



VILLAGE OF RIVER FOREST REGULAR VILLAGE BOARD MEETING

Monday, April 26, 2021 – 7:00 PM
Village Hall – 400 Park Avenue – River Forest, IL 60305
Community Room

AGENDA

Physical attendance at this public meeting is limited to 20 individuals, with Village Board officials, staff and consultants having priority over members of the public. Public comments will be shared with the Village President and Board of Trustees. You may submit your written public comments via email in advance of the meeting to: vbot@vrf.us. You may listen to the meeting by participating in a Zoom conference call as follows: dial-in number: 312-626-6799 with meeting ID: 883 3917 2912 or by clicking here: <https://us02web.zoom.us/j/88339172912>. If you would like to speak during public comment, please email sphyfer@vrf.us by 4:00 PM on Monday, April 26, 2021. If you would like to watch the livestream, please go to the Village website: <https://www.vrf.us/events/event/1885>.

1. Call to Order/Roll Call
2. Pledge of Allegiance
3. Citizen Comments
4. Elected Official Comments & Announcements
5. Consent Agenda
 - a. Committee of the Whole Meeting Minutes – April 12, 2021
 - b. Village Board of Trustees Meeting Minutes – April 12, 2021
 - c. Award of Bid and Contract for Partial Village Hall Roof Replacement to Garland/DBS Inc. in the amount of \$45,403
 - d. Award of Bid and Contract for the 2021 Sewer Lining Project to Benchmark Construction in the amount of \$163,054
 - e. Award of Bid and Contract for the 2021 Street Improvement Program to Brothers Asphalt Paving in the amount of \$585,179.54
 - f. Waiver of Formal Bid (Due to Competitive RFP) and Award of Contractor for Construction Engineering Services for the 2021 Street Improvement Project and Alley Improvement Project with Thomas Engineering Group in a not-to-exceed cost of \$90,729.60
 - g. Appropriation of \$550,000 in Motor Fuel Tax Funds for the 2021 IDOT Maintenance Agreement – Resolution
 - h. 2021 Compensation Plan Approval – Ordinance
 - i. Right-of-Way Encroachment Waiver and Agreement for an Irrigation System Located at 847 Thatcher Avenue
 - j. Right-of-Way Encroachment Waiver and Agreement for an Irrigation System Located at 755 William Street
 - k. Sexual Assault Awareness Month – Proclamation
 - l. Mental Health Awareness Month – Proclamation
 - m. Arbor Day – Proclamation
 - n. March Financial Report
 - o. Village Administrator's Report
6. Consent Items for Separate Consideration
7. Recommendations of Boards, Commissions and Committees
 - a. Zoning Board of Appeals – Side Yard Setback Variations for a Second Story Addition at 7612 Vine – Ordinance
 - b. Amendment of Resolution Establishing a Diversity, Equity and Inclusion *Ad Hoc* Advisory Group – Resolution
 - c. Board and Commission Appointments – Diversity, Equity and Inclusion Advisory Group: Erika Bachner, Co-Chairperson, Lisa Scheiner, Co-Chairperson, Members: Dwetri Addy, Guillermo Arauz, Stacey Austin, Tina Baird, David Bonner, Tim Brandhorst, Laurel Burkett, Mindy Credi, Alexandra DeSorbo-Quinn, Renee Duba-Clancy, James Norman, Holly Economos, Chuck Foster, Doug Garcia-Luce, Cecilia Graham, John Grant, Jessica Hartshorn, Anja Herrman, Jessica Iverson, Kirk Johnson, Stephanie Kang, Megan Keskitalo, Farzad Khaledan, Kent Kirk, Brett Kreisman, Susan Lucci, Susan Macaulay, Rosey McAdams, Claudia Moreno, Robert Navarro, Nancy Nicolas, Sharon Oates, Christina Papirnik, Teresa Peavy, Roshni Ray, Anthony Riley, Abigail Rogers, Cindy Shea, Liz Simon, Dorota Szerszenowicz-Olweny, Richard Schumacher, Glen Weissenberger, Sun-Hee Yoon

8. Unfinished Business
 - a. Update: Lake & Lathrop
9. New Business
 - a. Fiscal Year 2021 Annual Operating and Capital Budget – Ordinance
 - b. Approval of Policy Regarding use of Village Flag Pole
10. Executive Session
11. Adjournment

**VILLAGE OF RIVER FOREST
COMMITTEE OF THE WHOLE MEETING MINUTES
Monday, April 12, 2021**

A Committee of the Whole meeting was held on Monday, April 12, 2021 at 6:00 p.m. in the Community Room of Village Hall, 400 Park Avenue – River Forest, IL.

1. CALL TO ORDER/ROLL CALL

The meeting was called to order at 6:04 p.m. Upon roll call, the following persons were:

Present: President Adduci, Trustees Bachner, Brennan, Cargie, O'Connell, Vazquez

Absent: Trustee Henek

Also Present: Village Clerk Kathleen Brand-White, Acting Village Administrator Lisa Scheiner, Assistant to the Village Administrator Jonathan Pape, Management Analyst Sara Phyfer, Police Chief James O'Shea, Police Commander James Greenwood, Fire Chief Kurt Bohlmann, Public Works Director John Anderson, Village Engineer Jeff Loster, Finance Director Rosemary McAdams

2. PUBLIC COMMENT

Daniel Lauber, 7215 Oak. Mr. Lauber commented about the proposed budget and expressed concern that the Village is not adequately staffing and funding its boards and commissions with professional staff. He suggested other cost-saving measures related to technological improvements and suggested a notification system related to issues going to board and committee discussion.

Margie Cekander, 531 River Oaks. Ms. Cekander expressed concern about debt spending and bond issuance, and requested corrections to the budget documents. She questioned the cost of the automated metering infrastructure project and expressed concern about the absence of taxes received due to the status of the Lake and Lathrop project.

3. DISCUSSION: FY2022 VILLAGE OPERATING BUDGETS

Acting Village Administrator Scheiner presented the FY 2022 Village Operating Budget to the Board. She noted there would be a public hearing at the 7:00 p.m. meeting and then an ordinance to approve the budget for the Board's consideration on April 26.

Ms. Scheiner noted that the budget document is designed to comply with the requirements of the GFOA Distinguished Budget Award, includes a 5-Year Capital Improvement Plan as well as performance measures, goals and objectives. She noted the three key themes are to: ensure the safety of the community, protect and strengthen property values, and implement strategies to stabilize property taxes.

Ms. Scheiner reviewed the General Fund and noted the FY 2022 budget is balanced, and noted that despite the ongoing impact of COVID-19, there is a modest surplus of \$15,087. She

reviewed one-time expenditures that are not attributable to a structural deficit and would be funded through General Fund reserves. She stated the Village has received \$112,000 in federal assistance to reimburse the Village for certain COVID-19 expenses and can expect to receive \$1.34 million in additional federal assistance later this year. Ms. Scheiner reviewed General Fund revenues, noting the projections take into account the Board approved measure not to increase the 2020 tax levy, but not the \$1.34 million the Village anticipates in federal assistance. She highlighted that 65% of General Fund revenues come from property, sales, and income taxes. She also noted that the only fee increase for FY22 is a 2% increase on refuse due to a pass-through in the previously approved contract with the Village's waste hauler. In explaining the general fund expenditures, Ms. Scheiner noted over three-quarters of the budget is attributed to personnel costs due to being an organization that offers a high level of service. She also reviewed the 3-year projections.

Ms. Scheiner reviewed some of the accomplishments of each operating department in FY21 as well as the goals for each department in FY22, noting that Staff remains operationally flexible with regard to COVID-19 and is implementing Smart City technology to better serve residents.

Ms. Scheiner reviewed the Water and Sewer Fund, including Capital Improvement Projects slated for FY22. She stated the water rate will be increased by \$0.05, which is a pass-through for the cost of water purchased from the City of Chicago. She also reviewed the 3 year projections.

Ms. Scheiner went over the Police and Firefighters Pension Funds. She stated investments are always looked at on April 30, and she emphasized that Staff anticipates a positive impact from the consolidation of pension fund investments.

In reviewing the Motor Fuel Tax Fund, Ms. Scheiner noted the projects scheduled for the Street Improvement Program. She stated the Capital Equipment Replacement Fund is fully funded and that the annual transfer from the General Fund was suspended in FY21. She noted Staff is again deferring the transfer, as well as certain purchases.

Ms. Scheiner explained that the Capital Improvement Fund is funded by automated traffic enforcement system revenue, grants, and a portion of parking fees. She noted CIF projects are on hold until red light revenue begins coming in again.

Ms. Scheiner emphasized that the Village is in a good financial position and that the operating budget for FY22 is balanced. She noted that despite certain revenues and expenditures that are outside the Village's control, the Village responsibly manages funds every year. She stated Eric Palm left the Village in a good financial position, and she thanked Staff for their work and the Village Board for their support.

In response to a question from Trustee Bachner, Ms. Scheiner explained only certain expenses are eligible for the \$1.3 million in Federal assistance, noting for example that it can be used for revenue replacement going forward but not pension funding.

In response to a question from Trustee Brennan about the waste hauling contract, Director Anderson stated the Sustainability Commission will be offering feedback about next steps for the Village Board in terms of renegotiating the contract or going out to bid.

In response to a question from Trustee Brennan, Ms. Scheiner noted the consulting dollars allocated to the Comprehensive Plan implementation are for a variety of upcoming projects, including a review of accessory dwelling units.

In response to a question from Trustee O'Connell, Ms. Scheiner confirmed the Village receives rent from the Dispatch Center. He suggested that there may be a better allocation of that space for the Village in the future.

Trustee O'Connell also encouraged residents to review the Village Board's packets so they can have discussions about items in question at that time rather than when the Board is trying to approve a budget.

President Adduci thanked Staff for their work and stated the resident and trustee questions and comments were good ones. She expressed that she is confident the Village will continue to balance future budgets and that the Village is in good financial standing.

4. ADJOURNMENT

Trustee O'Connell made a motion seconded by Trustee Vazquez, to adjourn the Committee of the Whole meeting at 6:59 p.m.

Roll call:

Ayes: Trustees Bachner, Brennan, Cargie, O'Connell, Vazquez

Absent: Trustee Henek

Nays: None

Motion Passes.

Kathleen Brand-White, Village Clerk

**VILLAGE OF RIVER FOREST
REGULAR VILLAGE BOARD OF TRUSTEES MINUTES
Monday, April 12, 2021**

A regular meeting of the Village of River Forest Board of Trustees was held on Monday, April 12, 2021 at 7:00 p.m. in the Community Room of Village Hall, 400 Park Avenue – River Forest, IL.

1. CALL TO ORDER/ROLL CALL

The meeting was called to order at 7:03p.m. Upon roll call, the following persons were:

Present: President Adduci, Trustees Bachner, Brennan, Cargie, Henek, O'Connell, Vazquez, Village Clerk Kathleen Brand-White

Absent: None

Also Present: Acting Village Administrator Lisa Scheiner, Assistant to the Village Administrator Jonathan Pape, Management Analyst Sara Phyfer, Police Chief James O'Shea, Police Commander James Greenwood, Finance Director Rosemary McAdams, Fire Chief Kurt Bohlmann, Public Works Director John Anderson, Village Engineer Jeff Loster, Village Attorney Greg Smith

2. PLEDGE OF ALLEGIANCE

President Adduci led the pledge of allegiance.

3. CITIZEN COMMENTS

Susan Macaulay, 310 Park. Ms. Macaulay stated she was excited when she heard about the Diversity, Equity, and Inclusion Advisory Group and that she had applied. She asked about the next steps.

President Adduci stated she should have received a letter from her and apologized that Ms. Macaulay did not receive it. She stated there are still some administrative steps needing to be taken and that the applications will be distributed to the Village Board. She emphasized they are very excited about the Advisory Group as well, and that residents will be hearing about it shortly.

Margie Cekander, 531 River Oaks. Ms. Cekander stated an update on the Lake and Lathrop project was removed from the agenda and commented about the project status. She stated the updates on the Village websites are insufficient. She expressed concern about foregone taxes and stated the developer does not appear ready for construction. Ms. Cekander also expressed concern about comments made on social media during the recent election and criticized that style of politicking.

Phyllis Rubin, 411 Ashland. Ms. Rubin also commented about the project and stated residents are concerned it would not be built. She asked why the update was removed from

the agenda and stated the Board needs to find a way to hold the developer accountable. She expressed concern about trustees' relationships with the developer. She also requested the Village find a way of notifying neighboring property owners when something near them is on an agenda.

Lee Neubecker, Chair of the Economic Development Commission, provided an update about their recent meeting. He stated the Commission discussed how to help businesses during the COVID-19 fallout and reviewed COVID-19 data. He recommended the Village send a letter to Governor Pritzker and Cook County President Toni Preckwinkle urging them to keep indoor dining open for restaurants and to stay the course.

In response to resident comments, President Adduci stated the Lake and Lathrop project would be considered at the next meeting and that it was pulled from the agenda because the developer was not given enough notice. She stated they are continuing to make progress and there is no decision at this point, and she stated the developer is not in default of their contract. She emphasized that she still strongly believes the site will get developed. President Adduci also asked that everyone respect one another's relationships with community members and affirmed that the Board does respect what residents care about.

4. ELECTED OFFICIAL COMMENTS & ANNOUNCEMENTS

Trustee O'Connell stated Mr. Paris' parents live near him and assured that he never had conversations with him about the development. He asked that residents stop slandering the developer on social media and negatively impact his ability to work in the community.

Trustee Henek stated the community needed to denounce the actions of individuals who used tainted outlets and spread lies during the election. She stated this should not be tolerated and those involved should be held accountable. She stated she stands firm in her call for increased representation, inclusion, and accountability. Trustee Henek also commented about the Lake and Lathrop project, and she stated she has been asked about the project by residents and that she has repeatedly asked for information since November 2020. She stated that she found it unacceptable that the project update was pulled from the agenda after being agreed to on March 8.

In response to a question from Trustee Henek about the project's stated completion date in the contract, President Adduci stated the contract is not in default.

Trustee Henek stated it is unfair to residents not to get answers about the project status.

In response to a question from Trustee Henek, Ms. Scheiner stated there are six units under contract and one pending.

In response to a follow up question from Trustee Henek about when the public can expect a full update, President Adduci stated that the developer is making a lot of progress on their permits and that once there are more decisions to be made by the Board, that would be when they bring the issue to the table.

Trustee Henek stated that is unacceptable and that they need to have a full update at the next meeting.

Trustee Brennan commented about the Bicycle Plan implementation and explained that the new “sharrow” markings on streets guide bicyclists to the most visible location to ride with moving traffic that is outside of the door-zone of parked cars. She requested that a project implementation status be shared with the community. Trustee Brennan also asked that Ms. Scheiner look into the National Suicide Prevention and Action Month Proclamation project. She also commented about the Lake and Lathrop development and requested that they receive a full update at the next meeting, noting that she is personally confused about the status and other residents are too. She stated that she would want to have the benefit of the outgoing trustees’ input at the meeting.

Trustee Vazquez reported that the Age-Friendly Committee met on March 10 and continues to work on the development of its survey, and is specifically working to condense it to a 10-15 minute survey so respondents would not be overwhelmed. He stated the Committee also heard from members of the Northwest Austin Council on their survey experience and stated it was an additional introduction to working with another community on senior citizen issues.

Trustee Cargie thanked everyone who ran in the recent election and congratulated the winners.

Trustee Bachner read a statement to acknowledge that this land was once inhabited by indigenous people and stated that River Forest continues to be a place that people from diverse backgrounds live and gather. She noted it was the first day of Ramadan and wished well to everyone who celebrates. She also acknowledged that April is Sexual Abuse Awareness Month and stated those who need help can contact 800-656-HOPE. Trustee Bachner also stated she has heard from residents that Zoom makes it easier to access meetings and that she hopes a Zoom option is available when they go back to in-person meetings.

President Adduci stated that there is legislation being considered in the State that would allow that, and that she supports it.

Trustee Bachner stated that residents are also interested in getting an update on disaster/emergency planning. She thanked Chair Neubecker for his update. She stated news she is seeing is that public health officials are concerned about a surge in the next few weeks and that she is in favor of following their recommendations. She stated she appreciated the Economic Development Commission’s creativity in finding solutions to help businesses and shared an idea about “shop summer” to promote safe shopping and eating in River Forest similar to a holiday program in Oak Park. Trustee Bachner also stated she was looking forward to an update on the Lake and Lathrop project and stated she is looking forward to having that at the next meeting.

5. PUBLIC HEARING – FY 2022 VILLAGE OPERATING BUDGET

President Adduci called the Public Hearing to order at 7:53pm.

Ms. Scheiner stated that pursuant to State law, the Village is required to hold a public hearing on its annual budget prior to adoption. She noted that the budget has been available to the public for inspection at the Village Hall and on the Village website. She invited the public to make comment. She stated that the Board will consider final approval of the budget at its April 26 meeting at 7:00pm.

Dan Lauber, 7215 Oak. Mr. Lauber reiterated his comments from the previous meeting, emphasizing the need to invest in economic development with a full-time staff position, a technological investment opportunity with police vehicles, and expressed caution about replacing computers when the warranties expire.

Margie Cekander, 531 River Oaks. Ms. Cekander asked how many days from being published does the community have to comment before the budget is approved.

Director McAdams stated the Village must publish a notice about the public hearing 10 days in advance of the hearing and that the budget could be approved immediately after the hearing but that it would be considered on April 26.

Ms. Cekander reiterated her concerns raised in the previous meeting about debt spending and bond issuance.

In response to Ms. Cekander's comments, President Adduci noted the discussion about the alleys occurred several months ago and that the Board agreed to move forward with a bond issuance for the project because of low interest rates. She stated it is normal spending and would not put a financial strain on the Village.

Hearing no further public comment, Trustee O'Connell made a motion, seconded by Trustee Cargie, to close the public hearing.

Roll call:

Ayes: Trustees Bachner, Brennan, Cargie, Henek, O'Connell, Vazquez

Absent: None

Nays: None

Motion Passes.

6. CONSENT AGENDA

- a. Village Board of Trustees Meeting Minutes – March 8, 2021
- b. Library Budget Amendment – Ordinance
- c. FY21 Budget Amendment – Ordinance
- d. Authorization to Pay Accela, Inc. for Springbrook Annual Maintenance Fee in the Amount of \$22,016.40

- e. Approval of Payment to Clark Baird Smith LLP for Legal Services in the amount of \$22,228.45
- f. Approval of Payment to Klein, Thorpe and Jenkins Ltd for Legal Services in the amount of \$22,121.35
- g. Award of Bid and Contract of the 2021 Asphalt Pavement Crack Sealing Project to Denler Inc. in the amount of \$49,297.80
- h. Award of Bid and Contract of the 2021 Curb and Sidewalk Replacement Program to Strada Construction Co. in the amount of \$51,400.00
- i. Award of Bid and Contract of the 2021 Street Patching Program to Schroeder Asphalt Services in the amount of \$88,547.65
- j. Waiver of Formal Bid (Due to Competitive RFP) and Award of Contract to Siemens, Inc. for the Automatic Metering Infrastructure Project for a not-to-exceed amount of \$1,028,343
- k. Intergovernmental Agreement with the Chicago Metropolitan Agency for Planning (CMAP) for River Forest Accessory Dwelling Unit Support
- l. Monthly Department Reports
- m. Accounts Payable – March 2021 – \$1,307,658.62
- n. February Financial Report
- o. Performance Measurement Report
- p. Village Administrator's Report

Trustee Vazquez made a motion, seconded by Trustee Bachner, to approve the Consent Agenda items A-B, E-J, L-P.

Roll call:

Ayes: Trustees Bachner, Brennan, Cargie, Henek, O'Connell, Vazquez

Absent: None

Nays: None

Motion Passes.

Trustee Brennan made a motion, seconded by Trustee Vazquez, to approve the Consent Agenda items C, D, and K.

In response to a question from Trustee Brennan about item C, Finance Director McAdams stated initially Staff was under the impression this revenue needed to be used like other Motor Fuel Tax revenues and determined that it could be used for maintenance and programs related to motor fuel.

Village Attorney Smith explained the distinction between use of the MFT funds distributed from the State and the \$.03/gallon tax.

In response to a question from Trustee Brennan about item D, Director McAdams stated the Village would have to go out to RFP to change its financial software and that the Village will continue to negotiate with them on the maintenance fees.

President Adduci stated the negotiation may have been lifted given the age of the contract.

Director McAdams stated she will review with Springbrook and find out what the current term is.

Regarding item K, Trustee Brennan questioned the language in the contract and stated it appears CMAP retains the right to extend the agreement instead of it being mutual. She also stated the dates are inconsistent.

It was determined that the agreement could be approved with modifications subject to attorney review.

Roll call:

Ayes: Trustees Bachner, Brennan, Cargie, Henek, O'Connell, Vazquez

Absent: None

Nays: None

Motion Passes.

7. CONSENT ITEMS FOR SEPARATE CONSIDERATION

None.

8. RECOMMENDATIONS OF BOARDS, COMMISSIONS AND COMMITTEES

- a. Sustainability Commission – Resolution Authorizing Participation in the ComEd Green Region Program for the Parkways for Pollinators Project – Resolution.

Trustee Vazquez made a motion, seconded by Trustee O'Connell, to approve a Resolution Authorizing Participation in the ComEd Green Region Program for the Parkways for Pollinators Project.

Sustainability Chairperson Lisa Gillis asked that the Board pass the resolution, explaining that the grant funding has already been used and that this resolution is to comply with the grant requirements. She noted it was submitted on March 18 with their final grant report and acknowledged the resolution got lost in the transition between Commission members.

In response to a comment from Trustee Brennan, Chairperson Gillis stated they used the recommend form that ComEd/OpenLands offered. She noted that as part of another grant requirement, the logos are now on the Village website.

Roll call:

Ayes: Trustees Bachner, Brennan, Cargie, Henek, O'Connell, Vazquez

Absent: None

Nays: None

Motion Passes.

9. UNFINISHED BUSINESS

None.

10. NEW BUSINESS

None.

11. EXECUTIVE SESSION

None.

12. ADJOURNMENT

Trustee Cargie made a motion, seconded by Trustee Vazquez, to adjourn the regular Village Board of Trustees Meeting at 8:29p.m.

Roll call:

Ayes: Trustees Bachner, Brennan, Cargie, Henek, O'Connell, Vazquez

Absent: None

Nays: None

Motion Passes.

Kathleen Brand-White, Village Clerk



MEMORANDUM

DATE: April 20, 2021

TO: Lisa Scheiner, Village Administrator

FROM: John Anderson, Director of Public Works

SUBJECT: Village Hall – Dispatch Center Roof Replacement Project

Issue: The Village Five-Year Capital Improvement Program includes roof replacement at the Village Hall on the section of roof over the WSCDC dispatch center. Condition assessments and thermal imaging scans were performed recently and confirmed the need for roof replacement due to poor condition and areas holding excess moisture.

Analysis: In order to have this work performed in a cost effective manner staff engaged in a cooperative purchasing program that is used by local governments throughout the country. U.S. Communities is a non-profit cooperative purchasing program which is an instrument that assists local and state government agencies in reducing the costs of purchased goods/services through pooling the purchasing power of public agencies nationwide. This is accomplished by competitively solicited contracts for quality products/services through lead public agencies (e.g. city, county, or state agencies that issue the underlying formal solicitations).

The roofing company (Garland/DBS) which has performed the Public Works Garage, Pumping Station, and Village Hall roof replacements over the past several years is the current supplier for roofing and building envelope repair under this cooperative purchasing program. Garland/DBS acts as the supplier, and competitively bids out the installation work to roofing companies, and oversees the installation.

The work to be performed over the dispatch center includes the repair of all areas identified by the thermal scan of the existing roof system by tearing off the affected areas down to the metal deck and installing new material. All necessary repairs will be made to roof penetrations, field and flashing. The roof will be restored in all other areas where complete replacement is not needed. There is a 20-year warranty for this project.

The results of the competitive bid process can be seen below:

| Company | Price |
|----------------------------------|----------|
| DCG Roofing Solutions, Inc. | \$45,403 |
| Malcor Roofing of Illinois, Inc. | \$50,397 |
| G.E. Riddiford Co. | \$52,035 |

The FY2022 budget for this project is \$48,000. The results of this competitive bid process is \$45,403. Therefore, staff recommends the award of the contract to Garland/DBS, Inc. in the amount of \$45,403 based on U.S. Communities cooperative purchasing program. Garland/DBS, Inc. would oversee the installation performed by lowest most responsible bidder DCG Roofing Solutions, Inc.

Recommendation: If the Village Board concurs with this recommendation the following motion would be appropriate: Motion to award a contract to Garland/DBS, Inc. in the amount of \$45,403 for the Village Hall Dispatch Center Roof Replacement Project and authorize the Village Administrator to execute the contract agreement.

Attachments

Roofing Material and Services Proposal
Project Manual for Roof Restoration



Garland/DBS, Inc.
3800 East 91st Street
Cleveland, OH 44105
Phone: (800) 762-8225
Fax: (216) 883-2055



ROOFING MATERIAL AND SERVICES PROPOSAL

Village Hall Dispatch Roof
Village of River Forest
400 Park Ave
River Forest, IL 60305

Date Submitted: 03/31/2021
Proposal #: 25-IL-210246
MICPA # PW1925

Illinois General Contractor License #: 104.015673

Purchase orders to be made out to: Garland/DBS, Inc.

Please Note: The following budget/estimate is being provided according to the pricing established under the Master Intergovernmental Cooperative Purchasing Agreement (MICPA) with Racine County, WI and OMNIA Partners, Public Sector (U.S. Communities). The line item pricing breakdown from Attachment C: Bid Form should be viewed as the maximum price an agency will be charged under the agreement. Garland/DBS, Inc. administered an informal competitive process for obtaining quotes for the project with the hopes of providing a lower market-adjusted price whenever possible.

Included in proposal is Addendum 1 March 17th, 2021

Scope of Work: Village Hall Dispatch Roof

1. Repair all wet areas (approx. 108 sq ft) identified by the thermal scan of the existing roof system by tearing-off the affected areas down to the metal deck and installing new material to match existing roof system height.
 - a. Install 1.5" of new polyiso and mechanically fasten to the deck. Install new ½" DensDeck Prime coverboard in insulation adhesive. Install HPR Torch Base Sheet and StressPly IV Mineral cap sheet. Apply proper tie-in to existing roof system.
 - b. Install new 4'x4' sumped internal roof drain detail and associated flashings
2. Make all necessary repairs to penetrations, field and flashings. Field and flashing repairs are to be made with StressPly IV Mineral Cap Sheet.
 - a. Install new pitch pocket with metal collar detail.
 - b. Install new StressPly IV Mineral over any area of previous repair in field and flashings.
 - c. Reseal any conduit penetrations at portals with Tuff Stuff MS.

- d. Seal any exposed fasteners on air handling penetrations with Tuff Stuff MS.
3. Remove any loose debris from the roof field.
4. Raise all conduit supports and antenna stands prior to cleaning and coating application.
5. Thoroughly power-wash/broom the entire work area being sure to remove all dirt and debris.
6. Apply Garla Block Primer to newly installed roofing membrane at a rate of 0.5 gal/sq prior to base coat.
7. Apply coating of LiquiTec Base Coat at a rate of 4.5 gallons per square.
8. Immediately embed 40" wide Grip Polyester Soft reinforcement into wet coating by rolling over the fabric surface to fully saturate and encapsulate, ensuring there are no wrinkles, voids or vertical fibers.
9. Lap adjacent rolls of reinforcement 3 in. on side and end laps. Ensure the roller is fully saturated with coating when backrolling over the reinforcement surface to wet it out completely. Allow to cure thoroughly, but no more than 72 hours.
10. Apply coating of LiquiTec Top Coat at a rate of 2 gallons per square.

Addendum 1

1. There are two (2) new pitch pocket with collar details to be installed instead of one. There is the original pitch pocket at the south end of the large RTU and then a portal along the east perimeter that will be replaced with a new pitch pocket with collar.
2. Antenna on skids weighed down by concrete block can be repositioned during fluid applied installation but not disconnected.
3. Equipment supports on 4" x 6" wood will need to stay in place. Fluid applied roofing can be applied up to and around them.
4. Roofing contractors to include mechanical disconnect of small HVAC unit along eastern perimeter to allow the unit to be moved for fluid applied installation and for the removal of the wood supports, to be replaced with Dura-Blok or similar type of weather resistant supports.
5. Roof work staging for materials, dumpster and crane to be along southern perimeter.

Garland/DBS Price Based Upon Local Market Competition:

| | | |
|------------------------------------|-----------|---------------|
| DCG Roofing Solutions, Inc. | \$ | 45,403 |
| Malcor Roofing of Illinois Inc. | \$ | 50,397 |
| G.E. Riddiford Co | \$ | 52,035 |

Unforeseen Site Conditions:

| | | | |
|---------------------------|----|-------|-------------|
| Drain Replacement | \$ | 3,420 | Drain |
| Decking Replacement Metal | \$ | 15.96 | per Sq. Ft. |

Potential issues that could arise during the construction phase of the project will be addressed via unit pricing for additional work beyond the scope of the specifications. This could range anywhere from wet insulation, to the replacement of deteriorated wood nailers. Proposal pricing valid 60 days from proposal date listed above.

Clarifications/Exclusions:

1. Sales and use taxes are excluded. Please issue a Tax Exempt Certificate.
2. Permits are excluded.
3. Bonds are included.
4. Plumbing, Mechanical, Electrical work is excluded.
5. Masonry work is excluded.
6. Interior Temporary protection is excluded.
7. Prevailing Wages are included.
8. Any work not exclusively described in the above proposal scope of work is excluded.

If you have any questions regarding this proposal, please do not hesitate to call me at my number listed below.

Respectfully Submitted,

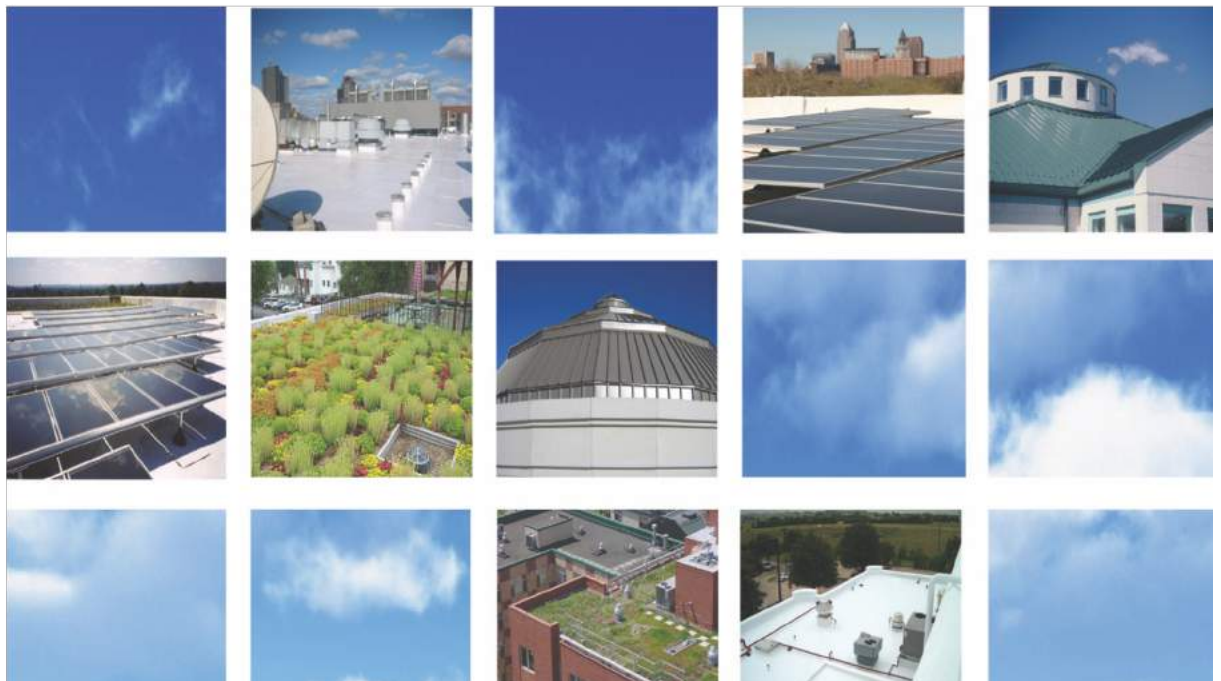
Steve Rojek

Steve Rojek
Garland/DBS, Inc.
(216) 430-3613



Project Manual For:

VILLAGE HALL DISPATCH ROOF RESTORATION VILLAGE OF RIVER FOREST RIVER FOREST, IL 60305



Project #: 25-IL-XXXXX
Due Date: March 30th, 2021
2:00 pm Central

Project Owner:
Village of River Forest
400 Park Avenue
River Forest, IL 60305



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1 Instruction to Bidders

In accordance with the Invitation to Bid, the bid form must be submitted in accordance with the following:

BID DUE DATE: **MARCH 30, 2021 @ 2PM Central**

1. Bids can be submit in one of the following two formats using the bid forms as provided herein:
 - a. E-mail Bids to: DBSbids@garlandind.com
 - b. Fax Bids to: (216) 883-2055
2. If you have any questions regarding the bid documents, please call MATT LEMERE at (773) 633-7114.
3. Coordination with the Owner, as specified hereinafter, shall be made exclusively through the General Contractor's Representative(s): MATT LEMERE at (773) 633-7114.
4. Bid Bonds **are not** required for this project. Performance and Payment Bonds **will not be** required if awarded the project. Performance and payment bonds will be provided by Garland/DBS, Inc., herein referred to as "General Contractor" for the project.
5. Time is of the essence prior to contract signing, the number of consecutive working days necessary for the completion of the project shall be established by both parties. The Contractor agrees that failure to complete the scope of work within that stipulated period shall result in the assessment liquidated damages in the amount of \$XXXXX (Determined by customer)
6. It is the General Contractor's intention to remit payment of approved invoice amounts within forty-five (45) days of General Contractor's acceptance. Most often payment is made at thirty (30) days. Deductions may be made for unapproved amounts invoiced and/or any penalties or damages incurred by the Owner or General Contractor.
7. The final invoice for retention will be paid upon the General Contractor's receipt of final payment by the Owner.
8. All Invoices must be submitted to General Contractor on AIA G702/G703 invoice forms or approved equal.
9. The contractor shall be prepared to submit a Certificate of Insurance with the Owner and General Contractor identified as the additional insured in accordance with the requirements as outlined in the Supplementary Conditions.
10. The Contractor shall be responsible for any building permits required by the County where the project is located, and must comply with all local, State, and Federal requirements.
11. Once the project is awarded and a start date is determined the contractor must continue to work, full-time and with a sufficient workforce able to faithfully prosecute the Work until final completion is issued by the General Contractor. Roofing must be performed in logical sequence and in accordance with the specification documents as provided herein, deviations will only be allowed under direction of the General Contractor or Owner.



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12. **Bid sheets have be provided and shall be completed in full.** Unit costs must be provided for additional / optional items that are reasonably foreseen as being required for the roof installation. Any expected latent or concealed site conditions should be identified upfront with unit pricing.
13. Bidders are reminded that the General Contractor is purchasing the Garland roof system materials for this project. Bidders should adjust profit and overhead accordingly as they are not incurring the expense of the materials, but will still need to handle the materials and load the roof once the materials arrive to the site.
14. Bidders are reminded that the freight for the General Contractor supplied materials will be paid for by the General Contractor and will not be an expense to the Bidder.
15. Bidders are reminded that sales or use tax on the General Contractor supplied materials will be paid for by the General Contractor and will not be an expense to the Bidder.
16. Bidders are responsible for all materials not supplied by the General Contractor, as well as, the associative costs for freight and sales or use taxes, if applicable.
17. As a general contractor, Garland/DBS can choose to award subcontract based upon any combination of price, qualifications, past performance, schedule and availability. The Owner and Garland/DBS have the right to accept or reject any or all subcontractor quotes for any reason. Prospective subcontractor(s) shall have no legal recourse against the Owner and Garland/DBS for the acceptance or rejection of any subcontractor quote



2 Bid Forms

Bidder must completely fill-out the following bid forms and submit them via the following methods:

1. E-mail Bids to: DBSbids@garlandind.com
2. Fax Bids to: (216) 883-2055

Bidders should use best efforts to identify potential latent or concealed site conditions and provide unit costs for them in the appropriate section of the bid documents as to establish pricing for what may be unforeseen site conditions upfront.

PLEASE DOUBLE CHECK YOUR PRICING TO BE AS COMPETITIVE AS POSSIBLE:

1. ☐ The General Contractor is purchasing the Garland roof system materials for this project.
 - a. Adjust profit and overhead accordingly as you are not incurring the expense of the materials
 - b. Account for the handling, storage and staging of the Garland materials in your price
2. ☐ The General Contractor is responsible for paying the freight associated with the Garland roof system materials.
 - a. Remove any associated freight on Garland material from your price
3. ☐ The General Contractor is responsible for paying the sales or use tax on the Garland roof system materials.
 - a. Do not include sales and use tax , if applicable, for the Garland Roof System Materials in your price
 - b. Include all other materials not supplied by the General Contractor, as well as, the costs, freight, and sales or use taxes associated with them.
4. ☐ The General Contractor is providing Performance and Payment Bonds if the project is awarded.
 - a. Do not include the costs of performance and payment bonds in your price.

3 Summary Scope of Work

SECTION 01010

SUMMARY OF WORK

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. Attached GENERAL CONDITIONS, BID FORM, Component sections, forms a component part of this section.

1.2 SUMMARY OF WORK

A. Village Hall – Dispatch Roof Section Fully Reinforced Restoration

1. Repair all wet areas (approx. 108 sq ft) identified by the thermal scan of the existing roof system by tearing-off the affected areas down to the metal deck and installing new material to match existing roof system height.
 - a. Install 1.5" of new polyiso and mechanically fasten to the deck. Install new ½" DensDeck Prime coverboard in insulation adhesive. Install HPR Torch Base Sheet and StressPly IV Mineral cap sheet. Apply proper tie-in to existing roof system.
 - b. Install new 4'x4' sumped internal roof drain detail and associated flashings
2. Make all necessary repairs to penetrations, field and flashings. Field and flashing repairs are to be made with StressPly IV Mineral Cap Sheet.
 - a. Install new pitch pocket with metal collar detail
 - b. Install new StressPly IV Mineral over any area of previous repair in field and flashings
 - c. Reseal any conduit penetrations at portals with Tuff Stuff MS
 - d. Seal any exposed fasteners on air handling penetrations with Tuff Stuff MS
3. Remove any loose debris from the roof field.
4. Raise all conduit supports and antenna stands prior to cleaning and coating application.
5. Thoroughly power-wash/broom the entire work area being sure to remove all dirt and debris.
6. Apply Garla Block Primer to newly installed roofing membrane at a rate of 0.5 gal/sq prior to base coat.
7. Apply coating of LiquiTec Base Coat at a rate of 4.5 gallons per square.

8. Immediately embed 40" wide Grip Polyester Soft reinforcement into wet coating by rolling over the fabric surface to fully saturate and encapsulate, ensuring there are no wrinkles, voids or vertical fibers.
9. Lap adjacent rolls of reinforcement 3 in. on side and end laps. Ensure the roller is fully saturated with coating when backrolling over the reinforcement surface to wet it out completely. Allow to cure thoroughly, but no more than 72 hours.
10. Apply coating of LiquiTec Top Coat at a rate of 2 gallons per square.

1.3 INTENT OF THE SPECIFICATIONS

- A. The intent of these specifications is to describe the material and methods of construction required for the performance of the work. In general, it is intended that the drawings shall delineate the detailed extent of the work. When there is a discrepancy between drawings, referenced specifications, and standards and this specification, this specification shall govern.

1.4 PROTECTION

- A. The contractor shall use every available precaution to provide for the safety of the property owner, visitors to the site, and all connected with the work under the Contract.
- B. All existing facilities both above and below ground shall be protected and maintained free of damage. Existing facilities shall remain operating during the period of construction unless otherwise permitted. All access roadways must remain open to traffic unless otherwise permitted.
- C. Barricades shall be erected to fence off all construction areas from operations personnel.
- D. Safety Requirements:
 1. All application, material handling, and associated equipment shall conform to and be operated in conformance with OSHA safety requirements.
 2. Comply with federal, state, and local and owner fire and safety requirements.
 3. Advise owner whenever work is expected to be hazardous to owner employees and/or operations.
 4. Maintain a crewman as a floor guard whenever roof decking is being repaired or replaced and whenever any roofing is being removed.
 5. Maintain proper fire extinguisher within easy access whenever power tools, roofing kettles, and torches are being used.
 6. ALL SAFETY REQUIREMENTS OF THE BUILDING OWNER MUST BE FOLLOWED. NO EXCEPTIONS WILL BE PERMITTED.

1.5 HOUSEKEEPING

- A. Keep materials neat and orderly.



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- B. Remove scrap, waste and debris from the project area.
- C. Maintenance of clean conditions while work is in progress and cleanup when work is completed shall be in strict accordance with the "General Conditions" of this contract.
- D. Fire protection during construction.
- E. Follow all requirements established by the building owner.

END OF SECTION

4 Specifications

SECTION 07550 MODIFIED BITUMINOUS MEMBRANE ROOFING

PART 1 GENERAL

1.1 SECTION INCLUDES

- A. Torch Applied 2-Ply Asphalt Roofing. (2.16)(3.8)
- B. Accessories. (2.19)
- C. Edge Treatment and Roof Penetration Flashings. (2.20)(3.9)

1.2 RELATED SECTIONS

- A. Section 07563 – Fluid Applied Roofing Restoration.

1.3 REFERENCES

- A. ASTM E 108 - Standard Test Methods for Fire Test of Roof Coverings
- B. Factory Mutual Research (FM): Roof Assembly Classifications.
- C. National Roofing Contractors Association (NRCA): Roofing and Waterproofing Manual.
- D. Sheet Metal and Air Conditioning Contractors National Association, Inc. (SMACNA) - Architectural Sheet Metal Manual.
- E. Underwriters Laboratories, Inc. (UL): Fire Hazard Classifications.
- F. Warnock Hersey (WH): Fire Hazard Classifications.
- G. ANSI-SPRI ES-1 Wind Design Standard for Edge Systems used with Low Slope Roofing Systems.
- H. ASCE 7, Minimum Design Loads for Buildings and Other Structures
- I. UL - Fire Resistance Directory.
- J. FM Approvals - Roof Coverings and/or RoofNav assembly database.

1.4 DESIGN / PERFORMANCE REQUIREMENTS

- A. Perform work in accordance with all federal, state and local codes.
- B. Exterior Fire Test Exposure: Roof system shall achieve a UL, FM or WH Class rating for roof slopes indicated on the Drawings as follows:
 - 1. Factory Mutual Class A Rating.



2. Underwriters Laboratory Class A Rating.
 3. Warnock Hersey Class A Rating.
- C. Energy Star: Roof System shall comply with the initial and aged reflectivity required by the U.S. Federal Government's Energy Star program.
- D. Roof System membranes containing recycled or bio-based materials shall be third party certified through UL Environment.

1.5 SUBMITTALS

- A. Product Data: Manufacturer's data sheets on each product to be used, including:
1. Preparation instructions and recommendations.
 2. Storage and handling requirements and recommendations.
 3. Installation instructions.
- B. Shop Drawings: Submit shop drawings including installation details of roofing, flashing, fastening, insulation and vapor barrier, including notation of roof slopes and fastening patterns of insulation and base modified bitumen membrane, prior to job start.
- C. Design Pressure Calculations: Submit design pressure calculations for the roof area in accordance with ASCE 7 and local Building Code requirements. Include a roof system attachment analysis report, certifying the system's compliance with applicable wind load requirements before Work begins.
- D. LEED Submittals: Provide documentation of how the requirements of Credit will be met:
1. List of proposed materials with recycled content. Indicate post-consumer recycled content and pre-consumer recycled content for each product having recycled content.
 2. Product data and certification letter indicating percentages by weight of post-consumer and pre-consumer recycled content for products having recycled content.
 3. Product reflectivity and emissivity criteria to qualify for one point under the LEED credit category, Credit 7.2, Landscape & Exterior Design to Reduce Heat Island - Roof.
- E. Recycled or Bio-Based Materials: Provide third party certification through UL Environment of roof System membranes containing recycled or bio based materials.
- F. Verification Samples: For each modified bituminous membrane ply product specified, two samples, minimum size 6 inches (150 mm) square, representing actual product, color, and patterns.
- G. Manufacturer's Certificates: Provide to certify products meet or exceed specified requirements.
- H. Test Reports: Submit test reports, prepared by an independent testing agency, for all modified bituminous sheet roofing, indicating compliance with ASTM D5147. Testing must be performed at 77 deg. F. Tests at 0 deg. F will not be considered.
- I. Closeout Submittals: Provide manufacturer's maintenance instructions that include recommendations for periodic inspection and maintenance of all completed roofing work. Provide product warranty executed by the manufacturer. Assist Owner in preparation and submittal of roof installation acceptance certification as may be necessary in connection with fire and extended coverage insurance on roofing and associated work.



1.6 QUALITY ASSURANCE

- A. Perform Work in accordance with NRCA Roofing and Waterproofing Manual.
- B. Manufacturer Qualifications: Company specializing in manufacturing products specified with documented ISO 9001 certification and minimum of twelve years of documented experience and must not have been in Chapter 11 bankruptcy during the last five years.
- C. Installer Qualifications: Company specializing in performing Work of this section with minimum five years documented experience and a certified Pre-Approved Garland Contractor.
- D. Installer's Field Supervision: Maintain a full-time Supervisor/Foreman on job site during all phases of roofing work while roofing work is in progress.
- E. Product Certification: Provide manufacturer's certification that materials are manufactured in the United States and conform to requirements specified herein, are chemically and physically compatible with each other, and are suitable for inclusion within the total roof system specified herein.
- F. Source Limitations: Obtain all components of roof system from a single manufacturer. Secondary products that are required shall be recommended and approved in writing by the roofing system Manufacturer. Upon request of the Architect or Owner, submit Manufacturer's written approval of secondary components in list form, signed by an authorized agent of the Manufacturer.

1.7 PRE-INSTALLATION MEETINGS

- A. Convene minimum two weeks prior to commencing Work of this section.
- B. Review installation procedures and coordination required with related Work.
- C. Inspect and make notes of job conditions prior to installation:
 - 1. Record minutes of the conference and provide copies to all parties present.
 - 2. Identify all outstanding issues in writing designating the responsible party for follow-up action and the timetable for completion.
 - 3. Installation of roofing system shall not begin until all outstanding issues are resolved to the satisfaction of the Architect.

1.8 DELIVERY, STORAGE, AND HANDLING

- A. Deliver and store products in manufacturer's unopened packaging with labels intact until ready for installation.
- B. Store all roofing materials in a dry place, on pallets or raised platforms, out of direct exposure to the elements until time of application. Store materials at least 4 inches above ground level and covered with "breathable" tarpaulins.
- C. Stored in accordance with the instructions of the manufacturer prior to their application or installation. Store roll goods on end on a clean flat surface except store KEE-Stone FB 60 rolls flat on a clean flat surface. No wet or damaged materials will be used in the application.
- D. Store at room temperature wherever possible, until immediately prior to installing the roll. During winter, store materials in a heated location with a 50 degree F (10 degree C) minimum temperature, removed only as needed for immediate use. Keep materials away



from open flame or welding sparks.

