2018 BUDGET
55720 GOLF SERVICES	
55720 510100 - SALARIES - PENSIONABLE	265,000
DIRECTOR OF GOLF (90%)	265,000
HEAD GOLF PROFESSIONAL (90%)	
ASST GOLF PROFESSIONALS & 3 SUPERVISORS.	
55720 510120 - SALARIES - NON PENSIONABLE	94,000
PART-TIME, INCLUDING RANGER STARTERS	94,000
CASHIERS	
55720 510200 - OVERTIME	2,000
55720 510400 - FICA TAXES	27,620
FICA (7.65%)	27,620
55720 510500 - IMRF EMPLOYER CONTRIBUTIONS	26,210
IMRF (9.89%)	26,210
55720 520600 - DUES-SUBSCRIPTIONS-REG FEES	32,000
YAMATRACK GPS LEASE	27,500
PGA ANNUAL MEMBERSHIPS (7)	4,500
55720 520615 - RECRUITING AND TESTING	1,200
INCLUDES JOB ADS, BACKGROUND CHECKS	1,200
AND DRUG SCREENS	
55720 520620 - EMPLOYEE EDUCATION	4,400
PGA GOLF PROFESSIONAL TRAINING PROGRAM	4,400
55720 520630 - STATE UNEMPLOYMENT CLAIMS	6,000
55720 520810 - CREDIT CARD FEES	53,116
ETS CREDIT CARD PROCESSING FEES	53,116
55720 520900 - POSTAGE & SHIPPING	4,000
US POST OFFICE - POSTAGE FOR THREE	3,600
NEWSLETTERS	
UPS - SHIPPING CLUBS	400
55720 520903 - MARKETING	30,000
LEGENDARY MARKETING - WEBSITE, E-MAIL	10,500
SOCIAL MEDIA MARKETING) AND FACEBOOK.	
WXRT RADIO ADS	10,800
YELP - ON-LINE ADVERTISING	3,360
RULE 29 - THREE NEWSLETTERS	3,100
ILLINOIS JR GOLF ASSN - SPONSOR FEE	250
FACEBOOK	200
OTHER	1,790

FUND: VILLAGE LINKS/RESERVE 22
DEPARTMENT: GOLF SERVICES

ACCOUNTS FOR:		2018 BUDGET
55720	**GOLF SERVICES**	
55720	520905 - PRINTING	9,000
	PRINT THREE NEWSLETTERS	5,100
	OTHER PRINTING, INCLUDING YARDAGE BOOKS SCORE CARDS AND COUPONS	3,900
55720	520940 - REPAIRS CLUBS	2,000
	SUPPLIES TO REPAIR CLUBS. SEE MISC. REVENUE LINE	2,000
55720	520950 - HANDICAPS FEES	20,000
	FEES CHARGED FOR HANDICAPPING SERVICE BY CDGA. SEE MISC. REVENUE LINE (5500-489000).	20,000
55720	521195 - TELECOMMUNICATIONS	9,000
	PHONES, INTERNET, WI-FI, CABLE AND ALARM SERVICES	9,000
55720	521200 - UTILITIES	30,000
	ELECTRICITY, GAS AND WATER	30,000
55720	530105 - OPERATING SUPPLIES	65,000
	INCL DRIVING RANGE BALLS & BASKETS SCORE CARDS, OUTING SUPPLIES OFFICE SUPP, JANITORIAL EQPT RENT	65,000
55720	530445 - UNIFORMS	4,000
	INCLUDES STAFF SHIRTS, HATS, AND NAME TAGS.	4,000
55720	590600 - TRANSFER TO INSURANCE - HEALTH	38,100
	HEALTH INSURANCE CONTRIBUTIONS	38,100
TOTAL	**GOLF SERVICES**	**722,646**

FUND: VILLAGE LINKS / RESERVE 22
DEPARTMENT: RESERVE 22

ORG	OBJECT	ACCOUNT DESCRIPTION	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2017 PROJECTION	2018 BUDGET	2018 % CHG 2017 ORG BUD
55730	**RESERVE 22**							
55730	510100	SALARIES - PENSIONABLE	508,763	565,000	565,000	558,549	570,000	0.9%
55730	510120	SALARIES - NON PENSIONABLE	339,466	340,000	340,000	331,817	358,500	5.4%
55730	510200	OVERTIME	45,468	25,000	25,000	22,252	22,000	-12.0%
55730	510399	TIPS PAID THROUGH PAYROLL	(3,094)	-	-	-	-	0.0%
55730	510400	FICA TAXES	96,040	96,720	96,720	96,535	101,146	4.6%
55730	510500	IMRF EMPLOYER CONTRIBUTIONS	69,714	58,421	58,421	57,760	56,380	-3.5%
55730	520600	DUES-SUBSCRIPTIONS-REG FEES	9,331	12,000	12,000	4,959	9,440	-21.3%
55730	520615	RECRUITING AND TESTING	7,716	5,000	5,000	9,710	5,000	0.0%
55730	520620	EMPLOYEE EDUCATION	468	3,000	3,000	1,675	2,000	-33.3%
55730	520630	STATE UNEMPLOYMENT CLAIMS	(1,482)	2,700	2,700	14,874	12,000	344.4%
55730	520810	CREDIT CARD FEES	52,577	47,035	47,035	48,500	50,300	6.9%
55730	520875	LIABILITY INS DEDUCTIBLE	1,909	2,000	2,000	1,562	1,600	-20.0%
55730	520900	POSTAGE & SHIPPING	26	-	-	76	-	0.0%
55730	520903	MARKETING	34,164	40,000	40,000	32,380	30,000	-25.0%
55730	520904	ENTERTAINMENT	25,900	25,000	25,000	19,500	15,000	-40.0%
55730	520905	PRINTING	183	1,000	1,000	-	500	-50.0%
55730	521055	PROFESSIONAL SERVICES - OTHER	4,679	1,515	1,515	31,069	32,000	2012.2%
55730	521195	TELECOMMUNICATIONS	5,150	4,794	4,794	5,345	5,000	4.3%
55730	521200	UTILITIES	36,325	34,680	34,680	34,250	35,000	0.9%
55730	530105	OPERATING SUPPLIES	72,034	79,560	79,560	78,750	75,000	-5.7%
55730	530400	COGS - BEER	132,479	132,600	132,600	123,128	131,600	-0.8%
55730	530401	COGS - WINE	77,842	64,260	64,260	49,854	78,000	21.4%
55730	530402	COGS - LIQUOR	48,492	40,800	40,800	53,668	45,000	10.3%
55730	530405	COGS - NA BEVERAGES	42,385	40,800	40,800	36,106	35,000	-14.2%
55730	530410	DRY GOODS	10,941	14,280	14,280	10,656	12,000	-16.0%
55730	530420	COGS - FOOD	459,214	469,200	469,200	447,009	445,500	-5.1%
55730	530445	UNIFORMS	6,508	5,610	5,610	6,986	7,000	24.8%
55730	530446	LINENS AND RENTALS	37,961	20,400	20,400	42,273	39,000	91.2%
55730	590600	TRANSFER TO INSURANCE - HEALTH	29,233	45,600	45,600	47,300	70,000	53.5%
TOTAL	**RESERVE 22**		**2,150,391**	**2,176,975**	**2,176,975**	**2,166,543**	**2,243,966**	**3.1%**

