

Village of Lincolnwood

2011-2012 ~ Budget

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GOVERNMENT FINANCE OFFICERS ASSOCIATION

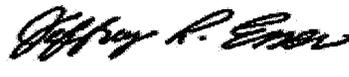
*Distinguished
Budget Presentation
Award*

PRESENTED TO

**Village of Lincolnwood
Illinois**

For the Fiscal Year Beginning

May 1, 2010



President

Executive Director

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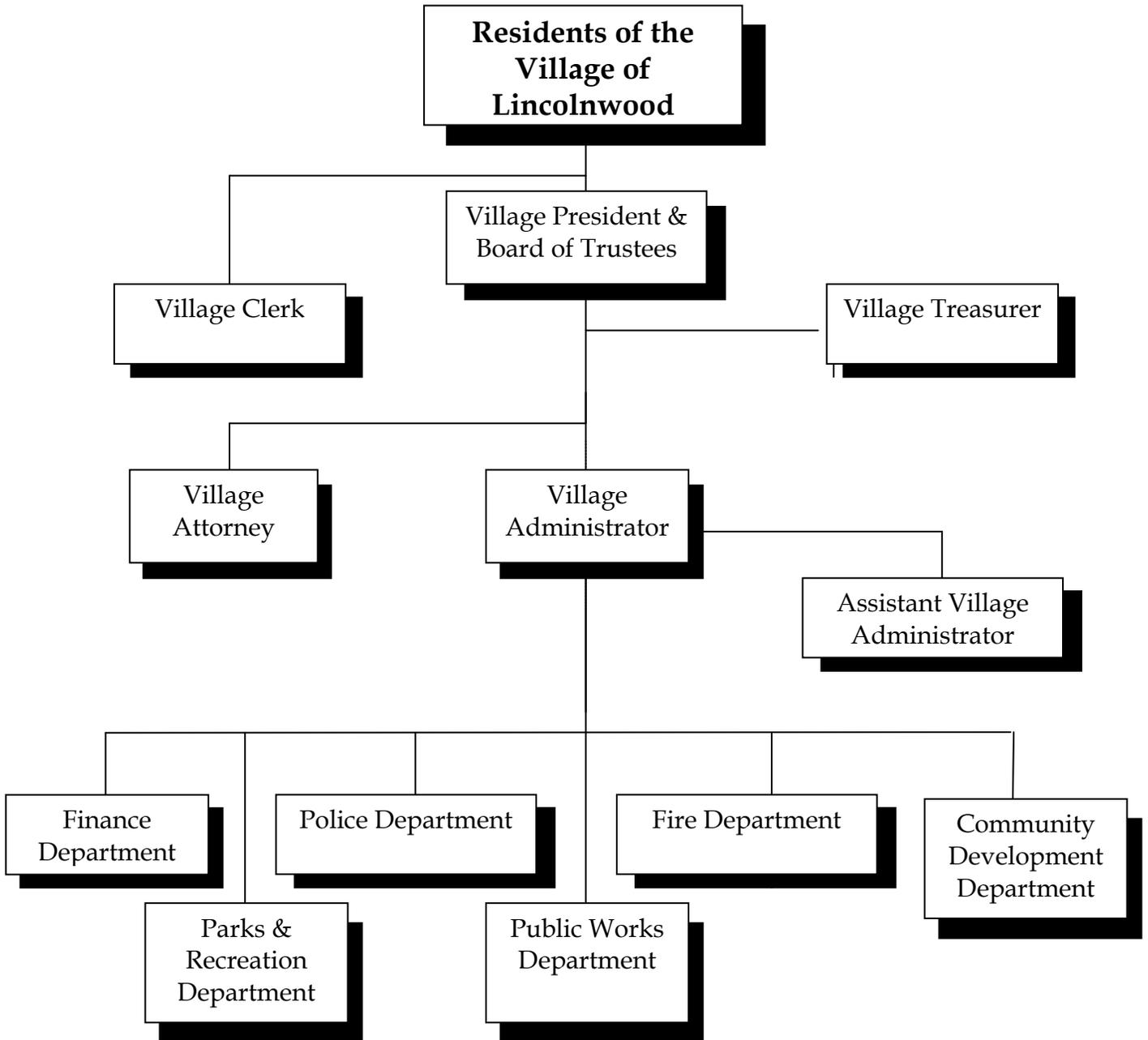
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CAPITAL IMPROVEMENT PROGRAM

VILLAGE OF LINCOLNWOOD
Fiscal Year 2011/2012
Organizational Chart
Elected & Appointed Officers



**VILLAGE OF LINCOLNWOOD
FY2011-12 BUDGET**

BUDGET OVERVIEW

The Fiscal 2012 Village budget strives to be a policy document which includes organizational financial policies and goals that address long-term concerns and issues; a financial plan that includes in detail all funds that are subject to appropriation; a communication device which provides summary information identifying budgetary issues; and an operations guide that describes all activities, services and functions in the organization.

A statement of financial policies approved by the Village Board was used as a guide to prepare the annual Village budget. The Fiscal 2012 budget meets all the operating budget procedures. The General Fund meets the unreserved fund balance policy which is to maintain a balance of 25% of current revenues. Capital budget policies have also been met, as funding for infrastructure equals annual funding requirements.

The Village's budget parameters are reviewed annually, prior to the initiation of the budget process. The ongoing recession has seen large erosion in operating revenues, mainly sales tax and building fee revenue. Village staff was again challenged to present departmental budgets with no increase in non-personnel expenditures and successfully met the challenge.

About the Budget Document

The budget document is organized into several sections with the goal of presenting information in an easily understandable format and consists of the following:

Budget Summary

The Budget Summary consists of the Fiscal 2012 budget message which provides an overview of Fiscal 2011 year-end results and an overview of the proposed Fiscal 2012 budget. Key issues for the General Fund and other operating funds are also discussed.

This section also explains the budget structure and budget process of the Village and lists details of budgeted revenue, expense, transfers and estimated change in fund balance for all funds for the proposed Fiscal 2012 budget. Included are financial charts and schedules that provide snapshots of the above details. Information concerning each department's budget data, organizational structure, and significant activities for the coming year is provided under the Fund Expenditures Section tab of the budget document.

Personnel Summary

This section of the budget document consists of a comprehensive schedule which lists all costs for personnel by department, and in the aggregate. A six year staffing schedule which details employee headcount by department is also included.

Revenue Summary

This section includes a detailed explanation of the various revenue items in all Village Funds. Revenues for the proposed budget year are estimated with an objective of obtaining collections of 100% of the budget.

Fund Expenditures Section

This section provides an overview of each of the major expenditure classifications along with detailed accounts of each of the Village's budget program areas. The funds are organized by fund type and provide information that includes the purpose of each fund, prior year's goals status, current year goals and relevant funding sources.

Appendix

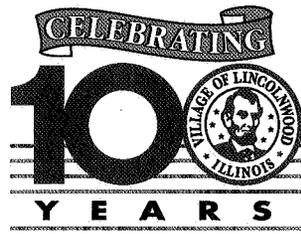
This section of the budget is the Appendix, which includes various detailed information including statistics about the Village, debt administration, property tax data and a glossary of budgetary terms.

Five-Year Capital Improvement Program

This section serves as a management tool to promote advance planning and to provide adequate lead times for the design of each capital project. Each plan is to be policy driven and mindful of its impact on the operating budget.

Budget Message

VILLAGE PRESIDENT
Gerald C. Turry
VILLAGE CLERK
Beryl Herman
VILLAGE ADMINISTRATOR
Timothy C. Wiberg



TRUSTEES
Lawrence A. Elster
Thomas Heidtke
Nicholas Leftakes
Jesal B. Patel, Sr.
Renee Sprogis-Marohn
John Swanson

May 1, 2011

TO: President Turry and Members of the Village Board

SUBJECT: **Adopted Budget for Fiscal Year 2011/12 (Fiscal 2012)**

On behalf of the entire staff, I am pleased to present the adopted Village of Lincolnwood Fiscal 2012 budget. The adopted budget maintains the quality of services our residents have come to expect and reflects the general priorities and policy direction provided by the Village Board at our Budget Workshop, and furthers the initiatives discussed in the Vision 2014 Strategic Plan. The Village Board's Finance Committee met in March to review the budget document in detail.

The total budget adopted for Fiscal 2012 is \$29,012,772. This represents an increase of 5.7% from last year's budget. A large part of the increase is attributable to an increase in capital expenditures for the next year. The General Fund operating budget adopted is \$18,303,240, which amounts to a minimal increase of less than 1% over last year's adopted budget. The financial condition of the Village remains strong despite the slow economic recovery the U. S. and local economy is experiencing, and the General Fund budget, as presented, is balanced. Infrastructure improvements, such as the continuation of the Streetlight Replacement Program and Water and Sewer Infrastructure Improvements will proceed, and new improvements to Channel Runne Park and the Village Campus will also be pursued.

Fiscal 2011 Review

Last year's Budget Message suggested that Fiscal 2011 would be a difficult year due to the uncertainty of how the economy would rebound from the deep recession. While the local economy has not regained the revenue of three years ago, local sales tax receipts and other revenue have increased greater than our conservative budgeted forecast. Economic development has shown some improvement as evidenced by an increase of new building permits for homes and businesses. Due to these uncertainties, the Village again carefully monitored revenues and held expenditures to or below budgeted amounts.

Other items of note in Fiscal 2011

- The Village completed Phase I of a five year plan to replace all streetlights in the Village. Streetlights on Cicero Avenue and in the North East Industrial TIF District were replaced in Phase I.
- Due to the uncertainty of the economic recovery and subsequent negative impact on revenues, the Village continued the hiring freeze in effect for three full-time positions.
- The Village proceeded with engineering and design work for Phase II of the Channel Runne Park improvements. When completed, the new park will have an outdoor amphitheatre, a parking lot, fishing platform, and a disc golf course.



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- The Village completed Phase I of a Storm Water Management Plan. This initial phase created a computerized model of the Village’s sewer system to identify capacity issues which could lead to sewage discharging into basements during heavy storms. Phase II of the modeling process will include utilizing the model to identify system problems and potential solutions to eliminate sewer discharging during rain storms of up to the 10-year intensity.
- The Village again received the distinguished budget presentation and excellence in financial reporting awards from the Government Finance Officers Association.

Despite the slow economic recovery, the Village’s property values remain strong and the community continues to attract new families. The Village’s fiscal condition remains sound.

Fiscal 2012 Key Issues

The Fiscal 2012 budget represents the Village’s plan for expected expenditures over the coming year and identifies the means by which those expenditures will be funded. The budget has been prepared, as in past years, in conjunction with the goals that were established in the Vision 2014 Strategic Plan.

In December 2005, the Village Board conducted a strategic planning session to outline general priorities of the Village for the subsequent five years. The study identified the strengths and weaknesses of the Village and opportunities to improve Village life for our residents and businesses. The Village Board again met in 2007 and 2009 and updated the plan (see attached for plan). The following are the goals stated in the in the plan; and in italics is a summary of how the Fiscal 2012 budget will help achieve these goals:

- 1) Secure and utilize funding from various non-Village sources

The Village has secured grants from various federal and state agencies to fund overtime expenses of the Police Department to enforce traffic violations. The Village secured a 50/50 grant to improve Channel Runne Park and \$300,000 is budgeted to pay the Village’s share of the grant. Improvements include a new parking lot, a disc golf course, and an amphitheatre for entertainment events. The Village received a grant for \$240,000 in the Water and Sewer Fund to be used for repairs to the sewer system. The Village also received a \$533,000 State grant to improve a section of Pratt Avenue. The grant will cover all costs except \$18,319 which be used to install new sidewalks. Finally, the Village has received an \$800,000 grant to construct a bike path in the Commonwealth Edison right-of- way. The Village will fund 20% of the costs and the grant will fund the remaining 80%.

- 2) Promote interactive Village website and improved public access programming

The Village has budgeted for software programs to allow for on-line registration for all Park Programs and training expenses in the Information and Technology budget to improve the Village website. The Village has also budgeted funds to improve the on-line streaming capabilities of Village Board meetings for users of the internet. This will be funded through a user fee on customers’ cable bills. The Village will also host of series of training sessions at Village Hall and other locations to promote the aspects of using the Village website.

3) Review and Update Community Development Activities

In February 2011, a new Tax Increment Financing (TIF) District was created for the area surrounding the Touhy/Lincoln intersection. The purpose of this district is to spur economic activity in this highly visible intersection. A new budget has been created to administer the funds in this district. In addition, funds have been budgeted in the Northeast Industrial TIF for the continuation of the Green Initiatives for Tomorrow (GIFT) program.

4) Explore Parks and Recreation programming options

The Village has budgeted for on-line registration and billing capabilities for residents and customers for all Park and Recreation programs in the Information and Technology budget. As mentioned in item #2 above, the Village will provide training to promote greater usage of on-line registration and payment opportunities for recreational programs. Funds are budgeted to continue the full menu of programming options our residents have come to expect from the Parks Department.

5) Utilize Professional Resources of Boards and Commission Members

Staff will work with each Commission to develop five-year plans which will be utilized when preparing future Village operating budget.

6) Review and Update the Comprehensive Plan

Village staff has begun meetings with the Plan Commission to discuss potential areas of the current Comprehensive Plan that need updating. Once all areas are identified a plan will be developed to determine the optimal method to update the Plan.

7) Improve code compliance

The Village has budgeted for Community Service Officers in the Police budget to improve compliance with the Village Code. In addition, the Village has instituted an adjudication hearing process which will help enforce compliance with ordinance violations. Finally, the Village has again contracted with TPI Building Inspection Services, Inc. to perform professional building inspections and plan reviews for all private development.

8) Responsibly secure professional services

This is an ongoing goal of the Village as the services of the Fire Department, Village Attorney and Engineer, Information Technology consultant, Arborist, Refuse collection and now Building inspections are all provided by professional contractors. A formal system has been established to evaluate the services provided by our contractors.

9) Achieve efficient water management

The Village will continue to move forward with the development of a Storm Water Management Plan with the implementation of Phase II. This phase will consist of

utilizing the storm sewer model prepared in Phase I to identify potential capital improvements and predict the benefits they will provide. This will allow the Village to complete a comprehensive cost/benefit analysis prior to spending any money on system improvements

10) Proactively market Lincolnwood

Funds have been budgeted in the Northeast Industrial TIF budget to continue the marketing efforts which began in the prior year to assist the Village staff in developing a marketing plan to highlight the advantages of developing in Lincolnwood.

11) Examine economic development initiatives

The Village has budgeted funds to utilize a consultant to assist the Economic Development Commission in developing a plan that will plan for future revitalization of the Lincolnwood Business Park and attract new businesses. New businesses should produce increased property taxes and potentially new sales tax revenue for the Village. The Village has also created the Lincoln-Touhy TIF district. This new district will revitalize an area of the Village that could bring in major developments and increase property tax revenues.

Fiscal 2012 Adopted Budget Overview

Staff presented at the February, 2011 Budget Workshop a preliminary budget which projected a deficit of approximately \$678,000 in the General Fund. The majority of the budgeted deficit is due to improvements to Channel Runne Park which will be split with a grant from the Open Space Land and Development (OSLAD) and other capital improvements. Also discussed at the meeting was the need to replace the failing HVAC systems in the Village Hall Campus and Public Works buildings and the Village Hall Promenade which has deteriorated and is becoming unsafe. These projects, as well as others, had been deferred because of the recent recession and were not included in the original projected deficit. The total projected deficit with these additional projects was revised to \$942,000. The Village Board endorsed the use of designated fund balance to pay for the revised budget deficit. These reserves were established to ensure a balanced budget in years of unexpected revenue declines and/or unexpected expenditures. Despite utilizing current fund balance for these initiatives, adequate fund balance remains in excess of the maximum balance required in the Village's Financial Policies.

The adopted total budget is summarized below. Per accepted governmental financial standards, the Village's finances are divided into several funds. Each fund must be accounted for separately, meaning each has its own budgeted expenditures which are offset by corresponding revenues. In general, resources in one fund can not be allocated to cover shortfalls in another fund. The General Fund is the largest fund and includes the expenditures necessary to support the general operations of the Village including Police and Fire protection, snow removal, refuse collection, etc. This fund supports virtually all the personnel expenses.

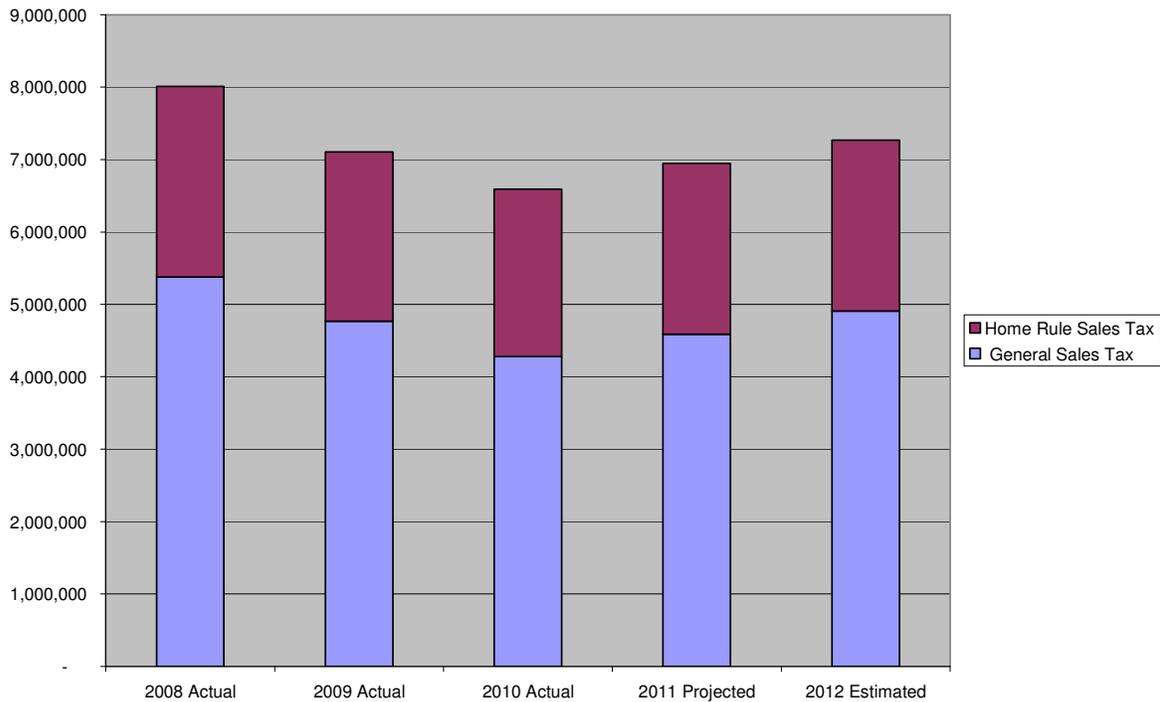
	FY11/12	FY10/11	% Change
All Funds	\$29,012,772	\$27,452,623	5.7%
General Fund	\$18,303,240	\$18,159,022	.8%

The total budget increase is primarily the result of an increase in capital outlays from the previous year. The budget for the General Fund increased a minimal .8% from the previous year.

Other Items of note in Fiscal 2012

- Sales Tax – Total sales tax revenue, including the State and Home Rule sales taxes is budgeted for \$7,266,109. This is an increase of approximately \$880,000 (14%) from the prior year’s budget. Sales tax receipts have increased mainly due to the sale of autos, which comprise a large portion of the Village’s sales tax base. The chart below traces the trend in sales tax over the past five years.

Total Sales Tax Revenue



	Actual	Actual	Actual	Projected	Estimated
	4/30/2008	4/30/2009	4/30/2010	4/30/2011	4/30/2012
Home Rule Sales Tax	2,836,536	2,633,734	2,333,767	2,350,000	2,359,988
General Sales Tax	5,377,166	4,768,281	4,280,918	4,545,529	4,906,121
Total	8,213,702	7,402,015	6,614,685	6,895,529	7,266,109

- Water Fund – The Village has continued with the investment in our water and sewer system by starting repairs to critical areas in the sewer system determined from the results of the sewer televising done in the prior year. The Village did not increase water rates in the Fiscal 2012 budget.
- Refuse – The Village expenditures relating to the solid waste/recycling and yard waste collections are accounted for in the GF. The total budget is \$1,061,589. The funding for refuse collection is property taxes.
- Personnel Costs – Personnel costs in Fiscal 2012 are budgeted to be \$10,969,355. The Village permanently eliminated a full-time position in the Parks and Recreation Department and continued a hiring freeze for two full-time positions in the Police and Public Works Departments. There was also a 2% cost of living wage increase for non-union employees included in the Fiscal 2012 budget.

Capital Improvements

The Fiscal 2012 budget includes the following capital improvements projects:

- \$1,228,083 has been budgeted in the Transportation Improvement Fund for Phase 2 of the replacement of all Village street lighting, excluding the TIF district. This program should be completed in five years.
- \$551,319 has been budgeted in the Pratt Avenue Re-Surfacing Fund. The Village received a grant for \$533,000, which covers most of the cost to resurface the street from Lincoln ave. to McCormick Blvd.
- \$300,000 has been budgeted to make improvements to Channel Runne Park. This project will be completed in Fiscal 2013. One half of this project is funded through a grant from OSLAD.
- \$400,000 has been budgeted in the Village Campus Improvement Fund for the replacement of the HVAC system in the Police and Fire Building and concrete replacement and landscape improvements in the Village Hall Promenade.
- \$160,500 has been budgeted in the General Fund to install lighting on Ball Field #2 in Proesel Park. This additional lighting will bring in new program revenue and help defer the cost of the improvement.
- \$670,000 is budgeted in the Water and Sewer Fund for the repair of sewers and to conduct Phase 2 of the Stormwater Management Plan. The Village received a grant of \$240,000 to help fund the cost of the sewer repairs.

Adherence to Financial Policies

The budget complies with the Village's Financial Policies. Please find below a summary of the significant policies governing the preparation of the annual budget:

- The budget is balanced.

- The General Fund (GF) unreserved fund balance is maintained between 25% and 35% of annual GF revenue, thus providing a significant cash flow in the event of an unforeseen emergency or unexpected revenue downturn. Any excess above the target amounts are available to fund various capital projects.
- There was 2.7% property tax levy increase included in the Fiscal 2012 budget. This is in keeping with the financial policy to limit the property tax levy increase to the annual Cook County consumer price index (the limit for Non-Home Rule communities).
- The GF budget is balanced with a decreased reliance on transfers in from other funds. Again there will be no transfer into the GF from the Motor Fuel Tax (MFT) Fund. This will leave the entire allotment of funding from the State in the MFT to be utilized for roadway and transportation improvements.
- The GF's support of the Parks and Recreation Department is limited to \$1 million, which represents approximately 50% of the total department budget. The remaining revenue for the department will be derived from program fees.
- Debt Service - Per the Village's Financial Policies, debt financing has been used only to fund major capital projects and not for operational expenses. The Village has not issued any new bond debt since Fiscal 2003 when the Village issued General Obligation bonds to fund the construction of the new aquatic facility and the Northeast Connector road.
- The General Fund has borrowed monies to purchase a new fire truck. The purchase is funded by two loans. The first is an interest free 20 year loan from the Illinois Finance Authority and the remaining balance is a 10 year interest bearing loan.

Financial Condition of the Village

The Village continues to be in solid financial condition despite the uncertain economic times. Debt levels are low compared to national levels and the Village has maintained its bond rating of Aa3 as provided by Moodys. The Village also continues to make its annual required pension contributions, maintain Village plant and equipment and make vehicle and equipment purchases on a scheduled basis.

Conclusion

As was concluded from the 2007 Citizen Survey, the Village has been recognized as providing residents and businesses with quality services at cost effective prices. The result is that the Village will continue to be known as a great place to live, work and raise a family.

As we move into the new budget year, we will again be closely monitoring our revenue estimates due to the challenging economic conditions and make expenditure adjustments as necessary. We will also need to start planning for Fiscal 2013 as we strive to maintain the financial health of the Village.

The preparation of the Fiscal 2012 budget could not have been achieved without the hard work and assistance of many people throughout the organization. I would like to thank the department directors for their diligent work to prepare departmental budgets that met the Village's financial goals while maintaining and improving our core service mission. The President and Village Board continue to provide stable and visionary leadership that has made all the accomplishments achieved this past year, and those that are planned for next year, possible. Finally, particular thanks are extended to Finance Director Robert Merkel and the Finance Department. They are responsible for overseeing the budget preparation process and attending to the task of ensuring all the data is properly represented.

Respectfully Submitted,



Timothy C. Wiberg
Village Administrator

**Strategic Planning Report
2010-2014**



Strategic Planning Report 2010-2014

CONTENTS

LINCOLNWOOD STRATEGIC PLAN

VISION STATEMENT

SWOT Analysis (Strengths, Weaknesses, Opportunities and Threats)

VISION 2014

GOALS 2010 -2014

OBJECTIVES (with Goals and suggested tasks)

VISION STATEMENT

January, 2010

The Village of Lincolnwood effectively blends the advantages of urban proximity with quality suburban amenities. Families are drawn to Lincolnwood in part because of our superior schools and convenient transportation links. We are a stable community with long-term residents who stay here due to consistently strong property values and the vitality of our neighborhoods. The Village government, through effective strategic planning and timely responsiveness to changing conditions, continues to offer excellent public services in a fiscally responsible manner.

As the Village proceeds into its next century we will continue to incorporate new technology into Village operations and increase efficiencies in providing essential public services. We will strive to be proficient stewards of the environment and set a positive example of decreasing our carbon footprint. We will focus on preserving a balanced use of land that leads to a diversified tax base. We will continue to promote and support the Arts to enhance the quality of life of all our residents and visitors.

The Village of Lincolnwood will maintain its consistently high standards of service and continually seek to enhance its standing as a haven for residents and businesses.

SWOT ANALYSIS

STRENGTHS

- ***Strong staff***
- *Openness to green initiatives*
- *Public Services and Safety – Police/Fire/Public Works*
- *Relatively strong sales tax base*
- *Manufacturing base – given the size*
- *Surface Infrastructure complete*
- *Proximity – to all – centrally located*
- ***Governing board***
- *Community well respected by other governments*
- *Leadership*
- *Residents – well educated – good income level*
- *Diversified population*
- *Christmas/Holiday lighting – draw through*
- *Good memory and history of village*
- *Schools – single campus – strong sense of place*
- *Good curriculum*
- *Home rule powers*
- *Financial strength (high bond rating)*
- *High resident participation (10 volunteer Commissions)*
- *Active Chamber of Commerce*
- *Efficient decision making*
- *Good Board/staff teamwork*
- *One voice*
- *Well maintained housing stock*
- *Good parks*
- *Good library*
- *Becoming more proactive in our approach to issues*
- *Substantial property re-development opportunities*

- *Lincoln Avenue Task Force Implementation*
- *Village Board adept at planning*
- *Overwhelming positive results from the citizen survey*
- *New young families moving into the Village*
- *Legal counsel*
- *Lincoln Avenue Streetscape Plan*
- *More responsive to Village challenges*
- *Positive impact of new Plan Commission*

WEAKNESSES

- *Limited public transportation*
- *Code enforcement*
- *Limited open spaces for development*
- *Concern of businesses regarding erosion of Manufacturing District and other changes*
- ***Tax base growth is limited – hard to plan new development***
- ***Village General Fund's revenue is too reliant on automobile sales tax***
- *Foreclosures*
- *Substandard sewer system*
- *No downtown*
- *Little identification as a village*
- *Negative stigma of town center (indoor site)*
- *Outdated and run down buildings*
- *Too many banks*
- *School District 74 issues*
- *Touhy Avenue*
- *Parking conflicts between businesses and residents*
- *Traffic – cut through*
- *Lack of control on arteries (IDOT)*
- *No pedestrian streetscape*
- **Purple Hotel**

OPPORTUNITIES

- ***Commercial redevelopment***
- ***Northeast Parkway business area***
- *Pressure for redevelopment*
- ***Improve visual landscape***
- *Logo/Motto or other theme could be developed*
- *Green Initiatives*
- *Improvement of gathering centers*
- ***Lincoln Avenue – The Purple Hotel site***
- *Development of Park – Channel Runne*
- *Walk/Bike path*
- *Community Center*
- *Enthusiastic management*
- *Improving business and gathering center*
- *Distinctiveness to Chicago*
- *Senior population as resource and asset*
- *Improve business climate*
- ***Partnership with business and government***
- *Partnership with schools*
- ***Renew and update comprehensive plan***
- *Accessibility with transportation*
- ***Proactive efforts***
- ***Eliminate surprises***
- *Expansion of Lincolnwood in Bloom programs*

THREATS

- *Water supply reliance on Chicago*
- *State of Illinois and Cook County funding failures*
- *Too dependent on state*
- *Unfunded mandates imposed on village (voters, budget, affordable housing)*
- ***Downturn of economy***
- *Bridge over Pratt Avenue (Chicago River)*
- *Residential development changing commercial base*
- *Erosion of manufacturing base*
- *Renegade developers*
- *Continuing flooding issues*
- ***Employee Pension Costs***

bold = key items.

VISION 2014**

BUSINESS FRIENDLY VILLAGE

THE NEW LINCOLN AVENUE

LINCOLNWOOD IN MOTION

THE HEART OF LINCOLNWOOD

EVERYTHING IS GOOD IN LINCOLNWOOD

QUALITY OF LIFE

COMMUNITY RECREATION OPPORTUNITIES

FUNDING SOURCES REALIZED

INTEGRATED TECHNOLOGY

INFRASTRUCTURE MODERNIZED

** = see VISION chart for more detail

GOALS 2010-2014

- 1) SECURE AND UTILIZE FUNDING FROM VARIOUS SOURCES
- 2) PROMOTE INTERACTIVE VILLAGE WEBSITE AND IMPROVE PUBLIC ACCESS PROGRAMMING
- 3) REVIEW AND UPDATE COMMUNITY DEVELOPMENT ACTIVITIES
- 4) EXPLORE PARKS AND RECREATION PROGRAMMING OPTIONS
- 5) UTILIZE PROFESSIONAL RESOURCES OF BOARDS AND COMMISSIONS MEMBERS.
- 6) REVIEW AND UPDATE THE COMPREHENSIVE PLAN
- 7) IMPROVE CODE COMPLIANCE
- 8) RESPONSIBLY SECURE PROFESSIONAL SERVICES
- 9) ACHIEVE EFFICIENT WATER MANAGEMENT
- 10) PROACTIVELY MARKET LINCOLNWOOD
- 11) EXAMINE ECONOMIC DEVELOPMENT INITIATIVES

OBJECTIVES 2010-2014*

GOAL 1: SECURE AND UTILIZE FUNDING FROM VARIOUS SOURCES

OBJECTIVES

- A. Develop new private sector revenue sources and corresponding policies.
- B. Consider new Tax Increment Financing District opportunities.

GOAL 2: PROMOTE INTERACTIVE VILLAGE WEBSITE AND IMPROVE PUBLIC ACCESS PROGRAMMING

OBJECTIVES

- A. Continue to market upgraded interactive website to increase resident usage.
- B. Continue to work with School District 74 and the Lincolnwood Library to improve the quantity and quality of programming on the Public Access channel. Establish agreements with other taxing bodies to display their public information on Village website and cable channel.
- C. Develop a Village-wide community calendar encompassing the Village, School Districts, Chamber of Commerce, and the Village Library.

GOAL 3: REVIEW AND UPDATE COMMUNITY DEVELOPMENT ACTIVITIES

OBJECTIVES

- A. Improve the physical layout of the Community Development Department.
- C. Establish structure and goals of the Plan Commission and Zoning Board of Appeals.
- D. Promote new green initiatives.

GOAL 4: EXPLORE PARKS AND RECREATION PROGRAMMING OPTIONS.

OBJECTIVES

- A. Publicize programming offerings in other communities that are not offered in Lincolnwood.
- B. Examine Community Center space utilization.
- C. Monitor programs with low participation, along with expanding and improving programs that are well attended.
- D. Implement Bike paths.
- E. Explore “Skate” park development.
- F. Explore Dog park development.
- G. Maintain partnerships with schools, other communities, and park districts.

GOAL 5: UTILIZE PROFESSIONAL RESOURCES OF BOARDS AND COMMISSIONS MEMBERS

OBJECTIVES

- A. Expand the flow of advice between Commissions and the Village Board.
- B. Identify general goals and create standard forms for Commissions to spur discussion.
- C. Train Commission chairs in goal creation process.
- D. Yearly Commission review should focus on next year’s goals.
- E. Develop Commission five-year plans.

GOAL 6: REVIEW AND UPDATE THE COMPREHENSIVE PLAN

OBJECTIVES

- A. Direct the Plan Commission to update and revise the Comprehensive Plan.
- B. Examine the possibility of hiring a consultant to facilitate the revision (if needed).

GOAL 7: IMPROVE CODE COMPLIANCE

- A. Develop uniform and regular enforcement of property maintenance violations and quality of life violations.
- B. Improve community awareness and quality of life related codes (noise, air, and light pollution).

GOAL 8: RESPONSIBLY SECURE PROFESSIONAL SERVICES

- A. Continue to monitor the need and/or opportunity for procurement of contracted services.

GOAL 9: ACHIEVE EFFICIENT WATER MANAGEMENT

- A. Review water management plans
 - o Once current Water Supply capital projects are completed, evaluate future priorities.
 - o Continue to pursue the development of a Stormwater Management Plan.
 - o Continue to review alternative options for water supply.

GOAL 10: PROACTIVE MARKETING OF LINCOLNWOOD

- A. Take active role to market vacant property.
- B. Continually seek input and establish communication (including site visitations) with business and property owners.
- C. Review and promote incentive program.
- D. Facilitate interactions between and among business owners to advance mutual interests.

GOAL 11: EXAMINE ECONOMIC DEVELOPMENT INITIATIVES

- A. Explore development opportunities (Purple Hotel, Bell and Howell, Northeast Corridor, Southeast Triangle)

B. Identify marquee business attraction to locate in Lincolnwood.

C. Promote concept of “restaurant row.”

D. Explore new hotel development.

E. Review and monitor Lincoln Avenue Task Force Development.

* = suggested tasks to implement objectives.

COMMUNITY BUSINESS DEVELOPMENT					VILLAGE SERVICES ENRICHMENT				
BUSINESS FRIENDLY VILLAGE	THE NEW LINCOLN AVENUE	LINCOLNWOOD IN MOTION	THE HEART OF LINCOLNWOOD	EVERYTHING IS GOOD IN LINCOLNWOOD	QUALITY OF LIFE	COMMUNITY RECREATION OPPORTUNITIES	FUNDING SOURCES REALIZED	INTEGRATED TECHNOLOGY	INFRASTRUCTURE MODERNIZED
MAINTAIN STRONG BUSINESS CLIMATE	LINCOLN AVENUE TASK FORCE – GOALS REACHED >MEDIAN LANDSCAPING >PEDESTRIAN FRIENDLY >SLOW DOWN TRAFFIC	PUBLIC TRANSPORTATION – CONNECTION IN AND AROUND	MAJOR ATTRACTION	"LINCOLNWOOD IS A GREAT PLACE TO LIVE AND WORK"	RESIDENTIAL APPEARANCE STANDARDS	IMPROVED PARKS PROGRAMS – BETTER, NOT MORE	RECEIVE FUNDING FROM STATE OF ILLINOIS ON GRANTS	VILLAGE WIDE WIRELESS CAPABILITY	EFFECTIVE STORMWATER MANAGEMENT (10 YEAR RAIN EVENT)
			DOWNTOWN – COMMUNITY GATHERING AREA					LINCOLNWOOD EASILY IDENTIFIED	
		CREATE DESTINATION LOCATIONS	A HAVEN FOR ALL	EXPANDED GREEN INITIATIVES	NEW EXPANDED COMMUNITY CENTER -OFFER MORE PROGRAMS -FREE UP SPACE VILLAGE HALL				
	PEDESTRIAN AND BIKE FRIENDLY	PURPLE HOTEL REDEVELOPED -RETAIL -RESIDENTIAL -DOWNTOWN/LIKE -RESTAURANTS -GOOD MEETING PLACE FOR RESIDENTS				IMPROVE STREETSCAPE		DOG PARK	
100% OCCUPANCY – INDUSTRIAL AND COMMERCIAL	REDEVELOP LINCOLN AVENUE INCLUDING PURPLE HOTEL	BICYCLE UNDERPASS AT DEVON AVENUE AND TOUHY AVENUE	SUCCESSFUL RE-DEVELOPMENT OF NORTHEAST PARKWAY PROPERTIES	GATEWAY PROGRAM	AWARDS (PRIDE OF PLACE) – RESIDENTIAL/BUSINESS		PARK/ RECREATION PROGRAMS PARTNERSHIPS -SKOKIE, ETC. -SCHOOLS -SHARING PROGRAMS -OFFER MORE TO RESIDENTS	BUSINESS FUNDS LCO, COMMUNITY CENTER, PARK RENOVATION SCULPTURES	INTEGRATED AND SHARED INFORMATION ACROSS ALL TAXING BODIES
						BETTER PEOPLE ACCESS (OPPORTUNITIES FOR INTERACTION)			
	LINCOLN AVENUE/SOUTH EAST INDUSTRIAL DISTRICT RESTAURANT ROW	LIFESTYLE DEVELOPMENT -RESTAURANTS -GATHERING AREAS -RETAIL	VILLAGE IMAGE IMPROVEMENT	LINCOLNWOOD IDENTITY					
	LINCOLN AVENUE REDEVELOPMENT				FARMERS MARKET				

Financial Policies

VILLAGE OF LINCOLNWOOD
FINANCIAL POLICIES
ADOPTED – JANUARY 19, 2006

Introduction

Financial policies are the key elements of sound fiscal administration and responsibility. The Village Board should establish and follow financial policies when making financial decisions about the future of Lincolnwood. The policies represent a foundation to address changing circumstances and conditions, and assist in the decision-making process.

Financial policies allow the Village Board to view their current approach to financial management from an overall and long-range vantage point.

Financial Reporting Policies

The Village's accounting and financial reporting systems shall be maintained in conformance with all state and federal laws, generally accepted accounting principles (GAAP) and standards of the Governmental Accounting Standards Board (GASB) and the Government Finance Officers' Association (GFOA).

An annual audit shall be performed by an independent certified public accounting firm.

The financial system shall include internal controls to monitor revenues, expenditures and program performances on an ongoing basis.

The Budget Process

The budget process provides the primary mechanism by which key decisions will be made regarding the levels and types of services to be provided within the estimated available resources.

The annual budget shall be developed in accordance with the financial policies and priorities as set forth by the Village Board.

A balanced budget shall be adopted on a basis consistent with generally accepted accounting principles as promulgated by GASB. Revenues shall be recognized when measurable and available. Expenditures shall be charged against the budget when measurable, a liability has been incurred and due and payable. All budgetary policies shall conform to state regulations and generally accepted accounting principles.

The budget shall be adopted at the legal level of control of a Department within the Fund (i.e., the expenditures shall not exceed the total for any department within a fund without the Village Board approval). The Director of Finance shall have the authority to transfer within a department within the same fund from one line item to other line items. Current costs shall be financed with current revenues, including the use of authorized fund balance. The Village shall not balance current expenditures through the obligation of future year's resources.

The Finance Department shall maintain a budgetary control system to ensure adherence to the Budget and shall prepare monthly financial reports comparing actual revenues and expenditures with budgeted amounts.

The Enterprise (Water Fund) operation of the Village is to be self-supporting, i.e., current (charge for service) revenues shall cover current operating expenses, including Debt Service and Capital Expenditures and Improvements.

The Department Director within the Village shall integrate operating efficiency, operating effectiveness, customer satisfaction and human resource efficiency measurements into their department's budget. Department directors shall be required to link service levels to funding levels.

The Village shall strive to avoid short-term borrowings to meet current cash flow requirements. However, the Village may enter into short-term borrowing should a critical emergency need arise.

Estimating Revenues

The Village shall estimate its budgeted revenues conservatively, using an objective and analytical approach.

The Village shall attempt to maintain a diversified and stable revenue system to shelter it from short-term fluctuations in a single revenue source. The Village shall diversify its revenue base in order to reduce its dependence upon Real Estate Property Taxes.

The Village shall establish Fees and User Charges at a level related to the total cost (i.e., operating, direct, indirect and capital expenditures and debt service) of providing that service. The Village shall review all fees and charges annually in order to keep pace with the cost of providing the service. The Village and Parks & Recreation Department shall strive to maintain the real estate tax levy subsidy at \$1,000,000 to the Parks & Recreation Department. The balance of the Parks & Recreation department's operating costs shall be offset by user fees charged for services rendered. Fees shall not be set at a level that results in extra revenue that is used to subsidize other non parks & recreation services.

The revenue system of the Village shall strive to maintain equality in its structure. The Village shall minimize or eliminate all forms of subsidization between funds, services, utilities and customers. However, it is recognized that Public Policy decisions may lead to subsidies in certain circumstances, e.g., Senior Citizen welfare.

The Village shall follow an aggressive policy of collecting revenues and seeking public and private grants and other outside sources of revenue to fund projects.

The Village shall not increase the annual property tax levy in excess of the Cook County consumer price index increase applicable as of the prior December.

One-time revenues shall be used only for one-time expenditures. The Village shall avoid using temporary revenues to fund routine operating expenses.

Expenditure Policy

The expenditure policy of the Village provides for the level of expenditures sufficient to ensure the ongoing health, safety and welfare of the citizens and the review of services to monitor if they are being provided effectively and efficiently as possible. The Village shall fully fund its Pension Plans consistent with the actuarial valuation requirements as presented by the Illinois Department of Insurance.

Within the resources available each year the Village shall maintain the Capital Assets and Infrastructure at a level to protect the Village's investment, to minimize future replacement and maintenance costs and to continue appropriate service levels.

Unreserved Fund Balance

Adopting a viable unreserved fund balance is critical to maintain or improve the Village's current bond rating and credit rating standing with agencies, to plan for contingencies and emergencies, avoid borrowing on a short-term basis and ensure a balanced budget in years of unexpected revenue decreases and/or unexpected expenditures.

Unreserved fund balance shall be maintained at 25 to 35 percent of annual general fund revenue to ensure service continuity. If the unreserved fund balance is less than 25 percent, the Village shall set aside a sufficient portion of the next year's budgeted revenue to maintain the required reserve amount.

If the unreserved fund balance is greater than 35 percent then the Village shall designate the excess amount to provide available funds for the purchase of new or replacement capital equipment.

Debt Service Policy

The purpose of this policy is to establish parameters and provide guidance governing the issuance, management, evaluation of and reporting on all debt obligations issued by the Village.

The issuance of long-term debt shall be limited to capital projects, improvements or replacement equipment that cannot be financed from current resources.

When the Village utilizes long-term debt financing it shall ensure that the debt is financed soundly by: conservatively projecting the revenue sources that shall be utilized to repay the debt; every effort shall be made to limit the payback period of the debt to 80 percent of the useful life of the capital expenditure; determine that the cost benefit of the capital expenditure including interest cost shall benefit future citizens; and the amount of long-term debt financing for capital expenditures shall not exceed 90 percent of the fair market value of the cost.

The Village's annual general fund principal and interest debt service cost shall not exceed 15 percent of the amount of general fund revenue.

The Director of Finance is responsible for maintaining relationships with the rating agencies that assign ratings to the Village's various debt obligations. This effort includes providing periodic updates on the Village's general financial condition along with coordinating meetings and presentations in conjunction with a new debt issue.

The Village shall try to keep the average maturity of general obligation bonds at or below ten years.

The Village shall conduct financings on a competitive bid basis. However, negotiated financings may be used to market volatility or the use of an unusual or complex financing or security structure.

Capital Improvement Program (CIP) Policy

For the capital improvement program all land and land improvements and building projects costing \$50,000 or more shall be classified as capital assets. Equipment costing \$5,000 or more with an estimated useful life of two or more years shall be considered capital assets.

A CIP shall be developed for a period of six years. As resources are available the most current year of the CIP shall be incorporated into the current year operating budget. The CIP shall be reviewed and updated annually.

The Village shall fund a Capital Improvement Fund which will be coordinated with the operating budget. This improvement fund shall build a reserve of \$1,000,000 for the replacement and/or construction of capital assets on a pay-as-you-go basis. Therefore, if the balance drops below the \$1,000,000 fund balance the Village shall attempt to allocate approximately 1 percent or \$100,000, whichever is less, of the annual general fund budgeted revenue for additional and replacement capital assets.

The Village's municipal gasoline tax shall be deposited into the Transportation Improvement Fund to provide for the necessary repair and replacement of streets and other transportation related improvements.

Procurement System Policies

The Village Administrator shall be responsible for the purchase and contract of goods and services on behalf of the Village and shall develop and implement administrative procedures in conformity with ordinances and state statutes to perform this function.

The Village shall maintain purchasing rules and regulations for internal use and shall distribute said rules to all eligible vendors at the appropriate time. The operation of the Village's purchasing system shall encourage full and open competition on all purchases and sales subject to the competitive bidding regulations, approval of the Trustees and formal quotations as written in the Municipal Code.

The Department Directors are authorized to use State contracts in lieu of issuing bids when it is to the economic advantage of the Village.

The Village shall purchase recycled or otherwise environmentally friendly products whenever possible.

General Village Policies

Any employee shall be prosecuted to the extent of the law in any instance where the employee is proven to have committed an illegal act, such as theft.

The Village shall prepare a five year revenue projection with an annual update. This projection shall be used for the preparation of the operating budget.

A revenue handbook shall be prepared and maintained annually. This handbook shall be utilized to adjust fees and user charges. The revenue handbook shall include at least the following information: the revenue source; legal authorization; method of collection; department responsible for collection; and rate or charge history.

Ethics

Public service is a public trust. Each Village employee has a responsibility to the citizens of the Village of Lincolnwood for honesty, loyalty and the performance of their duties under the highest ethical principles.

All employees shall strive to avoid the appearance of wrongdoing by treating all contractors and vendors impartially, by not accepting gratuities, safeguarding proprietary information and avoiding conflicts of interest.

Investment Policy

Village of Lincolnwood
Investment Policy
Adopted – January 19, 2006

Investment Policy:

It is the policy of the Village of Lincolnwood to invest public funds in a manner which will provide the maximum security (safety), meeting the daily cash flow needs of the village (liquidity) and provide the highest investment return (yield) while conforming to all State of Illinois laws governing the investment of public funds.

Prudence:

All investments shall be made with sound judgment and extraordinary care by persons of prudence, discretion and intelligence.

Objective:

The primary objectives of the investment policy shall be 1) Safety, 2) Liquidity and 3) Return on Investment (Yield).

Authority:

Management responsibility for the investment program rests with the Village's Finance Committee which shall establish procedures for the operation of the investment program consistent with the investment policy.

Ethics and Conflicts of Interest:

Elected Officials and employees involved in the investment process shall refrain from any personal business activity that could conflict with or impair their ability to properly execute the investment policy. Any party of interest that has any material financial interest in any financial institution that conducts business within this village must disclose said interest to the Finance Committee.

Authorized Investments:

The Village of Lincolnwood is empowered by statute to only invest in those investments authorized by the Illinois Public Funds Investment Act.

Internal Control:

The Finance Committee shall establish an annual process of independent review as part of the Village's annual audit of its financial statements. This annual review will provide internal control by assuring compliance with policies and procedures of the investment policy.

Investment Policy Adoption:

The Village of Lincolnwood investment policy shall be adopted by resolution of the Board of Trustees. The policy shall be reviewed annually by the Finance Committee and any modifications made must be approved by the Board of Trustees.

Budget Structure and Process

Budget Structure

This section describes the various types of funds the Village employs. A fund is a separate fiscal entity with revenues and expenses that are separated for the purpose of carrying out a specific purpose or activity. The Village's budget is divided into several different funds. Each fund is considered a separate accounting entity. Major funds represent the significant activities of the Village and include any fund whose revenues or expenditures, (excluding other financing sources and uses), constitute more than 10% of the revenues or expenditures of the appropriated budget are shown separately. The breakdown of the Village fund structure is as follows:

Major Governmental Funds

General Fund – The main operating fund for the Village, the General Fund, is used to account for the resources devoted to funding services traditionally associated with local government (i.e.) public safety, street maintenance, etc.

Major Special Revenue Fund – Special Revenue Funds are governmental funds used to account for the proceeds of specific sources (other than special assessments, expendable trust funds, or major capital projects) that are legally restricted to expenditures for specified purposes. The Village has one major fund of this type: the Northeast Industrial District TIF Fund.

Debt Service Funds – A Debt Service Fund accounts for the accumulation of resources for, and the repayment of long-term debt, interest and related costs.

Major Proprietary Fund

Enterprise Fund – Enterprise Funds are proprietary funds established to account for the financing of self-supporting activities of governmental units that render services on a user basis to the general public. The significant attribute of Enterprise Funds is that they are financed primarily by charges to consumers and that the accounting for them makes it possible to show they are operated at a profit or loss similar to comparable private enterprises. The Village has one major fund of this type: the Sewer and Water Fund. Depreciation expenses are recorded in Enterprises Funds, but the Village excludes this non-cash expense from its budget.

Non Major Governmental Funds

Special Revenue Funds- Special Revenue Funds are governmental funds used to account for the proceeds of specific sources (other than special assessments, expendable trust funds, or major capital projects) that are legally restricted to expenditures for specified purposes. The Village budgets for five Special Revenue Funds: Motor Fuel Tax

Fund, Transportation Improvement Fund, E-911 Fund, Touhy/Lawndale TIF Fund and the Lincoln-Touhy TIF Fund.

Capital Projects Funds- Capital Projects Funds are governmental funds used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by the Enterprise Fund). The Village currently budgets for four capital project funds.

Police Pension Fund- The Village is in a fiduciary capacity for assets held in the Police Pension Trust on behalf of the Village Police Force. The pension fund has its own Board of Trustees who monitors the investments of the fund. The Police Pension Fund may also be referred to as a Pension Trust Fund.

Budget by Fund Structure

<u>General Fund</u>	<u>Special Revenue</u>	<u>Debt Service</u>	<u>Enterprise</u>	<u>Capital Projects</u>	<u>Pension Trust</u>
Departments:	Motor Fuel Tax	All Debt	Water and Sewer	Channel Runne	Police Pension
Administration	Transportation Improv.			ROW Bike Path	
Finance	E-911			Village Campus Imprv.	
Development	NEID TIF			Pratt Ave. Resurfacing	
Police	Touhy/Lawndale TIF				
Fire	Lincoln-Touhy TIF				
Public Works					
Parks and Recreation					

Budget Process

The budget is the working plan for the operation of the Village during the May 1–April 30 fiscal year. Residents, elected officials and staff all play a vital role in preparing the many components of the budget. Although the Village Administrator is responsible for preparing and recommending a balanced budget, the Village Board determines the final budget document and the allocation of resources it represents. Preparation, review and adoption of the budget spans at least six months, beginning in October and ending in April. The budget document is the result of the completion of a complex set of tasks, including assessing the Village’s financial condition, projecting assumptions to fund the Village’s assessments, developing goals and objectives which will meet these needs, and estimating the cost of providing these services.

Long-Term Non-Financial Goals and Objectives

It is recommended by the Government Finance Officer’s Association (GFOA) that governmental entities utilize strategic planning to develop and coordinate long-term goals and objectives for service delivery and budgeting. Doing so will provide a direct link between the wide-ranging organizational goals and annual spending plans.

During 2009, the Board of Trustees and the Village Administrator met to update the Strategic Planning Report process that started in 2005. The session was to review the

prior plan and update where necessary goals that would 1) fulfill the Village's mission, 2) adapt to our changing environment, and 3) meet the needs of our residents and businesses. The Village feels that a comprehensive strategic plan will improve on existing budgeting and planning issues and link these goals into the individual department goals.

In addition to helping the Village identify long-term goals of the Village, the strategic plan will also work to align individual department goals with the overall objective of the Village, incorporate performance measurements to measure the success of the goals and provide a process for monitoring and reassessing the plan due to the constant change in our working environment.

The Capital Improvement Plan

The development of the Capital Improvement Plan (CIP) is an important part of our Village budget workshop. The CIP is the Village's five year plan for capital expenditures. It addresses the Village's needs for equipment replacement, upgrades, and expansion of infrastructure and other long-lived, high-cost assets. Generally included in the CIP are planned capital expenditures of \$10,000 or more, proposed additions to the Village motor fleet, and certain information technology purchases. Prior to the 2011 budget workshop, the 2012-2016 CIP was prepared.

The CIP process begins in November with the Finance Department distributing CIP project request forms to the operating departments. The departments complete a request form for each proposed project and return their requests to the Finance Department in December for compilation. A CIP project request must include the following:

- Description of the project
- Justification for the project
- Estimation of project costs
- Identification of possible revenues sources
- Annual dollar impact upon operating budget if project is undertaken

After the Finance Department compiles the information, the Village Administrator and Finance Director meet with each department for the purpose of conducting an administrative review and clarify any project particulars. Upon conclusion of these meetings, the CIP is revised and submitted by the Village Administrator to the Village Board at the February budget workshop. The CIP is again reviewed at the budget meeting in March and submitted to the Village Board for final approval in April.

As stated above, the CIP covers the next five years. This long-term perspective helps the Village foresee both future capital expenditure needs and the anticipated revenue sources for funding purposes.

Budgetary/Accounting Basis

The budgets of the General Fund, governmental type funds and agency funds are prepared on a modified accrual basis. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual, i.e. both measurable and available.

Expenditures, other than interest on long-term debt, are recorded when the related fund liability is incurred, if measurable. The governmental fund measurement focus is on the determination of financial position and changes in financial position, rather than on net income determination.