- E. Avoid stockpiling of materials on roofs without first obtaining acceptance from the Architect/Engineer.
- F. Adhesive storage shall be between the range of above 50 degree F (10 degree C) and below 80 degree F (27 degree C). Area of storage shall be constructed for flammable storage.

1.9 COORDINATION

- A. Coordinate Work with installing associated metal flashings as work of this section proceeds.

1.10 PROJECT CONDITIONS

- A. Maintain environmental conditions (temperature, humidity, and ventilation) within limits recommended by manufacturer for optimum results. Do not install products under environmental conditions outside manufacturer's absolute limits.

PART 2 PRODUCTS

2.1 MANUFACTURERS

- A. Acceptable Manufacturer: Garland Company, Inc. (The); 3800 E. 91st St., Cleveland, OH 44105. ASD. Toll Free: 800-321-9336. Phone: 216-641-7500. Fax: 216-641-0633. Web Site: www.garlandco.com.
- B. The Products specified are intended and the Standard of Quality for the products required for this project. If other products are proposed the bidder must disclose in the bid the manufacturer and the products that they intend to use on the Project. If no manufacturer and products are listed, the bid may be accepted only with the use of products specified.
 - 1. Bidder will not be allowed to change materials after the bid opening date.
 - 2. If alternate products are included in the bid, the products must be equal to or exceed the products specified. Supporting technical data shall be submitted to the Architect/ Owner for approval prior to acceptance.
 - 3. In making a request for substitution, the Bidder/Roofing Contractor represents that it has:
 - a. Personally investigated the proposed product or method, and determined that it is equal or superior in all respects to that specified.
 - b. Will provide the same guarantee for substitution as for the product and method specified.
 - c. Will coordinate installation of accepted substitution in work, making such changes as may be required for work to be completed in all respects.
 - d. Will waive all claims for additional cost related to substitution, which consequently become apparent.
 - e. Cost data is complete and includes all related cost under his/her contract or other contracts, which may be affected by the substitution.
 - f. Will reimburse the Owner for all redesign cost by the Architect for accommodation of the substitution.
 - 4. Architect/ Owner reserves the right to be the final authority on the acceptance or rejection of any or all bids, proposed alternate roofing systems or materials that has met ALL specified requirement criteria.
 - 5. Failure to submit substitution package, or any portion thereof requested, will result in immediate disqualification and consideration for that particular contractors request for



manufacturer substitution.

2.2 TORCH APPLIED 2-PLY ASPHALT ROOFING

- A. Base (Ply) Sheet:
 - 1. HPR Torch Base:
- B. Modified Cap (Ply) Sheet: One ply bonded to the prepared substrate with interply adhesive.
 - 1. StressPly IV Mineral:
- C. Interply Adhesive:
 - 1. NA
- D. Flashing Base Ply:
 - 1. HPR Torch Base:
- E. Flashing Cap (Ply) Sheet
 - 1. StressPly IV Mineral:
- F. Flashing Ply Adhesive:
 - 1. Flashing Bond:

2.3 ACCESSORIES:

- A. Roof Insulation: In accordance with Section 07220.
- B. Roof Insulation: Provide G-P Gypsum DenDeck Prime, G-P Gypsum DenDeck DuraGuard, USG Securrock for proper adhesion of the self-adhered base sheet in accordance with Section 07220.

2.4 EDGE TREATMENT AND ROOF PENETRATION FLASHINGS

- A. Pitch pans, Rain Collar 24 gauge stainless or 20oz (567gram) copper. All joints should be welded/soldered watertight. See details for design.
- B. Drain Flashings should be 4lb (1.8kg) sheet lead formed and rolled.
- C. Plumbing stacks should be 4lb (1.8kg) sheet lead formed and rolled.
- D. Liquid Flashing - Tuff-Flash: An asphaltic-polyurethane, low odor, liquid flashing material designed for specialized details unable to be waterproofed with typical modified membrane flashings.
 - 1. Tensile Strength, ASTM D 412: 400 psi
 - 2. Elongation, ASTM D 412: 300%
 - 3. Density @77 deg. F 8.5 lb/gal typical
- E. Fabricated Flashings: Fabricated flashings and trim are specified in Section 07620.
 - 1. Fabricated flashings and trim shall conform to the detail requirements of SMACNA "Architectural Sheet Metal Manual" and/or the CDA Copper Development Association "Copper in Architecture - Handbook" as applicable.
- F. Manufactured Roof Specialties: Shop fabricated copings, fascia, gravel stops, control joints, expansion joints, joint covers and related flashings and trim are specified in Section 07710.
 - 1. Manufactured roof specialties shall conform to the detail requirements of SMACNA "Architectural Sheet Metal Manual" and/or the NRCA "Roofing and Waterproofing



Manual" as applicable.

PART 3 EXECUTION

3.1 EXAMINATION

- A. Do not begin installation until substrates have been properly prepared.
- B. Inspect and approve the deck condition, slopes and fastener backing if applicable, parapet walls, expansion joints, roof drains, stack vents, vent outlets, nailers and surfaces and elements.
- C. Verify that work penetrating the roof deck, or which may otherwise affect the roofing, has been properly completed.
- D. If substrate preparation and other conditions are the responsibility of another installer, notify Architect of unsatisfactory preparation before proceeding.

3.2 PREPARATION

- A. General: Clean surfaces thoroughly prior to installation.
 - 1. Prepare surfaces using the methods recommended by the manufacturer for achieving the best result for the substrate under the project conditions.
 - 2. Fill substrate surface voids that are greater than 1/4 inch wide with an acceptable fill material.
 - 3. Roof surface to receive roofing system shall be smooth, clean, free from loose gravel, dirt and debris, dry and structurally sound.
 - 4. Wherever necessary, all surfaces to receive roofing materials shall be power broom and vacuumed to remove debris and loose matter prior to starting work.
 - 5. Do not apply roofing during inclement weather. Do not apply roofing membrane to damp, frozen, dirty, or dusty surfaces.
 - 6. Fasteners and plates for fastening components mechanically to the substrate shall provide a minimum pull-out capacity of 300 lbs. (136 k) per fastener. Base or ply sheets attached with cap nails require a minimum pullout capacity of 40 lb. per nail.
 - 7. Prime decks where required, in accordance with requirements and recommendations of the primer and deck manufacturer.
- B. Metal Deck: Metal deck shall be installed as specified in Section
 - 1. Fastening of the deck should comply with the anticipated live and dead loads pertaining to the building as well as applicable Code.
 - 2. Steel decks shall be minimum 22-gauge factory galvanized or zinc alloy coated for protection against corrosion.
 - 3. Suitable insulation shall be mechanically attached as recommended by the insulation manufacturer.
 - 4. Decks shall comply with the gauge and span requirements in the current Factory Mutual FM Approval Guide and be installed in accordance with Loss Prevention Data Sheet 1-28 or specific FM approval.
 - 5. When re-roofing over steel decks, surface corrosion shall be removed, and repairs to severely corroded areas made. Loose or inadequately secured decking shall be fastened, and irreparable or otherwise defective decking shall be replaced.
- C. Torch Applied Vapor Barrier: Install one torch on fiberglass base sheet using a suitable heat source adhere one ply to the entire surface. Shingle in direction of slope of roof to shed water on each area of roof

- D. Fiberglass Vapor Barrier Plies: Install two fiberglass ply sheets in 25 lbs. per square (11.3kg) of ASTM D 312 Type III bitumen shingled uniformly to achieve two plies over the entire prepared substrate. Shingle in direction of slope of roof to shed water on each area of roof.
- E. Insulation: Roof insulation is specified in Section
1. All joints between layers should be staggered when multiple layers of insulation are installed. Insulation greater than 2.5 inches shall be installed in multiple layers.
 2. Insulation shall be kept dry at all times. Install only as much insulation as can be covered with completed roofing membrane before the end of the day's work or prior to onset of inclement weather.
 3. Edges shall butt tightly and all cuts shall fit neatly against adjoining surfaces to provide a smooth overall surface. Gaps of greater than 1/4 inch width shall be filled with insulation.
 4. Install tapered insulation around roof drains and penetrations to provide adequate slope for proper drainage.
 5. Mechanically attached insulation shall be fastened in accordance with code and insurance requirements for the applicable geographic zone with the required number and type of fasteners and plates.
 6. When asphalt or cold adhesive attachment is specified, the proposed insulation shall be compatible with the roof substrate, the proposed bitumen and the requirements of the specific membrane.
 7. Hot asphalt application:
 - a. Maximum 4 foot by 4 foot insulation boards shall be attached with hot asphalt.
 - b. Asphalt for insulation attachment shall meet ASTM D 312 Type III or IV criteria, as dictated by the roof slope or other design conditions.
 - c. Expanded polystyrene (EPS) materials shall not be installed with hot bitumen products.

3.3 INSTALLATION - GENERAL

- A. Install modified bitumen membranes and flashings in accordance with manufacturer's instructions and with the recommendations provided by the National Roofing Contractors Association's Roofing & Waterproofing Manual, the Asphalt Roofing Manufacturers Association, and applicable codes.
- B. General: Avoid installation of modified bitumen membranes at temperatures lower than 40-45 degrees F. When work at such temperatures unavoidable use the following precautions:
1. Take extra care during cold weather installation and when ambient temperatures are affected by wind or humidity, to ensure adequate bonding is achieved between the surfaces to be joined. Use extra care at material seam welds and where adhesion of the applied product to the appropriately prepared substrate as the substrate can be affected by such temperature constraints as well.
 2. Unrolling of cold materials, under low ambient conditions must be avoided to prevent the likelihood of unnecessary stress cracking. Rolls must be at least 40 degrees F at the time of application. If the membrane roll becomes stiff or difficult to install, it must be replaced with roll from a heated storage area.
- C. Commence installation of the roofing system at the lowest point of the roof (or roof area), working up the slope toward the highest point. Lap sheets shingle fashion so as to constantly shed water
- D. All slopes greater than 2:12 require back-nailing to prevent slippage of the ply sheets. Use ring or spiral-shank 1 inch cap nails, or screws and plates at a rate of 1 fastener per ply

(including the membrane) at each insulation stop. Place insulation stops at 16 ft o.c. for slopes less than 3:12 and 4 feet o.c. for slopes greater than 3:12. On non-insulated systems, nail each ply directly into the deck at the rate specified above. When slope exceeds 2:12, install all plies parallel to the slope (strapping) to facilitate backnailing. Install 4 additional fasteners at the upper edge of the membrane when strapping the plies.

3.4 INSTALLATION TORCH APPLIED 2-PLY ASPHALT ROOFING

- A. Base Ply: Install torch base sheet to a properly prepared substrate. Shingle in proper direction to shed water on each area of roofing.
1. Lay out the roll in the course to be followed and unroll 6 feet (1.8 m).
 2. Using a roofing torch, heat the surface of the coiled portion until the burn-off backer melts away. At this point, the material is hot enough to lay into the substrate. Progressively unroll the sheet while heating and press down with your foot to insure a proper bond.
 3. After the major portion of the roll is bonded, re-roll the first 6 feet (1.8 m) and bond it in a similar fashion.
 4. Repeat this operation with subsequent rolls with side laps of 4 inches (101 mm) and end laps of 8 inches (203 mm).
 5. Give each lap a finishing touch by passing the torch along the joint and spreading the melted bitumen evenly with a rounded trowel to insure a smooth, tight seal.
 6. Extend underlayment 2 inches (50 mm) beyond top edges of cants at wall and projection bases.
 7. Install base flashing ply to all perimeter and projections details.
- B. Modified Cap (Ply) Sheet: Over torch base sheet underlayment, lay out the roll in the course to be followed and unroll 6 feet (1.8 m). Stagger seams over the torch base sheet seams.
1. Using a roofing torch, heat the surface of the coiled portion until the burn-off backer melts away. At this point, the material is hot enough to lay into the substrate. Progressively unroll the sheet while heating and press down with your foot to insure a proper bond.
 2. After the major portion of the roll is bonded, re-roll the first 6 feet (1.8 m) and bond it in a similar fashion.
 3. Repeat this operation with subsequent rolls with side laps of 4 inches (101 mm) and end laps of 8 inches (203 mm).
 4. Give each lap a finishing touch by passing the torch along the joint and spreading the melted bitumen evenly with a rounded trowel to insure a smooth, tight seal.
- C. Fibrous Cant Strips: Provide non-combustible perlite or glass fiber cant strips at all wall/curb detail treatments where angle changes are greater than 45 degrees. Cant may be set in approved cold adhesives, hot asphalt or mechanically attached with approved plates and fasteners.
- D. Wood Blocking, Nailers and Cant Strips: Provide wood blocking, nailers and cant strips as specified in Section 06114.
1. Provide nailers at all roof perimeters and penetrations for fastening membrane flashings and sheet metal components.
 2. Wood nailers should match the height of any insulation, providing a smooth and even transition between flashing and insulation areas.
 3. Nailer lengths should be spaced with a minimum 1/8 inch gap for expansion and contraction between each length or change of direction.
 4. Nailers and flashings should be fastened in accordance with Factory Mutual "Loss Prevention Data Sheet 1- 49, Perimeter Flashing" and be designed to be capable of

resisting a minimum force of 200 lbs/lineal foot in any direction.

- E. Metal Work: Provide metal flashings, counter flashings, parapet coping caps and thru-wall flashings as specified in Section 07620 or Section 07710. Install in accordance with the SMACNA "Architectural Sheet Metal Manual" or the NRCA Roofing Waterproofing manual.
- F. Termination Bar: Provide a metal termination bar or approved top edge securement at the terminus of all flashing sheets at walls and curbs. Fasten the bar a minimum of 8 inches (203 mm) o/c to achieve constant compression. Provide suitable, sealant at the top edge if required.
- G. Flashing Base Ply: Seal all curb, wall and parapet flashings with an application of mastic and mesh on a daily basis. Do not permit conditions to exist that will allow moisture to enter behind, around or under the roof or flashing membrane.
 - 1. Prepare all walls, penetrations, expansion joints, and other surfaces to be flashed with asphalt primer at the rate of 100 square feet per gallon. Allow primer to dry tack free.
 - 2. Adhere modified flashing base to the underlying base flashing ply with specified flashing ply adhesive. Nail off at a minimum of 8 inches (203 mm) o.c. from the finished roof at all vertical surfaces.
 - 3. Solidly adhere the entire sheet of flashing membrane to the substrate. Tops of all flashings that are not run up and over curb shall be secured through termination bar 6 inches (152 mm) and sealed at top
 - 4. Seal all vertical laps of flashing membrane with a three-course application of trowel-grade mastic and fiberglass mesh.
 - 5. Coordinate counter flashing, cap flashings, expansion joints, and similar work with modified bitumen roofing work.
 - 6. Coordinate roof accessories, miscellaneous sheet metal accessory items, including piping vents and other devices with the roofing system work. When using mineralized cap sheet all stripping plies type IV felt / Versiply 40 shall be installed prior to cap sheet installation.
- H. Flashing Cap Ply: Install flashing cap sheets by the same application method used for the base ply.
 - 1. Seal curb, wall and parapet flashings with an application of mastic and mesh on a daily basis. Do not permit conditions to exist that will allow moisture to enter behind, around or under the roof or flashing membrane.
 - 2. Prepare all walls, penetrations, expansion joints and where shown on the Drawings to be flashed with required primer at the rate of 100 square feet per gallon. Allow primer to dry tack free.
 - 3. Adhere to the underlying base flashing ply with specified flashing ply adhesive unless otherwise specified. Nail off at a minimum of 8 inches (203 mm) o.c. from the finished roof at all vertical surfaces.
 - 4. Coordinate counter flashing, cap flashings, expansion joints and similar work with modified bitumen roofing work as specified.
 - 5. Coordinate roof accessories, miscellaneous sheet metal accessory items with the roofing system work.
 - 6. All stripping shall be installed prior to flashing cap sheet installation.
 - 7. Heat and scrape granules when welding or adhering at cut areas and seams to granular surfaces at all flashings.
 - 8. Secure the top edge of the flashing sheet using a termination bar only when the wall surface above is waterproofed, or nailed 4 inches on center and covered with an acceptable counter flashing.

- I. Roof Walkways: Provide walkways in areas indicated on the Drawings.

3.5 INSTALLATION EDGE TREATMENT AND ROOF PENETRATION FLASHING

A. Roof Drain:

1. Plug drain to prevent debris from entering plumbing.
2. Taper insulation to drain minimum of 24 inches (609 mm) from center of drain.
3. Run roof system plies over drain. Cut out plies inside drain bowl.
4. Set lead/copper flashing (30 inch square minimum) in 1/4 inch bed of mastic. Run lead/copper into drain a minimum of 2 inches (50 mm). Prime lead/copper at a rate of 100 square feet per gallon and allow to dry.
5. Install base flashing ply (40 inch square minimum) in bitumen.
6. Install modified membrane (48 inch square minimum) in bitumen.
7. Install clamping ring and assure that all plies are under the clamping ring.
8. Remove drain plug and install strainer.

B. Pitch Pocket Umbrella:

1. Run all plies up to the penetration.
2. Place the pitch pocket over the penetration and prime all flanges.
3. Strip in flange of pitch pocket with one ply of base flashing ply. Extend 6 inches (152 mm) onto field of roof.
4. Install second layer of modified membrane extending 9 inches (228 mm) onto field of the roof.
5. Fill pitch pocket half full with non-shrink grout. Let this cure and top off with pourable sealant.
6. Caulk joint between roof system and pitch pocket with roof cement.
7. Place a watershedding type bonnet over the top of the pitch pocket and clamp the top with a drawband collar. Caulk the upper edge of the band with an elastomeric sealant.

3.6 CLEANING

- A. Clean-up and remove daily from the site all wrappings, empty containers, paper, loose particles and other debris resulting from these operations.
- B. Remove asphalt markings from finished surfaces.
- C. Repair or replace defaced or disfigured finishes caused by Work of this section.

3.7 PROTECTION

- A. Provide traffic ways, erect barriers, fences, guards, rails, enclosures, chutes and the like to protect personnel, roofs and structures, vehicles and utilities.
- B. Protect exposed surfaces of finished walls with tarps to prevent damage.
- C. Plywood for traffic ways required for material movement over existing roofs shall be not less than 5/8 inch (16 mm) thick.
- D. In addition to the plywood listed above, an underlayment of minimum 1/2 inch (13 mm) recover board is required on new roofing.
- E. Special permission shall be obtained from the Manufacturer before any traffic shall be permitted over new roofing.

3.8 FIELD QUALITY CONTROL



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- A. Inspection: Provide manufacturer's field observations at start-up and at intervals of approximately 30 percent, 60 percent and 90 percent completion. Provide a final inspection upon completion of the Work.
1. Warranty shall be issued upon manufacturer's acceptance of the installation.
 2. Field observations shall be performed by a Sales Representative employed full-time by the manufacturer and whose primary job description is to assist, inspect and approve membrane installations for the manufacturer.
 3. Provide observation reports from the Sales Representative indicating procedures followed, weather conditions and any discrepancies found during inspection.
 4. Provide a final report from the Sales Representative, certifying that the roofing system has been satisfactorily installed according to the project specifications, approved details and good general roofing practice.

END OF SECTION



SECTION 07563
FLUID APPLIED ROOFING RESTORATION

PART 4 GENERAL

4.1 SECTION INCLUDES

- A. Smooth Surface or Mineral Modified Roof Restoration (1.4.D)(2.5)

4.2 RELATED SECTIONS

- A. Section 07550 - Modified Bituminous Membrane Roofing.

4.3 REFERENCES

- A. ASTM C 92 - Standard Test Methods for Sieve Analysis and Water Content of Refractory Materials.
- B. ASTM C 920 - Standard Specification for Elastomeric Joint Sealants.
- C. ASTM C 1250 - Standard Test Method for Nonvolatile Content of Cold Liquid-Applied Elastomeric Waterproofing Membranes.
- D. ASTM D 5 - Standard Test Method for Penetration of Bituminous Materials.
- E. ASTM D 36 - Standard Test Method for Softening Point of Bitumen.
- F. ASTM D 71 - Standard Test Method for Relative Density of Solid Pitch and Asphalt.
- G. ASTM D 75 - Standard Practice for Sampling Aggregates.
- H. ASTM D 92 - Standard Test Method for Flash and Fire Points by Cleveland Open Cup Tester.
- I. ASTM D 93 - Standard Test Methods for Flash Point by Pensky-Martens Closed Cup Tester.
- J. ASTM D 113 - Standard Test Method for Ductility of Bituminous Materials.
- K. ASTM D 412 - Standard Test Methods for Vulcanized Rubber and Thermoplastic Elastomers-Tension.
- L. ASTM D 522 – Standard Test Method for Mandrel Bend Test of Attached Organic Coatings
- M. ASTM D 562 - Standard Test Method for Consistency of Paints Measuring Krebs Unit (KU) Viscosity Using a Stormer-Type Viscometer.
- N. ASTM D 570 – Standard Test Method for Water Absorption of Plastics
- O. ASTM D 624 - Standard Test Method for Tear Strength of Conventional Vulcanized Rubber and Thermoplastic Elastomers
- P. ASTM D 816 - Standard Test Methods for Rubber Cements.
- Q. ASTM D 1370 - Standard Test Method for Contact Compatibility Between Asphaltic



Materials (Oliensis Test).

- R. ASTM D 1475 - Standard Test Method For Density of Liquid Coatings, Inks, and Related Products.
- S. ASTM D 1863 - Standard Specification for Mineral Aggregate Used on Built-Up Roofs.
- T. ASTM D 1876 - Standard Test Method for Peel Resistance of Adhesives (T-Peel Test).
- U. ASTM D 2042 - Standard Test Method for Solubility of Asphalt Materials in Trichloroethylene.
- V. ASTM D 2196 - Standard Test Methods for Rheological Properties of Non-Newtonian Materials by Rotational (Brookfield type) Viscometer.
- W. ASTM D 2240 - Standard Test Method for Rubber Property-Durometer Hardness.
- X. ASTM D 2369 - Standard Test Method for Volatile Content of Coatings.
- Y. ASTM D 3111 - Standard Test Method for Flexibility Determination of Hot-Melt Adhesives by Mandrel Bend Test Method.
- Z. ASTM D 3960 - Standard Practice for Determining Volatile Organic Compound (VOC) Content of Paints and Related Coatings.
- AA. ASTM D 4073 – Standard Test Method for Tensile-Tear Strength of Bituminous Roofing Membranes
- BB. ASTM D 4209 - Standard Practice for Determining Volatile and Nonvolatile Content of Cellulosics, Emulsions, Resin Solutions, Shellac, and Varnishes.
- CC. ASTM D 4212 - Standard Test Method for Viscosity by Dip-Type Viscosity Cups.
- DD. ASTM D 4402 - Standard Test Method for Viscosity Determination of Asphalt at Elevated Temperatures Using a Rotational Viscometer.
- EE. ASTM D 4479 - Standard Specification for Asphalt Roof Coatings - Asbestos-Free.
- FF. ASTM D 5420 - Standard Test Method for Impact Resistance of Flat, Rigid Plastic Specimen by Means of a Striker Impacted by a Falling Weight (Gardner Impact).
- GG. ASTM D 5602 – Standard Test Method for Static Puncture Resistance of Roofing Membrane Specimens
- HH. ASTM D 5635 – Standard Test Method for Dynamic Puncture Resistance of Roofing Membrane Specimens
- II. ASTM D 7379 – Standard Test Methods for Strength of Modified Bitumen Sheet Material Laps Using Cold Process Adhesive
- JJ. ASTM E 1980 - Standard Practice for Calculating Solar Reflectance Index of Horizontal and Low-Sloped Opaque Surfaces
- KK. ASTM G 21 - Standard Practice for Determining Resistance of Synthetic Polymeric Materials to Fungi.

- LL. SRI - Solar Reflectance Index calculated according to ASTM E 1980.
- MM. South Coast AQMD Standards.
- NN. SMACNA Architectural Sheet Metal Manual.
- OO. ANSI/SPRI ES-1 - Testing and Certification Listing of Shop Fabricated Edge Metal
- PP. National Roofing Contractors Association (NRCA) - Roofing and Waterproofing Manual.

4.4 SYSTEM DESCRIPTION

- A. Smooth or Mineral Modified Surface Roof Restoration: Renovation work includes:
 - 1. Surface preparation: Remove dirt, and debris.
 - 2. Fascia Edges: Cut back edges. Prime, coat with mastic, cover with fabric.
 - 3. Parapets and Vertical Surfaces: Cut back and replace fabric base flashings. Prime, coat with mastic, cover with fabric.
 - 4. Metal Flashings: Repair/Replace metal flashings, pitch pockets, etc.
 - 5. Roof Repairs: Repair blisters, stressed or cracked membrane. Cut back, patch with primer/mastic/membrane.
 - 6. Primer: Prime over new asphaltic materials only.
 - 7. Install Base Coat and fabric reinforcement on flashings and entire roof surface. Let cure, and top coat flashings and entire roof surface.

4.5 SUBMITTALS

- A. Product Data: Manufacturer's data sheets on each product to be used, including:
 - 1. Preparation instructions and recommendations.
 - 2. Storage and handling requirements and recommendations.
 - 3. Installation methods.
- B. Shop Drawings: Submit shop drawings including installation details of roofing, flashing, fastening, insulation and vapor barrier, including notation of roof slopes and fastening patterns of insulation and base modified bitumen membrane, prior to job start.
- C. LEED Submittals: Provide documentation of how the requirements of Credit will be met:
 - 1. List of proposed materials with recycled content. Indicate post-consumer recycled content and pre-consumer recycled content for each product having recycled content.
 - 2. Product data and certification letter indicating percentages by weight of post-consumer and pre-consumer recycled content for products having recycled content.
 - 3. Product reflectivity and emissivity criteria to qualify for one point under the LEED credit category, Credit 7.2, Landscape & Exterior Design to Reduce Heat Island - Roof.
- D. Verification Samples: For each product specified, two samples, minimum size 6 inches (150 mm) square, representing actual product, and color.
- E. Manufacturer's Certificates: Certify products meet or exceed specified requirements.
- F. Closeout Submittals: Provide manufacturer's maintenance instructions that include recommendations for periodic inspection and maintenance of all completed roofing work. Provide product warranty executed by the manufacturer. Assist Owner in preparation and submittal of roof installation acceptance certification as may be necessary in connection with



fire and extended coverage insurance on roofing and associated work.

4.6 QUALITY ASSURANCE

- A. Perform Work in accordance with NRCA Roofing and Waterproofing Manual.
- B. Manufacturer Qualifications: Manufacturer: Company specializing in manufacturing products specified in this section with documented ISO 9001 certification and minimum twelve years and experience.
- C. Installer Qualifications: Company specializing in performing Work of this section with minimum five years documented experience and a certified Pre-Approved Garland Contractor.
- D. Installer's Field Supervision: Maintain a full-time Supervisor/Foreman on job site during all phases of roofing work while roofing work is in progress.
- E. Product Certification: Provide manufacturer's certification that materials are manufactured in the United States and conform to requirements specified herein, are chemically and physically compatible with each other, and are suitable for inclusion within the total roof system specified herein.
- F. Source Limitations: Obtain all components of roof system from a single manufacturer. Secondary products that are required shall be recommended and approved in writing by the roofing system Manufacturer. Upon request of the Architect or Owner, submit Manufacturer's written approval of secondary components in list form, signed by an authorized agent of the Manufacturer.

4.7 PRE-INSTALLATION CONFERENCE

- A. Convene a pre-roofing conference approximately two weeks before scheduled commencement of roofing system installation and associated work.
- B. Require attendance of installers of deck or substrate construction to receive roofing, installers of rooftop units and other work in and around roofing which must precede or follow roofing work including mechanical work, Architect, Owner, roofing system manufacturer's representative.
- C. Objectives include:
 - 1. Review foreseeable methods and procedures related to roofing work, including set up and mobilization areas for stored material and work area.
 - 2. Tour representative areas of roofing substrates, inspect and discuss condition of substrate, roof drains, curbs, penetrations and other preparatory work.
 - 3. Review structural loading limitations of deck and inspect deck for loss of flatness and for required attachment.
 - 4. Review roofing system requirements, Drawings, Specifications and other Contract Documents.
 - 5. Review and finalize schedule related to roofing work and verify availability of materials, installer's personnel, equipment and facilities needed to make progress and avoid delays.
 - 6. Review required inspection, testing, certifying procedures.
 - 7. Review weather and forecasted weather conditions and procedures for coping with unfavorable conditions, including possibility of temporary roofing.
 - 8. Record conference including decisions and agreements reached. Furnish a copy of

records to each party attending.

4.8 DELIVERY, STORAGE, AND HANDLING

- A. Deliver and store products in manufacturer's unopened packaging with labels intact until ready for installation.
- B. Store all roofing materials in a dry place, on pallets or raised platforms, out of direct exposure to the elements until time of application. Store materials at least 4 inches above ground level and covered with "breathable" tarpaulins.
- C. Stored in accordance with the instructions of the manufacturer prior to their application or installation. Store roll goods on end on a clean flat surface. No wet or damaged materials will be used in the application.
- D. Store at room temperature wherever possible, until immediately prior to installing the roll. During winter, store materials in a heated location with a 50 degree F (10 degree C) minimum temperature, removed only as needed for immediate use. Keep materials away from open flame or welding sparks.
- E. Avoid stockpiling of materials on roofs without first obtaining acceptance from the Architect/Engineer.
- F. Adhesive storage shall be between the range of above 50 degree F (10 degree C) and below 80 degree F (27 degree C). Area of storage shall be constructed for flammable storage.

4.9 PROJECT CONDITIONS

- A. Maintain environmental conditions (temperature, humidity, and ventilation) within limits recommended by manufacturer for optimum results. Do not install products under environmental conditions outside manufacturer's absolute limits.
- B. Weather Condition Limitations: Do not apply roofing system during inclement weather or when precipitation is expected.
- C. Proceed with roofing work only when existing and forecasted weather conditions will permit unit of work to be installed in accordance with manufacturer's recommendations and warranty requirements.
- D. Do not expose materials vulnerable to water or sun damage in quantities greater than can be weatherproofed during same day.
- E. When applying materials with spray equipment, take precautions to prevent over spray and/or solvents from damaging or defacing surrounding walls, building surfaces, vehicles or other property. Care should be taken to do the following:
 - 1. Close air intakes into the building.
 - 2. Have a dry chemical fire extinguisher available at the jobsite.
 - 3. Post and enforce "No Smoking" signs.
- F. Avoid inhaling spray mist; take precautions to ensure adequate ventilation.
- G. Protect completed roof sections from foot traffic for a period of at least 48 hours at 75 degrees F (24 degrees C) and 50 percent relative humidity or until fully cured.



- H. Take precautions to ensure that materials do not freeze.
- I. Minimum temperature for application is 50 degrees F (10 degrees C) and rising

4.10 WARRANTY

- A. Upon completion of the work, provide the Manufacturer's written and signed limited labor and materials Warranty, warranting that, if a leak develops in the roof during the term of this warranty, due either to defective material or defective workmanship by the installing contractor, the manufacturer shall provide the Owner, at the Manufacturer's expense, with the labor and material necessary to return the defective area to a watertight condition.
 - 1. Warranty Period:
 - a. 5 plus 5 plus 5 plus 5 (20 years): 5 years from date of acceptance plus 15 additional years after 5 year inspections by Garland.
 - 1) Upon completion of the work, provide the Manufacturer's written and signed limited labor and materials Warranty, warranting that, if a leak develops in the roof during the term of this warranty, due either to defective material or defective workmanship by the installing contractor, the manufacturer shall provide the Owner, at the Manufacturer's expense, with the labor and material necessary to return the defective area to a watertight condition.
- A. Installer is to guarantee all work against defects in materials and workmanship for a period indicated following final acceptance of the Work.
 - 1. Warranty Period:
 - a. 2 years from date of acceptance.

PART 5 PRODUCTS

5.1 MANUFACTURERS

- A. Acceptable Manufacturer: Garland Company, Inc. (The), which is located at: 3800 E. 91st St.; Cleveland, OH 44105; Toll Free Tel: 800-321-9336; Tel: 216-641-7500; Fax: 216-641-0633; Email: [request info \(\)](#); Web: <http://www.garlandco.com>
- B. Requests for substitutions will be considered in accordance with provisions of Section 01600.

5.2 ROOF RESTORATION SYSTEM FOR SMOOTH OR MINERAL MODIFIED SURFACE ROOFS

- A. LiquiTec System:
 - 1. Primer: Garla-Block on new asphaltic materials only
 - 2. Coating: LiquiTec Base & LiquiTec
 - 3. Flashing: Repair or replace as needed.
 - 4. Reinforcement: Grip Polyester Soft
 - 5. Surfacing: None.

5.3 EDGE TREATMENT AND ROOF PENETRATION FLASHINGS

- A. Flashing Boot - Rubbertite Flashing Boot: Neoprene pipe boot for sealing single or multiple pipe penetrations adhered in approved adhesives as recommended and furnished by the

membrane manufacturer.

- B. Vents and Breathers: Heavy gauge aluminum and fully insulated vent that allows moisture and air to escape but not enter the roof system as recommended and furnished by the membrane manufacturer.
- C. Pitch pans, Rain Collar 24 gauge stainless or 20oz (567gram) copper. All joints should be welded/soldered watertight. See details for design.
- D. Drain Flashings should be 4lb (1.8kg) sheet lead formed and rolled.
- E. Plumbing stacks should be 4lb (1.8kg) sheet lead formed and rolled.
- F. Liquid Flashing - Coating: LiquiTec: Multi-purpose, 100% solids, two-part, fast-cure, polyurea
- G. Fabricated Flashings: Fabricated flashings and trim are specified in Section 07620.
 - 1. Fabricated flashings and trim shall conform to the detail requirements of SMACNA "Architectural Sheet Metal Manual" and/or the CDA Copper Development Association "Copper in Architecture - Handbook" as applicable.
- H. Manufactured Roof Specialties: Manufactured copings, fascia, gravel stops, control joints, expansion joints, joint covers and related flashings and trim are specified in Section 07710.
 - 1. Manufactured roof specialties shall conform to the detail requirements of SMACNA "Architectural Sheet Metal Manual" and/or the NRCA "Roofing and Waterproofing Manual" as applicable.

PART 6 EXECUTION

6.1 EXAMINATION

- A. Do not begin installation until substrates have been properly prepared.
- B. Verify that work penetrating the roof deck, or which may otherwise affect the roofing, has been properly completed.
- C. If substrate preparation is the responsibility of another installer, notify Architect of unsatisfactory preparation before proceeding.

6.2 ROOF PREPARATION AND REPAIR

- A. General: All necessary field and flashing repairs must be done according to good construction practices, including the removal of all wet insulation and defective materials as identified through a moisture detection survey such as an infrared scan and replacement with like-materials.
 - 1. Remove existing roof flashings from curbs and parapet walls down to the surface of the roof. Remove existing flashings at roof drains and roof penetrations.
 - 2. Remove all wet, deteriorated, blistered or delaminated roofing membrane or insulation and fill in any low spots occurring as a result of removal work to create a smooth, even surface for application of new roof membranes.
 - 3. Install new wood nailers as necessary to accommodate insulation/recovery board or new nailing patterns.
 - 4. When mechanically attached, the fastening pattern for the insulation/recovery board shall be as recommended by the specific product manufacturer.
 - 5. Re-roofing over coal tar pitch requires a mechanically attached recovery board or insulation and a base sheet prior to the application of roofing system.

6. Existing roof surfaces shall be primed as necessary and allowed to dry prior to installing the fluid-applied roofing system.
- B. Prepare surfaces using the methods recommended by the manufacturer for achieving the best result for the substrate under the project conditions.
- C. Repair all defects such as deteriorated roof decks; replace saturated insulation board, replace loose or brittle membrane or membrane flashings. Verify that exiting conditions meet the following requirements:
 1. Existing membrane is either fully adhered or that the membranes mechanical fasteners are secured and functional.
 2. Application of roofing materials over a brittle roof membrane is not recommended.
- D. Remove all loose dirt and foreign debris from the roof surface. Do not damage roof membrane in cleaning process.
- E. Clean and seal all parapet walls, gutters and coping caps, and repair any damaged metal where necessary. Seal watertight all fasteners, pipes, drains, vents, joints and penetrations where water could enter the building envelope.
- F. Clean the entire roof surface by removing all dirt, algae, paint, oil, talc, rust or foreign substance. Use a 10 percent solution of TSP (tri-sodium phosphate), Simple Green and warm water. Scrub heavily soiled areas with a brush. Rinse with fresh water to remove all TSP solution. Allow roof to dry thoroughly before continuing.
- G. Repair existing roof membrane as necessary to provide a sound substrate for the liquid membrane. All surface defects (cracks, blisters, tears) must be repaired with similar materials.
- H. Pre-Treatment of Known Growth - General Surfaces: Once areas of moss, mold, algae and other fungal growths or vegetation have been removed and surfaces have also been thoroughly cleaned, apply a biocide wash at a maximum spread rate of 0.2 gallons/square (0.08 liters/m), to guard against subsequent infection. Allow to dry onto absorbent surfaces before continuing with the application. On non-absorbent surfaces, allow to react before thoroughly rinsing to remove all traces of the solution.

6.3 INSTALLATION

- A. General Installation Requirements:
 1. Install in accordance with manufacturer's instructions. Apply to minimum coating thickness required by the manufacturer.
 2. Cooperate with manufacturer, inspection and test agencies engaged or required to perform services in connection with installing the roof system.
 3. Insurance/Code Compliance: Where required by code, install and test the roofing system to comply with governing regulation and specified insurance requirements.
 4. Protect work from spillage of roofing materials and prevent materials from entering or clogging drains and conductors. Replace or restore work damaged by installation of the roofing system.
 5. All primers must be top coated within 24 hours of application. Re-prime if more time passes after priming.
 6. Keep roofing materials dry during application.
 7. Coordinate counter flashing, cap flashings, expansion joints and similar work with work specified in other Sections under Related Work.
 8. Coordinate roof accessories and miscellaneous sheet metal accessory items,



including piping vents and other devices with work specified in other Sections under Related Work.

- B. Smooth Surface or Mineral Modified Roof Restoration: Renovation work includes:
1. Surface preparation: Remove dirt, and debris.
 2. Fascia Edges: Cut back edges. Prime, coat with mastic, cover with membrane.
 3. Parapets and Vertical Surfaces: Cut back and replace fabric base flashings. Prime, coat with mastic, cover with fabric.
 4. Metal Flashings: Repair/Replace metal flashings, pitch pockets, etc.
 5. Roof Repairs: Repair blisters, holes, cuts, cracks, splits or other surface defects. Loose or damaged modified bitumen laps must be resealed/repaired
 6. Primer: Prime new asphaltic materials only at a rate of 0.5 gallons per 100 SF.
 7. Coating Mixing Procedure:
 - a. Mix Part A liquid for one minute using an electric heavy duty power drill and Jiffy mixer blade.
 - b. Slowly pour contents of Part B jug, located inside the Part A pail, into the Part A container and mix the two components together for two minutes moving the Jiffy blade from top to bottom and along the sides to ensure the product is thoroughly mixed.
Always mix entire kit contents together as packaged. Do not break down into smaller quantities.
 8. Application of LiquiTec Base and Reinforcement:
 - a. (Optional): Apply a bead of Green Lock XL Sealant or Tuff-Stuff MS into all MB side and end laps to reduce the height of the overlap helping to eliminate voids and tenting under fabric reinforcement
 - b. On field surfaces run fabric reinforcement parallel to the low edge using a shingling method up the slope with minimum 3 inch fabric laps.
 - c. After positioning reinforcement to roll out, apply coating about 40 inches wide to surface where reinforcement ply is to be applied at a rate of 3.0 gallons per 100 SF over smooth modified bitumen or 4.0 gallons per 100 SF over granule modified bitumen.
 - d. Use a notched squeegee to spread coating and roller apply with ¾" nap roller to obtain uniform coverage.
 - e. Do not apply coating too far ahead of fabric so coating does not dry before fabric can be embedded.
 - f. Immediately roll reinforcement into wet coating.
 - g. Ensure roller is fully saturated with coating and backroll over the reinforcement surface to fully saturate.
 - h. Use care to lay the fabric tight to the roof surface without air pockets, wrinkles, fishmouths, etc.
 - i. Lap adjacent rolls of reinforcement 3 inches and end laps 6 inches.
 - j. Allow to dry, but no more than 72 hours before applying top coat.
 9. Application of Finish Coat
 - a. Apply top coat at 2.0 gallon per 100 SF to clean and dry reinforced base coat application.
 10. Liquid Flashings:
 - a. All flashings are coated in the same manner as the field prior to field application.
 - b. Vertical liquid flashings shall run a minimum of 4" onto the horizontal surface
 - c. At the drain flashing lift strainer and clamp ring. Remove all asphalt and debris from drain bowl to ensure a clean substrate for coating application.
 11. (Optional): Application of Non-Skid Surface for Walkways
 - a. Apply LiquiTec at a minimum of 1.0 gal./100 sq. ft. (0.41 l/m²) to dry top coat

- within 72 hours of its application.
- b. Broadcast dry roofing granules or 20-40 mesh silica sand into wet coating and immediately back-roll to set.

6.4 INSTALLATION EDGE TREATMENT AND ROOF PENETRATION FLASHING

- A. Fabricated Flashings: Fabricated flashings and trim are provided as specified in Section 07620.
1. Fabricated flashings and trim shall conform to the detail requirements of SMACNA "Architectural Sheet Metal Manual" and/or the Copper Development Association "Copper in Architecture - Handbook" as applicable.
- B. Manufactured Roof Specialties: Manufactured copings, fascia, gravel stops, control joints, expansion joints, joint covers and related flashings and trim are provided as specified in Section 07710.
1. Manufactured roof specialties shall conform to the detail requirements of SMACNA "Architectural Sheet Metal Manual" and/or the National Roofing Contractor's Association "Roofing and Waterproofing Manual" as applicable.
- C. Metal Edge:
1. Inspect the nailers to assure proper attachment and configuration.
 2. Run one ply over the edge. Assure coverage of all wood nailers. Fasten plies with ring shank nails at 8 inches (203 mm) o.c.
 3. Install continuous cleat and fasten at 6 inches (152 mm) o.c.
 4. Install new metal edge hooked to continuous cleat and set in bed of roof cement. Fasten flange to wood nailers every 3 inches (76 mm) o.c. staggered.
 5. Prime metal edge at a rate of 100 square feet per gallon and allow to dry.
 6. Strip in flange with base flashing ply covering entire flange in bitumen with 6 inches (152 mm) on to the field of roof. Assure ply laps do not coincide with metal laps.
 7. Install a second ply of modified flashing ply in bitumen over the base flashing ply, 9 inches (228 mm) on to the field of the roof. Seal outside edge with rubberized cement.

6.5 CLEANING

- A. Clean-up and remove daily from the site all wrappings, empty containers, paper, loose particles and other debris resulting from these operations.
- B. Remove asphalt markings from finished surfaces.
- C. Repair or replace defaced or disfigured finishes caused by Work of this section.

6.6 PROTECTION

- A. Provide traffic ways, erect barriers, fences, guards, rails, enclosures, chutes and the like to protect personnel, roofs and structures, vehicles and utilities.
- B. Protect exposed surfaces of finished walls with tarps to prevent damage.
- C. Plywood for traffic ways required for material movement over existing roofs shall be not less than 5/8 inch (16 mm) thick.
- D. In addition to the plywood listed above, an underlayment of minimum 1/2 inch (13 mm) recover board is required on new roofing.
- E. Special permission shall be obtained from the Manufacturer before any traffic shall be



permitted over new roofing.

6.7 FIELD QUALITY CONTROL

- A. Require attendance of roofing materials manufacturers' representatives at site during installation of the roofing system.
- B. Perform field inspection and [and testing] as required under provisions of Section 01410.
- C. Correct defects or irregularities discovered during field inspection.

6.8 FINAL INSPECTION

- A. At completion of roofing installation and associated work, meet with Contractor, Architect, installer, installer of associated work, roofing system manufacturer's representative and others directly concerned with performance of roofing system.
- B. Walk roof surface areas, inspect perimeter building edges as well as flashing of roof penetrations, walls, curbs and other equipment. Identify all items requiring correction or completion and furnish copy of list to each party in attendance.
- C. If core cuts verify the presence of damp or wet materials, the installer shall be required to replace the damaged areas at his own expense.
- D. Repair or replace deteriorated or defective work found at time above inspection as required to produce an installation that is free of damage and deterioration at time of Substantial Completion and according to warranty requirements.
- E. Architect upon completion of corrections.
- F. Following the final inspection, provide written notice of acceptance of the installation from the roofing system manufacturer.

6.9 PROTECTION

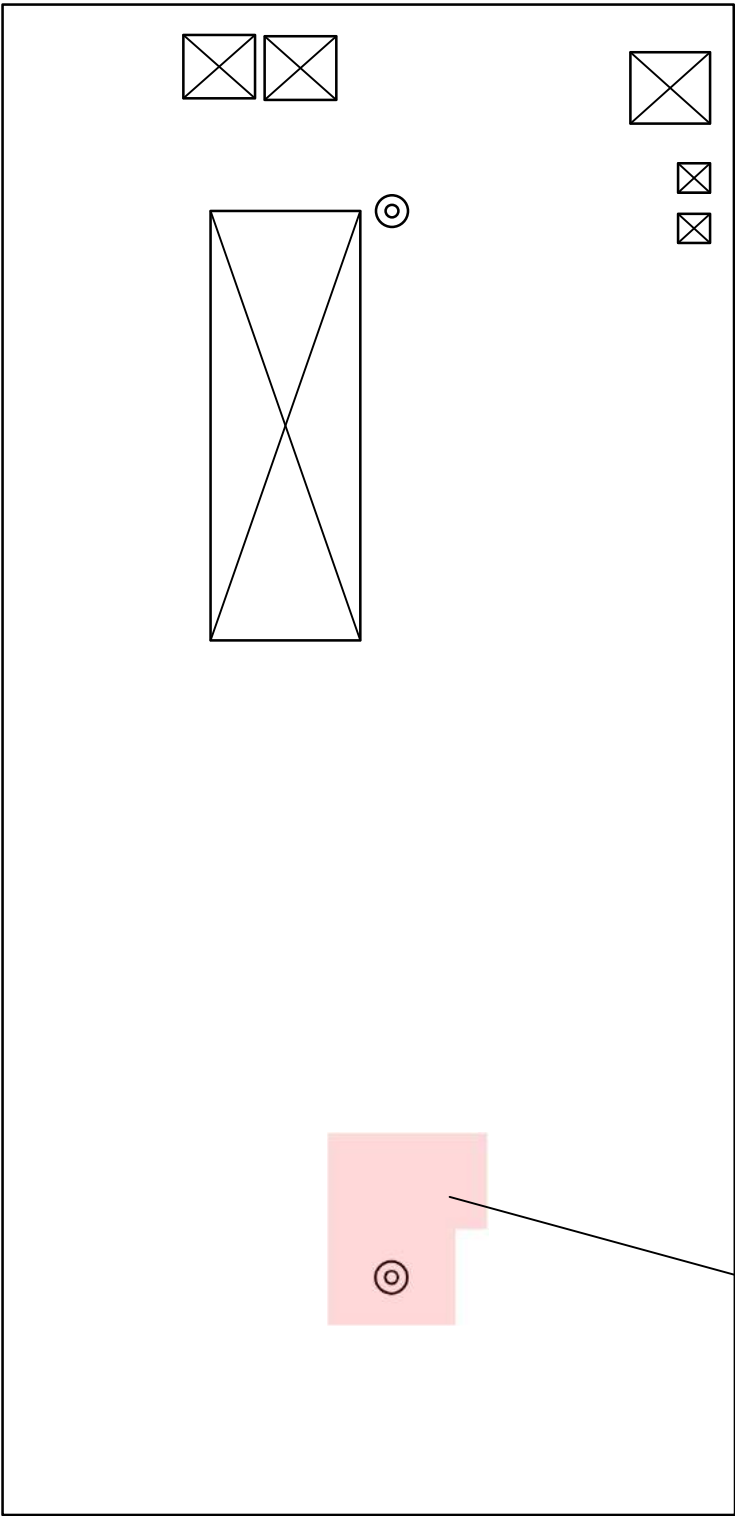
- A. Protect installed products until completion of project.
- B. Touch-up, repair or replace damaged products before Substantial Completion.