FUND: VILLAGE LINKS/RESERVE 22
DEPARTMENT: RESERVE 22

ACCOUNTS FOR:	2018 BUDGET
55730 RESERVE 22	
55730 510100 - SALARIES - PENSIONABLE	570,000
FOOD & BEV DIRECTOR, EXEC CHEF BANQ COORD, SERVERS BARTENDERS, BUSSERS, COOKS & DISHWASHERS.	570,000
55730 510120 - SALARIES - NON PENSIONABLE	358,500
PART-TIME, INCLUDING HOSTS, SERVERS BARTENDERS, BUSSERS, COOKS, DISHWASHERS AND CONCESSIONS	358,500
55730 510200 - OVERTIME	22,000
55730 510400 - FICA TAXES	101,146
FICA (7.65%). DECLARED TIPS ARE ALSO TAXED.	101,146
55730 510500 - IMRF EMPLOYER CONTRIBUTIONS	56,380
IMRF (9.89%)	56,380
55730 520600 - DUES-SUBSCRIPTIONS-REG FEES	9,440
MUSIC LICENSES (3)	2,600
VILLAGE OF GLEN ELLYN - LIQUOR LICENSE	2,500
PARTENDER - BAR INVENTORY SUBSCRIPTION	1,800
DUPAGE COUNTY HEALTH DEPARTMENT - FOOD PERMITS	1,100
YELP SEATME - ON-LINE RESERVATION SYSTEM	840
ILLINOIS LIQUOR CONTROL COMMISSION-LIQUOR LICENSE	600
55730 520615 - RECRUITING AND TESTING	5,000
INCLUDES JOB ADS, BACKGROUND CHECKS AND DRUG SCREENS.	5,000
55730 520620 - EMPLOYEE EDUCATION	2,000
NATIONAL RESTAURANT ASSOCIATION TRADE SHOW	1,000
OTHER	1,000
55730 520630 - STATE UNEMPLOYMENT CLAIMS	12,000
55730 520810 - CREDIT CARD FEES	50,300
ETS CREDIT CARD PROCESSING FEES	50,300
55730 520875 - LIABILITY INS DEDUCTIBLE	1,600
LIQUOR LIABILITY INSURANCE	1,600

FUND: VILLAGE LINKS/RESERVE 22
DEPARTMENT: RESERVE 22

ACCOUNTS FOR:	2018 BUDGET
55730 RESERVE 22	
55730 520903 - MARKETING	30,000
RULE 29 - WEBSITE, SOCIAL MEDIA, EMAIL	10,300
PRINT BROCHURES	
ON-SITE PROMOTIONS	
OUR TOWN - PRINT ADVERTISING	5,500
YELP - ON-LINE ADVERTISING	3,300
SIGHTS ON SERVICE - SECRET SHOPPER	2,400
FACEBOOK	2,000
DIRECTORIES - PRINT AND ON-LINE	1,800
OTHER	4,700
55730 520904 - ENTERTAINMENT	15,000
LIVE INDOOR/OUTDOOR ENTERTAINMENT	15,000
55730 520905 - PRINTING	500
PRINTING OF MENUS AND POSTERS	500
55730 521055 - PROFESSIONAL SERVICES - OTHER	32,000
HISTORIC PALM - CLEANING AND JANITORIAL SERVICES	31,380
TEMPORARY STAFFING	620
55730 521195 - TELECOMMUNICATIONS	5,000
PHONES, INTERNET, WI-FI, AND CABLE SERVICES	4,400
CELL PHONE STIPEND (1)	600
55730 521200 - UTILITIES	35,000
ELECTRIC, GAS AND WATER	35,000
55730 530105 - OPERATING SUPPLIES	75,000
INCLUDES TABLEWARE, GLASSWARE KITCHENWARE, OFFICE SUPPLIES, JANITORIAL AND SANITATION SUPPLIES	75,000
55730 530400 - COGS - BEER	131,600
BEER COSTS ARE EXPECTED TO BE 25 - 28% OF BEER REVENUES	131,600
55730 530401 - COGS - WINE	78,000
WINE COSTS ARE EXPECTED TO BE 29 - 34% OF WINE REVENUES	78,000
55730 530402 - COGS - LIQUOR	45,000
LIQUOR COSTS ARE EXPECTED TO BE 18 - 22% OF LIQUOR REVENUES.	45,000

FUND: VILLAGE LINKS/RESERVE 22
DEPARTMENT: RESERVE 22

ACCOUNTS FOR:		2018 BUDGET
55730	**RESERVE 22**	
55730	530405 - COGS - NA BEVERAGES	35,000
	NON-ALCOHOLIC BEVERAGE COSTS ARE EXPECTED TO BE 29 - 33% OF NA BEVERAGE REVENUES.	35,000
55730	530410 - DRY GOODS	12,000
	INCLUDES DISPOSABLES INCLUDING NAPKINS CUPS, STIRRERS AND TO-GO CONTAINERS.	12,000
55730	530420 - COGS - FOOD	445,500
	FOOD COSTS ARE EXPECTED TO BE 32 - 35% OF FOOD REVENUES	445,500
55730	530445 - UNIFORMS	7,000
	INCLUDES CHEF CLOTHES, STAFF SHIRTS APRONS AND NAME TAGS	7,000
55730	530446 - LINENS AND RENTALS	39,000
	INCLUDES LINENS SUCH AS TABLECLOTHS NAPKINS RUNNERS & SPANDEX; ALSO INCLUDES DRY-CLEANING OF LINENS.	39,000
55730	590600 - TRANSFER TO INSURANCE - HEALTH	70,000
	HEALTH INSURANCE CONTRIBUTIONS	70,000
TOTAL	**RESERVE 22**	**2,243,966**