The Water and Sewer Fund, except for two exceptions (depreciation and compensated absences) is budgeted on a full accrual basis. The accrual basis of accounting is used by proprietary and the pension trust fund, with the measurement focus on determination of net income, financial position and cash flows. Revenues are recognized when earned and expenses are recognized when incurred.

Budget Process with Dates of Budget Hearings and Notices

October 2010	Evaluate fiscal year financial forecasts and develop FY 2011/12 budgetary assumptions.
November	Village Administrator (VA) discusses budgetary guidelines with department heads.
December	Department heads meet with Finance Director to discuss CIP. Staff prepares preliminary revenue estimates along with departmental expenditure targets.
December	Public hearing to approve 2010 Property Tax Levy.
January 2011	Village Administrator meets with each department head to discuss proposed budgets. Budgets revised following Village Administrators approval.
February	Village Board workshop. Staff presents policy issues and CIP Funding requests. Budget is revised to incorporate Village Board direction.
March	Village Board Finance Committee meets to review draft budget. FY 2011/12 public meeting. After the proposed budget is placed for public viewing, a meeting is held with the Village Board to allow for public and Village Board discussion.
April	FY 2011/12 budget is presented for formal consideration to the Village Board.
May 1	New fiscal year begins. Implementation of the budget is monitored by the issuance of monthly reports with budget analysis data. During the year, the (VA) may revise the budget for the Village. Revision requests by Department Heads must be submitted to the VA. The VA reviews all request for budget revisions as to their effect on the total budget and presents them to the Village Board for approval. No revision of the budget shall be made if funds are not available.
July	FY2012 appropriation ordinance is presented at public meeting to allow for public and Village Board discussion. After meeting, appropriation ordinance is presented for formal consideration to the Village Board.

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the Village of Lincolnwood, Illinois for its annual budget for the fiscal year beginning May 1, 2010. In order to receive this award a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan and as a communication device.

The award is valid for a period of one year only. We believe our Fiscal 2012 budget conforms to program requirements and we are submitting it to the GFOA to determine its eligibility for another award.

Total Budget Comparison

Financial Summary - All Funds

The following is a summary of revenues and expenses for the Village from FY2008/09 through FY2011/12 by Fund type.

	2008/09 Actual	2009/10 Actual	2010/11 Projected	2011/12 Proposed
Revenues by Fund				
General	16,765,479	16,909,590	17,109,437	17,726,437
Motor Fuel	343,605	316,210	373,000	457,300
Transportation Improvement	444,609	392,232	375,000	370,000
E911	183,260	185,213	185,000	185,000
NEID TIF	1,818,557	2,449,706	1,900,000	2,050,000
Touhy/Lawndale TIF	539,354	620,743	580,000	600,500
Lincoln/Touhy TIF	-	-	-	26,000
Debt Service	1,983,162	1,213,059	1,213,055	1,216,042
Capital Projects	161,660	260	-	533,000
Water and Sewer-Enterprise	2,634,441	2,681,003	3,161,794	3,787,000
Police Pension	1,050,112	2,405,253	1,801,310	1,839,200
Total	25,924,239	27,173,269	26,698,596	28,790,479
Expenses by Fund				
General	16,992,838	17,313,061	18,134,410	18,303,240
Motor Fuel	23,651	30,770	55,100	76,640
Transportation Improvement	12,115	38,194	1,074,420	1,228,083
E911	246,399	233,400	238,366	250,757
NEID TIF	420,238	1,769,767	1,962,853	681,160
Touhy/Lawndale TIF	556,999	577,067	602,000	602,000
Lincoln/Touhy TIF	-	-	-	26,000
Debt Service	1,989,791	1,212,606	1,225,740	1,335,836
Capital Projects	302,097	-	95,000	1,291,319
Water and Sewer-Enterprise	5,254,502	3,010,490	2,922,554	3,614,788
Police Pension	1,324,427	1,465,127	1,496,974	1,602,949
Total	27,123,057	25,650,482	27,807,417	29,012,772
Excess (Deficit) of Revenues over Expenses	(1,198,818)	1,522,787	(1,108,821)	(222,293)
Other financing - loan proceeds	3,066,455	250,000	1,120,592	160,500
Use of fund balance reserves	-	-	-	61,793
Excess (Deficit) of Revenues over Expenses after Other Financing	1,867,637	1,772,787	11,771	-

**FY2011/2012 Budget Summary
Total Village Budget**

The following is a summary of revenues and expenses for the Village from FY2008/09 through FY2011/12.

	2008/09 Actual	2009/10 Actual	2010/11 Projected	2011/12 Proposed
Revenues				
Local Taxes	16,871,384	17,100,349	16,208,343	16,812,109
Intergovernmental Taxes	1,927,338	1,736,886	2,208,000	2,217,000
Licenses and Permits	983,497	922,356	925,756	928,772
Charges for Services	4,044,043	4,311,868	4,891,870	5,297,350
Fines and Forfeitures	212,306	176,706	196,000	262,600
Rent	90,115	91,433	91,500	91,500
Grants	304,282	80,817	45,000	1,102,300
Interest Income	213,404	218,685	196,000	140,500
Reimbursements	60,269	86,176	85,000	65,590
Police Pension	1,050,112	2,405,253	1,801,310	1,839,200
Other	167,489	42,740	49,817	33,558
Total	25,924,239	27,173,269	26,698,596	28,790,479
Expenses				
Personnel	10,499,806	10,156,497	10,475,679	11,019,249
Contractual	4,678,221	4,829,527	5,056,780	5,072,381
Commodities	3,200,187	3,311,229	3,781,646	3,910,074
Economic Development	1,627,952	1,350,358	1,162,000	1,264,500
Debt Service	2,327,970	1,930,728	1,879,529	2,044,452
Capital Outlay	3,543,292	2,607,016	3,954,809	4,099,167
Police Pension Expenses	1,245,629	1,465,127	1,496,974	1,602,949
Total	27,123,057	25,650,482	27,807,417	29,012,772
Excess (Deficit) of Revenues over Expenses	(1,198,818)	1,522,787	(1,108,821)	(222,293)
Other financing - loan proceeds	3,066,455	250,000	1,120,592	160,500
Excess (Deficit) of Revenues over Expenses after Other Financing	1,867,637	1,772,787	11,771	(61,793)
Fund Balances				
Start of Budget Year	39,961,617	41,829,254	43,602,041	43,613,752
End of Budget Year	41,829,254	43,602,041	43,613,752	43,551,959
Less: Pension Fund Balance (a)	(14,242,038)	(15,182,164)	(15,486,500)	(15,722,751)
Available Fund Balances	27,587,216	28,419,877	28,127,252	27,829,208

(a) Pension Fund Balance is reserved for pension benefits and not available for appropriation.

Budget Notes:

2008/09- Revenues and other financing sources exceeded expenses by \$1,867,637.

The majority of the increase (\$1,288,319) is in the NEID TIF Fund. Major capital projects were postponed to the Fiscal 2010 budget. Also, the streetlight replacement program which was budgeted in the Transportation Improvement Fund was postponed until Fiscal 2010. The General Fund decreased \$116,394 for the year. Revenues decreased by over \$1 million dollars as the recession affected sales tax and building revenues. Budget reductions in expenditures were adjusted by the approximately the same amount to keep the deficit to the amount reported above.

2009/10- Revenues and other sources exceeded expenses by \$1,772,787. The NEID TIF experienced a net increase of \$679,939. This was due to both tax receipts and interest income exceeding projected amounts. The Police Pension Fund also experienced a substantial increase in in fund balance (\$940,126) as investment income rebounded due to the increase in the financial markets. the General Fund increased \$153,471 for the year. The Village again reduced expenses as sales tax revenue was less than projected.

2010/11- Revenues and other financing sources are projected to exceed expenses by \$11,771. The Village has started the streetlight replacement program this year. The program is being financed by fund reserves in both the Motor Fuel Fund and the Transportation Improvement Fund. The Transportation Improvement Fund experienced a fund balance decrease of \$699,420 due to the program. Other capital projects were started which included engineering for a new bike path on the Commonwealth Edison right-of-way and preliminary work on Channel Runne park improvements. The total expenditures for these projects totaled \$95,000. The General Fund is projected to have a deficit of \$221,821. This amount is significantly less than the projected deficit of \$726,979 that was budgeted for the year. Increases in both sales tax revenue and building permit revenue were realized and show signs that the U.S. and the local economies are slowly rebounding from the recession. The Police Pension Fund also experienced an increase in revenue as investment income was greater than budgeted due to the recovery in the financial markets.

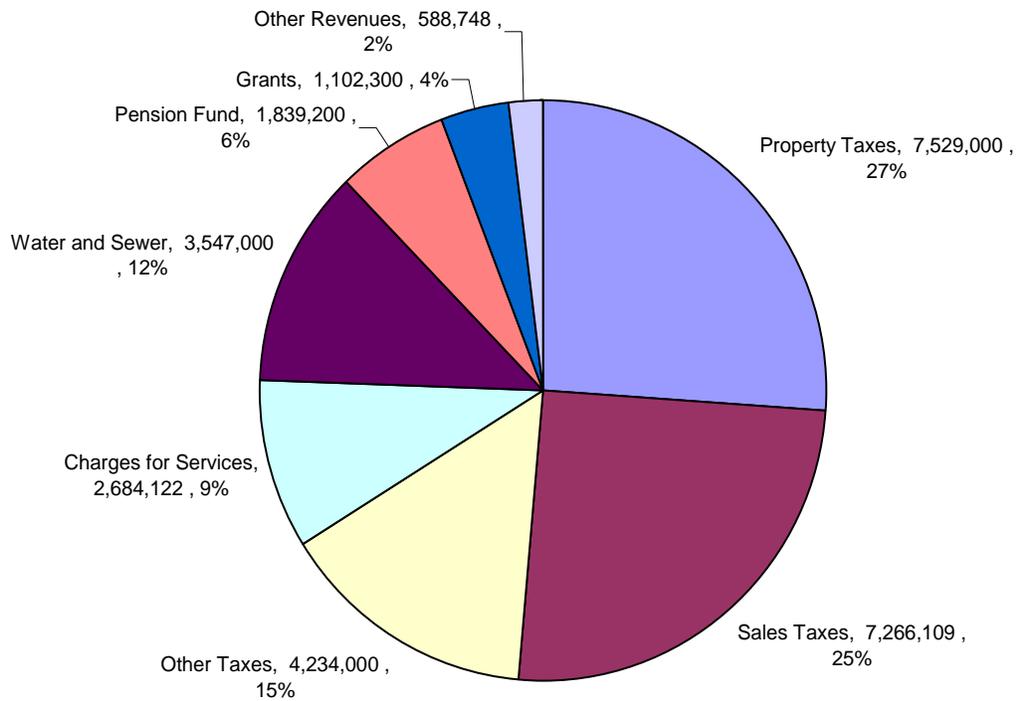
2011/12 - Expenses are estimated to exceed revenues and other financing sources by \$61,793. The General Fund is estimated to have a net decrease in fund balance of \$941,097. The majority of the decrease (\$740,000) is due to the funding of capital projects occurring in Channel Runne park, the continuation of engineering of the new bike path located in the Comm. Ed right-of-way and the replacement of the HVAC system in the Police and Fire building and the replacement of the Village Promenade. The Village is continuing the streetlight replacement program. \$1,228,083 is budgeted in the Transportation Improvement Fund to replace streetlights on Pratt ave. The Village also received a grant to fund the partial re-surfacing of Pratt ave. This project will cost \$551,319 with \$533,000 of the total expenditures covered by the grant.

Fund Type Summary

Fiscal 2012 Revenues

The total revenue budget for the Village of Lincolnwood for the year beginning May 1, 2011 and ending April 30, 2012 is \$28,790,479. Total revenues have increased \$2,775,086 (10.7%) from the prior year's budget. The majority of the increase is due to grant revenue that will be received to fund capital expenditures and sales tax revenue due to the economic recovery we are experiencing.

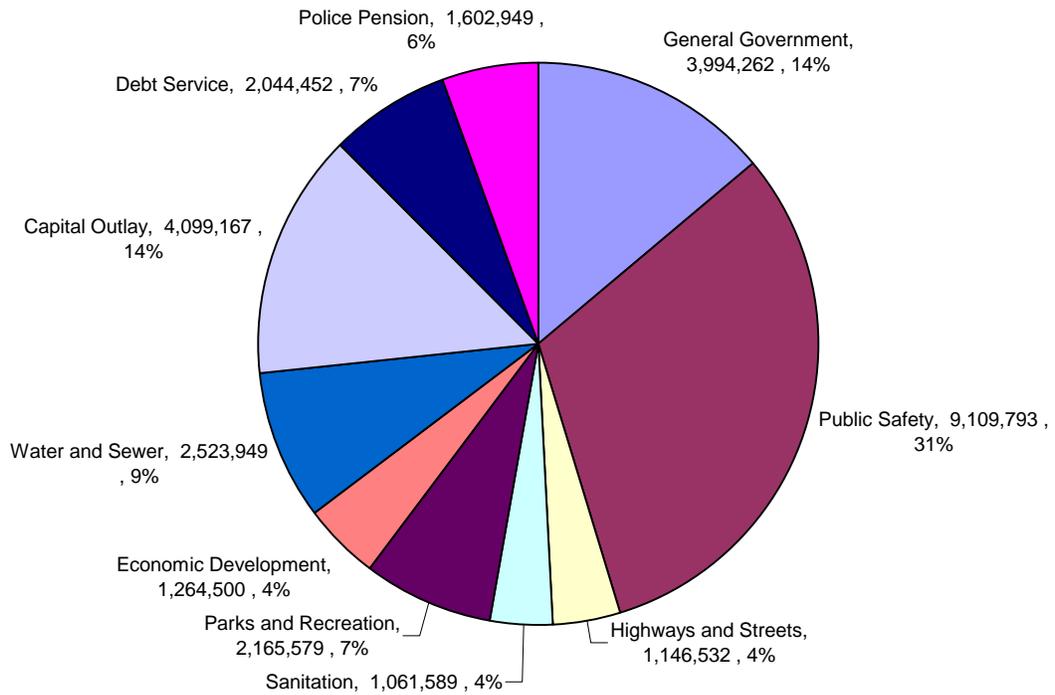
FY2011/12 Budgeted Total Revenues - All Funds - \$28,790,479



Fiscal 2012 Budgeted Expenditures

The total expenditure budget for the Village of Lincolnwood for the year beginning May 1, 2011 and ending April 30, 2012 is \$29,012,772. This is an increase of \$1,560,149 (5.7%) from the previous year's budget. The budget consists of \$22,869,153 of operating expenses, \$2,044,452 of debt service and \$4,099,167 of capital improvements. Operating expenses are budgeted to increase 25% while capital improvements will increase 29%.

FY2011/12 Budgeted Total Expenditures - All Funds - \$29,012,772



The schedule on the following page summarizes the various revenues and expenditures and changes in fund equity for the various funds of the Village for the Fiscal 2012 budget.



Village of Lincolnwood, Illinois
Operating Budget
Fiscal Year May 1, 2011 to April 30, 2012

	General Fund	Motor Fuel Tax Fund	Transportation Improvement Fund	E-911 Fund	Northeast Industrial Dist TIF Fund	Touhy / Lawndale TIF Fund	Lincoln-Touhy TIF Fund	Total - Special Revenue Funds	Debt Service Fund	ROW Bike Path Fund	Channel Runne Imprv Fund	Pratt Avenue Re-surfacing Fund	Village Campus Imprv. Fund	Total-Capital Projects Fund	Total - Governmental Funds	Water and Sewer Fund	Police Pension Fund	Budget Total - All Funds 2011-2012	Budget Total - All Funds 2010-2011	Increase (Decrease)
Revenue																				
Local Taxes	\$ 12,413,067	0	365,000	182,000	2,010,000	600,000	26,000	3,183,000	1,216,042	0	0	0	0	0	16,812,109	0	0	\$ 16,812,109	15,500,707	1,311,402
Intergovernmental Taxes	1,907,000	310,000	0	0	0	0	0	310,000	0	0	0	0	0	0	2,217,000	0	0	2,217,000	2,135,000	82,000
Licenses and Permits	928,772	0	0	0	0	0	0	0	0	0	0	0	0	0	928,772	0	0	928,772	917,290	11,482
Charges for Services	458,500	0	0	0	0	0	0	0	0	0	0	0	0	458,500	3,542,000	0	0	4,000,500	3,526,900	473,600
Charges for Services-Culture and Recreation	1,296,850	0	0	0	0	0	0	0	0	0	0	0	0	1,296,850	0	0	1,296,850	1,323,733	(26,883)	
Fines and Forfeitures	262,600	0	0	0	0	0	0	0	0	0	0	0	0	262,600	0	0	262,600	264,600	(2,000)	
Rent	91,500	0	0	0	0	0	0	0	0	0	0	0	0	91,500	0	0	91,500	91,500	0	
Grants	189,000	140,300	0	0	0	0	0	140,300	0	0	533,000	0	533,000	862,300	240,000	0	1,102,300	282,205	820,095	
Interest	80,000	7,000	5,000	3,000	40,000	500	0	55,500	0	0	0	0	0	135,500	5,000	300,000	440,500	358,000	82,500	
Reimbursements	65,590	0	0	0	0	0	0	0	0	0	0	0	0	65,590	0	0	65,590	105,000	(39,410)	
Pension Contributions	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,539,200	1,539,200	1,401,310	137,890	
Other Revenue	33,558	0	0	0	0	0	0	0	0	0	0	0	0	33,558	0	0	33,558	109,148	(75,590)	
Total Revenues	17,726,437	457,300	370,000	185,000	2,050,000	600,500	26,000	3,688,800	1,216,042	0	0	533,000	0	533,000	23,164,279	3,787,000	1,839,200	28,790,479	26,015,393	2,775,086
Expenditures																				
Current Operating Expenditures																				
General Government	3,931,262	0	0	0	37,000	0	26,000	63,000	0	0	0	0	0	0	3,994,262	0	0	3,994,262	3,257,977	736,285
Public Safety	8,859,036	0	0	250,757	0	0	0	250,757	0	0	0	0	0	0	9,109,793	0	0	9,109,793	9,237,441	(127,648)
Highway and Streets	1,069,892	76,640	0	0	0	0	0	76,640	0	0	0	0	0	0	1,146,532	0	0	1,146,532	1,156,615	(10,083)
Sanitation	1,061,589	0	0	0	0	0	0	0	0	0	0	0	0	1,061,589	0	0	1,061,589	1,011,038	50,551	
Culture and Recreation	2,165,579	0	0	0	0	0	0	0	0	0	0	0	0	2,165,579	0	0	2,165,579	2,152,323	13,256	
Economic Development and Assistance	560,000	0	0	0	102,500	602,000	0	704,500	0	0	0	0	0	1,264,500	0	0	1,264,500	1,413,724	(149,224)	
Water and Sewer	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,523,949	0	2,523,949	2,652,609	(128,660)	
Capital Outlay Expenditures	655,882	0	1,228,083	0	213,200	0	0	1,441,283	0	40,000	300,000	551,319	400,000	1,291,319	3,388,484	710,683	0	4,099,167	3,169,845	929,322
Debt Service Expenditures	0	0	0	0	328,460	0	0	328,460	1,335,836	0	0	0	0	0	1,664,296	380,156	0	2,044,452	1,904,077	140,375
Police Pensions	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,602,949	1,602,949	1,496,974	105,975	
Total Expenditures	18,303,240	76,640	1,228,083	250,757	681,160	602,000	26,000	2,864,640	1,335,836	40,000	300,000	551,319	400,000	1,291,319	23,795,035	3,614,788	1,602,949	29,012,772	27,452,623	1,560,149
Excess revenues over expenditures	(576,803)	380,660	(858,083)	(65,757)	1,368,840	(1,500)	0	824,160	(119,794)	(40,000)	(300,000)	(18,319)	(400,000)	(758,319)	(630,756)	172,212	236,251	(222,293)	(1,437,230)	1,214,937
Other Financing Sources and Uses																				
Transfers In	335,000	0	0	0	0	0	0	0	119,794	40,000	300,000	18,319	400,000	758,319	1,213,113	0	0	1,213,113	409,500	803,613
Transfers Out	(859,794)	0	0	0	(148,319)	(5,000)	0	(153,319)	0	0	0	0	0	0	(1,013,113)	(200,000)	0	(1,213,113)	(409,500)	(803,613)
Loan Proceeds	160,500	0	0	0	0	0	0	0	0	0	0	0	0	0	160,500	0	0	160,500	610,000	(449,500)
Total Other Financing Sources and Uses	(364,294)	0	0	0	(148,319)	(5,000)	0	(153,319)	119,794	40,000	300,000	18,319	400,000	758,319	360,500	(200,000)	0	160,500	610,000	(449,500)
Net change to fund equity	(941,097)	380,660	(858,083)	(65,757)	1,220,521	(6,500)	0	670,841	0	0	0	0	0	0	(270,256)	(27,788)	236,251	\$ (61,793)	(827,230)	765,437
Estimated Fund Balances May 1	9,069,241	2,330,341	973,692	140,800	6,738,522	326,000	0	10,509,355	0	0	0	0	0	0	19,578,596	8,548,656	15,486,500	43,613,752	44,440,982	(827,230)
Projected Fund Balances April 30	8,128,144	2,711,001	115,609	75,043	7,959,043	319,500	0	11,180,196	0	0	0	0	0	0	19,308,340	8,520,868	15,722,751	43,551,959	43,613,752	(61,793)

Summary of Transfers



Village of Lincolnwood
Schedule of Operating Transfers
Fiscal Year May 1, 2011 to April 30, 2012

Proposed Fiscal Year 2011-12:

Transfer To:

Transfer From	General Fund	Channel Runne Improvement Fund	ROW Com Bike Path Fund	Village Campus Imprv. Fund	Pratt Re-surfacing Fund	Debt Service Fund	Total
NEID TIF Fund	\$ 130,000				18,319		148,319
Touh/Lawndale TIF Fund	5,000						5,000
Water & Sewer Fund	200,000						200,000
General Fund		300,000	40,000	400,000		119,794	859,794
Total	\$ 335,000	300,000	40,000	400,000	18,319	119,794	\$ 1,213,113

Summary of Personnel Services Cost-All funds



Village of Lincolnwood, Illinois
 Personnel Services Worksheet
 Fiscal Year May 1, 2011-April 30, 2012
 Expected Payroll

Number	Fund / Department	2011-2012 Total Personnel Services	2010-2011 Total Personnel Services	Increase/ Decrease
101	General Fund Departments			
100	Village President and Board of Trustees	\$ 62,879	62,161	\$ 718
110	Village Clerk	8,852	8,852	0
200	Village Administrator	607,148	575,477	31,671
210	Finance Department	419,955	407,041	12,914
240	Community Development Department	389,219	370,543	18,676
300	Police Department	4,377,475	4,220,545	156,930
350	Fire Department	72,735	69,351	3,384
400	Public Works Department	310,494	299,001	11,493
410	Vehicle Maintenance Division	211,591	199,379	12,212
420	Building Maintenance Division	110,551	101,908	8,643
440	Street Maintenance Division	649,967	609,836	40,131
	Total General Fund Departments	\$ 7,220,866	6,924,094	296,772
205	Parks and Recreation Department			
430	Park Maintenance Division	\$ 419,831	414,593	5,238
500	Parks and Recreation Department	377,785	377,803	(18)
502	Youth/Tot	7,027	6,639	388
503	Adult Fitness	1,799	1,107	692
504	Special Events	2,213	2,213	0
505	Athletic	2,766	2,749	17
506	Teen	110	886	(776)
508	Park Patrol	62,683	60,858	1,825
520	Club Kid Program	35,673	42,268	(6,595)
530	Day Camp Program	171,059	185,864	(14,805)
540	Softball Program	0	0	0
560	Pool Program	275,832	261,094	14,738
561	Swim Lessons	17,261	17,261	0
562	Swim Team	15,430	15,430	0
563	Concessions	24,531	24,264	267
571	Community Center	7,746	7,746	0
570	Seniors Program	5,753	4,094	1,659
	Total Parks and Recreation Department	\$ 1,427,499	1,424,869	2,630
215	E911 Fund	\$ 166,757	156,656	10,101
660	Water and Sewer Fund	\$ 737,919	685,269	52,650
801	Police Pension Fund	\$ 1,496,974	1,390,999	105,975
	Total - All Funds	\$ 11,050,015	10,581,887	468,128

Staffing Schedule

Village of Lincolnwood
Staffing Schedule
Full-Time Equivalents

Staffing Schedule
Full Time Equivalents - Departmental Breakdown

Village Administrator's Office	FY 06/07	FY 07/08	FY 08/09	FY09/10	FY10/11	Budget FY11/12
Village Administrator	1.00	1.00	1.00	1.00	1.00	1.00
Assistant Village Administrator	1.00	1.00	1.00	1.00	1.00	1.00
Human Resources Manager	1.00	1.00	-	-	-	-
Assistant to the Village Administrator	-	-	1.00	1.00	1.00	1.00
Management Analyst	-	-	-	-	1.00	1.00
Administrative Secretary	-	-	1.00	1.00	-	-
Executive Secretary*	1.00	1.00	1.00	1.00	1.00	1.00
Clerk/Receptionist	1.00	1.00	-	-	-	-
Intern	0.50	0.50	0.50	0.50	-	-
Total - Village Administrator's Office	5.50	5.50	5.50	5.50	5.00	5.00

*Shares with Village President and Board

Finance Dept

Director	1.00	1.00	1.00	1.00	1.00	1.00
Deputy Finance Director	1.00	1.00	1.00	-	-	-
Accountant	-	-	-	1.00	1.00	1.00
Coordinator	-	-	1.00	1.00	1.00	1.00
Account Clerk II	1.00	1.00	-	-	-	-
Account Clerk	-	-	1.00	1.00	1.00	1.00
Clerk/Receptionist	2.00	2.00	1.00	1.00	1.00	1.00
Total - Finance Department	5.00	5.00	5.00	5.00	5.00	5.00

Comm/Econ Development Department

Director	1.00	1.00	1.00	-	-	-
Total - Economic Development Department	1.00	1.00	1.00	-	-	-

Community Development Department

Director	-	-	-	1.00	1.00	1.00
Building Commissioner	1.00	1.00	1.00	-	-	-
Development Manager	-	-	-	1.00	1.00	1.00
Building Inspector	2.00	2.00	2.00	2.00	-	-
Plumbing Inspector	0.25	0.25	0.25	0.25	-	-
Electrical Inspector	0.25	0.25	0.25	0.25	-	-
Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
Account Clerk	-	-	-	1.00	1.00	1.00
Clerk/Scheduler	1.00	1.00	1.00	-	-	-
Intern	0.50	0.50	0.50	-	-	0.50
Total - Community Development Department	8.00	8.00	8.00	6.50	4.00	4.50

Village of Lincolnwood
Staffing Schedule
Full-Time Equivalents

Police Department	FY 06/07	FY 07/08	FY 08/09	FY09/10	FY10/11	Budget FY11/12
Chief	1.00	1.00	1.00	1.00	1.00	1.00
Deputy Chief	1.00	1.00	1.00	1.00	1.00	1.00
Lieutenant	4.00	4.00	4.00	4.00	4.00	4.00
Sergeant	3.00	3.00	3.00	3.00	3.00	3.00
Patrol Officer	25.00	24.00	24.00	23.00	23.00	23.00
Executive Secretary	1.00	1.00	1.00	1.00	1.00	1.00
Information Technology Specialist	-	1.00	1.00	1.00	1.00	1.00
Communications Operator	7.50	7.50	7.50	7.50	7.50	7.50
PIMS Clerk	1.00	1.00	1.00	-	-	-
Records Clerk	-	-	-	1.00	1.00	1.00
Community Service Officer	2.00	2.00	1.50	1.50	1.50	1.50
Social Worker	0.50	0.50	0.50	0.50	0.50	0.50
Total - Police Department	46.00	46.00	45.50	44.50	44.50	44.50

Fire Department						
Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
Total - Fire Department	1.00	1.00	1.00	1.00	1.00	1.00

Public Works Department	FY 06/07	FY 07/08	FY 08/09	FY09/10	FY10/11	Budget FY11/12
Director	1.00	1.00	1.00	1.00	1.00	1.00
Assistant to the Public Works Director	-	-	-	-	-	1.00
Management Analyst	1.00	1.00	1.00	1.00	1.00	-
Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
Clerk/Receptionist	0.50	0.50	0.50	0.50	0.50	0.50
<i>Vehicle Maintenance Division:</i>						
Chief Mechanic	1.00	1.00	1.00	1.00	1.00	1.00
Equipment Operator	0.25	0.25	0.25	0.25	0.25	-
Laborer	1.00	1.00	1.00	1.00	1.00	1.25
<i>Building Maintenance Division:</i>						
Foreman	0.25	0.25	0.25	0.25	0.25	0.25
Equipment Operator	-	-	-	-	-	0.50
Laborer	1.25	1.25	1.25	1.25	1.25	1.00
<i>Street Maintenance Division:</i>						
Foreman	1.50	1.50	1.50	1.50	1.50	1.50
Supervisor	-	-	-	-	-	0.50
Equipment Operator	5.25	5.25	5.25	5.25	5.25	3.00
Laborer	2.50	2.50	2.50	1.50	1.50	1.75
<i>Water and Sewer Division:</i>						
Foreman	0.50	0.50	0.50	0.50	0.50	0.50
Supervisor	0.50	0.50	0.50	0.50	0.50	0.50
Water System Operator	2.00	2.00	2.00	2.00	2.00	2.00
Equipment Operator	1.50	1.50	1.50	1.50	1.50	2.00
Laborer	2.50	2.50	2.50	2.50	2.50	3.00
Total - Public Works Department	23.50	23.50	23.50	22.50	22.50	22.25

Village of Lincolnwood
 Staffing Schedule
 Full-Time Equivalents

Parks And Recreation Department	FY 06/07	FY 07/08	FY 08/09	FY09/10	FY10/11	Budget FY11/12
Director	1.00	1.00	1.00	1.00	1.00	1.00
Superintendents - Recreation, Facilities	-	-	-	2.00	2.00	2.00
Supervisor - Recreation	3.00	3.00	3.00	-	-	-
Communications Manager	-	-	-	1.00	1.00	-
Community Center Program Supervisor	-	-	-	-	-	1.00
Youth Program Coordinator	-	-	-	-	-	0.50
Community Outreach Coordinator	-	-	-	-	-	0.50
Recreation Coordinator	1.00	1.00	1.00	1.00	-	-
Clerk/Receptionist	1.50	1.50	1.50	1.50	1.50	1.00
<i>Maintenance Division:</i>						
Foreman	0.75	0.75	0.75	0.75	0.75	0.75
Equipment Operator	-	-	-	-	-	0.50
Laborer	4.25	4.25	4.25	4.25	4.25	3.00
Total - Parks and Recreation Department	11.50	11.50	11.50	11.50	10.50	10.25
Total - All Departments	100.50	100.50	100.00	96.50	92.50	92.50

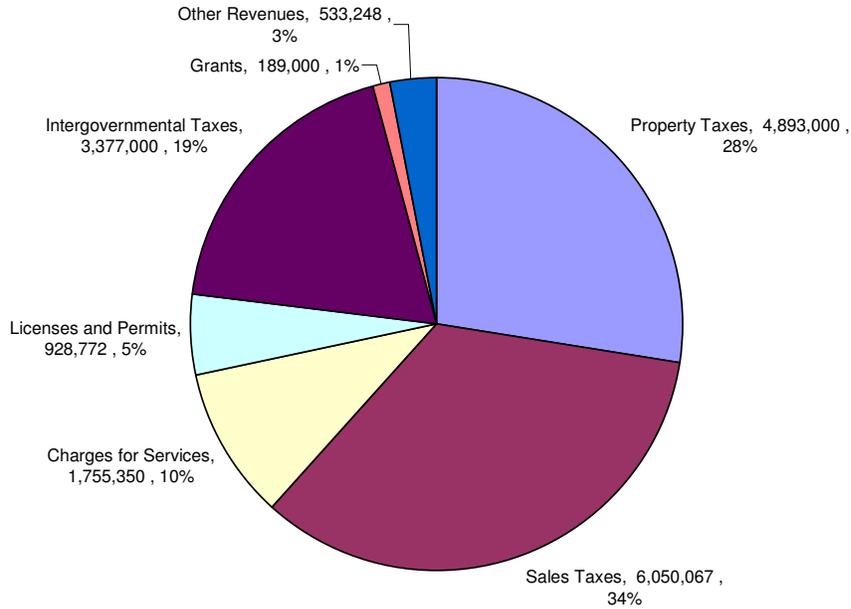
For Fiscal Year 2011/12, the Village froze two full-time positions and permanently reduced one full-time position.

Major Revenue Descriptions-All Funds

Fiscal 2012 Budget- Revenues

General Fund Revenues

FY2011/12 Budgeted General Fund Revenues - \$17,726,437



Revenue Overview

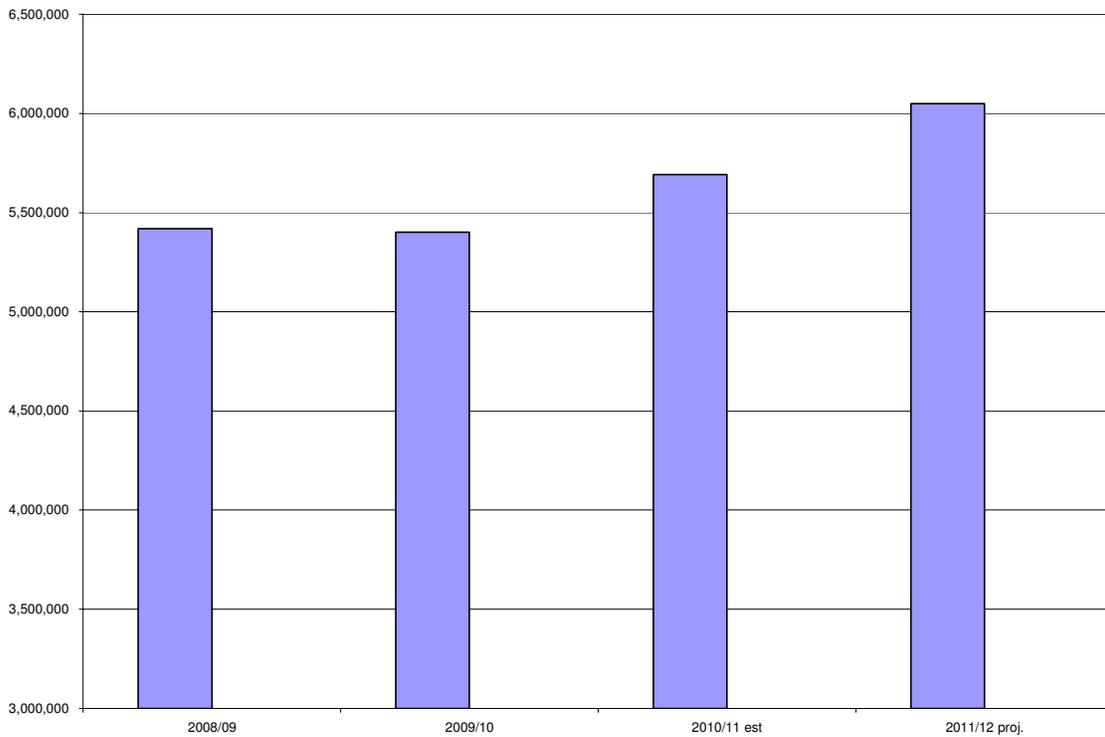
	FY2008/09 Actual	FY2009/10 Actual	FY2010/11 Projected	FY2011/12 Adopted
Property Taxes	4,713,822	5,144,071	4,850,000	4,893,000
Sales Taxes	5,418,853	5,401,629	5,692,288	6,050,067
Charges for Services	1,563,533	1,654,481	1,729,946	1,755,350
Licenses and Permits	983,497	922,356	924,955	928,772
Intergovernmental and other Taxes	3,535,349	3,240,982	3,277,000	3,377,000
Grants	151,220	80,817	45,000	189,000
Other Revenues	399,205	465,254	590,248	533,248
Total	16,765,479	16,909,590	17,109,437	17,726,437

Revenue Comments

The total General Fund revenue increased from \$16,611,543 to \$17,726,437, an increase of \$1,114,894 or 6.7% from last year’s budget. This increase is due to the recovery in sales tax the Village is experiencing. Sales taxes and building permit revenues along with intergovernmental taxes have all increased over the prior year’s budget due to the overall economic recovery in the U.S. economy.

Local Taxes

Sales Tax



The above chart shows the results of the economic recovery that has affected the amount of sales tax revenue the Village receives. Sales tax revenue has been estimated to increase \$870,000 from Fiscal 2011 budget. The Village largest source of sales tax revenue is derived from the various auto dealerships located in the Village boundaries. Sales of autos have increased as pent up demand from the 2007 recession has spurred a buying opportunity to consumers.

Revenue Comments

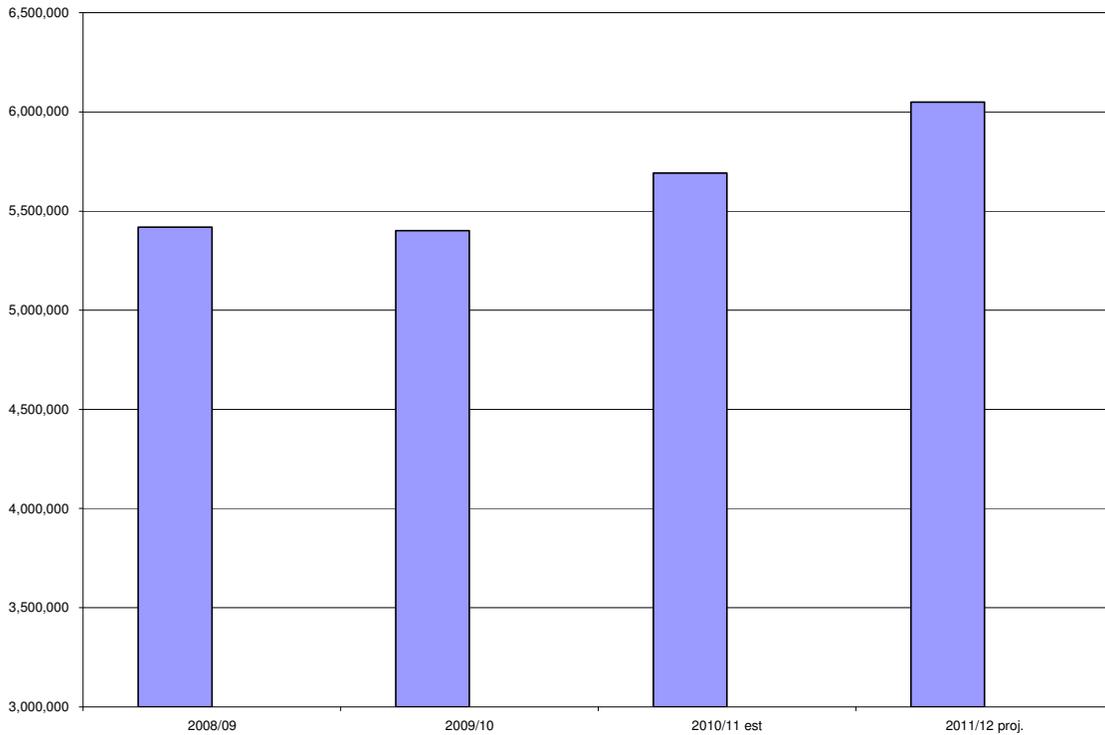
Sales tax is the largest revenue source in the General Fund. The Village receives 1% of all retail sales within its boundaries as provided by State Law. In addition, the home rule sales tax of 1% provides additional revenue on all retail sales, except food to be consumed off premise (grocery stores), prescription and non-prescription drugs and titled items (motor vehicles, etc.).

A portion of both the sales and home rule sales taxes have been earmarked for debt service payments. Both sales and home rule taxes are estimated to increase (14%) from Fiscal 2011 budget. The Fiscal 2012 estimate of sales tax receipts takes into account that growth over the next year will be continue on a slow but steady pace as the U.S. economy slowly emerges from the long protracted recession of the last few years.

1% regular share of retail sales	\$ 4,906,121	
1% home rule sales tax	<u>2,359,988</u>	
Total budgeted		\$ 7,266,109
Total transferred to debt service fund		<u>(1,216,042)</u>
Net sales taxes available to the General Fund		\$ 6,050,067

Revenue Comments

Property Taxes

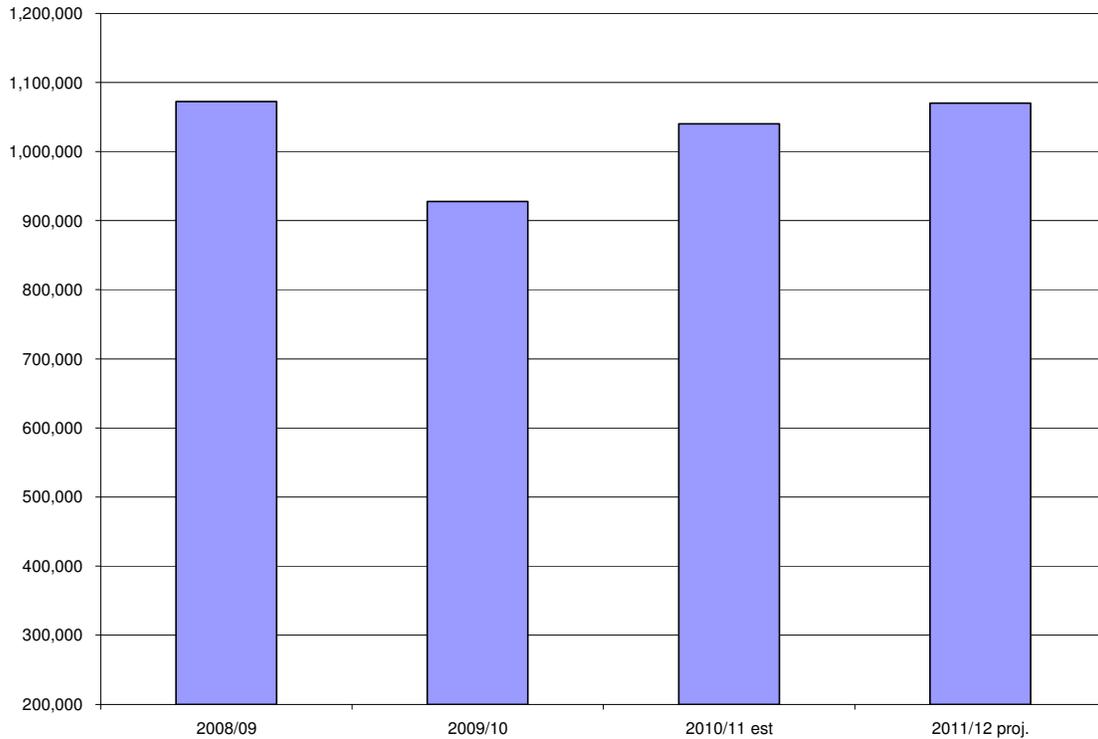


Property taxes are the next largest revenue source in the General Fund. Lincolnwood is a home rule municipality, and as such, has no limit on the amount it could levy for property taxes. The Village’s collection rate on its property tax levy has averaged 98% over the last five years. The Village Board has adhered to a policy whereby the increase in the property tax levy be tied to the cost of living increase for “taxed capped” communities. The Village’s levy represents approximately 10% of a property owner’s total property tax bill. The levy that corresponds to the Fiscal 2012 budget was levied prior to December 31, 2010 and contained a 2.7% increase.

Total budgeted \$4,893,000

Revenue Comments

Utility Taxes

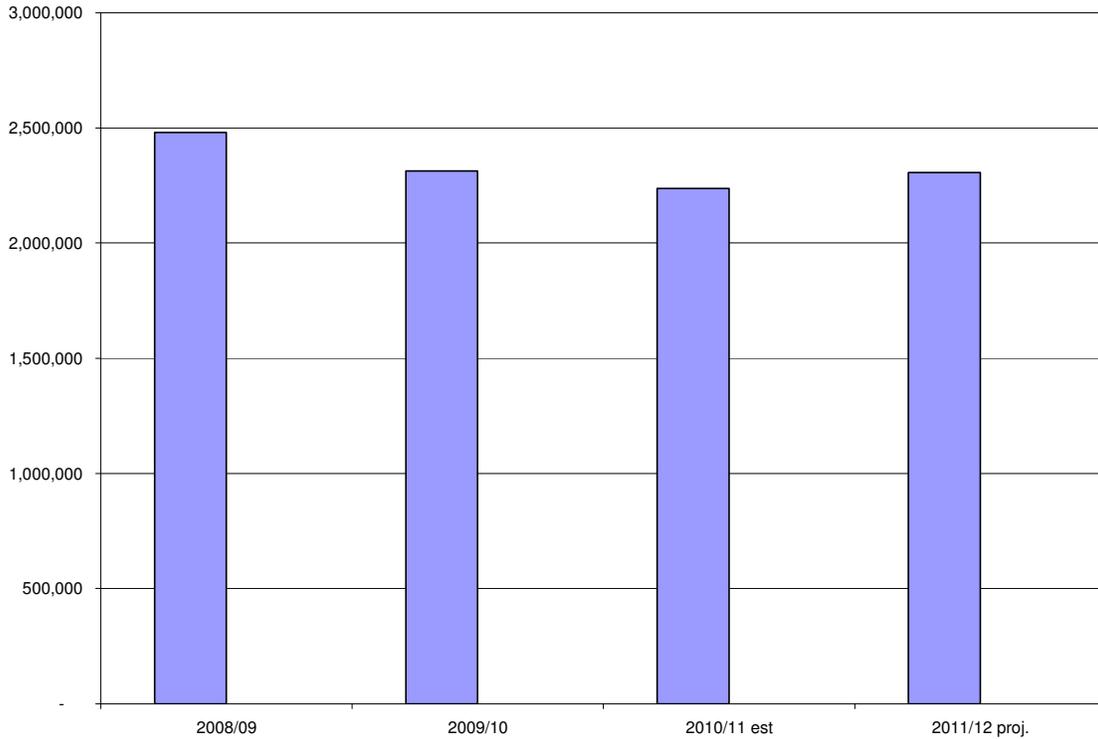


The Village collects a 5% tax on all electric and gas consumed by both commercial and residential users within the corporate limits. This revenue is weather dependent with the bulk of the income received during the winter months. Weather conditions may also be changing where both winters and summers may be milder. This will affect utility tax rates. Due to the complex utility industry, legislative changes, and changing weather conditions, accurately predicting this revenue source is difficult. The Fiscal 2012 budget reflects no change from last year's budget.

Electric Use	\$660,000	
Gas Utility Tax	<u>410,000</u>	
Total budgeted		\$1,070,000

Revenue Comments

Intergovernmental Taxes



The Village collects various taxes from the State of Illinois. The major item is the state income tax. Income taxes are distributed by the State on a per capita basis. This revenue source had increased in the last few years, but is projected to stabilize for Fiscal 2012 due to recovery in the economy. Revenues from income taxes are expected to increase about 4% in the Fiscal 2012 budget.

The second largest item in this category is the telecommunication tax. There is a 6% tax on local, intra-state and interstate telecommunication services which either originate or are received within the corporate limits of the Village. The revenue from this tax has decreased over the last years and we have projected the amount to remain flat for Fiscal 2012.

The Use tax applies to the privilege of using tangible personal property purchased at retail from a retailer outside of the state of Illinois. Revenue has not fluctuated much in the prior two years. With the increase in spending as the U.S. economic recovers, we estimate that this tax will increase by 4% in Fiscal 2012.

Revenue Comments

Many years ago, there was a personal property tax in Illinois. This tax was abolished for individuals by the 1970 Illinois Constitution and phased out for corporations in 1979. The personal property replacement tax “replaced” the original tax. This tax has fluctuated over the last few years. The budgeted amounts for Fiscal 2012 contain an aggregate increase of 4% which will account for the slow economic recovery that is now progressing in the U.S. economy.

Below is a break-down of revenue from the State on a per capita basis:

State income tax	\$940,000	
Telecommunication tax	660,000	
Local use tax	140,000	
Personal property replacement tax	130,000	
Other	<u>37,000</u>	
Total budgeted		<u>\$1,907,000</u>

The Village enacted a food and beverage tax for the Fiscal 2009. This tax of 1% is assessed on all businesses which prepare food and alcohol on their premise. This amount has been budgeted to remain flat in Fiscal 2012.

Total budgeted	\$ 400,000
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Total budgeted utility and intergovernmental taxes	\$3,377,000
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Licenses and Permits

The Village collects various fees for the following:

The Village collects a fee for registration of all motor vehicles within its boundaries and the charge for most vehicles is \$40.

The Village collects licensing fees from any establishment selling alcoholic beverages within the Village limits. This is based on the issuance of approximately 21 liquor licenses and revenue has remained the same amount for the prior two years.

The Village collects licensing fees for various business registrations within its boundaries. In addition, the Village requires contractors performing work at private locations to obtain licenses. Business licenses are issued annually and are valid from May 1 through April 30.

Revenue Comments

The Village collects various fees for construction or rehabilitation of commercial and residential units throughout the Village. This revenue source is subject to the amount of building activity that occurs in the Village and is estimated to increase by a small amount for the Fiscal 2012 budget as the recession has started to ease and new business development should reappear.

The Village collects a fee for the operation and maintenance of its cable system. The Village has on cable provider (Comcast of Illinois). The budget consists of four quarterly installments from Comcast of Illinois. Below is a breakdown by category of these fees:

Motor Vehicles	\$351,450	
Liquor Licenses	31,760	
Business Licenses	123,456	
Permits	298,106	
Franchise fees-cable services	<u>124,000</u>	
Total budgeted		\$ 928,772

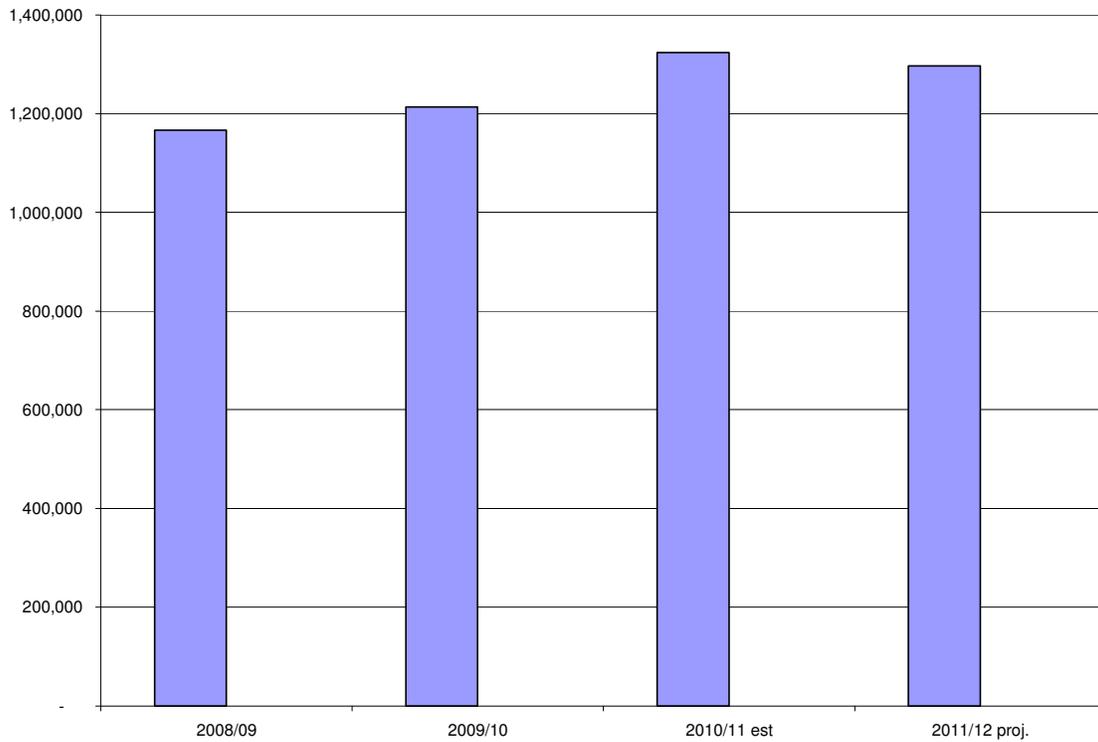
Charges for Services

The Village collects fees for various services that are provided such as burglar alarm servicing, sidewalk and tree replacement, property damage charges, and ambulance use. The major item is the ambulance user fee which is budgeted on a cash basis, rather than an accrual basis. The fee for the current budget includes resident invoicing and acceptance of insurance assignment as payment for resident ambulance user fees. The other fees listed have been very consistent with prior years and budgets remain the same as the previous year. Below is a breakdown by category of these charges:

Ambulance fees	\$350,000	
Alarm service fees	28,000	
Filing and variance	12,000	
Tree replacement	2,000	
Other	<u>66,500</u>	
Total budgeted		\$458,500

Revenue Comments

Park and Recreation Program Fees



The Village charges fees for various programs for individuals of all ages in the areas of sports, trips, after school, camps, teens, adults, seniors, swimming, concerts and special events. Camp fee revenues are budgeted with no increase from prior year costs. Pool fees have increased between 2-5% depending on resident status. Revenues for Fiscal 2012 are budgeted to reflect more normal summer weather conditions. Below is a breakdown by category of these charges:

Camps	\$379,510	
Pool and concessions	654,590	
Community Center Rental	27,550	
Seniors	34,900	
Other	<u>200,300</u>	
Total budgeted		\$1,296,850

Revenue Comments

Fines and Forfeitures

The Village collects fines for traffic and other violations processed through the County Clerk’s Office or parking and other fines collected in-house. These fees have not fluctuated much in prior years. Below is a breakdown by category by of these revenues:

Red light camera fines	\$60,000	
Circuit court fines	65,000	
Parking fines	93,000	
False alarm fines	18,000	
Other	<u>26,600</u>	
Total budgeted		\$ 262,600

Grants

The Village receives many grants throughout the year from various organizations. These grants are used for the payment of services provided by the Village and are as follows:

State Grants

Assistance for Firefighter’s Grant	\$ 134,000	
Traffic grants	<u>55,000</u>	
Total budgeted		\$ 189,000

Other Revenue

The Village receives other revenue not covered elsewhere. The major item is interest income which is earned from mainly collateralized Certificates of Deposits. Additionally, the Village earns interest on money held in checking accounts and the Illinois Funds Money Market Fund and the Illinois Metropolitan Investment Fund, which is an U.S. Treasury mutual fund intended for intermediate funds. This estimate is based on the assumption that interest rates will continue to rise modestly. Other revenue is as follows:

Rent	\$ 91,500	
Interest	80,000	
Reimbursements	65,590	
Miscellaneous	<u>33,558</u>	
Total budgeted		<u>\$ 270,648</u>

Total revenues from general fund for Fiscal 2012 budget - \$17,726,437.

