

City of DeKalb



Adopted Budget

January 1, 2019 to December 31, 2019

Mission Statement

Deliver high quality municipal services to those who live, work, learn in or visit our community.



A mission statement is a short description of the reason an organization or program exists. Mission statements help guide decisions about priorities, responsibilities, and actions, and as such are at the core of a strategic plan.



ADOPTED BUDGET: JANUARY 1, 2019 TO DECEMBER 31, 2019

Mayor

Jerry Smith

City Clerk

Lynn Fazekas

City Council

Alderman David Jacobson, Ward One

Alderman Bill Finucane, Ward Two

Vacant, Ward Three

Alderman Patrick Fagan, Ward Four

Alderman Kate Noreiko, Ward Five

Alderman Mike Verbic, Ward Six

Alderman Anthony Faivre, Ward Seven

Interim City Manager

Raymond Munch

Acting Finance Director

Robert Miller

Executive Team

Gene Lowery, Police Chief

Jeff McMaster, Interim Fire Chief

Tim Holdeman, Public Works Director

Jo Ellen Charlton, Community Development Director

Marc Thorson, Information Technology Director

Dean Frieders, City Attorney



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Section One

Transmittal Letter



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DATE: December 31, 2018

TO: Mayor Jerry Smith and City Council
Chair Michael Peddle and Finance Advisory Committee

FROM: Raymond Munch, Interim City Manager
Robert Miller, Acting Finance Director

SUBJECT: Letter of Transmittal – Fiscal Year 2019

Please find for your review and consideration the proposed Fiscal Year (FY) 2019 Annual Budget for the City of DeKalb. This budget establishes direction for the implementation of all City of DeKalb programs and services for the upcoming year. It also outlines recommendations on how to meet the needs of our community in a fiscally responsible manner that is in accordance with the City Council's goals. The adopted annual budget was developed by carefully evaluating all available resources and adhering to existing financial policies as financially possible.

The annual budget is prepared under the direction of the City Manager with coordination by the Finance Director. Each department director formulates that segment of the budget related to his or her department, presents it to the City Manager and the Finance Director, and then makes revisions as necessary or during joint meetings with the City Council and the Finance Advisory Committee. If necessary, further revisions are made. Finally, the recommended budget is offered for comment at a public hearing and subsequent adoption by the Mayor and the City Council.

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

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

- 1) Revenues for the General Fund and Water Fund were estimated based on the known factors such as the water rate changes or fee increases, ambulance fee changes, and estimates provided by the State of Illinois for state shared revenues. Historical trends were also analyzed to determine appropriate revenue levels.
- 2) The employer portion of the tax levy going to the Police and Fire pension funds were increased this year in attempt to cover the full amount needed to fund the pensions at an investment return of 7.00%. Policy was set, and this rate was decreased in 2017 to account for lower investment returns in prior years. With a lower assumed rate of return, the amount needed to

fully fund the pension funds increases. The total amount necessary to fund the pensions at the required actuarial level is \$6,582,770, an increase of \$578,149 over FY2018. For the FY019 Budget, both the Police and Fire pension funds are funded, but only partially with the tax levy. The remaining funding is absorbed by other General Fund sources. The breakdown of the pension funding calculation is as follows:

	FY2018	FY2019	INCREASE
FIRE PENSION	\$ 3,225,814	\$ 3,503,332	\$ 277,518
POLICE PENSION	\$ 2,778,807	\$ 3,079,438	\$ 300,631
	\$ 6,004,621	\$ 6,582,770	\$ 578,149

- 3) A "Target Level" expenditure base was established for all departments within the General Fund and the Water Fund for City's essential operations. "Target Level" is defined as the amount necessary to provide the same or lesser level of service as last year, with no new programs, staff or one-time capital outlays.
- 4) The department heads made additional requests during review meetings with the City Manager and Finance Director. If expanded service levels or programs were approved by the City Manager, those services and programs were added to the Target Level budget.
- 5) Budgets were also prepared for all special revenue, internal, debt service, enterprise, and capital project funds.
- 6) Additionally, the FY2019 budget was prepared with technology in mind to create efficiencies throughout current City operations.

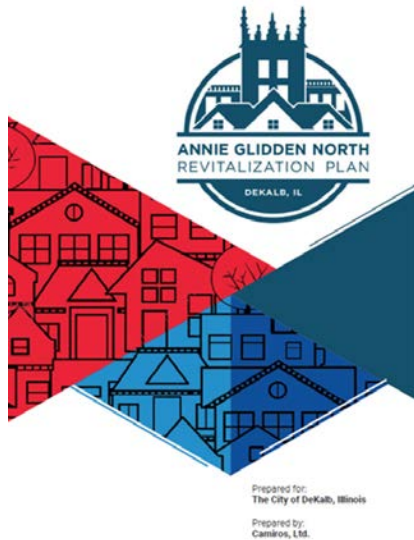
The FY2019 Proposed Operating and Capital Budget was again established using "Best Practices" and will assist the City of DeKalb in providing essential services for the continued health, safety, and welfare of the community by identifying specific policies and procedures to contribute to improved government management. "Best Practices" aims to promote and facilitate positive change rather than merely codifying current accepted practice. Several organizations offer best practice recommendations to assist in all areas of municipal government. They include Government Finance Officers Association (GFOA), The National League of Cities (NLC), the database for "Best Practices for City Governments", the National Governor's Association Center for Best Practices (NGA Center) and International Public Management Association for Human Resources.

The City had significant funding gaps during FY2018, which carried over into the FY2019 Budget. The FY2019 Budget is the result of several months of collaborative work on the part of City Council, Finance Advisory Committee (FAC) and City staff to solve this significant gap. The City's 25% Fund balance policy was not upheld for FY 2018. Even though the FY2019 Budget is balanced, the fund reserves are projected at 22.01%, not the 25% that the City's fund reserves need, per policy. The reserves are projected to increase from the FY2018 projected of 18.90%, but it is still not at the 25% necessary. City Council, FAC and City Staff have worked diligently to balance the FY2019 Budget and will continue to work throughout the year to generate additional revenues and reduce expenditures to close the fund balance reserve policy shortfall.

Details of the budget can be found in the pages immediately following this message.

FY2019 BUDGETED PROJECTS

An important strategy in funding City operations is ensuring a diversified revenue base and creating stronger, more reliable streams. One of the key components of that revenue base is a strong tax base and increasing the overall Equalized Assessed Valuation (EAV) of the City. An increase in EAV, increases the value of the City and Listed below are some of the development and redevelopment projects the City has planned for the FY2019 budget that are expected to increase the EAV and/or create more reliable revenue streams.



goals of this plan.

- Continue the implementation of the Administrative hearing process at the City. Transitioning the prosecution of City ordinances from the County to the City has generated more revenues without the addition of staff.
- City completed the Annie Glidden North Revitalization Plan in FY2018, but is continuing to identify funding sources to implement more projects in 2019
- Expand the initial phase of the wireless Internet system (Wi-Fi) in the Downtown Business District.
- Public Works Department and the Airport Advisory Board (AAB) plan to release an updated airport business plan during FY2019. Detailed analysis of revenue streams, quality of service and the possibility of bringing commercial aircraft to the airport are the goals of this plan.
- Continue the City's water replacement program. The City plans to replace 4,329 feet of new water mains during FY2019.
- Rehabilitation of First Street. The intent is to initiate the rehabilitation efforts in FY2019 by addressing the segment from Dresser Road north to Stoney Creek Road; addressing the remainder to Bethany Road in subsequent years as funding allows.
- Hilton Home2 Suites: The City approved the construction of a new extended stay hotel to be located at the corner of Annie Glidden and Knolls Ave.
- Water Main Replacement program continues throughout FY2019. Areas covered during the year include Joanne Lane, Ilhamwood and Golfview.



- Effectively close out Tax Increment Finance (TIF) TIF 1 (Central Area TIF) and work on the possible development a newly formed TIF in its place (TIF 3).



The Plaza DeKalb A Lincoln Highway Redevelopment Project

- DR Horton homes to increase construction of new homes in Devonaire Farms subdivision.

- Construction to begin on the Plaza DeKalb project (2nd and Lincoln Highway)

- Conduct a Peace Road corridor study to develop necessary

direction of the timing and how to best support and expand this infrastructure asset.

- Repair of Twombly Road. A project led by the County and Township with financial contributions from the City to reconstruct the section immediately west of Annie Glidden Road. This project is expected to be completed during FY2019.
- Business expansion at airport: Win Aviation was approved to renovate an existing hangar at DeKalb Taylor Municipal Airport to operate an avionics maintenance facility.

FIVE-YEAR FINANCIAL PLAN

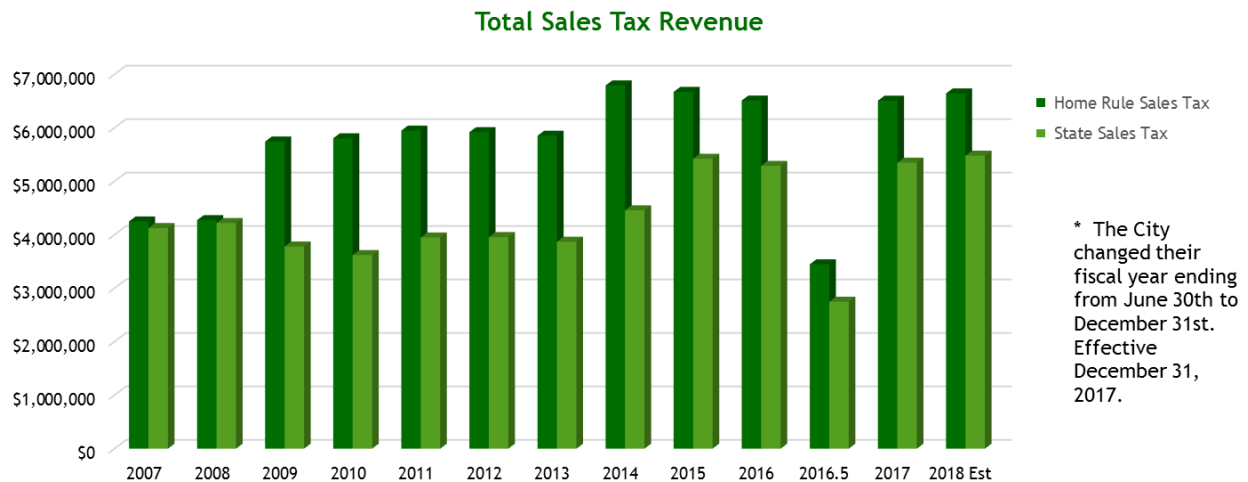
The City's [Five-Year Financial Plan](#), which was developed for Fiscal Years 2018-2022, is an extension of the analysis, capital planning and alternative policy considerations. The Plan allows a continued and progressive path of effective financial management. The Five-Year Financial Plan is a process and strategy for long-term strategic financial planning that includes economic position analysis, benchmarking to comparable communities, revenue and expenditure the City to address the individual or compounded effects of various policy choices and to demonstrate their impact on the City's financial future.

This information enables the City Council and the community to discuss policy decisions with greater awareness of their long-term financial implications. Through this process and strategy, the City seeks to achieve the balance of fiscal strength, accountability and results that the community values.

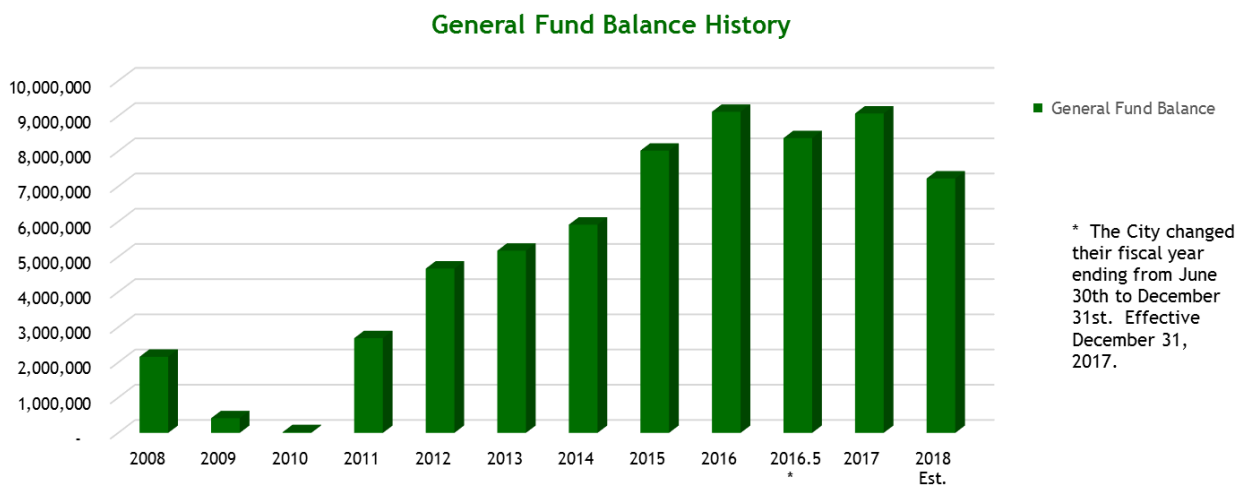
The elements of the Five-Year Financial Plan included:

1. Summary of DeKalb's current economic position
2. Benchmarking DeKalb to comparable communities
3. Revenue and expenditure projections
4. Streets and Fleet Preliminary Asset Management Analysis
5. Alternative funding policy considerations

As part of the first element, the City's current economic position is captured more frequently. Charts and reports have been utilized to show the economic growth. For the FY2019 budget, staff uses these summaries and updates revenue projections to create more accurate budgeted forecasts. The growth in taxable property and the property tax levy changes and the impact of retail sales and collections are examples of projections staff utilized during the FY2019 budget process. The graph below shows historical sales tax collections for the City of DeKalb.



The third element of the Five-Year Financial Plan, the Revenues and Expenditures Forecast section includes historical fund balances, revenues and expenditures and forecasts. Consistently reviewing and updating these forecasts was essential over the past year. FY2018 was a challenging year for the City as revenues declined compared to budget and the reserves were negatively affected. As the Five-Year Financial Plan was implemented and regular forecasts were being completed, the reduction in revenues was evident in the forecasts and allowed staff to react faster. For FY2019, budgeted revenues were adjusted using these forecasts. After substantial reductions in expenses, review of additional revenue sources and several budget revisions, the FY2019 budget is balanced. Because of the shortfalls during FY2018 the City's General Fund Balance policy to maintain a balance of 25% of budgeted expenditures was not upheld. Work will continue throughout the year to generate additional revenues and reduce expenditures to build the General Fund Balance Reserves back to at least 25% of Budgeted Expenditures. The graph below shows the City's historical fund balance levels for the General Fund.



FISCAL YEAR 2019 BUDGET OVERVIEW

The FY2019 budget was developed to support the City Council's goals and to adhere to the City's financial policies where funding allows. The proposed budget included funding for critical public safety service needs and a focus on economic development. The proposed budget was prepared with both the Police and Fire Pensions being fully funded at the actuarial required amounts with the 7.00% assumed rate of return on investment as directed by City Council. The FY 2019 Proposed Budget is available on the City's website (<http://www.cityofdekalb.com/267/Budget-Annual-Reports>) and at the Finance Department.

The FY2019 budget has projected total revenues and other financing sources of \$97,964,946 and projected total expenditures and other financing uses of \$96,147,332. Note these dollars include Police and Fire Pension Funds as well as the DeKalb Public Library. The total budget is comprised of 28 funds. Two of the City's funds were closed during FY2017 leaving 26 funds remaining. Those two funds are the Equipment Fund (410), which will be merged with the Fleet Fund (420) and the Property & Liability Insurance Fund (720) which will be merged with the Workers Compensation Fund (700).

Of the total FY2019 budget amount, \$42,312,848 is budgeted for personnel services (including salary-related costs and pension benefits). An additional \$33,381,976 is budgeted for contractual services, which includes items such as legal fees, maintenance contracts and utility services. Equipment and commodities total \$5,967,644 and include items such as small tools and equipment for building repairs, computer software and upgrades, office and operating supplies, uniforms, and janitorial products. Interfund transfers total \$4,203,609. Of this amount \$1,801,827 is a transfer from the General Fund to cover general obligation debt payments, and \$1,192,400 is an additional transfer from TIF #1 to cover TIF obligation debt payments. A total of \$20,000 is being transferred from the General Fund to the Capital funds for one-time large purchases of fleet and equipment.

WHERE THE MONEY COMES FROM

The City's financial resources come from a variety of places, including taxes, fines and fees. Core City services, Police, Fire, Public Works, Community Development and the City Manager's Office, are mainly funded through General Fund resources. The largest City revenues are Sales and Use Taxes (17.24%), Property Taxes (30.20%) and Intergovernmental Revenues (16.32%). The City also has Tax Increment Financing (TIF) Funds. The two current TIFs (Tax Increment Finance) are near closure and to further development activities, a new targeted TIF is recommended in the Central Business District area to continue the development momentum occurring now. TIF revenue is included in the Other Revenue (11.89%).

Sales and Use Taxes represent 17.24% of all revenues and 44.62% of the General Fund revenues. Sales and Use Taxes are typically the highest revenue source for the City. In the State of Illinois, there is a base 6.25% sales tax on general merchandise. One percent of the Sales tax is distributed to the City where the sale occurred. This is captured in the City's General Fund for basic City operations. The City also imposes a 1.75% Home Rule Sales Tax. The State collects and distributes all sales and use taxes through the Local Government Distributive Fund (LGDF). The FY2019 Budget projection for Sales and Use Taxes are 2.1% or \$349,920 recurring growth over FY2018 estimated year end.



The Five-Year Financial Plan covered the need for additional funding to support streets and fleet services and to stabilize the General Fund. An emphasis has also placed an on critical public safety needs. Using the information gathered in the plan and taking feedback received by City Council and the Finance Advisory Committee, the proposed FY2018 Budget included a 1.0% Home Rule Sales Tax rate increase to support those critical service needs. However, the FY2018 Budget was revised to include a \$0.02 per gallon Local Motor Fuel Tax rate increase for street needs in place of a Home Rule Sales Tax increase. The Local Motor Fuel Tax increase went into into effect on March 1, 2018 for a total rate of \$0.055 per gallon and additional revenues from this increase allows Public Works to add street projects.

Property Taxes represent 30.20% of all revenues. The City's Financial Policies include the Revenue and Expenditure Policy that outlines the City's desires to maintain a diversified and stable revenue base to reduce the impacts of fluctuations in any one revenue source. The specific principles for the property tax levy as follow:

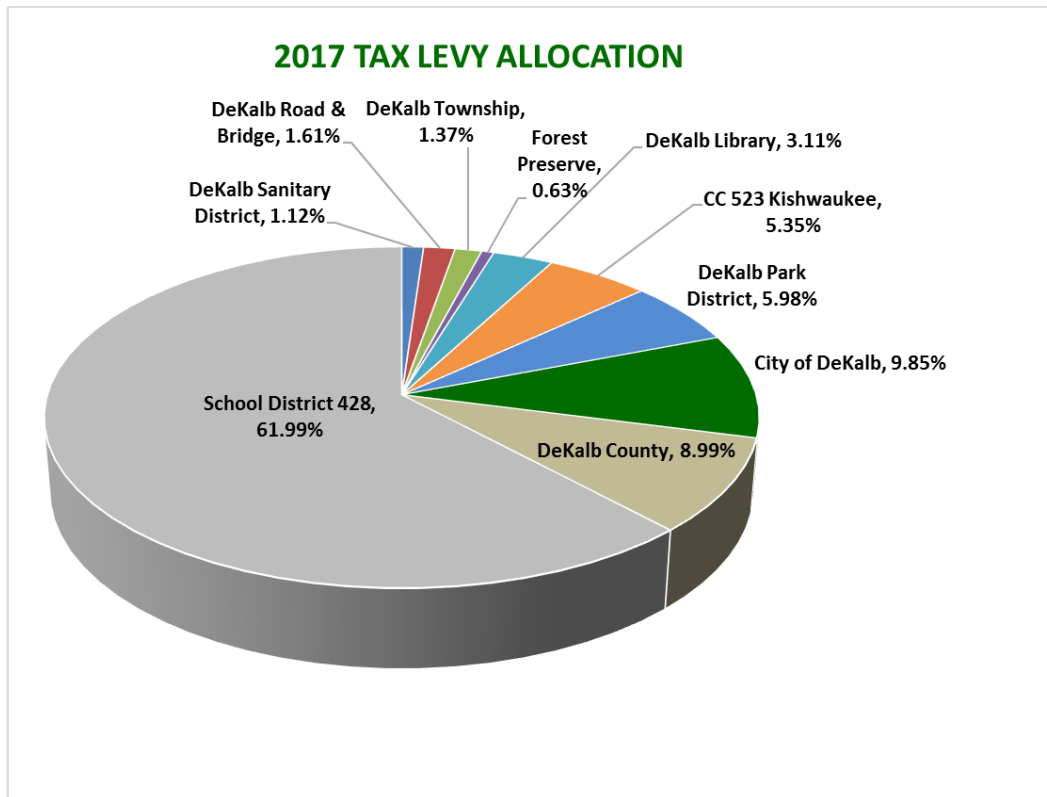
1. The City prefers to keep its property tax rate as low as possible. The following components shall be followed in priority order each year when establishing the property tax levy:
 - a. Levy for Police, Fire and Illinois Municipal Retirement Fund (IMRF) pensions per actuary calculations. If the actuarial reports indicated a higher employer contribution is needed, said increase will need to be added to the City's overall previous year levy request to avoid underfunding problems.
 - b. Levy for Federal Insurance Contributions Act (FICA).
 - c. Levy for general obligation bond principal and interest less abatements.

- d. Levy to support General Fund operations including Police, Fire, Public Works, Community Development, Finance, Human Resources, Information Technology, and Administration. The annual increase for this component should not exceed the rate of inflation.
- e. Levy to fund additional personnel as determined by the City Council.

For the FY2019 budget, City Council wanted to capture only the estimated new growth of 0.20% for the corporate levy. This limits the amount of funding available for the specific principals above. The levy amount the Council approved only funded a portion of the police and fire pensions and did not levy any amount for IMRF, FICA. The Council also approved to abate all the debt service part of the levy as well, except for the portion that belongs to the Library debt. The only amounts that were levied was \$3,220,517 for the fire pension and \$2,796,623 for the police pension.

	FY2019 FUNDING	FY2019 LEVY FUNDING	GENERAL FUND EXPENSE
FIRE PENSION	\$ 3,503,332	\$ 3,220,517	\$ 282,815
POLICE PENSION	\$ 3,079,438	\$ 2,796,623	\$ 282,815
	<u>\$ 6,582,770</u>	<u>\$ 6,017,140</u>	<u>\$ 565,630</u>

With the approved levy only capturing new growth, the City's estimated tax rate decreased, reducing the total allocated portion of the 2018 tax levy. The City is one of several taxing bodies receiving levy dollars. School District 428 is allocated most of the funds and DeKalb County and the City of Dekalb receive approximately 9.85% for the 2017 Tax Levy (collected during FY2018).



On a home with a market value of \$150,000, the total 2017 Tax Levy tax bill would be \$6,228. Of that, \$613 goes to the City, in comparison to \$3,860 going to the largest group which is the School District.

Intergovernmental Revenues are revenues from other government entities. These revenues could be the State Income Tax revenues could be grant funding from the Federal or State government agencies or agreements the City has entered with other units of government. The FY2019 budget projection is \$15,984,303 an increase of \$5,800,055 or 56.95% over the FY2018 estimated year end. This increase over the FY2018 estimated is mainly due to an increase in Federal and State Grants to be received by the City during 2019.

In the past, the City approved revenue sharing agreements with DeKalb County and the City of Sycamore. The intended purpose of each agreement with DeKalb County was to facilitate economic development projects or provide infrastructure. The intent of the boundary agreement with the City of Sycamore was also to enhance economic development and intergovernmental cooperation through revenue sharing within a specific area bordering both communities.

Overall, the City's total revenues and other financing sources for all funds is \$97,964,946, an increase of 5.94% or \$65,491,343 from the FY2018 estimated year end budget. Of that, the General Fund budget accounts for 38.64% or \$37.86 million of the revenues. The increase in all revenues is from three sources – property tax to account for Police and Fire Pension funding, the increase in Federal and State Grant revenues, and TIF Surplus revenue due to the ending of TIF #2 on December 31, 2018. The General Fund revenues are projected greater than the FY2018 estimated year end by \$1,449,603 or 3.98%.

WHERE THE MONEY GOES

The FY2019 expenditures for all funds are \$96,147,332 including interfund transfers. This represents expenditures for the time period of January 1, 2019 to December 31, 2019. General Fund expenditures account for \$36,952,172 of the total expenditures. In total, General Fund revenues exceed expenditures by \$904,000 as part of a plan to increase the General Fund Balance. Fund balance is often used on a one-time basis for major purchases, such as equipment and vehicles, avoiding issuing debt by accumulating funds over time and then spending down fund balance in the year the purchase occurs. It provides a set aside for emergency and unforeseen needs that may arise during the fiscal year. The General Fund balance reserve is estimated at 22.01% or \$8,131,951 by the end of FY2019. This is out of line with the City's General Fund Balance Policy of 25%, but it is planned to bring it back up to 25% within the next few years.

Of the total FY2019 budget expenditures, \$42,312,848 is budgeted for personnel services (including salary-related costs and pension benefits). An additional \$33,381,976 is budgeted for contractual services, which includes items such as legal fees, maintenance contracts and utility services. Equipment and commodities total \$5,967,644 and include items such as small tools and equipment for building repairs, computer software and upgrades, office and operating supplies, uniforms, and janitorial products. Permanent improvements accounts for capital needs such as street resurfacing and water capital for a total of \$1,824,634. Other Expenditures of \$3,644,656 are TIF surplus distribution payments. Interfund transfers total \$4,203,609 and debt services total \$4,811,965. Of this amount \$1,801,827 is a transfer from the General Fund to cover general obligation debt payments and \$1,192,400 is an additional transfer from TIF #1 to cover TIF obligation debt payments. No debt payments from the City are paid for through

property tax revenue. Therefore, all General Obligation Debt, except for the Library's issuance, is abated during the property tax levy process.



Salary Assumptions. Below are the salary assumptions used for the FY2019 Budget.

- Fraternal Order of Police (FOP) Contract salaries will increase 2.50% starting on January 1, 2019. This contract expires on December 31, 2019.
- AFSCME Union Contract salaries will increase 2.25% starting on January 1, 2019. This contract expires on December 31, 2020.
- International Association of Fire Fighters (IAFF) Contract salaries will increase 2.50% starting on January 1, 2019. This contract expires on December 31, 2020.
- Non-bargaining unit employees have a budgeted 1.25% increase starting on January 1, 2019.

Staffing Changes. Several staffing changes are scheduled for the FY2019 Budget. Six Departments are affected including Human Resources, City Manager's Office, Police, Finance, Fire and Public Works Departments.

The Human Resources Department has three staffing changes in the FY2019 Budget. The most significant staffing change is the removal of the Human Resources Director position. By eliminating this position, the City would realize a savings of \$146,412 to the General Fund; however, there will be some impact to the current service level provided by the Human Resources Department in that the department would be reduced by one (1.00) FTE. Removal of the Human Resources Department Administrative Assistant is the second staffing change for FY2019. The most recent employee in this position was reassigned to a similar role within Community Development Department. The FY2019 Budget does not fill the empty position. By eliminating this position, the City would realize a savings of \$26,259 to the General Fund; however,

there will be some impact to the current service level provided by the Human Resources Department in that the department would be reduced by an additional one-half (0.50) FTE. The third staffing change in the Human Resources Department is the increase of the Human Resources Generalist from Part Time to Full Time. This position is primarily responsible for recruitment (excluding Fire and Police) and onboarding of new employees. The responsibilities associated with Fire and Police recruitment would be shifted to this position.

The City Manager's Office has one staffing change that will take place starting in June of 2019. This position is one of the Management Intern positions. It is unusual for a municipality to employ two interns and by reducing some of the less critical tasks undertaken by the Management Interns, the department can function under this reduced staffing model.

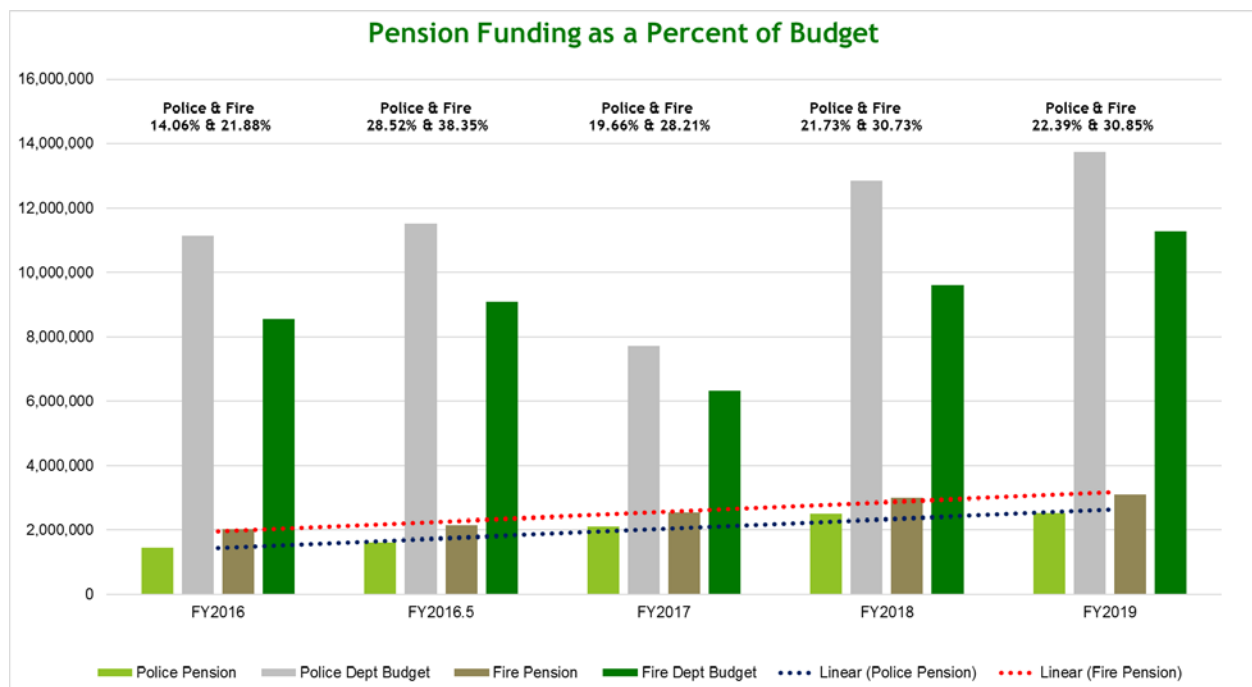
The Fire Department has reductions in two positions for FY2019. First, the Deputy Chief of Operations position is eliminated. Eliminating this position has an administrative impact, not operational. Management will need to adjust for the loss in FTE. The second staffing change within the Fire Department is the elimination of the part-time Office Associate position. The most recent employee in this position was repurposed to fill the remaining Account Technician III position within the Finance Department at the end of FY 2018. The work performed by the Office Associate has been transferred to the Finance Department with the employee, thus making the impact on the Fire Department minimal and streamlining the accounts receivable function into the Finance Department.

One staffing change for FY2019 takes place within the Finance Department and that is the elimination of one of the two Account Technician III positions. These two positions are mainly responsible for accounts payable and accounts receivable work. It is anticipated that once the new Enterprise Resource Planning software system is fully implemented, efficiencies will take place to make it possible to combine these two job responsibilities.

A Police Commander position has been eliminated as part of the FY2019 Budget. The position will be eliminated as of June 1, 2019 through attrition within the Department.

The Public Works Department also will have one (1.0) position eliminated for the FY2019 Budget. The reduction will be in removing a Street Maintenance Worker. This position elimination would be achieved by transferring one (1.00) Street Maintenance employee to a Water Maintenance position and eliminating the vacated Street Maintenance position. There are currently two (2.00) vacant Water Maintenance positions, thus achieving yet another position reduction and avoiding an employee layoff.

Pension Funding. Funding for Police and Fire Pensions continue to outpace revenue growth overall. In looking back at FY2016, the Police and Fire pension funding obligation was 14.06% and 21.88% of each department's budget, respectively. With the investment return assumption reduced to 7.0% from 7.5% in both funds, pension funding as a percent of the department's budget is projected 22.39% for Police and 30.85% for Fire in the FY2019 budget. The below chart visually shows the increasing pension obligations as compared to the department's budgets.



FUND BALANCE

Fund Information. The balances in the budget are smaller than the figures presented in the City's Comprehensive Annual Financial Report (CAFR) year-end December 31, 2017. Aside from a few exceptions, figures in the budget reflect cash on hand. Figures in the CAFR adhere to generally accepted accounting principles, the reported balances include amounts due to the City, mostly from the State, rather than cash on hand.

Operating Funds. Reserves in operating funds such as the General Fund bolster resources against revenue shortfalls or other unanticipated events. Total projected reserves for the General Fund at the end of FY2019 is \$8,131,951. As in the General Fund, reserves in other funds serve a variety of purposes. The purposes depend on the fund type.

Special Revenue Funds. Special revenue funds have a dedicated revenue source for the specific expenditure needs. These funds include Transportation, Motor Fuel Tax, Tax Increment Finance District Funds (TIF), Housing Rehabilitation, Community Development Block Grant, Special Service Areas (SSA) and the Foreign Fire Insurance Funds. These funds should be self-sufficient in nature, in that the revenues cover the cost of the expenditures. The reserves in these funds are planned for future purchases, eliminating undue fluctuation in expenditures. The total projected reserves for all are \$5,410,180.

Enterprise Funds. These funds are business like in nature. The revenues for these funds should support the expenses within the funds including operating, capital and depreciation. Depreciation is not a budgeted expense. The Enterprise Funds are Water, Water Construction, Water Capital, Refuse & Recycling, and the Airport. Currently, the water related funds are self-sufficient. Starting in FY2017, a new fueling strategy was implemented which is producing increased fuel sales. The Airport Fund had a negative reserve balance, mainly due to the \$478,000 loan due to the General Fund. This is because in years past, the Airport Fund had not generated enough revenue to remain above water. During FY2018

the General Fund transferred the Airport Fund \$610,000, eliminating the amount due to the General Fund and creating a positive balance in the Airport Reserves. The total projected reserves for all Enterprise Funds are \$2,351,551.

Internal Service Funds. These funds account for the financing of goods or services provided by one department to other City departments. Use of these funds does not provide additional revenue or expenditures to the City but serve as a means to save for the time at which services are provided or goods are purchased. The reserves in these funds are planned for future purchases, eliminating undue fluctuation in expenditures. These funds are generally structured so that their revenues are relatively level each year while their expenditures fluctuate annually based on services provided. If the City did not build a reserve for such major purchases, the expenditure for the entire cost of a major purchase would require the General Fund to use its reserves, cut expenditures and/or find additional revenues to pay for the purchase. Total projected reserves for the two Internal Services funds (Workers' Compensation & Liability and Health Insurance) are \$1,059,783.

Capital Project Funds. These funds are for capital projects such as the Capital Projects Fund, Public Safety Building Fund and Capital Equipment Replacement Fund. This is the third year of the Capital Improvement Plan that has a five-year focus on capital needs. The City typically uses a "pay as you go" policy for capital project funding, similar to the practice for major equipment replacement. In lieu of borrowing, the practice requires reserving money for capital projects prior to beginning the projects. This limits the total cost of doing the projects since debt service would add debt issuance and interest costs. For large projects, these additional costs could fund completion of other smaller projects instead. "Pay as you go" financing also allows for more flexibility if another priority arises, a project costs much more than the estimate in the capital plan, or revenues differ from estimates significantly.

Beginning in 2018, Capital Projects Fund has a dedicated revenue source for street through a \$0.02 per gallon increase in the Local Motor Fuel Tax rate. Any funding not spent in a fiscal year will help build the fund balance reserve. The total amount of reserves for all capital projects funds are \$10,872,235.

Debt Service Funds. The Debt Service funds have reserves of \$4,341. Setting aside funds to pay debt service, in advance of the payments, is necessary to avoid increasing property tax levies to pay debt service. Following a rating review in May 2017, Moody's Investors Services downgraded the City's debt rating to A1 citing a need for a stable funding source.

Fiduciary Funds. The budget also shows reserves of \$73,627,015 for the Fire and Police Pension Funds. The use of these funds is strictly for pension obligations.

Component Unit. The DeKalb Public Library is a component unit of the City of DeKalb. The Library's Policy Board approves the budget for the Library operations and capital. The proposed reserves are \$2,403,615.

Overall, the City's expenditures are support City Council goals, strengthen funding for critical public safety needs and bolster development efforts within the City. The following graphic depicts the General Fund expenditures.

CONCLUSION

The FY2019 budget is balanced and was developed by carefully evaluating available resources and adhering to existing financial policies as financially possible. Moving forward, the budget will continue to serve as a guide to ensure the City's continued progress in times of economic uncertainty. The State of Illinois' financial situation is carefully monitored and will continue to be monitored for any changes that

would impact the City's financial forecast. This is in order to make proactive decisions that are in the best interest of the City's residents. This will include continuing to identify "Best Practices" to assist in implementing specific policies and procedures to continue to contribute to improved government management.

In closing, appreciation is extended to the City Council and the members of the Finance Advisory Committee for their considerable review and discussion of the FY2019 budget. It would not be possible to prepare this annual budget without the dedicated efforts of employees throughout the City organization. The Finance Department and City's Manager's Office staff who put together the budget document in a timely and highly professional manner deserve special recognition for their efforts. The citizens of our City are well-served by our employees who routinely seek ways to provide services more efficiently and effectively.

Respectfully Submitted,

A handwritten signature in dark ink, appearing to read 'R. Munch', with a stylized, flowing script.

Raymond Munch, Interim City Manager

A handwritten signature in dark ink, appearing to read 'Robert Miller', with a stylized, flowing script.

Robert Miller, Acting Finance Director

Section Two

Organizational Overview



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City Introduction

City Overview

The City of DeKalb is an urban community with a vital commercial base placed in a rural setting. It is located approximately 60 miles west of Downtown Chicago. The City's current land area is 15.55 square miles, all of which is located within DeKalb County. Neighboring communities include Sycamore, Malta, and Cortland. The City's current official population is 44,030 as of the 2010 Census.



The City of DeKalb was incorporated in 1856 and since that time has continued to expand as new residents move farther west of the Chicago area to find quality affordable housing in a congestion-free community with a premium quality of life. The regional road system serving the City includes Annie Glidden Road, Peace Road, State Routes 23 & 38, and a direct link to I-88. The DeKalb Taylor Municipal Airport is designed to accommodate private

aircraft from small general aviation to large corporate aircraft.

DeKalb's downtown is the heart of the community, playing host to numerous events and providing unique dining, shopping and entertainment alternatives. The community offers excellent City services, easy mobility around the community, and access to cultural, sports and educational activities.

Home to Northern Illinois University, which hosts approximately 17,500 students and nearly 3,303 faculty and staff, DeKalb is an integral part of the larger metropolitan area. NIU's operations, capital projects and visitor spending generate over \$421 million in local economic impact. The marriage of community and university provides DeKalb with a solid foundation as a regional hub abundant in major retailing opportunities.



In 2018, the majority of NIU's campus, as well as several thousand acres of greenfield sites were designated as an Opportunity Zone. The new federal program has the ability to funnel substantial investment into public-private partnerships and revitalize the areas around campus. Also announced in 2018 was NIU's partnership with the University of Illinois system and the Illinois Innovation Network, which will result in the development of a new research center west of the Convocation Center. The project will serve as a catalyst for future development of a research and development park that has

the potential to attract businesses that look to leverage the university's research expertise and strong workforce pipeline.

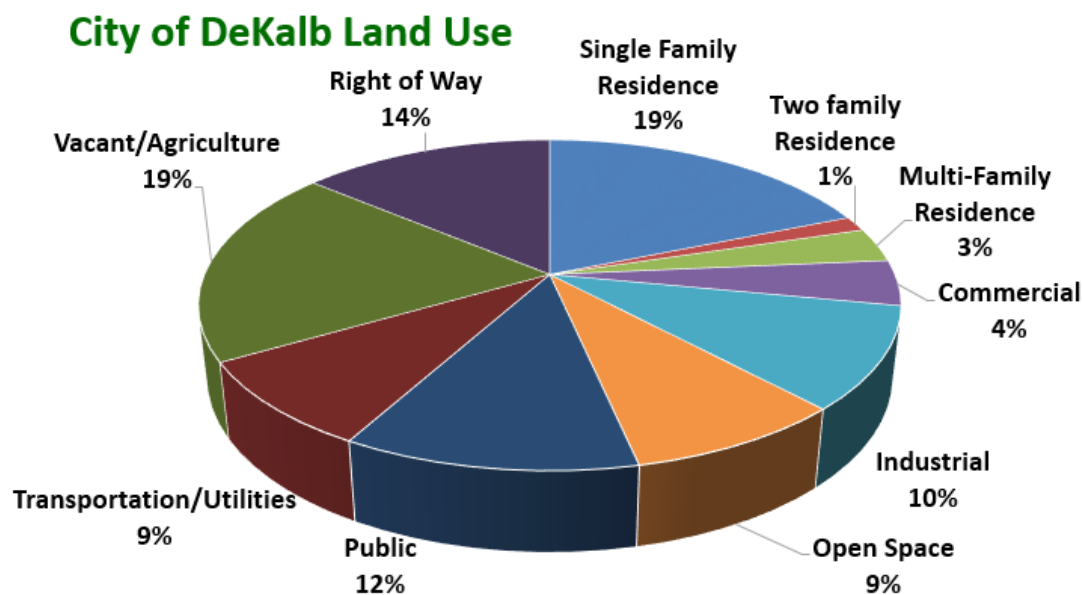
DeKalb Community School District serves the City of DeKalb with seven elementary schools, two middle schools, and one High School. Kishwaukee Community College, the DeKalb Public Library, and the DeKalb Park District all serve the DeKalb community and provide opportunities for its residents.

Community Characteristics

The following statistical data and graphics provide a demographic profile of the community. Data presented in this section was collected from the 2011-2015 America Community Survey 5-Year Estimates.

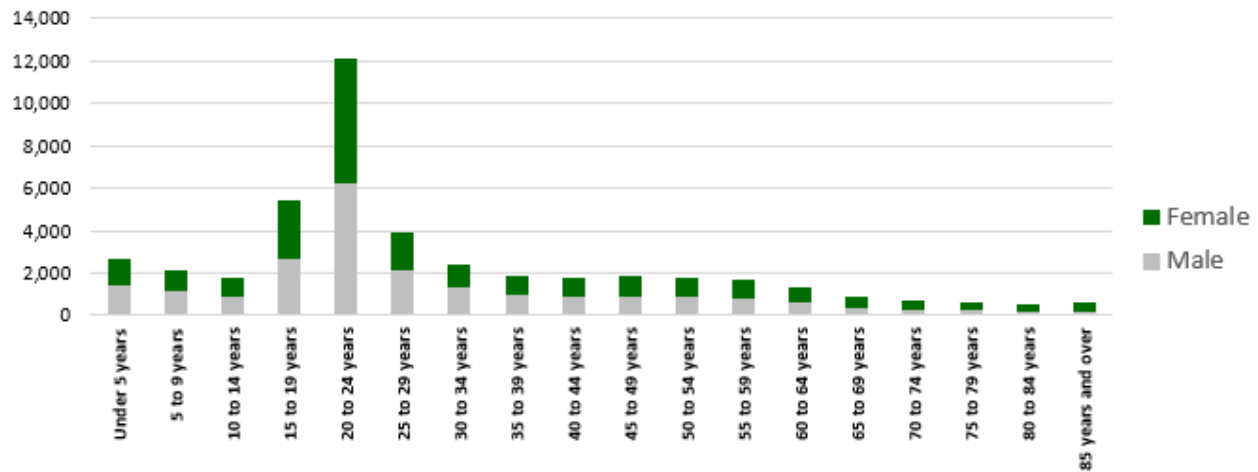
- Total Population: 43,269
- Median resident age: 24.5
- Median household income \$38,647
- Total housing units: 17,045

The Land Use chart below displays the breakdown of the City of DeKalb's land use. The two largest sections include Single-Family Residences (19%) and Vacant/Agriculture (19%).



The City Resident Demographics chart below represents the age distribution of DeKalb residents. Grey represents the male population while green represents the female population.

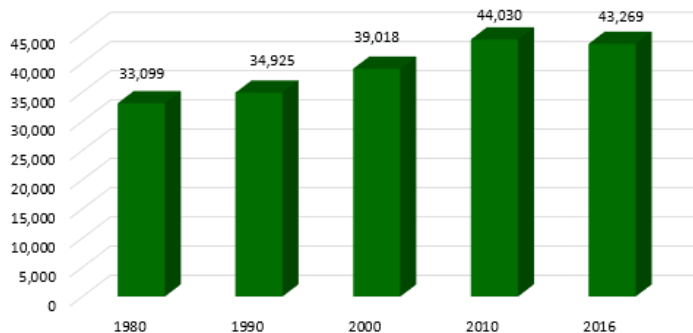
City Resident Demographics



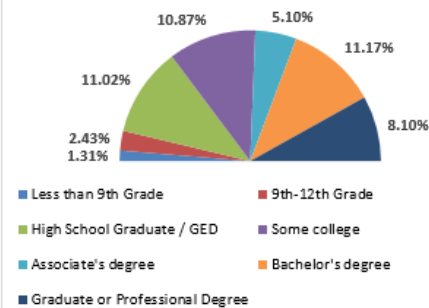
The chart below is a snapshot of additional DeKalb demographics that includes city population, educational attainment, population by race, and other statistics. An impressive 38% of all City residents ages 25 and up have a bachelor's degree or higher.



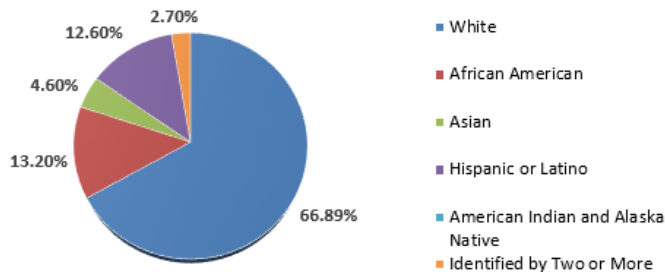
City Population 1980 - 2016



Educational Attainment



Population by Race



38% of City of DeKalb residents 25 years old and up have a Bachelor's Degree or Higher

DeKalb 2025 Strategic Plan: An Introduction to the City's Mission, Core Values and Vision Statements



On February 22, 2016, City Council approved and adopted the DeKalb 2025 Strategic Plan to be a 10-year guide for City operations.

This plan is a groundbreaking document for the City, as it envisions DeKalb in 2025. Not only does the plan describe the envisioned result, but it also sets the direction for City policy, budgeting, and program development for a 10-year period.

To help inform the strategic planning process, an extensive community engagement effort was conducted from May through July of 2015 to capture the opinions and ideas about the future of DeKalb from people who live, work, and/or learn in the city.

The community has an expectation to receive the best possible service that the City can provide. The following information summarizes the City's Mission Statement, Core Values and Vision Statements developed during this planning process.

Mission Statement

A mission statement is a short description of the reason an organization or program exists. Mission statements help guide decisions about priorities, responsibilities, and actions, and as such are at the core of a strategic plan. Following is the mission of DeKalb City government developed as part of this collaborative community planning process:

Deliver high-quality municipal services to those who live, work, learn in or visit our community.

Core Values

Core values are beliefs or convictions that guide and direct behavior and support purpose and vision. The City of DeKalb will utilize the following core values to guide its actions, shape the culture of city government, and form the basis of its standards-based performance review process.

- **Integrity:** The state of being honest, fair, and ethical in every situation, even if it's unpopular.
- **Professionalism:** Serving with the highest level of respect, skill, and judgment in each situation.
- **Excellence:** The expectation of engaging in outstanding levels of performance.
- **Service:** Providing City services at the highest level for the advancement of the community.
- **Collaboration:** Working together to benefit from the resources, knowledge, wisdom and understanding of others.
- **Accountability:** Taking responsibility for our decisions and actions while doing everything possible to achieve the desired results.

Vision Statements

Vision statements complement the mission by describing the future state of the community if the mission were fully realized. DeKalb's vision statements, which are complemented in the plan with detailed goals, strategies and actions, are as follows:

Vision of a Sense of Place

DeKalb is proudly known as a welcoming, safe, and vibrant city offering economic, educational, social, cultural, and recreational opportunities for everyone.

Vision of Community Vitality and a Vibrant Downtown

DeKalb's neighborhoods, the downtown, and NIU's campus are interconnected in a dynamic interplay of energy and creativity that retains and attracts businesses with living-wage jobs.

Vision of Inclusiveness

Diversity is valued and celebrated, with all people treated with dignity, equity and respect.

Vision of Accessibility

DeKalb's diverse and integrated transportation network provides a wide variety of local and regional transportation options in an efficient and user-friendly manner.

Vision of Efficient, Quality, Responsive Services

Through sound fiscal stewardship and collaboration with community stakeholders, City government identifies and coordinates the resources needed to sustain a vibrant DeKalb.

Woven together, DeKalb's overall vision statement read as follows:

DeKalb is proudly known as a welcoming, safe, and vibrant city offering economic, educational, social, cultural, and recreational opportunities for everyone. DeKalb's neighborhoods, the downtown, and NIU's campus are interconnected in a dynamic interplay of energy and creativity that retains and attracts businesses with living-wage jobs that can support workers and their families. Diversity is valued and celebrated, with all people treated with dignity, equity, and respect. DeKalb's diverse and integrated transportation network provides a wide variety of local and regional transportation options in an efficient and user-friendly manner. Through sound fiscal stewardship and collaboration with community stakeholders, City government identifies and coordinates the resources needed to sustain a vibrant DeKalb.

City Council Goals

In 2018, the City Council took part in goal-setting sessions aimed at providing direction for the City in both the short- and long-term. The goals listed below were established by the City Council to further direct City staff on the implementation of the DeKalb 2025 Strategic Plan and focus efforts on those areas most valued by the current City Council.

Short-Term:

- Create a business-friendly Municipal Code and Unified Development Ordinance.
- Host a strategy meeting for the DeKalb Taylor Municipal Airport.
- Reduce operating costs to those within our means.
- Review City regulations and adapt to encourage more special events and festivals.
- Work with Northern Illinois University to resolve AGN and Greek Row issues.

Long-Term:

- Think outside the box in terms of residential growth and new rooftops.
- Evaluate City structure and organization.
- Address pension obligations.
- Address and implement long-term street maintenance funding.
- Reduce crime and be viewed as a safe community.

Utilizing the vision, strategies and goals of the strategic plan as a guide, staff has focused their efforts on achieving the 10 goals established by the City Council. Staff will continue these efforts in FY2019 and beyond.

City Government

Council-Manager Form of Government

The council-manager form of government is the system of local government that combines the strong political leadership of elected officials in the form of a council or board, with the strong managerial experience of an appointed local government manager. The form establishes a representative system where all policy is concentrated in the elected board and the board hires a professionally trained manager to oversee the delivery of public services. Under the council-manager form, those duties not specifically reserved by the elected body pass to the City Manager and their professional staff.

Home Rule Authority

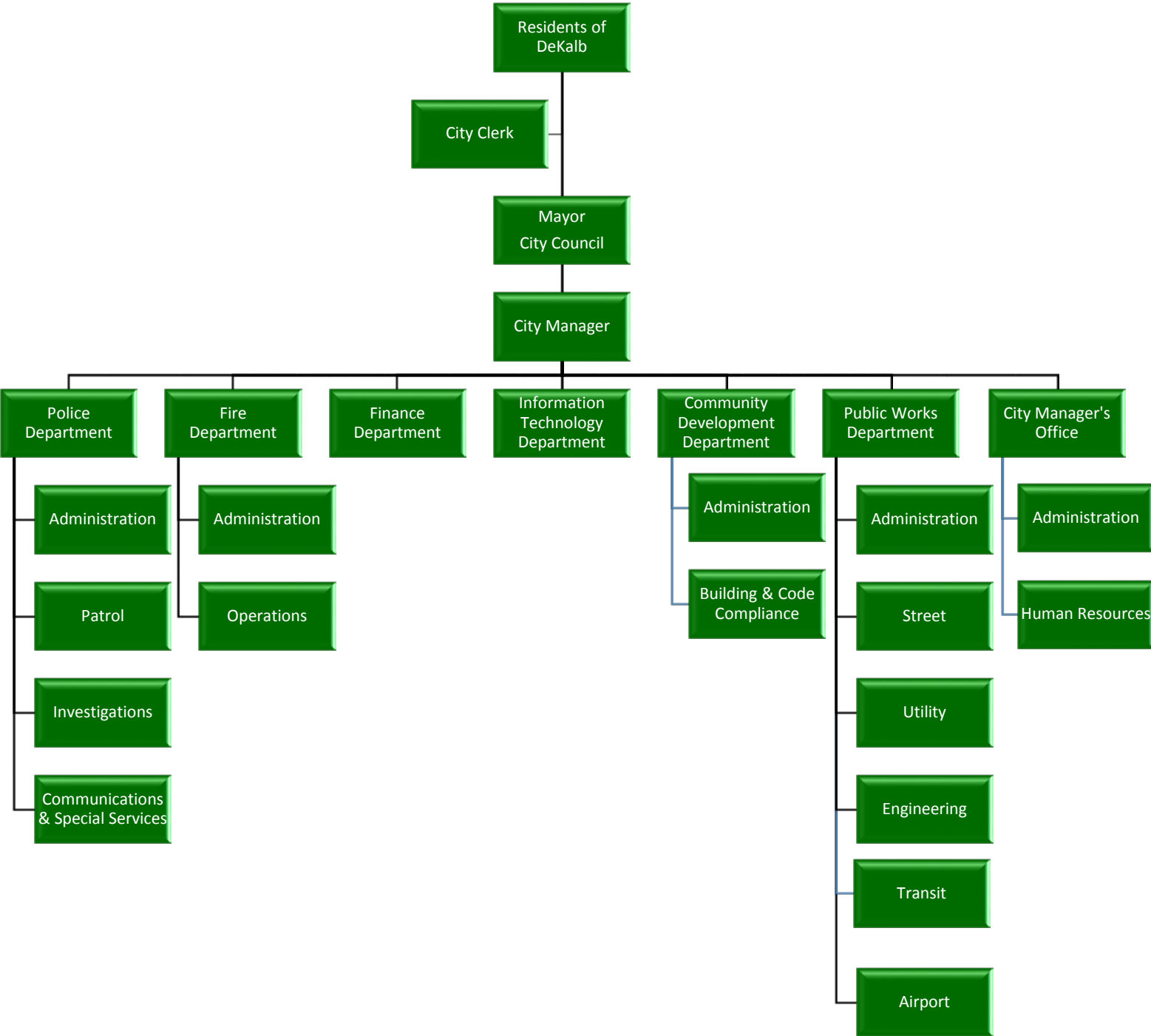
The City of DeKalb is a home rule unit by virtue of the provisions of the Constitution of the State of Illinois of 1970. Home rule allows a community to take actions not specifically prohibited by the state statutes. Conversely, a non-home rule community can only undertake those actions specifically allowed for in the state statutes. Home rule enables a municipality or county to establish its own system of self-governance without receiving a charter from the state. Home rule shifts much of the responsibility for local government from the state legislature to the local community. The most significant powers granted to a home rule community include the ability to enact its own police power relating to the health, safety, morals, and general welfare of the community, to issue bonds without referendum and exemption from property tax caps under the Property Tax Extension Law Limit (PTELL).

Equalized Assessed Value (EAV)

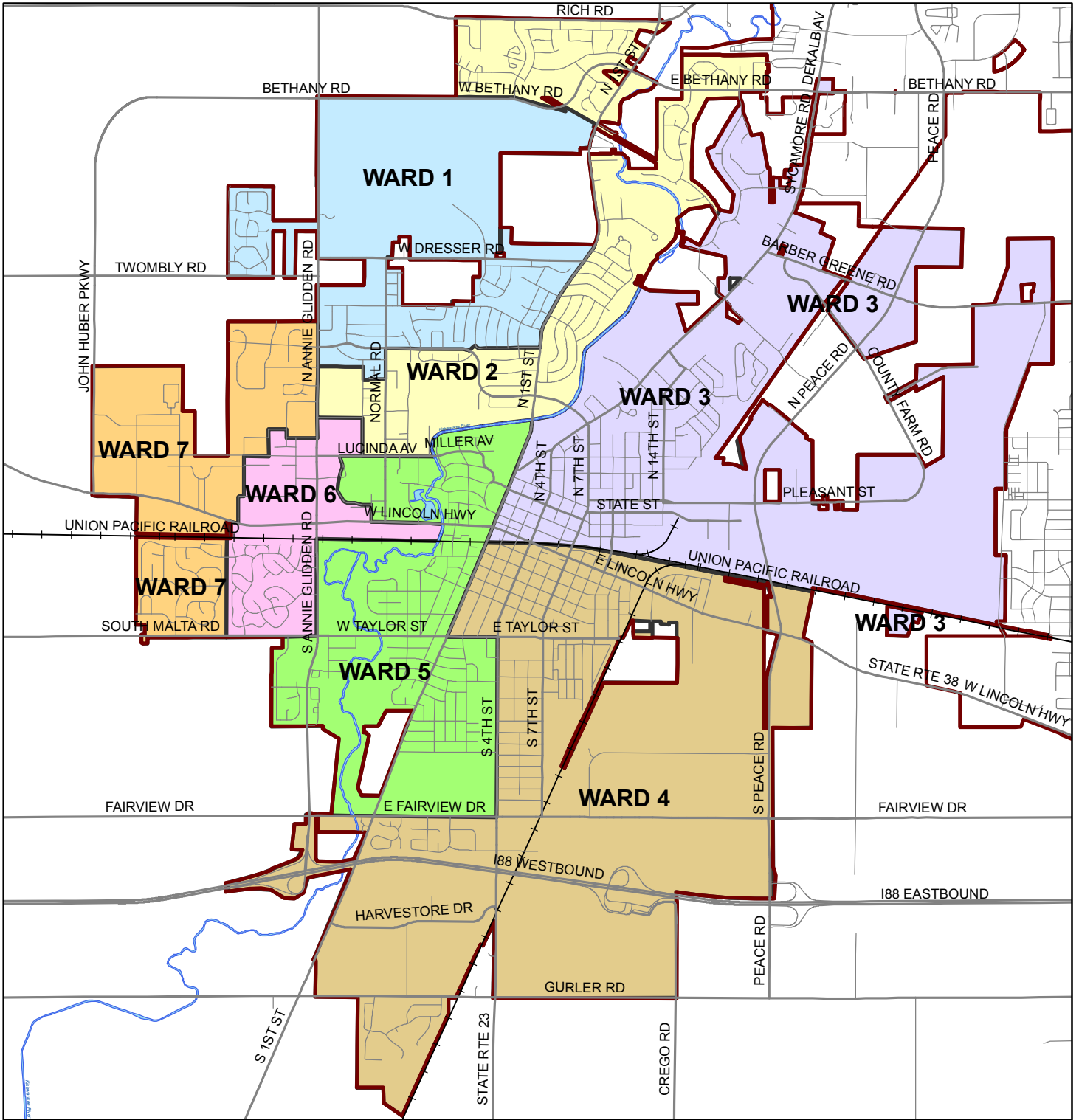
The equalized assessed value, or EAV, is the result of applying the state equalization factor to the assessed value of a parcel of property. Tax bills are calculated by multiplying the EAV (after any deductions for exemptions) by the tax rate. The City of DeKalb assessed valuation is determined by the township. The chart provided below displays the EAV comparison for tax levy years 2008-2017 for the City of DeKalb as reported in the FY2017 Comprehensive Annual Financial Report.

Tax Year	EAV	% Increase (Decrease)	Rate per \$100	Property Tax Revenue
2008	645,855,095	3.53%	0.6000	3,765,927
2009	643,916,597	(0.30%)	0.6000	4,160,967
2010	608,332,947	(5.53%)	0.6500	4,107,807
2011	582,504,715	(4.25%)	0.6899	4,127,590
2012	533,805,903	(8.36%)	0.7205	4,161,753
2013	485,923,623	(8.97%)	0.7952	4,203,106
2014	464,966,381	(4.31%)	0.9809	4,231,993
2015	468,077,742	0.67%	1.0245	5,049,737
2016	503,861,829	7.64%	1.1942	5,523,531
2017	529,629,464	5.11%	1.2021	6,153,901

Organizational Chart



Official Ward Map



\\Community Development\\Ward 85x11.mxd
Created 10/24/2014 DJE
Last Updated 4/25/2016 DJE

Mayor: Jerry Smith, 139 Buena Vista Dr., 815-748-2099

Ward 1: David Jacobson, 802 Edgebrook Dr. #1, 847-809-2074

Ward 2: Bill Finucane, 305 River Dr., 815-758-2820

Ward 3: Vacant

Ward 4: Pat Fagan, 3700 Pebble Beach Ct., 815-757-5860

Ward 5: Kate Noreiko, 109 Barb Blvd., 815-501-8814

Ward 6: Mike Verbic, 688 Magnolia St., 815-756-0769

Ward 7: Anthony Faivre, 1516 Farmstead Ln., 815-981-2028



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Section Three

Budget Overview



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DeKalb's Budget Process

The DeKalb budget process is a comprehensive mechanism for developing each year's financial plan. This process includes input and feedback from the City Council, City staff, the Finance Advisory Committee and members of the public. According to the Government Finance Officers Association, the budget is "a statement of priorities for the community that:

- 1) Communicates to stakeholders what services they can expect and how their tax dollars are being spent
- 2) Defines how the local government allocates its resources to achieve what is important to the community
- 3) Translates policies into action."

In DeKalb, this principle guides the process of document development. About six months before the start of the fiscal year, department heads begin work with their staff to determine service and program priorities. These priorities are reached by analyzing past data and anticipation of future needs. Once a budget request draft is ready, it is reviewed by the City Manager's Office and the Finance Department. Together, leadership reviews major operational changes, discusses objectives and reviews other requests. An effort is made to accomplish City goals in the most efficient way possible. This might include combining resource requests across departments to ensure fiscal responsibility. Unjustified items or requests are removed from the budget during this process. Concurrently, other budget document items are being updated by staff. This includes statistics and other items that help show a complete picture of the City's fiscal plan for the upcoming year.

After revenue and expenditure estimates are finalized, the full draft budget is then reviewed during meetings with the Finance Advisory Committee and presented to the Mayor and City Council. If necessary, further revisions are made. Finally, the recommended budget is offered for comment at a public hearing and subsequent adoption by the Mayor and the City Council.

The City of DeKalb Budget is the culmination of strategic financial and operational planning. This document reflects sound decision-making and recommendations for the City's future. The budget is monitored, reviewed and referenced throughout the year.

DeKalb's Fund Structure and Basis for Budgeting

Fund Structure

The accounts of the City are organized on the basis of funds, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for by providing a separate set of self-balancing accounts which comprise its assets, liabilities, equities, revenues and expenditures. The various funds are grouped by type in the financial statements. Within each fund type exists one or more funds. The City has three types of funds: Governmental Funds, Proprietary Funds, and Fiduciary Funds.

Governmental Funds are those through which most governmental functions of the City are financed. The acquisition, use, and balances of the City's expendable financial resources and the related liabilities (other than those in proprietary funds) are accounted for through governmental funds.

- *The General Fund* is the general operating fund of the City. It is used to account for all financial resources traditionally associated with governments which are not required to be accounted for in another fund.
- *Special Revenue Funds* are used to account for the proceeds of specific revenue sources that are restricted by law or administrative action to expenditures for specified purposes.
- *Debt Service Funds* are used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest, and related costs other than capitalized leases and compensated absences which are paid from the governmental funds. The City has two Debt Service Funds.
- *Capital Project Funds* are used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed through proprietary funds or fiduciary funds) or the purchase of large capital fleet and equipment.

Proprietary Funds are for those services for which the City charges customers a fee. There are 2 (two) types of proprietary funds, enterprise and internal service. Enterprise funds encompass the same functions reported as business-type activities in the government-wide statements. Enterprise fund services are primarily provided to customers external to the City organization such as those of the water utility division and the airport. Internal service funds provide services and charge fees to customers within the City organization such as the insurance funds.

- *Enterprise Funds* are used to account for operations that are financed and operated in a manner similar to a private business enterprise. The intent of the City in using this type of fund is to determine that the costs (expense, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.
- *Internal Service Funds* are used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the City on a cost reimbursement basis.

Fiduciary Funds are used to account for assets held by the City in a trustee capacity or as an agent for individuals, private organizations and other governments.

- *Trust and Agency Funds* consist of resources received and held by the City as trustee or agent to be expended or invested in accordance with the conditions of the trust or in its agency capacity. Pension Trust Funds are accounted for in essentially the same manner as Proprietary funds.

In determining if any agencies or entities which comprise the City for financial reporting purposes, the criteria of oversight responsibility over such agencies or entities, special financing relationships and scope of public service provided by the agencies or entities are used. Oversight responsibility is determined by the extent of financial interdependency, control over the selection of the governing authority and management, ability to significantly influence operations and accountability for fiscal matters. Based on these criteria, there is one agency which is included in the financial statements of the City as a *Component Unit*. This component unit of the City is the DeKalb Public Library.

Basis for Budgeting

Fund Basis of Accounting Budgets for the governmental fund types (General Fund, Special Revenue Funds, etc.) are adopted on a basis consistent with “Generally Accepted Accounting Principles” (GAAP), utilizing the modified accrual basis of accounting. Revenues are recognized when they become measurable and available. Expenditures are recognized when the liability has been incurred, with the exception that principal and interest payments on general long-term debt are recognized when due. The proprietary fund types are budgeted on a basis consistent with GAAP, utilizing the accrual basis of accounting, except for capital outlay and debt principal which is budgeted as an expenditure. The Comprehensive Annual Financial Report (CAFR) shows the status of the City’s finances on the basis of GAAP and on a budgetary basis. In most cases this conforms to the way the City prepares its budget. Exceptions are as follows:

- Capital outlay within the Enterprise Funds are recorded as assets on a GAAP basis and expended on a Budget basis.
- Debt principal payments are recorded as reductions of liabilities on a GAAP basis and expended on a Budget basis.
- Depreciation is recorded as an expense on a GAAP basis and not expended on a Budget basis.
- Debt financing is recorded as increases of liabilities on a GAAP basis and revenue on a Budget basis.

It is critical that adequate fund balance reserves are kept to meet unexpected operating or capital demands and to cover any unanticipated revenue shortfalls.

Internal Controls

The City is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the government are protected from loss, theft or misuse and to ensure that adequate accounting data are compiled to allow for the preparation of financial statements in conformity with GAAP. The internal control structure is designed to provide reasonable, but not absolute assurance that these objectives are met. The concept of reasonable assurance recognizes that the cost of a control should not exceed the benefits likely to be derived, and that the valuation of costs and benefits requires estimates and judgments by management.

Budgetary Control

Budgetary controls are maintained to ensure compliance with legal provisions embodied in the annual appropriated budget approved by the City Council. Activities of the governmental, proprietary and fiduciary funds are included in the annual appropriated budget. The budgetary level of control, the level at which expenditures cannot exceed the appropriated amount, is exercised at the fund level.

Current City Funds

Fund Type	Fund Name	Fund No.	Description	Department/Budget Responsibility
General	General	100	The City's chief operating fund. It accounts for all financial resources except those required to be accounted for in another account.	Legislative; City Manager's Office; Public Works; Community Development; Finance; Fire; Police; Information & Technology
Special Revenue	Transportation	200	Accounts for the provision of transportation and planning services to the DeKalb metropolitan area, including acting as the fiscal and staffing agent for the management of DSATS.	Public Works - Engineering
	Motor Fuel Tax	210	Accounts for the use of the City's share of state gasoline taxes. State law requires the MFT to be used for the City street maintenance and operations.	Finance; Public Works - Streets; Public Works - Engineering
	Heritage Ridge SSA #3	223	Accounts for the costs of maintaining various public areas (street islands and detention basins) as well as a stylized street lighting system and entrance sign.	Public Works; Finance
	Knolls Subdivision SSA#4	224	Accounts for the costs of maintaining public areas as well as a stylized street lighting system and entrance sign.	Public Works; Finance
	Greek Row SSA#6	226	Accounts for the costs of street lighting placed upon private property in the neighborhood.	Public Works; Finance
	Heartland Fields SSA#14	234	Accounts for the costs of maintenance of the Common Facilities as well as the implementation and continuation of a mosquito abatement and snow removal services.	Public Works; Finance
	Central Area Tax Increment Financing #1	260	Accounts for the revenues and expenditures in the Central Area TIF #1.	Community Development
	Tax Increment Financing #2	261	Accounts for the revenues and expenditures in the Tax Increment Financing #2 area.	Community Development
	Community Development Block Grant	280	Accounts for the funds received from HUD through CDBG used on eligible projects within the City.	Community Development
	Housing Rehabilitation	285	Accounts for funds received from CDAP and acts as a pass-through for certain funds in the CDBG fund.	Community Development
	Foreign Fire Insurance Tax	290	Accounts for the funds received for the maintenance, benefit, and use of the Fire Department.	Fire Department; Finance; Foreign Fire Tax Board
Debt Service	General Fund Debt Service	300	Accounts for the payments to debt service within the General Fund.	Finance
	Tax Increment Financing Debt Service	375	Accounts for the payments to debt service within the Central Area TIF #1 and TIF #2.	Finance

Current City Funds

Fund Type	Fund Name	Fund No.	Description	Department/Budget Responsibility
Capital Projects	Capital Projects	400	Accounts for the cost of capital projects such as street maintenance.	Public Works; Finance
	Fleet Replacement	410	Capital equipment replacement fund for City vehicle fleet. Note: This fund has merged with fund 420 starting with the FY18 Budget.	Public Works; Finance
	Capital Equipment Replacement	420	Capital equipment replacement fund for general City equipment and fleet replacement.	Finance
Enterprise	Water	600	Accounts for the provision of Water services to customers within the City.	Public Works - Water; Finance
	Water Construction	610	Accounts for the expenses of New Water Main construction related to impact fee revenue.	Public Works - Water; Finance
	Water Capital Fund	620	Accounts for the capital portion of the Water Fund related to maintenance of existing assets.	Public Works - Water; Finance
	Airport	650	Accounts for the provision of aviation services to customers of DTMA.	Public Works - Airport
	Refuse & Recycling	680	Accounts for the provision of refuse disposal and recycling services to customers of the City.	Public Works; Finance
Internal Service	Workers Compensation / Property & Liability Insurance	700	Accounts for significant changes in Workers Compensation costs and Property & Liability Insurance costs.	Finance
	Health Insurance	710	Accounts for significant changes in employee Health Insurance costs.	Finance
	Property & Liability Insurance	720	Accounts for significant changes in Property & Liability Insurance costs. Note: This fund has merged with fund 700 starting with the FY18 Budget.	Finance
Fiduciary	Police Pension	830	Accounts for the accumulation of resources to be used for the retirement annuity payments to sworn police officers.	Finance
	Fire Pension	850	Accounts for the accumulation of resources to be used for the retirement annuity payments to firefighters.	Finance
	DeKalb Public Library	900	Accounts for the City's financial responsibility to the DeKalb Public Library.	Finance

Budget Sections

To facilitate comprehension of the budget document, each section is outlined below.

Section One –Transmittal Letter

The Transmittal Letter provides a general summary of the budget, along with the views, recommendations and projections of the City Manager and the Finance Director.

Section Two – Organizational Overview

This section gives an overview of the City, including general information, statistics and maps.

Section Three – Budget Overview

This section provides information about the way the budget is developed and the format of the budget document. It also provides an overview of the budget, which is detailed in Section Four.

Section Four – General Fund Summary and Detail

This section provides more in-depth financial and organizational information at the fund and department level including strategic goals, accomplishments and priorities.

Section Five – Special Revenue Funds

This section provides in-depth financial and organizational information at the fund level for the City's special revenue funds.

Section Six – Debt Service Funds

This section provides in-depth financial and organizational information at the fund level for the City's debt service funds.

Section Seven – Capital Project Funds

This section provides in-depth financial and organizational information at the fund level for the City's fiduciary funds.

Section Eight – Enterprise Funds

This section provides in-depth financial and organizational information at the fund level for the City's enterprise funds.

Section Nine – Internal Service Funds

This section provides in-depth financial and organizational information at the fund level for the City's internal service funds.

Section Ten – Fiduciary Funds

This section provides in-depth financial and organizational information at the fund level for the City's special revenue funds.

Appendix

The appendix houses various additional documents that help readers comprehend the budget. These items include the City's capital outlay, its financial policies and a glossary.