END OF SECTION



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5 Shop Drawing Package



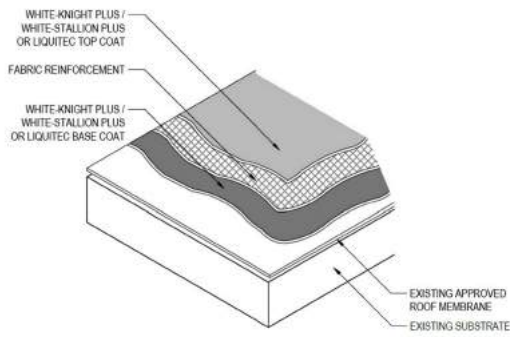
108 SQ FT WET

| | | |
|-------------|---------|-----------|
| JOB NUMBER: | DWG BY: | MDL |
| | SHEET: | OF |
| | SCALE: | NS |
| | DATE: | 3/10/2021 |

DISPATCH ROOF RESTORATION
ROOF DWG

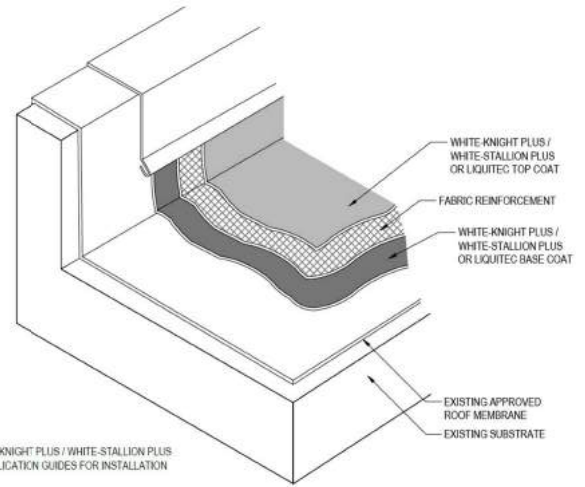


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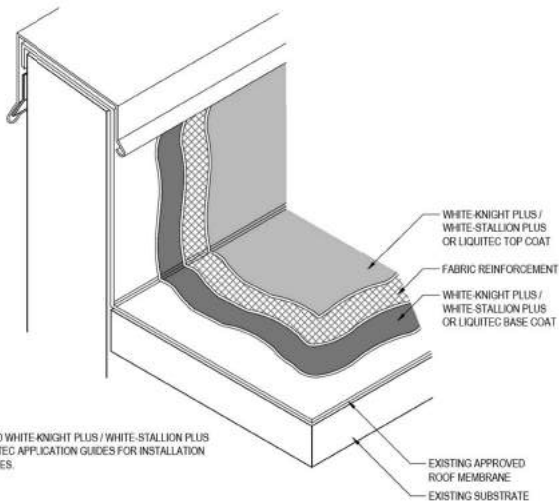
NOTE:
1. REFER TO WHITE-KNIGHT PLUS / WHITE-STALLION PLUS OR LIQUITEC APPLICATION GUIDES FOR INSTALLATION GUIDELINES.

Typical Fully Reinforced Field



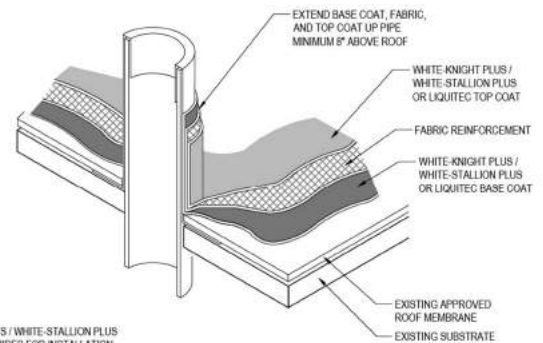
NOTE:
1. REFER TO WHITE-KNIGHT PLUS / WHITE-STALLION PLUS OR LIQUITEC APPLICATION GUIDES FOR INSTALLATION GUIDELINES.

Typical Fully Reinforced Curb



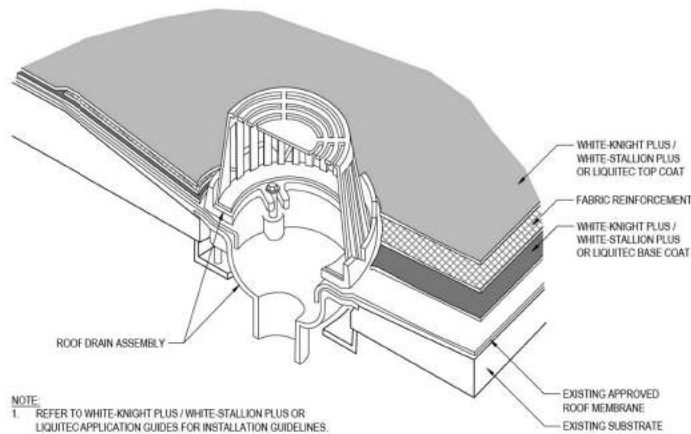
NOTE:
1. REFER TO WHITE-KNIGHT PLUS / WHITE-STALLION PLUS OR LIQUITEC APPLICATION GUIDES FOR INSTALLATION GUIDELINES.

Typical Fully Reinforced Wall



NOTE:
1. REFER TO WHITE-KNIGHT PLUS / WHITE-STALLION PLUS OR LIQUITEC APPLICATION GUIDES FOR INSTALLATION GUIDELINES.

Typical Fully Reinforced Pipe Penetration



NOTE:
1. REFER TO WHITE-KNIGHT PLUS / WHITE-STALLION PLUS OR LIQUITEC APPLICATION GUIDES FOR INSTALLATION GUIDELINES.

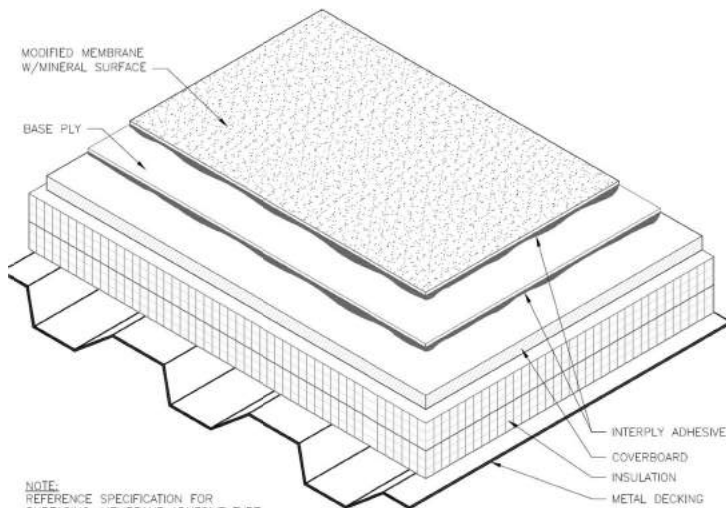
Typical Fully Reinforced Drain

| | |
|-------------|-----------------|
| JOB NUMBER: | DWG BY: MDL |
| | SHEET: OF |
| | SCALE: NS |
| | DATE: 3/10/2021 |

DISPATCH ROOF RESTORATION RESTORATION DETAILS

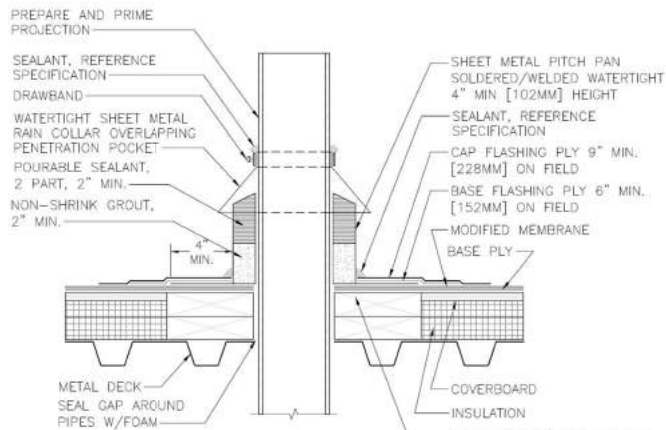


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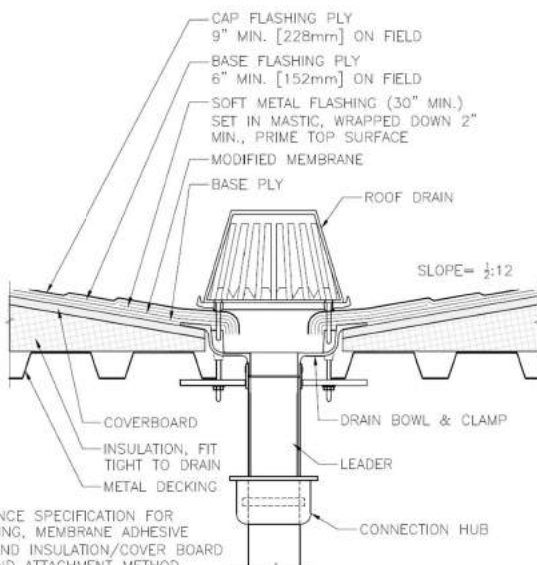
Typical Mineral Surface

NOTE:
REFERENCE SPECIFICATION FOR
SURFACING, MEMBRANE ADHESIVE TYPE,
AND INSULATION/COVER BOARD TYPE
AND ATTACHMENT METHOD.



Pitch Pocket w/Umbrella

NOTE:
REFERENCE SPECIFICATION FOR
SURFACING, MEMBRANE ADHESIVE TYPE,
AND INSULATION/COVER BOARD TYPE
AND ATTACHMENT METHOD.



Roof Drain

NOTE:
REFERENCE SPECIFICATION FOR
SURFACING, MEMBRANE ADHESIVE
TYPE, AND INSULATION/COVER BOARD
TYPE AND ATTACHMENT METHOD.

| | |
|-------------|-----------------|
| JOB NUMBER: | DWG BY: MDL |
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| | SCALE: NS |
| | DATE: 3/10/2021 |

DISPATCH ROOF RESTORATION ROOF DETAILS



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IRT

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Overview Photos



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Core Report

Core #1 – Metal Deck, 1 ½" ISO, ½" Perlite, Modified - Wet



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Village of River Forest
25-IL-XXXXX

6 Material Data Sheets

OVERVIEW & FEATURES

Flashing Bond is a cold-applied, trowel-grade mastic designed for use as a patching and leak repair material on asphalt roofing systems. It contains high-solids content asphalt, additional fiber reinforcement and plasticizing oils that improve low temperature performance.

Factory Formulation Ensures Uniform Quality - Flashing Bond is factory formulated under rigid quality control conditions to ensure uniform product quality. This eliminates the variables inherent on the job site preparation of roof materials where quality control depends on the individual roofer's expertise.

Versatile - Flashing Bond is a multi-purpose material ideal for installing or maintaining flashings, sealing metal roof or gutter leaks and repairing holes, splits or blisters in the roof mat.

Long Lasting Performance - Flashing Bond is double-reinforced to outlast and outperform conventional roof cement. Long strand fibers provide inherent reinforcement and eliminate run or sag in vertical surface applications. Flashing Bond should be used in conjunction with Gar-Mesh® as the reinforcing membrane for the roof repair, which will reinforce Flashing Bond as steel rods reinforce concrete.

APPLICATION

Flashing Bond is ready to use straight from the container. There is no settling or oil separation. In cold weather, store at room temperature to ensure workability. Flashing Bond should be applied to clean dry surfaces.

Repairs - Trowel a base coat of Flashing Bond over the area to be repaired. Imbed a strip of Gar-Mesh into the base coat and top dress with Flashing Bond. The top coat should be sufficiently thick so that the weave in the membrane is completely covered (1 gal./7 linear ft. @ 8 in. wide x 1/4 in. deep).

Flashing System - As part of a Garland flashing system, Flashing Bond is applied with a multi-ply flashing application beginning with a base ply of Garland two-ply base sheet and followed by one of Garland's StressPly® family of smooth or mineral membranes as cap sheet. The result is a high performance, multi-ply, modified cold applied flashing system.

Apply Flashing Bond at a rate of 4-6 gal./100 sq. ft. (1.6- 2.4 l/m²), per flashing ply with a 1/8" (3 mm) notched trowel. Bleed out at all overlap edges should be visible to ensure complete contact. The flashing should be mechanically secured at the end of each work day.

PRECAUTIONS

- As with all cold process materials, full cure is dependent on application rate, time and temperatures. Lingering odors are expected until product achieves full cure.
- Do not use this product on coal tar roofs.

Flashing Bond®

| Technical Data | Flashing Bond |
|--|---|
| Flash Point (ASTM D 93) | 103°F (39.4°C) min. |
| Density @77°F (25°C) (ASTM D 1475) | 8.3 lbs./gal. (1 g/cm ³) |
| Non-Volatile (ASTM D 4586) | 70% min. |
| Viscosity @77°F (25°C) Mobilometer, 1500 g | Typical 7 sec. |
| Water Resistance Under Good Drainage Conditions | Excellent |
| Shelf Life | 1 year |
| Coverage Flashing Install | 4–6 gal/sq. (1.6–2.4 l/m ²) |
| Flashing Repairs 1/4 in. thickness (6.3 mm thickness) | 7 lin. ft./gal. covers 8 in. wide (0.27 m/l covers 20 cm wide) |
| Shelf Life | 1 year |
| Packaging | 3 gallon pail (11.4 l) 5 gallon pail (18.9 l) |

Product meets and/or exceeds ASTM D 4586, Type II, Class I

For specific recommendations and coverage rates, please contact your local Garland Representative or Garland Technical Service Department.

| Eco-Facts | Flashing Bond |
|-------------------------|---------------|
| VOC | 200 g/L |
| Recycled Content | |
| Post Consumer | N/A |
| Post Industrial | 5.6% |



For more information, visit us at: www.garlandco.com

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Avonmouth, Bristol UK BS11 8DF
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Toll Free: 0800 328 5560 (Only in UK)

Tests verified by independent laboratories. Actual roof performance specifications will vary depending on test speed and temperature. Data reflects samples randomly collected. A ± 10% variation may be experienced. The above data supersedes all previously published information. Consult your local Garland Representative or Garland Corporate Office for more information.

Flashing Bond and Gar-Mesh are registered trademarks of The Garland Company, Inc.
StressPly is a registered trademark of The Garland Company, Inc., Garland Canada Inc. and The Garland Company UK, LTD

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FB 1019

OVERVIEW & FEATURES

Garla-Block is a water-based acrylic primer formulated to prevent staining and improve coating adhesion over a variety of roof systems (smooth/granulated asphalt, coal tar modified bitumen and modified bitumen). This high quality formula prevents the migration of aromatic oils from seeping out of the roof system and into the surface coating. Garla-Block can be installed in conjunction with solvent-based urethanes, water-based acrylics, and aluminized asphaltic coatings.

Prevents Stains - Garla-Block's unique bleed-blocking characteristics preserve the aesthetics of a reflective coating. Prevent the staining and discoloration ordinarily associated with coated asphalt and coal tar roof systems by applying Garla-Block primer before the coating.

Saves Time & Money - This formula dries tack-free within 1-2 hours at 77°F (25°C), for faster job completion and reduced labor costs. Plus, Garla-Block fills cracks and crevasses in the roof system to provide a more uniform application surface, increasing the coverage rate of the top coat.

Environmentally Friendly - The Garla-Block formula is low-VOC (universally compliant) and odorless. Not only does that make it more environmentally friendly, it also eliminates the flammability and toxicity hazards of solvent-based primers.

Easy to Apply - Garla-Block spreads easily and has exceptional workability traits which make it easy to apply via roller or spray equipment.

APPLICATION

All surfaces must be in sound condition and free of dirt, debris, delaminated coatings or membranes, and biological growth such as mold, mildew, and other contaminants that may interfere with a satisfactory bond to the substrate. There is no substitute for a properly cleaned and prepared substrate. Do not apply to wet surface, as this will dilute the primer, reducing its effectiveness. New asphalt or coal tar cold process roof systems must age 30-60 days before applying Garla-Block.

Apply Garla-Block at a rate of 0.5 gal./100 sq. ft. (0.21 l/m²) to the prepared substrate using a medium nap roller or spray equipment (a 0.0155-0.021 inch spray tip orifice and a minimum spray pressure of 500 psi are recommended). While one coat is sufficient for most surfaces, two coats are recommended when installed over coal tar modified membranes. These two coats should be applied perpendicular to one another to avoid "puddling" the primer. Garla-Block can withstand foot traffic in about 1-2 hours.

CLEAN-UP

Immediately rinse equipment and tools with water after use. If the material has cured, clean with mineral spirits while abiding flammable liquid precautions. In case of skin contact, rinse using warm, soapy water.

PRECAUTIONS

- Do not freeze or allow the product temperature to reach 140°F (60°C)
- Do not thin
- Do not use if heavy rain or dew is expected or if temperatures are expected to drop below 50°F (25°C) within 6 hours of application
- Exterior use only
- New asphalt and coal tar cold process roof systems must age 30-60 days before application
- Primer must be top coated within 48 hours of application, if exceeded then an additional coat of primer must be applied

Garla-Block™

| Technical Data | Garla-Block |
|---|--|
| Solids by Weight (ASTM D 3960) | 21% |
| Viscosity 77°F (25°C), Brookfield RVT, #3 Spindle; 100 rpm (ASTM D 2196) | 1,500-2,000 cPs |
| Wet Film Thickness 1 gal/100 sq. ft. | 16 mils (406.4 microns) |
| pH | 8.0 |
| Coverage | 0.5 gal./100 sq. ft.(0.21 l/m ²) dependent on the substrate |
| Dry Time (Touch) 70°F (21.1°C) | 1-2 Hours (at 0.5 gal/100 sq. ft. (0.21 l/m ²)) |
| Dry Time (Recoat) 77°F (25°C) | 6 Hours |
| Application Temperature | 50-95°F (10-35°C) Do not apply above or below |
| Packaging | 5 gal. pail (18.9 l) |
| Weight | 8.6 lbs./gal. (1.73 kg/l) |
| Shelf Life | 1 year |
| Color | Light blue |

For specific application recommendations, please contact your local Garland Representative or Garland Technical Service Department.

| Eco Facts | Garla-Block |
|------------|-------------|
| VOC | <50 g/l |

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Tests verified by independent laboratories. Actual roof performance specifications will vary depending on test speed and temperature. Data reflects samples randomly collected. ± 10% variation may be experienced. The above data supersedes all previously published information. Consult your local Garland Representative or the home office for more information.

Garla-Block is a trademark of The Garland Company, Inc.

Grip Polyester™

Grip Polyester Firm • Grip Polyester Soft



OVERVIEW & FEATURES

Grip Polyester reinforcement fabric is used as the reinforcement layer in a cold-applied restoration system. It has superior tensile strength and excellent elongation. The lightweight polyester-reinforcing fabric is unaffected by water immersion and UV radiation when covered with roof coatings or aggregate. Grip Polyester Soft differs from Grip Polyester Firm by conforming more easily and readily to irregular shapes and surfaces, making it ideal for use over irregular surfaces.

Temperature Resistance - Grip Polyester can withstand temperatures up to 400°F (204°C) for short periods of time and temperatures up to 350°F (177°C) for indefinite periods.

Superior Strength - Grip Polyester has superior tensile strength and excellent elongation, providing long-term protection. The fabric will not unravel or break.

Weathering - Grip Polyester has outstanding resistance to cold temperatures, cracking, rotting and solvents. It is also unaffected by water immersion.

APPLICATION

As the reinforcement layer in a cold-applied roof maintenance system, Grip Polyester is embedded in a base layer of a cold-applied roof coating, carefully broomed to ensure complete adhesion, and top dressed with an additional layer of a cold-applied roof coating. After a 30-day curing period, the coating system is aluminized or coated with a white coating.

Grip Polyester Firm is suitable for smooth built-up and modified roof applications. Grip Polyester Soft can be used over irregular surfaces such as metal roofs and with Garland's White-Knight®/White-Stallion® system.

| Technical Data | Grip Polyester Firm | Grip Polyester Soft |
|--|---------------------------------------|---------------------------------------|
| Tensile Strength ASTM D 3786 | 75.3 lbs. (34.2 kg) | 57.1 lbs. (25.9 kg) |
| Tear Strength | 17.4 lbs. (7.89 kg) | 16.1 lbs. (7.30 kg) |
| Elongation ASTM D 3786 | 44.25% | 61.65% |
| Weight per Area | 3 oz./sq. yd. (102 g/m ²) | 3 oz./sq. yd. (102 g/m ²) |
| Mullen Burst ASTM D 3786 | 139 lbs. (63 kg) | 176 lbs. (80.2 kg) |

| Roll Dimensions | Grip Polyester Firm | Grip Polyester Soft |
|--------------------------|--------------------------------------|--------------------------------------|
| Width* | 3 ft. 4 in. (1.01m) | 3 ft. 4 in. (1.01m) |
| Length* | 324 (98.75 m) | 324 (98.75 m) |
| Weight | 30 lbs. (13.60 kg) | 30 lbs. (13.60 kg) |
| Nominal Thickness | 15 mils (381 microns) | 15 mils (381 microns) |
| Net Coverage | 1,000 sq. ft. (92.9 m ²) | 1,000 sq. ft. (92.9 m ²) |
| Packaging | 25 rolls/pallet | 25 rolls/pallet |

* Grip Polyester Firm is also available 12 inch wide rolls and is 300 feet long.

* Grip Polyester Soft is also available in 4 inch, 6 inch, or 12 inch wide rolls and all are 300 feet long.

For specific application recommendations, please contact your local Garland Representative or Garland Technical Service Department.



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GP S/F 0917

HPR® Torch Base Sheet



OVERVIEW & FEATURES

HPR Torch Base Sheet is used as the underlayment ply for any of Garland's torch-applied membranes. It is fully compatible with both APP or SBS modified membranes. HPR Torch Base Sheet is a Styrene-Butadiene-Styrene (SBS) membrane specially formulated to accept the high heat from a torch. It has a burnable polypropylene backer that melts when the proper torching temperature has been reached. The HPR Torch Base Sheet eliminates the use of a kettle and also allows the torch applied system to be installed with a one ply underlayment.

DO NOT USE the HPR Torch Base Sheet with hot asphalt or cold adhesives.

High Tech Base Sheet - The HPR Torch Base Sheet has a high percentage of SBS rubber that when fused together with the torch-applied membrane gives the system superior puncture and abrasion resistance. It also has high tensile and elongation characteristics.

Eliminates the Use of the 2-Ply Underlayment - Because the HPR Torch Base Sheet is 110 mils (2,794 microns) thick (as thick as 2 plies of Type IV glass in hot asphalt), one ply will be sufficient as the underlayment for torch applied membrane.

Superior Strength - The HPR Torch Base membrane is reinforced with a dual fiberglass scrim. The superior strength provided by this reinforcement resists the movement created by today's modern buildings. In addition, HPR Torch Base Sheet provides tensile strength in excess of 200 pounds per inch in the machine direction. This translates to long-term resistance to splits and tears in the completed HPR torch applied roof system.

Advanced Rubber Technology - The modifier utilized in HPR Torch Base Sheet is SBS. When the SBS rubber is properly dispersed throughout the high penetration asphalt, the rubber provides increased thermal shock resistance, UV protection, heat resistance, elongation, and low temperature flexibility. To ensure proper dispersion, a special high shear mixer is used in manufacturing.

APPLICATION

The HPR Torch Base Sheet must be used for heat fusing or mechanical fastening applications only. Heat the HPR Torch Base Sheet until the burnable backer is melted. As this occurs, the SBS coating becomes tacky and is ready to roll in place.

HPR® Torch Base Sheet

| Technical Data | HPR Torch Base Sheet |
|-----------------------------|--|
| Tensile Strength | MD 210 lbf./in. (36.75 kN/m) XD 210 lbf./in. (36.75 kN/m) |
| Tear Strength | MD 300 lbf. (1334 N) XD 300 lbf. (1334 N) |
| Elongation | MD 6.0% XD 6.0% |
| Low Temperature Flex | -30°F (-34°C) |

Finished membrane meets and/or exceeds ASTM D 6163, TYPE III
Test Method ASTM D 5147 is tested at:
2 in./min. @ 73.4 ± 3.6°F
(50 MM/MIN. @ 23 ± 2°C)

| Roll Dimensions | HPR Torch Base Sheet |
|--------------------------|--------------------------|
| Width | 3 ft. 3 in. (1m) |
| Length | 34 ft. 8 in. (10.60 m) |
| Weight | 95 lbs. (43.09 kg) |
| Nominal Thickness | 120 mils (3,048 microns) |
| Net Coverage | 100 sq. ft. (9.29 m²) |
| Packaging | 25 rolls/pallet |

| Eco-Facts | HPR Torch Base Sheet |
|-------------------------|----------------------|
| Recycled Content | |
| Pre-Consumer | — |
| Post-Consumer | 6% |

For specific application recommendations, please contact your local Garland Representative or Garland Technical Service Department.

Installation of this product with hot oxidized asphalt may result in exposure to hazardous chemicals. Special care and attention for proper product installation must be followed in all cases. For specific details refer to the NIOSH safe handling practices in publication No. 2003-107, as well as OSHA standard 1910.134 for further exposure precautions.



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HPR TB 1019

OVERVIEW & FEATURES

LiquiTec is an extremely low odor, fluid-applied waterproofing system designed to maintain, restore and upgrade the performance of aged modified bitumen, metal and single-ply roof systems. This two-component, 100% solids, aliphatic polyurea cures quickly to form a highly durable, impact and UV resistant finished roof membrane that increases the life span of the existing roof. It can also be used as a repair material for maintenance applications. LiquiTec can easily be applied by brush, roller and squeegee.

Low Odor & Applicator Friendly - Virtually odorless with no VOCs, this restoration system is ideal for sensitive applications like hospitals, schools and any other structures where occupants are present. This catalyzed product provides faster curing and rain resistance, promoting more efficient installations than one-part coatings.

Energy Efficient & Chemical/Fungal Resistance - The bright white reflective finish provides energy savings through reduced cooling costs and prolongs the life of the existing roof membrane decreasing the damaging effects of heat aging and thermal shock. LiquiTec's unique aliphatic formulation resists chemical and fungal attack.

Tough Seamless Membrane - Cures to an extremely tough and resilient membrane that forms a barrier against hail, foot traffic, wind scour and other impact that commonly damage roofs. It seals up existing roof membrane seams where roof leaks and other damage can occur.

Versatile Waterproofing - Can be used to seal laps/seams, make spot repairs, or restore entire roofing systems. Its outstanding waterproofing protection is ideal for low-slope roofing projects.

PREPARATION

Make any necessary repairs, including removal of any wet insulation and roofing materials and replace with like materials. Allow repairs to cure completely. Confirm local water run-off ordinances and restrictions prior to cleaning roof. Carefully power wash all roof surfaces with greater than 2,000 psi pressure to remove debris, rust, scale, dirt, dust, chalking, peeling or flaking coatings, etc. Do not force water into the roof system or damage roof surfaces. Wearing personal protective clothing and equipment, treat areas of algae, mildew or fungus with a solution of three quarts of warm water and TSP or Simple Green Solution. Rinse at least twice to be sure all cleaning agents or contaminants are completely removed to prevent adhesion issues. If the roof surface becomes contaminated with dirt, dust or other particles at any time during the application of the LiquiTec system, cleaning measures must be taken to restore the surface to a suitable condition.

Refer to the LiquiTec Restoration Application Guides (Single-Ply, Modified Bitumen or Metal) for other substrate specific repair and preparation requirements.

APPLICATION

LiquiTec roof restoration systems require either partial reinforcement of seams, laps and details or full fabric reinforcement of the entire existing roof surface. Single-ply membrane restoration requires only LiquiTec Base or LiquiTec coating (striping) over existing membrane seams. Refer to the LiquiTec Restoration Application Guides (Single-Ply, Modified Bitumen or Metal) for complete installation instructions, coverage rates and primer requirements specific to the existing roof substrate.

Mixing

Open LiquiTec container. Remove Part B jug and its plastic holding compartment out of the pail. Mix Part A liquid for one minute using an electric heavy-duty power drill and Jiffy mixer blade (ES model). Cordless drills are not permitted as they will not properly mix the materials. While mixing, slowly pour contents of Part B jug into the Part A pail. Mix the two components together for two (2) minutes moving the Jiffy blade from top to bottom and along the sides to ensure the product is thoroughly mixed. Always mix entire kit contents together as packaged. Do not break down into smaller quantities.

PRECAUTIONS

- Product application must not be done when rain or other conditions such as fog or heavy dew are possible within a 24-hour period.
- Moisture survey must be conducted prior to roof restoration to identify any wet areas of the existing roof system that must be replaced with like-materials
- In accordance with Garland's adhesion testing protocol, ensure that the LiquiTec coating bond strength to the existing roof substrate(s) is four (4) pounds per linear inch (pli) or greater
- Storage temperatures should be between 60°F to 80°F (15.6° C to 26.7°C) and not exceed 110°F (43.3°C). Indoor ventilated storage is recommended. Ensure job site storage is in a shaded and ventilated area. Do not store in direct sunlight
- Mixed product pot life is 25-35 minutes depending on ambient temperature. Rising temperatures may reduce pot life and increase the product's viscosity at a faster rate than desired
- Mix product near the application area and only enough material that can immediately be applied to the roof
- Dipping a roller into the bucket and rolling the material is not advised, as it can shorten the pot life of the product
- Do not spray
- Coverage rate varies depending on warranty and substrate
- Restrict coating application when the ambient temperature is not at a minimum of 50°F (10°C) and rising or when overnight temperature drops below 40°F (4.4°C)
- Roof surface must be at least six Fahrenheit degrees or three Celsius degrees above the dew point and rising
- In areas where the roof is subject to foot traffic, it is recommended to apply a granule non-skid walkway surface
- Excess water on the roof surface can cause the roof to become slippery
- Reinforcement fabric should be used when coating over heavily alligatored surfaces, areas that pond water, and over surface irregularities
- Not intended to restore glaze coats of asphalt

LiquiTec™

| Technical Data | LiquiTec & LiquiTec Base |
|---|---|
| Density @ 77°F (25°C) (ASTM D 2939) | 9.6 lbs./gal. (1.2 g/ml) |
| Tear Resistance (ASTM D 624) | 449 lbs./in. |
| Elongation | >433% |
| Tensile Strength (ASTM D 412) | >2300 psi |
| Low Temperature Flexibility (ASTM D 522) | -60°F (-51°C) |
| Hardness | 80 Shore A |
| Lap Shear Strength Modified seam with LiquiTec (ASTM D 7379) | 231 lbf/in. |
| Volume Solids (ASTM D 2697) | 100% |
| Water Absorption (ASTM D 570) | 1.53% (24 hr) |
| Drying Time* (Typical) @ 77°F (25°C) and 50% R.H. | Skin time: 3-4 hours Over-coat time: 6 hours |
| Packaging | Part A - 4 gal. pail (15.1 l) Part B - 0.5 gal. jug (1.89 l) |
| Water Leakage Resistance (ASTM D 7281) | Pass |

* Higher temperature will result in reduced skin and over-coat time, lower temperature and/or humidity may extend times.

| Technical Data | LiquiTec Reinforced System |
|--|-----------------------------|
| Dynamic Impact Resistance (ASTM D 5635) | 37 joules |
| Static Puncture Resistance (ASTM D 5602) | 20 kg |
| Tensile Tear (ASTM D 4073) | 274 lbf |
| Tensile Load Strain (ASTM D 5147) | 193 lbf/in. |
| Energy to Break Toughness (ASTM D 5147) | 46 in.-lbf/in. ² |
| Thickness Dry film thickness | 80-96 mils (dft) |
| Water Absorption | 2.30% |

| Eco-Facts | LiquiTec (white) | LiquiTec Base (gray) |
|--|---------------------|----------------------|
| VOC (mixed) | 0 g/l | 0 g/l |
| Reflectance | | - |
| Initial | 0.84 | |
| 3-Year Aged | 0.71 | |
| Emittance | | - |
| Initial | 0.88 | |
| 3-Year Aged | 0.89 | |
| SRI | | - |
| Initial | 105 | |
| 3-Year Aged | 88 | |
| Microbial Resistance (ASTM G 21) | No microbial growth | No microbial growth |

Tested using the Practice for Laboratory Aging of Roofing Materials, as specified in ASTM D7897

For specific application recommendations, please contact your local Garland Representative or Garland Technical Service Department.



For more information, visit us at: www.garlandco.com

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Tests verified by independent laboratories. Actual roof performance specifications will vary depending on test speed and temperature. Data reflects samples randomly collected. ± 10% variation may be experienced. The above data supersedes all previously published information. Consult your local Garland Representative or the home office for more information.

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LT/LT B 0819

StressPly® IV Membranes

StressPly IV • StressPly IV Mineral



OVERVIEW & FEATURES

StressPly IV membranes are a high strength, fiberglass reinforced, rubber modified roof membrane designed to be used in torching applications. The 195 mil membrane offers not only high strength, but also a high percentage of quality blended Styrene-Butadiene-Styrene (SBS) rubber compound. StressPly IV membranes incorporate a burn-off backer to indicate when proper heat is obtained during application.

StressPly IV membranes can be used in conjunction with Garland's HPR® products and with conventional glass base sheets or fiberglass felt underlayment. In addition, StressPly IV membranes can be used as the top ply in a two ply flashing system. They can also be used to repair splits, cracks or other deteriorated areas of existing built-up roofs.

Rubber Technology - StressPly IV membranes are formulated with a high quality SBS rubber polymer, offering unmatched low temperature flexibility, weathering and elastomeric properties. Adequate mixing of the polymer ensures proper phase inversion which optimizes the rubber's performance.

Security in Multi-Ply Applications - StressPly IV membranes are the top component of a multi-ply system. They combine the inherent advantages and proven performance of multi-ply protection with the strength, flexibility and elongation of elastomeric systems. This unique combination minimizes dependence on perfect workmanship, contact adhesive seaming, etc.

APPLICATION

StressPly IV membranes are the torchable top layer of a modified roof system. Two plies of ASTM D 2178, Type IV or VI fiberglass felt are solidly bonded to the approved substrate. The StressPly IV membrane is then solidly adhered to these base layers by torching.

StressPly IV membranes can also be applied in a two ply torch-applied modified system. Garland's HPR Torch Base Sheet is applied to the approved substrate and the StressPly IV membrane is solidly torch adhered to the torch base sheet.

StressPly® IV Membranes

| Technical Data | StressPly IV | StressPly IV Mineral |
|------------------------------|--|--|
| Tensile Strength | *MD 210 lbf./in. (36.75 kN/m) *XD 210 lbf./in. (36.75 kN/m) **MD 250 lbf./in. (44 kN/m) **XD 250 lbf./in. (44 kN/m) | *MD 210 lbf./in. (36.75 kN/m) *XD 210 lbf./in. (36.75 kN/m) **MD 250 lbf./in. (44 kN/m) **XD 250 lbf./in. (44 kN/m) |
| *Tear Strength | MD 250 lbf. (1112 N) XD 250 lbf. (1112 N) | MD 250 lbf. (1112 N) XD 250 lbf. (1112 N) |
| *Elongation | MD 6.0% XD 6.0% | MD 6.0% XD 6.0% |
| *Low Temperature Flex | -40°F (-40°C) | -40°F (-40°C) |

Finished membrane meets and/or exceeds ASTM D 6163, TYPE III.
Test Method ASTM D 5147 is tested at:

* 2 in./min @ 73.4 ± 3.6°F ** 0.08 in./min @ 0 ± 3.6°F
(50 mm/min @ 23 ± 2°C) (2.0 mm/min @ -18 ± -3°C)

| Roll Dimensions | StressPly IV | StressPly IV Mineral |
|--------------------------|--------------------------|--------------------------|
| Width | 3 ft. 3 in. (1m) | 3 ft. 3 in. (1m) |
| Length | 26 ft. 2 in. (7.98 m) | 26 ft. 2 in. (7.98 m) |
| Weight | 110 lbs. (49.9 kg) | 125 lbs. (56.7 kg) |
| Nominal Thickness | 180 mils (2,921 microns) | 195 mils (4,953 microns) |
| Net Coverage | 75 sq. ft. (6.96 m²) | 75 sq. ft. (6.96 m²) |
| Packaging | 20 rolls/pallet | 20 rolls/pallet |

| Eco-Facts | StressPly IV | StressPly IV Mineral |
|-------------------------|--------------|----------------------|
| Recycled Content | | |
| Pre-Consumer | 15% | — |
| Post-Consumer | 0.5% | — |
| Reflectance | — | 0.45 |
| Emittance | — | 0.87 |
| SRI | — | 51 |

For specific application recommendations, please contact your local Garland Representative or Garland Technical Service Department.

Installation of this product with hot oxidized asphalt may result in exposure to hazardous chemicals. Special care and attention for proper product installation must be followed in all cases. For specific details refer to the NIOSH safe handling practices in publication No. 2003-107, as well as OSHA standard 1910.134 for further exposure precautions.



0700-0029
Sunbursts Mineral on
StressPly IV UV Mineral



StressPly IV UV Mineral product is protected by
U.S. Patent # 6,933,007

For more information, visit us at: www.garlandco.com

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Tests verified by independent laboratories. Actual roof performance specifications will vary depending on test speed and temperature. Data reflects samples randomly collected. ± 10% variation may be experienced. The above data supersedes all previously published information. Consult your local Garland Representative or the home office for more information.

StressPly and HPR are trademarks of The Garland Company, Inc., Garland Canada Inc. and The Garland Company UK, LTD. Sunburst is a trademark of The Garland Company, Inc. The CRRC mark is a registered trademark of the Cool Roof Rating Council.

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SP IV/IV Min 0221

Tuff-Stuff® MS

One-Part Elastomeric Adhesive Sealant



OVERVIEW & FEATURES

Tuff-Stuff MS is a moisture-curing, single-component, non-sag, adhesive sealant that contains no solvents. When cured, Tuff-Stuff MS offers the performance of a two-part sealant with the ease of installation associated with a one-part. It is designed to maintain an effective bond and seal between materials of similar and dissimilar surfaces, porosities and coefficients of expansion. Tuff-Stuff MS is designed for use in reglets, precast panels, tilt-up walls, metal curtain walls, copings, window and door perimeters, panel bedding and glazing details.

Environmentally Friendly - Due to its modified silane chemistry, Tuff-Stuff MS is a low-odor product which makes it useful in VOC sensitive areas like hospitals, schools, and food production plants. Tuff-Stuff MS does not use solvents or isocyanates and only contains 19 grams of VOC's per liter.

Extended Life for High Movement - Tuff-Stuff MS high solid content optimizes minimal shrinking unlike heavily solvent based products that will shrink when exposed to UV as the solvent flashes out enabling high flexibility and long-term performance.

User Friendly/Saves Money - Tuff-Stuff MS can be applied with a normal caulking gun, industrial type, and wet or dry tooled into a joint making it easy for in-house maintenance use.

Cures Quickly - Tuff-Stuff MS utilizes a moisture assisted cure type chemistry that enables a fast skin time and is paintable within 3 days of install depending on the sealed joints overall dimensions.

APPLICATION

Surface Preparation - Joint surfaces and backer rod must be dry and free of all contaminants such as oil, grease, wax, dust, corrosion, tar, asphalt, loose aggregate, frost, form-release agents, decorative and protective coatings. Precast panels using form release agents other than polyethylene film must be sandblasted or mechanically abraded and blown or brushed dust free. Glass, metal and other nonporous surfaces must be free of any coatings and wiped clean with solvent.

Priming - Never a substitute for proper surface preparation, priming is not required on glass or anodized aluminum and usually not necessary on other common building materials. However, varieties of brick, natural stone, plastics, paints, EIFS, coatings and other treatments of surfaces often present difficult substrates at which to adhere. Due to the number and unpredictable nature of these substrates, a field test is recommended to determine the adhesion of Tuff-Stuff MS. Because architectural stones such as marble and granite vary considerably in porosity, some bleeding of the sealant into the substrate is a possibility. A field test to confirm this possibility is recommended.

Joint Backing - Backer rods control the depth of the sealant and allow it to be applied under pressure. Use a size that will compress 25%. Open-cell polyurethane or reticulated (soft) polyethylene rod is recommended. Closed-cell polyethylene may be used but care must

be taken not to puncture the rod, which can cause outgassing or bubbling/blistering in the sealant. In joints too shallow for backer rod, use a polyethylene bond-breaker tape to prevent three-sided adhesion.

Joints should be masked to ensure a neat appearance. Sealant should be applied in a continuous operation using sufficient pressure to fill the joint and make complete contact to the joint sides. Tool the sealant slightly concave using dry-tooling techniques. Do not tool with soap or detergent and water solutions.

Joint Design - The width of the joint should be a minimum of four (4) times the anticipated movement. The width or depth of the joint should not be less than 1/4 in. (6 mm). In joints up to 3/8 in. (9 mm) wide, the depth of the sealant should be equal to the width. In joints wider than 3/8 in. (9mm), but not exceeding 1-1/4 in. (31 mm), the depth should be maintained at 3/8 in. (9 mm). For joints wider than 1-1/4 in. (31 mm), please consult Garland's Technical Services Department.

Movement Capability - 25% Extension - 25% Compression. Joint sealants do not change volume with expansion or compression, only shape; the greater the change in shape, the greater the stress on the sealant.

Tool Time (Initial Skin) - 1-2 hours at 77°F (25°C); 50% relative humidity. Higher temperatures and/or humidity will shorten this time.

Cleaning - Use mineral spirits to remove excess sealant before it cures and to clean equipment.

Storage Life - One-part MS polymer is extremely moisture and heat sensitive. Tuff-Stuff MS has a warranted shelf life of nine (9) months from the factory shipping date when stored in original unopened cartridges at conditions not exceeding 80°F (27°C), 50% relative humidity. Consistently higher temperatures and/or humidity will shorten the shelf life and valid warranty.

PRECAUTIONS

Tuff-Stuff MS should not be used:

- As a cap, heel or toe bead in certain glazing installations with highperformance glass or plastic
- In joints less than 1/4 in. (6 mm) in depth
- In joints where contact may be made with polysulfide sealants
- In areas exposed to harsh chemicals
- On certain architectural paints and finishes without laboratory or field testing
- In horizontal joints subject to vehicular traffic unless protected by a wearing surface or cap pass of sealant.

Tuff-Stuff® MS

| Technical Data | Tuff-Stuff MS |
|--|------------------------------------|
| Bond Durability-Class 25 (ASTM C 920) | Passes |
| Hardness, Shore A (ASTM C 920, 15-50) | 25-35 |
| Service Temperature Range | -50°F to 300°F (-45°C to 148°C) |
| Stain and Color Change (ASTM C 920) | Passes |
| Tack Free Time @ 77°F (25°C); 50% RH (ASTM C 679) | Less than 1 hr. |
| Tensile Strength (ASTM D 412) | 225 psi |
| Elongation (ASTM D 412) | 450-550% |
| Weep and Sag max 3/16 in. (4 mm) (ASTM C 920) | Passes |
| VOC | 19 g/L |
| Colors | Refer to color chart |

| Technical Data | Tuff-Stuff MS |
|--|---|
| Coverage Joints Size Depth x Width 3/8 in. x 1/4 in. (.95 cm x .63 cm) 3/8 in. x 1/2 in. (.95 cm x 1.27 cm) 3/8 in. x 5/8 in. (.95 cm x 1.60 cm) 3/8 in. x 3/4 in. (.95 cm x 1.90 cm) 3/8 in. x 7/8 in. (.95 cm x 2.24 cm) 3/8 in. x 1 in. (.95 cm x 2.54 cm) 3/8 in. x 1 1/4 in. (.95 cm x 3.175 cm) | Lineal ft. (m) per 10.1 oz. 16.2 ft. (4.93 m) 8.0 ft. (2.43 m) 6.4 ft. (1.94 m) 5.4 ft. (1.64 m) 4.6 ft. (1.40 m) 4.0 ft. (1.22 m) 3.2 ft. (.97 m) |
| Shelf Life | 9 months |
| Packaging | 10.3 oz. (305 ml) cartridges 24 cartridges per case |

For specific recommendations and coverage rates, please contact your local Garland Representative or Garland Technical Service Department.

For more information, visit us at: www.garlandco.com

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Village of River Forest – Dispatch Roof Restoration
Job Walk held Wednesday, March 17, 2021

ADDENDUM TO PROJECT MANUAL

- There are two (2) new pitch pocket with collar details to be installed instead of one. There is the original pitch pocket at the south end of the large RTU and then a portal along the east perimeter that will be replaced with a new pitch pocket with collar.
- Antenna on skids weighed down by concrete block can be repositioned during fluid-applied installation but not disconnected.
- Equipment supports on 4" x 6" wood will need to stay in place. Fluid applied roofing can be applied up to and around them.
- Roofing contractors to include mechanical disconnect of small HVAC unit along eastern perimeter to allow the unit to be moved for fluid applied installation and for the removal of the wood supports, to be replaced with Dura-Blok or similar type of weather resistant supports.
- Roof work staging for materials, dumpster and crane to be along southern perimeter.





MEMORANDUM

DATE: April 26, 2021

TO: Lisa Scheiner, Acting Village Administrator

FROM: Jeff Loster, Village Engineer

SUBJECT: Award of Contract – 2021 Sewer Lining Project

Issue: Staff is seeking the award of a contract for the 2021 Sewer Lining Project.

Analysis: The Village has been relining sewers since 1994 using a process known as cured in-place pipe (CIPP). It is a “no-dig” technology that allows pipes in poor condition to be rehabilitated without the need to dig up a street and replace the pipe. It involves inserting a heat-activated, epoxy-impregnated, felt liner inside the existing sewer. The liner is expanded using water or steam pressure and is then cured by circulating hot water or steam inside the liner. The cured liner hardens to a PVC pipe-like consistency which provides structural stability to the existing sewer. Service laterals are then reinstated from within the new liner through the use of a robotic cutting device and a camera. We consider this process to be a proactive and cost effective approach towards the maintenance of our aging sewer system. Lining the sewers helps resolve existing structural failures, reduces root and groundwater infiltration, and increases the flow capacity by creating a smoother pipe surface.

Though manhole lining has been added to the scope of work as a bid alternate in recent years, the 2021 project area did not indicate a need for this work. Instead, several manholes were identified for “bench repair” work. This includes the repair or replacement of the manhole bench which makes up the bottom of the manhole. Without a solid, sealed bench in the manhole the flowing water will continue to scour the soil beneath the manhole and will eventually undermine its structural stability, likely causing the manhole to shift or collapse.

The proposed FY22 Water and Sewer Fund budget includes \$140,000 for sewer relining and an additional \$35,000 for point repairs. Point repairs include the replacement of severely deteriorated (short) sections of sewers utilizing open-trench excavation. Bench repairs are also included in this item.