FUND: VILLAGE LINKS / RESERVE 22
DEPARTMENT: STORMWATER MANAGEMENT

ORG	OBJECT	ACCOUNT DESCRIPTION	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2017 PROJECTION	2018 BUDGET	2018 % CHG 2017 ORG BUD
55740	**STORMWATER MANAGEMENT**							
55740	510100	SALARIES - PENSIONABLE	15,859	28,000	28,000	38,000	28,000	0.0%
55740	510400	FICA TAXES	1,205	2,142	2,142	2,910	2,145	0.1%
55740	510500	IMRF EMPLOYER CONTRIBUTIONS	1,703	2,895	2,895	3,930	2,770	-4.3%
55740	530435	SOD SEED SAND & GRAVEL	1,400	5,000	5,000	5,000	5,000	0.0%
55740	590600	TRANSFER TO INSURANCE - HEALTH	527	500	500	4,050	500	0.0%
TOTAL	**STORMWATER MANAGEMENT**		**20,694**	**38,537**	**38,537**	**53,890**	**38,415**	**-0.3%**

FUND: VILLAGE LINKS/RESERVE 22
DEPARTMENT: STORMWATER MANAGEMENT

ACCOUNTS FOR:		2018 BUDGET
55740	**STORMWATER MANAGEMENT**	
55740	510100 - SALARIES - PENSIONABLE	28,000
	GOLF COURSE SUPERINTENDENT (2%)	28,000
	ASST GOLF COURSE SUPERINTENDENT (1%)	
	AND GROUNDS EMPLOYEES.	
	INCREASE DUE TO NEW POLICE STATION	
55740	510400 - FICA TAXES	2,145
	FICA (7.65%)	2,145
55740	510500 - IMRF EMPLOYER CONTRIBUTIONS	2,770
	IMRF (9.89%)	2,770
55740	530435 - SOD SEED SAND & GRAVEL	5,000
		5,000
55740	590600 - TRANSFER TO INSURANCE - HEALTH	500
	HEALTH INSURANCE CONTRIBUTIONS	500
TOTAL	**STORMWATER MANAGEMENT**	**38,415**

FUND: VILLAGE LINKS / RESERVE 22
DEPARTMENT: PRO SHOP

ORG	OBJECT	ACCOUNT DESCRIPTION	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2017 PROJECTION	2018 BUDGET	2018 % CHG 2017 ORG BUD
55750	**PRO SHOP MERCHANDISE**							
55750	510100	SALARIES - PENSIONABLE	16,904	17,195	17,195	15,688	17,195	0.0%
55750	510400	FICA TAXES	1,220	1,315	1,315	1,200	1,315	0.0%
55750	510500	IMRF EMPLOYER CONTRIBUTIONS	1,722	1,778	1,778	1,620	1,700	-4.4%
55750	520810	CREDIT CARD FEES	3,326	3,895	3,895	3,238	3,610	-7.3%
55750	520945	COST OF GOODS SOLD	137,924	154,775	154,775	126,554	147,225	-4.9%
55750	521195	TELECOMMUNICATIONS	1,216	1,800	1,800	1,369	1,500	-16.7%
55750	530105	OPERATING SUPPLIES	900	1,500	1,500	112	-	-100.0%
55750	590600	TRANSFER TO INSURANCE - HEALTH	3,637	3,900	3,900	4,050	4,300	10.3%
TOTAL	**PRO SHOP MERCHANDISE**		**166,849**	**186,158**	**186,158**	**153,831**	**176,845**	**-5.0%**

FUND: VILLAGE LINKS/RESERVE 22
DEPARTMENT: PRO SHOP

ACCOUNTS FOR:		2018 BUDGET
55750	**PRO SHOP MERCHANDISE**	
55750	510100 - SALARIES - PENSIONABLE	17,195
	DIRECTOR OF GOLF (10%) AND HEAD GOLF PROFESSIONAL (10%)	17,195
55750	510400 - FICA TAXES	1,315
	FICA (7.65%)	1,315
55750	510500 - IMRF EMPLOYER CONTRIBUTIONS	1,700
	IMRF (9.89%)	1,700
55750	520810 - CREDIT CARD FEES	3,610
	ETS CREDIT CARD PROCESSING FEES	3,610
55750	520945 - COST OF GOODS SOLD	147,225
	PRO SHOP COST OF GOODS SOLD IS EXPECTED TO BE 75 - 80% OF PRO SHOP REVENUES.	147,225
55750	521195 - TELECOMMUNICATIONS	1,500
	PHONES	1,500
55750	590600 - TRANSFER TO INSURANCE - HEALTH	4,300
	HEALTH INSURANCE CONTRIBUTIONS	4,300
TOTAL	**PRO SHOP MERCHANDISE**	**176,845**

FUND: VILLAGE LINKS / RESERVE 22
DEPARTMENT: MOTORIZED CARTS

ORG	OBJECT	ACCOUNT DESCRIPTION	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2017 PROJECTION	2018 BUDGET	2018 % CHG 2017 ORG BUD
55780	**MOTORIZED CARTS**							
55780	510100	SALARIES - PENSIONABLE	-	-	-	1,254	-	0.0%
55780	510120	SALARIES - NON PENSIONABLE	37,858	35,875	35,875	31,597	35,875	0.0%
55780	510200	OVERTIME	-	-	-	220	-	0.0%
55780	510400	FICA TAXES	2,896	2,744	2,744	2,530	2,745	0.0%
55780	510500	IMRF EMPLOYER CONTRIBUTIONS	-	-	-	130	-	0.0%
55780	530300	GAS AND OIL	8,216	13,000	13,000	8,000	10,000	-23.1%
TOTAL	**MOTORIZED CARTS**		**48,970**	**51,619**	**51,619**	**43,731**	**48,620**	**-5.8%**