FY2019 BUDGET CALENDAR

Date	Who	Meeting Topic
January 8, 2018	City Council	Fiscal Year 2019 Budget Schedule & Service Level Reviews – Snow and Ice Removal Plan & Refuse, Recyclables, and Yard Waste Contract Update
January 16, 2018	Finance Advisory Committee	Five-Year Financial Plan Review
January 22, 2018	City Council	Service Level Review – Human Services Funding Report & Tax Increment Financing Policy Direction
January 24, 2018	City Council	Strategic Plan and Goal Setting Session
February 12, 2018	City Council	Service Level Review – State of Technology
February 20, 2018	City Council	Budget Workshop – Service Level Reviews
February 26, 2016	City Council	Fiscal Year 2017 Strategic Plan Update
February 27, 2018	Finance Advisory Committee	Five-Year Financial Plan Review continued (if needed) & Begin Financial Policies Review
March 5, 2018	Staff	Budget Basics Video Release
March 20, 2018	City Council	Budget Workshop – Service Level Reviews
March 27, 2017	Finance Advisory Committee	Financial Policies Review continued
April 17, 2018	City Council	Budget Workshop – Service Level Reviews

FY2019 BUDGET CALENDAR

April 24, 2018	Finance Advisory Committee	Financial Policies Review continued
April 2018 (end of month)	Actuary	Police and Fire Pension Funds Actuarial Reports Final
May 15, 2018	Finance Advisory Committee	Financial Policies Review continued (if needed)
May 22, 2018	City Council	Budget Workshop – Service Level Reviews & Financial Policies Review
June 19, 2018	City Council	Budget Workshop – Service Level Reviews & Financial Policies Review
June 26, 2018	Finance Advisory Committee	Fiscal year 2018 Year-to-Date Budget Update & Five-Year Financial Plan Review
July 10, 2018	City Council	Budget Workshop – Financial Policies Review continued, Fiscal year 2018 Year-to-Date Budget Update & Five-Year Financial Plan Review to set Budget Strategy
July 10, 2018	Staff	Fiscal Year 2019 Budget Development Begins
August 7, 2018	Finance Advisory Committee	Audit & Actuarial Reports Review
August 21, 2018	City Council	Budget Workshop – Audit & Actuarial Reports Review
September 11, 2018	Finance Advisory Committee	Property Tax Levy & Fiscal Year 2019 Budget Preview Review
September 18, 2018	City Council	Budget Workshop – Property Tax Levy & Fiscal Year 2019 Budget Preview Review

FY2019 BUDGET CALENDAR

September 25, 2018	Finance Advisory Committee	Budget Preview Review continued (if needed)
October 16, 2018	City Council	Budget Workshop – Property Tax Levy continued & Fiscal Year 2019 Budget Preview Review continued (if needed)
October 23, 2018	Finance Advisory Committee	Budget Preview Review continued (if needed)
October 2018 (end of month)	DeKalb County	Anticipated Receipt of the Estimated Equalized Assessed Valuation
Late October/Early November	Staff	Release the Fiscal Year 2019 Proposed Budget document
November 6, 2018	City Council & Finance Advisory Committee	Joint Meeting to Review the Fiscal Year 2019 Proposed Budget
November 12, 2018	City Council	Estimated 2018 Property Tax Levy Adoption (Determines if Truth in Taxation Notice is Required)
November 26, 2018	City Council	Committee of the Whole – Public Hearing for 2018 Property Tax Levy Regular Meeting – Public Hearing for the Fiscal Year 2019 Annual Budget, First Reading of the Annual Budget & First Reading of the 2018 Property Tax Levy
December 10, 2018	City Council	Second Reading of the Fiscal Year 2019 Annual Budget & Second Reading of the 2018 Property Tax Levy

FY2019 BUDGET CALENDAR

December 25, 2018	Staff	Last Day to File the Annual Budget and 2018 Property Tax Levy with the County
January 1, 2019		Fiscal Year 2019 Begins

Fund Balance Projections

CITY OF DEKALB				
PRELIMINARY FUND BALANCE SUMMARY				
FUND NAME	PROJECTED	FY 2019 BUDGET		12/31/2019
	12/31/2018	REVENUES	EXPENSES	
100 - General Fund	7,227,951	37,856,172	36,952,172	8,131,951
200 - Transportation Fund	287,633	11,291,333	10,544,859	1,034,107
210 - Motor Fuel Tax Fund	3,007,622	1,161,757	1,540,000	2,629,379
223 - Special Service Area #3	2,468	1,010	1,500	1,978
224 - Special Service Area #4	715	5,510	4,500	1,725
226 - Special Service Area #6	0	18,010	18,000	10
234 - Special Service Area #14	3,644	2,510	3,000	3,154
260 - TIF District #1	4,576,003	7,489,311	12,181,993	(116,679)
261 - TIF District #2	518,348	1,526,644	258,610	1,786,382
280 - CDBG Fund	0	979,230	979,230	0
285 - Housing Rehab Fund	53,960	1,050	54,924	86
290 - Foreign Fire Insurance Tax	68,510	48,000	46,472	70,038
300 - Debt Service Fund	(2,657)	1,892,827	1,885,829	4,341
375 - TIF Debt Service Fund	0	1,192,400	1,192,400	0
400 - Capital Projects Fund	404,098	614,719	800,000	218,817
420 - Capital Equipment Replacement Fund	205,488	392,397	147,161	450,724
* 600 - Water Fund	35,961	7,086,443	6,181,856	940,548
** 610 - Water Construction Fund	1,161,588	20,000	0	1,181,588
* 620 - Water Capital Fund	1,138,526	850,000	1,911,977	76,549
* 650 - Airport Fund	3,652	1,233,535	1,217,629	19,558
680 - Refuse & Recycling Fund	112,086	2,009,674	1,988,452	133,308
700 - Worker's Comp / Liability Insurance Fund	1,152,693	898,159	1,050,852	1,000,000
710 - Health Insurance Fund	432,507	6,298,226	6,670,950	59,783
830 - Police Pension Fund	37,228,293	5,709,437	3,882,858	39,054,872
850 - Fire Pension Fund	31,837,859	6,532,588	3,798,304	34,572,143
** 900 - DeKalb Library	2,383,415	2,854,004	2,833,804	2,403,615
	102,043,057	97,964,946	96,147,332	103,860,671

* **Cash & Cash Equivalents**

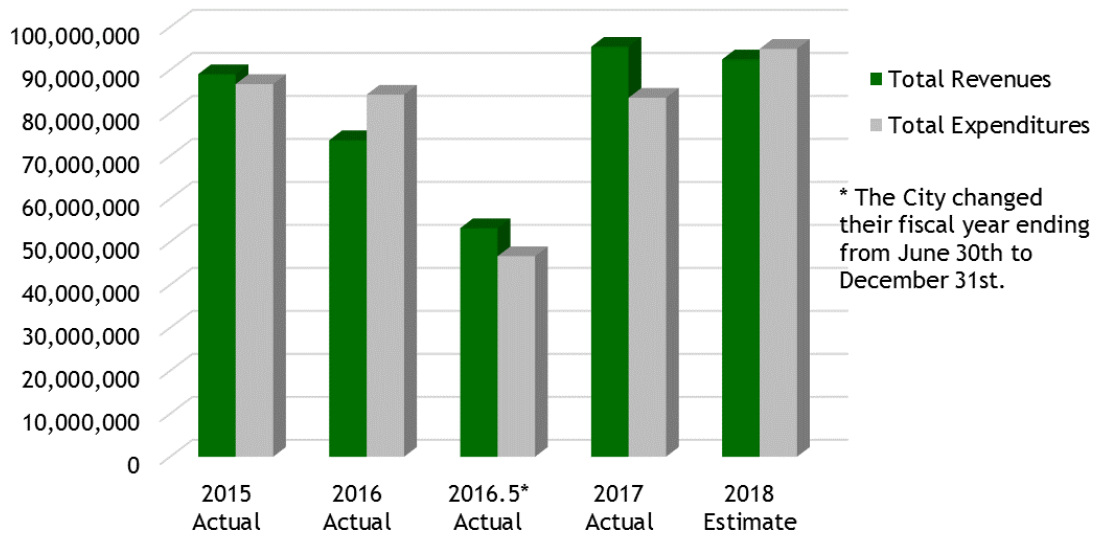
** **Restricted Dollars**

The City has a Fund Balance Policy, within its Financial Policies for the City, policy #01-02. This policy was established to assist staff in creating a solid foundation for the financial management of the City. These policies are reviewed annually during the budget process with the City Council.

Revenues and Expenditures

The chart below provides a quick summary of revenue and expenditure trends (actuals), for all City funds for fiscal years 2015 to 2018 Estimate.

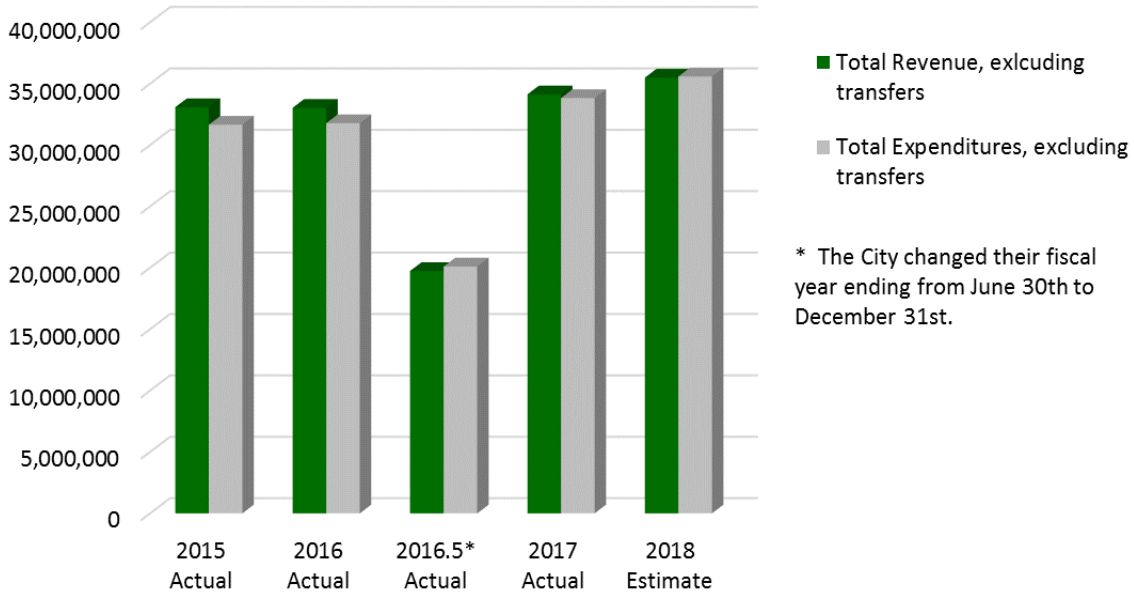
5 Year Revenue & Expenditure Trend - All Funds



General Fund

The chart below provides a quick summary of revenue and expenditure trends for the General Fund for fiscal years 2015 to 2018 Estimate.

5 Year Revenue & Expenditure Trends - General Fund



The City's policy states unassigned fund balance will be maintained at a minimum level equal to 25% of annual expenditures. The City's fund balance had dropped down to 1% in 2010. Since that time the City has been working hard to get fund balance reserves back up to 25% of annual expenditures. FY2018 estimates for the General Fund show a deficit of \$1,845,846 ending the year with a fund balance of 18.90% of annual expenditures. The FY2019 budget shows a surplus of \$904,000, leaving reserves at 22.01% at the end of the fiscal year.

Water Funds

Revenue estimates for FY2018 are \$6,659,207, which is about \$600,000 less than budgeted, due to water sales coming in less than anticipated. This deficit will be a direct decrease in the Water Fund's cash reserves. The purpose of these reserves in the Water Fund is to supplement revenues during uneven cash flow or unexpected drop in revenues, as well as for the replacement, repair, and maintenance of equipment, or any unplanned capital improvements.

Water Operating Fund: The unrestricted net assets of the Water Fund will be maintained at a minimum level equal to 25% of the annual budgeted operational expenses. Net position above 25% will be transferred annually to the Water Capital Fund for use in funding the Water Capital plan.

Water Construction Fund: This revenue is from impact fees and is restricted for any new water main infrastructure in the City of DeKalb.

Water Capital Projects Fund: This fund will be used to account for all capital revenues and expenditures to Water Capital as approved by City Council in the annual budget. Capital projects include existing water infrastructure for water mains, wells, treatment plants, pumping systems and water towers. Additionally, Water Division equipment and fleet that exceed \$10,000 with a useful life exceeding one year would be accounted for through this fund and be subject to the same annual budget approval by Council.

Airport Fund

This fund accounts for the operating and maintenance expenses of the Airport as well as all the capital portion for the City's local matching funds for the various grant projects included in the FY2019 budget. This fund has been supported over the years with transfers from the General Fund. FY2017 1.5 cents of the local gas tax was moved to support the Airport Fund due a change in legislation. In FY2018 this fund is showing a surplus of revenues exceeding expenditures of \$739,532. There was an amount due to the General Fund from an interfund loan over the past three years, but City Council chose to forgive the Airport Fund of that loan and elected to transfer an amount from the General Fund to cover the negative fund balance the Airport Fund was estimated to have at the end of FY18. The intention is to try have this fund be a "true" enterprise fund that can stand on its own. Staff has been and will continue to review current fees being charged at the Airport.

Motor Fuel Tax Fund

This fund accounts for capital improvements to the City's streets and sidewalks. The fund balance is projected to decrease by \$378,243 during FY2019 due to planned improvements in connection with the street resurfacing program and sidewalk maintenance.

TIF #1 and #2 Funds

The City currently has two budgeted TIF Funds. According to the City's fund balance policy these funds should be self-supporting and should maintain a fund balance equivalent to meet the planned improvements identified in a multi-year capital schedule. With the expiration of the TIFs approaching within the next 4 years, a staff TIF Phase-Out Team was formed in FY14 to identify highly transformative projects for completion with the remaining funds. FY2019 budgeted expenditures total \$12,440,603 and include several projects associated with Downtown DeKalb restoration.

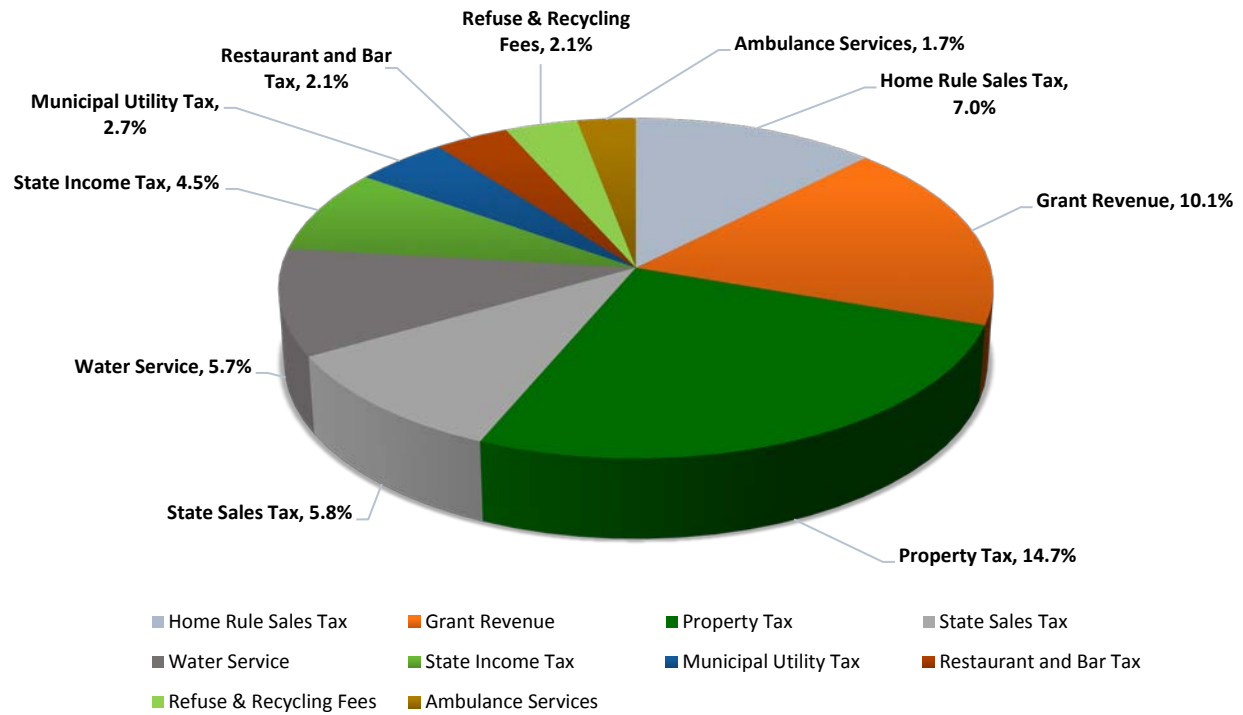
Workers Compensation & Property Liability Fund

This fund is used to pay costs associated with our Workers Compensation Liability Insurance coverage and for costs incurred as a result of accidents involving City property or employees. The City's current fund balance policy states a \$1,000,000 reserve fund balance should be maintained to cover annual premium costs and assist in funding deductible claims that come throughout the year. Ending fund balance for FY2019 is projected to be \$1,000,000, which is within the range of the City's policy. Average worker's compensation claims over the last four years have averaged less than \$300,000 which is well below budgeted dollars in those years. The worker's compensation claims budget for FY2019 totals \$400,000 to account for this average. The average property liability claims over the last four years have averaged less than \$50,000, which is half of what was budgeted in those years. The FY2019 budget for property liability claims is \$100,000, which should be sufficient based on that average.

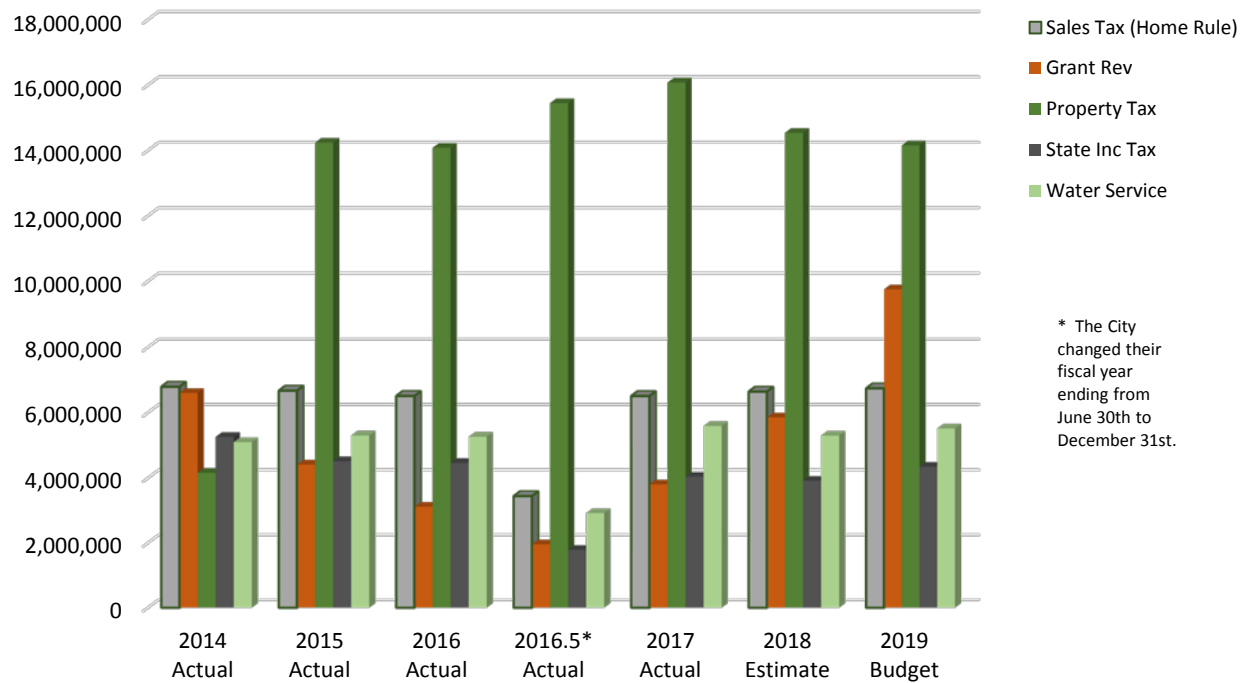
CITY OF DEKALB FY2019 BUDGET

Revenue Budget Summary - All Funds		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 BUDGET	FY2018 ESTIMATE	FY2019 BUDGET
100	General Fund	20,405,172	35,716,044	37,669,854	36,406,569	37,856,172
200	Transportation Fund	1,812,615	3,457,693	8,509,527	5,197,507	11,291,333
210	Motor Fuel Tax Fund	627,799	1,168,926	1,281,009	1,188,998	1,161,757
223	Special Service Area #3	0	1,001	1,000	1,000	1,010
224	Special Service Area #4	5,000	5,499	5,500	5,500	5,510
226	Special Service Area #6	10,001	14,006	18,000	15,671	18,010
234	Special Service Area #14	2,500	2,501	2,500	2,500	2,510
260	TIF Fund #1	6,450,288	6,908,809	7,067,613	10,862,014	7,489,311
261	TIF Fund #2	1,212,477	1,407,250	1,479,119	1,481,469	1,526,644
280	CDBG Fund	52,031	279,328	517,970	86,126	979,230
285	Housing Rehab Fund	4,061	61	6,050	50	1,050
290	Foreign Fire Insurance Tax	45,876	50,459	45,000	48,000	48,000
300	Debt Service Fund	357,348	1,856,439	1,888,827	1,894,927	1,892,827
375	Debt Service Fund - TIF	961,675	1,078,000	1,193,200	1,193,200	1,192,400
400	Capital Projects Fund	220,576	564,463	650,000	616,455	614,719
410	Fleet Replacement Fund	165,771	412,333	0	0	0
420	Capital Equipment Replacement Fund	820,473	171,340	779,477	456,877	392,397
600	Water Fund	2,921,552	7,089,494	5,660,612	5,327,207	7,086,443
610	Water New Construction Fund	7,736	35,262	79,600	22,000	20,000
620	Water Capital Fund	356,363	2,270,810	1,510,000	1,310,000	850,000
650	Airport Fund	405,080	1,847,669	1,201,606	1,988,199	1,233,535
680	Refuse & Recycling Fund	1,063,382	2,160,482	2,206,200	2,263,440	2,009,674
700	Work Comp/Liab Insurance Fund	760,284	811,111	898,159	928,359	898,159
710	Health Insurance Fund	3,027,652	5,670,937	6,652,975	6,405,898	6,298,226
720	Liability & Property Insurance	63,776	361,250	0	0	0
830	Police Pension Fund	3,917,622	7,399,364	4,860,414	5,585,974	5,709,437
850	Fire Pension Fund	4,319,297	6,674,039	5,370,458	6,211,458	6,532,588
900	DeKalb Public Library Fund	3,206,648	7,984,375	2,974,205	2,974,205	2,854,004
GRAND TOTAL: REVENUES		53,203,054	95,398,944	92,528,875	92,473,603	97,964,946

Top Ten Revenue Sources as a Percentage of Total Revenues



5 Year Trend - Top Revenue Sources



CITY OF DEKALB FY2019 BUDGET

Expenditure Budget Summary - All Funds		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 BUDGET	FY2018 ESTIMATE	FY2019 BUDGET
100	General Fund	20,660,712	35,871,366	38,041,887	38,252,415	36,952,172
200	Transportation Fund	1,812,615	3,457,693	8,509,527	4,909,874	10,544,859
210	Motor Fuel Tax Fund	488,401	900,188	1,945,000	1,687,011	1,540,000
223	Special Service Area #3	1,257	1,700	1,500	1,500	1,500
224	Special Service Area #4	4,686	4,655	4,500	4,500	4,500
226	Special Service Area #6	1,624	18,487	18,000	10,736	18,000
234	Special Service Area #14	880	1,148	3,000	3,000	3,000
260	TIF Fund #1	5,717,186	8,131,414	10,706,883	7,515,469	12,181,993
261	TIF Fund #2	1,818,929	653,709	485,700	9,561,727	258,610
280	CDBG Fund	52,031	279,328	357,970	86,126	979,230
285	Housing Rehab Fund	248	1,359	35,320	12,320	54,924
290	Foreign Fire Insurance Tax	23,946	44,384	34,221	34,757	46,472
300	Debt Service Fund	321,077	1,887,954	1,888,827	1,888,827	1,885,829
375	Debt Service Fund - TIF	961,675	1,078,000	1,193,200	1,193,200	1,192,400
400	Capital Projects Fund	127,301	614,805	272,400	391,565	800,000
410	Fleet Replacement Fund	241,297	412,333	0	0	0
420	Capital Equipment Replacement Fund	66,343	663,338	998,667	659,971	147,161
600	Water Fund	3,297,370	7,357,575	6,566,782	6,372,955	6,181,856
610	Water New Construction Fund	0	0	0	0	0
620	Water Capital	57,302	1,568,493	1,537,000	1,172,852	1,911,977
650	Airport Fund	674,621	1,357,269	1,131,643	1,248,667	1,217,629
680	Refuse & Recycling Fund	1,024,302	2,132,643	2,225,035	2,215,265	1,988,452
700	Work Comp/Liab Insurance Fund	608,421	1,018,881	1,080,205	1,227,104	1,050,852
710	Health Insurance Fund	2,754,952	5,889,726	6,360,409	6,246,993	6,670,950
720	Liability & Property Insurance	201,704	361,250	0	0	0
830	Police Pension Fund	1,491,326	3,319,368	3,457,500	3,563,909	3,882,858
850	Fire Pension Fund	1,646,242	3,512,676	3,867,300	3,679,477	3,798,304
900	DeKalb Public Library Fund	2,614,018	3,004,351	2,974,205	2,974,205	2,833,804
GRAND TOTAL: EXPENDITURES		46,670,467	83,544,092	93,696,681	94,914,425	96,147,332

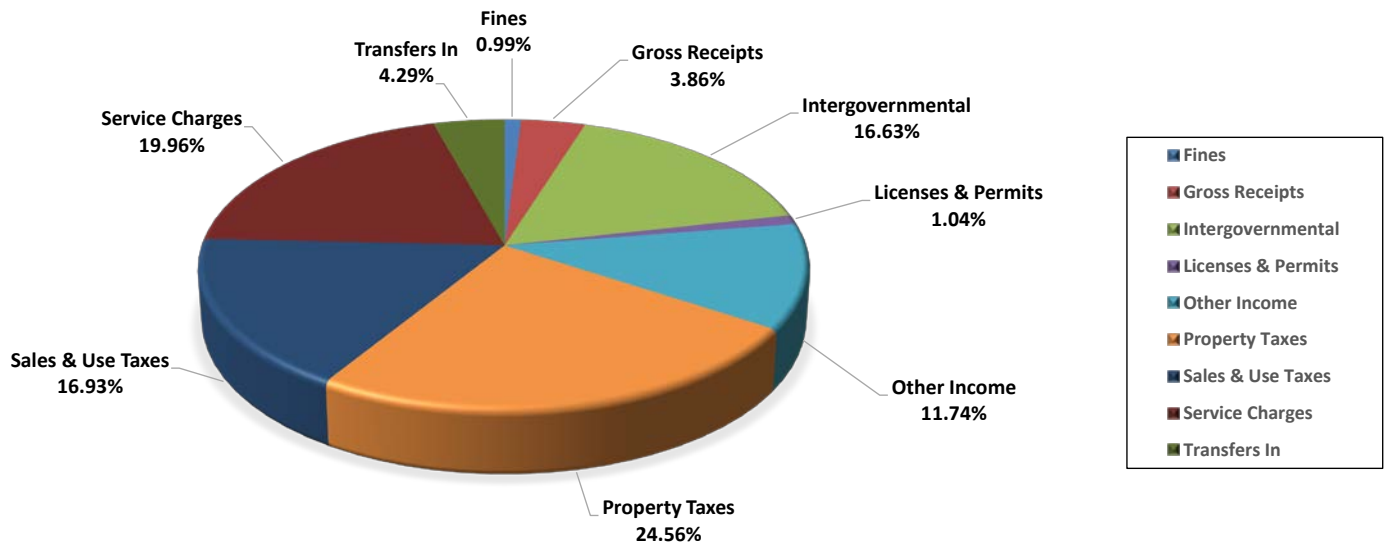
CITY OF DEKALB FY2019 BUDGET

Revenues by Category	Fines	Gross Receipts	Intergovernmental	Licenses & Permits	Other Income	Property Taxes	Sales & Use Taxes	Service Charges	Transfers In	FUND TOTALS
General	880,882	3,783,985	5,056,027	965,893	1,624,834	6,017,140	15,921,309	2,916,720	689,382	37,856,172
Transportation	0	0	8,771,889	0	2,519,444	0	0	0	0	11,291,333
Motor Fuel Tax	0	0	1,111,757	0	50,000	0	0	0	0	1,161,757
Heritage Ridge SSA#3	0	0	0	0	0	1,010	0	0	0	1,010
Knolls SSA#4	0	0	0	0	0	5,510	0	0	0	5,510
Greek Row SSA#6	0	0	0	0	0	18,010	0	0	0	18,010
Heartland Fields SSA#14	0	0	0	0	0	2,510	0	0	0	2,510
Tax Increment Financing #1	0	0	0	0	200,000	7,289,311	0	0	0	7,489,311
Tax Increment Financing #2	0	0	0	0	0	1,526,644	0	0	0	1,526,644
CDBG	0	0	979,230	0	0	0	0	0	0	979,230
Housing Rehabilitation	0	0	0	0	1,050	0	0	0	0	1,050
Foreign Fire Insurance Tax	0	0	0	0	48,000	0	0	0	0	48,000
General Debt Service	41,000		0	0	0	0	50,000	0	1,801,827	1,892,827
TIF Debt Service	0	0	0	0	0	0	0	0	1,192,400	1,192,400
Capital Equipment Replacement	0	0	0	0	0	0	614,719	0	0	614,719
Fleet Replacement	0	0	0	0	0	0	0	0	0	0
Capital Equip Replacement	0	0	0	0	372,397	0	0	0	20,000	392,397
Water	0	0	0	31,500	1,539,000	0	0	5,515,943	0	7,086,443
Water Construction	0	0	0	20,000	0	0	0	0	0	20,000
Water Capital	0	0	0	0	0	0	0	350,000	500,000	850,000
Airport	0	0	304,000	0	429,535	0	0	500,000	0	1,233,535
Refuse & Recycling Workers Compensation/Liability	0	0	0	0	16,500	0	0	881,659	0	898,159
Health Insurance	0	0	0	0	50	0	0	6,298,176	0	6,298,226
Police Pension	0	0	0	0	2,030,000	3,079,438	0	599,999	0	5,709,437
Fire Pension	0	0	0	0	2,552,106	3,503,332	0	477,150	0	6,532,588
DeKalb Public Library	49,400	0	65,400	0	117,405	2,621,799	0	0	0	2,854,004
GRAND TOTAL: REVENUES	971,282	3,783,985	16,288,303	1,017,393	11,500,321	24,064,704	16,586,028	19,549,321	4,203,609	97,964,946

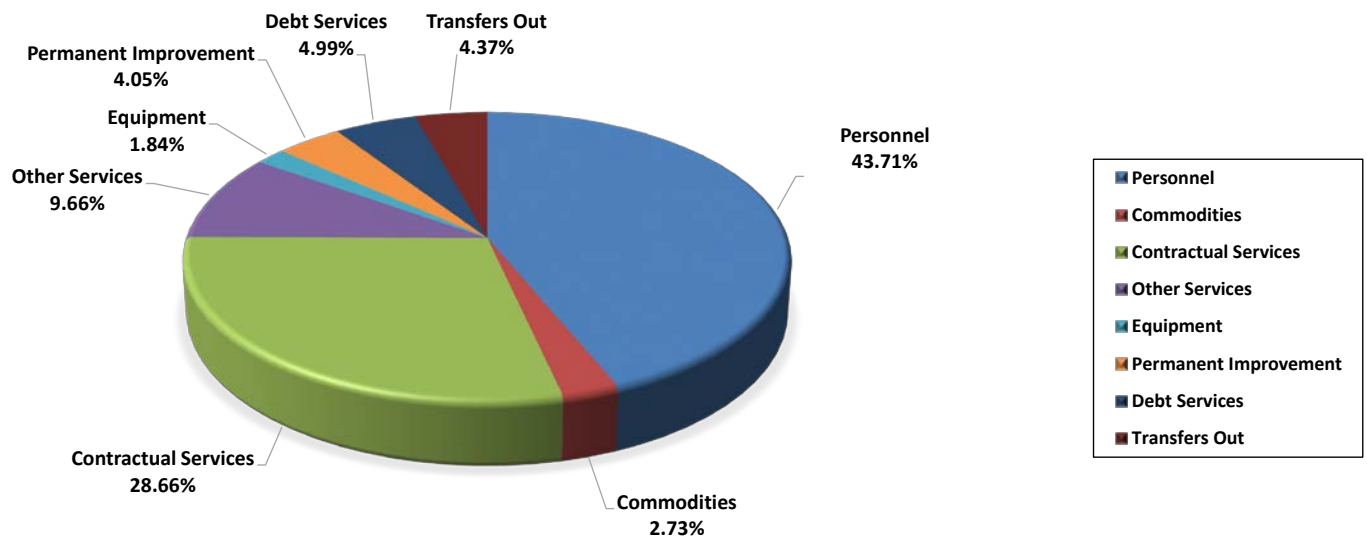
CITY OF DEKALB FY2019 BUDGET

Expenditures by Category	Personnel	Commodities	Contractual Services	Other Services	Equipment	Permanent Improvement	Debt Services	Transfers Out	FUND TOTALS
General	29,709,975	1,031,725	2,420,593	1,867,500	100,552	0	0	1,821,827	36,952,172
Transportation	381,664	9,102	9,220,588	0	885,997	0	0	47,508	10,544,859
Motor Fuel Tax	0	100,000	625,000	0	0	815,000	0	0	1,540,000
Heritage Ridge SSA#3	0	0	1,000	0	0	0	0	500	1,500
Knolls SSA#4	0	0	4,000	0	0	0	0	500	4,500
Greek Row SSA#6	0	0	0	0	0	17,500	0	500	18,000
Heartland Fields SSA#14	0	0	2,500	0	0	0	0	500	3,000
Tax Increment Financing #1	0	0	10,807,093	0	0	82,500	0	1,292,400	12,181,993
Tax Increment Financing #2	0	0	258,610	0	0	0	0	0	258,610
CDBG	0	650	158,580	0	0	730,000	0	90,000	979,230
Housing Rehabilitation	0	0	26,850	0	0	24,000	0	4,074	54,924
Foreign Fire Insurance Tax	0	21,000	1,972	0	13,500	10,000	0	0	46,472
General Debt Service	0	0	0	0	0	0	1,885,829	0	1,885,829
TIF Debt Service	0	0	0	0	0	0	1,192,400	0	1,192,400
Capital Equipment Replacement	0	0	100,000	0	0	700,000	0	0	800,000
Fleet Replacement	0	0	0	0	0	0	0	0	0
Capital Equip Replacement	0	0	30,000	16,667	100,494	0	0	0	147,161
Water	2,674,793	453,200	1,160,997	40,000	241,134	0	789,932	821,800	6,181,856
Water Construction	0	0	0	0	0	0	0	0	0
Water Capital	0	0	0	0	396,977	1,515,000	0	0	1,911,977
Airport	357,978	492,200	216,578	63,600	15,150	0	72,123	0	1,217,629
Refuse & Recycling	0	0	1,858,452	0	6,000	0	0	124,000	1,988,452
Health Insurance	36,326	0	5,425	6,629,199	0	0	0	0	6,670,950
Workers Compensation/Liability Insurance	0	0	550,287	500,565	0	0	0	0	1,050,852
Police Pension	3,750,225	132,633	0	0	0	0	0	0	3,882,858
Fire Pension	3,658,589	139,715	0	0	0	0	0	0	3,798,304
DeKalb Public Library	1,460,718	240,122	104,750	166,300	5,000	0	856,914	0	2,833,804
GRAND TOTAL: EXPENDITURES	42,030,268	2,620,347	27,553,275	9,283,831	1,764,804	3,894,000	4,797,198	4,203,609	96,147,332

Revenues by Category: All Funds

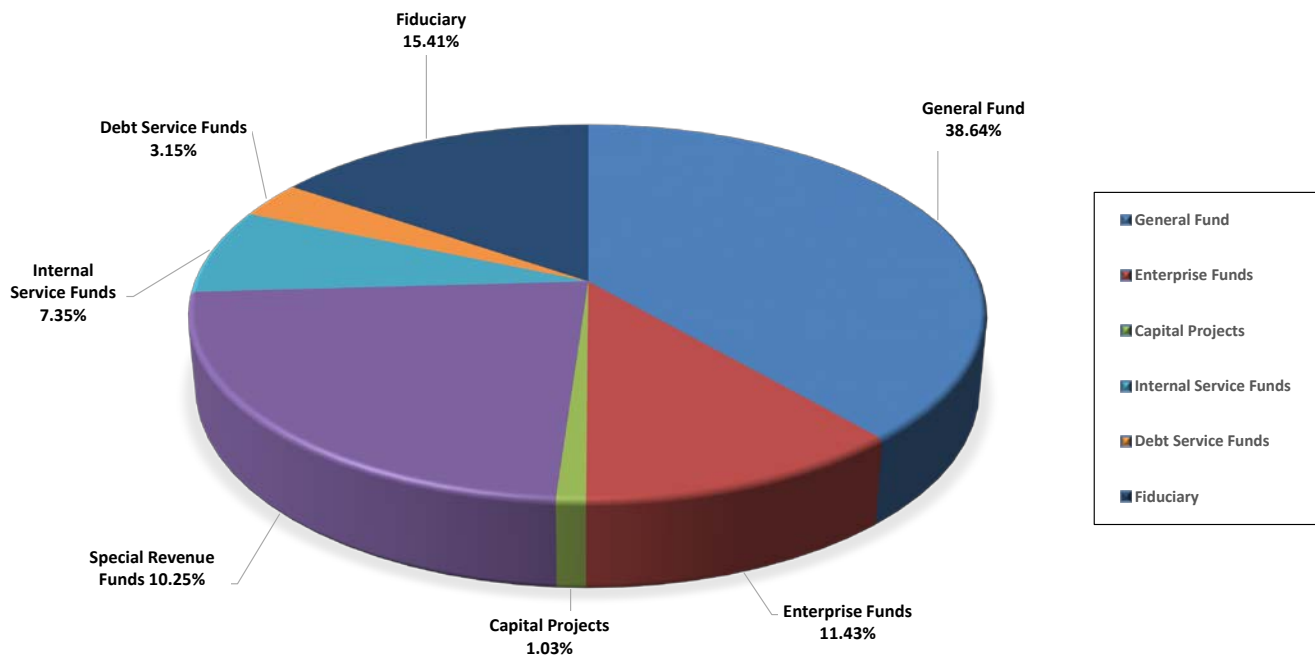


Expenditures by Category: All Funds



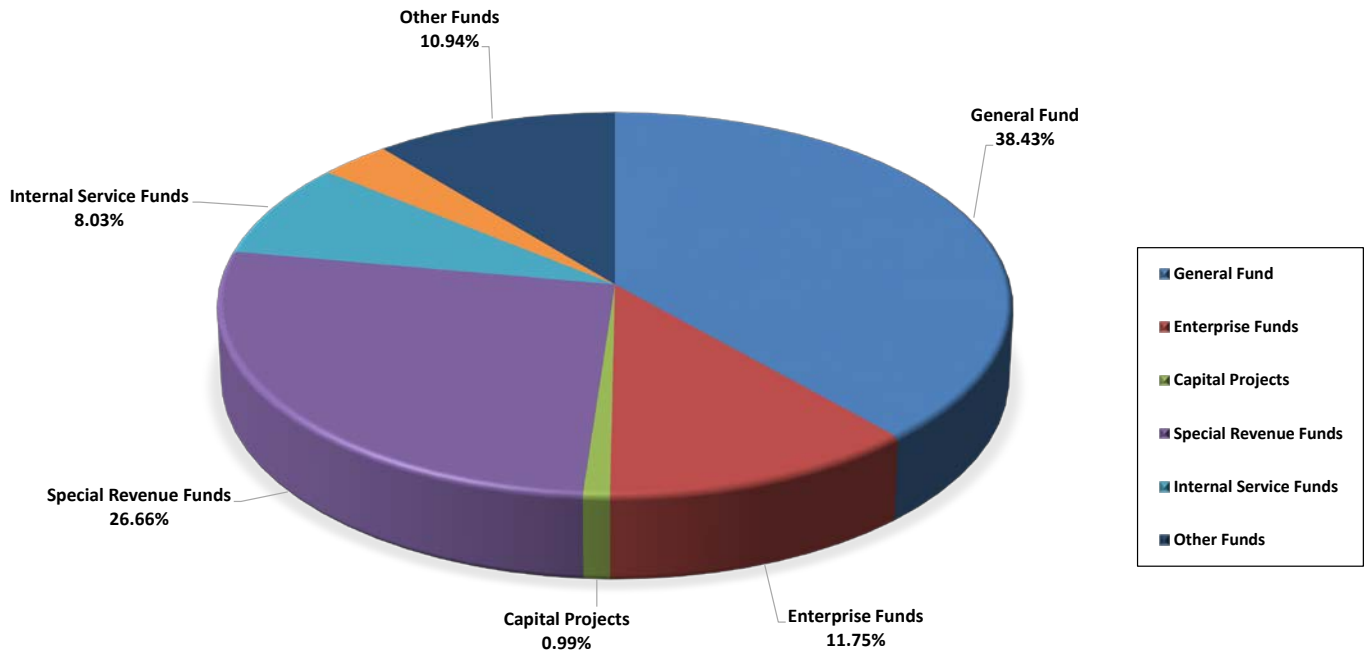
Revenues by Category: by Fund Type

	Fines	Gross Receipts	Intergovernmental	Licenses & Permits	Other Income	Property Taxes	Sales & Use Taxes	Service Charges	Transfers In	FUND TOTALS
General Fund	880,882	3,783,985	5,056,027	965,893	1,624,834	6,017,140	15,921,309	2,916,720	689,382	37,856,172
Special Revenue Funds	0	0	10,862,876	0	2,818,494	8,842,995	0	0	0	22,524,365
Debt Service Funds	41,000	0	0	0	0	0	50,000	0	2,994,227	3,085,227
Capital Projects	0	0	0	0	372,397	0	614,719	0	20,000	1,007,116
Enterprise Funds	0	0	304,000	51,500	1,968,535	0	0	8,375,617	500,000	11,199,652
Internal Service Funds	0	0	0	0	16,550	0	0	7,179,835	0	7,196,385
Fiduciary	49,400	0	65,400	0	4,699,511	9,204,569	0	1,077,149	0	15,096,029
TOTAL REVENUES	971,282	3,783,985	16,288,303	1,017,393	11,500,321	24,064,704	16,586,028	19,549,321	4,203,609	97,964,946



Expenditures by Category: By Fund Type

	Personnel	Commodities	Contractual Services	Other Services	Equipment	Permanent Improvement	Debt Services	Transfers Out	FUND TOTALS
General Fund	29,709,975	1,031,725	2,420,593	1,867,500	100,552	0	0	1,821,827	36,952,172
Special Revenue Funds	381,664	130,752	21,106,193	0	899,497	1,679,000	0	1,435,982	25,633,088
Debt Service Funds	0	0	0	0	0	0	3,078,229	0	3,078,229
Capital Projects	0	0	130,000	16,667	100,494	700,000	0	0	947,161
Enterprise Funds	3,032,771	945,400	3,236,027	103,600	659,261	1,515,000	862,055	945,800	11,299,914
Internal Service Funds	36,326	0	555,712	7,129,764	0	0	0	0	7,721,802
Other Funds	8,869,532	512,470	104,750	166,300	5,000	0	856,914	0	10,514,966
TOTAL EXPENDITURES	42,030,268	2,620,347	27,553,275	9,283,831	1,764,804	3,894,000	4,797,198	4,203,609	96,147,332



Section Four

General Fund Detail

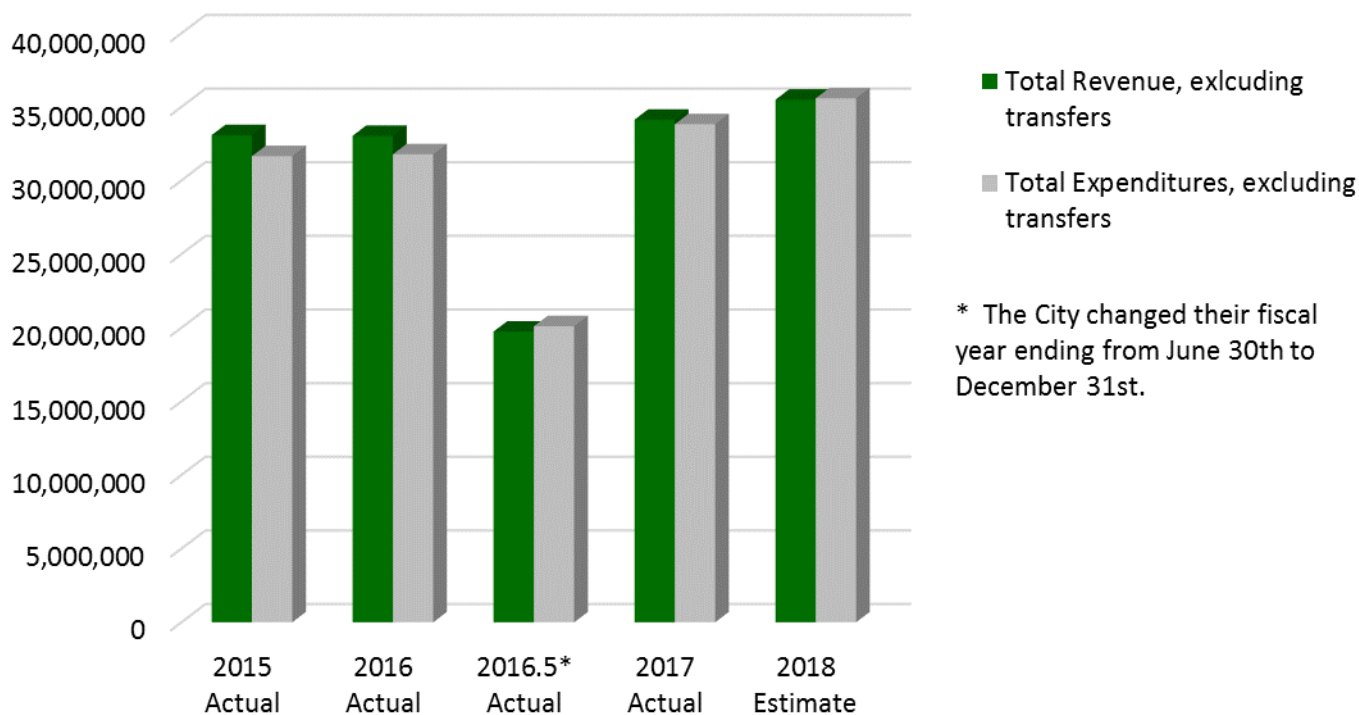
- Revenues and Expenditures
- Legislative
- City Manager's Office
- Human Resources Department
- Finance Department
- Information Technology Department
- Police Department
- Fire Department
- Public Works Department
- Community Development Department
- General Fund Support



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General Fund Revenue

5 Year Revenue & Expenditure Trends - General Fund



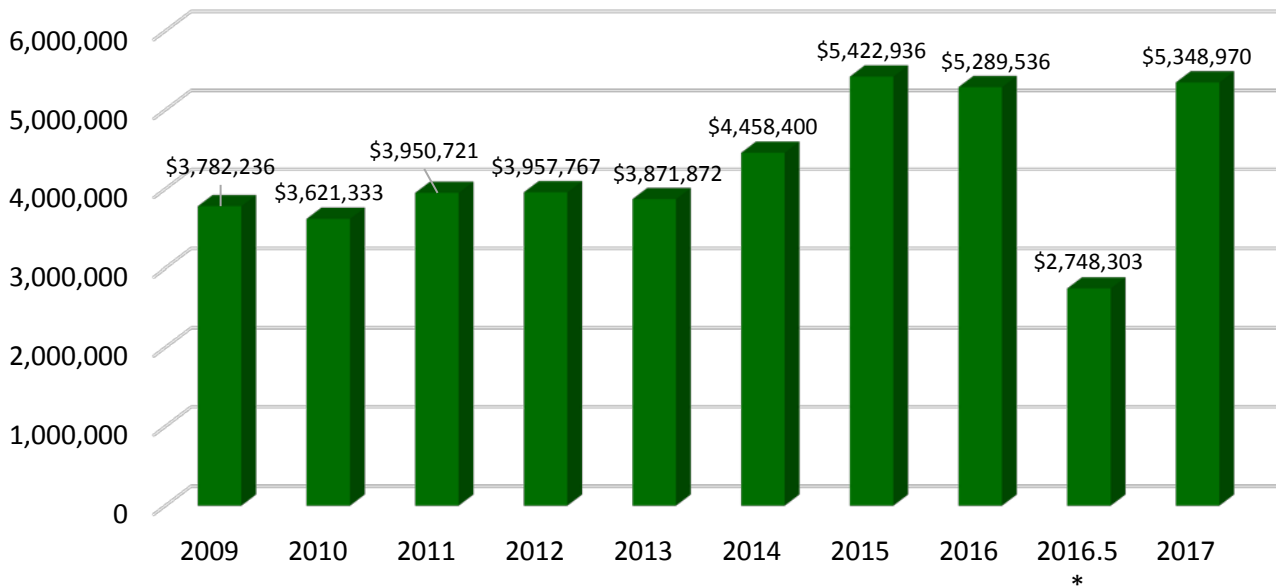
Property Taxes

This revenue is derived from a tax levy on real estate within the corporate limits of the City of DeKalb. The DeKalb County Treasurer is responsible for collecting and remitting the taxes to the City throughout the year. The City of DeKalb is a home rule community and levies dollars. Because the City is home rule, DeKalb is not regulated by the Property Tax Extension Limitation Law (PTELL). For FY19, tax levy year 2018 the City estimated a 0.20% increase in the tax levy in order to capture any new EAV growth in the City. The total 2018 levy requested increased by \$13,604.

Sales Tax - State

In the State of Illinois, there is a base 6.25% sales tax on general merchandise. It is administered and collected by the Illinois Department of Revenue. One percent of the Sales Tax is distributed to the municipality where the sale occurred. This tax is captured in the City's General Fund and is used for basic City operations. Sales tax has trended fairly stable over the last few years. Before rebates the range of dollars collected for Municipal State Sales tax has ranged right about \$5.30 million annually. FY17 shows the City trending slightly above the \$5.3 million annually coming in at \$5.34 million for the calendar year. For FY18 we are estimating at coming in slightly above the \$5.48 million budgeted. In FY19 we are budgeting \$5,601,7092. The chart on the following page represents the state sales tax history for the City of DeKalb from 2009 through 2017. Note: Prior to FY2015, the DeKalb County tax sharing rebate dollars were netted with this revenue line item.

State Sales Tax History

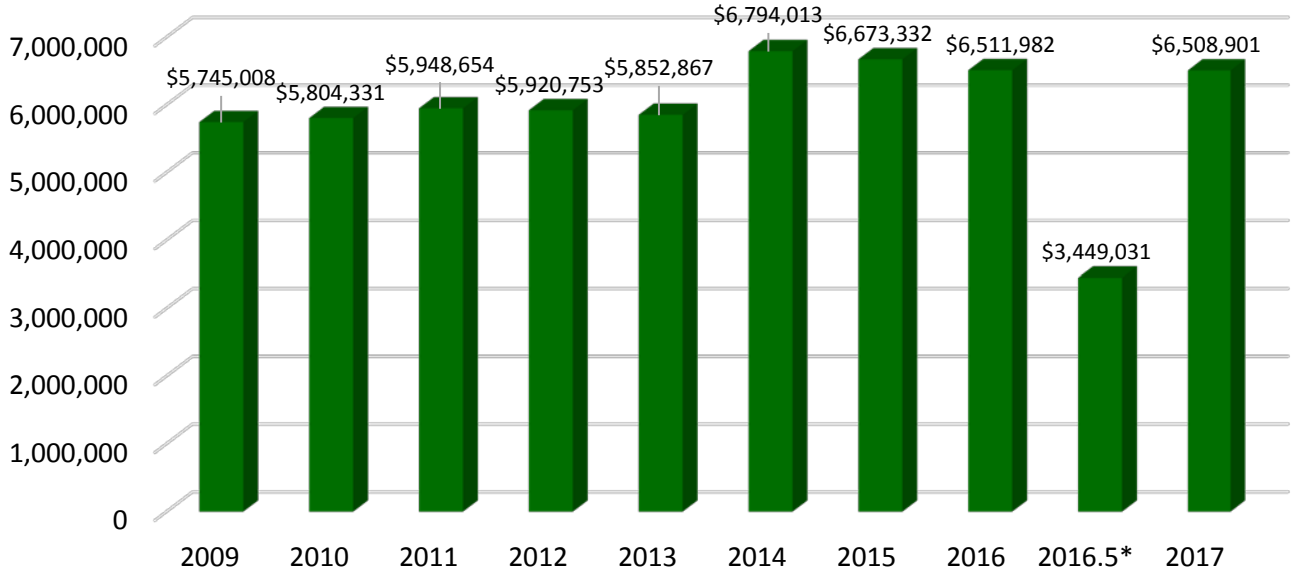


* The City changed their fiscal year ending from June 30th to December 31st.

Home Rule Sales Tax

The City also imposes a 1.75% Home Rule Sales Tax. This tax is collected on sales of general merchandise only and is not collected on sales of food, drugs, or tangible personal property that is required to be licensed or registered with the State of Illinois. Beginning with collections after July 1, 2017, the State imposed a 2% collection fee on home rule sales tax. The State reduced their collection fee to 1.5% starting with collections after July 1, 2018. The amount of Home Rule Sales Tax collected over the last few years has also remained fairly constant at \$6.60 million. FY17 shows the City trending similar to the last four years at \$6.5 million. For FY18 we are estimating coming in at \$6.6 million, which is slightly lower than the \$6.7 million budgeted. The total FY19 budget for Home Rule Sales Tax is \$6,743,880. The chart below represents the home rule sales tax history for the City of DeKalb from 2009 through 2017. Note: Prior to FY2015, the DeKalb County tax sharing rebate dollars were netted with this revenue line item.

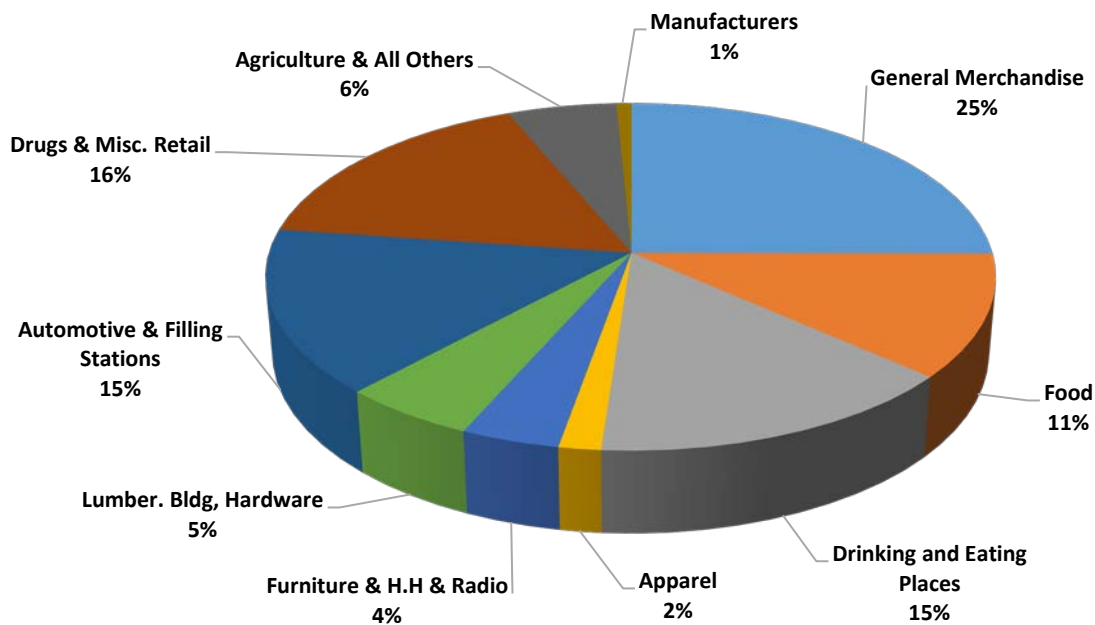
Home Rule Sales Tax History



* The City changed their fiscal year ending from June 30th to December 31st.

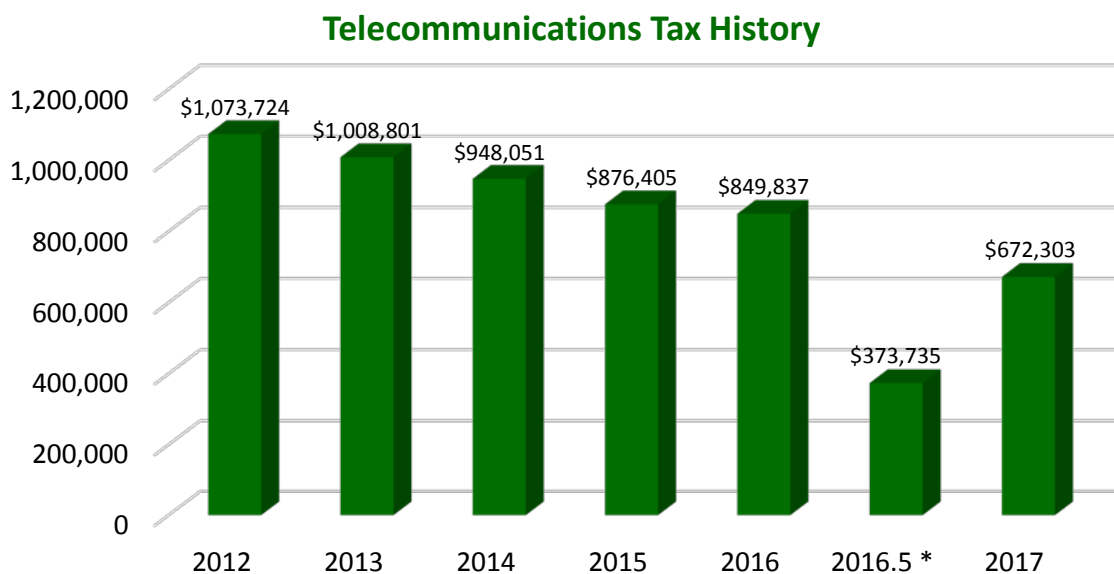
The following chart is a distribution of sales taxes obtained from the Illinois Department of Revenue based upon standard industrial classifications (SIC) code reporting. The data encompasses the 2016 calendar year.

Distribution of Sales Tax by SIC Code Reporting



Simplified Municipal Telecommunications Tax

The Simplified Municipal Telecommunications Tax became effective January 1, 2003. Legislation passed by the State of Illinois combined the utility tax on telecommunications and the infrastructure maintenance fee into one simplified tax. This tax is now administered by the Illinois Department of Revenue in much the same manner as sales taxes are. Telecommunications providers file a monthly tax return and remit the collected taxes to the State. The State then forwards each taxing district's portion to each district on a monthly basis. The current rate for the Simplified Municipal Telecommunications Tax in the City is 6% which replaced the 5% utility tax on telecommunications as well as the 1% infrastructure maintenance fee. A total of \$650,559 in revenue is projected for the FY19 budget year, which is based on a small decrease due to increased competition for cellular and internet-based telephone service. This tax is expected to continue to erode as consumers abandon land line services and gravitate to smart devices and services not taxable under the Telecommunication Excise Tax. The chart below shows the telecommunications tax history for the City of DeKalb from 2012-2017.



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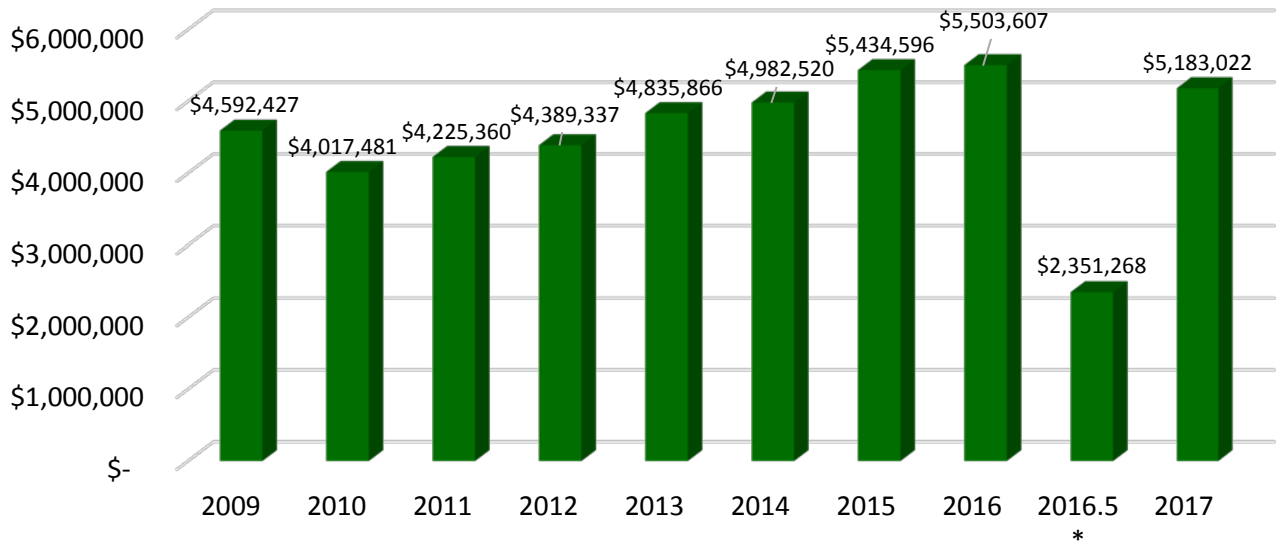
Income Tax

This revenue source is collected by the State and forwarded to the City on a per capita basis. For FY18, the Illinois Municipal League (IML) is projecting an increase in the per capita income tax distribution of \$94.87/capita in 2019. The State reduced payments by 10% to municipalities starting on July 1, 2017. Beginning on July 1, 2018, the State reduced this percentage to 5%. Based on these factors, the FY19 income tax revenue is budgeted at \$4,347,082. The Illinois unemployment rate August 2018 was 4.10% percent compared to 5.20% in August of 2017. Staff is monitoring this revenue closely as there was a dip in this revenue stream recently.

Use Tax

Use tax is a tax imposed on the privilege of using, in the State of Illinois, any item of tangible personal property that is purchased anywhere at retail. This revenue source is collected by the State and forwarded to the City on a per capita basis. This tax has been trending up over the last four years. Projected revenue for FY19 is \$1,189,691 based on the November 2018 IML projection of \$27.50/capita. The graph below represents the income and use tax history for the City of DeKalb from the years 2009 – 2017.

State Income & Use Tax History



* The City changed their fiscal year ending from June 30th to

Personal Property Replacement Tax

Personal property replacement taxes are revenues collected by the State of Illinois and paid to local governments to replace money that was lost when the powers to impose personal property taxes on corporations, partnerships, and other business entities was taken away from local governments. For FY19 we are projecting \$140,434 in personal property replacement tax revenue based on the Illinois Municipal League's estimate of a slight decrease to this revenue source.

Video Gaming Tax

A 30% tax is imposed on net video gaming terminal income and collected by the State of Illinois, of which one-sixth is allocated among eligible municipalities and counties. A total of \$250,880 is expected to be collected in the FY19 fiscal year. This revenue source continues to increase over the past couple of years.

Fire Services

The City charges Northern Illinois University and the DeKalb Fire Protections District for providing Fire services to their residents. The services for FY19 is estimated to generate \$1,024,080 in revenue based on current Intergovernmental Agreements the City has on file with these two groups.

Ambulance User Fees

The City charges a fee for ambulance services provided. This fee is projected to generate \$1,618,872 in revenue for FY19 based on an increase in rate charge and a new intercept ambulance fee.

Building Permit Fees

The City imposes a fee for a permit to erect, construct, alter or repair any building in the City. This fee varies based on type of construction. A total of \$367,181 is projected to be received in the 2019 fiscal year based on several projects known for future months.

Liquor Licenses

This revenue source is based on the current liquor licenses authorized by the City. Current number of licenses held by businesses within the City limits is 61. The total revenue generated by these licenses for the FY2019 fiscal year will be \$252,144.

Circuit Court Fines

Court fines are collected by DeKalb County and forwarded to the City based on violations reported by the Police Department. A total of \$317,220 is projected to be received for the 2019 fiscal year which keeps revenue stable based on FY18 projections.

DUI Fines

This line item accounts for DUI fines collected by DeKalb County and forwarded to the City based on DUI violations reported by the Police Department. A total of \$40,800 is projected to be collected in the 2019 fiscal year in connection with DUI violations.

Parking Tickets

These line items account for the revenue generated from the issuance of tickets by the Police Department. A total of \$127,438 in revenue is projected for the 2019 fiscal year based on estimated parking violations. This represents a slight decrease in revenue based on FY18 revenue projections. Beginning in 2018, the City submitted several years of outstanding parking tickets into the State's Debt Recovery Program. Through November 2018 the City has collected over \$50,000 in outstanding parking tickets through that program. Also in 2018, the City collected \$13,625 during an amnesty program, where violators were given a period of time to pay off outstanding violations at a reduced cost.

Administrative Tow Fines

A vehicle impoundment fee of \$500 is collected from every arrest that requires the towing of a vehicle. This fee is expected to generate a total of \$196,348 in fiscal year 2019.

Interest Income

All funds collected that are not immediately required to fund operations are invested in accordance with the investment policy of the City. A total of \$120,600 in interest income is projected for FY19, an increase based on the growth in the City's General Fund reserve balance and an increase in the interest rates.

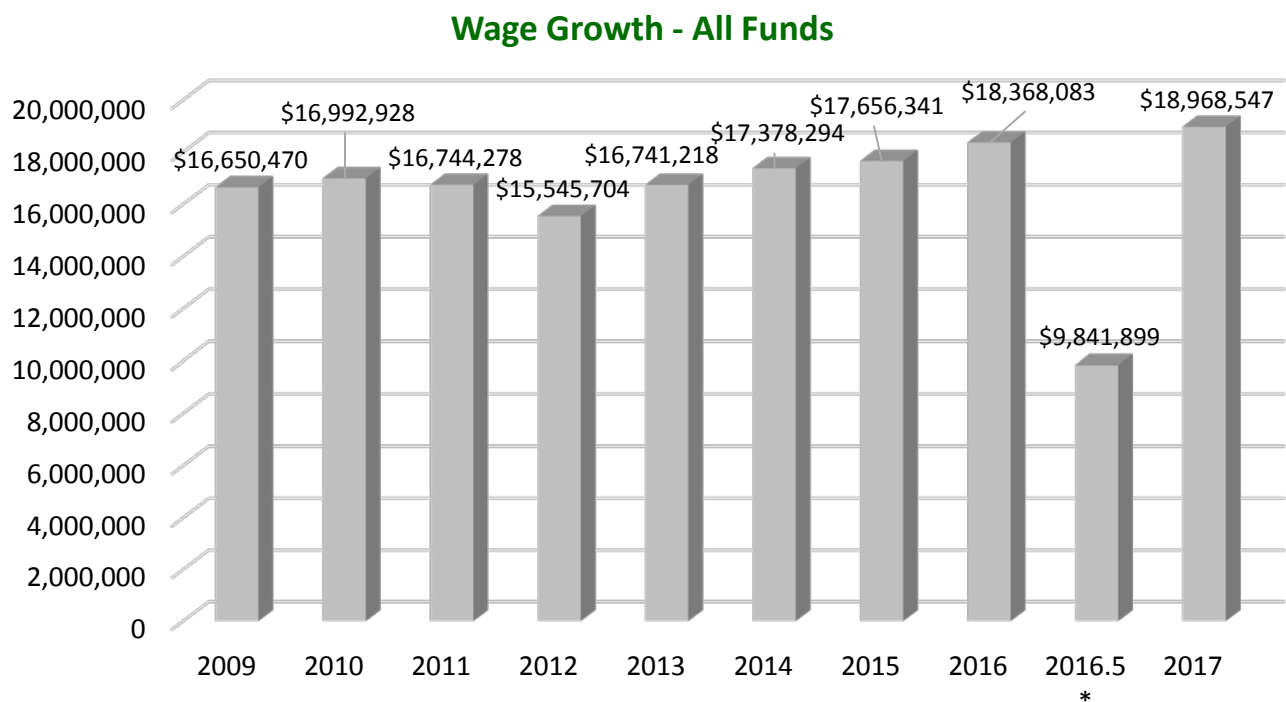
General Fund Expenditures

Personnel

The mission of the City of DeKalb is to deliver high quality municipal services to those who live, work, learn in, and visit our community.

There are three unionized labor groups subject to a collective bargaining agreement – International Association of Firefighters Local #3177 – representing 54 firefighters, the Fraternal Order of Police – representing 59 police officers and AFSCME – representing Public Works, IT and other Administrative personnel. The current firefighter contract is not set to expire until December 31, 2020. The current police contract is set to expire on December 31, 2019. The AFSCME Contract expires December 31, 2020.

The chart below shows the City of DeKalb's wage growth for all funds from 2009 to 2017.



* The City changed their fiscal year ending from June 30th to December 31st.