On April 12th, Staff received and opened six bids for this year’s project. Benchmark Construction was the low bidder with a total bid of \$163,054.00. The Additive Bid Alternate (which includes a single point repair) is not needed. Though the lining component of this project is slightly over-budget, this overage is more than offset by the fact that point repairs are not needed.

Benchmark Construction completed this project for the Village in 2020 and performed well.

Recommendation: Staff recommends approval of this contract with the following motion: Motion to award the contract to Benchmark Construction in the amount of \$163,054.00 for the 2021 Sewer Lining Project and authorize the Acting Village Administrator to execute the contract agreement.

Attachments: Bid Tabulation



MEMORANDUM

DATE: April 26, 2021

TO: Lisa Scheiner, Acting Village Administrator

FROM: Jeff Loster, Village Engineer

SUBJECT: Award of Contract - 2021 Street Improvement Project (SIP)

Issue: Staff is seeking the award of a contract for the 2021 Street Improvement Project (SIP).

Analysis: The FY22 budget allocates \$650,000 for the 2021 SIP: \$350,000 in the Motor Fuel Tax Fund, \$50,000 in the Water & Sewer Fund and \$250,000 in the Infrastructure Improvement Bond Fund.

This year's project consists of resurfacing the following streets:

1. Hawthorne Avenue (Thatcher to Forest)
2. Gale Avenue (Hawthorne to Washington)
3. Keystone Avenue (Hawthorne to Madison)
4. Linden Street (Thatcher to Forest)
5. Forest Avenue (Hawthorne to Cul de sac)
6. Keystone Avenue (Division to Thomas)
7. Forest Avenue (Division to Thomas)
8. Park Avenue (Division to Thomas)
9. Thomas (Forest to Lathrop)

On April 19, 2021 ten bids were received and opened. Attached for reference is a copy of the Bid Tabulation. The low bidder is Brothers Asphalt Paving with a total project cost of \$585,179.54, well within the allocated budget.

Brothers Asphalt Paving has previously completed street patching and roadway paving projects in the Village of River Forest on multiple occasions, most recently having completed the Street Improvement Project in 2019.

Recommendation: Staff recommends approval of this contract with the following motion: Motion to award a contract to Brothers Asphalt Paving in the amount of \$585,179.54 for the 2021 Street Improvement Project and authorize the Acting Village Administrator to execute the contract agreement.

Attachments: Bid Tabulation

Village of River Forest
2021 Street Improvement Project
Bid Tabulation
April 19, 2021

| | | | | Brothers Asphalt Paving, Inc. | | Schroeder Asphalt Services, Inc. | | Arrow Road Construction | | K-Five Construction Corporation | | Builders Paving, LLC | |
|--------|--|------|----------|-------------------------------|--------------|----------------------------------|--------------|-----------------------------|--------------|----------------------------------|--------------|------------------------|--------------|
| | | | | 315 S. Stewart Ave. | | PO Box 831 | | 1445 Oakton Street | | 999 Oakmont Plaza Drive, Ste 200 | | 4413 Roosevelt Rd #108 | |
| | | | | Addison, IL 60101 | | Huntley, IL 60142 | | Elk Grove Village, IL 60007 | | Westmont, IL 60559 | | Hillside, IL 60162 | |
| Item # | Item | Unit | Quantity | Unit Price | Total | Unit Price | Total | Unit Price | Total | Unit Price | Total | Unit Price | Total |
| 1 | Combination Curb and Gutter Removal | Foot | 1250.0 | \$4.12 | \$5,150.00 | \$4.00 | \$5,000.00 | \$4.00 | \$5,000.00 | \$6.00 | \$7,500.00 | \$6.00 | \$7,500.00 |
| 2 | Sidewalk Removal | SqFt | 7410.0 | \$1.03 | \$7,632.30 | \$1.00 | \$7,410.00 | \$1.00 | \$7,410.00 | \$2.00 | \$14,820.00 | \$2.00 | \$14,820.00 |
| 3 | Driveway Pavement Removal | SqYd | 55.0 | \$8.24 | \$453.20 | \$8.00 | \$440.00 | \$8.00 | \$440.00 | \$22.00 | \$1,210.00 | \$22.00 | \$1,210.00 |
| 4 | Hot Mix Asphalt Surface Removal (Variable Depth) | SqYd | 34898.1 | \$1.80 | \$62,816.58 | \$1.90 | \$66,306.39 | \$1.55 | \$54,092.06 | \$2.10 | \$73,286.01 | \$2.45 | \$85,500.35 |
| 5 | Hot-Mix Asphalt Surface Removal (ButtJoint) | SqYd | 330.0 | \$3.00 | \$990.00 | \$5.00 | \$1,650.00 | \$4.25 | \$1,402.50 | \$0.01 | \$3.30 | \$18.00 | \$5,940.00 |
| 6 | Frames and Lids to be Adjusted | Each | 1.0 | \$500.00 | \$500.00 | \$500.00 | \$500.00 | \$300.00 | \$300.00 | \$450.00 | \$450.00 | \$450.00 | \$450.00 |
| 7 | Frames and Lids to be Adjusted (Special) | Each | 60.0 | \$500.00 | \$30,000.00 | \$600.00 | \$36,000.00 | \$600.00 | \$36,000.00 | \$600.00 | \$36,000.00 | \$600.00 | \$36,000.00 |
| 8 | Frames and Lids, Type 1 | Each | 60.0 | \$330.00 | \$19,800.00 | \$300.00 | \$18,000.00 | \$380.00 | \$22,800.00 | \$325.00 | \$19,500.00 | \$325.00 | \$19,500.00 |
| 9 | Saw Cutting (Special) | Foot | 100.0 | \$3.00 | \$300.00 | \$3.00 | \$300.00 | \$3.85 | \$385.00 | \$6.50 | \$650.00 | \$3.00 | \$300.00 |
| 10 | Combination Concrete Curb and Gutter, Type B-6.12 (Modified) | Foot | 1250.0 | \$25.23 | \$31,537.50 | \$24.50 | \$30,625.00 | \$24.50 | \$30,625.00 | \$25.00 | \$31,250.00 | \$25.00 | \$31,250.00 |
| 11 | PCC Sidewalk, 5" | SqFt | 7410.0 | \$7.21 | \$53,426.10 | \$7.00 | \$51,870.00 | \$7.00 | \$51,870.00 | \$6.00 | \$44,460.00 | \$6.00 | \$44,460.00 |
| 12 | PCC Sidewalk, 6" | SqFt | 1125.0 | \$7.72 | \$8,685.00 | \$7.50 | \$8,437.50 | \$7.50 | \$8,437.50 | \$6.25 | \$7,031.25 | \$6.25 | \$7,031.25 |
| 13 | Detectable Warnings | SqFt | 740.0 | \$28.62 | \$21,178.80 | \$26.00 | \$19,240.00 | \$37.50 | \$27,750.00 | \$30.00 | \$22,200.00 | \$30.00 | \$22,200.00 |
| 14 | Portland Cement Concrete Driveway Pavement, 6" | SqYd | 38.0 | \$63.86 | \$2,426.68 | \$62.00 | \$2,356.00 | \$62.00 | \$2,356.00 | \$70.00 | \$2,660.00 | \$70.00 | \$2,660.00 |
| 15 | Class D Patches, Type I, 2" | SqYd | 50.0 | \$15.00 | \$750.00 | \$23.00 | \$1,150.00 | \$7.00 | \$350.00 | \$25.00 | \$1,250.00 | \$20.00 | \$1,000.00 |
| 16 | Class D Patches, Type II, 2" | SqYd | 50.0 | \$15.00 | \$750.00 | \$16.00 | \$800.00 | \$7.00 | \$350.00 | \$25.00 | \$1,250.00 | \$20.00 | \$1,000.00 |
| 17 | Class D Patches, Type III, 2" | SqYd | 50.0 | \$15.00 | \$750.00 | \$16.00 | \$800.00 | \$7.00 | \$350.00 | \$25.00 | \$1,250.00 | \$20.00 | \$1,000.00 |
| 18 | Class D Patches, Type IV, 2" | SqYd | 50.0 | \$15.00 | \$750.00 | \$16.00 | \$800.00 | \$7.00 | \$350.00 | \$25.00 | \$1,250.00 | \$20.00 | \$1,000.00 |
| 19 | Bituminous Materials (Prime Coat) | Lbs | 30301.2 | \$0.01 | \$303.01 | \$0.01 | \$303.01 | \$0.01 | \$303.01 | \$0.01 | \$303.01 | \$0.01 | \$303.01 |
| 20 | Leveling Binder (Machine Method), N50 | Ton | 1465.0 | \$71.00 | \$104,015.00 | \$78.00 | \$114,270.00 | \$76.10 | \$111,486.50 | \$73.00 | \$106,945.00 | \$75.00 | \$109,875.00 |
| 21 | Hot-Mix Asphalt Surface Course, Mix D, N50 | Ton | 2930.0 | \$70.00 | \$205,100.00 | \$74.00 | \$216,820.00 | \$72.85 | \$213,450.50 | \$68.00 | \$199,240.00 | \$75.00 | \$219,750.00 |
| 22 | Topsoil Placement, 3" | SqYd | 600.0 | \$7.72 | \$4,632.00 | \$6.00 | \$3,600.00 | \$7.00 | \$4,200.00 | \$7.69 | \$4,614.00 | \$5.00 | \$3,000.00 |
| 23 | Salt Tolerant Sod | SqYd | 600.0 | \$16.48 | \$9,888.00 | \$6.00 | \$3,600.00 | \$7.00 | \$4,200.00 | \$12.31 | \$7,386.00 | \$10.50 | \$6,300.00 |
| 24 | Supplemental Watering | Unit | 5.0 | \$41.20 | \$206.00 | \$100.00 | \$500.00 | \$200.00 | \$1,000.00 | \$169.00 | \$845.00 | \$1.00 | \$5.00 |
| 25 | Traffic Control and Protection, Standard 701501 | L.S. | 1.0 | \$4,847.18 | \$4,847.18 | \$5,000.00 | \$5,000.00 | \$31,500.00 | \$31,500.00 | \$10,150.00 | \$10,150.00 | \$5,000.00 | \$5,000.00 |
| 26 | Traffic Control and Protection, Standard 701801 | L.S. | 1.0 | \$2,496.72 | \$2,496.72 | \$1.00 | \$1.00 | \$1.00 | \$1.00 | \$3,500.00 | \$3,500.00 | \$2,500.00 | \$2,500.00 |
| 27 | Mobilization | L.S. | 1.0 | \$5,795.47 | \$5,795.47 | \$22,300.00 | \$22,300.00 | \$13,435.00 | \$13,435.00 | \$37,175.00 | \$37,175.00 | \$15,445.39 | \$15,445.39 |

| | | | | | | | | | | |
|---------------|--|--------------|--|--------------|--|--------------|--|--------------|--|--------------|
| As Calculated | | \$585,179.54 | | \$618,078.90 | | \$629,844.07 | | \$636,178.57 | | \$645,000.00 |
| As Read | | \$585,343.34 | | \$618,078.90 | | \$629,844.07 | | \$636,178.57 | | \$645,000.00 |

=corrected value

| | | | | J.A. Johnson Paving | | Lindahl Brothers, Inc. | | Plote Construction, Inc. | | M&J Asphalt Paving Company | | Alamp Concrete Contractors, Inc. | |
|--------|--|------|----------|-----------------------------|--------------|------------------------|--------------|---------------------------|--------------|----------------------------|--------------|----------------------------------|--------------|
| | | | | 1025 E. Addison Ct. | | 622 E. Green Street | | 1100 Brandt Drive | | 3124 S. 60th Court | | 1900 Wright Boulevard | |
| | | | | Arlington Heights, IL 60005 | | Bensenville, IL 60106 | | Hoffman Estates, IL 60192 | | Cicero, IL 60804 | | Schaumburg, IL 60193 | |
| Item # | Item | Unit | Quantity | Unit Price | Total | Unit Price | Total | Unit Price | Total | Unit Price | Total | Unit Price | Total |
| 1 | Combination Curb and Gutter Removal | Foot | 1250.0 | \$4.00 | \$5,000.00 | \$6.00 | \$7,500.00 | \$6.00 | \$7,500.00 | \$6.00 | \$7,500.00 | \$5.50 | \$6,875.00 |
| 2 | Sidewalk Removal | SqFt | 7410.0 | \$1.00 | \$7,410.00 | \$2.00 | \$14,820.00 | \$2.00 | \$14,820.00 | \$1.50 | \$11,115.00 | \$1.00 | \$7,410.00 |
| 3 | Driveway Pavement Removal | SqYd | 55.0 | \$11.00 | \$605.00 | \$22.00 | \$1,210.00 | \$36.00 | \$1,980.00 | \$12.00 | \$660.00 | \$12.00 | \$660.00 |
| 4 | Hot Mix Asphalt Surface Removal (Variable Depth) | SqYd | 34898.1 | \$2.20 | \$76,775.82 | \$2.75 | \$95,969.78 | \$2.60 | \$90,735.06 | \$3.65 | \$127,378.07 | \$2.90 | \$101,204.49 |
| 5 | Hot-Mix Asphalt Surface Removal (ButtJoint) | SqYd | 330.0 | \$5.00 | \$1,650.00 | \$14.00 | \$4,620.00 | \$8.00 | \$2,640.00 | \$5.00 | \$1,650.00 | \$10.00 | \$3,300.00 |
| 6 | Frames and Lids to be Adjusted | Each | 1.0 | \$300.00 | \$300.00 | \$450.00 | \$450.00 | \$450.00 | \$450.00 | \$300.00 | \$300.00 | \$525.00 | \$525.00 |
| 7 | Frames and Lids to be Adjusted (Special) | Each | 60.0 | \$600.00 | \$36,000.00 | \$600.00 | \$36,000.00 | \$600.00 | \$36,000.00 | \$600.00 | \$36,000.00 | \$650.00 | \$39,000.00 |
| 8 | Frames and Lids, Type 1 | Each | 60.0 | \$380.00 | \$22,800.00 | \$325.00 | \$19,500.00 | \$325.00 | \$19,500.00 | \$380.00 | \$22,800.00 | \$275.00 | \$16,500.00 |
| 9 | Saw Cutting (Special) | Foot | 100.0 | \$7.00 | \$700.00 | \$6.00 | \$600.00 | \$0.50 | \$50.00 | \$4.00 | \$400.00 | \$5.00 | \$500.00 |
| 10 | Combination Concrete Curb and Gutter, Type B-6.12 (Modified) | Foot | 1250.0 | \$24.50 | \$30,625.00 | \$25.00 | \$31,250.00 | \$25.00 | \$31,250.00 | \$32.00 | \$40,000.00 | \$25.00 | \$31,250.00 |
| 11 | PCC Sidewalk, 5" | SqFt | 7410.0 | \$7.00 | \$51,870.00 | \$6.00 | \$44,460.00 | \$6.00 | \$44,460.00 | \$6.60 | \$48,906.00 | \$5.95 | \$44,089.50 |
| 12 | PCC Sidewalk, 6" | SqFt | 1125.0 | \$7.50 | \$8,437.50 | \$6.25 | \$7,031.25 | \$6.25 | \$7,031.25 | \$7.00 | \$7,875.00 | \$6.50 | \$7,312.50 |
| 13 | Detectable Warnings | SqFt | 740.0 | \$37.50 | \$27,750.00 | \$30.00 | \$22,200.00 | \$30.00 | \$22,200.00 | \$23.00 | \$17,020.00 | \$25.00 | \$18,500.00 |
| 14 | Portland Cement Concrete Driveway Pavement, 6" | SqYd | 38.0 | \$62.00 | \$2,356.00 | \$70.00 | \$2,660.00 | \$70.00 | \$2,660.00 | \$60.00 | \$2,280.00 | \$70.00 | \$2,660.00 |
| 15 | Class D Patches, Type I, 2" | SqYd | 50.0 | \$25.00 | \$1,250.00 | \$38.00 | \$1,900.00 | \$32.00 | \$1,600.00 | \$39.00 | \$1,950.00 | \$40.00 | \$2,000.00 |
| 16 | Class D Patches, Type II, 2" | SqYd | 50.0 | \$25.00 | \$1,250.00 | \$38.00 | \$1,900.00 | \$32.00 | \$1,600.00 | \$39.00 | \$1,950.00 | \$40.00 | \$2,000.00 |
| 17 | Class D Patches, Type III, 2" | SqYd | 50.0 | \$25.00 | \$1,250.00 | \$38.00 | \$1,900.00 | \$32.00 | \$1,600.00 | \$35.00 | \$1,750.00 | \$40.00 | \$2,000.00 |
| 18 | Class D Patches, Type IV, 2" | SqYd | 50.0 | \$25.00 | \$1,250.00 | \$38.00 | \$1,900.00 | \$32.00 | \$1,600.00 | \$35.00 | \$1,750.00 | \$40.00 | \$2,000.00 |
| 19 | Bituminous Materials (Prime Coat) | Lbs | 30301.2 | \$0.01 | \$303.01 | \$0.01 | \$303.01 | \$0.01 | \$303.01 | \$0.01 | \$303.01 | \$0.01 | \$303.01 |
| 20 | Leveling Binder (Machine Method), N50 | Ton | 1465.0 | \$72.50 | \$106,212.50 | \$78.00 | \$114,270.00 | \$78.75 | \$115,368.75 | \$72.50 | \$106,212.50 | \$83.00 | \$121,595.00 |
| 21 | Hot-Mix Asphalt Surface Course, Mix D, N50 | Ton | 2930.0 | \$71.00 | \$208,030.00 | \$71.25 | \$208,762.50 | \$71.00 | \$208,030.00 | \$72.50 | \$212,425.00 | \$79.00 | \$231,470.00 |
| 22 | Topsoil Placement, 3" | SqYd | 600.0 | \$13.50 | \$8,100.00 | \$7.00 | \$4,200.00 | \$7.00 | \$4,200.00 | \$10.00 | \$6,000.00 | \$5.75 | \$3,450.00 |
| 23 | Salt Tolerant Sod | SqYd | 600.0 | \$16.00 | \$9,600.00 | \$7.00 | \$4,200.00 | \$10.00 | \$6,000.00 | \$15.00 | \$9,000.00 | \$8.00 | \$4,800.00 |
| 24 | Supplemental Watering | Unit | 5.0 | \$80.00 | \$400.00 | \$200.00 | \$1,000.00 | \$50.00 | \$250.00 | \$100.00 | \$500.00 | \$1.00 | \$5.00 |
| 25 | Traffic Control and Protection, Standard 701501 | L.S. | 1.0 | \$8,300.00 | \$8,300.00 | \$15,300.00 | \$15,300.00 | \$12,000.00 | \$12,000.00 | \$7,550.00 | \$7,550.00 | \$7,000.00 | \$7,000.00 |
| 26 | Traffic Control and Protection, Standard 701801 | L.S. | 1.0 | \$1.00 | \$1.00 | \$1.00 | \$1.00 | \$1.00 | \$1.00 | \$2,550.00 | \$2,550.00 | \$1.00 | \$1.00 |
| 27 | Mobilization | L.S. | 1.0 | \$39,000.00 | \$39,000.00 | \$25,000.00 | \$25,000.00 | \$40,000.00 | \$40,000.00 | \$3,500.00 | \$3,500.00 | \$28,000.00 | \$28,000.00 |

| | | | | | | | | | | |
|---------------|--|--------------|--|--------------|--|--------------|--|--------------|--|--------------|
| As Calculated | | \$657,225.83 | | \$668,907.54 | | \$673,829.07 | | \$679,324.58 | | \$684,410.50 |
| As Read | | \$657,225.83 | | \$668,907.54 | | \$673,829.07 | | \$679,324.58 | | \$684,410.50 |



MEMORANDUM

DATE: April 26, 2021

TO: Lisa Scheiner, Acting Village Administrator

FROM: Jeff Loster, Village Engineer

SUBJECT: Award of Contract – 2021 Construction Engineering Services

Issue: Staff is seeking the award of a contract for construction engineering services for some of the 2021 Capital Improvement Plan (CIP) projects as identified below.

Analysis: With an increase in capital improvement projects (both in number as well as scope) over the past few years, Staff has decided to seek contractual assistance from a qualified engineering consultant to provide construction engineering services in order to increase the level of customer service provided to the public.

In 2020, a Request for Proposals was issued, which resulted in a contract awarded to Thomas Engineering Group (TEG). TEG had not previously worked with the Village, however, they performed well and provided valuable assistance on the two water main projects and one alley reconstruction project that were completed last year. As a result, Staff has requested a proposal from TEG for providing similar services in 2021.

The FY22 budget allocations can be seen below, along with the TEG proposals for the projects:

| Project | FY22 Budget Allocations | TEG Proposals |
|---------------------------|-------------------------|--------------------|
| 2021 Street Improvement | \$40,000.00 | \$41,069.60 |
| 2021 Alley Reconstruction | \$95,935.00 | \$49,660.00 |
| Totals | \$135,935.00 | \$90,729.60 |

It should be noted that the alley work associated with this project only includes reconstruction of four of the remaining 18 alleys. The remaining 14 alleys have not yet been designed/permitted. Construction engineering services associated with those alleys will be proposed for contract approval under separate cover.

Though the project proposal for the 2021 Street Improvement Project is higher than the allocated budget, the project cost for the *construction* of the 2021 Street Improvement Project (submitted under separate cover) is under budget by more than enough to offset this overrun.

Recommendation: Consider a Motion to approve an agreement with Thomas Engineering Group to perform Construction Engineering Services for a not-to-exceed cost of \$90,729.60 and authorize the Acting Village Administrator to execute the contract agreement.

Attachments: TEG Proposal

April 15, 2021

Mr. Jeff Loster, PE, CFM, CPESC
Village Engineer
Village of River Forest
400 Park Avenue
River Forest, IL 60305

Re: Phase III Construction Engineering Services for the 2021 Street Resurfacing Program and 2021 Alley Improvements

Dear Mr. Loster:

Thomas Engineering Group, LLC (TEG) is pleased to submit the enclosed fee proposal for the Village's consideration. TEG is enthusiastic about the opportunity to work with the Village to provide construction engineering services for these important projects. We are confident that our experience and knowledge will add value to the Village and make this project a success.

Our proposed team has a significant amount of relevant experience and we were selected by the Village to provide construction engineering services for the 2020 street, alley, and water main improvement projects. TEG, as a firm and as individuals, is committed to providing quality service for the Village. The people you see in this proposal are the people you will see throughout your project. The selected staff includes Kevin VanDeWoestyne, P.E., ENV SP as the Project Principal, and Jeff Klein, P.E., as the proposed Project Manager.

We appreciate the opportunity to work with you on this project and display our **service at the highest grade®**. If you have any questions or require additional information, please call me at (847) 815-9500 or e-mail at kevinv@thomas-engineering.com.

Sincerely,
thomas engineering group, llc



Kevin C. VanDeWoestyne, P.E., ENV SP
Municipal Department Head

Enclosures

cc: Mr. Jeff Klein, P.E., Project Manager, Thomas Engineering Group, LLC



PROPOSAL

TEG is well suited for these projects and is capable of providing River Forest with outstanding service and exceptional value. Our staff's unique qualifications and relevant experience make TEG an excellent fit. Based on recent construction experience with other municipalities such as Aurora, Burr Ridge, Carol Stream, Fox Lake, Indian Head Park, Lisle, Lombard, Westmont, Wheaton, Woodridge, Schaumburg, and West Chicago, our staff understands the importance of public relations. Our proposed staff will work closely with community, property owners, and Village to keep them informed of construction impacts and schedule.

KEVIN VANDEWOESTYNE, P.E., ENV SP, PROJECT PRINCIPAL

Kevin VanDeWoestyne, P.E., ENV SP will lead this project for TEG and will serve as the primary client liaison. His experience with sidewalk improvement projects, IDOT permitting, and familiarity with Village staff make him an excellent fit for this project, and he and his team are available for this project.

JEFFREY KLEIN, P.E., PROJECT MANAGER

Mr. Klein is registered professional engineer with over 15 years of experience involving municipal and highway design and construction. He has extensive knowledge in bridge construction and roadway rehabilitation, bituminous and concrete paving, earth excavation, drainage, structural construction, lighting and signalization. His responsibilities include observation and documentation of urban and rural roadway and bridge construction projects.

MITCHELL SEVERSON, E.I., RESIDENT ENGINEER

Mr. Severson is a project engineer with experience in all three phases of federally funded and locally funded municipal projects and IDOT projects including Phase 1 reports, planning, design, and construction management and inspection. He has field experience and knowledge in roadway reconstruction, water main construction, bituminous paving, surveying, landscaping, drainage, and earth excavation. His background and experience enable him to provide the necessary services to efficiently complete construction projects for the client and the community.

JAKE KELLEY, TECHNICIAN

Jake Kelley has over 6 years of construction experience in construction management and inspection. He has knowledge and experiences pertaining to highway reconstruction as well as with PCC pavement, asphalt pavement, drilled shafts, noise wall, storm sewer, cleaning and televising storm sewers, sign fabrication and installation, and more. Specific responsibilities include documentation of construction activities and contract quantities, plan review, invoice review, submittal review, and quantity verification.

SUB-CONSULTANTS

Our Base Scope of Services does not include Quality Assurance material testing for field and laboratory testing of PCC and HMA materials. It is anticipated that services will be procured under separate contract, if desired by the Village.

SCHEDULE

Advertisement of the bid documents are expected to occur in April and May, tentatively, for the MFT Street Resurfacing Program and Alley Improvements, respectively. The bid opening for the Street Resurfacing Program is scheduled for April 19, 2021. Meanwhile, the Alley Improvements are in the final stages of design and are under review by the MWRD.

Based on correspondence with the Village, it is our understanding that the alleys will be combined under one, single contract document. It is understood that alley construction will be staged such that adjacent alleys will not undergo construction at the same time and two (2) alleys may be under construction concurrently.

Our not-to-exceed fee estimate includes construction engineering hours based on having a part-time Project Manager and full-time Construction Inspector over a period of 20 weeks* to oversee the entire construction of the Street Resurfacing Program and the Alley Improvements. Depending on the alley bid opening and contract award date, there is potential for the street and alley programs to run concurrently. In that case, it is likely that our staff can inspect both programs simultaneously, thereby reducing the work effort and engineering fees.

*TEG has performed an abbreviated Estimate of Time for each project. Our construction engineering estimated fees are based on the following construction durations:

2021 STREET IMPROVEMENT PROJECT = 8 weeks

2021 ALLEY RECONSTRUCTION PROJECT = 12 weeks (3 weeks per alley)

PROJECT UNDERSTANDING

According to the Call for Bids for the 2021 Street Resurfacing Program, the improvements to be constructed as part of this Contract are located on Keystone Ave (Division to Thomas and Hawthorne to Madison), Forest Ave (Division to Thomas and Hawthorne to cul-de-sac), Park Ave (Division to Augusta), Thomas St (Forest to Lathrop), Gale Ave (Hawthorne to Washington), Hawthorne Ave (Thatcher to Forest), and Linden St (Thatcher to Forest) in the Village of River Forest. The length of improvement is 11,260 feet (2.20 miles).

These improvements consists of the removal and replacement of combination concrete curb and gutter, driveways, sidewalks, repairs to existing drainage structures, grinding of the existing pavement, adjustment to utility structures, placement of hot-mix asphalt leveling binder and surface courses, and all other appurtenant work thereto. All work under the Street Resurfacing Program contract shall be completed by July 1, 2021.

According to the Plans, Alley #1 Improvements consist of the Park Avenue and Franklin Avenue alley reconstruction between Linden Street and Hawthorne Avenue. Alley #2 Improvements consist of the Franklin Avenue and Ashland Avenue alley reconstruction between Linden Street and Hawthorne Avenue. Alley #3 Improvements consist of the Franklin Avenue and Ashland Avenue alley reconstruction between Washington Boulevard and Linden Street. Lastly, Alley #4 Improvements consist of the Park Avenue and Franklin Avenue alley reconstruction between Washington Street and Linden Avenue.

SCOPE OF SERVICES

TEG is proposing to have our Resident Engineer oversee critical portions of the work. Our proposed Phase III work effort is structured accordingly so that a TEG representative is present at all times when major work is occurring. TEG is anticipating that all work is completed in a timely manner with minimal delays.

TEG proposes to provide Phase III services in accordance with Section III. Project Specifications 1.5 Anticipated Tasks provided with the RFP, and the following scope of engineering services provided herein.

Pre-Construction Tasks:

1. Chair a preconstruction conference with the contractor, Village, and other parties to discuss the chain of command, communication procedures, goals, objectives, and potential issues.
2. Obtain from the contractor a list of proposed suppliers and subcontractors. Make recommendations to the Village regarding the suitability of the subcontractors for the proposed work.

3. Review the construction schedule submitted by the contractor for compliance with the contract.
4. Check and approve, or reject and request resubmittal of submittals made by the contractor for compliance with the contract documents.
5. Verify all construction staking for principal components of the work.
6. Assist the Village with public communications and resident newsletters in accordance with the Village's preferred method.

Construction Tasks:

1. Keep an inspector's daily report book in the Village's preferred format appropriate for the project, recording hours on the job site, weather conditions, general and specific observations, daily activities, quantities placed, inspections, decisions, and list of visiting officials.
2. Be present whenever the contractor is performing work on-site, associated with the project.
3. Observe the progress and quality of the executed work. Determine if the work is proceeding in accordance with the Contract Documents. TEG shall keep the City informed of the progress of the work, and advise the City of all observed deficiencies of the work and disapprove or reject all work failing to conform to the Contract Documents.
4. Serve as the Village's liaison with the contractor working principally through the contractor's field superintendent.
5. TEG will extensively document (via photographs, video and written documentation) the contractors activities.
6. Cooperate with the contractor in dealing with the various agencies having jurisdiction over the Project.
7. Review contractor's progress on a weekly basis and update the progress schedule. Compare actual progress to the contractor's approved schedule. If the project falls behind schedule, work with the contractor to determine the appropriate course of action to get back on schedule.
8. Perform traffic control and erosion control checks.
9. TEG proposes to forego independent quality assurance testing by reviewing the contractor's quality control plan for materials incorporated into the Project and conducting reviews of all Portland cement concrete and hot-mix asphalt sampling and testing reports.
10. Prepare payment requisitions and change orders utilizing Village-preferred forms. Review applications for payment with the Contractor for compliance with established submission procedure and forward them with recommendations to the Village.
11. Prior to final inspection, submit to the contractor a list of observed items requiring correction and verify that each correction has been made.
12. Conduct final inspection with the Village and prepare a final list of items to be corrected.
13. Verify that all items on the final list have been corrected and make recommendations to the Village.
14. Maintain a set of Record Drawings on which all changes are noted.

Post-Construction Tasks:

1. Close out project within 30 days after all construction is completed.
2. Obtain and review contractor's record drawings to ensure compliance with requirements established in the technical specifications.
3. Prepare final Record Drawings.
4. Verify that all documentation is completed and that all material inspections and certifications have been accounted for and are complete.
5. Compile and submit final documentation.
6. Pursue and complete final close-out.

WORK EFFORT AND FEE

The following pages, rates, and tables represent what TEG has developed in terms of a Phase III construction engineering cost estimate. We have utilized an IDOT standard Cost Estimate of Consultant Services (CECS) and 2.60 Direct Labor Multiplier (DLM) method of compensation.

Proposed Not-to-Exceed Engineering Fee (Streets) = \$41,069.60

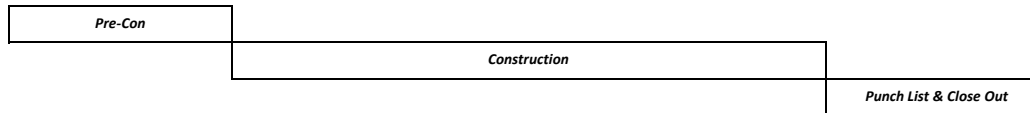
Proposed Not-to-Exceed Engineering Fee (Streets) = \$49,660.00

Total Proposed Not-to-Exceed Engineering Fee (Combined) = \$90,729.60

While we believe that this estimate accurately reflects our best effort at understanding the scope of work as described in our proposal, we understand that the Village may interpret the scope differently and may seek to add, subtract, or modify the scope or level of effort contained herein. We look forward to being selected by the Village and can negotiate the scope and effort to meet the exact expectation of the Village. TEG is proud to serve the Village of River Forest and dedicated to providing outstanding service and content.



**Construction Engineering Estimate of Fee
2021 Street Improvement Program
*Not-To-Exceed Cost (hourly with DLM)***



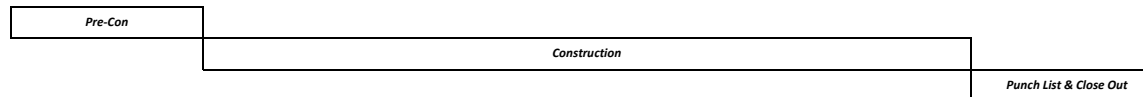
| Rate | | Hours per week | | | | | | | | | | | | | | Total Hours | | | Total Direct Labor | | | Labor * 2.6 Multiplier | | |
|-------------------|----------|----------------|--------|--------|--------|--------|-------|--------|--------|--------|-------|--------|--------|--------|-------|---------------------|--------------------|--------------|--------------------|--|--|---------------------------|--|--|
| | | 3-May | 10-May | 17-May | 24-May | 31-May | 7-Jun | 14-Jun | 21-Jun | 28-Jun | 5-Jul | 12-Jul | 19-Jul | 26-Jul | 2-Aug | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| Project Principal | \$ 70.00 | | 2 | | 2 | | 2 | | 2 | | 2 | | 2 | | 2 | 14 | \$ 980.00 | \$ 2,548.00 | | | | | | |
| Project Manager | \$ 56.00 | 4 | 4 | 8 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 38 | \$ 2,128.00 | \$ 5,532.80 | | | | | | |
| Resident Engineer | \$ 30.50 | 16 | 16 | 16 | 40 | 40 | 40 | 40 | 40 | 40 | 40 | 40 | 16 | 16 | 16 | 416 | \$ 12,688.00 | \$ 32,988.80 | | | | | | |
| Arborist | \$ 39.30 | | | | | | | | | | | | | | | 0 | \$ - | \$ - | | | | | | |
| Surveyor | \$ 56.10 | | | | | | | | | | | | | | | 0 | \$ - | \$ - | | | | | | |
| CADD Technician | \$ 44.10 | | | | | | | | | | | | | | | 0 | \$ - | \$ - | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | 468 | \$ 15,796.00 | \$ 41,069.60 | | | | | | |
| | | | | | | | | | | | | | | | | QA Material Testing | Vehicles NO CHARGE | Total Cost | | | | | | |
| | | | | | | | | | | | | | | | | \$ - | \$ - | \$ 41,069.60 | | | | | | |

*TEG will provide 5 visits to the site (or office time) at 4 hours per visit for warranty services at no cost to the Village of River Forest through 1 year past final pay estimate.

Thomas Engineering Group's proposed cost for Not-To-Exceed (hourly with DLM) services is : \$ 41,069.60



**Construction Engineering Estimate of Fee
2021 Alley Improvements
Not-To-Exceed Cost (hourly with DLM)**



| | Rate | Hours per week | | | | | | | | | | | | | | | | | | Total Hours | Total Direct Labor | Labor * 2.6 Multiplier |
|-------------------|----------|----------------|--------|--------|--------|-------|-------|--------|--------|--------|-------|--------|--------|--------|-------|--------|--------|--------|-------|---------------------|--------------------|---------------------------|
| | | 5-Jul | 12-Jul | 19-Jul | 26-Jul | 2-Aug | 9-Aug | 16-Aug | 23-Aug | 30-Aug | 6-Sep | 13-Sep | 20-Sep | 27-Sep | 4-Oct | 11-Oct | 18-Oct | 25-Oct | 1-Nov | | | |
| Project Principal | \$ 70.00 | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | | 1 | | 6 | \$ 420.00 | \$ 1,092.00 |
| Project Manager | \$ 56.00 | 4 | 4 | 8 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 46 | \$ 2,576.00 | \$ 6,697.60 |
| Resident Engineer | \$ 30.50 | 8 | 8 | 8 | 40 | 40 | 40 | 40 | 40 | 40 | 40 | 40 | 40 | 40 | 40 | 40 | 8 | 8 | 8 | 528 | \$ 16,104.00 | \$ 41,870.40 |
| Arborist | \$ 39.30 | | | | | | | | | | | | | | | | | | | 0 | \$ - | \$ - |
| Surveyor | \$ 56.10 | | | | | | | | | | | | | | | | | | | 0 | \$ - | \$ - |
| CADD Technician | \$ 44.10 | | | | | | | | | | | | | | | | | | | 0 | \$ - | \$ - |
| | | | | | | | | | | | | | | | | | | | | 580 | \$ 19,100.00 | \$ 49,660.00 |
| | | | | | | | | | | | | | | | | | | | | QA Material Testing | Vehicles NO CHARGE | Total Cost |
| | | | | | | | | | | | | | | | | | | | | \$ - | \$ - | \$ 49,660.00 |

*TEG will provide 5 visits to the site (or office time) at 4 hours per visit for warranty services at no cost to the Village of River Forest through 1 year past final pay estimate.

| | |
|---|---------------------|
| Thomas Engineering Group's proposed cost for Not-To-Exceed (hourly with DLM) services is : | \$ 49,660.00 |
|---|---------------------|



MEMORANDUM

DATE: April 26, 2021

TO: Lisa Scheiner, Acting Village Administrator

FROM: Jeff Loster, Village Engineer

SUBJECT: Approval of Motor Fuel Tax Resolution -
2021 Maintenance of Streets and Highways

Issue: Staff is seeking approval of a Resolution for Streets and Highways by Municipality Under the Illinois Highway Code that authorizes expending Motor Fuel Tax (MFT) funds for the following projects:

1. 2021 Street Improvement Project (\$350,000)
2. 2021 Asphalt Pavement Crack Sealing Project (\$50,000)
3. 2021 Asphalt Pavement Street Patching Project (\$90,000)
4. Purchase of bulk rock salt and anti-icing liquid solution (\$54,428)

Analysis: In order for municipalities to expend MFT funds, the Illinois Department of Transportation (IDOT) requires that the Village Board approve the appropriation by adopting a resolution. Attached is the IDOT MFT resolution appropriating an expenditure of \$550,000 for the aforementioned projects.

The 2021 SIP project was designed in-house and has been approved by IDOT. It was recently competitively bid with Brothers Asphalt Paving as the low bidder. The contract award for construction of this project has been submitted under a separate cover memo. Contracts were previously awarded to Denler, Inc. for the 2021 Asphalt Pavement Crack Sealing Project on April 12, 2021 in the amount of \$49,297.80 and to Schroeder Asphalt Services for the 2021 Asphalt Pavement Street Patching Project on April 12, 2021 in the amount of 88,547.65. IDOT requires that the attached resolution be approved in addition to individual contract awards.

Recommendation: Staff is recommending a motion to approve a resolution appropriating \$550,000.00 of Motor Fuel Tax funds for the 2021 Maintenance Agreement.

Attachment: IDOT Resolution



**Resolution for Maintenance of
Streets and Highways by Municipality
Under the Illinois Highway Code**

BE IT RESOLVED, by the President and Board of Trustees of the
(Council or President and Board of Trustees)
Village of River Forest, Illinois, that there is hereby
(City, Town or Village) (Name)
appropriated the sum of \$550,000.00 of Motor Fuel Tax funds for the purpose of maintaining
streets and highways under the applicable provisions of the Illinois Highway Code from January 1, 2021
(Date)
to December 31, 2021.
(Date)

BE IT FURTHER RESOLVED, that only those streets, highways, and operations as listed and described on the approved Municipal Estimate of Maintenance Costs, including supplemental or revised estimates approved in connection with this resolution, are eligible for maintenance with Motor Fuel Tax funds during the period as specified above.

BE IT FURTHER RESOLVED, that the Clerk shall, as soon as practicable after the close of the period as given above, submit to the Department of Transportation, on forms furnished by said Department, a certified statement showing expenditures from and balances remaining in the account(s) for this period; and

BE IT FURTHER RESOLVED, that the Clerk shall immediately transmit two certified copies of this resolution to the district office of the Department of Transportation, at Schaumburg, Illinois.

I, Katherine Brand-White Clerk in and for the Village of River Forest, County of Cook
(City, Town or Village)

hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by

the President and Board of Trustees at a meeting on April 26, 2021
(Council or President and Board of Trustees) Date

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this _____ day of _____.

(SEAL) _____ Village Clerk
(City, Town or Village)

| |
|--|
| <p style="text-align: center;">Approved</p> <p style="text-align: center;">_____ Regional Engineer Department of Transportation</p> <p style="text-align: center;">_____ Date</p> |
|--|



Village of River Forest
Village Administrator's Office
400 Park Avenue
River Forest, IL 60305
Tel: 708-366-8500

MEMORANDUM

Date: April 19, 2021

To: Lisa Scheiner, Acting Village Administrator

From: Jon Pape, Assistant to the Village Administrator

Subj: Adoption of Fiscal Year 2021-2022 Compensation Plan

Issue:

The Village of River Forest's compensation plan is intended to provide an attractive, flexible and market-based compensation plan that is tied to performance and aligned with Village goals and interests. The goal is for the Village of River Forest to be competitive in recruiting and retaining employees through its high-quality compensation practices. Equally important, compensation practices are a means for communicating the Village's standards of performance and for motivating and rewarding employees in relation to their achievements.

In 2012 the Village completed an analysis of its Compensation Plan for non-union employees, including both the plan structure and the pay levels of non-union Village employees relative to the market. The review indicated that salaries were at 75% of the market average in accordance with the Board's compensation philosophy. However, changes to the compensation plan incorporated structured pay grades, a mechanism for moving employees through pay ranges and best management practices. As a result, a new Compensation Plan was adopted by the Village Board in 2012. This plan is reviewed annually by the staff and may be reviewed periodically by the Village's compensation consultant. Recommended revisions are presented to the Village Board for annual adoption in advance of the new Fiscal Year.

Analysis:

When the Compensation Plan was adopted in 2012 it eliminated annual cost-of-living adjustments and shifted toward a performance based pay plan. However, to ensure that the Village maintains its compensation strategy of paying at approximately 75% of the market average rate, Staff examines the external market to determine whether market adjustments are appropriate. Staff has examined both internally and externally comparable data, as well as the CPI, and recommends a 1.5% market adjustment to all salary ranges for non-union personnel for Fiscal Year 2021-2022. No other changes are recommended.

Request for Board Action:

Approval of this item would require a motion to approve an Ordinance adopting the Fiscal Year 2021-2022 Compensation Plan.

Document(s) Attached:

- Ordinance
- Ordinance Attachment A – Fiscal Year 2021-2022 Compensation Plan

ORDINANCE NO. _____

AN ORDINANCE ADOPTING THE FISCAL YEAR 2021-2022 COMPENSATION PLAN

WHEREAS, in Fiscal Year 2013 the Board of Trustees considered the salary structure of the municipal employees and determined that a comprehensive analysis and revision of the compensation system was required;

WHEREAS, upon completion of a Compensation Study conducted by Voorhees Associates, the Board of Trustees implemented a compensation system with established pay grades and pay ranges and salary adjustments based on merit and performance;

WHEREAS, the Fiscal Year of the Village of River Forest begins on May 1, 2021, and the Budget Ordinance for the Village has been adopted.

NOW, BE IT ORDAINED by the President and Board of Trustees of the Village of River Forest, Cook County, Illinois, as follows:

Section 1: The President and Board of Trustees find that all of the recitals set forth above are true and correct, and there are hereby incorporated by reference as if set forth fully.

Section 2: The amended Fiscal Year 2021-2022 Compensation Plan is hereby approved, as shown as attached Exhibit A and applies to all non-union employees.

Section 3: The Village Administrator is hereby authorized and directed to take all necessary steps to carry out this Ordinance, as shown in the Fiscal Year 2021-2022 Compensation Plan for all non-union employees, attached as Exhibit A and accordingly, is authorized to adjust the compensation of non-union employees in accordance with the established pay ranges as set forth in Exhibit A.

Section 4: This Ordinance shall take effect on May 1, 2021.

PASSED on a roll call vote of the Corporate Authorities on the 26th day of April, 2021.

AYES:

NAYS:

ABSENT:

APPROVED by me this 26th day of April, 2021.

Village President

APPROVED and FILED in my office this 26th day of April, 2021 and published in pamphlet form in the Village of River Forest, Cook County, Illinois.

ATTEST:

Village Clerk

VILLAGE OF RIVER FOREST, ILLINOIS
FY 2022 SALARY SCHEDULES

Ordinance Attachment A

| Grades 1 - 4 - Defined Merit - Clerical/Service 11 Defined Merit Increments; 5% between grades; 2.75% between increments; 30% range | | | | | | | | | | | | Exemplary Performance Zones | |
|--|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|-----------------------------|---------|
| Grade | Min | Prob. | a | b | c | d | e | f | g | h | Max | 2% | 4% |
| 1 | \$44,217 | \$45,433 | \$46,683 | \$47,967 | \$49,286 | \$50,641 | \$52,034 | \$53,465 | \$54,935 | \$56,446 | \$57,998 | \$1,160 | \$2,320 |
| 2 | \$46,428 | \$47,705 | \$49,017 | \$50,365 | \$51,750 | \$53,173 | \$54,635 | \$56,138 | \$57,682 | \$59,268 | \$60,898 | \$1,218 | \$2,436 |
| 3 | \$48,750 | \$50,090 | \$51,468 | \$52,883 | \$54,338 | \$55,832 | \$57,367 | \$58,945 | \$60,566 | \$62,231 | \$63,943 | \$1,279 | \$2,558 |
| 4 | \$51,187 | \$52,595 | \$54,041 | \$55,527 | \$57,054 | \$58,623 | \$60,236 | \$61,892 | \$63,594 | \$65,343 | \$67,140 | \$1,343 | \$2,686 |

| Grades 5 - 9 - Defined Merit/Open Range Blend - Administrative Support/Technical 6 Defined Merit Increments to final increment; 2.75% between increments Open Range from the final increment to the max 5% between grades; 45% total range | | | | | | | | | Exemplary Performance Zones | |
|---|----------|----------|----------|----------|----------|----------|--|----------|-----------------------------|---------|
| Grade | Min | Prob. | a | b | c | d | | Max. | 2% | 4% |
| 5 | \$53,098 | \$54,558 | \$56,058 | \$57,600 | \$59,184 | \$60,811 | | \$77,230 | \$1,545 | \$3,089 |
| 6 | \$55,753 | \$57,286 | \$58,861 | \$60,480 | \$62,143 | \$63,852 | | \$81,092 | \$1,622 | \$3,244 |
| 7 | \$58,540 | \$60,150 | \$61,804 | \$63,504 | \$65,250 | \$67,045 | | \$85,147 | \$1,703 | \$3,406 |
| 8 | \$61,467 | \$63,158 | \$64,894 | \$66,679 | \$68,513 | \$70,397 | | \$89,404 | \$1,788 | \$3,576 |
| 9 | \$64,541 | \$66,315 | \$68,139 | \$70,013 | \$71,938 | \$73,917 | | \$93,874 | \$1,877 | \$3,755 |

| Grades 10 - 14 - Open Range Plan Professional/Supervisory 5.5% between grades; 35% range | | | | Exemplary Performance Zones | |
|---|----------|--|-----------|-----------------------------|---------|
| Grade | Min. | | Max. | 2% | 4% |
| 10 | \$73,404 | | \$99,095 | \$1,982 | \$3,964 |
| 11 | \$77,441 | | \$104,545 | \$2,091 | \$4,182 |
| 12 | \$81,700 | | \$110,295 | \$2,206 | \$4,412 |
| 13 | \$86,194 | | \$116,362 | \$2,327 | \$4,654 |
| 14 | \$90,934 | | \$122,761 | \$2,455 | \$4,910 |

| Grades 15 - 18 - Open Range Plan Management 5.5% between grades; 35% range | | | | Exemplary Performance Zones | |
|---|-----------|--|-----------|-----------------------------|---------|
| Grade | Min. | | Max. | 2% | 4% |
| 15 | \$102,500 | | \$138,375 | \$2,767 | \$5,535 |
| 16 | \$108,137 | | \$145,985 | \$2,920 | \$5,839 |
| 17 | \$114,085 | | \$154,014 | \$3,080 | \$6,161 |
| 18 | \$126,925 | | \$171,109 | \$3,422 | \$6,844 |

| Grade 19 - Open Range Plan Village Administrator 35% range | | | | Exemplary Performance Zones | |
|---|-----------|--|-----------|-----------------------------|---------|
| Grade | Min. | | Max. | 2% | 4% |
| 19 | \$150,771 | | \$202,855 | \$4,057 | \$8,114 |

| Grade | Positions |
|-------|--|
| 1 | Custodian Accounting Clerk/Customer Service |
| 2 | Accounting Clerk/Accounts Payable |
| 3 | Community Service Officer Administrative Clerk Permit Clerk Police Records Clerk Utility Billing Clerk |
| 4 | Building Maintenance Technician |
| 5 | Administrative Assistant Police Records Supervisor |
| 6 | Building & Zoning Inspector |
| 7 | Executive Assistant |
| 8 | Building Official Fire Marshal Management Analyst/Deputy Village Clerk |
| 10 | Accounting Supervisor Assistant to the Village Administrator |
| 13 | Public Works Superintendent Assistant Finance Director |
| 14 | Police Commander Village Engineer |
| 15 | Deputy Police Chief Deputy Fire Chief |
| 17 | Public Works Director |
| 18 | Assistant Village Administrator Police Chief Fire Chief Finance Director |
| 19 | Village Administrator |



Village of River Forest

Village Administrator's Office

400 Park Avenue
River Forest, IL 60305
Tel: 708-366-8500

MEMORANDUM

Date: April 19, 2021

To: Catherine Adduci, Village President
Village Board of Trustees

From: Jon Pape, Assistant to the Village Administrator

Subj: License Agreement with Property Owner at 847 Thatcher Avenue for an Underground Sprinkler System in the Public Right-of-Way

Issue: Scott & Jean Kirk, owners of the property located at 847 Thatcher Avenue, would like to install an underground irrigation system with certain components in the Village right-of-way and needs permission from the Village Board of Trustees to do so.