Revenue Comments

Special Revenue Funds

Revenue Comments

	FY2008/09 Actual	FY2009/10 Actual	FY2010/11 Projected	FY2011/12 Adopted
Local Taxes	2,648,875	2,648,875	2,900,000	3,001,000
Intergovernmental Taxes	498,661	498,661	490,000	492,000
Grant	-	-	-	140,300
Interest	181,849	181,849	83,100	55,500
Total	3329,385	3,329,385	3,473,100	3,688,800

The following are the major revenue sources budgeted for Fiscal 2012 for the six special revenue funds of the Village.

Motor Fuel Tax Fund:

Projected motor fuel tax allotment from the State of Illinois. Allotments are based on the municipal share of state-wide gasoline sales. The monies are distributed on a per-capita basis. Amounts are based on IML projections. For Fiscal 2012, the Village estimates a per-capita amount of \$24 for a total of \$310,000. This revenue source has been very consistent over the prior years. The Village was awarded a grant totaling \$140,300 to plant trees along IDOT streets. The Village also estimates \$7,000 will be earned on the investments of the fund for Fiscal 2012.

Transportation Improvement Fund

The Village instituted a gas tax in July 2005. This revenue will be used to improve the transportation systems in the Village. The tax is currently set at 2 cents per gallon. For Fiscal 2012, the Village estimates revenues will remain flat as problems in other Countries have affected the current price of oil which has a direct impact on the transportation habits of auto drivers. The Village estimates \$365,000 will be received from the gas tax and \$5,000 will be earned on the fund’s investments for Fiscal 2012.

E- 911 Fund

E 911 Surcharge Fees of \$1.00 per month per line are assessed on telephone lines within the Village boundaries. Wireless fees provide for the utilization of 911 emergency responses for cellular phone users. The fee is also \$.75 per line. This amount has grown as the popularity of the cell phone still continues to be high.

Revenue Comments

For Fiscal 2012, the Village estimates revenue of \$182,000. The Village also estimates \$3,000 will be earned on the investments of the fund for Fiscal 2012.

NEID TIF Fund, Touhy/ Lawndale TIF Fund and Lincoln/Touhy TIF

Property tax revenue for all three TIF districts is estimated based on the EAV of the property in the TIF districts as established by the County Clerk’s office. This projection is based upon the amount collected during the 2009 and 2010 fiscal years. For Fiscal 2012, the Village estimates \$2,010,000 and \$600,000 of property tax revenues for the NEID TIF and Touhy Lawndale TIF Funds, respectively. Since this is the first year of the Lincoln/Touhy TIF, it is estimated that only a minimal increment of \$26,000 will be received. The Village also estimates \$40,000 of income will be earned on the NEID TIF Fund investments for Fiscal 2012.

Total revenue from all special revenue funds for Fiscal 2012 budget - \$3,688,800.

Bond Debt Service Fund Revenues

The Village services the principal and interest payments on the various GOA bonds as listed in the Bond Debt Service Fund. The Village allocates both sales and home rule sales taxes to fund both principal and interest payments.

Total revenue bond debt service fund for Fiscal 2012 budget - \$1,216,042.

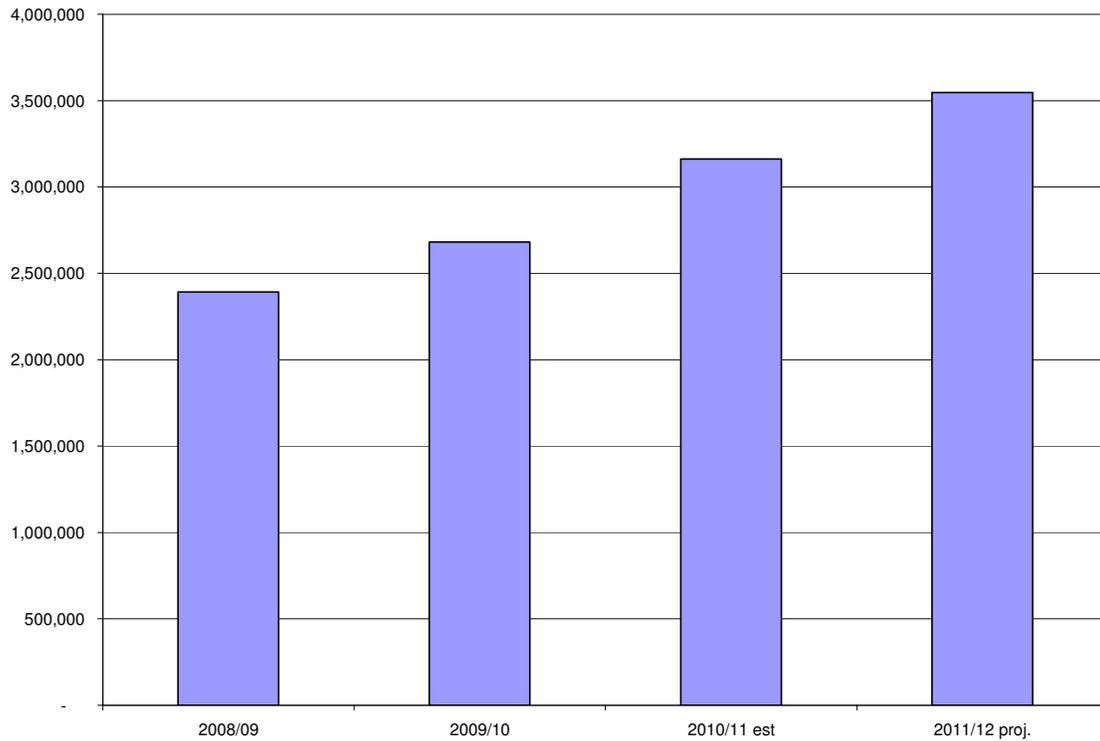
Capital Project Funds Revenues

The Village Budgeted \$533,000 for Fiscal 2012 for grant revenue for the re-surfacing of a portion of Pratt Avenue. The grant will cover the majority of the costs of the project.

Total revenue from all capital project funds for Fiscal 2012 budget - \$533,000.

Revenue Comments

Water and Sewer Fund Revenues (Enterprise Fund)



The following are the major revenue sources budgeted for Fiscal 2012 for the Water and Sewer Fund.

	FY2008/09	FY2009/10	FY2010/11	FY2011/12
	Actual	Actual	Projected	Adopted
Water Charges	2,602,234	2,662,787	3,159,794	3,542,000
Interest	32,207	18,216	2,000	5,000
Loan Proceeds	2,329,348	797,197	527,940	-
Grant	-	-	-	240,000
Total	4,963,789	3,478,200	3,689,734	3,787,000

Revenue Comments

The Village produces water for 4200 customers who include both residents and businesses. The amount of rainfall during the summer months can impact the amount of water sales by as much as 10% of annual sales. The Village's water provider did not increase the cost of water purchases to the Village for next year's budget. An estimated increase of approximately \$500,000 is factored into the Fiscal 2012 total budgeted water charges amounting to \$3,542,000. This increase is mainly due to a new sewer charge of \$1 dollar per unit of water instituted in Fiscal 2011. The Village estimates \$5,000 will be earned on the investments of the fund for Fiscal 2012. The Village also received a grant for \$240,000 for repairs to the water and sewer system.

Total revenue for the Water and Sewer Fund for Fiscal 2012 budget - \$3,787,000.

Police Pension Fund Revenues

The Police Pension Fund provides monthly payments for retired and disabled police officers and widows.

This year's pension outlay reflects the funding requirement as determined by the Illinois Department of Insurance actuarial study. Also, current officers contribute 9.91% of their base salary to the Fund. Total contributions from both the Village and employee contributions total \$1,539,200 for the Fiscal 2012 budget year. The fund also budgeted \$300,000 in investment income from the police pension investment portfolio.

Total revenue for the Police Pension Fund for Fiscal 2012 budget - \$1,839,200.

Total Revenue - All Funds Fiscal 2012 budget - \$28,790,479

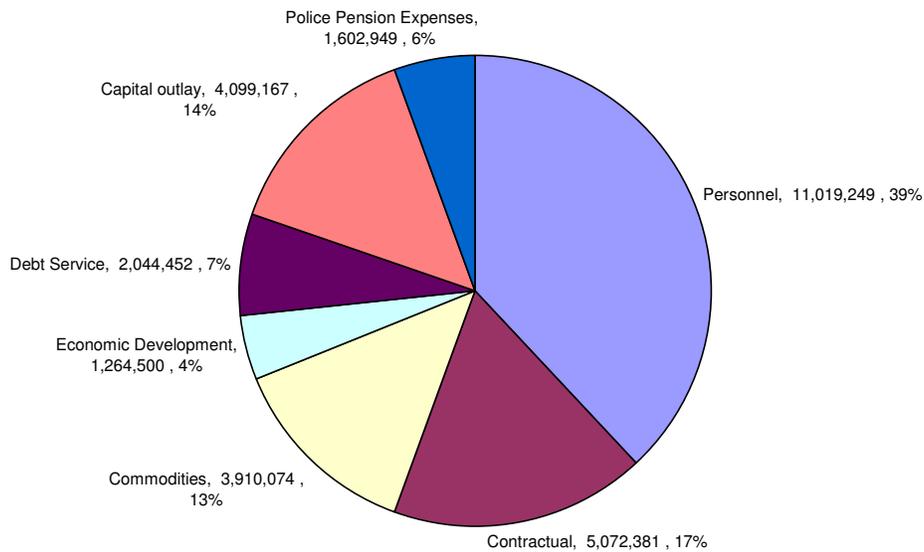
Expenditure Analysis and Overview

Analysis of Expenditures

There are seven major classifications of expenses: Personnel Services, Contractual Services, Commodities, Economic Development and Assistance, Debt Service, Capital Outlay, and Police Pension. Each category represents a different percentage of total expenses

Expenditures by Type

FY2011/12 Budgeted Expenditures



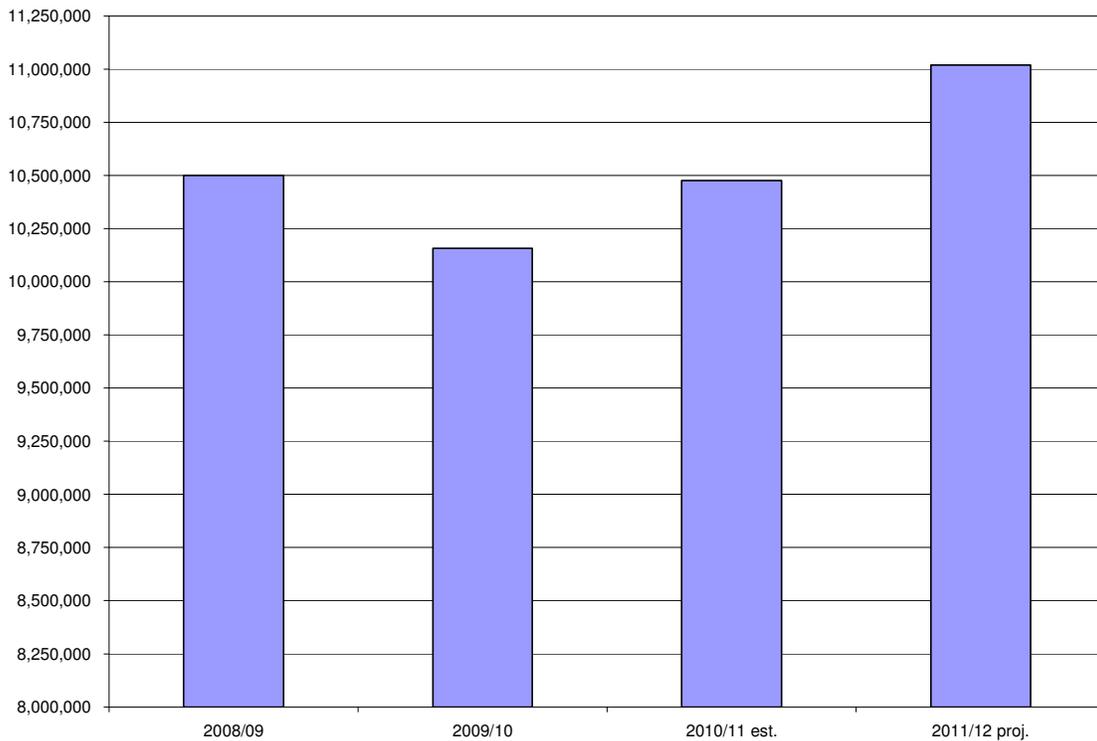
Figures are shown at the budgeted amounts.

Expenditures by Classification

	FY2008/09 Actual	FY2009/10 Actual	FY2010/11 Projected	FY2011/12 Adopted
Personnel	10,499,806	10,156,497	10,475,679	11,019,249
Contractual	4,678,221	4,829,527	5,056,780	5,072,381
Commodities	3,200,187	3,311,229	3,781,646	3,910,074
Economic Development	1,627,952	1,350,358	1,162,000	1,264,500
Debt Service	2,327,970	1,538,389	1,879,529	2,044,452
Capital outlay	3,543,292	1,907,825	3,954,809	4,099,167
Pension Expenses	1,245,629	1,465,127	1,496,974	1,602,949
Total	27,123,057	24,558,952	27,807,417	29,012,772

The total expenditure budget for the Village of Lincolnwood for the fiscal year beginning May 1, 2011 and ending April, 30, 2012 is \$29,012,772. Total expenditures have increased \$1,560,149 (5.7 %) from the prior's year budget. The majority of the increase is due to capital expenditures projects that were deferred in prior years. The following narratives explain the major expenditure classifications. A detailed analysis by each fund is provided following the narratives.

Personnel Services



Personnel costs consists of wages, medical, dental, life and workers compensation, pensions, and other benefits for the Village's work force. We have projected a 4.8% increase in personnel costs for Fiscal 2012. The majority of the increase was due to the amounts projected to fund the various pension plans of the Village.

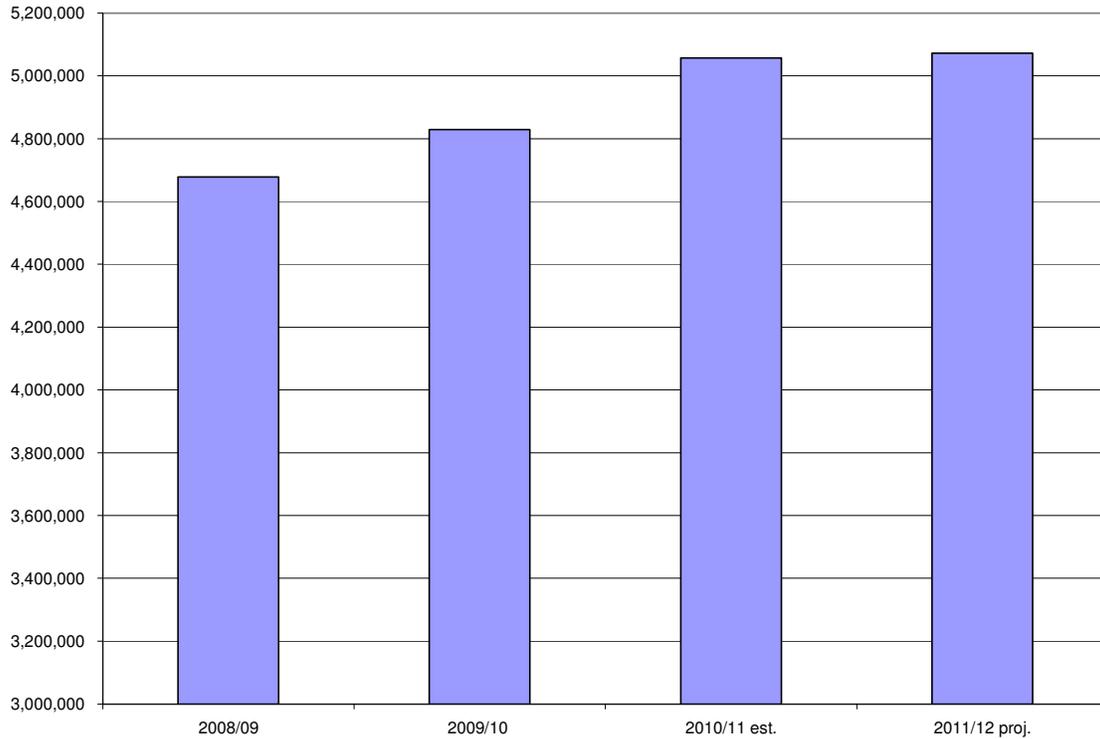
Non-union employees are on a merit based pay plan. There was a 2% cost of living increase budgeted in Fiscal 2012 for non-union employees. The Village has contracts with three collective bargaining groups. The contract with the Fraternal Order of Police (FOP) is in effect from May 1, 2008 through April 30, 2011. The contract with the communication workers with the FOP is in effect from May 1, 2010 through April 30, 2013. The contract with the International Brotherhood Teamsters Local 714 is in effect from May 1, 2009 through April 30, 2012.

The Village contributes to two pension plans for Village employees. The employer contribution rate to the Illinois Municipal Retirement Fund increased from 8.97% to 9.87%. This rate is determined on a calendar basis and amounts to \$382,051 for the Fiscal 2012 budget. This amount is allocated to each department based on employee eligibility. The police pension contribution rate increased 13% from the previous year. The contribution to the police pension fund is actuarially determined and the Village funds 100% of the required contribution. This amount totals \$1,282,289 for Fiscal 2012 and is included in the police budget.

The insurance line in the budget shows the cost of employee medical, dental and life insurance. The Village provides the employees two choices for medical coverage: a preferred provider option (PPO) or a health maintenance organization (HMO). PPO costs did not increase from the prior year and HMO costs are expected to increase 9%. Exact increases are subject to change. The Village is a member of an insurance cooperative and rates are based on actual claims experience of the cooperative. Dental costs and life insurance costs have increased 4% from the prior year. Total insurance costs amount to \$1,029,208 for Fiscal 2012 and are allocated to each department based on employee eligibility.

Workers compensation costs have remained flat from the previous year. The Village is a member of group of municipalities and special districts in Northeastern Illinois which have formed an association to pool its risk management. Total insurance costs amount to \$216,981 for Fiscal 2012 and are allocated to each department based on total wages.

Contractual Services



Contractual services consist of services of outside private and public agencies, contributions to community organizations, and liability insurance. Contractual services are second to personal services as a percentage of total operating expenses in the General Fund. The Village has projected a very minimal increase in contractual services from the previous year.

The largest portion of the contractual budget is for fire protection for the Village. The Village contracts with Paramedic Services of Illinois to provide both fire and paramedic services. The contract is for a three year period. The amount budgeted for Fiscal 2012 is \$2,505,101 which represents a 1.4% increase over the prior budget and is included in the Fire/Paramedics Departments’ budget.

Liability and property insurance are recorded in the contractual services section of the Finance Department’ budget. The Village is a member of IRMA, which is an organization of municipalities which have formed together to pool its risk management. The deductible on the policy is \$10,000 per occurrence. The Village has budgeted \$270,000 for liability and property insurance for Fiscal 2012.

The Village contracts for inspection and planning services for our Community Development Department. The cost of \$210,000 is included in their budget for these services for Fiscal 2012.

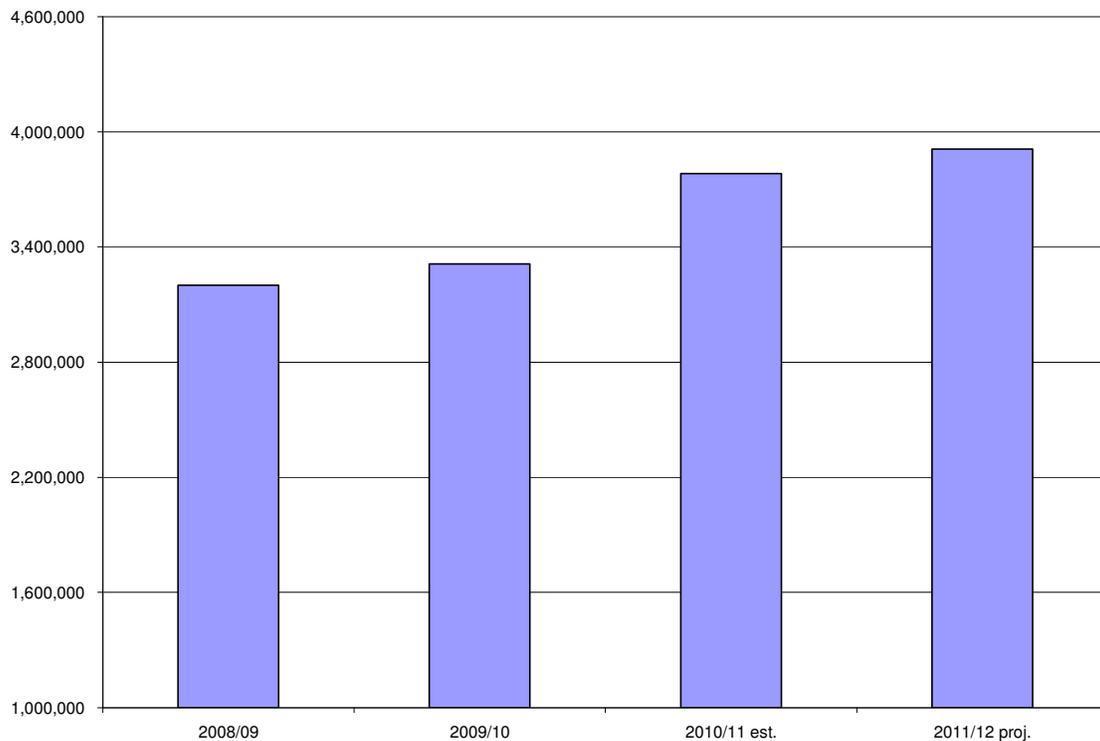
The Village also contracts for legal, engineering, and information technology services. These contracts are renewed annually and total \$503,551 in the Fiscal 2012 budget. The Village is a member of a consortium where members share costs for Geographic Information Services (GIS) consulting. The Village plans to spend \$29,334 as payment to the GIS consultant.

The Village contracts for refuse and recycling. The contract is for a seven year period and expires in Fiscal 2013. The amount budgeted for Fiscal 2012 is \$1,061,589 which represents a 3% increase over the prior year. This amount is included in the Public Works Streets and Maintenance Department.

Public Works has contracted with a company at a cost of \$40,000 to assist the department in tree replacement. This budget also includes \$38,800 for repairing Village streetlights.

The Water and Sewer Fund has budgeted \$150,000 for phase two of a stormwater management study.

Commodities



Commodities consist of minor equipment items, supplies and materials, and utilities. We have projected a 3% increase in commodity spending from the previous year for the Fiscal 2012 budget.

The Police Department has budgeted \$39,600 for various dues and memberships in organizations which will help them to improve public safety. \$13,450 will be spent on training our officers. Also, \$31,540 has been budgeted for program supplies that include body armor and protective gear and liquor license inspections. The Village will also continue the Red Light Camera Monitoring System. The cost of leasing the system is \$60,000.

The Fire Department will spend \$125,000 for the dispatching of Fire and EMS related calls. Also, \$10,480 will be budgeted for dues and training for firefighting.

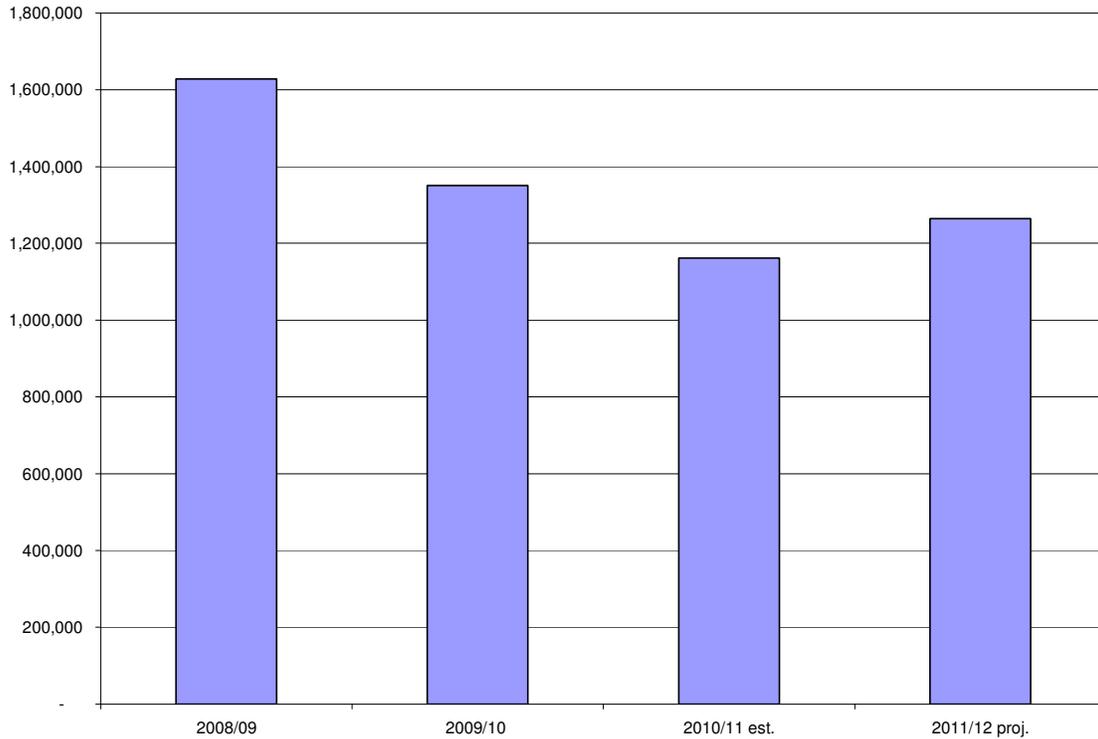
Public Works will spend \$94,900 for upkeep of our Village buildings. This amount includes overhead door maintenance for our fire houses doors and upkeep of the heating and cooling systems. The Village spends at least \$125,000 per year for electricity for streetlights. The Village expects electric rates to remain flat for Fiscal 2012. This will affect the costs of operating streetlights, sewer maintenance, the water supply system, and other village resources. We plan to spend \$70,000 on snow removal supplies as the cost of street salt has increased due to supply shortages. The Village plans to increase spending by approximately \$25,220 on replacement parts to extend the useful lives of Village vehicles and machinery.

The Information and Technology Division will spend \$39,400 as part of the ongoing computer replacement program.

The Parks and Recreation department will spend \$128,000 for the Village's share to be a member of MNASR. This agency provides programs for handicapped residents of the Village.

The Water and Sewer Fund has budgeted \$1,255,000 for water purchases from the City of Chicago. This amount is difficult to estimate based on changing weather patterns that have experienced over the last years. There is no increase budgeted in the rate that the Village pays to the City of Chicago for water in Fiscal 2012.

Economic Development and Assistance

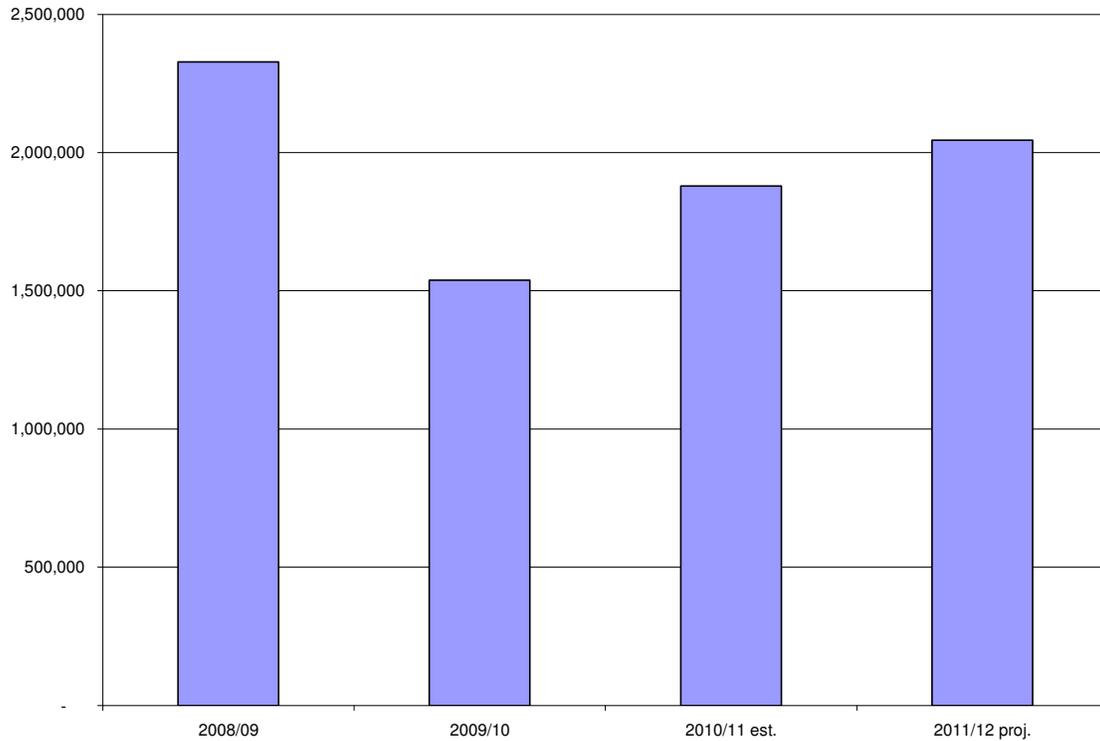


The Village has revenue sharing agreements in place with various businesses in our community. Most of the agreements are to assist with the building or expansion of the businesses' facilities in the Village. These amounts total \$560,000 in the Fiscal 2012 budget and are included in the Community Development department. This is the same amount budgeted in the prior year.

The Village budgets \$102,500 for businesses to improve their building's exteriors or other property enhancements that will improve the appearance of a business district. This amount is reflected in the NEID TIF Fund.

The Village also has an agreement with Lowes. Pursuant to the development agreement executed with them, the tax increment revenue generated from the property within the boundaries of the Touhy-Lawndale TIF will be rebated to them. This amount is estimated at \$602,000 for the Fiscal 2012 budget year.

Debt Service

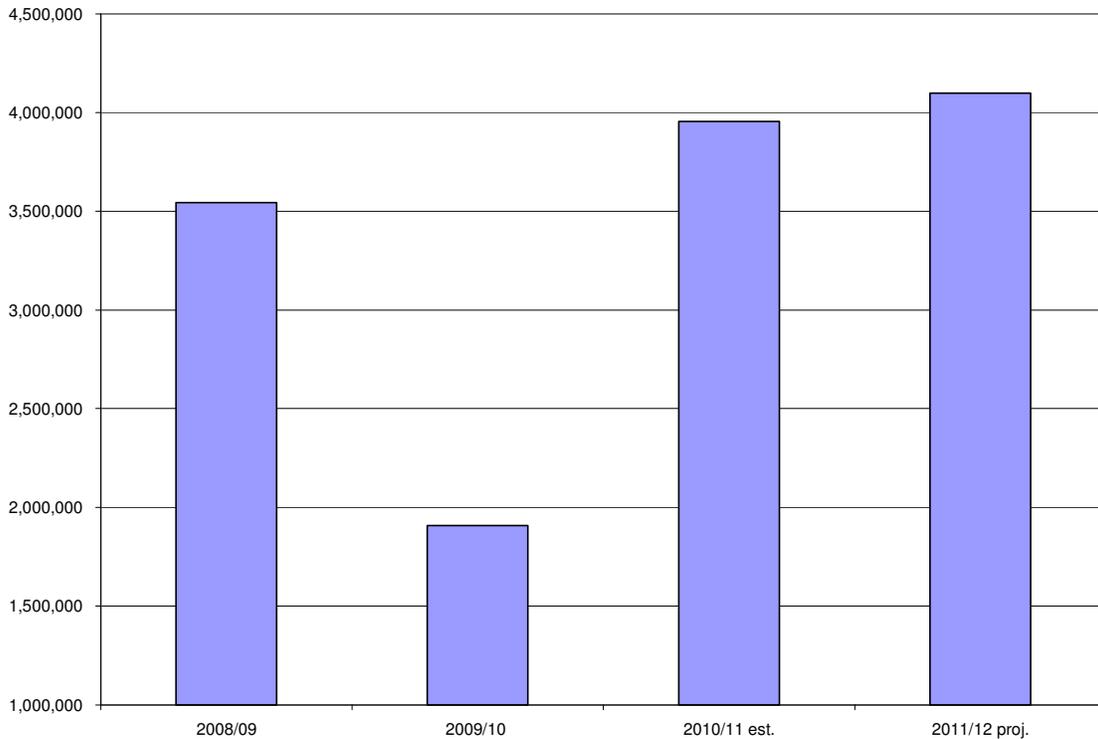


This category accounts for all multi-year principal and interest obligations of the Village. A majority of the debt is from General Obligation Bonds (GOB) issued in 2002 and a refunding issue in 2004. Total amount budgeted for Fiscal 2012 principal and interest payments are \$1,576,602.

The Village also received loans from the Illinois Finance Authority and Oshkosh Capital to finance the purchase of a fire truck. Principal and interest payments totaling \$87,694 are budgeted for repayment in Fiscal 2012.

The Water and Sewer Fund received a loan from the Illinois Environmental Protection Agency (IEPA) in Fiscal 2010. \$380,156 has been budgeted as a repayment of interest and principal for this loan in Fiscal 2012.

Capital Improvements Projects and Operating Impacts



Capital improvements are projects with expenditures of \$10,000 or more. Capital projects consist of a year-to-year ongoing infrastructure replacement program and one-time programs.

For Fiscal 2012 the Village has continued with major programs to replace aging infrastructure. The Village is continuing the street light replacement program which should take five years to complete. \$1,178,083 is budgeted in the Transportation Improvement Fund to replace the street lights on Pratt Avenue. Minimal additional operating costs are expected to be incurred due to the street light replacement projects. The Village is expected to save approximately \$10,000 per year on streetlight maintenance once the project is completed.

The Village has budgeted \$300,000 for Phase II in the Channel Runne Project Fund. The improvements will include a new parking lot, an outdoor area for an amphitheatre, a wheelchair accessible path to the base of the amphitheatre, and a disc golf course. The total cost of the project will be approximately \$760,000 with 50% of the cost funded through a grant. This project should be completed in two years.

The Village has budgeted \$40,000 for Fiscal 2012 for engineering expenses in conjunction with the construction of a bike path on the Commonwealth Edison right-of-way. This project will also be funded with a grant that reimburses the Village for 80% of the total cost of the bike path. The bike path should be completed in Fiscal 2013. When the project is completed, additional maintenance costs of approximately \$7,000 are expected to be incurred on an annual basis.

The Village has received a State grant to resurface a portion of Pratt Avenue. The cost of the program is \$551,319 and the grant proceeds are \$533,000. The Village should save approximately \$1,000 and pothole patching costs for the next five years.

The Village will install lighting on field #2 in Proesel Park. The field will then be able to accommodate night baseball and additional softball leagues. The total cost budgeted in Fiscal 2012 is \$160,500 for this project. The Village will expect to receive additional revenue from the rental of the field for softball and other night leagues which will amount to approximately \$8-9,000 per year.

Finally, the Village has budgeted \$400,000 in Fiscal 2012 to replace the HVAC in the Police and Fire building and the Village Promenade. The current HVAC system is in need of constant repair and the Promenade is becoming a safety issue as the sidewalks are deteriorating. The Village expects to save \$30,000 annually in maintenance costs for parts and labor that were needed to operate the original HVAC system.

The Village has also budgeted \$520,000 in the Water and Sewer Fund for sewer repairs.

The following is a table which projects the future operating budget impact on the above mentioned projects:

Project	FY2012	FY2013	FY2014	FY2015
Street lighting	-	\$5,000	\$5,000	\$5,000
Channel Runne	-	\$6,000	\$6,000	\$6,000
Comm. Bike Path	-	-	\$7,000	\$7,000
Pratt Ave	(\$1,000)	(\$1,000)	(\$1,000)	(\$1,000)
Field lighting	(\$1,500)	(\$8,650)	(\$8,910)	(\$9,177)
Campus Improvements	-	(\$30,000)	(\$30,000)	(\$30,000)
Total Net Budget Savings	(\$2,500)	(\$28,650)	(\$21,900)	(22,177)

Each capital project is explained in detail in the capital improvement program section of this document.

Police Pension

The Police Pension Fund accounts for payments of pensions to the retired or disabled police personnel and their families. These amounts are estimated at \$1,496,974 for the Fiscal 2012 budget. The other significant expense is investment management fees totaling \$50,000 paid to consultants to manage the investments of the Police Pension Fund.

General Fund

Village President and Board of Trustees

Department/Activity Description

The President of the Village of Lincolnwood serves as the Chief Executive Officer and is the presiding officer of meetings of the Board of Trustees. The Board of Trustees serves as a legislative body for the Village of Lincolnwood. The Village President and the Board of Trustees are the Corporate Authorities and are the policy makers for the Village's corporate organization.

2011-2012 Operating Budget

Budget Analysis

President and Village Board

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2009 Actual	2010 Actual	2011 Adopted	2011 Projected	Description	2012 Adopted
42,242	41,867	42,000	42,000	Salary - elected/appntd	42,000
10,456	11,147	11,710	11,710	Wages - full time hourly	12,069
3,211	3,245	3,330	3,330	Employer FICA	3,352
751	759	779	779	Employer Medicare	784
2,453	2,550	2,844	2,844	Employer IMRF	3,165
40	35	37	37	Insurance - group life & AD&D	37
1,198	1,074	1,010	1,010	Insurance - group medical	1,010
108	91	100	100	Insurance - group dental	100
371	336	351	351	Insurance - workers compensati	362
60,830	61,105	62,161	62,161	Personnel Services	62,879
6,742	1,462	5,800	5,800	Purchased program services	5,800
2,000	4,050	-	-	Consulting	1,500
350	4,500	4,500	4,600	Other professional services	4,500
9,092	10,012	10,300	10,400	Contractual Services	11,800
525	-	100	-	Advertising	50
8,973	9,567	10,000	10,000	Intergovernmental fees & dues	10,000
392	1,117	1,000	750	Printing & copying services	1,000
17,912	11,677	14,500	14,500	Village Newsletter	14,500
2,294	95	9,000	7,000	Other contractual	6,000
24	32	25	32	Books & publications	25
500	335	500	100	Office supplies	500
1,550	2,990	4,000	3,000	Other materials & supplies	3,000
32,170	25,813	39,125	35,382	Commodities	35,075
330	500	600	500	Conference & meeting registrat	600
307	814	400	250	Local mileage, parking & tolls	400
369	1,200	500	-	Lodging	500
6,470	6,757	6,500	6,500	Meals	6,500
-	-	150		Purchased Transportation	100
7,476	9,272	8,150	7,250	Meetings and Travel	8,100
109,568	106,202	119,736	115,193	Totals	117,854

Budget Highlights

Personnel Services

No increase in Personnel

**Village of Lincolnwood
2011/2012 Budget
President and Board of Trustees**

Performance Measures

	Actual 2008/2009	Actual 2009/2010	Estimated 2010/2011	Projected 2011/2012
Meetings Held				
Committee of the Whole	20	20	20	20
Regular Business	22	21	22	22
Executive Session	14	15	18	16
Total Meetings Held	<u>56</u>	<u>56</u>	<u>60</u>	<u>58</u>
Village Board Actions				
Resolutions	75	67	70	70
Ordinances	43	46	60	65
Total Board Actions	<u>118</u>	<u>113</u>	<u>130</u>	<u>135</u>

Village Clerk

Department/Activity Description

The Village Clerk is responsible for safekeeping, filing, distribution and publication of all legal documents, such as minutes of Board of Trustees meetings, ordinances, resolutions, proclamations and agreements. The Village Clerk is also responsible for attesting to the Village President's signature on documents and the custodian of the Village seal and vault, swearing-in elected and appointed officials. The Village Clerk certifies Village documents, maintains, updates and distributes the Lincolnwood Code of Ordinances, and issues permits to solicitors and peddlers. Finally, the Village Clerk acts as the Local Election Official – conducts voter registration, in-house absentee voting, and distributes nominating and other petitions.

2011-2012 Operating Budget

Budget Analysis

Village Clerk
110

2009 Actual	2010 Actual	2011 Adopted	2011 Projected	Description	2012 Adopted
8,031	8,031	8,000	8,000	Salary - elected/appntd	8,000
496	496	496	496	Employer FICA	496
116	116	116	116	Employer Medicare	116
240	240	240	240	Insurance - workers compensation	240
8,883	8,883	8,852	8,852	Personnel Services	8,852
5,969	2,841	8,000	2,000	Ordinance codification	8,000
-	200	200	200	Printing & copying services	100
100	-	360	360	Professional associations	360
139	13	200	50	Other materials & supplies	200
6,208	3,054	8,760	2,610	Commodities	8,660
60	-	200	-	Conference & Meeting Registrat	150
-	-	50	-	Local mileage, parking & tolls	50
-	-	100	-	Meals	100
60	-	350	-	Meetings and Travel	300
15,151	11,937	17,962	11,462	Totals	17,812

Budget Highlights

Commodities

* Includes \$8,000 for codification of Village Ordinances

Village of Lincolnwood
2011/2012 Budget
Village Clerk

Performance Measures

	Actual 2008/2009	Actual 2009/2010	Estimated 2010/2011	Projected 2011/2012
Village Board Minutes Recorded				
Total Minutes Recorded	<u>22</u>	<u>21</u>	<u>22</u>	<u>22</u>
Board Actions				
Resolutions	75	67	70	70
Ordinances	<u>43</u>	<u>46</u>	<u>60</u>	<u>65</u>
Total Board Actions	<u>118</u>	<u>113</u>	<u>130</u>	<u>135</u>

Board of Fire and Police Commissioners

Department/Activity Description

The Board of Fire and Police Commissioners is comprised of five members appointed by the Village President, with staggered terms of appointment.

The Commission is responsible for the certification and appointment of police officers and for promotions within the police department, with the exception of Lieutenant, Deputy Chief and Chief. The Board conducts disciplinary hearings when the Chief of Police brings formal charges against a non-collective bargaining sworn member of the Police Department.

The Commission currently handles matters related strictly to Police Department personnel since the Village has outsourced the Fire Department functions to a private contractor.

2011-2012 Operating Budget

Budget Analysis

Fire/Police Commission

130

2009 Actual	2010 Actual	2011 Adopted	2011 Projected	Description	2012 Adopted
1,466	2,934	-	-	Other professional services	6,000
1,466	2,934	-	-	Contractual Services	6,000
20	-	750	-	Advertising	500
345	735	720	735	Professional Associations	735
505	-	-	-	Books & Publications	700
-	-	100	-	Office Supplies	100
896	(452)	1,100	-	Program Supplies	2,250
1,766	283	2,670	735	Commodities	4,285
3,232	3,217	2,670	735	Totals	10,285

Budget Highlights

Contractual Services

\$6,000 budgeted for new hire
assessment procedure

**Village of Lincolnwood
2011/2012 Budget
Fire and Police Commission**

Performance Measures

	Actual 2008/2009	Actual 2009/2010	Estimated 2010/2011	Projected 2011/2012
Entry Level Testing	0	1	0	1
Entry Level Hire	1	2	0	0
Promotional Testing	1	0	0	1
Promotion	0	2	0	0
Discipline	0	0	0	0

Human Relations Commission

Department/Activity Description

The Human Relations Commission serves as an advisory body to the Village Board and has been assigned the primary purpose of promoting understanding, ensuring mutual respect and neighborly cooperation among all Lincolnwood residents. Primary focus is dedicated to work to bridge differences among those who have different racial and religious backgrounds, as well as differences in age, educational and income levels. This Commission serves as a resource for diversity issues to all community groups.

2011-2012 Operating Budget

Budget Analysis

HR Commission
140

2009 Actual	2010 Actual	2011 Adopted	2011 Projected	Description	2012 Adopted
-	18	200	200	Purchased program services	200
-	18	200	200	Contractual Services	200
959	2,479	1,600	1,600	Other materials & supplies	1,600
959	2,479	1,600	1,600	Commodities	1,600
959	2,497	1,800	1,800	Total	1,800

Village of Lincolnwood
2011/2012 Budget
Human Relations Commissions

Performance Measures

	Actual 2008/2009	Actual 2009/2010	Estimated 2010/2011	Projected 2011/2012
Meetings	12	12	12	12

Parks and Recreation Board

Department/Activity Description

The Parks and Recreation Board is a policy advisory board, established by Village ordinance, and appointed by the Village President, with consent of the Board of Trustees. Seven appointed residents, one Board of Trustee liaison and the Director of Parks and Recreation staff liaison make up the Board. The Park Board meets on the second Tuesday of every month at 7:30 pm in the Council Chambers.

2011-2012 Operating Budget

Budget Analysis

Park/Rec Board

150

2009 Actual	2010 Actual	2011 Adopted	2011 Projected	Description	2012 Adopted
1,050	615	950	900	Professional associations	900
-	-	175		Training	100
-	-	50		Books & publications	-
-	-	50	50	Program supplies	100
-	-	175	50	Other materials & supplies	-
1,050	615	1,400	1,000	Commodities	1,100
845	1,625	1,200	900	Conference & meeting registrat	1,120
-	-	160	80	Local mileage, parking & tolls	240
-	165	200	200	Meals	260
845	1,790	1,560	1,180	Meeting and Travel	1,620
1,895	2,405	2,960	2,180	Totals	2,720

Beautification Committee

Department/Activity Description

The Lincolnwood Beautification Committee was established in FY1997-98 based on objectives developed by the Village's "Vision 2020" process. The Committee continues to seek enhancements to the appearance and aesthetics of the Village through community awareness and Board designated community beautification projects.

2011-2012 Operating Budget

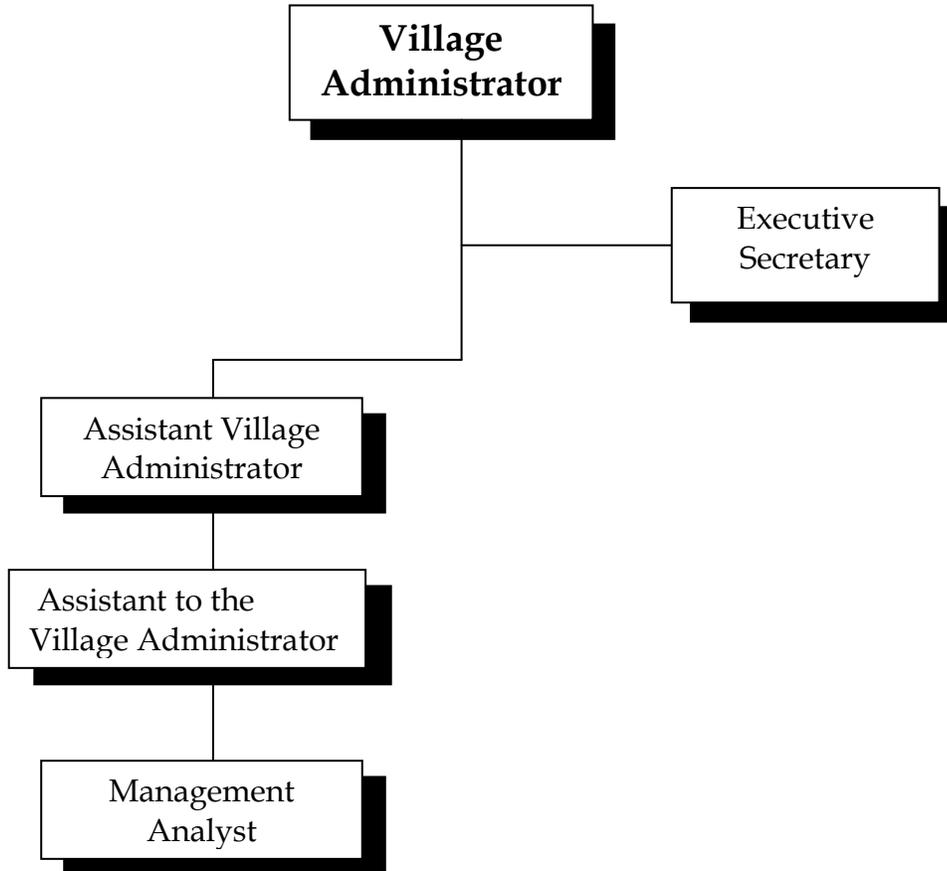
Budget Analysis

Beautification Commision

160

2009 Actual	2010 Actual	2011 Adopted	2011 Projected	Description	2012 Adopted
-	-	2,500	2,500	Landscaping consulting	2,500
-	1,956	2,500	2,500	Landscaping supplies	2,500
-	1,956	5,000	5,000	Commodities Total	5,000

VILLAGE OF LINCOLNWOOD
Fiscal Year 2011/2012
Organizational Chart
Administrator's Office



Village Administrator's Office

Department/Activity Description

The Village Administrator serves as the Chief Administrative Officer of the Village. The position was created by the President and Board of Trustees by Ordinance which enumerates the specific responsibilities of the Village Administrator. The Village Administrator is responsible for the overall management and operations of the Village. Purchasing, personnel management, oversight of the budgeting process, contract negotiations, coordination of services to residents, enforcement of the Village ordinances, and responses to requests for services and inquiries are conducted by the Village Administrator's Office. The Department is staffed by five full time and one part time personnel which is shared with the Community Development Department.

Prior Year's Goals Status

- 1) Increase awareness of a variety of Village services by developing public service announcements to be available on-demand on the Village website and broadcasted on the Village's Community Television channel.

The Village created five public service announcement (PSA) videos that are available on the Village's website, YouTube, and broadcasted on the Community Television channels. The videos were created about the following topics: 2010 Lincolnwood Turkey Trot, pothole patching, street sweeping, tree trimming, and the Village's potable water system. These videos increase public knowledge of the Village's services and events, and are available to a wide audience.

- 2) Strive to increase General Fund revenue by \$20,000 per year by seeking public-private partnerships with local and national firms to utilize available space on Village assets for commercial purposes. The Village has a number of assets that could be used to generate revenue. These assets include buildings, park benches, and recreational areas. Examples of such revenue generating partnerships can include leasing property to cellular companies and offering advertising to local businesses.

The Village received direction from the Village Board at its December 16, 2010 Committee of the Whole meeting to proceed with installing bus shelters with advertising. Staff estimates that at least eight bus shelters will be installed with revenue in the amount of \$1,000 each. This is a total increase of \$8,000 in new revenue from a private company. Staff has aggressively marketed public properties in the Manufacturing-Business Districts for additional cellular antennas in order to receive new revenue, but has not received interest.

- 3) Continue to implement the Green Initiatives Campaign and advance new initiatives. Staff will create an employee committee which will analyze all departments to determine new practices and policies which will reduce the Village's carbon footprint.

A staff Green Committee was created to develop and advance green initiatives within the Village. A staff member from each department serves on the Committee. The Committee is currently working towards improving the Village's Clean Air Counts status. The Village Board amended the Village Code banning all incinerators within the Village. An annual public green event was held which offered residents the opportunity to recycle electronics for free and exchange gas cans for more environmentally friendly cans. A rain garden was installed on the school campus. The Village applied for Illinois Green Infrastructure Grants for rain barrels, rain gardens, and permeable pavers for the Village Hall Promenade and to complete the planned parking lot at Channel Runne Park.

- 4) Initiate an annual Health Risk Assessment program to reduce injuries, assist employees to identify negative health related behaviors and reduce sick leave usage. A Health Risk Assessment program can assist with detecting hypertension, infections, kidney disease, diabetes, heart disease, stroke and other medical issues. The Health Risk Assessment program consists of basic medical exams including blood pressure screening, panel C – 36 blood test, height/weight report, and health profile. This assessment will be cost-neutral since the assessment will be paid for by using the Village's existing health insurance plan through Blue Cross Blue Shield of Illinois.

On Tuesday, May 11, 2010 the Village hosted a Wellness Screening/Health Risk Assessment. This event was offered at no cost to employees and spouses who are covered under the Village's health insurance program. 54% of full-time employees who are covered under the Village's health insurance participated in the wellness screening. Participants received a blood pressure check, 36 panel blood test, and a health risk assessment. The results of this exam were provided to participants via a confidential report. The Village received a summary aggregate report of the results of this exam. The results showed that overall the participating employees were in good health. The areas where the employees can make improvements include weight management, stress management, and heart health. The Village will offer this program again in 2011.