GENERAL FUND REVENUES - SUMMARY

		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 BUDGET	FY2018 ESTIMATE	FY2019 BUDGET
100-00-00-30100	PROPERTY TAX - CORPORATE	816,851	817,910	824,108	0	0
100-00-00-30120	PROPERTY TAX - IMRF	248,854	71,962	0	0	0
100-00-00-30140	PROPERTY TAX - FIRE PENSION	2,158,591	2,612,994	2,783,096	3,225,807	3,216,521
100-00-00-30150	PROPERTY TAX - POLICE PENSION	1,622,422	2,020,666	2,397,390	2,778,787	2,800,619
100-00-00-30160	PROPERTY TAX - FICA	203,019	0	0	0	0
TOTAL PROPERTY TAXES		5,049,737	5,523,531	6,004,594	6,004,594	6,017,140
100-00-00-31100	STATE SALES TAX	2,748,303	5,348,970	5,480,472	5,489,472	5,601,709
100-00-00-31200	HOME RULE SALES TAX	3,449,031	6,508,901	6,707,185	6,643,926	6,743,880
100-00-00-31300	LOCAL USE TAX	564,630	1,138,904	1,144,780	1,144,780	1,189,691
100-00-00-31400	HOTEL/MOTEL TAX	136,209	275,007	290,000	282,000	319,515
100-00-00-31500	RESTAURANT & BAR TAX	963,756	1,966,938	2,043,668	2,016,111	2,066,514
TOTAL SALES & USE TAXES		7,861,928	15,238,719	15,666,105	15,576,289	15,921,309
100-00-00-31700	MUNICIPAL UTILITY TAX	1,139,575	2,472,309	2,517,019	2,517,019	2,554,774
100-00-00-31750	TELECOMMUNICATIONS TAX	373,735	672,303	737,595	663,836	650,559
100-00-00-31800	AUTOMOBILE RENTAL TAX	10,611	19,150	21,350	21,350	21,777
100-00-00-31900	FRANCHISE TAX	242,959	499,384	498,000	499,384	506,875
100-00-00-31950	MISCELLANEOUS TAXES	0	0	0	0	50,000
TOTAL GROSS RECEIPTS TAXES		1,756,269	3,643,995	3,773,964	3,701,589	3,783,985
100-00-00-32200	LIQUOR LICENSES	174,179	242,123	247,200	247,200	252,144
100-00-00-32300	ROOMING HOUSE LICENSES	6,200	15,200	17,900	17,900	18,258
100-00-00-32350	FIRE LIFE SAFETY LICENSES	2,725	20,950	22,000	22,650	22,440
100-00-00-32400	AMUSEMENT LICENSES	400	4,350	4,600	3,058	3,119
100-00-00-32450	OTHER LICENSES	12,775	46,685	75,000	76,166	75,000
100-00-00-32500	BUILDING PERMITS	99,603	359,215	584,360	250,000	367,181
100-00-00-32700	PARKING PERMITS	1,570	1,770	3,800	3,800	3,800
100-00-00-32900	OTHER PERMITS	11,245	17,475	21,951	27,159	28,951
100-00-00-34700	CRIME FREE REGISTRATION FEE	161,077	167,750	195,000	195,000	195,000
TOTAL LICENSES & PERMITS		469,774	875,518	1,171,811	842,933	965,893
100-00-00-33100	FEDERAL GRANTS	1,493	16,425	200,000	38,490	0
100-00-00-33150	FEDERAL PASS THROUGH GRANTS	15,832	45,102	0	17,113	0
100-00-00-33200	STATE GRANTS	2,970	0	0	14,584	0
100-00-00-33400	FIRE GRANTS	2,000	11,654	130,000	40,000	0
100-00-00-33450	POLICE GRANTS	28,527	8,500	0	12,500	0
100-00-00-33500	STATE INCOME TAX	1,786,638	4,044,119	3,940,685	3,918,670	4,347,082
100-00-00-33600	PERSONAL PROPERTY REPLACEMENT TAX	71,305	173,727	137,188	150,721	140,434
100-00-00-33650	VIDEO GAMING TAX	92,124	197,706	245,000	245,000	250,880
100-00-00-33700	TOWNSHIP ROAD & BRIDGE TAX	143,324	143,356	148,000	145,123	148,621
100-00-00-33900	OTHER SHARED REVENUES	82,124	165,358	162,100	168,169	169,010
TOTAL INTERGOVERNMENTAL REVENUES		2,226,336	4,805,946	4,962,973	4,750,370	5,056,027
100-00-00-34100	ADMINISTRATION FEES	67,500	137,508	136,400	136,400	139,128
100-00-00-34200	POLICE SERVICES	8,677	6,832	10,000	19,928	10,200
100-00-00-34240	BACKGROUND CHECK FEES	1,325	2,107	0	1,100	0
100-00-00-34250	FIRE SERVICES	454,710	949,828	1,004,000	1,004,000	1,024,080
100-00-00-34260	AMBULANCE SERVICES	613,092	1,023,981	1,272,424	1,272,424	1,618,872
100-00-00-34500	FUEL SALES	36,982	76,393	105,000	105,000	107,100
100-00-00-34750	ZONING FEES	6,300	10,925	12,000	14,325	12,240
100-00-00-34760	PLAN REVIEW FEES	0	0	0	2,000	0
100-00-00-34780	INSPECTION FEES	0	5,100	5,000	2,500	5,100
TOTAL SERVICE CHARGES		1,188,585	2,212,674	2,544,824	2,557,677	2,916,720

GENERAL FUND REVENUES - SUMMARY

		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 BUDGET	FY2018 ESTIMATE	FY2019 BUDGET
100-00-00-35100	CIRCUIT COURT FINES	125,484	299,554	325,000	311,000	317,220
100-00-00-35200	DUI FINES - CITY	16,887	29,882	55,000	25,000	40,800
100-00-00-35250	ANTI-CRIME EXPENDITURES	4,389	8,192	35,000	26,051	19,921
100-00-00-35260	CRIME LAB	6,835	16,660	15,000	16,371	16,669
100-00-00-35300	PARKING FINES	33,341	58,944	136,478	150,000	127,438
100-00-00-35800	ABATEMENT FINES	8,280	0	5,000	2,350	5,100
100-00-00-35400	FALSE ALARM FINES	2,000	4,100	2,500	4,500	29,682
100-00-00-35500	MAIL-IN FINES	34,125	50,150	60,000	60,000	61,200
100-00-00-35700	ADMINISTRATIVE TOW FINES	76,490	139,540	225,000	180,498	196,348
100-00-00-35750	TOW FINES	1,715	1,600	2,200	2,800	2,244
100-00-00-35850	CRIME FREE HOUSING FINES	0	145	0	0	0
100-00-00-35900	OTHER FINES	9,230	24,600	28,000	56,424	28,560
100-00-00-35950	POLICE FORFEITURES	25,466	32,644	35,000	15,003	35,700
TOTAL FINES		307,551	608,515	924,178	849,997	880,882
100-00-00-37100	INVESTMENT INTEREST	47,426	102,079	85,000	154,516	120,600
100-00-00-37500	UNREALIZED INV GAIN/LOSS	0	0	0	7,856	0
100-00-00-38100	MISCELLANEOUS REVENUE	11,088	39,163	50,000	50,000	66,000
100-00-00-38200	REFUNDS / REIMBURSEMENTS	200,683	358,380	388,200	388,200	385,764
100-00-00-38600	SALE OF SURPLUS PROPERTY	0	5,100	130,000	362	0
100-00-00-38400	DONATIONS / CONTRIBUTIONS	0	20,000	5,000	5,000	5,100
100-00-00-38850	TIF PROPERTY TAX SURPLUS	220,731	251,286	236,000	252,219	773,533
100-00-00-38860	TIF SALES TAX SURPLUS	354,077	365,640	350,000	353,428	273,837
TOTAL OTHER INCOME		881,307	1,218,294	1,244,200	1,211,581	1,624,834
100-00-00-39200	TRANSFER FROM TRANSPORTATION	9,314	10,570	57,251	33,659	47,508
100-00-00-39223	TRANSFER FROM SSA #3	500	500	500	500	500
100-00-00-39224	TRANSFER FROM SSA #4	500	500	500	500	500
100-00-00-39226	TRANSFER FROM SSA #6	500	500	500	500	500
100-00-00-39234	TRANSFER FROM SSA #14	500	500	500	500	500
100-00-00-39260	TRANSFER FROM TIF FUND #1	282,740	678,576	678,576	100,000	100,000
100-00-00-39261	TRANSFER FROM TIF FUND #2	47,877	113,198	113,198	60,000	0
100-00-00-39280	TRANSFER FROM CDBG FUND	15,303	25,326	82,298	82,298	90,000
100-00-00-39285	TRANSFER FROM REHAB FUND	0	0	9,482	9,482	4,074
100-00-00-39400	TRANSFER FROM CAPITAL FUND	0	209,181	0	0	0
100-00-00-39600	TRANSFER FROM WATER FUND	271,100	316,000	310,400	310,400	321,800
100-00-00-39680	TRANSFER FROM REFUSE FUND	35,350	104,000	124,000	124,000	124,000
100-00-00-39700	TRANSFER FROM WORK COMP FUND	0	130,000	0	189,700	0
TOTAL TRANSFERS IN		663,685	1,588,852	1,377,205	911,539	689,382
TOTAL GENERAL FUND REVENUES		20,405,172	35,716,044	37,669,854	36,406,569	37,856,172

GENERAL FUND EXPENDITURES - SUMMARY

		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 BUDGET	FY2018 ESTIMATE	FY2019 BUDGET
41100	WAGES - FULL-TIME	7,805,747	15,101,363	15,492,241	15,309,639	15,330,042
41200	WAGES - PART-TIME	348,260	687,579	796,981	699,398	630,278
41300	WAGES - OVERTIME	681,600	1,134,032	1,243,111	1,217,207	1,223,276
41400	LONGEVITY PAY	68,285	134,439	143,216	132,588	143,031
41500	CLOTHING ALLOWANCE	43,667	118,403	115,994	114,571	114,841
41550	CAR ALLOWANCE	10,460	22,037	23,080	16,812	18,070
41600	WELLNESS BONUS	0	5,250	8,000	5,700	7,500
41650	EDUCATION BONUS	4,625	4,500	5,000	5,125	5,125
42100	EMPLOYER PORTION FICA	275,470	533,175	598,555	543,820	541,522
42200	EMPLOYER PORTION IMRF	390,578	693,010	755,547	674,677	536,968
42300	EMPLOYER CONTRIB/PENSION	4,597,864	5,451,569	6,450,564	6,450,564	6,582,771
42500	EMPLOYEE HEALTH INSURANCE	2,162,724	3,707,726	4,031,702	4,031,702	4,064,176
42600	WORKER'S COMPENSATION	530,691	512,375	512,375	512,375	512,375
42700	UNEMPLOYMENT INSURANCE	0	0	0	0	0
TOTAL PERSONNEL		16,919,972	28,105,458	30,176,366	29,714,178	29,709,975
51000	BOARDS & COMMISSIONS	852	4,090	11,435	11,435	8,235
51300	SUPPLIES/PARTS-BUILDINGS	13,633	26,063	32,568	15,529	30,568
51410	STREET/ALLEY MATERIALS	6,568	26,436	30,500	30,500	30,500
51430	SUPPLIES/PARTS-STORM SEWERS	11,601	15,681	17,500	15,000	17,500
51500	SUPPLIES/PARTS-EQUIPMENT	460	0	600	0	0
51600	SUPPLIES/PARTS-TECHNOLOGY	37,937	43,697	33,675	33,675	26,960
51700	SUPPLIES/PARTS-VEHICLES	94,967	140,033	177,728	179,567	177,730
51997	STREETLIGHTS, PARTS	17,353	7,793	17,000	17,000	17,000
51998	TRAFFIC & STREET SIGNS	13,961	20,805	20,000	27,500	20,000
51999	SUPPLIES/PARTS-TRAFFIC SIGNALS	18,860	13,520	34,000	34,000	34,000
52000	OFFICE SUPPLIES	19,527	18,823	24,311	24,501	22,051
52500	JANITORIAL SUPPLIES	9,319	17,848	17,000	15,930	16,300
52600	INSPECTOR SUPPLY/EQUIPMENT	40,196	113,668	62,473	62,473	62,474
52700	INVESTIGATION SUPPLIES & EQUIPMENT	3,718	13,165	8,445	9,143	8,445
52800	FIREFIGHTING SUPPLIES & EQUIPMENT	37,418	41,709	37,450	35,278	41,850
52900	AMBULANCE SUPPLIES & EQUIPMENT	19,875	24,298	42,000	34,198	34,300
53099	ACTIVITIES & SUPPLIES	512	1,186	1,600	1,200	800
53100	ICE/SNOW CONTROL SUPPLIES	66,522	3,733	120,500	120,500	120,500
53300	SMALL TOOLS & EQUIPMENT	4,598	10,562	12,839	10,975	10,050
54000	UNIFORMS/PROTECTIVE CLOTHING	11,169	31,177	35,561	33,268	31,891
55000	FUEL, OIL, & LUBRICANTS	112,348	232,071	271,449	283,494	278,158
58110	DUI FINES EXPENDITURES	1,470	660	10,634	10,634	10,634
58120	ANTI-CRIME EXPENDITURES	8,638	0	8,000	8,000	8,000
58130	CRIME LAB EXPENDITURES	365	3,196	4,150	4,150	4,150
58140	POLICE FORFEITURES EXPENDITURE	10,589	25,575	14,545	14,545	14,545
59999	COMMODITIES	6,258	6,742	6,184	5,560	5,084
TOTAL COMMODITIES		568,715	842,532	1,052,147	1,038,055	1,031,725
61100	MAINTENANCE-GROUNDS	10,200	24,098	27,500	32,500	27,500
61300	MAINTENANCE-BUILDINGS	48,447	59,315	67,450	72,610	68,950
61400	MAINTENANCE-INFRASTRUCTURE	11,437	13,753	27,340	19,000	27,340
61420	STREETS/MAINTENANCE-ALLEYS	5,330	5,025	9,000	9,000	9,000
61430	MAINTENANCE-STORM SEWERS	4,928	24,583	10,000	7,500	10,000
61450	MAINTENANCE-SIDEWALKS	0	942	1,500	1,500	1,500
61500	MAINTENANCE-EQUIPMENT	29,186	51,739	60,242	58,147	55,700
61599	WARNING SIRENS	6,480	6,480	6,600	6,480	6,600
61700	MAINTENANCE-VEHICLES	100,037	100,429	128,649	118,877	124,324
62099	PRINTED MATERIALS	34,532	49,470	54,819	54,527	51,423
62100	FINANCIAL SERVICES	41,986	37,530	36,948	31,948	32,688
62200	LEGAL SERVICES	125,425	185,854	196,070	196,130	196,070
62300	ARCHITECT / ENGINEER SERVICES	40,584	134,463	17,500	165,000	128,000

GENERAL FUND EXPENDITURES - SUMMARY

		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 BUDGET	FY2018 ESTIMATE	FY2019 BUDGET
62400	TECHNOLOGY SERVICES	6,514	29,550	9,385	8,400	8,394
62600	MEDICAL SERVICES	18,797	36,648	36,108	23,000	31,120
62700	HUMAN & SOCIAL SERVICES	73,500	151,500	144,500	144,500	144,500
62800	UNEMPLOYMENT INSURANCE	5,083	32,338	7,300	4,000	7,300
62900	PERSONNEL RECRUITMENT SERVICES	20,357	31,667	36,275	36,275	55,480
63000	SPECIAL EVENT SERVICES	13,753	19,957	19,800	13,900	7,250
63100	FORESTRY SERVICES	13,396	42,346	57,000	55,000	57,000
63200	MOSQUITO ABATEMENT SERVICES	6,138	8,089	6,000	6,000	6,000
63300	NUISANCE ABATEMENT SERV	35,136	23,646	1,000	6,000	15,000
63400	SNOW REMOVAL SERVICES	12,300	18,020	45,000	45,000	10,000
63500	TOWING SERVICES	1,800	4,515	5,780	5,780	5,780
63600	WEATHER SERVICES	3,120	3,120	3,649	3,500	3,649
63700	DEVELOPMENTAL SERVICES	70,000	140,000	140,000	140,000	140,000
63750	PROPERTY DEMOLITION	0	0	11,256	11,256	0
63800	CONTRACTED SERVICES	525,460	1,162,473	872,171	985,966	680,813
64000	UTILITIES	10,567	7,853	14,938	10,500	15,720
64100	ELECTRIC SERVICES	24,176	31,920	59,794	100,000	80,000
64500	TELEPHONE SERVICES	54,101	119,913	110,784	110,934	109,782
65100	FREIGHT & POSTAGE	11,373	24,209	25,437	25,958	25,672
65200	MARKETING ADS & PUBLIC INFO	16,217	19,132	19,025	19,800	15,610
65300	LEGAL EXPENSES & NOTICES	17,830	15,715	19,880	16,280	25,180
65400	TAXES, LICENSES, & FEES	18,650	13,113	11,500	11,500	11,500
65500	RENTAL-BLDG & EQUIP	250	250	1,400	1,250	1,400
66100	DUES & SUBSCRIPTIONS	18,103	54,275	54,755	55,961	32,931
66200	CONFERENCES/TRAINING	85,683	137,515	209,337	190,977	188,417
66300	TRAVEL	0	0	0	0	3,000
66400	EDUCATION TUITION REIMBURSEMNT	8,869	25,910	46,100	30,500	0
TOTAL CONTRACTED SERVICES		1,529,745	2,847,357	2,611,792	2,835,456	2,420,593
68750	TAX SHARING AGREEMENTS		1,731,750	1,488,000	1,733,000	1,733,000
69200	SURETY BONDS	35,000	64,163	70,000	70,000	70,000
69700	SPECIAL PROJECTS	0	0	0	52,500	64,500
69999	CONTINGENCIES	38,573	32,995	52,500	0	0
TOTAL OTHER SERVICES		1,159,746	2,291,609	1,610,500	1,855,500	1,867,500
86000	EQUIPMENT	30,447	144,931	21,818	21,818	21,818
86100	TECHNOLOGY EQUIPMENT	15,373	28,370	43,200	43,200	18,800
86200	OFFICE FURNITURE & EQUIPMENT	28,811	9,064	7,444	7,586	3,058
86300	TELEPHONE & RADIO EQUIPMENT	39,498	12,064	46,798	64,800	56,876
87000	VEHICLES	28,772	6,531	0	0	0
83900	OTHER CAPITAL IMPROVEMENTS	0	0	0	0	0
TOTAL EQUIPMENT		142,901	200,961	119,260	137,404	100,552
91200	TRSF TO TRANSPORTATION FUND	0	11,370	9,995	9,995	0
91300	TRANSFER TO DEBT SERVICE FUND	180,000	1,756,998	1,801,827	1,801,827	1,801,827
91400	TRANSFER TO CAPITAL PROJECTS FUND	32,479	196,108	0	0	0
91410	TRSF TO FLEET FUND	24,588	81,674	0	0	0
91420	TRANSFER TO CAPITAL EQUIPMENT FUND	298,351	0	410,000	0	20,000
91650	TRSF TO AIRPORT FUND	16,853	0	0	610,000	0
91710	TRANSFER TO HEALTH INSURANCE FUND	0	0	250,000	250,000	0
TOTAL TRANSFERS OUT		552,271	2,046,150	2,471,822	2,671,822	1,821,827
GENERAL FUND EXPENDITURES		20,660,712	35,871,366	38,041,887	38,252,415	36,952,172

Legislative

Department Introduction

The Legislative Department encompasses all activities of the City Council, which is the primary governing and policy-making body of the City. The City Council is elected for staggered four-year terms and is comprised of the Mayor, who is elected at-large, and seven Aldermen, who are elected by wards. The City Council conducts regular meetings and Committee of the Whole meetings on the second and fourth Mondays of each month.

The City Clerk is also included in the Legislative Department. The City Clerk is elected at-large for a four-year term and is responsible for noting the voting record at City Council meetings, preparing minutes of City Council meetings and attesting the Mayor's signature and applying the City Seal to all ordinances, resolutions and agreements.

The Legislative Department also includes funding for the DeKalb Municipal Band. The Band started in 1854 as the "DeKalb Silver Cornet Band" and it has existed continuously since that date making it the longest continuously serving municipal band in the State of Illinois.

**Legislative Department
Elected Officials**

		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 BUDGET	FY2018 ESTIMATE	FY2019 BUDGET
100-10-10-41200	WAGES - PART-TIME	32,650	63,915	64,885	63,249	64,885
100-10-10-41300	WAGES - PART-TIME	0	0	0	600	0
100-10-10-42100	EMPLOYER PORTION FICA	2,498	4,891	4,964	4,840	5,225
100-10-10-42200	EMPLOYER PORTION IMRF	0	0	0	100	0
100-10-10-42500	EMPLOYEE HEALTH INSURANCE	0	0	0	0	0
TOTAL PERSONNEL		35,148	68,805	69,849	68,789	70,110
100-10-10-52000	OFFICE SUPPLIES	643	1,058	600	350	550
100-10-10-62099	PRINTED MATERIALS	78	657	200	100	240
TOTAL COMMODITIES		721	1,714	800	450	790
100-10-10-62700	HUMAN & SOCIAL SERVICES	0	3,250	0	0	0
100-10-10-64500	TELEPHONE SERVICES	350	654	570	100	250
100-10-10-62200	LEGAL SERVICES	1,086	1,786	0	0	0
100-10-10-65300	LEGAL EXPENSES & NOTICES	0	844	2,500	2,500	2,500
100-10-10-65200	MARKETING ADS & PUBLIC INFO	0	400	0	0	0
100-10-10-66100	DUES & SUBSCRIPTIONS	220	20,627	20,990	20,990	3,365
100-10-10-66200	CONFERENCES/TRAINING	9,400	11,319	20,000	10,000	9,720
100-10-10-66300	TRAVEL EXPENSES	0	0	0	0	3,000
TOTAL CONTRACTED SERVICES		11,056	38,880	44,060	33,590	18,835
TOTAL Legislative Department: Elected Officials		46,924	109,399	114,709	102,829	89,735

Legislative Department Municipal Band Program		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 BUDGET	FY2018 ESTIMATE	FY2019 BUDGET
100-10-11-53300	SMALL TOOLS & EQUIPMENT	0	0	500	0	0
100-10-11-54000	UNIFORMS/PROTECTIVE CLOTHING	447	452	700	0	0
100-10-11-59999	COMMODITIES	0	1,058	1,100	0	0
TOTAL COMMODITIES		447	1,510	2,300	0	0
100-10-11-63000	SPECIAL EVENT SERVICES	7,000	7,000	7,000	7,000	0
100-10-11-63800	CONTRACTED SERVICES	43,955	48,525	40,950	43,250	33,250
TOTAL CONTRACTED SERVICES		50,955	55,525	47,950	50,250	33,250
TOTAL Legislative Department: Municipal Band Program		51,402	57,035	50,250	50,250	33,250

City Manager's Office

Department Introduction

The City Manager's Office is responsible for the implementation of all City Council policies and manages the daily operations of all municipal departments. Staff is responsible for records management, which includes preparing, maintaining and retaining many of the City's records, such as City Council minutes, ordinances, resolutions, agreements, contracts, leases, bonds, deeds, easements, permits and petitions, as well as assisting with administering the oaths of appointed and elected officials. Staff prepares ordinances and resolutions for City Council meetings along with agenda preparation and distribution and is responsible for updates to the Municipal Code. The Office coordinates the City's various boards, commissions and committees and supports the staff liaisons assigned to those bodies. The Office also serves as an appointed registrar for the County Clerk by registering voters and assists with accepting petitions from candidates for all City elections.

Staff oversees the City's mass communication and community engagement efforts, which include administration of the City's website, social media platforms, internal employee newsletter and community e-newsletter. Staff manages all Freedom of Information Act (FOIA) requests except for those submitted to the Police Department and are responsible for coordination with department FOIA representatives to ensure responses are made to the requestors in a timely manner. The Office also employs a Management Intern from Northern Illinois University's (NIU) Master of Public Administration program. The intern works with all departments on a variety of initiatives over the course of two years giving them a 360-degree view of the City.

Staff supports the work of the City Attorney to prosecute all ordinance and code violations in court and in the administrative hearing process. Staff maintains all files related to current ordinance violations and administrative hearing cases, in addition to documenting and recording all liens or release of liens for properties within the City. That includes all administrative hearings conducted by the City including not only ordinance violations but also fire life-safety, liquor license, rooming house license or tobacco license revocations or suspensions, hearings relating to administrative tows, parking violation hearings, and other due process proceedings conducted as administrative hearings. Staff also maintains all files relating to pending City litigation in claims where the City Attorney represents the City's interest and coordinates the City's efforts in furtherance of such litigation. Staff manages discovery processes and deposition scheduling for cases in which City personnel (predominantly police or fire personnel) are called as witnesses. Staff manages all primary interaction with the City's various insurers, including insurance renewal, claim submission, coordination of defense of claims, pre-litigation efforts to collect on damages owed to the City for property damage or subrogation related matters, and insurance coverage issues. Staff also conducts preliminary review of claims brought against the City, in evaluating whether to accept or reject such claims, or whether to submit them to the City's insurers. Staff manages all bankruptcy filings, class action filings and related matters pertaining to City contractors, utility customers and other parties with whom the City has a contractual relationship. Further, staff manages interaction with any state or federal agencies in any administrative or adjudicative proceedings.

The City Manager's Office is also responsible for the human resources function of the City. The role of Human Resources (HR) is to administer all aspects of personnel services, including recruitment, selection and retention, management of employee benefits programs, workers' compensation administration, occupational health and wellness programs and participation in labor-management and contract administration for three bargaining units (AFSCME, FOP and IAFF). Human Resources is responsible for establishing, administering and effectively communicating sound employment policies, rules and practices that treat employees with dignity, respect and equality. This occurs while maintaining the City's compliance with all employment and labor laws, management directives and labor agreements. Additionally, the HR Department provides personnel management systems administration and employee orientation and training. HR also works to attract potential employees by disseminating employment information to colleges, universities, municipalities and media as well as assisting prospective employees through the recruitment process.

The City Manager's Office is committed to achieving the highest standards of public administration through sound HR practices, ensuring compliance with federal and local employment laws. HR also provides employees with the support, training and development they need to fulfill the duties and responsibilities of their current position and preparing them for future success within the organization.

Recent Accomplishments

Administrative Hearing Process: In early 2018, the City learned that DeKalb County was considering discontinuing their practice of prosecuting City ordinance violations. The City Attorney, working with the City Manager's Office, developed an alternative to prosecution of ordinance violation through the Circuit Court whereby the City could utilize its existing administrative hearing process. In years past, administrative hearings were utilized to address parking violations, City-issued license violations and administratively towed vehicles. An amendment to the Municipal Code allowed for the utilization of administrative hearings to prosecute all general ordinance violations, as well as vehicle related violations not reportable to the Secretary of State as moving violations. As part of the expanded administrative hearing process, a new software solution was implemented which allowed for the management of a significantly greater caseload without the addition of staff.

Communications and Outreach: The City Manager's Office, in collaboration with other departments, continued to improve upon the City's efforts to connect with the community. Staff has worked to increase the frequency and quality of content provided across all three social media platforms. The Office improved the City's electronic newsletter, DeKalb e-News, by giving it a new look and increasing the frequency of publication from bi-monthly to monthly. In addition, staff took significant steps toward increasing the number of subscribers to the e-newsletter by establishing a monthly presence at the Farmer's Market and the annual Corn Fest. By introducing citizens to the e-newsletter at these events, staff increased the subscriber base by 120% in just 10 months.

City Manager Search Process: Human Resources oversaw the recruitment and selection process for several positions throughout the City, including the position of City Manager. The process began in April with the identification of an informal search committee and a presentation to the City Council to provide options on how the recruitment process could be completed. A Request for Proposals was released seeking qualified firms to conduct an executive recruitment. Ultimately, the City Council directed staff to utilize a hybrid recruitment model which employed selected professional services of an executive recruitment firm coupled with the professional services of HR staff.

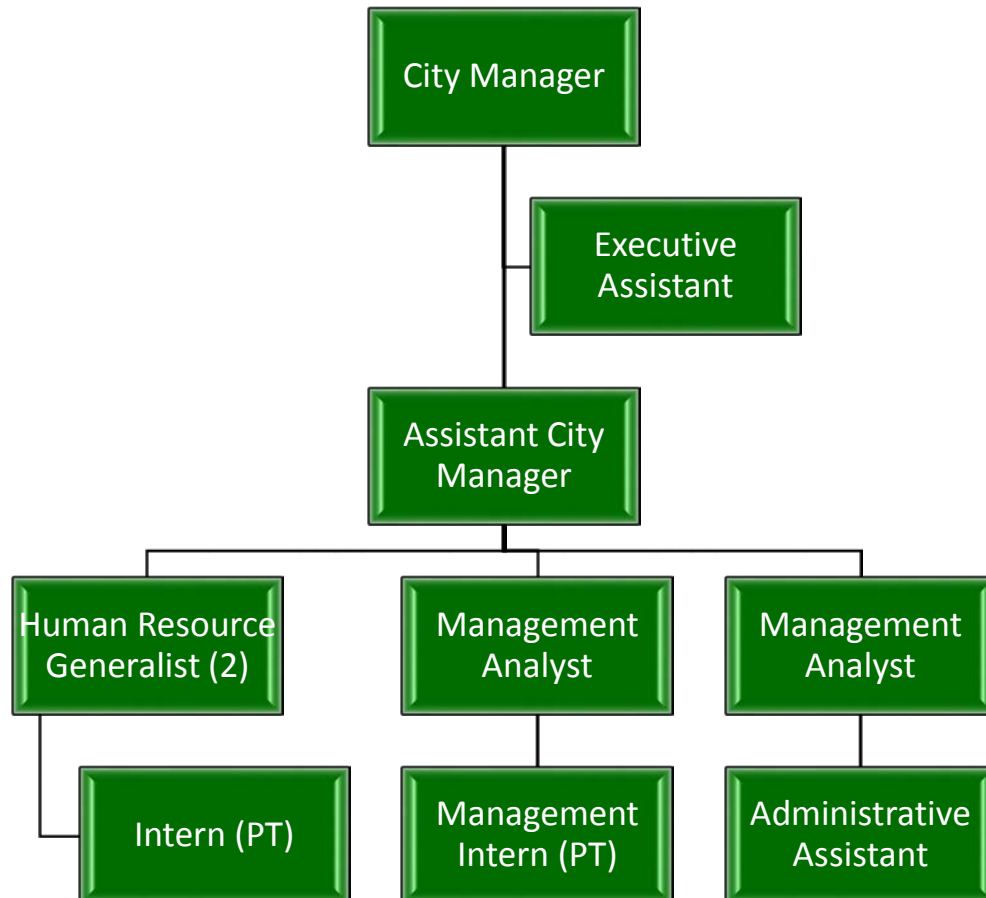
NIU/IBHE Internship Program: The City's relationship with NIU has been further enhanced with the securing of the Illinois Board of Higher Education (IBHE) grant opportunity that provided college-level students with internship opportunities while providing valuable service to the City at a fraction of the cost. Through HR's collaboration with City Council, the City Manager's Office and NIU, the City was able to successfully hire three NIU undergraduate students in Community Development, HR and Public Works and offer students invaluable experience to complement their continued education. HR looks forward to continuing its relationship with NIU and the opportunity to increase interns from three to four in FY2019.

FY19 Initiatives

Evaluation of Organizational Structure: In June 2018, updates to the City's Five-Year Financial Plan revealed a structural deficit, which projected a \$1.68 million funding gap in the City's general fund by the end of FY2019. The City Manager's Office, working with department heads and employees, undertook an effort to evaluate the City's current organizational structure and identify budget-balancing measures to address the projected funding gap. These efforts resulted in the elimination of several key positions within the City, including the Deputy Chief of Operations in the Fire Department, a Police Commander and the Director of Human Resources. It is anticipated the City will hire a new City Manager in early 2019. The City Manager will be tasked to continue evaluating the organizational structure of the City, identifying future opportunities to increase the efficiency and effectiveness of City services with a focus on maintaining or improving the fiscal health of the City.

Realignment of HR Roles: With the elimination of the HR Director and HR Administrative Assistant positions in FY2019, a realignment of roles and responsibilities within HR will be a priority. Two full-time HR Generalists will operate under the direction of the City Manager's Office. Individually, the HR Generalist positions will maintain primary responsibility for benefits administration and recruitment/onboarding. Emphasis will be placed on cross-training between the HR Generalist positions to ensure efficient and effective provision of HR services.

City Manager's Office



City Manager's Office Administration		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 BUDGET	FY2018 ESTIMATE	FY2019 BUDGET
100-15-12-41100	WAGES - FULL-TIME	232,930	510,591	523,983	449,606	399,808
100-15-12-41200	WAGES - PART-TIME	15,439	30,589	30,969	30,481	21,936
100-15-12-41300	WAGES - WAGES - OVERTIME	3,681	7,905	9,169	9,169	9,345
100-15-12-41550	CAR ALLOWANCE	3,874	7,749	7,748	3,010	6,166
100-15-12-42100	EMPLOYER PORTION EMPLOYER PORTION	14,480	36,908	39,578	34,853	35,418
100-15-12-42200	EMPLOYER PORTION EMPLOYER PORTION	38,198	78,783	79,566	67,486	59,496
100-15-12-42500	EMPLOYEE HEALTH INSURANCE	37,642	78,554	77,652	77,652	63,563
100-15-12-42600	WORKER'S COMPENSATION	1,113	1,074	1,074	1,074	1,074
TOTAL PERSONNEL		347,357	752,152	769,739	673,331	596,806
100-15-12-52000	OFFICE SUPPLIES	9,048	3,036	1,200	1,200	1,200
100-15-12-53099	ACTIVITIES & SUPPLIES	512	1,186	1,600	1,200	800
100-15-12-62099	PRINTED MATERIALS	3,608	7,542	4,996	3,000	3,450
TOTAL COMMODITIES		13,167	11,765	7,796	5,400	5,450
100-15-12-61500	MAINTENANCE-EQUIPMENT	1,782	3,445	2,400	1,000	300
100-15-12-62200	LEGAL SERVICES	123,958	182,708	195,252	195,252	195,252
100-15-12-63000	SPECIAL EVENT SERVICES	6,263	10,526	10,700	5,000	5,150
100-15-12-63800	CONTRACTED SERVICES	17,860	6,055	0	0	0
100-15-12-64500	TELEPHONE SERVICES	1,769	5,126	8,120	5,000	5,160
100-15-12-65100	FREIGHT & POSTAGE	0	106	150	100	150
100-15-12-65200	MARKETING ADS & PUBLIC INFO	250	0	0	0	250
100-15-12-65300	LEGAL EXPENSES & NOTICES	14,268	10,330	10,500	8,000	18,000
100-15-12-66100	DUES & SUBSCRIPTIONS	3,377	7,911	3,730	3,730	4,170
100-15-12-66200	CONFERENCES/TRAINING	6,575	13,607	10,854	10,854	6,150
TOTAL CONTRACTED SERVICES		176,102	239,812	241,706	228,936	234,582
100-15-12-63800	CONTRACTED SERVICES	0	4,471	0	0	0
100-15-12-69700	SPECIAL PROJECTS	9	0	12,500	12,500	24,500
TOTAL OTHER SERVICES		9	4,471	12,500	12,500	24,500
100-15-12-86200	OFFICE FURNITURE & EQUIPMENTMENT	1,071	625	1,386	1,386	500
TOTAL EQUIPMENT		1,071	625	1,386	1,386	500
TOTAL City Manager's Office: Administration		537,707	1,008,825	1,033,127	921,553	861,838

City Manager's Office Human Resources Administration		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 BUDGET	FY2018 ESTIMATE	FY2019 BUDGET
100-15-16-41100	WAGES - FULL-TIME	0	0	0	0	132,229
100-15-16-41200	WAGES - PART-TIME	0	0	0	0	10,000
100-15-16-41550	CAR ALLOWANCE	0	0	0	0	0
100-15-16-42100	EMPLOYER PORTION FICA	0	0	0	0	13,086
100-15-16-42200	EMPLOYER PORTION IMRF	0	0	0	0	15,855
100-15-16-42500	EMPLOYEE HEALTH INSURANCE	0	0	0	0	20,817
100-15-16-42600	WORKER'S COMPENSATION	0	0	0	0	193
TOTAL PERSONNEL		0	0	0	0	192,180
100-15-16-51000	BOARDS & COMMISSIONS	0	0	0	0	2,235
100-15-16-52000	OFFICE SUPPLIES	0	0	0	0	500
100-15-16-62099	PRINTED MATERIALS	0	0	0	0	1,650
TOTAL COMMODITIES		0	0	0	0	4,385
100-15-16-62100	FINANCIAL SERVICES	0	0	0	0	0
100-15-16-62600	MEDICAL SERVICES	0	0	0	0	5,500
100-15-16-62800	UNEMPLOYMENT INSURANCE	0	0	0	0	7,300
100-15-16-62900	PERSONNEL RECRUITMENT SERVICES	0	0	0	0	55,480
100-15-16-63000	SPECIAL EVENT SERVICES	0	0	0	0	2,100
100-15-16-64500	TELEPHONE SERVICES	0	0	0	0	1,200
100-15-16-65100	FREIGHT & POSTAGE	0	0	0	0	275
100-15-16-66100	DUES & SUBSCRIPTIONS	0	0	0	0	965
100-15-16-66200	CONFERENCES/TRAINING	0	0	0	0	5,625
100-15-16-66400	EDUCATION TUITION REIMBURSEMENT	0	0	0	0	0
TOTAL CONTRACTED SERVICES		0	0	0	0	78,445
100-15-16-86200	OFFICE FURNITURE & EQUIPMENT	0	0	0	0	0
TOTAL EQUIPMENT		0	0	0	0	0
TOTAL City Manager's Office: Human Resources		0	0	0	0	275,010

**Moved to City Manager's Office beginning in FY2019*

Human Resources Department

With the elimination of the HR Director position, the function of the Human Resources (HR) Department has been moved to the City Manager's Office for FY2019.

Human Resources Administration		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 BUDGET	FY2018 ESTIMATE	FY2019 BUDGET
100-16-12-41100	WAGES - FULL-TIME	94,189	178,929	176,885	143,672	0
100-16-12-41200	WAGES - PART-TIME	33,173	61,537	76,134	63,672	0
100-16-12-41550	CAR ALLOWANCE	1,714	3,428	3,428	2,374	0
100-16-12-42100	EMPLOYER PORTION FICA	9,585	18,230	19,945	15,716	0
100-16-12-42200	EMPLOYER PORTION IMRF	18,458	32,932	32,745	27,110	0
100-16-12-42500	EMPLOYEE HEALTH INSURANCE	19,745	16,796	19,268	19,268	0
100-16-12-42600	WORKER'S COMPENSATION	200	193	193	193	0
TOTAL PERSONNEL		177,064	312,044	328,598	272,005	0
100-16-12-51000	BOARDS & COMMISSIONS	302	856	935	935	0
100-16-12-52000	OFFICE SUPPLIES	521	1,055	1,440	1,440	0
100-16-12-62099	PRINTED MATERIALS	499	940	980	800	0
TOTAL COMMODITIES		1,321	2,852	3,355	3,175	0
100-16-12-62100	FINANCIAL SERVICES	11,275	2,500	5,000	0	0
100-16-12-62600	MEDICAL SERVICES	2,297	8,484	15,600	2,500	0
100-16-12-62800	UNEMPLOYMENT INSURANCE	5,083	32,338	7,300	4,000	0
100-16-12-62900	PERSONNEL RECRUITMENT SERVICES	20,357	31,667	36,275	36,275	0
100-16-12-63000	SPECIAL EVENT SERVICES	490	1,818	2,100	1,800	0
100-16-12-64500	TELEPHONE SERVICES	709	1,506	1,200	1,200	0
100-16-12-65100	FREIGHT & POSTAGE	165	51	275	100	0
100-16-12-65300	LEGAL EXPENSES & NOTICES	0	0	700	600	0
100-16-12-66100	DUES & SUBSCRIPTIONS	408	1,227	1,155	900	0
100-16-12-66200	CONFERENCES/TRAINING	7,861	9,349	3,555	5,000	0
100-16-12-66400	EDUCATION TUITION REIMBURSEMNT	8,869	25,910	46,100	30,000	0
TOTAL CONTRACTED SERVICES		57,514	114,850	119,260	82,375	0
100-16-12-86200	OFFICE FURNITURE & EQUIPMENT	12,197	0	500	500	0
TOTAL EQUIPMENT		12,197	0	500	500	0
TOTAL Human Resources: Administration		248,096	429,746	451,713	358,055	0

*Moved to City Manager's Office beginning in FY2019

Finance Department

Department Introduction

The Finance Department is responsible for the administration of all fiscal operations and maintenance of all accounting records for the City as well as providing front counter customer service for City Hall Monday through Friday 8:00 a.m. – 5:00 p.m.

The Finance Department is dedicated to providing residents and businesses with exceptional government financial management. The Department's commitment to financial excellence has been recognized nationally by the Government Finance Officers Association (GFOA), which has presented the Department with the Certificate for Excellence in Financial Reporting for its Comprehensive Annual Financial Report (CAFR), the Award for Outstanding Achievement in Popular Financial Reporting (PAFR) and the Distinguished Budget Presentation Award.

Responsibilities of the Finance Department include the following:

- Cash management (\$22 million in cash balances)
- Investments (\$8.6 million in investments)
- Budgeting (below is a link to the FY19 final budget document)
 - FY2019 Budget
- Auditing (below is a link to the FY17 final Comprehensive Annual Financial Report – CAFR)
 - FY2017 Comprehensive Annual Financial Report (CAFR)
 - FY2017 Management Letter
 - FY2017 Popular Annual Financial Report (PAFR)
- Debt administration
- Administers all aspects of bi-weekly payroll for employees
- Accounts Payable (3,542 checks issued last year)
- Accounts Receivable
- Utility Billing (over 65,000 bills annually)
- Processes all licenses for the City both for new businesses and annual renewals
 - Business Licenses (18 different types of business licenses)
 - Event Licensing (3 different types)
 - Liquor Licensing (60 license holders)
- Local Tax Collections and regulation
 - Hotel Motel Tax
 - Local Gas Tax
 - Restaurant & Bar Tax
- Annual Tax Levy Preparation
- Annual Motor Fuel Tax Audit for the Illinois Department of Transportation

Recent Accomplishments

Attained a 25% General Fund balance reserve level: The City has financial policies that have been incorporated within the budget document and are based on “Best Practices” with the Government Finance Officers Association (GFOA). One of the policies is to attain and maintain reserve levels in the General Fund at 25% of annual expenditures. This was achieved in FY2016 and has been maintained through the budget process for fiscal years 2016.5, 2017, 2018 and 2019.

Conversion from an outdated Financial Software system to a true Enterprise Resource Planning (ERP) system: Finance worked in conjunction with IT to develop a Request for Proposal (RFP) to transition out of the current old COBOL based software being used for all the financial transactions of the City to a new more efficient ERP system in FY2017. The RFP, vendor demonstrations and vendor selection was completed in 2017. The initial conversion and training will be completed in FY2018. The final conversion and training of Payroll and Human Resource applications will be completed early in 2019.

Illinois Debt Recovery Program: The City has partnered with the State of Illinois Comptroller’s Office to collect delinquent debts such as outstanding fines, fees, and other local obligations. Pursuant to the intergovernmental agreement with the state, the City will notify the state comptroller of delinquent debt the City wants the state to collect. The state comptroller deducts from a debtor's state income tax refund, payroll check, or other state payment the amount due to the City for the local debt. The comptroller then deposits the deducted amount into the comptroller debt recovery trust fund and notifies the debtor of his or her right to contest the deduction. If the debtor fails to object within 60 days, or if the hearing officer rules against the debtor, then the comptroller will pay the collected debt amount to the City, minus an administrative fee. Through October 31, 2018 the City has received \$67,624.22 in previously uncollected payments in 2018 through this program.

FY19 Initiatives

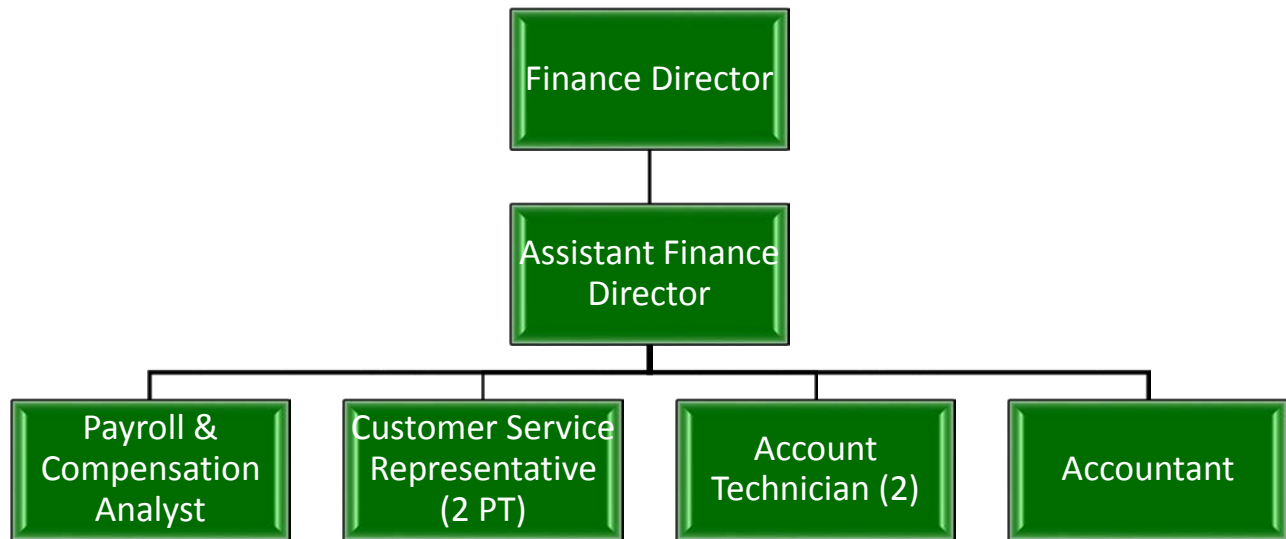
Conversion from an outdated Financial Software system to a true Enterprise Resource Planning (ERP) system: Continue the conversion to a new more efficient ERP system. This will automate many financial practices currently being done with Excel or Access, increase levels of customer service by having more on-line payment and inquiry capabilities for residents and business owners of the City and create efficiencies between departments. This has been a major initiative and in 2018 we have upgraded the General Ledger application, Accounts Payable, Accounts Receivable, Utility Billing, Licensing, Tax Collections, and Cash Receipting as well as streamline current practices. In 2019, the conversion of Payroll and several Human Resource applications will be completed.

Bringing the City’s Bond rating back to Aa2: The City was recently downgraded from a Aa2 bond rating to a Aa3 rating by Moody’s based on the large pension liability the City has shown for the Police and Fire Pension Funds. The City has gone back to funding these two pension funds through the Property Tax Levy at the higher funding method. In 2010, the City dropped to the lower funding method that is allowable in the State of Illinois to fund these two pension funds, however national organizations such as Moody’s and GFOA did recognize this as an acceptable method for funding this employer obligation. By changing to a higher funding method, increasing the City reserves and reviewing all actuarial assumptions used to calculate this obligation annually, the City is hopeful to push this rating back up to at least Aa2 in the next couple of years.

Credit Card payment upgrade: The City will continue to upgrade the current credit card process to incorporate more on-line payment options for all payments and not just water billing. There will also be the ability for customers to pay via the phone.

The Finance Department has a staffing level of six full-time and two part-time employees and is dedicated to maintaining a fiscally sound government organization that adheres to legal requirements and financial management principles, and apply such resources in a manner, which is most beneficial to the residents and businesses of DeKalb.

Finance Department



Finance Department Administration		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 BUDGET	FY2018 ESTIMATE	FY2019 BUDGET
100-17-12-41100	WAGES - FULL-TIME	192,429	330,192	311,790	310,426	304,510
100-17-12-41200	WAGES - PART-TIME	14,722	14,447	2,489	2,775	2,910
100-17-12-41300	WAGES - OVERTIME	4,525	1,213	2,500	1,842	2,500
100-17-12-41400	LONGEVITY PAY	900	291	0	0	0
100-17-12-41550	CAR ALLOWANCE	1,428	2,088	2,857	2,857	2,857
100-17-12-42100	EMPLOYER PORTION FICA	15,123	24,350	24,376	23,443	23,518
100-17-12-42200	EMPLOYER PORTION IMRF	33,944	45,413	47,033	46,343	39,640
100-17-12-42500	EMPLOYEE HEALTH INSURANCE	26,031	40,301	66,013	66,013	63,468
100-17-12-42600	WORKER'S COMPENSATION	1,063	1,027	1,027	1,027	1,027
TOTAL PERSONNEL		290,166	459,322	458,085	454,726	440,430
100-17-12-52000	OFFICE SUPPLIES	671	1,987	2,520	2,520	4,200
100-17-12-62099	PRINTED MATERIALS	5,681	11,062	14,780	14,870	14,980
TOTAL COMMODITIES		6,352	13,049	17,300	17,390	19,180
100-17-12-65100	FREIGHT & POSTAGE	8,000	11,005	14,100	14,100	14,100
100-17-12-61500	MAINTENANCE-EQUIPMENT	5,734	6,886	3,812	3,812	4,505
100-17-12-62100	FINANCIAL SERVICES	30,711	35,030	31,948	31,948	32,688
100-17-12-63800	CONTRACTED SERVICES	0	86,060	0	58,520	0
100-17-12-64500	TELEPHONE SERVICES	404	950	690	1,200	700
100-17-12-65300	LEGAL EXPENSES & NOTICES	1,626	1,457	1,705	1,705	1,705
100-17-12-66100	DUES & SUBSCRIPTIONS	859	1,680	2,095	2,140	1,555
100-17-12-66200	CONFERENCES/TRAINING	1,234	3,250	10,100	7,000	9,000
TOTAL CONTRACTED SERVICES		48,568	146,317	64,450	120,425	64,253
100-17-12-86200	OFFICE FURNITURE & EQUIPMENT	1,548	6,361	2,000	2,000	0
TOTAL EQUIPMENT		1,548	6,361	2,000	2,000	0
TOTAL Finance Department: Administration		346,634	625,050	541,835	594,541	523,863

Information Technology Department		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 BUDGET	FY2018 ESTIMATE	FY2019 BUDGET
100-17-19-41100	WAGES - FULL-TIME	111,804	278,074	309,864	309,864	0
100-17-19-41300	WAGES - OVERTIME	4,459	2,897	32,500	11,952	0
100-17-19-41400	LONGEVITY PAY	2,032	3,212	4,109	4,035	0
100-17-19-41500	CLOTHING ALLOWANCE	0	1,295	900	900	0
100-17-19-41550	CAR ALLOWANCE	110	2,857	2,857	2,857	0
100-17-19-42100	EMPLOYER PORTION FICA	8,541	20,857	24,755	24,210	0
100-17-19-42200	EMPLOYER PORTION IMRF	19,078	43,028	47,841	47,712	0
100-17-19-42500	EMPLOYEE HEALTH INSURANCE	26,622	59,284	56,638	56,638	0
100-17-19-42600	WORKER'S COMPENSATION	2,588	2,498	2,498	2,498	0
TOTAL PERSONNEL		175,234	414,003	481,962	460,666	0
100-17-19-51600	SUPPLIES/PARTS-TECHNOLOGY	37,209	43,697	33,675	33,675	0
100-17-19-52000	OFFICE SUPPLIES	742	1,146	1,600	1,600	0
100-17-19-53300	SMALL TOOLS & EQUIPMENT	481	338	300	900	0
100-17-19-55000	FUEL, OIL, & LUBRICANTS	58	120	166	166	0
100-17-19-62099	PRINTED MATERIALS	6,226	9,929	8,350	8,350	0
TOTAL COMMODITIES		44,716	55,230	44,091	44,691	0
100-17-19-61500	MAINTENANCE-EQUIPMENT	3,200	7,301	8,913	8,913	0
100-17-19-62400	TECHNOLOGY SERVICES	195	19,441	3,000	3,000	0
100-17-19-63000	SPECIAL EVENT SERVICES	0	613	0	0	0
100-17-19-64500	TELEPHONE SERVICES	11,742	28,247	25,410	25,410	0
100-17-19-65100	FREIGHT & POSTAGE	245	119	600	600	0
100-17-19-66100	DUES & SUBSCRIPTIONS	394	405	800	800	0
100-17-19-66200	CONFERENCES/TRAINING	700	4,853	2,000	2,000	0
TOTAL CONTRACTED SERVICES		16,477	60,980	40,723	40,723	0
100-17-19-63800	CONTRACTED SERVICES	125,094	316,452	339,812	339,812	0
TOTAL OTHER SERVICES		125,094	316,452	339,812	339,812	0
100-17-19-86100	TECHNOLOGY EQUIPMENT	15,373	28,370	43,200	43,200	0
100-17-19-86200	OFFICE FURNITURE & EQUIPMENT	7,841	153	1,000	1,000	0
100-17-19-86300	TELEPHONE & RADIO EQUIPMENT	156	3,369	4,100	4,100	0
TOTAL EQUIPMENT		23,370	31,892	48,300	48,300	0
TOTAL Finance Department: Information Technology Department		384,892	878,557	954,888	934,192	0

*Moved to own department beginning in FY2019

Information Technology Department

Department Introduction

Information Technology (IT) is responsible for the City's core technology and ensuring data is collected, stored, protected and available for use by the City staff, elected officials, residents, businesses and other stakeholders.

While IT does purchase, fix and maintain computers, laptops, phones, servers and other electronic devices that does not scratch the surface on the service IT provides to the City. The first and foremost responsibility for IT is providing the capability to collect, protect, and allow access to data. Technology is the vehicle to provide City decision-makers access to data and IT strives to not only streamline that process, but also to increase the amount of information available. IT is responsible for the confidentiality and integrity of the City's data through policy and technology. Additionally, IT facilitates and encourages collaboration and data sharing within the City and with external customers and agencies. IT also evaluates processes to find efficiencies to save the City money and time and to facilitate customer service.

The department's mission is:

In partnership with City departments, Information Technology's mission is to provide external and internal customers with needed information, innovation, unparalleled service in local government, improve processes and communication and maintain core technology. Accomplishments are to be made in the most efficient, team-oriented and fiscally responsible manner so residents, businesses, visitors and employees receive the best service possible.

To accomplish the mission, the IT Department is constantly evaluating current processes, data collection and use, current technology and service capabilities in order to increase efficiencies, assist stakeholders with better information, keep with evolving technology trends and ensure maximum uptime of technology.

The Fiscal Year 2018 is very focused on data collection and collaboration. The City is transitioning from non-standardized business processes, paper processes, and disparate documents or systems to more centralized systems. Employees now have access to some tools such as a new financial system where the General Ledger, Accounts Payable, Purchasing, and Utility Billing are in production. Permit and contractor processes are now handled in the SmartGov system as we start to transition to an easier permitting process. Employees are better utilizing Office 365 as document sharing and collaboration tool. Adjudications are now handled through a software program integrated with the Police Department software as opposed to a heavily manual process using spreadsheets and Access databases.

Information Technology is tasked to complete the transitions that are in place and determine next steps toward a more streamlined and efficient organization. IT will continue to use a maturity model approach

as we continue to address challenges, learn, and become better. The first step was to build a solid foundation in data collection and collaboration which began in 2018 and will continue through 2019. In the recent accomplishments section below, you will see projects such as the Enterprise Resource Planning system BS&A, Dude Solutions SmartGov, Tyler Technology's Incode, Downtown WIFI, and Microsoft Office365 all contribute towards collaboration and centralized data collection and use. Beginning in 2019 upon the completion of the remaining software projects, the focus will be placed on data usage, reporting, and analytics. The first such project will be the building of a data warehouse and data visualization tools. From a technical services perspective, a renewed focus on compliance, software lifecycle, and security are planned to take place. These technical services projects are not expected to have direct costs and will require a significant amount of staff time and effort. Given the difficulties with funding, staff will not have significant requests for hardware funding this upcoming year outside of some funds to replace broken equipment.

Recent Accomplishments

Enterprise Resource Planning: Enterprise Resource Planning (ERP) is a software solution that works to move City operations to a central software solution. This project is approximately 40% completed with Utility Billing going into production in November of 2018. Human Resources and Public Works are expected to be in production in early 2019. Staff is already noticing an improvement in efficiencies with lookups operating much faster than the previous system, more digital recordkeeping as opposed to physically signing and moving documents for processes.

Microsoft Office 365: This project involves moving the City email from an on-premises server to Microsoft's cloud environment and will have a transformative effect on City operations. The Microsoft Office suite will be standardized across all City devices, Microsoft SharePoint will enable easier collaboration between departments and Advanced Threat Protection will provide an extra layer of security against malicious programs sent by email. This project is completely in production, and adoption by employees is growing significantly. New collaboration products like Skype for Business and Microsoft Teams are starting to gain traction. Code Enforcement is now using Microsoft SharePoint to collaborate in the field where notes and pictures can be taken and shared without paper and instantaneous.

SmartGov Implementation: Working in collaboration with Community Development, IT is implementing software called SmartGov to facilitate electronic permitting, property information, and contractor management. This software has been in production since September 2018 and has already shown improvements in efficiency.

Tyler Technologies Incode: As presented to Council earlier in 2018, staff had to respond to the DeKalb County Court directive regarding the administrative hearing portion of the City of DeKalb branch court. In doing so, staff worked to identify a perspective system to accommodate an increased workload for administrative hearings. Staff recommended Tyler Technologies Incode software to track citations, citation payments, and hearing results. The software also has a web-based customer portal for citizens to view hearing information and make payments toward citations. IT was able to create a custom import process to pull citations from the Police Records Management System and format the information for import into Tyler Incode.

Tyler Technologies TCM: The City has been looking to implement a full document management system to help digitize and track various business documents. Staff found an opportunity when reviewing Tyler Incode for the Adjudication software. As part of the Incode proposal, Tyler provided its TCM document management system. Staff is evaluating this product to see if it can be a long-term solution for City-wide document management, but in the short-term this system can provide benefits in digitizing, tracking, and managing City records.

Downtown WIFI Project: As part of the strategic plan, Information Technology has implemented a wireless Internet system in the Downtown Business District. In addition to the WIFI service, this project provides the City with an opportunity to provide a marketing venue for local businesses and data collection capabilities. This initial phase covers Lincoln Highway from First Avenue to Fourth Avenue and the Van Buer Plaza area. Staff is presenting an option to expand that initial phase throughout the Downtown at no cost to the City using its partnership with Digital Lobby.

Backup Internet Connection and LEADS Replacement: The technology trend has been moving toward remote hosted solutions (known as “cloud”) and software subscriptions. Projects such as SmartGov and Office 365 are examples of these remote hosted solutions that the City relies on. These applications require an available Internet connection to use the software, so it is critical that the City invest in a backup Internet connection for that purpose. The City placed a bid for services and selected Northern Illinois University to provide the service. In addition to the Internet Connection, the State of Illinois notified the City that by July 2018 the public safety LEADS service will need to move to a different connection. The City used NIU’s connection to the State of Illinois to provide that service.

FY19 Initiatives

Compliance: Staff will work to complete the proper PCI-DSS Self-Assessment Questionnaires and Compliance Attestations now that the financial software is in place and cash receipt locations are settled. Staff will also work towards HIPAA compliance by building a risk assessment for the City.

Disaster Recovery/Business Continuity: Staff will work with each department to determine the proper recovery point objectives and recovery time objectives for City systems, and formally outline a disaster recovery and business continuity plan. These are important tasks to undertake to ensure a plan to continue critical systems in an expected timely manner after a disaster event occurs.

Data Analysis: The Information Technology Department has placed an emphasized importance on data over the past two years. Staff has worked to build a foundation by implementing the BSA software, SmartGov, Incode, and Office 365, and the next steps are formulated for 2019. The first item is data relationship building using a data warehouse. A data warehouse is a repository for data from several disparate data sources. This will include building processes to extract, transform (cleanup and relate), and load into the newly created repository. A data warehouse can be thought of as a “Single Source of Truth” for the City’s data collection efforts. From the data warehouse, tools can be used in a much easier fashion to display and visualize.

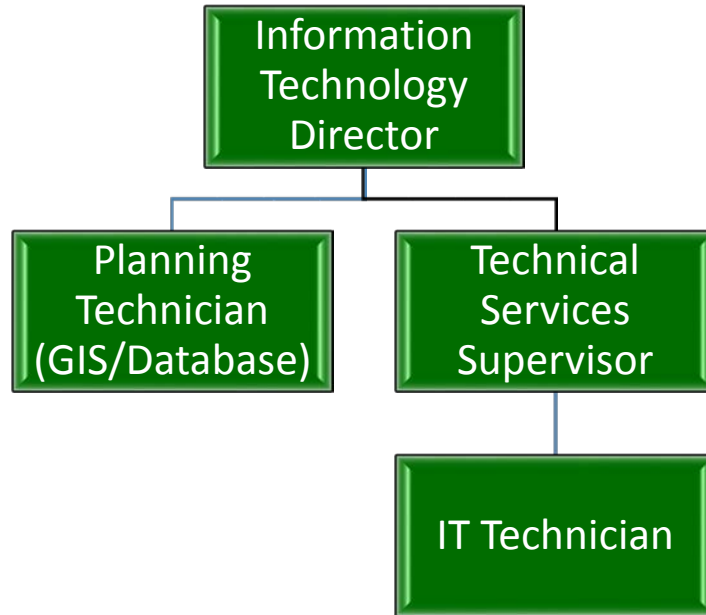
In the initial efforts, IT plans to start using small datasets from different systems and begin building automated processes. Once refined, the processes can be expanded to more data sources to provide more useable data to combine, report, and visualize. IT plans to use free data tools and on-premise

systems to test and learn. Once the initial learning curve is overcome, IT will request funds in subsequent budgets to purchase tools and evaluate online systems for greater expansion and scalability.

Phone System Upgrade: The City's current Mitel phone system is approaching 10 years old which is toward the end of its usable life. Staff is recommending allocating money in the capital fund to procure a new phone system. Upgrading the existing system is a possibility, but staff is requesting enough funds to evaluate changing systems to ensure a recommendation is made that is the best fit for the City.

Channel 14 Broadcast and Recording Equipment: The equipment to record and broadcast Channel 14 is over 10 years old and has reached the end of its useful life. IT is looking at replacing the equipment with updated cameras and wiring, consolidating the number of cameras, changing the recording, scheduler, and character generation equipment. In addition, there has been interest expressed in providing a means for NIU to live broadcast content to provide more content for viewers on the channel.

Information Technology Department



Information Technology Department		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 BUDGET	FY2018 ESTIMATE	FY2019 BUDGET
100-19-19-41100	WAGES - FULL-TIME	0	0	0	0	315,404
100-19-19-41300	WAGES - OVERTIME	0	0	0	0	20,000
100-19-19-41400	LONGEVITY PAY	0	0	0	0	4,289
100-19-19-41500	CLOTHING ALLOWANCE	0	0	0	0	900
100-19-19-41550	CAR ALLOWANCE	0	0	0	0	2,857
100-19-19-42100	EMPLOYER PORTION FICA	0	0	0	0	24,939
100-19-19-42200	EMPLOYER PORTION IMRF	0	0	0	0	38,802
100-19-19-42500	EMPLOYEE HEALTH INSURANCE	0	0	0	0	58,543
100-19-19-42600	WORKER'S COMPENSATION	0	0	0	0	2,498
TOTAL PERSONNEL		0	0	0	0	468,232
100-19-19-51600	SUPPLIES/PARTS-TECHNOLOGY	0	0	0	0	26,960
100-19-19-52000	OFFICE SUPPLIES	0	0	0	0	1,600
100-19-19-53300	SMALL TOOLS & EQUIPMENT	0	0	0	0	300
100-19-19-55000	FUEL, OIL, & LUBRICANTS	0	0	0	0	166
100-19-19-62099	PRINTED MATERIALS	0	0	0	0	8,000
TOTAL COMMODITIES		0	0	0	0	37,026
100-19-19-61500	MAINTENANCE-EQUIPMENT	0	0	0	0	8,913
100-19-19-62400	TECHNOLOGY SERVICES	0	0	0	0	3,000
100-19-19-63000	SPECIAL EVENT SERVICES	0	0	0	0	0
100-19-19-64500	TELEPHONE SERVICES	0	0	0	0	25,410
100-19-19-65100	FREIGHT & POSTAGE	0	0	0	0	600
100-19-19-66100	DUES & SUBSCRIPTIONS	0	0	0	0	800
100-19-19-66200	CONFERENCES/TRAINING	0	0	0	0	3,600
TOTAL CONTRACTED SERVICES		0	0	0	0	42,323
100-19-19-63800	CONTRACTED SERVICES	0	0	0	0	392,519
TOTAL OTHER SERVICES		0	0	0	0	392,519
100-19-19-86100	TECHNOLOGY EQUIPMENT	0	0	0	0	18,800
100-19-19-86200	OFFICE FURNITURE & EQUIPMENT	0	0	0	0	0
100-19-19-86300	TELEPHONE & RADIO EQUIPMENT	0	0	0	0	4,100
TOTAL EQUIPMENT		0	0	0	0	22,900
TOTAL Information Technology Department		0	0	0	0	963,000

*Moved to own department beginning in FY2019

Police Department

Department Introduction

The Police Department is responsible for serving and protecting visitors to and residents of our City, preserving the peace, enforcing laws and ordinances, and protecting the constitutional rights of all people. The Police Department seeks to employ effective policing strategies, develop community partnerships and engage in the efficient deployment of resources to fulfill our vision and mission statements.

The Police Department's Vision Statement is: "A city where our families, businesses, and culture prosper in an environment in which all people are treated with dignity, equity, and respect." Our Mission Statement is: "The members of the DeKalb Police Department are committed to reducing crime and enhancing the quality of life through an active partnership with our community."

In an effort to realize our Vision and accomplish our Mission it is imperative that we effectively utilize all of our resources and work in partnership with our community. Therefore, the Police Department embraces Intelligence Driven Policing, Community Policing, Co-Policing and the best practices in proactive policing to reduce crime, improve public safety and enhance our quality of life.

Recent Accomplishments

Continued Implementation of the 20/20 Vision for the Future Plan, Phase Two: The 20/20 Vision for the Future Plan, Phase Two was deployed in 2017, and continued in 2018. This plan detailed 20 initiatives to be accomplished within 20 months that were designed to further our City's Strategic Plan and address the challenges of crime, public safety and quality of life concerns for our community. It is the successor to the original 20/20 Vision for the Future Plan implemented in 2012 that resulted in numerous positive outcomes to include a decline in crime from 2012 through 2015. A noteworthy accomplishment in 2018 has been the deployment of Project H.O.P.E. (Heroin/Opioid Outreach Prevention and Education). Project H.O.P.E. strives to intercept opioid abuse at the earliest point possible by getting opioid users into treatment prior to entering them into the criminal justice system.

Camp Power, Power Academy, and the Power Up Program(s): The Camp Power program, that originated from within the Police Department's Youth in Need Task Force, debuted in the summer of 2014 and continued in 2018. This eight week, summer program provided academic tutoring, a free lunch and snack, recreational activities and a variety of opportunities for the less fortunate, school-aged children of the University Village neighborhood. The program was designed to address juvenile crime while also providing a variety of positive experiences for the children. The outcomes in the reduction of crime and demands for services has been remarkable, the positive impact and enrichment opportunities for the participants has been life altering. The program was recognized in 2017 by the International City/County Management Association at their 103rd Annual conference in San Antonio, Texas, as an awardee for Community Health and Safety. In 2018 the program was also recognized by the Illinois State Alliance of YMCAs as its 2018 Program Excellence Award winner.

Cultural diversity, de-escalation and procedural justice training: A variety of training initiatives were provided to personnel within the Police Department during 2018. The training focused on how to embrace cultural diversity, de-escalate situations before they escalate into violent encounters and to implement the four pillars of procedural justice which are fairness, impartiality, giving voice and transparency. The goal of these training initiatives is to enhance the trust and build better a relationship between the community and the police.

Co-Policing with the Northern Illinois University Police Department: In 2018, the DeKalb Police Department's co-policing program with the Northern Illinois University Police Department attained a new level of interagency cooperation. The co-policing program was designed to enhance community safety on campus and within neighborhoods adjacent to the university. From attending each other's roll calls, training together and working collaboratively to implement proactive policing measures to reduce crime, this partnership has proven beneficial to our community and the university. The highlight for 2018 has been the DeKalb Police Department's implementation of the Safe Streets Initiative which was actively supported by the Northern Illinois Police Department.

Safe Streets Initiative: In 2018, the DeKalb Police Department implemented the Safe Streets Initiative to reduce crime and enhance the quality of life in the Annie Glidden North neighborhood. This neighborhood has year to year had the highest call volume, crime, and demand for public safety services. The Safe Streets Initiative is a comprehensive policing strategy that combines a variety of proactive policing practices, enhanced parking regulations, and the establishment of "Safe Routes" to make a safer neighborhood for all stakeholders. The Safe Streets Initiative was fully implemented in the summer of 2018 and has demonstrated numerous positive outcomes to date.

The COMPASS Program: In 2018, the DeKalb Police Department deployed an innovative program to address juvenile crime called "COMPASS". COMPASS or Changing Outcomes by Making Parents Accountable, Supported, and Successful, is a multi-disciplinary approach involving a variety of community stakeholders. Its purpose is to reduce juvenile delinquent behavior at the earliest stage possible, by engaging appropriate support for the juvenile and their family to constructively modify the behavior. This program was fully implemented in the fall of 2018 and has already shown positive outcomes with juvenile offenders and their parents.

911 PSAP Consolidation: The State of Illinois has mandated the consolidation of 911 Communications Centers, also known as Public Safety Answering Points (PSAPs). As a result of this mandate, the DeKalb Police and DeKalb County Sheriff's communication centers will be the only 911 Centers operational in our county. In 2018, the DeKalb Police Department worked collaboratively with the DeKalb County Emergency Telephone System Board (ETSB) to implement a plan for DeKalb Police Communications to handle Northern Illinois University's 911 calls by July of 2019.

FY19 Initiatives

Full Implementation of the 911 Public Safety Answering Point (PSAP) Consolidation and a countywide digital radio network: The completion of the State of Illinois mandated 911 PSAP Consolidation and implementation of an interoperable, digital radio network that serves the entire county is set to be completed in 2019. These projects will represent significant enhancements to public safety in terms of 911 call processing and inter-agency communication capabilities. The DeKalb Police Department Communications Center will feature a state-of-the-art communications infrastructure, with a county-wide

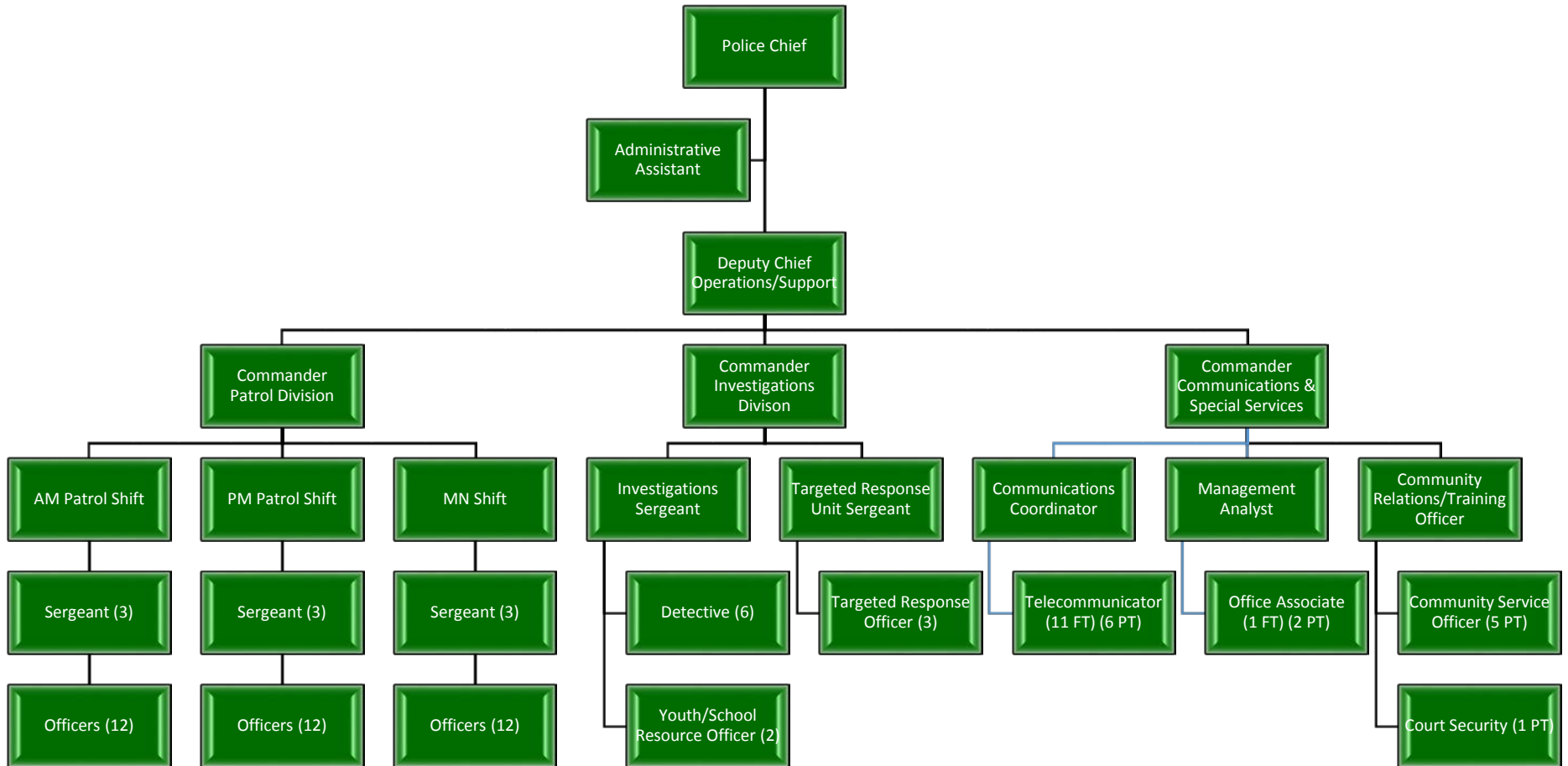
interoperable radio network to support police and fire operations on the street. This combination of public safety resources creates a rare opportunity to have all public safety providers within the county on the same radio platform, working in concert to serve our residents.

Law Enforcement Agency Accreditation: In 2019 the DeKalb Police Department is expected to meet all the criteria required to become an accredited law enforcement agency by the Illinois Chiefs of Police - Law Enforcement Accreditation Program (ILEAP). The Police Department will participate in an on-site assessment of its policies, procedures, operations and facility as part of the accreditation process. The benefit of becoming an accredited law enforcement agency is insuring that the department's policies and procedures are current with the best practices in the law enforcement profession.

Reduce crime and enhance community safety: In 2019, the DeKalb Police Department in partnership with our community, will continue a variety of proactive policing strategies, community engagement, and community policing methodologies to reduce crime and enhance public safety. Those strategies include dedicating more staff hours to Community Oriented and Problem Oriented Policing programs that address quality of life concerns and specific crime problems. In 2018 the implementation of the Safe Streets Initiative demonstrated success in a variety of engagement and enforcement measures that have positively contributed to the reduction of crime. The DeKalb Police and its co-policing partner, the Northern Illinois University Police, will also continue to work together regarding all aspects of proactive and community policing.

Implementing a Proactive Mental Health Program: In 2019, the DeKalb Police Department will implement a strategy to more effectively address the rising demands for service that involve individuals afflicted with behavioral health challenges. In 2018, the Police Department completed the first phase of the U.S. Department of Justice, Mental Health Grant that focused on the creation of a strategy to respond to and serve individuals that are experiencing a behavioral health crisis. Recommendations for moving forward include a comprehensive training program to insure our Officers are trained in Crisis Intervention Team practices and utilizing an embedded police social worker as a broker of services for those in need.