Analysis: The Village Code does not permit obstructions nor does it allow property owners to install anything in the public right-of-way, unless permission is granted by the Village typically through an agreement. The attached agreement is the standard document that is utilized by the Village for these matters.

In an effort to minimize Village expenses for private infrastructure within the public right-of-way that may be damaged/impacted as a result of capital improvement projects in the future, staff has developed a policy that all obstructions that are proposed for installation within the public right-of-way should require a Right-of-Way Encroachment Waiver and Agreement as a condition of permit approval. This will help avoid future damage to the infrastructure by allowing the Village to document the existence of these assets. This is similar to the process followed for any other private infrastructure proposed within public space (e.g. in-pavement heating elements, fences, decorative light pole).

Recommendation: Authorize the Village Administrator to execute a right-of-way encroachment waiver and agreement for an irrigation system in the public right-of-way with the property owner at 847 Thatcher Avenue.

Attachment: License Agreement with Property Owner 847 Thatcher Avenue.

THIS DOCUMENT WAS PREPARED
BY, AND AFTER RECORDING
RETURN TO:

Klein Thorpe & Jenkins, Ltd.
20 North Wacker Drive, Suite 1660
Chicago, IL 60606
Gregory T. Smith

[The above space for recording purposes]

RIGHT-OF-WAY ENCROACHMENT WAIVER AND AGREEMENT

I/We, Scott & Jean Kirk, as owner [of 847 Thatcher (insert
business name)] represent that we is the legal owner ("Legal Owner") of real property
commonly known as:

847 Thatcher, River Forest, Illinois 60305
(the "Benefitted Property").

PIN(S) #: 15-02-405-001-0000 15-02-405-002-0000
(Survey of property containing legal description of said Benefitted Property is attached and made a part hereof as
"EXHIBIT A")

Legal Owner is undertaking the following Project at the above stated Benefitted Property and on adjacent Public
Right-of-Way that will encroach on the Public Right-of-Way:

Project: Lawn Sprinkler

I/We, on behalf of Legal Owner, understand that the Village of River Forest Village Code does not permit any
obstructions in the Public Right-of-Way and does not allow for the placement of lawn sprinkler (the
"Encroachment") within the Public Right-of-Way for the purpose of watering lawn.

I/We agree, on behalf of Legal Owner, that the Encroachment placed by Legal Owner or an agent for the benefit of
the Benefitted Property owned by the Legal Owner, and which encroach upon the Public Right-of-Way at the above
address, will be the responsibility of the Legal Owner to maintain, repair, and replace if necessary, due to any
damage by the Village or other public agencies for whatever reason, including but not limited to excavation in the
Public Right-of-Way by the Village for the purposes of repairing a water main break, installation or replacement of a
water main or other utilities, replacement or reconstruction of the street, or due to normal wear and tear.

I/We further agree, on behalf of Legal Owner, that any work to be performed on or underneath the Public Right-of-
Way shall be in a good and workmanlike manner and in accordance with all applicable federal, state, and county
laws and regulations and the Village codes, ordinances, and regulations.

I/We further agree, on behalf of Legal Owner, that the Legal Owner shall be responsible for any and all costs of restoring any disturbances of the Public Right-of-Way caused by its installation and use of the Encroachment in the Public Right-of-Way, and any and all repairs or damage to the Public Right-of-Way arising from the misuse or damage to same by it, or its officers, agents, employees, contractors, subcontractors, successors, and assigns, to the reasonable satisfaction of the Village. Upon completion of installation or any subsequent repair or maintenance, the Legal Owner shall return the Public Right-of-Way to good order, condition and repair. In the event the Legal Owner fails, in a timely manner, to restore any disturbances or make any and all repairs of the Public Right-of-Way as set forth above, the Village may make such restoration or repairs. In the event the Village makes such restorations or repairs, the Legal Owner agrees to pay the costs of such restoration or repairs upon written demand, or the Village may remove the Encroachment and/or lien the Benefitted Property for the costs of such restoration or repair. Legal Owner waives all rights and claims of any kind against the Village arising out of the Village's restoration or repair of the Public Right-of-Way or removal of the Encroachment under this paragraph.

I/We further agree, on behalf of Legal Owner, that Legal Owner shall not place or allow any liens, mortgages, security interests, pledges, claims of others, equitable interests, or other encumbrances to attach to or to be filed against title or ownership of the Public Right-of-Way. The Village retains the right to grant easements, licenses, or any other property interests in and to the Public Right-of-Way in which the Encroachment is located, as determined by the Village in the Village's sole discretion. This Agreement shall not limit or prohibit the Village from granting easements, licenses, or any other property interests in or to the Public Right-of-Way in which the Encroachment is located, as determined by the Village in the Village's sole discretion.

I/We further agree, on behalf of Legal Owner, that if the Village, in its sole discretion, determines that the Encroachment should be removed for any reason, or no reason, or that the further existence or use of the Encroachment in the Public Right-of-Way is, or will be, hazardous to the public or to the Public Right-of-Way, Legal Owner agrees to, upon written notice by the Village, make modifications or remove the Encroachment at the Legal Owner's sole expense. In the event the Legal Owner fails to make required modifications within a reasonable time frame, or if such modifications cannot be completed within said time frame, the Village may make the necessary modifications or remove the Encroachment. In the event the Village installs and/or makes the necessary modifications, Legal Owner agrees to pay the costs of such modifications or improvements upon written demand to the Village, or the Village may remove the Encroachment in its Public Right-Of-Way and/or lien the Benefitted Property for the costs of such modifications. Legal Owner waives all rights and claims of any kind against the Village arising out of the Village's modifications to the Encroachment or the Public Right-of-Way or removal of the Encroachment under this paragraph.

I/We, on behalf of the Legal Owner, also understand that as a condition of the Village of River Forest granting permission to utilize the Public Right-of-Way abutting the Benefitted Property for the aforesaid purposes, the Legal Owner covenants and agrees not to sue and to protect, indemnify, defend, and hold harmless the Village of River Forest, and its elected officials, employees, agents, volunteers, and attorneys against any and all claims, costs, actions, losses, demands, injuries and expenses of whatever nature, including, but not limited to attorneys' fees, related to this Agreement or such Encroachment being located in the Public Right-of-Way and/or from acts or omissions by the Legal Owner, its contractors, sub contractors, or agents or employees in maintaining the same and/or conjunction with the use of the Public Right-of-Way abutting the Benefitted Property for the aforesaid purposes.

I/We, on behalf of Legal Owner, understand that the terms and conditions contained herein apply uniquely to the Public Right-of-Way adjacent to the Benefitted Property at the above address as legally described in Exhibit A and it is the intent of myself and the Village to have the terms and conditions of this instrument run with the land and be binding on subsequent purchasers of the Benefitted Property.

This document shall be notarized and recorded with the Cook County Recorder of Deeds.

NOTE: THE UNDERSIGNED OFFICER(S) CERTIFY THAT HE/THEY HAVE THE AUTHORITY TO BIND THE LEGAL OWNER HEREIN.

Name: Scott Kirk

Name: Jean Kirk

Date: 4/12/21

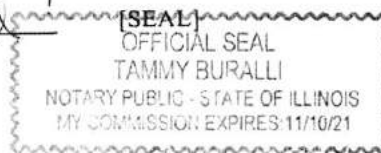
Date: 4/12/21

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

I, the undersigned, a Notary Public in Cook County, in the State of Illinois, do hereby certify that Scott & Jean Kirk, is/are personally known to me to be the owners and [of 847 Thatcher], a residence Corporation (the "Corporation"), and are the same persons whose names are subscribed to the foregoing instrument, appeared before me this day in person and severally acknowledged that as such Scott Kirk and Jean Kirk, respectively[, of the Corporation, they signed and delivered this instrument and caused the seal of the Corporation to be affixed thereto, pursuant to authority given by the Board of Directors of the Corporation,] and as their free and voluntary act, and as the free and voluntary act and deed of the Corporation, for the uses and purposes therein set forth.

Given under my hand and notarial seal this 12 day of April, 2021.

Notary Signature: Tammy Buralli





Village of River Forest
Village Administrator's Office

400 Park Avenue
River Forest, IL 60305
Tel: 708-366-8500

MEMORANDUM

Date: April 19, 2021

To: Catherine Adduci, Village President
Village Board of Trustees

From: Jon Pape, Assistant to the Village Administrator

Subj: License Agreement with Property Owner at 755 William Street for an Underground Sprinkler System in the Public Right-of-Way

Issue: Edward Mason, owner of the property located at 755 William Street, would like to install an underground irrigation system with certain components in the Village right-of-way and needs permission from the Village Board of Trustees to do so.

Analysis: The Village Code does not permit obstructions nor does it allow property owners to install anything in the public right-of-way, unless permission is granted by the Village typically through an agreement. The attached agreement is the standard document that is utilized by the Village for these matters.

In an effort to minimize Village expenses for private infrastructure within the public right-of-way that may be damaged/impacted as a result of capital improvement projects in the future, staff has developed a policy that all obstructions that are proposed for installation within the public right-of-way should require a Right-of-Way Encroachment Waiver and Agreement as a condition of permit approval. This will help avoid future damage to the infrastructure by allowing the Village to document the existence of these assets. This is similar to the process followed for any other private infrastructure proposed within public space (e.g. in-pavement heating elements, fences, decorative light pole).

Recommendation: Authorize the Village Administrator to execute a right-of-way encroachment waiver and agreement for an irrigation system in the public right-of-way with the property owner at 755 William Street.

Attachment: License Agreement with Property Owner 755 William Street.

THIS DOCUMENT WAS PREPARED
BY, AND AFTER RECORDING
RETURN TO:

Klein Thorpe & Jenkins, Ltd.
20 North Wacker Drive, Suite 1660
Chicago, IL 60606
Gregory T. Smith

[The above space for recording purposes]

RIGHT-OF-WAY ENCROACHMENT WAIVER AND AGREEMENT

I/We, EDWARD MASON, as PRESIDENT [of RAINMAKERS IRRIGATION insert
business name)] represent that LYDIA MANNING is the legal owner ("Legal Owner") of real property
commonly known as:

755 WILLIAM ST, River Forest, Illinois 60305
(the "Benefitted Property").

PIN(S) #: 15-12-203-001-0000

(Survey of property containing legal description of said Benefitted Property is attached and made a part hereof as
"EXHIBIT A")

Legal Owner is undertaking the following Project at the above stated Benefitted Property and on adjacent Public
Right-of-Way that will encroach on the Public Right-of-Way:

Project: INSTALLATION OF WATER IRRIGATION SYSTEM

I/We, on behalf of Legal Owner, understand that the Village of River Forest Village Code does not permit any
obstructions in the Public Right-of-Way and does not allow for the placement of HEADS (the
"Encroachment") within the Public Right-of-Way for the purpose of WATER IRRIGATION.

I/We agree, on behalf of Legal Owner, that the Encroachment placed by Legal Owner or an agent for the benefit of
the Benefitted Property owned by the Legal Owner, and which encroach upon the Public Right-of-Way at the above
address, will be the responsibility of the Legal Owner to maintain, repair, and replace if necessary, due to any
damage by the Village or other public agencies for whatever reason, including but not limited to excavation in the
Public Right-of-Way by the Village for the purposes of repairing a water main break, installation or replacement of a
water main or other utilities, replacement or reconstruction of the street, or due to normal wear and tear.

I/We further agree, on behalf of Legal Owner, that any work to be performed on or underneath the Public Right-of-
Way shall be in a good and workmanlike manner and in accordance with all applicable federal, state, and county
laws and regulations and the Village codes, ordinances, and regulations.

I/We further agree, on behalf of Legal Owner, that the Legal Owner shall be responsible for any and all costs of restoring any disturbances of the Public Right-of-Way caused by its installation and use of the Encroachment in the Public Right-of-Way, and any and all repairs or damage to the Public Right-of-Way arising from the misuse or damage to same by it, or its officers, agents, employees, contractors, subcontractors, successors, and assigns, to the reasonable satisfaction of the Village. Upon completion of installation or any subsequent repair or maintenance, the Legal Owner shall return the Public Right-of-Way to good order, condition and repair. In the event the Legal Owner fails, in a timely manner, to restore any disturbances or make any and all repairs of the Public Right-of-Way as set forth above, the Village may make such restoration or repairs. In the event the Village makes such restorations or repairs, the Legal Owner agrees to pay the costs of such restoration or repairs upon written demand, or the Village may remove the Encroachment and/or lien the Benefitted Property for the costs of such restoration or repair. Legal Owner waives all rights and claims of any kind against the Village arising out of the Village's restoration or repair of the Public Right-of-Way or removal of the Encroachment under this paragraph.

I/We further agree, on behalf of Legal Owner, that Legal Owner shall not place or allow any liens, mortgages, security interests, pledges, claims of others, equitable interests, or other encumbrances to attach to or to be filed against title or ownership of the Public Right-of-Way. The Village retains the right to grant easements, licenses, or any other property interests in and to the Public Right-of-Way in which the Encroachment is located, as determined by the Village in the Village's sole discretion. This Agreement shall not limit or prohibit the Village from granting easements, licenses, or any other property interests in or to the Public Right-of-Way in which the Encroachment is located, as determined by the Village in the Village's sole discretion.

I/We further agree, on behalf of Legal Owner, that if the Village, in its sole discretion, determines that the Encroachment should be removed for any reason, or no reason, or that the further existence or use of the Encroachment in the Public Right-of-Way is, or will be, hazardous to the public or to the Public Right-of-Way, Legal Owner agrees to, upon written notice by the Village, make modifications or remove the Encroachment at the Legal Owner's sole expense. In the event the Legal Owner fails to make required modifications within a reasonable time frame, or if such modifications cannot be completed within said time frame, the Village may make the necessary modifications or remove the Encroachment. In the event the Village installs and/or makes the necessary modifications, Legal Owner agrees to pay the costs of such modifications or improvements upon written demand to the Village, or the Village may remove the Encroachment in its Public Right-Of-Way and/or lien the Benefitted Property for the costs of such modifications. Legal Owner waives all rights and claims of any kind against the Village arising out of the Village's modifications to the Encroachment or the Public Right-of-Way or removal of the Encroachment under this paragraph.

I/We, on behalf of the Legal Owner, also understand that as a condition of the Village of River Forest granting permission to utilize the Public Right-of-Way abutting the Benefitted Property for the aforesaid purposes, the Legal Owner covenants and agrees not to sue and to protect, indemnify, defend, and hold harmless the Village of River Forest, and its elected officials, employees, agents, volunteers, and attorneys against any and all claims, costs, actions, losses, demands, injuries and expenses of whatever nature, including, but not limited to attorneys' fees, related to this Agreement or such Encroachment being located in the Public Right-of-Way and/or from acts or omissions by the Legal Owner, its contractors, sub contractors, or agents or employees in maintaining the same and/or conjunction with the use of the Public Right-of-Way abutting the Benefitted Property for the aforesaid purposes.

I/We, on behalf of Legal Owner, understand that the terms and conditions contained herein apply uniquely to the Public Right-of-Way adjacent to the Benefitted Property at the above address as legally described in Exhibit A and it is the intent of myself and the Village to have the terms and conditions of this instrument run with the land and be binding on subsequent purchasers of the Benefitted Property.

This document shall be notarized and recorded with the Cook County Recorder of Deeds.

NOTE: THE UNDERSIGNED OFFICER(S) CERTIFY THAT HE/THEY HAVE THE AUTHORITY TO BIND THE LEGAL OWNER HEREIN.

Name: EDWARD MASON Name: _____

Date: 3/17/21 Date: _____

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

I, the undersigned, a Notary Public in Cook County, in the State of Illinois, do hereby certify that He is/are personally known to me to be the owner and president of Rainmakers Inc. Corporation (the "Corporation"), and are the same persons whose names are subscribed to the foregoing instrument, appeared before me this day in person and severally acknowledged that as such owner and president, respectively, of the Corporation, they signed and delivered this instrument and caused the seal of the Corporation to be affixed thereto, pursuant to authority given by the Board of Directors of the Corporation,] and as their free and voluntary act, and as the free and voluntary act and deed of the Corporation, for the uses and purposes therein set forth.

Given under my hand and notarial seal this 17th day of March, 2021.

Notary Signature: Tara D Mason [SEAL]





Proclamation Designating Sexual Assault Awareness Month

WHEREAS, nationally one in three women and one in four men will experience some form of sexual assault in their lifetime, and the rate for LGBTQ individuals is comparable or higher than the sexual assault rate for heterosexual individuals; and

WHEREAS, Sexual Assault Awareness Month draws attention to the fact that sexual violence is widespread and has implications for every community member; and

WHEREAS, there is compelling evidence that we can be successful in reducing sexual violence through prevention education, increased awareness, and holding perpetrators who commit acts of violence responsible for their actions; and

WHEREAS, we must work together to educate our community about what can be done to prevent sexual assault and how to support survivors; and

WHEREAS, anyone can be a leader in preventing and ending sexual violence. As employers, educators, parents, and friends, we all have an obligation to uphold the basic principle that every individual should be free from violence and fear; and

WHEREAS, the Village Board of Trustees encourages every person to start conversations about what sexual violence is, how to prevent it, and how to help survivors connect with services, and to speak out against harmful attitudes and actions.

NOW, THEREFORE, I, CATHERINE ADDUCI, VILLAGE PRESIDENT OF THE VILLAGE OF RIVER FOREST, do hereby proclaim the month of April to be Sexual Assault Awareness Month in the Village of River Forest, Illinois.

IN WITNESS, THEREOF, I have hereto set my hand officially and caused to be affixed the seal of the Village of River Forest, this 26th day of April.

Catherine M. Adduci
Village President



Proclamation Designating Mental Health Awareness Month

WHEREAS, there is a proven connection between good mental health and overall personal health; and

WHEREAS, mental illnesses affect almost every family in America; and

WHEREAS, people with mental illnesses recover if given the necessary services and supports in their communities; and

WHEREAS, people with mental illnesses make important contributions to our families and our communities; and

WHEREAS, millions of adults and children are disabled by mental illnesses every year; and

WHEREAS, only one out of two people with a serious form of mental illness seeks treatment for his or her mental illness; and

WHEREAS, stigma and fear of discrimination keep many who would benefit from mental health services from seeking help; and

WHEREAS, research shows that the most effective way to reduce stigma is through personal contact with someone with a mental illness; and

WHEREAS, good mental health is critical to the well-being of our families, communities, schools, and businesses; and

WHEREAS, greater public awareness about mental illnesses can change negative attitudes and behaviors toward people with mental illnesses.

NOW, THEREFORE, I, CATHERINE ADDUCI, VILLAGE PRESIDENT OF THE VILLAGE OF RIVER FOREST, do hereby proclaim the month of May to be Mental Health Awareness Month in the Village of River Forest, Illinois, and I call upon all community members to increase awareness and understanding of mental illness, including reducing stigma and discrimination and promoting appropriate and accessible services for all people with mental illnesses.

IN WITNESS, THEREOF, I have hereto set my hand officially and caused to be affixed the seal of the Village of River Forest, this 26th day of April.

Catherine M. Adduci
Village President



PROCLAMATION

ARBOR DAY
April 30, 2021

WHEREAS, in 1872 J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

WHEREAS, Arbor Day is now observed throughout the nation and the world; and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife; and

WHEREAS, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community; and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products; and

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal.

NOW, THEREFORE, I, CATHERINE ADDUCI, President of the Village of River Forest, do hereby proclaim April 30, 2021 as Arbor Day in the Village of River Forest, and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and

Further, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

IN WITNESS, THEREOF, I have hereto set my hand officially and caused to be affixed the seal of the Village of River Forest, this 26th day of April 2021.

Catherine M. Adduci,
Village President



Village of River Forest

MONTHLY FINANCE REPORT

Fiscal Year 2021 through March 31, 2021

This report includes financial information for Fiscal Year 2021 through March 31, 2021 which represents 91.67% of the fiscal year. A revenue and expenditure report by fund and account and an investment report for March 2021 are attached.

GENERAL FUND

Revenues, Expenditures and Changes in Fund Balance **Fiscal Year 2021 through March 31, 2021**

| | 2021 | | Percent |
|-----------------------------------|---------------------|---------------------|----------------|
| | Budget | Actual | Rec/Exp |
| REVENUES | | | |
| Taxes | | | |
| Property Taxes | \$6,702,507 | \$5,992,102 | 89.40% |
| General Sales Taxes | 1,725,566 | 1,659,634 | 96.18% |
| Non Home Rule Sales Tax | 661,180 | 607,058 | 91.81% |
| Utility Taxes | 606,462 | 558,123 | 92.03% |
| Restaurant Tax | 100,882 | 113,905 | 112.91% |
| Telecommunications Tax | 219,348 | 199,724 | 91.05% |
| Real Estate Transfer Tax | 118,295 | 146,157 | 123.55% |
| Local Gasoline Tax | 0 | 52,862 | 0.00% |
| Cannabis State Excise Tax | 4,500 | 7,866 | 174.80% |
| Intergovernmental Revenue | | | |
| Personal Property Replacement Tax | 177,760 | 117,302 | 65.99% |
| Use Tax | 441,294 | 466,909 | 105.80% |
| State Income Taxes | 1,133,580 | 1,143,107 | 100.84% |
| Licenses and Permits | 1,268,855 | 1,090,877 | 85.97% |
| Charges for Services | | | |
| Garbage Collections | 1,120,195 | 1,021,396 | 91.18% |
| Other Charges for Services | 648,024 | 605,484 | 93.44% |
| Fines | 207,428 | 161,063 | 77.65% |
| Investment Income | 136,712 | 39,337 | 28.77% |
| Grants and Contributions | 208,803 | 139,103 | 66.62% |
| Miscellaneous Revenues | 427,945 | 260,117 | 60.78% |
| TOTAL REVENUES | \$15,909,336 | \$14,382,126 | 90.40% |
| EXPENDITURES | | | |
| Administration | \$ 1,581,114 | \$ 1,448,727 | 91.63% |
| E911 | 167,976 | 147,382 | 87.74% |
| Boards & Commissions | 49,464 | 64,091 | 129.57% |
| Building and Development | 504,047 | 443,069 | 87.90% |
| Legal Services | 162,000 | 201,436 | 124.34% |
| Police Department | 6,674,045 | 5,058,079 | 75.79% |
| Fire Department | 4,793,461 | 3,945,725 | 82.31% |
| Public Works | 2,713,149 | 2,409,111 | 88.79% |
| TOTAL EXPENDITURES | \$16,645,256 | \$13,717,620 | 82.41% |
| NET CHANGE IN FUND BALANCE | (\$735,920) | \$664,506 | |

Revenues

In October a budget amendment was prepared and presented to the Village Board of Trustees for approval. The amendment reduced the budget of some of the major revenue sources and the annual transfer from the General Fund to the CERF was suspended to help mitigate the effects of the COVID-19 pandemic. Fiscal year-to-date revenue collections are at 90.40%. Property Tax Revenue is at 89.40%. The 2020 levy first installment collections were due March 2, 2021 but no penalties will be applied until after May 3, 2021. Sales

tax and non-home rule sales tax revenue collections are now in line with budget projections. Restaurant tax revenues are slightly higher than the amended budget, but the projections are expected to be lower than prior years due to many of the food establishments being forced to close or reduce services due to COVID 19. Real estate transfer tax revenue is higher due to the timing of real estate sales. Utility tax payments are typically elevated during the warmer summer (electric) and cooler winter (gas) months and vary based on weather conditions. The Village began receiving tax revenue from the cannabis state excise taxes back in March of 2020. As of March 1, 2020, municipalities will receive a portion of the tax revenues generated by the sale of cannabis. These revenues are to be used for public safety. The Village has also begun receiving the \$.03 per gallon local motor fuel tax revenue that is being used to cover costs associated with maintenance of roads and the administration and enforcement of traffic laws.

Income tax receipts continue to come in slightly higher than last year at this time. The payment received in May is for April 2020 collections which is normally the highest revenue month. Due to the extension of the income tax filing deadline receipts came in lower in May and June and receipts since then have been higher than expected. The most recent projections provided by the Illinois Municipal League show income tax revenues to continue to be greater than what was originally projected. License and permit revenue includes spring building permit activity and vehicle sticker revenue. Grants and Contributions include the Cares Act CRF reimbursements, the census grant, a bullet proof vest reimbursement and donations for the Sustainability Commission.

Expenditures

Expenditures are at 82.41% of the budgeted amount. Staff has worked hard to reduce expenditures while still providing the services needed during the COVID-19 pandemic. Salaries and benefits, with the exception of overtime, include payment for services rendered through the end of the month. Certain salary and benefit projections are expected to be much lower than the budgeted amounts based on actual separations and new hires. Also, we do not anticipate hiring a deputy police chief this year which will save significant dollars in the short term. Other expenditures are lower because there is about a month lag between the time that goods are received or services are performed, and when the vendor payment is made for the goods or services. Payments made in May for goods received and services performed prior to May 1st were posted to the prior fiscal year.

WATER AND SEWER FUND

Revenues, Expenditures and Changes in Net Position Fiscal Year 2021 through March 31, 2021

| | 2021 | | Percent Rec/Exp |
|---|----------------|---------------|----------------------------|
| | Budget | Actual | |
| Operating Revenues | | | |
| Permit Fees | \$ 18,820 | \$ 21,250 | 112.91% |
| Water Sales | 3,224,702 | 2,985,109 | 92.57% |
| Sewer Sales | 1,934,052 | 1,923,251 | 99.44% |
| Water Penalties | 31,867 | 20,381 | 63.96% |
| Miscellaneous | 45,135 | 21,660 | 47.99% |
| Total Operating Revenues | \$ 5,254,576 | \$ 4,971,651 | 94.62% |
| Operating Expenses | | | |
| Salaries and Benefits | \$ 1,238,435 | \$ 1,096,511 | 88.54% |
| Contractual Services | 620,173 | 536,981 | 86.59% |
| Water From Chicago | 1,602,515 | 1,541,671 | 96.20% |
| Materials and Supplies | 103,756 | 52,236 | 50.35% |
| Depreciation/Debt Service | 1,272,146 | 917,146 | 72.09% |
| Transfer to CERF | 112,552 | 0 | 0.00% |
| Operating Expenses including Depreciation | \$ 4,949,577 | \$ 4,144,545 | 83.74% |
| Operating Revenues over Operating Exp | \$ 304,999 | \$ 827,106 | |
| Capital Improvements | \$ (1,195,500) | \$ (856,479) | 71.64% |
| Total Revenues over Expenses | \$ (890,501) | \$ (29,373) | |

Water and Sewer revenues are as projected because they include spring and summer consumption. Overall expenses are slightly below projections. There is a one-month lag in payments to the City of Chicago for FY 2021 water usage. The expenditure for water to date reflects the higher consumption from the summer months. Contractual services include expenses related to the overhead sewer program. Materials and supplies are lower due to the delay in receiving and paying invoices. Personnel expenses are on target. Debt Service expenses include the payments on the IEPA loan.

REVENUES AND EXPENDITURES VS. BUDGET – OTHER FUNDS

| Fund # | Fund | Revenues | | | Expenditures | | |
|--------|-------------------------|-------------|-----------------|---------|--------------|-----------------|--------|
| | | 2021 Budget | 2021 YTD Actual | % Rec | 2021 Budget | 2021 YTD Actual | % Exp |
| 03 | Motor Fuel Tax | \$ 500,581 | \$ 742,582 | 148.34% | \$ 711,936 | \$ 657,237 | 92.32% |
| 05 | Debt Service Fund | \$ 276,123 | \$ 258,178 | 93.50% | \$ 267,681 | \$ 267,313 | 99.86% |
| 13 | Cap Equipmnt Replcmnt | \$ 218,352 | \$ 71,802 | 32.88% | \$ 646,324 | \$ 89,240 | 13.81% |
| 14 | Capital Improvement | \$ 984,785 | \$ 411,032 | 41.74% | \$ 1,576,330 | \$ 474,741 | 30.12% |
| 16 | Economic Development | \$ 0 | \$ 27 | 0.00% | \$ 50,000 | \$ 7,024 | 14.05% |
| 31 | TIF-Madison | \$ 156,251 | \$ 315,031 | 201.62% | \$ 84,418 | \$ 25,216 | 29.87% |
| 32 | TIF-North | \$ 26,000 | \$ 64 | 0.25% | \$ 17,000 | \$ 1,054 | 6.20% |
| 35 | Infrastructure Imp Bond | \$ 4,000 | \$ 941 | 23.53% | \$ 275,000 | \$ 267,741 | 97.36% |

CASH AND INVESTMENTS

| Fund # | Fund | Cash and Money Markets | IMET Convenience Fund | Investments | Total |
|--------------|-----------------------------|------------------------|-----------------------|---------------------|----------------------|
| 1 | General | \$ 2,999,707 | \$ 19,853 | \$ 1,745,538 | \$ 4,765,098 |
| 3 | Motor Fuel Tax | \$ 390,765 | \$ - | \$ 249,400 | \$ 640,165 |
| 5 | Debt Service Fund | \$ 183,030 | \$ 34,361 | \$ - | \$ 217,391 |
| 13 | Capital Equip Replacement | \$ 654,532 | \$ 237,465 | \$ 3,077,926 | \$ 3,969,923 |
| 14 | Capital Improvement | \$ 547,320 | \$ 239 | \$ 248,800 | \$ 796,359 |
| 16 | Economic Development Func | \$ 43,341 | \$ - | \$ - | \$ 43,341 |
| 31 | TIF-Madison Street | \$ 382,732 | \$ - | \$ - | \$ 382,732 |
| 32 | TIF- North Avenue | \$ 32,442 | \$ - | \$ - | \$ 32,442 |
| 35 | Infrastructure Imp Bond Fur | \$ 253,913 | \$ - | \$ - | \$ 253,913 |
| 2 | Water & Sewer | \$ 1,137,940 | \$ 177,360 | \$ 500,121 | \$ 1,815,421 |
| Total | | \$ 6,625,722 | \$ 469,278 | \$ 5,821,785 | \$ 12,916,785 |

MARCH 2021 FINANCE ACTIVITIES

1. The proposed 2022 Budget was prepared.
2. Staff worked with the new COBRA administrator on implementation of COBRA benefits effect April 1, 2021.
3. The Assistant Finance Director attended a webinar regarding 2021 GASB updates.
4. Staff began preparing for the 2021 Vehicle Sticker season.

General Ledger

Village of River Forest

User: rmcadams
 Printed: 4/20/2021 1:30:15 PM
 Period 11 - 11
 Fiscal Year 2021



| Account Number | Description | Budget | Beg Bal | Debits | Credits | End Bal | Remaining | % ExpCol |
|------------------|---------------------------|---------------------|---------------------|-------------|---------------------|---------------------|-------------------|--------------|
| 01 | General Fund | | | | | | | |
| 00 | | | | | | | | |
| 01-00-00-41-1000 | Property Tax-Prior Years | 3,278,104.00 | 3,202,759.03 | 0.00 | 10,577.97 | 3,213,337.00 | 64,767.00 | 98.02 |
| 01-00-00-41-1021 | Property Tax-Current Year | 3,424,403.00 | 661,193.69 | 0.00 | 2,117,571.10 | 2,778,764.79 | 645,638.21 | 81.15 |
| | Property Taxes | 6,702,507.00 | 3,863,952.72 | 0.00 | 2,128,149.07 | 5,992,101.79 | 710,405.21 | 89.40 |
| 01-00-00-41-1150 | Replacement Tax | 177,760.00 | 108,335.74 | 0.00 | 8,966.29 | 117,302.03 | 60,457.97 | 65.99 |
| 01-00-00-41-1190 | Restaurant Tax | 100,882.00 | 101,474.42 | 0.00 | 12,430.57 | 113,904.99 | -13,022.99 | 112.91 |
| 01-00-00-41-1200 | Sales Tax | 1,725,566.00 | 1,484,195.54 | 0.00 | 175,438.10 | 1,659,633.64 | 65,932.36 | 96.18 |
| 01-00-00-41-1205 | State Use Tax | 441,294.00 | 400,447.32 | 0.00 | 66,461.46 | 466,908.78 | -25,614.78 | 105.80 |
| 01-00-00-41-1210 | Non-Home Rule Sales Tax | 661,180.00 | 538,694.30 | 0.00 | 68,364.09 | 607,058.39 | 54,121.61 | 91.81 |
| 01-00-00-41-1250 | Income Tax | 1,133,580.00 | 1,056,796.20 | 0.00 | 86,310.50 | 1,143,106.70 | -9,526.70 | 100.84 |
| 01-00-00-41-1450 | Transfer Tax | 118,295.00 | 123,277.31 | 0.00 | 22,880.00 | 146,157.31 | -27,862.31 | 123.55 |
| 01-00-00-41-1460 | Communication Tax | 219,348.00 | 182,879.00 | 0.00 | 16,844.62 | 199,723.62 | 19,624.38 | 91.05 |
| 01-00-00-41-1475 | Utility Tax Elec | 431,462.00 | 361,552.50 | 0.00 | 38,443.07 | 399,995.57 | 31,466.43 | 92.71 |
| 01-00-00-41-1480 | Utility Tax Gas | 175,000.00 | 126,297.81 | 0.00 | 31,829.96 | 158,127.77 | 16,872.23 | 90.36 |
| 01-00-00-41-1490 | Local Gasoline Tax | 0.00 | 42,220.18 | 0.00 | 10,641.80 | 52,861.98 | -52,861.98 | 0.00 |
| 01-00-00-41-1600 | Cannabis State Excise Tax | 4,500.00 | 6,885.24 | 0.00 | 980.49 | 7,865.73 | -3,365.73 | 174.79 |
| | Other Taxes | 5,188,867.00 | 4,533,055.56 | 0.00 | 539,590.95 | 5,072,646.51 | 116,220.49 | 97.76 |
| 01-00-00-42-2115 | Pet Licenses | 2,000.00 | 750.00 | 0.00 | 0.00 | 750.00 | 1,250.00 | 37.50 |
| 01-00-00-42-2120 | Vehicle Licenses | 295,000.00 | 261,147.00 | 587.50 | 1,425.00 | 261,984.50 | 33,015.50 | 88.81 |
| 01-00-00-42-2345 | Contractor's License Fees | 93,510.00 | 83,525.00 | 0.00 | 10,225.00 | 93,750.00 | -240.00 | 100.26 |
| 01-00-00-42-2350 | Business Licenses | 21,000.00 | 6,586.50 | 0.00 | 5,425.00 | 12,011.50 | 8,988.50 | 57.20 |
| 01-00-00-42-2355 | Tent Licenses | 300.00 | 90.00 | 0.00 | 0.00 | 90.00 | 210.00 | 30.00 |
| 01-00-00-42-2360 | Building Permits | 517,525.00 | 382,877.50 | 1,600.00 | 27,765.63 | 409,043.13 | 108,481.87 | 79.04 |
| 01-00-00-42-2361 | Plumbing Permits | 40,880.00 | 36,354.50 | 0.00 | 2,335.00 | 38,689.50 | 2,190.50 | 94.64 |
| 01-00-00-42-2362 | Electrical Permits | 49,600.00 | 42,177.00 | 0.00 | 5,866.25 | 48,043.25 | 1,556.75 | 96.86 |
| 01-00-00-42-2364 | Reinspection Fees | 5,000.00 | 3,075.00 | 0.00 | 1,500.00 | 4,575.00 | 425.00 | 91.50 |
| 01-00-00-42-2365 | Bonfire Permits | 60.00 | 60.00 | 0.00 | 0.00 | 60.00 | 0.00 | 100.00 |
| 01-00-00-42-2366 | Beekeeping Permit | 150.00 | 25.00 | 0.00 | 0.00 | 25.00 | 125.00 | 16.67 |
| 01-00-00-42-2368 | Solicitors Permits | 1,200.00 | 575.00 | 0.00 | 0.00 | 575.00 | 625.00 | 47.92 |
| 01-00-00-42-2369 | Zoning Variation Fee | 0.00 | 4,500.00 | 0.00 | 0.00 | 4,500.00 | -4,500.00 | 0.00 |

| Account Number | Description | Budget | Beg Bal | Debits | Credits | End Bal | Remaining | % ExpCol |
|------------------|--------------------------------|---------------------|---------------------|------------------|-------------------|---------------------|-------------------|--------------|
| 01-00-00-42-2370 | Film Crew License | 5,100.00 | 3,650.00 | 0.00 | 1,000.00 | 4,650.00 | 450.00 | 91.18 |
| 01-00-00-42-2520 | Liquor Licenses | 25,000.00 | 21,000.00 | 0.00 | 0.00 | 21,000.00 | 4,000.00 | 84.00 |
| 01-00-00-42-2570 | CableVideo Svc Provider Fees | 212,530.00 | 191,129.89 | 0.00 | 0.00 | 191,129.89 | 21,400.11 | 89.93 |
| | Licenses & Permits | 1,268,855.00 | 1,037,522.39 | 2,187.50 | 55,541.88 | 1,090,876.77 | 177,978.23 | 85.97 |
| 01-00-00-43-3065 | Police Reports | 2,200.00 | 1,325.00 | 0.00 | 195.00 | 1,520.00 | 680.00 | 69.09 |
| 01-00-00-43-3070 | Fire Reports | 375.00 | 300.00 | 0.00 | 0.00 | 300.00 | 75.00 | 80.00 |
| 01-00-00-43-3180 | Garbage Collection | 1,120,195.00 | 947,160.16 | 43.60 | 74,279.19 | 1,021,395.75 | 98,799.25 | 91.18 |
| 01-00-00-43-3185 | Penalties on Garbage Fees | 7,475.00 | 5,376.69 | 576.74 | 1,169.78 | 5,969.73 | 1,505.27 | 79.86 |
| 01-00-00-43-3200 | Metra Daily Parking | 3,046.00 | 3,254.33 | 914.68 | 404.41 | 2,744.06 | 301.94 | 90.09 |
| 01-00-00-43-3220 | Parking Lot Permit Fees | 39,922.00 | 81,558.17 | 21,749.67 | 5,440.51 | 65,249.01 | -25,327.01 | 163.44 |
| 01-00-00-43-3225 | Administrative Towing Fees | 120,497.00 | 69,500.00 | 0.00 | 9,005.00 | 78,505.00 | 41,992.00 | 65.15 |
| 01-00-00-43-3230 | Animal Release Fees | 0.00 | 5.00 | 0.00 | 0.00 | 5.00 | -5.00 | 0.00 |
| 01-00-00-43-3515 | NSF Fees | 200.00 | 0.00 | 0.00 | 25.00 | 25.00 | 175.00 | 12.50 |
| 01-00-00-43-3530 | 5050 Sidewalk Program | 10,000.00 | 92.88 | 0.00 | 0.00 | 92.88 | 9,907.12 | 0.93 |
| 01-00-00-43-3536 | Elevator Inspection Fees | 4,250.00 | 0.00 | 0.00 | 0.00 | 0.00 | 4,250.00 | 0.00 |
| 01-00-00-43-3537 | Elevator Reinspection Fees | 400.00 | 300.00 | 0.00 | 0.00 | 300.00 | 100.00 | 75.00 |
| 01-00-00-43-3540 | ROW Encroachment Fees | 0.00 | 600.00 | 0.00 | 0.00 | 600.00 | -600.00 | 0.00 |
| 01-00-00-43-3550 | Ambulance Fees | 396,000.00 | 347,527.94 | 0.00 | 37,261.63 | 384,789.57 | 11,210.43 | 97.17 |
| 01-00-00-43-3554 | CPR Fees | 1,000.00 | 1,200.00 | 0.00 | 0.00 | 1,200.00 | -200.00 | 120.00 |
| 01-00-00-43-3557 | Car Fire & Extrication Fee | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| 01-00-00-43-3560 | State Highway Maintenance | 61,659.00 | 47,983.50 | 0.00 | 16,201.00 | 64,184.50 | -2,525.50 | 104.10 |
| | Charges for Services | 1,768,219.00 | 1,506,183.67 | 23,284.69 | 143,981.52 | 1,626,880.50 | 141,338.50 | 92.01 |
| 01-00-00-44-4230 | Police Tickets | 98,944.00 | 91,329.63 | 50.00 | 11,038.26 | 102,317.89 | -3,373.89 | 103.41 |
| 01-00-00-44-4240 | Automated Traffic Enf Fines | 41,064.00 | 0.00 | 0.00 | 0.00 | 0.00 | 41,064.00 | 0.00 |
| 01-00-00-44-4300 | Local Ordinance Tickets | 3,947.00 | 10,744.55 | 60.00 | 25.00 | 10,709.55 | -6,762.55 | 271.33 |
| 01-00-00-44-4430 | Court Fines | 49,687.00 | 34,647.34 | 0.00 | 0.00 | 34,647.34 | 15,039.66 | 69.73 |
| 01-00-00-44-4435 | DUI Fines | 5,938.00 | 4,504.80 | 0.00 | 0.00 | 4,504.80 | 1,433.20 | 75.86 |
| 01-00-00-44-4436 | Drug Forfeiture Revenue | 534.00 | 5,396.79 | 0.00 | 0.00 | 5,396.79 | -4,862.79 | 1,010.63 |
| 01-00-00-44-4439 | Article 36 Forfeited Funds | 2,314.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,314.00 | 0.00 |
| 01-00-00-44-4440 | Building Construction Citation | 5,000.00 | 3,386.53 | 0.00 | 100.00 | 3,486.53 | 1,513.47 | 69.73 |
| | Fines & Forfeits | 207,428.00 | 150,009.64 | 110.00 | 11,163.26 | 161,062.90 | 46,365.10 | 77.65 |
| 01-00-00-45-5100 | Interest | 136,712.00 | 41,626.73 | 0.00 | 3,212.37 | 44,839.10 | 91,872.90 | 32.80 |
| 01-00-00-45-5200 | Net Change in Fair Value | 0.00 | -4,453.70 | 1,048.70 | 0.00 | -5,502.40 | 5,502.40 | 0.00 |
| | Interest | 136,712.00 | 37,173.03 | 1,048.70 | 3,212.37 | 39,336.70 | 97,375.30 | 28.77 |
| 01-00-00-46-6408 | Cash OverShort | 0.00 | -4.75 | 0.00 | 0.00 | -4.75 | 4.75 | 0.00 |
| 01-00-00-46-6410 | Miscellaneous | 9,735.00 | 10,829.96 | 253.01 | 4,398.70 | 14,975.65 | -5,240.65 | 153.83 |
| 01-00-00-46-6411 | Miscellaneous Public | 3,500.00 | 5,490.00 | 0.00 | 0.00 | 5,490.00 | -1,990.00 | 156.86 |