FUND: VILLAGE LINKS/RESERVE 22
DEPARTMENT: MOTORIZED CARTS

ACCOUNTS FOR:		2018 BUDGET
55780	**MOTORIZED CARTS**	
55780	510120 - SALARIES - NON PENSIONABLE	35,875
	PART-TIME INCLUDING STARTERS, RANGERS CASHIERS	35,875
55780	510400 - FICA TAXES	2,745
	FICA (7.65%)	2,745
55780	530300 - GAS AND OIL	10,000
	PLAN TO USE 450 GALLONS ANNUALLY.	10,000
TOTAL	**MOTORIZED CARTS**	**48,620**

FUND: VILLAGE LINKS / RESERVE 22
DEPARTMENT: MECHANICAL MAINTENANCE

ORG	OBJECT	ACCOUNT DESCRIPTION	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2017 PROJECTION	2018 BUDGET	2018 % CHG 2017 ORG BUD
55705		**MECH MAINT - ADMIN**						
55705	520975	MAINTENANCE-EQUIPMENT	-	1,000	1,000	500	1,000	0.0%
TOTAL		**MECH MAINT - ADMIN**	**-**	**1,000**	**1,000**	**500**	**1,000**	**0.0%**
55715		**MECH MAINT - GROUNDS**						
55715	510100	SALARIES - PENSIONABLE	54,490	60,000	60,000	50,000	60,000	0.0%
55715	510400	FICA TAXES	4,052	4,590	4,590	3,830	4,590	0.0%
55715	510500	IMRF EMPLOYER CONTRIBUTIONS	5,718	6,204	6,204	5,170	5,935	-4.3%
55715	520970	MAINTENANCE-BUILDING & GROUNDS	-	2,000	2,000	1,000	2,000	0.0%
55715	520975	MAINTENANCE-EQUIPMENT	33,021	28,000	28,000	29,000	29,000	3.6%
55715	530105	OPERATING SUPPLIES	15,495	20,000	20,000	18,000	19,000	-5.0%
55715	590600	TRANSFER TO INSURANCE - HEALTH	5,900	5,700	5,700	9,700	5,900	3.5%
TOTAL		**MECH MAINT - GROUNDS**	**118,675**	**126,494**	**126,494**	**116,700**	**126,425**	**-0.1%**
55725		**MECH MAINT - CLUBHOUSE**						
55725	510100	SALARIES - PENSIONABLE	2,462	3,000	3,000	1,500	2,000	-33.3%
55725	510400	FICA TAXES	182	230	230	115	155	-32.6%
55725	510500	IMRF EMPLOYER CONTRIBUTIONS	257	310	310	155	200	-35.5%
55725	520970	MAINTENANCE-BUILDING & GROUNDS	1,594	1,500	1,500	1,500	1,500	0.0%
55725	520975	MAINTENANCE-EQUIPMENT	225	2,000	2,000	600	2,000	0.0%
55725	530105	OPERATING SUPPLIES	156	-	-	150	-	0.0%
55725	590600	TRANSFER TO INSURANCE - HEALTH	412	500	500	450	500	0.0%
TAL		**MECH MAINT - CLUBHOUSE**	**5,288**	**7,540**	**7,540**	**4,470**	**6,355**	**-15.7%**
55735		**MECH MAINT - RESERVE 22**						
55735	510100	SALARIES - PENSIONABLE	5,014	11,000	11,000	7,500	10,000	-9.1%
55735	510400	FICA TAXES	368	842	842	575	765	-9.1%
55735	510500	IMRF EMPLOYER CONTRIBUTIONS	519	1,137	1,137	775	990	-12.9%
55735	520970	MAINTENANCE-BUILDING & GROUNDS	9,084	3,000	3,000	3,000	3,000	0.0%
55735	520975	MAINTENANCE-EQUIPMENT	9,883	4,000	4,000	5,000	5,000	25.0%
55735	530105	OPERATING SUPPLIES	1,145	500	500	500	500	0.0%
55735	590600	TRANSFER TO INSURANCE - HEALTH	879	1,000	1,000	950	1,000	0.0%
TOTAL		**MECH MAINT - RESERVE 22**	**26,892**	**21,479**	**21,479**	**18,300**	**21,255**	**-1.0%**
55755		**MECH MAINT - PRO SHOP**						
55755	520975	MAINTENANCE-EQUIPMENT	60	300	300	100	300	0.0%
TOTAL		**MECH MAINT - PRO SHOP**	**60**	**300**	**300**	**100**	**300**	**0.0%**
55785		**MECH MAINT - MOTORIZED CARTS**						
55785	510100	SALARIES - PENSIONABLE	6,207	6,000	6,000	6,000	6,000	0.0%
55785	510400	FICA TAXES	460	459	459	460	460	0.2%
55785	510500	IMRF EMPLOYER CONTRIBUTIONS	651	620	620	620	595	-4.0%
55785	520975	MAINTENANCE-EQUIPMENT	2,868	1,000	1,000	1,500	1,000	0.0%
55785	530105	OPERATING SUPPLIES	417	-	-	-	-	0.0%
55785	590600	TRANSFER TO INSURANCE - HEALTH	751	800	800	800	900	12.5%
TOTAL		**MECH MAINT - MOTORIZED**	**11,354**	**8,879**	**8,879**	**9,380**	**8,955**	**0.9%**
TOTAL		**MECHANICAL MAINTENANCE**	**162,268**	**165,692**	**165,692**	**149,450**	**164,290**	**-0.8%**