Police Department



POLICE DEPARTMENT - SUMMARY

		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 BUDGET	FY2018 ESTIMATE	FY2019 BUDGET
41100	WAGES - FULL-TIME	3,257,866	6,737,168	6,933,126	6,860,179	7,034,072
41200	WAGES - PART-TIME	173,886	351,258	374,672	308,209	341,690
41300	WAGES - OVERTIME	331,602	627,683	555,490	587,366	547,979
41400	LONGEVITY PAY	29,654	61,569	66,684	57,230	61,980
41500	CLOTHING ALLOWANCE	0	59,812	60,200	59,067	61,000
41600	WELLNESS BONUS	0	2,400	4,500	2,850	4,500
42100	EMPLOYER PORTION FICA	94,969	189,781	200,585	183,986	200,763
42200	EMPLOYER PORTION IMRF	87,358	169,971	183,992	158,738	148,332
42300	EMPLOYER CONTRIB/PENSION	2,085,233	2,484,077	2,987,254	2,987,254	3,079,439
42500	EMPLOYEE HEALTH INSURANCE	755,815	1,295,325	1,384,549	1,384,549	1,406,281
42600	WORKER'S COMPENSATION	153,088	147,805	147,805	147,805	147,805
TOTAL PERSONNEL		6,969,472	12,126,849	12,898,857	12,737,233	13,033,841
51300	SUPPLIES/PARTS-BUILDINGS	83	679	568	568	568
51700	SUPPLIES/PARTS-VEHICLES	25,867	30,649	42,120	42,120	42,122
52000	OFFICE SUPPLIES	4,121	5,648	7,926	9,169	7,926
52600	INSPECTOR SUPPLY/EQUIPMENT	40,196	113,668	62,473	62,473	62,474
52700	INVESTIGATION SUPPLIES & EQUIPMENT	3,718	13,165	8,445	9,143	8,445
53300	SMALL TOOLS & EQUIPMENT	0	444	500	500	500
54000	UNIFORMS/PROTECTIVE CLOTHING	9,695	29,616	26,191	28,428	26,191
55000	FUEL, OIL, & LUBRICANTS	32,848	69,261	71,660	77,470	71,660
58110	DUI FINES EXPENDITURES	1,470	660	10,634	10,634	10,634
58120	ANTI-CRIME EXPENDITURES	8,638	0	8,000	8,000	8,000
58130	CRIME LAB EXPENDITURES	365	3,196	4,150	4,150	4,150
58140	POLICE FORFEITURES EXPENDITURE	10,589	25,575	14,545	14,545	14,545
59999	COMMODITIES	6,258	5,684	5,084	5,560	5,084
62099	PRINTED MATERIALS	11,332	14,975	13,474	15,985	13,474
TOTAL COMMODITIES		155,179	313,220	275,770	288,745	275,773
61300	MAINTENANCE-BUILDINGS	425	360	4,550	4,550	4,550
61500	MAINTENANCE-EQUIPMENT	11,830	20,075	25,538	28,310	25,598
61700	MAINTENANCE-VEHICLES	8,768	14,531	17,529	20,595	17,529
62200	LEGAL SERVICES	381	1,360	818	878	818
63500	TOWING SERVICES	1,800	4,515	5,780	5,780	5,780
63800	CONTRACTED SERVICES	27,399	107,184	120,050	120,050	29,346
64500	TELEPHONE SERVICES	23,182	50,727	44,000	44,000	44,000
65100	FREIGHT & POSTAGE	2,639	12,758	4,462	4,600	4,462
65200	MARKETING, ADS & PUBLIC INFO	2,001	1,570	1,350	1,350	1,350
65300	LEGAL EXPENSES & NOTICES	0	0	275	275	275
66100	DUES & SUBSCRIPTIONS	9,349	9,315	11,527	12,738	11,527
66200	CONFERENCES/TRAINING	25,560	55,147	98,912	98,912	98,912
66400	EDUCATION TUITION REIMBURSEMENT	0	0	0	500	0
TOTAL CONTRACTED SERVICES		113,334	277,542	334,791	342,538	244,147
86000	TELEPHONE & RADIO EQUIPMENT	0	33,912	57,340	7,318	7,318
TOTAL OTHER SERVICES		0	33,912	57,340	7,318	7,318
86200	OFFICE FURNITURE & EQUIPMENT	6,154	1,620	1,658	1,800	1,658
87000	VEHICLES	28,772	6,531	0	0	0
86000	EQUIPMENT	1,991	2,378	7,318	0	0
86300	TELEPHONE & RADIO EQUIPMENT	35,827	1,112	5,200	55,700	47,540
TOTAL EQUIPMENT		72,745	11,641	14,176	57,500	49,198
TOTAL POLICE DEPARTMENT		7,310,731	12,763,164	13,580,934	13,433,334	13,610,277

Police Department Administration		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 BUDGET	FY2018 ESTIMATE	FY2019 BUDGET
100-20-21-41100	WAGES - FULL-TIME	288,547	475,913	544,322	475,883	548,279
100-20-21-41200	WAGES - PART-TIME	0	1,602	0	0	0
100-20-21-41300	WAGES - OVERTIME	2,073	3,728	3,500	3,500	3,456
100-20-21-41500	CLOTHING ALLOWANCE	0	2,950	3,400	3,000	3,000
100-20-21-42100	EMPLOYER PORTION FICA	7,461	11,036	12,572	10,988	11,704
100-20-21-42300	EMPLOYER CONTRIB/PENSION	128,322	152,866	183,831	183,831	189,504
100-20-21-42200	EMPLOYER PORTION IMRF	5,872	11,143	10,861	10,790	8,955
100-20-21-42500	EMPLOYEE HEALTH INSURANCE	46,406	89,426	88,944	88,944	80,392
100-20-21-42600	WORKER'S COMPENSATION	11,750	11,345	11,345	11,345	11,345
TOTAL PERSONNEL		490,431	760,010	858,775	788,281	856,635
100-20-21-51300	AMBULANCE SUPPLIES & EQUIPMENT	83	579	568	568	568
100-20-21-51700	SUPPLIES/PARTS-VEHICLES	672	963	2,614	2,614	2,614
100-20-21-52000	OFFICE SUPPLIES	750	1,724	1,985	3,000	1,985
100-20-21-52700	INVESTIGATION SUPPLIES & EQUIPMENT	1,389	3,134	2,800	2,800	2,800
100-20-21-54000	UNIFORMS/PROTECTIVE CLOTHING	36	2,101	300	537	300
100-20-21-55000	FUEL, OIL, & LUBRICANTS	32,848	69,261	71,660	77,470	71,660
100-20-21-58110	DUI FINES EXPENDITURES	1,470	660	10,634	10,634	10,634
100-20-21-58120	ANTI-CRIME EXPENDITURES	8,638	0	8,000	8,000	8,000
100-20-21-58130	CRIME LAB EXPENDITURES	365	3,196	4,150	4,150	4,150
100-20-21-58140	POLICE FORFEITURES EXPENDITURE	10,589	25,575	14,545	14,545	14,545
100-20-21-59999	COMMODITIES	565	1,465	895	895	895
100-20-21-62099	PRINTED MATERIALS	2,873	9,090	4,320	5,000	4,320
TOTAL COMMODITIES		60,277	117,748	122,471	130,213	122,471
100-20-21-61300	MAINTENANCE-BUILDINGS	0	360	250	250	250
100-20-21-61500	MAINTENANCE-EQUIPMENT	597	880	7,822	7,882	7,882
100-20-21-61700	MAINTENANCE-VEHICLES	138	2,140	1,035	1,035	1,035
100-20-21-63800	CONTRACTED SERVICES	900	41,971	58,101	58,101	17,397
100-20-21-64500	TELEPHONE SERVICES	23,182	50,727	44,000	44,000	44,000
100-20-21-65100	FREIGHT & POSTAGE	380	3,449	2,100	2,100	2,100
100-20-21-65300	LEGAL EXPENSES & NOTICES	0	0	175	175	175
100-20-21-66100	DUES & SUBSCRIPTIONS	7,525	1,255	1,260	2,000	1,260
100-20-21-66200	CONFERENCES/TRAINING	6,579	2,381	12,307	12,307	12,307
100-20-21-66400	EDUCATION TUITION REIMBURSEMENT	0	0	0	500	0
TOTAL CONTRACTED SERVICES		39,301	103,163	127,050	128,350	86,406
100-20-21-86200	OFFICE FURNITURE & EQUIPMENT	0	971	700	700	700
100-20-21-86300	TELEPHONE & RADIO EQUIPMENT	0	33,912	32,340	34,500	32,340
TOTAL EQUIPMENT		0	34,883	33,040	35,200	33,040
TOTAL Police Department: Administration		590,009	1,015,804	1,141,336	1,082,044	1,098,552

Police Department Patrol Services		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 BUDGET	FY2018 ESTIMATE	FY2019 BUDGET
100-20-22-41100	WAGES - FULL-TIME	2,067,979	4,394,710	4,072,853	4,413,507	4,189,179
100-20-22-41200	WAGES - PART-TIME	36,889	48,131	0	0	0
100-20-22-41300	WAGES - OVERTIME	219,374	464,151	360,000	450,210	352,533
100-20-22-41400	LONGEVITY PAY	20,760	44,764	46,008	40,513	42,388
100-20-22-41500	CLOTHING ALLOWANCE	0	37,333	35,600	38,867	36,800
100-20-22-41600	WELLNESS BONUS	0	2,100	3,000	2,400	3,000
100-20-22-42100	EMPLOYER PORTION FICA	36,088	73,201	65,720	68,366	67,155
100-20-22-42300	EMPLOYER CONTRIB/PENSION	1,475,704	1,757,962	2,114,057	2,114,057	2,179,295
100-20-22-42500	EMPLOYEE HEALTH INSURANCE	427,277	681,826	805,027	805,027	822,863
100-20-22-42600	WORKER'S COMPENSATION	98,425	95,029	95,029	95,029	95,029
TOTAL PERSONNEL		4,382,495	7,599,208	7,597,294	8,027,976	7,788,242
100-20-22-51700	SUPPLIES/PARTS-VEHICLES	23,145	22,997	31,398	31,398	31,400
100-20-22-52000	OFFICE SUPPLIES	2,161	2,227	4,100	4,100	4,100
100-20-22-52600	PATROL SUPPLIES & EQUIPMENT	32,071	95,876	58,174	58,174	58,175
100-20-22-53300	SMALL TOOLS & EQUIPMENT	0	0	400	400	400
100-20-22-54000	UNIFORMS/PROTECTIVE CLOTHING	7,819	20,676	19,895	19,895	19,895
100-20-22-59999	COMMODITIES	4,688	2,043	1,524	2,000	1,524
100-20-22-62099	PRINTED MATERIALS	7,944	3,401	4,933	4,933	4,933
TOTAL COMMODITIES		77,829	147,218	120,424	120,900	120,427
100-20-22-61300	AMBULANCE SUPPLIES & EQUIPMENT	425	0	4,300	4,300	4,300
100-20-22-61500	MAINTENANCE-EQUIPMENT	5,530	9,565	3,384	5,000	3,384
100-20-22-61700	MAINTENANCE-VEHICLES	8,630	9,635	12,934	16,000	12,934
100-20-22-62200	LEGAL SERVICES	272	609	390	450	390
100-20-22-62600	MEDICAL SERVICES	0	0	0	0	0
100-20-22-63500	TOWING SERVICES	1,800	4,515	5,780	5,780	5,780
100-20-22-66100	DUES & SUBSCRIPTIONS	1,415	849	3,304	3,304	3,304
100-20-22-66200	CONFERENCES/TRAINING	11,867	36,992	55,360	55,360	55,360
100-20-22-63800	CONTRACTED SERVICES	2,112	60,212	59,649	59,649	9,649
TOTAL CONTRACTED SERVICES		32,051	122,377	145,101	149,843	95,101
100-20-22-86200	OFFICE FURNITURE & EQUIPMENT	0	0	200	200	200
100-20-22-86300	TELEPHONE & RADIO EQUIPMENT	35,172	180	4,200	19,200	14,200
100-20-22-87000	VEHICLES	28,772	6,531	0	0	0
100-20-22-86000	EQUIPMENT	1,991	2,378	7,318	7,318	7,318
TOTAL EQUIPMENT		65,936	9,089	11,718	26,718	21,718
TOTAL Police Department: Patrol Services		4,558,311	7,877,892	7,874,537	8,325,437	8,025,488

Police Department Communications		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 BUDGET	FY2018 ESTIMATE	FY2019 BUDGET
100-20-23-41100	WAGES - FULL-TIME	334,366	692,584	722,563	727,282	759,651
100-20-23-41200	WAGES - PART-TIME	49,251	149,909	203,930	157,838	208,964
100-20-23-41300	WAGES - OVERTIME	38,571	35,759	56,720	15,108	56,720
100-20-23-41400	LONGEVITY PAY	840	1,255	1,195	1,195	1,758
100-20-23-41500	CLOTHING ALLOWANCE	0	10,526	7,200	7,200	7,200
100-20-23-42100	EMPLOYER PORTION FICA	30,625	64,579	75,857	66,843	79,171
100-20-23-42200	EMPLOYER PORTION IMRF	66,773	130,696	145,866	130,882	124,115
100-20-23-42500	EMPLOYEE HEALTH INSURANCE	93,364	153,296	156,737	156,737	159,887
100-20-23-42600	WORKER'S COMPENSATION	1,350	1,303	1,303	1,303	1,303
TOTAL PERSONNEL		615,140	1,239,908	1,371,371	1,264,388	1,398,769
100-20-23-52000	OFFICE SUPPLIES	188	236	240	240	240
100-20-23-54000	UNIFORMS/PROTECTIVE CLOTHING	871	2,228	1,296	1,296	1,296
100-20-23-62099	PRINTED MATERIALS	0	0	1,120	1,120	1,120
TOTAL COMMODITIES		1,059	2,464	2,656	2,656	2,656
100-20-23-61500	MAINTENANCE-EQUIPMENT	5,703	9,041	8,504	9,600	8,504
100-20-23-62200	LEGAL SERVICES	56	550	280	280	280
100-20-23-63800	CONTRACTED SERVICES	0	0	25,000	0	0
100-20-23-66100	DUES & SUBSCRIPTIONS	229	716	729	1,200	729
100-20-23-66200	CONFERENCES/TRAINING	2,133	4,597	6,411	6,411	6,411
TOTAL CONTRACTED SERVICES		8,121	14,903	40,924	17,491	15,924
100-20-23-86200	OFFICE FURNITURE & EQUIPMENT	6,144	546	300	400	300
100-20-23-86300	TELEPHONE & RADIO EQUIPMENT	655	932	1,000	2,000	1,000
TOTAL EQUIPMENT		6,799	1,477	1,300	2,400	1,300
TOTAL Police Department: Communications		631,119	1,258,752	1,416,251	1,286,935	1,418,649

Police Department Criminal Investigations		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 BUDGET	FY2018 ESTIMATE	FY2019 BUDGET
100-20-24-41100	WAGES - FULL-TIME	391,121	789,598	1,274,944	925,065	1,280,933
100-20-24-41300	WAGES - OVERTIME	66,140	114,668	128,070	112,548	128,070
100-20-24-41400	LONGEVITY PAY	6,074	11,451	15,156	11,181	13,269
100-20-24-41500	CLOTHING ALLOWANCE	0	6,400	11,200	7,200	11,200
100-20-24-41600	WELLNESS BONUS	0	300	1,200	450	1,200
100-20-24-42100	EMPLOYER PORTION FICA	6,638	13,091	20,743	14,693	20,802
100-20-24-42300	EMPLOYER CONTRIB/PENSION	417,046	496,816	597,451	597,451	615,888
100-20-24-42500	EMPLOYEE HEALTH INSURANCE	138,858	271,463	271,779	271,779	270,807
100-20-24-42600	WORKER'S COMPENSATION	31,438	30,353	30,353	30,353	30,353
TOTAL PERSONNEL		1,057,316	1,734,139	2,350,896	1,970,720	2,372,522
100-20-24-51700	SUPPLIES/PARTS-VEHICLES	1,646	4,229	6,189	6,189	6,189
100-20-24-52000	OFFICE SUPPLIES	270	199	506	506	506
100-20-24-52600	PATROL SUPPLIES & EQUIPMENT	7,915	17,793	4,299	4,299	4,299
100-20-24-52700	INVESTIGATION SUPPLIES & EQUIPMENT	2,152	9,706	5,195	5,893	5,195
100-20-24-53300	SMALL TOOLS & EQUIPMENT	0	0	100	100	100
100-20-24-54000	UNIFORMS/PROTECTIVE CLOTHING	448	3,205	3,700	3,700	3,700
100-20-24-59999	COMMODITIES	0	210	220	220	220
100-20-24-62099	PRINTED MATERIALS	72	230	932	932	932
TOTAL COMMODITIES		12,504	35,573	21,141	21,839	21,141
100-20-24-61500	MAINTENANCE-EQUIPMENT	0	0	1,368	1,368	1,368
100-20-24-61700	MAINTENANCE-VEHICLES	0	1,546	2,060	2,060	2,060
100-20-24-62200	LEGAL SERVICES	53	201	148	148	148
100-20-24-63800	CONTRACTED SERVICES	0	0	0	0	0
100-20-24-65200	MARKETING ADS & PUBLIC INFO	10	0	400	400	400
100-20-24-66100	DUES & SUBSCRIPTIONS	80	5,058	5,644	5,644	5,644
100-20-24-66200	CONFERENCES/TRAINING	2,653	9,144	19,540	19,540	19,540
TOTAL CONTRACTED SERVICES		2,796	15,950	29,160	29,160	29,160
100-20-24-86200	OFFICE FURNITURE & EQUIPMENT	0	0	200	200	200
TOTAL EQUIPMENT		0	0	200	200	200
TOTAL Police Department: Criminal Investigations		1,072,615	1,785,662	2,401,397	2,021,919	2,423,023

Police Department Special Services Division		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 BUDGET	FY2018 ESTIMATE	FY2019 BUDGET
100-20-25-41100	WAGES - FULL-TIME	111,414	249,380	318,444	318,442	256,030
100-20-25-41200	WAGES - PART-TIME	47,539	84,719	170,742	150,371	132,726
100-20-25-41300	WAGES - OVERTIME	5,077	9,323	7,200	6,000	7,200
100-20-25-41400	LONGEVITY PAY	1,980	3,037	4,325	4,341	4,565
100-20-25-41500	CLOTHING ALLOWANCE	0	1,600	2,800	2,800	2,800
100-20-25-41600	WELLNESS BONUS	0	0	300	0	300
100-20-25-42200	EMPLOYER PORTION IMRF	4,257	7,587	27,265	17,066	15,262
100-20-25-42100	EMPLOYER PORTION FICA	6,603	13,119	25,693	23,096	21,931
100-20-25-42300	EMPLOYER CONTRIB/PENSION	64,161	76,433	91,915	91,915	94,752
100-20-25-42500	EMPLOYEE HEALTH INSURANCE	30,785	57,110	62,062	62,062	72,332
100-20-25-42600	WORKER'S COMPENSATION	6,800	6,565	9,775	9,775	9,775
TOTAL PERSONNEL		278,616	508,872	720,521	685,868	617,673
100-20-25-51700	SUPPLIES/PARTS-VEHICLES	161	1,531	1,919	1,919	1,919
100-20-25-52000	OFFICE SUPPLIES	647	1,262	1,095	1,323	1,095
100-20-25-52700	INVESTIGATION SUPPLIES & EQUIPMENT	178	325	450	450	450
100-20-25-54000	UNIFORMS/PROTECTIVE CLOTHING	195	661	1,000	3,000	1,000
100-20-25-59999	COMMODITIES	1,005	1,966	2,445	2,445	2,445
100-20-25-62099	PRINTED MATERIALS	0	1,449	2,169	4,000	2,169
TOTAL COMMODITIES		2,186	7,193	9,078	13,137	9,078
100-20-25-61500	MAINTENANCE-EQUIPMENT	0	589	4,460	4,460	4,460
100-20-25-61700	MAINTENANCE-VEHICLES	0	1,210	1,500	1,500	1,500
100-20-25-63800	CONTRACTED SERVICES	24,008	5,001	2,300	2,300	2,300
100-20-25-65200	MARKETING, ADS & PUBLIC INFO	1,991	1,570	950	950	950
100-20-25-65300	LEGAL EXPENSES & NOTICES	0	0	100	100	100
100-20-25-65100	FREIGHT & POSTAGE	2,250	4,777	2,362	2,500	2,362
100-20-25-66100	DUES & SUBSCRIPTIONS	0	477	590	590	590
100-20-25-66200	CONFERENCES/TRAINING	1,577	1,962	5,294	5,294	5,294
TOTAL CONTRACTED SERVICES		29,825	15,586	17,556	17,694	17,556
100-20-25-86200	OFFICE FURNITURE & EQUIPMENTMENT	10	30	258	300	258
TOTAL EQUIPMENT		10	30	258	300	258
TOTAL Police Department: Special Services Division		310,637	531,681	747,413	716,999	644,565

Police Department Crime Free Housing & Inspection		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 BUDGET	FY2018 ESTIMATE	FY2019 BUDGET
100-20-26-41100	WAGES - FULL-TIME	64,440	134,983	0	0	0
100-20-26-41200	WAGES - PART-TIME	40,208	66,897	0	0	0
100-20-26-41300	WAGES - OVERTIME	368	54	0	0	0
100-20-26-41400	LONGEVITY PAY	0	1,062	0	0	0
100-20-26-41500	CLOTHING ALLOWANCE	0	1,002	0	0	0
100-20-26-42100	EMPLOYER PORTION FICA	7,554	14,757	0	0	0
100-20-26-42200	EMPLOYER PORTION IMRF	10,456	20,544	0	0	0
100-20-26-42500	EMPLOYEE HEALTH INSURANCE	19,125	42,204	0	0	0
100-20-26-42600	WORKER'S COMPENSATION	3,325	3,210	0	0	0
TOTAL PERSONNEL		145,476	284,713	0	0	0
100-20-26-51700	SUPPLIES/PARTS-VEHICLES	242	930	0	0	0
100-20-26-52000	OFFICE SUPPLIES	105	0	0	0	0
100-20-26-52999	INSPECTOR SUPPLY/EQUIPMENT	210	0	0	0	0
100-20-26-53300	SMALL TOOLS & EQUIPMENT	0	444	0	0	0
100-20-26-54000	UNIFORMS/PROTECTIVE CLOTHING	326	745	0	0	0
100-20-26-59999	COMMODITIES	0	0	0	0	0
100-20-26-62099	PRINTED MATERIALS	442	806	0	0	0
TOTAL COMMODITIES		1,325	2,925	0	0	0
100-20-26-63800	CONTRACTED SERVICES	380	0	0	0	0
100-20-26-65100	FREIGHT & POSTAGE	10	4,532	0	0	0
100-20-26-66100	DUES & SUBSCRIPTIONS	100	960	0	0	0
100-20-26-66200	CONFERENCES/TRAINING	750	70	0	0	0
TOTAL CONTRACTED SERVICES		1,240	5,562	0	0	0
100-20-26-86200	OFFICE FURNITURE & EQUIPMENT	0	173	0	0	0
TOTAL EQUIPMENT		0	173	0	0	0
TOTAL Police Department: Crime Free Housing & Inspection		148,040	293,372	0	0	0

**Moved to Community Development beginning in FY2018*

Fire Department

Department Introduction

The Fire Department is committed to providing the highest level of service to the citizens of DeKalb and those who visit. The Department strives to continuously seek innovative and effective ways to protect the lives and property of those we serve through suppression, emergency medical services, education, prevention, and training.

This Department is an ever-evolving entity in the City of DeKalb. Besides traditional firefighting, this department embraced advanced emergency medicine in the 70's, hazardous materials in the 80's, fire prevention and public education in the 90's and technical rescue in the 2000's. This has truly transformed the DeKalb Fire Department from a "fire department" to an "all-hazards" service department providing a wide array of protection to the community. Including the above-mentioned services, the Fire Department also provides fire investigation, aircraft rescue and firefighting, emergency management, mass casualty response, water rescue, post-fire assistance, and fire and life safety inspections. The depth of our service extends to assisting the public with everyday needs such as home safety checks, changing smoke detector batteries, and assisting persons with mobility needs. These resources are available year round 24-hours a day.

Recent Accomplishments

Standard Operating Guidelines and Department Policies. Standard Operating Guidelines and Department Policies drive the operational interworking of the department. Most of these guidelines and policies had not been reviewed or updated for years. A comprehensive review and, in most cases, re-write of these procedures and policies along with training and implementation occurred in 2018.

Emergency Operations Plan (EOP) update. The City has an extensive EOP, which must be updated annually. An Emergency Operation Plan essentially is a roadmap for organizing the City's response to emergencies and disasters while providing for the safety and welfare of its citizens. With recent personnel changes and organizational changes in the City, the Fire Department embarked upon a comprehensive review and update of the plan.

Special Teams Training and Equipment Upgrades. The Technical Rescue Team and Hazardous Materials Team were founded in 2002. Founding team members have retired from service over recent years and initial equipment purchased for the teams' use is getting worn out or expiring. In 2018, the Fire Department focused on re-establishing these special teams and ensuring the new members have state required training and reliable equipment.

Operational Response Review. Response Plans were reviewed to determine if any changes need to be made for Fire Department response to incidents and deployment and receiving of resources at incidents.

Enhance and Improve Community Partnerships. The Fire Department continued collaborating with community organizations and intergovernmental partners to expand community risk reduction programs such as smoke detectors, cooking safety, and slip/trip/fall evaluations.

FY19 Initiatives

Streamline Internal Fire Department Operations. Internal Fire Department operations have relatively remained the same for decades. With the enactment of the City of DeKalb Personnel Manual, application of new city-wide budgeting software, and recent implementation of new Standard Operating Guidelines, the fire department is in need of evaluating, streamlining, and updating its internal processes. This will include inventory management, documentation flow and archiving, workflow processes, human resource management, and budget/purchasing oversight and reporting.

Emergency Operations Plan (EOP) update. The City has an extensive EOP, which must be updated annually. An Emergency Operations Plan essentially is a roadmap for organizing the City's response to emergencies and disasters while providing for the safety and welfare of its citizens. With recent personnel changes and organizational changes in the City, the Fire Department will embark upon a comprehensive review and update of the plan.

Implementation of New Digital Radio Program. The Fire Department will implement a new P25 digital radio program. This will complement the City's transition to the County's digital platform. This transition will include development of radio talk groups, reprogramming of radios, assessment of compatibility with current communication equipment, and personnel training. An audit of the City's back-up radio capabilities will be completed and a Fire Department emergency radio back-up procedure instituted.

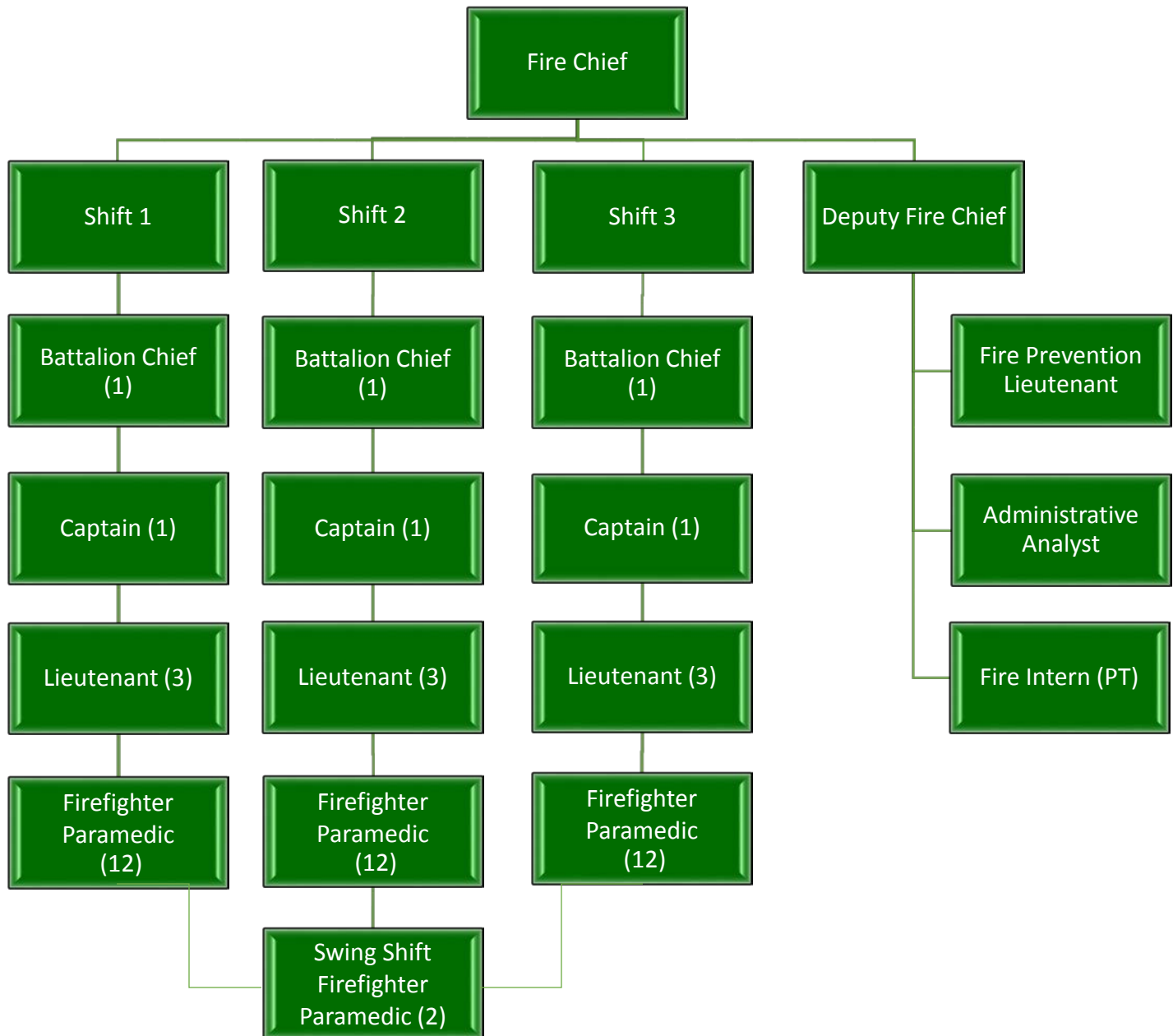
Training Program Evaluation. Fire administration will perform a comprehensive analysis of its current training program to identify additional firefighting and emergency medical service training needs, evaluate current training props, identify training program goals, and establish a 3-5 year training enhancement plan. This analysis will also focus on continuing to meet firefighting training requirements to retain the City's newly acquired ISO Class 2 rating.

Enhance and Improve Community Partnerships. The Fire Department will continue to collaborate with community organizations and intergovernmental partners to expand community risk reduction programs such as smoke detectors, cooking safety, and slip/trip/fall evaluations.

The DeKalb Fire Department continues to evaluate and prepare for the community's needs. This includes ensuring the operational readiness of personnel, facilities, apparatus and equipment; provide life-saving education to visitors and residents; and evaluate and modernize internal procedures to improve efficiency and effectiveness of the services provided.

In calendar year 2018, the Fire Department has a staffing level of 57 sworn members, including a Fire Chief and two Deputy Chiefs who are non-bargaining members. In addition, there is one full-time Administrative Analyst, one part-time Office Associate, and one intern. Fire personnel are honored to be members of the DeKalb Fire Department and hold themselves accountable to the highest standards. They are committed to the community. Maintaining public trust is a key part of this.

Fire Department



FIRE DEPARTMENT - SUMMARY

		FY2016.5	FY2017	FY2018	FY2018	FY2019
		ACTUAL	ACTUAL	BUDGET	ESTIMATE	BUDGET
41100	WAGES - FULL-TIME	2,564,528	5,232,621	5,278,511	5,351,618	5,334,150
41200	WAGES - PART-TIME	16,561	36,799	41,392	36,623	12,636
41300	WAGES - OVERTIME	253,107	365,334	445,575	420,000	445,575
41400	LONGEVITY PAY	22,537	42,023	45,347	45,531	49,486
41500	CLOTHING ALLOWANCE	43,667	42,267	45,533	45,533	44,000
41600	WELLNESS BONUS	0	2,850	3,500	2,850	3,000
41650	EDUCATION BONUS	4,625	4,500	5,000	5,125	5,125
42100	EMPLOYER PORTION FICA	42,698	83,646	92,252	87,688	89,537
42200	EMPLOYER PORTION IMRF	7,104	14,040	13,896	13,596	8,027
42300	EMPLOYER CONTRIB/PENSION	2,512,631	2,967,492	3,463,310	3,463,310	3,503,332
42500	EMPLOYEE HEALTH INSURANCE	532,736	1,013,267	1,073,041	1,073,041	1,092,608
42600	WORKER'S COMPENSATION	300,963	290,577	290,577	290,577	290,577
TOTAL PERSONNEL		6,301,155	10,095,416	10,797,934	10,835,492	10,878,053
51300	SUPPLIES/PARTS-BUILDINGS	1,835	9,385	9,500	4,711	7,500
51700	SUPPLIES/PARTS-VEHICLES	11,039	23,666	21,828	25,667	21,828
52000	OFFICE SUPPLIES	1,277	678	1,500	1,122	1,500
52500	JANITORIAL SUPPLIES	5,730	5,813	6,500	5,680	5,800
52800	FIREFIGHTING SUPPLIES & EQUIPMENT	37,418	41,709	37,450	35,278	41,850
52900	AMBULANCE SUPPLIES & EQUIPMENT	19,875	24,298	42,000	34,198	34,300
53300	SMALL TOOLS & EQUIPMENT	134	233	500	500	500
54000	UNIFORMS/PROTECTIVE CLOTHING	626	1,110	2,600	100	2,600
55000	FUEL, OIL, & LUBRICANTS	17,117	35,155	32,625	40,308	40,632
62099	PRINTED MATERIAL	448	937	1,029	1,522	1,029
TOTAL COMMODITIES		95,500	142,984	155,532	149,086	157,539
61300	AMBULANCE SUPPLIES & EQUIPMENT	4,900	8,067	8,500	26,160	17,500
61500	MAINTENANCE-BUILDINGS	10,119	9,645	13,500	5,712	3,950
61700	MAINTENANCE-VEHICLES	68,350	61,302	72,320	64,982	68,795
62400	TECHNOLOGY SERVICES	6,319	10,109	5,985	5,000	4,994
62600	MEDICAL SERVICES	16,500	28,165	20,508	20,500	25,620
63800	CONTRACTED SERVICES	522	52,876	54,548	54,548	54,548
64000	UTILITIES	2,272	2,617	2,460	1,500	2,220
64500	TELEPHONE SERVICES	8,797	19,511	17,544	16,234	17,923
65100	FREIGHT & POSTAGE	39	124	150	358	435
65200	MARKETING ADS & PUBLIC INFO	2,836	1,985	4,975	6,000	3,310
66100	DUES & SUBSCRIPTIONS	2,006	10,011	6,575	8,200	6,515
66200	CONFERENCES/TRAINING	28,288	32,448	41,690	38,566	41,460
TOTAL CONTRACTED SERVICES		150,947	236,860	248,755	247,760	247,270
86200	OFFICE FURNITURE & EQUIPMENT	0	0	0	0	0
86300	TELEPHONE & RADIO EQUIPMENT	3,515	7,583	5,158	5,000	5,236
87000	VEHICLES	1,273	129,798	0	0	0
TOTAL EQUIPMENT		4,788	137,381	5,158	5,000	5,236
TOTAL FIRE DEPARTMENT		6,552,390	10,612,641	11,207,379	11,237,338	11,288,098

Fire Department Administration		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 BUDGET	FY2018 ESTIMATE	FY2019 BUDGET
100-25-27-41100	WAGES - FULL-TIME	227,936	463,701	463,701	562,920	395,113
100-25-27-41200	WAGES - PART-TIME	16,561	36,799	41,392	36,623	12,636
100-25-27-41500	CLOTHING ALLOWANCE	2,400	2,400	2,400	2,400	1,600
100-25-27-42100	EMPLOYER PORTION FICA	6,339	13,097	13,999	14,682	9,935
100-25-27-42300	EMPLOYER CONTRIB/PENSION	132,244	156,183	182,279	182,279	184,386
100-25-27-42200	EMPLOYER PORTION IMRF	7,104	14,040	13,896	13,596	8,027
100-25-27-42500	EMPLOYEE HEALTH INSURANCE	40,257	77,507	81,493	81,493	84,232
100-25-27-42600	WORKER'S COMPENSATION	21,463	20,722	20,722	20,722	20,722
TOTAL PERSONNEL		454,302	784,450	819,882	914,715	716,651
100-25-27-52000	OFFICE SUPPLIES	1,277	678	1,500	1,122	1,500
100-25-27-55000	FUEL, OIL, & LUBRICANTS	17,117	36,155	32,625	40,308	40,632
100-25-27-62099	PRINTED MATERIALS	0	493	132	625	132
TOTAL COMMODITIES		18,395	37,326	34,257	42,055	42,264
100-25-27-62400	TECHNOLOGY SERVICES	6,319	10,109	5,985	5,000	4,994
100-25-27-62600	MEDICAL SERVICES	1,105	2,133	1,500	1,500	1,665
100-25-27-63800	CONTRACTED SERVICES	0	52,476	53,748	53,748	53,748
100-25-27-64500	TELEPHONE SERVICES	8,797	19,511	17,544	16,234	17,923
100-25-27-65100	FREIGHT & POSTAGE	39	124	150	358	435
100-25-27-66100	DUES & SUBSCRIPTIONS	0	1,410	2,125	4,000	2,065
100-25-27-66200	CONFERENCES/TRAINING	1,834	1,719	3,510	2,138	2,560
TOTAL CONTRACTED SERVICES		18,093	87,481	84,562	82,978	83,390
TOTAL Fire Department: Administration		490,790	909,257	938,701	1,039,748	842,305

Fire Department Operations		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 BUDGET	FY2018 ESTIMATE	FY2019 BUDGET
100-25-28-41100	WAGES - FULL-TIME	2,336,593	4,768,920	4,814,810	4,788,698	4,939,037
100-25-28-41300	WAGES - OVERTIME	253,107	365,334	445,575	420,000	445,575
100-25-28-41400	LONGEVITY PAY	22,537	42,023	45,347	45,531	49,486
100-25-28-41500	CLOTHING ALLOWANCE	41,267	39,867	43,133	43,133	42,400
100-25-28-41600	WELLNESS BONUS	0	2,850	3,500	2,850	3,000
100-25-28-41650	EDUCATION BONUS	4,625	4,500	5,000	5,125	5,125
100-25-28-42100	EMPLOYER PORTION FICA	36,359	70,549	78,253	73,006	79,602
100-25-28-42300	EMPLOYER CONTRIB/PENSION	2,380,387	2,811,309	3,281,031	3,281,031	3,318,946
100-25-28-42500	EMPLOYEE HEALTH INSURANCE	492,479	935,760	991,548	991,548	1,008,376
100-25-28-42600	WORKER'S COMPENSATION	279,500	269,855	269,855	269,855	269,855
TOTAL PERSONNEL		5,846,853	9,310,967	9,978,052	9,920,777	10,161,402
100-25-28-51300	SUPPLIES/PARTS-BUILDINGS	1,835	9,385	9,500	4,711	7,500
100-25-28-51700	SUPPLIES/PARTS-VEHICLES	11,039	23,666	21,828	25,667	21,828
100-25-28-52500	JANITORIAL SUPPLIES	5,730	5,813	6,500	5,680	5,800
100-25-28-52800	FIREFIGHTING SUPPLIES & EQUIPMENT	37,418	41,709	37,450	35,278	41,850
100-25-28-52900	AMBULANCE SUPPLIES & EQUIPMENT	19,875	24,298	42,000	34,198	34,300
100-25-28-53300	SMALL TOOLS & EQUIPMENT	134	233	500	500	500
100-25-28-54000	UNIFORMS/PROTECTIVE CLOTHING	626	1,110	2,600	100	2,600
100-25-28-62099	PRINTED MATERIALS	448	444	897	897	897
TOTAL COMMODITIES		77,106	106,658	121,275	107,031	115,275
100-25-28-61300	MAINTENANCE-BUILDINGS	14,230	16,520	16,000	26,160	17,500
100-25-28-61500	MAINTENANCE-EQUIPMENT	789	1,192	6,000	5,712	3,950
100-25-28-61700	MAINTENANCE-VEHICLES	68,350	61,302	72,320	64,982	68,795
100-25-28-62600	MEDICAL SERVICES	15,395	26,032	19,008	19,000	23,955
100-25-28-64000	UTILITIES	2,272	2,617	2,460	1,500	2,220
100-25-28-65200	MARKETING ADS & PUBLIC INFO	2,836	1,985	4,975	6,000	3,310
100-25-28-66100	DUES & SUBSCRIPTIONS	2,006	8,601	4,450	4,200	4,450
100-25-28-66200	CONFERENCES/TRAINING	26,454	30,729	38,180	36,428	38,900
TOTAL CONTRACTED SERVICES		118,102	132,456	163,393	163,982	163,080
100-25-28-63800	CONTRACTED SERVICES	522	400	800	800	800
TOTAL OTHER SERVICES		522	400	800	800	800
100-25-28-86200	OFFICE FURNITURE & EQUIPMENT	0	0	0	0	0
100-25-28-86300	TELEPHONE & RADIO EQUIPMENT	3,515	7,583	5,158	5,000	5,236
100-25-28-87000	EQUIPMENT	1,273	129,798	0	0	0
TOTAL EQUIPMENT		4,788	137,382	5,158	5,000	5,236
TOTAL Fire Department: Operations		6,061,600	9,704,383	10,268,678	10,197,590	10,445,793

Public Works Department

Department Introduction

The Public Works Department is responsible for planning, operating, maintaining and replacing public infrastructure and equipment necessary to maintain a safe, healthy and attractive community. The Department consists of three operating divisions, which are: Airport, Engineering & Transportation and Operations (Utilities, Street and Support Services).

Recent Accomplishments

Transit Consolidation: Public Works is the lead City Department in consolidating the City's bus service operated by the Voluntary Action Center (VAC), with the Huskie (NIU) bus line. The consolidated system will begin operating on January 1, 2019 with an annual operating budget of about \$7.5 million. Operating and capital costs are entirely covered through federal and state grants, and agreements with NIU and VAC. Both the community and university benefit from the consolidation through increased bus coverage, decreased time between buses, simplification of routes, and standardization of schedules. The consolidation makes possible the future expansion of services including connecting the community and the university as well as connecting labor with local businesses.

Public Works Organizational Enhancements:

Public Works Operations - Public Works consolidated the Utilities, Street, and Support Services Divisions into the Public Works Operations Division. Elimination of Public Works positions in recent years and in 2019 has created new challenges in the delivery of services to residents. Consolidation of our resources allows greater flexibility and increased coordination in the delivery of these services. Snow and ice removal, loose leaf collection, and underground utilities repair are all examples of programs that require a consolidation of resources in order to accomplish the objectives. The Assistant Public Works Director leads the new division with two Public Works Superintendents reporting directly.

Public Works Engineering - Public Works initiated a long-term agreement with Fehr-Graham in August 2018 to provide City Engineer services. Under the agreement, a Professional Engineer licensed in Illinois works full-time for the City and manages all the City infrastructure projects, performs traffic and stormwater analyses, assists in site plan development reviews, participates in Capital Improvement Planning, and manages the Motor Fuel Tax Fund. In addition, other Fehr-Graham staff are available to conduct reviews and assist the City Engineer should overly challenging situations arise.

Public Works Transportation - The consolidation of the City bus service and the Huskie bus line, along with increasing regulatory reporting requirements associated with transit grants received by the City, created the need for a Transit Manager. That position, along with the newly created Transit Grant Coordinator position was created and filled in 2018.

Electrical Aggregation:

In response to ComEd's planned rate increases, Public Works secured a three-year electrical aggregation agreement with Dynegy Inc. The agreement provides residents with a competitive rate for the supply of

electricity. In addition to a competitive rate of 6.739 per kilo-watt hour (kWh) for traditional power, Dynegy will also provide residents, for the first time, a 100% renewable energy option at a rate of 6.820 per kWh. Many surrounding communities scrambled to renegotiate electrical aggregation agreements in response to ComEd's lower than expected rate increase. Fortunately, the City's electrical aggregation rate remained competitive even though ComEd's rate increase was reduced from 7.94 to 7.292 per kWh.

Refuse, Recycling and Yard Waste Contract: On September 1, 2018, Lakeshore Recycling Systems (LRS) became the City's exclusive waste hauler for refuse (garbage), recyclables, and yard waste. After nearly a 7-month process which included a city-wide survey and updates to Council throughout the entire process, Public Works secured a five-year agreement with LRS, lowering the monthly bill of residents by \$3.63 per month. The new agreement includes three additional new services: a monthly electronic waste (E-waste) collections program, a new Household Hazardous Wastes (HHW) collections program scheduled to begin in the Spring of 2019, and the option to mix organic food scraps into their yard waste collections.



Resurfacing of Airport Entrance Road and Parking Lot: Utilizing grant funds from Transportation Improvement Plan (TIP) funded by the Federal Aviation Administration and administered by the Illinois Department of Transportation-Division of Aeronautics (IDOT-DOA), Public Works leveraged \$800K in grants and entitlements to resurface critical portions of pavement at the DeKalb Taylor Municipal Airport pictured below. The City's share of the TIP project is \$45,000.



Kishwaukee-Kiwanis Multi-Use Path:

Public Works secured nearly \$770,000 in grants from the Federal Transportation Enhancement Program to fund the construction of a 2,100-foot multi-use path. The path connects the DeKalb Nature Trail and about 5 miles of bike trails to the north with Prairie Park and several miles of trails to the south. The completion of this project in June 2018 significantly increases the desirability of DeKalb's bike and pedestrian trail system as a regional attraction.

2018 Street Maintenance Program

The 2018 Street Maintenance Program to replace damaged curbs, sidewalks, driveway approaches, and repave streets began on July 11. This year's program focused on three geographic areas and concluded with a citywide crack-filling schedule and the repaving of two alleys. The tables below list the streets completed.

East Taylor Street Area:

Street	From	To
East Taylor Street	Seventh Street	Maplewood Avenue
Maplewood Avenue	Taylor Street	Pavement Change
S. 11 th Street	Taylor Street	Pavement Change

Ridge:

Street	From	To
Ridge Drive	Bayfield Drive	First Street

Ellwood Neighborhood:

Street	From	To
College Avenue	John Street	Linden Place
August Avenue	College Avenue	First Street
Linden Place	Miller Avenue	College Avenue
Miller Avenue	Woodley Avenue	Linden Place

Miller Court	Linden Place	East End
Park Avenue	College Avenue	Thornbrook Road
Rolfe Road	Woodley Avenue	Linden Place
Thornbrook Road	Park Avenue	East End
Woodley Avenue	North End	Augusta Avenue

In addition to the above streets, Public Works repaved the alley between Sixth and Seventh Street from Garden to Roosevelt and the alley between Maplewood and Evans Avenue from North to South Avenue. The picture below shows the overall, poor condition of both prior to repaving.



Both alleys were repaved in October. The alley between Sixth and Seventh Street from Garden to Roosevelt is pictured below.



Intersection Improvements at Annie Glidden Road and Fairview Drive (AGFD):

Working with the Federal Highway Administration and the Illinois Department of Transportation (IDOT), Public Works utilized the Consolidated Appropriations Act of 2016 to repurpose \$799,215 in grant funds for improvements to the intersection of AGFD. The planned improvements include the addition of dedicated right and left turn lanes on both Fairview Drive and Annie Glidden Road, reconfiguration of traffic signals to accommodate new turn lanes, drainage capacity improvements for the culvert crossing Annie Glidden Road north of Fairview Drive, and patching of the roadway base to maximize the life of the new surface overlay. Also, to minimize traffic interruptions to the public, Public Works collaborated with IDOT and the Illinois State Toll Highway Authority's (ISTHA) to identify and schedule engineering work that could facilitate a smooth transition between the City's project and the ISTHA's plans to rehabilitate the Annie Glidden Road interchange that abuts to the AGFD intersection. Currently, construction is near completion and new custom-tailored traffic signals are scheduled for installation in early 2019.

Water Main Construction: Public Works oversaw 11,000 feet of water main replacement at Oak Drive. The cul-de-sac off Sycamore posed several challenges due to its location and configuration. The new water main replaced a 55-year old water main prone to breaks.

FY19 Initiatives

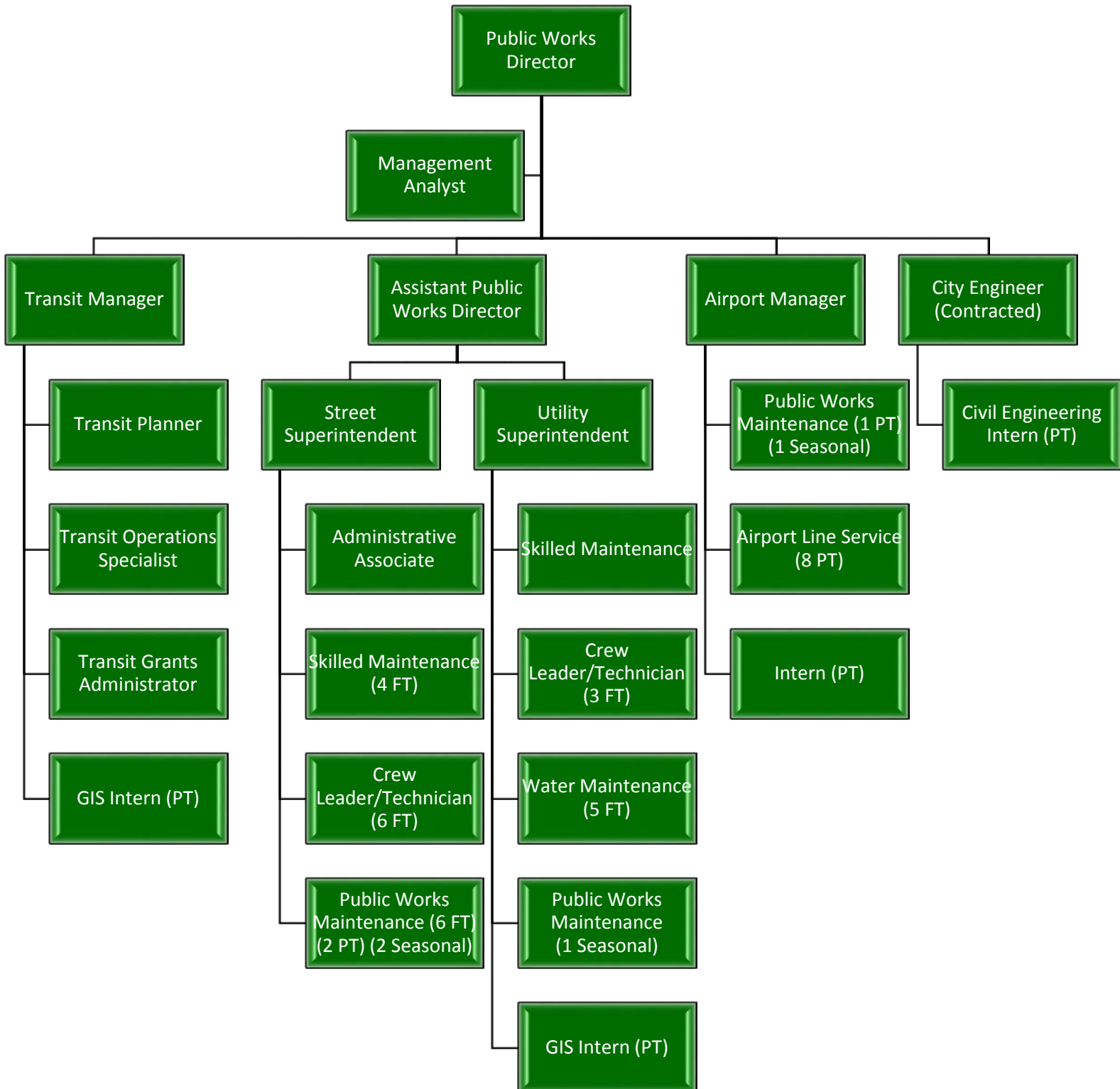
Implementation of a Fleet Management Plan: Public Works performed an in-depth analysis of the City's current fleet condition. Using the fleet condition data, Public Works plans to create an index to grade vehicles based life-cycle performance measures such as useful life, maintenance costs, age, and mileage/hours. The index will schedule vehicle replacements, prioritize, and identify optimal life-cycle costs. To ensure streamlined, accurate condition data, Public Works is working with the Information and Technology Department to identify which ERP software can perform these functions.

Airport Business Plan: With a newly restructured Airport Advisory Board (AAB) and sharpened mission statement, Public Works plans to release an updated airport business plan in the late year. Working with aviation expert Jack Penning of Volaire Aviation Consulting, Public Works and the AAB plan several SWOT Analyses to analyze revenue streams, quality of service, and the possibility of bringing commercial aircraft to the airport via a Federal Aviation Administration (FAA) Part 139 Certification.

Water Main Replacement Program: Public Works plans to replace an additional 4,329 feet of new water mains. However, there may be opportunity to replace additional water mains. Public Works recently received notification that the Illinois Environmental Protection Agency (IEPA) has earmarked over \$400 million for low interest loans and the City of DeKalb is one of the chosen cities to receive a loan. The projected interest is 1.7%. Furthermore, Public Works is preparing additional applications with the IEPA for the possibility of a 50% principal forgiveness up to \$750,000.

The Public Works Department performs a broad range of activities in support of the City's mission to "Deliver high quality municipal services to those who live, work, learn in or visit our community".

Public Works Department



PUBLIC WORKS DEPARTMENT - SUMMARY

		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 BUDGET	FY2018 ESTIMATE	FY2019 BUDGET
41100	WAGES - FULL-TIME	722,449	1,409,155	1,306,157	1,283,927	1,124,484
41200	WAGES - PART-TIME	36,426	49,379	66,080	43,220	66,474
41300	WAGES - OVERTIME	80,847	125,845	185,000	182,778	185,000
41400	LONGEVITY PAY	12,314	25,596	27,076	25,792	27,276
41500	CLOTHING ALLOWANCE	0	14,277	8,761	8,471	8,341
41550	CAR ALLOWANCE	1,428	2,106	2,381	1,905	2,381
42100	EMPLOYER PORTION FICA	60,931	116,317	131,099	112,337	87,006
42200	EMPLOYER PORTION IMRF	131,265	235,761	242,721	218,479	137,560
42500	EMPLOYEE HEALTH INSURANCE	182,233	334,189	366,506	366,506	320,547
42600	WORKER'S COMPENSATION	68,376	66,016	66,016	66,016	66,016
TOTAL PERSONNEL		1,296,269	2,378,641	2,401,797	2,309,431	2,025,085
51300	SUPPLIES/PARTS-BUILDINGS	11,715	16,098	22,500	10,250	22,500
51410	SUPPLIES/PARTS-STREETS	6,568	26,436	30,500	30,500	30,500
51430	SUPPLIES/PARTS-STORM SEWERS	11,601	15,681	17,500	15,000	17,500
51500	SUPPLIES/PARTS-EQUIPMENT	460	0	600	0	0
51700	SUPPLIES/PARTS-VEHICLES	58,062	85,718	113,780	111,780	113,780
51997	STREETLIGHTS, PARTS	17,353	7,793	17,000	17,000	17,000
51999	SUPPLIES/PARTS-TRAFFIC SIGNALS	18,860	13,520	34,000	34,000	34,000
51998	TRAFFIC & STREET SIGNS	13,961	20,805	20,000	27,500	20,000
52000	OFFICE SUPPLIES	222	852	1,975	1,550	1,975
52500	JANITORIAL SUPPLIES	3,589	12,035	10,500	10,250	10,500
53100	ICE/SNOW CONTROL SUPPLIES	66,522	3,733	120,500	120,500	120,500
53300	SMALL TOOLS & EQUIPMENT	3,983	9,547	9,964	8,000	8,000
55000	FUEL, OIL, & LUBRICANTS	62,325	126,534	166,998	164,950	164,950
54000	UNIFORMS/PROTECTIVE CLOTHING	401	0	1,430	100	800
62099	PRINTED MATERIALS	492	1,043	3,210	2,100	3,000
TOTAL COMMODITIES		276,842	339,795	570,457	553,480	565,005
61100	MAINTENANCE-GROUNDS	10,200	24,098	27,500	32,500	27,500
61300	MAINTENANCE-BUILDINGS	33,792	42,435	46,900	41,900	46,900
61400	MAINTENANCE-INFRASTRUCTURE	11,437	13,753	27,340	19,000	27,340
61420	MAINTENANCE-ALLEYS	5,330	5,025	9,000	9,000	9,000
61430	MAINTENANCE-STORM SEWERS	4,928	24,583	10,000	7,500	10,000
61450	MAINTENANCE-SIDEWALKS	0	942	1,500	1,500	1,500
61500	MAINTENANCE-EQUIPMENT	5,851	12,841	13,579	10,400	11,434
61599	WARNING SIRENS	6,480	6,480	6,600	6,480	6,600
61700	MAINTENANCE-VEHICLES	22,919	24,570	37,000	31,500	37,000
62300	ARCHITECT/ENGINEER SERVICES	40,584	134,463	17,500	165,000	128,000
62400	TECHNOLOGY SERVICES	0	0	400	400	400
63100	FORESTRY SERVICES	13,396	42,346	57,000	55,000	57,000
63200	MOSQUITO ABATEMENT SERVICES	6,138	8,089	6,000	6,000	6,000
63400	SNOW REMOVAL SERVICES	12,300	18,020	45,000	45,000	10,000
63600	WEATHER SERVICES	3,120	3,120	3,649	3,500	3,649
64000	UTILITIES	8,295	5,237	12,478	9,000	13,500
64100	ELECTRIC SERVICES	24,176	31,536	59,794	100,000	80,000
64500	TELEPHONE SERVICES	6,281	10,975	11,450	9,450	9,450
65100	FREIGHT & POSTAGE	262	47	600	400	550
65200	MARKETING ADS & PUBLIC INFO	101	384	500	250	500
65300	LEGAL EXPENSES & NOTICES	39	40	1,100	1,100	1,100

PUBLIC WORKS DEPARTMENT - SUMMARY		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 BUDGET	FY2018 ESTIMATE	FY2019 BUDGET
65400	TAXES, LICENSES, & FEES	18,650	13,113	11,500	11,500	11,500
65500	RENTAL-BLDG & EQUIP	250	250	1,400	1,250	1,400
66100	DUES & SUBSCRIPTIONS	1,230	979	2,224	1,029	934
66200	CONFERENCES/TRAINING	4,040	4,041	10,581	7,000	7,450
63800	CONTRACTED SERVICES	97,396	116,719	128,050	128,600	128,050
TOTAL CONTRACTED SERVICES		313,018	512,550	548,645	704,259	636,757
69700	SPECIAL PROJECTS	38,564	32,995	40,000	40,000	40,000
TOTAL OTHER SERVICES		38,564	32,995	40,000	40,000	40,000
86000	EQUIPMENT	27,183	12,756	14,500	14,500	14,500
TOTAL EQUIPMENT		27,183	12,756	14,500	14,500	14,500
TOTAL PUBLIC WORKS DEPARTMENT		1,976,052	3,308,273	3,575,399	3,621,670	3,281,347

Public Works Department Administration		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 BUDGET	FY2018 ESTIMATE	FY2019 BUDGET
100-30-31-41100	WAGES - FULL-TIME	57,181	101,160	111,632	95,616	112,991
100-30-31-41200	WAGES - PART-TIME	0	0	0	0	0
100-30-31-41300	WAGES - OVERTIME	0	0	0	0	0
100-30-31-41550	CAR ALLOWANCE	1,428	2,106	2,381	1,905	2,381
100-30-31-42100	EMPLOYER PORTION FICA	3,991	7,457	8,538	7,138	8,520
100-30-31-42200	EMPLOYER PORTION IMRF	9,230	15,339	16,772	14,066	13,840
100-30-31-42500	EMPLOYEE HEALTH INSURANCE	4,390	14,490	15,409	15,409	22,231
100-30-31-42600	WORKER'S COMPENSATION	2,113	2,040	2,040	2,040	2,040
TOTAL PERSONNEL		78,334	142,592	156,772	136,174	162,003
100-30-31-52000	OFFICE SUPPLIES	0	79	400	400	400
100-30-31-54000	UNIFORMS/PROTECTIVE CLOTHING	0	0	100	100	100
100-30-31-62099	PRINTED MATERIALS	66	0	200	200	200
TOTAL COMMODITIES		66	79	700	700	700
100-30-31-52300	ARCHITECT/ENGINEER SERVICES	0	0	0	400	400
100-30-31-61500	MAINTENANCE-EQUIPMENT	0	0	0	0	0
100-30-31-63800	CONTRACTED SERVICES	4,602	697	0	600	0
100-30-31-64500	TELEPHONE SERVICES	5,249	10,552	9,450	9,450	9,450
100-30-31-65100	FREIGHT & POSTAGE	0	0	50	50	50
100-30-31-65200	MARKETING ADS & PUBLIC INFO	0	0	0	0	0
100-30-31-65300	LEGAL EXPENSES & NOTICES	39	40	300	300	300
100-30-31-66100	DUES & SUBSCRIPTIONS	0	258	284	284	284
100-30-31-66200	CONFERENCES/TRAINING	185	470	1,000	1,000	1,000
TOTAL CONTRACTED SERVICES		10,075	12,016	11,084	12,084	11,484
100-30-31-86200	OFFICE FURNITURE & EQUIPMENT	0	0	0	0	0
100-30-31-86300	TELEPHONE & RADIO EQUIPMENT	0	0	0	0	0
TOTAL EQUIPMENT		0	0	0	0	0
TOTAL Public Works Department: Administration		88,475	154,687	168,556	148,958	174,187

Public Works Department Support Services		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 BUDGET	FY2018 ESTIMATE	FY2019 BUDGET
100-30-32-41100	WAGES - FULL-TIME	91,100	213,924	158,870	134,315	87,853
100-30-32-41300	WAGES - OVERTIME	6,942	9,957	20,000	17,778	20,000
100-30-32-41400	LONGEVITY PAY	672	1,386	1,470	1,470	1,554
100-30-32-41500	CLOTHING ALLOWANCE	0	1,848	1,260	1,260	1,260
100-30-32-42100	EMPLOYER PORTION FICA	7,106	16,400	17,641	11,381	6,878
100-30-32-42200	EMPLOYER PORTION IMRF	15,938	34,156	33,921	22,547	12,883
100-30-32-42500	EMPLOYEE HEALTH INSURANCE	28,745	46,366	52,867	52,867	34,439
100-30-32-42600	WORKERS COMPENSATION	0	0	0	0	4,574
TOTAL PERSONNEL		150,502	324,037	286,029	241,618	169,441
100-30-32-51300	SUPPLIES/PARTS-BUILDINGS	10,714	13,531	19,500	7,250	19,500
100-30-32-51700	SUPPLIES/PARTS-VEHICLES	0	80	3,500	1,500	3,500
100-30-32-52500	JANITORIAL SUPPLIES	2,882	10,014	9,000	9,000	9,000
100-30-32-53100	ICE/SNOW CONTROL SUPPLIES	500	695	500	500	500
100-30-32-53300	SMALL TOOLS & EQUIPMENT	591	866	1,000	1,000	1,000
100-30-32-55000	FUEL, OIL, & LUBRICANTS	981	1,990	2,150	2,150	2,150
100-30-32-54000	UNIFORMS/PROTECTIVE CLOTHING	50	0	500	0	500
TOTAL COMMODITIES		15,719	27,177	36,150	21,400	36,150
100-30-32-61100	MAINTENANCE-GROUNDS	3,062	5,106	12,500	12,500	12,500
100-30-32-61300	MAINTENANCE-BUILDINGS	22,114	26,135	37,000	32,500	37,000
100-30-32-61500	MAINTENANCE-EQUIPMENT	505	483	4,000	3,000	4,000
100-30-32-61599	WARNING SIRENS	6,480	6,480	6,600	6,480	6,600
100-30-32-61700	MAINTENANCE-VEHICLES	0	0	1,000	500	1,000
100-30-32-63800	CONTRACTED SERVICES	69,162	107,466	98,050	98,000	98,050
100-30-32-64000	UTILITIES	8,295	5,237	12,478	9,000	13,500
100-30-32-64100	ELECTRIC SERVICES	24,165	31,536	59,794	100,000	80,000
100-30-32-65400	TAXES, LICENSES, & FEES	18,330	12,870	11,000	11,000	11,000
100-30-32-66100	DUES & SUBSCRIPTIONS	155	160	0	0	0
100-30-32-66200	CONFERENCES/TRAINING	0	0	1,250	1,000	1,250
TOTAL CONTRACTED SERVICES		83,105	88,006	243,672	273,980	264,900
100-30-32-86000	EQUIPMENT	0	0	1,000	1,000	1,000
TOTAL EQUIPMENT		0	0	1,000	1,000	1,000
TOTAL Public Works Department: Support Services		318,488	546,686	566,851	537,998	471,491

Public Works Department Street Division		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 BUDGET	FY2018 ESTIMATE	FY2019 BUDGET
100-30-33-41100	WAGES - FULL-TIME	503,082	1,029,397	975,655	1,053,996	923,640
100-30-33-41200	WAGES - PART-TIME	25,636	49,379	53,660	37,820	54,054
100-30-33-41300	WAGES - OVERTIME	73,653	115,888	165,000	165,000	165,000
100-30-33-41400	LONGEVITY PAY	11,642	24,210	25,606	24,322	25,722
100-30-33-41500	CLOTHING ALLOWANCE	0	12,429	7,501	7,211	7,081
100-30-33-42100	EMPLOYER PORTION FICA	44,077	87,619	99,380	93,404	70,658
100-30-33-42200	EMPLOYER PORTION IMRF	94,851	176,448	183,202	181,866	110,837
100-30-33-42500	EMPLOYEE HEALTH INSURANCE	138,714	263,011	284,831	284,831	263,877
100-30-33-42600	WORKER'S COMPENSATION	61,525	59,402	59,402	59,402	59,402
TOTAL PERSONNEL		953,180	1,817,784	1,854,237	1,907,852	1,680,271
100-30-33-51300	SUPPLIES/PARTS-BUILDINGS	1,001	2,567	3,000	3,000	3,000
100-30-33-51410	SUPPLIES/PARTS-STREETS	6,568	26,436	30,500	30,500	30,500
100-30-33-51430	SUPPLIES/PARTS-STORM SEWERS	11,601	15,681	17,500	15,000	17,500
100-30-33-51700	SUPPLIES/PARTS-VEHICLES	57,121	85,085	108,000	108,000	108,000
100-30-33-51997	STREETLIGHTS, PARTS	17,353	7,793	17,000	17,000	17,000
100-30-33-51999	SUPPLIES/PARTS-TRAFFIC SIGNALS	18,860	13,520	34,000	34,000	34,000
100-30-33-51998	TRAFFIC & STREET SIGNS	13,961	20,805	20,000	27,500	20,000
100-30-33-52000	OFFICE SUPPLIES	97	522	700	550	700
100-30-33-52500	JANITORIAL SUPPLIES	707	2,021	1,500	1,250	1,500
100-30-33-53100	ICE/SNOW CONTROL SUPPLIES	66,022	3,038	120,000	120,000	120,000
100-30-33-53300	SMALL TOOLS & EQUIPMENT	3,426	7,180	7,000	7,000	7,000
100-30-33-54000	UNIFORMS/PROTECTIVE CLOTHING	67	0	200	0	200
100-30-33-55000	FUEL, OIL, & LUBRICANTS	60,565	124,256	162,000	162,000	162,000
100-30-33-62099	PRINTED MATERIALS	426	1,043	1,000	900	1,000
TOTAL COMMODITIES		257,777	309,947	522,400	526,700	522,400
100-30-33-61100	MAINTENANCE-GROUNDS	7,138	18,992	15,000	20,000	15,000
100-30-33-61300	MAINTENANCE-BUILDINGS	11,678	16,301	9,900	9,400	9,900
100-30-33-61400	MAINTENANCE-INFRASTRUCTURE	11,437	13,753	27,340	19,000	27,340
100-30-33-61420	MAINTENANCE-ALLEYS	5,330	5,025	9,000	9,000	9,000
100-30-33-61430	MAINTENANCE-STORM SEWERS	4,928	24,583	10,000	7,500	10,000
100-30-33-61450	MAINTENANCE-SIDEWALKS	0	942	1,500	1,500	1,500
100-30-33-61500	MAINTENANCE-EQUIPMENT	4,755	9,425	5,934	5,900	5,934
100-30-33-61700	MAINTENANCE-VEHICLES	22,919	24,110	35,000	30,000	35,000
100-30-33-63100	FORESTRY SERVICES	13,396	42,346	57,000	55,000	57,000
100-30-33-63200	MOSQUITO ABATEMENT SERVICES	6,138	8,089	6,000	6,000	6,000
100-30-33-63400	SNOW REMOVAL SERVICES	12,300	18,020	45,000	45,000	10,000
100-30-33-63600	WEATHER SERVICES	3,120	3,120	3,649	3,500	3,649
100-30-33-63800	CONTRACTED SERVICES	23,632	8,556	30,000	30,000	30,000
100-30-33-64100	ELECTRIC SERVICES	11	384	0	0	0
100-30-33-65200	MARKETING ADS & PUBLIC INFO	101	0	500	250	500
100-30-33-65500	RENTAL-BLDG & EQUIP	250	250	1,400	1,250	1,400
100-30-33-66100	DUES & SUBSCRIPTIONS	155	420	250	415	250
100-30-33-66200	CONFERENCES/TRAINING	1,532	2,540	5,200	5,000	5,200
100-30-33-65400	TAXES, LICENSES, & FEES	320	243	500	500	500
TOTAL CONTRACTED SERVICES		129,140	197,100	263,173	249,215	228,173
100-30-33-69700	SPECIAL PROJECTS	38,564	32,995	40,000	40,000	40,000
TOTAL OTHER SERVICES		38,564	32,995	40,000	40,000	40,000
100-30-33-86000	EQUIPMENT	26,471	12,756	13,500	13,500	13,500
TOTAL EQUIPMENT		26,471	12,756	13,500	13,500	13,500
TOTAL Public Works Department: Street Division		1,405,132	2,370,581	2,693,310	2,737,267	2,484,344

Public Works Department Engineering Division		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 BUDGET	FY2018 ESTIMATE	FY2019 BUDGET
100-30-35-41100	WAGES - FULL-TIME	71,086	64,674	60,000	0	0
100-30-35-41200	WAGES - PART-TIME	10,790	0	12,420	5,400	12,420
100-30-35-41300	WAGES - OVERTIME	253	0	0	0	0
100-30-35-41400	LONGEVITY PAY	0	0	0	0	0
100-30-35-41500	CLOTHING ALLOWANCE	0	0	0	0	0
100-30-35-42100	EMPLOYER PORTION FICA	5,757	4,840	5,540	414	950
100-30-35-42200	EMPLOYER PORTION IMRF	11,245	9,818	8,826	0	0
100-30-35-42500	EMPLOYEE HEALTH INSURANCE	10,384	10,322	13,399	13,399	0
100-30-35-42600	WORKER'S COMPENSATION	4,738	4,574	4,574	4,574	0
TOTAL PERSONNEL		114,253	94,228	104,759	23,787	13,370
100-30-35-51500	SUPPLIES/PARTS-EQUIPMENT	460	0	600	0	0
100-30-35-51600	SUPPLIES/PARTS-TECHNOLOGY	728	0	0	0	0
100-30-35-51700	SUPPLIES/PARTS-VEHICLES	941	552	2,280	2,280	2,280
100-30-35-52000	OFFICE SUPPLIES	125	251	875	600	875
100-30-35-53300	SMALL TOOLS & EQUIPMENT	(35)	1,500	1,964	0	0
100-30-35-54000	UNIFORMS/PROTECTIVE CLOTHING	284	0	630	0	0
100-30-35-55000	FUEL, OIL, & LUBRICANTS	778	288	2,848	800	800
100-30-35-59999	COMMODITIES	0	0	0	0	0
100-30-35-62099	PRINTED MATERIALS	0	0	2,010	1,000	1,800
TOTAL COMMODITIES		3,281	2,592	11,207	4,680	5,755
100-30-35-61500	MAINTENANCE-EQUIPMENT	591	2,934	3,645	1,500	1,500
100-30-35-61700	MAINTENANCE-VEHICLES	0	460	1,000	1,000	1,000
100-30-35-62300	ARCHITECT/ENGINEER SERVICES	40,584	134,463	17,500	165,000	128,000
100-30-35-62400	TECHNOLOGY SERVICES	0	0	400	400	400
100-30-35-63300	NUISANCE ABATEMENT SERVS	0	0	0	0	0
100-30-35-63800	CONTRACTED SERVICES	0	0	0	0	0
100-30-35-64500	TELEPHONE SERVICES	1,032	423	2,000	0	0
100-30-35-65100	FREIGHT & POSTAGE	262	47	550	350	500
100-30-35-65200	MARKETING ADS & PUBLIC INFO	0	0	0	0	0
100-30-35-65300	LEGAL EXPENSES & NOTICES	0	0	800	800	800
100-30-35-65500	RENTAL-BLDG & EQUIP	0	0	0	0	0
100-30-35-66100	DUES & SUBSCRIPTIONS	920	141	1,690	330	400
100-30-35-66200	CONFERENCES/TRAINING	2,323	1,031	3,131	0	0
TOTAL CONTRACTED SERVICES		45,712	139,500	30,716	169,380	132,600
100-30-35-86100	TECHNOLOGY EQUIPMENT	0	0	0	0	0
100-30-35-86000	EQUIPMENT	711	0	0	0	0
TOTAL EQUIPMENT		711	0	0	0	0
TOTAL Public Works Department: Engineering Division		163,957	236,320	146,682	197,847	151,725

Community Development Department

Department Introduction

The Community Development Department is responsible for managing DeKalb's built environment. This function is accomplished through the sound implementation of processes in the Planning, Economic Development, Community Development Block Grant (CDBG), Zoning Review and Entitlement, Construction Permitting and Code Compliance functions within the Department. All tasks are designed to support responsible development and maintenance of properties in the City, supporting the success of local business and promoting the community to new businesses and residents. Programming includes long range planning, implementing economic development and promotional activities, effecting efficient development processes, and enforcing locally-adopted building and property maintenance codes. The Department's mission is to be responsive to local residents and their development concerns and needs, and to maintain a positive business climate that brings confidence to investors, resulting in an expanding, diversified and balanced tax base, thereby lessening the tax burden of individual property owners.

The Department is often the first point of contact for new and existing businesses, developers and contractors. To assist these interested parties, the Department makes a significant effort to remain informed about and connected to local resources. The Department is also responsible for long- and short-range planning, zoning entitlement, applicable municipal code revisions, building permit and inspection services, building code enforcement, economic development, Community Development Block Grant (CDBG) program administration and many special neighborhood related improvement projects.

Community Development staff includes eight full-time employees and five part-time employees. Plumbing inspections are contracted to a third-party vendor. By arrangement with the Fire Department, a Fire Lieutenant is also assigned to the Department as the Fire Prevention Officer. The Department also coordinates with other City departments and governmental entities to review and approve development projects to ensure high quality developments are delivered in a responsible and timely manner.

Recent Accomplishments

Plans/Projects	New Commission Cases	Construction/Economic Development Projects	Inquiries
Annie Glidden North Revitalization Plan	Home 2 Suites Hotel	DPI (Discovery Partners Institute)	Fatty's 2
TIF 3 Feasibility and Implementation	Pizza Hut	Beef Shack	South 4 th Street Plan and Protanos Cleanup/Redevelopment
Park 88 Planned Development Amendment	Dunkin Donut (Amendment)	Cornerstone Completion (51 units + Barb City Bagel Relocation	First United Methodist Church
Northwestern Kish Wellness Center Construction	1114 Blackhawk Rooming House	CEVA/School Toolbox	145 Fisk Boutique Hotel
Self-Storage Facility Text Amendment	T-Mobile	Aldi	Chicago West Business Center State Bids
Vacant Building Ordinance	Founders Elementary School Parking Lot	Planet Fitness	Holiday Inn Express
Kiwanis Park	Littlejohn Elementary School Sign	Salon Suites	South Pointe
Downtown Parking	850-930 Pappas Drive Amendment	Forge Brewery	Indoor Golf Gaming
Barb City Manor	Adventure Works	AIP Revision	Lovell's Tire
Outdoor Patio Smoking Policy	Suburban Estates Solar Garden	Sidewalk Licenses	
912 Edgebrook	VIDEO GAMING	Win Aviation	
UV Social Service Contract	1786-1792 Sycamore Road Pawn Shop	20 New SF Permits Devonaire Farms	
Greek Housing Fire Safety Act	Self-Storage Text Amendments	Modification of Plumbing Contract to provide 5-day-week inspections	
Events	Maisys South 4th		
Weed Ordinance			
Opportunity Zone Designation			
Policy for Sale of Vacant City Property			

FY19 Initiatives

Continue aggressive Economic Development strategies to promote properties within the community for new development or redevelopment.