- 5) Enhance the rebroadcast of public meetings by using the Internet. The enhanced rebroadcast of meeting will include indexing points of the meeting to specific agenda items and linking the rebroadcast to board packet supporting materials. These enhancements will increase website traffic and allow internet users to view the Village Board meetings and the Village Board materials simultaneously. Online viewing of public meetings will be expanded to include the Plan Commission and the Zoning Board of Appeals.

Several enhancements were done to improve reliability and performance of video broadcasting equipment. Online on-demand viewing of Plan Commission and Zoning Board of Appeals meetings was made possible on the Village's website. Enhancements to online broadcasting will be pursued in fiscal year 2011-12 with the new Comcast Public, Educational, Government Capital Fee.

- 6) Create an intranet for Village employees. The intranet will serve as a one-stop resource for employee news, training information, benefit documents and other information. It is estimated that by providing this resource the intranet could reduce 400 hours in staff time

since staff will not have to perform tasks such as answering questions on benefits and distributing paper documents to employees. The intranet will be a cost-neutral expense that will be created by in-house staff. This goal will also improve communication, training, and orientation for all employees.

A new intranet was created at no cost and is available to all employees. All staff committees and departments are able to create individual pages on the intranet to share documents, plan events, and improve workflow. The intranet is managed by in-house staff and is easy to maintain.

- 7) By hosting a series of website training sessions to orientate our residents of the recreational opportunities, online payment options, and other interactive features on the website the Village will increase website traffic by 25%. These sessions will be held at the Lincolnwood Library, Village Hall, and other locations.

Website training presentations were created along with training documents that are available online. In calendar year 2011, staff will create PSA videos which instruct residents how to use online features. Live sessions will be held as requested. To date website traffic has increased by 6% which provides greater exposure to the Village's interactive online features such as paying bills online. These features are helpful in reducing staff time who would otherwise be required to perform the task in person.

- 8) Create a community calendar to serve as a one-stop source for community events. Included on the community calendar will be Village, School District 74, Chamber of Commerce, Library and other civic organization events. Links to participating organizations' websites will be included.

A community calendar featuring events from the Village, all School District 74 schools, and Niles West High school was created. Events from the Chamber of Commerce and Lincolnwood Library could not be uploaded automatically. Links to those respective calendars are provided on the Community Calendar webpage and an article appeared in the December 30, 2010 Pioneer Press featuring the new site.

Proposed Goals

- 1) The Village Administrator's Office will enhance the Village's Geographic Information System and plat of surveys on record of public property in the Northeast Industrial TIF District by conducting a public parcel consolidation process for the respective areas with the Village Engineer and the Village Attorney. This will improve the future land-use planning process of properties in the TIF as public parcels will no longer appear segmented.
- 2) The Village Administrator's Office will increase public education and awareness of Village events and activities by developing an information communication plan. Despite the Village newsletter and the Village website, communication gaps continue to exist between the Village and its residents. This plan will identify those gaps and enhance the Village's communications practices.

- 3) As part of the Village Code update project, the Village Administrator's Office will standardize the procurement process by developing a Purchasing Protocol. A Purchasing Protocol will provide clear guidance to staff on the limits and process to procure items and services.
- 4) The Human Resources Division of the Village Administrator's Office will improve employee health and wellness by developing a Wellness Incentive program. This program use incentives to motivate employees to live a healthy lifestyle.
- 5) The Information Technology Division will implement a new Voice over Internet Protocol telephone system. This will replace the existing phone system in all Village Buildings except the 9-1-1 system. The new system will improve reliability, efficiency, and communication between the Village and its residents. The system includes new handsets and network data switches.
- 6) The Information Technology Division will digitize 15,000 documents in the Clerk's Office, Village Administrator's Office, Human Resources Division, Finance Department, and other archived areas. In calendar year 2010, the Village Administrator's Office digitized over 12,000 documents totaling over 120,000 pages. Digitizing documents greatly reduces the time spent on Freedom of Information Act (FOIA) requests as well as improved staff efficiency in researching documents.
- 7) The Village Administrator's Office will enhance supervisors' ability to manage projects by overseeing the implementation of a GIS based information dashboard. This dashboard will assist supervisors understanding current and historical trends for GIS related events and activities.
- 8) The Executive Safety Committee will improve the Village's auto risk management and safety program by requiring that all new vehicles are equipped with a backup camera. By equipping vehicles with backup cameras the likelihood of these accidents occurring will be greatly reduced.
- 9) The Village Administrator's Office will investigate the Village's potential uses and benefits of social media such as Facebook, Twitter, YouTube, and LinkedIn. The use of social media has the potential for increased and improved communication between the Village and its residents along with improved marketing of Village programs and services.

2011-2012 Operating Budget

Budget Analysis

Village Administrator

200

2009 Actual	2010 Actual	2011 Adopted	2011 Projected	Description	2012 Adopted
278,327	311,222	317,838	372,000	Wages - full time salaried	386,692
86,636	81,524	94,194	46,800	Wages - full time hourly	48,274
12,020	15,882	13,500	4,500	Wages - part time hourly	5,000
9,947	10,263	10,530	10,530	Deferred compensation	10,836
-	501	-	1,614	HSA Savings Accts	-
2,776	3,165	3,784	3,784	Educational stipend	3,853
19,415	21,587	23,045	23,045	Employer FICA	23,649
5,532	5,991	5,958	5,958	Employer Medicare	6,567
29,531	32,784	39,006	39,006	Employer IMRF	44,381
1,364	1,371	1,200	1,400	Insurance - group life & AD&D	1,245
49,500	51,157	49,890	53,030	Insurance - group medical	59,840
3,672	4,273	4,750	4,750	Insurance - group dental	4,858
11,745	11,680	11,782	11,782	Insurance - workers compensation	11,953
510,466	551,400	575,477	578,199	Personnel Services	607,148
10,348	5,000	-	-	Consulting	-
9,442	9,960	9,500	9,500	Other professional services	9,500
19,790	14,960	9,500	9,500	Contractual Services	9,500
5,368	1,369	5,000	3,068	Advertising	3,500
1,730	1,614	2,000	1,435	Printing & copying services	2,075
3,328	4,545	6,350	3,437	Professional associations	4,255
474	2,448	2,500	2,086	Training	2,000
23,702	27,002	16,750	12,871	Other contractual	16,100
696	356	500	363	Books & publications	925
4,027	3,548	4,000	3,507	Office supplies	3,000
11,106	9,070	8,000	7,303	Other materials & supplies	7,260
50,430	49,952	45,100	34,069	Commodities	39,115
2,754	1,680	2,575	2,500	Conference & meeting registrat	2,644
9,430	10,398	9,500	9,540	Local mileage, parking & tolls	9,500
1,879	1,593	2,880	3,015	Lodging	3,105
2,642	1,955	2,610	2,018	Meals	2,625
332	-	1,225	992	Purchased transportation	325
17,038	15,626	18,790	18,066	Meetings and Travel	18,199
597,724	631,938	648,867	639,834	Totals	673,962

Budget Highlights

Personnel Services

* No increase in personnel

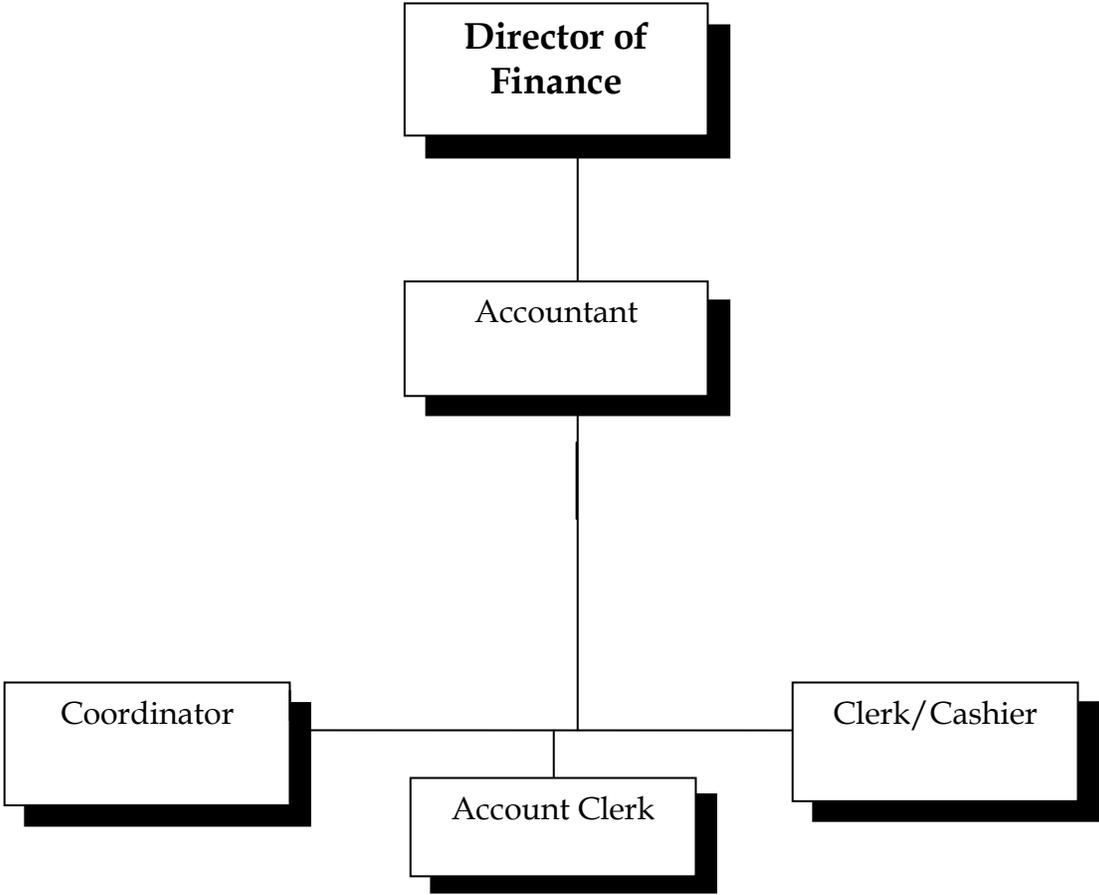
**Village of Lincolnwood
2011/2012 Budget
Village Administrator's Office**

Performance Measures

	Actual 2008/2009	Actual 2009/2010	Estimated 2010/2011	Projected 2011/2012
Newsletters				
Village Connections	6	6	6	6
Employee Quarterly	4	4	4	4
Total Newsletters	10	10	10	10
Freedom of Information Act Requests				
Total Requests	126	207	240	265
Broadcasting				
Village Board	22	22	22	22
PC/ZBA*	12	6	N/A	N/A
Plan Commission	N/A	3	6	8
Zoning Board of Appeals	N/A	2	4	6
Total Meetings Broadcast	34	33	32	36
Personnel				
Budgeted Full-Time Positions	99	92	93	93
Inspections				
Food Service	138	130	135	130

*Plan Commission/Zoning Board of Appeals was split into two separate bodies in January 2010

VILLAGE OF LINCOLNWOOD
Fiscal Year 2011/2012
Organizational Chart
Finance Department



Finance Department

Department/Activity Description

The Finance Department provides general management oversight of all financial transactions of the Village. Specific responsibilities include: accounting and financial reporting of Village resources, cash (treasury) management, general ledger, cash receipts, cash disbursements and accounts payable, utility billing, business licenses, vehicle license registration and sale, parking ticket violation collection and set-up court dates, capital asset accountability, financial budgeting and forecasting, insurance and risk management, payroll and personnel matters, purchasing, employee benefit and retirement matters, Grant(s) management, debt management, and Police Pension Fund accounting.

The Department provides support to Administration and all other Departments in addition to Customer Service at the Village Hall, general reception service for the Village, incoming and outgoing mail and deliveries and cashiering at the front counter.

The Department is staffed by five full-time employees.

Prior Year's Goals Status

- 1) The Finance Department will continue to closely monitor revenue estimates for the Fiscal 2011 budget due to the constantly changing economic outlook and report to the Village Board on a quarterly basis for possible expenditure adjustments.

The Finance Department has provided quarterly budget updates to the Village Board during FY2011 budget year. In addition, Finance continually monitors Village revenue estimates due to the challenges the economy still provides as the recovery from the global recession continues.

- 2) The Finance Department will continue the expansion of the online payment capabilities for user fees, licenses, fines and other payments.

The Finance Department has added on-line payment capabilities for payment of judgments ordered by the Village adjudication hearing officer. Finance has also implemented the acceptance of credit card payments in the Community Development Department for building fees and permits.

- 3) The Finance Department will continue the implementation of the new adjudication software system the Village implemented in Fiscal 2010. Additional training on updates to the system will be completed to enhance the adjudication process.

The Finance Department has worked in conjunction with the Assistant Village

Administrator to update the new adjudication software to increase the effectiveness of the data provided and speed up the hearing process.

- 4) Review and possibly recommend an update to the current Village Financial and Investment Policies for applicability in the current economic environment.

The Village Financial Policies were updated and presented to the Village Finance Committee and Village Board during FY2011.

- 5) The Finance Department will look into streamlining Payroll by having all departments enter their own time into the payroll system from electronic timesheets. This will create a paperless timesheet process and reduce the staff time required to process timesheets and payroll.

The Finance Department has begun the process of having each department enter their individual payrolls. This will allow for more review time by the Finance Department to ensure payrolls are prepared accurately.

Proposed Goals

- 1) The Finance Department will continue to closely monitor revenue estimates for the Fiscal 2012 budget due to the constantly changing economic outlook and report to the Village Board on a quarterly basis for possible expenditure adjustments.
- 2) Research the cost benefit of upgrading the Springbrook accounting software to the latest version (.NET). This upgrade should make the system more user friendly and allow for better information for employees to manage their departments in a more efficient and cost effective manner.
- 3) Continue to work with the Community Development Department to establish benchmarks and guidelines on economic agreements that bring new sales tax generating businesses to the Village.
- 4) Prepare request for proposal for the audit of the Village's financial statements. The agreement with the current Village auditors expires after the April 30, 2011 audit. After these services are rendered, the Village will seek new proposals for the audit.
- 5) Develop a strategic plan to identify ways the Village can effectively invest in rebuilding our infrastructure which has been deferred over the years due to the severity of the current recession.

2011-2012 Operating Budget
Budget Analysis

Finance
210

2009 Actual	2010 Actual	2011 Adopted	2011 Projected	Description	2012 Adopted
155,519	167,119	171,520	171,520	Wages - full time salaried	178,449
110,067	121,882	123,370	123,370	Wages - full time hourly	128,337
4,820	3,664	4,000	840	Wages - seasonal hourly	2,500
-	-	450	-	Wages - overtime 1.5X	450
1,554	1,671	1,715	1,715	Educational stipend	1,784
-	452	-	-	Tuition Reimbursement	-
16,135	17,818	18,665	18,665	Employer FICA	19,314
3,777	4,121	4,365	4,365	Employer Medicare	4,517
20,645	23,521	26,646	26,646	Employer IMRF	30,500
772	920	955	955	Insurance - group life & AD&D	980
47,252	42,962	42,500	41,100	Insurance - group medical	39,850
3,546	3,521	3,800	3,800	Insurance - group dental	3,990
8,928	8,946	9,055	9,055	Insurance - workers compensation	9,284
62,590	89,269	86,140	91,000	Employee Benefit Expenses	90,050
435,604	485,865	493,181	493,031	Personnel Services	510,005
217,007	259,254	270,000	270,000	Liability insurance	240,000
29,500	28,900	30,000	30,000	Audit	31,500
-	4,400	4,000	4,000	Consulting	1,500
17,111	17,106	18,000	18,000	Data processing	-
5,168	7,201	5,700	5,700	Other professional services	5,000
268,786	316,861	327,700	327,700	Contractual Services	278,000
5,174	5,174	5,000	5,000	R&M - communications equipment	1,200
25,967	18,908	23,000	21,000	R&M - office equipment	21,000
47	572	750	750	Advertising	600
4,536	6,809	8,000	10,321	Printing & copying services	10,500
1,803	1,265	1,400	1,400	Professional associations	1,400
15,765	45,791	53,000	46,000	Telephone	46,000
610	917	2,000	2,000	Training	2,000
(31,530)	-	-	-	Other contractual	-
447	172	200	200	Books & publications	200
15,133	17,675	15,000	15,000	Office supplies	15,000
15,004	11,914	16,000	16,000	Postage	16,000
10,204	11,158	9,000	12,000	Bank & Credit Card Fees	11,000
2,359	1,100	3,200	2,200	Program supplies	2,300
65,518	121,456	136,550	131,871	Commodities	127,200
655	195	370	-	Conference & meeting registrat	-
371	647	500	400	Local mileage, parking & tolls	400
1,217	524	600	300	Meals	400
-	-	400	-	Purchased transportation	-
2,243	1,366	1,870	700	Meetings and Travel	800
772,151	925,547	959,301	953,302	Total	916,005

Budget Highlights

Personnel Services
 * no Increase in personnel
 \$15,500 budgeted for retiree insurance

**Village of Lincolnwood
2011/2012 Budget
Finance Department**

Performance Measures

	Actual 2008/2009	Actual 2009/2010	Estimated 2010/2011	Projected 2011/2012
Licenses Issued				
Vehicle Licenses Issued	8,944	8,790	8,631	8,430
Business	1,120	1,055	1,180	1,100
Total Licenses Issued	<u>10,064</u>	<u>9,845</u>	<u>9,811</u>	<u>9,530</u>
Billings				
Water and Sewer	16,071	19,549	19,543	19,540
Rent, inspections and others	226	370	320	310
Total Billings	<u>16,297</u>	<u>19,919</u>	<u>19,863</u>	<u>19,850</u>
Vendor Checks Issued	<u>3,898</u>	<u>4,645</u>	<u>3,900</u>	<u>4,000</u>
Payroll Checks Issued	<u>4,404</u>	<u>4,425</u>	<u>4,503</u>	<u>4,500</u>

Legal Department

Department/Activity Description

The Village contracts for its legal services. The Legal Department accounts for all expenditures concerning legal review, litigation, and prosecution of ordinance violations.

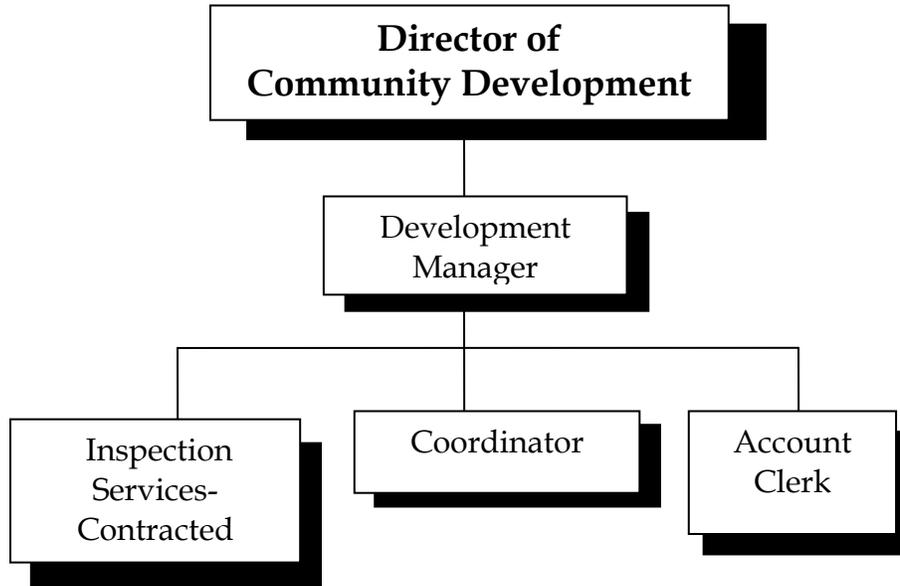
2011-2012 Operating Budget

Budget Analysis

Legal
230

2009 Actual	2010 Actual	2011 Adopted	2011 Projected	Description	2012 Adopted
-	111,420	120,000	120,000	Legal - retainer	125,000
11,822	26,448	30,000	30,000	Legal - litigation	30,000
228,114	79,935	20,000	75,000	Legal - review	65,000
3,507	41,124	58,500	55,000	Other professional services	57,000
243,443	258,927	228,500	280,000	Contractual Total	277,000

VILLAGE OF LINCOLNWOOD
Fiscal Year 2011/2012
Organizational Chart
Community Development Department



Community Development Department

Department/Activity Description

The Community Development Department is a multi-functional department responsible for administering the Village's building, zoning and development codes. It provides staff assistance to the Village's Plan Commission, Economic Development Commission and Zoning Board of Appeals. Services provided by the department include plan review; permit issuance and construction inspectional services. In addition to these services and duties, this Department also carries out various community planning initiatives and improvement projects. This budget element includes line items for the Village's Property Enhancement/Green Improvement Programs (non-TIF) and sales tax rebates pursuant to executed agreements.

Prior Year's Goals Status

- 1) Review existing building permit fee amounts and public hearing application fee and deposits amounts and recommend changes that: 1) account for costs incurred by Village; 2) create a structure that is simplified and streamlined; and, 3) encourages residents to obtain permits for smaller projects.

Preliminary work on this goal has occurred and further research and review is underway. It is expected that recommendations concerning permit fee amounts and public hearing fees will be made by the end of the fiscal year.

- 2) Continue the process of scanning and digitizing department records by completing the scanning/digitizing of 50% of the department's paper address files so as to improve permanent document retention and retrieval.

The scanning and digitizing of department records is proceeding smoothly with this project expected to be largely completed in its entirety by the end of the fiscal year

- 3) Continue to revise and create various department forms and informational guides and pamphlets to increase customer knowledge of Village building and zoning requirements.

This goal is ongoing, however this fiscal year, several citizen oriented pamphlets were made available concerning consumer fraud.

- 4) Reorganize the department's office space to improve functionality and customer service.

Phase 1 of the department's reorganization of space has been completed resulting in a more functional and customer friendly environment. Phase 2 of this project, to rearrange file drawers and various machines in an attempt to re-establish a conference room, is pending the completion of the department's digitizing of records.

- 5) Reduce the incidence of no final inspections and expired permits by implementing a system of routine reminder/warning letters to obtain improved compliance.

The department now routinely issues written reminder letters in situations where permits are about to expire and for work which has not been started within 6 months of permit issuance.

- 6) Establish internal department procedures to best utilize the Village's new Administrative Hearing process to obtain improved enforcement of permit and code requirements.

Internal procedures continue to be implemented to resolve cases more expeditiously or alternatively to bring unresolved cases to the administrative hearing process.

- 7) Review and recommend revisions to the existing building permit expiration time period of one year for all permits issued, considering different expiration periods and appropriate time periods based on scope, type and extent of permit work.

Recommendations on permit time lengths and extensions were made and Village Board direction has been provided. Enactment of these changes is expected by the end of the fiscal year.

- 8) Assist the Plan Commission in preparing an updated Comprehensive Plan, or alternatively, sub area plans.

This goal was largely predicated on a consultant having been engaged, which pursuant to Village Board direction has not occurred. Staff has attempted to focus the new Plan Commission on reviewing the Comprehensive Plan but this effort has largely not been successful. This goal is not expected to be achieved by the end of the fiscal year.

- 9) Assist the Economic Development Commission and a consultant in preparing a Retail Viability Analysis/Retail Plan for the Lincolnwood Business Park area.

Phase 1 of this work, which consisted primarily of the market study, is completed and phase 2 of the work, to consider various plan alternatives for retail, is now beginning. By the end of the fiscal year, it is expected this project will be largely completed.

- 10) Assist the staff marketing team and engage a consultant in preparation of a marketing plan and initiate community marketing.

Although a consultant was not hired to prepare a marketing plan, the department's staff lent assistance throughout the year to Administration's efforts to market the community and to reach out to the development community.

- 11) Conduct 10 lunch meetings with appropriate business, developer/real estate professionals and/or large property owners in order to foster good relationships and encourage community improvements.

This goal is proceeding and expected to be met by the end of the fiscal year.

Proposed Goals

1. Revise/create certain zoning related documents including the public hearing application(s) and Zoning Certificate.
2. Undertake various enhancements to the department's foyer area, including the front counter, so as to provide a more customer friendly environment and more efficient counter operation.
3. Continue to work with the Finance Department in streamlining the business license approval process including providing recommended changes for updates and revisions to the license issued to contractors and for instant license issuance to contractors.
4. Propose periodic text amendment changes to the Zoning Code to eliminate unintentional conflicts among various provisions and removal of unintentional ambiguities.
5. As a follow-up to the business park retail study, develop a plan to implement the study's recommendations.
6. Undertake a comprehensive review of existing Village parking standards and requirements, including a survey of nearby/similar communities, review of nationally accepted standards and existing local off-street parking counts.
7. Coordinate the boundary amendment to the Lincoln-Touhy TIF District.

2011-2012 Operating Budget
Budget Analysis

Community Development
240

2009 Actual	2010 Actual	2011 Adopted	2011 Projected	Description	2012 Adopted
324,808	111,285	185,270	198,842	Wages - full time salaried	192,763
82,809	687	91,070	91,070	Wages - full time Hourly	94,685
32,214	10,051	8,500	-	Wages- Part time hourly	12,000
147	2,500	-	-	Wages- Seasonal Hourly	-
2,546	1,113	2,303	2,303	Educational stipend	2,357
26,218	7,103	17,803	17,803	Employer FICA	18,712
6,251	1,733	4,163	4,163	Employer Medicare	4,376
34,564	10,034	25,757	25,757	Employer IMRF	29,788
1,244	359	874	874	Insurance - group life & AD&D	892
63,255	9,168	23,900	31,530	Insurance - group medical	24,500
4,175	957	2,550	2,550	Insurance - group dental	2,675
14,565	11,303	8,353	8,353	Insurance - workers compensation	6,471
592,796	166,293	370,543	383,245	Personnel Services	389,219
61,539	9,601	-	-	Consulting	-
31,862	73,838	155,500	253,987	Other professional services	225,500
93,401	83,439	155,500	253,987	Contractual Services	225,500
-	-	200	200	R&M - office equipment	200
691	-	200	200	R&M - vehicles	200
1,896	434	3,500	1,850	Advertising	3,550
1,827	63	1,500	700	Printing & copying services	1,000
2,138	2,078	2,405	2,405	Professional associations	2,676
466	-	1,000	-	Telephone	-
1,263	299	500	500	Training	500
695	-	-	-	Other contractual	-
1,096	1,016	585	585	Books & publications	585
853	-	150	100	Fuel	100
2,213	-	4,000	3,468	Office supplies	2,200
123	-	200	-	Program Supplies	-
602	137	550	550	Other materials & supplies	550
13,863	4,027	14,790	10,558	Commodities	11,561
586	104	1,600	1,600	Conference & meeting registration	2,281
299	-	200	200	Local mileage, parking & tolls	200
1,440	-	2,250	2,486	Lodging	1,275
836	274	855	855	Meals	720
-	-	820	820	Purchased transportation	460
3,161	379	5,725	5,961	Meetings and Travel	4,936
701,821	759,092	560,000	560,000	Sales Tax Sharing Agreements	560,000
701,821	759,092	560,000	560,000	Sales Tax Sharing Total	560,000
1,405,042	1,013,229	1,106,558	1,213,751	Totals	1,191,216

Budget Highlights

Personnel Services

* no Increase in personnel

Contractual Services

*\$210,000 budgeted for outside inspection service

**Village of Lincolnwood
2011/2012 Budget
Community Development Department**

Performance Measures

	Actual 2008/2009	Actual 2009/2010	Estimated 2010/2011	Projected 2011/2012
Grants Issued				
Property Enhancement Programs	1	0	0	1
Green Initiatives for Tomorrow	2	1	0	1
Development Review Cases	<u>3</u>	<u>3</u>	<u>2</u>	<u>2</u>
EDC Meetings Staffed	<u>8</u>	<u>9</u>	<u>13</u>	<u>12</u>
Permits Issued				
Building Permits	929	814	871	875
Demolition Permits	4	3	3	3
Total Permits Issued	<u>933</u>	<u>817</u>	<u>874</u>	<u>878</u>
Building Code Inspections	<u>1248</u>	<u>1516</u>	<u>1630</u>	<u>1638</u>

Information Technology Division

Division/Activity Description

The Information Technology (IT) Division is managed by the Village Administrator's Office. It provides for planning and support for computer networks and applications within the Village organization. The Village receives computer consulting services on a contractual basis. This division budget accounts for the expenditures necessary for the consultant to provide network and computer systems coordination and integration of new systems. The division also handles the management software application packages required and provides Village employees with the services and support needed to perform their work efficiently.

2011-2012 Operating Budget

Budget Analysis

Information Technology

250

2009 Actual	2010 Actual	2011 Adopted	2011 Projected	Description	2012 Adopted
-	-	8,000	8,000	Wages- Part time hourly	8,000
-	-	496	496	Employer FICA	496
-	-	116	116	Employer Medicare	116
-	-	240	240	Insurance - workers compensate	240
-	-	8,852	8,852	Personnel Services	8,852
70,785	64,676	55,000	55,000	Consulting	55,000
74,887	49,657	76,515	76,515	Data processing	96,551
145,672	114,333	131,515	131,515	Contractual Services	151,551
6,379	9,662	20,640	15,000	Telephone	13,200
5,606	2,070	2,000	2,000	Training	2,000
63,009	53,075	31,901	25,000	Other contractual	14,667
4,306	7,137	4,000	4,000	Computer supplies	2,833
79,300	71,944	58,541	46,000	Commodities	32,700
185,034	58,022	47,087	47,087	Equipment - data processing	99,137
185,034	58,022	47,087	47,087	Equipment	99,137
10,264	12,889	-	-	Capital - data processing	152,892
10,264	12,889	-	-	Capital Outlay	152,892
420,270	257,188	245,995	233,454	Total	445,132

Budget Highlights

Capital Outlay

* \$142,892 budgeted for
Village phone system replacement

Engineering

Department/Activity Description

The Village receives engineering services on a contractual basis. The Village Engineer reviews and approves all residential and commercial development plans to ensure drainage and grading plans are acceptable. In addition, the Village Engineer assists in the design and construction oversight of Village infrastructure construction projects, including roadway and water/sewer mains. This department budget accounts for the expenditures necessary for all departmental use of the Village Engineer.

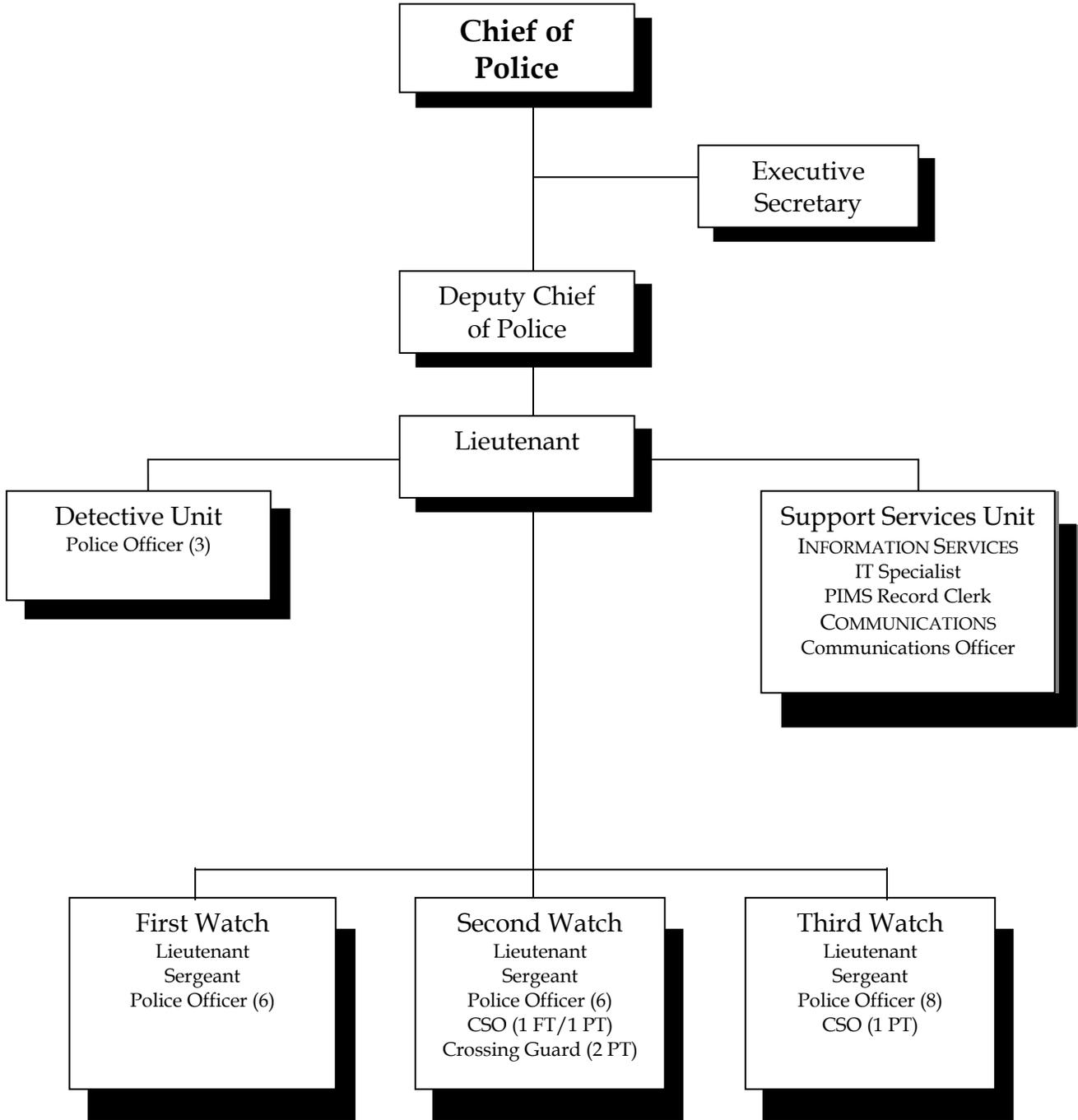
2011-2012 Operating Budget

Budget Analysis

Engineering
290

2009	2010	2011	2011	Description	2012
Actual	Actual	Adopted	Projected		Adopted
7,093	4,882	2,500	20,000	Administration Engineer Costs	25,000
26,662	23,452	25,000	25,000	Building Engineering Costs	25,000
30,418	22,960	35,000	35,000	PW Building Engineer Costs	25,000
64,173	51,293	62,500	80,000	Contractual Totals	75,000

VILLAGE OF LINCOLNWOOD
Fiscal Year 2011/2012
Organizational Chart
Police Department



Police Department

Department/Activity Description

The Mission of the Lincolnwood Police Department is to provide effective and professional police service to the community. The Department recognizes that its authority is derived from the community, that it must be responsive to its needs, and that it is accountable for its actions. Believing in the dignity and worth of all people, it must protect the rights of all citizens and treat employees in an equitable manner. The police and community share responsibility for maintaining law and order, and their relationship must be based on mutual respect. The Lincolnwood Police Department is staffed with 44 full-time and three part-time employees.

Prior Year's Goals Status

- 1) Improve organizational efficiencies through the use of the Police Department's newly implemented records management system and each of its incorporated modules. The system will allow the Police Department to: more effectively and efficiently respond to crime patterns; alert the public to identified crime patterns; analyze traffic enforcement data; reduce data entry; improve record keeping accuracy; track officer activity; retrieve records; and, reduce paper records.

During the past year, the new records management system has improved crime analysis, traffic crash analysis, patrol activity and individual employee performance. Traffic crash data is analyzed and presented to the Traffic Commission to support staff recommendations. Maps depicting crime patterns have been generated and presented to patrol officers at roll-call. Organizational efficiency has been improved by allowing patrol officers to enter incident data from in-car computers. All officers access and review their individual performance data on a regular basis. Access to all incidents and criminal case data is available to staff 24/7 in real time.

- 2) Staff will seek innovative methods and opportunities to maintain the same level of service with one sworn position unfilled during the fiscal year. Specifically, staff will focus on reducing crime, improving traffic safety, improving code enforcement, and enhancing crime prevention and school safety initiatives.

One police officer position was not filled in 2009-10. The position was responsible for the DARE and GREAT programs and traffic safety. The school programs were discontinued. In the absence of a dedicated Traffic Officer, officers routinely assigned to patrol are assigned each school day to enforce traffic and parking laws around the schools. The Police Department has applied for a grant to replace the position.

- 3) Staff will enhance code enforcement throughout the Village while paying particular attention to quality of life concerns including vacant properties and homes, and conducting reasonable enforcement of leaf blower violations. Community Service Officers and Police Officers will identify, record, track and follow-up daily on nuisance

complaints throughout the spring, summer and fall. Non-compliant individuals will be warned, provided an opportunity to comply, and, if necessary, issued a citation. All non-compliant cases will be referred to an Administrative Hearing.

The Police Department's Community Service Officers (CSO) concentrated on three quality of life issues during the year: tall grass and weed violations; landscaping line-of-sight violations at arterial intersections; and, landscaper business license and leaf blower violations. CSO's issued over 40 warnings and 10 citations for tall grass and weed violations; a total of 75 warnings (and several citations) to landscapers in reference to the landscaper business license requirement and the leaf blower ordinance; and, 48 warnings and two citations for line-of-sight violations at arterial intersections. The Administrative Hearing process was used to adjudicate matters where voluntary compliance was not possible.

- 4) Staff will work to expand the use of the newly created Administrative Hearing System to minimize the impact of quality of life challenges through judicious enforcement of ordinance violations.

The Police Department allocates two staff members each month to serve as a Clerk and a Bailiff at each Administrative Hearing. The Administrative Hearing process was expanded to include property owners who failed to pay False Alarm fines and/or violated the Village Alarm Ordinance. Violators found in default were referred to collections. In January, the Administrative Hearing process was further expanded to adjudicate Automated Traffic Enforcement violators. In the spring of 2011, the Police Department and Public Works Department will address over 75 current landscaping line-of-sight violations at residential intersections. Property owners who do not comply will be issued a Notice to Appear at an Administrative Hearing.

- 5) Staff will work with the Public Works Department and the Traffic Commission to study the feasibility of expanding the Alternate Side Parking Ordinance to include Saturdays and Sundays.

Staff submitted a proposal to the Traffic Commission in January 2011 to implement a street sweeping schedule with permanent signage. The proposal includes restricting parking on one side of each street for one day each month between the hours of 8:30 a.m. and 4:00 p.m. The cost to install one new pole and sign at the entrance to each residential street is approximately \$30,000. The cost will be offset by the elimination of one temporary seasonal employee dedicated to the installation and removal of temporary street sweeping signs. The program will break even in approximately 2.6 years. After the break even point, the Village will save approximately \$11,000 per year. The matter will be referred to the Village Board in February 2011.

- 6) Work with each Village Board and Commission (assigned to the Police Department) to develop a five-year plan. The plan will be prepared and submitted to the Village Board for input and used to prepare budget requests.

Staff is working with each Board and Commission served by the Police Department to

discuss a course of action over the next five years. This goal will be complete by April 2011.

- 7) Staff will work with School District 74 and the Illinois Department of Transportation to implement a \$249,000 Safe Routes to School Grant awarded in FY 2009-10. The grant will fund projects over the next three fiscal years and address engineering challenges and educational opportunities.

Phase I of the Illinois Department of Transportation (IDOT) Safe Routes to School (SRTS) Grant will be complete in February 2011. It will include the purchase and installation of two pole mounted speed display devices. One will be installed on Pratt Avenue and one will be installed on Crawford Avenue. Phase I will also include the purchase of a portable speed display unit for use around the schools.

Phase II is the purchase of training videos, handheld flashing signs for crossing guards, high visible uniform vests for staff and children assisting staff and the guards. This phase will be complete during the spring of 2011.

- 8) Staff will search for grant opportunities to replace the Drug Abuse Resistance Education (DARE) Program which was eliminated from School District 74 in the FY2009-10 Budget because of budget constraints.

Staff is working with the Village's Grant Consultant to identify funding for a School District 74/Village partnership that may fill a void created when the DARE/GREAT programs were eliminated due to budget constraints. The consultant is in the process of preparing a grant that will pay 50% of the cost of one officer for three years. The remaining 50% may be shared equally between the School District and the Village. The Village should receive a response by the summer of 2011.

- 9) Staff will work with the Traffic Commission and the Chamber of Commerce to identify methods to reduce the number of parking conflicts between local businesses and residents.

The challenge of reducing parking conflicts between business and residential properties is on-going. During the course of the year, staff and the Traffic Commission addressed parking challenges on the 7200 block of Kilpatrick Avenue, the 7200 block of Kostner Avenue, and the 6600 block of Springfield Avenue. After a thorough review and lengthy discussion, it was determined that the best course of action for the 7200 block of Kilpatrick Avenue was strict enforcement of an existing Special Use Agreement. The parking issue on the 7200 block of Kostner Avenue was addressed by restricting parking on the west side of the street Monday thru Friday between 8:00 a.m. and 5:00 p.m. Strict adherence and enforcement of a current agreement with a business on the 6600 block of Lincoln Avenue alleviated parking issues on the 6600 block of Springfield Avenue.

Current Year's Goals

1. Staff will work with the Traffic Commission to formalize objective standards and procedures for requests involving traffic calming and traffic control devices to ensure that each recommendation to the Village Board is objective, uniform, and reasonable.
2. Staff will work with the Fire and Police Commission to develop new objective standards during the selection and promotion process to ensure that the best candidates are hired and promoted.
3. Staff will work with the community to address quality of life concerns related to the Village Code through education and enforcement. Specifically, staff will conduct a public education campaign during the spring to inform the community regarding residential intersection line-of-sight violations and landscaping business licenses.
4. Staff will continue to work with the Illinois Department of Transportation (IDOT) on the Safe Routes to School (SRTS) Grant. During FY2012, staff will work with the Village Engineer and Public Works Department to develop plans to calm traffic and increase visibility of the crosswalks and signage in and around the Lincolnwood School District 74 campus.
5. Staff will increase public awareness of crime and traffic crash patterns by presenting crime data graphics for crimes such as Residential Burglary, Burglary to Motor Vehicle, and Motor Vehicle Traffic Crash data on the Village's website.
6. The Police Department will work with IDOT to fund traffic safety initiatives such as Field Safety Check Points for the offenses of Driving Under the Influence (DUI), Occupant Restraint Devices (seatbelt), and speed related violations.
7. Staff will seek opportunities to improve the Village's Website and Employee Intranet to ensure maximum exposure of relevant information to the community and Village employees while improving organizational efficiency and business practices. Staff will: streamline the E-Gov Complaint process to make it more intuitive and user friendly; update the website with timely and relevant crime prevention information on a regular basis; and, conduct a thorough review and update of the Police Department's webpage.
8. Staff will improve the Police Department's Use of Force Program by conducting firearms training eight out of twelve months, and scenario based training for each sworn employee.
9. Staff will improve the Police Department's in-service training by conducting computer based training on current and relevant law enforcement training for 11 out of 12 months for each sworn employee.

10. Staff will review, update, and standardize the Police Department's policy and procedures regarding requests for extra-duty patrols and/or requests for service above and beyond the services normally provided to the community.
11. Staff will explore grant opportunities and options to partner with local and county governments in order to provide electronic ticket writing.

2011-2012 Operating Budget

Budget Analysis

Police
300

2009 Actual	2010 Actual	2011 Adopted	2011 Projected	Description	2012 Adopted
217,627	230,834	228,321	228,321	Wages - full time salaried	232,866
2,914,706	2,873,282	2,899,672	2,899,672	Wages - full time hourly	2,985,681
85,973	60,289	76,172	76,172	Wages - part time hourly	80,425
2,963	4,646	10,350	10,350	Wages - seasonal hourly	10,400
267,922	285,767	250,000	260,000	Wages - overtime 1.5X	260,000
56,036	-	-	-	TLEP Overtime	40,000
12,305	35,196	50,000	50,000	Speed overtime	-
426	3,066	-	-	Wages - overtime 2X	-
26,332	28,348	28,000	28,000	Wages - special detail	28,000
15,758	16,036	17,967	17,967	Educational stipend	17,480
-	(107)	-	-	Tuition reimbursement	2,975
26,068	25,468	21,738	21,738	Uniform allowance	21,738
10,712	11,129	12,000	12,000	Pension - regular	13,000
38,152	32,786	36,742	36,742	Employer FICA	38,249
35,054	40,087	31,668	37,000	Employer Medicare	41,232
49,587	43,284	52,229	50,000	Employer IMRF	59,864
1,048,741	1,195,909	1,137,310	1,137,310	Employer police pension	1,282,289
6,522	6,578	5,106	5,106	Insurance - group life & AD&D	5,205
509,980	464,003	433,350	433,350	Insurance - group medical	448,193
38,892	41,108	44,395	43,000	Insurance - group dental	46,415
104,488	104,805	105,336	105,336	Insurance - workers compensati	108,868
5,468,245	5,502,515	5,440,356	5,452,064	Personnel Services	5,722,880
672	2,393	1,250	1,250	Animal control	1,250
7,340	6,000	7,500	7,500	Consulting	7,500
2,825	1,734	1,690	1,690	Other professional services	1,980
10,837	10,127	10,440	10,440	Contractual Services	10,730
4,711	3,556	4,575	4,575	R&M - buildings	1,950
15,904	15,715	17,800	17,800	R&M - communications equipment	20,605
2,985	4,906	5,800	5,400	R&M - data processing equipment	5,400
247	350	1,000	1,000	R&M - police equipment	800
200	200	200	200	R&M - office equipment	200
20,424	18,541	22,600	22,600	R&M - vehicles	25,100
20	-	200	-	Advertising	-
130	130	130	130	Equipment rental	-
53,206	37,946	39,600	39,600	Intergovernmental fees & dues	39,600
790	1,599	1,000	1,000	Printing & copying services	1,000
1,142	977	1,315	1,315	Professional associations	1,315
16,307	8,447	14,020	14,020	Telephone	13,080
16,907	18,520	13,450	13,450	Training	13,450
3,619	31,103	79,375	46,000	Other contractual	59,975
10,897	6,872	9,500	9,500	Ammunition & range supplies	8,480
-	-	600	-	Awards	-
1,152	1,901	-	750	Books & publications	750
5,164	3,909	3,000	3,000	Computer supplies	3,000
65,711	54,340	54,000	54,000	Fuel	58,000
-	-	2,500	2,500	Lubricants & fluids	-
6,412	4,878	4,000	4,000	Office supplies	4,000
32,568	32,659	51,545	51,545	Program supplies	31,540
7,446	6,304	-	-	Repair parts	-
265,942	252,853	326,210	292,385	Commodities	288,245
2,051	1,530	2,030	1,500	Conference & meeting registrat	2,495
2,725	504	2,000	1,000	Local mileage, parking & tolls	2,000
2,396	375	1,100	1,100	Lodging	1,100

2011-2012 Operating Budget
 Budget Analysis

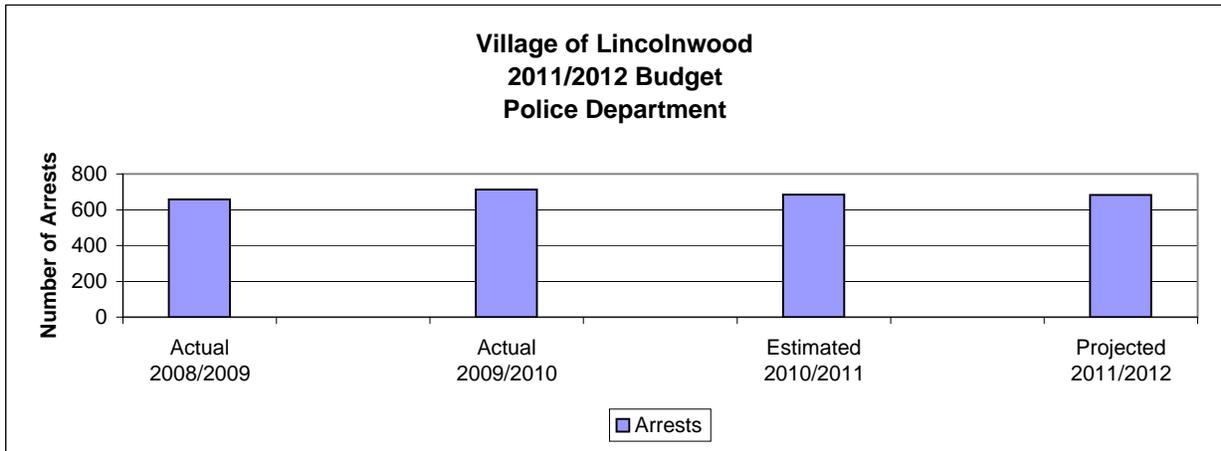
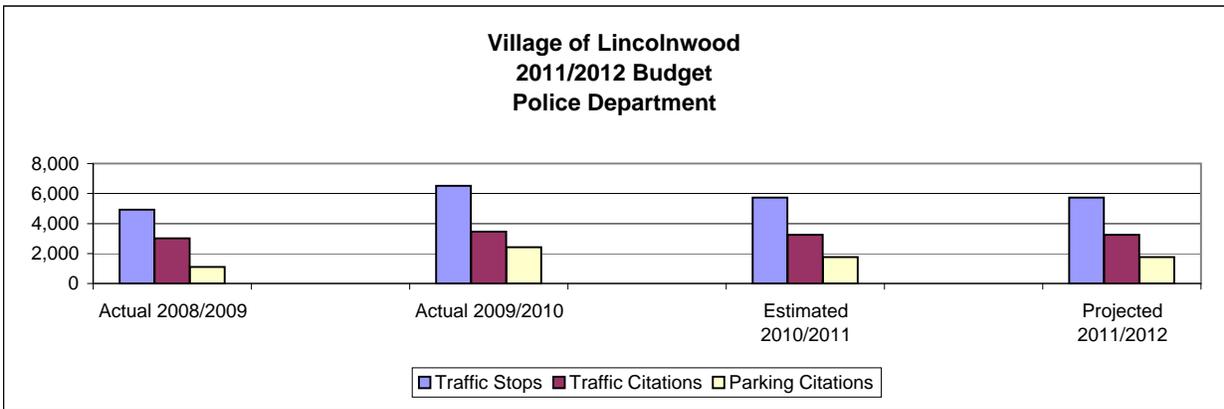
Police
300

2009 Actual	2010 Actual	2011 Adopted	2011 Projected	Description	2012 Adopted
5,343	3,805	4,000	2,600	Meals	2,600
1,056	483	-	65	Purchased Transportation	-
13,571	6,696	9,130	6,265	Meetings and Travel	8,195
88,109	86,085	87,000	87,000	Equipment - vehicles	89,000
88,109	86,085	87,000	87,000	Capital Outlay	89,000
5,846,704	5,858,276	5,873,136	5,848,154	Totals	6,119,050

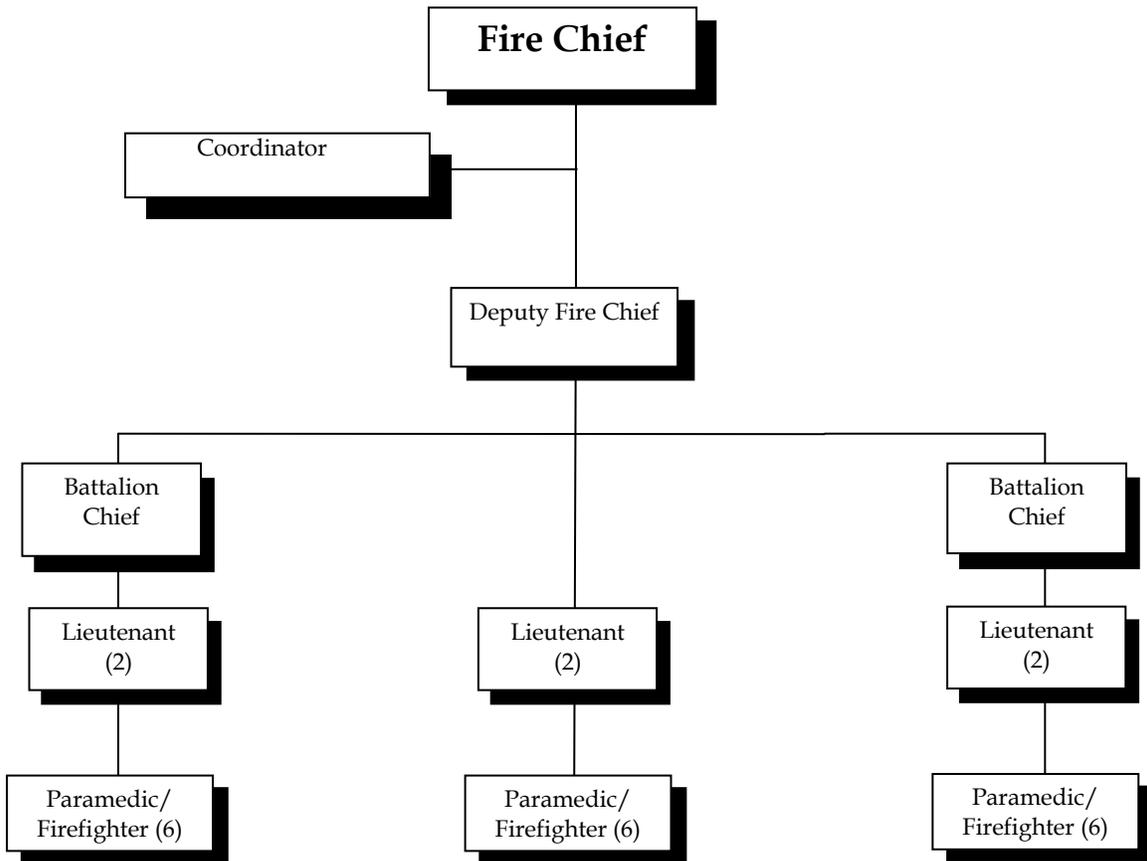
**Village of Lincolnwood
2011/2012 Budget
Police Department**

Performance Measures

	Actual 2008/2009	Actual 2009/2010	Estimated 2010/2011	Projected 2011/2012
Part I Crimes				
Part I Crimes	581	496	538	538
Enforcement				
Traffic Stops	4,923	6,525	5,724	5,724
Traffic Citations	3,017	3,457	3,237	3,237
Parking Citations	1,109	2,424	1,766	1,766
Arrests				
Arrests	658	713	685	682
Calls For Service	22,373	20,184	21,278	21,278



VILLAGE OF LINCOLNWOOD
Fiscal Year 2011-2012
Organizational Chart
Fire Department



Fire Department

Department/Activity Description

Since 1990, the Village has maintained a contract with Paramedic Services of Illinois (PSI) to provide firefighting and paramedic services. In addition to firefighting and paramedic services, the Department offers public educational programs and fire inspection services.