| Account Number | Description | Budget | Beg Bal | Debits | Credits | End Bal | Remaining | % ExpCol |
|------------------|---|-----------------------------|-----------------------------|-------------------------|----------------------------|-----------------------------|----------------------------|---------------------|
| 01-00-00-46-6412 | Safety Reimbursements-Crossing Guards | 64,836.00 | 0.00 | 0.00 | 25,270.20 | 25,270.20 | 39,565.80 | 38.98 |
| 01-00-00-46-6415 | Reimbursement of Expenses | 10,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 10,000.00 | 0.00 |
| 01-00-00-46-6417 | IRMA Reimbursements | 50,000.00 | 88,072.62 | 0.00 | 37,561.60 | 125,634.22 | -75,634.22 | 251.27 |
| 01-00-00-46-6510 | T-Mobile Lease | 36,000.00 | 30,000.00 | 0.00 | 6,000.00 | 36,000.00 | 0.00 | 100.00 |
| 01-00-00-46-6511 | WSCDC Rental Income | 52,874.00 | 48,314.72 | 0.00 | 4,436.80 | 52,751.52 | 122.48 | 99.77 |
| 01-00-00-46-8001 | IRMA Excess | 200,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 200,000.00 | 0.00 |
| | Miscellaneous | 426,945.00 | 182,702.55 | 253.01 | 77,667.30 | 260,116.84 | 166,828.16 | 60.93 |
| 01-00-00-46-6521 | Law Enforcement Training Reimb | 5,700.00 | 0.00 | 0.00 | 0.00 | 0.00 | 5,700.00 | 0.00 |
| 01-00-00-46-6524 | ISEARCH Grant | 9,125.00 | 0.00 | 0.00 | 0.00 | 0.00 | 9,125.00 | 0.00 |
| 01-00-00-46-6525 | Bullet Proof Vest Reimb-DOJ | 3,819.00 | 1,576.85 | 0.00 | 569.35 | 2,146.20 | 1,672.80 | 56.20 |
| 01-00-00-46-6528 | IDOT Traffic Safety Grant | 28,217.00 | 4,026.04 | 0.00 | 0.00 | 4,026.04 | 24,190.96 | 14.27 |
| 01-00-00-46-6532 | Grants | 160,942.00 | 127,930.56 | 0.00 | 0.00 | 127,930.56 | 33,011.44 | 79.49 |
| 01-00-00-46-6620 | State Fire Marshal Training | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| 01-00-00-46-7388 | Sustainability Comm Donations | 0.00 | 5,000.00 | 0.00 | 0.00 | 5,000.00 | -5,000.00 | 0.00 |
| | Grants & Contributions | 208,803.00 | 138,533.45 | 0.00 | 569.35 | 139,102.80 | 69,700.20 | 66.62 |
| 01-00-00-48-8000 | Sale of Property | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| | Other Financing Sources | <u>1,000.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>1,000.00</u> | <u>0.00</u> |
| 00 | | <u>15,909,336.00</u> | <u>11,449,133.01</u> | <u>26,883.90</u> | <u>2,959,875.70</u> | <u>14,382,124.81</u> | <u>1,527,211.19</u> | <u>90.40</u> |
| | Revenue | 15,909,336.00 | 11,449,133.01 | 26,883.90 | 2,959,875.70 | 14,382,124.81 | 1,527,211.19 | 90.40 |
| 10 | Administration | | | | | | | |
| 01-10-00-51-0200 | Salaries Regular | 644,337.00 | 529,429.22 | 39,096.67 | 0.00 | 568,525.89 | 75,811.11 | 88.23 |
| 01-10-00-51-1700 | Overtime | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| 01-10-00-51-1950 | Insurance Refusal Reimb | 153.00 | 112.50 | 0.00 | 0.00 | 112.50 | 40.50 | 73.53 |
| 01-10-00-51-3000 | Part-Time Salaries | 0.00 | 6,280.00 | 0.00 | 0.00 | 6,280.00 | -6,280.00 | 0.00 |
| | Personal Services | 644,990.00 | 535,821.72 | 39,096.67 | 0.00 | 574,918.39 | 70,071.61 | 89.14 |
| 01-10-00-52-0100 | ICMA Retirement Contract | 13,805.00 | 0.00 | 0.00 | 0.00 | 0.00 | 13,805.00 | 0.00 |
| 01-10-00-52-0320 | FICA | 35,567.00 | 29,229.77 | 2,364.48 | 0.00 | 31,594.25 | 3,972.75 | 88.83 |
| 01-10-00-52-0325 | Medicare | 9,648.00 | 7,669.27 | 552.98 | 0.00 | 8,222.25 | 1,425.75 | 85.22 |
| 01-10-00-52-0330 | IMRF | 72,055.00 | 56,649.68 | 4,250.94 | 0.00 | 60,900.62 | 11,154.38 | 84.52 |
| 01-10-00-52-0350 | Employee Assistance | 1,850.00 | 0.00 | 1,804.14 | 0.00 | 1,804.14 | 45.86 | 97.52 |

| Account Number | Description | Budget | Beg Bal | Debits | Credits | End Bal | Remaining | % ExpCol |
|------------------|---------------------------------|---------------------|---------------------|-------------------|-----------------|---------------------|-------------------|---------------|
| | Program | | | | | | | |
| 01-10-00-52-0375 | Fringe Benefits | 10,032.00 | 8,376.00 | 330.00 | 0.00 | 8,706.00 | 1,326.00 | 86.78 |
| 01-10-00-52-0400 | Health Insurance | 77,938.00 | 64,031.74 | 5,781.10 | 786.34 | 69,026.50 | 8,911.50 | 88.57 |
| 01-10-00-52-0420 | Health Insurance - Retirees | 0.00 | 842.77 | 1,422.49 | 1,416.83 | 848.43 | -848.43 | 0.00 |
| 01-10-00-52-0425 | Life Insurance | 771.00 | 649.62 | 17.22 | 0.00 | 666.84 | 104.16 | 86.49 |
| 01-10-00-52-0430 | VEBA Contributions | 16,010.00 | 17,813.17 | 0.00 | 0.00 | 17,813.17 | -1,803.17 | 111.26 |
| 01-10-00-52-0500 | Wellness Program | 3,250.00 | 3,662.95 | 0.00 | 0.00 | 3,662.95 | -412.95 | 112.71 |
| | Benefits | 240,926.00 | 188,924.97 | 16,523.35 | 2,203.17 | 203,245.15 | 37,680.85 | 84.36 |
| 01-10-00-53-0200 | Communications | 21,680.00 | 31,817.59 | 3,100.95 | 0.00 | 34,918.54 | -13,238.54 | 161.06 |
| 01-10-00-53-0300 | Audit Services | 21,920.00 | 20,798.00 | 0.00 | 0.00 | 20,798.00 | 1,122.00 | 94.88 |
| 01-10-00-53-0350 | Actuarial Services | 3,175.00 | 3,335.00 | 0.00 | 0.00 | 3,335.00 | -160.00 | 105.04 |
| 01-10-00-53-0380 | Consulting Services | 110,000.00 | 50,455.60 | 10,189.50 | 0.00 | 60,645.10 | 49,354.90 | 55.13 |
| 01-10-00-53-0410 | IT Support | 91,928.00 | 153,179.84 | 5,533.45 | 0.00 | 158,713.29 | -66,785.29 | 172.65 |
| 01-10-00-53-0429 | Vehicle Sticker Program | 17,355.00 | 17,644.17 | 0.00 | 0.00 | 17,644.17 | -289.17 | 101.67 |
| 01-10-00-53-1100 | Health Inspection Services | 15,450.00 | 11,587.50 | 0.00 | 0.00 | 11,587.50 | 3,862.50 | 75.00 |
| 01-10-00-53-1250 | Unemployment Claims | 5,000.00 | -2,141.89 | 0.00 | 0.00 | -2,141.89 | 7,141.89 | -42.84 |
| 01-10-00-53-2100 | Bank Fees | 12,028.00 | 11,407.57 | 757.02 | 0.00 | 12,164.59 | -136.59 | 101.14 |
| 01-10-00-53-2200 | Liability Insurance | 255,539.00 | 203,389.08 | 18,795.74 | 0.00 | 222,184.82 | 33,354.18 | 86.95 |
| 01-10-00-53-2250 | IRMA Liability Deductible | 15,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 15,000.00 | 0.00 |
| 01-10-00-53-3300 | Maint of Office Equipment | 11,040.00 | 7,906.63 | 814.11 | 0.00 | 8,720.74 | 2,319.26 | 78.99 |
| 01-10-00-53-4100 | Training | 10,500.00 | 1,355.99 | 0.00 | 0.00 | 1,355.99 | 9,144.01 | 12.91 |
| 01-10-00-53-4250 | Travel & Meeting | 12,585.00 | 145.80 | 0.00 | 0.00 | 145.80 | 12,439.20 | 1.16 |
| 01-10-00-53-4300 | Dues & Subscriptions | 33,485.00 | 33,864.15 | 0.00 | 0.00 | 33,864.15 | -379.15 | 101.13 |
| 01-10-00-53-4350 | Printing | 2,200.00 | 3,417.98 | 0.00 | 0.00 | 3,417.98 | -1,217.98 | 155.36 |
| 01-10-00-53-4400 | Medical & Screening | 1,500.00 | 4,871.54 | 0.00 | 0.00 | 4,871.54 | -3,371.54 | 324.77 |
| 01-10-00-53-5300 | Advertising/Legal Notice | 2,000.00 | 3,099.00 | 0.00 | 0.00 | 3,099.00 | -1,099.00 | 154.95 |
| 01-10-00-53-5400 | Damage Claims | 0.00 | 200.00 | 0.00 | 0.00 | 200.00 | -200.00 | 0.00 |
| 01-10-00-53-5600 | Community and Emp Programs | 24,250.00 | 30,416.36 | 12,896.65 | 0.00 | 43,313.01 | -19,063.01 | 178.61 |
| | Contractual Services | 666,635.00 | 586,749.91 | 52,087.42 | 0.00 | 638,837.33 | 27,797.67 | 95.83 |
| 01-10-00-54-0100 | Office Supplies | 14,475.00 | 13,249.95 | 1,980.00 | 0.00 | 15,229.95 | -754.95 | 105.22 |
| 01-10-00-54-0150 | Office Equipment | 3,000.00 | 2,700.00 | 0.00 | 0.00 | 2,700.00 | 300.00 | 90.00 |
| 01-10-00-54-0600 | Operating Supplies | 0.00 | 3,155.00 | 580.78 | 0.00 | 3,735.78 | -3,735.78 | 0.00 |
| 01-10-00-54-1300 | Postage | 11,088.00 | 9,060.57 | 1,000.00 | 0.00 | 10,060.57 | 1,027.43 | 90.73 |
| | Materials & Supplies | 28,563.00 | 28,165.52 | 3,560.78 | 0.00 | 31,726.30 | -3,163.30 | 111.07 |
| 10 | Administration | 1,581,114.00 | 1,339,662.12 | 111,268.22 | 2,203.17 | 1,448,727.17 | 132,386.83 | 91.63 |
| 14 | E911 | | | | | | | |
| 01-14-00-53-0380 | Consulting Services | 3,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 3,000.00 | 0.00 |
| 01-14-00-53-0410 | IT Support | 8,000.00 | 8,400.00 | 0.00 | 0.00 | 8,400.00 | -400.00 | 105.00 |
| 01-14-00-53-3100 | Maintenance of | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 | 0.00 |

| Account Number | Description | Budget | Beg Bal | Debits | Credits | End Bal | Remaining | % ExpCol |
|------------------|---------------------------------|-------------------|-------------------|------------------|-------------|-------------------|-------------------|---------------|
| 01-14-00-53-4100 | Equipment | | | | | | | |
| 01-14-00-53-4100 | Training | 1,050.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,050.00 | 0.00 |
| 01-14-00-53-4250 | Travel & Meeting | 1,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,500.00 | 0.00 |
| 01-14-00-53-4275 | WSCDC Contribution | 148,426.00 | 125,336.33 | 13,645.67 | 0.00 | 138,982.00 | 9,444.00 | 93.64 |
| 01-14-00-53-4277 | Citizens Corps Council | 5,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 5,000.00 | 0.00 |
| 01-14-00-53-4278 | Medical Reserve Corp | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| | Contractual Services | 167,976.00 | 133,736.33 | 13,645.67 | 0.00 | 147,382.00 | 20,594.00 | 87.74 |
| 14 | E911 | 167,976.00 | 133,736.33 | 13,645.67 | 0.00 | 147,382.00 | 20,594.00 | 87.74 |
| 15 | Boards and Commissions | | | | | | | |
| 01-15-00-52-0320 | FICA | 248.00 | 546.32 | 27.91 | 0.00 | 574.23 | -326.23 | 231.54 |
| 01-15-00-52-0325 | Medicare | 58.00 | 127.77 | 6.53 | 0.00 | 134.30 | -76.30 | 231.55 |
| 01-15-00-52-0330 | IMRF | 438.00 | 966.87 | 50.28 | 0.00 | 1,017.15 | -579.15 | 232.23 |
| 01-15-00-52-0375 | Fringe Benefits | 720.00 | 600.00 | 60.00 | 0.00 | 660.00 | 60.00 | 91.67 |
| | Benefits | 1,464.00 | 2,240.96 | 144.72 | 0.00 | 2,385.68 | -921.68 | 162.96 |
| 01-15-00-53-0380 | Consulting Services | 15,000.00 | 12,667.16 | 50.00 | 0.00 | 12,717.16 | 2,282.84 | 84.78 |
| 01-15-00-53-0400 | Secretarial Services | 4,000.00 | 8,811.66 | 450.12 | 0.00 | 9,261.78 | -5,261.78 | 231.54 |
| 01-15-00-53-0420 | Legal Services | 8,000.00 | 12,969.14 | 0.00 | 0.00 | 12,969.14 | -4,969.14 | 162.11 |
| 01-15-00-53-4100 | Training | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| 01-15-00-53-4250 | Travel & Meeting | 200.00 | 96.05 | 0.00 | 0.00 | 96.05 | 103.95 | 48.03 |
| 01-15-00-53-4300 | Dues & Subscriptions | 375.00 | 375.00 | 0.00 | 0.00 | 375.00 | 0.00 | 100.00 |
| 01-15-00-53-4400 | Medical & Screening | 3,000.00 | 6,203.75 | 2,455.00 | 0.00 | 8,658.75 | -5,658.75 | 288.63 |
| 01-15-00-53-4450 | Testing | 15,000.00 | 9,205.71 | 0.00 | 0.00 | 9,205.71 | 5,794.29 | 61.37 |
| 01-15-00-53-5300 | AdvertisingLegal Notice | 1,250.00 | 7,547.52 | 868.00 | 0.00 | 8,415.52 | -7,165.52 | 673.24 |
| | Contractual Services | 47,825.00 | 57,875.99 | 3,823.12 | 0.00 | 61,699.11 | -13,874.11 | 129.01 |
| 01-15-00-54-0100 | Office Supplies | 150.00 | 0.00 | 0.00 | 0.00 | 0.00 | 150.00 | 0.00 |
| 01-15-00-54-1300 | Postage | 25.00 | 6.64 | 0.00 | 0.00 | 6.64 | 18.36 | 26.56 |
| | Materials & Supplies | 175.00 | 6.64 | 0.00 | 0.00 | 6.64 | 168.36 | 3.79 |
| 15 | Boards and Commissions | 49,464.00 | 60,123.59 | 3,967.84 | 0.00 | 64,091.43 | -14,627.43 | 129.57 |
| 20 | Building and Development | | | | | | | |
| 01-20-00-51-0200 | Full-Time Salaries | 288,213.00 | 210,618.58 | 24,460.03 | 0.00 | 235,078.61 | 53,134.39 | 81.56 |
| 01-20-00-51-1700 | Overtime | 500.00 | 611.40 | 0.00 | 0.00 | 611.40 | -111.40 | 122.28 |
| 01-20-00-51-1950 | Insurance Refusal | 1,373.00 | 675.00 | 0.00 | 0.00 | 675.00 | 698.00 | 49.16 |
| | Reimbursemnt | | | | | | | |
| 01-20-00-51-3000 | Part-Time Salaries | 0.00 | 4,591.20 | 0.00 | 0.00 | 4,591.20 | -4,591.20 | 0.00 |
| | Personal Services | 290,086.00 | 216,496.18 | 24,460.03 | 0.00 | 240,956.21 | 49,129.79 | 83.06 |

| Account Number | Description | Budget | Beg Bal | Debits | Credits | End Bal | Remaining | % ExpCol |
|------------------|---------------------------------|-------------------|-------------------|------------------|---------------|-------------------|-------------------|---------------|
| 01-20-00-52-0320 | FICA | 17,296.00 | 12,868.23 | 1,478.12 | 0.00 | 14,346.35 | 2,949.65 | 82.95 |
| 01-20-00-52-0325 | Medicare | 4,212.00 | 3,078.64 | 345.72 | 0.00 | 3,424.36 | 787.64 | 81.30 |
| 01-20-00-52-0330 | IMRF | 31,640.00 | 22,529.05 | 2,526.25 | 0.00 | 25,055.30 | 6,584.70 | 79.19 |
| 01-20-00-52-0375 | Fringe Benefits | 2,136.00 | 1,830.00 | 198.00 | 0.00 | 2,028.00 | 108.00 | 94.94 |
| 01-20-00-52-0400 | Health Insurance | 43,236.00 | 28,549.75 | 4,748.95 | 622.91 | 32,675.79 | 10,560.21 | 75.58 |
| 01-20-00-52-0425 | Life Insurance | 147.00 | 92.86 | 11.20 | 0.00 | 104.06 | 42.94 | 70.79 |
| 01-20-00-52-0430 | VEBA Contributions | 7,496.00 | 8,694.03 | 0.00 | 0.00 | 8,694.03 | -1,198.03 | 115.98 |
| | Benefits | 106,163.00 | 77,642.56 | 9,308.24 | 622.91 | 86,327.89 | 19,835.11 | 81.32 |
| 01-20-00-53-0370 | Professional Services | 10,470.00 | 10,800.35 | 3,989.21 | 0.00 | 14,789.56 | -4,319.56 | 141.26 |
| 01-20-00-53-1300 | Inspection Services | 69,490.00 | 56,443.65 | 6,485.00 | 0.00 | 62,928.65 | 6,561.35 | 90.56 |
| 01-20-00-53-1305 | Plan Review Services | 25,000.00 | 33,157.15 | 2,875.35 | 0.00 | 36,032.50 | -11,032.50 | 144.13 |
| 01-20-00-53-3200 | Vehicle Maintenance | 400.00 | 0.00 | 0.00 | 0.00 | 0.00 | 400.00 | 0.00 |
| 01-20-00-53-4100 | Training | 500.00 | 350.00 | 0.00 | 0.00 | 350.00 | 150.00 | 70.00 |
| 01-20-00-53-4300 | Dues & Subscriptions | 285.00 | 50.00 | 0.00 | 0.00 | 50.00 | 235.00 | 17.54 |
| 01-20-00-53-5300 | AdvertisingLegal Notices | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | Contractual Services | 106,145.00 | 100,801.15 | 13,349.56 | 0.00 | 114,150.71 | -8,005.71 | 107.54 |
| 01-20-00-54-0100 | Office Supplies | 500.00 | 109.65 | 0.00 | 0.00 | 109.65 | 390.35 | 21.93 |
| 01-20-00-54-0150 | Office Equipment | 150.00 | 0.00 | 0.00 | 0.00 | 0.00 | 150.00 | 0.00 |
| 01-20-00-54-0200 | Gas & Oil | 503.00 | 140.11 | 21.98 | 0.00 | 162.09 | 340.91 | 32.22 |
| 01-20-00-54-0600 | Operating Supplies | 500.00 | 282.70 | 1,080.00 | 0.00 | 1,362.70 | -862.70 | 272.54 |
| | Materials & Supplies | 1,653.00 | 532.46 | 1,101.98 | 0.00 | 1,634.44 | 18.56 | 98.88 |
| 01-20-00-57-5013 | Transfer to CERF | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | Other Financing Uses | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20 | Building and Development | 504,047.00 | 395,472.35 | 48,219.81 | 622.91 | 443,069.25 | 60,977.75 | 87.90 |
| 30 | Legal Services | | | | | | | |
| 01-30-00-53-0420 | Labor and Employment Legal Svc | 30,000.00 | 84,430.00 | 0.00 | 0.00 | 84,430.00 | -54,430.00 | 281.43 |
| 01-30-00-53-0425 | Village Attorney | 120,000.00 | 108,674.89 | 315.00 | 0.00 | 108,989.89 | 11,010.11 | 90.82 |
| 01-30-00-53-0426 | Village Prosecutor | 12,000.00 | 8,016.00 | 0.00 | 0.00 | 8,016.00 | 3,984.00 | 66.80 |
| | Contractual Services | 162,000.00 | 201,120.89 | 315.00 | 0.00 | 201,435.89 | -39,435.89 | 124.34 |
| 30 | Legal Services | 162,000.00 | 201,120.89 | 315.00 | 0.00 | 201,435.89 | -39,435.89 | 124.34 |
| 40 | Police Department | | | | | | | |
| 01-40-00-51-0100 | Salaries Sworn | 3,043,282.00 | 2,075,863.96 | 214,051.22 | 0.00 | 2,289,915.18 | 753,366.82 | 75.24 |
| 01-40-00-51-0200 | Salaries Regular | 132,474.00 | 116,303.56 | 11,051.18 | 0.00 | 127,354.74 | 5,119.26 | 96.14 |
| 01-40-00-51-1500 | Specialist Pay | 40,708.00 | 25,614.80 | 2,457.00 | 0.00 | 28,071.80 | 12,636.20 | 68.96 |
| 01-40-00-51-1600 | Holiday Pay | 136,157.00 | 61,336.30 | 0.00 | 0.00 | 61,336.30 | 74,820.70 | 45.05 |
| 01-40-00-51-1700 | Overtime | 180,250.00 | 197,322.63 | 10,753.43 | 0.00 | 208,076.06 | -27,826.06 | 115.44 |

| Account Number | Description | Budget | Beg Bal | Debits | Credits | End Bal | Remaining | % ExpCol |
|------------------|--------------------------------|---------------------|---------------------|-------------------|------------------|---------------------|-------------------|--------------|
| 01-40-00-51-1727 | IDOT STEP Overtime | 28,217.00 | 4,026.39 | 0.00 | 0.00 | 4,026.39 | 24,190.61 | 14.27 |
| 01-40-00-51-1800 | Educational Incentives | 39,800.00 | 0.00 | 0.00 | 0.00 | 0.00 | 39,800.00 | 0.00 |
| 01-40-00-51-1950 | Insurance Refusal Reim | 1,475.00 | 1,425.00 | 75.00 | 0.00 | 1,500.00 | -25.00 | 101.69 |
| 01-40-00-51-3000 | Part-Time Salaries | 47,973.00 | 27,245.68 | 3,177.77 | 0.00 | 30,423.45 | 17,549.55 | 63.42 |
| | Personal Services | 3,650,336.00 | 2,509,138.32 | 241,565.60 | 0.00 | 2,750,703.92 | 899,632.08 | 75.35 |
| 01-40-00-52-0320 | FICA | 12,305.00 | 8,214.91 | 857.57 | 0.00 | 9,072.48 | 3,232.52 | 73.73 |
| 01-40-00-52-0325 | Medicare | 52,521.00 | 34,452.84 | 3,276.91 | 0.00 | 37,729.75 | 14,791.25 | 71.84 |
| 01-40-00-52-0330 | IMRF | 17,829.00 | 14,195.35 | 1,471.18 | 0.00 | 15,666.53 | 2,162.47 | 87.87 |
| 01-40-00-52-0375 | Fringe Benefits | 2,160.00 | 1,520.00 | 160.00 | 0.00 | 1,680.00 | 480.00 | 77.78 |
| 01-40-00-52-0400 | Health Insurance | 521,499.00 | 365,149.90 | 40,933.94 | 6,402.68 | 399,681.16 | 121,817.84 | 76.64 |
| 01-40-00-52-0420 | Health Insurance - Retirees | 94,666.00 | 84,685.17 | 20,756.23 | 13,083.32 | 92,358.08 | 2,307.92 | 97.56 |
| 01-40-00-52-0425 | Life Insurance | 2,273.00 | 1,595.23 | 504.58 | 353.38 | 1,746.43 | 526.57 | 76.83 |
| 01-40-00-52-0430 | VEBA Contributions | 86,038.00 | 60,439.23 | 0.00 | 0.00 | 60,439.23 | 25,598.77 | 70.25 |
| 01-40-00-53-0009 | Contribution to Police Pension | 1,830,611.00 | 883,115.64 | 492,504.20 | 0.00 | 1,375,619.84 | 454,991.16 | 75.15 |
| | Benefits | 2,619,902.00 | 1,453,368.27 | 560,464.61 | 19,839.38 | 1,993,993.50 | 625,908.50 | 76.11 |
| 01-40-00-53-0200 | Communications | 3,472.00 | 2,825.66 | 326.99 | 0.00 | 3,152.65 | 319.35 | 90.80 |
| 01-40-00-53-0385 | Administrative Adjudication | 23,740.00 | 10,640.85 | 2,500.00 | 0.00 | 13,140.85 | 10,599.15 | 55.35 |
| 01-40-00-53-0410 | IT Support | 17,778.00 | 11,224.83 | 4,798.71 | 0.00 | 16,023.54 | 1,754.46 | 90.13 |
| 01-40-00-53-0430 | Animal Control | 2,500.00 | 1,340.00 | 420.00 | 0.00 | 1,760.00 | 740.00 | 70.40 |
| 01-40-00-53-3100 | Maint of Equipment | 15,316.00 | 5,797.30 | 502.00 | 0.00 | 6,299.30 | 9,016.70 | 41.13 |
| 01-40-00-53-3200 | Maintenance of Vehicles | 48,545.00 | 42,132.30 | 4,561.89 | 0.00 | 46,694.19 | 1,850.81 | 96.19 |
| 01-40-00-53-3600 | Maintenance of Buildings | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| 01-40-00-53-4100 | Training | 33,950.00 | 20,881.76 | 700.34 | 0.00 | 21,582.10 | 12,367.90 | 63.57 |
| 01-40-00-53-4200 | Community Support Services | 93,171.00 | 32,334.49 | 3,136.79 | 1,139.79 | 34,331.49 | 58,839.51 | 36.85 |
| 01-40-00-53-4250 | Travel & Meeting | 4,450.00 | 37.74 | 0.00 | 0.00 | 37.74 | 4,412.26 | 0.85 |
| 01-40-00-53-4300 | Dues & Subscriptions | 8,948.00 | 6,690.21 | 877.72 | 0.00 | 7,567.93 | 1,380.07 | 84.58 |
| 01-40-00-53-4350 | Printing | 5,500.00 | 3,012.83 | 198.89 | 0.00 | 3,211.72 | 2,288.28 | 58.39 |
| 01-40-00-53-4400 | Medical & Screening | 5,465.00 | 740.00 | 0.00 | 0.00 | 740.00 | 4,725.00 | 13.54 |
| 01-40-00-53-5400 | Damage Claims | 2,500.00 | 49,538.85 | 0.00 | 0.00 | 49,538.85 | -47,038.85 | 1,981.55 |
| | Contractual Services | 266,335.00 | 187,196.82 | 18,023.33 | 1,139.79 | 204,080.36 | 62,254.64 | 76.63 |
| 01-40-00-54-0100 | Office Supplies | 10,000.00 | 4,470.64 | 697.18 | 32.99 | 5,134.83 | 4,865.17 | 51.35 |
| 01-40-00-54-0150 | Equipment | 0.00 | 5,493.00 | 4,508.00 | 0.00 | 10,001.00 | -10,001.00 | 0.00 |
| 01-40-00-54-0200 | Gas & Oil | 41,855.00 | 26,141.56 | 3,310.91 | 0.00 | 29,452.47 | 12,402.53 | 70.37 |
| 01-40-00-54-0300 | Uniforms Sworn Personnel | 27,683.00 | 14,750.33 | 15,898.50 | 5,890.70 | 24,758.13 | 2,924.87 | 89.43 |
| 01-40-00-54-0310 | Uniforms Other Personnel | 1,200.00 | 164.99 | 0.00 | 0.00 | 164.99 | 1,035.01 | 13.75 |
| 01-40-00-54-0400 | Prisoner Care | 3,540.00 | 3,402.92 | 102.33 | 0.00 | 3,505.25 | 34.75 | 99.02 |
| 01-40-00-54-0600 | Operating Supplies | 6,268.00 | 1,149.75 | 256.70 | 0.00 | 1,406.45 | 4,861.55 | 22.44 |
| 01-40-00-54-0601 | Radios | 8,350.00 | 120.00 | 4,212.10 | 0.00 | 4,332.10 | 4,017.90 | 51.88 |
| 01-40-00-54-0602 | Firearms and Range Supplies | 17,640.00 | 12,165.13 | 2,940.93 | 0.00 | 15,106.06 | 2,533.94 | 85.64 |
| 01-40-00-54-0603 | Evidence Supplies | 7,650.00 | 5,195.48 | 414.20 | 0.00 | 5,609.68 | 2,040.32 | 73.33 |

| Account Number | Description | Budget | Beg Bal | Debits | Credits | End Bal | Remaining | % ExpCol |
|------------------|---------------------------------|---------------------|---------------------|--------------------|--------------------|---------------------|---------------------|--------------------|
| 01-40-00-54-0605 | DUI Expenditures | 5,938.00 | 2,981.44 | 0.00 | 0.00 | 2,981.44 | 2,956.56 | 50.21 |
| 01-40-00-54-0610 | Drug Forfeiture Expenditures | 534.00 | 3,389.65 | 0.00 | 0.00 | 3,389.65 | -2,855.65 | 634.77 |
| 01-40-00-54-0615 | Article 36 Exp | 2,314.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,314.00 | 0.00 |
| 01-40-00-54-0620 | Cannabis Tax Act Expenditures | 4,500.00 | 0.00 | 3,458.75 | 0.00 | 3,458.75 | 1,041.25 | 76.86 |
| | Materials & Supplies | 137,472.00 | 79,424.89 | 35,799.60 | 5,923.69 | 109,300.80 | 28,171.20 | 79.51 |
| 01-40-00-57-5013 | Transfer to CERF | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | Other Financing Uses | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> |
| 40 | Police Department | 6,674,045.00 | 4,229,128.30 | 855,853.14 | 26,902.86 | 5,058,078.58 | 1,615,966.42 | 75.79 |
| 50 | Fire Department | | | | | | | |
| 01-50-00-51-0100 | Salaries Sworn | 1,944,935.00 | 1,506,660.18 | 156,478.82 | 0.00 | 1,663,139.00 | 281,796.00 | 85.51 |
| 01-50-00-51-0200 | Salaries Regular | 87,487.00 | 71,140.72 | 7,198.78 | 0.00 | 78,339.50 | 9,147.50 | 89.54 |
| 01-50-00-51-1500 | Specialist Pay | 138,959.00 | 118,062.02 | 11,263.26 | 0.00 | 129,325.28 | 9,633.72 | 93.07 |
| 01-50-00-51-1600 | Holiday Pay | 82,465.00 | 37,907.19 | 0.00 | 0.00 | 37,907.19 | 44,557.81 | 45.97 |
| 01-50-00-51-1700 | Overtime | 150,000.00 | 156,496.60 | 7,335.64 | 0.00 | 163,832.24 | -13,832.24 | 109.22 |
| 01-50-00-51-1800 | Educational Incentives | 15,050.00 | 14,050.00 | 0.00 | 0.00 | 14,050.00 | 1,000.00 | 93.36 |
| 01-50-00-51-3000 | Part-Time Salaries | 34,110.00 | 20,955.09 | 2,898.50 | 0.00 | 23,853.59 | 10,256.41 | 69.93 |
| | Personal Services | 2,453,006.00 | 1,925,271.80 | 185,175.00 | 0.00 | 2,110,446.80 | 342,559.20 | 86.04 |
| 01-50-00-51-1950 | Insurance Refusal Reimb | 1,525.00 | 1,250.00 | 125.00 | 0.00 | 1,375.00 | 150.00 | 90.16 |
| 01-50-00-52-0320 | FICA | 7,628.00 | 5,429.26 | 597.10 | 0.00 | 6,026.36 | 1,601.64 | 79.00 |
| 01-50-00-52-0325 | Medicare | 35,600.00 | 26,720.28 | 2,561.10 | 0.00 | 29,281.38 | 6,318.62 | 82.25 |
| 01-50-00-52-0330 | IMRF | 13,303.00 | 9,622.08 | 1,075.77 | 0.00 | 10,697.85 | 2,605.15 | 80.42 |
| 01-50-00-52-0375 | Fringe Benefits | 1,440.00 | 1,200.00 | 120.00 | 0.00 | 1,320.00 | 120.00 | 91.67 |
| 01-50-00-52-0400 | Health Insurance | 316,240.00 | 240,609.67 | 28,766.37 | 4,311.24 | 265,064.80 | 51,175.20 | 83.82 |
| 01-50-00-52-0420 | Health Insurance - Retirees | 22,983.00 | 16,471.94 | 8,668.14 | 6,913.45 | 18,226.63 | 4,756.37 | 79.30 |
| 01-50-00-52-0425 | Life Insurance | 1,456.00 | 1,132.05 | 307.72 | 192.94 | 1,246.83 | 209.17 | 85.63 |
| 01-50-00-52-0430 | VEBA Contributions | 53,661.00 | 40,580.87 | 0.00 | 0.00 | 40,580.87 | 13,080.13 | 75.62 |
| 01-50-00-53-0010 | Contribution to Fire Pension | 1,691,007.00 | 855,380.37 | 460,974.55 | 0.00 | 1,316,354.92 | 374,652.08 | 77.84 |
| | Benefits | 2,144,843.00 | 1,198,396.52 | 503,195.75 | 11,417.63 | 1,690,174.64 | 454,668.36 | 78.80 |
| 01-50-00-53-0200 | Communications | 2,000.00 | 2,466.34 | 889.98 | 0.00 | 3,356.32 | -1,356.32 | 167.82 |
| 01-50-00-53-0410 | IT Support | 7,321.00 | 5,135.31 | 10,532.01 | 0.00 | 15,667.32 | -8,346.32 | 214.01 |
| 01-50-00-53-3100 | Maintenance of Equipment | 7,300.00 | 6,953.64 | 631.00 | 0.00 | 7,584.64 | -284.64 | 103.90 |
| 01-50-00-53-3200 | Maintenance of Vehicles | 50,250.00 | 54,495.92 | 0.00 | 0.00 | 54,495.92 | -4,245.92 | 108.45 |
| 01-50-00-53-3300 | Maint of Office Equipment | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| 01-50-00-53-3600 | Maintenance of Buildings | 3,500.00 | 0.00 | 1,486.26 | 0.00 | 1,486.26 | 2,013.74 | 42.46 |
| 01-50-00-53-4100 | Training | 17,300.00 | 3,865.00 | 0.00 | 0.00 | 3,865.00 | 13,435.00 | 22.34 |
| 01-50-00-53-4200 | Community Support | 16,300.00 | 11,532.25 | 0.00 | 0.00 | 11,532.25 | 4,767.75 | 70.75 |

| Account Number | Description | Budget | Beg Bal | Debits | Credits | End Bal | Remaining | % ExpCol |
|------------------|---------------------------------|---------------------|---------------------|-------------------|------------------|---------------------|-------------------|--------------|
| | Services | | | | | | | |
| 01-50-00-53-4250 | Travel & Meeting | 4,250.00 | 4.06 | 0.00 | 0.00 | 4.06 | 4,245.94 | 0.10 |
| 01-50-00-53-4300 | Dues & Subscriptions | 3,800.00 | 2,505.50 | 45.00 | 0.00 | 2,550.50 | 1,249.50 | 67.12 |
| 01-50-00-53-4400 | Medical & Screening | 15,000.00 | 1,725.00 | 0.00 | 0.00 | 1,725.00 | 13,275.00 | 11.50 |
| 01-50-00-53-5400 | Damage Claims | 0.00 | 1,048.26 | 0.00 | 0.00 | 1,048.26 | -1,048.26 | 0.00 |
| 01-50-00-53-5700 | GEMT Expenses | 12,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 12,000.00 | 0.00 |
| | Contractual Services | 139,521.00 | 89,731.28 | 13,584.25 | 0.00 | 103,315.53 | 36,205.47 | 74.05 |
| 01-50-00-54-0100 | Office Supplies | 1,500.00 | 632.40 | 0.00 | 0.00 | 632.40 | 867.60 | 42.16 |
| 01-50-00-54-0150 | Office Equipment | 0.00 | 0.00 | 9,460.75 | 0.00 | 9,460.75 | -9,460.75 | 0.00 |
| 01-50-00-54-0200 | Gas & Oil | 12,841.00 | 7,592.63 | 1,061.80 | 0.00 | 8,654.43 | 4,186.57 | 67.40 |
| 01-50-00-54-0300 | Uniforms Sworn | 18,450.00 | 1,915.16 | 0.00 | 0.00 | 1,915.16 | 16,534.84 | 10.38 |
| | Personnel | | | | | | | |
| 01-50-00-54-0600 | Operating Supplies | 23,300.00 | 16,604.47 | 4,520.55 | 0.00 | 21,125.02 | 2,174.98 | 90.67 |
| | Materials & Supplies | 56,091.00 | 26,744.66 | 15,043.10 | 0.00 | 41,787.76 | 14,303.24 | 74.50 |
| 01-50-00-57-5013 | Transfer to CERF | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | Other Financing Uses | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50 | Fire Department | 4,793,461.00 | 3,240,144.26 | 716,998.10 | 11,417.63 | 3,945,724.73 | 847,736.27 | 82.31 |
| 60 | Public Works | | | | | | | |
| 01-60-01-51-0200 | Salaries Regular | 529,486.00 | 425,829.97 | 42,419.68 | 0.00 | 468,249.65 | 61,236.35 | 88.43 |
| 01-60-01-51-1500 | Certification Pay | 6,650.00 | 6,800.00 | 0.00 | 0.00 | 6,800.00 | -150.00 | 102.26 |
| 01-60-01-51-1700 | Overtime | 50,000.00 | 92,938.18 | 8,390.29 | 0.00 | 101,328.47 | -51,328.47 | 202.66 |
| 01-60-01-51-1950 | Insurance Refusal Reim | 8.00 | 0.00 | 0.00 | 0.00 | 0.00 | 8.00 | 0.00 |
| 01-60-01-51-3000 | Part-Time Salaries | 8,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 8,000.00 | 0.00 |
| | Personal Services | 594,144.00 | 525,568.15 | 50,809.97 | 0.00 | 576,378.12 | 17,765.88 | 97.01 |
| 01-60-01-52-0320 | FICA | 35,916.00 | 31,890.57 | 3,115.68 | 0.00 | 35,006.25 | 909.75 | 97.47 |
| 01-60-01-52-0325 | Medicare | 8,610.00 | 7,547.03 | 728.71 | 0.00 | 8,275.74 | 334.26 | 96.12 |
| 01-60-01-52-0330 | IMRF | 63,704.00 | 56,893.69 | 5,576.11 | 0.00 | 62,469.80 | 1,234.20 | 98.06 |
| 01-60-01-52-0375 | Fringe Benefits | 4,296.00 | 4,449.00 | 410.00 | 0.00 | 4,859.00 | -563.00 | 113.11 |
| 01-60-01-52-0400 | Health Insurance | 121,164.00 | 120,558.46 | 4,754.24 | 1,295.12 | 124,017.58 | -2,853.58 | 102.36 |
| 01-60-01-52-0420 | Health Insurance - Retirees | 15,497.00 | 16,718.49 | 3,847.11 | 3,635.18 | 16,930.42 | -1,433.42 | 109.25 |
| 01-60-01-52-0425 | Life Insurance | 265.00 | 139.73 | 86.03 | 72.75 | 153.01 | 111.99 | 57.74 |
| 01-60-01-52-0430 | VEBA Contributions | 6,773.00 | 4,424.09 | 0.00 | 0.00 | 4,424.09 | 2,348.91 | 65.32 |
| | Benefits | 256,225.00 | 242,621.06 | 18,517.88 | 5,003.05 | 256,135.89 | 89.11 | 99.97 |
| 01-60-01-53-0200 | Communications | 1,710.00 | 606.73 | 47.43 | 0.00 | 654.16 | 1,055.84 | 38.25 |
| 01-60-01-53-0380 | Consulting Services | 24,500.00 | 5,360.00 | 0.00 | 0.00 | 5,360.00 | 19,140.00 | 21.88 |
| 01-60-01-53-0410 | IT Support | 21,660.00 | 12,847.94 | 2,176.54 | 0.00 | 15,024.48 | 6,635.52 | 69.37 |
| 01-60-01-53-1310 | Julie Notifications | 1,000.00 | 1,088.85 | 0.00 | 0.00 | 1,088.85 | -88.85 | 108.89 |
| 01-60-01-53-3100 | Maintenance of Equipment | 3,500.00 | 2,321.16 | 0.00 | 0.00 | 2,321.16 | 1,178.84 | 66.32 |
| 01-60-01-53-3200 | Maintenance of Vehicles | 28,000.00 | 30,179.96 | 2,068.04 | 0.00 | 32,248.00 | -4,248.00 | 115.17 |

| Account Number | Description | Budget | Beg Bal | Debits | Credits | End Bal | Remaining | % ExpCol |
|------------------|-----------------------------------|-----------------------------|-----------------------------|----------------------------|-------------------------|-----------------------------|----------------------------|---------------------|
| 01-60-01-53-3400 | Maintenance TrafficSt Lights | 67,400.00 | 36,490.82 | 4,231.79 | 0.00 | 40,722.61 | 26,677.39 | 60.42 |
| 01-60-01-53-3550 | Tree Maintenance | 104,500.00 | 42,344.25 | 14,294.00 | 0.00 | 56,638.25 | 47,861.75 | 54.20 |
| 01-60-01-53-3600 | Maintenance of Bldgs & Grounds | 73,670.00 | 67,044.08 | 5,025.72 | 0.00 | 72,069.80 | 1,600.20 | 97.83 |
| 01-60-01-53-3610 | Maintenance Sidewalks | 55,000.00 | 55,578.61 | 0.00 | 0.00 | 55,578.61 | -578.61 | 101.05 |
| 01-60-01-53-3620 | Maintenance Streets | 58,000.00 | 59,915.19 | 0.00 | 0.00 | 59,915.19 | -1,915.19 | 103.30 |
| 01-60-01-53-4100 | Training | 1,200.00 | 150.00 | 0.00 | 0.00 | 150.00 | 1,050.00 | 12.50 |
| 01-60-01-53-4250 | Travel & Meeting | 6,460.00 | 0.00 | 0.00 | 0.00 | 0.00 | 6,460.00 | 0.00 |
| 01-60-01-53-4300 | Dues & Subscriptions | 6,660.00 | 6,511.46 | 190.00 | 0.00 | 6,701.46 | -41.46 | 100.62 |
| 01-60-01-53-4400 | Medical & Screening | 1,300.00 | 898.00 | 0.00 | 0.00 | 898.00 | 402.00 | 69.08 |
| 01-60-01-53-5300 | AdvertisingLegal Notice | 1,000.00 | 1,840.40 | 504.00 | 0.00 | 2,344.40 | -1,344.40 | 234.44 |
| 01-60-01-53-5350 | Dumping Fees | 13,000.00 | 24,502.09 | 351.62 | 0.00 | 24,853.71 | -11,853.71 | 191.18 |
| 01-60-01-53-5400 | Damage Claims | 25,000.00 | 35,525.11 | 10,770.30 | 0.00 | 46,295.41 | -21,295.41 | 185.18 |
| 01-60-01-53-5450 | St Light Electricity | 27,900.00 | 22,524.59 | 2,791.84 | 0.00 | 25,316.43 | 2,583.57 | 90.74 |
| 01-60-05-53-5500 | Collection & Disposal | 1,120,195.00 | 867,320.94 | 95,179.10 | 0.00 | 962,500.04 | 157,694.96 | 85.92 |
| 01-60-05-53-5510 | Leaf Disposal | 72,000.00 | 63,780.98 | 0.00 | 0.00 | 63,780.98 | 8,219.02 | 88.58 |
| | Contractual Services | 1,713,655.00 | 1,336,831.16 | 137,630.38 | 0.00 | 1,474,461.54 | 239,193.46 | 86.04 |
| 01-60-01-54-0100 | Office Supplies | 1,000.00 | 725.80 | 0.00 | 0.00 | 725.80 | 274.20 | 72.58 |
| 01-60-01-54-0200 | Gas & Oil | 14,755.00 | 12,375.89 | 3,225.72 | 0.00 | 15,601.61 | -846.61 | 105.74 |
| 01-60-01-54-0310 | Uniforms | 5,450.00 | 2,518.72 | 385.42 | 0.00 | 2,904.14 | 2,545.86 | 53.29 |
| 01-60-01-54-0500 | Vehicle Parts | 10,000.00 | 11,304.60 | 1,012.99 | 0.00 | 12,317.59 | -2,317.59 | 123.18 |
| 01-60-01-54-0600 | Operating Supplies & Equipment | 81,420.00 | 45,832.94 | 1,636.23 | 0.00 | 47,469.17 | 33,950.83 | 58.30 |
| 01-60-01-54-0800 | Trees | 36,000.00 | 22,084.00 | 0.00 | 0.00 | 22,084.00 | 13,916.00 | 61.34 |
| 01-60-01-54-2100 | Snow & Ice Control | 0.00 | 1,032.75 | 0.00 | 0.00 | 1,032.75 | -1,032.75 | 0.00 |
| 01-60-05-54-0600 | Operating Supplies | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| | Materials & Supplies | 149,125.00 | 95,874.70 | 6,260.36 | 0.00 | 102,135.06 | 46,989.94 | 68.49 |
| 01-60-01-57-5013 | Transfer to CERF | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | Other Financing Uses | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> |
| 60 | Public Works | <u>2,713,149.00</u> | <u>2,200,895.07</u> | <u>213,218.59</u> | <u>5,003.05</u> | <u>2,409,110.61</u> | <u>304,038.39</u> | <u>88.79</u> |
| | Expense | <u>16,645,256.00</u> | <u>11,800,282.91</u> | <u>1,963,486.37</u> | <u>46,149.62</u> | <u>13,717,619.66</u> | <u>2,927,636.34</u> | <u>82.41</u> |
| 01 | General Fund | 735,920.00 | 351,149.90 | 1,990,370.27 | 3,006,025.32 | -664,505.15 | 1,400,425.15 | -90.30 |

| Account Number | Description | Budget | Beg Bal | Debits | Credits | End Bal | Remaining | % Exp/Col |
|------------------|-------------------------------|---------------------|---------------------|------------------|-------------------|---------------------|-------------------|---------------|
| 02 | Water & Sewer Fund | | | | | | | |
| 00 | | | | | | | | |
| 02-00-00-42-2360 | Permit Fees | 18,820.00 | 18,150.00 | 0.00 | 3,100.00 | 21,250.00 | -2,430.00 | 112.91 |
| | Licenses & Permits | 18,820.00 | 18,150.00 | 0.00 | 3,100.00 | 21,250.00 | -2,430.00 | 112.91 |
| 02-00-00-43-3100 | Water Sales | 3,224,702.00 | 2,827,506.73 | 2,435.09 | 160,037.31 | 2,985,108.95 | 239,593.05 | 92.57 |
| 02-00-00-43-3150 | Sewer Sales | 1,934,052.00 | 1,821,339.27 | 1,295.31 | 103,206.97 | 1,923,250.93 | 10,801.07 | 99.44 |
| 02-00-00-43-3160 | Water Penalties | 31,867.00 | 18,875.31 | 2,843.19 | 4,349.00 | 20,381.12 | 11,485.88 | 63.96 |
| 02-00-00-43-3515 | NSF Fees | 200.00 | 0.00 | 0.00 | 0.00 | 0.00 | 200.00 | 0.00 |
| | Charges for Services | 5,190,821.00 | 4,667,721.31 | 6,573.59 | 267,593.28 | 4,928,741.00 | 262,080.00 | 94.95 |
| 02-00-00-45-5100 | Interest | 27,935.00 | 10,207.86 | 0.00 | 71.86 | 10,279.72 | 17,655.28 | 36.80 |
| 02-00-00-45-5200 | Net Change in Fair Value | 0.00 | -253.98 | 251.49 | 0.00 | -505.47 | 505.47 | 0.00 |
| | Interest | 27,935.00 | 9,953.88 | 251.49 | 71.86 | 9,774.25 | 18,160.75 | 34.99 |
| 02-00-00-46-6410 | Miscellaneous | 5,000.00 | 42.36 | 0.00 | 0.00 | 42.36 | 4,957.64 | 0.85 |
| 02-00-00-46-6417 | IRMA | 2,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,000.00 | 0.00 |
| | Reimbursements | | | | | | | |
| 02-00-00-46-6580 | Sale of Meters | 10,000.00 | 9,513.00 | 0.00 | 2,330.00 | 11,843.00 | -1,843.00 | 118.43 |
| | Miscellaneous | 17,000.00 | 9,555.36 | 0.00 | 2,330.00 | 11,885.36 | 5,114.64 | 69.91 |
| 00 | | 5,254,576.00 | 4,705,380.55 | 6,825.08 | 273,095.14 | 4,971,650.61 | 282,925.39 | 94.62 |
| | Revenue | 5,254,576.00 | 4,705,380.55 | 6,825.08 | 273,095.14 | 4,971,650.61 | 282,925.39 | 94.62 |
| 60 | Public Works | | | | | | | |
| 02-60-06-51-0200 | Salaries Regular | 857,342.00 | 688,615.82 | 67,971.26 | 0.00 | 756,587.08 | 100,754.92 | 88.25 |
| 02-60-06-51-1500 | Specialists Pay | 2,100.00 | 2,100.00 | 0.00 | 0.00 | 2,100.00 | 0.00 | 100.00 |
| 02-60-06-51-1700 | Overtime | 12,000.00 | 7,079.87 | 1,054.37 | 0.00 | 8,134.24 | 3,865.76 | 67.79 |
| 02-60-06-51-1950 | Insurance Refusal | 1,535.00 | 1,087.50 | 0.00 | 0.00 | 1,087.50 | 447.50 | 70.85 |
| | Reimb | | | | | | | |
| 02-60-06-51-3000 | Part-Time Salaries | 8,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 8,000.00 | 0.00 |
| | Personal Services | 880,977.00 | 698,883.19 | 69,025.63 | 0.00 | 767,908.82 | 113,068.18 | 87.17 |
| 02-60-06-52-0100 | ICMA Retirement | 1,534.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,534.00 | 0.00 |
| 02-60-06-52-0320 | FICA | 53,495.00 | 41,982.17 | 4,209.51 | 0.00 | 46,191.68 | 7,303.32 | 86.35 |
| 02-60-06-52-0325 | Medicare | 12,884.00 | 9,995.52 | 984.47 | 0.00 | 10,979.99 | 1,904.01 | 85.22 |
| 02-60-06-52-0330 | IMRF | 95,923.00 | 75,166.86 | 7,535.54 | 0.00 | 82,702.40 | 13,220.60 | 86.22 |
| 02-60-06-52-0375 | Fringe Benefits | 5,616.00 | 5,430.00 | 462.00 | 0.00 | 5,892.00 | -276.00 | 104.91 |
| 02-60-06-52-0400 | Health Insurance | 169,635.00 | 159,394.61 | 8,139.94 | 1,288.96 | 166,245.59 | 3,389.41 | 98.00 |
| 02-60-06-52-0420 | Health Insurance - Retirees | 3,191.00 | 4,085.40 | 0.00 | 510.66 | 3,574.74 | -383.74 | 112.03 |
| 02-60-06-52-0425 | Life Insurance | 442.00 | 384.19 | 193.90 | 160.01 | 418.08 | 23.92 | 94.59 |
| 02-60-06-52-0430 | VEBA Contributions | 14,738.00 | 12,597.80 | 0.00 | 0.00 | 12,597.80 | 2,140.20 | 85.48 |