Implement Economic Development Commission's prioritization of 2025 Strategic Plan.

Continue the implementation of the new building permit tracing software to ensure responsible and timely delivery of development entitlements, construction activities and property maintenance.

Encourage continued development and redevelopment in Downtown DeKalb by focusing on projects that will enhance our strengths and provide a sustainable environment for existing and future businesses.

Prepare for closeout of TIF 1 (Central Area TIF), and solicit projects in the newly formed TIF 3

Identify resources that support the recommendations of the Annie Glidden North Revitalization Plan to stabilize the northwest side of the community.

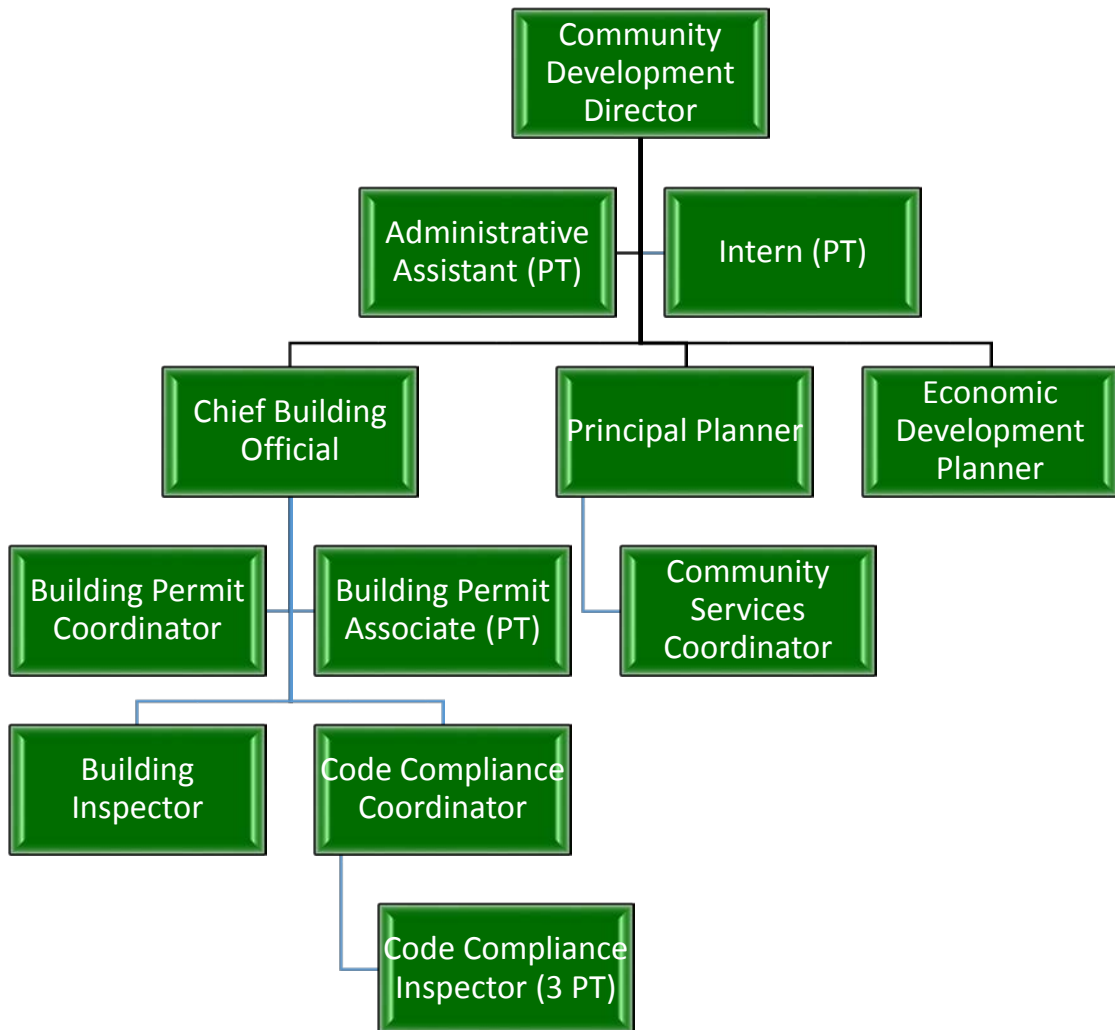
Collaborate with local partners and outside investors to attract investments in the City's newly designated Opportunity Zones.

Review and update paper and on-line resources, including website documents for the:

Continue to serve as staff liaisons to the following Commissions and Committees

- Planning and Zoning Commission
- Economic Development Commission
- Landmark Commission
- Building Code Board of Appeals
- Citizens' Community Enhancement Commission
- DeKalb Convention and Visitor's Bureau (DCCVB)
- DeKalb County Economic Development Commission (DCEDC)
- Preservation of Egyptian Theater (PET)
- DeKalb County Regional Planning Commission
- Proudly DeKalb
- Downtown Merchants
- Business Coordination

Community Development Department



Community Development Department Administration		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 BUDGET	FY2018 ESTIMATE	FY2019 BUDGET
100-40-41-41100	WAGES - FULL-TIME	224,373	425,634	357,850	342,893	377,962
100-40-41-41200	WAGES - PART-TIME	25,403	79,655	44,549	48,423	36,774
100-40-41-41300	WAGES - OVERTIME	3,379	3,153	0	0	0
100-40-41-41400	LONGEVITY PAY	848	1,748	0	0	0
100-40-41-41500	CLOTHING ALLOWANCE	0	752	0	0	0
100-40-41-41550	CAR ALLOWANCE	1,905	3,809	3,809	3,809	3,809
100-40-41-42100	EMPLOYER PORTION FICA	18,568	38,196	30,143	29,717	31,912
100-40-41-42200	EMPLOYER PORTION IMRF	39,249	73,082	58,282	52,473	47,276
100-40-41-42500	EMPLOYEE HEALTH INSURANCE	43,119	65,651	50,397	50,397	43,086
100-40-41-42600	WORKER'S COMPENSATION	3,300	3,185	1,911	1,911	1,911
TOTAL PERSONNEL		360,143	694,865	546,941	529,623	542,730
100-40-41-51000	BOARDS & COMMISSIONS	550	3,234	10,500	10,500	6,000
100-40-41-52000	OFFICE SUPPLIES	2,282	3,362	4,400	4,400	2,000
100-40-41-55000	FUEL, OIL, & LUBRICANTS	0	0	0	0	0
100-40-41-62099	PRINTED MATERIALS	6,169	2,385	6,600	6,600	4,800
TOTAL COMMODITIES		9,001	8,981	21,500	21,500	12,800
100-40-41-61700	VEHICLES-MAINTENANCE	0	26	0	0	0
100-40-41-62700	HUMAN & SOCIAL SERVICES	73,500	148,250	144,500	144,500	144,500
100-40-41-63300	NUISANCE ABATEMENT SERVICES	35,136	23,646	1,000	6,000	0
100-40-41-63700	DEVELOPMENTAL SERVICES	70,000	140,000	140,000	140,000	140,000
100-40-41-63750	PROPERTY DEMOLITION	0	0	11,256	11,256	0
100-40-41-63800	CONTRACTED SERVICES	213,234	390,220	162,243	241,186	1,500
100-40-41-64500	TELEPHONE SERVICES	867	2,218	1,800	5,070	2,000
100-40-41-65100	FREIGHT & POSTAGE	23	0	300	300	300
100-40-41-65200	MARKETING ADS & PUBLIC INFO	11,029	15,177	12,000	12,000	10,000
100-40-41-65300	LEGAL EXPENSES & NOTICES	1,898	3,044	3,000	2,000	1,500
100-40-41-66100	DUES & SUBSCRIPTIONS	260	2,121	5,084	5,084	2,350
100-40-41-66200	CONFERENCES/TRAINING	2,025	3,502	9,345	9,345	4,500
TOTAL CONTRACTED SERVICES		407,972	728,205	490,528	576,741	306,650
100-40-41-86200	OFFICE FURNITURE & EQUIPMENTMENT	0	206	700	700	700
TOTAL EQUIPMENT		0	206	700	700	700
TOTAL Community Development Dept: Administration		777,116	1,432,256	1,059,669	1,128,564	862,880

Community Development Department Building & Code Enforcement		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 BUDGET	FY2018 ESTIMATE	FY2019 BUDGET
100-40-43-41100	WAGES - FULL-TIME	0	0	294,075	257,454	307,423
100-40-43-41200	WAGES - PART-TIME	0	0	95,811	102,746	72,973
100-40-43-41300	WAGES - OVERTIME	0	0	12,877	3,500	12,877
100-40-43-41500	CLOTHING ALLOWANCE	0	0	600	600	600
100-40-43-42100	EMPLOYER PORTION FICA	0	0	30,858	27,030	30,118
100-40-43-42200	EMPLOYER PORTION IMRF	0	0	49,471	42,640	41,980
100-40-43-42500	EMPLOYEE HEALTH INSURANCE	0	0	74,714	74,714	76,791
100-40-43-42600	WORKER'S COMPENSATION	0	0	1,274	1,274	1,274
TOTAL PERSONNEL		0	0	559,680	509,958	544,036
100-40-43-52000	OFFICE SUPPLIES	0	0	1,150	1,150	600
100-40-43-53300	SMALL TOOLS & EQUIPMENT	0	0	1,075	1,075	750
100-40-43-54000	UNIFORMS/PROTECTIVE CLOTHING	0	0	4,640	4,640	2,300
100-40-43-55000	FUEL, OIL, & LUBRICANTS	0	0	0	600	750
100-40-43-62099	PRINTED MATERIALS	0	0	1,200	1,200	800
TOTAL COMMODITIES		0	0	8,065	8,665	5,200
100-40-43-61500	MAINTENANCE-EQUIPMENT	0	0	0	0	1,000
100-40-43-61700	VEHICLE MAINTENANCE	0	0	1,800	1,800	1,000
100-40-43-62300	ARCHITECT / ENGINEER SERVICES	0	0	0	0	0
100-40-43-63300	NUISANCE ABATEMENT SERVS	0	0	0	0	15,000
100-40-43-63800	CONTRACTED SERVICES	0	0	1,518	0	41,600
100-40-43-64500	TELEPHONE SERVICES	0	0	0	3,270	3,689
100-40-43-65100	FREIGHT & POSTAGE	0	0	4,800	5,400	4,800
100-40-43-65200	MARKETING ADS & PUBLIC INFO	0	0	200	200	200
100-40-43-65300	LEGAL EXPENSES & NOTICES	0	0	100	100	100
100-40-43-66100	DUES & SUBSCRIPTIONS	0	0	575	350	750
100-40-43-66200	CONFERENCES/TRAINING	0	0	2,300	2,300	2,000
TOTAL CONTRACTED SERVICES		0	0	11,293	13,420	70,139
100-40-43-86200	OFFICE FURNITURE & EQUIPMENT	0	0	200	200	200
TOTAL EQUIPMENT		0	0	200	200	200
TOTAL Community Development Dept: Building & Code Enforcement		0	0	579,238	532,243	619,575

**Moved to Community Development Administration for FY2016.5 and FY2017*

General Fund Support		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 BUDGET	FY2018 ESTIMATE	FY2019 BUDGET
100-55-00-41100	WAGES - FULL-TIME	405,179	0	0	0	0
100-55-00-42100	EMPLOYER PORTION FICA	8,077	0	0	0	0
100-55-00-42200	EMPLOYER PORTION IMRF	15,925	0	0	0	0
100-55-00-42500	EMPLOYEE HEALTH INSURANCE	538,781	804,359	862,924	862,924	918,472
TOTAL PERSONNEL		967,962	804,359	862,924	862,924	918,472
100-55-00-68750	TAX SHARING AGREEMENTS	873,535	1,731,750	1,488,000	1,733,000	1,733,000
100-55-00-69200	SURETY BONDS	35,000	64,163	70,000	70,000	70,000
TOTAL OTHER SERVICES		908,535	1,795,913	1,558,000	1,803,000	1,803,000
100-55-00-91200	TRSF TO TRANSPORTATION FUND	0	11,370	9,995	9,995	0
100-55-00-91300	TRANSFER TO DEBT SERVICE FUND	180,000	1,756,998	1,801,827	1,801,827	1,801,827
100-55-00-91400	TRANSFER TO CAPITAL PROJECTS FUND	32,479	196,108	0	0	0
100-55-00-91410	TRSF TO FLEET FUND	24,588	81,674	0	0	0
100-55-00-91420	TRANSFER TO CAPITAL EQUIPMENT FUND	298,351	0	410,000	0	20,000
100-55-00-91650	TRSF TO AIRPORT FUND	16,853	0	0	610,000	0
100-55-00-91710	TRANSFER TO HEALTH INSURANCE FUND	0	0	250,000	250,000	0
TOTAL TRANSFERS OUT		552,271	2,046,150	2,471,822	2,671,822	1,821,827
TOTAL General Fund Support		2,428,767	4,646,422	4,892,746	5,337,746	4,543,299
GENERAL FUND REVENUE TOTALS =		20,405,172	35,716,044	37,669,854	36,406,569	37,856,172
GENERAL FUND EXPENDITURE TOTALS =		20,660,712	35,871,366	38,041,887	38,252,415	36,952,172
NET FUND TOTALS - SURPLUS / (DEFICIT)		(255,540)	(155,322)	(372,033)	(1,845,846)	904,000

Section Five

Special Revenue Funds

- Transportation Fund
- Motor Fuel Tax
- Heritage Ridge SSA #3
- Knolls Subdivision SSA #4
- Greek Row SSA #6
- Heartland Fields SSA #14
- Central Area Tax Increment Financing #1
- Tax Increment Financing #2
- Community Development Block Grant Fund
- Housing Rehabilitation Fund
- Foreign Fire Insurance Fund



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Transportation Fund

FUND 200

The Transportation Fund includes the revenues and expenditures associated with the provision of transportation planning and public transit services to the DeKalb metropolitan area. This includes acting as the fiscal and staffing agent for the management of the DeKalb-Sycamore Area Transportation Study (DSATS), the Metropolitan Planning Organization (MPO) for the area and serving as the grant recipient for federal and state funds for transit services in the DeKalb metropolitan region.

The City currently serves as the Lead Agency for DSATS; however, DeKalb County will assume this role in 2019. The complete transfer of revenues and expenditures is expected to be completed by June 30, 2019. Therefore, the DSATS revenue and expenditures presented herein are for the first and second quarters of 2019 only.

- ❑ **DSATS** oversees the daily management and operations of the DeKalb Sycamore Area Transportation Study (DSATS). This is the Metropolitan Planning Organization for the DeKalb Metropolitan Area, which includes the Cities of DeKalb and Sycamore, the Town of Cortland, Northern Illinois University (NIU) and the surrounding areas of DeKalb County. The Federal Government provides eighty percent of the funding for the operation of DSATS with the twenty percent local match coming from the Illinois Department of Transportation and the DSATS member organizations.
- ❑ **Transit** oversees the management and operations of public transit in the DeKalb Metropolitan area. The City of DeKalb is the fiscal agent for State and Federal grant funding which funds transit services. The State of Illinois provides funding for 65% of all transit operational funding up to a contractual limit. The Federal Transit Administration (FTA) provides approximately \$1 million a year for transit capital projects and additional operating assistance funding.

In previous years, the DSATS and Transit fiscal year corresponded with the City fiscal year, as the Transportation budget is based on the State Fiscal Year (SFY) that runs from July 1 to June 30. With the City's change of their fiscal year to the calendar year, the annual transportation budget no longer corresponds with the City budget. As transportation grant funding allocations are only known until June 30, 2018, this budget is developed on the assumption that Illinois and federal fiscal year 2019 grant funding will be equal to SFY2018 funding.

DSATS DIVISION

When the DeKalb-Sycamore's urban area exceeded a population of 50,000 in the 2000 census, federal law mandated the creation of a Metropolitan Planning Organization (MPO) which oversees all federal funding that comes to the region for transportation projects, as well as developing a Long Range Transportation Plan which looks at the goals of the regional transportation system over the next 20 to 30 years. In response to this requirement, area leaders from the City of

DeKalb, the City of Sycamore, Northern Illinois University, DeKalb County, and the Illinois Department of Transportation (IDOT) developed an agreement to form the DeKalb Sycamore Area Transportation Study (DSATS). Each SFY, the MPO receives federal planning funds to support the MPO program. The MPO grant funds are distributed to the states and then each state identifies how those funds shall be distributed between all the designated MPO's in the state. In order to receive the MPO funding available, each MPO must annually submit a Unified Planning Work Program (UPWP) which outlays how the funds shall be expended in the next fiscal year, and the projects and programs the MPO intends to complete in the next fiscal year. All proposed budgets and contracts using allocated MPO funds are overseen and approved by the DSATS Policy Committee (PC). The City, as the fiscal agent for DSATS, provides staffing for the MPO and is the contractual agent for all contracts approved to perform DSATS funded projects. As the fiscal agent, all budgets and contracts must go through the City approval processes. Any budgetary or contractual changes requested by the City administration, however, must be approved by the DSATS PC.

Federal Metropolitan Transportation Planning Funds apportionment to DSATS for SFY2018 has been authorized by IDOT for \$274,095. This includes \$181,994 in Federal Highway Administration (FHWA) planning (PL) funds, \$37,282 in FTA 5303 grant funds, and \$54,819 in IDOT local match grant funds. Table 1 below identifies the funding sources for the DSATS budget (Fund 09-10).

Table 1. DSATS SFY2018 Funding Sources

Grant Fund	SFY19 Allocation	% of Budget
FHWA PL Grant	\$181,994	66%
FTA 5303 Grant	\$37,282	14%
IDOT MPO Local Match Grant	\$54,819	20%
Total	\$274,095	100.0%

The federal funding provided to DSATS covers 80% of all DSATS expenditures with a required 20% match from state and local sources. The Illinois Department of Transportation (IDOT) is providing grant funds for the 20% local match for SFY2019, which runs from July 1, 2018 through June 30, 2019. Those funds are subject to annual approval by the Governor and State Legislators, and therefore not guaranteed. Should the state elect not to provide local match assistance, the DSATS member organizations are mandated to provide the 20% required match. While it is likely IDOT will provide the local match in SFY2020, this budget assumes the DSATS member organizations will be required to provide the local match in SFY2020 (July 1, 2019 to June 30, 2020). Staff is recommending a budget to the City that provides for the City and the other member organizations to fund the twenty percent local match in SFY2019. The distribution of the local match from member organizations is based on the following formula identified in Table 2 below:

Table 2. Distribution of Local Match Funds for SFY2019 (7/1/18 – 12/31/18)

Member Organization	# of Votes	LM %	FY16 Allocation
City of DeKalb	3	42.9%	\$9,995.25
City of Sycamore	2	28.5%	\$6,663.60
DeKalb County	1	14.3%	\$6,663.50
Northern Illinois University	1	14.3%	\$3,331.75
Illinois Dept. of Transportation*	1		\$0.00
Total	8	100.0%	\$ 26,654.00

*IDOT, as the oversight agent, does not contribute towards the local match.

TRANSIT DIVISION

When the DeKalb-Sycamore area was designated as an urban center in the 2000 U.S. Census, the area became eligible to receive Federal Section 5307 transit grant funds, which are administered through the Federal Transit Administration (FTA), and Downstate Operating Assistance Program (DOAP) funding from the Illinois Department of Transportation (IDOT). Using state and federal funding sources, the City contracts with two transit operators – Voluntary Action Center (VAC) and Transdev Services Inc. (Transdev) – to provide public transportation services within the DeKalb Urbanized Area (UZA).

Effective as of January 1, 2019, the City will oversee all public transportation service within the DeKalb UZA. This includes fixed route bus service in DeKalb and the surrounding area as well as paratransit services that provides door-to-door transportation for residents in DeKalb County to medical facilities, shopping centers, and jobs throughout the northern Illinois region.

The Transit Budget has several existing grants for which funding is available and the DSATS staff shall be submitting grant proposals to the FTA to fund several more projects in SFY2019. As previously noted, the DeKalb region is provided an apportionment of grant funds for transit capital projects and operating assistance annually. These funds are approved in the Federal Transportation Funding Program, which is currently known as the Fixing America's Surface Transportation (FAST) Act. Within the program, specific funds are set aside to provide transit funds to urbanized areas with a population over 50,000 people.

The DOAP grant reimburses the City for 65% of the cost for public transit operations. The remaining 35% of the funding must come from other grant sources and local match contributions. The City's SFY2019 DOAP grant allocation is \$5,192,400, with a required local match of \$2,795,908. This budget reflects the full SFY2019 DOAP allocation to the City. Currently, local match funding comes from FTA funds as operating assistance, Northern Illinois University (NIU) student tuition fees, and VAC. Table 3 below identifies the funding sources for the public transit budget (Fund 09-20).

Table 3. Public Transit Funding Sources

Funding Source	SFY19 Allocation	% of Budget
SFY2019 DOAP Grant	\$5,192,400	52.6%
FTA 5307 Operating Assistance Funds	\$1,508,375	15.2%
*Local Match funds (NIU Contribution, Municipal Reimbursements, Human Service Agency contributions, Donations to VAC as a non-profit agency, etc.)	\$3,176,866	32.2%
Totals	\$9,877,641	100%

**Note: The City will be utilizing the full apportionment of the available DOAP Grant funds.*

The City receives annual FTA 5307 grant funding to fund public transit capital purchases and operating assistance. The City is annually allocated approximately \$1,000,000, which varies from year to year based on a formula allocation for public transit funding provided in the annual US Federal Budget. These funds can be accumulated over a three-year period. In SFY2019 (July 1, 2018 to June 30, 2019) staff looks to use up to \$2,633,399 in FTA 5307 grant funds. Table 4 below identifies projects proposed using these FTA funds.

Table 4. SFY19 FTA 5307 Grant Projects

Project	Grant Allocation
New Computer Equipment (VAC)	\$35,000
New Public Transit Facility – Preliminary Engineering	\$600,000
New VAC Maintenance Equipment (Media Blaster, Welder, Power Tools, Tire Changer, Air Compressor, Riding Mower, Storage Building)	\$40,000
Communication Equipment for Vehicles (Destination Signs/Radios)	\$215,024
Transit Scheduling Software (VAC)	\$200,000
Replacement of Transportation Staff Vehicle	\$35,000
Operating Assistance Funds	\$1,508,375
Total	\$2,633,399

In SFY2018, transit funds were used to hire a Transit Coordinator to coordinate the consolidation of the two separate transportation services within the City. Combining the services of the providers eliminates the duplication of service, reduces costs, and increases state and federal funding. Increased funding will allow for potential expansion of transit services and infrastructure in SFY19.

With an increase in transit services and a continued increase in federal and state reporting requirements, staff looks to fund a new Transit Planner position. The position would be funded entirely with state and federal grant funds, with no impact to the City general fund.

**Transportation Fund:
DSATS**

		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 BUDGET	FY2018 ESTIMATE	FY2019 BUDGET
200-30-36-33100	FEDERAL GRANTS	92,792	230,525	0	0	0
200-30-36-33150	FEDERAL PASS THROUGH GRANTS	0	0	213,755	211,812	109,638
200-30-36-33200	STATE GRANTS	23,198	57,631	53,308	52,953	27,410
TOTAL INTERGOVERNMENTAL REVENUES		115,989	288,156	267,063	264,765	137,048
200-30-36-38100	MISCELLANEOUS REVENUE	0	0	16,659	0	0
TOTAL OTHER INCOME		0	0	16,659	0	0
200-30-36-39100	TRANSFER FROM GENERAL FUND	0	11,370	9,995	0	0
TOTAL TRANSFERS IN		0	11,370	9,995	0	0
TOTAL Transportation Fund: DSATS REVENUES		115,989	299,526	293,717	264,765	137,048
200-30-36-41100	WAGES - FULL-TIME	49,045	102,336	106,007	101,264	61,297
200-30-36-41200	WAGES - PART-TIME	1,721	4,456	6,744	6,257	3,372
200-30-36-42100	EMPLOYER PORTION FICA	3,743	7,921	9,671	8,094	4,948
200-30-36-42200	EMPLOYER PORTION IMRF	7,921	15,516	17,746	14,896	9,017
200-30-36-42500	EMPLOYEE HEALTH INSURANCE	4,800	10,874	12,116	12,116	9,074
200-30-36-42600	WORKER'S COMPENSATION	345	559	559	425	248
200-30-36-41550	CAR ALLOWANCE	0	352	0	0	0
TOTAL PERSONNEL		67,575	142,014	152,843	143,052	87,956
200-30-36-62099	PRINTED MATERIALS	0	0	150	125	75
200-30-36-52000	OFFICE SUPPLIES	49	361	250	149	75
200-30-36-55000	GAS, OIL & ANTIFREEZE	178	223	375	282	188
200-30-36-51600	SUPPLIES/PARTS-TECHNOLOGY	212	2,288	1,718	1,516	488
TOTAL COMMODITIES		439	2,873	2,493	2,072	826
200-30-36-65100	FREIGHT & POSTAGE	32	50	180	130	90
200-30-36-61500	MAINTENANCE-EQUIPMENT	0	0	200	100	100
200-30-36-61700	MAINTENANCE-VEHICLES	228	0	500	368	250
200-30-36-64500	TELEPHONE SERVICES	132	256	300	348	180
200-30-36-65300	LEGAL EXPENSES & NOTICES	4,254	9,040	8,185	7,971	4,701
200-30-36-65200	MARKETING, ADS & PUBLIC INFO	440	401	1,230	930	830
200-30-36-66100	DUES & SUBSCRIPTIONS	0	829	500	530	970
200-30-36-66200	CONFERENCES/TRAINING	1,568	4,794	6,878	5,704	4,270
200-30-36-63800	CONTRACTED SERVICES	37,551	74,634	104,964	102,774	12,195
TOTAL CONTRACTED SERVICES		44,206	90,005	122,937	118,855	23,586
200-30-36-86200	OFFICE FURNITURE & EQUIPMENT	0	0	250	493	125
200-30-36-86100	TECHNOLOGY EQUIPMENT	1,167	3,664	500	250	250
200-30-36-86000	EQUIPMENT	0	0	0	264	0
TOTAL EQUIPMENT		1,167	3,664	750	1,007	375
200-30-36-91100	TRANSFER TO GENERAL FUND	2,602	7,841	15,188	14,215	8,620
200-30-36-91420	TRANSFER TO CAPITAL EQUIPMENT FUND	0	1,500	0	0	0
TOTAL TRANSFERS OUT		2,602	9,341	15,188	14,215	8,620
TOTAL Transportation Fund: DSATS EXPENSES		115,989	247,897	294,211	279,201	121,363
NET Transportation Fund: DSATS		0	51,629	(494)	(14,436)	15,685

**Transportation Fund:
City Transit**

		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 BUDGET	FY2018 ESTIMATE	FY2019 BUDGET
200-30-37-33100	FEDERAL GRANTS	592,145	1,216,836	3,495,410	1,076,820	3,292,441
200-30-37-33200	STATE GRANTS	1,104,480	1,939,712	4,720,400	2,596,200	5,342,400
TOTAL INTERGOVERNMENTAL REVENUES		1,696,625	3,156,547	8,215,810	3,673,020	8,634,841
200-30-37-38600	SALES OF ASSETS	0	1,184	0	0	0
200-30-37-38100	MISCELLANEOUS REVENUE	0	435	0	1,259,722	2,519,444
TOTAL OTHER INCOME		0	1,619	0	1,259,722	2,519,444
TOTAL Transportation Fund: City Transit REVENUES		1,696,625	3,158,167	8,215,810	4,932,742	11,154,285
200-30-37-41100	WAGES - FULL-TIME	28,850	58,691	116,260	102,500	205,018
200-30-37-41200	WAGES - PART-TIME	0	4,456	6,744	56,664	6,744
200-30-37-42100	EMPLOYER PORTION FICA	2,083	4,576	5,118	12,509	18,305
200-30-37-42200	EMPLOYER PORTION IMRF	4,659	8,899	8,849	18,117	30,915
200-30-37-42500	EMPLOYEE HEALTH INSURANCE	5,778	11,949	11,757	18,499	31,810
200-30-37-42600	WORKER'S COMPENSATION	230	372	372	608	916
TOTAL PERSONNEL		41,600	88,942	149,100	208,897	293,708
200-30-37-62099	PRINTED MATERIALS	0	0	2,000	4,000	5,000
200-30-37-52000	OFFICE SUPPLIES	49	123	350	125	250
200-30-37-55000	GAS, OIL & ANTIFREEZE	0	47	214	158	220
200-30-37-51600	SUPPLIES/PARTS-TECHNOLOGY	0	0	1,718	1,403	2,806
TOTAL COMMODITIES		49	170	4,282	5,686	8,276
200-30-37-65100	FREIGHT & POSTAGE	62	84	200	101	200
200-30-37-61500	MAINTENANCE-EQUIPMENT	0	0	200	100	200
200-30-37-61700	MAINTENANCE-VEHICLES	0	0	500	250	500
200-30-37-64500	TELEPHONE SERVICES	132	257	300	362	723
200-30-37-65300	LEGAL EXPENSES & NOTICES	3,664	6,341	8,552	6,750	13,500
200-30-37-65200	MARKETING. ADS & PUBLIC INFO	0	118	830	422	812
200-30-37-66100	DUES & SUBSCRIPTIONS	0	0	590	560	1,120
200-30-37-66200	CONFERENCES/TRAINING	2,074	2,573	15,540	4,860	9,086
200-30-37-63800	CONTRACTED SERVICES	1,632,263	2,635,462	6,224,319	4,095,026	9,170,861
TOTAL CONTRACTED SERVICES		1,638,195	2,644,833	6,251,031	4,108,431	9,197,002
200-30-37-86200	OFFICE FURNITURE & EQUIPMENT	0	0	500	250	500
200-30-37-86100	TECHNOLOGY EQUIPMENT	0	0	53,900	25,000	31,900
200-30-37-87000	VEHICLES	0	464,481	1,325,940	262,965	340,001
200-30-37-86000	EQUIPMENT	10,069	7,139	388,500	0	513,221
TOTAL EQUIPMENT		10,069	471,620	1,768,840	288,215	885,622
200-30-37-82000	NEW CONSTRUCTION BUILDINGS	0	0	0	0	0
TOTAL PERMANENT IMPROVEMENTS		0	0	0	0	0
200-30-37-91100	TRANSFER TO GENERAL FUND	6,712	2,730	42,063	19,444	38,888
200-30-37-91420	TRANSFER TO CAPITAL EQUIPMENT FUND	0	1,500	0	0	0
TOTAL TRANSFERS OUT		6,712	4,230	42,063	19,444	38,888
TOTAL Transportation Fund: City Transit EXPENSES		1,696,625	3,209,796	8,215,316	4,630,673	10,423,496
NET Transportation Fund: City Transit		0	(51,629)	494	302,069	730,789
TOTAL TRANSPORTATION FUND REVENUES		1,812,615	3,457,693	8,509,527	5,197,507	11,291,333
TOTAL TRANSPORTATION FUND EXPENDITURES		1,812,615	3,457,693	8,509,527	4,909,874	10,544,859
NET FUND TOTALS - SURPLUS / (DEFICIT)		0	0	0	287,633	746,474

Motor Fuel Tax Fund

FUND 210

The City receives a per capita allotment of Illinois Motor Fuel Tax (MFT) revenues on a monthly basis from a State tax on gasoline purchases. These funds can be used only for various street maintenance and improvement projects, and related costs as set forth by the State of Illinois. Annual MFT allotments to the City are approximately \$1.1 million and are used for the annual maintenance program, design and partial construction of various capital projects, as well as street lighting, salt purchase and street operations.

FY19 Projects:

▪ Electricity	\$425,000
▪ Peace Road Corridor Study	\$200,000
▪ Twombly Road Reconstruction	\$250,000
▪ Road Salt	\$100,000
▪ First Street Rehabilitation	\$500,000
▪ Pavement Condition Index Survey	\$65,000

Purchasing road salt for snow and ice removal operations may be supported by Motor Fuel Tax funds. This is a recurring cost that occurs on an annual basis.

Electricity may be supported by Motor Fuel Tax funds. The electricity is used to power street lights throughout the City as well as fees for lighting equipment from ComEd.

A Pavement Condition Index Survey is conducted intermediately to monitor the condition of the City's 130 miles of roads. This information is critical for identifying and prioritizing street maintenance.

Peace road corridor will be subject to development and demand in the near- and long-term. This all-encompassing corridor study will give the City and DSATS a projection and plan of when and how to support and expand this infrastructure asset. The limits of the study will be from Gurler Road to UPRR overpass north of IL38.

Twombly Road, connecting several housing developments and rural commuters to the community/University, is in significant disrepair. A multi-jurisdictional project, led by the County and Township with financial contributions from the City, will reconstruct the segment immediately west of Annie Glidden Road.

First Street is an arterial functioning as a key thoroughfare for the community. It is targeted as a priority high by a recent pavement condition index due to its degradation. The intent is to initiate the rehabilitation efforts in 2019 by addressing the segment from Dresser Road north to Stoney Creek Road; addressing the remainder to Bethany Road in subsequent years as rapidly as funding allows.

Motor Fuel Tax Fund

		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 BUDGET	FY2018 ESTIMATE	FY2019 BUDGET
210-00-00-33150	FEDERAL PASS-THROUGH GRANTS	0	2,164	83,311	0	0
210-00-00-33200	STATE GRANTS	0	0	0	0	0
210-00-00-33550	MOTOR FUEL TAX ALLOTMENT	623,644	1,143,259	1,187,698	1,128,998	1,111,757
TOTAL INTERGOVERNMENTAL REVENUES		623,644	1,145,423	1,271,009	1,128,998	1,111,757
210-00-00-37100	INVESTMENT INTEREST	4,155	23,504	10,000	60,000	50,000
210-00-00-38200	REFUNDS / REIMBURSEMENTS	0	0	0	0	0
TOTAL OTHER INCOME		4,155	23,504	10,000	60,000	50,000
210-00-00-39100	TRANSFER FROM GENERAL FUND	0	0	0	0	0
TOTAL TRANSFERS IN		0	0	0	0	0
TOTAL MOTOR FUEL TAX FUND REVENUES		627,799	1,168,926	1,281,009	1,188,998	1,161,757
210-00-00-53100	SNOW / ICE CONTROL MATERIAL	0	77,057	100,000	100,000	100,000
TOTAL COMMODITIES		0	77,057	100,000	100,000	100,000
210-00-00-61450	SIDEWALKS-MAINTENANCE	0	18,502	0	9,011	0
210-00-00-62300	ARCHITECT / ENGINEERING SERVS	113,109	302,583	15,000	100,000	200,000
210-00-00-63650	LAND ACQUISITION SERVICES	46,000	1,800	0	15,000	0
210-00-00-64100	ELECTRIC SERVICES	182,639	399,097	350,000	350,000	425,000
210-00-00-65300	LEGAL EXPENSES & NOTICES	0	0	0	0	0
TOTAL CONTRACTED SERVICES		341,749	721,982	365,000	474,011	625,000
210-00-00-81000	LAND ACQUISITION	0	0	140,000	13,000	0
210-00-00-83050	STREET MAINTENANCE	108,714	16,150	1,000,000	1,000,000	565,000
210-00-00-83000	STREET IMPROVEMENTS	34,981	0	0	0	250,000
210-00-00-83900	OTHER CAPITAL IMPROVEMENTS	2,958	84,998	340,000	100,000	0
TOTAL PERMANENT IMPROVEMENTS		146,653	101,148	1,480,000	1,113,000	815,000
210-00-00-91100	TRANSFER TO GENERAL FUND	0	0	0	0	0
TOTAL TRANSFERS OUT		0	0	0	0	0
TOTAL MOTOR FUEL TAX FUND EXPENSES		488,401	900,188	1,945,000	1,687,011	1,540,000
NET FUND TOTALS - SURPLUS / (DEFICIT)		139,397	268,739	(663,991)	(498,013)	(378,243)

Special Service Area Funds

The City administers four operational Special Services Areas designated to pay the costs of various public maintenance and utility items. They are:

Heritage Ridge Subdivision Special Service Area #3 (Fund 223) was created in 1990 for the residential subdivision located at the southeast corner of Fairview Drive and First Street. It pays the costs of retention pond mowing and maintaining cul-de-sac islands including but not limited to; decorative washed stone and island plant materials. It also provides for a stylized street lighting system and entrance sign.

Knolls at Prairie Creek Subdivision SSA #4 (Fund 224) was created in 1994 for the residential subdivision on the west side of Annie Glidden Road between Lincoln Highway and Taylor Street. It pays costs of maintaining cul-de-sac islands including but not limited to; mulch, river stone and weed control. It also pays the additional costs of maintaining various public areas and provides for a stylized street lighting system and entrance sign.

The Greek Row Special Service Area #6 (Fund 226) was created in 2004 to finance electrical costs of streetlighting placed upon private properties that benefits the neighborhood.

Heartland Fields Special Service Area #14 (Fund 234) was created to authorize the maintenance, repair, regular care, renewal and replacement of the Common Facilities including, without limitation, the mowing and fertilizing of grass, pruning and trimming of trees and bushes, removal and replacement of diseased or dead landscape materials, the repair and replacement of monument signs, storm water detention basins, storm sewers and related areas and appurtenances, culverts, drains, ditches and tiles, landscape buffers and related areas and appurtenances, in the Special Service Area. It also is meant to authorize the implementation and continuation of a mosquito abatement program in the Special Service Area, as well as the provision of snow removal services on public sidewalks along Lot 101 of the Heartland Fields Subdivision (or in such other areas as the City shall determine, within the Area) all in accordance with the final engineering plan and final plat of subdivision for the Area. The proposed municipal services are unique and are in addition to the improvements provided and/or maintained by the City generally.

Heritage Ridge SSA#3 Fund

		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 BUDGET	FY2018 ESTIMATE	FY2019 BUDGET
223-00-00-30200	PROPERTY TAX - SSA	0	1,000	1,000	1,000	1,000
223-00-00-37100	INVESTMENT INTEREST	0	0	0	0	10
TOTAL PROPERTY TAXES		0	1,001	1,000	1,000	1,010
TOTAL Heritage Ridge SSA#3 Fund REVENUES		0	1,001	1,000	1,000	1,010
223-00-00-61100	MAINTENANCE-GROUNDS	757	1,200	1,000	1,000	1,000
TOTAL CONTRACTED SERVICES		757	1,200	1,000	1,000	1,000
223-00-00-91100	TRANSFER TO GENERAL FUND	500	500	500	500	500
TOTAL TRANSFERS OUT		500	500	500	500	500
TOTAL Heritage Ridge SSA#3 Fund EXPENSES		1,257	1,700	1,500	1,500	1,500
NET FUND TOTALS - SURPLUS / (DEFICIT)		(1,257)	(699)	(500)	(500)	(490)

Knolls SSA#4 Fund

		FY2016.5	FY2017	FY2018	FY2018	FY2019
		ACTUAL	ACTUAL	ACTUAL	ESTIMATE	BUDGET
224-00-00-30200	PROPERTY TAX - SSA	5,000	5,497	5,500	5,500	5,500
224-00-00-37100	INVESTMENT INTEREST	0	2	0	0	10
TOTAL PROPERTY TAXES		5,000	5,499	5,500	5,500	5,510
TOTAL Knolls SSA#4 Fund REVENUES		5,000	5,499	5,500	5,500	5,510
224-00-00-61100	MAINTENANCE-GROUNDS	4,186	4,155	4,000	4,000	4,000
TOTAL CONTRACTED SERVICES		4,186	4,155	4,000	4,000	4,000
224-00-00-91100	TRANSFER TO GENERAL FUND	500	500	500	500	500
TOTAL TRANSFERS OUT		500	500	500	500	500
TOTAL Knolls SSA#4 Fund EXPENSES		4,686	4,655	4,500	4,500	4,500
NET FUND TOTALS - SURPLUS / (DEFICIT)		314	844	1,000	1,000	1,010

Greek Row SSA#6 Fund

		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 ACTUAL	FY2018 ESTIMATE	FY2019 BUDGET
226-00-00-30200	PROPERTY TAX - SSA	10,001	14,000	18,000	15,671	18,000
226-00-00-37100	INVESTMENT INTEREST	0	6	0	0	10
TOTAL PROPERTY TAXES		10,001	14,006	18,000	15,671	18,010
TOTAL Greek Row SSA#6 Fund REVENUES		10,001	14,006	18,000	15,671	18,010
226-00-00-64100	ELECTRIC SERVICES	1,124	17,987	17,500	10,236	17,500
TOTAL PERMANENT IMPROVEMENTS		1,124	17,987	17,500	10,236	17,500
226-00-00-91100	TRANSFER TO GENERAL FUND	500	500	500	500	500
TOTAL TRANSFERS OUT		500	500	500	500	500
TOTAL Greek Row SSA#6 Fund EXPENSES		1,624	18,487	18,000	10,736	18,000
NET FUND TOTALS - SURPLUS / (DEFICIT)		8,377	(4,481)	0	4,935	10

Heartland Fields SSA#14 Fund

		FY2016.5	FY2017	FY2018	FY2018	FY2019
		ACTUAL	ACTUAL	ACTUAL	ESTIMATE	BUDGET
234-00-00-30200	PROPERTY TAX - SSA	2,500	2,500	2,500	2,500	2,500
234-00-00-37100	INVESTMENT INTEREST	0	1	0	0	10
TOTAL PROPERTY TAXES		2,500	2,501	2,500	2,500	2,510
TOTAL Heartland Fields SSA#14 Fund REVENUES		2,500	2,501	2,500	2,500	2,510
234-00-00-61100	MAINTENANCE-GROUNDS	380	648	2,500	2,500	2,500
TOTAL CONTRACTED SERVICES		380	648	2,500	2,500	2,500
234-00-00-91100	TRANSFER TO GENERAL FUND	500	500	500	500	500
TOTAL TRANSFERS OUT		500	500	500	500	500
TOTAL Heartland Fields SSA#14 Fund EXPENSES		880	1,148	3,000	3,000	3,000
NET FUND TOTALS - SURPLUS / (DEFICIT)		1,620	1,353	(500)	(500)	(490)

Central Area TIF #1 Fund

FUND 260

The Central Area TIF District was established in 1986 to support new development and redevelopment throughout a large section of the City that includes the downtown, Pleasant Street neighborhood, Sycamore Road, and later expanded to include the Ellwood Historic Neighborhood. At the time of being established the State of Illinois allowed municipalities to capture sales tax increment in addition to property tax increment. Collection of sales tax increment ended in 2013 and the Central Area TIF District now only collects incremental property tax revenue.

In 2008, the City worked with the various taxing districts with overlapping jurisdictions to approve an intergovernmental agreement that declares one-half of annual revenues as surplus in exchange for supporting a 12-year extension of the Central Area TIF District. Due to the Central Area TIF District being established as a sales tax and property tax TIF district, the TIF Act requires that a proportional share of any surplus declaration be paid back to the Illinois Department of Revenue and City of DeKalb as repayment for prior sales tax receipts. The proportional share of the surplus is based on a ratio of the total sales tax receipts collected over the life of the district, compared to property tax receipts collected over the life of the district.

During FY17, the City began discussing a TIF Phase-Out plan and developing strategies for investing the remaining funds prior to the expiration of the two existing districts. It became apparent during those conversations that the available funding would not be sufficient in achieving the City's goals for downtown revitalization that are called out in the City's 2025 Strategic Plan. As a result, the City began investigating the feasibility of removing a portion of the Central Area TIF District and placing it into a new Central Business District TIF. At the end of FY18, the City approved the creation of the Central Business District TIF. The balance of the Central Area TIF District will remain in place through its expiration on December 31, 2021.

Central Area Tax Increment Financing Fund #1

		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 BUDGET	FY2018 ESTIMATE	FY2019 BUDGET
260-00-00-30300	PROPERTY TAX - TIF	6,430,015	6,845,389	7,042,813	7,085,132	7,289,311
TOTAL PROPERTY TAXES		6,430,015	6,845,389	7,042,813	7,085,132	7,289,311
260-00-00-31100	STATE SALES TAX	0	0	0	0	0
TOTAL SALES & USE TAXES		0	0	0	0	0
260-00-00-37100	INVESTMENT INTEREST	20,273	59,488	24,800	234,126	200,000
260-00-00-37600	UNREALIZED INV GAIN/LOSS	0	0	0	0	0
260-00-00-38200	REFUNDS / REIMBURSEMENTS	0	3,931	0	0	0
TOTAL OTHER INCOME		20,273	63,419	24,800	234,126	200,000
260-00-00-39261	TRANSFERS FROM TIF #2 FUND	0	0	0	3,542,756	0
TOTAL TRANSFERS IN		0	0	0	3,542,756	0
TOTAL Central Area Tax Increment Financing Fund #1		6,450,288	6,908,809	7,067,613	10,862,014	7,489,311
260-00-00-61300	MAINTENANCE-BUILDINGS	0	0	0	0	0
260-00-00-61450	MAINTENANCE-SIDEWALKS	0	0	0	0	0
260-00-00-62100	FINANCIAL SERVICES	9,239	17,294	23,350	9,850	123,543
260-00-00-62300	ARCHITECT / ENGINEER SERVICES	26,686	14,977	665,000	10,890	10,000
260-00-00-65100	FREIGHT & POSTAGE	0	0	250	250	250
260-00-00-65200	MARKETING, ADS, PUBLIC INFO	0	0	16,000	0	5,000
260-00-00-65300	LEGAL EXPENSES & NOTICES	1,305	3,445	25,750	11,000	50,000
260-00-00-63650	LAND ACQUISITION SERVICES	0	0	10,000	600	5,000
260-00-00-63700	DEVELOPMENTAL SERVICES	86,181	10,127	0	8,710	50,000
260-00-00-63750	PROPERTY DEMOLITION	0	0	0	43,434	50,000
260-00-00-63800	CONTRACTED SERVICES	5,118	5,271	56,000	56,000	42,500
260-00-00-66100	DUES & SUBSCRIPTIONS	850	850	850	0	850
260-00-00-66200	CONFERENCES/TRAINING	0	1,316	1,500	1,484	1,500
260-00-00-68600	TIF SURPLUS DISTRIBUTION	0	0	0	3,542,566	3,644,656
260-00-00-69199	PRIV PROP REHAB / REDEVELOP	126,392	2,604,242	3,050,000	2,068,282	6,823,794
TOTAL CONTRACTED SERVICES		255,771	2,657,524	3,848,700	5,753,066	10,807,093
260-00-00-81000	LAND ACQUISITION	0	1,330	500,000	0	0
260-00-00-82000	REMODELING & RENOVATION	0	8,780	20,000	0	20,000
260-00-00-83000	STREET IMPROVEMENTS	6,000	7,701	500,000	0	0
260-00-00-83050	STREET MAINTENANCE	458,340	505,621	250,000	452,203	0
260-00-00-83200	STORM SEWER SYSTEM IMPS	0	0	0	0	0
260-00-00-83900	OTHER CAPITAL IMPROVEMENTS	3,752,660	3,193,883	3,716,407	17,000	62,500
TOTAL PERMANENT IMPROVEMENTS		4,217,000	3,717,315	4,986,407	469,203	82,500
260-00-00-91100	TRANSFER TO GENERAL FUND	282,740	678,576	678,576	100,000	100,000
260-00-00-91261	TRANSFER TO TIF #2 FUND	0	0	0	0	0
260-00-00-91375	TRANSFER TO TIF DEBT SERVICE FUND	961,675	1,078,000	1,193,200	1,193,200	1,192,400
TOTAL TRANSFERS OUT		1,244,415	1,756,576	1,871,776	1,293,200	1,292,400
TOTAL Central Area Tax Increment Financing Fund #1 EXPENSES		5,717,186	8,131,414	10,706,883	7,515,469	12,181,993
NET FUND TOTALS - SURPLUS / (DEFICIT)		733,102	(1,222,605)	(3,639,270)	3,346,545	(4,692,682)

Tax Increment

Finance District #2

FUND 261

The City established TIF #2 in 1995 to fund infrastructure improvements and support residential redevelopment and rehab in the neighborhoods south of the downtown and south of East Lincoln Highway. The residential homes in these areas are the oldest in DeKalb and the area also includes historic brick paver streets that require a higher level of investment to maintain. Despite being in place for 23 years, TIF #2 has seen little activity regarding TIF supported redevelopment. Therefore, TIF #2 has carried a substantial fund balance for several years.

The TIF Act does allow for municipalities to “port” funding between TIF districts, so long as they are contiguous to each other and the use of transferred funds has a benefit to the TIF district from which funds are ported. During TIF Phase Out discussions, the City determined the best use of the existing fund balance in TIF #2 would be to transfer the remaining fund balance at the end of FY18 into the newly established Central Business District TIF as seed funding.

However, during the process of establishing the Central Business District TIF, multiple taxing districts raised a concern with the legality of the transfer and the City’s past use of TIF funds. As a result, the City entered into a new intergovernmental agreement in 2018 that resulted in City declaring an \$11.25 million surplus from TIF #2 in FY18 and FY19. FY19 will be the last year the TIF #2 will carry any revenue or expenses in the City’s budget, and the only obligations that carried forward into the last year of TIF #2 are related to the 2018 intergovernmental agreement.

Tax Increment Financing Fund #2

		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 BUDGET	FY2018 ESTIMATE	FY2019 BUDGET
261-00-00-30300	PROPERTY TAX - TIF	1,181,326	1,391,223	1,463,119	1,476,057	1,521,644
261-00-00-37100	INVESTMENT INTEREST	31,151	16,027	16,000	5,412	5,000
TOTAL PROPERTY TAXES		1,212,477	1,407,250	1,479,119	1,481,469	1,526,644
261-00-00-39260	TRANSFERS FROM TIF #1 FUND	0	0	0	0	0
TOTAL TRANSFERS IN		0	0	0	0	0
TOTAL Tax Increment Financing Fund #2 REVENUES		1,212,477	1,407,250	1,479,119	1,481,469	1,526,644
261-00-00-61420	MAINTENANCE-ALLEYS	0	0	0	0	0
261-00-00-61450	MAINTENANCE-SIDEWALKS	0	0	0	0	0
261-00-00-62300	ARCHITECT / ENGINEER SERVICES	0	0	0	0	0
261-00-00-62100	FINANCIAL SERVICES	496	718	5,700	676	100,700
261-00-00-65100	LEGAL EXPENSES & NOTICES	285	220	10,000	0	10,000
261-00-00-68100	ECONOMIC DEVELOPMENT INCENTIVE	194,586	0	0	0	0
261-00-00-68600	TIF SURPLUS DISTRIBUTION	0	0	0	5,658,295	0
261-00-00-69199	PRIV PROP REHAB / REDEVELOP	65,940	52,201	175,000	5,000	147,910
TOTAL CONTRACTED SERVICES		261,307	53,138	190,700	5,663,971	258,610
261-00-00-81000	LAND ACQUISITION	0	0	0	0	0
261-00-00-82000	REMODEL & RENOVATIONS	31,767	39,827	45,000	45,000	0
261-00-00-83000	STREET IMPROVEMENTS	0	248,947	250,000	250,000	0
261-00-00-83050	STREET MAINTENANCE	199,400	49,884	0	0	0
261-00-00-83200	STORM SEWER IMPROVEMENTS	0	0	0	0	0
261-00-00-83900	OTHER CAPITAL IMPROVEMENTS	1,278,578	148,714	0	0	0
TOTAL PERMANENT IMPROVEMENTS		1,509,745	487,373	295,000	295,000	0
261-00-00-91100	TRANSFER TO GENERAL FUND	47,877	113,198	113,198	60,000	0
261-00-00-91260	TRANSFER TO TIF #1 FUND	0	0	0	3,542,756	0
TOTAL TRANSFERS OUT		47,877	113,198	0	3,602,756	0
TOTAL Tax Increment Financing Fund #2 EXPENSES		1,818,929	653,709	485,700	9,561,727	258,610
NET FUND TOTALS - SURPLUS / (DEFICIT)		(606,452)	753,541	993,419	(8,080,258)	1,268,034

Community Development Block Grant Fund

Fund 280

In April 1993, the U. S. Bureau of the Census notified the City that DeKalb County was considered to be part of the Chicago primary metropolitan statistical area (PMSA). The PMSA designation enabled DeKalb, as the largest municipality within the County, to be considered by the U.S. Department of Housing and Urban Development (HUD) as an entitlement community and eligible to receive direct funding through the Community Development Block Grant (CDBG) program on an annual basis. These monies are subject to annual federal appropriation and can only be used for CDBG eligible activities.

The CDBG program year runs from April 1 through and March 31. The first three months of the City's fiscal year are the last three months of the CDBG program year. For the Program Year between April 1, 2018 and March 31, 2019, the City of DeKalb received \$459,532 in CDBG funds. This is the most the City has received in the last six years, with a low of \$395,232 received in 2015. The HUD required Five-Year Consolidated Plan covers years 2015 through 2019 and identifies the general projects the City proposes to carry out using CDBG funds. Each year, specific activities are identified under each project in the Annual Action Plan. For 2019, the City will propose the following activities: Private Property Rehabilitation – grants up to \$5,000 to 20 owner-occupied single family residences within the City for emergency repairs (\$100,000); Public Facilities/Improvements – 2019 project to be determined based on most critical needs (\$157,500); Public Services – grants to local not-for-profit social service agencies to provide services to low income residents of the City (\$67,500); Demolition – removal of condemned single family structures in residential areas that are a blight and safety hazard (\$35,000), and Administration (\$90,000) for a total estimated grant amount of \$450,000. The City expects to utilize carry over funds from prior years to accomplish the following activities: Street improvements to Harvey, Tyler and Charter Streets from 4th Street to 7th Street and ADA accessible sidewalks on S. 6th Street from Culver Street to Charter Street (\$417,371) and one additional Public Facilities project targeted toward improvements in the Annie Glidden North neighborhood. Any additional carry-over funds will be allocated to Private Property Rehabilitation and Demolition based on need.

The City estimates CDBG grant fund revenue in the amount of \$979,230 for budget purposes for 2019. Actual grant amounts are announced upon congressional approval of the Federal budget and allocation of funds by HUD. In recent years, delays in this process have resulted in late grant notifications. In 2018 the notification of the annual allocation was not received until mid-May, 1-1/2 months after the start of the program year and approximately 3-1/2 months later than typical past notifications. This has been the case for the last two years when budget negotiations at the Federal level are contentious and programs like CDBG are marked for reductions in funding or elimination from the federal budget.

Pursuant to HUD guidelines, 20% of grant receipts can be used to pay for administrative purposes. This amount is transferred to the general fund to pay the salary and benefits of one full-time staff member assigned to administer this program.

CDBG Fund		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 BUDGET	FY2018 ESTIMATE	FY2019 BUDGET
280-00-00-33100	FEDERAL GRANTS	52,031	279,328	517,970	86,126	979,230
TOTAL INTERGOVERNMENTAL REVENUES		52,031	279,328	517,970	86,126	979,230
TOTAL CDBG FUND REVENUES		52,031	279,328	517,970	86,126	979,230
280-00-00-62099	PRINTED MATERIALS	0	0	500	0	500
280-00-00-52000	OFFICE SUPPLIES	0	0	500	100	150
TOTAL COMMODITIES		0	0	1,000	100	650
280-00-00-61450	MAINTENANCE-SIDEWALKS	0	1,000	40,000	0	39,680
280-00-00-62100	FINANCIAL SERVICES	563	651	676	676	700
280-00-00-62700	HUMAN & SOCIAL SERVICES	21,781	82,151	60,000	13,000	65,000
280-00-00-63750	DEMOLITION SERVICES	0	0	0	0	35,000
280-00-00-65100	FREIGHT & POSTAGE	21	108	100	100	150
280-00-00-65300	LEGAL EXPENSES & NOTICES	214	1,109	500	350	1,200
280-00-00-66100	DUES & SUBSCRIPTIONS	0	0	810	0	50
280-00-00-66200	CONFERENCES/TRAINING	0	1,056	800	0	800
280-00-00-63800	CONTRACTED SERVICES	0	0	10,500	0	16,000
TOTAL CONTRACTED SERVICES		22,578	86,075	113,386	14,126	158,580
280-00-00-63900	OTHER PROFESSIONAL SERVICES	0	0	0	0	0
TOTAL OTHER SERVICES		0	0	0	0	0
280-00-00-86100	TECHNOLOGY EQUIPMENT	0	0	1,300	0	0
TOTAL EQUIPMENT		0	0	1,300	0	0
280-00-00-63700	DEVELOPMENTAL SERVICES	14,149	11,500	159,986	25,000	100,000
280-00-00-83000	STREET IMPROVEMENTS	0	0	0	1,500	420,000
280-00-00-83900	OTHER CAPITAL IMPROVEMENTS	0	0	0	0	210,000
280-00-00-85500	WATER SYSTEM IMPROVEMENTS	0	929	0	0	0
TOTAL PERMANENT IMPROVEMENTS		14,149	12,429	159,986	26,500	730,000
280-00-00-91100	TRANSFER TO GENERAL FUND	15,303	25,326	82,298	45,400	90,000
280-00-00-91285	TRANSFER TO REHAB FUND	0	0	0	0	0
280-00-00-91600	TRANSFER TO WATER FUND	0	0	0	0	0
280-00-00-91620	TRANSFER TO WATER CAPITAL FUND	0	155,498	0	0	0
TOTAL TRANSFERS OUT		15,303	180,824	82,298	45,400	90,000
TOTAL CDBG FUND EXPENSES		52,031	279,328	357,970	86,126	979,230
NET FUND TOTALS - SURPLUS / (DEFICIT)		0	0	160,000	0	0

Housing Rehabilitation Fund

FUND 285

Beginning in the late 1970s and continuing through 1983, the City received Community Development Assistance Program (CDAP) and various other federal and state grants that were used for housing rehabilitation activities. Fund 18 was the pass-through account for the grant and repository of loan repayments and recaptured funds that were restricted for reuse for similar programs.

In 1983, the City became an entitlement community through the Federal Community Development Block Grant. At that time, Fund 19 (CDBG Fund) was set up to manage the annual grant allocation and Fund 18 was maintained as the revolving loan fund for CDBG. In addition to CDBG, the City periodically receives other grants and Fund 18 is used as the pass-through for those as well. The use and/or reuse of dollars in this fund carry substantial restrictions and they cannot be co-mingled with other City, state or federal revenues.

Funds are budgeted to assist very-low (50% AMI) and extremely-low (30% AMI) income residents with home repair costs that exceed the \$5,000 CDBG Program limit when the homeowner has no personal resources to cover the overage and the overage amount is not excessive. Use of this fund is subject to review and approval of the Community Development Director prior to the commitment of funds. Funds are also available for emergency demolition of residential structures and minor expenses related to this activity. Because these funds were originally CDBG funds, the City must exercise caution to ensure that any use of these monies meets all HUD guidelines and requirements for use of their funds.

Housing Rehabilitation Fund

		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 BUDGET	FY2018 ESTIMATE	FY2019 BUDGET
285-00-00-37100	INVESTMENT INTEREST	33	61	50	50	50
285-00-00-38200	REFUNDS / REIMBURSEMENTS	4,028	0	6,000	0	1,000
285-00-00-38100	MISCELLANEOUS REVENUE	0	0	0	0	0
TOTAL OTHER INCOME		4,061	61	6,050	50	1,050
285-00-00-39280	TRANSFER FROM CDBG FUND	0	0	0	0	0
TOTAL TRANSFERS IN		0	0	0	0	0
TOTAL HOUSING REHABILITATION FUND REVENUES		4,061	61	6,050	50	1,050
285-00-00-62100	FINANCIAL SERVICES	248	359	338	338	350
285-00-00-63750	DEMOLITION SERVICES	0	0	0	0	25,000
285-00-00-63900	OTHER PROFESSIONAL SERVICES	0	0	500	0	500
285-00-00-65300	LEGAL EXPENSES & NOTICES	0	0	500	0	500
285-00-00-66200	CONFERENCES/TRAINING	0	0	500	0	500
TOTAL CONTRACTED SERVICES		248	359	1,838	338	26,850
285-00-00-63700	DEVELOPMENTAL SERVICES	0	1,000	24,000	2,500	24,000
TOTAL PERMANENT IMPROVEMENTS		0	1,000	24,000	2,500	24,000
285-00-00-91100	TRANSFER TO GENERAL FUND	0	0	9,482	9,482	4,074
TOTAL TRANSFERS OUT		0	0	9,482	9,482	4,074
TOTAL HOUSING REHABILITATION FUND EXPENSES		248	1,359	35,320	12,320	54,924
NET FUND TOTALS - SURPLUS / (DEFICIT)		3,813	(1,298)	(29,270)	(12,270)	(53,874)

Foreign Fire Insurance Fund

FUND 290

The Foreign Fire Insurance Tax Fund was created in 1992 by the City Council in compliance with applicable state statute provisions.

A two-percent tax is imposed on the gross receipts of the fire insurance premiums on property located in the City provided by insurance companies not located within Illinois. These taxes, along with similar taxes imposed by most Illinois municipalities, are collected by the state and distributed to municipalities on a per capita basis. By ordinance, the Foreign Fire Insurance Tax Board members are elected by the Fire Department from among its members.

This Board is empowered to expend Foreign Fire Insurance Tax proceeds for the “maintenance, benefit, and use of the Fire Department.” This Board cannot expend tax proceeds for projects not given budget approval by the City Council. The City Council cannot authorize the expenditures of these tax proceeds for projects not approved by the Board. Consequently, the system required the City Council and the Board to mutually agree on the expenditures.

Expenditures from this fund are used for the betterment of the fire department. Typically, they have included station improvements, station repairs, furniture for stations, personal protection equipment and physical fitness equipment.

Purchases planned for FY19 include:

- Purchase firefighter planners for all department personnel
- Provide funding for the historical preservation of department memorabilia
- Pay for Foreign Fire Board annual audit
- Assist department with purchases when possible
- Replace worn chairs
- Replace mattresses
- Replace kitchen cooking utensils as needed
- Provide cable service to all Fire Stations
- Provide newspaper service to Station 1
- Purchase building supplies for Stations 1, 2 and 3
- Clean cloth ambulance seats

Foreign Fire Insurance Tax Fund

		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 ACTUAL	FY2018 ESTIMATE	FY2019 BUDGET
290-00-00-31950	MISCELLANEOUS TAXES	45,876	50,459	45,000	48,000	48,000
290-00-00-38100	MISCELLANEOUS REVENUE	0	0	0	0	0
TOTAL OTHER INCOME		45,876	50,459	45,000	48,000	48,000
TOTAL Foreign Fire Insurance Tax Fund REVENUES		45,876	50,459	45,000	48,000	48,000
290-00-00-51300	SUPPLIES/PARTS-BUILDINGS	14,002	7,877	6,000	6,000	6,000
290-00-00-52800	FIREFIGHTING SUPPLIES & EQUIPMENT	823	6,706	10,000	10,000	10,000
290-00-00-54000	UNIFORMS/PROTECTIVE CLOTHING	0	0	0	0	0
290-00-00-53300	SMALL TOOLS & EQUIPMENT	746	664	0	4,696	5,000
TOTAL COMMODITIES		15,572	15,247	16,000	20,696	21,000
290-00-00-62100	FINANCIAL SERVICES	0	0	0	0	0
290-00-00-61300	MAINTENANCE-BUILDINGS	0	0	0	435	0
290-00-00-65200	MARKETING ADS & PUBLIC INFO	2,103	597	0	200	500
290-00-00-66100	DUES & SUBSCRIPTIONS	571	1,816	1,521	1,521	1,472
TOTAL CONTRACTED SERVICES		2,674	2,413	1,521	2,156	1,972
290-00-00-86200	OFFICE FURNITURE & EQUIPMENT	5,700	14,747	5,200	5,905	6,000
290-00-00-86000	EQUIPMENT	0	0	5,000	0	7,500
TOTAL EQUIPMENT		5,700	14,747	10,200	5,905	13,500
290-00-00-83900	OTHER CAPITAL IMPROVEMENTS	0	11,977	6,500	6,000	10,000
TOTAL PERMANENT IMPROVEMENTS		0	11,977	6,500	6,000	10,000
TOTAL Foreign Fire Insurance Tax Fund EXPENSES		23,946	44,384	34,221	34,757	46,472
NET FUND TOTALS - SURPLUS / (DEFICIT)		21,930	6,074	10,779	13,243	1,528



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Section Six

Debt Service Funds

- General Fund Debt Service
- TIF Fund Debt Service



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Debt Service Funds

General Fund Debt Service Fund 300 and TIF Fund Debt Service Fund 375

General Obligation Refunding Bonds of 2010A: In May 2010, the City issued \$10,800,000 of G.O. Bonds to refinance the City's 2008 and 2009 TIF bond anticipation notes as well as finance TIF downtown improvements and other TIF projects. The debt service is based on a 12-year amortization schedule with interest ranging from 2.00% to 4.00%. Semi-annual interest payments are due December 1st and June 1st while annual principal payments are due each December 1st. The outstanding principal balance as of December 31, 2018 is \$3,310,000.

General Obligation Refunding Bonds of 2010B: In December 2010, the City issued \$3,905,000 of G.O. Refunding Bonds to refinance prior debt at a lower interest cost. The original obligations were issued to finance a public works facility expansion, new traffic signal, and road projects. The debt service is based on an 18-year amortization schedule with interest ranging from 4.25% to 4.75%. Semi-annual interest payments are due July 1st and January 1st while annual principal payments are due each January 1st. The outstanding principal balance as of December 31, 2018 is \$3,905,000.

General Obligation Refunding Bonds of 2010C: In December 2010, the City issued \$5,415,000 of G.O. Refunding Bonds to refinance prior debt at a lower interest cost. The original obligations were issued to finance storm sewer construction, road reconstruction, park land, and initial costs for a police station. The debt service is based on a 13-year amortization schedule with interest ranging from 1.90% to 5.90%. Semi-annual interest payments are due July 1st and January 1st while annual principal payments are due each January 1st. The outstanding principal balance as of December 31, 2018 is \$3,445,000.

General Obligation Bonds of 2012A: In October 2012, the City issued \$9,905,000 of G.O. Refunding Bonds for the purpose of constructing a new Police Station. The debt service is based on a 17-year amortization schedule with interest ranging from 2.00% to 2.50%. Semi-annual interest payments are due July 1st and January 1st while annual principal payments are due each January 1st. The outstanding principal balance as of December 31, 2017 is \$6,745,000.

General Obligation Bonds of 2013B: In June 2013, the City issued \$2,380,000 of G.O. Bonds for the purpose of completing construction on the new Police Station. The debt service is based on a 9-year amortization schedule with interest ranging from 0.80% to 3.00%. Semi-annual interest payments are due July 1st and January 1st while annual principal payments are due each January 1st. The outstanding principal balance as of December 31, 2017 is \$2,305,000.

Debt Service Summary: General Fund and TIF

The following tables summarizes the debt service obligations of the City for fiscal years 2019-2030.

Table 1: Debt Service Schedule – Annual Payments for General Obligation and TIF Debt (Principal)

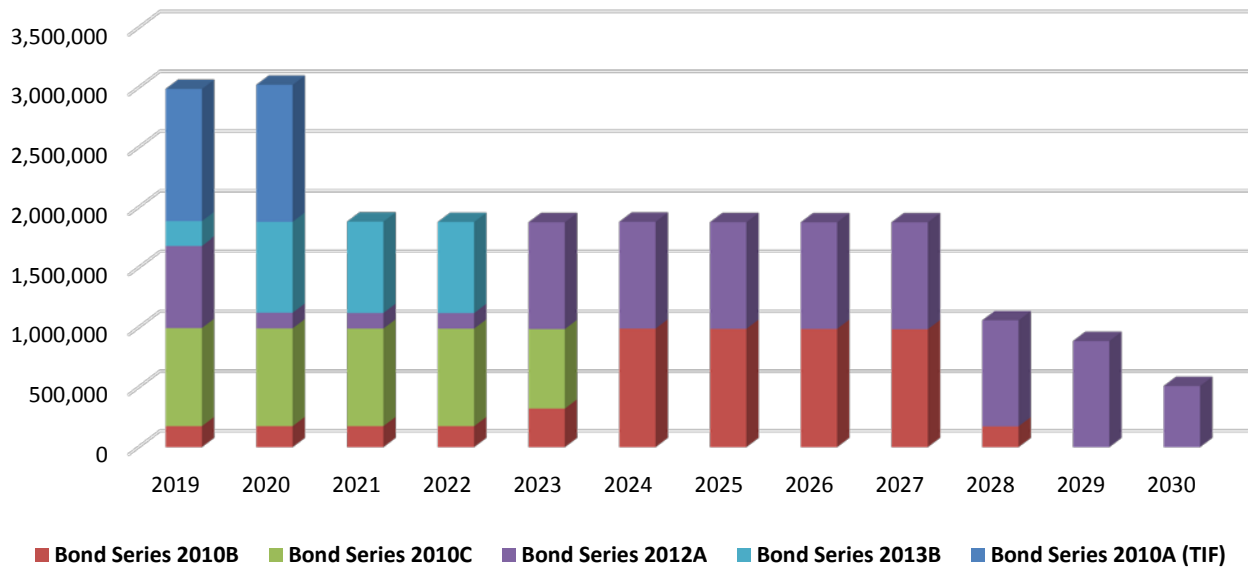
Fiscal Year	Series 2010B	Series 2010C	Series 2012A	Series 2013B	TIF Series 2010A	Total
2019		650,000	550,000	135,000	1,060,000	2,395,000
2020		680,000		700,000	1,105,000	2,485,000
2021		715,000		725,000	1,145,000	2,585,000
2022		755,000		745,000		1,500,000
2023	150,000	645,000	765,000			1,560,000
2024	840,000		780,000			1,620,000
2025	875,000		795,000			1,670,000
2026	915,000		810,000			1,725,000
2027	955,000		830,000			1,785,000
2028	170,000		845,000			1,015,000
2029			865,000			865,000
2030			505,000			505,000
Total	3,905,000	3,445,000	6,745,000	2,305,000	3,310,000	19,710,000

Table 2: Debt Service Schedule – Annual Payments for General Obligation and TIF Debt (Interest)

Fiscal Year	Series 2010B	Series 2010C	Series 2012A	Series 2013B	TIF Series 2010A	Total
2019	175,968	169,655	136,181	67,125	132,400	681,329
2020	175,968	137,040	130,681	54,600	90,000	588,289
2021	175,968	100,395	130,681	33,225	45,800	486,069
2022	175,968	59,573	130,681	11,175		377,397
2023	172,780	19,028	123,031			314,839
2024	151,323		107,581			258,904
2025	113,584		91,831			205,415
2026	73,299		75,781			149,080
2027	30,279		58,863			89,142
2028	4,038		41,066			45,104
2029			22,356			22,356
2030			6,313			6,313
Total	1,249,175	485,691	1,055,046	166,125	268,200	3,224,237

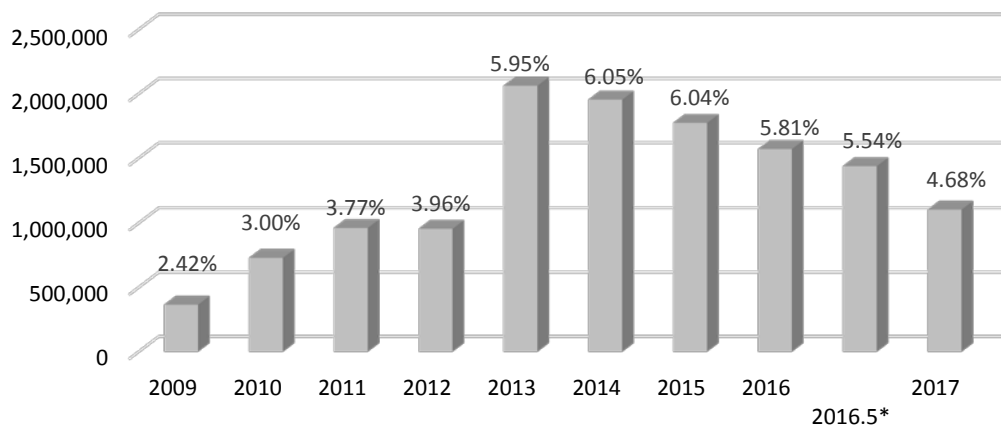
The chart below provides a quick glance at the debt schedule with amounts owed by bond series per fiscal year throughout the remainder of the pay off period.

Debt Schedule by Fiscal Year



The City of DeKalb is a home-rule community and has no legal debt limit set by the Illinois General Assembly. The City monitors the overlapping debt of all taxing districts and is sensitive to the burden debt places on the taxpayer. At the end of 2017, the City's General Obligation Bonded Debt as a percentage of total assessed value of property was 4.68% as shown in the chart below. Note: FY18 EAV data is not yet available.