Prior Year's Goals Status

- 1) Upgrade our existing EMS Software and transition the Saint Francis EMS System towards a single server for the collection of patient data. Currently the individual fire departments maintain their own servers and licenses and by transitioning to a single server we will increase efficiencies of data collection and decrease licensure costs. Coordination between the fire departments and Resurrection IT staff will ensure a smooth seamless transition. The Village's Ambulance Billing software will also be upgraded in this process.

The transition to a single server and upgrades to the most current version of the EMS Reporting and Ambulance Billing was completed in December 2010. Further testing with new laptops will be completed in January 2011. St Francis EMS Data Committee was developed and is meeting monthly.

- 2) The Fire Department will apply for an Assistance to Firefighters Grant (AFG) to replace our existing breathing apparatus. These air packs allow firefighters to enter hazardous environments with life sustaining air to perform rescue, fire and hazardous materials operations. Our existing equipment currently does not meet current federal and NFPA specifications and needs replacement. This purchase of equipment will only occur with a successful grant award from FEMA.

The Fire Department was notified in November 2010 that our Assistance to Firefighters Grant was denied. We will revise our grant application and resubmit in April 2011.

- 3) Re-certify the Village's Emergency Operation Plan. This document is the framework for contingency planning for emergencies and disasters for the Village. The current plan was approved in February 2007 and with changes in staff and reorganization of the Building Department, this plan needs updating. Staff plans on using a summer intern from Western Illinois University to complete this project.

The Fire department utilized an unpaid intern from Western Illinois to update the Village's Emergency Operations Plan. This project was completed and was awarded County Certification in December 2010.

- 4) Implementation of the wireless alarm system based on the recommendation of staff and Village Board approval to participate in The Division 3 Radio Alert Network. Staff will

develop an individualized plan for the Village to transition to a new alarm vendor and communicate with business and homeowners the advantages and efficiencies of the new radio network.

The Division 3 Radio Alert Network (RAN) developed and prepared a request for proposal in February 2010 and awarded the proposal to Chicago Metropolitan Fire Prevention in May 2010. Due to budget considerations, the Village of Morton Grove will finance the infrastructure but the Village of Niles will still remain the host agency. Committee of the Whole meetings in Lincolnwood will take place in the first quarter of 2011 for Village Board review.

Current Year's Goals

- 1) The Fire Department will revise and reapply for an Assistance to Firefighters Grant (AFG) to replace our existing breathing apparatus. These air packs allow firefighters to enter hazardous environments with life sustaining air to perform rescue, fire and hazardous materials operations. Our existing equipment currently does not meet current federal and NFPA specifications and needs replacement. This purchase of equipment will only occur with a successful grant award from FEMA.
- 2) Continue implementation of the wireless alarm system. The Village will need to install 6 alarms located in existing Village owned buildings that will be the framework of the radio alarm network. Staff will develop an individualized plan for the Village to transition to a new alarm vendor and communicate with business and homeowners the advantages and efficiencies of the new radio network.
- 3) The Fire Department anticipates the delivery of the new fire truck in the first quarter 2011. Moving of equipment from our existing truck will be completed by using on-duty in-house staff. Additional driver's training skills and orientation of the vehicle will be completed. The sale of the existing truck will be researched and accomplished,
- 4) Redundancy in our Village Fire/Police emergency power supply will require additional electrical work. The emergency generator is over 20 years old but we purchased an identical one about 10 years ago. This generator is on wheels and stored at the Public Works Garage and is currently used as back-up power supply for the pump house and water tower. We would like to expand its role to include supplying emergency power to the Fire/Police building and some circuits on the Village Hall panel.

2011-2012 Operating Budget

Budget Analysis

Fire 350

2009 Actual	2010 Actual	2011 Adopted	2011 Projected	Description	2012 Adopted
48,453	48,895	53,195	53,195	Wages - full time hourly	55,590
3,738	-	-	-	Wages - seasonal hourly	-
3,174	2,955	3,298	3,298	Employer FICA	3,447
742	691	771	771	Employer Medicare	806
3,879	4,009	4,772	4,772	Employer IMRF	5,487
144	162	169	169	Insurance - group life & AD&D	177
5,988	5,368	5,050	5,050	Insurance - group medical	5,050
414	457	500	500	Insurance - group dental	510
1,530	1,500	1,596	1,596	Insurance - Workers Comp	1,668
68,062	64,037	69,351	69,351	Personnel Services	72,735
2,360,591	2,433,549	2,486,309	2,468,500	Fire protection	2,508,101
6,206	5,531	7,700	7,700	Data processing	1,950
2,366,797	2,439,080	2,494,009	2,476,200	Contractual Services	2,510,051
465	1,161	-	600	Ambulance & EMS fees	-
4,181	2,166	1,000	900	R&M - buildings	1,000
405	314	2,000	1,500	R&M - communications equipment	1,500
14,296	13,921	9,200	9,500	R&M - Fire & EMS equipment	11,700
30,179	53,426	9,000	9,000	R&M - vehicles	9,000
3,398	2,941	1,000	900	R&M - other	1,000
10,885	12,310	10,180	10,180	Intergovernmental fees & dues	10,480
2,698	2,478	2,000	1,800	Printing & copying services	2,000
960	1,239	1,335	1,335	Professional associations	1,070
5,206	4,264	5,000	4,000	Telephone	-
1,347	545	-	-	Training	-
103,346	121,483	125,000	125,000	Other contractual	125,000
1,619	2,366	2,500	2,200	Books & publications	1,750
219	-	-	-	Computer supplies	-
19,174	10,140	8,000	8,500	EMS supplies	8,500
12,942	9,488	8,000	7,500	Firefighting supplies	8,000
23,508	24,392	21,000	19,000	Fuel	20,000
158	198	500	300	Lubricants & fluids	500
4,600	2,996	3,000	3,000	Office supplies	1,200
21	83	-	-	Postage	-
11,808	16,647	18,600	18,000	Program supplies	18,600
21,014	11,570	9,000	8,500	Repair parts	9,000
1,468	781	1,000	900	Small tools	1,000
6,973	1,631	6,400	6,000	Training supplies	6,400
9,598	8,027	8,500	8,500	Other materials & supplies	8,500
-	25	-	-	Meals	-
290,469	304,591	252,215	247,115	Commodities	246,200
8,886	759	-	-	Equipment - communications	-
7,288	995	6,700	533	Equipment - public safety	140,700
3,003	1,068	19,700	6,863	Equipment - other	7,700
19,177	2,822	26,400	7,396	Equipment	148,400
-	-	760,000	842,652	Equipment - public safety	-
-	-	760,000	842,652	Capital Outlay	-
2,744,504	2,810,531	3,601,975	3,642,714	Totals	2,977,386

Budget Highlights

Contractual Services

* \$2,510,051 budgeted for Fire and EMS services

Equipment

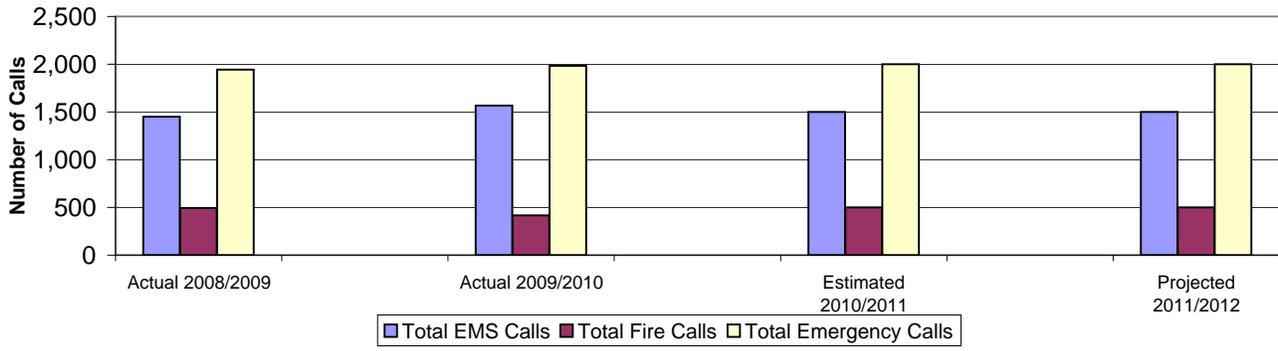
* 140,700 budgeted for new airpacks

**Village of Lincolnwood
2011/2012 Budget
Fire Department**

Performance Measures

	Actual 2008/2009	Actual 2009/2010	Estimated 2010/2011	Projected 2011/2012
Emergency Calls				
<i>EMS Calls</i>				
Advanced Life Support	747	786	775	775
Basic Life Support	650	725	675	675
No Service Rendered	53	55	50	50
Total EMS Calls	<u>1,450</u>	<u>1,566</u>	<u>1,500</u>	<u>1,500</u>
<i>Fire Calls</i>				
	<u>494</u>	<u>417</u>	<u>500</u>	<u>500</u>
Total Emergency Calls	<u>1,944</u>	<u>1,983</u>	<u>2,000</u>	<u>2,000</u>
Mutual Aid Calls				
Given	34	31	35	35
Received	26	25	25	25
Total Mutual Aid Calls	<u>60</u>	<u>56</u>	<u>60</u>	<u>60</u>
Response Time (Minutes)				
Response Time	3.41	3.34	3.40	3.40
Training				
Hours Per Person	21.3	24.5	24.0	24.0
Fire Prevention				
Inspections	792	826	810	820
Re-Inspections	54	42	45	50
Plan Reviews	12	1	1	5
Total Fire Prevention	<u>858</u>	<u>869</u>	<u>856</u>	<u>875</u>
Ambulance Billing				
<i>Resident:</i>				
Basic Life Support	148	141	150	160
Advanced Life Support 1	523	444	500	510
Advanced Life Support 2	20	6	10	10
Total Resident	<u>691</u>	<u>591</u>	<u>660</u>	<u>680</u>
<i>Non-Resident:</i>				
Basic Life Support	88	92	95	100
Advanced Life Support 1	201	178	200	205
Advanced Life Support 2	3	1	5	5
Total Non-Resident	<u>292</u>	<u>271</u>	<u>300</u>	<u>310</u>

Village of Lincolnwood
2011/2012 Budget
Fire Department

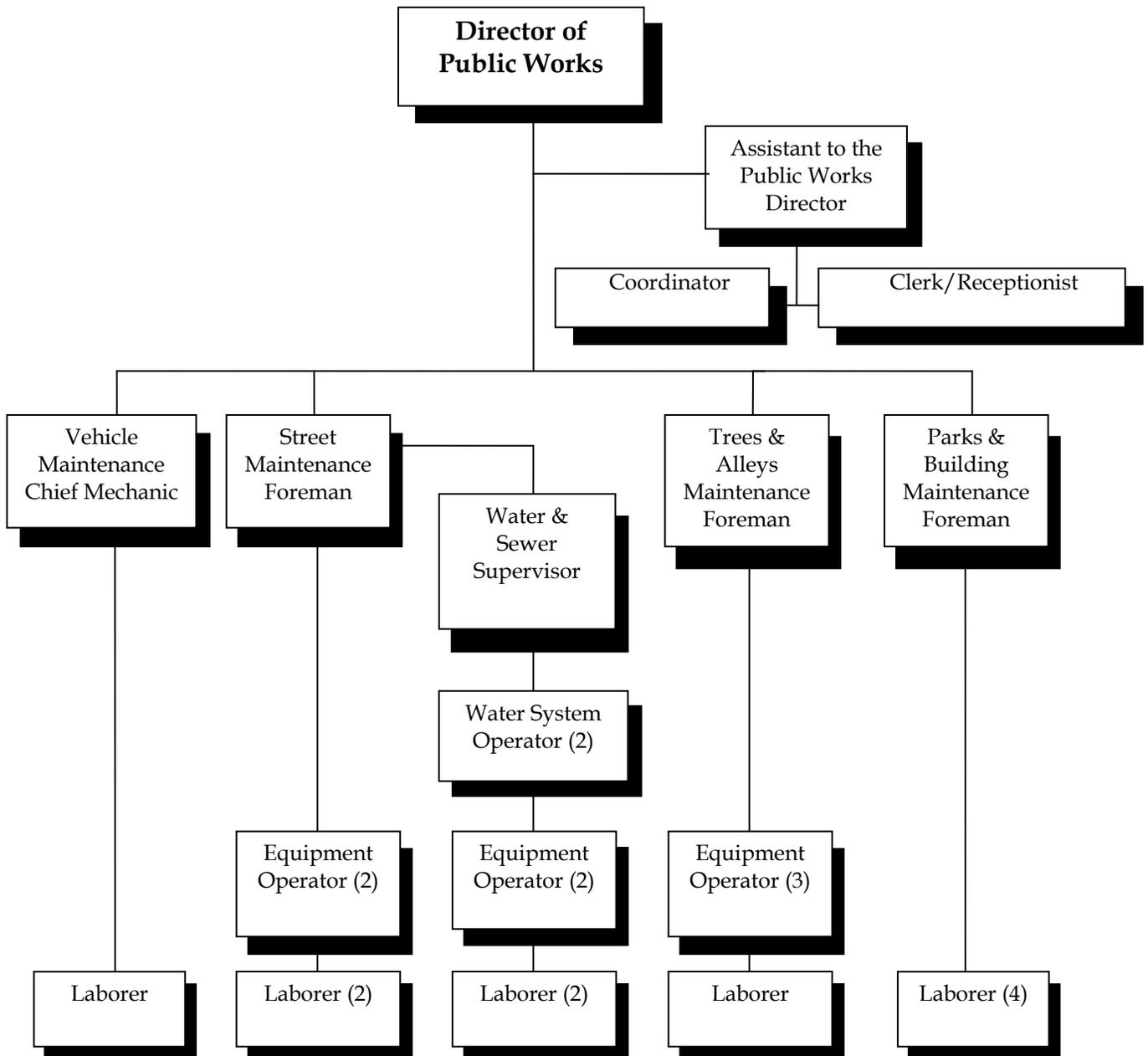


VILLAGE OF LINCOLNWOOD

Fiscal Year 2011-2012

Organizational Chart

Public Works



Public Works - Administration

Department/Activity Description

The Public Works Administration Division plans, organizes, directs, controls and coordinates all Public Works activities including: street maintenance, maintenance of village owned vehicles, maintenance of village owned buildings, operations of the water and sewer system, and parks maintenance. The department also coordinates with the Village's refuse disposal contractor. In addition, the department coordinates and complies with all local, state and federal agencies necessary to ensure the proper maintenance of major arterial roadways and the Village's water distribution and stormwater management systems. The Public Works Department is staffed by 27 full-time employees, three of which comprise the Administration Division.

Prior Year's Goals

- 1) Purchase vehicle maintenance catalog software. The vehicle maintenance division currently uses hard copies of vehicle repair manuals to look up information on how to repair vehicles. In addition, some manuals must be obtained through the library. During FY 10-11 staff proposes to purchase auto repair manual software. The software will provide the vehicle maintenance division with service and repair information, auto recalls and technical service bulletins, plus strategic shop management and customer relations solutions. The software will supply the vehicle maintenance division with information for over 20,000 vehicles from 1989 to present.

Staff purchased All Data during 2010. All Data is an online vehicle maintenance software that provides the Vehicle Maintenance Division with information for over 20,000 vehicles from 1989 to present. The software has eliminated the need for staff to spend time and money purchasing and renting repair manuals. In addition it has also mitigated the need to travel to the library to review manuals. The purchase of the software has saved the Village approximately 5 staff hours per week.

- 2) Join the Illinois Public Works Mutual Aid Network (IPWMAN). The IPWMAN provides a formalized system for government agencies to enter into a written mutual aid agreement to provide and receive emergency assistance in the event of natural or man-made disasters or other situations that require action or attention beyond the normal capabilities of an agency. The organization coordinates resources for local municipal public works departments, public water agencies, public waste water agencies, township road districts, unit road districts, county highway departments and any other government entity that performs a public works function as they respond to emergency situations. The agreement would be in addition to existing Northwest Municipal Conference mutual aid agreements.

During Spring of 2011 staff plans on presenting the budget goal of joining the IPWMAN to the Village Board. Pending Village Board direction staff would then prepare the documents necessary to join the IPWMAN. The documents would include a mutual aid agreement along with an Ordinance. The annual membership fee is \$100. Currently, 101 agencies in the State of Illinois are members of the IPWMAN.

- 3) Conduct a street sign and traffic sign inventory within the Village and input the inventory into the Village's GIS system. The Public Works Department plans to utilize a seasonal laborer during the summer of 2010 to complete a sign inventory which will then be provided to the Village's GIS consultant to input into the system. By having a sign inventory in the GIS system the Public Works Department will be able to create a capital improvement plan for sign replacement and monitor signs that are aging. This will save manhours that would normally be spent surveying the Village to determine which signs need replacement each year.

The Public Works Department continues to work towards completing a full street and traffic sign inventory that can be entered into GIS by the end of Fiscal Year 2010/2011. During 2010 all stop signs, alley vacations, parking restrictions and speed humps were input into GIS.

- 4) Pursue a Department of Commerce and Economic Opportunity (DCEO) grant to replace the Village's heating, ventilation and air conditioning (HVAC) system. Staff will investigate the DCEO's Energy Efficiency Program grant to determine if the funding available will be sufficient to replace the Village's 20 year old HVAC equipment in the Village Hall, Police Department, Fire Department and Public Works Department.

Staff reviewed the DCEO application with the Village's HVAC maintenance company and found that the Village would only be eligible for approximately \$3,500 towards the replacement of HVAC equipment under the DCEO guidelines. Due to the fact that the cost to replace the equipment is approximately \$500,000 it was determined that the grant award would not be enough to offset the cost, therefore staff did not continue pursuing the grant. Staff will continue to research other grant opportunities.

- 5) Achieve gold status in Clean Air Counts by the end of 2012. Staff will work with the green committee to develop a plan to achieve gold status within Clean Air Counts. The Village will continue to complete green initiatives that may be applied towards the gold application.

A staff Green Committee was created at the end of 2009 to assist with the development and advancement of green initiatives within the Village. A staff member from each department serves on the Committee. The Committee is currently working towards improving the Village's Clean Air Counts status. During 2010 the following items were completed that will help to advance the Village's goal of achieving gold status: The Village Board amended the Village Code banning all incinerators within the Village, an annual public green event was held which offered residents the opportunity to recycle electronics for free and exchange gas cans for more environmentally friendly cans, and a rain garden was installed on the school campus. In addition, the Village applied for

Illinois Green Infrastructure Grants for rain barrels, rain gardens, and permeable pavers for the Village Hall Promenade and to complete the planned parking lot at Channel Runne Park.

Proposed Goals

1. Achieve gold status in Clean Air Counts by the end of 2012. Staff will work with the green committee to develop a plan to achieve gold status within Clean Air Counts. The Village will continue to complete green initiatives that may be applied towards the gold application.
2. Conduct three free public information workshops which will include a tree workshop, a flood mitigation presentation and a rain garden installation seminar to assist with advancing current goals of the Village and the knowledge of our residents.
3. Have at least one Public Works employee obtain their International Society of Arboriculture Certified Arborist certification. This will be achieved by completing training sessions and taking a final examination. By having Public Works staff certified it will allow for a certified individual to conduct emergency evaluations of trees on days that the Arborist is not scheduled to be in the Village.
4. Develop a Public Works disaster plan that will detail specific actions for the Department for events such as a tornado, earthquake, flood, etc. The plan will address elements such as how many employees will be needed, how the Village will be divided into work zones and equipment that will be necessary.
5. Create an orientation agenda and presentation specifically for new Public Works personnel.
6. Continue to research and apply for grants that will advance LED street lighting options for the Village.

2011-2012 Operating Budget

Budget Analysis

Public Works Administration

400

2009 Actual	2010 Actual	2011 Adopted	2011 Projected	Description	2012 Adopted
139,635	145,434	150,700	150,700	Wages - full time salaried	155,696
44,227	46,004	47,150	47,150	Wages - full time hourly	48,552
16,718	22,279	25,600	23,000	Wages - Part time hourly	26,700
-	-	500	500	Wages - overtime 1.5X	500
275	295	309	309	Educational stipend	335
11,279	12,493	12,521	12,521	Employer FICA	13,366
2,785	2,986	3,252	3,252	Employer Medicare	3,361
15,767	17,316	20,116	20,116	Employer IMRF	22,877
645	613	604	604	Insurance - group life & AD&D	617
34,677	30,428	28,800	28,000	Insurance - group medical	28,800
2,531	2,695	2,975	2,975	Insurance - group dental	3,070
5,938	6,259	6,474	6,474	Insurance - workers compensati	6,620
274,477	286,803	299,001	295,601	Personnel Services	310,494
21,693	25,035	32,000	30,000	Other contract labor	27,000
3,945	6,405	8,000	9,700	Animal control	8,000
25,638	31,440	40,000	39,700	Contractual Services	35,000
259	275	300	300	R&M - communications equipment	300
345	889	485	485	R&M - office equipment	485
266	137	291	291	Advertising	291
1,500	-	1,500	1,500	Intergovernmental Fees and Due	1,500
245	156	200	100	Printing & copying services	200
486	545	500	500	Professional associations	500
9,994	9,004	8,000	8,000	Telephone	5,000
1,538	2,078	2,837	2,837	Training	2,000
-	-	194	-	Books & publications	194
2,545	1,035	2,500	2,000	Fuel	2,500
2,599	5,751	2,134	2,134	Office supplies	1,134
5,728	5,530	8,820	6,000	Program supplies	6,000
789	374	291	291	Repair parts	291
-	438	3,880	371	Green Initiatives	3,880
26,293	26,211	31,932	24,809	Commodities	24,275
-	50	1,100	-	Conference and Meeting Registr	1,100
-	-	200	100	Local mileage, parking & tolls	200
-	-	1,200	236	Lodging	1,200
45	20	400	100	Meals	400
-	-	400	100	Purchased Transportation	400
45	70	3,300	536	Meetings and Travel	3,300
326,453	344,524	374,233	360,646	Total	373,069

Budget Highlights

Personnel Services

* No increase in personnel

**Village of Lincolnwood
2011/2012 Budget
Public Works-Administration Division**

Performance Measures

	Actual 2008/2009	Actual 2009/2010	Estimated 2010/2011	Projected 2011/2012
Service Requests				
Animal Control Requests	45	50	62	75
Refuse Service Requests	180	57	60	65
Other Service Requests	2,000	2,044	2,800	3,000
Total Service Requests	<u>2,225</u>	<u>2,151</u>	<u>2,922</u>	<u>3,140</u>
Staff Trainings (Total Training Sessions)	<u>50</u>	<u>50</u>	<u>55</u>	<u>60</u>

Public Works Department – Vehicle Maintenance

Department/Activity Description

The expenditures included in this budget are for the purpose of maintaining all village owned vehicles and motor equipment. In addition, this division provides routine preventative maintenance, daily repairs, emergency repairs, modifications, welding, fabricating and road service calls as needed. The Division is staffed by two full time employees.

2011-2012 Operating Budget

Budget Analysis

Public Works Vehicle Maintenance

410

2009 Actual	2010 Actual	2011 Adopted	2011 Projected	Description	2012 Adopted
107,810	112,691	128,401	117,000	Wages - full time hourly	135,692
10,278	11,589	11,500	11,500	Wages - Seasonal Hourly	11,500
3,196	1,711	4,000	4,000	Wages - overtime 1.5X	4,000
-	-	1,000	1,000	Wages - overtime 2X	1,000
1,034	1,157	1,350	1,350	Uniform allowance	1,350
7,027	7,306	9,068	9,068	Employer FICA	9,520
1,643	1,709	2,121	2,121	Employer Medicare	2,226
8,448	8,936	10,982	10,982	Employer IMRF	14,020
310	344	369	369	Insurance - group life & AD&D	390
21,465	21,424	23,950	22,000	Insurance - group medical	24,940
1,587	1,760	2,250	2,250	Insurance - group dental	2,347
4,117	4,249	4,288	4,288	Insurance - workers compensati	4,606
166,915	172,875	199,279	185,928	Personnel Services	211,591
327	308	300	300	R&M - communications equipment	300
748	-	582	800	R&M - public works equipment	800
85	1,743	970	970	R&M - vehicles	970
60	30	50	50	Professional Associations	50
50	-	970	500	Training	970
-	388	388	388	Books and Publications	388
2,491	1,520	3,000	2,500	Fuel	3,000
125	634	728	728	Lubricants and Fluids	728
9,409	7,174	6,402	6,402	Program supplies	8,402
11,855	4,924	5,000	5,000	Small tools	8,000
25,151	16,722	18,390	17,638	Commodities	23,608
-	-	50	25	Local Mileage, Parking & Tolls	50
-	-	50	25	Meals	50
-	-	100	50	Meetings and Travel	100
192,066	189,597	217,769	203,616	Total	235,299

Budget Highlights

Personnel Services

* No increase in personnel

**Village of Lincolnwood
2011/2012 Budget
Public Works Department-Vehicle Maintenance Division**

Performance Measures

	Actual 2008/2009	Actual 2009/2010	Estimated 2010/2011	Projected 2011/2012
Fleet Maintenance				
P.M.*-Pieces of Equipment	950	975	750	800
P.M.*-Hours	1,853	1,900	1,900	2,000
Work Orders-Completed	300	310	315	310
Walk-Ins				
<hr/> <hr/>				
Repairs				
Small Engine Repairs	100	115	115	100
Body Repairs	10	11	25	20
Total Repairs	<u>110</u>	<u>126</u>	<u>140</u>	<u>120</u>
<hr/> <hr/>				
Equipment Rebuilding				
Street Sweeper	0	0	1	1
Tractors	0	0	2	1
Lawn Mowers	0	1	2	0
Total Equipment Rebuilds	<u>0</u>	<u>1</u>	<u>4</u>	<u>5</u>
<hr/> <hr/>				

* Preventative Maintenance

Public Works Department – Building Maintenance

Department/Activity Description

This budget includes the expenditures necessary for the Public Works Department to maintain all Village owned buildings, including: landscaping, carpentry, electrical, plumbing, painting, HVAC, and minor repairs. This division is also responsible for distribution of supplies to various departments. In addition, this division coordinates pick-up and delivery of incoming, outgoing, post office and inter-office mail. The division is staffed by two full time personnel, one of which is shared with the Parks and Recreation Division.

2011-2012 Operating Budget

Budget Analysis

PW Building Maintenance Division

420

2009 Actual	2010 Actual	2011 Adopted	2011 Projected	Description	2012 Adopted
56,528	59,200	57,712	59,852	Wages - full time hourly	62,598
11,092	11,411	11,730	11,730	Wages - seasonal hourly	11,730
324	891	2,500	2,500	Wages - overtime 1.5X	2,800
-	-	550	550	Wages - overtime 2X	800
-	532	-	-	Uniform allowance	438
3,720	4,210	4,522	5,000	Employer FICA	4,859
870	985	1,057	1,057	Employer Medicare	1,136
4,603	4,747	5,490	5,490	Employer IMRF	6,577
352	375	102	102	Insurance - group life & AD&D	108
13,719	13,797	14,200	14,600	Insurance - group medical	15,761
1,064	1,237	1,400	1,400	Insurance - group dental	1,469
1,978	2,137	2,207	2,207	Insurance - workers compensati	2,275
94,250	99,521	101,470	104,488	Personnel Services	110,551
39,425	38,985	34,400	34,400	Janitorial	34,400
81,978	77,565	105,400	105,400	R&M - buildings	94,900
-	710	1,000	1,000	R&M - vehicles	1,000
31	144	291	291	Equipment Rental	291
-	-	600	400	Training	600
-	97	1,200	1,200	Fuel	2,500
1,465	3,875	3,880	3,880	Landscaping supplies	5,000
14,574	18,324	17,848	17,848	Program supplies	17,848
407	656	485	485	Small Tools	1,000
35,818	18,409	36,860	36,860	Utilities - government buildings	34,000
173,698	158,767	201,964	201,764	Commodities	191,539
267,948	258,288	303,434	306,252	Totals	302,090

Budget Highlights

Personnel Services

* No increase in personnel

**Village of Lincolnwood
2011/2012 Budget
Public Works Department-Buildings Division**

Performance Measures

	Actual 2008/2009	Actual 2009/2010	Estimated 2010/2011	Projected 2011/2012
Service Requests	<u>800</u>	<u>815</u>	<u>850</u>	<u>875</u>

Public Works Department – Streets Maintenance Division

Department/Activity Description

This budget contains the expenditures necessary for the Streets Maintenance Division to provide all aspects of street maintenance, including: snow & ice control, alley & forestry operations, street lighting, street sweeping, street marking and signs, street lighting and street patching. This division also develops and coordinates the Sidewalk Replacement Program, the Tree Replacement Program, and wood chipper service. In addition, this division accounts for the costs associated with the Village's contractual household waste hauler, and joint governmental waste disposal agency, SWANCC, (Solid Waste Agency of Northern Cook County). The Streets Maintenance Division is staffed by five full-time employees.

2011-2012 Operating Budget

Budget Analysis

PW Streets Maintenance Division

440

2009 Actual	2010 Actual	2011 Adopted	2011 Projected	Description	2012 Adopted
427,958	362,075	381,380	381,380	Wages - full time hourly	401,687
27,243	40,542	23,500	23,500	Wages - seasonal hourly	23,500
24,474	15,001	27,005	27,005	Wages - overtime 1.5X	30,650
3,222	1,772	8,150	8,150	Wages - overtime 2X	8,150
4,989	4,489	4,625	4,625	Uniform allowance	4,625
510	-	275	275	Longevity stipend	275
28,111	25,222	27,586	27,000	Employer FICA	29,071
6,574	5,899	6,452	6,452	Employer Medicare	6,799
37,091	32,197	37,803	37,803	Employer IMRF	43,960
856	485	687	687	Insurance - group life & AD&D	723
95,193	83,761	72,975	80,000	Insurance - group medical	79,665
7,575	6,285	6,325	6,325	Insurance - group dental	6,795
15,207	13,851	13,348	13,348	Insurance - workers compensation	14,067
679,004	591,580	610,111	616,550	Personnel Services	649,967
32,637	34,070	40,000	20,000	Landscaping services	40,000
1,849	316	38,800	30,000	Street lights & traffic signal	38,800
34,486	34,386	78,800	50,000	Contractual Services	78,800
956,426	1,006,848	1,011,038	1,011,038	Garbage & recycling	1,061,589
956,426	1,006,848	1,011,038	1,011,038	Refuse Services	1,061,589
571	562	500	500	R&M - communications equipment	500
1,080	-	1,649	1,649	R&M - Public Works Equipment	1,650
42,741	31,296	25,220	25,220	R&M - vehicles	25,220
410	458	1,164	1,164	Training	1,164
7,061	13,107	10,000	10,000	Other Contractual	10,000
31,813	17,574	35,000	30,000	Fuel	33,000
4,477	1,881	1,940	1,940	Lubricants & fluids	1,940
2,230	6,687	5,141	5,141	Landscaping supplies	5,141
17,930	14,104	17,980	19,113	Program supplies	19,500
4,836	9,966	10,000	9,000	Small tools	10,000
6,664	11,221	11,000	11,000	Street materials - aggregate	11,000
13,788	12,617	15,000	15,000	Street materials - bituminum	15,000
63,477	55,703	70,000	63,000	Street materials - salt & sand	70,000
3,789	3,272	9,000	9,000	Street materials - signs & bar	9,000
2,142	466	2,910	2,910	Street Materials - Other	2,910
98,558	124,527	125,000	125,000	Utilities - public way	125,000
301,566	303,440	341,504	329,637	Commodities	341,025
-	-	50	50	Local mileage, parking & tolls	50
-	-	50	50	Meals	50
-	-	100	100	Meetings and Travel	100
64,646	60,423	65,000	65,000	Street system construction/imp	45,000
28,167	2,998	-	-	Equipment - other	-
-	118,206	-	-	Equipment - Other	-
92,814	181,627	65,000	65,000	Capital Outlay	45,000
2,064,295	2,117,881	2,106,553	2,072,325	Total	2,176,481

Budget Highlights

Personnel Services

* No increase in personnel
*One full-time position frozen

Capital Outlay

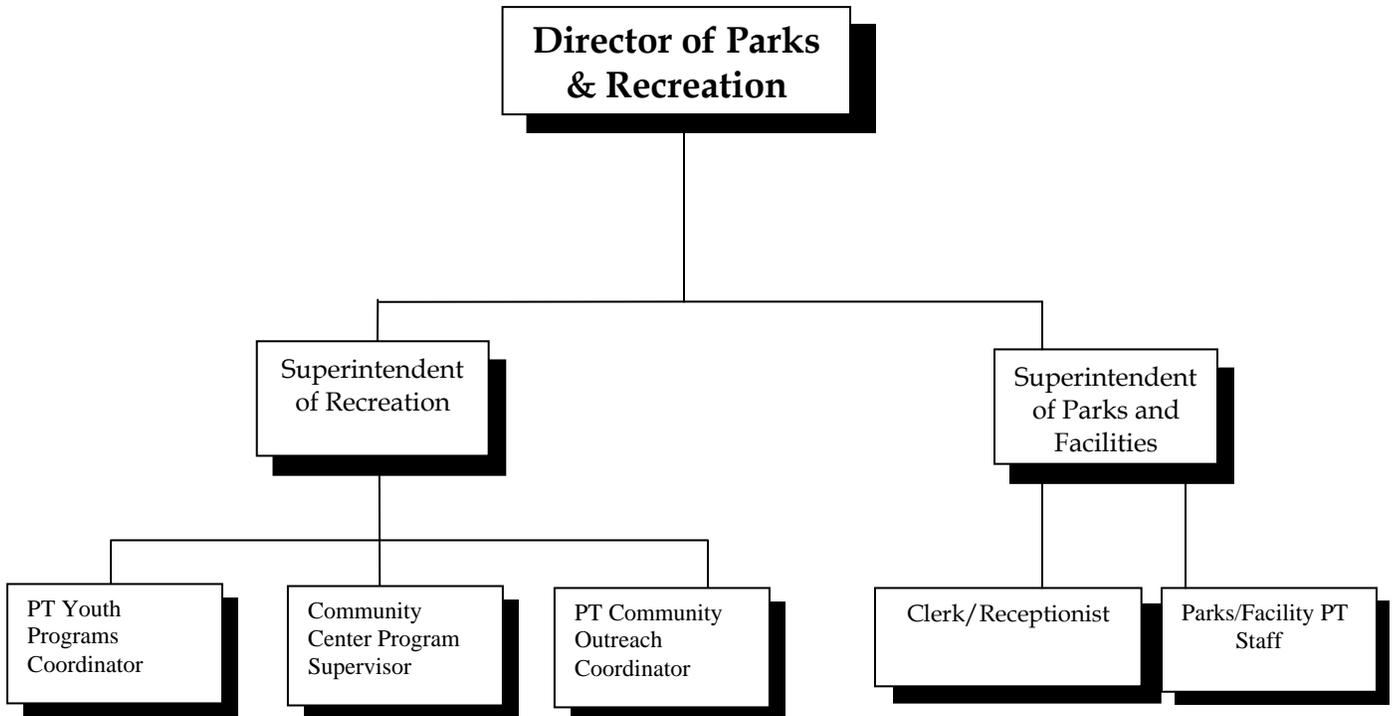
*\$30,000 budgeted for permanent street signage

**Village of Lincolnwood
2011/2012 Budget
Public Works Department-Streets, Trees, and Alleys Division**

Performance Measures

	Actual 2008/2009	Actual 2009/2010	Estimated 2010/2011	Projected 2011/2012
Street Maintenance				
Signs Replaced	150	150	160	300
Pavement Markings (Lineal Feet)	25,000	25,000	25,000	25,000
Asphalt Patching (tons)	70	80	135.5	150
Sidewalks Repaired (Square Feet)	18,000	18,000	18,000	18,000
Alleys				
Miles Maintained				
New Construction Inspections				
Sidewalks	42	45	45	50
Street Openings	30	32	32	35
Street Patching	23	24	30	35
Total Inspections	95	101	107	120
Forestry Maintenance				
Trees Trimmed	2,146	1,951	1,977	1900
Trees Trimmed by Contract	0	0	0	0
Total Trees Trimmed	2,146	1,951	1,977	1,900
Plantings				
Trees	127	114	565	130
Removals				
Trees	120	137	110	130
Stumps	100	117	90	110
Total Removals	220	254	200	240

VILLAGE OF LINCOLNWOOD
Fiscal Year 2011/2012
Organizational Chart
Parks & Recreation



Parks and Recreation Department

Department/Activity Description

This budget accounts for the expenditures required to plan and implement the general recreation programs and recreational facilities managed by the department. The department goal is to provide a wide range of programs for individuals of all ages, abilities, interests and cultures in the areas of sports, trips, after-school, camps, teens, adults, seniors, aquatic activities, and special events. Eleven neighborhood parks and two larger parks, Proesel and Channel Runne, are planned for and maintained through the department. The department manages the Proesel Park Family Aquatics Center and the Community Center. The department is staffed by five full-time employees and approximately 250 part-time and seasonal employees.

Prior Year's Goals

- 1) Increase program offerings by two programs per season.

A Sports Camp coordinated by Sports Made Personal, First Friday for the Family at the Mall, Archery and Golf were added to summer camp offerings. Lunch Bunch – City Style and a new movie program were added for the seniors in the fall. Zumba Toning and Pilates were added for adults in the winter, along with the addition of the Centennial Winter Carnival. Boot Camp and weekend fitness options are being considered for the spring

- 2) Negotiate a lease with Commonwealth Edison for the right-of-way bike path project by May, 2011.

Initial negotiation has begun with ComEd. A letter of permission to enter the property for phase II engineering should be issued by January, 2011.

- 3) Complete the first phase of engineering for the Union Pacific Railway by April, 2010.

The phase I engineering agreement was approved in November, 2010. Work has begun and should be completed by April.

- 4) Hold the First Annual Lincolnwood Winter Carnival to kick off the Village's Centennial in January, 2011.

Plans are being finalized for the Centennial Winter Carnival. Indoor and outdoor activities will be held including the "Bowls of Fire" Chili Cook-off coordinated by the Fire Department, a tug of war, and dog sled and figure skating demonstrations.

- 5) Start construction for Phase II of the Channel Runne Park development project by May, 2010

Design work is 50% complete in preparation for bid documents. The project will go out to bid by February, with construction starting in the May-June timeframe. A donation partnership has been approved which will add approximately 100 trees to the park over the next three years.

- 6) Coordinate celebration activities to commemorate the 100th Anniversary of Lincolnwood.

Centennial Activities are well underway. The logo and banner design contests are completed. A Centennial Kick-off Reception was added, in conjunction with the Village Board meeting, on Thursday, January 6.

- 7) Increase the number of vendors at the Farmers Market by two for a total of eight vendors by October, 2010

Two vendors were added to the Farmers Market, as well as a Community Exhibitor option for companies to exhibit during the market. Entertainment was also added this year.

Proposed Goals

- 1) Complete the Comprehensive Master Plan for parks and recreation by April, 2011
- 3) Complete the Americans with Disabilities Inventory and Transition Plan by March, 2011
- 4) Successfully implement 100th Anniversary Celebration by December, 2011
- 5) Propose a recycling program for the parks and facilities by December, 2011.
- 6) Earn Distinguished Agency Accreditation Status by January, 2012

2011-2012 Operating Budget

Budget Analysis

Parks and Recreation-General

500

2009 Actual	2010 Actual	2011 Adopted	2011 Projected	Description	2012 Adopted
184,970	207,753	211,610	211,610	Wages - full time salaried	195,552
			20,000	Wages- full time hourly	33,660
54,162	57,332	64,060	40,000	Wages - part time hourly	52,000
2,543	2,728	2,990	2,990	Educational stipend	1,956
18,860	19,957	22,693	22,693	Employer FICA	17,557
4,416	4,668	5,307	5,307	Employer Medicare	4,114
24,451	26,628	32,176	31,000	Employer IMRF	28,000
940	1,393	837	837	Insurance - group life & AD&D	701
30,563	25,048	24,600	24,600	Insurance - group medical	32,400
2,208	2,318	2,550	2,550	Insurance - group dental	3,315
9,704	10,759	10,980	10,980	Insurance - workers compensation	8,530
332,817	358,586	377,803	372,567	Personnel Services	377,785
-	-	300	300	R&M - Communication equipment	-
2,113	8,510	5,110	5,110	R&M - office equipment	5,110
1,347	1,233	1,200	1,200	Advertising	1,200
16,502	10,913	14,000	12,000	Printing & copying services	12,000
2,182	1,316	1,600	1,600	Professional associations	1,600
3,093	2,369	4,000	3,000	Telephone	2,500
869	831	200	200	Training	200
6,941	27,402	41,000	46,000	Other contractual	6,000
-	-	300	300	Books & publications	150
-	191	-	-	Computer supplies	-
-	-	2,000	-	Copier supplies	-
19	-	100	-	Fuel	-
3,286	3,896	5,000	5,000	Office supplies	5,000
7,652	7,899	6,000	6,000	Postage	6,000
9,001	10,412	5,000	9,000	Credit card charges	6,500
966	1,001	600	600	Program supplies	600
153	447	250	250	Stationery	250
54,124	76,421	86,660	90,560	Commodities	47,110
4,122	1,684	2,700	2,700	Conference & meeting registrat	3,700
1,019	493	850	600	Local mileage, parking & tolls	1,300
1,219	525	1,100	1,100	Lodging	1,625
1,096	685	575	575	Meals	1,035
7,457	3,387	5,225	4,975	Meetings and Travel	7,660
394,398	438,393	469,688	468,102	Total	432,555

Budget Highlights

Personnel Services

*One full-time position permanently eliminated

**Village of Lincolnwood
2011/2012 Budget
Parks and Recreation Department**

Performance Measures

	Actual 2008/2009	Actual 2009/2010	Estimated 2010/2011	Projected 2011/2012
Toddler/Youth Programs				
Number of Programs	45	44	44	48
Adult/Family Programs				
Number of Programs	23	23	25	30
Special Events				
Number of Programs	18	20	23	25
Athletics				
Number of Programs	14	150	140	130
Park Patrol				
Number of public contacts	1650	1500	1588	1600
Number of reported incidents	75	60	67	75
Turkey Trot				
Number of Participants	1,865	1,480	1,550	1,600
Club Kid				
Number of Participants	35	21	14	20
Camp				
Total Number of Programs	25	25	27	25
Total Number of Participants	1,400	1,058	1,194	1,200
Softball				
Total Number of Teams	28	28	24	26
Pool Memberships				
Daily Admissions	9,000	8,822	12,640	9,000
Memberships	1,450	3,400	3,550	3,650
Swim Lessons				
Number of Classes	12	13	13	13
Number of Participants	440	451	489	500
Swim Team				
Number of Participants	150	167	172	150
Teen Programs				
Number of Programs	13	2	1	2
Number of Members	25	0	0	0
Senior				
Club Memberships	185	145	145	150
Programs/Classes	9	48	72	72
Trips/Events	50	24	36	36
Subsidized Taxi Membership	40	35	28	35
Community Center Rentals				
Number of Rentals	145	131	136	140
Total Number of Programs				
Number of Programs	420	349	381	381
Total Number of Participants				
Number of Participants	12,915	11,999	16,059	12,470

Public Works Department – Parks Maintenance Division

Department/Activity Description

This budget accounts for the expenditures necessary for the Public Works Department to provide year-round maintenance, either with Village Staff or private contractor, of the following facilities: the Village's 12 parks and playgrounds, Channel Runne Park, Proesel Park Aquatics Center, Proesel Park shelter house and Community Center grounds. Park maintenance includes refuse, leaf and debris pick-up, mowing, playground equipment repairs and service, landscaping, bleachers repairs and maintenance, exterior painting, fence and deck painting, tennis court and lighting repairs, maintenance of windscreens, daily in-season maintenance of softball diamonds and fields, football and soccer fields and skating pond. Also special services associated with annual events such as the Turkey Trot, Halloween Party, Worldwide Day of Play, Memorial Day Picnic, etc. The Parks Maintenance Division is staffed by five full-time employees, one of which is shared by the Building Maintenance Division.

Current Year's Goals

- 1) The Village will continue the phased replacement of playground equipment and park improvements.

2011-2012 Operating Budget

Budget Analysis

PR Park Maintenance Division

430

2009 Actual	2010 Actual	2011 Adopted	2011 Projected	Description	2012 Adopted
195,125	212,520	247,635	247,635	Wages - full time hourly	255,488
60,309	66,943	35,000	37,341	Wages - seasonal hourly	35,000
5,563	6,890	4,385	4,385	Wages - overtime 1.5X	5,000
4,182	4,748	5,050	5,050	Wages - overtime 2X	5,600
4,038	3,455	2,700	2,700	Uniform allowance	2,700
16,969	17,439	18,301	18,301	Employer FICA	18,860
3,969	4,078	4,280	4,280	Employer Medicare	4,411
18,518	20,021	23,337	23,000	Employer IMRF	26,569
951	884	560	560	Insurance - group life & AD&D	570
51,772	60,687	58,450	58,450	Insurance - group medical	49,770
4,737	5,345	6,100	6,100	Insurance - group dental	6,397
7,902	8,458	8,795	8,795	Insurance - workers compensati	9,066
374,034	411,467	414,593	416,597	Personnel Services	419,431
24,300	19,029	20,000	20,000	Contract Maintenance	20,000
24,300	19,029	20,000	20,000	Contract Maintenance	20,000
1,715	20	1,455	1,000	R&M - buildings	1,455
353	391	388	388	R&M - communications equipment	388
688	-	5,000	5,000	R&M - Recreation equipment	6,000
5,727	6,584	7,275	7,275	R&M - vehicles	7,275
575	717	485	485	R&M - Other equipment	1,000
-	543	485	485	Equipment rental	485
-	-	600	400	Training	600
13,707	13,022	10,000	10,000	Fuel	11,000
1,178	914	825	825	Lubricants & fluids	825
4,953	11,852	13,000	13,000	Landscaping supplies	14,000
29,981	29,048	32,010	32,010	Program supplies	38,010
4,587	6,721	6,790	6,790	Small tools	9,190
4,232	2,938	4,850	3,000	Utilities - government buildings	3,000
192	124	291	291	Utilities - public way	291
67,889	72,874	83,454	80,949	Commodities	93,519
47,250	71,687	50,000	-	Park Construction & Improvemen	-
-	7,104	34,100	34,100	Equipment - other	190,500
47,250	78,791	84,100	34,100	Capital Outlay	190,500
513,473	582,161	602,147	551,646	Totals	723,450

Budget Highlights

Personnel Services

*No increase in Personnel

Capital Outlay

*\$160,500 budgeted For Lights in Field #2
in Proesel Park

*\$30,000 budgeted to replace truck

**Village of Lincolnwood
2011/2012 Budget
Public Works Department-Parks Maintenance Division**

Performance Measures

	Actual 2008/2009	Actual 2009/2010	Estimated 2010/2011	Projected 2011/2012
Parks				
Number of Parks Maintained	13	13	13	13
Acres of Turf Maintained	14	14	14	14
Sod Planted (Sqare Feet)	4,000	4,000	4,000	4,000
Playground Equipment Repaired	155	160	150	140
Playground Equipment Replaced	22	21	22	25
Plantings				
Flowers	550	550	550	550
Shrubs	200	200	200	200
Total Plantings	750	750	750	750

502 – Youth/Tot

The Youth and Tot programs are held throughout the year for ages 1-12. Classes for children under five may be offered with their parent or caregiver. The goals of the programs are to provide social interaction between peers and parents, to introduce and teach a new skill or hobby, to encourage independence, to provide after-school care and to provide an opportunity to be active.

2011-2012 Operating Budget

Budget Analysis

PR Youth/Tot
502

2009 Actual	2010 Actual	2011 Adopted	2011 Projected	Description	2012 Adopted
3,913	4,685	6,000	5,000	Wages - part time hourly	6,350
691	1,177	-	-	Wages - seasonal hourly	
281	360	372	372	Employer FICA	394
66	84	87	87	Employer Medicare	92
-	191	180	180	Insurance - workers compensati	191
4,951	6,497	6,639	5,639	Personnel Services	7,027
13,604	12,986	8,000	13,000	Purchased Program Services	13,000
516	760	750	100	Concessions & Food	100
809	-	900	500	Program Supplies	500
14,929	13,745	9,650	13,600	Commodities	13,600
19,880	20,242	16,289	19,239	Total	20,627

503 – Adult / Family Programs

This budget accounts for the expenditures required to run programs for adults and families. Traditional Adult / Family programs include; Yoga, Jazzercise, Zumba, Zumba Toning, Pilates, Tai Chi, Computer Classes, and instructional programs. Additional Adult / Family programs are periodically offered to take advantage of current trends.

2011-2012 Operating Budget

Budget Analysis

PR Adult/Family
503

2009 Actual	2010 Actual	2011 Adopted	2011 Projected	Description	2012 Adopted
2,306	1,823	1,000	1,000	Wages - seasonal hourly	1,625
143	104	62	62	Employer FICA	101
33	24	15	15	Employer Medicare	24
9	60	30	30	Insurance - workers compensati	49
2,491	2,012	1,107	1,107	Personnel Services	1,798
2,631	6,050	2,600	6,000	Purchased program services	15,540
124	-	200	200	Advertising	200
-	-	750	750	Concessions & food	-
456	49	600	600	Program supplies	250
3,211	6,100	4,150	7,550	Commodities	15,990
5,702	8,112	5,257	8,657	Total	17,788

504 – Special Events:

This budget accounts for the expenditures required to run community special events such as Concerts in the Parks, Movie in the Park, Touch-a-Truck, Daddy/Daughter Dance, Farmers Market, Memorial Day Parade, the Community Halloween Party, Polar Express, and the new Adult Centennial Event: Passport to Lincolnwood planned for fall, 2011.

2011-2012 Operating Budget

Budget Analysis

PR Special Events

504

2009 Actual	2010 Actual	2011 Adopted	2011 Projected	Description	2012 Adopted
1,119	12,478	2,000	13,000	Wages - seasonal hourly	2,000
69	712	124	228	Employer FICA	124
16	166	29	60	Employer Medicare	29
54	60	60	120	Insurance - workers compensati	60
1,258	13,416	2,213	13,408	Personnel Services	2,213
12,199	5,780	11,475	11,475	Purchased program services	14,500
265	-	1,450	1,450	Advertising	1,450
-	-	550	550	Printing & copying services	650
3,579	3,198	5,000	4,000	Concessions & food	6,700
2,226	5,776	3,775	3,775	Program supplies	5,250
214	483	1,075	1,075	Other materials & supplies	1,000
					-
18,482	15,236	23,325	22,325	Commodities	29,550
19,741	28,652	25,538	35,733	Total	31,763

505 - Athletic

Many different athletic programs are offered such as Friday night and Saturday morning sports including basketball and floor hockey, and the new Central Suburban Flag Football and Basketball Leagues. These programs are planned by the department staff and the expenses allocated in this budget.

2011-2012 Operating Budget

Budget Analysis

PR Athletic
505

2009 Actual	2010 Actual	2011 Adopted	2011 Projected	Description	2012 Adopted
169	-	-	-	Wages - part time hourly	-
1,925	1,475	2,484	2,484	Wages - seasonal hourly	2,484
119	102	154	154	Employer FICA	154
28	24	36	36	Employer Medicare	36
69	72	75	75	Insurance - workers compensati	75
			-		
2,309	1,673	2,749	2,749	Personnel Services	2,749
			-		
-	1,964	50	50	Purchased program services	50
-	-	25	25	Advertising	25
-	-	50	50	Awards	50
4	-	50	50	Program supplies	50
			-		
4	1,964	175	175	Commodities	175
2,313	3,637	2,924	2,924	Totals	2,924

506 - Teen

Programs are offered to teens, age 12-17. These programs are planned by the department staff and the expenses allocated in this budget. Cooperative programming with the schools help to enhance the program offerings.

2011-2012 Operating Budget

Budget Analysis

PR Teen
506

2009 Actual	2010 Actual	2011 Adopted	2011 Projected	Description	2012 Adopted
900	-	800	-	Wages - seasonal hourly	100
-	56	50	-	Employer FICA	6
-	13	12	-	Employer Medicare	1
-	24	24	-	Insurance - workers compensati	3
900	93	886	-	Personnel Services	111
790	750	450	-	Purchased program services	450
-	-	75	-	Concessions & food	50
91	-	150	-	Program supplies	-
881	750	675	-	Commodities	500
1,781	843	1,561	-	Totals	611

508 - Park Patrol

Park Patrol is a park security program staffed with seasonal staff that operates from May 1, through October 31. This program provides park security, assisting the police department in enforcing park rules and writing citations, when necessary. Park Patrol also inspects parks maintenance for safety and regulates permit use and assists with special events and programs..