FUND: VILLAGE LINKS/RESERVE 22
DEPARTMENT: MECHANICAL MAINTENANCE

ACCOUNTS FOR:		2018 BUDGET
55705	**MECH MAINT - ADMIN**	
55705	520975 - MAINTENANCE-EQUIPMENT	1,000
TOTAL	**MECH MAINT - ADMIN**	**1,000**
55715	**MECH MAINT - GROUNDS**	
55715	510100 - SALARIES - PENSIONABLE	60,000
	GOLF COURSE SUPERINTENDENT (5%)	60,000
	ASST. GOLF COURSE SUPERINTENDENT (30%) AND GROUNDS EMPLOYEES.	
55715	510400 - FICA TAXES	4,590
	FICA (7.65%)	4,590
55715	510500 - IMRF EMPLOYER CONTRIBUTIONS	5,935
	IMRF (9.89%)	5,935
55715	520970 - MAINTENANCE-BUILDING & GROUNDS	2,000
55715	520975 - MAINTENANCE-EQUIPMENT	29,000
	GROUNDS EQUIPMENT REPAIR AND PARTS	29,000
55715	530105 - OPERATING SUPPLIES	19,000
	INCLUDES BATTERIES, FASTENERS, CLEANING SOLVENTS, CUTTING/TORCH WELDING AND SHOP SUPPLIES.	19,000
55715	590600 - TRANSFER TO INSURANCE - HEALTH	5,900
	HEALTH INSURANCE CONTRIBUTIONS	5,900
TOTAL	**MECH MAINT - GROUNDS**	**126,425**
55725	**MECH MAINT - CLUBHOUSE**	
55725	510100 - SALARIES - PENSIONABLE	2,000
	GOLF COURSE SUPERINTENDENT (2%)	2,000
	ASST. GOLF COURSE SUPERINTENDENT (1%) AND GROUNDS EMPLOYEES.	
55725	510400 - FICA TAXES	155
	FICA (7.65%)	155
55725	510500 - IMRF EMPLOYER CONTRIBUTIONS	200
	IMRF (9.89%)	200
55725	520970 - MAINTENANCE-BUILDING & GROUNDS	1,500
	HVAC AND BUILDING COMPONENT REPAIRS	1,500
55725	520975 - MAINTENANCE-EQUIPMENT	2,000
	REPAIRS TO BALL PICKER, RANGE BALL WASHER AND RANGE TRACTOR	2,000

FUND: VILLAGE LINKS/RESERVE 22
DEPARTMENT: MECHANICAL MAINTENANCE

ACCOUNTS FOR:		2018 BUDGET
55725	**MECH MAINT - CLUBHOUSE**	
55725	590600 - TRANSFER TO INSURANCE - HEALTH	500
	HEALTH INSURANCE CONTRIBUTIONS	500
TOTAL	**MECH MAINT - CLUBHOUSE**	**6,355**
55735	**MECH MAINT - FOOD SERVICES**	
55735	510100 - SALARIES - PENSIONABLE	10,000
	GOLF COURSE SUPERINTENDENT (2%)	10,000
	ASST GOLF COURSE SUPERINTENDENT (4%) & GROUNDS EMPL	
55735	510400 - FICA TAXES	765
	FICA (7.65%)	765
55735	510500 - IMRF EMPLOYER CONTRIBUTIONS	990
	IMRF (9.89%)	990
55735	520970 - MAINTENANCE-BUILDING & GROUNDS	3,000
	HVAC AND BUILDING COMPONENT REPAIRS	3,000
	RESTAURANT SYSTEM REPAIRS	
55735	520975 - MAINTENANCE-EQUIPMENT	5,000
	RESTAURANT EQUIPMENT REPAIRS AND PARTS	5,000
55735	530105 - OPERATING SUPPLIES	500
55735	590600 - TRANSFER TO INSURANCE - HEALTH	1,000
	HEALTH INSURANCE CONTRIBUTIONS	1,000
TOTAL	**MECH MAINT - FOOD SERVICES**	**21,255**
55755	**MECH MAINT - PRO SHOP**	
55755	520975 - MAINTENANCE-EQUIPMENT	300
TOTAL	**MECH MAINT - PRO SHOP**	**300**
55785	**MECH MAINT - MOTORIZED CARTS**	
55785	510100 - SALARIES - PENSIONABLE	6,000
	GOLF COURSE SUPERINTENDENT (1%)	6,000
	ASST GOLF COURSE SUPERINTENDENT (4%) & GROUNDS EMPL	
55785	510400 - FICA TAXES	460
	FICA (7.65%)	460
55785	510500 - IMRF EMPLOYER CONTRIBUTIONS	595
	IMRF (9.89%)	595
55785	520975 - MAINTENANCE-EQUIPMENT	1,000
	GOLF CART REPAIRS AND PARTS	1,000
55785	590600 - TRANSFER TO INSURANCE - HEALTH	900
	HEALTH INSURANCE CONTRIBUTIONS	900
TOTAL	**MECH MAINT - MOTORIZED CARTS**	**126,425**

VILLAGE OF GLEN ELLYN
FISCAL YEAR 2018 BUDGET
PERSONNEL SCHEDULE

VILLAGE LINKS/RESERVE 22

Classification	Status	Salary Range*	SY 14 Budgeted Employees	FY15 Budgeted Employees	FY16 Budgeted Employees	FY17 Budgeted Employees	FY18 Budgeted Employees
Administration							
General Manager	FT	S	1.0	1.0	1.0	1.0	1.0
Marketing Coordinator	PT	E	-	-	-	-	0.45
			1.00	**1.00**	**1.00**	**1.00**	**1.45**
Grounds							
Golf Course Superintendent	FT	O	1.0	1.0	1.0	1.0	1.0
Assistant Golf Course Superintendent	FT	I	1.0	1.0	1.0	1.0	1.0
Grounds Supervisor I	FT	AI					1.0
Grounds Worker I	FT	A	3.0	3.0	3.0	3.0	2.0
Grounds Supervisor II	PT	AH	-	-	-	0.5	0.5
Grounds Worker II	PT	AD	-	-	-	0.1	0.1
Senior Grounds Technician II	PT	AF	-	-	-	1.3	1.3
Grounds Technician II	PT	AF				1.9	1.9
Specialized Laborer II	PT	AE	-	-	-	2.5	2.5
Grounds Worker III	PT	AD	-	-	-	0.5	0.5
Sr. Grounds Technician III	PT	AF	-	-	-	-	-
Specialized Laborer III	PT	AE	-	-	-	2.4	2.4
Seasonal Staff	PT	N/A	9.0	8.0	8.0	-	-
			14.0	**13.0**	**13.0**	**14.2**	**14.2**
Golf							
Assistant Recreation Director	FT	P	1.0	-	-	-	-
Director of Golf	FT	M	-	-	1.0	1.0	1.0
Head Golf Professional	FT	I	1.0	1.0	1.0	1.0	1.0
Assistant Golf Professional	FT	H	1.0	1.0	-	-	-
Assistant Golf Professional II	PT	AG	-	-	-	3.2	3.2
Golf Service Supervisor II	PT	AH	-	-	-	0.6	0.6
Golf Service Supervisor III	PT	AH	-	-	-	0.4	0.4
Housekeeping III	PT	AG	-	-	-	0.4	0.4
Cashier III	PT	AB	-	-	-	2.1	2.1
Starter/Ranger III	PT	AB	-	-	-	2.4	2.4
Outside Services Attendant III	PT	AB	-	-	-	1.8	1.8
Seasonal Staff	PT	N/A	9.5	9.5	9.5	-	-
			12.5	**11.5**	**11.5**	**12.9**	**12.9**