| Account Number | Description | Budget | Beg Bal | Debits | Credits | End Bal | Remaining | % Exp/Col |
|------------------|---------------------------------|---------------------|---------------------|-------------------|-----------------|---------------------|-------------------|--------------|
| | Benefits | 357,458.00 | 309,036.55 | 21,525.36 | 1,959.63 | 328,602.28 | 28,855.72 | 91.93 |
| 02-60-06-53-0100 | Electricity | 33,000.00 | 29,661.06 | 2,514.95 | 0.00 | 32,176.01 | 823.99 | 97.50 |
| 02-60-06-53-0200 | Communications | 5,460.00 | 6,708.31 | 679.50 | 0.00 | 7,387.81 | -1,927.81 | 135.31 |
| 02-60-06-53-0300 | Auditing | 9,600.00 | 9,632.00 | 0.00 | 0.00 | 9,632.00 | -32.00 | 100.33 |
| 02-60-06-53-0380 | Consulting Services | 84,500.00 | 31,264.68 | 6,441.07 | 0.00 | 37,705.75 | 46,794.25 | 44.62 |
| 02-60-06-53-0410 | IT Support | 64,802.00 | 27,770.94 | 1,968.54 | 0.00 | 29,739.48 | 35,062.52 | 45.89 |
| 02-60-06-53-1300 | Inspections | 1,000.00 | 0.00 | 500.00 | 0.00 | 500.00 | 500.00 | 50.00 |
| 02-60-06-53-1310 | JULIE Participation | 2,345.00 | 1,088.85 | 0.00 | 0.00 | 1,088.85 | 1,256.15 | 46.43 |
| 02-60-06-53-2100 | Bank Fees | 32,870.00 | 27,146.65 | 1,169.03 | 0.00 | 28,315.68 | 4,554.32 | 86.14 |
| 02-60-06-53-2200 | Liability Insurance | 40,021.00 | 31,344.26 | 2,753.93 | 0.00 | 34,098.19 | 5,922.81 | 85.20 |
| 02-60-06-53-2250 | IRMA Deductible | 9,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 9,500.00 | 0.00 |
| 02-60-06-53-3050 | Water System | 120,500.00 | 155,858.80 | 6,027.32 | 0.00 | 161,886.12 | -41,386.12 | 134.35 |
| | Maintenance | | | | | | | |
| 02-60-06-53-3055 | Hydrant Maintenance | 25,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 25,000.00 | 0.00 |
| 02-60-06-53-3200 | Maintenance of | 8,000.00 | 3,601.10 | 395.80 | 0.00 | 3,996.90 | 4,003.10 | 49.96 |
| | Vehicles | | | | | | | |
| 02-60-06-53-3300 | Maint of Office | 1,000.00 | 2,006.17 | 67.84 | 0.00 | 2,074.01 | -1,074.01 | 207.40 |
| | Equipment | | | | | | | |
| 02-60-06-53-3600 | Maintenance of | 18,750.00 | 17,108.41 | 1,042.69 | 0.00 | 18,151.10 | 598.90 | 96.81 |
| | Buildings | | | | | | | |
| 02-60-06-53-3620 | Maintenance of | 15,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 15,000.00 | 0.00 |
| | Streets | | | | | | | |
| 02-60-06-53-3630 | Overhead Sewer | 59,000.00 | 104,748.25 | 7,500.00 | 0.00 | 112,248.25 | -53,248.25 | 190.25 |
| | Program | | | | | | | |
| 02-60-06-53-3640 | SewerCatch Basin | 50,000.00 | 21,469.97 | 0.00 | 0.00 | 21,469.97 | 28,530.03 | 42.94 |
| | Repair | | | | | | | |
| 02-60-06-53-4100 | Training | 1,150.00 | 440.00 | 0.00 | 0.00 | 440.00 | 710.00 | 38.26 |
| 02-60-06-53-4250 | Travel & Meeting | 3,185.00 | 0.00 | 225.00 | 0.00 | 225.00 | 2,960.00 | 7.06 |
| 02-60-06-53-4300 | Dues & Subscriptions | 1,460.00 | 610.00 | 190.00 | 0.00 | 800.00 | 660.00 | 54.79 |
| 02-60-06-53-4350 | Printing | 4,550.00 | 1,622.04 | 272.21 | 0.00 | 1,894.25 | 2,655.75 | 41.63 |
| 02-60-06-53-4400 | Medical & Screening | 700.00 | 150.00 | 0.00 | 0.00 | 150.00 | 550.00 | 21.43 |
| 02-60-06-53-4480 | Water Testing | 4,280.00 | 3,202.50 | 147.50 | 0.00 | 3,350.00 | 930.00 | 78.27 |
| 02-60-06-53-5300 | AdvertisingLegal | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| | Notice | | | | | | | |
| 02-60-06-53-5350 | Dumping Fees | 20,000.00 | 26,570.74 | 971.08 | 0.00 | 27,541.82 | -7,541.82 | 137.71 |
| 02-60-06-53-5400 | Damage Claims | 4,000.00 | 2,109.87 | 0.00 | 0.00 | 2,109.87 | 1,890.13 | 52.75 |
| | Contractual | 620,173.00 | 504,114.60 | 32,866.46 | 0.00 | 536,981.06 | 83,191.94 | 86.59 |
| | Services | | | | | | | |
| 02-60-06-54-0100 | Office Supplies | 500.00 | 229.00 | 0.00 | 0.00 | 229.00 | 271.00 | 45.80 |
| 02-60-06-54-0200 | Gas & Oil | 10,944.00 | 6,687.19 | 653.70 | 0.00 | 7,340.89 | 3,603.11 | 67.08 |
| 02-60-06-54-0310 | Uniforms | 1,525.00 | 450.00 | 0.00 | 0.00 | 450.00 | 1,075.00 | 29.51 |
| 02-60-06-54-0500 | Vehicle Parts | 8,000.00 | 1,314.30 | 0.00 | 0.00 | 1,314.30 | 6,685.70 | 16.43 |
| 02-60-06-54-0600 | Operating Supplies | 73,700.00 | 31,678.07 | 5,539.69 | 0.00 | 37,217.76 | 36,482.24 | 50.50 |
| 02-60-06-54-1300 | Postage | 9,087.00 | 5,001.13 | 682.79 | 0.00 | 5,683.92 | 3,403.08 | 62.55 |
| 02-60-06-54-2200 | Water from Chicago | 1,602,515.00 | 1,413,373.32 | 128,297.52 | 0.00 | 1,541,670.84 | 60,844.16 | 96.20 |
| | Materials & Supplies | 1,706,271.00 | 1,458,733.01 | 135,173.70 | 0.00 | 1,593,906.71 | 112,364.29 | 93.41 |

| Account Number | Description | Budget | Beg Bal | Debits | Credits | End Bal | Remaining | % Exp/Col |
|------------------|-------------------------------|----------------------------|----------------------------|--------------------------|------------------------|----------------------------|----------------------------|---------------------|
| 02-60-06-55-1150 | Sewer System Improvements | 175,000.00 | 138,906.77 | 0.00 | 0.00 | 138,906.77 | 36,093.23 | 79.38 |
| 02-60-06-55-1300 | Water System Improvements | 943,000.00 | 632,707.79 | 7,148.00 | 0.00 | 639,855.79 | 303,144.21 | 67.85 |
| 02-60-06-55-1400 | Meter Replacement Program | 7,500.00 | 6,660.46 | 0.00 | 0.00 | 6,660.46 | 839.54 | 88.81 |
| 02-60-06-55-9100 | Street Improvements | 70,000.00 | 71,055.88 | 0.00 | 0.00 | 71,055.88 | -1,055.88 | 101.51 |
| | Capital Outlay | 1,195,500.00 | 849,330.90 | 7,148.00 | 0.00 | 856,478.90 | 339,021.10 | 71.64 |
| 02-60-06-55-0010 | Depreciation Expense | 355,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 355,000.00 | 0.00 |
| | Depreciation | 355,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 355,000.00 | 0.00 |
| 02-60-06-56-0104 | IEPA Loan Principal | 648,794.00 | 648,794.23 | 0.00 | 0.00 | 648,794.23 | -0.23 | 100.00 |
| 02-60-06-56-0105 | IEPA Loan Interest | 268,352.00 | 268,351.57 | 0.00 | 0.00 | 268,351.57 | 0.43 | 100.00 |
| | Debt Service | 917,146.00 | 917,145.80 | 0.00 | 0.00 | 917,145.80 | 0.20 | 100.00 |
| 02-60-06-57-5013 | Transfer to CERF | 112,552.00 | 0.00 | 0.00 | 0.00 | 0.00 | 112,552.00 | 0.00 |
| | Other Financing Uses | <u>112,552.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>112,552.00</u> | <u>0.00</u> |
| 60 | Public Works | <u>6,145,077.00</u> | <u>4,737,244.05</u> | <u>265,739.15</u> | <u>1,959.63</u> | <u>5,001,023.57</u> | <u>1,144,053.43</u> | <u>81.38</u> |
| | Expense | <u>6,145,077.00</u> | <u>4,737,244.05</u> | <u>265,739.15</u> | <u>1,959.63</u> | <u>5,001,023.57</u> | <u>1,144,053.43</u> | <u>81.38</u> |
| 02 | Water & Sewer Fund | 890,501.00 | 31,863.50 | 272,564.23 | 275,054.77 | 29,372.96 | 861,128.04 | 3.30 |

| Account Number | Description | Budget | Beg Bal | Debits | Credits | End Bal | Remaining | % Exp/Col |
|------------------|---------------------------------|-------------------|-------------------|-----------------|-------------------|-------------------|--------------------|---------------|
| 03 | Motor Fuel Tax Fund | | | | | | | |
| 00 | | | | | | | | |
| 03-00-00-41-1490 | Local Gasoline Tax | 25,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 25,000.00 | 0.00 |
| | Other Taxes | 25,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 25,000.00 | 0.00 |
| 03-00-00-45-5100 | Interest | 9,485.00 | 923.23 | 0.00 | 8,817.32 | 9,740.55 | -255.55 | 102.69 |
| | Interest | 9,485.00 | 923.23 | 0.00 | 8,817.32 | 9,740.55 | -255.55 | 102.69 |
| 03-00-00-47-7100 | State Allotment | 277,624.00 | 196,015.09 | 0.00 | 16,841.69 | 212,856.78 | 64,767.22 | 76.67 |
| 03-00-00-47-7200 | State Renewal Allotment | 188,472.00 | 138,158.80 | 0.00 | 13,686.94 | 151,845.74 | 36,626.26 | 80.57 |
| 03-00-00-47-7250 | State Rebuild Bond Fund Disb | 0.00 | 245,426.26 | 0.00 | 122,713.13 | 368,139.39 | -368,139.39 | 0.00 |
| | Intergovernmental | 466,096.00 | 579,600.15 | 0.00 | 153,241.76 | 732,841.91 | -266,745.91 | 157.23 |
| 00 | | 500,581.00 | 580,523.38 | 0.00 | 162,059.08 | 742,582.46 | -242,001.46 | 148.34 |
| | Revenue | 500,581.00 | 580,523.38 | 0.00 | 162,059.08 | 742,582.46 | -242,001.46 | 148.34 |
| 00 | | | | | | | | |
| 03-00-00-53-2100 | Bank Fees | 60.00 | 0.00 | 0.00 | 0.00 | 0.00 | 60.00 | 0.00 |
| 03-00-00-53-3620 | Street Maintenance | 130,000.00 | 124,017.09 | 0.00 | 0.00 | 124,017.09 | 5,982.91 | 95.40 |
| | Contractual Services | 130,060.00 | 124,017.09 | 0.00 | 0.00 | 124,017.09 | 6,042.91 | 95.35 |
| 03-00-00-54-2100 | Snow & Ice Control | 81,876.00 | 29,582.18 | 8,806.99 | 0.00 | 38,389.17 | 43,486.83 | 46.89 |
| | Materials & Supplies | 81,876.00 | 29,582.18 | 8,806.99 | 0.00 | 38,389.17 | 43,486.83 | 46.89 |
| 03-00-00-55-9100 | Street Improvement | 500,000.00 | 494,830.71 | 0.00 | 0.00 | 494,830.71 | 5,169.29 | 98.97 |
| | Capital Outlay | 500,000.00 | 494,830.71 | 0.00 | 0.00 | 494,830.71 | 5,169.29 | 98.97 |
| 00 | | 711,936.00 | 648,429.98 | 8,806.99 | 0.00 | 657,236.97 | 54,699.03 | 92.32 |
| | Expense | 711,936.00 | 648,429.98 | 8,806.99 | 0.00 | 657,236.97 | 54,699.03 | 92.32 |
| 03 | Motor Fuel Tax Fund | 211,355.00 | 67,906.60 | 8,806.99 | 162,059.08 | -85,345.49 | 296,700.49 | -40.38 |

| Account Number | Description | Budget | Beg Bal | Debits | Credits | End Bal | Remaining | % Exp/Col |
|------------------|---------------------------------|--------------------------|--------------------------|--------------------|-------------------------|--------------------------|-------------------------|----------------------|
| 05 | Debt Service Fund | | | | | | | |
| 00 | | | | | | | | |
| 05-00-00-41-1000 | Prior Yrs Taxes | 129,622.00 | 129,617.42 | 0.00 | 428.90 | 130,046.32 | -424.32 | 100.33 |
| 05-00-00-41-1021 | Property Taxes Current | 141,661.00 | 30,359.86 | 0.00 | 97,264.69 | 127,624.55 | 14,036.45 | 90.09 |
| | Property Taxes | 271,283.00 | 159,977.28 | 0.00 | 97,693.59 | 257,670.87 | 13,612.13 | 94.98 |
| 05-00-00-45-5100 | Interest | 4,840.00 | 490.95 | 0.00 | 15.82 | 506.77 | 4,333.23 | 10.47 |
| | Interest | <u>4,840.00</u> | <u>490.95</u> | <u>0.00</u> | <u>15.82</u> | <u>506.77</u> | <u>4,333.23</u> | <u>10.47</u> |
| 00 | | <u>276,123.00</u> | <u>160,468.23</u> | <u>0.00</u> | <u>97,709.41</u> | <u>258,177.64</u> | <u>17,945.36</u> | <u>93.50</u> |
| | Revenue | 276,123.00 | 160,468.23 | 0.00 | 97,709.41 | 258,177.64 | 17,945.36 | 93.50 |
| 00 | | | | | | | | |
| 05-00-00-53-2100 | Bank Fees | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| | Contractual Services | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| 05-00-00-56-0033 | 2018 GO Bond Principal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 05-00-00-56-0034 | 2018 GO Bond Interest | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 05-00-00-56-0035 | 2020 GO Bond Principal | 262,500.00 | 262,500.00 | 0.00 | 0.00 | 262,500.00 | 0.00 | 100.00 |
| 05-00-00-56-0036 | 2020 GO Bond Interest | 4,681.00 | 4,813.23 | 0.00 | 0.00 | 4,813.23 | -132.23 | 102.82 |
| | Debt Service | <u>267,181.00</u> | <u>267,313.23</u> | <u>0.00</u> | <u>0.00</u> | <u>267,313.23</u> | <u>-132.23</u> | <u>100.05</u> |
| 00 | | <u>267,681.00</u> | <u>267,313.23</u> | <u>0.00</u> | <u>0.00</u> | <u>267,313.23</u> | <u>367.77</u> | <u>99.86</u> |
| | Expense | <u>267,681.00</u> | <u>267,313.23</u> | <u>0.00</u> | <u>0.00</u> | <u>267,313.23</u> | <u>367.77</u> | <u>99.86</u> |
| 05 | Debt Service Fund | -8,442.00 | 106,845.00 | 0.00 | 97,709.41 | 9,135.59 | -17,577.59 | -108.22 |

| Account Number | Description | Budget | Beg Bal | Debits | Credits | End Bal | Remaining | % Exp/Col |
|------------------|-----------------------------------|---------------------|---------------------|-------------|-------------------|---------------------|----------------------|---------------|
| 09 | Police Pension Fund | | | | | | | |
| 00 | | | | | | | | |
| 09-00-00-45-5100 | Interest | 604,024.00 | 358,325.02 | 0.00 | 0.00 | 358,325.02 | 245,698.98 | 59.32 |
| 09-00-00-45-5200 | Net Change in Fair Value | 1,025,698.00 | 4,919,395.99 | 0.00 | 0.00 | 4,919,395.99 | -3,893,697.99 | 479.61 |
| | Interest | 1,629,722.00 | 5,277,721.01 | 0.00 | 0.00 | 5,277,721.01 | -3,647,999.01 | 323.84 |
| 09-00-00-41-1100 | Employer Contribution | 1,609,434.00 | 883,115.64 | 0.00 | 492,504.20 | 1,375,619.84 | 233,814.16 | 85.47 |
| 09-00-00-46-7350 | Employee Contribution | 322,248.00 | 219,400.79 | 0.00 | 21,856.35 | 241,257.14 | 80,990.86 | 74.87 |
| | Grants & Contributions | 1,931,682.00 | 1,102,516.43 | 0.00 | 514,360.55 | 1,616,876.98 | 314,805.02 | 83.70 |
| 00 | | 3,561,404.00 | 6,380,237.44 | 0.00 | 514,360.55 | 6,894,597.99 | -3,333,193.99 | 193.59 |
| | Revenue | 3,561,404.00 | 6,380,237.44 | 0.00 | 514,360.55 | 6,894,597.99 | -3,333,193.99 | 193.59 |
| 00 | | | | | | | | |
| 09-00-00-52-6100 | Pensions | 2,661,289.00 | 2,515,934.04 | 0.00 | 0.00 | 2,515,934.04 | 145,354.96 | 94.54 |
| 09-00-00-52-6150 | Pension Refund | 50,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 50,000.00 | 0.00 |
| | Benefits | 2,711,289.00 | 2,515,934.04 | 0.00 | 0.00 | 2,515,934.04 | 195,354.96 | 92.79 |
| 09-00-00-53-0300 | Audit Services | 2,240.00 | 2,240.00 | 0.00 | 0.00 | 2,240.00 | 0.00 | 100.00 |
| 09-00-00-53-0350 | Actuarial Services | 3,677.00 | 3,730.00 | 0.00 | 0.00 | 3,730.00 | -53.00 | 101.44 |
| 09-00-00-53-0360 | Payroll Services | 28,890.00 | 16,905.00 | 0.00 | 0.00 | 16,905.00 | 11,985.00 | 58.52 |
| 09-00-00-53-0380 | Consulting Services | 53,470.00 | 37,911.48 | 0.00 | 0.00 | 37,911.48 | 15,558.52 | 70.90 |
| 09-00-00-53-0420 | Legal Services | 18,000.00 | 5,395.75 | 0.00 | 0.00 | 5,395.75 | 12,604.25 | 29.98 |
| 09-00-00-53-2100 | Bank Fees | 100.00 | 77.88 | 0.00 | 0.00 | 77.88 | 22.12 | 77.88 |
| 09-00-00-53-4100 | Training | 2,500.00 | 1,055.00 | 0.00 | 0.00 | 1,055.00 | 1,445.00 | 42.20 |
| 09-00-00-53-4250 | Travel & Meeting | 1,500.00 | 250.00 | 0.00 | 0.00 | 250.00 | 1,250.00 | 16.67 |
| 09-00-00-53-4300 | Dues & Subscriptions | 795.00 | 795.00 | 0.00 | 0.00 | 795.00 | 0.00 | 100.00 |
| 09-00-00-53-4400 | Medical & Screening | 3,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 3,000.00 | 0.00 |
| 09-00-00-53-5300 | AdvertisingLegal Notice | 100.00 | 0.00 | 0.00 | 0.00 | 0.00 | 100.00 | 0.00 |
| 09-00-00-54-3100 | Misc Expenditures | 14,000.00 | 18,984.88 | 0.00 | 0.00 | 18,984.88 | -4,984.88 | 135.61 |
| | Contractual Services | 128,272.00 | 87,344.99 | 0.00 | 0.00 | 87,344.99 | 40,927.01 | 68.09 |
| 00 | | 2,839,561.00 | 2,603,279.03 | 0.00 | 0.00 | 2,603,279.03 | 236,281.97 | 91.68 |
| | Expense | 2,839,561.00 | 2,603,279.03 | 0.00 | 0.00 | 2,603,279.03 | 236,281.97 | 91.68 |

| <u>Account Number</u> | <u>Description</u> | <u>Budget</u> | <u>Beg Bal</u> | <u>Debits</u> | <u>Credits</u> | <u>End Bal</u> | <u>Remaining</u> | <u>% Exp/Col</u> |
|-----------------------|---------------------|---------------|----------------|---------------|----------------|----------------|------------------|------------------|
| 09 | Police Pension Fund | -721,843.00 | -3,776,958.41 | 0.00 | 514,360.55 | -4,291,318.96 | 3,569,475.96 | 594.49 |

| Account Number | Description | Budget | Beg Bal | Debits | Credits | End Bal | Remaining | % Exp/Col |
|------------------|-----------------------------------|---------------------|----------------------|-------------|-------------------|----------------------|----------------------|---------------|
| 10 | Fire Pension Fund | | | | | | | |
| 00 | | | | | | | | |
| 10-00-00-45-5100 | InterestDividends | 507,553.00 | 314,649.05 | 0.00 | 0.00 | 314,649.05 | 192,903.95 | 61.99 |
| 10-00-00-45-5200 | Net Change in Fair Value | 632,765.00 | 2,927,135.52 | 0.00 | 0.00 | 2,927,135.52 | -2,294,370.52 | 462.59 |
| | Interest | 1,140,318.00 | 3,241,784.57 | 0.00 | 0.00 | 3,241,784.57 | -2,101,466.57 | 284.29 |
| 10-00-00-41-1100 | Employer Contribution | 1,535,040.00 | 855,380.37 | 0.00 | 460,974.55 | 1,316,354.92 | 218,685.08 | 85.75 |
| 10-00-00-46-7350 | Employee Contribution | 206,252.00 | 158,851.91 | 0.00 | 15,859.99 | 174,711.90 | 31,540.10 | 84.71 |
| | Grants & Contributions | 1,741,292.00 | 1,014,232.28 | 0.00 | 476,834.54 | 1,491,066.82 | 250,225.18 | 85.63 |
| 00 | | 2,881,610.00 | 4,256,016.85 | 0.00 | 476,834.54 | 4,732,851.39 | -1,851,241.39 | 164.24 |
| | Revenue | 2,881,610.00 | 4,256,016.85 | 0.00 | 476,834.54 | 4,732,851.39 | -1,851,241.39 | 164.24 |
| 00 | | | | | | | | |
| 10-00-00-52-6100 | Pensions Benefits | 2,020,164.00 | 1,628,147.34 | 0.00 | 0.00 | 1,628,147.34 | 392,016.66 | 80.59 |
| | | 2,020,164.00 | 1,628,147.34 | 0.00 | 0.00 | 1,628,147.34 | 392,016.66 | 80.59 |
| 10-00-00-53-0300 | Audit Services | 2,240.00 | 2,240.00 | 0.00 | 0.00 | 2,240.00 | 0.00 | 100.00 |
| 10-00-00-53-0350 | Actuarial Services | 3,203.00 | 3,365.00 | 0.00 | 0.00 | 3,365.00 | -162.00 | 105.06 |
| 10-00-00-53-0360 | Payroll Services | 13,495.00 | 12,215.00 | 0.00 | 0.00 | 12,215.00 | 1,280.00 | 90.52 |
| 10-00-00-53-0380 | Consulting Services | 40,587.00 | 26,641.34 | 0.00 | 0.00 | 26,641.34 | 13,945.66 | 65.64 |
| 10-00-00-53-0420 | Legal Services | 12,000.00 | 3,131.25 | 0.00 | 0.00 | 3,131.25 | 8,868.75 | 26.09 |
| 10-00-00-53-2100 | Bank Fees | 7,200.00 | 6,759.21 | 0.00 | 0.00 | 6,759.21 | 440.79 | 93.88 |
| 10-00-00-53-4100 | Training | 2,000.00 | 1,185.00 | 0.00 | 0.00 | 1,185.00 | 815.00 | 59.25 |
| 10-00-00-53-4250 | Travel & Meeting | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| 10-00-00-53-4300 | Dues & Subscriptions | 825.00 | 795.00 | 0.00 | 0.00 | 795.00 | 30.00 | 96.36 |
| 10-00-00-53-4400 | Medical & Screening | 2,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,000.00 | 0.00 |
| 10-00-00-54-1300 | Postage | 100.00 | 0.00 | 0.00 | 0.00 | 0.00 | 100.00 | 0.00 |
| 10-00-00-54-3100 | Misc Expenditures | 17,510.00 | 15,229.13 | 0.00 | 0.00 | 15,229.13 | 2,280.87 | 86.97 |
| | Contractual Services | 102,160.00 | 71,560.93 | 0.00 | 0.00 | 71,560.93 | 30,599.07 | 70.05 |
| 00 | | 2,122,324.00 | 1,699,708.27 | 0.00 | 0.00 | 1,699,708.27 | 422,615.73 | 80.09 |
| | Expense | 2,122,324.00 | 1,699,708.27 | 0.00 | 0.00 | 1,699,708.27 | 422,615.73 | 80.09 |
| 10 | Fire Pension Fund | -759,286.00 | -2,556,308.58 | 0.00 | 476,834.54 | -3,033,143.12 | 2,273,857.12 | 399.47 |

| Account Number | Description | Budget | Beg Bal | Debits | Credits | End Bal | Remaining | % Exp/Col |
|------------------|---------------------------------------|-------------------|------------------|-----------------|-----------------|------------------|-------------------|---------------|
| 13 | Capital Equip Replacement Fund | | | | | | | |
| 00 | | | | | | | | |
| 13-00-00-45-5100 | Interest | 75,800.00 | 59,528.15 | 0.00 | 176.91 | 59,705.06 | 16,094.94 | 78.77 |
| 13-00-00-45-5200 | Net Change in Fair Value | 0.00 | -13,871.29 | 3,094.62 | 0.00 | -16,965.91 | 16,965.91 | 0.00 |
| | Interest | 75,800.00 | 45,656.86 | 3,094.62 | 176.91 | 42,739.15 | 33,060.85 | 56.38 |
| 13-00-00-46-6410 | Miscellaneous | 5,000.00 | 0.00 | 0.00 | 5,000.00 | 5,000.00 | 0.00 | 100.00 |
| | Miscellaneous | 5,000.00 | 0.00 | 0.00 | 5,000.00 | 5,000.00 | 0.00 | 100.00 |
| 13-00-00-47-7001 | From General Fund | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 13-00-00-47-7002 | Transfer from Water and Sewer | 112,552.00 | 0.00 | 0.00 | 0.00 | 0.00 | 112,552.00 | 0.00 |
| 13-00-00-48-8000 | Sale of Property | 25,000.00 | 24,063.06 | 0.00 | 0.00 | 24,063.06 | 936.94 | 96.25 |
| | Other Financing Sources | 137,552.00 | 24,063.06 | 0.00 | 0.00 | 24,063.06 | 113,488.94 | 17.49 |
| 00 | | 218,352.00 | 69,719.92 | 3,094.62 | 5,176.91 | 71,802.21 | 146,549.79 | 32.88 |
| | Revenue | 218,352.00 | 69,719.92 | 3,094.62 | 5,176.91 | 71,802.21 | 146,549.79 | 32.88 |
| 00 | | | | | | | | |
| 13-00-00-53-2100 | Bank Fees | 100.00 | 0.00 | 0.00 | 0.00 | 0.00 | 100.00 | 0.00 |
| | Contractual Services | 100.00 | 0.00 | 0.00 | 0.00 | 0.00 | 100.00 | 0.00 |
| 13-00-00-55-8700 | Police Vehicles | 45,780.00 | 0.00 | 0.00 | 0.00 | 0.00 | 45,780.00 | 0.00 |
| 13-00-00-55-8720 | Police Equipment | 58,444.00 | 20,220.00 | 0.00 | 0.00 | 20,220.00 | 38,224.00 | 34.60 |
| 13-00-00-55-8800 | Fire Dept Vehicle | 33,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 33,500.00 | 0.00 |
| 13-00-00-55-8850 | Fire Dept Equipment | 45,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 45,000.00 | 0.00 |
| 13-00-00-55-8910 | PW Vehicles | 213,500.00 | 65,600.00 | 0.00 | 0.00 | 65,600.00 | 147,900.00 | 30.73 |
| 13-00-00-55-8925 | PW Equipment | 250,000.00 | 3,420.00 | 0.00 | 0.00 | 3,420.00 | 246,580.00 | 1.37 |
| | Capital Outlay | 646,224.00 | 89,240.00 | 0.00 | 0.00 | 89,240.00 | 556,984.00 | 13.81 |
| 00 | | 646,324.00 | 89,240.00 | 0.00 | 0.00 | 89,240.00 | 557,084.00 | 13.81 |
| | Expense | 646,324.00 | 89,240.00 | 0.00 | 0.00 | 89,240.00 | 557,084.00 | 13.81 |
| 13 | Capital Equip Replacement Fund | 427,972.00 | 19,520.08 | 3,094.62 | 5,176.91 | 17,437.79 | 410,534.21 | 4.07 |

| Account Number | Description | Budget | Beg Bal | Debits | Credits | End Bal | Remaining | % Exp/Col |
|------------------|-----------------------------------|---------------------|-------------------|------------------|------------------|-------------------|---------------------|---------------|
| 14 | Capital Improvement Fund | | | | | | | |
| 00 | | | | | | | | |
| 14-00-00-41-1490 | Local Gasoline Tax | 0.00 | 0.00 | 10,641.80 | 10,641.80 | 0.00 | 0.00 | 0.00 |
| | Other Taxes | 0.00 | 0.00 | 10,641.80 | 10,641.80 | 0.00 | 0.00 | 0.00 |
| 14-00-00-43-3200 | Metra Daily Parking Fees | 15,100.00 | 0.00 | 0.00 | 914.68 | 914.68 | 14,185.32 | 6.06 |
| 14-00-00-43-3220 | Parking Lot Permit Fees | 43,236.00 | 0.00 | 0.00 | 21,749.67 | 21,749.67 | 21,486.33 | 50.30 |
| | Charges for Services | 58,336.00 | 0.00 | 0.00 | 22,664.35 | 22,664.35 | 35,671.65 | 38.85 |
| 14-00-00-44-4240 | Automated Traffic Enf Fines | 892,569.00 | 304,329.07 | 917.27 | 6,041.19 | 309,452.99 | 583,116.01 | 34.67 |
| | Fines & Forfeits | 892,569.00 | 304,329.07 | 917.27 | 6,041.19 | 309,452.99 | 583,116.01 | 34.67 |
| 14-00-00-45-5100 | Interest | 33,880.00 | 23,435.39 | 0.00 | 19.58 | 23,454.97 | 10,425.03 | 69.23 |
| 14-00-00-45-5200 | Net Change in Fair Value | 0.00 | -732.14 | 0.08 | 0.00 | -732.22 | 732.22 | 0.00 |
| | Interest | 33,880.00 | 22,703.25 | 0.08 | 19.58 | 22,722.75 | 11,157.25 | 67.07 |
| 14-00-00-46-6532 | Grants | 0.00 | 56,192.25 | 0.00 | 0.00 | 56,192.25 | -56,192.25 | 0.00 |
| | Grants & Contributions | 0.00 | 56,192.25 | 0.00 | 0.00 | 56,192.25 | -56,192.25 | 0.00 |
| 00 | | 984,785.00 | 383,224.57 | 11,559.15 | 39,366.92 | 411,032.34 | 573,752.66 | 41.74 |
| | Revenue | 984,785.00 | 383,224.57 | 11,559.15 | 39,366.92 | 411,032.34 | 573,752.66 | 41.74 |
| 00 | | | | | | | | |
| 14-00-00-53-0440 | Property Taxes | 0.00 | 673.05 | 0.00 | 0.00 | 673.05 | -673.05 | 0.00 |
| 14-00-00-53-4290 | License Fees | 12,000.00 | 12,000.00 | 0.00 | 0.00 | 12,000.00 | 0.00 | 100.00 |
| | Contractual Services | 12,000.00 | 12,673.05 | 0.00 | 0.00 | 12,673.05 | -673.05 | 105.61 |
| 14-00-00-55-0500 | Building Improvements | 60,160.00 | 0.00 | 1,200.00 | 0.00 | 1,200.00 | 58,960.00 | 1.99 |
| 14-00-00-55-1205 | Streetscape Improvements | 298,380.00 | 2,100.00 | 6,773.61 | 0.00 | 8,873.61 | 289,506.39 | 2.97 |
| 14-00-00-55-1250 | Alley Improvements | 300,000.00 | 243,134.36 | 0.00 | 0.00 | 243,134.36 | 56,865.64 | 81.04 |
| 14-00-00-55-8610 | Furniture & Equipment | 17,190.00 | 56,192.25 | 0.00 | 0.00 | 56,192.25 | -39,002.25 | 326.89 |
| 14-00-00-55-8620 | Information Technology Equipme | 888,600.00 | 137,134.85 | 15,532.80 | 0.00 | 152,667.65 | 735,932.35 | 17.18 |
| | Capital Outlay | 1,564,330.00 | 438,561.46 | 23,506.41 | 0.00 | 462,067.87 | 1,102,262.13 | 29.54 |

| <u>Account Number</u> | <u>Description</u> | <u>Budget</u> | <u>Beg Bal</u> | <u>Debits</u> | <u>Credits</u> | <u>End Bal</u> | <u>Remaining</u> | <u>% Exp/Col</u> |
|-----------------------|-----------------------------|---------------------|-------------------|------------------|----------------|-------------------|---------------------|------------------|
| 00 | | <u>1,576,330.00</u> | <u>451,234.51</u> | <u>23,506.41</u> | <u>0.00</u> | <u>474,740.92</u> | <u>1,101,589.08</u> | <u>30.12</u> |
| | Expense | <u>1,576,330.00</u> | <u>451,234.51</u> | <u>23,506.41</u> | <u>0.00</u> | <u>474,740.92</u> | <u>1,101,589.08</u> | <u>30.12</u> |
| 14 | Capital Improvement Fund | 591,545.00 | 68,009.94 | 35,065.56 | 39,366.92 | 63,708.58 | 527,836.42 | 10.77 |

| Account Number | Description | Budget | Beg Bal | Debits | Credits | End Bal | Remaining | % Exp/Col |
|------------------|----------------------------------|-------------------------|------------------------|--------------------|--------------------|------------------------|-------------------------|---------------------|
| 16 | Economic Development Fund | | | | | | | |
| 00 | | | | | | | | |
| 16-00-00-45-5100 | Interest | 0.00 | 25.80 | 0.00 | 1.02 | 26.82 | -26.82 | 0.00 |
| | Interest | <u>0.00</u> | <u>25.80</u> | <u>0.00</u> | <u>1.02</u> | <u>26.82</u> | <u>-26.82</u> | <u>0.00</u> |
| 00 | | <u>0.00</u> | <u>25.80</u> | <u>0.00</u> | <u>1.02</u> | <u>26.82</u> | <u>-26.82</u> | <u>0.00</u> |
| | Revenue | 0.00 | 25.80 | 0.00 | 1.02 | 26.82 | -26.82 | 0.00 |
| 00 | | | | | | | | |
| 16-00-00-53-0420 | Legal Services | 50,000.00 | 7,024.00 | 0.00 | 0.00 | 7,024.00 | 42,976.00 | 14.05 |
| | Contractual Services | <u>50,000.00</u> | <u>7,024.00</u> | <u>0.00</u> | <u>0.00</u> | <u>7,024.00</u> | <u>42,976.00</u> | <u>14.05</u> |
| 00 | | <u>50,000.00</u> | <u>7,024.00</u> | <u>0.00</u> | <u>0.00</u> | <u>7,024.00</u> | <u>42,976.00</u> | <u>14.05</u> |
| | Expense | <u>50,000.00</u> | <u>7,024.00</u> | <u>0.00</u> | <u>0.00</u> | <u>7,024.00</u> | <u>42,976.00</u> | <u>14.05</u> |
| 16 | Economic Development Fund | 50,000.00 | 6,998.20 | 0.00 | 1.02 | 6,997.18 | 43,002.82 | 13.99 |

| Account Number | Description | Budget | Beg Bal | Debits | Credits | End Bal | Remaining | % Exp/Col |
|------------------|-----------------------------|--------------------------|--------------------------|------------------------|-------------------------|--------------------------|---------------------------|----------------------|
| 31 | TIF-Madison Street | | | | | | | |
| 00 | | | | | | | | |
| 31-00-00-41-1000 | Property Taxes-Prior Years | 75,760.00 | 225,468.97 | 0.00 | 219.98 | 225,688.95 | -149,928.95 | 297.90 |
| 31-00-00-41-1021 | Property Taxes-Current Year | 77,275.00 | 19,021.33 | 0.00 | 69,887.77 | 88,909.10 | -11,634.10 | 115.06 |
| | Property Taxes | 153,035.00 | 244,490.30 | 0.00 | 70,107.75 | 314,598.05 | -161,563.05 | 205.57 |
| 31-00-00-45-5100 | Interest | 3,216.00 | 411.43 | 0.00 | 21.22 | 432.65 | 2,783.35 | 13.45 |
| | Interest | <u>3,216.00</u> | <u>411.43</u> | <u>0.00</u> | <u>21.22</u> | <u>432.65</u> | <u>2,783.35</u> | <u>13.45</u> |
| 00 | | <u>156,251.00</u> | <u>244,901.73</u> | <u>0.00</u> | <u>70,128.97</u> | <u>315,030.70</u> | <u>-158,779.70</u> | <u>201.62</u> |
| | Revenue | 156,251.00 | 244,901.73 | 0.00 | 70,128.97 | 315,030.70 | -158,779.70 | 201.62 |
| 00 | | | | | | | | |
| 31-00-00-53-0100 | Electricity & Natural Gas | 1,000.00 | 1,663.90 | 176.19 | 0.00 | 1,840.09 | -840.09 | 184.01 |
| 31-00-00-53-0300 | Audit Services | 1,000.00 | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 0.00 | 100.00 |
| 31-00-00-53-0380 | Consulting Services | 5,000.00 | 5,566.84 | 987.50 | 0.00 | 6,554.34 | -1,554.34 | 131.09 |
| 31-00-00-53-0425 | Village Attorney | 2,500.00 | 759.50 | 0.00 | 0.00 | 759.50 | 1,740.50 | 30.38 |
| 31-00-00-53-0440 | Property Taxes | 0.00 | 487.44 | 0.00 | 0.00 | 487.44 | -487.44 | 0.00 |
| 31-00-00-53-3600 | Maintenance of Buildings | 4,800.00 | 0.00 | 0.00 | 0.00 | 0.00 | 4,800.00 | 0.00 |
| 31-00-00-53-4350 | Printing | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| 31-00-00-53-5300 | AdvertisingLegal Notice | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| | Contractual Services | 16,300.00 | 9,477.68 | 1,163.69 | 0.00 | 10,641.37 | 5,658.63 | 65.28 |
| 31-00-00-55-4300 | Other Improvements | 14,576.00 | 14,574.75 | 0.00 | 0.00 | 14,574.75 | 1.25 | 99.99 |
| | Capital Outlay | 14,576.00 | 14,574.75 | 0.00 | 0.00 | 14,574.75 | 1.25 | 99.99 |
| 31-00-00-56-0081 | Interest on Interfund Loan | 53,542.00 | 0.00 | 0.00 | 0.00 | 0.00 | 53,542.00 | 0.00 |
| | Debt Service | <u>53,542.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>53,542.00</u> | <u>0.00</u> |
| 00 | | <u>84,418.00</u> | <u>24,052.43</u> | <u>1,163.69</u> | <u>0.00</u> | <u>25,216.12</u> | <u>59,201.88</u> | <u>29.87</u> |
| | Expense | <u>84,418.00</u> | <u>24,052.43</u> | <u>1,163.69</u> | <u>0.00</u> | <u>25,216.12</u> | <u>59,201.88</u> | <u>29.87</u> |

| <u>Account Number</u> | <u>Description</u> | <u>Budget</u> | <u>Beg Bal</u> | <u>Debits</u> | <u>Credits</u> | <u>End Bal</u> | <u>Remaining</u> | <u>% Exp/Col</u> |
|-----------------------|--------------------|---------------|----------------|---------------|----------------|----------------|------------------|------------------|
| 31 | TIF-Madison Street | -71,833.00 | -220,849.30 | 1,163.69 | 70,128.97 | -289,814.58 | 217,981.58 | 403.46 |

| Account Number | Description | Budget | Beg Bal | Debits | Credits | End Bal | Remaining | % Exp/Col |
|------------------|------------------------------------|------------------|--------------|---------------|-------------|-----------------|------------------|---------------|
| 32 | Tif - North Avenue | | | | | | | |
| 00 | | | | | | | | |
| 32-00-00-45-5100 | Interest | 1,000.00 | 62.63 | 0.00 | 1.86 | 64.49 | 935.51 | 6.45 |
| | Interest | 1,000.00 | 62.63 | 0.00 | 1.86 | 64.49 | 935.51 | 6.45 |
| 32-00-00-47-7001 | Transfer from General Fund | 25,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 25,000.00 | 0.00 |
| | Other Financing Sources | 25,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 25,000.00 | 0.00 |
| 00 | | 26,000.00 | 62.63 | 0.00 | 1.86 | 64.49 | 25,935.51 | 0.25 |
| | Revenue | 26,000.00 | 62.63 | 0.00 | 1.86 | 64.49 | 25,935.51 | 0.25 |
| 00 | | | | | | | | |
| 32-00-00-53-0380 | Consulting Services | 10,000.00 | 0.00 | 987.50 | 0.00 | 987.50 | 9,012.50 | 9.88 |
| 32-00-00-53-0425 | Village Attorney | 5,000.00 | 66.00 | 0.00 | 0.00 | 66.00 | 4,934.00 | 1.32 |
| 32-00-00-53-4350 | Printing | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| 32-00-00-53-5300 | AdvertisingLegal | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| | Contractual Services | 17,000.00 | 66.00 | 987.50 | 0.00 | 1,053.50 | 15,946.50 | 6.20 |
| 00 | | 17,000.00 | 66.00 | 987.50 | 0.00 | 1,053.50 | 15,946.50 | 6.20 |
| | Expense | 17,000.00 | 66.00 | 987.50 | 0.00 | 1,053.50 | 15,946.50 | 6.20 |
| 32 | Tif - North Avenue | -9,000.00 | 3.37 | 987.50 | 1.86 | 989.01 | -9,989.01 | -10.99 |

| Account Number | Description | Budget | Beg Bal | Debits | Credits | End Bal | Remaining | % Exp/Col |
|------------------|---------------------------|--------------------------|--------------------------|--------------------|---------------------|--------------------------|-------------------------|----------------------|
| 35 | Infrastructure Imp | | | | | | | |
| | Bond Fund | | | | | | | |
| 00 | | | | | | | | |
| 35-00-00-45-5100 | Interest | 4,000.00 | 926.33 | 0.00 | 15.02 | 941.35 | 3,058.65 | 23.53 |
| | Interest | <u>4,000.00</u> | <u>926.33</u> | <u>0.00</u> | <u>15.02</u> | <u>941.35</u> | <u>3,058.65</u> | <u>23.53</u> |
| 00 | | <u>4,000.00</u> | <u>926.33</u> | <u>0.00</u> | <u>15.02</u> | <u>941.35</u> | <u>3,058.65</u> | <u>23.53</u> |
| | Revenue | 4,000.00 | 926.33 | 0.00 | 15.02 | 941.35 | 3,058.65 | 23.53 |
| 00 | | | | | | | | |
| 35-00-00-53-0380 | Consulting Services | 50,000.00 | 40,566.76 | 0.00 | 0.00 | 40,566.76 | 9,433.24 | 81.13 |
| | Contractual | 50,000.00 | 40,566.76 | 0.00 | 0.00 | 40,566.76 | 9,433.24 | 81.13 |
| | Services | | | | | | | |
| 35-00-00-55-9100 | Street Improvements | 225,000.00 | 227,174.09 | 0.00 | 0.00 | 227,174.09 | -2,174.09 | 100.97 |
| | Capital Outlay | <u>225,000.00</u> | <u>227,174.09</u> | <u>0.00</u> | <u>0.00</u> | <u>227,174.09</u> | <u>-2,174.09</u> | <u>100.97</u> |
| 00 | | <u>275,000.00</u> | <u>267,740.85</u> | <u>0.00</u> | <u>0.00</u> | <u>267,740.85</u> | <u>7,259.15</u> | <u>97.36</u> |
| | Expense | <u>275,000.00</u> | <u>267,740.85</u> | <u>0.00</u> | <u>0.00</u> | <u>267,740.85</u> | <u>7,259.15</u> | <u>97.36</u> |
| 35 | Infrastructure Imp | 271,000.00 | 266,814.52 | 0.00 | 15.02 | 266,799.50 | 4,200.50 | 98.45 |
| | Bond Fund | | | | | | | |

Village of River Forest Investments

Fiscal Year 2021
Through 02/28/2021

| Fun | ID | Bank | Interest Rate | Purchase Date | Maturity Date | Cost | Par Value | Market Value |
|-----|---------|------------------------------|---------------|---------------|---------------|--------------|--------------|-----------------------|
| 01 | 2020-09 | Texas Capital Bank | 00.200% | 10/22/2020 | 4/20/2021 | \$249,700.00 | \$249,700.00 | \$249,700.00 |
| 01 | 2019-19 | Ally Bank | 01.750% | 10/9/2019 | 10/18/2021 | \$247,000.00 | \$247,000.00 | \$249,301.79 |
| 01 | 2020-11 | First Bank of Ohio | 00.240% | 10/30/2020 | 11/1/2021 | \$249,300.00 | \$249,300.00 | \$249,300.00 |
| 01 | 2019-26 | Sallie Mae Bank/Salt Lake | 01.700% | 11/13/2019 | 11/15/2021 | \$247,000.00 | \$247,000.00 | \$249,535.95 |
| 01 | 2021-02 | Customers Bank | 00.200% | 1/20/2021 | 7/14/2022 | \$249,200.00 | \$249,200.00 | \$249,200.00 |
| 01 | 2020-08 | First Capital Bank, TN | 00.300% | 10/2/2020 | 10/3/2022 | \$248,500.00 | \$248,500.00 | \$248,500.00 |
| 01 | 2021-09 | FHLB | 00.750% | 3/20/2021 | 4/22/2025 | \$250,000.00 | \$250,000.00 | \$250,000.00 |
| | | | | | | | | \$1,745,537.74 |
| 02 | 2020-04 | Pinnacle Bank | 01.150% | 4/21/2020 | 10/21/2021 | \$249,000.00 | \$249,000.00 | \$250,521.39 |
| 02 | 2021-01 | CIBC Bank /Private Bank | 00.120% | 1/20/2021 | 1/20/2022 | \$249,600.00 | \$249,600.00 | \$249,600.00 |
| | | | | | | | | \$500,121.39 |
| 03 | 2021-08 | Bank 7 | 00.200% | 3/19/2021 | 3/21/2022 | \$249,400.00 | \$249,400.00 | \$249,400.00 |
| | | | | | | | | \$249,400.00 |
| 13 | 2019-25 | CFG Community Bank | 01.893% | 10/9/2019 | 4/1/2021 | \$243,000.00 | \$243,000.00 | \$243,000.00 |
| 13 | 2020-03 | Bank of China | 01.150% | 4/22/2020 | 4/22/2021 | \$247,000.00 | \$247,000.00 | \$247,165.49 |
| 13 | 2020-10 | Western Alliance Bank/Torrey | 00.250% | 10/29/2020 | 10/29/2021 | \$249,300.00 | \$249,300.00 | \$249,300.00 |
| 13 | 2019-27 | Morgan Stanley | 01.750% | 11/29/2019 | 11/29/2021 | \$247,000.00 | \$247,000.00 | \$249,774.30 |
| 13 | 2019-28 | BMW Bank North America | 01.700% | 11/29/2019 | 11/29/2021 | \$247,000.00 | \$247,000.00 | \$249,692.30 |
| 13 | 2020-05 | Servisfirst Bank, FI | 00.700% | 6/9/2020 | 12/1/2021 | \$245,100.00 | \$245,100.00 | \$245,100.00 |

Village of River Forest Investments

Fiscal Year 2021
Through 02/28/2021

| Fun | ID | Bank | Interest Rate | Purchase Date | Maturity Date | Cost | Par Value | Market Value |
|-----|---------|-----------------------------|---------------|---------------|---------------|--------------|--------------|-----------------------|
| 13 | 2020-12 | KS Statebank | 00.197% | 12/16/2020 | 12/16/2021 | \$249,500.00 | \$249,500.00 | \$249,500.00 |
| 13 | 2019-29 | Morgan stanley Private Bank | 01.750% | 12/26/2019 | 12/27/2021 | \$247,000.00 | \$247,000.00 | \$250,107.51 |
| 13 | 2021-03 | Preferred Bank | 00.150% | 1/29/2021 | 1/31/2022 | \$249,600.00 | \$249,600.00 | \$249,600.00 |
| 13 | 2020-07 | Profinium, Inc. | 00.520% | 8/12/2020 | 2/3/2022 | \$248,100.00 | \$248,100.00 | \$248,100.00 |
| 13 | 2021-06 | Investors Community Bank | 00.250% | 2/12/2021 | 2/12/2024 | \$249,000.00 | \$249,000.00 | \$248,676.30 |
| 13 | 2021-05 | Texas Exchange | 00.300% | 2/5/2021 | 2/24/2024 | \$249,000.00 | \$249,000.00 | \$249,052.29 |
| 13 | 2021-07 | FHLB | 00.750% | 2/18/2021 | 3/16/2026 | \$100,000.00 | \$100,000.00 | \$98,858.00 |
| | | | | | | | | \$3,077,926.19 |
| 14 | 2021-04 | Financial Federal Bank | 00.150% | 2/19/2021 | 2/20/2024 | \$248,800.00 | \$248,800.00 | \$248,800.00 |
| | | | | | | | | \$248,800.00 |
| | | | | | | | | \$5,821,785.32 |



MEMORANDUM

Date: April 26, 2021

To: Catherine Adduci, Village President
Village Board of Trustees

From: Lisa Scheiner, Acting Village Administrator

Subj: Village Administrator's Report

Upcoming Meetings (all meetings are at Village Hall unless otherwise noted)

| | | |
|---------------------|---------|--|
| Tuesday, April 27 | 6:00 PM | Board of Fire and Police Commissioners Meeting |
| Tuesday, April 27 | 7:30 PM | Deer Management Committee Meeting |
| Wednesday, April 28 | 6:00 PM | Quarterly Community Safety Meeting |
| Thursday, May 6 | 7:30 PM | Development Review Board Meeting |
| Monday, May 10 | 7:00 PM | Village Board of Trustees Meeting |

Recent Payments of >\$10,000

In accordance with the purchasing policy, the following is a summary of payments between \$10,000 and \$20,000 that have occurred since the last Board meeting:

| Vendor | Amount | Description |
|------------------------------|----------|---------------|
| ClientFirst Consulting Group | \$12,974 | IT Consulting |

New Business Licenses:

None

Thank you.