2011-2012 Operating Budget

Budget Analysis

PR Park Patrol

508

2009 Actual	2010 Actual	2011 Adopted	2011 Projected	Description	2012 Adopted
61,414	54,295	55,000	52,927	Wages - seasonal hourly	56,650
3,794	3,354	3,410	3,282	Employer FICA	3,512
887	785	798	767	Employer Medicare	821
111	-	-		Employer IMRF	-
1,800	1,704	1,650	1,650	Insurance - workers compensati	1,700
68,006	60,138	60,858	58,626	Personnel Services	62,683
457	434	1,000	1,000	Program supplies	1,000
457	434	1,000	1,000	Commodities	1,000
68,463	60,572	61,858	59,626	Totals	63,683

509 – Turkey Trot

The Turkey Trot is an annual Chicago Area Runners' Association sanctioned event organized by the Parks and Recreation Department. A 5K and 10K run, 5K fitness walk and the children's run, The Drumstick Dash are offered to participants of all ages. This event is always held the Sunday before Thanksgiving. In 2011 the Race will celebrate its 35th Anniversary.

2011-2012 Operating Budget

Budget Analysis

PR Turkey Trot

509

2009 Actual	2010 Actual	2011 Adopted	2011 Projected	Description	2012 Adopted
9,621	10,229	6,550	7,000	Purchased program services	8,100
734	-	500	-	Advertising	400
3,894	4,964	5,000	5,000	Equipment rental	5,200
1,747	615	1,000	500	Printing & copying services	-
2,053	720	800	1,000	Awards	1,000
1,155	820	1,450	1,200	Concessions & food	1,600
-	102	1,000	800	Postage	300
9,729	8,458	9,700	9,700	Program supplies	11,050
28,932	25,907	26,000	25,200	Commodities Totals	27,650

520 – Club Kid

The Club Kid after school program serves Lincolnwood children attending Todd Hall and Rutledge Hall schools. Children enrolled in the program range in grades from K – 5th. The program is held at the Rutledge Hall following school hours each day school is in session. Participants receive a daily snack and beverage as well as participate in games, sports, arts and crafts and theme-days.

2011-2012 Operating Budget

Budget Analysis

PR Club Kid
520

2009	2010	2011	2011	Description	2012
Actual	Actual	Adopted	Projected		Adopted
36,034	40,554	38,200	22,000	Wages - seasonal hourly	32,240
2,253	2,548	2,368	1,364	Employer FICA	1,999
527	596	554	319	Employer Medicare	467
214	-	-		Employer-IMRF	-
972	1,394	1,146	660	Insurance - workers compensati	967
40,000	45,092	42,268	24,343	Personnel Services	35,674
652	42	1,000	500	Purchased program services	1,000
961	835	750	750	Telephone	750
1,179	1,234	2,200	1,000	Concessions & food	2,200
447	721	1,350	675	Program supplies	1,200
300	461	275	-	Other materials & supplies	150
3,539	3,293	5,575	2,925	Commodities	5,300
43,539	48,384	47,843	27,268	Totals	40,974

530 – Summer Day Camp

The Lincolnwood Summer Day Camp program currently offers 24 different summer camp options for both resident and non-resident children. Camps are available for children ages 2 – 15 years of age. Each camp offers something special – whether it is field trips, hours meeting the needs of summer school attendees, before or after camp care, opportunities for working parents, tennis lessons, swim lessons, or arts and crafts, instructional sports, games and other activities. There is a payment plan and sibling discount available when families meet the requirements. The summer camp season is typically eight weeks long, with 1-2 weeks of specialty camps filling the weeks before school starts. Lincolnwood camps offer the lowest camper to counselor ratio in the area, which is 6:1 to 10:1, depending on the age group

The majority of the camps are held at Proesel Park, with Little Lincolns for Kindergarten and First-graders being held at Flowers Park and The Prairie Dogs (for three and four year olds) located at O'Brien Park.

2011-2012 Operating Budget

Budget Analysis

PR Day Camp Program

530

2009 Actual	2010 Actual	2011 Adopted	2011 Projected	Description	2012 Adopted
23,599	20,337	21,000	21,000	Wages- full time salaried	33,189
162,395	115,234	148,510	107,060	Wages - seasonal hourly	128,350
				Educational stipend	327
10,326	8,340	9,208	8,500	Employer FICA	9,803
2,415	1,951	2,153	1,800	Employer Medicare	2,285
887	1,676	538	375	Employer IMRF	3,258
				Insurance - group life & AD&D	104
				Insurance - group medical	3,000
				Insurance - group dental	255
4,626	5,003	4,455	4,455	Insurance - workers compensati	4,728
204,247	152,540	185,864	143,190	Personnel Services	185,299
24,513	32,505	36,165	48,798	Purchased program services	50,000
1,248	1,104	1,100	420	Facility rental	500
4,806	3,013	2,000	1,208	Telephone	2,000
-	18	300	322	Training	325
5,211	475	500	644	Other contractual	650
5,941	7,493	7,000	5,474	Concessions & food	7,000
2,455	-	200	-	Postage	-
29,121	23,498	30,000	20,401	Transportation	25,000
1,500	-	1,500	1,500	Credit Card Charges	1,500
5,005	4,996	5,500	4,334	Program supplies	5,500
79,800	73,102	84,265	83,101	Commodities	92,475
284,047	225,643	270,129	226,291	Totals	277,774

540 - Softball:

Softball leagues managed through the Parks and Recreation Department are accounted for in this budget. Currently leagues are offered two days per week in the summer and two days per week in the fall. Award money is given to the top 2 teams of the leagues.

2011-2012 Operating Budget

Budget Analysis

PR Softball Program

540

2009	2010	2011	2011	Description	2012
Actual	Actual	Adopted	Projected		Adopted
4,200	5,000	5,250	4,650	Awards	5,250
597	1,249	1,150	1,039	Program supplies	1,150
4,797	6,249	6,400	5,689	Commodities Totals	6,400

550 - Tennis:

This budget provides the necessary funds for the instructional tennis program, held year-round. Indoor tennis is provided at Niles West High School and Todd Hall, with summer lessons held at the tennis courts held in the parks.

2011-2012 Operating Budget

Budget Analysis

PR Tennis Program

550

2009 Actual	2010 Actual	2011 Adopted	2011 Projected	Description	2012 Adopted
18,849	26,311	20,000	24,000	Purchased program services	24,000
-	-	200	-	R&M - recreation equipment	-
-	-	125	-	Program supplies	125
18,849	26,311	20,325	24,000	Commodities Totals	24,125

560 - Pool:

The Proesel Park Family Aquatics Center opens the first Saturday in June and will remain open through Labor Day, with a week closing in August. All the activities related to operation and staffing of the pool are included in this budget. Larger programs within the facilities such as swim team and swim lessons have their own budgets.

2011-2012 Operating Budget

Budget Analysis

PR Pools

560

2009 Actual	2010 Actual	2011 Adopted	2011 Projected	Description	2012 Adopted
53,300	63,400	65,054	65,054	Wages- full time salaried	67,684
186,738	152,956	176,000	165,000	Wages - seasonal hourly	176,000
				Educational stipend	657
11,591	9,461	10,912	9,940	Employer FICA	15,108
2,711	2,213	2,552	2,325	Employer Medicare	3,533
				Employer IMRF	6,680
				Insurance - group life & AD&D	214
				Insurance - group medical	6,000
				Insurance - group dental	510
5,130	5,280	5,280	5,280	Insurance - workers compensati	7,271
259,471	233,310	259,798	247,599	Personnel Services	283,657
1,688	2,056	1,750	1,200	Purchased program services	1,500
6,558	2,696	7,500	6,000	R&M - buildings	6,000
668	4,966	7,500	7,500	R&M - pool equipment	7,500
15,687	4,293	20,000	20,000	R&M - other	20,000
-	-	1,250	750	Printing & copying services	750
4,534	2,338	1,900	1,900	Telephone	1,900
625	941	1,000	500	Training	1,000
-	-	50	-	Awards	50
21,552	20,245	23,200	28,213	Chemicals - swimming pool	27,500
13,225	12,393	15,000	15,000	Computer supplies	3,500
199	107	200	174	Concessions & food	200
-	-	200	200	Merchandise for resale	200
320	241	300	300	Office supplies	300
-	-	25	25	Postage	25
7,621	11,013	12,000	12,000	Credit Card Charges	10,000
10,125	9,549	10,000	10,000	Program supplies	10,000
635	-	1,500	1,500	Repair parts	1,500
-	1,187	1,000	1,000	Training supplies	1,000
24,430	18,772	23,000	23,000	Utilities - government building	23,000
-	-	-	-		
107,866	90,796	127,375	129,262	Commodities	115,925
-	-	500	500	Conference & meeting registrat	500
-	-	1,200	750	Lodging	1,200
201	-	350	350	Meals	350
248	25	700	700	Purchased transportation	700
448	25	2,750	2,300	Meetings and Travel	2,750
				Equipment Replacement	30,000
				Equipment	30,000
367,785	324,131	389,923	379,161	Totals	432,332

Budget Highlights

Equipment

*30,000 budgeted for replacement of pool slide

561 - Swim Lessons Program:

Swim Lessons, held at the Aquatic Center and managed through the Parks and Recreation Department, are included in this budget. Lessons to children from the ages of three through 17, as well as adults and seniors are offered in a group or private setting.

2011-2012 Operating Budget

Budget Analysis

PR Swim Lessons

561

2009 Actual	2010 Actual	2011 Adopted	2011 Projected	Description	2012 Adopted
12,394	14,683	15,600	13,805	Wages - seasonal hourly	15,600
768	910	967	856	Employer FICA	967
180	213	226	200	Employer Medicare	226
450	450	468	468	Insurance - Workers Compensati	468
13,792	16,256	17,261	15,329	Personnel Services	17,261
-	-	50	-	Training	50
-	-	50	50	Office supplies	50
-	-	25	-	Postage	25
638	-	500	749	Program supplies	500
-	-	150	150	Training supplies	150
638	-	775	949	Commodities	775
14,430	16,256	18,036	16,278	Totals	18,036

562 - Swim Team Program:

The Lincolnwood Swim Team, called the Lincolnwood Lightning, is managed through the Parks and Recreation Department. The team participates in the Northeast Illinois Swim Conference. Practices and some meets are held at the Aquatic Center. This program runs from June to August. The Swim Team has a summer enrollment of approximately 80 - 100 swimmers.

2011-2012 Operating Budget

Budget Analysis

PR Swim Team

562

2009 Actual	2010 Actual	2011 Adopted	2011 Projected	Description	2012 Adopted
11,132	9,936	13,945	11,857	Wages - seasonal hourly	13,945
690	616	865	735	Employer FICA	865
161	144	202	172	Employer Medicare	202
405	405	418	418	Insurance - Workers comp.	418
12,388	11,101	15,430	13,182	Personnel Services	15,430
2,016	2,020	2,500	3,771	Purchased program services	3,500
53	69	75	74	Concessions & food	75
8,487	6,163	8,200	5,907	Program supplies	6,500
10,556	8,252	10,775	9,752	Commodities	10,075
22,945	19,353	26,205	22,934	Totals	25,505

563 - Concessions:

Concessions at the pool, managed through the Parks and Recreation Department are included in this budget. The concession stand is open during pool hours. There is a full kitchen in the concession stand, offering a variety of grilled meals, sandwiches, appetizers, snacks and beverages. The Concession also provides food for pool rentals.

2011-2012 Operating Budget

Budget Analysis

PR Concessions

563

2009 Actual	2010 Actual	2011 Adopted	2011 Projected	Description	2012 Adopted
21,362	19,098	21,425	22,170	Wages - seasonal hourly	22,170
1,324	1,184	1,328	1,375	Employer FICA	1,375
310	277	311	321	Employer Medicare	321
-	558	557	483	Employer IMRF	483
621	621	643	643	Insurance - Workmens Comp	643
23,617	21,738	24,264	24,992	Personnel Services	24,992
-	-	1,100	-	Beverages	1,100
2,141	402	1,250	3,773	Supplies	2,200
26,840	21,505	23,750	27,547	Concessions & food	25,000
28,981	21,906	26,100	31,320	Commodities	28,300
52,598	43,645	50,364	56,312	Totals	53,292

570-Seniors

The Lincolnwood Social Club provides in-house programming, social services, trips and various related services for those 55 or better.

2011-2012 Operating Budget

Budget Analysis

PR Seniors Program

570

2009 Actual	2010 Actual	2011 Adopted	2011 Projected	Description	2012 Adopted
42,884	-	-	-	Wages - full time salaried	-
4,263	7,997	4,600	8,500	Wages- Part time	5,200
2,422	2,006	-	146	Wages - seasonal hourly	-
402	-	-		Educational stipend	-
3,100	678	285	400	Employer FICA	322
725	159	67	100	Employer Medicare	75
3,578	89	-		Employer IMRF	-
117	-	-		Insurance - group life & AD&D	-
3,400	-	-		Insurance - group Medical	-
534	-	-		Insurance - group dental	-
1,676	1,550	138	200	Insurance - workers compensati	156
63,100	12,478	5,090	9,346	Personnel Services	5,754
8,465	17,921	22,250	22,250	Purchased program services	22,250
2,962	2,935	5,000	2,500	Subsidized taxi program	2,500
481	353	-		Telephone	-
424	2,147	3,000	2,500	Concessions & food	2,650
-	-	1,500	1,500	Postage	1,500
455	-	-		Transportation	-
1,006	2,313	3,000	1,500	Program supplies	1,850
13,793	25,669	34,750	30,250	Commodities	30,750
76,894	38,147	39,840	39,596	Totals	36,504

571 - Community Center

This budget accounts for the maintenance and staffing of the Community Center located at the corner of Lincoln and Morse Avenues. The community center is utilized for general recreation programs for all ages, senior programs, camps, rentals and community events. Costs for programs held in the facility are not included in this budget, as they are fee-supported and each program area has their own budget.

2011-2012 Operating Budget

Budget Analysis

PR Community Center

571

2009 Actual	2010 Actual	2011 Adopted	2011 Projected	Description	2012 Adopted
6,034	2,564	7,000	7,000	Wages - part time hourly	7,000
624	3,376	-		Wages - seasonal hourly	-
412	361	434	434	Employer FICA	434
96	84	102	102	Employer Medicare	102
7,166	6,385	7,536	7,536	Personnel Services	7,536
300	276	210	-	Insurance - workers compensati	-
2,500	4,945	5,000	5,000	Janitorial	5,000
246	200	250	250	Advertising	250
1,065	1,923	4,750	4,750	Facility rental	4,750
1,638	1,626	2,000	1,300	Telephone	1,300
14,817	-	-		Other contractual	-
1,255	2,159	3,250	500	Program supplies	3,250
21,821	11,130	15,460	11,800	Commodities	14,550
-	-	50,000	50,000	Parks Construction/Improvement	-
-	-	50,000	50,000	Capital Outlay	-
28,987	17,515	72,996	69,336	Totals	22,086

580 – Special Recreation

This budget provides the necessary funding to allow people with special needs to access and enjoy the many recreational opportunities offered through the Parks and Recreation Department. This assistance can range from part-time staff providing extra assistance in a program to any other reasonable accommodation as defined by the Americans with Disabilities Act, enacted in 1990.

This is accomplished through participation in the Maine Niles Association of Special Recreation (MNASR). MNASR is a consortium made up of six park districts and the Parks and Recreation Department. This budget includes our member agency contribution, which is based on the assessed valuation of the Village and also includes the cost of Inclusion. Inclusion expenses are incurred as we provide individuals with special needs assistance so they can participate in activities offered through our Department.

2011-2012 Operating Budget

Budget Analysis

PR Special Recreation Program

580

2009 Actual	2010 Actual	2011 Adopted	2011 Projected	Description	2012 Adopted
116,842	125,024	126,000	126,000	Purchased program services	128,000
116,842	125,024	126,000	126,000	Commodities Totals	128,000

Other Funds

Motor Fuel Tax Fund

Department/Activity Description

The Motor Fuel Tax Fund receives its revenue from monthly allotments from the Illinois Motor Fuel Tax Disbursement Fund. Revenue is received by the state from taxes on the sale of gasoline and is distributed to Illinois municipalities on a per-capita basis. This budget accounts for the maintenance of the traffic signal lighting in the Village and for services performed by the Village for upkeep of IDOT streets within the Village limits.

2011-2012 Operating Budget

Budget Analysis

Motor Fuel Tax Fund

212

2009 Actual	2010 Actual	2011 Adopted	2011 Projected	Description	2012 Adopted
23,651	30,770	35,000	20,000	Street lights & traffic signal	35,000
-	-	35,100	35,100	Tree grant local match	35,100
				ITEP grant local match	6,540
23,651	30,770	70,100	55,100	Totals	76,640

Funding Sources

Motor Fuel Tax	310,000
Grants	140,300
Interest	7,000

Budget Highlights

*Amounts budgeted for IDOT streetlight maintenance

* \$35,100 budgeted for new trees on IDOT roadway

Transportation Improvement Fund

Department/Activity Description

In Fiscal Year 2005/06 the Village Board adopted a gasoline retail sales tax of \$.02 per gallon for gasoline sold in the Village of Lincolnwood. The Village Board directed that revenues received from this tax be utilized to improve the transportation systems in the Village. This budget accounts for the revenue received from this tax.

2011-2012 Operating Budget

Budget Analysis

Transportation Improvement Fund

213

2009 Actual	2010 Actual	2011 Adopted	2011 Projected	Description	2012 Adopted
12,115	38,194	153,663	50,000	Engineering	50,000
-	-	1,024,420	1,024,420	Street lights' improvements	1,178,083
12,115	38,194	1,178,083	1,074,420	Totals	1,228,083

Funding Sources

Gas Tax	365,000
Interest	5,000
Fund Reserves	858,083

Budget Highlights

*1,228,083 is budgeted to replace streetlights on Pratt Avenue

E 9-1-1 Program

Department/Activity Description

The E 9-1-1 Communications Center service is an emergency communications operation that receives calls from the public for emergency service requests for the Police and Fire Departments. The six member E 9-1-1 Board is appointed to govern the Enhanced 9-1-1 funds and manage the 9-1-1 emergency telephone systems in accordance with state statutes.

2011-2012 Operating Budget

Budget Analysis

E-911 Program Fund

215

2009 Actual	2010 Actual	2011 Adopted	2011 Projected	Description	2012 Adopted
14,259	14,761	14,780	14,780	Wages - Full time salaried	15,073
-	95,735	100,307	100,307	Wages - full time hourly	105,121
-	1,132	1,763	1,763	Payroll-Salaries and Wages- Ov	1,763
143	299	376	376	Educational stipend	391
816	6,502	7,296	7,296	Employer FICA	7,613
191	1,521	1,706	1,706	Employer Medicare	1,781
1,075	8,749	10,554	10,554	Employer IMRF	12,119
-	-	234	234	Insurance-group life & AD & D	244
3,229	13,560	14,500	14,500	Insurance - group medical	17,288
232	1,237	1,605	1,605	Insurance - group dental	1,685
429	3,480	3,525	3,525	Insurance - workers comp.	3,679
20,372	146,977	156,646	156,646	Personnel Services	166,757
1,018	-	1,000	1,000	R & M Buildings	2,000
10,853	20,203	22,050	25,000	R&M - communications equipment	22,400
99	37	-		Professional associations	-
30,297	27,437	32,000	32,000	Telephone	32,000
945	-	2,000	1,000	Training	2,000
5,883	-	16,000	15,920	Other contractual	16,000
-	-	-		Books & publications	-
483	184	1,400	1,400	Computer supplies	1,400
491	1,758	1,000	1,000	Office supplies	3,800
50,068	49,618	75,450	77,320	Commodities	79,600
168,221	36,805	4,400	4,400	Equipment - data processing	4,400
168,221	36,805	4,400	4,400	Equipment	4,400
238,662	233,400	236,496	238,366	Totals	250,757

Funding Sources

Wireless Surcharge	182,000
Interest	3,000
Fund Reserves	65,757

Budget Highlights

Personnel Services

*Allocation of salaries and benefits
for 911 services

Northeast Industrial District TIF Fund

Department/Activity Description

This budget accounts for tax increment revenues generated from properties within the boundaries of the Northeast Industrial Tax increment Financing District. Dependent on revenue, major anticipated expenditures from this fund during the fiscal year include: funding of the Village's Property Enhancement (PEP) and GIFT programs for this TIF District; preparation of a retail feasibility plan, replacement of streetlights and initial engineering work for the bike trail.

Current Year's Goals

- 1) Continue to make principal and interest payments on the 2002 General Obligation Bond issue.

2011-2012 Operating Budget

Budget Analysis

NEID TIF Fund
217

2009 Actual	2010 Actual	2011 Adopted	2011 Projected	Description	2012 Adopted
1,000	1,500	1,500	1,500	Audit	1,500
1,525	20,695	65,000	65,000	Other professional services	20,500
				Maintenance of TIF Improvements	15,000
2,525	22,195	66,500	66,500	Contractual Services	37,000
-	9,199	100,000	-	Community Development Grants	102,500
-	9,199	100,000	-	Total Sharing	102,500
545	450	600	450	Fiscal Charges	450
225,000	232,500	243,750	243,750	Principal - 2002A G.O. bonds	251,250
100,427	92,833	84,987	84,987	Interest - 2002A G.O. bonds	76,760
325,972	325,783	329,337	329,187	Debt Service	328,460
57,812	-	101,578	101,578	Engineering	34,200
33,930	1,412,590	577,184	1,465,588	Land acquisition & improvement	179,000
91,742	1,412,590	678,762	1,567,166	Capital Outlay	213,200
420,238	1,769,767	1,174,599	1,962,853	Totals	681,160

Funding Sources

Property Taxes	2,010,000
Interest	40,000

Budget Highlights

Capital Outlay

- *\$100,000 budgeted for new sidewalk at Touhy and McCormick
- * \$30,000 budgeted for additional sidewalk and curbs
- * \$30,000 budgeted for preliminary engineering- land acquisition

Touhy-Lawndale TIF Fund

Department/Activity Description

This budget accounts for tax increment revenues generated from property within the boundaries of the Touhy-Lawndale Tax Increment Financing District (Lowe's Property). Pursuant to the development agreement executed with Lowe's, the revenue received in this fund is rebated to Lowe's.

Current Year's Goals

1) Payment of real estate property tax increments to Lowe's pursuant to agreement.

2011-2012 Operating Budget

Budget Analysis

Touhy/Lawndale TIF Fund

218

2009 Actual	2010 Actual	2011 Adopted	2011 Projected	Description	2012 Adopted
400	-	2,000	2,000	Consulting	2,000
556,599	577,067	600,000	600,000	Economic Dev RE Tax Agreement	600,000
556,999	577,067	602,000	602,000	Totals	602,000

Funding Sources

TIF Increment 600,000

Budget Highlights

*600,000 rebated to Lowes- real estate taxes

Lincoln/Touhy TIF Fund

Department/Activity Description

This budget accounts for tax increment revenues generated from properties within the boundaries of the Lincoln/Touhy Tax Increment District.

2011-2012 Operating Budget

Budget Analysis

Lincoln/Touhy TIF Fund

219

2009 Actual	2010 Actual	2011 Adopted	2011 Projected	Description	2012 Adopted
-	-	-	-	Other professional services	1,000
				Consulting	25,000
				Totals	26,000
				Funding Sources	
				Property Taxes	26,000

Debt Service Fund

Department/Activity Description

This budget services all general long-term debt for the Village and any associated costs. The current outstanding debt of the Village includes two general obligation bonds issued in the years 2002 and a refunding issue in 2004.

Debt Administration

Since Lincolnwood has a population of less than 50,000, the village is limited to issuing debt in the aggregate of 8.625% of equalized assessed valuation. Using 2008 values of \$870,660,389 (the most recent available information) this limitation would allow for \$75,094,459 in debt as compared to the \$8,930,000 now outstanding. Maintaining significantly lower debt levels provides for greater flexibility in issuing additional bonds if the need arises.

The Village of Lincolnwood has not used long-term debt to fund operating programs, but has used the proceeds of all bond issues for capital outlay purposes only. In addition to bond proceeds, the Village's ongoing capital improvement program is funded on a pay-as-you-go-basis by certain operating revenues including gas tax and sales tax.

The Village bond rating by Moody's on general obligation bonds has recently been affirmed to be Aa3.

2011-2012 Operating Budget

Budget Analysis

Debt Service Fund

330

2009 Actual	2010 Actual	2011 Adopted	2011 Projected	Description	2012 Adopted
975	750	1,000	1,000	Fiscal charges	700
750,000	-	-	-	Principal - 2001 G.O. bonds	-
270,000	280,000	290,000	290,000	Principal - 2002B G.O. bonds	300,000
75,000	77,500	81,250	81,250	Principal - 2002A GO bonds	83,750
585,000	600,000	615,000	615,000	Principal - 2004 GO Ref bonds	635,000
-	-	-	-	Leae payment- Park lighting	32,100
-	-	12,500	12,500	Principal-Illinois Finance Aut	12,500
-	-	-	-	Principal - Fire Truck Loan	48,050
-	-	-	-	Interest- Fire Truck Loan	27,144
27,000	-	-	-	Interest - 2001 G.O. bonds	-
121,918	112,198	102,047	102,047	Interest - 2002B G.O. bonds	91,535
33,476	30,944	28,329	28,329	Interest - 2002A GO Bonds	25,587
126,424	111,214	85,614	95,614	Interest - 2004 GO Ref bonds	79,470
1,989,792	1,212,606	1,215,740	1,225,740	Totals	1,335,836

Funding Sources

Sale and Home rule Taxes 1,216,042

Fund Transfers

119,794

Budget Highlights

*Budget for payment of principal and interest on Village Debt 1,335,836

Channel Runne Park

Department/Activity Description

The Village leases Channel Runne Park from the Metropolitan Water Reclamation District. This park runs from Devon Avenue to Touhy Avenue and is immediately east of McCormick Boulevard. Currently the Village offers a bike path and sculptures in the park. The Village received an Open Space Land Acquisition and Development grant from the Illinois Department of Natural Resources to build a parking lot with permeable pavers and rain gardens, to develop the outdoor area for use as an amphitheatre, to build a stage at the base of the amphitheatre that doubles as a fishing platform, a wheelchair accessible path to the base of the amphitheatre that will double as a path for kayaks, a disc golf course and other site park amenities to improve the appearance and functionality of this park.

Prior Year's Goals Status

- 1) Develop a detailed site plan and bid documents for the development of this phase of the Channel Runne Master Plan.

The site plan and bid documents will be prepared by fiscal year-end for the formal bid process.

Proposed Goals

- 1) Award bids and start construction on the project. The construction phase should be completed in Fiscal 2013.

2011-2012 Operating Budget

Budget Analysis

Channel Runne Improvement Fund

453

2009 Actual	2010 Actual	2011 Adopted	2011 Projected	Description	2012 Adopted
10,000	-	80,000	60,000	Consulting	15,000
6,450	-		20,000	Engineering	15,000
200,000	-			Construction	270,000
216,450	-	80,000	80,000	Total	300,000
Funding Source					
General Fund Transfer					300,000

Budget Highlights

*Phase 2 construction

ROW Bike Path Fund

Department/Activity Description

The ROW Bike Path Fund was created to develop a bike and pedestrian path on land leased from Com. Ed. There will be amenities such as Benches and waste receptacles and a dog park with access from Flowers and Goebelt Parks.

2011-2012 Operating Budget

Budget Analysis

ROW Bike Path Fund

454

2009 Actual	2010 Actual	2011 Adopted	2011 Projected	Description	2012 Adopted
-	-	35,000	15,000	Engineering/Design	40,000
-	-	35,000	15,000	Total	40,000
Funding Source					
General Fund Transfer					40,000

Budget Highlights

*Engineering for bike path
at Com. Ed. Right-of-way

Pratt Avenue Resurfacing Fund

Department/Activity Description

The Village received a State grant to resurface portions of Pratt Ave. This Fund accounts for the costs to resurface the street from Lincoln Ave. to McCormick Blvd.

2011-2012 Operating Budget

Budget Analysis

Pratt Avenue Resurfacing Fund

450

2009 Actual	2010 Actual	2011 Adopted	2011 Projected	Description	2012 Adopted
-	-	-	-	Emergency Repair Program	
-	-	-	-	Funding	551,319
-	-	-	-	Totals	
Funding Source					
				Grant	533,000
				Fund Transfer	18,319

Budget Highlights

*\$551,319 budgeted for partial resurfacing of Pratt Avenue

Village Campus Improvement Fund

Department/Activity Description

The Village Campus Improvement Fund is created to redesign and replace the Promenade and replace the HVAC system in the Police and Fire Building.

2011-2012 Operating Budget

Village Campus Improvement

Budget Analysis

Fund
455

2009 Actual	2010 Actual	2011 Adopted	2011 Projected	Description	2012 Adopted
-	-			Construction	400,000
-	-		-	Total	400,000
				Funding Source	
				Transfer from General Fund	400,000

Budget Highlights

- *200,000 for Promenade construction
- *200,000 for HVAC replacement- Police and Fire Building

Water and Sewer Fund

Department/Activity Description

Work required for the water distribution system includes: perform service and maintenance of service lines, valves, hydrants, and meters. Services include routine and emergency leak repairs, system maintenance, surveys, flushing, exercising valves, and meter pit maintenance. Water Pumping Station work includes: daily operation and monitoring of equipment, daily maintenance, maintain records, perform water sampling and chlorinization. Combined sewer system work includes: perform service and maintenance of main lines, catch basins, and manholes, perform routine and emergency repairs, rod and flush, mains and curb inlets. The Water & Sewer Division is staffed by 12 full-time employees.

Prior Year's Goals

1. Continue to move forward with the Village's stormwater management plan by implementing Phase II of the stormwater study. Phase II will provide the Village with recommendations regarding potential improvements to bring the system to a 10 year capacity as well as funding sources to offset the cost to improve the sewer system.

On January 6, 2011 the Village Board approved an Amendment to the Village's stormwater study Agreement with AB&H, A Donohue Group to conduct Phase II of the Village's stormwater study. Phase II will be completed in 2011. Upon completion the Village will have a plan to move forward with improvements that will achieve a 10 year level of protection for the Village during flooding events.

2. Upgrade the Village's supervisory control and data acquisition (SCADA) software (which is used to monitor alarms regarding the Village water system) to provide for remote access from the field and home. The upgrade will make the system more efficient and allow for the re-allocation of manpower because the system will be able to be run remotely.

On January 6, 2011 the Village Board approved an Agreement with Tri-R Systems to complete the planned improvements. The recommended SCADA improvements will include upgraded software, introduction of a graphical user interface, additional alarms and network connectivity. The most noteworthy improvement will provide the Village with the ability to remotely operate the system from a laptop computer by logging into a virtual pump house.

Current Year's Goals

1. Develop a remote monitoring system policy to use with the Village's upgraded supervisory control and data acquisition (SCADA) upgrades. During the Spring/Summer of 2011 the Village completed several upgrades to the SCADA system which allowed for the creation of a virtual pump house that can be run from a Village owned laptop. Staff will work with the Village's

Water System Operators to develop a policy to reduce overtime hours by managing the pump house remotely during the weekend.

2. Complete Phase II of the Village's stormwater management study. Phase II will provide the Village with recommendations regarding potential improvements to bring the system to a 10 year capacity as well as funding sources to offset the cost to improve the sewer system. In addition to completing Phase II staff will begin to research and apply for grants to complete the necessary improvements.

3. Complete year one of the Village's four year sewer improvement plan. These replacements are recommendations of the Village Engineer which are part of the year one recommendations that came out of the 2009 Sewer Televising Report. The total cost for the year one recommendations is \$490,000. The Village received a grant from the Department of Commerce and Economic Opportunity on August 19, 2011 which will fund approximately 50% of the year one costs. Staff will continue to pursue funds to complete years two through four.

2011-2012 Operating Budget

Budget Analysis

Water and Sewer Fund

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2009 Actual	2010 Actual	2011 Adopted	2011 Projected	Description	2012 Adopted
346,790	408,633	427,997	432,062	Wages - full time hourly	444,363
27,186	43,095	23,000	26,628	Wages - season hourly	34,500
13,016	14,430	23,620	23,620	Wages - overtime 1.5X	24,020
23,885	8,333	12,231	12,231	Wages - overtime 2X	13,325
275	295	309	309	Educational Stipend	
3,577	3,906	3,600	3,600	Uniform allowance	3,600
1,050	-	1,020	1,020	Longevity stipend	1,664
24,435	27,708	30,511	30,511	Employer FICA	32,331
5,715	6,480	7,136	7,136	Employer Medicare	7,561
30,413	33,862	42,079	42,079	Employer IMRF	48,064
745	659	1,122	1,122	Insurance - group life & AD&D	1,174
85,469	96,844	89,700	101,574	Insurance - group medical	102,540
6,707	7,459	8,100	8,100	Insurance - group dental	9,465
13,418	14,157	14,509	14,509	Insurance - workers compensation	15,312
582,680	665,861	684,934	704,501	Personnel Services	737,919
			40,000	Liability Insurance	30,000
16,994	15,700	45,090	45,090	Data processing	61,113
1,486	2,430	3,500	3,000	Printing & copying services	3,500
-	182	220	220	Professional associations	220
4,629	4,332	3,000	4,100	Telephone	3,660
-	-	970	-	Training	970
-	375	243	243	Books & publications	243
-	-	2,910	-	Office supplies	1,000
15,902	20,704	17,000	17,000	Postage	17,000
39,012	43,724	72,933	109,653	Commodities	117,706
162,051	332,215	369,500	194,500	Consulting	171,000
50,243	50,660	50,000	40,000	Other professional services	8,300
212,294	382,875	419,500	234,500	Contractual Services	179,300
1,458	13,663	15,500	15,500	R&M - buildings	6,000
445	502	1,485	1,485	R&M - communications equipment	485
17,421	11,472	19,400	19,400	R&M - vehicles	19,400
6,523	366	10,961	10,961	R&M - water system equipment	12,000
-	384	485	-	Equipment rental	485
845	1,555	2,004	2,004	Training	2,004
7,059	17,169	34,400	34,400	Other contractual	36,667
4,194	4,510	4,947	3,500	Chemicals - water system	4,000
18,440	20,042	20,000	20,000	Fuel	20,000
3,915	1,426	970	970	Lubricants & fluids	970
2,252	1,553	2,200	2,200	Landscaping supplies	2,200
4,831	5,542	8,000	8,000	Program supplies	16,583
6,191	5,658	18,000	18,000	Small tools	23,500
2,962	4,965	4,850	4,850	Street materials - Aggregate	4,850
-	777	1,940	1,000	Street materials - Other	1,940
3,847	2,805	4,000	3,000	Utilities - government building	3,000
47,605	40,499	45,000	45,000	Utilities - public way	45,000
596,498	1,094,571	1,236,250	1,255,000	Water purchases	1,255,000
-	1,685	2,910	1,500	Water system supplies	3,000
30,871	-	40,000	20,000	Water system repair parts	30,000
-	808	1,940	1,940	Green Initiatives	1,940
755,358	1,229,952	1,475,242	1,468,710	Commodities	1,489,024
	-	200,000	180,854	Loan Principal Payments	247,652
49,908		159,000	143,748	Loan Interest Payments	132,504
49,908	-	359,000	324,602	Debt Services	380,156

2009 Actual	2010 Actual	2011 Adopted	2011 Projected	Description	2012 Adopted
-	-	75,000	-	Building acq/const/imprv	-
-	-	40,000	40,000	Sewer system const/imprv	520,000
-	-	30,000	26,588	Equipment - vehicles	155,000
-	-	14,000	14,000	Equipment - other	35,683
-	-	159,000	80,588	Capital Outlay	710,683
1,639,252	2,322,411	3,170,609	2,922,554	Totals	3,614,788

Funding Sources

Charges for water	3,542,000
Grants	240,000
Interest	5,000

Budget Highlights

Personnel Services

*no increase in personnel

Contractual Services

*\$150,000 budgeted for Phase 2
Water management study

Capital Outlay

*\$520,000 budgeted for sewer
televising and repair
*\$155,000 budgeted for replacement
of two trucks

**Village of Lincolnwood
2011/2012 Budget
Public Works Department-Water and Sewer Division**

Performance Measures

	Actual 2008/2009	Actual 2009/2010	Estimated 2010/2011	Projected 2011/2012
Combined Sewer Maintenance				
Streets Cleaned (Miles)	1,332	1,332	1,332	1,332
Sewer Repairs	15	15	15	15
Catch Basin Cleaning	400	400	400	400
Catch Basin Repairs	15	15	22	25
Sewer Jet Rodding (Percentage of System)	50%	50%	50%	50%
Service Requests	50	70	70	80
Televised (Feet)	0	213,719	0	0
Water Mains				
Valves Repaired	10	10	10	11
Main Breaks Repaired	12	13	12	15
Water Leaks Repaired	30	32	30	30
Water Meters				
Water Meters Installed	10	2	17	15
Fire Hydrants				
Fire Hydrants Replaced	100	1	0	0
Fire Hydrants Repaired	20	5	5	5
Julie Markings				
Calls	800	800	1,135	1,200
Water Samples				
Water Quality	64	64	65	65
Lead/Copper	0	0	0	0
Water Quality Compliance	100%	100%	100%	100%
Water Pumped				
Water Pumped (Gallons)	7,000,000	7,010,000	7,020,000	7,020,000
Meter Readings				
Water Meters Read	19,056	100	270	200

Police Pension Fund

Department/Activity Description

The Police Pension Fund was created and is administered as prescribed by Article 3, the Police Pension Fund of the Illinois Pension Code (Illinois Compiled Statutes, 1992, Chapter 40). The Village annually levies a Real Estate Tax on each property located within the Village. It is the responsibility of the Village of Lincolnwood to fund the required amounts for the purpose of funding future benefits to retired police personnel and their families. All sworn police personnel are required to contribute 9.91% of their base salary to the pension fund.

2011-2012 Operating Budget

Budget Analysis

Police Pension Fund

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2009 Actual	2010 Actual	2011 Adopted	2011 Projected	Description	2012 Adopted
1,500	1,500	1,800	1,800	Other compensation	1,800
60,065	63,229	50,000	50,000	Consulting	50,000
140	151	150	150	Printing & copying services	150
750	1,325	250	250	Professional associations	250
-	3,565	53,500	53,500	Other contractual	53,500
-	-	50	50	Computer supplies	50
151	-	200	200	Office supplies	200
-	-	25	25	Postage	25
62,606	69,770	105,975	105,975		105,975
1,120,570	1,253,517	1,254,958	1,254,958	Pension - regular	1,357,903
107,787	107,787	101,029	101,029	Pension - spouse/dependent	104,059
33,463	34,053	35,012	35,012	Pension - disability	35,012
1,261,821	1,395,358	1,390,999	1,390,999		1,496,974
1,324,426	1,465,127	1,496,974	1,496,974	Totals	1,602,949

Funding Sources

Property Taxes	1,282,289
Employee contributions	256,911
Investment earnings	300,000

Budget Highlights

*Budget accounts for pension payments to retired police and spouses. Pension increases are 3% annually

About the Village

HISTORY

Lincolnwood is an ethnically diverse, 2.69 square mile suburb of Chicago. Potawatomi originally settled the wooded area but vacated the land after the Indian Boundary Treaty of 1816. Rural development proceeded slowly on plank roads along present day Milwaukee and Lincoln Avenues. Johann Tess, for whom the Village was originally named, and his family migrated from Germany in 1856. Johann Tess purchased 30 acres of barren land in the area. Population slowly increased, and the first commercial establishment, the Halfway House Saloon, was established in 1873.

The agrarian population grew after the establishment of a Chicago & North Western Railway station in nearby Skokie in 1891 and the completion of the North Shore Channel in 1909. In 1911, 359 residents incorporated and named the community “Village of Tessville.” Tessville annexed land throughout the 1920s, finally stretching to Central Avenue on the west and Kedzie Avenue on the east.

In 1931, Tessville elected its longest-serving mayor, Henry A. Proesel, a grandson of George Proesel, one of the original American settlers. In 1932, Lincoln Avenue, formerly a plank toll road, became a state highway. Mayor Proesel then worked with the federal government's Public Works Administration to hire the community's unemployed workforce to plant 10,000 elm trees on the Village streets. The community passed a liquor license law 1934 that limited the number of licenses allowable within the Village limits and became a model ordinance for other communities. Mayor Proesel changed Tessville's image when he renamed it to the “Village of Lincolnwood” in 1936.

Lincolnwood's institutions and industries continued to grow. The Bryn Mawr Country Club (est. 1919), the East Prairie Welfare Club, later to become the Lincolnwood Woman's Club (est. 1927), the Lincolnwood Afternoon Club (est. 1953), American Legion Post #1226 (est. 1952), and the Lincolnwood Jewish Congregation (est. 1958) helped create a sense of community in the Village. Lincolnwood School District #74 formed in 1938, and the Lincolnwood Public Library (est. 1978) provided residents with quality education and offered much needed services. Bell & Howell's relocation to east Lincolnwood (est. 1942) spurred growth and increased other industry relocation to the Village.

The Village has now become a diversified and balanced community. The Village is predominantly residential but has a strong retail base. Very little vacant land remains for commercial and office development or light manufacturing. The following are the main employers in the Village.

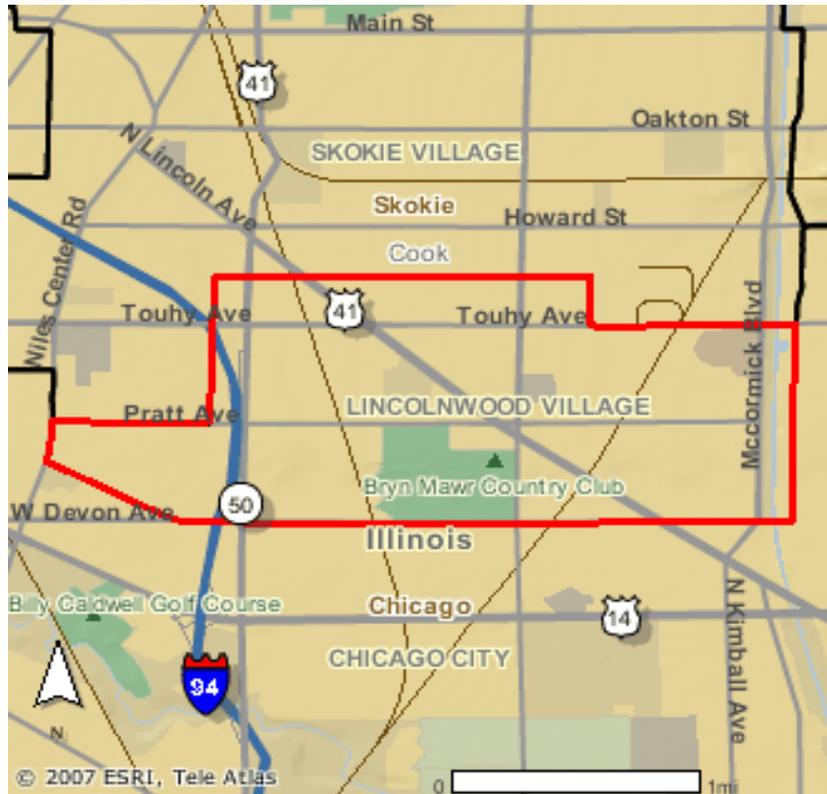
Major Employers

<u>Name</u>	<u>Number of Employees</u>
Publications International	278
Carson Pirie Scott	178
ATF	150
Lincolnwood Place	143
Lowe's	129
Loeber Motors	120
Grossinger Autoplex	120
Olive Garden	118
Rolf's Patisserie	114
Kohl's	112
Microway Systems	95
Village of Lincolnwood	91
Dominick's	89
Lou Malnati's	85
Food for Thought	69
Millard Group	60
Old Navy	42
Deibel Laboratories	41

Based on business license registration 5-1-2010

The Village of Lincolnwood is governed as a home rule community under Illinois law and operates under the Village Board form of government with a full-time Administrator. Under home rule powers, the Village is permitted to carry out its own governing procedures except where it is specifically prohibited by the State legislature. The Village President and the six member Board of Trustees are elected at large for four-year terms. The President, with concurrence from the Board, appoints the Village Administrator. The Village Administrator is the chief administrative officer who oversees the day-to-day operations of the Village. The Village currently has 87 full-time employees and 4 part-time employees who work at any one of the seven departments (Police, Fire, Finance, Economic Development, Public Works, Parks and Recreation) or in the Administrator's office. Each of these departments is coordinated by a Department Director who reports directly to the Village Administrator. The Village contracts for its fire protection services through Paramedic Services of Illinois.

STATISTICS AND DEMOGRAPHICS



LAND AREA

2000 2.69 square miles
2010 2.69 square miles
Region: Northeast Illinois
County: Cook
Elevation: 604 feet (mean)

CLIMATE

Avg. Winter Temp 23.40 F -4.78 C
Avg. Summer Temp 75.70 F 24.27 C
Avg. Annual Rainfall 33.18 In 84.27 Cm
Avg. Annual Snowfall 37.10 In 94.23 Cm

TRANSPORTATION

Major Highways/Routes

I-90, I-94, I-90-94, I-290, I-294, US 50, US 14 and US 41

Airports

Name	Location	Distance
O'Hare	Chicago, IL	9 miles
Midway	Chicago, IL	23 miles
Mitchell Field	Milwaukee, WI	74 miles
Gary/Chicago	Gary, IN	39 Miles

Distance to Major Cities (miles)

Atlanta, GA	728
Chicago, IL	10
Dallas, TX	981
Denver, CO	1,005
Detroit, MI	295
Los Angeles, CA	2,020
Madison, WI	141
Milwaukee, WI	81
Minneapolis, MN	402
New Orleans, LA	940
New York, NY	804
Rockford, IL	81
St. Louis, MO	309

Bold Denotes Regional Market Destinations

GOVERNMENT

Type of Government: Council/Manager
 Mayor and 6 Council Members elected at-large
 Latest Comprehensive Plan: 2008
 Municipal Zoning in Effect: Yes
 Planning Commission: Yes
 Home Rule: Yes

Special Financing Techniques Available:
 Tax Increment Financing

Emergency E911: Yes
 Police: 32 full-time sworn
 Fire/Rescue: 29 full-time
 12 vehicles
 Fire Insurance Class: 4

TAXES

2009 Property Tax Rates (Payable in 2010)

School District #74:	2.363
High School District #219:	2.267
Village of Lincolnwood:	0.585
Lincolnwood Public Library:	0.286
Metro Water Reclamation District of Greater Chicago:	0.261
County of Cook:	0.203
Oakton Community College District #535:	0.140

Suburban Cook County T.B. Sanitarium District:	0.105
Cook County Health Facilities:	0.086
Forest Preserve District of Cook County:	0.049
Niles Township:	0.029
Cook County Consolidated Elections:	0.021
North Shore Mosquito Abatement District:	0.008
Niles Township General Assistance:	0.003
Cook County Public Safety:	0.000
<hr/>	
Total	6.406

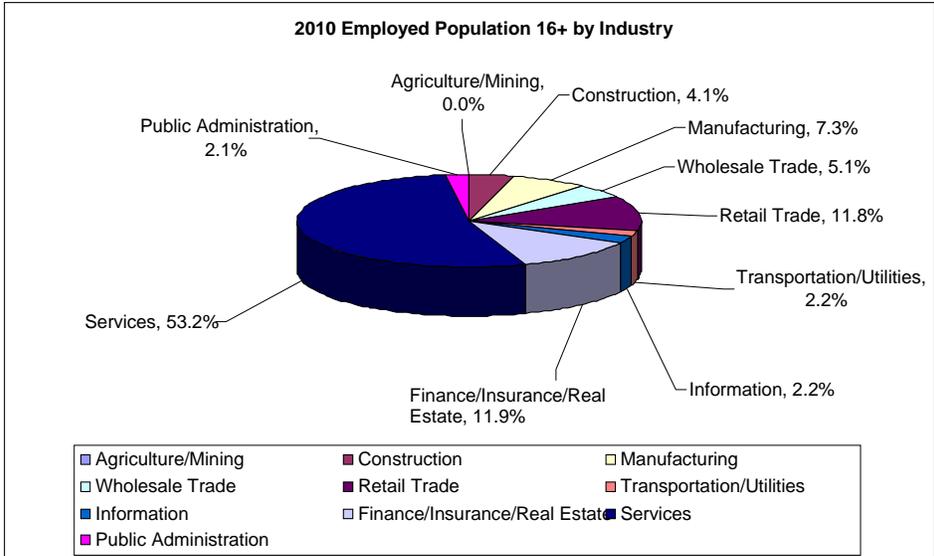
UTILITIES

Water Supplier: City of Chicago
Source: Lake Michigan
Storage Capacity: 5,250,000 gallons
Treatment Capacity: 0 mil gpd
Avg Daily Demand: 1.651 mil gpd
Peak Daily Demand: 3.050 mil gpd
Plant Capacity: 11,520,000 mil gpd
Waste Water Waste Water Treatment:
not applicable
Supplier: not applicable
Design Avg Flow: not applicable
Design Max Avg: not applicable
Current Avg Daily: not applicable
Natural Gas Supplier: NICOR
Electric Supplier: ComEd

LABOR

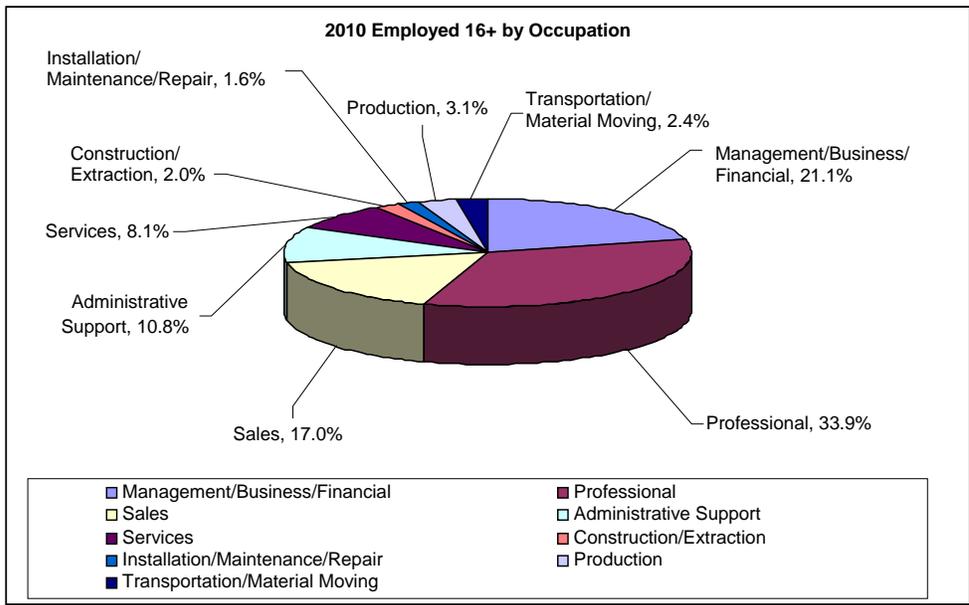
2010 Employed Population ages 16+ by Industry

Agriculture/Mining	0.0%
Construction	4.1%
Manufacturing	7.3%
Wholesale Trade	5.1%
Retail Trade	11.8%
Transportation/Utilities	2.2%
Information	2.2%
Finance/Insurance/Real Estate	11.9%
Services	53.2%
Public Administration	2.1%



2010 Employed Population 16+ by Occupation

White Collar	82.8%
Management/Business/Financial	21.1%
Professional	33.9%
Sales	17.0%
Administrative Support	10.8%
Services	8.1%
Blue Collar	9.1%
Construction/Extraction	2.0%
Installation/Maintenance/Repair	1.6%
Production	3.1%
Transportation/Material Moving	2.4%



DEMOGRAPHIC SNAPSHOT

Population Summary

2000 2010

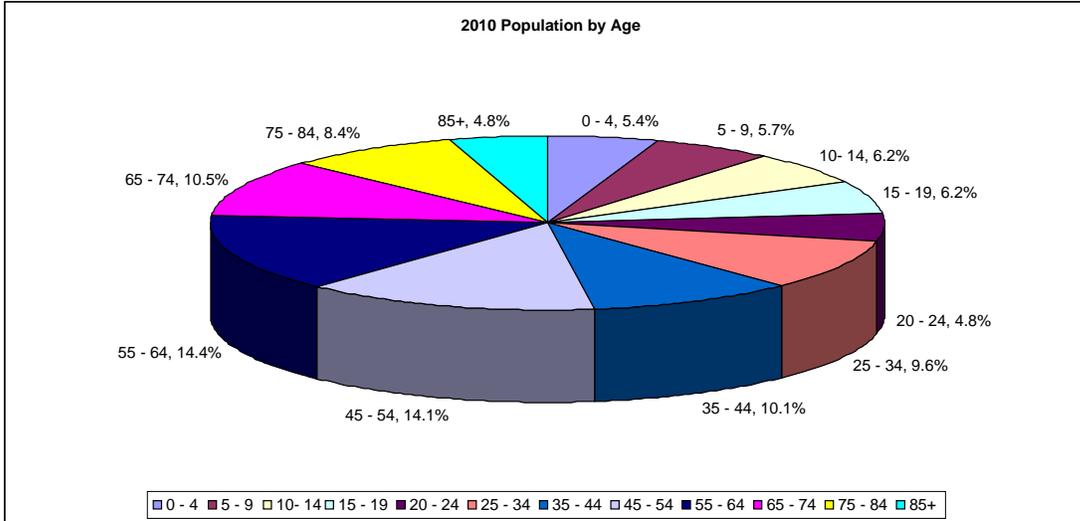
Population	12,359	12,590
Average HU Size	2.75	2.73
Median Age	45.4	46.6
% Change 1990-2000	8.7%	
% Change 2000-2010	1.8%	