VILLAGE OF GLEN ELLYN
FISCAL YEAR 2018 BUDGET
PERSONNEL SCHEDULE

VILLAGE LINKS/RESERVE 22

Classification	Status	Salary Range*	SY 14 Budgeted Employees	FY15 Budgeted Employees	FY16 Budgeted Employees	FY17 Budgeted Employees	FY18 Budgeted Employees
Reserve 22							
Food & Beverage Manager	FT	H	1.0	-	-	-	-
Food & Beverage Director	FT	L	-	-	-	-	1.0
Executive Chef / Dir. Of Food & Bev	FT	L	1.0	1.0	1.0	1.0	-
Executive Chef	FT	C	-	-	-	-	1.0
Assistant Restaurant Manager	FT	AL	-	2.0	2.0	1.0	-
Event Planning & Sales Coordinator	FT	AL	-	-	-	1.0	1.0
Sous Chef	FT	C	-	-	1.0	1.0	1.0
Floor Supervisors	PT	AK	-	2.0	2.0	-	-
Supervisor II	PT	AI	-	-	-	1.9	1.9
Kitchen Coordinator II	PT	AI	-	-	-	0.7	0.7
Cook II	PT	AH	-	-	-	5.6	5.0
Busser II	PT	AC	-	-	-	1.7	1.7
Dishwasher II	PT	AC	-	-	-	1.3	1.3
Lead Server II	PT	AB	-	-	-	0.4	0.4
Server II	PT	AA	-	-	-	2.0	2.0
Bartender II	PT	AA	-	-	-	0.9	0.9
Banquet Captain II	PT	AI	-	-	-	0.4	0.4
Banquet Server II	PT	AA	-	-	-	0.3	0.3
Banquet Bartender II	PT	AA	-	-	-	0.3	0.3
Concession Worker II	PT	AB	-	-	-	0.3	0.3
Assistant Event Sales Coordinator	PT	AI	-	-	-	-	-
Special Events Intern	PT	AD	-	-	-	-	-
Supervisor III	PT	AI	-	-	-	0.5	0.5
Cook III	PT	AH	-	-	-	2.4	2.4
Dishwasher III	PT	AC	-	-	-	0.5	0.5
Busser III	PT	AC	-	-	-	5.1	5.1
Host III	PT	AE	-	-	-	2.1	2.1
Lead Server III	PT	AB	-	-	-	-	-
Server III	PT	AA	-	-	-	2.9	2.9
Bartender III	PT	AA	-	-	-	2.2	2.2
Banquet Captain III	PT	AI	-	-	-	-	-
Banquet Bartender III	PT	AA	-	-	-	-	-
Banquet Server III	PT	AA	-	-	-	-	-
Concession Worker III	PT	AB	-	-	-	1.3	1.3
Seasonal Staff[1]	PT	N/A	20.0	19.0	19.0	-	-
			22.0	**24.0**	**25.0**	**36.8**	**36.2**
TOTAL EMPLOYEES (Full-time Equivalents)			**49.5**	**49.5**	**50.5**	**64.9**	**64.8**
Full-time Number of Positions			11	11	12	12	12
Part-time Number of Positions			150	141	141	212	174

1 Part-time FTE count has been recalculated to reflect the on-going part-time/seasonal staffing needs of the restaurant (Reserve 22) operations.

PARKING FUND

The Glen Ellyn Parking Fund is an enterprise fund that is comprised of fourteen parking lots in downtown Glen Ellyn. These lots provide multiple parking options for commuters, residents, employees and patrons of Glen Ellyn. The Downtown Glen Ellyn Parking Map provides a key to the different parking options, both on street parking and parking lots. Revenue is derived from leased parking lot fees (mostly commuter lots owned by Union Pacific), daily lot fees (Duane/Lorraine), and coin collection from parking meters. Glen Ellyn currently leases one parking lot that has free 3 hour public parking (old McChesney/Miller lot). The revenue from the parking lots provides for maintenance (sweeping, patching, line striping, meter maintenance, landscape, flowers, mason repairs, etc.) as well as capital projects (resurfacing, reconstruction, signage, pay boxes, etc.).

FUND: PARKING FUND
DEPARTMENT: PUBLIC WORKS

ORG	OBJECT		ACCOUNT DESCRIPTION	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2017 PROJECTION	2018 BUDGET	2018 % CHG 2017 ORG BUD
5300	**PARKING REVENUE**								
5300	440530		LEASED PARKING LOT FEES	288,628	270,000	270,000	275,000	275,000	1.9%
5300	440532		DUANE STREET PARKING LOT	89,594	85,000	85,000	89,000	85,000	0.0%
5300	440534		COIN COLLECTION -VILLAGE LOTS	14,243	18,000	18,000	14,000	14,000	-22.2%
5300	440538		COIN COLLECTION -C.N.W. LOT	3,197	3,500	3,500	3,100	3,200	-8.6%
5300	460100		INVESTMENT INCOME	2,338	3,500	3,500	8,000	6,000	71.4%
5300	489000		MISCELLANEOUS REVENUE	275	1,000	1,000	5,000	500	-50.0%
5300	489010		LEASE AGREEMENT - ORD. 5808	300	300	300	300	300	0.0%
TOTAL	**PARKING REVENUE**			**398,575**	**381,300**	**381,300**	**394,400**	**384,000**	**0.7%**
53000	PARKING EXPENSES								
53000	520905		PRINTING	-	400	400	500	400	0.0%
53000	520970		MAINTENANCE-BUILDING & GROUNDS	16,009	47,500	57,500	52,000	47,500	0.0%
53000	521050		MAINTENANCE-OTHER	-	5,160	5,160	-	5,160	0.0%
53000	521155		RENTAL-LEASE	23,777	23,500	23,500	23,800	23,500	0.0%
53000	521200		UTILITIES	2,943	3,500	3,500	3,500	3,500	0.0%
53000	530105		OPERATING SUPPLIES	2,115	3,800	3,800	3,000	3,800	0.0%
53000	540000		DEPRECIATION	106,044	-	-	-	-	0.0%
53000	580100		CAPITAL IMPROVEMENTS	(16,336)	315,000	300,700	270,000	235,000	-25.4%
53000	580100	16004	CBD LIGHTING IMPROVEMENTS	-	-	30,000	30,000	-	0.0%
53000	580100	17009	MAIN-GLENWOOD PKG RETAIN WALL	-	-	85,000	-	-	0.0%
53000	580110		EQUIPMENT/CAPITAL OUTLAY	-	24,000	24,000	24,000	-	-100.0%
53000	590120		ACCOUNTING SERVICE CHARGE	11,000	13,000	13,000	13,000	12,000	-7.7%
53000	590130		PW SERVICE CHARGE	105,400	105,300	105,300	105,300	105,000	-0.3%
53000	590132		STREET FORESTRY SERVICE CHARGE	42,700	24,350	24,350	24,350	28,350	16.4%
53000	590610		TRANSFER TO INSURANCE - GEN	900	700	700	700	1,100	57.1%
TOTAL	**PARKING EXPENSES**			**294,552**	**566,210**	**676,910**	**550,150**	**465,310**	**-17.8%**
TAL	**PARKING FUND**			**104,023**	**(184,910)**	**(295,610)**	**(155,750)**	**(81,310)**	**-56.0%**