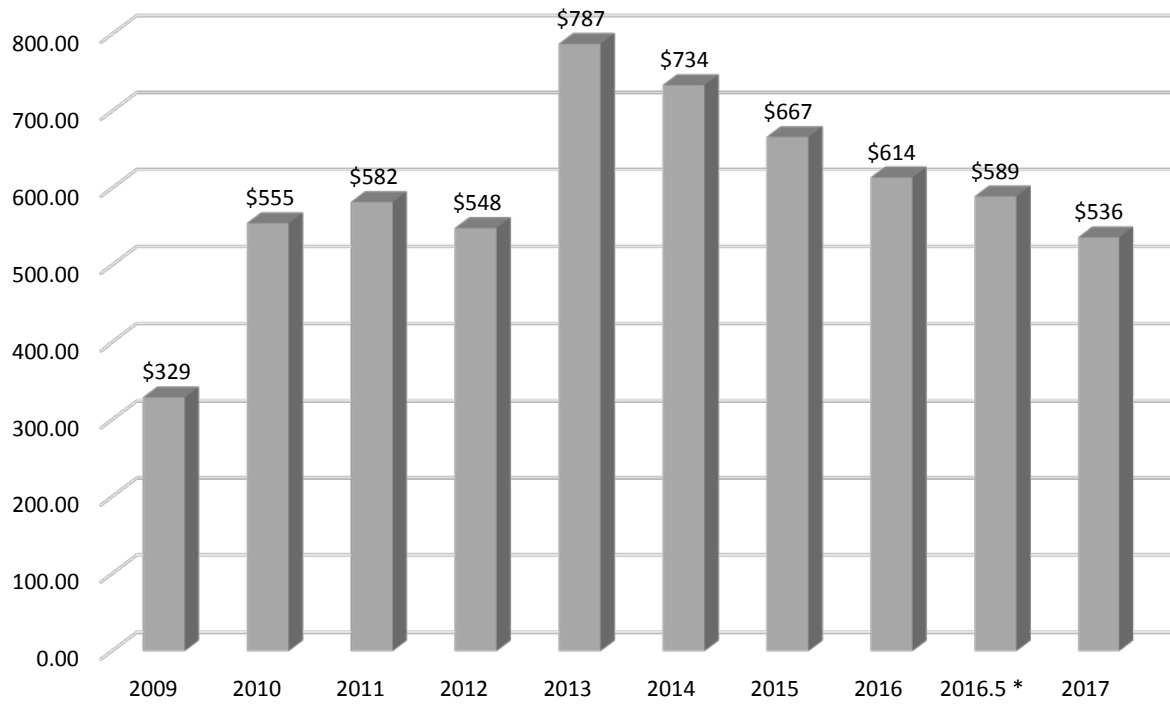
Bonded Debt as Percentage of Total Assessed Value of Property



* - The City changed their fiscal year from June 30th to December 31st.

The chart below provides a ratio of general obligation bonded debt per resident in the City of DeKalb for fiscal years 2009 through 2017

Historical Trends of Bonded Debt per Capita



* - The City changed their fiscal year from June 30th to December 31st

General Debt Service Fund

		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 ACTUAL	FY2018 ESTIMATE	FY2019 BUDGET
300-00-00-31400	HOTEL/MOTEL TAX	22,701	45,822	46,000	45,100	50,000
300-00-00-31600	HOME RULE MOTOR FUEL TAX	140,595	0	0	0	0
TOTAL SALES & USE TAXES		163,297	45,822	46,000	45,100	50,000
300-00-00-35300	PARKING FINES	14,052	53,619	41,000	48,000	41,000
TOTAL FINES		14,052	53,619	41,000	48,000	41,000
300-00-00-39100	TRANSFER FROM GENERAL FUND	180,000	1,756,998	1,801,827	1,801,827	1,801,827
300-00-00-39405	TRSF FROM PUBLIC BLDG FUND	0	0	0	0	0
300-00-00-38800	DEBT ISSUE PROCEEDS	0	0	0	0	0
TOTAL TRANSFERS IN		180,000	1,756,998	1,801,827	1,801,827	1,801,827
TOTAL GENERAL DEBT SERVICE FUND REVENUES		357,348	1,856,439	1,888,827	1,894,927	1,892,827
300-00-00-62100	FINANCIAL SERVICES	1,425	1,900	1,900	1,900	1,900
300-00-00-75000	DEBT SERVICE - PRINCIPAL	0	1,258,425	1,295,000	1,295,000	1,335,000
300-00-00-76000	DEBT SERVICE - INTEREST	319,652	627,629	591,927	591,927	548,929
TOTAL BOND AND DEBT SERVICE		321,077	1,887,954	1,888,827	1,888,827	1,885,829
TOTAL GENERAL DEBT SERVICE FUND EXPENSES		321,077	1,887,954	1,888,827	1,888,827	1,885,829
NET FUND TOTALS - SURPLUS / (DEFICIT)		36,271	(31,515)	0	6,100	6,998

Tax Increment Financing Debt Service Fund

		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 ACTUAL	FY2018 ESTIMATE	FY2019 BUDGET
375-00-00-37100	INVESTMENT INTEREST	0	0	0	0	0
TOTAL OTHER INCOME		0	0	0	0	0
375-00-00-39260	TRANSFER FROM TIF FUND #1	961,675	1,078,000	1,193,200	1,193,200	1,192,400
TOTAL TRANSFERS IN		961,675	1,078,000	1,193,200	1,193,200	1,192,400
TOTAL Tax Increment Financing Debt Service Fund REVENUES		961,675	1,078,000	1,193,200	1,193,200	1,192,400
375-00-00-62100	FINANCIAL SERVICES	0	0	0	0	0
375-00-00-75000	DEBT SERVICE - PRINCIPAL	845,000	870,000	1,020,000	1,020,000	1,060,000
375-00-00-76000	DEBT SERVICE - INTEREST	116,675	208,000	173,200	173,200	132,400
TOTAL BOND AND DEBT SERVICE		961,675	1,078,000	1,193,200	1,193,200	1,192,400
TOTAL Tax Increment Financing Debt Service Fund EXPENSES		961,675	1,078,000	1,193,200	1,193,200	1,192,400
NET FUND TOTALS - SURPLUS / (DEFICIT)		0	0	0	0	0



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Section Seven

Capital Project Funds

- Capital Projects Fund
- Fleet Replacement Fund
- Capital Equipment Replacement Fund



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Capital Projects Fund

FUND 400

This fund accounts for the costs associated with various improvement projects throughout the City, such as buildings, infrastructure, streets, alleys, and other major capital improvements. Funding for these improvements primarily come from a 4 cents per gallon local tax on motor fuel. Expenditures for FY19 include \$800,000 in street maintenance.

Capital Projects Fund

		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 ACTUAL	FY2018 ESTIMATE	FY2019 BUDGET
400-00-00-31200	HOME RULE SALES TAX	0	0	0	0	0
400-00-00-31600	HOME RULE MOTOR FUEL TAX	188,097	356,161	650,000	614,719	614,719
TOTAL SALES & USE TAXES		188,097	356,161	650,000	614,719	614,719
400-00-00-33200	STATE GRANTS	0	0	0	0	0
TOTAL INTERGOVERNMENTAL REVENUES		0	0	0	0	0
400-00-00-38200	REFUNDS / REIMBURSEMENTS	0	11,944	0	1,736	0
400-00-00-34900	RENTAL INCOME	0	0	0	0	0
400-00-00-38100	MISCELLANEOUS REVENUE	0	0	0	0	0
400-00-00-34790	TRAFFIC IMPACT FEE	0	250	0	0	0
TOTAL OTHER INCOME		0	12,194	0	1,736	0
400-00-00-39100	TRANSFER FROM GENERAL FUND	32,479	196,108	0	0	0
TOTAL TRANSFERS IN		32,479	196,108	0	0	0
TOTAL CAPITAL PROJECTS FUND REVENUES		220,576	564,463	650,000	616,455	614,719
400-00-00-61450	MAINTENANCE-SIDEWALKS	55,703	3,278	0	0	0
400-00-00-62300	ARCHITECT/ENGINEER SERVICES	0	0	0	0	100,000
400-00-00-63800	CONTRACTED SERVICES	0	0	50,000	0	0
TOTAL CONTRACTED SERVICES		55,703	3,278	50,000	0	100,000
400-00-00-86100	TECHNOLOGY EQUIPMENT	0	0	60,000	0	0
TOTAL EQUIPMENT		0	0	60,000	0	0
400-00-00-61300	MAINTENANCE-BUILDINGS	4,969	26,745	0	30,000	0
400-00-00-81000	LAND ACQUISITION	0	196,773	30,000	1,565	0
400-00-00-83100	ALLEY IMPROVEMENTS	56,803	2,957	0	0	0
400-00-00-83050	STREET MAINTENANCE	9,826	385,052	132,400	300,000	700,000
TOTAL PERMANENT IMPROVEMENTS		71,598	611,527	162,400	331,565	700,000
400-00-00-91420	TRANSFER TO EQUIPMENT FUND	0	0	0	60,000	0
TOTAL TRANSFERS		0	0	0	60,000	0
TOTAL CAPITAL PROJECTS FUND EXPENSES		127,301	614,805	272,400	391,565	800,000
NET FUND TOTALS - SURPLUS / (DEFICIT)		93,275	(50,342)	377,600	224,890	(185,281)

Fleet Replacement Fund

		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 ACTUAL	FY2018 ESTIMATE	FY2019 BUDGET
410-00-00-38200	REFUNDS / REIMBURSEMENTS	5,202	11,333	0	0	0
410-00-00-35700	ADMINISTRATIVE TOW FINES	0	0	0	0	0
410-00-00-38600	SALE OF SURPLUS PROPERTY	2,315	4,460	0	0	0
410-00-00-34900	RENTAL INCOME	97,833	197,800	0	0	0
410-00-00-38100	MISCELLANEOUS REVENUE	35,833	40,000	0	0	0
TOTAL OTHER INCOME		141,183	253,593	0	0	0
410-00-00-39100	TRANSFER FROM GENERAL FUND	24,588	81,674	0	0	0
410-00-00-39420	TRANSFER FROM EQUIPMENT FUND	0	77,066	0	0	0
TOTAL TRANSFERS IN		24,588	158,740	0	0	0
410-00-00-38825	LOAN PROCEEDS	0	0	0	0	0
TOTAL BONDS & NOTES PROCEEDS		0	0	0	0	0
TOTAL FLEET REPLACEMENT FUND REVENUES		165,771	412,333	0	0	0
410-00-00-79000	LEASE PURCHASE CONTRACTS	0	0	0	0	0
TOTAL OTHER SERVICES		0	0	0	0	0
410-00-00-77000	LOAN PRINCIPAL	16,667	16,667	0	0	0
TOTAL BONDS & NOTES PROCEEDS		16,667	16,667	0	0	0
410-00-00-87000	VEHICLES	42,708	255,666	0	0	0
TOTAL EQUIPMENT		42,708	255,666	0	0	0
410-00-00-91100	TRANSFER TO GENERAL FUND	0	140,000	0	0	0
410-00-00-91100	TRANSFER TO CAPITAL EQUIPMENT FUND	181,922	0	0	0	0
TOTAL TRANSFERS OUT		181,922	140,000	0	0	0
TOTAL FLEET REPLACEMENT FUND EXPENSES		241,297	412,333	0	0	0
NET FUND TOTALS - SURPLUS / (DEFICIT)		(75,526)	0	0	0	0

**Combined with Capital Equipment Replacement Fund 53 beginning in FY18*

Capital Equipment Replacement Fund

Fund 420

The Fleet Replacement Fund (Fund 410) was closed in FY2017, combined with the Equipment Fund (Fund 420) starting with the FY2018 budget, and renamed the Capital Equipment Replacement Fund. This fund accounts for the acquisition costs for any new purchases or replacement of major equipment and fleet for the City. The funding sources are funds from the E911 Board payments, rental income derived from current water tower leases, a DeKalb County emergency services payment per an intergovernmental agreement, sale of any capital assets, and a transfer of any available fund balance from the General Fund. The following purchases will be made from the Capital Equipment Replacement Fund in FY19:

▪ ERP Software – Final Payment	84,494
▪ Fire Station Repairs	30,000
▪ Fire Truck Loan Payment	16,667
▪ New Computer Cycles (20)	16,000

CAPITAL EQUIPMENT REPLACEMENT FUND

		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 ACTUAL	FY2018 ESTIMATE	FY2019 BUDGET
420-00-00-31200	HOME RULE SALES TAX	0	0	0	0	0
TOTAL SALES TAX		0	0	0	0	0
420-00-00-31200	STATE GRANTS	0	0	0	0	0
TOTAL GRANTS		0	0	0	0	0
420-00-00-37100	INVESTMENT INTEREST	0	0	0	0	20
420-00-00-38200	REFUNDS & REIMBURSEMENTS	76,000	160,840	170,000	194,000	172,500
420-00-00-38600	SALE OF SURPLUS PROPERTY	21,200	0	5,000	8,000	5,000
420-00-00-34900	RENTAL INCOME	0	0	154,477	154,877	154,877
420-00-00-38100	MISCELLANEOUS REVENUE	0	0	40,000	40,000	40,000
TOTAL OTHER INCOME		97,200	160,840	369,477	396,877	372,397
420-00-00-38400	TRANSFER FROM CAPITAL FUND				60,000	0
420-00-00-39100	TRANSFER FROM GENERAL FUND	298,351	0	410,000	0	20,000
420-00-00-39200	TRANSFER FROM TRANSPORTATION FUND	0	3,000	0	0	0
420-00-00-39600	TRANSFER FROM WATER FUND	0	7,500	0	0	0
420-00-00-39700	TRANSFER FROM WORK COMP FUND	243,000	0	0	0	0
420-00-00-39410	TRSF FROM FLEET FUND	181,922	0	0	0	0
TOTAL TRANSFERS IN		723,273	10,500	410,000	60,000	20,000
420-00-00-39200	LOAN PROCEEDS	0	0	0	0	0
TOTAL BONDS & NOTES PROCEEDS		0	0	0	0	0
TOTAL CAPITAL EQUIPMENT REPLACEMENT FUND REVENUES		820,473	171,340	779,477	456,877	392,397
420-00-00-39200	AMBULANCE SUPPLIES & EQUIPMENT	0	0	0	0	0
420-00-00-52600	PATROL SUPPLIES & EQUIPMENT	0	0	0	0	0
TOTAL COMMODITIES		0	0	0	0	0
420-00-00-61300	MAINTENANCE-BUILDING	0	0	0	0	30,000
420-00-00-61500	MAINTENANCE-EQUIPMENT	65,372	243,791	62,000	62,000	0
TOTAL CONTRACTED SERVICES		65,372	243,791	62,000	62,000	30,000
420-00-00-79000	LEASE PURCHASE CONTRACTS	0	15,493	0	0	0
420-00-00-77000	LOAN PRINCIPAL	0	0	16,667	16,667	16,667
TOTAL OTHER		0	0	16,667	16,667	16,667
420-00-00-86100	TECHNOLOGY EQUIPMENT	0	21,812	366,000	281,304	100,494
420-00-00-87000	VEHICLES	0	0	254,000	110,000	0
420-00-00-86000	EQUIPMENT	972	235,995	0	0	0
420-00-00-86300	TELEPHONE & RADIO EQUIPMENT	0	0	300,000	190,000	0
TOTAL EQUIPMENT		972	257,807	920,000	581,304	100,494
420-00-00-91100	TRANSFER TO GENERAL FUND	0	69,181	0	0	0
420-00-00-91410	TRANSFER TO FLEET FUND	0	77,066	0	0	0
TOTAL TRANSFERS OUT		0	146,247	0	0	0
TOTAL CAPITAL EQUIPMENT REPLACEMENT FUND EXPENSES		66,343	663,338	998,667	659,971	147,161
NET FUND TOTALS - SURPLUS / (DEFICIT)		754,129	(491,998)	(219,190)	(203,094)	245,236



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Section Eight

Enterprise Funds

- Water Fund
- Water Construction Fund
- Water Capital Fund
- Airport Fund
- Refuse & Recycling Fund



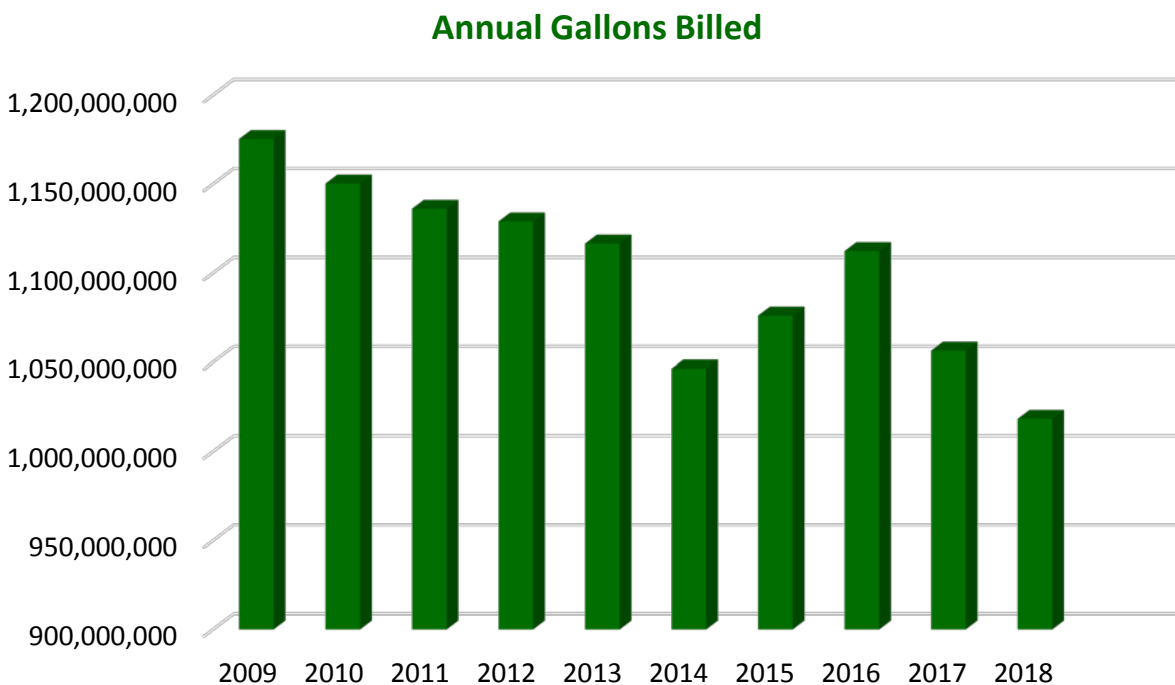
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Water Fund

FUND 600

The Water fund provides for the supply, treatment, storage, and distribution of the City's potable water system, which provides in excess of 1.1 billion gallons of water annually to DeKalb residents. The chart provided below depicts the number of gallons billed to DeKalb residents annually.

(Please note: 2018 water sales are projected based on sales-to-date)



Debt Service: The City pays bond debt service and loan payments through the Water Fund.

General Obligation Refunding Bonds of 2014: In November 2014, the City issued \$ 1,676,575 of G.O. Refunding Bonds for the purpose of refinancing the City's 2004 bonds in order to reduce interest costs. The debt service is based on a 6-year amortization schedule with interest at 1.544%. Semi-annual interest payments are due July 1st and January 1st while annual principal payments are due each January 1st. The outstanding principal balance as of December 31, 2018 is \$ 825,375.

Illinois Environmental Protection Agency Loan #L17-1337: In January 2002, the City began payment on a \$3,901,248 loan for radium abatement. The debt service is based on a 20-year amortization schedule

with interest at 2.535%. Semi-annual principal and interest payments are due July 1st and January 1st. The outstanding principal balance as of December 31, 2018 is \$ 641,594.

Illinois Environmental Protection Agency Loan #L17-1614: In May 2002, the City began payment on a second radium abatement loan of \$ 3,221,586. The debt service is based on a 20-year amortization schedule with interest at 2.535%. Semi-annual principal and interest payments are due November 30th and May 30th. The outstanding principal balance as of December 31, 2018 is \$ 526,828.

Illinois Environmental Protection Agency Loan #L17-4045: Beginning in 2012 through 2014, the City received \$271,891 in loan proceeds for the replacement of water main on Hollister Drive. The debt service is based on a 20-year amortization schedule with interest at 2.295%. Semi-annual principal and interest payments are due April 26th and October 26th. The outstanding principal balance as of December 31, 2018 is \$ 220,733.

Table 1: Debt Service Schedule – Annual Payments for General Obligation Debt - Business Activities - Water Fund Principal and Interest

Fiscal Year	Principal	Interest	Total
2019	275,500	10,617	286,117
2020	273,875	6,376	280,251
2021	276,000	2,131	278,131
Total	825,375	19,123	844,498

Table 2: Debt Service Schedule for All Water Fund Debt Including IEPA Loans

Fiscal Year	IEPA Loan #L17-1337		IEPA Loan #L17-1614		IEPA Loan #L17-4045		GO Bond Series 2014		Total
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	
2019	251,799	14,679	206,759	12,053	13,536	4,989	275,500	10,617	789,931
2020	258,223	8,255	212,033	6,778	13,848	4,676	273,875	6,376	784,065
2021	131,571	1,668	108,036	1,369	14,168	4,357	276,000	2,131	539,300
2022					14,495	4,030			18,524
2023					14,830	3,695			18,524
2024					15,172	3,353			18,524
2025					15,522	3,002			18,524
2026					15,880	2,644			18,524
2027					16,247	2,278			18,524
2028					16,622	1,903			18,524
2029					17,005	1,519			18,524
2030					17,398	1,126			18,524
2031					17,800	725			18,524
2032					18,211	314			18,524
Total	641,594	24,601	526,828	20,201	220,733	38,610	825,375	19,123	2,317,065

Water Fund

		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 ACTUAL	FY2018 ESTIMATE	FY2019 BUDGET
600-00-00-34880	IMPACT FEES	0	0	0	0	0
600-00-00-34880	WATER PERMITS	1,832	23,538	20,000	29,010	30,000
600-00-00-32900	OTHER PERMITS	0	100	0	1,400	1,500
TOTAL LICENSES & PERMITS		1,832	23,638	20,000	30,410	31,500
600-00-00-34800	WATER SALES	2,805,238	5,410,020	5,469,112	5,114,980	5,345,154
600-00-00-34850	WATER SERVICE CHARGES	78,220	138,901	120,000	163,435	170,789
TOTAL SERVICE CHARGES		2,883,458	5,548,921	5,589,112	5,278,415	5,515,943
600-00-00-37100	INVESTMENT INTEREST	15,728	5,225	25,500	0	25,000
600-00-00-38200	REFUNDS / REIMBURSEMENTS	157	4,745	0	0	0
600-00-00-38600	SALE OF SURPLUS PROPERTY	5,459	5,546	2,000	6,824	2,000
600-00-00-38100	MISCELLANEOUS REVENUE	14,918	28,176	24,000	11,558	12,000
TOTAL OTHER INCOME		36,262	43,692	51,500	18,382	39,000
600-00-00-39280	TRANSFER FROM CDBG FUND	0	0	0	0	0
600-00-00-39620	TRANSFER FROM WATER CAPITAL	0	1,473,244	0	0	0
600-00-00-38825	LOAN PROCEEDS	0	0	0	0	1,500,000
TOTAL BONDS & NOTES PROCEEDS		0	1,473,244	0	0	1,500,000
TOTAL WATER FUND REVENUES		2,921,552	7,089,494	5,660,612	5,327,207	7,086,443
600-00-00-41100	WAGES - FULL-TIME	712,295	1,451,564	1,464,919	1,418,384	1,389,149
600-00-00-41300	WAGES - OVERTIME	68,128	107,508	121,294	130,000	135,000
600-00-00-41200	WAGES - PART-TIME	25,871	61,254	88,879	71,557	82,079
600-00-00-41400	LONGEVITY PAY	12,406	24,565	25,280	23,576	25,892
600-00-00-42100	EMPLOYER PORTION FICA	58,338	118,556	130,323	121,284	112,535
600-00-00-42200	EMPLOYER PORTION IMRF	130,097	243,090	247,475	239,671	176,526
600-00-00-41500	CLOTHING ALLOWANCE	0	11,770	7,141	6,462	6,961
600-00-00-42500	EMPLOYEE HEALTH INSURANCE	176,254	501,291	522,572	522,572	508,679
600-00-00-42600	WORKER'S COMPENSATION	61,525	123,050	234,050	234,050	234,050
600-00-00-48150	ACCRUED COMPENSATED LEAVE	(51,075)	(13,859)	0	0	0
600-00-00-48350	NET OPEB-WATER	5,103	2,630	0	0	0
600-00-00-48250	IMRF NPO - WATER	422,642	(42,265)	0	0	0
600-00-00-41550	CAR ALLOWANCE	1,372	3,824	4,098	3,573	3,922
TOTAL PERSONNEL		1,622,956	2,592,979	2,846,031	2,771,129	2,674,793
600-00-00-62099	PRINTED MATERIALS	1,009	2,195	1,700	2,655	1,700
600-00-00-52000	OFFICE SUPPLIES	39	254	500	350	500
600-00-00-51300	SUPPLIES/PARTS-BUILDINGS	2,432	6,023	8,000	5,250	8,000
600-00-00-51700	SUPPLIES/PARTS-VEHICLES	4,807	14,018	16,000	7,200	16,000
600-00-00-51410	SUPPLIES/PARTS-STREETS	30,761	62,929	55,000	33,700	55,000
600-00-00-51996	POTABLE WATER SYSTEM PARTS	22,418	41,080	55,000	63,400	65,000
600-00-00-53100	SNOW / ICE CONTROL MATERIAL	0	0	500	0	500
600-00-00-51500	SUPPLIES/PARTS-EQUIPMENT	9,246	18,551	20,000	15,000	20,000
600-00-00-55000	FUEL, OIL, & LUBRICANTS	8,815	19,373	25,000	25,000	25,000
600-00-00-53200	WATER SYSTEM CHEMICALS	110,655	223,614	245,515	230,000	250,000
600-00-00-54000	UNIFORMS/PROTECTIVE CLOTHING	654	276	1,000	470	1,000
600-00-00-51600	SUPPLIES/PARTS-TECHNOLOGY	448	422	1,000	0	1,000
600-00-00-52500	JANITORIAL SUPPLIES	965	2,512	3,000	300	2,000
600-00-00-53300	SMALL TOOLS & EQUIPMENT	2,808	5,728	7,000	5,000	7,000
600-00-00-59999	COMMODITIES	0	40	500	335	500
TOTAL COMMODITIES		195,058	397,014	439,715	388,660	453,200

Water Fund

		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 ACTUAL	FY2018 ESTIMATE	FY2019 BUDGET
600-00-00-65500	RENTAL-BLDG & EQUIP	2,338	4,517	5,241	5,000	5,500
600-00-00-65100	FREIGHT & POSTAGE	35,670	27,882	38,000	38,000	40,000
600-00-00-61500	MAINTENANCE-EQUIPMENT	1,491	533	7,000	500	5,000
600-00-00-61300	MAINTENANCE-BUILDINGS	8,387	39,176	46,000	43,300	47,000
600-00-00-61100	MAINTENANCE-GROUNDS	244	699	2,000	1,207	2,100
600-00-00-61700	MAINTENANCE-VEHICLES	2,491	3,461	6,000	3,500	6,000
600-00-00-61400	MAINTENANCE-INFRASTRUCTURE	32,285	22,375	59,000	23,500	100,000
600-00-00-62400	TECHNOLOGY SERVICES	8,785	9,425	13,000	10,800	37,329
600-00-00-62300	ARCHITECT / ENGINEERING SERV	11,865	270,098	281,000	281,000	391,168
600-00-00-64500	TELEPHONE SERVICES	3,860	8,484	9,000	5,280	9,000
600-00-00-62100	FINANCIAL SERVICES	21,668	46,070	30,393	48,400	50,000
600-00-00-64300	REFUSE REMOVAL SERVICES	6,313	10,180	9,000	9,000	9,500
600-00-00-64200	NATURAL GAS SERVICES	6,998	23,048	25,000	25,000	25,000
600-00-00-64100	ELECTRIC SERVICES	76,184	149,683	170,000	150,000	170,000
600-00-00-64000	UTILITIES	58,714	112,410	131,500	131,500	131,500
600-00-00-62500	LAB TESTING SERVICES	2,283	3,558	5,105	5,105	5,000
600-00-00-65300	LEGAL EXPENSES & NOTICES	20,808	53,480	75,621	55,000	80,000
600-00-00-65200	MARKETING, ADS, PUBLIC INFO	67	85	1,000	1,000	6,000
600-00-00-66100	DUES & SUBSCRIPTIONS	155	2,317	2,400	2,028	2,500
600-00-00-66200	CONFERENCES/TRAINING	870	4,617	3,200	1,500	3,200
600-00-00-65400	TAXES, LICENSES, & FEES	147	200	130	100	200
600-00-00-63800	CONTRACTED SERVICES	3,484	45,478	32,000	32,000	35,000
TOTAL CONTRACTED SERVICES		305,106	837,775	951,590	872,720	1,160,997
600-00-00-71000	BAD DEBT EXPENSE	0	24,531	0	0	0
600-00-00-72500	DEPRECIATION-WATER	529,348	1,067,229	0	0	0
600-00-00-69200	SURETY BONDS	15,000	27,500	30,000	30,000	30,000
600-00-00-69800	UTILITY REBATE PROGRAM	100	2,822	10,000	7,500	10,000
TOTAL OTHER SERVICES		544,448	1,122,081	40,000	37,500	40,000
600-00-00-75000	DEBT SERVICE - PRINCIPAL	0	0	273,875	273,875	275,500
600-00-00-76000	DEBT SERVICE - INTEREST	10,844	15,378	14,858	14,858	10,617
600-00-00-77000	LOAN PRINCIPAL	0	(0)	460,381	460,381	472,094
600-00-00-78000	LOAN INTEREST	30,047	51,471	43,432	43,432	31,721
TOTAL DEBT SERVICES		40,891	66,849	792,546	792,546	789,932
600-00-00-86200	OFFICE FURNITURE & EQUIPMENT	0	2,388	500	0	500
600-00-00-86300	TELEPHONE & RADIO EQUIPMENT	1,011	0	1,000	0	1,000
600-00-00-85100	WATER METERS	0	0	0	0	0
600-00-00-85500	WATER SYSTEM IMPROVEMENTS	0	59,988	135,000	100,000	239,634
TOTAL EQUIPMENT		1,011	62,376	136,500	100,000	241,134
600-00-00-85000	WATER MAINS	0	0	0	0	0
600-00-00-85510	WATER SPRINKLER IMPROVEMENTS	0	0	0	50,000	0
TOTAL PERMANENT IMPROVEMENTS		0	0	0	50,000	0
600-00-00-91100	TRANSFER TO GENERAL FUND	271,100	316,000	310,400	310,400	321,800
600-00-00-91420	TRANSFER TO CAPITAL EQUIPMENT FUND	0	7,500	0	0	0
600-00-00-91620	TRANSFER TO WATER CAPITAL FUND	316,800	1,955,000	1,050,000	1,050,000	500,000
TOTAL TRANSFERS OUT		587,900	2,278,500	1,360,400	1,360,400	821,800
TOTAL WATER FUND EXPENSES		3,297,370	7,357,575	6,566,782	6,372,955	6,181,856
NET FUND TOTALS - SURPLUS / (DEFICIT)		(375,819)	(268,080)	(906,170)	(1,045,748)	904,587

Water Construction Fund

Fund 610

The capital portion of the Water Fund related to impact fee revenue is collected in this fund and is restricted for “new” water main lines and construction. There were no expenditures during FY18 and there are no new budgeted capital improvements planned for FY19.

Water Construction Fund

		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 ACTUAL	FY2018 ESTIMATE	FY2019 BUDGET
610-00-00-34880	IMPACT FEES	4,515	30,024	75,000	20,000	20,000
TOTAL LICENSES & PERMITS		4,515	30,024	75,000	20,000	20,000
610-00-00-37100	INVESTMENT INTEREST	3,221	5,238	4,600	2,000	0
TOTAL INTEREST		3,221	5,238	4,600	2,000	0
TOTAL WATER CONSTRUCTION FUND REVENUES		7,736	35,262	79,600	22,000	20,000
610-00-00-85000	WATER MAINS	0	0	0	0	0
610-00-00-85500	WATER SYSTEM IMPROVEMENTS	0	0	0	0	0
TOTAL PERMANENT IMPROVEMENTS		0	0	0	0	0
TOTAL WATER CONSTRUCTION FUND EXPENSES		0	0	0	0	0
NET FUND TOTALS - SURPLUS / (DEFICIT)		7,736	35,262	79,600	22,000	20,000

Water Capital Fund

Fund 620

The capital portion of the Water Fund related to maintenance of existing water assets was split into its own fund for FY16.5. This Fund includes water related expenses pertaining to fleet and equipment and capital projects of existing water infrastructure including water mains, wells, treatment plants and water towers. Over \$1,000,000 of water capital improvements were completed during FY18 and included:

- 1,100 feet of water main replacement on Oak Dr.
- North Water Tower Painting
- Routine upgrade/ replacement of water meters

Over \$1,911,977 of water capital improvements have been planned for the FY19 Budget and include:

Line Item	Description	Project	Expense
620-00-00-85000	Water Main Replacement	Joanne Ln/ Ilehamwood/ Golfview	\$1,435,000
620-00-00-85100	Water Meters	Routine Meter Replacements	\$ 70,000
620-00-00-85500	Water System Improvements	Repair of Sewer Lateral - 218 and 226 E Lincoln Hwy	\$ 80,000
620-00-00-86100	Technology Equipment	ERP Software - Final Payment	\$ 71,977
620-00-00-87000	Vehicles	W-29 Tandem Axle Dump Truck	\$ 185,000
620-00-00-87000	Vehicles	Vactor Truck (Used)	\$ 70,000
		TOTAL	\$1,911,977

Water Capital Fund

		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 ACTUAL	FY2018 ESTIMATE	FY2019 BUDGET
620-00-00-34800	WATER SALES REVENUE	39,563	160,313	300,000	260,000	350,000
TOTAL SERVICE CHARGES		39,563	160,313	300,000	260,000	350,000
620-00-00-39280	TRANSFER FROM CDBG FUND	0	155,498	160,000	0	0
620-00-00-39600	TRANSFER FROM WATER FUND	316,800	1,955,000	1,050,000	1,050,000	500,000
TOTAL TRANSFERS IN		316,800	2,110,498	1,210,000	1,050,000	500,000
TOTAL WATER CAPITAL FUND REVENUES		356,363	2,270,810	1,510,000	1,310,000	850,000
620-00-00-86100	TECHNOLOGY EQUIPMENT	798	2,715	285,000	157,852	71,977
620-00-00-87000	VEHICLES	0	5,218	32,000	0	255,000
620-00-00-86000	EQUIPMENT	0	4,779	0	0	0
620-00-00-85100	WATER METERS	56,504	82,538	75,000	60,000	70,000
TOTAL EQUIPMENT		57,302	95,250	392,000	217,852	396,977
620-00-00-85000	WATER MAINS	0	0	385,000	385,000	1,435,000
620-00-00-85500	WAER SYSTEM IMPROVEMENTS	0	0	760,000	570,000	80,000
TOTAL PERMANENT IMPROVEMENTS		0	0	1,145,000	955,000	1,515,000
620-00-00-91600	TRANSFER TO WATER FUND	0	1,473,244	0	0	0
TOTAL TRANSFERS OUT		0	1,473,244	0	0	0
TOTAL WATER CAPITAL FUND EXPENSES		57,302	1,568,493	1,537,000	1,172,852	1,911,977
NET FUND TOTALS - SURPLUS / (DEFICIT)		299,061	702,317	(27,000)	137,148	(1,061,977)

Airport Fund

FUND 650

The Airport fund is charged with the management of DeKalb Taylor Municipal Airport (DTMA) and the DeKalb Flight Center, which provides fueling and services to all aircraft at DTMA. DTMA is an all-weather, 24-hour-a-day airport with one full Instrument Landing System (ILS) and four Global Positioning (GPS) approaches. The Airport has more than 30,000 annual operations, more than 90 based aircraft, and two runways that are respectively 7,025 feet and 4,200 feet in length. The Airport is designed to service and deice all corporate and cargo aircraft and provide services to general aviation aircraft coming to the region.

Debt Service: The City pays bond debt service through the Airport Fund.

General Obligation Refunding Bonds of 2014: In November 2014, the City issued \$416,650 of G.O. Refunding Bonds for the purpose of refinancing the City's 2004 bonds in order to reduce interest costs. The debt service is based on a 6-year amortization schedule with interest at 1.544%. Semi-annual interest payments are due July 1st and January 1st while annual principal payments are due each January 1st. The outstanding principal balance as of December 31, 2018 is \$204,625.

Table 1: Debt Service Schedule – Annual Payments for General Obligation Debt - Business Activities - Airport Fund Principal and Interest

Fiscal Year	Principal	Interest	Total
2019	69,500	2,623	72,123
2020	66,125	1,576	67,701
2021	69,000	533	69,533
Total	204,625	4,732	209,357

Airport Fund

		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 ACTUAL	FY2018 ESTIMATE	FY2019 BUDGET
650-00-00-31100	STATE SALES TAX	0	264	0	3,000	3,000
650-00-00-31200	HOME RULE SALES TAX	0	452	0	5,000	5,000
650-00-00-31600	HOME RULE MOTOR FUEL TAX	0	267,120	269,956	296,000	296,000
650-00-00-33150	FEDERAL PASS-THROUGH GRANTS	41,316	0	0	76,614	0
650-00-00-33200	STATE GRANTS	1,512	0	36,550	36,550	0
TOTAL INTERGOVERNMENTAL REVENUES		42,829	267,835	306,506	417,164	304,000
650-00-00-34500	FUEL SALES	172,216	392,619	500,000	543,000	500,000
TOTAL SERVICE CHARGES		172,216	392,619	500,000	543,000	500,000
650-00-00-34900	RENTAL INCOME	155,837	357,528	368,000	353,435	370,435
650-00-00-34950	AIRPORT OPERATIONS	0	26,759	20,000	26,000	27,000
650-00-00-37100	INVESTMENT INTEREST	4	94	100	300	100
650-00-00-38100	MISCELLANEOUS REVENUE	2,130	13,040	2,000	27,000	27,000
650-00-00-38200	REFUNDS / REIMBURSEMENTS	5,212	326	5,000	11,300	5,000
650-00-00-38600	SALE OF ASSETS	10,000	0	0	0	0
650-00-00-38700	CONTRIBUTED CAPITAL	0	789,468	0	0	0
TOTAL OTHER INCOME		173,183	1,187,215	395,100	418,035	429,535
650-00-00-39100	TRANSFER FROM GENERAL FUND	16,853	0	0	610,000	0
TOTAL TRANSFERS IN		16,853	0	0	610,000	0
TOTAL AIRPORT FUND REVENUES		405,080	1,847,669	1,201,606	1,988,199	1,233,535
650-00-00-41100	WAGES - FULL-TIME	64,391	132,632	142,517	139,270	147,091
650-00-00-41200	WAGES - PART-TIME	55,991	121,677	138,515	121,031	126,479
650-00-00-41300	WAGES - OVERTIME	0	0	0	0	0
650-00-00-41550	CAR ALLOWANCE	238	418	476	476	476
650-00-00-42100	EMPLOYER PORTION FICA	8,827	18,718	20,734	19,357	20,928
650-00-00-42200	EMPLOYER PORTION IMRF	13,937	20,110	21,034	20,487	17,651
650-00-00-42500	EMPLOYEE HEALTH INSURANCE	12,412	27,165	31,141	31,141	31,050
650-00-00-42600	WORKER'S COMPENSATION	8,813	14,303	14,303	14,303	14,303
650-00-00-48160	ACCRUED COMPENSATED LEAVE	(2,298)	2,260	0	0	0
650-00-00-48260	IMRF NPO - AIRPORT	40,047	(3,492)	0	0	0
650-00-00-48360	NET OPEB-AIRPORT	595	284	0	0	0
TOTAL PERSONNEL		202,953	334,074	368,720	346,065	357,978
650-00-00-51000	BOARDS & COMMISSIONS	0	0	0	0	100
650-00-00-51300	SUPPLIES/PARTS-BUILDINGS	6,827	14,324	12,250	10,650	11,750
650-00-00-51600	SUPPLIES/PARTS-TECHNOLOGY	0	312	1,000	800	1,000
650-00-00-51700	SUPPLIES/PARTS-VEHICLES	1,603	1,418	3,250	2,200	3,250
650-00-00-62099	PRINTED MATERIALS	0	418	250	450	250
650-00-00-52000	OFFICE SUPPLIES	0	157	250	210	250
650-00-00-52500	JANITORIAL SUPPLIES	0	165	500	450	500
650-00-00-53000	OPERATING SUPPLIES	167	155	350	350	350
650-00-00-53100	ICE/SNOW CONTROL SUPPLIES	5,245	15,543	25,000	25,000	25,000
650-00-00-53300	SMALL TOOLS & EQUIPMENT	423	395	1,750	1,400	1,750
650-00-00-55100	AIRPORT FUEL (FOR RESALE)	115,188	320,046	350,000	400,000	425,000
650-00-00-55000	FUEL, OIL, & LUBRICANTS	8,194	6,437	25,000	20,000	23,000
650-00-00-59999	COMMODITIES	0	0	0	0	0
TOTAL COMMODITIES		137,646	359,370	419,600	461,510	492,200
650-00-00-61100	MAINTENANCE-GROUNDS	7,479	11,322	10,000	7,000	10,000
650-00-00-61300	MAINTENANCE-BUILDINGS	9,730	22,011	18,800	17,100	17,800
650-00-00-61500	MAINTENANCE-EQUIPMENT	4,852	23,126	30,000	22,900	30,000

Airport Fund

		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 ACTUAL	FY2018 ESTIMATE	FY2019 BUDGET
650-00-00-61700	MAINTENANCE-VEHICLES	4,724	4,311	4,000	3,700	4,000
650-00-00-61999	AIRPORT - MAINTENANCE	297	27	500	0	500
650-00-00-62100	FINANCIAL SERVICES	1,487	11,342	2,028	12,000	12,000
650-00-00-62300	ARCHITECT / ENGINEERING SERV	0	17,924	0	9,500	8,528
650-00-00-64000	UTILITIES	3,733	10,058	9,000	9,500	9,000
650-00-00-64100	ELECTRIC SERVICES	26,666	48,458	50,000	45,000	45,000
650-00-00-64500	TELEPHONE SERVICES	5,452	14,145	12,250	12,250	12,250
650-00-00-65100	FREIGHT & POSTAGE	0	83	150	100	150
650-00-00-65200	MARKETING, ADS, & PUBLIC INFO	4,986	15,007	12,500	10,770	11,100
650-00-00-65300	LEGAL EXPENSES & NOTICES	0	0	2,000	1,000	1,300
650-00-00-65400	TAXES, LICENSES, & FEES	15,360	3,326	32,000	58,600	48,400
650-00-00-66100	DUES & SUBSCRIPTIONS	1,354	3,077	2,700	2,700	2,700
650-00-00-66200	CONFERENCES/TRAINING	2,843	2,695	3,400	3,695	3,850
TOTAL CONTRACTED SERVICES		93,563	186,912	160,528	215,815	216,578
650-00-00-63800	CONTRACTED SERVICES	14,368	15,956	25,000	19,100	25,000
650-00-00-69200	SURETY BONDS	22,087	25,483	36,300	38,582	38,600
650-00-00-72600	DEPRECIATION-AIRPORT	193,574	388,475	0	0	0
TOTAL OTHER SERVICES		225,427	429,913	61,300	57,682	63,600
650-00-00-75000	DEBT SERVICE - PRINCIPAL	0	0	66,125	66,125	69,500
650-00-00-76000	DEBT SERVICE - INTEREST	2,669	3,786	3,670	3,670	2,623
650-00-00-79000	MUNICIPAL LEASE / PURCHASE	0	0	0	0	0
650-00-00-79999	AMORTIZATION COSTS	0	0	0	0	0
TOTAL DEBT AND BOND SERVICE		2,669	3,786	69,795	69,795	72,123
650-00-00-86200	OFFICE FURNITURE & EQUIPMENT	0	500	1,000	1,000	1,000
650-00-00-86000	BOND ISSUANCE COSTS	0	4,002	6,600	4,400	6,600
650-00-00-86300	TELEPHONE & RADIO EQUIPMENT	0	703	1,950	1,800	1,950
650-00-00-86301	LEASED EQUIPMENT	2,269	6,298	5,600	5,600	5,600
TOTAL EQUIPMENT		2,269	11,503	15,150	12,800	15,150
650-00-00-83900	OTHER CAPITAL IMPROVEMENTS	10,094	31,711	36,550	85,000	0
TOTAL PERMANENT IMPROVEMENTS		10,094	31,711	36,550	85,000	0
TOTAL AIRPORT FUND EXPENSES		674,621	1,357,269	1,131,643	1,248,667	1,217,629
NET FUND TOTALS - SURPLUS / (DEFICIT)		(269,540)	490,400	69,963	739,532	15,906

Refuse and Recycling Fund

FUND 680

The Refuse & Recycling Fund provides for the efficient collection, processing and disposal of refuse, landscape waste, and recyclables for DeKalb residents. In September 2018, the City entered in to a new 5-year agreement with Lakeshore Recycling Systems, Inc. (LRS) to provide these services.

DeKalb residents receive curbside collection services for an unlimited volume of refuse, recyclables, and landscape waste. As part of the agreement, LRS provides one 95-gallon refuse cart and one 65-gallon recycling cart at no additional charge. Residents may request a second 95-gallon refuse cart at no charge. Landscape waste collection is offered between April 1 and November 30 each year. Landscape waste must be placed in an acceptable container (not large than 32-gallons nor heavier than 50 pounds, having two handles) provided by the resident. During the yard waste collection season, residents may mix organic food scraps with yard waste. Acceptable organic food scraps include bread, cereal, coffee grounds, dairy, egg shells, eggs, fruits, grain, pasta, shells, and vegetables.

The new contract with LRS includes curbside electronic waste pick-up on the first pick-up day of the month. This is a new service for DeKalb residents. Another new service offered to residents is household hazardous water collection. This service is offered three times per year as scheduled with the City. Residents may also place two bulk items per week at the curb for collection.

LRS provides free refuse and recycling pick up for local homeowners who participate in the City's Senior Citizen Utility Assistance Program. Residents receive a refuse charge on their bi-monthly water bill. These payments are received by the City and payments are remitted monthly to LRS.

Refuse & Recycling Fund		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 BUDGET	FY2018 ESTIMATE	FY2019 BUDGET
680-00-00-34600	REFUSE & RECYCLING FEES	1,063,382	2,160,482	2,206,200	2,263,440	2,009,674
TOTAL SERVICE CHARGES		1,063,382	2,160,482	2,206,200	2,263,440	2,009,674
680-00-00-38100	MISCELLANEOUS REVENUE	0	0	0	0	0
TOTAL OTHER INCOME		0	0	0	0	0
TOTAL REFUSE & RECYCLING FUND REVENUES		1,063,382	2,160,482	2,206,200	2,263,440	2,009,674
680-00-00-64300	REFUSE REMOVAL SERVICES	988,952	2,028,643	2,101,035	2,091,265	1,858,452
TOTAL CONTRACTED SERVICES		988,952	2,028,643	2,101,035	2,091,265	1,858,452
680-00-00-86000	EQUIPMENT	0	0	0	0	6,000
TOTAL EQUIPMENT		0	0	0	0	6,000
680-00-00-91100	TRANSFER TO GENERAL FUND	35,350	104,000	124,000	124,000	124,000
TOTAL TRANSFERS OUT		35,350	104,000	124,000	124,000	124,000
TOTAL REFUSE & RECYCLING FUND EXPENSES		1,024,302	2,132,643	2,225,035	2,215,265	1,988,452
NET FUND TOTALS - SURPLUS / (DEFICIT)		39,080	27,840	(18,835)	48,175	21,222

Section Nine

Internal Service Funds

- Workers Compensation/Property & Liability Insurance Funds
- Health Insurance Fund
- Property & Liability Insurance Fund



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Internal Service Funds

Workers' Compensation & Liability – Fund 700

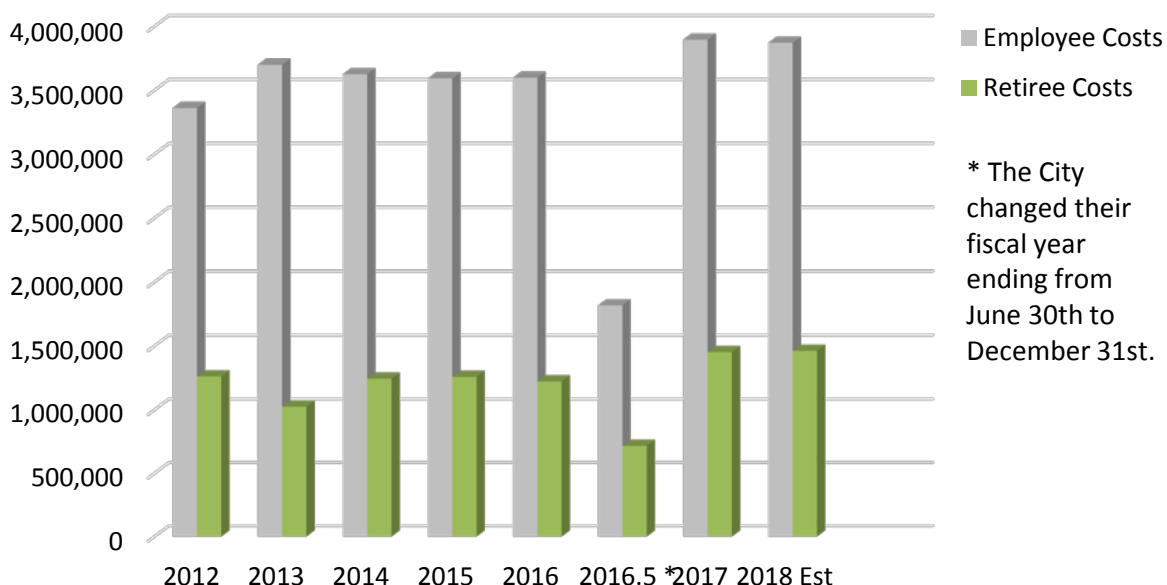
This fund pays for all medical treatment, disability payments, and settlement costs associated with claims filed by employees who are injured on the job. In FY1994 the City became self-insured for workers compensation claims. For FY1994, through FY2012, the City had no excess or “umbrella” insurance coverage provided by private carriers. However, effective May 1, 2012, the City has a self-insured retention policy through Safety National Casualty Corporation for excess coverage. These claims are administered and monitored by the City Manager’s Office and Human Resources Department.

This fund also pays for costs incurred as a result of accidents involving City property or employees, and/or in settlement of lawsuits brought against the City. Beginning in May 2012, the City now has a self-insured retention policy for excess coverage. This coverage includes: property, inland marine, general liability, automobile liability and auto physical damage, law enforcement liability, public official’s liability, and employment practices liability.

Health Insurance – Fund 710

The City of DeKalb has maintained its own self-funded insurance system from FY1993, through FY2008, for employee health insurance. As of January 1, 2008, the City joined the Intergovernmental Personnel Benefits Cooperative (IPBC), which is a pooled arrangement with other Illinois communities for providing health insurance. This allowed the City to budget for known monthly payments to the IPBC, rather than funding for payment of all health claims as a fully self-insured entity. The chart provided below shows health insurance costs for current and retired City employees from fiscal years 2012 to 2018 (fiscal years prior to 2012 were reported as total fund expenditures and not separated by line item).

Health Insurance Costs



The City offers comprehensive medical and dental coverage to its employees, their dependents and retirees. All active employees pay 20% of the health insurance premium for single, single +1 or family coverage.

Property Liability – Fund 720

This fund was closed out in FY2017 and combined with the Workers' Compensation Fund (Fund 700) starting with the FY2018 budget.

Worker's Compensation/Liability Insurance

Fund

		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 ACTUAL	FY2018 ESTIMATE	FY2019 BUDGET
700-00-00-38500	EMPLOYER CONTRIBUTION	601,604	650,659	881,659	881,659	881,659
TOTAL SERVICE CHARGES		601,604	650,659	881,659	881,659	881,659
700-00-00-37100	INVESTMENT INTEREST	7,406	1,211	1,500	7,200	1,500
700-00-00-38200	REFUNDS / REIMBURSEMENTS	0	0	0	0	0
700-00-00-38300	PROPERTY DAMAGE COMPENSATION	0	940	15,000	39,500	15,000
TOTAL OTHER INCOME		7,406	2,151	16,500	46,700	16,500
700-00-00-39100	TRANSFER FROM GENERAL FUND	0	0	0	0	0
700-00-00-39100	TRANSFER FROM LIAB INSUR FUND	151,274	0	0	0	0
700-00-00-39720	TRANSFER FROM LIAB INSUR FUND	0	158,301	0	0	0
TOTAL TRANSFERS IN		151,274	158,301	0	0	0
TOTAL WORKER'S COMPENSATION/LIABILITY INSURANCE FUND REVENUES		760,284	811,111	898,159	928,359	898,159
700-00-00-62200	LEGAL SERVICES	0	0	0	0	0
700-00-00-63800	CONTRACTED SERVICES	219,150	461,763	474,832	465,521	479,487
700-00-00-63999	TPA ADMINISTRATION	25,400	40,234	55,000	55,000	36,500
700-00-00-65300	LEGAL EXPENSES & NOTICES	0	0	41,308	41,308	34,300
700-00-00-66200	CONFERENCES/TRAINING	0	0	8,500	0	0
TOTAL CONTRACTED SERVICES		244,550	501,997	579,640	561,829	550,287
700-00-00-69150	CLAIMS: SELF-INSURANCE CLAIMS: WORK C	120,871	218,935	400,000	400,000	400,000
700-00-00-69100	CLAIMS: LIAB & PROP INSURANCE	0	0	100,000	75,000	100,000
700-00-00-69200	SURETY BONDS	0	0	565	575	565
TOTAL OTHER SERVICES		120,871	218,935	500,565	475,575	500,565
700-00-00-91100	TRANSFER TO GENERAL FUND	0	130,000	0	189,700	0
700-00-00-91420	TRANSFER TO CAPITAL EQUIPMENT FUND	243,000	0	0	0	0
700-00-00-91720	TRANSFER TO PROPERTY/LIABILITY	0	167,950	0	0	0
TOTAL TRANSFERS OUT		243,000	297,950	0	189,700	0
TOTAL WORKER'S COMPENSATION/LIABILITY INSURANCE FUND EXPENSES		608,421	1,018,881	1,080,205	1,227,104	1,050,852
NET FUND TOTALS - SURPLUS / (DEFICIT)		151,863	(207,770)	(182,046)	(298,745)	(152,693)

Employee Health Insurance Fund

		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 BUDGET	FY2018 ESTIMATE	FY2019 BUDGET
710-00-00-38500	EMPLOYER CONTRIBUTIONS	2,361,968	4,259,005	4,667,907	4,609,308	4,644,789
710-00-00-38510	EMPLOYEE CONTRIBUTIONS	381,193	822,508	876,317	846,365	857,276
710-00-00-38520	RETIREE CONTRIBUTIONS	211,778	431,019	663,386	482,805	584,392
710-00-00-38530	LIBRARY CONTRIBUTIONS	63,810	146,026	194,611	208,040	210,919
710-00-00-38599	SECTION 125 CONTRIBUTIONS	0	0	0	0	0
710-00-00-38590	OTHER CONTRIBUTIONS	3,983	12,344	744	8,379	800
TOTAL SERVICE CHARGES		3,022,732	5,670,902	6,402,965	6,154,897	6,298,176
710-00-00-37100	INVESTMENT INTEREST	19	35	10	100	50
710-00-00-37200	REFUNDS / REIMBURSEMENTS	4,901	0	0	901	0
TOTAL OTHER INCOME		4,920	35	10	1,001	50
710-00-00-39100	TRANSFER FROM GENERAL FUND	0	0	250,000	250,000	0
TOTAL TRANSFERS IN		0	0	250,000	250,000	0
TOTAL EMPLOYEE HEALTH INSURANCE FUND REVENUES		3,027,652	5,670,937	6,652,975	6,405,898	6,298,226
710-00-00-42100	EMPLOYER PORTION FICA	2,934	9,288	17,672	9,602	13,946
710-00-00-42200	EMPLOYER PORTION IMRF	5,672	17,993	26,978	17,603	22,380
TOTAL PERSONNEL		8,606	27,281	44,650	27,205	36,326
710-00-00-62100	FINANCIAL SERVICES	0	18	20	22	25
710-00-00-62600	MEDICAL SERVICES	0	0	0	0	0
710-00-00-66200	CONFERENCES/TRAINING	0	0	0	0	0
710-00-00-63998	FLEX ADMINISTRATION	2,700	5,494	5,400	5,418	5,400
TOTAL CONTRACTED SERVICES		2,700	5,512	5,420	5,440	5,425
710-00-00-41850	INSURANCE OPT-OUT CONTRIBUTION	0	11,569	18,000	24,887	27,000
710-00-00-42580	EMPLOYEE LIFE INSURANCE	7,277	14,894	15,219	15,234	16,000
710-00-00-42999	SECTION 125 PAYMENTS	0	(1,331)	0	0	0
710-00-00-67100	EMPLOYEE HEALTH INSURANCE	1,817,323	3,895,917	4,055,224	4,182,260	4,362,886
710-00-00-67200	LIBRARY HEALTH INSURANCE	64,505	135,046	194,611	141,084	210,919
710-00-00-67300	RETIREE HEALTH INSURANCE	747,240	1,513,667	1,703,135	1,524,713	1,679,689
710-00-00-67400	PEHP PLAN	16,200	33,225	33,750	33,750	33,125
710-00-00-67500	WELLNESS BENEFIT PAYMENTS	9,834	35,336	60,000	40,000	60,000
710-00-00-41700	DEFERRED COMPENSATION	56,267	171,735	165,400	164,045	159,580
710-00-00-41800	HSA CONTRIBUTIONS	25,000	46,875	65,000	88,375	80,000
TOTAL OTHER SERVICES		2,743,647	5,856,933	6,310,339	6,214,348	6,629,199
TOTAL EMPLOYEE HEALTH INSURANCE FUND EXPENSES		2,754,952	5,889,726	6,360,409	6,246,993	6,670,950
NET FUND TOTALS - SURPLUS / (DEFICIT)		272,700	(218,789)	292,566	158,905	(372,724)

Property & Liability Fund

		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 BUDGET	FY2018 ESTIMATE	FY2019 BUDGET
720-00-00-38500	EMPLOYER CONTRIBUTIONS	65,000	110,000	0	0	0
TOTAL SERVICE CHARGES		65,000	110,000	0	0	0
720-00-00-38300	PROPERTY DAMAGE COMPENSATION	(1,224)	83,300	0	0	0
720-00-00-38100	MISCELLANEOUS REVENUE	0	0	0	0	0
TOTAL OTHER INCOME		(1,224)	83,300	0	0	0
720-00-00-39700	TRANSFER FROM WORKERS COMP	0	167,950	0	0	0
TOTAL TRANSFERS IN		0	167,950	0	0	0
TOTAL PROPERTY & LIABILITY FUND REVENUES		63,776	361,250	0	0	0
720-00-00-62200	LEGAL SERVICES	0	0	0	0	0
720-00-00-65300	LEGAL EXPENSES & NOTICES	10,404	20,808	0	0	0
TOTAL CONTRACTED SERVICES		10,404	20,808	0	0	0
720-00-00-69200	SURETY BONDS	350	564	0	0	0
720-00-00-69100	CLAIMS: LIAB & PROP INSURANCE	39,676	171,239	0	0	0
720-00-00-63900	OTHER PROFESSIONAL SERVICES	0	10,338	0	0	0
TOTAL OTHER SERVICES		40,026	182,141	0	0	0
720-00-00-91700	TRANSFER TO WORK COMP/LIABILITY FUN	151,274	158,301	0	0	0
TOTAL TRANSFERS OUT		151,274	158,301	0	0	0
TOTAL PROPERTY & LIABILITY FUND EXPENSES		201,704	361,250	0	0	0
NET FUND TOTALS - SURPLUS / (DEFICIT)		(137,928)	0	0	0	0

**Combined with WORKER'S COMPENSATION/Liability Insurance Fund 70 beginning in FY2018*



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Section Ten

Fiduciary Funds

- Police Pension Fund
- Fire Pension Fund
- DeKalb Public Library Fund



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Police and Fire Pension Funds

Police Pension Fund (Fund 830) and Fire Pension Fund (Fund 850)

The Police and Fire Pension Funds account for the financial administration of these two programs, which are governed by Illinois state statute. Revenue sources come primarily from property taxes, investment earnings, and withholdings from the payroll checks of active Police and Fire Department personnel. Expenditures pay for retiree pensions, financial management fees, audit costs and other miscellaneous items. The Board for each fund directs its own affairs and meets quarterly with special meetings as needed.

The Boards are each comprised of five members. Two are appointed by the Mayor, two are elected from the active participants of the pension fund, and one is elected by and from the fund's beneficiaries. The funds are regulated by the Illinois Department of Financial and Professional Regulation, Division of Insurance. By state law these pension funds must be 90% funded by the year 2040. Current funding levels for the Police Pension Fund and the Fire Pension Fund are 50.0% and 41.1% respectively.

Employer contributions are dollars levied through the property tax process for the City. These dollars are based upon an actuarial study conducted annually by an independent actuary.

The employee contributions are the payroll contributions being made by current employees. The contribution percent for Police is 9.91% of regular salaries and the contribution percent for Fire is 9.455% of regular salaries.

Police Pension Fund

		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 BUDGET	FY2018 ESTIMATE	FY2019 BUDGET
830-00-00-38500	EMPLOYER CONTRIBUTIONS	2,085,233	2,485,107	2,987,254	2,987,254	3,079,438
TOTAL PROPERTY TAXES		2,085,233	2,485,107	2,987,254	2,987,254	3,079,438
830-00-00-38510	EMPLOYEE CONTRIBUTIONS	294,236	579,016	591,160	568,720	599,999
TOTAL SERVICE CHARGES		294,236	579,016	591,160	568,720	599,999
830-00-00-37100	INVESTMENT INTEREST	446,219	624,758	617,000	730,000	730,000
830-00-00-37500	GAIN/LOSS ON INVESTMENTS	1,091,934	3,710,308	665,000	0	0
830-00-00-37600	UNREALIZED INV GAIN/LOSS	0	0	0	1,300,000	1,300,000
830-00-00-38100	MISCELLANEOUS REVENUE	0	175	0	0	0
TOTAL OTHER INCOME		1,538,153	4,335,241	1,282,000	2,030,000	2,030,000
TOTAL POLICE PENSION FUND REVENUES		3,917,622	7,399,364	4,860,414	5,585,974	5,709,437
830-00-00-41950	PENSIONER COMPENSATION	1,447,549	3,238,369	3,306,500	3,349,734	3,650,225
830-00-00-41960	SERVICE CREDIT TRANSFER	0	0	50,000	50,000	50,000
830-00-00-41970	CONTRIBUTION REFUNDS	0	0	50,000	50,000	50,000
TOTAL PERSONNEL		1,447,549	3,238,369	3,406,500	3,449,734	3,750,225
830-00-00-62150	INVESTMENT SERVICES	21,779	43,479	45,600	57,343	63,078
830-00-00-62750	INSURANCE SERVICES	4,416	9,031	8,800	8,915	9,807
830-00-00-63800	CONTRACTED SERVICES	0	0	0	11,814	12,995
830-00-00-63900	OTHER PROFESSIONAL SERVICES	17,582	28,489	32,100	30,200	40,260
830-00-00-65300	LEGAL EXPENSES & NOTICES	0	0	4,000	1,146	1,260
830-00-00-66200	CONFERENCES/TRAINING	0	0	6,100	4,757	5,233
TOTAL CONTRACTED SERVICES		21,998	37,520	51,000	114,175	132,633
TOTAL POLICE PENSION FUND EXPENSES		1,491,326	3,319,368	3,457,500	3,563,909	3,882,858
NET FUND TOTALS - SURPLUS / (DEFICIT)		2,426,296	4,079,996	1,402,914	2,022,065	1,826,579

Fire Pension Fund

		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 BUDGET	FY2018 ESTIMATE	FY2019 BUDGET
850-00-00-38500	EMPLOYER CONTRIBUTIONS	2,512,631	2,968,723	3,463,310	3,183,910	3,503,332
TOTAL PROPERTY TAXES		2,512,631	2,968,723	3,463,310	3,183,910	3,503,332
850-00-00-38510	EMPLOYEE CONTRIBUTIONS	338,056	521,427	477,148	490,649	477,150
TOTAL SERVICE CHARGES		338,056	521,427	477,148	490,649	477,150
850-00-00-37100	INVESTMENT INTEREST	503,412	893,135	480,000	730,000	730,000
850-00-00-37500	GAIN/LOSS ON INVESTMENT	965,198	2,286,496	950,000	1,300,000	1,300,000
850-00-00-37600	UNREALIZED INV GAIN/LOSS	0	0	0	475,255	489,512
850-00-00-38100	MISCELLANEOUS REVENUE	0	4,258	0	31,644	32,594
TOTAL OTHER INCOME		1,468,610	3,183,889	1,430,000	2,536,899	2,552,106
TOTAL FIRE PENSION FUND REVENUES		4,319,297	6,674,039	5,370,458	6,211,458	6,532,588
850-00-00-41950	PENSIONER COMPENSATION	1,607,243	3,436,210	3,760,000	3,537,465	3,643,589
850-00-00-41970	CONTRIBUTION REFUNDS	0	0	15,000	15,000	15,000
TOTAL PERSONNEL		1,607,243	3,436,210	3,775,000	3,552,465	3,658,589
850-00-00-62150	INVESTMENT SERVICES	21,459	44,076	45,500	64,914	71,406
850-00-00-63800	CONTRACTED SERVICES	0	0	0	10,931	12,025
850-00-00-65300	LEGAL EXPENSES & NOTICES	0	0	10,500	5,657	6,223
850-00-00-66200	CONFERENCES/TRAINING	0	0	1,600	3,857	4,243
850-00-00-63900	OTHER PROFESSIONAL SERVICES	17,540	32,390	34,700	41,653	45,818
TOTAL CONTRACTED SERVICES		38,999	76,466	92,300	127,012	139,715
TOTAL FIRE PENSION FUND EXPENSES		1,646,242	3,512,676	3,867,300	3,679,477	3,798,304
NET FUND TOTALS - SURPLUS / (DEFICIT)		2,673,055	3,161,362	1,503,158	2,531,981	2,734,284

DeKalb Public Library

FUND 900

The DeKalb Public Library seeks to enrich the lives of DeKalb residents by supporting and encouraging lifelong learning and being a vital center of community life.

The library has a welcoming environment where all residents and visitors can connect with each other through library services and programs as well as through the use of technology; where they can be inspired and find the information necessary to achieve their full potential. The library will have a visible and vibrant presence in the community through 21st century library services and partnering with other community organizations. The library provides a safe and inviting community space and meets the needs of residents who access library services online or at a distance (website, electronic resources, e-content, mobile services).

In order to extend this standard of service, the Library's Board of Trustees resolved in 2007 to expand and improve the Library's services and facilities. After many years of work and dedication, the library is currently undergoing a \$25.3 million expansion and renovation project, which was made possible in part by a State of Illinois \$11.6 million construction grant. The project kicked off in August of 2014 and was completed in the summer of 2016. The grand opening for both the addition and the renovation of the existing building was on September 10, 2016.

DeKalb Public Library Fund

		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 BUDGET	FY2018 ESTIMATE	FY2019 BUDGET
900-00-00-30170	PROPERTY TAX-LIBRARY	2,768,573	2,770,128	2,748,500	2,748,500	2,621,799
TOTAL PROPERTY TAXES		2,768,573	2,770,128	2,748,500	2,748,500	2,621,799
900-00-00-33100	FEDERAL GRANTS	0	13,866	13,865	13,865	34,000
900-00-00-33150	STATE GRANTS	0	4,649,709	33,940	33,940	11,000
900-00-00-33200	LOCAL GRANTS	0	154,835	90,000	90,000	0
900-00-00-33600	PERSONAL PROPERTY REPLACEMENT TAX	14,583	36,954	30,000	30,000	20,400
TOTAL INTERGOVERNMENTAL REVENUES		14,583	4,855,363	167,805	167,805	65,400
900-00-00-34990	LIBRARY NON-RESIDENT DUES	2,008	3,513	3,400	3,400	3,500
900-00-00-35890	LIBRARY FINES	23,830	45,989	39,000	39,000	45,900
TOTAL FINES		25,838	49,502	42,400	42,400	49,400
900-00-00-34985	LIBRARY SALES	2,614	9,041	3,000	3,000	0
900-00-00-37100	INVESTMENT INTEREST	(55)	455	0	0	0
900-00-00-37600	UNREALIZED INV GAIN/LOSS	(5,108)	10,291	0	0	0
900-00-00-38100	MISCELLANEOUS REVENUE	1,555	(4,030)	0	4,500	15,405
900-00-00-38200	REFUNDS/REIMBURSEMENTS	4,291	10,961	8,000	8,000	0
900-00-00-38400	DONATIONS / CONTRIBUTIONS	285,299	276,267	0	0	4,000
900-00-00-38490	ANNUAL CAMPAIGN	0	0	4,500	0	3,000
900-00-00-38600	SALE OF SURPLUS PROPERTY	7,390	0	0	0	0
900-00-00-38850	TIF PROPERTY TAX SURPLUS	90,767	0	0	0	95,000
900-00-00-38900	INTERFUND TRANSFERS	10,900	6,397	0	0	0
TOTAL OTHER INCOME		397,654	309,382	15,500	15,500	117,405
TOTAL DEKALB PUBLIC LIBRARY FUND REVENUES		3,206,648	7,984,375	2,974,205	2,974,205	2,854,004
900-00-00-41100	WAGES - FULL-TIME	332,743	966,235	733,370	733,370	776,000
900-00-00-41200	WAGES - PART-TIME	117,855	0	320,618	320,618	370,364
900-00-00-42100	EMPLOYER PORTION FICA	33,735	69,442	80,630	80,630	88,000
900-00-00-42200	EMPLOYER PORTION IMRF	57,722	124,318	110,618	110,618	95,000
900-00-00-42500	EMPLOYEE HEALTH INSURANCE	54,090	104,485	157,454	157,454	122,923
900-00-00-42580	EMPLOYEE LIFE INSURANCE	70	3,234	154	154	231
900-00-00-42600	WORKER'S COMPENSATION	1,103	6,087	5,000	5,000	5,000
900-00-00-42700	UNEMPLOYMENT INSURANCE	729	3,208	3,200	3,200	3,200
TOTAL PERSONNEL		598,045	1,277,010	1,411,044	1,411,044	1,460,718
900-00-00-51300	SUPPLIES/PARTS-BUILDINGS	4,617	9,702	0	0	5,000
900-00-00-52000	OFFICE SUPPLIES	7,525	18,084	23,000	23,000	21,000
900-00-00-59999	COMMODITIES	9,653	212	0	0	9,800
900-00-00-62099	PRINTED MATERIALS	61	140	0	0	0
900-00-00-63960	DONATIONS/FRIENDS OF THE LIBRARY	2,434	30,495	0	0	3,000
900-00-00-63965	ENDOWMENTS AND MEMORIALS	0	1,461	0	0	4,000
900-00-00-59900	LIBRARY MATERIALS	60,860	119,046	134,200	134,200	138,822
900-00-00-63970	LIBRARY ELECTRONIC RESOURCES	24,063	68,104	58,500	58,500	58,500
TOTAL COMMODITIES		109,213	247,245	215,700	215,700	240,122

DeKalb Public Library Fund

		FY2016.5 ACTUAL	FY2017 ACTUAL	FY2018 ACTUAL	FY2018 ESTIMATE	FY2019 BUDGET
900-00-00-66300	TRAVEL EXPENSES	278	584	1,000	1,000	1,000
900-00-00-61100	MAINTENANCE-GROUNDS	29,158	17,430	1,500	1,500	0
900-00-00-61300	MAINTENANCE-BUILDINGS	23,830	29,579	69,083	69,083	0
900-00-00-61500	MAINTENANCE-EQUIPMENT	11,840	22,909	0	0	0
900-00-00-61900	MAINTENANCE-BOOKS	0	646	700	700	0
900-00-00-62100	FINANCIAL SERVICES	4,925	20,967	9,750	9,750	14,400
900-00-00-63950	LIBRARY PROGRAMS	4,494	14,565	12,674	12,674	13,200
900-00-00-63955	GRANTS - PROGRAMS	0	5,139	0	0	0
900-00-00-64100	ELECTRIC SERVICES	461	1,341	1,308	1,308	1,450
900-00-00-64200	NATURAL GAS SERVICES	10,056	9,155	16,000	16,000	16,000
900-00-00-64300	REFUSE REMOVAL SERVICES	3,812	7,713	8,820	8,820	3,000
900-00-00-64400	SEWER SERVICES	1,400	2,165	2,600	2,600	10,700
900-00-00-64500	TELEPHONE SERVICES	10,257	17,539	19,000	19,000	19,000
900-00-00-64600	CABLE/INTERNET SERVICES	(6,986)	1,809	11,608	11,608	0
900-00-00-65100	FREIGHT & POSTAGE	4,538	5,009	5,000	5,000	5,000
900-00-00-65200	MARKETING, ADS & PUBLIC INFO	26,434	10,983	21,500	21,500	13,000
900-00-00-66100	DUES & SUBSCRIPTIONS	321	650	1,620	1,620	2,000
900-00-00-66200	CONFERENCES/TRAINING	1,060	4,327	6,000	6,000	6,000
TOTAL CONTRACTED SERVICES		125,879	172,509	188,163	188,163	104,750
900-00-00-62200	LEGAL SERVICES	4,110	17,265	7,500	7,500	7,500
900-00-00-63800	CONTRACTED SERVICES	13,792	27,686	25,000	25,000	119,700
900-00-00-63900	OTHER PROFESSIONAL SERVICES	4,064	15,074	4,500	4,500	4,500
900-00-00-69200	SURETY BONDS & INSURANCE	13,210	23,130	28,200	28,200	28,200
900-00-00-69997	COLLECTION AGENCY	1,085	1,294	1,600	1,600	0
900-00-00-69998	PROFESSIONAL CONSULTING (IT)	1,096	14,831	15,520	15,520	6,400
900-00-00-69999	CONTINGENCIES	0	0	0	0	0
TOTAL OTHER SERVICES		37,357	99,280	82,320	82,320	166,300
900-00-00-75000	DEBT SERVICE - PRINCIPAL	541,111	591,111	0	0	295,000
900-00-00-76000	DEBT SERVICE - INTEEST	204,907	431,736	0	0	194,225
900-00-00-77000	LOAN PRINCIPAL	0	0	0	0	361,111
900-00-00-78000	LOAN INTEREST	0	0	0	0	6,578
TOTAL BOND AND DEBT SERVICE		746,018	1,022,847	0	0	856,914
900-00-00-86200	OFFICE FURNITURE & EQUIPMENTMENT	16,222	0	6,000	6,000	0
900-00-00-86000	EQUIPMENT	3,044	11,823	0	0	5,000
TOTAL EQUIPMENT		12,279	13,632	6,000	6,000	5,000
900-00-00-79901	DEBT FINANCING	0	0	1,070,978	1,070,978	0
900-00-00-83900	OTHER CAPITAL IMPROVEMENTS	967,341	173,638	0	0	0
900-00-00-91000	INTERFUND TRANSFERS	10,900	0	0	0	0
TOTAL PERMANENT IMPROVEMENTS		978,241	173,638	1,070,978	1,070,978	0
TOTAL DEKALB PUBLIC LIBRARY FUND EXPENSES		2,614,018	3,004,351	2,974,205	2,974,205	2,833,804
NET FUND TOTALS - SURPLUS / (DEFICIT)		592,629	4,980,023	0	0	20,200

Appendix

- Staffing Plan
- FY2019 – FY2023 CIP
- Capital Outlay
- Chart of Accounts
- Policies
- Glossary



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Staffing Plan

	FY2016		FY2016.5		FY2017		FY2018		FY2019	
	FT	PT	FT	PT	FT	PT	FT	PT	FT	PT
City Manager's Office	6	3	6	2	6	2	6	2	8	2
Human Resources Department	2	1	2	2	2	2	2	3	0	0
Finance Department	12	4	8	3	7	3	7	2	6	2
Information Technology Department	0	0	4	0	4	0	4	0	4	1
Police Department	81	36	81	36	81	36	80	15	78	16
Fire Department	58	2	58	2	58	2	58	2	57	1
Public Works Department	37	18	37	18	36	19	36	20	35	19
Community Development Department	5	2	6	3	6	3	8	6	9	6
TOTAL	201	66	202	66	200	67	201	50	197	47

The allocation of personnel as outlined within the Budget are for planning purposes and indicate estimated staffing levels. The City Manager is authorized to make revisions to staffing levels from time to time and to hire employees or terminate employment and/or to reassign employees by position, rank or placement in pay scale, provided that all expenditures incurred are within budgeted amounts.