Population by Sex

	2000	2010
Males	47.1%	46.9%
Females	52.9%	53.1%

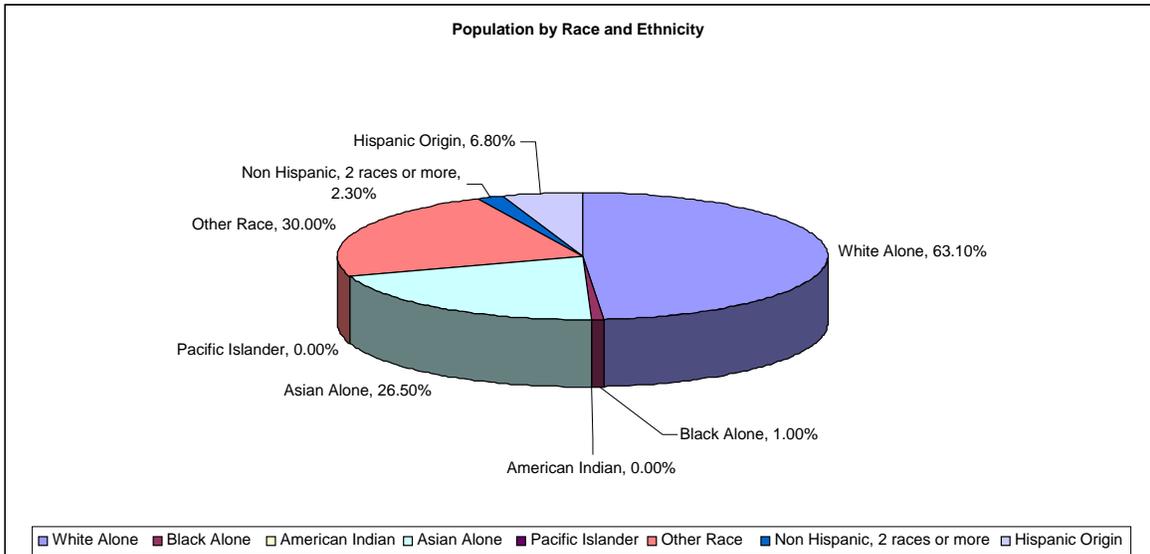
Population by Age

	2000	2010
Age	12,359	12,590
0 - 4	5.20%	5.4%
5 - 9	6.20%	5.7%
10- 14	7.30%	6.2%
15 - 19	6.40%	6.2%
20 - 24	4.40%	4.8%
25 - 34	7.40%	9.6%
35 - 44	12.40%	10.1%
45 - 54	14.90%	14.1%
55 - 64	11.90%	14.4%
65 - 74	11.20%	10.5%
75 - 84	8.60%	8.4%
85+	4.00%	4.8%
18+	77.10%	79.1%

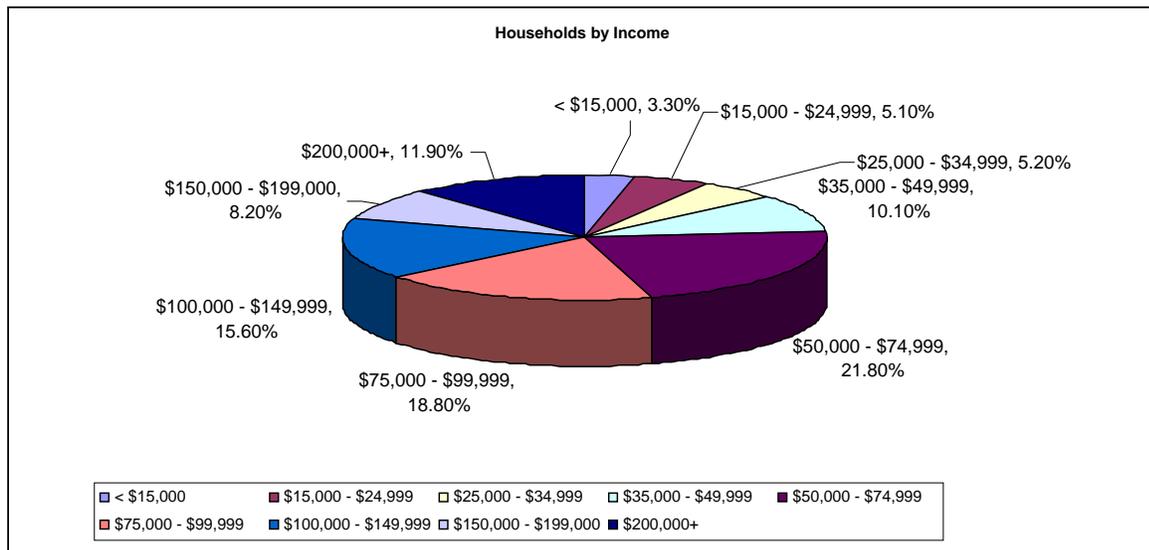


Population by Race and Ethnicity

<u>Race and Ethnicity</u>	<u>2000</u> Percent	<u>2010</u> Percent
White Alone	74.5%	63.1%
Black Alone	0.4%	1.0%
American Indian	0.0%	0.0%
Asian Alone	21.1%	26.5%
Pacific Islander	0.0%	0.0%
Other Race	1.2%	30.0%
Non Hispanic, 2 races or more	2.7%	2.3%
Hispanic Origin	4.2%	6.8%



Households by Income	2000		2010	
< \$15,000	245	5.5%	141	3.30%
\$15,000 - \$24,999	316	7.1%	218	5.10%
\$25,000 - \$34,999	295	6.6%	220	5.20%
\$35,000 - \$49,999	521	11.7%	428	10.10%
\$50,000 - \$74,999	924	20.7%	926	21.80%
\$75,000 - \$99,999	678	15.2%	801	18.80%
\$100,000 - \$149,999	679	15.2%	665	15.60%
\$150,000 - \$199,000	371	8.3%	347	8.20%
\$200,000+	443	9.9%	508	11.90%
Median Household Income	\$72,803		\$79,142	
Average Household Income	\$98,717		\$114,090	
Per Capita Income	\$35,911		\$41,674	

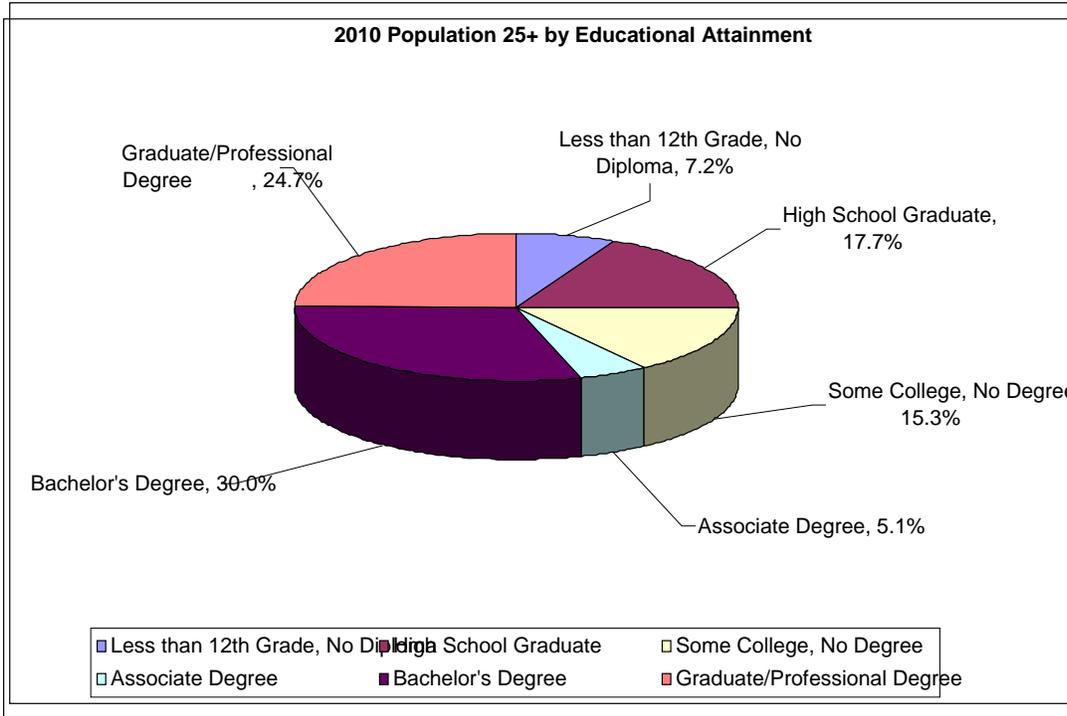


2000 Population 3+ by School Enrollment

Total	12,025
Enrolled in Nursery/Preschool	2.1%
Enrolled in Kindergarten	1.5%
Enrolled in Grade 1-8	10.7%
Enrolled in Grade 9-12	5.8%
Enrolled in College	4.8%
Enrolled in Grad/Prof School	2.0%
Not Enrolled in School	73.1

2010 Pop. Age 25+ by Educational Attainment

Less than 12th Grade, No Diploma	7.2%
High School Graduate	17.7%
Some College, No Degree	15.3%
Associate Degree	5.1%
Bachelor's Degree	30.0%
Graduate/Professional Degree	24.7%



2000 Workers Age 16+ Means of Transportation to Work

Total	5,440	
Drove Alone - Car, Truck, or Van	78.6%	
Carpooled - Car, Truck, or Van	10.4%	
Public Transportation	5.1%	
Walked	1.1%	Other Means
Worked at Home	4.6%	0.2%

2000 Workers 16+ by Travel Time to Work

<u>Total</u>	5,440
Did Not Work at Home	95.4%
Less than 5 minutes	0.8%
5 to 9 minutes	8.3%
10 to 19 minutes	25.5%
20 to 24 minutes	12.9%
25 to 34 minutes	20.5%
35 to 44 minutes	10.2%
45 to 59 minutes	9.2%
60 to 89 minutes	6.4%
90 or more minutes	1.5%
Worked at Home	4.6%

Average Travel Time to Work (in min) 27.1

2000 Households by Vehicles Available

<u>Total</u>	4,482
None	8.2%
1	29.0%
2	44.1%
3	13.7%
4	4.2%
5+	0.7%

Average Number of Vehicles Available 1.8

LEGISLATIVE DISTRICTS

Illinois Governor

Pat Quinn

United States Senators

Richard Durbin

Mark Kirk

United States Representative

9th Congressional District

Jan Schakowsky

Illinois Senator

8th Senate District

Ira Silverstein

Illinois Representatives

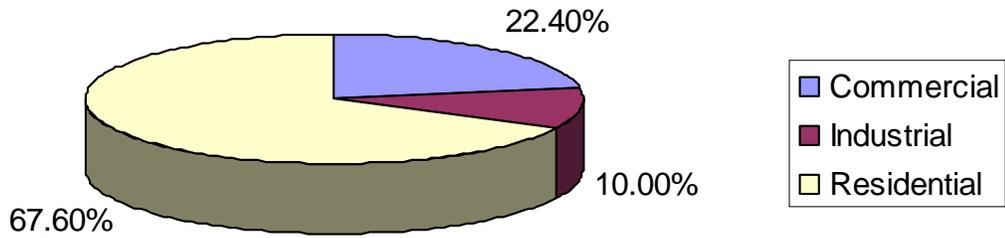
15th Representative District

John D'Amico

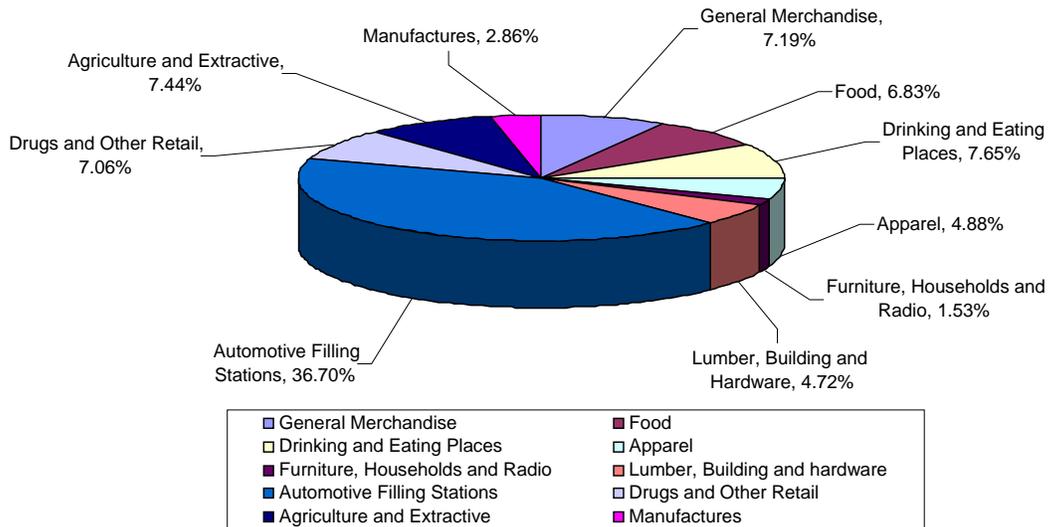
16th Representative District
 Louis Lang

Cook County Board Commissioner
 District 13
 Larry Suffredin

2008 Assessed and Estimated Actual Value of Taxable Property



2009 Taxable Sales by Category



Debt Administration

Village of Lincolnwood

Debt Administration

Since Lincolnwood has a population of less than 50,000, the village is limited to issuing debt in the aggregate of 8.625% of equalized assessed valuation. Using 2009 values of \$857,206,000 (the most recent available information) this limitation would allow for \$73,934,018 in debt as compared to the \$7,700,000 now outstanding. Maintaining significantly lower debt levels provides for greater flexibility in issuing additional bonds if the need arises.

The Village of Lincolnwood has not used long-term debt to fund operating programs, but has used the proceeds of all bond issues for capital outlay purposes only. In addition to bond proceeds, the Village's ongoing capital improvement program is funded on a pay-as-you-go-basis by certain operating revenues including gas tax and home rule sales tax. When the Village utilizes long-term debt financing, it ensures that the debt is financed soundly by: conservatively projecting the revenue source that shall be utilized to repay the debt; make every effort to limit the payback period of the debt to 80 percent of the useful life of the capital expenditure; determine the cost benefit of the capital expenditure, including interest, shall benefit future citizen; and the amount of long-term financing for capital expenditures shall not exceed 90 percent of the fair market value of the cost.

The Village bond rating by Moody's on general obligation bonds has recently been affirmed to be Aa3. The following are the outstanding bond issues as of May 1, 2011.

General Government Debt

Construction of new road – The Village issued \$5,000,000 of general obligation bonds in December, 2002 for the construction of a new connector road in two adjoining TIF districts and general fund expenditures for the construction of a new aquatics complex.

Construction of new aquatic center – The Village issued \$4,000,000 of general obligation bonds in December, 2002 for the construction of a new aquatic center in Proesel Park. The pool was replaced due to age and lack of capacity.

Refunding bond issue – The Village issued \$5,230,000 of general obligation bonds in February, 2004 and refunded the October, 2001 issue.

Fire Truck Loans– The Village has two outstanding loans on the purchase of a fire truck. The first loan is a twenty year interest free loan totaling \$250,000 from the Illinois Finance Authority. The second loan is for \$592,652 from Oshkosh Capital and will be paid back over a period of ten years.

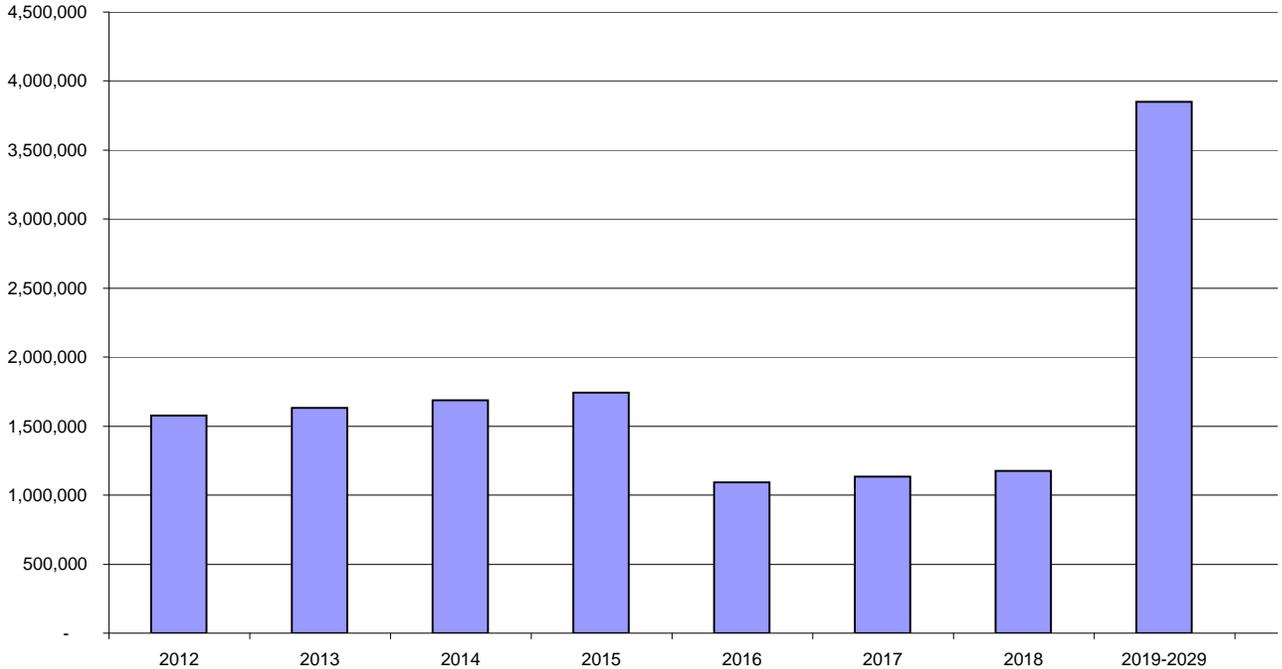
Enterprise Fund Debt

IEPA Loan – The Village obtained a low interest loan from the Illinois Environmental Protection Agency to fund certain watermain replacements, replace all new water meters and install an automated meter reading system, and install safety improvements to the Village water pumping station. The loan, which totals \$5,700,000, will be paid back over a period of twenty years. The debt service for this loan is included in the Water and Sewer Fund budget.

**Village of Lincolnwood
Schedule of Debt Service Principal Payments**

Fiscal Year	General Governmental Debt				Enterprise Fund Debt			
	2002A 5Mil GOB	2002B 4 Mil GOB	2004 5.23 Mil Refunding	2010 250,000 Loan	2011 \$592,652 Loan	Total Governmental Debt	2009 5.7 Mil IEPA Loan	Total
2012	335,000	300,000	635,000	12,500	48,050	1,330,550	247,652	1,578,202
2013	350,000	315,000	650,000	12,500	50,251	1,377,751	253,881	1,631,632
2014	365,000	325,000	670,000	12,500	52,552	1,425,052	260,268	1,685,320
2015	380,000	340,000	690,000	12,500	54,959	1,477,459	266,816	1,744,275
2016	395,000	355,000		12,500	57,476	819,976	273,528	1,093,504
2017	410,000	370,000		12,500	60,109	852,609	280,408	1,133,017
2018	430,000	385,000		12,500	62,862	890,362	287,462	1,177,824
2019				12,500	65,741	78,241	294,695	372,936
2020				12,500	68,752	81,252	302,108	383,360
2021				12,500	71,900	84,400	309,708	394,108
2022-2029				112,500		112,500	2,585,172	2,697,672
Total	2,665,000	2,390,000	2,645,000	237,500	592,652	8,530,152	5,361,698	13,891,850

Total Debt Service- All Funds - FY 2012-2029



**Village of Lincolnwood
Schedule of Debt Service Interest Payments**

Fiscal Year	General Government Debt				Enterprise Fund Debt		
	2002A 5 Mil GOB	2002B 4 Mil GOB	2004 5.23 Mil Refunding	2011 592,652 Loan	Total Governmental Debt	2009 5.7 Mil IEPA Loan	Total
2012	102,346	91,535	79,470	27,143	300,494	132,504	432,998
2013	91,040	80,660	61,690	24,943	258,333	126,273	384,606
2014	78,090	69,005	42,515	22,641	212,251	119,887	332,138
2015	64,220	56,980	20,882	20,234	162,316	113,340	275,656
2016	49,400	44,400		17,717	111,517	106,627	218,144
2017	33,600	30,200		15,085	78,885	99,747	178,632
2018	17,200	15,400		12,332	44,932	92,693	137,625
2019				9,453	9,453	85,462	94,915
2020				6,442	6,442	78,048	84,490
2021				3,293	3,293	70,448	73,741
2022-2029						266,010	266,010
Total	435,896	388,180	204,557	159,283	1,187,916	1,291,039	2,478,955

**Village of Lincolnwood
Schedule of Debt Service Principal & Interest Payments**

General Governmental Debt **Enterprise Fund Debt**

Fiscal Year	2002A 5 Mil GOB	2002B 4 Mil GOB	2004 5.23 Mil Refunding	2010 250,000 Loan	2011 592,652 Loan	Total Governmental Debt	2009 5.7 Mil IEPA Loan	Total
2012	437,346	391,535	714,470	12,500	75,193	1,631,044	380,156	2,011,200
2013	441,040	395,660	711,690	12,500	75,193	1,636,083	380,154	2,016,237
2014	443,090	394,005	712,515	12,500	75,193	1,637,303	380,155	2,017,458
2015	444,220	396,980	710,882	12,500	75,193	1,639,775	380,156	2,019,931
2016	444,400	399,400		12,500	75,193	931,493	380,155	1,311,648
2017	443,600	400,200		12,500	75,193	931,493	380,155	1,311,648
2018	447,200	400,400		12,500	75,193	935,293	380,155	1,315,448
2019				12,500	75,193	87,693	380,157	467,850
2020				12,500	75,193	87,693	380,156	467,849
2021				12,500	75,198	87,698	380,156	467,854
2022-2029				112,500		112,500	2,851,182	2,963,682
Total	3,100,896	2,778,180	2,849,557	237,500	751,935	9,718,068	6,652,737	16,370,805

Property Tax Information

**Village of Lincolnwood
Property tax Rates- All Direct and Overlapping Governments**

Last Ten Years

	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009
Village of Lincolnwood	0.913	0.821	0.799	0.820	0.700	0.679	0.704	0.586	0.576	0.585
Lincolnwood Public Library	0.281	0.255	0.332	0.388	0.335	0.323	0.339	0.285	0.280	0.286
School District No. 74	2.955	2.523	2.911	3.109	2.752	2.697	2.807	2.348	2.313	2.363
Community High School District No. 219	1.968	1.860	1.776	2.090	2.013	2.007	2.374	2.114	2.120	2.267
Oakton Community College District No. 535	0.209	0.186	0.179	0.186	0.161	0.158	0.166	0.141	0.140	0.140
Niles Township	0.040	0.033	0.033	0.033	0.030	0.029	0.031	0.027	0.027	0.029
Niles Township General Assistance	0.003	0.003	0.003	0.003	0.003	0.002	0.003	0.003	0.003	0.003
North Shore Mosquito Abatement District	0.011	0.010	0.009	0.009	0.008	0.008	0.009	0.008	0.008	0.008
County of Cook	0.605	0.545	0.534	0.489	0.471	0.421	0.500	0.186	0.224	0.203
Cook County Health Facilities	0.219	0.201	0.156	0.141	0.122	0.112	0.000	0.093	0.086	0.086
Forest Preserve District of Cook County	0.069	0.067	0.061	0.059	0.060	0.060	0.057	0.053	0.051	0.049
Cook County Consolidated Elections	0.000	0.032	0.000	0.029	0.000	0.014	0.000	0.012	0.000	0.021
Suburban Cook County T.B. Sanitarium District	0.008	0.007	0.006	0.004	0.001	0.005	0.005	0.167	0.105	0.105
Metro Water Reclamation District of Greater Chicago	0.415	0.401	0.371	0.361	0.347	0.315	0.284	0.263	0.252	0.261
Total Rate per \$100 of EAV	7.696	6.944	7.170	7.721	7.003	6.830	7.279	6.286	6.185	6.406

**Village of Lincolnwood
Assessed and Estimated Actual Value of Taxable Property
Last Ten Levy Years**

Fiscal Year	Tax Year Levy	Real Property (000's)		Ratio of Total Assessed Value to Total Estimated Actual Value
		Equalized Assessed Value	Estimated Actual Value	
2001	2000	431,730	1,364,696	0.32
2002	2001	497,969	1,568,603	0.32
2003	2002	527,042	1,660,182	0.32
2004	2003	526,109	1,644,089	0.32
2005	2004	629,177	1,966,178	0.32
2006	2005	669,007	2,090,646	0.32
2007	2006	667,457	2,060,637	0.32
2008	2007	822,179	2,569,309	0.32
2009	2008	886,487	2,770,271	0.32
2010	2009	857,206	2,678,768	0.32

**Ratio of General Bonded Debt to Equalized Assessed
Valuation and Net General Obligation Bonded Debt Per Capita**

Fiscal Year	Population (000)	Assessed Value (000)	Gross Bonded Debt	Debt Payable from Enterprise Revenues	Debt Payable from TIF Revenues	Net Bonded Debt	Ratio of Net Bonded Debt to Assessed Value	Net Bonded Debt per Capita
2001	12	497,969	12,520,000	1,387,767		11,132,233	2.24%	928
2002	12	527,042	11,700,000			11,700,000	2.22%	975
2003	12	526,109	20,299,495		5,000,000	15,299,495	2.91%	1,275
2004	12	629,177	19,320,605		4,730,000	14,590,605	2.32%	1,216
2005	12	627,900	17,781,933		3,345,000	14,436,933	2.30%	1,203
2006	12	669,007	15,963,233		3,135,000	12,828,233	1.92%	1,069
2007	12	667,457	13,875,000		2,921,250	10,953,750	1.64%	913
2008	12	822,179	12,025,000		2,700,000	9,325,000	1.13%	777
2009	12	886,487	10,120,000		2,475,000	7,645,000	0.86%	637
2010	12	857,206	8,930,000		2,242,500	6,687,500	0.78%	557

Village of Lincolnwood

**Property Tax Levies and Collections
For the Last Ten Years**

Fiscal Year	Total Tax Levy	Current Tax Collections	Percent of Current Taxes Collected
2000	3,838,489	3,806,722	99.2%
2001	3,941,699	3,895,554	98.8%
2002	4,088,345	4,030,061	98.6%
2003	4,211,065	4,174,467	99.1%
2004	4,314,090	4,286,468	99.4%
2005	4,395,203	4,359,834	99.2%
2006	4,542,380	4,477,807	98.6%
2007	4,670,532	4,586,069	98.2%
2008	5,008,652	4,824,716	96.3% *
2009	5,013,734	4,861,307	97.0% *

*Tax levy still in collection

Glossary of Terms

GLOSSARY OF TERMS

ACCOUNT – A term used to identify an individual asset, liability, expenditure, revenue, or fund balance.

ACCOUNTING SYSTEM – The total structure of records and procedures which discover, record, classify, summarize and report information on the financial position and results of operation of a government or any of its funds, fund types, balanced account groups or organization components.

ACCRUAL BASIS OF ACCOUNTING - a basis of accounting where revenues are recognized in the accounting period in which they are earned and become measurable; expenses are recognized in the periods incurred, if measurable

ACTIVITY – The smallest unit of budgetary accountability and control which encompasses specific and distinguishable lines of work performed by an organizational unit for the purpose of accomplishing a function for which the government is responsible.

APPROPRIATION – A legal authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes. An appropriation is usually limited in an amount and as to the time when it may be expended.

APPROPRIATIONS ORDINANCE – The official enactment by the governing board to legally authorize the government administration to obligate and expend resources.

ADOPTED – Abbreviation for “Approved/Adopted by Board of Trustees” found throughout the Budget book. Column of numbers represent the final funding levels adopted by the Board of Trustees at the conclusion of all budget deliberations. Those amounts filed with the County clerk in the annual appropriation/budget ordinance.

ASSESSED VALUATION – A valuation set upon real estate or other property by a government as a basis for levying taxes.

ASSETS – Property owned by a government which has a monetary value.

AVAILABLE FUND BALANCE – In a governmental fund, the balance of the net financial resources that are proposed or approved for appropriation in the upcoming fiscal year.

BOND – A written promise, to pay a specified sum of money, called the face value, at a fixed time in the future, called the date of maturity, and carrying interest at a fixed rate, usually payable semi-annually.

BONDED DEBT – That portion of indebtedness represented by outstanding bonds.

BUDGET – A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them.

BUDGET MESSAGE – A general discussion on the proposed budget as presented in writing by the Village Administrator to the legislative body.

BUDGET REVIEW PROCESS – A description of the review process of the entire budget (including the Expanded Budget and five year capital Improvement Budget) by the Board of Trustees. Through a series of budget workshops, the Board of Trustees reviews the budget with the Village Administrator and appropriate Department Directors. Changes and adjustments made by the Board to line item accounts during the budget review process are entered in the “approved” column.

BUDGETARY CONTROL – The control or management of a government or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenues.

CAPITAL ASSETS – Assets of significant value and having a useful life of several years. Capital assets are also called fixed assets.

CAPTIAL IMPROVEMENTS – Refers to any major project requiring the expenditure of public funds (over and above operating funds) for the construction, reconstruction or replacement of physical assets in the community. For purposes of financial reporting, the Village utilizes a capitalization threshold of \$10,000 for infrastructure and \$5,000 for other assets.

CIP – Capital Improvement Program – A plan for capital expenditures to provide long-lasting physical improvements to be incurred over a fixed period of several future years.

FISCAL PERIOD – Any period at the end of which a government determines its financial position and the results of its operations.

FY- Fiscal Year – A twelve (12) month period to which the annual operating budget applies at the end of which a government determines its financial position and the results of its operations.

FIXED ASSET – Assets of a long term nature which are intended to continue to be held or used, such as land, buildings, improvements other than buildings, machinery and equipment.

FUND – A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance wit special regulations, restrictions, or limitations (e.g. Motor Fuel Tax Fund, Water/Sewer Fund, etc.).

FUND BALANCE – The difference between fund assets and fund liability in a governmental or trust fund.

FUND EQUITY – An equity account reflecting the unreserved accumulated earnings of the Enterprise Funds.

GENERAL FUND – The fund used to account for all financial resources except those required to be accounted for in another fund.

GENERAL OBLIGATIONS BONDS – Bonds for the payment of which the full faith and credit of the issuing government are pledged.

GENERAL REVENUE – The revenues of a government other than those derived from the retained earnings in an Enterprise Fund. If a portion of the net income in an Enterprise Fund is contributed to

another non-Enterprise Fund, such as the Corporate Fund, the amounts transferred constitute general revenue of the government.

GOAL – A statement of broad direction, purpose, or intent, based on the needs of the community.

IEPA - Illinois Environmental Protection Agency - State regulatory agency that provides for the protection of the environment.

INTERFUND TRANSFERS – Amounts transferred from one fund to another.

INTERGOVERNMENTAL REVENUE – Revenue received for another government, such as the State of Illinois or other political subdivisions, for a specified purpose.

INVESTMENTS – Cash held in interest bearing accounts, securities, and real estate held for the production of revenues in the form of interest, dividends, rentals, or lease payments. The term does not include fixed assets used in governmental operations.

IRMA – Intergovernmental Risk Management Agency, a consortium of seventy six (76) municipalities and special taxing districts in the Chicago metropolitan area organized pursuant to an intergovernmental agreement to provide risk management services and self-insurance for general liability, workers compensation, property and casualty, theft, etc. to its members.

LEVY – (**verb**) To impose taxes, special assessments, or special charges for the support of governmental activities. (**noun**) The total amount of taxes, special assessments, or service charges imposed by a government.

LONG TERM DEBT - Debt with a maturity of more than one year after the date of issuance.

MFT – Motor Fuel Tax – Revenue allocated by the state to municipalities for funding street improvements.

MODIFIED BASIS of ACCOUNTING- A basis of accounting where revenues are recognized in the accounting period they become available and measurable. Expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except for unmatured interest on general long-term debt, which is recognized when due.

NET INCOME – Proprietary fund excess of operating revenues, non-operating revenues, and operating transfers – in over operating expenses, non-operating expenses, and operating transfers – out.

OBJECT – As used in expenditure classification, this term applies to the article purchased or the service obtained (as distinguished from the results obtained from expenditures). Examples are personnel services, contractual services, commodities, capital outlay and other expenditure classifications.

OBJECTIVE – Specific tasks to be accomplished in order to meet goals.

OPERATING BUDGET - The portion of the budget that pertains to daily operations that provide basic governmental services. The operating budget contains appropriations for such expenditures as personnel, supplies, utilities, materials, services, etc.

OPERATING EXPENSES – Proprietary fund expenses which are directly related to the fund’s primary service activities.

OPERATING INCOME – The excess of proprietary fund operating revenues over operating expenses.

PENSION TRUST FUND – A trust fund used to account for public employee retirement systems. Pension Trust Funds are accounted for in essentially the same manner as proprietary funds, but with an important expanded emphasis on required fund balance reserves.

PERSONNEL SERVICES – Items of expenditures in the operating budget for salaries and wages paid for services performed by Village employees.

RESERVED FUND BALANCE OR EQUITY – An account used to indicate that a portion of fund balance or equity is legally restricted and not available for appropriation.

RESOURCES - Total dollars available for appropriations including estimated revenues, fund transfers and beginning fund balances.

REVENUES – Increases in governmental fund type, net current assets and residual equity transfers.

SOURCE OF REVENUE – Revenues classified according to their source or point of origin.

SPECIAL REVENUE FUND – A fund used to account for the proceeds of specific revenue sources (other than special assessments, expendable trusts, or for major capital projects) that are legally restricted to expenditure for specified purposes.

TAX LEVY – The total amount to be raised by general property taxes for operating and debt service purposes specified in the Tax Levy Ordinance.

TAX LEVY ORDINANCE – An ordinance by means of which taxes are levied.

TAX RATE LIMIT – The maximum rate at which a government may levy a tax. Overall tax rate limits usually restrict levies for all purposes of all governments, state and local having jurisdiction in a given area.

TAXES – Compulsory charges levied by a government for the purpose of financing services performed for the common public benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments.

TIF – Tax Increment Financing or the act of capturing the amount of property taxes levied by a taxing unit for the year on the appraised value of real estate located within a defined investment zone. The tax increments are paid into the TIF fund and used to pay project costs within the zone, including debt service obligations.

TRUST FUNDS – Funds used to account for assets held by a government in a trustee capacity for individuals, private organizations, other governments, and/or other funds.

USER CHARGES OR FEES – The payment of a fee for direct receipt of a public service by the party benefiting from the service.

Capital Improvement Program

Fiscal Years 2012 – 2016

Capital Improvement Program Summary

The Village of Lincolnwood annually prepares a Capital improvement Program (CIP) for the six-year period beginning with the upcoming fiscal year. Since capital projects and equipment have a large impact on the Village's budget, the document provides an overview of potential projects and equipment that may need to be pursued over the ensuing five-year period. By planning several years out, the Village can plan for major improvements and expenditures and develop multi-year financing strategies to accommodate large outlays. The CIP contains all capital expenditures for improvement projects and equipment that are projected to cost in excess of \$10,000 and have an expected lifetime of more than one year.

The CIP is subject to review and modification during and after the final budget process based on available resources and the expenditure requirements of the operating budget. The CIP is a planning document. All expenditures shown in the Fiscal 2012 column appear as capital expenditures throughout the proposed Fiscal 2012 budget.

VILLAGE OF LINCOLNWOOD
 CAPITAL IMPROVEMENT PROGRAM
 FY 2012- FY 2016

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VILLAGE OF LINCOLNWOOD
CAPITAL IMPROVEMENT PROGRAM
FY 2012- FY 2016

Introduction

A Capital Improvement Program (CIP) is a multi-year plan identifying capital projects to be funded during the planning period. It identifies each proposed project to be undertaken, the year in which the project will be initiated, the amount expected to be expended on the project each year, and the proposed amount of financing for these expenditures. The CIP is a tool that can help elected officials ensure that decisions on capital projects are made wisely and are well planned.

Purpose of the Capital Improvement Program

The basic reasons for developing a Capital Improvement Program include providing a financial management tool for elected and appointed officials, linking the comprehensive planning process with the fiscal planning process, providing elected officials with a formal method for decision making, and providing a public relations document for reporting the intentions of the elected officials to community residents and business leaders.

- **Financial Management Tool-** An overriding consideration in developing a Capital Improvement Program is to prioritize current and future needs of the community. Capital Improvement Programs consider not only what the community needs, but, equally important, what it can afford. By explicitly recognizing the jurisdiction's financial outlook and the revenues and financing mechanisms that are anticipated to be available for the Capital Improvement Program, projects can be prioritized to ensure that the most important needs and goals of the community are achieved. Developing a fiscally constrained Capital Improvement Program based on realistic estimates of revenues, enhances the ability of the Capital Improvement Program to serve as a planning and management tool rather than as a wish list of projects that cannot be fully implemented.
- **Link to Comprehensive Plan-** The preparation of the Capital Improvement Program considers not only repair and replacement of existing utilities and other public

improvements, but also identifies facilities expected to be needed in the future. Changing population characteristics and land uses may require additional improvements to the water and sewer systems, public buildings, and other public services and facilities. In developing the Capital Improvement Program, these new demands must be weighed against the need to maintain existing infrastructure with the final financing decision based upon the goals and objectives established through the comprehensive planning process.

- **Formal Mechanism for Decision Making-** The Capital Improvement Program provides Village officials with an orderly process for planning and budgeting for capital needs. During the process of developing and implementing the Capital Improvement Program a wide range of issues must be addressed, including agreeing on policies which will shape the program, estimating and prioritizing the capital needs, identifying funding sources, and implementing and monitoring the project delivery.
- **Public Information Document-** The Capital Improvement Program report presents a description of the projects proposed to be undertaken during the program period. This document can be used to communicate to residents, business owners and operators, and other stakeholders in the community the Village's public improvement priorities and implementation schedule. By using this process the community is given a better understanding of the Village needs and the means for addressing them.

There are significant benefits to be derived by the preparation of a Capital Improvement Program; it is this promise that makes the staff time and effort necessary to participating in the development of the program worthwhile.

Capital Improvement Project Definition

A capital improvement project is a major, non-recurring expenditure that meets the criteria identified in one of the categories described below:

1. Site Acquisition- Acquisition of land for a public purpose.
2. Facility Construction or Repair- Construction of a new facility or an addition to or extension of an existing facility; a non-recurring major repair of all or part of the

- building, its grounds, or its equipment. The cost of the project must be at least \$10,000; and the improvement must have an estimated useful life of at least ten (10) years.
3. Equipment Purchase- Purchase of a piece of equipment or a number of pieces of the same equipment whose total cost is at least \$10,000 and whose estimated useful life is at least five (5) years, (three [3] years for computer equipment).
 4. Planning or Design- Planning feasibility, engineering, or design studies related to an individual capital improvement project or to a program that is implemented through an individual capital improvement project.
 5. Software- Purchase of new software or version upgrades needed to maintain the network at optimal levels.

Capital Improvement Program Development

Each project included in the Capital Improvement Program is described on the “Project Description” and the “Project Cost Summary” forms. An assessment of project/expenditure priority should be determined in light of anticipated fiscal constraints and Village needs. Each set of Village Department project descriptions is organized by the fiscal year in which the project is expected to begin. This organization becomes evident when scanning the summary table “FY 2012-FY 2016 Capital Improvement Program Summary by Department.”

Summary Tables

The tables entitled “FY2012-FY2016 Capital Improvement Program and Capital Vehicles/Equipment Summary by Department” lists all projects/expenditures submitted for funding consideration during the next five (5) fiscal years. It identifies those expenditures for which funding was determined by the Department Head submitting the project to be most critical in Fiscal Year 2011-2012. The total Capital Improvement Program proposed for Fiscal Year 2011-2012 is \$3,595,802 with projected grants, donations and other funding totaling \$2,006,083; leaving the Village of Lincolnwood with a total projected cost of \$1,589,719.

Evaluation Criteria

As each project description was being developed, the submitting department was asked to identify the benefits derived from the project and to indicate all of the “Evaluation Criteria” which would be satisfied by the project’s implementation. The evaluation criteria were developed to assist both administrative staff and elected officials in judging the importance of the project.

The “Evaluation Criteria” which were to be used in completing the “Project Description” form are listed below:

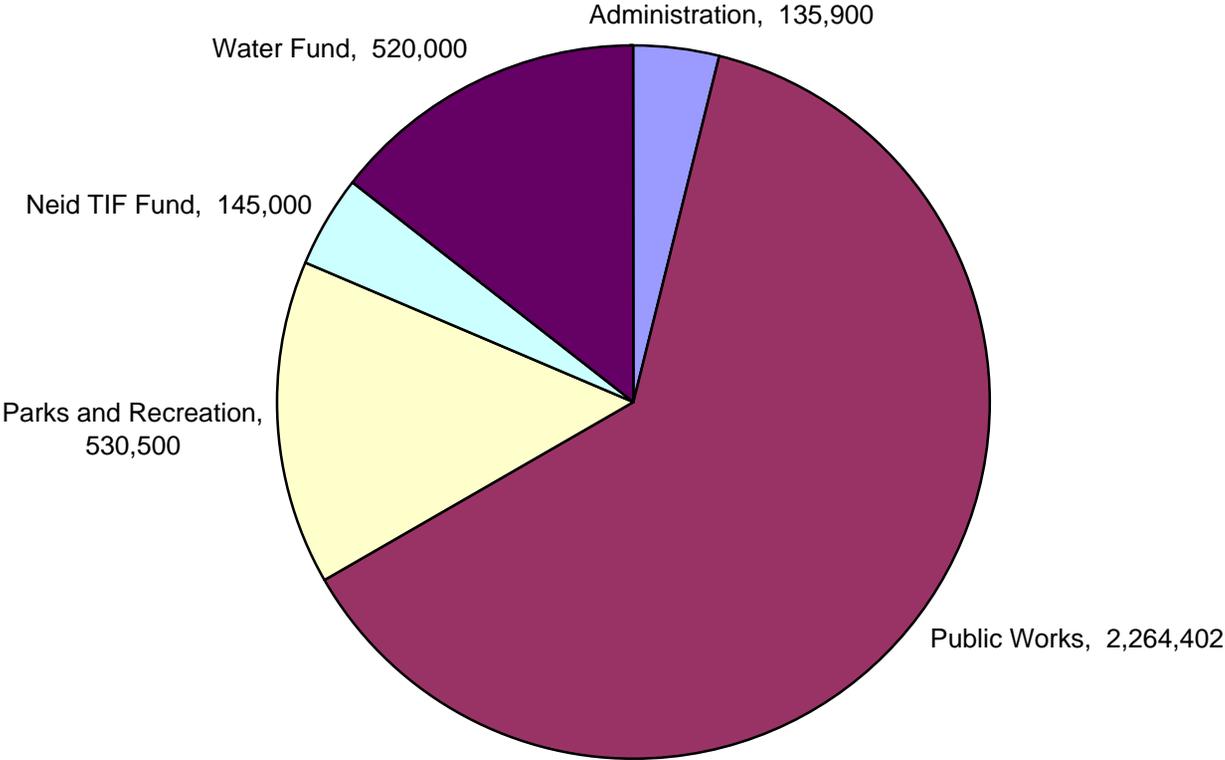
1. **New or Substantially Expanded Facility-** Construction or acquisition of a new facility (including land), acquisition of new equipment, or major expansion of an existing facility that provides a new service or a level of service not now available.
2. **Rehabilitate Deteriorated Facility-** Reconstruction or extensive rehabilitation to extend a facility’s useful life which will avoid or postpone replacing the facility with one which is new and/or more costly; if rehabilitation or reconstruction is not feasible, replacement of the facility with one which will provide the same level of service.
3. **Systemic Replacement-** Replacement or upgrade of a facility or piece of equipment as part of a scheduled replacement program. This investment assumes the facility or equipment will be replaced to provide approximately the same level of service that is currently being provided.
4. **Protection and Conservation of Resources or Existing Investment-** A project that protects natural resources that are at risk of being reduced in amount or quality, or an investment in existing infrastructure which protect against excessive demand or overload that threatens the capacity or useful life of an existing facility or piece of equipment.
5. **Coordination-** A project which must be undertaken to insure proper sequencing or scheduling with another project (e.g., scheduling a sewer project to coincide with a street reconstruction project so that the newly resurfaced street is not disturbed some year after it is completed); or a project that is necessary to comply with requirements imposed by another jurisdiction (e.g., a court order, a change in federal or state law or administrative ruling, an agreement with another village or governmental agency).

6. **Reduce Risk to Public Safety or Health-** A project which protects against a clear and immediate risk to public safety or public health.
7. **Improvement of Operating Efficiency-** A project that substantially and significantly improves the operating efficiency of a department; or one which has a very favorable return on investment with the promise of reducing existing or future increases in operating expenses.
8. **Equitable Provision of Services or Facilities-** A project that serves the special needs of a segment of the Village's population identified by public policy as deserving of special attention (e.g., the handicapped, the elderly, or low- and moderate-income persons); or a project that, considering existing services or facilities, makes equivalent facilities or services available to neighborhoods or population groups that could be considered to be underserved.
9. **Maintenance or Increase of Property Value-** A project which benefits the adjacent properties to the extent that property values will either stabilize or increase (e.g., street resurfacing or alley paving directly benefit the properties adjacent).

Capital Improvement Program Project Detail

A detailed description of each project shown on the preceding tables is included below. The project descriptions are presented in the order in which they appear on the table "FY 2012-FY 2016 Capital Improvement Program Summary by Department." Projects, which are proposed for funding in FY 2011-2012, are followed in order by projects proposed for each of the remaining fiscal years.

FY2011-2012 Capital Improvement Expenditures \$3,595,802



VILLAGE OF LINCOLNWOOD
 FY 2012- FY 2016 CAPITAL IMPROVEMENT PROGRAM
 (VILLAGE COSTS)

DEPARTMENT	PROJECT NAME	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	TOTAL COST	PROJECT NAME
Administration								
	Telephone System Replacement (Village wide)	135,900					135,900	Telephone System Replacement (Village wide)
Community Development								
	McCormick Blvd Median Landscape & Sidewalk				500,000		500,000	McCormick Blvd Median Landscape & Sidewalk
	Edens Sidewalk & Landscape Project					500,000	500,000	Edens Sidewalk & Landscape Project
	Gateway Signs		40,000	40,000	40,000	40,000	160,000	Gateway Signs
	Lincoln Avenue Streetscape Improvements		30,000	2,150,170	2,069,100	2,127,180	6,376,450	Lincoln Avenue Streetscape Improvements
Public Works								
	Sidewalk Replacement Program	15,000	75,000	80,000	85,000	90,000	345,000	Sidewalk Replacement Program
	Parkway Tree Planting Program	40,000	40,000	40,000	40,000	40,000	200,000	Parkway Tree Planting Program
	Street Light Replacement Projects	1,228,083	1,664,850	1,579,947	1,563,940	0	6,036,820	Street Light Replacement Projects
	Street Regulatory Sign Replacement		30,000	25,000	25,000	100,000	180,000	Street Regulatory Sign Replacement
	Street Sweeping Sign Purchase	30,000					30,000	Street Sweeping Sign Purchase
	HVAC Replacement	200,000	100,000	100,000			400,000	HVAC Replacement-Campus Buildings
	Pratt Avenue Resurfacing	551,319					551,319	Pratt Avenue Resurfacing
	Promenade Replacement	200,000	200,000				400,000	Promenade Replacement
Parks and Recreation								
	ComEd Bike Path Development	40,000	150,000	880,000			1,070,000	ComEd Bike Path Development
	Union Pacific Land Acquisition		6,000,000				6,000,000	Union Pacific Land Acquisition
	Union Pacific Bike Path Development	30,000					30,000	Union Pacific Bike Path Development
	Union Pacific Trail Development				1,200,000		1,200,000	Union Pacific Trail Development
	Community Center Expansion				2,700,000	2,700,000	5,400,000	Community Center Expansion
	Proesel Park Field #2 Lighting	160,500					160,500	Proesel Park Field #2 Lighting
	Playground Replacement		175,000	125,000	125,000	125,000	550,000	Playground Replacement
	Channel Runne Park Project Phase II	300,000	363,300				663,300	Channel Runne Park Project Phase II
	Channel Runne Park Project Phase III			300,000			300,000	Channel Runne Park Project Phase III
NEID TIF Fund								
	Street Light Banners	15,000					15,000	Street Light Banners
	Parkway Tree Planting and Sidewalk Installation	30,000	30,000	30,000	30,000	30,000	150,000	Parkway Tree Planting and Sidewalk Installation
	New sidewalk installation	100,000					100,000	New sidewalk installation
Water Fund								
	Stormwater Improvement Project (Sewer Televising improvements)	520,000	348,700	346,500	275,000	0	1,490,200	Stormwater Improvement Project
Total Capital Improvement Project Costs		3,595,802	9,246,850	5,696,617	8,653,040	5,752,180	32,944,489	
Projected Grants, Donations and Other Funding								
	ComEd Bike Path Development-Grant Funding			816,000			816,000	ComEd Bike Path Development-Grant Funding
	Union Pacific Land Acquisition-Grant Funding		4,800,000				4,800,000	Union Pacific Land Acquisition-Grant Funding
	Union Pacific Trail Development-Grant Funding				960,000		960,000	Union Pacific Trail Development-Grant Funding
	Resident Reimbursement from Parkway Tree Program	5,000	5,000	5,000	5,000	5,000	25,000	Resident Reimbursement from Parkway Tree Program
	Grant funding RTP			200,000			200,000	Table and Chair Replacement (CC)-Donation
	Street Lights- from Transportation Impv. and MFT Funds	1,228,083	1,664,850	1,579,947	1,563,940		6,036,820	Street Lights- from Transportation Impv. Fund
	Channel Runne Park Grant Funding - 50%		363,300				363,300	Channel Runne Park Grant Funding - 50%
	DCEO Grant Funding	240,000					240,000	Playground Replacement DCEO Grant Funding
	DCEO Grant Funding/parks		50,000				50,000	DCEO Grant Funding/parks
	Grant Funding (Pratt Avenue)	533,000						Grant Funding (Pratt Avenue)
	Grant Funding (RTP)			300,000				Grant Funding (RTP)
Total Projected Grants, Donations and Other Funding		2,006,083	6,883,150	2,900,947	2,528,940	5,000	13,491,120	
Net Costs Incurred by Village After Projected Funding		1,589,719	2,363,700	2,795,670	6,124,100	5,747,180	19,453,369	

Village of Lincolnwood
 CIP - Capital Improvement Project -General fund Department Summary
 For The Periods as Shown

<u>PROJECT</u>	<u>2011-2012</u>	<u>2012-2013</u>	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>Total</u>
Administration						
Total Projects	135,900	-				135,900
Community Development						
Total Projects	-	70,000	2,190,170	2,690,100	2,667,180	7,617,450
Public Works						
Total Projects	2,264,402	2,109,850	1,824,947	425,000	1,713,940	8,338,139
Funded by: Other Funds and Grants	(1,766,083)	(1,669,850)	(1,584,947)	(5,000)	(1,568,940)	(6,594,820)
Total General Fund Projects from Public Works	498,319	440,000	240,000	420,000	145,000	1,743,319
Parks & Recreation						
Total Projects	530,500	6,688,300	1,305,000	4,025,000	2,825,000	15,373,800
Funded by: Grants	-	(5,213,300)	(1,016,000)	(960,000)	-	(7,189,300)
Donation-Friends of the Community Center	-	-	-	-	-	-
Total General Fund Projects from Parks & Recreation	530,500	1,475,000	289,000	3,065,000	2,825,000	8,184,500
Total Capital Improvement Projects	2,930,802	8,868,150	5,320,117	7,140,100	7,206,120	31,465,289
Funded by:Grants, Reimbursements, Donations and Other Funds	(1,766,083)	(6,883,150)	(2,600,947)	(965,000)	(1,568,940)	(13,784,120)
Projected General Fund Costs	1,164,719	1,985,000	2,719,170	6,175,100	5,637,180	17,681,169

Capital Improvement Detail

Village of Lincolnwood
 CIP - Capital Improvement Project - Department Summary
 For The Periods as Shown

<u>Department</u>	<u>Administration</u>				
<u>Project</u>	<u>2011-2012</u>	<u>2012-2013</u>	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>
Telephone System Replacement (Village Wide)	135,900				
Totals	<u>135,900</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

Village of Lincolnwood - Capital Improvement Program (CIP)

Project Cost Summary

Date: 11/23/2010 Department: Administration

Project Name and Location Telephone System Replacement (Village-wide)

Cost Elements	Cost to Date	Y/E 2012	Y/E 2013	Y/E 2014	Y/E 2015	Y/E 2016
Planning/ Design	8,000	15,000				
Site, etc. Acquisition						
Vehicle/ Equipment	20,000	120,900				
Construction/ Repair						
Other Costs						
Total Project Cost	28,000	135,900				
Funding						
Cost to Village	28,000	135,900				
Grant/Donation						
Total Funding	28,000	135,900				

Basis of Project Costs:

Bids Received

Engineer, Architect, Etc.

Comparable Costs

Contractor/Vendor Estimate

Other Basis

Discuss Basis of Project Costs:

Request for Proposals were issued and seven responses were received. Costs are estimated based on proposal from preferred vendor.