Available Cash Analysis	
Available, January 1, 2017	1,548,391
Preliminary FY2017 Inflow / (outflow)	(155,750)
Budgeted FY2018 Inflow / (outflow)	(81,310)
Projected Available, December 31, 2018	1,311,331
Reserve policy (31% of operating exp)	71,396
Amount above/(below) reserve policy	1,239,935

FUND: PARKING FUND
DEPARTMENT: PUBLIC WORKS

ACCOUNTS FOR:		2018 BUDGET
5300	**PARKING REVENUE**	
5300	440530 - LEASED PARKING LOT FEES	275,000
	PERMIT PARKING REVENUE; INCREASE DUE TO DUANE/GLENWOOD LOT	275,000
5300	440532 - DUANE STREET PARKING LOT	85,000
	DUANE LORRAINE DAILY LOT PARKING REVENUES	85,000
5300	440534 - COIN COLLECTION -VILLAGE LOTS	14,000
	OTHER VILLAGE COIN LOT REVENUE (CRESCENT/PENNSYLVANIA/MAIN)	14,000
5300	440538 - COIN COLLECTION -C.N.W. LOT	3,200
	TRAIN STATION COIN REVENUE	3,200
5300	460100 - INVESTMENT INCOME	6,000
5300	489000 - MISCELLANEOUS REVENUE	500
	LATE FEES FOR PERMIT RENEWAL	500
5300	489010 - LEASE AGREEMENT - ORD. 5808	300
	RENT PURSUANT TO ORDINANCE NO. 5808	300
TOTAL	**PARKING REVENUE**	**384,000**
53000	**PARKING EXPENSES**	
53000	520905 - PRINTING	400
	PARKING PERMIT ANNUAL RENEWAL	400
53000	520970 - MAINTENANCE-BUILDING & GROUNDS	47,500
	IRRIGATION SYSTEM MAINTENANCE	1,500
	SIGNAGE	1,000
	MISCELLANEOUS	2,500
	LANDSCAPE MAINTENANCE CONRACT	12,500
	LINE STRIPING (AS NEEDED)	10,000
	CRACK SEALING (AS NEEDED)	5,000
	PARKING LOT PLANTING BED UPGRADES (CRESCENT/GLENWOOD/STEWART ETC)	5,000
	MASONARY REPAIRS (TUCK POINTING CAULKING ETC.) TO BRICK PLANTING BEDS AT LOT ENTRANCES	10,000
53000	521050 - MAINTENANCE-OTHER	5,160
	DATA COLLECTION FEES FOR PAY BOXES	960
	MONTHLY MAINTENANCE FEES FOR PAY BOXES	4,200
53000	521155 - RENTAL-LEASE	23,500
	UP PARKING LOT LEASE/RENTAL	17,500
	485 PENNSYLVANIA	6,000

FUND: PARKING FUND
DEPARTMENT: PUBLIC WORKS

ACCOUNTS FOR:		2018 BUDGET
53000	521200 - UTILITIES	3,500
	WATER	2,000
	COMED	750
	MISCELLANEOUS	750
53000	530105 - OPERATING SUPPLIES	3,800
	BATTERIES	600
	MISCELLANEOUS PAINTING SUPPLIES	400
	CASHIERS OFFICE DECALS	2,300
	PRINTING	500
53000	580100 - CAPITAL IMPROVEMENTS	235,000
	ASPHALT PATCHING AND RESURFACING	10,000
	SHOCK'S SQUARE PARKING LOT RESURFACING	35,000
	MAIN-PENNSYLVANIA PARKING LOT RESURFACING	140,000
	WAYFINDING SIGNAGE	50,000
53000	590120 - ACCOUNTING SERVICE CHARGE	12,000
53000	590130 - PW SERVICE CHARGE	105,000
	COST OF ONE FULL TIME WORKER PLUS BENEFITS TO REIMBURSE GENERAL FUND FOR PARKING LOT MAINTENANCE AND SUPERVISION	105,000
53000	590132 - STREET FORESTRY SERVICE CHARGE	28,350
	ALLOCATION OF STREET SWEEPING COSTS TO THE PARKING FUND TO COVER CLEANING OF LOT	28,350
53000	590610 - TRANSFER TO INSURANCE - GEN	1,100
	GENERAL INSURANCE TRANSFER	1,100
TOTAL	**PARKING EXPENSES**	**465,310**

RESIDENTIAL SOLID WASTE FUND

The Residential Solid Waste Fund was established in 1981, after the Village Board decided to contract with one hauler for single scavenger service for the entire community, in place of each property owner making their separate refuse collection arrangements with different refuse collectors. It identifies the cost of providing once-a-week solid waste collection and disposal services to the approximately 7,400 single family residences in Glen Ellyn (the Village refuse contract does not include commercial or multi-family housing units).

The Solid Waste Fund is a stand-alone enterprise fund which means that adequate revenues must be produced through direct billing to users (included as a separate service charge on the monthly Village utility bill) and through other revenues, such as the sale of recyclable materials, to cover the cost of this service. No tax dollars are used or are required to help pay for the expenses of this program.

The Village Manager's Office is primarily responsible for the oversight of this contract service and Fund, while the billing and collection function is handled through the Finance Department. This Fund also handles the financing for the once-a-month parkway branch and brush removal program from May through October. Additionally, reserve funds are accumulated to cover the on-going replacement costs of damaged garbage or recycling containers, and to help fund post storm/flood debris curbside collections that may arise in emergency situations.