Capital Improvement Plan

I. FY2019 – FY2023 CIP Overview

The FY2019 – FY2023 Capital Improvement Plan (CIP) is a comprehensive plan focused on identifying capital improvements with a cost of \$10,000 or more and allocating funding for each request. There are over 225 individual projects or equipment purchases identified in this year's updated plan. A listing of these projects sorted by funding source and by category is attached. These projects and purchases represent all the currently anticipated capital requirements of the City during the next five years.

Most of the cost assumptions included in this program are preliminary estimates that will require refinement as more serious discussion and implementation of the specific program progresses. Certain projects are included in the CIP only under the assumption that an opportunity may be presented for larger agency funding assistance or benefited property owner cost sharing. Should that opportunity not occur, the project might, of necessity, be dropped or deferred to another year.

The Funding Source Summary table (below) provides a summary of the funding required by source and by year to implement the projects identified in the CIP. A distinction is made in the table between City funds (upper portion) and grants (lower portion).

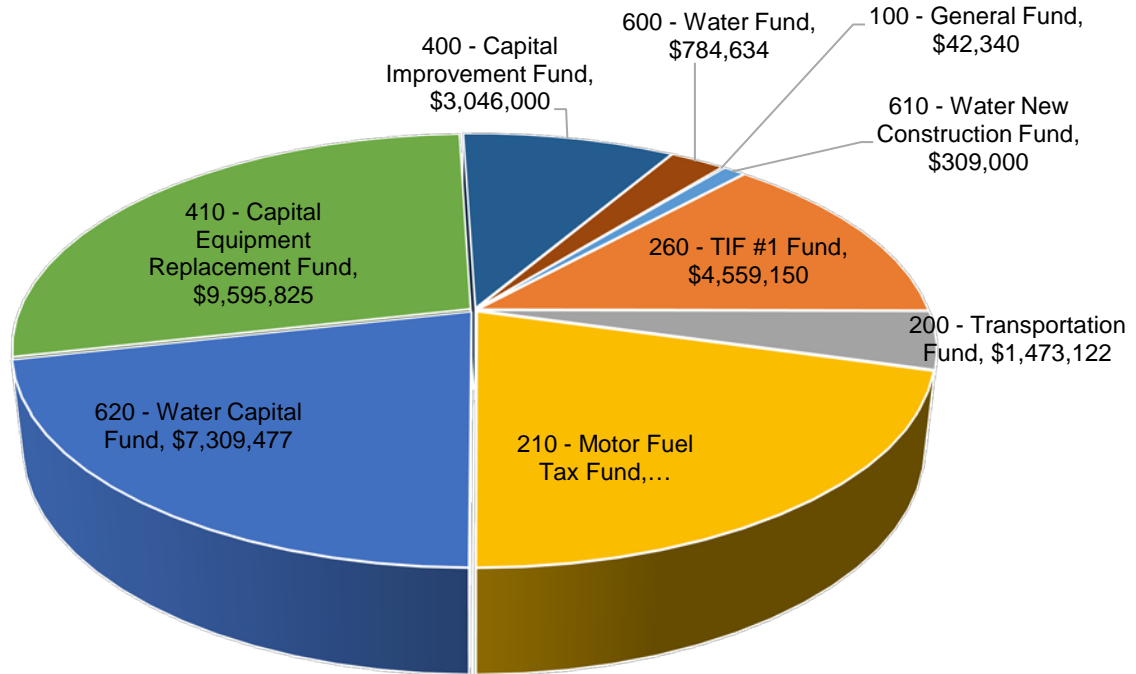
City of DeKalb
Capital Improvement Program
FY2019 - FY2023
FUNDING SOURCE SUMMARY

Source (City Funds)	FY19	FY20	FY21	FY22	FY23	Total
610 - Water New Construction Fund	-	-	-	206,000	103,000	\$309,000
260 - TIF #1 Fund	2,879,050	900,000	410,000	215,000	155,100	\$4,559,150
200 - Transportation Fund	873,122	600,000	-	-	-	\$1,473,122
210 - Motor Fuel Tax Fund	1,540,000	1,517,525	1,795,925	1,386,250	825,000	\$7,064,700
620 - Water Capital Fund	1,911,977	2,539,700	1,310,000	1,241,300	306,500	\$7,309,477
410 - Capital Equipment Replacement Fund	117,161	4,988,073	2,320,312	1,309,062	861,217	\$9,595,825
400 - Capital Improvement Fund	830,000	626,000	530,000	530,000	530,000	\$3,046,000
600 - Water Fund	239,634	375,000	85,000	85,000	-	\$784,634
100 - General Fund	42,340	-	-	-	-	\$42,340
650 - Airport Fund	-	13,000	-	-	-	\$13,000
SUBTOTAL - FUNDS	8,433,284	11,559,298	6,451,237	4,972,612	2,780,817	\$34,197,248
Source (Grants)						
280 - CDBG Community Development Block Grant	420,000	-	-	-	-	\$420,000
TIGER - Trans. Inv. Gen. Econ. Recovery	18,280,000	-	-	-	-	\$18,280,000
TIP - Transportation Improvement Program	2,601,950	1,349,000	5,598,600	5,830,000	1,766,400	\$17,145,950
STU - Federal Surface Transportation - Urban	-	1,520,000	-	1,140,000	-	\$2,660,000
SUBTOTAL - GRANTS	21,301,950	2,869,000	5,598,600	6,970,000	1,766,400	\$38,505,950
GRAND TOTAL	<u>29,735,234</u>	<u>14,428,298</u>	<u>12,049,837</u>	<u>11,942,612</u>	<u>4,547,217</u>	<u>\$72,703,198</u>

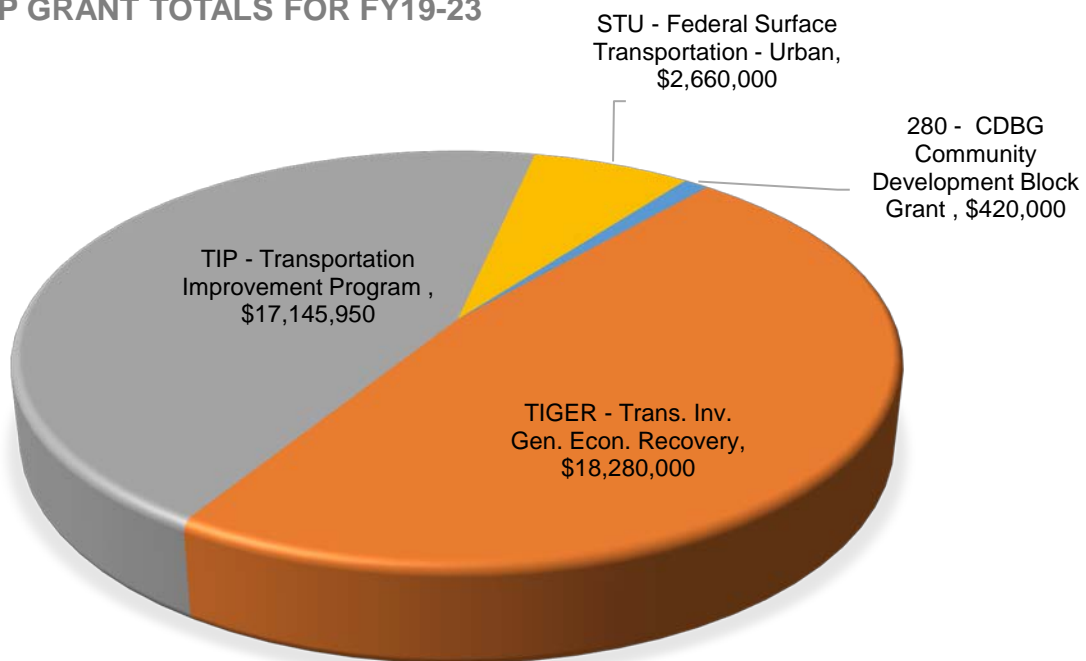
This year's updated CIP for FY19–23 requires \$72.7M to fund all the identified projects. Approximately \$38.5M of the \$72.7M required will come from state and federal grants. The remaining \$30.1M will need funding from the City.

The charts below illustrate the distribution of City funds and grants needed to fund the CIP projects for FY19 – FY23.

CIP FUNDING SOURCE TOTALS FOR FY19-23



CIP GRANT TOTALS FOR FY19-23



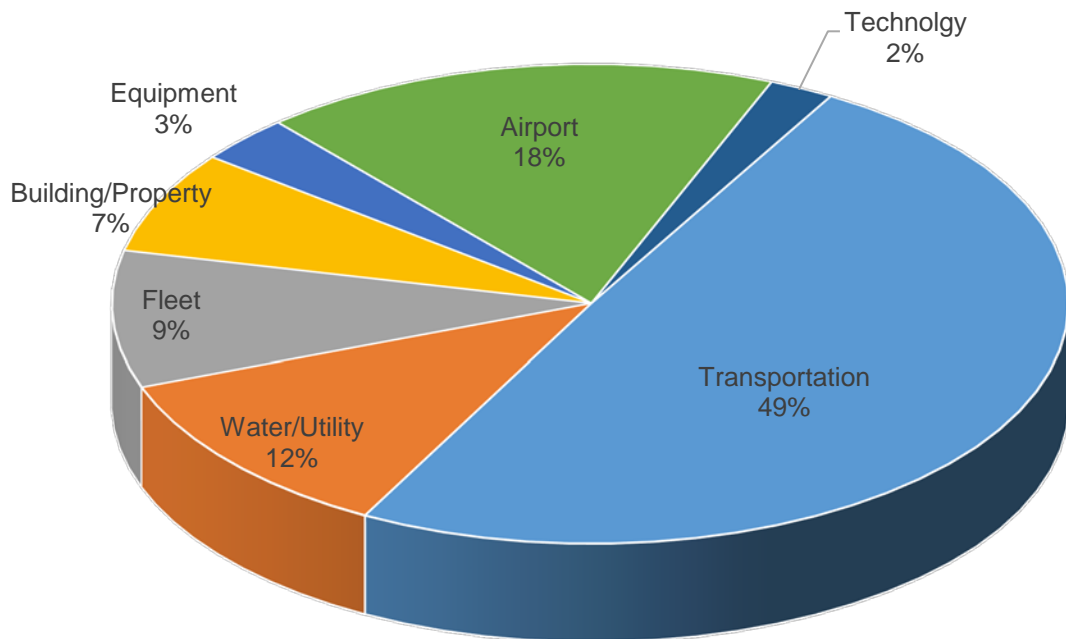
To better understand the needs and scope of the projects identified, every project in the CIP falls into one of eight categories. The table below summarizes project costs that require funding from by category and year.

FUNDING SOURCE SUMMARY

Category	FY19	FY20	FY21	FY22	FY23	Total
Transportation	21,497,524	4,037,525	4,029,525	4,906,250	1,325,000	35,795,824
Water/Utility	2,079,634	2,914,700	1,395,000	1,532,300	409,500	8,331,134
Fleet	356,668	2,862,667	1,841,492	1,150,642	456,667	6,668,136
Building/Property	2,730,000	1,692,900	200,000	200,000	180,500	5,003,400
Equipment	274,408	1,305,084	339,400	53,000	330,130	2,302,022
Airport	2,781,000	147,000	3,945,000	4,015,000	1,771,000	12,659,000
Stormwater	0	175,000	185,000	0	0	360,000
Technolgy	16,000	1,293,422	114,420	85,420	74,420	1,583,682
TOTAL	29,735,234	14,428,298	12,049,837	11,942,612	4,547,217	72,703,198

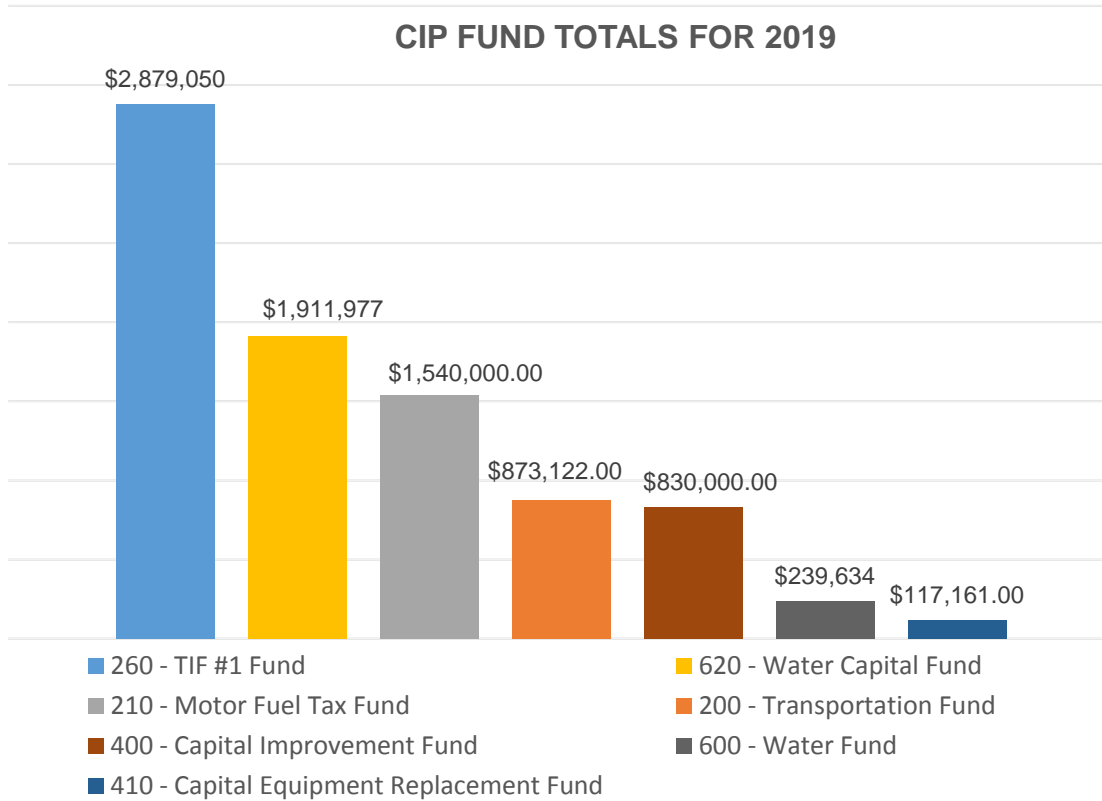
The chart below shows the percentage of CIP projects for FY19-23 by category but does not include grant funding. Transportation projects such as the Peace Road Corridor Study (\$200,000), 2019 Street Maintenance Program (\$1.6M), and bridge replacements for Lucinda Ave and North First Street totaling \$1,709,700 show the City's plans to focus on the transportation infrastructure.

TOTAL % OF PROJECTS BY CATEGORY FOR FY 19-23



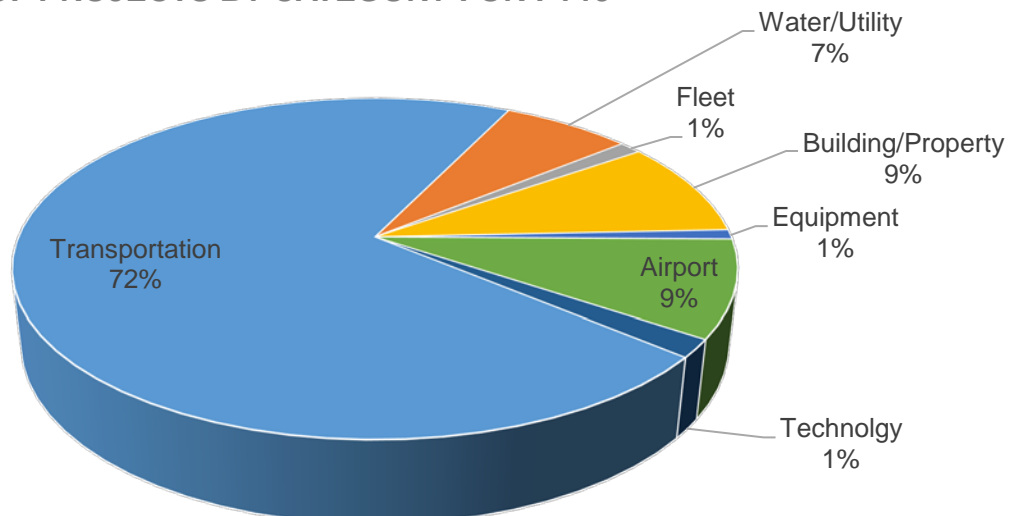
II. FY2019 CIP

The funding for CIP projects planned for FY19 is incorporated into the Proposed Budget Draft for FY19, ending December 31, 2019. The City funding sources for FY19 projects are shown below and represent approximately \$8.9M in costs.



The chart below shows the percentage of CIP projects for FY19 by category.

TOTAL % OF PROJECTS BY CATEGORY FOR FY19



City of DeKalb, Illinois

Capital Plan

FY 19 thru FY 23

CATEGORY SUMMARY

Category	FY 19	FY 20	FY 21	FY 22	FY 23	Total
Airport	2,781,000	147,000	3,945,000	4,015,000	1,771,000	12,659,000
Building/Property	2,730,000	1,692,900	200,000	200,000	180,500	5,003,400
Equipment	274,408	1,305,084	339,400	53,000	330,130	2,302,022
Fleet	356,668	2,862,667	1,841,492	1,150,642	456,667	6,668,136
Stormwater		175,000	185,000			360,000
Technology	16,000	1,293,422	114,420	85,420	74,420	1,583,682
Transportation	21,497,524	4,037,525	4,029,525	4,906,250	1,325,000	35,795,824
Water/Utility	2,079,634	2,914,700	1,395,000	1,532,300	409,500	8,331,134
TOTAL	29,735,234	14,428,298	12,049,837	11,942,612	4,547,217	72,703,198

City of DeKalb, Illinois

Capital Plan

FY 19 thru FY 23

PROJECTS BY FUNDING SOURCE

Source	Project #	FY 19	FY 20	FY 21	FY 22	FY 23	Total
100 - General Fund							
Radio Equipment - Antenna	PD - 33	10,000					10,000
Motorola Radios	PD - 34	32,340					32,340
100 - General Fund Total		42,340					42,340
200 - Transportation Fund							
Replace DSATS Vehicle	PW - ENG-01	35,000					35,000
Automatic Bus Passenger Counter	PW - ENG-08		100,000				100,000
New 30 ft. Buses (2)	PW - ENG-20	305,001					305,001
Bus Time Arrival Equipment at Major Bus Stops	PW - ENG-23		500,000				500,000
Bus Shelter Installations	PW - ENG-49	262,500					262,500
Bus Shelter Destination Signs	PW - ENG-59	195,024					195,024
ADP Hardware	PW - ENG-60	27,900					27,900
Bus Radios	PW - ENG-61	20,000					20,000
Shop Equipment	PW - ENG-62	27,697					27,697
200 - Transportation Fund Total		873,122	600,000				1,473,122
210 - Motor Fuels Tax Fund							
Electricity for Streetlights and Traffic Signals	PW - ENG-02	425,000	425,000	425,000	425,000	425,000	2,125,000
Road Salt for Winter Operations	PW - ENG-03	100,000	100,000	100,000	100,000	100,000	500,000
Bridge Inspections	PW - ENG-09		15,000		15,000		30,000
Pavement Condition Index Survey	PW - ENG-10	65,000			50,000		115,000
Peace Road Segment 1	PW - ENG-12		200,000	225,000			425,000
Coordinated Traffic Signal Upgrade Project	PW - ENG-13				150,000	300,000	450,000
Peace Road Corridor Study	PW - ENG-14	200,000					200,000
North First Street Bridge Replacement	PW - ENG-15		177,525	650,925			828,450
Harvestore Drive Box Culvert Repair	PW - ENG-16		100,000				100,000
Bethany Road Culvert Repair	PW - ENG-17			160,000			160,000
Lucinda Avenue Bridge Replacement	PW - ENG-56			235,000	646,250		881,250
Twombly Road Reconstruction	PW - ENG-57	250,000	500,000				750,000
North First Street Maintenance	PW - ENG-58	500,000					500,000
210 - Motor Fuels Tax Fund Total		1,540,000	1,517,525	1,795,925	1,386,250	825,000	7,064,700
260 - TIF #1 Fund							
Egyptian Theater (Annual Improvements and HVAC)	CD - 04	2,600,000	100,000	75,000			2,775,000
Architectural Improvement Program	CD - 06	50,000	75,000	75,000			200,000
Wi-Fi, Music, Signage & Miscellaneous	CD - 08		20,000	20,000			40,000
Neighborhood Reinvestment Program	CD - 12	50,000					50,000
CBD Cameras and Fiber	CD - 13		500,000				500,000
Airport Crack Filling	PW - AIR-05		15,000	15,000	15,000	15,000	60,000
Remodeling of Classrooms and West End Hangar	PW - AIR-06		45,000				45,000

Source	Project #	FY 19	FY 20	FY 21	FY 22	FY 23	Total
Improvements to Building	PW - AIR-09		30,000	30,000		30,000	90,000
Update Airport Minimum Standards	PW - AIR-10		24,000				24,000
Airport Rates and Fees Study	PW - AIR-11		20,000				20,000
Replace Perimeter Fencing (TIP)	PW - AIR-12	62,500			62,500	62,500	187,500
Overlay Runway 2-20 (TIP)	PW - AIR-13			195,000			195,000
Rehabilitate of T-Hangar Pavements Phase 3 (TIP)	PW - AIR-16					47,600	47,600
Aircraft Parking Apron Replacement (TIP)	PW - AIR-34		71,000				71,000
Rehabilitate Taxiway C (TIP)	PW - AIR-35				137,500		137,500
Crack Repair and Striping Runway 2-20	PW - AIR-37	80,000					80,000
Replacement of Airport VASI Units with PAPI	PW - AIR-39	36,550					36,550
260 - TIF #1 Fund Total		2,879,050	900,000	410,000	215,000	155,100	4,559,150

280 - Community Development Block

Street Maintenance (Const and Eng)	PW - ENG-33	420,000					420,000
280 - Community Development Block Grant Total		420,000					420,000

400 - Capital Improvement Fund

Fire Station Repairs	FD - 01	30,000	30,000	30,000	30,000	30,000	150,000
Key Fob Door Locking for all Fire Stations	FD - 02		19,800				19,800
Classroom Furniture (12 Tables and 24 Chairs)	FD - 03		10,100				10,100
Electronic Gate/Fence for Station 1	FD - 04		16,100				16,100
Burn Facility	FD - 72		50,000				50,000
Street Maintenance (Const and Eng)	PW - ENG-33	800,000	500,000	500,000	500,000	500,000	2,800,000
400 - Capital Improvement Fund Total		830,000	626,000	530,000	530,000	530,000	3,046,000

410 - Capital Equipment Replacement

Replace Department Pool Car	CD - 01		20,000				20,000
Furniture City Hall	CMO - 01		20,000	20,000	20,000		60,000
Lease Payments	F-01	16,667	16,667	16,667	16,667	16,667	83,335
Ford AEV Ambulance	FD - 05		150,000				150,000
Ford Ambulance	FD - 06		150,000				150,000
AEV Fire Ambulance	FD - 07			150,000			150,000
Fire House 24/7 Customer Support	FD - 08		4,800	4,800	4,800	4,800	19,200
Stryker Power Load (4)	FD - 09		100,000				100,000
International Navistar	FD - 11		150,000				150,000
Chevy Suburban	FD - 12		40,000				40,000
Chevy Suburban	FD - 13		40,000				40,000
Dodge Durango	FD - 14		40,000				40,000
Turnout Gear (coats and Pants) 7 sets	FD - 15		14,000			14,130	28,130
Chevy Tahoe	FD - 16		45,000				45,000
Ford Explorer	FD - 17			80,000			80,000
Hydraulic Tools - 4 sets	FD - 18		60,000				60,000
Pierce Saber - Engine 4	FD - 20			450,000			450,000
Alexis Fire Engine - Engine 2	FD - 21			400,000			400,000
Alexis Fire Engine #3	FD - 22				400,000		400,000
Dodge Ram CC Squad 1	FD - 25		40,000				40,000
Laerdal Heart Stream	FD - 26		6,000				6,000
Chevy One-Ton Truck Squad 4	FD - 27			40,000			40,000
Hesse Bevrq Rock Semi Trailer - Rescue 6 Trailer	FD - 28		50,000				50,000
Panasonic Tough Pads	FD - 29		36,000				36,000

Source	Project #	FY 19	FY 20	FY 21	FY 22	FY 23	Total
Station Alerting System	FD - 31		30,000				30,000
Firehouse Cloud Service	FD - 32		10,618	10,618	10,618	10,618	42,472
Classroom Smart Board for Station 1	FD - 33		15,000				15,000
Phillips Heart Start AED (2)	FD - 35		6,000				6,000
Stretchers - 6	FD - 37		150,000				150,000
Hazmat Trailer Unit	FD - 39		10,000				10,000
Allmand Night Tower	FD - 40				10,000		10,000
Life Pak 12 Monitor (2)	FD - 41		50,000				50,000
Radio Pagers Monitor 5 (73)	FD - 47		48,000				48,000
SCBA Haz Mat 60 Minute Bottles - Draeger (7)	FD - 51		7,700				7,700
SCBA Packs (36)	FD - 52					180,000	180,000
SCBA Packs (4)	FD - 53					20,000	20,000
SCBA 30 Minute Bottles - Scott (52)	FD - 54					41,600	41,600
SCBA 60 Minute Bottles - Scott (4)	FD - 55					4,400	4,400
SCBA Air Compressor	FD - 56					30,000	30,000
Lucas 2 for Medic 3	FD - 60			15,000			15,000
Lucas 2 for Medic 1	FD - 61				15,000		15,000
Life Pak 1000 AED	FD - 62		15,000				15,000
Life Pak 500 AED	FD - 63		3,000	3,000	3,000		9,000
Life Pak CR Plus (2)	FD - 65		6,000				6,000
Stairs Chairs (5)	FD - 66		17,000	3,400			20,400
Zoll AED Pro (2)	FD - 68		6,000				6,000
Fire House Mobile Response	FD - 69		42,004	11,002	11,002	11,002	75,010
Technical Rescue Team Equipment	FD - 70		14,800				14,800
Turnout Gear Extractor	FD - 71		15,000				15,000
New Computer Cycles (20x)	IT - 02	16,000	16,000	16,000	16,000		64,000
City Network Switches	IT - 03		10,000	10,000			20,000
Office 365	IT - 05		25,000				25,000
Document Management System	IT - 09		55,000				55,000
Phone Upgrade	IT - 10		150,000				150,000
6 Vehicle Public Safety Setups	IT - 11		36,000				36,000
Electric Vehicle Charging Stations	IT - 12		27,000				27,000
EPCR System	IT - 13		21,000				21,000
Tricaster (Channel 14)	IT - 14		37,000				37,000
Security Audit	IT - 15		25,000				25,000
Asset Management Program	IT - 17		150,000				150,000
ERP Software	IT - 18	84,494					84,494
Replace Police Vehicle	PD - 01					63,000	63,000
Replace Police Vehicle	PD - 02					63,000	63,000
Replace Police Vehicle	PD - 03		55,000			63,000	118,000
Replace Police Vehicle	PD - 04		55,000			63,000	118,000
Replace Police Vehicle	PD - 05		55,000			63,000	118,000
Replace Police Vehicle	PD - 06		55,000				55,000
Replace Police Vehicle	PD - 07		55,000				55,000
Replace Police Vehicle	PD - 08		55,000				55,000
Replace Police Vehicle	PD - 09		55,000				55,000
Replace Police Vehicle	PD - 10		55,000				55,000
Replace Police Vehicle	PD - 11		55,000				55,000
Replace Police Vehicle	PD - 12		55,000				55,000
Replace Police Vehicle	PD - 13		55,000				55,000
Replace Police Vehicle	PD - 14		55,000				55,000
Replace Police Vehicle	PD - 15		55,000				55,000
Replace Police Vehicle	PD - 16			57,565			57,565
Replace Police Vehicle	PD - 17			57,565			57,565
Replace Police Vehicle	PD - 18			57,565			57,565

Source	Project #	FY 19	FY 20	FY 21	FY 22	FY 23	Total
Replace Police Vehicle	PD - 19			57,565			57,565
Replace Police Vehicle	PD - 20			57,565			57,565
Replace Police Vehicle	PD - 21				61,595		61,595
Replace Police Vehicle	PD - 22				61,595		61,595
Replace Police Vehicle	PD - 23				61,595		61,595
Replace Police Vehicle	PD - 24				61,595		61,595
Replace Police Vehicle	PD - 25				61,595		61,595
911 Console Dispatch Work Station Project	PD - 26		66,000	22,000	23,000	24,000	135,000
Police Body Worn Camera Project	PD - 27		225,000				225,000
Taser Replacement Project	PD - 28		13,679			15,000	28,679
Speed Trailer Replacement Project	PD - 29		15,505				15,505
Mobile Data Browser Replacement Project	PD - 31		44,000	20,000	20,000	24,000	108,000
Portable Police Radio Replacement Project	PD - 32		50,000	25,000	25,000	25,000	125,000
Replace Ford F250	PW - AIR-17		40,000				40,000
Replace S10 Chevy Blazer	PW - AIR-18		25,000				25,000
Replace Ford F550 4x4 Truck	PW - AIR-19				50,000		50,000
Replace Ford E700 AV Gas Truck	PW - AIR-20		20,000	20,000	20,000		60,000
John Deere Loader (Used)	PW - AIR-21		80,000				80,000
Replace Chevy Blazer	PW - AIR-22		25,000				25,000
Case International Tractor	PW - AIR-23			160,000			160,000
Replace Chevy Impala	PW - AIR-24		25,000				25,000
Replace Chevy 1/2 Ton Pickup Truck	PW - AIR-25		40,000				40,000
Oshkosh Dump Truck	PW - AIR-26					125,000	125,000
Replace Ford C8000 Deicer Truck	PW - AIR-28		150,000				150,000
Toro Z Master Riding Lawnmower	PW - AIR-29		11,000	11,000			22,000
JD Utility Tractor w/Sickle Bar	PW - AIR-30			45,000			45,000
Replace Oshkosh Airport Broom	PW - AIR-31		150,000				150,000
Lekro Aircraft Tug	PW - AIR-32		20,000				20,000
Storm Water Infrastructure Study Phase III	PW - ENG-28		75,000	25,000			100,000
Facilities Study Phase II	PW - ENG-54		12,000				12,000
P-13 Pickup Truck with Snow Plow	PW - STR-01		36,000				36,000
P-33 Toro Z-Master Riding Mower	PW - STR-02		9,300				9,300
P-23 Dump Truck with Snow Plow & Salt Spreader	PW - STR-03		150,000				150,000
P-22 Dump Truck with Snow Plow & Salt Spreader	PW - STR-04		150,000				150,000
P-6 Pickup Truck with Snow Plow	PW - STR-05		36,000				36,000
P-37 Aerial Traffic Signal Truck	PW - STR-06		65,000				65,000
P-21 1-Ton Dump with Plow/Salt Spreader	PW - STR-07		65,000				65,000
P-31 Bobcat with Hydraulic Concrete Breaker	PW - STR-09		45,000				45,000
P-24 Tandem Axel Dump with Plow/Salt Spreader	PW - STR-10		155,000				155,000
P-3 Chevy Tahoe	PW - STR-11		40,000				40,000
P-7 Pickup Truck with Snow Plow	PW - STR-12		37,000				37,000
P-12 Pickup Truck with Snow Plow	PW - STR-13		37,000				37,000
P-24 Tandem Axel Dump with Plow/Salt Spreader	PW - STR-14		155,000				155,000
P-9 Utility Truck with Liquid Deicer Tank	PW - STR-15			38,000			38,000
P-15 Dump Truck with Plow/Salt Spreader	PW - STR-16			157,000			157,000
P-34 Mechanic Service Truck	PW - STR-17			45,000			45,000
P-36 60' Aerial Forestry Truck	PW - STR-18		155,000				155,000
P-44 Mower Tractor	PW - STR-19			45,000			45,000
P-11 Pickup Truck with Snow Plow	PW - STR-20				40,000		40,000
P-28 Dump Truck with Snow Plow/Spreader	PW - STR-21				158,000		158,000
P-29 Dump Truck with Snow Plow/Spreader	PW - STR-22				158,000		158,000
P-193 Dinkmar Leaf Machine	PW - STR-24		30,000				30,000
P-191 Dinkmar Leaf Machine	PW - STR-25		30,000				30,000
P-190 Dinkmar Leaf Machine	PW - STR-26			32,000			32,000
Replace P19 Tandem Axle Dump w/Plow & Spreader	PW - STR-27			157,000			157,000

Source	Project #	FY 19	FY 20	FY 21	FY 22	FY 23	Total
Weather Proofing Storm Warning System	PW - STR-28		10,000				10,000
410 - Capital Equipment Replacement Fund Total		117,161	4,988,073	2,320,312	1,309,062	861,217	9,595,825
600 - Water Fund							
Well No.10 Pull for Maintenance (2006)	PW - W-02		85,000				85,000
Well No.13 Pull for Maintenance (2005)	PW - W-04		85,000				85,000
Well No.14 Pull for Maintenance (2005)	PW - W-05		85,000				85,000
Well No.16 Pull for Maintenance (2006)	PW - W-07		85,000				85,000
Replace Roof - 7th Street WTP	PW - W-15		30,000				30,000
Replace Roofs - Well Nos. 16 & 17	PW - W-16		5,000				5,000
Well No. 15 Rehabilitation	PW - W-44			85,000			85,000
Well No. 17 Rehabilitation	PW - W-45				85,000		85,000
Water Hydrant Replacements	PW - W-52	11,000					11,000
Replace Well Pumps/Motors	PW - W-53	170,000					170,000
Well Parts	PW - W-54	58,634					58,634
600 - Water Fund Total		239,634	375,000	85,000	85,000		784,634
610 - Water Construction Fund							
Design Work - Well No. 18 (new well)	PW - W-17					103,000	103,000
Lincoln Hwy. WTP Emergency Generator	PW - W-46				206,000		206,000
610 - Water Construction Fund Total					206,000	103,000	309,000
620 - Water Capital Fund							
ERP Software	IT - 18	71,977					71,977
Replace Softening Resin 7th Street	PW - W-09			125,000			125,000
Replace Softening Resin - Lincoln Hwy WTP	PW - W-10					150,000	150,000
Replace Softening Resin - County Farm Rd. WTP	PW - W-11				144,900		144,900
Replace Softening Resin - Corporate Dr. WTP	PW - W-12		125,000				125,000
Iron Filter Sand Media Replacement Lincoln Hwy	PW - W-13			60,000			60,000
Water Main Replacement Undesignated	PW - W-19		1,000,000	1,000,000	1,000,000		3,000,000
Replace Water Main - Joanne, Golfview, Ilehamwood	PW - W-21	1,435,000					1,435,000
Water Meters	PW - W-26	70,000	75,000	75,000	75,000	75,000	370,000
Replace W-2 Ford 1-Ton Pickup (2006)	PW - W-27		47,700				47,700
Replace W-3 International Utility Truck (2003)	PW - W-28		123,600				123,600
Replace W-12 GMC 4x4 1-Ton (1998)	PW - W-31		65,000				65,000
Replace W-21 John Deere Loader (2000)	PW - W-34		180,000				180,000
Replace W-28 Chevy Barricade (1999)	PW - W-35		63,700				63,700
Replace W-29 International Dump Truck (2005)	PW - W-36	185,000					185,000
Replace W-15 Ford F350 Pickup Truck (2006)	PW - W-37			45,000			45,000
W-13 Dodge Ram 4x4 Quad Cab	PW - W-38		38,200				38,200
W-34 Bomag Blacktop Roller	PW - W-39				16,400		16,400
South Water Tower Painting	PW - W-41		811,500				811,500
Purchase 2003 Vactor	PW - W-47	70,000					70,000
Upgrade of Misc. Computer Equipment	PW - W-48		10,000	5,000	5,000	5,000	25,000
Replace W6 Pickup Truck	PW - W-49					49,200	49,200
Replace W43 Caterpillar Forklift	PW - W-50					27,300	27,300
Sewer Lateral for CBD	PW - W-51	80,000					80,000
620 - Water Capital Fund Total		1,911,977	2,539,700	1,310,000	1,241,300	306,500	7,309,477

Source	Project #	FY 19	FY 20	FY 21	FY 22	FY 23	Total
650 - Airport Fund							
Tires (8) for Case 725 Mowing Tractor	PW - AIR-07		13,000				13,000
650 - Airport Fund Total			13,000				13,000
STP-U Surface Transportation Progr							
Peace Road Segment 1	PW - ENG-12		1,520,000				1,520,000
Coordinated Traffic Signal Upgrade Project	PW - ENG-13				1,140,000		1,140,000
STP-U Surface Transportation Program Urban Total			1,520,000		1,140,000		2,660,000
TIGER - Trans Inv Gen Econ Recove							
New Transit Facility Engineering	PW - ENG-22	18,280,000					18,280,000
TIGER - Trans Inv Gen Econ Recovery Total		18,280,000					18,280,000
TIP - Transportation Improvement Pr							
Replace Perimeter Fencing (TIP)	PW - AIR-12	1,187,500			1,187,500	1,187,500	3,562,500
Overlay Runway 2-20 (TIP)	PW - AIR-13		3,705,000				3,705,000
Rehabilitate of T-Hangar Pavements Phase 3 (TIP)	PW - AIR-16				428,400		428,400
Frontier Property for SRE Building (TIP)	PW - AIR-33				150,000	150,500	300,500
Aircraft Parking Apron Replacement (TIP)	PW - AIR-34		1,349,000				1,349,000
Rehabilitate Taxiway C (TIP)	PW - AIR-35				2,612,500		2,612,500
Crack Repair and Striping Runway 2-20	PW - AIR-37	720,000					720,000
Replacement of Airport VASI Units with PAPI	PW - AIR-39	694,450					694,450
North First Street Bridge Replacement	PW - ENG-15			1,893,600			1,893,600
Lucinda Avenue Bridge Replacement	PW - ENG-56				1,880,000		1,880,000
TIP - Transportation Improvement Program Total		2,601,950	1,349,000	5,598,600	5,830,000	1,766,400	17,145,950
GRAND TOTAL		29,735,234	14,428,298	12,049,837	11,942,612	4,547,217	72,703,198

Capital Outlay Summary

The capital outlay for FY19 is included below and draws from the general fund and other City funds. The capital outlay summary total for FY19 is \$5,446,567.

CAPITAL OUTLAY SUMMARY

Information & Technology (100-17-19)

Public Safety Replacements (86100)	\$6,000
	<u>\$6,000</u>

Police - Administration (100-20-21)

Motorola Radios (86300)	\$32,340
	<u>\$32,340</u>

Police - Patrol (100-20-22)

Radio Equipment (86300)	\$10,000
	<u>\$10,000</u>

Public Works-Streets (100-30-33)

Lawn Mower (86000)	\$8,000
	<u>\$8,000</u>

Transportation (200-30-37)

Bus Shelter Installation (86000)	\$262,500
Bus Destination Signs (86000)	\$195,024
Shop Equipment (86000)	\$27,697
Bus Radios (86000)	\$20,000
VAC Salter (86000)	\$8,000
ADP Hardware (86100)	\$27,900
30ft Buses (87000)	\$305,001
Replacement Vehicle (87000)	\$35,000
	<u>\$881,122</u>

Motor Fuel Tax (210-00-00)

Twombly Road Reconstruction (83000)	\$250,000
North 1st Street Maintenance (83050)	\$500,000
Pavement Condition Index Survey (83050)	\$65,000
	<u>\$815,000</u>

TIF #1 (260-00-00)

Building Improvements (82000)	\$20,000
Replace Airport Perimeter Fencing - Local Match (83900)	\$62,500
	<u>\$82,500</u>

Community Development Block Grant (280-00-00)

Street Improvements - Harvey/Tyler/Charter (83000)	\$420,000
Other Capital Improvements (83900)	<u>\$210,000</u>
	\$630,000

Foreign Fire Insurance Tax (290-00-00)

Remodeling Contingency (83900)	\$10,000
Machinery/Tools (86000)	\$7,500
Office Furniture & Equipment (86200)	<u>\$6,000</u>
	\$23,500

Capital Projects (400-00-00)

Street Maintenance (83050)	\$700,000
	<u>\$700,000</u>

Capital Equipment Replacement (420-00-00)

New Computers (86100)	\$16,000
ERP Software - Final Payment (86100)	<u>\$84,494</u>
	\$100,494

Water (600-00-00)

Fire Hydrants (85500)	\$11,000
Well Parts (85500)	\$58,634
Water Pumps & Motors (85500)	<u>\$170,000</u>
	\$239,634

Water Capital (620-00-00)

Water Main Replacement (85000)	\$1,435,000
Water Meters (85100)	\$70,000
Sewer Later Repair CBD (85500)	\$80,000
ERP Software - Final Payment (86100)	\$71,977
Dump Truck W29 Replacement (87000)	\$185,000
Used Vactor (87000)	<u>\$70,000</u>
	\$1,911,977

Refuse & Recycling (680-00-00)

Yardwaste Site Security (86000)	<u>\$6,000</u>
	\$6,000

General Fund Capital Total: \$56,340

Other Funds Capital Total: \$5,390,227

Total Capital Outlay: \$5,446,567



Five-Year Financial Forecast

This section contains a five-year financial forecast for the General Fund. Included are assumptions required to understand the City's financial position in future years beyond the information contained in the main portions of the annual operating budget for the General Fund.

**City of DeKalb
Five-Year Financial Forecast
FY2019**

ASSUMPTIONS

METHODOLOGY

The forecast does not place a value on the need or desirability of expenditures. Rather, the forecast assumes the continuation of ***current service levels*** and the impact that the cost of maintaining current service levels will have in the years ahead. In addition, revenues are projected based on anticipated growth patterns, known fee changes and recommendations for future changes within the FY2019 proposed budget document.

The information contained herein is therefore a forecast of the projected financial position of the City rather than a plan that incorporates strategies to meet those needs of the City. The forecast provides the basis for discussion and policy decisions that will need to be made in future years to maintain services at their current levels or enhance service levels in specific areas.

This forecast is intended to serve as a tool for financial planning and decision making in the years ahead, and the City aims to update the plan annually. This plan should be considered a working document that will constantly changes as trends begin to develop.

In many cases the forecast will indicate areas where available financial resources may be insufficient to maintain current service levels. The forecast will also assist in identifying where increased revenues or decreased expenditures will be required in future years.

Furthermore, the forecast does not consider the potential for a realignment of revenues between funds. In some cases, such realignment may be possible, but not without a careful analysis of the impact of such revenue shifts. In many cases, revenues are restricted to specific purposes either by statute, local policy, or prudent financial management. In all cases, the impact of shifting revenues between funds must be carefully examined.

The most beneficial feature of the forecast is that it can indicate undesirable financial trends before they occur and can provide the basis for policy discussion and direction. It is with this intention that the City's Five-Year Financial Forecast has been developed and presented.

GENERAL ASSUMPTIONS

Any effort to project or forecast the future financial position of the City must be based on certain assumptions regarding revenue and expenditure growth. These assumptions, by necessity, are broadly applied. The Five-Year Financial Forecast is no exception. An appropriate assumption for

each type of revenue or expenditure account, category or fund was determined. The analysis seeks to balance out the peaks and valleys in the revenue stream that occur as a result of general economic conditions and related revenue collection variances.

The Five-Year Financial Forecast is based on historic averages and is used to project future year financial positions beyond the budget year. While the economy will affect inflation rates and revenue growth, current conditions cannot be assumed to be long term trends since historically such economic trends do not continue indefinitely. Neither can we be too optimistic about the future since we run the risk of creating unreasonable expectations for the future. With this in mind, the Five-Year Financial Forecast was based on the following general assumptions:

- Projected increases of 3.5% for fiscal years 2020 - 2023 were applied to salaries and benefits in addition to known step increases throughout each year excluding Police & Fire Pension funding. Police & Fire Pension funding was increased 7.0% for FY2019, with that percentage increasing by 1.0% each year through FY2023.
- State shared revenues have been based the City's census population of 44,030. In addition, all state shared revenues have been adjusted in the forecast based on the general rate of inflation or historical trends.
- Sales Tax increases of 2.50% per year were used for FY2019 - FY2023.
- Property tax revenues remain fairly flat for FY2019. This projection may be low in the event the EAV picks up at a greater rate than anticipated.
- Interest earnings have been estimated to remain fairly flat.

CONCLUSION

The Five-Year Financial Forecast is a fluid document that is subject to further modification based on many factors. This includes ongoing analysis of the City's financial position; changes and modifications in assumptions; changes in the economic climate affecting the community; increases or decreases in program and staffing levels; increases and decreases in charges for services, fines and fees; as well as policy decisions relating to the delivery of services in the community.

The distribution of resources between operating expenditures and capital improvements will continually be reviewed and future recommendations will need to be brought in order to begin to maintain the City's Facilities, Fleet and Infrastructure. Serious consideration must be given to developing funding alternatives that provide a stable and reliable revenue flow to the Capital funds where demand for capital costs continue to increase in future years and far exceed available revenues. In addition, serious consideration must be given to developing revenue strategies that provide the funds necessary to continue the uninterrupted delivery of services to the residents and businesses of the City of DeKalb.

GENERAL FUND

To account for the resources traditionally associated with government operations that are not required to be accounted for in another fund.

REVENUES

- Property taxes for FY2019 reflect the amounts calculated by the City's third-party actuarial firm, Foster & Foster with a lowered investment return rate assumption of 7.0%. Future years reflect an increase of 7.0% to the Police and Fire pension obligation portion of the levy.
- Sales tax revenue is projected from the FY2019 revenues as increasing at a rate of 2.5% for FY2020 - FY2023. The sales tax estimates are subject to change as we monitor actual receipts each year.
- State Income Tax is estimated to decrease at a rate of 6.0% for FY2018 based on the State's 10% reduction in revenue sharing. Increases of 1.0% have been estimated for FY2019 – FY2022 and is based on the City's population of 44,030.
- Hotel/Motel Tax revenues are projected to increase by 3.9% for FY2019 and 5.0% for FY2020.
- Restaurant & Bar taxes and Hotel/Motel taxes have been projected to increase 4.88% for FY2018 and 8.54% for FY2019 based on new developments and restaurant changes. Increases of 2.0% per year were projected for FY2020 – FY2022.
- Local Use Tax reflects a 5.0% increase per year through FY2023.
- Interest on investments has been projected to stay virtually flat at 0.50% increase. The General Fund is often used to cover the shortfalls in other funds when they occur. However, funds that have negative cash balances will be charged interest expense.

EXPENDITURES

- Salary and wage accounts are expected to increase at a rate of 3.5% per year for years FY2019 - FY2023, plus any known step increases.
- Commodity and contractual costs were kept flat based on historical trend of all expenditures.
- The actual amount for Capital Equipment and Capital Improvements paid directly from the General Fund for FY2020–FY2023 will be determined on an annual basis but the forecast assumes \$20,000 transfer to Capital Equipment Fund.

City of DeKalb - 2018 Financial Forecast

Summary of Financial Position:	FY2017 Actual	FY2018 Budget	FY2018 Estimate	FY2019 Projection	FY2020 Projection	FY2021 Projection	FY2022 Projection	FY2023 Projection
Beginning Fund Balance	9,229,121	9,631,715	9,073,799	7,890,493	8,268,240	7,989,802	7,490,906	6,577,336
Revenues by Category								
Property Taxes	5,523,531	6,004,594	6,004,594	6,017,140	6,658,170	7,403,494	8,113,432	9,677,714
Sales & Use Taxes	15,238,719	15,666,105	15,576,289	15,921,309	16,363,767	16,767,817	17,182,805	17,609,067
Gross Receipts Taxes	3,643,995	3,752,614	3,680,239	3,712,208	3,745,122	3,778,984	3,813,801	3,849,578
Intergovernmental	4,805,946	4,962,973	4,750,370	5,056,027	5,111,902	5,168,466	5,225,731	5,283,704
Licenses & Permits	875,518	1,171,811	842,933	965,893	985,878	1,008,566	1,033,786	1,060,049
Service Charges	2,212,674	2,544,824	2,557,677	2,916,720	2,975,054	3,034,555	3,095,247	3,157,152
Fines	608,515	839,178	792,572	797,792	813,748	830,023	846,623	863,556
Other Income	1,218,294	1,350,550	1,282,500	1,788,711	1,348,667	1,356,789	1,363,431	794,940
Transfers In	1,588,852	1,377,205	1,403,880	650,494	678,755	687,184	695,783	604,557
Total Revenues	35,716,044	37,669,854	36,891,054	37,826,294	38,681,063	40,035,878	41,370,639	42,900,316
Expenditures by Category								
Personnel	28,106,457	30,176,366	29,751,460	30,190,877	31,657,064	33,232,336	34,981,771	36,934,785
Commodities	891,102	1,106,966	1,176,501	1,145,721	1,145,721	1,145,721	1,145,721	1,145,721
Contractual Services	2,329,132	2,019,388	2,806,673	2,332,070	2,376,838	2,376,838	2,376,838	2,376,838
Equipment	200,861	86,920	122,404	90,552	90,552	90,552	90,552	90,552
Other Services	2,297,664	2,106,502	1,855,500	1,867,500	1,867,500	1,867,500	1,867,500	1,867,500
Transfers Out	2,046,150	2,221,822	2,361,822	1,821,827	1,821,827	1,821,827	1,821,827	1,821,827
Total Expenditures	35,871,366	37,717,964	38,074,360	37,448,547	38,959,502	40,534,774	42,284,209	44,237,223
Ending Fund Balance	9,073,799	9,583,605	7,890,493	8,268,240	7,989,802	7,490,906	6,577,336	5,240,429
Minimum Amounts Required to Meet Financial Policies								
Unassigned Fund Balance at 25% of Expenditures Target		9,429,491	9,518,590	9,362,137	9,739,875	10,133,693	10,571,052	11,059,306
Variance to Target		154,114	(1,628,097)	(1,093,896)	(1,750,074)	(2,642,787)	(3,993,716)	(5,818,877)
		25.4%	20.7%	22.1%	20.5%	18.5%	15.6%	11.8%
Unassigned Fund Balance at 30% of Expenditures less Property Tax Revenue		9,514,011	9,620,930	9,429,422	9,690,399	9,939,384	10,251,233	10,367,853
Variance to Target		69,594	(1,730,436)	(1,161,182)	(1,700,598)	(2,448,478)	(3,673,897)	(5,127,423)
		30.2%	24.6%	26.3%	24.7%	22.6%	19.2%	15.2%

Detail of 2018 Financial Forecast

Revenues	FY2017 Actual	FY2018 Budget	FY2018 Estimate	FY2019 Projection	FY2020 Projection	FY2021 Projection	FY2022 Projection	FY2023 Projection
Property Taxes	5,523,531	6,004,594	6,004,594	6,017,140	6,658,170	7,403,494	8,113,432	9,677,714
PROPERTY TAX - CORPORATE	817,910	824,070	0	0	159,659	320,116	321,717	1,028,910
PROPERTY TAX - FICA	0	0	0	0	0	0	0	0
PROPERTY TAX - FIRE PENSION	2,612,994	2,758,908	3,225,807	3,216,521	3,473,843	3,786,489	4,165,137	4,623,302
PROPERTY TAX - IMRF	71,962	0	0	0	0	0	0	0
PROPERTY TAX - POLICE PENSION	2,020,666	2,421,616	2,778,787	2,800,619	3,024,669	3,296,889	3,626,578	4,025,501
Sales & Use Taxes	15,238,719	15,666,105	15,576,289	15,921,309	16,363,767	16,767,817	17,182,805	17,609,067
HOME RULE SALES TAX	6,508,901	6,707,185	6,643,926	6,743,880	6,878,758	7,016,333	7,156,660	7,299,793
HOTEL/MOTEL TAX	275,007	290,000	282,000	319,515	375,905	383,423	391,092	398,914
LOCAL USE TAX	1,138,904	1,144,780	1,144,780	1,189,691	1,249,176	1,311,634	1,377,216	1,446,077
RESTAURANT & BAR TAX	1,966,938	2,043,668	2,016,111	2,066,514	2,118,177	2,171,131	2,225,410	2,281,045
STATUTORY SALES TAX	5,348,970	5,480,472	5,489,472	5,601,709	5,741,752	5,885,295	6,032,428	6,183,238
Fines	608,515	839,178	792,572	797,792	813,748	830,023	846,623	863,556
ABATEMENT FINES	0	5,000	2,350	5,100	5,202	5,306	5,412	5,520
ADMINISTRATIVE TOW FINES	139,540	225,000	180,498	196,348	200,275	204,280	208,366	212,533
CIRCUIT COURT FINES	299,554	325,000	311,000	317,220	323,564	330,036	336,636	343,369

	<u>FY2017 Actual</u>	<u>FY2018 Budget</u>	<u>FY2018 Estimate</u>	<u>FY2019 Projection</u>	<u>FY2020 Projection</u>	<u>FY2021 Projection</u>	<u>FY2022 Projection</u>	<u>FY2023 Projection</u>
CRIME FREE HOUSING FINES	145	0	0	0	0	0	0	0
DUI FINES	29,882	55,000	25,000	30,000	30,600	31,212	31,836	32,473
FALSE FIRE ALARM FINES	4,100	2,500	4,500	29,682	30,276	30,881	31,499	32,129
MAIL-IN FINES	50,150	60,000	60,000	61,200	62,424	63,672	64,946	66,245
OTHER FINES	24,600	28,000	56,424	28,560	29,131	29,714	30,308	30,914
PARKING TICKETS	58,944	136,478	150,000	127,438	129,987	132,586	135,238	137,943
TOW FINES	1,600	2,200	2,800	2,244	2,289	2,335	2,381	2,429
Gross Receipts Taxes	3,643,995	3,752,614	3,680,239	3,712,208	3,745,122	3,778,984	3,813,801	3,849,578
FRANCHISE TAX	499,384	498,000	499,384	506,875	514,478	522,195	530,028	537,979
MUNICIPAL UTILITY TAX	2,472,309	2,517,019	2,517,019	2,554,774	2,593,096	2,631,992	2,671,472	2,711,544
TELECOMMUNICATIONS TAX	672,303	737,595	663,836	650,559	637,548	624,797	612,301	600,055
Intergovernmental	4,805,946	4,962,973	4,750,370	5,056,027	5,111,902	5,168,466	5,225,731	5,283,704
FEDERAL GRANTS	16,425	200,000	38,490	0	0	0	0	0
FEDERAL PASS THROUGH	45,102	0	17,113	0	0	0	0	0
FIRE GRANTS	11,654	130,000	40,000	0	0	0	0	0
OTHER SHARED REVENUES	165,358	162,100	168,169	169,010	169,855	170,704	171,558	172,416
PERSONAL PROP REPLACE TAX	173,727	137,188	150,721	140,434	143,243	146,108	149,030	152,010
POLICE GRANTS	8,500	0	12,500	0	0	0	0	0
STATE INCOME TAX	4,044,119	3,940,685	3,918,670	4,347,082	4,390,553	4,434,458	4,478,803	4,523,591
TOWNSHIP ROAD & BRIDGE TAX	143,356	148,000	145,123	148,621	151,350	154,129	156,960	159,842
VIDEO GAMING TAX	197,706	245,000	245,000	250,880	256,901	263,067	269,380	275,845
Licenses & Permits	875,518	1,171,811	842,933	965,893	985,878	1,008,566	1,033,786	1,060,049
AMUSEMENT LICENSES	4,350	4,600	3,058	3,119	3,182	3,245	3,310	3,376
BUILDING PERMITS	161,178	450,000	250,000	367,181	379,681	398,040	417,024	436,926
ELECTRIC PERMITS	34,582	68,598	0	0	0	0	0	0
FIRE LIFE SAFETY LICENSES	20,950	22,000	22,650	22,440	22,889	23,347	23,814	24,290
HVAC PERMITS	83,618	32,927	0	0	0	0	0	0
LIQUOR LICENSES	242,123	247,200	247,200	252,144	257,187	262,331	267,577	272,929
OTHER LICENSES	46,685	75,000	76,166	75,000	75,000	75,000	75,000	75,000
OTHER PERMITS	17,475	21,951	27,159	28,951	30,517	28,808	28,886	28,965
PARKING PERMITS	1,770	3,800	3,800	3,800	3,800	3,800	3,800	3,800
PLUMBING PERMITS	76,927	29,085	0	0	0	0	0	0
RENTAL CRIME FREE REGISTRATION	167,750	195,000	195,000	195,000	195,000	195,000	195,000	195,000
ROOMING HOUSE LICENSES	15,200	17,900	17,900	18,258	18,623	18,996	19,376	19,763
SEWER PERMITS	2,910	3,750	0	0	0	0	0	0
Service Charges	2,212,674	2,544,824	2,557,677	2,916,720	2,975,054	3,034,555	3,095,247	3,157,152
ADMINISTRATION FEES	137,508	136,400	136,400	139,128	141,911	144,749	147,644	150,597
AMBULANCE SERVICES	1,023,981	1,272,424	1,272,424	1,618,872	1,651,249	1,684,274	1,717,960	1,752,319
FINGER PRINT FEE	2,107	0	1,100	0	0	0	0	0
FIRE SERVICES	949,828	1,004,000	1,004,000	1,024,080	1,044,562	1,065,453	1,086,762	1,108,497
FUEL SALES	76,393	105,000	105,000	107,100	109,242	111,427	113,655	115,928
HOTEL INSPECTION FEES	5,100	5,000	2,500	5,100	5,202	5,306	5,412	5,520
POLICE SERVICES	6,832	10,000	19,928	10,200	10,404	10,612	10,824	11,041
ZONING FEES	10,925	12,000	14,325	12,240	12,485	12,734	12,989	13,249
Other Income	1,218,294	1,350,550	1,282,500	1,788,711	1,348,667	1,356,789	1,363,431	794,940
ANTI-CRIME ACTIVITIES	8,192	35,000	26,051	19,921	20,319	20,726	21,140	21,563
CRIME LAB	16,660	15,000	16,371	16,699	17,033	17,374	17,721	18,075
DONATIONS	20,000	5,000	5,000	5,100	5,202	5,306	5,412	5,520
INVESTMENT INTEREST	102,079	85,000	154,516	120,600	121,203	121,809	122,418	123,030
MISCELLANEOUS INCOME	39,163	50,000	50,000	135,780	138,496	141,266	144,091	146,973
MISCELLANEOUS TAXES-AUTO RENTA	19,150	21,350	21,350	21,777	22,213	22,657	23,110	23,572
POLICE FORFEITURES	32,644	35,000	15,003	35,700	36,414	37,142	37,885	38,643
REFUNDS / REIMBURSEMENTS	358,380	388,200	388,200	385,764	393,479	401,349	409,376	417,563
SALES OF ASSETS	5,100	130,000	362	0	0	0	0	0
TIF PROPERTY TAX SURPLUS	251,286	236,000	252,219	773,533	257,998	260,762	262,525	0
TIF SALES TAX SURPLUS	365,640	350,000	353,428	273,837	336,310	328,399	319,752	0
Transfers In	1,588,852	1,377,205	1,403,880	650,494	678,755	687,184	695,783	604,557
TRANSFER FROM HEALTH INS FUNDS		0	0	0	0	0	0	0

	<u>FY2017 Actual</u>	<u>FY2018 Budget</u>	<u>FY2018 Estimate</u>	<u>FY2019 Projection</u>	<u>FY2020 Projection</u>	<u>FY2021 Projection</u>	<u>FY2022 Projection</u>	<u>FY2023 Projection</u>
TRANSFER FROM CAPITAL FUND	209,181	0	450,000	0	0	0	0	0
TRANSFER FROM CDBG FUND	25,326	82,298	82,298	90,000	92,250	94,556	96,920	99,343
TRANSFER FROM REFUSE FUND	104,000	124,000	124,000	124,000	124,000	124,000	124,000	124,000
TRANSFER FROM REHAB FUND	0	9,482	9,482	4,074	4,176	4,280	4,387	4,497
TRANSFER FROM SSA #14	500	500	500	500	500	500	500	500
TRANSFER FROM SSA #3	500	500	500	500	500	500	500	500
TRANSFER FROM SSA #4	500	500	500	500	500	500	500	500
TRANSFER FROM SSA #6	500	500	500	500	500	500	500	500
TRANSFER FROM TIF FUND #1	678,576	678,576	100,000	80,000	100,000	100,000	100,000	0
TRANSFER FROM TIF FUND #2	113,198	113,198	60,000	20,000	20,000	20,000	20,000	20,000
TRANSFER FROM TRANSPORTATION	10,570	57,251	16,308	8,620	8,620	8,620	8,620	8,620
TRANSFER FROM WATER FUND	316,000	310,400	310,400	321,800	327,709	333,727	339,856	346,096
Total Revenues	35,716,044	37,669,854	36,891,054	37,826,294	38,681,063	40,035,878	41,370,639	42,900,316
Expenditures	FY2017 Actual	FY2018 Budget	FY2018 Estimate	FY2019 Projection	FY2020 Projection	FY2021 Projection	FY2022 Projection	FY2023 Projection
Personnel	28,106,457	30,176,366	29,751,460	30,190,877	31,657,064	33,232,336	34,981,771	36,934,785
REGULAR WAGES	15,102,363	15,492,241	15,344,359	15,630,701	16,177,776	16,743,998	17,330,038	17,936,589
PART-TIME WAGES	687,579	796,981	699,398	676,727	700,412	724,927	750,299	776,560
OVERTIME	1,134,032	1,243,111	1,217,207	1,223,276	1,266,091	1,310,404	1,356,268	1,403,737
POLICE/FIRE PENSION	5,451,569	6,450,564	6,450,564	6,582,771	7,109,393	7,749,238	8,524,162	9,461,820
LONGEVITY	134,439	143,216	132,588	143,031	144,461	145,906	147,365	148,839
IMRF	693,010	755,547	674,677	558,742	569,917	581,315	592,941	604,800
FICA	533,175	598,555	542,382	560,718	625,511	647,268	669,785	693,089
HEALTH INSURANCE	3,707,726	4,031,702	4,031,702	4,147,318	4,396,157	4,659,927	4,939,522	5,235,893
CAR ALLOWANCE	22,037	23,080	16,812	19,652	19,896	20,142	20,392	20,645
EDUCATION BONUS	4,500	5,000	5,125	5,125	5,000	5,000	5,000	5,000
WELLNESS BONUS	5,250	8,000	5,700	7,500	5,400	5,400	5,400	5,400
WORKERS COMPENSATION	512,375	512,375	512,375	512,375	512,375	512,375	512,375	512,375
Commodities	891,102	1,106,966	1,176,501	1,145,721	1,145,721	1,145,721	1,145,721	1,145,721
ACTIVITIES SUPPLIES	1,186	1,600	1,200	800	800	800	800	800
AMBULANCE SUPPLY/EQUIP	24,298	42,000	34,198	34,300	34,300	34,300	34,300	34,300
ANTI-CRIME ACTIVITIES	0	8,000	8,000	8,000	8,000	8,000	8,000	8,000
BOARDS & COMMISSIONS	4,090	11,435	11,435	8,235	8,235	8,235	8,235	8,235
BUILDING MECH SYS- MAINTENANCE	16,147	21,000	72,610	68,950	68,950	68,950	68,950	68,950
BUILDING SUPPLIES	10,016	11,568	15,529	30,568	30,568	30,568	30,568	30,568
COMMODITIES	6,742	6,184	1,184	1,184	1,184	1,184	1,184	1,184
CRIME LAB EXPENDITURES	3,196	4,150	4,150	4,150	4,150	4,150	4,150	4,150
DUI FINES EXPENDITURES	660	10,634	10,634	10,634	10,634	10,634	10,634	10,634
FIREFIGHTING SUPPLY/EQUIP	41,709	37,450	35,278	41,850	41,850	41,850	41,850	41,850
INSPECTOR SUPPLY/EQUIPMENT	113,668	62,473	62,473	62,473	62,473	62,473	62,473	62,473
INVESTIGATIONS SUPPLY/LIVESCAN	13,165	8,445	9,143	8,445	8,445	8,445	8,445	8,445
JANITORIAL SUPPLIES	17,848	17,000	15,930	16,300	16,300	16,300	16,300	16,300
LAB SUPPLY AND MINOR EQPT	0	600	6,160	5,684	5,684	5,684	5,684	5,684
OFFICE SUPPLY	18,823	24,311	24,501	22,051	22,051	22,051	22,051	22,051
OIL GAS & ANTIFREEZE	231,071	271,449	283,494	278,158	278,158	278,158	278,158	278,158
POLICE FORFEITURES EXPENDITURE	25,575	14,545	14,545	14,545	14,545	14,545	14,545	14,545
PRINTED MATERIALS	49,470	54,819	54,527	51,423	51,423	51,423	51,423	51,423
SMALL TOOLS & EQUIPMENT	10,562	12,839	10,975	10,050	10,050	10,050	10,050	10,050
SNOW & ICE CONTROL MATERIALS	3,733	120,500	120,500	120,500	120,500	120,500	120,500	120,500
STORMWATER SYSTEM PARTS	15,681	17,500	15,000	17,500	17,500	17,500	17,500	17,500
STREET/ALLEY MATERIALS	26,436	30,500	30,500	30,500	30,500	30,500	30,500	30,500
STREETLIGHTS, PARTS	7,793	17,000	17,000	17,000	17,000	17,000	17,000	17,000
TECHNOLOGY SUPPLIES	43,697	33,675	43,200	18,800	18,800	18,800	18,800	18,800
TRAFFIC & STREET SIGNS	20,805	20,000	27,500	20,000	20,000	20,000	20,000	20,000
TRAFFIC SIGNALS, PARTS & SUPPS	13,520	34,000	34,000	34,000	34,000	34,000	34,000	34,000
VEHICLE MAINTENANCE & PARTS	140,033	177,728	179,567	177,730	177,730	177,730	177,730	177,730
WEARING APPAREL	31,177	35,561	33,268	31,891	31,891	31,891	31,891	31,891

	<u>FY2017 Actual</u>	<u>FY2018 Budget</u>	<u>FY2018 Estimate</u>	<u>FY2019 Projection</u>	<u>FY2020 Projection</u>	<u>FY2021 Projection</u>	<u>FY2022 Projection</u>	<u>FY2023 Projection</u>
Contractual Services	2,329,132	2,019,388	2,806,673	2,332,070	2,376,838	2,376,838	2,376,838	2,376,838
ARCHITECT / ENGINEER SERVICES	134,463	17,500	165,000	128,000	128,000	128,000	128,000	128,000
BUILDING MECH SYS- MAINTENANCE	28,614	39,700	19,000	27,340	27,340	27,340	27,340	27,340
BUILDINGS - MAINTENANCE	30,701	27,750	72,610	68,950	68,950	68,950	68,950	68,950
CONTRACTUAL SERVICES	693,718	334,586	1,025,966	660,813	705,581	705,581	705,581	705,581
DEVELOPMENTAL SERVICES	140,000	140,000	140,000	130,200	130,200	130,200	130,200	130,200
DUES & SUBSCRIPTIONS	54,275	58,540	55,961	32,931	32,931	32,931	32,931	32,931
EDUCATION TUITION REIMBURSEMNT	25,910	46,100	30,500	0	0	0	0	0
ELECTRICITY	31,920	59,794	100,000	80,000	80,000	80,000	80,000	80,000
EQUIPMENT - MAINTENANCE	45,437	53,642	58,147	55,700	55,700	55,700	55,700	55,700
FINANCIAL & MGMT SERVICES	37,530	36,948	31,948	32,688	32,688	32,688	32,688	32,688
FORESTRY	42,346	57,000	55,000	57,000	57,000	57,000	57,000	57,000
FREIGHT & POSTAGE	24,209	25,437	25,958	25,672	25,672	25,672	25,672	25,672
HUMAN & SOCIAL SERVICES	151,500	144,500	144,500	144,500	144,500	144,500	144,500	144,500
INTERGOVT'L SERVICES	6,302	6,600	0	0	0	0	0	0
KISHWAUKEE RIVER SYS-MAINTENCE	9,340	12,340	0	0	0	0	0	0
LANDSCAPE&GROUNDS- MAINTENANCE	24,098	27,500	32,500	27,500	27,500	27,500	27,500	27,500
LEGAL EXPENSES & NOTICES	15,715	19,880	16,280	25,180	25,180	25,180	25,180	25,180
LEGAL SERVICES	185,854	196,070	196,130	196,070	196,070	196,070	196,070	196,070
MARKETING ADS & PUBLIC INFO	19,132	19,025	19,800	15,610	15,610	15,610	15,610	15,610
MOSQUITO ABATEMENT	8,089	6,000	6,000	6,000	6,000	6,000	6,000	6,000
NUISANCE ABATEMENT SERV'S	23,646	1,000	6,000	15,000	15,000	15,000	15,000	15,000
PERSONNEL RECRUITMENT	31,667	36,275	33,775	55,480	55,480	55,480	55,480	55,480
PSYCH & MEDICAL SERVICES	36,648	36,108	26,500	31,120	31,120	31,120	31,120	31,120
RENTAL, EQPT & FACILITIES	250	1,400	1,250	1,400	1,400	1,400	1,400	1,400
SIDEWALKS - MAINTENANCE	942	1,500	1,500	1,500	1,500	1,500	1,500	1,500
SNOW & ICE CONTROL	18,020	45,000	45,000	10,000	10,000	10,000	10,000	10,000
SPECIAL EVENTS	19,957	19,800	13,900	7,250	7,250	7,250	7,250	7,250
STREETS/ALLEYS - MAINTENANCE	5,025	9,000	9,000	9,000	9,000	9,000	9,000	9,000
TAXES, LICENSES, & FEES	13,113	11,500	11,500	11,500	11,500	11,500	11,500	11,500
TOWING	4,515	5,780	5,780	5,780	5,780	5,780	5,780	5,780
TRAFFIC SIGNALS - MAINTENANCE	4,413	15,000	0	0	0	0	0	0
TRAINING, EDUC, & PROF DVLP	137,515	216,808	190,977	191,417	191,417	191,417	191,417	191,417
UNEMPLOYMENT INSURANCE	32,338	7,300	0	0	0	0	0	0
UTILITIES	7,853	14,938	10,500	15,720	15,720	15,720	15,720	15,720
VEHICLES - MAINTENANCE	100,429	128,649	118,877	124,324	124,324	124,324	124,324	124,324
WARNING SIRENS	6,480	6,600	6,480	6,600	6,600	6,600	6,600	6,600
WEATHER SERVICES	3,120	3,649	3,500	3,649	3,649	3,649	3,649	3,649
Equipment	200,861	86,920	122,404	90,552	90,552	90,552	90,552	90,552
MACHINERY & MAJOR TOOLS	15,133	21,818	21,818	21,818	21,818	21,818	21,818	21,818
OFFICE FURNITURE & EQUIP	8,964	7,444	7,586	3,058	3,058	3,058	3,058	3,058
OTHER EQUIPMENT	129,798	0	0	0	0	0	0	0
TECHNOLOGY EQUIPMENT	28,370	43,200	43,200	18,800	18,800	18,800	18,800	18,800
TELEPHONE & RADIO EQUIPMENT	12,064	14,458	49,800	46,876	46,876	46,876	46,876	46,876
VEHICLES	6,531	0	0	0	0	0	0	0
Other Services	2,297,664	2,106,502	1,855,500	1,867,500	1,867,500	1,867,500	1,867,500	1,867,500
CONTINGENCIES	32,995	52,500	52,500	64,500	64,500	64,500	64,500	64,500
CONTRACTED SERVICES	468,755	496,002	0	0	0	0	0	0
SURETY BONDS & INSURANCE	64,163	70,000	70,000	70,000	70,000	70,000	70,000	70,000
TAX SHARING AGREEMENTS	1,731,750	1,488,000	1,733,000	1,733,000	1,733,000	1,733,000	1,733,000	1,733,000
Transfers Out	2,046,150	2,221,822	2,361,822	1,821,827	1,821,827	1,821,827	1,821,827	1,821,827
TRSF TO AIRPORT FUND	0	0	0	0	0	0	0	0
TRSF TO CAPITAL EQUIPMENT FUND	0	410,000	300,000	20,000	20,000	20,000	20,000	20,000
TRSF TO CAPITAL PROJECTS	196,108	0	0	0	0	0	0	0
TRSF TO ECO DVLPMT FUND	0	0	0	0	0	0	0	0
TRSF TO FLEET FUND	81,674	0	0	0	0	0	0	0
TRSF TO GENERAL FUND DEBT SRVC	1,756,998	1,801,827	1,801,827	1,801,827	1,801,827	1,801,827	1,801,827	1,801,827
TRSF TO HEALTH INSURANCE FUND	0	0	250,000	0	0	0	0	0

	<u>FY2017 Actual</u>	<u>FY2018 Budget</u>	<u>FY2018 Estimate</u>	<u>FY2019 Projection</u>	<u>FY2020 Projection</u>	<u>FY2021 Projection</u>	<u>FY2022 Projection</u>	<u>FY2023 Projection</u>
TRSF TO MFT FUND	0	0	0	0	0	0	0	0
TRSF TO PUB SFTY BLDNG FUND	0	0	0	0	0	0	0	0
TRSF TO TRANSPORTATION FUND	11,370	9,995	9,995	0	0	0	0	0
TRSF TO WORKERS COMP FUND	0	0	0	0	0	0	0	0
Grand Total	35,871,366	37,717,964	38,074,360	37,448,547	38,959,502	40,534,774	42,284,209	44,237,223
Total Expenditures	35,871,366	37,717,964	38,074,360	37,448,547	38,959,502	40,534,774	42,284,209	44,237,223

Chart of Accounts

PERSONNEL & BENEFITS

41100 WAGES FULL-TIME - Salary expense for full-time employees.

41200 WAGES PART-TIME - Salary expense for part-time employees or seasonal help.

41300 WAGES-OVERTIME - Salary expense paid to non-exempt employees at one and one-half times or two times the employee's regular hourly rate for all hours worked in excess of forty hours per week or eight hours per day, as applicable.