Financing Other than Current Revenue Sources and Other Information:

Impact on Operating Costs:

Ongoing maintenance cost of approximately \$8,000 per year.

Village of Lincolnwood - Capital Improvement Program (CIP)

PROJECT DESCRIPTION

Date: 11/23/2010 Department: Administration

Project Name and Location: Telephone System Replacement (All Village Buildings)

Name of Contractor: ATI

Type of Project: _____ Facility Construction []

Site Acquisition [] Facility Repair []

Vehicle/Equipment Purchase [] Planning/Design []

Description of Project

Replacement of existing Nortel Telephone System with a Voice Over Internet Protocol (VOIP) telephone system from Shortel. Additionally, Village data network equipment will be replaced.

Project Benefits

Telephone system will be combined into one system (currently Public Works and Village Municipal Complex are two separate phone systems). Network will be improved to handle additional data requirements as a result of running the phone system over the data network. Reliability and performance of data network will be significantly improved. New phone handsets will be purchased.

Implementation Schedule

Dates _____ Explanation _____

Apr-10 _____ Network upgrades installed.

May-10 _____ Phone system installed.

Village of Lincolnwood
 CIP - Capital Improvement Project - Department Summary
 For The Periods as Shown

<u>Department</u>	<u>Community Development</u>				
<u>Project</u>	<u>2011-2012</u>	<u>2012-2013</u>	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>
McCormick Blvd Median Ldscape & Sidwk				500,000	
Edens Sidewalk & Landscape Project					500,000
Gateway Signs & Monument		40,000	40,000	40,000	40,000
Lincoln Avenue Streetscape Improvements		30,000	2,150,170	2,069,100	2,127,180
Totals	-	70,000	2,190,170	2,609,100	2,667,180

Village of Lincolnwood - Capital Improvement Program (CIP)

Project Cost Summary

Date: 12/21/2010

Department: Community Development

Project Name and Location McCormick Boulevard Median and Sidewalk

Cost Elements	Cost to Date	Y/E 2012	Y/E 2013	Y/E 2014	Y/E 2015	Y/E 2016
Planning/ Design						
Site, etc. Acquisition						
Vehicle/ Equipment						
Construction/ Repair			-	-	500,000	
Other Costs						
Total Project Cost			-	-	500,000	
Funding						
Cost to Village			-	-	500,000	
Grant/Donation						
Total Funding			-	-	500,000	

Basis of Project Costs:

Bids Received

Engineer, Architect, Etc.

Comparable Costs

Contractor/Vendor Estimate

Other Basis

Discuss Basis of Project Costs:

Financing Other than Current Revenue Sources and Other Information:

General Fund - Revenue Transfer

Impact on Operating Costs:

Village of Lincolnwood - Capital Improvement Program (CIP)

PROJECT DESCRIPTION

Date: 25-Nov Department: Community Development

Project Name and Location: McCormick Blvd median landscaping and sidewalk

Name of Contractor:

Type of Project: Facility Construction [x]

Site Acquisition [] Facility Repair []

Vehicle/Equipment Purchase [] Planning/Design [x]

Description of Project

Installation of a landscaped median in McCormick Blvd and west sidewalk

Project Benefits

The project is recommended in the Village's Beautification Opportunities Plan to improve the Village's appearance, eliminate an eyesore and increase pedestrian safety.

Implementation Schedule

Dates Explanation

<u>Dates</u>	<u>Explanation</u>

Village of Lincolnwood - Capital Improvement Program (CIP)

Project Cost Summary

Date: 12/21/2010

Department: Community Development

Project Name and Location Edens Sidewalk and landscaping Project

Cost Elements	Cost to Date	Y/E 2012	Y/E 2013	Y/E 2014	Y/E 2015	Y/E 2016
Planning/ Design						
Site, etc. Acquisition						
Vehicle/ Equipment						
Construction/ Repair						500,000
Other Costs						
Total Project Cost						500,000
Funding						
Cost to Village						500,000
Grant/Donation						
Total Funding						500,000

Basis of Project Costs:

Bids Received

Engineer, Architect, Etc.

Comparable Costs

Contractor/Vendor Estimate

Other Basis

Discuss Basis of Project Costs:

Financing Other than Current Revenue Sources and Other Information:

General Fund - Revenue Transfer

Impact on Operating Costs:

Village of Lincolnwood - Capital Improvement Program (CIP)

Project Cost Summary

Date: 12/21/2010

Department: Community Development

Project Name and Location Gateway Signs and Monuments

Cost Elements	Cost to Date	Y/E 2012	Y/E 2013	Y/E 2014	Y/E 2015	Y/E 2016
Planning/ Design						
Site, etc. Acquisition						
Vehicle/ Equipment						
Construction/ Repair			40,000	40,000	40,000	40,000
Other Costs						
Total Project Cost			40,000	40,000	40,000	40,000
Funding						
Cost to Village			40,000	40,000	40,000	40,000
Grant/Donation						
Total Funding			40,000	40,000	40,000	40,000

Basis of Project Costs:

Bids Received

Engineer, Architect, Etc.

Comparable Costs

Contractor/Vendor Estimate

Other Basis

Discuss Basis of Project Costs:

Financing Other than Current Revenue Sources and Other Information:

General Fund - Revenue and Potential Private Business Financing

Impact on Operating Costs:

Village of Lincolnwood - Capital Improvement Program (CIP)

PROJECT DESCRIPTION

Date: 25-Nov Department: Community Development

Project Name and Location: Gateway Signs and Monument

Name of Contractor: _____

Type of Project: _____ Facility Construction [x]

Site Acquisition [] Facility Repair []

Vehicle/Equipment Purchase [] Planning/Design []

Description of Project

Construction and installation of Village gateway monument signs at various main intersections entering the Village. Some elements of this project may be borne by private developers.

Project Benefits

Many of the comments from residents for the Comprehensive Plan had to do with the image and appearance of the Village. This project is recommended by the Beautification Opportunities Plan and is expected to help address residents interest in improving Vil

Implementation Schedule

<u>Dates</u>	<u>Explanation</u>
2011	Touhy-Cicero
2012	Crawford-Devon
2013	Devon-Lincoln
2014	Touhy-McCormick
2015	Devon-McCormick
2016	Cicero-Devon
beyond	Other locations

Village of Lincolnwood - Capital Improvement Program (CIP)

Project Cost Summary

Date: 12/21/2010

Department: Community Development

Lincoln Avenue Streetscape Project

Cost Elements	Y/E 2012	Y/E 2013	Y/E 2014	Y/E 2015	Y/E 2016
Planning/ Design			195,470	188,100	193,380
Site, etc. Acquisition					
Vehicle/ Equipment					
Construction/ Repair		30,000	1,777,000.00	1,710,000	1,758,000
Other Costs			177,700	171,000	175,800
Total Project Cost		30,000	2,150,170	2,069,100	2,127,180
Funding					
Cost to Village		30,000	2,150,170	2,069,100	2,127,180
Grant/Donation					
Total Funding		30,000	2,150,170	2,069,100	2,127,180

Basis of Project Costs:

Comparable Costs

Bids Received

Contractor/Vendor Estimate

Engineer, Architect, Etc.

Other Basis

Discuss Basis of Project Costs:

Project costs are an estimate provided by the engineering consultant.

Financing Other than Current Revenue Sources and Other Information:

Financing provided through Motor Fuel Tax Fund.

Impact on Operating Costs:

Village of Lincolnwood - Capital Improvement Program (CIP)

PROJECT DESCRIPTION

Date: 11/20/2009 Department: Community Development

Project Name and Location: Lincoln Avenue Streetscape Proejct

Name of Contractor: Gewalt Hamilton

Type of Project: _____ Facility Construction []

Site Acquisition [] Facility Repair []

Vehicle/Equipment Purchase [] Planning/Design []

Description of Project

Carries forward the community vision enunciated by in the 2005 Task Force Report for the corridor. this plan incorporates multi-modal transportation alternatives. In addition to accommodating vehicle traffic and encouraging pedestrian use of the public right-of-way, this streetscape plan also calls for creation of dedicated bike lanes in the corridor, consistent with regional bikeway plans.

Project Benefits

Designated parking lanes for much of the corridor, improves pedestrian safety and pedestrian crosswalks, assists in reducing high traffic speeds of vehicles, modifies certain corridor intersections to improve public safety, minimizes parkway curb cuts and envisions completion of median landscaping, parkway restoration and installation of new street lighting and attractive pedestrian-friendly amenities.

Implementation Schedule

<u>Dates</u>	<u>Explanation</u>
<u>FY 2012-2013</u>	<u>Jarvis Avenue to Touhy Avenue</u>
<u>FY 2013-2014</u>	<u>Touhy Avenue to Tripp Avenue</u>
<u>FY 2014-2015</u>	<u>Tripp Avenue to Pratt Avenue</u>
<u>FY 2015-2016</u>	<u>Pratt Avenue to Proesel Avenue</u>
<u>FY 2016-2017</u>	<u>Proesel Avenue to Devon Avenue</u>

Village of Lincolnwood
 CIP - Capital Improvement Project - Department Summary
 For The Periods as Shown

<u>Department</u>	<u>Public Works</u>				
<u>Project</u>	<u>2011-2012</u>	<u>2012-2013</u>	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>
Sidewalk Replacement Program	15,000	75,000	80,000	85,000	90,000
Parkway Tree Planting Program	40,000	40,000	40,000	40,000	40,000
Funded by: Resident reimbursement	(5,000)	(5,000)	(5,000)	(5,000)	5,000
Street Sweeping Sign Purchase	30,000				
Street Regulatory Sign Replacement		30,000	25,000	25,000	100,000
Street Light Replacement Program	1,228,083	1,664,850	1,579,947	1,563,940	
Funded by: Transportation Improvement Funds and MFT Funds	(1,228,083)	(1,664,850)	(1,579,947)	(1,563,940)	
HVAC Replacement	200,000	100,000	100,000		
Promenade Replacement	200,000	200,000			
Pratt Avenue Resurfacing	551,319				
Funded by State Grant	(533,000)				
Totals	498,319	440,000	240,000	145,000	235,000

Village of Lincolnwood - Capital Improvement Program (CIP)

Project Cost Summary

Date: 11/29/10

Department: Public Works Department

Project Name and Location Sidewalk Replacement Program

Cost Elements	Cost to Date	Y/E 2012	Y/E 2013	Y/E 2014	Y/E 2015	Y/E 2016
Planning/ Design						
Site, etc. Acquisition						
Vehicle/ Equipment						
Construction/ Repair		15,000	75,000	80,000	85,000	90,000
Other Costs		15,000	75,000	80,000	85,000	90,000
Total Project Cost						
Funding						
Cost to Village		15,000	75,000	80,000	85,000	90,000
Grant/Donation						
Total Funding		15,000	75,000	80,000	85,000	90,000

Basis of Project Costs:

X Bids Received

Engineer, Architect, Etc.

Comparable Costs

Contractor/Vendor Estimate

Other Basis

Discuss Basis of Project Costs:

Financing Other than Current Revenue Sources and Other Information:

Impact on Operating Costs:

Village of Lincolnwood - Capital Improvement Program (CIP)

PROJECT DESCRIPTION

Date: 11/29/2010 Department: Public Works Department

Project Name and Location: Sidewalk Replacement Program. Various locations- depends on staff evaluations.

Name of Contractor: Project will be bid.

Type of Project: _____ Facility Construction []

Site Acquisition [] Facility Repair []

Vehicle/Equipment Purchase [] Planning/Design []

Description of Project

Replacement of existing concrete sidewalk and curb throughout the Village, which is dependent upon a Public Works condition rating system.

Project Benefits

Replacement of deteriorating (cracked and damaged sidewalks) pedestrian areas throughout the Village makes pedestrian walk ways more safe. In addition this reduces the possibility of trips and falls by the public.

Implementation Schedule

Dates _____ Explanation _____

2011-2016 Sidewalks are replaced within budget availability each year.

Village of Lincolnwood - Capital Improvement Program (CIP)

Project Cost Summary

Date: 11/29/2010

Department: Public Works Department

Project Name and Location Parkway Tree Planting Program

Cost Elements	Cost to Date	Y/E 2012	Y/E 2013	Y/E 2014	Y/E 2015	Y/E 2016
Planning/ Design						
Site, etc. Acquisition						
Vehicle/ Equipment						
Construction/ Repair						
Other Costs		40,000	40,000	40,000	40,000	40,000
Total Project Cost		40,000	40,000	40,000	40,000	40,000
Funding						
Cost to Village		35,000	35,000	35,000	35,000	35,000
Grant/Donation		5,000	5,000	5,000	5,000	5,000
Total Funding		40,000	40,000	40,000	40,000	40,000

Basis of Project Costs:

Bids Received

Engineer, Architect, Etc.

Comparable Costs

X Contractor/Vendor Estimate

Other Basis

Discuss Basis of Project Costs:

Financing Other than Current Revenue Sources and Other Information:

50% of the cost of new parkway trees and planting will be shared by the property owner. The Village will fund the replacement cost of trees removed from the parkway that are dead or hazardous.

Impact on Operating Costs:

Village of Lincolnwood - Capital Improvement Program (CIP)

PROJECT DESCRIPTION

Date: 11/29/2010 Department: Public Works Department

Project Name and Location: Parkway Tree Planting Program- Various, depending upon resident requests and the Village Arborist's recommendations.

Name of Contractor: Tree Consortium

Type of Project: _____ Facility Construction [x]

Site Acquisition [] Facility Repair []

Vehicle/Equipment Purchase [] Planning/Design []

Description of Project

Planting of trees at various locations throughout the Village as per the request of residents and when the Village removes dead or hazardous trees, which is determined by the Village Arborist. If a resident would like to plant a new parkway tree the Village will subsidize 50% of the cost of a 2.5" caliper tree. The tree comes with a 1 year warranty.

Project Benefits

Improves aesthetics of the Village, reduces water runoff, increases the Village's tree canopy and improves the overall quality of life for the Village of Lincolnwood residents.

Implementation Schedule

Dates _____ Explanation _____

2011-2016 Trees are planted within budget availability each year. Actual number of trees planted is dependent upon program popularity and number of trees removed.

Village of Lincolnwood - Capital Improvement Program (CIP)

Project Cost Summary

Date: 2/28/2011

Department: Public Works Department

Project Name and Location Purchase of 600 permanent street sweeping signs.

Cost Elements	Cost to Date	Y/E 2012	Y/E 2013	Y/E 2014	Y/E 2015	Y/E 2016
Planning/ Design						
Site, etc. Acquisition						
Vehicle/ Equipment						
Construction/ Repair		30,000				
Other Costs						
Total Project Cost						
Funding						
Cost to Village		30,000				
Grant/Donation						
Total Funding		30,000				

Basis of Project Costs:

Bids Received

Engineer, Architect, Etc.

Comparable Costs

X Contractor/Vendor Estimate

Other Basis

Discuss Basis of Project Costs:

Purchase 600 permanent street sweeping signs to reduce the need to install and remove temporary signs each day.

Financing Other than Current Revenue Sources and Other Information:

Impact on Operating Costs:

Village of Lincolnwood - Capital Improvement Program (CIP)

PROJECT DESCRIPTION

Date: 2/28/2011 Department: Public Works Department

Project Name and Location: Purchase of 600 permanent street sweeping signs.

Name of Contractor: To be determined.

Type of Project: _____ Facility Construction []

Site Acquisition [] Facility Repair []

Vehicle/Equipment Purchase [x] Planning/Design []

Description of Project

Purchase 600 permanent street sweeping signs to be installed on each block within the Village.

Project Benefits

This project will reduce the need to install and remove temporary street sweeping signs each day of the week.

Implementation Schedule

Dates _____ Explanation _____

2011 _____ Purchase of 600 permanent street sweeping signs.

Village of Lincolnwood - Capital Improvement Program (CIP)

Project Cost Summary

Date: 11/29/2010

Department: Public Works Department

Project Name and Location Street Regulatory Sign Replacements

Cost Elements	Cost to Date	Y/E 2012	Y/E 2013	Y/E 2014	Y/E 2015	Y/E 2016
Planning/ Design						
Site, etc. Acquisition						
Vehicle/ Equipment						
Construction/ Repair						
Other Costs			30,000	25,000	25,000	100,000
Total Project Cost			30,000	25,000	25,000	100,000
Funding						
Cost to Village			30,000	25,000	25,000	100,000
Grant/Donation						
Total Funding			30,000	25,000	25,000	100,000

Basis of Project Costs:

Bids Received

Engineer, Architect, Etc.

Comparable Costs

X Contractor/Vendor Estimate

Other Basis

Discuss Basis of Project Costs:

In 2007 the Federal Government approved a federal mandate that all regulatory and street name signs must meet certain retro reflectivity standards. In 2010 these standards were communicated to the local agencies.

The law states that all regulatory signs (stop signs, no parking, etc.) must be of diamond grade quality by the year 2015. If signs are found to be non-compliant communities may be ineligible for certain grant opportunities. In addition, all street name signs must meet federal standards by the year 2018.

Currently, the Village uses engineer grade signs which do not meet the new standards.

In order to become complaint the Village will have to replace all signs with diamond grade signs.

Financing Other than Current Revenue Sources and Other Information:

The purchase of signs may be done using motor fuel tax funds (MFT).

Impact on Operating Costs:

Village of Lincolnwood - Capital Improvement Program (CIP)

PROJECT DESCRIPTION

Date: 11/29/2010

Department: Public Works Department

Project Name and Location: Replacement of all Village regulatory and street name signs.

Name of Contractor: To be determined through a bid process.

Type of Project:		Facility Construction	[<input type="checkbox"/>]
Site Acquisition	[<input type="checkbox"/>]	Facility Repair	[<input checked="" type="checkbox"/>]
Vehicle/Equipment Purchase	[<input type="checkbox"/>]	Planning/Design	[<input type="checkbox"/>]

Description of Project

In 2007 the Federal Government approved a mandate that all regulatory and street name signs must meet certain retro reflectivity standards. In 2010 these standards were communicated to the local agencies. The law states that all regulatory signs (stop signs, no parking, etc.) must be of diamond grade quality by the year 2015. If signs are found to be non-compliant communities may be ineligible for certain grant opportunities. The Village will replace all regulatory signs over a four year period (2012, 2013, 2014, 2015) and then replace the street name signs during FY 2015-2016. Once this has been completed the Village will be in compliance with the federal guidelines.

Project Benefits

Will allow the Village to meet federal guidelines and make the Village eligible for certain grant opportunities.

Implementation Schedule

<u>Dates</u>	<u>Explanation</u>
FY 2012-2013	Replace 25% of the Village's regulatory signs with diamond grade signs.
FY 2013-2014	Replace 25% of the Village's regulatory signs with diamond grade signs.
FY 2014-2015	Replace 25% of the Village's regulatory signs with diamond grade signs.
FY 2015-2016	Replace 25% of the Village's regulatory signs with diamond grade signs and all street name signs.

Village of Lincolnwood - Capital Improvement Program (CIP)

Project Cost Summary

Date: 11/29/10

Department: Public Works Department

Project Name and Location Street Lighting

Cost Elements	Cost to Date	Y/E 2012	Y/E 2013	Y/E 2014	Y/E 2015	Y/E 2016
Planning/ Design		160,577	217,154	206,080	203,992	-
Site, etc. Acquisition						
Vehicle/ Equipment						
Construction/ Repair		1,067,506	1,447,696	1,373,867	1,359,948	-
Other Costs						
Total Project Cost		1,228,083	1,664,850	1,579,947	1,563,940	-
Funding						
Cost to Village		1,228,083	1,664,850	1,579,947	1,563,940	-
Grant/Donation						
Total Funding		1,228,083	1,664,850	1,579,947	1,563,940	-

Basis of Project Costs:

X Bids Received

Engineer, Architect, Etc.

Comparable Costs

Contractor/Vendor Estimate

Other Basis

Discuss Basis of Project Costs:

Financing Other than Current Revenue Sources and Other Information:

Funded by the Village Transportation Improvement Fund, Motor Fuel Tax Funds and Tax Increment Financing Funds.

Impact on Operating Costs:

Village of Lincolnwood - Capital Improvement Program (CIP)

PROJECT DESCRIPTION

Date: 11/29/2010 Department: Public Works Department

Project Name and Location: Village Street Lighting

Name of Contractor: Undetermined- project will be bid.

Type of Project:		Facility Construction	[<input type="checkbox"/>]
Site Acquisition	[<input type="checkbox"/>]	Facility Repair	[<input checked="" type="checkbox"/>]
Vehicle/Equipment Purchase	[<input checked="" type="checkbox"/>]	Planning/Design	[<input checked="" type="checkbox"/>]

Description of Project

5 year streetlight replacement program. Replacement of street lights, poles and wiring with new black , cobra head style street light poles on Touhy, Lincoln, Cicero, McCormick, Pratt, Devon and Crawford Avenues.

Project Benefits

Will provide light for pedestrians and motorists along streets that are currently not lit as well as replacement of old concrete street light poles that are cracked at their base and have corroded bolts. The project stems from a need to replace outdated poles with IDOT approved lighting.

Implementation Schedule

<u>Dates</u>	<u>Explanation</u>
FY 2010-2011	Cicero Avenue, Hamlin, Ridgeway, Morse, McCormick (TIF) and Pratt
FY 2011-2012	Pratt Avenue (Non-TIF)
FY 2012-2013	Touhy Avenue (TIF and Non-TIF) McCormick (Non-TIF)
FY 2013-2014	Lincoln Avenue
FY 2014-2015	Devon Avenue and Crawford Avenue

Village of Lincolnwood - Capital Improvement Program (CIP)

Project Cost Summary

Date: 2/28/2011

Department: Public Works Department

Project Name and Location Replacement of Village Municipal Campus HVAC System.

Cost Elements	Cost to Date	Y/E 2012	Y/E 2013	Y/E 2014	Y/E 2015	Y/E 2016
Planning/ Design						
Site, etc. Acquisition						
Vehicle/ Equipment						
Construction/ Repair		200,000	100,000	100,000		
Other Costs						
Total Project Cost		200,000	100,000	100,000		
Funding						
Cost to Village		200,000	100,000	100,000		
Grant/Donation						
Total Funding		200,000	100,000	100,000		

Basis of Project Costs:

Bids Received

Engineer, Architect, Etc.

Comparable Costs

X Contractor/Vendor Estimate

Other Basis

Discuss Basis of Project Costs:

Replacement of a 20+ year old system over 3 years.

Financing Other than Current Revenue Sources and Other Information:

Impact on Operating Costs:

Village of Lincolnwood - Capital Improvement Program (CIP)

PROJECT DESCRIPTION

Date: 2/28/2011 Department: Public Works Department

Project Name and Location: Replacement of heating ventilation and air conditioning (HVAC) system throughout the Village Municipal Campus.

Name of Contractor: To be determined.

Type of Project: _____ Facility Construction []
Site Acquisition [] Facility Repair [x]
Vehicle/Equipment Purchase [] Planning/Design []

Description of Project

Replace the Village's existing HVAC system which is 20+ years old. The work will consist of replacement of the in-office control temperature gauges, roof top units and any boilers or chillers throughout the buildings.

Project Benefits

This project will make the Village's system run more efficiently, reduce maintenance costs, and replace an antiquated system that is difficult to obtain parts for.

Implementation Schedule

<u>Dates</u>	<u>Explanation</u>
2011	Replacement of HVAC system at Police/Community Development Building
2012	Replacement of HVAC system at Village Hall
2013	Replacement of HVAC system at Public Works

Village of Lincolnwood - Capital Improvement Program (CIP)

Project Cost Summary

Date: 2/28/2011

Department: Public Works Department

Project Name and Location Village Hall Promenade

Cost Elements	Cost to Date	Y/E 2012	Y/E 2013	Y/E 2014	Y/E 2015	Y/E 2016
Planning/ Design		50,000				
Site, etc. Acquisition						
Vehicle/ Equipment						
Construction/ Repair		150,000	200,000			
Other Costs						
Total Project Cost						
Funding						
Cost to Village		200,000	200,000			
Grant/Donation						
Total Funding		200,000	200,000			

Basis of Project Costs:

Bids Received

Engineer, Architect, Etc.

Comparable Costs

X Contractor/Vendor Estimate

Other Basis

Discuss Basis of Project Costs:

Replacement of concrete and landscaping at the Village Hall promenade.

Financing Other than Current Revenue Sources and Other Information:

Impact on Operating Costs:

Village of Lincolnwood - Capital Improvement Program (CIP)

PROJECT DESCRIPTION

Date: 2/28/2011 Department: Public Works Department

Project Name and Location: Replacement of concrete and landscaping within the Village Hall Promenade.

Name of Contractor: To be determined.

Type of Project:		Facility Construction	[]
Site Acquisition	[]	Facility Repair	[x]
Vehicle/Equipment Purchase	[]	Planning/Design	[]

Description of Project

The project will include replacing the concrete sections of the Village Hall promenade, planting sustainable plants within the medians of the promenade, utilizing rain gardens where possible and incorporating permeable pavers where possible.

Project Benefits

Improves aesthetics of the Village, reduces water runoff, reduces trip hazards, decrease in maintenance through the use of sustainable plants.

Implementation Schedule

<u>Dates</u>	<u>Explanation</u>
2011	Construction design and bid documents for improvements.
2012	Construction of improvements.

Village of Lincolnwood - Capital Improvement Program (CIP)

Project Cost Summary

Date: 2/28/2011

Department: Public Works Department

Project Name and Location Pratt Avenue Resurfacing

Cost Elements	Cost to Date	Y/E 2012	Y/E 2013	Y/E 2014	Y/E 2015	Y/E 2016
Planning/ Design		37,000				
Site, etc. Acquisition						
Vehicle/ Equipment						
Construction/ Repair		514,319				
Other Costs						
Total Project Cost		551,319				
Funding						
Cost to Village		30,000				
Grant/Donation		533,000				
Total Funding		551,319				

Basis of Project Costs:

Bids Received

Engineer, Architect, Etc.

Comparable Costs

X Contractor/Vendor Estimate

Other Basis

Discuss Basis of Project Costs:

Resurfacing of Pratt Avenue from McCormick Blvd to Crawford Ave.

Financing Other than Current Revenue Sources and Other Information:

Impact on Operating Costs:

Village of Lincolnwood - Capital Improvement Program (CIP)

PROJECT DESCRIPTION

Date: 2/28/2011 Department: Public Works Department

Project Name and Location: Resurfacing of Pratt Avenue from McCormick Blvd west to Crawford Avenue.

Name of Contractor: To be determined.

Type of Project:		Facility Construction	[]
Site Acquisition	[]	Facility Repair	[x]
Vehicle/Equipment Purchase	[]	Planning/Design	[]

Description of Project

The project will include resurfacing of Pratt Avenue from McCormick Blvd west to Crawford Avenue. New sidewalk and curb will also be installed.

Project Benefits

Improves the quality of the road and reduces the need to fill potholes.

Implementation Schedule

<u>Dates</u>	<u>Explanation</u>
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<u>2011</u>	<u>Resurfacing of Pratt Avenue from McCormick Blvd west to Crawford Avenue.</u>
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Village of Lincolnwood
 CIP - Capital Improvement Project - Department Summary
 For The Periods as Shown

Department Parks & Recreation

<u>Project</u>	<u>2011-2012</u>	<u>2012-2013</u>	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>
ComEd Bike Path Development	40,000	150,000	880,000		
Grant Funding - 80% (CMAQ)			(816,000)		
Union Pacific Bike Path Development	30,000				
Acquisition of Land		6,000,000			
Design and Construction of Bike Path				1,200,000	
Grant Funding - 80% (CMAQ)		(4,800,000)		(960,000)	
Community Center					
Possible Acquisition/Renovation				2,700,000	2,700,000
Proesel Park Field #2 Lighting					
Installation of Lights	160,500				
Playground Replacement					
Springfield Park including skatepark		175,000	125,000	125,000	125,000
Grant Funding - 100% (DCEO) skatepark		(50,000)			
Channel Runne Park					
Project Phase II	300,000	363,300			
Grant Funding - 50% (OSLAD)		(363,300)			
Project Phase III			300,000		
Grant Funding - 80% (RTP)			(200,000)		
Totals	530,500	1,475,000	289,000	3,065,000	2,825,000

Village of Lincolnwood - Capital Improvement Program (CIP)

Project Cost Summary

Date: 12/21/2010 Department: Parks and Recreation

Project Name and Location ComEd Bike Path Development

Cost Elements	Cost to Date	Y/E 2012	Y/E 2013	Y/E 2014	Y/E 2015	Y/E 2016
Planning/ Design		40,000	150,000			
Site, etc. Acquisition						
Vehicle/ Equipment						
Construction/ Repair				880,000		
Other Costs						
Total Project Cost						
Funding						
Cost to Village		40,000	150,000	880,000		
Grant/Donation				(816,000)		
Total Funding		40,000	150,000	64,000		

Basis of Project Costs:

Engineer, Architect, Etc.

Comparable Costs

Other Basis

Discuss Basis of Project Costs:

This land will be utilized through a lease with ComEd.

A bike and pedestrian path will be developed with site amenities such as benches and waste receptacles.

Future plans for the site include a dog park.

Financing Other than Current Revenue Sources and Other Information:

The Village received a grant for this project from the Congestion Mitigation Air Quality (CMAQ) Grant program, which will cover 80% of the costs.

Impact on Operating Costs:

Village of Lincolnwood - Capital Improvement Program (CIP)

PROJECT DESCRIPTION

Date: 12/21/2010 Department: Parks and Recreation

Project Name and Location: ComEd Right-of-Way Path Development

Name of Contractor: TBD

Type of Project:		Facility Construction	[X]
Site Acquisition	[]	Facility Repair	[]
Vehicle/Equipment Purchase	[]	Planning/Design	[X]

Description of Project

As part of the Village Bikeway plan, The Village will negotiate a lease for the ComEd right-a-way that runs from Devon to Jarvis. A bike path will meander down the length of the right-of-way, adjacent to the service road. The bike/pedestrian path will be a 10 foot asphalt path with a limestone screening shoulder on each side. The path will connect to the already established Sauganash Trail in Chicago that terminates at Devon.

Project Benefits

The path will allow for non-vehicular passage through Lincolnwood from Chicago. It will allow for connectivity to other on-street and off-street trails

Implementation Schedule

<u>Dates</u>	<u>Explanation</u>
2011	Conceptual Plan, Phase I engineering
2012	Phase II engineering/Environmental Test/Development of Bid Documents
2012	Award Bid, Start Construction

Village of Lincolnwood - Capital Improvement Program (CIP)

Project Cost Summary

Date: 12/21/2010 Department: Parks and Recreation

Project Name and Location Union Pacific Right-of-Way Path Development

Cost Elements	Cost to Date	Y/E 2012	Y/E 2013	Y/E 2014	Y/E 2015	Y/E 2016
Planning/ Design		30,000			30,000	
Site, etc. Acquisition			6,000,000 (4,800,000)			
Vehicle/ Equipment						
Construction/ Repair					1,170,000 (960,000)	
Other Costs						
Total Project Cost						
Funding						
Cost to Village		30,000	1,200,000		240,000	
Grant/Donation			(4,800,000)		(960,000)	
Total Funding		30,000	6,000,000		1,200,000	

Basis of Project Costs:

Engineer, Architect, Etc.

Comparable Costs

Other Basis

Discuss Basis of Project Costs:

The Village will acquire the Union Pacific Railway as it runs from Devon to Touhy. A bike path will be constructed in accordance with the Village Bikeway Plan. The proposed bike path will eventually connect to on-street bike routes, as well as the proposed off-street bike path that will be constructed on the Union Pacific Railway within the Chicago boundaries. The total off-street bike path, once it is constructed, will be approximately three miles.

Financing Other than Current Revenue Sources and Other Information:

The Village received a grant for acquisition of the property from the federal government under the Congestion Mitigation Air Quality (CMAQ) program which will cover 80% of the cost.

Impact on Operating Costs:

Village of Lincolnwood - Capital Improvement Program (CIP)

PROJECT DESCRIPTION

Date: 12/21/2010 Department: Parks and Recreation

Project Name and Location: Union Pacific Railway Bike Path Development

Name of Contractor: TBD

Type of Project:		Facility Construction	[X]
Site Acquisition	[X]	Facility Repair	[]
Vehicle/Equipment Purchase	[]	Planning/Design	[X]

Description of Project

As part of the Village Bikeway plan, The Village will negotiate to purchase the Union Pacific Railway that runs from Devon to Touhy. A petition has been filed with the Surface Transportation Board to stop the abandonment process so the property can potentially be used for a trail. Eventually, a path will meander down the length of the former railroad connecting to on-street bike routes and the off-street paths along the channel. A portion of the Union Pacific land will be used to extend the public works yard. This will be accomplished through a public use petition with the federal government. The UP Bike Path will connect to planned trails on the railroad in Chicago, as well.

Project Benefits

The path will allow for non-vehicular passage through Lincolnwood from area suburbs and Chicago. It will provide connectivity to existing and proposed paths, both on-street and off-street.

Implementation Schedule

<u>Dates</u>	<u>Explanation</u>
2011	Conceptual Plan, Phase I engineering
2012	Phase II engineering/Environmental Test/Appraisal and Negotiation
2012	Purchase
2015	Final Design/Development of Bid Documents
2015	Construction of Bike Path

Village of Lincolnwood - Capital Improvement Program (CIP)

Project Cost Summary

Date: 12/21/2010 Parks & Recreation

Project Name and Location Community Center Possible Acquisition/Renovation

Cost Elements	Cost to Date	Y/E 2012	Y/E 2013	Y/E 2014	Y/E 2016
Planning/ Design					
Site, etc. Acquisition					
Vehicle/ Equipment					
Construction/ Repair				2,700,000	2,700,000
Other Costs					
Total Project Cost		-		2,700,000	2,700,000
Funding					
Cost to Village				2,700,000	2,700,000
Grant/Donation					
Total Funding				2,700,000	2,700,000

Basis of Project Costs:

Engineer, Architect, Etc.

Comparable Costs

Other Basis

Discuss Basis of Project Costs:

This budget is for the possible acquisition and renovation of a building for use as a Community/Multi-Cultural Center. The third year budget is for the addition of a playground on site.

Financing Other than Current Revenue Sources and Other Information:

Grant money may be available through the state via the Parks and Recreation

Construction (PARC) grant.

Issuing a Long-Term General Obligation Bond

Impact on Operating Costs:

Extra program space will equate to additional revenue for the department. Spaces will be planned according to the needs identified in the Community Center Feasibility

Village of Lincolnwood - Capital Improvement Program (CIP)

PROJECT DESCRIPTION

Date: 12/21/10 Department: Parks and Recreation

Project Name and Location: Community Center Acquisition/Renovation

Name of Contractor: _____

Type of Project: _____	Facility Construction	[X]
Site Acquisition [X]	Facility Repair	[]
Vehicle/Equipment Purchase []	Planning/Design	[X]

Description of Project

In an effort to enhance programs and services and to provide more space for programming a building would be acquired and adapted for recreational use. The spaces would be developed based on the needs identified through the Community Center feasibility study and the Comprehensive Master Plan.

Project Benefits

A renovation of the community center will allow for the relocation of department offices and will allow for an increase or enhancement of existing programs and services while increasing overall efficiency and customer service.

Implementation Schedule

<u>Dates</u>	<u>Explanation</u>
2008	Community Center Feasibility Study/Cost Estimate/Conceptual Design
2012	Acquisition of building and property
2013	Design and Conversion of building to meet recreational needs

Village of Lincolnwood - Capital Improvement Program (CIP)

Project Cost Summary

Date: 1/7/2011 Parks & Recreation

Project Name and Location Proesel Park Field #2 Lighting

Cost Elements	Cost to Date	Y/E 2012	Y/E 2013	Y/E 2014	Y/E 2015	Y/E 2016
Planning/ Design						
Site, etc. Acquisition						
Vehicle/ Equipment						
Construction/ Repair		160,500				
Other Costs						
Total Project Cost		160,500		-	-	-
Funding						
Cost to Village		160,500				
Grant/Donation						
Total Funding		160,500				

Basis of Project Costs: Engineer, Architect, Etc.

Comparable Costs Other Basis

Discuss Basis of Project Costs:

This budget is for the possible purchase of lights for Proesel Park Field #2.
Major lighting supply companies offer financing options over a five year financing plan

Financing Other than Current Revenue Sources and Other Information:
Grant money is available through the Lincolnwood Baseball Association and
the Friends of the Community Center.

Impact on Operating Costs:
Extra field space will equate to additional revenue for the department through
raising the maximums for our softballs leagues.

Village of Lincolnwood - Capital Improvement Program (CIP)

PROJECT DESCRIPTION

Date: 7-Jan Department: Parks & Recreation

Project Name and Location: Proesel Park Field #2 Lighting

Name of Contractor: _____

Type of Project: _____ Facility Construction [X]

Site Acquisition [] Facility Repair []

Vehicle/Equipment Purchase [] Planning/Design []

Description of Project

Installation of 6-8 light poles around ball diamond #2, #4, and the east portion of the park's football field. An automated on/off wireless system is also included in the project scope for park staff to manage from a satellite location.

Project Benefits

Major benefits include additional program space for Lincolnwood Baseball Association, increased rental opportunities for outside baseball/softball groups, opportunity for increased soccer and football rentals, and park safety through the systems' backlight feature. Every light has a "backlight", which directs security lights throughout the park.

Implementation Schedule

<u>Dates</u>	<u>Explanation</u>
10-May	RFP
1-Jul	Award Bids
1-Aug	Construction
1-Oct	Completion

Village of Lincolnwood - Capital Improvement Program (CIP)

Project Cost Summary

Date: 12/21/2010

Department: Recreation

Project Name and Location Springfield Playground Renovation/Skatepark Construction

Cost Elements	Cost to Date	Y/E 2012	Y/E 2013	Y/E 2014	Y/E 2015	Y/E 2016
Planning/ Design						
Site, etc. Acquisition						
Vehicle/ Equipment			50,000	50,000	125,000	125,000
Construction/ Repair			125,000	75,000		
Other Costs						
Total Project Cost			175,000	125,000	125,000	125,000
Funding						
Cost to Village			125,000	125,000	125,000	125,000
Grant/Donation			(50,000)			
Total Funding			175,000	125,000	125,000	125,000

Basis of Project Costs:

Bids Received

Engineer, Architect, Etc.

Comparable Costs

Contractor/Vendor Estimate

Other Basis

Discuss Basis of Project Costs:

This is part of the annual playground replacement plan. This year we will replace the playground at Springfield Park. Baed on the recommendations of the Skatepark Task Force, the budget also includes the placement of above-ground features for a skatepark in the green space adjacent to the playground.

Financing Other than Current Revenue Sources and Other Information:

A grant of \$50,000 was secured by Ira Silverstein through the Department of Commerce and Economic Opportunity for park improvements. This grant, if secured through a grant agreement, will be used for the skatepark portion of the park improvement.

Impact on Operating Costs:

This is a drop-in facility, so no revenue is generated.

Village of Lincolnwood - Capital Improvement Program (CIP)

PROJECT DESCRIPTION

Date: 12/21/2010 Department: Recreation

Project Name and Location: Springfield Park Revonvation

Name of Contractor: _____

Type of Project: _____	Facility Construction	[X]
Site Acquisition []	Facility Repair	[]
Vehicle/Equipment Purchase []	Planning/Design	[]

Description of Project

All of the neighborhood parks were updated around the same time and all are becoming outdated and in some cases, unsafe. Ammenities in the parks such as playgrounds, fences, and shelters need replacement. This project is part of the overall departmental replacement plan. So far, Columbia, Kildare, Goebelt and Kenneth have been worked on.

A Skate Taskforce was developed in 2009. The Task Force recommended the construction of a small park with above-ground features in Springfield Park.

Project Benefits

The parks will be updated with new equipment and will meet national safety standards.

Implementation Schedule

<u>Dates</u>	<u>Explanation</u>
2011	Renovate Springfield Park (Renovate Playground/
2012	Renovate one park
2013	Renovate one park
2014	Renovate one park
2015	Renovate one park

Village of Lincolnwood - Capital Improvement Program (CIP)

Project Cost Summary

Date: 12/21/2010

Department: Parks & Recreation

Project Name and Location Channel Runne Development

Cost Elements	Cost to Date	Y?E 2012	Y/E 2013	Y/E 2014	Y/E 2015	Y/E 2016
Planning/ Design						
Site, etc. Acquisition						
Vehicle/ Equipment						
Construction/ Repair		300,000	363,300	300,000		
Other Costs						
Total Project Cost						
Funding						
Cost to Village		300,000	363,300	300,000		
Grant/Donation			363,300			
Total Funding		300,000	-	300,000		

Basis of Project Costs:

Bids Received

Engineer, Architect, Etc.

Comparable Costs

Contractor/Vendor Estimate

Other Basis

Discuss Basis of Project Costs:

The phases are outlined in the Channel Runne Master Plan. Phase II includes the development of an outdoor amphitheatre with handicapped accessible path, fishing platform that doubles as a stage.

A disc golf course will also be included on the site, as well as a parking lot.

The parking lot will be made of permeable pavers and will include rain gardens to enhance drainage and aesthetics.

Phase III includes a shelter/restroom facility, nature path and lookout over the channel.

Financing Other than Current Revenue Sources and Other Information:

Illinois Dept. of Natural Resources OSLAD Grant for Phase II

There is an outstanding Recreational Trails Program (RTP) grant for phase III of the development. We should hear of our status by Spring, 2011.

Impact on Operating Costs:

Village of Lincolnwood - Capital Improvement Program (CIP)

PROJECT DESCRIPTION

Date: 12/21/2010 Department: Parks and Recreation

Project Name and Location: Channel Runne Park Development

Name of Contractor: _____

Type of Project: _____ Facility Construction [X]

Site Acquisition [] Facility Repair [X]

Vehicle/Equipment Purchase [] Planning/Design [X]

Description of Project

Complete phase II of development of Channel Runne Park which includes an outdoor amphitheatre, combination fishing pier and stage, wheelchair accessible path to the channel access, a disc golf course, parking lot and various site amenities. Fifty percent of the costs of this project will be covered by an OSLAD (Open Space Land Acquisition and Development) grant acquired through the Illinois Department of Natural Resources.

We are waiting to hear whether or not we will receive a Recreation Trails Program grant for 80% of Phase III of the development, which will include a shelter, restrooms, nature trail and lookout.

Project Benefits

The greatest improvement to the park will be the parking lot, which will make it accessible by vehicular and bus traffic. The other amenities will provide both passive and active recreation for the community and the area.

If constructed, the shelter will serve as a rental site for picnics and special activities and will provide a revenue source for the department.

Implementation Schedule

<u>Dates</u>	<u>Explanation</u>
2011	Grant Funding-50%/Project Phase II
2013	Special Area Pratt
2014	Phase III

Village of Lincolnwood
 CIP - Capital Improvement Project - Department Summary
 For The Periods as Shown

<u>Department</u>	<u>NEID</u>					
<u>Project</u>		<u>2011-2012</u>	<u>2012-2013</u>	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>
Street Light Banners		15,000				
Trees and Sidewalks		30,000	30,000	30,000	30,000	30,000
Touhy/McCormick Sidewalk		100,000				
Totals		<u>145,000</u>	<u>30,000</u>	<u>30,000</u>	<u>30,000</u>	<u>30,000</u>

Village of Lincolnwood - Capital Improvement Program (CIP)

Project Cost Summary

Date: 1/3/2011

Department: NEID TIF

Project Name and Location Street Light Banners for TIF District Street Lights

Cost Elements	Cost to Date	Y/E 2012	Y/E 2013	Y/E 2014	Y/E 2015	Y/E 2016
Planning/ Design						
Site, etc. Acquisition						
Vehicle/ Equipment						
Construction/ Repair						
Other Costs						
Total Project Cost		15,000				
Funding						
Cost to Village						
Grant/Donation						
Total Funding		15,000				

Basis of Project Costs:

Bids Received

Engineer, Architect, Etc.

Comparable Costs

Contractor/Vendor Estimate

Other Basis

Discuss Basis of Project Costs:

To designate and identify the Northeast Industrial Business District TIF by adorning the street lights within the district with street light banners that indicate that you are in the TIF district.

Financing Other than Current Revenue Sources and Other Information:

NEID TIF Funds

Impact on Operating Costs:

Ongoing PW maintenance and operating costs

Village of Lincolnwood - Capital Improvement Program (CIP)

PROJECT DESCRIPTION

Date: 1/3/2011 Department: Public Works

Project Name and Location: Purchase of Street Light Banners for TIF District Street Lights

Name of Contractor: To be determined.

Type of Project: _____ Facility Construction [X]

Site Acquisition [] Facility Repair []

Vehicle/Equipment Purchase [] Planning/Design []

Description of Project

Design and creation of a street light banner that can be displayed on the street light poles within the Village's TIF district.

Project Benefits

Improves aesthetics of the Village and identifies the Northeast Industrial Business District.

Implementation Schedule

<u>Dates</u>	<u>Explanation</u>
<u>2011/2012</u>	<u>Develop a design for street light banners, have them made and install them.</u>

Village of Lincolnwood - Capital Improvement Program (CIP)

Project Cost Summary

Date: 1/3/2011

Department: NEID TIF

Project Name and Location Parkway Tree Planting and Sidewalk Installation

Cost Elements	Cost to Date	Y/E 2012	Y/E 2013	Y/E 2014	Y/E 2015	Y/E 2016
Planning/ Design						
Site, etc. Acquisition						
Vehicle/ Equipment						
Construction/ Repair						
Other Costs						
Total Project Cost		30,000	30,000	30,000	30,000	30,000
Funding						
Cost to Village						
Grant/Donation						
Total Funding		30,000	30,000	30,000	30,000	30,000

Basis of Project Costs:

Bids Received

Engineer, Architect, Etc.

Comparable Costs

Contractor/Vendor Estimate

Other Basis

Discuss Basis of Project Costs:

Plant trees and install or replace deteriorating sidewalks at various parkway locations throughout the TIF district (\$15,000 sidewalks, \$15,000 trees).

Financing Other than Current Revenue Sources and Other Information:

NEID TIF Funds

Impact on Operating Costs:

Ongoing PW maintenance and operating costs

Village of Lincolnwood - Capital Improvement Program (CIP)

PROJECT DESCRIPTION

Date: 1/3/2011 Department: Public Works

Project Name and Location: Parkway Tree Planting Program
Various Locations dependent upon resident requests
Name of Contractor: Tree Consortium

Type of Project: _____ Facility Construction [X]
Site Acquisition [] Facility Repair []
Vehicle/Equipment Purchase [] Planning/Design []

Description of Project

Planting of trees at various locations throughout TIF areas within the Village.
Trees come with a 1 year warranty.
Construction of new concrete sidewalk and curb throughout the TIF areas of the Village
Construction of a new concrete sidewalk from Touhy (mall entrance) east to McCormick and
south to Pratt Avenue.

Project Benefits

Improves aesthetics of Village, reduces water runoff, and improves quality of life.
Makes pedestrian areas throughout the Village safer by having a safe walkway.

Implementation Schedule

<u>Dates</u>	<u>Explanation</u>
<u>2010/2016</u>	<u>Trees are planted within budget availability every year.</u>
	<u>Sidewalks are installed within budget availability every year.</u>

Village of Lincolnwood - Capital Improvement Program (CIP)

Project Cost Summary

Date: 3/2/2010

Department: Public Work

Project Name and Location: New sidewalk installation at Touhy and McCormick

Cost Elements	Cost to Date	Y/E 2012	Y/E 2013	Y/E 2014	Y/E 2015	Y/E 2016
Planning/ Design						
Site, etc. Acquisition						
Vehicle/ Equipment						
Construction/ Repair		100,000				
Other Costs						
Total Project Cost		100,000				
Funding						
Cost to Village						
Grant/Donation						
Total Funding		100,000				

Basis of Project Costs:

Bids Received

Engineer, Architect, Etc.

Comparable Costs

Contractor/Vendor Estimate

Other Basis

Discuss Basis of Project Costs:

\$100,000 to install sidewalk from Touhy (mall entrance) east to McCormick and south to Pratt Avenue.

Financing Other than Current Revenue Sources and Other Information:

NEID TIF Funds

Impact on Operating Costs:

Ongoing PW maintenance and operating costs

Village of Lincolnwood - Capital Improvement Program (CIP)

PROJECT DESCRIPTION

Date: 3/2/2010 Department: Public Works

Project Name and Location: Sidewalk Installation at Touhy and McCormick

Name of Contractor: Undetermined

Type of Project: _____ Facility Construction [X]

Site Acquisition [] Facility Repair []

Vehicle/Equipment Purchase [] Planning/Design []

Description of Project

Construction of a new concrete sidewalk from Touhy (mall entrance) east to McCormick and south to Pratt Avenue.

Project Benefits

Makes pedestrian areas throughout the Village safer by having a safe walkway.

Implementation Schedule

Dates _____ Explanation _____

2010/2011 New sidewalk will be installed along Touhy and McCormick to complete the existing one.

Village of Lincolnwood
 CIP - Capital Improvement Project - Department Summary
 For The Periods as Shown

<u>Department</u>	Water Fund					
<u>Project</u>		<u>2011-2012</u>	<u>2012-2013</u>	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>
Sewer Televising Improvements		520,000	348,700	346,500	275,000	-
		(240,000)				-
Totals		280,000	348,700	346,500	275,000	-

Village of Lincolnwood - Capital Improvement Program (CIP)

Project Cost Summary

Date: 11/29/10

Department: Public Works Department

Project Name and Location Sewer Televising Improvements

Cost Elements	Cost to Date	Y/E 2012	Y/E 2013	Y/E 2014	Y/E 2015	Y/E 2016
Planning/ Design		49,000	31,700	31,500	25,000	
Site, etc. Acquisition						
Vehicle/ Equipment						
Construction/ Repair		471,000	317,000	315,000	250,000	
Other Costs						
Total Project Cost		520,000	348,700	346,500	275,000	
Funding						
Cost to Village		520,000	348,700	346,500	275,000	
Grant/Donation		240,000				
Total Funding		280,000	348,700	346,500	275,000	

Basis of Project Costs:

X Bids Received

Engineer, Architect, Etc.

Comparable Costs

Contractor/Vendor Estimate

Other Basis

Discuss Basis of Project Costs:

Financing Other than Current Revenue Sources and Other Information:

A grant for \$240,000 has been received from the DCEO which will be allocated towards year one costs. All other costs will be paid for out of water and sewer funds.

Impact on Operating Costs:

Village of Lincolnwood - Capital Improvement Program (CIP)

PROJECT DESCRIPTION

Date: 11/29/2010 Department: Public Works

Project Name and Location: Sewer Televising Improvements

Name of Contractor: To be determined once the project is bid.

Type of Project:		Facility Construction	[<input type="checkbox"/>]
Site Acquisition	[<input type="checkbox"/>]	Facility Repair	[<input checked="" type="checkbox"/>]
Vehicle/Equipment Purchase	[<input type="checkbox"/>]	Planning/Design	[<input type="checkbox"/>]

Description of Project

In 2009 the Village conducted televising of its 213,719 linear feet of combined sewer system to determine its condition and whether or not repairs and/or additional cleaning was needed. This process is recommended by the American Public Works Association to be completed every 10-12 years. Upon completion of televising the Village Engineer developed a report which included a four year capital improvement program for repairs and/or replacements of approximately 7,062 linear feet of combined sewer. The project has been spread out over a four year period.

Project Benefits

By repairing and/or replacing poor sewer lines the Village will reduce the likelihood of sewer collapses in the Village sewer as well as sewer clogs that could lead to flooding concerns.

Implementation Schedule

<u>Dates</u>	<u>Explanation</u>
FY 2011-2012	Remove and replace 1,402 linear feet of sewer and conduct spot repairs of 300 linear feet
FY 2012-2013	Cured in place lining of 2,643 linear feet of sewer
FY 2013-2014	Cured in place lining of 2,628 linear feet of sewer
FY 2014-2015	Miscellaneous repairs/manholes/other replacements

Village of Lincolnwood
 CIP - Capital Vehicles/Equipment - Department Summary
 For The Periods as Shown

<u>Department</u>	<u>F/Y</u> <u>2011-2012</u>	<u>F/Y</u> <u>2012-2013</u>	<u>F/Y</u> <u>2013-2014</u>	<u>F/Y</u> <u>2014-2015</u>	<u>F/Y</u> <u>2015-2016</u>	<u>Total</u>
<hr/>						
Fire Department	<hr/>					
Treadmill			45,423			45,423
Replacement Pumper		440,000				440,000
Air Pack Replacements	140,700					140,700
Replacement Ambulance		168,480	195,037			363,517
Ford F250 Pickup 4X4		43,500				43,500
Ford F250 Pickup 4X4				55,672		55,672
Ford Expedition 4X4					55,415	55,415
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Police Department	<hr/>					
Replacement of Three (3) Police Vehicles	89,000	89,500	92,000	94,500	94,500	459,500
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Public Works Department	<hr/>					
Truck 17	125,000					125,000
Truck 19	30,000					30,000
Truck 20	30,000					30,000
Trench Box	25,000					25,000
Tractor		75,000				75,000
Truck 24			125,000			125,000
Truck 11			125,000			125,000
Truck 6				125,000		125,000
Vac-Con					400,000	400,000
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Parks & Recreation	<hr/>					
Replacement Park Equipment (lights)	160,500					160,500
Replacement of Park Equipment		150,000	150,000			300,000
Picnic Table Replacement		7,100	7,100	7,100		21,300
<hr/>						
Totals	<u>600,200</u>	<u>973,580</u>	<u>739,560</u>	<u>282,272</u>	<u>549,915</u>	<u>3,145,527</u>