Following an extensive competitive Request for Proposals process in early 2012, the Village signed a 5-year agreement with Republic Services for refuse and recycling curbside collection services. The contract provides for weekly collection on Mondays, including yard waste collection from April through November of each year. The annual clean sweep curbside collection was reinstated as part of the new contract and is budgeted for in 2018. The new contract also includes continuation of a curbside composting program, which was started in 2016.

FUND: SOLID WASTE FUND
DEPARTMENT: ADMINISTRATION

ORG	OBJECT	ACCOUNT DESCRIPTION	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2017 PROJECTION	2018 BUDGET	2018 % CHG 2017 ORG BUD
5400	**SOLID WASTE REVENUES**							
5400	440540	TRASH DISPOSAL REVENUES	1,644,801	1,640,000	1,640,000	1,576,373	1,519,000	-7.4%
5400	440545	CURBSIDE COMPOST	17,158	27,400	27,400	28,000	27,475	0.3%
5400	460100	INVESTMENT INCOME	1,073	1,200	1,200	3,000	3,000	150.0%
5400	489000	MISC REV & RECYCLING REBATES	3,103	1,000	1,000	6,000	1,000	0.0%
5400	489100	MISCELLANEOUS - OVER/SHORT	(686)	-	-	-	-	0.0%
TOTAL	**SOLID WASTE REVENUES**		**1,665,448**	**1,669,600**	**1,669,600**	**1,613,373**	**1,550,475**	**-7.1%**
54000	**SOLID WASTE EXPENSES**							
54000	520835	BANKING SERVICES	22,759	22,920	22,920	22,920	23,400	2.1%
54000	520900	POSTAGE & SHIPPING	13,200	9,900	9,900	13,200	13,400	35.4%
54000	521055	PROFESSIONAL SERVICES - OTHER	3,455	6,890	6,890	5,000	5,100	-26.0%
54000	521080	ALLIED WASTE SERVICES	1,254,798	1,277,785	1,277,785	1,265,432	1,343,500	5.1%
54000	521085	BRUSH PICK UP SERVICE	123,000	123,000	123,000	123,000	123,000	0.0%
54000	580110	EQUIPMENT/CAPITAL OUTLAY	204	4,500	4,500	4,500	128,000	2744.4%
54000	580111	TOTER REPLACEMENT	5,548	11,000	11,000	10,000	10,000	-9.1%
54000	590120	ACCOUNTING SERVICE CHARGE	77,100	90,000	90,000	90,000	80,000	-11.1%
TOTAL	**SOLID WASTE EXPENSES**		**1,500,065**	**1,545,995**	**1,545,995**	**1,534,052**	**1,726,400**	**11.7%**
TOTAL	**RESIDENTIAL SOLID WASTE FUND**		**165,382**	**123,605**	**123,605**	**79,321**	**(175,925)**	**-242.3%**

Available Cash Analysis	
Available, January 1, 2017	463,000
Preliminary FY2017 Inflow / (outflow)	79,321
Budgeted FY2018 Inflow / (outflow)	(175,925)
Projected Available, December 31, 2018	366,396
Reserve policy (25% of operating exp)	399,600
Amount above/(below) reserve policy	(33,204)

FUND: SOLID WASTE FUND
DEPARTMENT: ADMINISTRATION

ACCOUNTS FOR:		2018 BUDGET
5400	**SOLID WASTE REVENUES**	
5400	440540 - TRASH DISPOSAL REVENUES	1,519,000
	CHARGES FOR WEEKLY REFUSE PICK UP FOR APPROX 7400 ADDRESSES	1,519,000
5400	440545 - CURBSIDE COMPOST	27,475
	CURBSIDE COMPOSTING FOR 165 ACCOUNTS	27,475
5400	460100 - INVESTMENT INCOME	3,000
	INTEREST INCOME	3,000
5400	489000 - MISC REV & RECYCLING REBATES	1,000
	RECYCLING REBATE REVENUE - OUR ESTIMATES ARE GREATLY DECREASED DUE TO DISMAL RECYCLING MARKET	1,000
TOTAL	**SOLID WASTE REVENUES**	**1,550,475**
54000	**SOLID WASTE EXPENSES**	
54000	520835 - BANKING SERVICES	23,400
	BANK COURIER SERVICES CONTRACT	1,100
	BILLING-LOCKBOX SERVICES, CREDIT CARD FEES, ETC	22,300
54000	520900 - POSTAGE & SHIPPING	13,400
	POSTAGE FOR VILLAGE SERVICES BILLING (33% PRO-RATA SHARE WITH WATER/SEWER FUNDS)	13,400
54000	521055 - PROFESSIONAL SERVICES - OTHER	5,100
	VILLAGE SERVICES BILL-PRINTING CONTRACT (33% PRO-RATA SHARE WITH WATER/SEWER)	4,100
	PRINTING STOCK-BILLS	1,000
54000	521080 - ALLIED WASTE SERVICES	1,343,500
	TRASH DISPOSAL (REPUBLIC CONTRACT)	1,216,000
	CART CHANGE OUT	10,000
	COMPOSTING (REPUBLIC CONTRACT)	27,500
	CLEAN SWEEP	90,000
54000	521085 - BRUSH PICK UP SERVICE	123,000
	BRANCH/BRUSH CURBSIDE COLLECTION CONTRACTUAL SERVICE (MAY-OCT)	123,000
54000	580110 - EQUIPMENT/CAPITAL OUTLAY	128,000
	REPLACEMENT REFUSE CONTAINERS FOR CENTRAL BUSINESS DISTRICT	3,000
	REFUSE ENCLOSURES (SHOCKS SQUARE & CIVIC CENTER)	125,000

FUND: SOLID WASTE FUND
DEPARTMENT: ADMINISTRATION

ACCOUNTS FOR:		2018 BUDGET
54000	580111 - TOTER REPLACEMENT	10,000
	REFUSE & RECYCLING CONTAINER STOCK (AS NEEDED)	10,000
54000	590120 - ACCOUNTING SERVICE CHARGE	80,000
	ACCOUNTING SERVICES REIMBURSEMENT-INTERNAL CHARGE/TRANSFER TO GENERAL FUND	80,000
TOTAL	**SOLID WASTE EXPENSES**	**1,726,400**