41400 LONGEVITY PAY - Salary expense for employees with contract specific negotiated years of continuous/creditable service.

41500 CLOTHING ALLOWANCE - Amount paid for uniforms and personal protective equipment provided for those public service employees required to wear uniforms while performing their jobs.

41550 CAR ALLOWANCE - Amount paid to employees for monthly car allowance.

41600 WELLNESS BONUS - Salary expense for Fire and Police employees that take a limited amount of sick time per calendar year.

41650 EDUCATION BONUS - Salary expense for full-time, non-probationary Fire employees that obtain a level of education beyond that of high school.

41700 DEFERRED COMPENSATION - The employer cost of employee deferred compensations plans.

41950 RETIREE COMPENSATION - For Police and Fire Pension Funds only.

41970 REFUND OF CONTRIBUTIONS - For Police and Fire Pension Funds only.

42100 EMPLOYER PORTION FICA - The employer contribution of FICA and Medicare, which is currently at 7.65% of gross wages.

42200 EMPLOYER PORTION IMRF - The employer contribution of IMRF, which is currently at 12.0% of gross wages for all employees covered under the IMRF program.

42300 EMPLOYER CONTRIB/PENSION - Amount equal to the property taxes collected for the Police/Fire Pension Fund. This amount is determined by an actuarial study conducted on an annual basis.

42500 EMPLOYEE HEALTH INSURANCE - Employer amount paid for employee group medical and dental insurance premiums.

42580 EMPLOYEE LIFE INSURANCE - Amount paid for standard monthly funding for IPBC – Intergovernmental Personnel Benefit Funding for employee life insurance.

42600 WORKERS COMPENSATION - Premium paid to the City's Insurance Company for workers compensation insurance coverage for employees of the City.

42700 UNEMPLOYMENT INSURANCE - Reimbursements to the State of Illinois for unemployment insurance claims filed by former employees.

48250 NET IMRF PENSION OBLIGATION - This is the unfunded liability from IMRF when the City passed in a large rate increase. This grows at 7.50% annually until it is paid off in full.

48300 NET OPEB COST - The net employer and employee cost of other post-employment benefits such as health care related costs for all City employees and retirees.

42999 SECTION 125 PAYMENTS - Amount paid for employee flexible spending account.

COMMODITIES

51000 BOARDS & COMMISSIONS - Amount paid for expenses related to the Police and Fire Commission and the Planning and Zoning Commission.

51100 SUPPLIES/PARTS-GROUNDS - Amount paid for supplies and parts to maintain municipal grounds including items for landscaping, trees planted by City personnel, grass seed, plantings, topsoil, etc.

51300 SUPPLIES/PARTS-BUILDINGS - Amount paid for supplies and parts to maintain municipal building mechanical systems including items for plumbing, electric, HVAC, alarm systems etc.

51410 SUPPLIES/PARTS-STREETS - Amount paid for supplies and parts to maintain streets and alleys.

51430 SUPPLIES/PARTS-STORM SEWERS - Amount paid for supplies and parts to maintain municipal storm water systems.

51500 SUPPLIES/PARTS-EQUIPMENT - Amount paid for supplies and minor equipment for the Engineering and Water lab.

51700 SUPPLIES/PARTS-VEHICLES - Amount paid for supplies and parts to maintain municipal vehicles.

51996 POTABLE WATER SYSTEM PARTS - Amount paid for supplies and parts to maintain municipal potable water systems.

51997 STREETLIGHTS, PARTS - Amount paid for supplies and parts to maintain streetlights.

51998 TRAFFIC & STREET SIGNS - Amount paid for supplies and parts to maintain traffic and street signs.

51999 SUPPLIES/PARTS-TRAFFIC SIGNALS - Amount paid for supplies and parts to maintain traffic signals.

52000 OFFICE SUPPLIES - Amount paid for pens, pencils, markers, post-its, staples, binders, folders, dividers, pads, calendars, cassette tapes, ribbons, paper, ink, etc.

52500 JANITORIAL SUPPLIES - Amount paid for operating supplies such as cleaning supplies (sweeping compound, glass cleaner, etc.), paper towels, toilet tissue, testing and exam supplies, pesticides/herbicides, signs posts, cabinets, small tools, non-personal safety equipment, and other equipment.

52600 PATROL SUPPLIES & EQUIPMENT - Amount paid for supplies and equipment for Police Patrol Officers, including gloves, evidence supplies, trauma bags, testing supplies, etc.

52700 INVESTIGATION SUPPLIES & EQUIPMENT - Amount paid for supplies and equipment for Investigation Officers, including office supplies, car rental, etc.

52800 FIREFIGHTING SUPPLIES & EQUIPMENT - Amount paid for supplies and equipment for Fire personnel, including items for uniform maintenance.

52900 AMBULANCE SUPPLIES & EQUIPMENT - Amount paid for supplies and equipment required to stock an ambulance.

53000 OPERATING SUPPLIES - Amount paid for airport supplies, including safety harnesses, etc.

53099 ACTIVITIES & SUPPLIES - Amount paid for Human Resource activities such as employee service plaques, employee events, etc.

53100 ICE/SNOW CONTROL SUPPLIES - Amount paid for ice and snow control supplies such as road salt, ice melt, etc.

53200 WATER SYSTEM CHEMICALS - Amount paid for potable water chemicals such as, salt, chlorine, hydrofluosilicic, etc.

53300 SMALL TOOLS & EQUIPMENT - Amount paid for operating supplies such as small tools, non-personal safety equipment, and other equipment costing less than \$1,000.

54000 UNIFORMS/PROTECTIVE CLOTHING - Amount paid for purchase and maintenance of uniforms such as, cleaning, embroidery, safety glasses, etc.

55000 FUEL, OIL, & LUBRICANTS - Amount paid for gasoline and oil used in municipal vehicles.

55100 AIRPORT FUEL (FOR RESALE) - Amount paid for Airport fuel.

58110 DUI FINES EXPENDITURES - Amount paid for supplies related to DUI enforcement, including mouthpieces, manuals, gloves, etc.

58120 ANTI-CRIME EXPENDITURES - Amount paid for anti-crime prevention activities such as Live Healthy, Camp Power, domestic violence database, etc.

58130 CRIME LAB EXPENDITURES - Amount paid for expenses related to the crime lab such as, lab supplies, carbon filters, masks, etc.

58140 POLICE FORFEITURES EXPENDITURE - Amount paid for items related to vehicle seizures, K-9 expenses, vehicle/bicycle repairs, riot helmets, etc.

59900 LIBRARY MATERIALS - Amount paid for materials purchased for the Library.

59999 COMMODITIES - Amount paid for miscellaneous purchases such as Municipal Band supplies (including posters and fliers), Prisoner meals, sympathy arrangements, etc.

CONTRACTUAL

61100 MAINTENANCE-GROUNDS - Amount paid for contracted maintenance of municipal grounds including labor and materials for mowing, landscaping, trimming, fertilization, aeration, planting, spoils disposal, stump removal, etc.

61300 MAINTENANCE-BUILDINGS - Amount paid for contracted maintenance of municipal buildings including labor and materials for plumbing, electrical, HVAC, alarm systems, etc.

61400 MAINTENANCE-INFRASTRUCTURE - Amount paid for contracted maintenance of municipal infrastructure.

61420 MAINTENANCE-ALLEYS - Amount paid for contracted maintenance of municipal streets, paths, wells and storage, meters and hydrants, water lines, right of way areas, etc.

61430 STORM MAINTENANCE-STORM SEWERS - Amount paid for repair and maintenance of storm water systems.

61450 MAINTENANCE-SIDEWALKS - Amount paid for contracted maintenance of sidewalks.

61500 MAINTENANCE-EQUIPMENT - Amount paid for contracted maintenance of municipal equipment including labor and materials for office machines, copiers, radios and electronics, desks, fans, air conditioners, movie cameras, recorders, VCRs, fire extinguishers, first aid kits, hoists, generators, central telephone systems, trailers, non-licensed wheeled equipment, etc.

61599 WARNING SIRENS - Amount paid for warning sirens services.

61700 MAINTENANCE-VEHICLES - Amount paid for contracted maintenance of municipal vehicles including labor and materials for automobiles, trucks, sweepers, salt spreaders, snowplows, permanently installed accessories, etc.

61900 MAINTENANCE-BOOKS - Amount paid for maintenance related to books at the Library.

61999 AIRPORT - MAINTENANCE - Amount paid for repair and maintenance at the airport.

62099 PRINTED MATERIALS - Amount paid for printing newsletters, letterhead/stationery, envelopes, work order forms, business cards, checks, application forms, program brochures, etc.

62100 FINANCIAL SERVICES - Amount paid for contracted accounting services such as auditing, bookkeeping, attestations, and other related functions.

62200 LEGAL SERVICES - Amount paid for contracted legal advice and services.

62300 ARCHITECT/ENGINEER SERVICES - Amount paid for architect and engineering fees.

62400 TECHNOLOGY SERVICES - Amount paid for technology services including monthly/annual maintenance contracts, copier expenses, consulting fees, etc.

62500 LAB TESTING SERVICES - Amount paid for contracted services for lab testing services.

62600 MEDICAL SERVICES - Amount paid for pre-employment physicals, drug screens, required medical testing for various employees, psychological examinations of applicants as part of the testing process, wellness program expenditures, and payments to health care providers and employee reimbursements made in connection with the City's partially self-funded health insurance plan.

62700 HUMAN & SOCIAL SERVICES - Amount paid for Human Services Fund and Community Development Block Grant Fund.

62900 PERSONNEL RECRUITMENT SERVICES - Amount paid for advertisements such as employee recruitment ads, bid notices, legal notices, and other required notices.

63000 SPECIAL EVENT SERVICES - Amount paid for items related to special events such as cake for employees retiring, Alderman reception, funeral flowers, etc.

63100 FORESTRY SERVICES - Amount paid for expenses related to maintenance of municipal tree inventory including tree and stump removal, Emerald Ash Borer treatment, etc.

63200 MOSQUITO ABATEMENT SERVICES - Amount paid for contracted mosquito abatement services such as spraying.

63300 NUISANCE ABATEMENT SERVICES – Amount paid for contracted nuisance abatement services.

63400 SNOW REMOVAL SERVICES - Amount paid for contracted maintenance of municipal vehicles including labor and materials for automobiles, trucks, sweepers, salt spreaders, snowplows, permanently installed accessories, etc.

63500 TOWING SERVICES - Amount paid for towing services.

63600 WEATHER SERVICES - Amount paid for weather services including monitoring of pavement temperature, live radar, etc.

63650 LAND ACQUISITION SERVICES - Amount paid for fees and services for land acquisition.

63700 DEVELOPMENTAL SERVICES - Amount paid for contracted development services.

63750 DEMOLITION SERVICES - Funds to assist with property demolition.

63800 CONTRACTED SERVICES - Amount paid for contracted services including building inspections, plan review, band director, etc.

63900 OTHER PROFESSIONAL SERVICES - Amount paid for consulting fees and services.

63960 DONATIONS/FRIENDS OF THE LIBRARY - Amount paid for Library gifts and donations.

63965 ENDOWMENTS AND MEMORIALS - Amount paid for Library memorials.

63970 LIBRARY ELECTRONIC RESOURCES - Amount paid for parts and maintenance of the Library database.

63998 FLEX ADMINISTRATION - Amount paid to third party administrator for flexible spending account program.

63999 TPA ADMINISTRATION - Amount paid to third party administrator for workers' compensation program.

64000 UTILITIES - Amount paid for utility services, including gas and electric.

64100 ELECTRIC SERVICES - Amount paid for electricity for streetlights, water system power, municipal buildings, and airport power.

64200 NATURAL GAS SERVICES - Amount paid for natural gas service to municipal buildings.

64300 REFUSE REMOVAL SERVICES - Amount paid for contracted refuse removal services.

64400 SEWER SERVICES – Amount paid for sewer services.

64500 TELEPHONE SERVICES - Amount paid for all telecommunication expenses including, local, long distance, cell phones, etc.

64600 CABLE/INTERNET SERVICES – Amount paid for cable and internet services.

65100 FREIGHT & POSTAGE - Amount paid for freight and postal related services such as stamps, bulk mailings, overnight deliveries, permits, etc.

65200 MARKETING ADS & PUBLIC INFO - Amount paid for marketing advertising and public information including posters, maps, advertisement for bid, etc.

65300 LEGAL EXPENSES & NOTICES - Amount paid for legal expenses and notices including appraisals, motions, public hearing, etc.

65400 TAXES, LICENSES, & FEES - Amount paid for expenses related to taxes, license and fees including property taxes, CDL license renewal, notary renewal, etc.

65500 RENTAL-BLDG & EQUIP - Amount paid for rent or lease of vehicles, equipment, land, and buildings such as portable toilets, tools, etc.

66100 DUES & SUBSCRIPTIONS - Amount paid for membership dues for various professional organizations. Amount paid for books, magazines, periodicals, pamphlets, maps, internet access, weather service, training films and DVDs, etc.

66200 CONFERENCES/TRAINING - Amount paid for attendance at professional conferences and meetings by municipal personnel and elected officials, luncheon meetings where presentations are given, and amount paid for training related costs such as, registration, fees, tuition, etc. by municipal personnel for professional development.

66300 TRAVEL EXPENSES – Amount paid to municipal employees for travel reimbursement.

66400 EDUCATION TUITION REIMBURSEMENT - Amount paid to municipal employees for successful completion of course work for tuition reimbursement.

67100 EMPLOYEE HEALTH INSURANCE - Amount paid for standard monthly funding for IPBC – Intergovernmental Personnel Benefit Funding for employee health insurance.

67200 LIBRARY HEALTH INSURANCE - The employer cost of employee insurance premiums for Library employees.

67300 RETIREE HEALTH INSURANCE - Amount paid for standard monthly funding for IPBC - Intergovernmental Personnel Benefit Funding for retiree insurance.

67400 PEHP PLAN - The employer cost of post- employment health care benefits offered to Fire department employees.

67500 WELLNESS BENEFIT PAYMENTS - Amounts paid to municipal employees for reimbursement of wellness activities including reimbursement for gym memberships, wellness classes, etc.

68100 ECONOMIC DEVELOPMENT INCENTIVE - Amount paid to encourage redevelopment activities within the city.

68750 TAX SHARING AGREEMENTS - Disbursements to other taxing bodies stemming from various revenue sharing agreements.

69150 CLAIMS: WORK COMP INSURANCE - Amount paid for self-insured workers' compensation claims, general and automotive liability losses.

69200 SURETY BONDS - Amount paid for surety bonds for Mayor, City Manager, Treasurer and Clerk, as well as amounts paid for notary bonds.

69800 UTILITY REBATE PROGRAM - Costs associated with the Utility Rebate Program, a program offered to residents based on certain qualifications offering assistance for local taxes paid for utilities.

69997 COLLECTION AGENCY - Amount paid for collection agency fees for the Library.

69998 PROFESSIONAL CONSULTING (IT) - Amount paid for professional consulting fees and services for the Library.

69999 CONTINGENCIES - Amounts set aside to cover unanticipated expenditures throughout the budget year.

DEBT SERVICE

72500 DEPRECIATION - WATER - Amount charged as an expense for an expired portion of a capital asset.

72600 DEPRECIATION - AIRPORT - Amount charged as an expense for an expired portion of a capital asset.

75000 DEBT SERVIC - PRINCIPAL - Amount paid for principal payment on bonds, debt certificates, and other debt instruments.

76000 DEBT SERVICE - INTEREST - Amount paid for charges on borrowed funds at an agreed upon rate.

77000 LOAN PRINCIPAL - Amount paid for principal payment on loans, debt certificates, and other debt instruments.

78000 LOAN INTEREST - Amount paid for interest payment on bonds, debt certificates, and other debt instruments.

79000 MUN LEASE / PURCHASE DEBT - Amount paid for rent or lease of vehicles, equipment, land, and buildings such as portable toilets, tools, etc.

CAPITAL OUTLAY

81000 LAND ACQUISITION - Amount paid for capital purchases of land.

82000 BUILDINGS & IMPROVEMENTS - Amount paid for remodeling and renovation.

83000 STREET IMPROVEMENTS - Amount paid for capital street construction or reconstruction.

83050 STREET MAINTENANCE - Amount paid for capital street improvements and maintenance.

83100 ALLEY IMPROVEMENTS - Amount paid for capital alley improvements.

83200 STORM SEWER SYSTEM IMPS - Amount paid for capital storm sewer system improvements.

83300 PARKING LOT IMPROVEMENTS - Amount paid for capital parking lot improvements.

83900 OTHER CAPITAL IMPROVEMENTS- Amount paid for capital improvements.

83999 SIGNALS & INTERSECTIONS - Amount paid for capital signal and intersection improvements.

85000 WATER MAINS - Amount paid for capital water main improvements.

85100 WATER METERS - Amount paid for the acquisition of water meters.

85500 WATER SYSTEM IMPROVEMENTS- Amount paid for the improvements to the water systems.

86000 EQUIPMENT - Amount paid for the acquisition of municipal equipment.

86100 TECHNOLOGY EQUIPMENT - Amount paid for the acquisition of technology equipment.

86200 OFFICE FURNITURE & EQUIPMENT - Amount paid for the acquisition of office furniture and equipment.

86300 TELEPHONE & RADIO EQUIPMENT - Amount paid for the acquisition of office furniture and equipment.

87000 VEHICLES - Amount paid for the acquisition of municipal vehicles.

TRANSFERS OUT

91100 TRANSFER TO GENERAL FUND - Amount of permanent transfers to the General Fund.

91200 TRANSFER TO TRANSPORTATION FUND - Amount of permanent transfers to the Transportation Fund.

91201 TRANSFER TO ECONOMIC DEV FUND - Amount of permanent transfers to the Economic Development Fund.

91210 TRANSFER TO MFT FUND - Amount of permanent transfers to the Motor Fuel Tax Fund.

91260 TRANSFER TO TIF #1 - Amount of permanent transfers to the Tax Increment Financing Fund #1.

91285 TRANSFER TO REHAB FUND - Amount of permanent transfers to the Housing Rehabilitation Fund.

91300 TRANSFER TO DEBT SERVICE FUND - Amount of permanent transfers to the General Fund Debt Service Fund.

91375 TRANSFER TO TIF DEBT SERVICE FUND - Amount of permanent transfers to the TIF Debt Service Fund.

91400 TRANSFER TO CAPITAL PROJECTS FUND - Amount of permanent transfers to the Capital Projects Fund.

91405 TRANSFER TO PUB SFTY BLDNG FUND - Amount of permanent transfers to the Public Safety Building Fund.

91410 TRANSFER TO FLEET FUND - Amount of permanent transfers to the Fleet Replacement Fund.

91420 TRANSFER TO CAPITAL EQUIPMENT FUND - Amount of permanent transfers to the Equipment Fund.

91600 TRANSFER TO WATER FUND - Amount of permanent transfers to the Water Fund.

91620 TRANSFER TO WATER CAPITAL FUND – Amount pf permanent transfer to the Water Capital Fund.

91650 TRANSFER TO AIRPORT FUND - Amount of permanent transfers to the Airport Fund.

91700 TRANSFER TO WORKERS COMP FUND - Amount of permanent transfers to the Workers Compensation Fund.

91710 TRANSFER TO HEALTH INSURANCE FUND - Amount of permanent transfers to the Health Insurance Fund.

91720 TRANSFER TO PROPERTY/LIAB FUND - Amount of permanent transfers to the Liability Insurance Fund.

Budget Policy

Policy Number: 01-01

Date: January 9, 2017

Purpose: The City Manager shall submit an annual budget to the City Council which is within the City's ability to pay. The annual budget should provide for the following:

1. A meeting will be held with the Finance Advisory Committee after June 30 and before joint City Council budget discussions begin to discuss the previous year-end Comprehensive Annual Financial Report, review revenues trends and discuss any new policy recommendations.
2. Management shall prepare a draft of the annual budget for review by the City Council and the Finance Advisory Committee in October/November of each year. The recommended budget should be submitted to the City Council for review and a public hearing in November of each year. The final budget document shall be submitted to the full membership for approval prior to December 31 of each year.
3. The annual budget should effectively communicate meaningful and understandable information to the City residents, City Council, City Staff, and other readers.
4. The annual budget shall be monitored on a monthly basis. Revenue and expenditure budget reports shall be prepared and made available to City management staff for departmental review on a monthly basis. A quarterly budget summary report (Treasurer's Report) shall be presented to the City Council.
5. The annual budget should allow for the implementation of as many of the City Council's goals and objectives from the 2025 strategic plan as financially possible.
6. The annual budget should provide for the adequate funding of all pension plans (IMRF, Police Pension Fund, and Firefighters Pension Fund). An independent actuary should be used to determine the annual City contributions to the Police Pension Fund and the Firefighters Pension Fund and determine if these pension funds are adequately funded.
7. The annual budget should provide funding for the adequate maintenance of municipal equipment, municipal facilities, and infrastructure.

8. The annual budget should set aside-adequate funding (pay-as-you-go funding) for the replacement of major equipment. Annual funding (depreciation funding) for these replacements will eliminate major expenditure jumps in the annual budget when these acquisitions are made.
9. During the budget process, the City will assess the need for contingency funds to be included in the budget to fund unanticipated expenditures that might arise.
10. The annual budget should finance current operating expenditures, excluding major capital expenditures, with current revenues. The use of reserve funds to finance current operating expenditures should be carefully considered and avoided if possible.
11. The City should limit the use of the reserve fund to nonrecurring operating expenditures or capital expenditures, specifically if our anticipated fund balance is below our Fund Balance Reserve Policy of 25%.
12. When the City is required to undertake a budget amendment and/or execute expenditure transfers to ensure that actual expenditures are within approved budgetary limits as authorized by City Council the following procedures will be followed. Administration of these procedures will be the responsibility of the City's Finance Director and the Finance Director will sign off that these procedures have been adhered to for any budget amendments and/or expenditure transfers undertaken by the City. Those procedures are as follows:
 - a. Upon knowledge that a budget amendment and/or expenditure transfer will be required, the City's Finance Director will inform both the Finance Committee and the City Council.
 - b. Documents will be drafted by the Finance Director with the reason for the required budget amendment and/or expenditure transfer, including the specific accounts affected and the dollar amounts of said amendments and/or expenditure transfers.
 - c. Formal City Council review and approval of proposed budget amendments and/or expenditure transfers will be required before any amendments and/or transfers are executed by the Finance Director.

Fund Balance Policy

Policy Number: 01-02

Date: January 9, 2017

Purpose: Fund balance measures the net financial resources available to finance expenditures of future periods. Fund balance reserve policies are established to avoid cash flow interruptions, generate investment income, and reduce the need for borrowing. The fund balance reserves identified within this policy are the minimum balances necessary to accomplish these objectives.

While keeping in mind the uneven nature of the City's cash flows, should the projected ending fiscal year fund balance fall below the desired percentage or amount, the City should create a plan to restore the appropriate levels.

Part II – Governmental Funds

This section only applies to fund balances reported in the General Fund, Special Revenue Funds, Debt Service Funds, Capital Projects Funds, and Permanent Funds.

1. Definitions

The five fund balance classifications outlined in GASB Statement 54 follows:

Nonspendable Fund Balance: This classification includes amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact. This would include items not expected to be converted to cash including inventories and prepaid amounts. It may also include the long-term amount of loans and receivables, as well as property acquired for resale and the corpus (principal) of a permanent fund.

Restricted Fund Balance: This classification should be reported when constraints placed on the use of resources are either (a) externally imposed by creditors, grantors, contributors, or laws or regulations of other governments or (b) imposed by law through constitutional provisions or enabling legislation.

Committed Fund Balance: This classification reflects specific purposes pursuant to constraints imposed by formal action of the district's highest level of decision-making authority (generally the governing board). Also, such constraints can only be removed or changed by the same form of formal action.

Assigned Fund Balance: This classification reflects amounts that are constrained by the government's intent to be used for specific purposes, but meet neither the restricted nor committed forms of constraint.

Unassigned Fund Balance: This classification is the residual classification for the general fund only. It is also where *negative residual amounts for all other governmental funds* would be reported.

2. Fund Balance Commitments & Assignments

Committed fund balance for a specific use must be taken by formal action of the City Council. Amendments or modifications of the committed fund balance must also be approved by formal action of the City Council. In order to be recognized in the annual Audit Report, commitments of fund balance must be enacted prior to the end of that Report's particular fiscal year.

Assigned Fund Balance is intended for specific purposes not imposed by external parties or City Council's formal action. The City Council authorizes the City Manager and/or his/her designee(s) to assign fund balance. Such assignments cannot exceed the available (spendable, unrestricted, uncommitted) fund balance in any particular Fund.

3. Reserves

General Fund: Unassigned fund balance will be maintained at a minimum level equal to 25% of annual expenditures. The City's unassigned General Fund balance will be maintained to provide the municipality with sufficient working capital and a margin of safety to address emergencies without borrowing.

TIF Funds: The City currently has two budgeted TIF Funds (the Central Area TIF and TIF II). These Funds should be self-supporting and should maintain a fund balance equivalent to meet the planned improvements identified in a multi-year capital schedule(s).

Capital Projects Fund: This Fund is used for resources accumulated and used in right of way improvements such as street repair, street reconstruction, and curb and gutter replacement. Costs associated with this Fund must not be State MFT eligible and must cost over \$5,000 and have a useful life of at least three years. The funding source for this Fund will be the local home rule motor fuel tax. The Capital Projects Fund should work toward establishing a fund balance at a minimum dollar amount to meet the planned improvements identified in a multi-year capital replacement schedule(s).

Special Revenue Funds: These Funds are used to account and report the proceeds of specific revenue sources which are restricted or committed toward expenditures for specific purposes other than debt service or capital projects. In general, all these Funds should maintain the least fund balance necessary to cover current fiscal year expenditures, plus an amount to pay for those expenditures of the subsequent fiscal year needed to avoid a cash deficit position.

4. Fund Balance Classification

Fund balance classifications depict the nature of the net resources that are reported in a governmental fund type. An individual governmental fund may include nonspendable resources and amounts that are restricted, committed, or assigned, or any combination of those classifications. The General Fund may also include an unassigned amount.

5. Prioritization of Fund Balance Use

When an expenditure is incurred for a purpose which can be paid from multiple fund balance classifications, the City will spend the most restricted dollars before less restricted, in the following order:

- Nonspendable (if funds become spendable)
- Restricted
- Committed
- Assigned
- Unassigned

Part III – Enterprise, Internal Service, & Fiduciary Funds

This section applies to Funds outside the scope of GASB 54.

1. Definitions

Restricted Net Assets: The component of net assets restricted by external parties, constitutional restrictions, and enabling legislation.

Net Assets Invested in Capital Assets, Net of Related Debt: A component of net assets calculated by reducing capital assets by accumulated depreciation and the principal portion of related debt.

Unrestricted Net Assets: The portion of net assets that is neither restricted nor invested in capital assets net of related debt.

2. Reserves

Water Operating Fund: The unrestricted net assets of the Water Fund will be maintained at a minimum level equal to 25% of the annual budgeted operational expenses. Net position above 25% will be transferred annually to the Water Capital Fund for use in funding the Water Capital plan.

Water New Construction Fund: This revenue is from impact fees and is restricted for any new water main infrastructure in the City of DeKalb.

Water Capital Projects Fund: This fund will be used to account for all capital revenues and expenditures to Water Capital as approved by City Council in the annual budget. Capital projects include existing water infrastructure for water mains, wells, treatment plants, pumping systems and water towers. Additionally, Water Division equipment and

fleet that exceed \$10,000 with a useful life exceeding one year would be accounted for through this fund and be subject to the same annual budget approval by Council.

Airport Fund: The unrestricted net assets of the Airport Fund will be maintained at a minimum level equal to 25% of annual budgeted operational expenses, plus the budgeted capital improvements for the current fiscal year.

Other Specified Funds: The Health Insurance Fund should maintain unrestricted net assets of one month of IPBC premium. Any amount above this threshold may be transferred to the Workers' Compensation Fund or Liability/Property Insurance Fund to be used toward claims, eliminate potential deficits, or maintain net asset policy in these other Funds.

The Workers' Compensation Fund should maintain unrestricted net assets of \$1,000,000 collectively (or 1 year premium for reinsurance plus the average annual retention costs associated with that premium).

The Liability/Property Insurance Fund should maintain unrestricted net assets approximately equivalent to 25% of annual budgeted expenses.

Part IV – Other

1. Cash Deficits

Should any Fund incur a cash deficit by the end of the fiscal year, an interfund loan will be created with a Fund or Fund(s) which have a cash surplus (unless restricted by statute or Fund Balance policy).

2. Reporting

Year to date revenues and expenditures for the General Fund will be issued to the City Council by their second regular meeting of each month.

On a quarterly basis, the City Council shall receive an update on the General Fund with a year-end forecast for the fiscal year and also receive a summary of major fund balances.

TIF Funds will be reported in greater detail to Council by the end of March and by the end of September of each year.

The City Council shall receive an update on Workers' Compensation claims through December 31 by the end of March and claims through June 30 by the end of September of each year.

A semi-annual report on economic development incentives will be reported to Council by the end of March and by the end of September of each year.

An update on retiree insurance costs will be reported annually by the end of March of each year.

Capital Equipment Replacement Fund

Policy Number: 01-03

Date: January 9, 2017

Purpose: The City of DeKalb has established the Capital Equipment Replacement Fund (CERF) to encourage departments to set aside funds each year for the eventual replacement of existing equipment and to avoid significant fluctuations in the operating budget from one year to the next. In order to build and maintain sufficient funds on hand to replace items at the end of their useful life, water tower rental income, revenue received from the E911 Board for OSSI payments will be dedicated annually as well as, transfers by each department from the General Fund determined annually through the budget process. The remainder of this policy is intended to provide guidance as to how the CERF will operate.

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

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

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

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

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

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

Revenue and Expenditure Policy

Policy Number: 01-04

Date: January 9, 2017

Purpose: Revenues

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

1. The City prefers to keep its property tax rate as low as possible. The following components shall be followed in priority order each year when establishing the property tax levy:
 - a. Levy for Police, Fire and IMRF pensions per actuarial calculations. If the actuarial reports indicated a higher employer contribution is needed, said increase will need to be added to the City's overall previous year levy request to avoid underfunding problems.
 - b. Levy for FICA.
 - c. Levy for general obligation bond principal and interest less abatements.
 - d. Levy to support General Fund operations including Police, Fire, Public Works, Community Development, Finance, Human Resources, I.T. and Administration. The annual increase for this component should not exceed the rate of inflation.
 - e. Levy to fund additional personnel as determined by the City Council.
2. User charges and tap-on fees will be sufficient to finance all operating and debt service costs for the Water Fund.
3. The City Manager should impose spending limits if, in his/her judgment, revenues will be below original estimates. Staff should review and monitor on

a monthly basis expenditures to assure control of spending within available revenues.

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

Expenditures

The City will strive to adhere to the following policies:

1. The City will consistently budget the minimum level of expenditures which will provide for the public well-being and safety of the residents and businesses of the community.
2. Expenditures will be within the confines of generated revenue. Fund balances will not be used to pay for operating expenditures except in the case of emergencies and after careful consideration.

Accounting, Auditing and Financial Reporting Policy

Policy Number: 01-05

Date: January 9, 2017

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

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

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

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

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

When the City prepares monthly significant account reconciliations, prepares the year-end adjustments, and prepares the year-end financial statements, the following procedures will be followed. Administration of these procedures will be the responsibility of the City's Finance Director and the Finance Director will sign off that these procedures have been adhered to on a monthly and year-end basis. Those procedures are as follows:

The Finance Department, under approval of the Finance Director, will prepare a listing of all significant accounts of the City that are to be reconciled on a monthly basis. These accounts are to include at a minimum all balance sheet accounts at month-end, all grant related revenue and expense accounts, all restricted use revenue accounts and all other accounts deemed necessary by the Finance Department to be reviewed on a monthly basis. A monthly checklist of these accounts will be prepared and signed off by the Finance Director.

Within 90 days after the close of the fiscal year the Finance Department will be required to submit to the Finance Director all required year-end close adjustments. These adjustments are to be approved and reviewed by the Finance Director and posted to the general ledger prior to the auditors beginning audit fieldwork.

The City's auditors assist in the preparation of the City's financial statements, including the footnote disclosures, in accordance with generally accepted accounting principles. Further, the City will review a complete initial draft and final draft of the financial statements as prepared by the auditors. The City Finance Director will be responsible for a final complete review of the financial statements, including the footnotes disclosures, to ensure that the financial statements are prepared in accordance with generally accepted accounting principles. Any questions or concerns related to the financial statements will be discussed with the City's auditors.

The City's Comprehensive Annual Financial Report and Management Letter will be approved by the City Council and available for distribution no later than six months after the close of the City's fiscal year-end.

Capital Asset Policy

Policy Number: 01-06

Date: January 9, 2017

Purpose: Capital assets purchased or acquired with an original cost of \$25,000 or more are reported at historical cost or estimated historical cost. Contributed assets are reported at fair market value as of the date received. Additions, improvements and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred.

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. General capital assets are long-lived assets of the City as a whole. Infrastructure such as streets, traffic signals and signs are capitalized. In the case of the initial capitalization of general infrastructure assets (i.e., those reported by the governmental activities) the government chose to include all such items regardless of their acquisition date. The valuation basis for general capital assets are historical cost, or where historical cost is not available, estimated historical cost based on replacement costs.

Capital assets in the proprietary funds are capitalized in the fund in which they are utilized. The valuation bases for proprietary fund capital assets are the same as those used for the general capital assets. Donated capital assets are capitalized at estimated fair market value on the date donated.

Depreciation on all assets is computed and recorded using the straight-line method of depreciation over the following estimated useful lives:

Buildings and Building Improvements	40 to 50 Years
Equipment	10 to 20 Years
Vehicles	3 to 20 Years
Infrastructure	25 to 50 Years
Water Distribution System	40 to 65 Years

When capital assets are purchased with the use of federal funds the following procedures will be completed by the City. Administration of these procedures will be the responsibility of the City's Finance Director and the Finance Director will sign off that these procedures have been adhered to for the purchase of every federal funded capital asset. Those procedures are as follows:

Capital assets purchased with federal funds will be tagged with a special notation of "F" in addition to the regular identification number system used by the City.

The description of the capital asset in the City's capital asset records will also include the words "federally funded" before the description of the specific asset acquired.

The source of federal funds must be noted and include a description of who holds title to the assets, along with the asset acquisition date, the asset cost, location of the asset, condition and use/purpose of the asset.

The portion of the asset that is federally funded must also be noted in the City's capital asset records. Upon disposition of any federally acquired assets, the City must note in the capital asset records the disposition date and sale price.

A physical inventory of all assets acquired with federal funds will be performed on a biennial basis. The results of the City's inventory of federally funded capital assets will be reconciled to the City's capital asset records to ensure accuracy. This inventory will be overseen and approved by the City's Finance Director.

Debt Management Policy

Policy Number: 01-07

Date: January 9, 2017

Purpose: The City of DeKalb developed this Debt Management Policy to help ensure the City's credit worthiness and to provide a functional tool for debt management and capital planning.

The City of DeKalb faces continuing capital infrastructure requirements to meet the increasing needs of its citizens. The City limits long-term debt to only those capital improvements that cannot be financed from current revenues. The City of DeKalb will not use long-term debt to fund operating programs.

The costs of the capital requirements will be met through the issuance of various types of debt instruments. Consequently, the City needs to anticipate increases in debt levels based upon historical data. With these increases, the effects of decisions regarding the type of issue, method of sale, and payment structure become ever more critical to the City's financial well-being. To help ensure the City's credit worthiness, an established program of managing the City's debt becomes essential.

To this end, the City Council recognizes this "Debt Management Policy" to be financially prudent and in the City's best economic interest. This policy will provide a functional tool for debt management and capital planning, and enhance the City's reputation for managing its debt in a conservative and prudent manner.

Goals Related to the Issuance of General Obligation and Revenue Bond Debt:

The City shall pursue the following goals below when issuing debt. Though the City may not have achieved all these goals as of yet, these are long term objectives for which we must continue to strive toward.

1. Maintain at least an Aa3 (Moody's) or equivalent credit rating for each general obligation debt issue.
2. Take all practical precautions to avoid any financial decision which will negatively impact current credit ratings on existing or future debt issues.
3. The City should attain a General Fund unassigned balance equal to a minimum of twenty five percent (25%) of total annual expenditures.
4. Consider market timing.

5. Determine the amortization (maturity) schedule which will best fit with the overall debt structure of the City's general obligation debt and related tax levy at the time the new debt is issued. The City may choose to delay principal payments or capitalized interest during project construction. For issuance of revenue bonds, the amortization schedule which will best fit with the overall debt structure of the fund and its related rate structure will be considered. Consideration will be given to coordinating the length of the issue with the lives of assets, whenever practicable, while considering repair and replacement costs of those assets to be incurred in future years as an offset to the useful lives, and the related length of time in the payout structure.
6. Consider the impact of such new debt on overlapping debt and the financing plans of local governments which overlap, or underlie the City.
7. Assess financial alternatives to include new and innovative financing approaches, including whenever feasible, categorical grants, revolving loans or other state/federal aid.
8. Minimize debt interest costs.

Debt Issuance in General:

1. Authority and Purposes of the Issuance of Debt

The laws of the State of Illinois authorize the issuance of debt by the City. The Local Bond Law confers upon municipalities the power and authority to contract debt, borrow money, and issue bonds for public improvement projects as defined therein. Under these provisions, the City may contract debt to pay for the cost of acquiring, constructing, reconstructing, improving, extending, enlarging, and equipping such projects or to refund bonds. The City Charter authorizes the City Council to incur debt by issuing bonds for any lawful municipal purpose as authorized by the State Constitution or its Home Rule Powers.

2. Short-Term Debt (three years or less)

The City may issue short-term debt to finance projects or portions of projects for which the City ultimately intends to issue long-term debt. This will be used to provide interim financing which will eventually be refunded with proceeds of long-term obligations, which may include, but not be limited to, bond anticipation notes or variable rate demand notes. The City will have an estimated timeframe when any short-term debt issue will eventually be converted into long-term debt.

a. Line of Credit

The City may also issue debt instruments to meet cash flow requirements. With the approval of the City Council, the City may establish a tax-exempt line of credit with a financial institution selected through a competitive process. This line should have a limit of \$2,500,000. Draws should be made on the line of credit when the need for financing is needed to meet **operating** expenditures on a temporary basis. Draws made on the line of credit must be requested by the Finance Director and approved by the City Manager and the City Council.

3. Long-Term Debt (more than three years)

The City may issue long-term debt which may include, but not limited to, general obligation bonds, certificates of participation, capital appreciation bonds, special assessment bonds, self-liquidating bonds and double barreled bonds.

Level or declining debt service should be employed unless operational matters dictate otherwise, or except to achieve overall level debt service with existing bonds.

The City shall be mindful of the potential benefits of bank qualification and will strive to limit its annual issuance of debt to \$10 million or less when such estimated benefits are greater than the benefits of exceeding the bank qualification limit. Should subsequent changes in the law raise this limit, then the City policy will be adjusted accordingly.

The cost of issuance of private activity bonds is usually higher than for governmental purpose bonds. Consequently, private activity bonds will be issued only when they will economically benefit the City.

The cost of taxable debt is higher than for tax-exempt debt. However, the issuance of taxable debt is mandated in some circumstances and may allow valuable flexibility in subsequent contracts with users or managers of the improvement constructed with the bond proceeds. In addition, there may be circumstances in which the issuance of taxable debt may be more cost effective than the issuance of tax-exempt debt. Therefore, the City will usually issue obligations tax exempt, but may occasionally issue taxable obligations.

a. Capital Leasing

The City may also enter into long-term leases for public facilities, property, and equipment with a useful life greater than one year that costs less than \$500,000. The City should be limited to issuing a capital lease of no more than \$1,000,000 in a fiscal year.

Whenever a lease is arranged with a private sector entity, a tax-exempt rate should be sought. Whenever a lease is arranged with a government or other tax-exempt entity, the City should strive to obtain an explicitly defined taxable rate so that the lease will not be counted in the City's total annual borrowing subject to arbitrage rebate.

The lease agreement should permit the City to refinance the lease at no more than reasonable cost should the City decide to do so. A lease which can be called at will is preferable to one which can merely be accelerated.

4. Capital Improvement Program

The Capital Improvement Program (CIP), approved by the City Council as part of the annual budget, should determine the City's capital needs. The program should be a five-year plan for the acquisition, development and/or improvement of the City's infrastructure. Projects included in the CIP should be prioritized; and the means for financing each should be identified. If the current resources are insufficient to meet the needs identified in the CIP, the City Council may consider incurring debt to fund the shortfall. The City Council may also consider incurring debt to fund multiple years of the Capital Improvement Program. The CIP should be revised and supplemented each year to maintain and test compliance with the City's Debt Management Policy Financial Policy #01-07.

5. Structure of Debt Issues

The duration of a debt issue should not remain outstanding beyond the asset's useful life. Each new bond issue should be structured to be callable in 10 years. The City should design the financing schedule and repayment of debt so as to take best advantage of market conditions and, as practical, to recapture or maximize its credit capacity for future use, and moderate the impact to the taxpayer. In keeping with the stated goals of this debt management policy, the City should structure each general obligation issue (except refunding and mini-bond issues) to comply with the rapidity of debt repayment provisions in Section III. E-4 following.

6. Credit Enhancements

Credit enhancements are mechanisms which guarantee principal and interest payments. Typically they include bond insurance and/or a line or letter of credit. Usually this will bring a lower interest rate and a higher rating from the rating agencies, thus lowering costs.

The City may enter into agreements with commercial banks or other financial entities for the purpose of acquiring credit enhancements when their use is judged cost effective or otherwise advantageous. Any such agreements shall be approved by the City Council.

7. Inclusion of Local Institutions

Whenever practical and in the best interest of promoting the City of DeKalb, local financial institutions are to be offered the opportunity to bid on debt instruments.

Legal Constraints and Other Limitations on the Issuance of Debt

1. State Law

30 ILCS 305/0.01, et. seq.: the short title is "The Bond Authorization Act."

2. Authority for Debt

The City may, by bond ordinance, incur indebtedness or borrow money, and authorize the issue of negotiable obligations, including refunding bonds, for any capital improvement of property, land acquisition, or any other lawful purpose with approval by the City Council.

3. Debt Limitation

The City of DeKalb is a home rule community. As such, the debt limitations of the bond laws are not applicable because the General Assembly has set no limits for home rule municipalities.

4. Methods of Sale

When feasible and economical, obligations should be issued by competitive rather than negotiated sale. A sale may be negotiated when the issue is predominantly a refunding issue or in other non-routine situations which require more flexibility than a competitive offer allows. Whenever the option exists to offer an issue either for competition or for negotiation, analysis of the options should be performed to aid in the decision-making process. When a sale is not competitively bid, the City will publicly present the reasons and select the underwriter or direct purchaser. If a Financial Advisor is hired to assist the City in bond issuance, the Financial Advisor will not underwrite any debt issues on which it is advising.

The criteria used to select an underwriter in a competitive sale should be the true interest cost. In a negotiated sale, the underwriter may be selected with or without a request for proposals (RFP). The criteria used to select an underwriter in a negotiated sale should include the following:

- Overall experience
- Marketing philosophy
- Capability
- Previous experience as managing a co-managing partner
- Financial statements
- Public Finance team and resources
- Underwriter's discount

When cost/beneficial, the City may privately place its debt. Since no underwriter participates in a private placement, it may result in lower costs of issuance. Private placement is sometimes an option for small issues.

5. Credit Implications

When issuing new debt, the City should strive not to exceed credit industry benchmarks where applicable. Therefore, the following factors should be considered in developing debt issuance plans:

- a. Ratio of Gross Bonded Debt to Full Market Value of Taxable Property
The formula for this computation is Gross Bonded Debt, which is the total outstanding debt, divided by the current Full Market Value of Taxable Property as determined by the Township Assessors. The City should not exceed 2% of Gross Bonded Debt per Full Market Value of Taxable Property.
- b. Gross Bonded Debt Per Capita
The formula for this computation is Gross Bonded Debt divided by the current population as determined by the most recent U.S. Census. The City should not exceed \$1,200 for Gross Bonded Debt per capita.
- c. Ratio of Annual Debt Service to General Fund Expenditures
The formula for this computation is annual debt service expenditures divided by General Fund expenditures (excluding certain interfund transfers). The City should not exceed 10% of General Fund expenditures for annual debt service.
- d. Rapidity of Debt Service Repayment
The City's general obligation bond issues should be so structured whereby the duration of the debt should not exceed 120% of the life of the asset.
- e. Current Fund Balance General Fund Cash Reserve
The City should maintain a General Fund unassigned balance equal to a minimum of twenty five percent (25%) of total annual appropriations, exclusive of interfund transfers. Such calculation, including a projection to

June 30th (of the current fiscal year), should be made on an annual basis by the Finance Director (or designee) during the budget process.

Debt Administration

1. Financial Disclosures

The City shall prepare appropriate disclosures as required by the Securities and Exchange Commission, the federal government, the State of Illinois, rating agencies, underwriters, investors, agencies, taxpayers, and other appropriate entities and persons to ensure compliance with applicable laws and regulations.

2. Review of Financing Proposals

All capital financing proposals that involve a pledge of the City's credit through the sale of securities, execution of loans or lease agreements and/or otherwise directly involve the lending or pledging of the City's credit shall be referred to the Finance Director who shall determine the financial feasibility, and the impact on existing debt of such proposal, and shall make recommendations accordingly to the City Manager.

3. Establishing Financing Priorities

The Finance Director shall administer and coordinate the City's debt issuance program and activities, including timing of issuance, method of sale, structuring the issue, and marketing strategies. The Finance Director along with the City's bond consultants shall meet, as appropriate, with the City Manager and the City Council regarding the status of the current year's program and to make specific recommendations.

4. Credit Rating

The City should endeavor to maintain and/or to improve its credit rating and staff will specifically discuss with the City Council any proposal which might cause that rating to be lowered.

Before a general obligation bond is issued, the City will update its rating from at least one national rating agency. The City Manager, Finance Director, and the City's bond consultants should meet with a rating agency to disclose the City's capital plans, debt issuance program, and other appropriate financial information as required by the rating agency.

5. Refunding Policy

The City should consider refunding outstanding debt when legally permissible and financially advantageous. When refunding for savings purposes, a net present value

debt service savings of at least two percent or greater must be achieved. Depending on the time to maturity and the absolute level of interest rates of the refunding candidate this target may change. For longer maturities the target can be higher, for shorter maturities, lower. For higher interest rates the target may be higher, for lower rates it could be lower. There may be circumstances where the City may refund bonds for restructuring purposes that may not generate any savings.

6. Investment of Borrowed Proceeds

The City acknowledges its ongoing fiduciary responsibilities to actively manage the proceeds of debt issued for public purposes in a manner that is consistent with Illinois statutes that govern the investment of public funds, and consistent with the permitted securities covenants of related bond documents executed by the City. The management of public funds should enable the City to respond to changes in markets or changes in payment or construction schedules so as to (i) optimize returns, (ii) insure liquidity, and (iii) minimize risk. The City will invest bond proceeds in accordance with the City's investment policy and federal arbitrage requirements.

Glossary of Terms:

Ad Valorem Tax - A direct tax based "according to value" of property.

Advanced Refunding Bonds - Bonds issued to refund an outstanding bond issue prior to the date on which the outstanding bonds become due or callable. Proceeds of the advanced refunding bonds are deposited in escrow with a fiduciary, invested in United States Treasury Bonds or other authorized securities, and used to redeem the underlying bonds at maturity or call date.

Amortization - the process of paying the principal amount of an issue of bonds by periodic payments either directly to bondholders or to a sinking fund for the benefit of bondholders.

Arbitrage - Usually refers to the difference between the interest paid on the tax-exempt securities and the interest earned by investing the proceeds in higher yielding taxable securities. Internal Revenue Service regulations govern arbitrage (reference I.R.S. Reg. 1.103-13 through 1.103-15).

Arbitrage Bonds - Bonds which are deemed by the I.R.S. to violate federal arbitrage regulations. The interest on such bonds becomes taxable and the bondholders must include this interest as part of gross income for federal income tax purposes (I.R.S. Reg. 1.103-13 through 1.103-15).

Assessed Value - An annual determination of the just or fair market value of property for purposes of ad valorem taxation.

Basis Point - 1/100 of one percent.

Bond - Written evidence of the issuer's obligation to repay a specified principal amount on a date certain, together with interest at a stated rate, or according to a formula for determining that rate.

Bond Anticipation Notes (BANS) - Short-term interest bearing notes issued by a government in anticipation of bonds to be issued at a later date. The notes are retired from proceeds of the bond issue to which they are related.

Bond Counsel - An attorney retained by the City to render a legal opinion whether the City is authorized to issue the proposed bonds, has met all legal requirements necessary for issuance, and whether interest on the bonds is, or is not, exempt from federal and state income taxation.

Bonded Debt - The portion of an issuers total indebtedness represented by outstanding bonds.

Direct Debt or Gross Bonded Debt - The sum of the total bonded debt and any unfunded debt of the issuer.

Net Direct Debt or Net Bonded Debt - Direct debt less sinking fund accumulations and all self-supporting debt.

Total Overall Debt - Net direct debt plus the issuer's applicable share of the direct debt of all overlapping jurisdictions.

Net Overall Debt - Net direct debt plus the issuer's applicable share of the net direct debt of all overlapping jurisdictions.

Overlapping Debt - The issuer's proportionate share of the debt of other local governmental units which either overlap or underlie it.

Callable Bond - A bond which permits or requires the issuer to redeem the obligation before the stated maturity date at a specified price, the call price, usually at or above par value.

Capital Appreciation Bonds (CAB) - A long-term security on which the investment return is reinvested at a stated compound rate until maturity. The investor receives a single payment at maturity representing both the principal and investment return.

Certificates of Participation - Documents, in fully registered form, that act like bonds. However, security for the certificates is the government's intent to make annual appropriations during the term of a lease agreement. No pledge of full faith and credit of the government is made. Consequently, the obligation of the government to make basic rental payments does not constitute an indebtedness of the government.

Commercial Paper - Very short-term, unsecured promissory notes issued in either registered or bearer form, and usually backed by a line of credit with a bank.

Coupon Rate - The annual rate of interest payable on a coupon bond (a bearer bond or bond registered as to principal only, carrying coupons evidencing future interest payments), expressed as a percentage of the principal amount.

Debt Limit - The maximum amount of debt which an issuer is permitted to incur under constitutional, statutory or charter provision.

Debt Service - The amount of money necessary to pay interest on an outstanding debt, the serial maturities of principal for serial bonds, and the required contributions to an amortization or sinking fund for term bonds.

Demand Notes (Variable Rate) - A short-term security which is subject to a frequently available put option feature under which the holder may put the security back to the issuer after giving specified notice. Many of these securities are floating or variable rate, with the put option exercisable on dates on which the floating rate changes.

Double Barreled Bonds (Combination Bonds) - A bond which is payable from the revenues of a governmental enterprise and are also backed by the full faith and credit of the governmental unit.

Enterprise Funds - Funds that are financed and operated in a manner similar to private business in that goods and services provided are financed primarily through user charges.

General Obligation Bond - A bond for whose payment the full faith and credit of the issuer has been pledged. More commonly, but not necessarily, general obligation bonds are payable from ad valorem property taxes and other general revenues.

Lease Purchase Agreement (Capital Lease) - A contractual agreement whereby the government borrows funds from a financial institution or a vendor to pay for capital acquisition. The title to the asset(s) normally belongs to the government with the lessor acquiring security interest or appropriate lien therein.

Letter of Credit - A commitment, usually made by a commercial bank, to honor demands for payment of a debt upon compliance with conditions and/or the occurrence of certain events specified under the terms of the commitment.

Level Debt Service - An arrangement of serial maturities in which the amount of principal maturing increases at approximately the same rate as the amount of interest declines.

Long-Term Debt - Long-term debt is defined as any debt incurred whose final maturity is more than three years.

Maturity - The date upon which the principal of a municipal bond becomes due and payable to bondholders.

Mini-bonds - A small denomination bond directly marketed to the public.

Net Interest Cost (NIC) - The traditional method of calculating bids for new issues of municipal securities. The total dollar amount of interest over the life of the bonds is adjusted by the amount of premium or discount bid, and then reduced to an average annual rate. The other method is known as the true interest cost (see "true interest cost").

Offering Circular - Usually a preliminary and final document prepared to describe or disclose to investors and dealers information about an issue of securities expected to be offered in the primary market. As a part of the offering circular, an official statement should be prepared by the City describing the debt and other pertinent financial and demographic data used to market the bonds to potential buyers.

Other Contractual Debt - Purchase contracts and other contractual debt other than bonds and notes. Other contractual debt does not affect annual debt limitation and is not a part of indebtedness within the meaning of any constitution or statutory debt limitation or restriction.

Par Value or Face Amount - In the case of bonds, the amount of principal which must be paid at maturity.

Parity Bonds - Two or more issues of bonds which have the same priority of claim or lien against pledged revenues or the issuer's full faith and credit pledge.

Principal - The face amount or par value of a bond or issue of bonds payable on stated dates of maturity.

Private Activity Bonds - One of two categories of bonds established under the Tax Reform Act of 1986, both of whom are subject to certain tests and State volume caps to preserve tax exemption.

Ratings - Evaluations of the credit quality of notes and bonds, usually made by independent rating services, which generally measure the probability of the timely repayment of principal and interest on municipal bonds.

Refunding Bonds - Bonds issued to retire bonds already outstanding.

Registered Bond - A bond listed with the registrar as to ownership, which cannot be sold or exchanged without a change of registration.

Reserve Fund - A fund which may be used to pay debt service if the sources of the pledged revenues do not generate sufficient funds to satisfy the debt service requirements.

Self-Supporting or Self Liquidating Debt - Debt that is to be repaid from proceeds derived exclusively from the enterprise activity for which the debt was issued.

Short-Term Debt - Short-term debt is defined as any debt incurred whose final maturity is three years or less.

Spread - The income earned by the underwriting syndicate as a result of differences in the price paid to the issuer for a new issue of municipal bonds, and the prices at which the bonds are sold to the investing public, usually expressed in points or fractions thereof.

Tax-Exempt Bonds - For municipal bonds issued by the City tax-exempt means interest on the bonds are not included in gross income for federal income tax purposes; the bonds are not items of tax preference for purposes of the federal, alternative minimum income tax imposed on individuals and corporations; and the bonds are exempt from taxation by the State of Illinois.

Tax Increment Bonds - Bonds secured by the incremental property tax revenues generated from a redevelopment project area.

Term Bonds - Bonds coming due in a single maturity.

True Interest Cost (TIC) - Also known as Canadian Interest Cost. A rate which, when used to discount each amount of debt service payable in a bond issue, will produce a present value precisely equal to the amount of money received by the issuer in exchange for the bonds. The TIC method considers the time value of money while the net interest cost (NIC) method does not.

Yield to Maturity - The rate of return to the investor earned from payments of principal and interest, with interest compounded semiannually and assuming that interest paid is reinvested at the same rate.

Zero Coupon Bond - A bond which pays no interest, but is issued at a deep discount from par, appreciating to its full value at maturity.

Investment Policy

Policy Number: 01-08

Date: January 9, 2017

Purpose:

1.01 Policy

It is the policy of the City of DeKalb to invest public funds in a manner that will conform to state statute, maximize security, meet daily cash flow demands, and attempt to attain a market rate of return.

1.02 Scope

This policy includes all funds governed by the City Council and, except for cash in certain restricted funds, the City of DeKalb will consolidate cash balances to maximize investment earnings. Investment income will be allocated to the various individual funds based on their respective participation. Interest income derived from non-fund specific consolidated bank accounts will be attributed to the General Fund.

1.03 Objectives

The primary objectives of the City of DeKalb's investment activities are, in order of priority:

- A. **Safety of principal** Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio, while mitigating credit and interest rate risks, as defined below:
 1. **Credit Risk**, that is, the risk of loss due to the failure of the security issuer or backer. It may be mitigated by:
 - Limiting investments to the safest types of securities;
 - Pre-qualifying the financial institutions, broker/dealers, intermediaries, and advisors with which the City will do business; and
 - Diversifying the investment portfolio so that potential losses on individual securities will be minimized.
 2. **Interest Rate Risk**, that is, the risk that the market value of securities in the portfolio will fail due to changes in general interest rates. It may be mitigated by:
 - Structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity, and
 - By investing operating funds primarily in shorter-term securities

- B. **Liquidity**, so as to meet all operating requirements that may be reasonably anticipated, the portfolio shall consist largely of securities with active secondary or resale markets (dynamic liquidity).
- C. **Yield**, with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of least importance compared to the safety and liquidity objectives described above. The core of investments shall be limited to relatively low risk securities in anticipation of earning a fair return relative to the risk being assumed. Securities shall not be sold prior to maturity with the following exceptions:
 - 1. a declining credit security could be sold early to avoid loss of principal;
 - 2. a security swap would improve the quality, yield, or target duration in the portfolio; or,
 - 3. liquidity needs of the portfolio require that the security be sold.

1.04 Standards of Care

A. Prudence

The standard of prudence to be used by investment officials shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio. Investment officers and employees of the City of DeKalb, while acting in good faith in accordance with this investment policy and any written procedures as might be established, shall be relieved of personal liability for an individual security's credit risk or market price changes.

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

B. Ethics and Conflicts of Interest

City of DeKalb employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. They shall disclose any material interests in financial institutions with which they conduct business. They shall further disclose any personal financial/investment positions that could be related to the performance of the investment portfolio. Employees shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of their entity.

C. Delegation of Authority

Authority to manage the investment program is granted to the authorized municipal official described in Chapter 54 of the DeKalb Municipal Code. Responsibility for the operation of the investment program is hereby delegated to the Finance Director or his/her designee, who shall carry out established written procedures and internal controls for the operation of the investment program consistent with this investment policy. These procedures shall include references to: safekeeping, delivery vs. payment, investment accounting, repurchase agreements, wire transfer agreements collateral/depository agreements and banking services

contracts. All investments shall follow the investment plan designed and approved by the Finance Director or his/her designee prior to execution.

No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the DeKalb City Council. The Finance Director, as Chief Financial Officer, shall be accountable for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials.

1.05 Safekeeping and Custody

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

1.06 Authorized Financial Dealers and Institutions

A list shall be maintained of financial institutions authorized to provide investment services to the City of DeKalb, as well as a list of approved security broker/dealers (or their respective custodial clearing firm) selected for creditworthiness (minimum capital requirement of \$10,000,000 and at least five years of operation). These may include "primary" dealers or regional dealers that qualify under Securities and Exchange Commission rule 15C3-1 (uniform net capital rule).

All financial institutions and broker/dealers who desire to become qualified bidders for investment transactions must supply the following (as appropriate):

1. audited financial statements
2. proof of National Association of Securities Dealers (NASD) certification
3. proof of state registration
4. completed broker/dealer questionnaire
5. certification of having read the City of DeKalb's investment policy and that all investments will comply with the policy

An annual review of the financial condition and registration of qualified bidders will be conducted by the Finance Director or his/her designee.

1.07 Internal Controls

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

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

1. Prevention of collusion
2. Separation of transaction authority from accounting and record keeping.
3. Custodial safekeeping (Securities purchased from any bank or dealer including appropriate collateral, as defined by State Law, shall be placed with an independent third party for custodial safekeeping).
4. Avoidance of physical delivery securities.
5. Clear delegation of authority to subordinate staff members.
6. Written confirmation of telephone transactions for investments and wire transfers (may be via fax if on letterhead and the safekeeping institution has a list of authorized signatures).
7. Development of a wire transfer agreement with the lead bank or third party custodian, which shall outline the various controls, security provisions, and delineate responsibilities of each party making and receiving wire transfers.

1.08 Suitable and Authorized Investments

Investment Types

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

1. U.S. Government obligations, U.S. Government agency obligations, and U.S. Government instrumentality obligations
2. Repurchase agreements
3. Certificates of deposit
4. Savings and loan association deposits
5. Investment-grade obligations of state, provincial and local governments and public authorities
6. Money market mutual funds regulated by the Securities and Exchange Commission and whose portfolios consist only of domestic securities
7. Statewide investment pools

Use of repurchase agreements should be consistent with GFOA Recommended Practices on Repurchase Agreements (see attached "GFOA Recommended Practices").

Consistent with the GFOA Recommended Practice on Use of Derivatives by State and Local Governments, extreme caution shall be exercised in the use of derivative instruments (see attached "GFOA Recommended Practices").

From time to time, the City may choose to invest in instruments offered by minority and community financial institutions. These financial institutions may not meet all the criteria under this section. All terms and relationships will be fully disclosed and authorized by the City Manager prior to purchase and shall be consistent with state or local law.

1.09 Collateralization

Funds on deposit (checking accounts, certificates of deposit, etc.) in excess of FDIC or SIPC limits, excluding interest, must be secured by some form of collateral, witnessed by a written agreement

(see the attached "GFOA Recommended Practices"). Pledged collateral shall be held in safekeeping by the Federal Reserve Bank of Chicago (or other independent third party designated by the Finance Director or his/her designee) in the name of the municipality. In addition, the value of the pledged collateral must be marked to market monthly, or more frequently depending on the volatility of the collateral pledged. Last, the City requires that the amount of collateral pledged equal 110% of the uninsured amount on deposit.

1.10 Diversification

The City of DeKalb shall attempt to diversify its investments appropriate to the nature of the funds, the purpose for the funds, and the amount available to invest. Diversification can be by type of investment, number of institutions invested in, and length of maturity.

1.11 Maximum Maturities

To the extent practicable, the City of DeKalb shall attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the City of DeKalb will not directly invest in securities maturing more than 3-years from the date of purchase.

Reserve funds may be invested in securities exceeding 3-years if the maturity of such investments is made to coincide as nearly as practicable with the expected use of the funds.

Regardless of the foregoing, no funds may be invested in securities maturing in excess of 7-years from the date of purchase unless authorized by the City Council.

1.12 Reporting

The Finance Director or his/her designee shall prepare a monthly investment and bank balance report for City Council that provides:

1. Cash balances held at the end of the month;
2. A listing of individual securities and corresponding maturities held at the end of the reporting period;
3. The percentage of the total portfolio which each type of investment represents;
4. Inception-to-date yields for each individual security;
5. Average weighted inception-to-date yield to maturity of the entire portfolio as compared to applicable benchmarks.

1.13 Performance Standards

This investment portfolio will be managed in accordance with the parameters specified within this policy. The portfolio should attempt to obtain a comparable rate of return during a market/economic environment of stable interest rates. The portfolio performance should be benchmarked to the return of the 90-day Treasury bill.

1.14 Investment Policy Adoption

The investment policy shall be adopted by the City Council.

1.15 Policy Exemption and Amendment

Exemption

Any investment currently held that does not meet the guidelines of this policy shall be exempted from the requirements of this policy. At maturity or liquidation, such monies shall be reinvested only as provided by this policy.

Amendment

This policy shall be reviewed on an annual basis. Any changes must be approved by the City Manager and any other appropriate authority, as well as the individual(s) charged with maintaining internal controls.

Glossary of Terms

Ad Valorem Tax - A direct tax based "according to value" of property.

Advanced Refunding Bonds - Bonds issued to refund an outstanding bond issue prior to the date on which the outstanding bonds become due or callable. Proceeds of the advanced refunding bonds are deposited in escrow with a fiduciary, invested in United States Treasury Bonds or other authorized securities, and used to redeem the underlying bonds at maturity or call date.

Amortization - the process of paying the principal amount of an issue of bonds by periodic payments either directly to bondholders or to a sinking fund for the benefit of bondholders.

Arbitrage - Usually refers to the difference between the interest paid on the tax-exempt securities and the interest earned by investing the proceeds in higher yielding taxable securities. Internal Revenue Service regulations govern arbitrage (reference I.R.S. Reg. 1.103-13 through 1.103-15).

Arbitrage Bonds - Bonds which are deemed by the I.R.S. to violate federal arbitrage regulations. The interest on such bonds becomes taxable and the bondholders must include this interest as part of gross income for federal income tax purposes (I.R.S. Reg. 1.103-13 through 1.103-15).

Assessed Value - An annual determination of the just or fair market value of property for purposes of ad valorem taxation.

Basis Point - 1/100 of one percent.

Bond - Written evidence of the issuer's obligation to repay a specified principal amount on a date certain, together with interest at a stated rate, or according to a formula for determining that rate.

Bond Anticipation Notes (BANS) - Short-term interest bearing notes issued by a government in anticipation of bonds to be issued at a later date. The notes are retired from proceeds of the bond issue to which they are related.

Bond Counsel - An attorney retained by the City to render a legal opinion whether the City is authorized to issue the proposed bonds, has met all legal requirements necessary for issuance, and whether interest on the bonds is, or is not, exempt from federal and state income taxation.

Bonded Debt - The portion of an issuers total indebtedness represented by outstanding bonds.

Direct Debt or Gross Bonded Debt - The sum of the total bonded debt and any unfunded debt of the issuer.

Net Direct Debt or Net Bonded Debt - Direct debt less sinking fund accumulations and all self supporting debt.

Total Overall Debt - Net direct debt plus the issuer's applicable share of the direct debt of all overlapping jurisdictions.

Net Overall Debt - Net direct debt plus the issuer's applicable share of the net direct debt of all overlapping jurisdictions.

Overlapping Debt - The issuer's proportionate share of the debt of other local governmental units which either overlap or underlie it.

Callable Bond - A bond which permits or requires the issuer to redeem the obligation before the stated maturity date at a specified price, the call price, usually at or above par value.

Capital Appreciation Bonds (CAB) - A long-term security on which the investment return is reinvested at a stated compound rate until maturity. The investor receives a single payment at maturity representing both the principal and investment return.

Capital Expenditures - an amount spent to acquire or improve a long-term asset such as equipment or buildings. The cost (except for the cost of land) is then charged to depreciation expense over the useful life of the asset.

Certificates of Participation - Documents, in fully registered form, that act like bonds. However, security for the certificates is the government's intent to make annual appropriations during the term of a lease agreement. No pledge of full faith and credit of the government is made. Consequently, the obligation of the government to make basic rental payments does not constitute an indebtedness of the government.

Commercial Paper - Very short-term, unsecured promissory notes issued in either registered or bearer form, and usually backed by a line of credit with a bank.

Coupon Rate - The annual rate of interest payable on a coupon bond (a bearer bond or bond registered as to principal only, carrying coupons evidencing future interest payments), expressed as a percentage of the principal amount.

Debt Limit - The maximum amount of debt which an issuer is permitted to incur under constitutional, statutory or charter provision.

Debt Service - The amount of money necessary to pay interest on an outstanding debt, the serial maturities of principal for serial bonds, and the required contributions to an amortization or sinking fund for term bonds.

Demand Notes (Variable Rate) - A short-term security which is subject to a frequently available put option feature under which the holder may put the security back to the issuer after giving specified notice. Many of these securities are floating or variable rate, with the put option exercisable on dates on which the floating rate changes.

Double Barreled Bonds (Combination Bonds) - A bond which is payable from the revenues of a governmental enterprise and are also backed by the full faith and credit of the governmental unit.

Enterprise Funds - Funds that are financed and operated in a manner similar to private business in that goods and services provided are financed primarily through user charges.

General Obligation Bond - A bond for whose payment the full faith and credit of the issuer has been pledged. More commonly, but not necessarily, general obligation bonds are payable from ad valorem property taxes and other general revenues.

Lease Purchase Agreement (Capital Lease) - A contractual agreement whereby the government borrows funds from a financial institution or a vendor to pay for capital acquisition. The title to the asset(s) normally belongs to the government with the lessor acquiring security interest or appropriate lien therein.

Letter of Credit - A commitment, usually made by a commercial bank, to honor demands for payment of a debt upon compliance with conditions and/or the occurrence of certain events specified under the terms of the commitment.

Level Debt Service - An arrangement of serial maturities in which the amount of principal maturing increases at approximately the same rate as the amount of interest declines.

Long-Term Debt - Long-term debt is defined as any debt incurred whose final maturity is more than three years.

Maturity - The date upon which the principal of a municipal bond becomes due and payable to bondholders.

Mini-bonds - A small denomination bond directly marketed to the public.

Net Interest Cost (NIC) - The traditional method of calculating bids for new issues of municipal securities. The total dollar amount of interest over the life of the bonds is adjusted by the amount of premium or discount bid, and then reduced to an average annual rate. The other method is known as the true interest cost (see "true interest cost").

Offering Circular - Usually a preliminary and final document prepared to describe or disclose to investors and dealers information about an issue of securities expected to be offered in the primary market. As a part of the offering circular, an official statement shall be prepared by the City

describing the debt and other pertinent financial and demographic data used to market the bonds to potential buyers.

Other Contractual Debt - Purchase contracts and other contractual debt other than bonds and notes. Other contractual debt does not affect annual debt limitation and is not a part of indebtedness within the meaning of any constitution or statutory debt limitation or restriction.

Par Value or Face Amount - In the case of bonds, the amount of principal which must be paid at maturity.

Parity Bonds - Two or more issues of bonds which have the same priority of claim or lien against pledged revenues or the issuer's full faith and credit pledge.

Principal - The face amount or par value of a bond or issue of bonds payable on stated dates of maturity.

Private Activity Bonds - One of two categories of bonds established under the Tax Reform Act of 1986, both of whom are subject to certain tests and State volume caps to preserve tax exemption.

Ratings - Evaluations of the credit quality of notes and bonds, usually made by independent rating services, which generally measure the probability of the timely repayment of principal and interest on municipal bonds.

Refunding Bonds - Bonds issued to retire bonds already outstanding.

Registered Bond - A bond listed with the registrar as to ownership, which cannot be sold or exchanged without a change of registration.

Reserve Fund - A fund which may be used to pay debt service if the sources of the pledged revenues do not generate sufficient funds to satisfy the debt service requirements.

Self Supporting or Self Liquidating Debt - Debt that is to be repaid from proceeds derived exclusively from the enterprise activity for which the debt was issued.

Short-Term Debt - Short-term debt is defined as any debt incurred whose final maturity is three years or less.

Spread - The income earned by the underwriting syndicate as a result of differences in the price paid to the issuer for a new issue of municipal bonds, and the prices at which the bonds are sold to the investing public, usually expressed in points or fractions thereof.

Tax-Exempt Bonds - For municipal bonds issued by the City tax-exempt means interest on the bonds are not included in gross income for federal income tax purposes; the bonds are not items of tax

preference for purposes of the federal, alternative minimum income tax imposed on individuals and corporations; and the bonds are exempt from taxation by the State of Illinois.

Tax Increment Bonds - Bonds secured by the incremental property tax revenues generated from a redevelopment project area.

Term Bonds - Bonds coming due in a single maturity.

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