Village of River Forest

Village Administrator's Office

400 Park Avenue
River Forest, IL 60305
Tel: 708-366-8500

MEMORANDUM

Date: April 19, 2021

To: Catherine Adduci, Village President
Village Board of Trustees

From: Lisa Scheiner, Acting Village Administrator

Subj: Request for Zoning Variation – 7612 Vine Street

Issue: Rosemary McAdams and Quinn Brennolt, owners of the property at 7612 Vine Street, have submitted an application for a variation from the regulations that restrict increasing the height of a building with a nonconforming side yard setback and constructing a roof eave that encroaches into the side yard setback pursuant to Section 10-9-7 of the River Forest Zoning Ordinance for the purposes of constructing a second story addition on an existing single family home.

Zoning Variation Analysis: On February 22, 2021, the Zoning Board of Appeals held a public hearing and considered the attached application. The Zoning Board of Appeals voted 5-0 in favor of recommending that the requested variation be approved by the Village Board of Trustees. On April 8, 2021, the Zoning Board of Appeals approved the findings of fact and recommendation.

Below please find a summary of staff's review of available records regarding similar zoning variation requests that have been acted upon by the Village Board since 2008. Please note that each application and recommendation is considered based on its own facts and that approval of a particular zoning variation does not set a precedent for other variations.

| Address | Hearing Date | Description of Variation Request | ZBA Rec. | VBOT Action | Ord. # |
|-------------|--------------|---|----------|-------------|--------|
| 346 Park | 8/9/18 | Increase height of a wall with a non-conforming side yard setback; eave encroachment into setback | Deny | Deny | - |
| 30 Franklin | 6/9/16 | Increase height of a wall with a non-conforming side yard setback | Approve | Approve | 3611 |
| 24 Franklin | 3/10/16 | Increase height of a wall with a non-conforming side yard setback | Approve | Approve | 3598 |

| | | | | | |
|-----------------|---------|---|---------|---------|------|
| 7615 Washington | 1/8/15 | Increase height of a wall with a non-conforming side yard setback | Approve | Approve | 3539 |
| 515 Lathrop | 8/3/15 | Increase height of a wall with a non-conforming side yard setback | Approve | Approve | 3569 |
| 139 Thatcher | 5/8/14 | Increase height of a wall with a non-conforming side yard setback | Approve | Approve | 3522 |
| 1434 Forest | 1/12/12 | Increase height of a wall with a non-conforming side yard setback | Approve | Approve | 3410 |
| 242 Ashland | 12/8/11 | Increase height of a wall with a non-conforming side yard setback | Approve | Approve | 3406 |
| 232 Lathrop | 1/13/11 | Increase height of a wall with a non-conforming side yard setback | Approve | Approve | 3360 |

Requested Action: If the Village Board of Trustees wishes to approve the requested variation, the following motion would be appropriate: Motion to approve an Ordinance granting the requested variation to Section 10-9-7 of the Zoning Ordinance at 7612 Vine Street.

Document(s) Attached:

- Ordinance
- Findings of Fact
- Report from the Zoning Board of Appeals
- Minutes of the Zoning Board of Appeals Public Hearing
- Application

ORDINANCE NO. _____

**AN ORDINANCE APPROVING SIDE YARD SETBACK VARIATIONS TO ALLOW
CONSTRUCTION OF AN ADDITION AT 7612 VINE STREET**

WHEREAS, Rosemary McAdams and Quinn Brennolt (together the “Petitioners”), owners of the property located at 7612 Vine Street in the Village of River Forest (“Property”), requested certain variations from the Village of River Forest’s side yard setback requirements pursuant to Sections 10-9-7 and 10-8-7(C) of the Village of River Forest Zoning Ordinance (“Zoning Ordinance”) related to the construction of a second story addition on the residence at the Property that would create a side yard setback to the west of two feet and ten-and-a-half inches (2’ 10 1/2”), which would require a variation of approximately two feet and one-and-a-half inches (2’ 1 1/2”) for a length of approximately thirty feet (30’), and a side yard eave setback of one foot and two and three sixteenths inches (1’ 2 3/16”), which would require a variation of approximately one foot and nine and thirteen sixteenths inches (1’ 9 13/16”) (together the “Variations”). The Property is located in the R-2 Single-Family (Detached) Residential Zoning District; and

WHEREAS, the Property is legally described in **Exhibit A** attached hereto and made a part hereof; and

WHEREAS, the Application was referred to the Village of River Forest Zoning Board of Appeals (“ZBA”) and was processed in accordance with the Zoning Ordinance; and

WHEREAS, on March 11, 2021, the ZBA held a public hearing on the Application pursuant to notice thereof given in the manner required by law, and, after considering all of the testimony and evidence presented at the public hearing, the ZBA recommended approval of the Variations, by a vote of five (5) to zero (0), all as set forth in the Findings and Recommendation of the ZBA in this matter (“Findings and Recommendation”), a copy of which is attached hereto as **Exhibit B** and made a part hereof; and

WHEREAS, the President and Board of Trustees of the Village of River Forest have duly considered the Findings and Recommendation of the ZBA, and all of the materials, facts and circumstances affecting the Application, and find that the Application satisfies the standards set forth in the Zoning Ordinance relating to the Variations;

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of River Forest, Cook County, Illinois, as follows:

SECTION 1: Incorporation. That the recitals above are incorporated into Section 1 as though set forth herein.

SECTION 2: Approval. That the President and Board of Trustees of the Village, acting pursuant to the authority vested in them by the laws of the State of Illinois and the Zoning Ordinance: (i) find that the Application meets the standards for the Variations requested therein, and (ii) approve the Variations with respect to the addition proposed to be built on the Property as set forth in the Application. The Variations are approved only to the extent needed for the construction and maintenance of the addition, and the Variations shall remain in effect only for so long as the addition proposed in the Application remains on the Property.

SECTION 3: Recording. That Village staff is directed to record the Ordinance on title to the Property with the Cook County Recorder of Deeds.

SECTION 4: Violation. That any violation of any term or condition stated in this Ordinance or of any applicable code, ordinance, or regulation of the Village shall be grounds for the rescission of the approvals made in this Ordinance, in addition to all other remedies available to the Village.

SECTION 5: Severability. That if any Section, paragraph or provision of this Ordinance shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such Section, paragraph or provision shall not affect any of the remaining provisions of this Ordinance.

SECTION 6: Repeal. That all ordinances, resolutions, motions or parts thereof in conflict with this Ordinance shall be and the same are hereby repealed.

SECTION 7: Effectiveness. That this Ordinance shall be in full force and effect after its approval and publication in pamphlet form as provided by law.

ADOPTED this 26th day of April, 2021, pursuant to a roll call vote.

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED by me this 26th day of April, 2021.

Catherine Adduci, Village President

ATTEST:

Kathleen Brand-White, Village Clerk

The Petitioners acknowledge the reasonableness of the above and foregoing terms and conditions in the Ordinance, and hereby accepts the same.

By: _____
Titleholder of Record of the Property

By: _____
Titleholder of Record of the Property

Date: _____

Date: _____

EXHIBIT A

LEGAL DESCRIPTION

LOT 23, IN BLOCK 6 IN THE RESUBDIVISION OF BLOCKS 3 AND 6 AND THE NORTH 450 FEET OF BLOCK 7 IN HENRY FIELD'S SUBDIVISION OF THE EAST HALF OF THE EAST HALF OF THE SOUTHWEST QUARTER OF SECTION 12, TOWNSHIP 39 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

EXHIBIT B

FINDINGS OF FACT AND RECOMMENDATION

(attached)

**VILLAGE OF RIVER FOREST ZONING BOARD OF APPEALS
FINDINGS OF FACT AND RECOMMENDATION REGARDING
SIDE YARD SETBACK VARIATIONS RELATED TO A
SECOND FLOOR RESIDENTIAL ADDITION AT 7612 VINE STREET**

WHEREAS, petitioners Rosemary McAdams and Quinn Brennolt (together the “Petitioners”), owners of the property located at 7612 Vine Street in the Village of River Forest (“Property”), requested certain variations from the Village of River Forest’s side yard setback requirements pursuant to Sections 10-9-7 and 10-8-7(C)(2)(b) of the Village of River Forest Zoning Code (“Zoning Ordinance”) related to the construction of a second story addition on the residence at the Property that would create a side yard setback to the west of two feet and ten-and-a-half inches (2’ 10 1/2”), which would require a variation of approximately two feet and one-and-a-half inches (2’ 1 1/2”) for a length of approximately thirty feet (30’), and a side yard eave setback of one foot and two and three sixteenths inches (1’ 2 3/16”), which would require a variation of approximately one foot and nine and thirteen sixteenths inches (1’ 9 13/16”) (together the “Variations”). The Property is located in the R-2 Single-Family (Detached) Residential Zoning District; and

WHEREAS, the Village of River Forest Zoning Board of Appeals (“Board”) held a public hearing on the question of whether the requested Variations should be granted on March 11, 2021, and was held as required by Section 10-5-4(E) of the Village of River Forest Zoning Ordinance (“Zoning Ordinance”). At the public hearing, all persons present and wishing to speak were given an opportunity to be heard and all evidence that was tendered was received and considered by the Board; and

WHEREAS, public notice in the form required by law was given of said public hearing by publication not more than thirty (30) days nor less than fifteen (15) days prior to said public hearing in the *Wednesday Journal*, a newspaper of general circulation in the Village, there being no newspaper published in the Village. In addition, notice was mailed to surrounding property owners; and

WHEREAS, at the public hearing on March 11, 2021, the Petitioners, and their architect, Mark Zinni, provided information and testimony regarding the requested Variations, testifying, among other things, that the proposed addition will add value to their property and the neighboring properties, and that if they were required to build the addition to the home without the variations, they would have to demolish a considerable amount of the pre-existing first floor living space to accommodate a livable addition to the Property, which created a hardship that required the Variations be granted; and

WHEREAS, the Board, having considered the criteria set forth in Section 10-5-4 of the Zoning Ordinance, by a vote of 5 – 0, recommends to the Village President and Board of Trustees that the requested Variations for the Property be APPROVED.

NOW, THEREFORE, the Board makes the following findings of fact and recommendations pursuant to Section 10-5-4(E)(2) of the Zoning Ordinance:

FINDINGS OF FACT

1. **The physical surroundings, shape, or topographical conditions of the Property constitute a specific hardship upon the owner as distinguished from an inconvenience if the strict letter of the regulations were to be carried out.** The evidence presented at the public hearing established the unique characteristic of the Property that constitutes a specific hardship on the Petitioners, as the home on the Property is smaller in size and on a thirty-five foot (35') lot. The Board found that the Petitioners would have to demolish a significant portion of their first floor to create a livable addition to the Property. The Board finds this standard has been met.
2. **The aforesaid unique physical condition did not result from any action of any person having an interest in the property, but was created by natural forces or was the result of governmental action, other than the adoption of the Village's Zoning Regulations, for which no compensation was paid.** The Board finds this standard has been met, as the location of the home on the Property was established when the home was built, well before the Petitioners purchased it.
3. **The conditions of the Property upon which the petition for Variations is based may not be applicable generally to other property within the same zoning classification.** The Board found that the conditions on the Property are unique, and atypical for the area, in that most of the properties on the same block have lots that are fifty feet (50') in width, and already contain two story homes. The Board finds this standard has been met.
4. **The purpose of the Variations is not based predominately upon a desire for economic gain.** The Petitioners noted that their desire for the Variations is not predominantly for economic gain, but instead to allow for a more aesthetically pleasing addition to the residence on the Property, in which the Petitioners indicated they intend to continue to inhabit. The Board finds this standard has been met.
5. **The granting of the Variations is not detrimental to the public welfare or unduly injurious to the enjoyment, use, or development value of other property or improvements in the neighborhood in which the Property is located.** The proposed addition would be adequately set back from the properties to the east and west, due to driveways separating the properties, which would not be detrimental to the value of those surrounding properties. The Board finds this standard has been met.
6. **The granting of the Variations will not impair an adequate supply of light and air to adjacent property, or substantially increase the danger of fire, or otherwise endanger the public safety or substantially diminish or impair property values within the neighborhood.** The spacing between the adjoining properties, due to the driveways between them, would not impair an adequate supply of light to the properties. The Board finds this standard has been met.

7. **The granting of the Variations will not unduly tax public utilities and facilities in the area of the Property.** If granted, the Variations would not unduly burden public utilities or facilities in the area of the Property. This Board finds this standard was met.

8. **There are no means other than the requested Variations by which the hardship or difficulty can be avoided or remedied to a degree sufficient to permit a reasonable use of the Property.** The testimony and evidence presented at the public hearing showed that rear yard addition to the residence on the Property constructed without the Variations would require demolition of a significant portion of the first floor of the home. The Board finds this standard has been met.

RECOMMENDATION

The Board, by a vote of 5-0, for the reasons stated above, recommended to the Village President and Board of Trustees that the proposed Variations for construction to build a second floor addition on the Property in the R-2 Single-Family (Detached) Residential Zoning District be APPROVED.

Frank Martin
Chairman

Date



REPORT FROM THE VILLAGE OF RIVER FOREST ZONING BOARD OF APPEALS

Recommendation: The Zoning Board of Appeals voted in favor of a motion to recommend granting the requested variations.

Property: 7612 Vine Street, River Forest, IL 60305

Zoning District: R2 Single-Family (Detached) Residential District

Applicant: Rosemary McAdams and Quinn Brennolt

Nature of Application: The applicants propose to construct a second story addition onto the existing single family home. The addition on the existing house will increase the height of a west wall which maintains a noncomplying side yard setback and include a roof eave that would encroach into the required side yard setback.

Ordinance Provision(s): 10-9-7 Setback Regulations: The setback regulations of the R1 district contained in Section 10-8-7 of this title shall apply.

Analysis of Request:

| <i>Ordinance</i> | <i>Requirement</i> | <i>Proposed Condition</i> |
|------------------|--|---|
| 10-8-7(C)(2)(a) | 3-foot side yard setback to the roof eave | 1.18-foot setback to the roof eave on the west wall |
| 10-8-7(C)(2)(b) | 5-foot side yard setback; The height of the wall with a nonconforming side yard setback may not be increased | Increase the height of the north wall which maintains a 2.85-foot nonconforming side yard setback from one story to two stories |

ZBA Hearing Date: The public hearing was held on March 11, 2021.

Date of Application: February 22, 2021

| | | |
|---------------------------|-----------------------|--------|
| Zoning Board Vote: | Chairman Frank Martin | Yes |
| | David Berni | Absent |
| | Gerry Dombrowski | Yes |
| | Joanna Schubkegel | Yes |
| | Michael Smetana | Yes |
| | Ronald Lucchesi | Yes |

Report Prepared by: Clifford Radatz, Building Official

Requested Action: Motion to approve an Ordinance granting the requested variations to Section 10-9-7 of the Zoning Ordinance at 7612 Vine Street.

VILLAGE OF RIVER FOREST
ZONING BOARD OF APPEALS MEETING MINUTES
March 11, 2021

A meeting of the Village of River Forest Zoning Board of Appeals was held at 7:30 p.m. on Thursday, March 11, 2021 in the Community Room of the River Forest Village Hall, 400 Park Avenue, River Forest, Illinois.

I. CALL TO ORDER

Chairman Martin called the public hearing to order at 7:37 p.m.

Upon roll call, the following persons were:

Present: Members Dombrowski, Lucchesi, Schubkegel, Smetana and Chairman Martin.

Absent: Member Berni

Also Present: Secretary Clifford Radatz, Acting Village Administrator Lisa Scheiner, Village Attorney Carmen P. Forte, Jr.

II. APPROVAL OF February 11, 2021 ZBA MEETING MINUTES

A MOTION was made by Member Dombrowski and SECONDED by Member Lucchesi to approve the minutes of the February 11, 2021 Zoning Board of Appeals meeting.

Ayes: Dombrowski, Lucchesi, Schubkegel, and Martin

Nays: None

Abstain: None

Motion passed.

III. PETITION FOR A PROPOSED ZONING VARIATION REQUEST - 7612 VINE STREET - PUBLIC HEARING

Chairman Martin called the public hearing to order

Secretary Radatz read the attestation and swore in all parties wishing to speak.

Rosemary McAdams and Quinn Brennolt, property owners/applicants, presented their petition for a zoning variance with regard to a side yard setback for a home with an existing non-conforming side yard setback. Mrs. McAdams stated that she and her husband need the setback to add a second floor addition to the home to provide more space for their growing

family. She stated that they have spoken with both of their neighbors who expressed that they do not have any issues with the variance, and they received a letter of support from their neighbors to the west.

The McAdams' architect, Mark Zinni, described the property as an unusually small site for River Forest standards at just over a total of 1,000 sq. ft. with a width of only 37 ½ feet and a depth of 134 ft. Mr. Zinni stated that the owners are looking to extend the existing side yard setback vertically/upward, for which they are seeking an exemption for the non-conforming addition. The setback is currently at 2 ft. 10.5", and the minimum setback requirement is 5 ft. for a standard 50 ft. wide lot. They are also seeking an extension for the overhanging eave, to maintain the current aesthetics of the home. Mr. Zinni presented Exhibit A, which is the survey of the lot showing the width (37 ½ ft.), the depth (134 ft.), the west side yard setback (2 ft. 10.5"), and the east side yard setback which is approximately 13 ft.

Mr. Zinni claimed the property presents a specific hardship because the lot is smaller than the standard 50 ft. width and has no alley access, which forces the owners to comply with the garage standard - to place the garage in the back and have the driveway on one side with a non-conforming side yard setback on the other. Further, Mr. Zinni stated that it is the only house on the block that is one-story, and all other houses already possess the setback condition the owners are seeking.

Mr. Zinni stated that the height of the second floor addition would be 29 ft. 2", which is within the 32 ft. limit, and the floor area would be increased to the maximum allowed. Mr. Zinni showed the Board member various plans and proposed drawings for the addition. Mr. Zinni confirmed that the addition was not going to exceed the permitted floor ratio or lot coverage.

Mr. Zinni stated that the unique physical character of the property is not due to the actions of any person with interest in the property, the condition for the petition is not based other applicants in the same zoning classification (R2) because most of them are 50 ft. or have alley access, and the proposed variation is not predominantly for the desire of economic gain evidenced by the intent of the owners to stay in the home once the addition is constructed. He also stated that the addition would not be injurious to the public health, welfare or environment, and would not adversely affect the neighbors' properties because the proposed variation would not change the general nature of the property (single family residential) or the width of the setbacks. Mr. Zinni claimed that the addition would not limit access to light or ventilation to the neighbors, emphasizing that their total combined setback footage (15 ½ ft.) would exceed the minimum of 15 ft. for the larger standard 50 ft. wide lots. He also claimed that there would be no further tax on public utilities. Finally, Mr. Zinni claimed that there is no other means by which the hardship can be remedied to permit a reasonable use of the subject property, because without the variation, the rear addition would have to be removed, which would involve foundational issues which could affect the neighbors and would also require a variation as a non-conforming use.

Mr. Martin asked the Board members if they had any questions for the applicants. Member Lucchesi asked Mr. Zinni about the width of the driveway on the West side, which he

confirmed was just under 13 ft. Mr. Martin asked Mr. Zinni what the impact of the second floor's shadow will be on the North side neighboring property when the sun is shining in the South. Mr. Zinni stated that would not be an issue, but the most concern would be the shadow effect on the East or West side neighbors when the sun is rising or setting, but he claimed it would not be an issue given the side yard driveways which give space between the houses.

Chairman Martin closed the public portion of the hearing.

Members Dombrowski and Lucchesi stated their support for the plan. Member Smetana stated that he agreed that there was not a lot that could be done with the lot because of the side yard driveway that wraps around the back. He agreed that there was no room to extend out and that extending the house up vertically is the only practicable way to use the property given the small width of the property.

A MOTION was made by Member Lucchesi and SECONDED by Member Dombrowski that the Zoning Board of Appeals recommends to the Village Board of Trustees that the requested variances be granted.

Ayes: Smetana, Schubkegel, Dombrowski, Lucchesi and Martin
Nays: None
Motion passed.

III. PETITION FOR A ZONING VARIATION REQUEST – 1018 PARK AVENUE – PUBLIC HEARING

Chairman Martin called the public hearing to order.

Secretary Radatz read the attestation and swore in all parties wishing to speak.

John Hague, architect for the project, introduced the owners of the property, Greg and Amanda Palivos. He described their house as a two-story Colonial home, and the owners are seeking a side yard setback variation to allow them to enlarge their house in light of their second pregnancy. The owners have two vehicles that they would like to store inside, and their backyard experiences severe flooding issues that would preclude a garage located in the rear of the yard. Mr. Hague stated that the best place to put the garage would be the front of the house to the South, and to do this the side yard setback would need to be reduced from 7.5 ft. to 3.75 ft. to allow for a 24 ft. wide garage. The existing house is 2600 sq. ft., and the owners are trying to enlarge it to 4800 sq. ft., for a family room addition and a master bedroom, on a lot that allows up to 6500 sq. ft. house. The owners are requesting two variations: (1) the reduction of the side yard setback from 7.5 ft. to 3.75 ft., and (2) a variation for the combined side yard setback from 18.75 ft. to 13.95 ft. The owners have letters of support from both of their adjoining neighbors regarding both requests. The house to the South is located 6 ft. from the property line.

Member Dombrowski asked if the neighbors to the North and the South agreed with the proposed addition, and Mr. Hague presented letters of support from both. Member Lucchesi asked about the plans for the existing driveway, which Mr. Hague said they would remove.

Greg Palivos, the property owner, spoke to the Board and thanked them for hearing their variation requests. He stated that his family's intent is to stay in River Forest, where his wife was raised and where her parents still reside.

Chairman Martin closed the public portion of the hearing.

A MOTION was made by Member Dombrowski and SECONDED by Member Lucchesi that the Zoning Board of Appeals recommend to the Village Board of Trustees that the requested variation be granted.

Member Dombrowski stated that the variance was a large one but that he believed all eight standards had been met.

Ayes: Dombrowski, Lucchesi, and Schubkegel

Nays: Martin and Smetana

Motion passed.

Village Attorney Forte noted that, according to the Village of River Forest Zoning Ordinance, a vote on a recommendation for a major variation must receive (4) affirmative votes from the Zoning Board of Appeals to be considered a positive recommendation to the Village Board. Therefore, this application will have to receive a 2/3 vote of the Board of Trustees to be approved, and the recommendation of the Zoning Board of Appeals will be to deny the variation request.

IV. TEXT AMENDMENT REQUEST – SECTION 10-19-3(A) OF THE VILLAGE OF RIVER FOREST ZONING ORDINANCE – STANDARDS OF REVIEW FOR PLANNED DEVELOPMENTS

Chairman Martin welcomed Acting Village Administrator Lisa Scheiner to present a petition from the Village of River Forest.

Ms. Scheiner presented the petition on behalf of the Village, and described the history of the Village's adoption of its affordable housing plan, as required by state statute. She noted that the proposed text amendment is to amend section 10-19-3(A) of the Zoning Ordinance, which is the first standard of review required for the Development Review Board when reviewing a proposed planned development. The standard states that the "proposed use or combination of uses is consistent with the goals and policies of the comprehensive plan." The Village adopted an amended comprehensive plan two years prior which included a recommendation for development of an affordable housing plan. The proposed standard under the text amendment would read "the proposed use or combination of uses is

consistent with the goals and policies of the comprehensive plan and the affordable housing plan.”

Chairman Martin stated that he did not like the amendment and that he would be voting against it. He stated he felt this way because there are a number of statutes and ordinances, such as the Americans with Disabilities Act (ADA), which should be considered as part of the review of planned development projects, in addition to the affordable housing plan. He did not like that the proposed amendment singles out the affordable housing plan. He would prefer the amendment to read “proposed uses or combination of uses is consistent with the goals and policies of the comprehensive plan and all other relevant ordinances and statutes.” Ms. Scheiner stated that she understood his concerns, but stated that the ADA and other statutes are already considered in planned developments. She also stated that the affordable housing plan is not an ordinance or a statute but a policy statement similar to a comprehensive plan.

Member Smetana asked if the affordable housing plan requires that the comprehensive plan itself be changed to support the goals of the affordable housing plan. Ms. Scheiner answered that it does not. She stated that the comprehensive plan is a policy statement for the Village, and that it already asks that the Village pass an affordable housing plan in accordance with the Affordable Housing Planning and Appeals Act. She noted that the comprehensive plan will not be changed, but specific issues such as bulk standards that will have to be changed to support the affordable housing plan (which are not at issue at this time) will be completed through text amendments which will be brought to the Zoning board of Appeals at a later time.

Chairman Martin asked if the later proposals will include amendments to the Zoning Ordinance or Development Ordinance to implement the affordable housing plan. He clarified that these kinds of amendments are not at issue at this hearing, and that the only thing at issue at the instant hearing is to consider a simple amendment to one of the review standards that the Development Review Board considers, which Ms. Scheiner affirmed.

Ms. Scheiner also stated that the standards in the Planned Development Ordinance were amended to take into account accessibility for individuals with disabilities.

Attorney Forte stated that the legal notice regarding the proposed text amendment was directed to a very specific change to the Zoning Ordinance, and because the notice is so

specific to the proposed amendment mentioning the affordable housing plan, he would not recommend proposing any additional text amendments in the confines of the hearing.

Chairman Martin called for any motions on the proposed text amendment, and none were made.

V. ADJOURNMENT

Chairman Martin called for a motion to adjourn.

At 8:22 p.m., a MOTION to adjourn was made by Member Lucchesi and SECONDED by Member Dombrowski.

Ayes: Dombrowski, Lucchesi, Smetana, Schubkegel, and Martin
Nays: None.
Motion passed.

Ayes:
Nays:

Respectfully Submitted:

Cliff Radatz, Secretary

Frank Martin, Chairman
Zoning Board of Appeals

Date: _____



MEMORANDUM

DATE: March 5, 2021

TO: Zoning Board of Appeals

FROM: Clifford E. Radatz *ceR*
Building Official

SUBJECT: Variation Request – 7612 Vine Street

Rosemary McAdams and Quinn Brennolt, owners of the property at 7612 Vine Street, have submitted the attached application for variations to the side yard setback regulations (Section 10-9-7) of the Zoning Code. The applicants propose to construct a second story addition onto the existing residence. The addition on the existing house will increase the height of the west wall which maintains a non-complying side yard setback.

Section 10-9-7 of the Zoning Code requires a minimum 5'-0" side yard setback to the wall of a building (3'-0" minimum setback to the roof eaves), and prohibits the increase in the height of a wall which maintains a non-complying side yard setback. The existing setback of the west wall of the house is approximately 2.85 feet. The roof for the addition is proposed to have an overhang of 1'-8" (1.67 feet), so the setback to the roof eave will be 1.18 feet from the west property line.

If the Zoning Board wishes to recommend the approval of these variations to the Village Board of Trustees, the following motion should be made:

Motion to recommend to the Village Board of Trustees the approval of the variations to Section 10-9-7 of the Zoning Code at 7612 Vine Street.

If you have any questions regarding this application, please do not hesitate to call me.



LEGAL NOTICE
ZONING BOARD OF APPEALS
RIVER FOREST, ILLINOIS

Public Notice is hereby given that a public hearing will be held by the Zoning Board of Appeals (ZBA) of the Village of River Forest, County of Cook, State of Illinois, on Thursday, March 11, 2021 at 7:30 p.m. in the First Floor Community Room of the River Forest Village Hall, 400 Park Avenue, River Forest, Illinois on the following matter:

The ZBA will consider an application for a major zoning variation submitted by Rosemary McAdams and Quinn Brenholt, owners of the property at 7612 Vine Street, who are proposing to construct a second story addition onto the existing home.

Section 4-8-5 of the Village Code provides the Zoning Board jurisdiction to hold public hearings and offer recommendations to the Village Board concerning variations to Zoning Ordinance.

The applicants are requesting a major variation to Section 10-9-7 that would allow the west wall of the home, which has a non-conforming side yard setback of 2.85 feet, to increase in height from one story to two stories. The applicants are also requesting a variation for a roof overhang of 1'-8" at the second floor level, resulting in a setback of only 1.18 feet to the roof edge.

The Zoning Ordinance prohibits any increase in height of a wall which maintains a non-conforming side yard setback. The Zoning Code requires the roof eave to have a minimum 3-foot side yard setback.

The legal description of the property at 7612 Vine Street is as follows:

LOT 23, IN BLOCK 6 IN THE RESUBDIVISION OF BLOCKS 3 AND 6 AND THE NORTH 450 FEET OF BLOCK 7 IN HENRY FIELD'S SUBDIVISION OF THE EAST HALF OF THE EAST HALF OF THE SOUTHWEST QUARTER OF SECTION 12, TOWNSHIP 39 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

A copy of the application will be available to the public at Village Hall and on the Village's website at www.vrf.us/zoningvariation no less than 15 days prior to the public hearing. The Zoning Board of Appeals meeting packet will also be available at www.vrf.us/meetings no less than 48 hours prior to the public hearing.

All interested persons will be given the opportunity to be heard at the public hearing. **For public comments to be considered by the Zoning Board of Appeals and Village Board of Trustees in their decision, they must be included as part of the public hearing record.** Interested persons can learn more about how to participate in the hearing by visiting www.vrf.us/zoningvariation.

Sincerely,
Clifford Radatz
Secretary, Zoning Board of Appeals

APPLICATION FOR ZONING VARIATION
Village of River Forest Zoning Board of Appeals

Address of Subject Property: 7612 Vine Street Date of Application 2-22-2021

Applicant:

Rosemary McAdams and Quinn Brenholt
Name

7612 Vine Street, River Forest, Illinois 60305
Address

847-830-5445 mcadams.rosemary@gmail.com
Phone (Daytime) Fax E-Mail

Owner
Relationship of Applicant to Property (owner, contract purchaser, legal counsel, etc.)

Architect/Contractor:

Mark Zinni Architects, Ltd.
Name

428 Marengo Avenue, Forest Park, Illinois 60130
Address

708.366.2416 mark@mzarchs.com
Phone (Daytime) Fax E-Mail

Relationship of Applicant to Property (owner, contract purchaser, legal counsel, etc.): Owner

Zoning District of Property (circle one): ☐ R1 ☒ R2 ☐ R3 ☐ R4 ☐ C1 ☐ C2 ☐ C3 ☐ PRI ☐ ORIC

Please check the type(s) of variation(s) being requested:

☒ Zoning Code ☐ Building Code (fence variations only)

Application requirements: Attached you will find an outline of the other application requirements. Please read the attached carefully, the applicant will be responsible for submitting all of the required information.

Also attached for your information are the Zoning Board of Appeals "Rules of Procedure" for their public hearings.

Application Deadline: A complete variation application must be submitted no later than the 15th day of the month in order to be heard by the Zoning Board of Appeals in the following month. The Zoning Board of Appeals meets on the second Thursday of each month.

SIGNATURES:

The undersigned hereby represent for the purpose of inducing the Village of River Forest to take the action herein requested, that all statements herein and on all related attachments are true and that all work herein mentioned will be done in accordance with the ordinances of the Village of River Forest and the laws of the State of Illinois.

Owner: [Signature] QUINN BRENHOLT Date: 2-22-21

Applicant (if other than Owner): _____ Date: _____

Application Fee: A non-refundable fee of \$750.00 must accompany every application for variation. Checks should be made out to the Village of River Forest.

APPLICATION FOR ZONING VARIATION

Address of Subject Property: 7612 Vine Street Date of Application: 2-22-2021

Zoning District of Property (circle one): ☐ R1 ☒ R2 ☐ R3 ☐ R4 ☐ C1 ☐ C2 ☐ C3 ☐ PRI ☐ ORIC

Summary of Requested Variation(s):

Applicable Code Section (Title, Chapter, Section)

Example:

10-8-5, lot coverage

Code Requirement(s)

Example:

no more than 30% of lot

Proposed Variation(s)

Example:

33.8% of the lot (detailed calculations
On a separate sheet are required)

10-8-7,C,2b, Wall Height

The height of a wall that maintains a non-conforming side yard setback shall not be increased.

The height of the non-conforming wall is proposed to be increased to provide for a second-story addition.

10-8-7,C,1, Side Yards

Minimum 10% of lot width or five feet, whichever is greater.

The required side yard = 5'-0" minimum.
The proposed addition matches the existing side yard = 2'-10 3/16"

10-8-7,C,2a, Eaves

Minimum three feet side yard eave setback.

The proposed side yard eave matches the existing = 1'-2 3/16".

The applicant is required to submit detailed long hand calculations and measurements for all applicable zoning provisions. Applications will not be considered complete without these calculations and measurements.

WRITTEN DESCRIPTION OF THE REQUESTED VARIATION

The Applicant is requesting relief for side yard setback requirement.

The Applicant wishes to construct a second story addition to an existing one-story structure on a narrow, 37.5 feet wide lot (typically 50 feet wide) that has an existing non-conforming setback at the west side yard, and an existing non-conforming setback at the west side yard eave.

Although there is an exception for an addition that extends a wall with a non-conforming side yard setback per Section 1-8-7,C,2b, there is no exception to allow the height of a non-conforming wall to be increased. The proposed second-story addition increases the height of the west wall that only has a 2'-10 3/16" side yard setback in lieu of a required minimum 5'-0".

The required west side yard setback per Section 1-8-7,C,1 is 10% of the lot width or five feet, whichever is greater. The proposed west side yard setback of the second-story addition is 2'-10 3/16" (1'-2 3/16" to the eave) to match the existing. The lot width is an unusually narrow 37'-6" making the minimum 5'-0" setback (3'-0" to the eave) unusually restrictive.

The required west side yard eave setback per Section 1-8-7,C,2a is a minimum three feet. The proposed west side yard eave setback of the second-story addition is 1'-2 3/16" to match the existing. Again, the lot width is an unusually narrow 37'-6" making the minimum 3'-0" to the eave unusually restrictive.

Examination of the attached Exhibits will demonstrate that the proposed second-story addition matching the existing non-conforming lot coverage and setbacks would have no more adverse effect on the quality of light, air and site drainage on the applicant (owner) and adjacent properties than the existing structure.

APPLICATION REQUIREMENTS FOR MAJOR VARIATIONS

A. General Requirements.

1. a. Applicant: Rosemary McAdams and Quinn Brennolt
7612 Vine Street
River Forest, Illinois 60305
847-830-5445

b. Applicant is the owner.

c. Date of Application: February 22, 2021.

d. Property Identification: 7612 Vine Street, River Forest, Illinois.

e. Variance requested is:

- 1) Non-Conforming Wall Height: The requested variance is to increase the existing non-conforming wall height to provide for a second-story addition.

Although there is an exception for an addition that extends a wall with a non-conforming side yard setback per Section 1-8-7,C,2b, there is no exception to allow the height of a non-conforming wall to be increased. The proposed second-story addition increases the height of the west wall that only has a 2'-10 3/16" side yard setback in lieu of a required minimum 5'-0".

- 2) Side Yard Setback: The requested variance is to reduce the west side yard setback to 2'-10 3/16" in lieu of the required minimum 5'-0".

The required west side yard setback per Section 1-8-7,C,1 is 10% of the lot width or five feet, whichever is greater. The proposed west side yard setback of the second-story addition is 2'-10 3/16" (1'-2 3/16" to the eave) to match the existing. The lot width is an unusually narrow 37'-6" making the minimum 5'-0" setback (3'-0" to the eave) unusually restrictive.

- 3) Side Yard Eave Setback: The requested variance is to reduce the west side yard eave setback to 1'-2 3/16" in lieu of the required minimum 3'-0".

The required west side yard eave setback per Section 1-8-7,C,2a is a minimum three feet. The proposed west side yard eave setback of the second-story addition is 1'-2 3/16" to match the existing. Again, the lot width is an unusually narrow 37'-6" making the minimum 3'-0" to the eave unusually restrictive.

f. See attached Plat of Survey, Exhibit "A", dated August 21, 2020.

2. See attached drawings, Exhibits "B1" to "B6", dated February 22, 2021.

3. Hard copy and electronic copy submittal requirements: Noted.

- B.**
1. Height: Two-story, 29'-2" proposed (less than allowable 35'-0" for principal structure).
Lot Size: 37.5' x 134' = 5,025 sq. ft.
Gross Floor Area: First Floor: 1,060.5 sq. ft. existing
Detached Garage: 410.1 sq. ft. existing.
Second Floor: 902.0 sq. ft. proposed
Covered, Open Stoop: 52.4 sq.ft.
Lot Coverage: 1,523.0 sq. ft. exist/proposed = 30.31% Lot Coverage.
(Note: 30% permitted.)
Prior Variance is assumed to have been granted.
Floor Area Ratio: 1,956.7 sq. ft. proposed net floor area = 0.389 F.A.R.
(Note: 0.40 F.A.R. permitted.)
 2. Multi-family development: N/A
 3. Site development dimensioned: See attached Site Plan, Exhibit "B1".
 4. Freestanding signs: N/A
 5. Identification of vehicular areas: See attached Site Plan, Exhibit "B1".
 6. HOA legal documents: N/A
 7. Property photographs: See Exhibits "C1", "C2", "C3" and "C4".
- C.** Nine month permitted variation validation period: Noted

STANDARDS FOR MAJOR VARIATIONS

1. *The physical surroundings, shape or typographical conditions of the specific property involved with bring a specific hardship upon the owner as distinguished from an inconvenience if the strict letter of the regulations were to be carried out;*

The physical surrounding conditions do create a specific hardship. A second story addition over the existing one-story structure is the best solution to adding living space to a relatively small and modest one-story structure to meet the increasing needs of a growing family. The residence is on a block of unusually small and narrow lots with no alley access to their garages. The existing property lot layout of the one-story house, is similar to all other interior lot houses in the block, in that it is pushed close to the adjacent west neighbor's driveway. The existing open space of the drive will always remain given the Village's off-street parking requirement and no alley access. The proposed second floor addition eliminates the need for more foundation work and roofing, it would also have the least adverse effect on the open area of the backyard, and on the natural light, ventilation and site drainage that the adjacent neighbors also enjoy.

2. *The aforesaid unique physical condition did not result from an action of any person having an interest in the property, but was created by natural forces or was the result or was result of governmental action, other than the adoption of this Zoning Ordinance, for which no compensation was paid;*

The physical condition existed at the property prior to the present owner's purchase of the property. The original house was located on the unusually narrow property in compliance with the zoning ordinance in place at that time.

3. *The conditions upon which the petition for variation is based may not be applicable generally to other property within the same zoning classification;*

The conditions upon which the petition for variation is based, generally do not exist to other properties within the same zoning classification. The lot is unusual in its width of 37.5 feet (in lieu of the typical 50 foot) and length of 134.0' with no alley access. The house is shifted to the west of the property allowing space between the Applicant's house and the neighbor to the east for drainage, natural light and ventilation and for garage access. The two-story neighbor to the east also has an existing non-conforming side yard setback to the building and to the cave.

4. *The purpose of the variation is not based predominantly upon a desire for economic gain;*

The purpose of the variation is not based upon a desire for economic gain, but for greater usability and compatibility with the character of the neighborhood, and for a lesser adverse impact on adjacent neighbors.

5. *The granting of the variation shall not be detrimental to the public welfare or unduly injurious to the enjoyment, use, or development value of other property or improvements in the neighborhood in which the property is located;*

The granting of the variation will not be detrimental to the public welfare nor injurious to the

enjoyment, use, or development value of other property or improvements in the neighborhood in which the property is located. There is no conforming alternative to a second-story addition, the placement of an addition within the allowed setbacks, would be more injurious to the neighborhood by adversely decreasing the separation to the adjacent neighbor to the east. A second-story addition would be aid in the increase of property values in the neighborhood and be more in keeping with the existing character of the neighborhood. The existing block includes six other interior lots, five have two stories and one has one and a half stories, and all include drive ways on the east sides of the lots and minimal side yard setbacks on the west sides.

6. *The proposed variation will not impair an adequate supply of light and air to adjacent property, or substantially increase the danger of fire, or otherwise endanger the public safety or substantially diminish or impair property values within the neighborhood;*

The proposed variation will not impair nor alter the existing adequate supply of light and air to the adjacent property, or substantially increase the danger of fire, or otherwise endanger the public safety, nor substantially diminish or impair property values within the neighborhood. The typical minimum required separation of neighboring structures on 50-foot lots is 10 feet (5 feet + 5 feet). With the west neighbor's required 10-foot driveway and the existing non-conforming west side yard setback, there is approximately 13 feet of separation, and hence more light and air than the ordinance would typically allow. Also see Exhibits T.B.D. (letters of support from neighbors).

7. *That the granting or the variation would not unduly tax public utilities and facilities in the area;*

Granting the variation will not unduly tax public utilities or facilities in the area any more than would a conforming addition of like size and usage. The house will remain a single-family residence and the water and sanitary services will not change. The proposed addition will still be below the permitted floor area ratio (F.A.R.) and will not alter the lot coverage.

8. *That there is no means other than the requested variation by which the alleged hardship or difficulty can be avoided or remedied to a degree sufficient to permit a reasonable use of the subject property.*

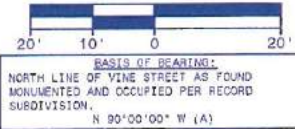
There is no means other than the requested variation to permit a reasonable use of the property without more adversely affecting adjacent properties and the neighborhood in general by reducing green space, light and ventilation. Other alternatives were considered, but this is the best and most efficient, and the least disruptive to the neighbors as well. Hardship can be avoided if the variation is granted.

LEGEND
 A = ASSUMED
 C = CALCULATED
 CH = CHORD
 CL = CENTERLINE
 D = DEED
 E = EAST
 F.I.P. = FOUND IRON PIPE
 F.I.R. = FOUND IRON ROD
 FT. = FEET/FOOT
 L = LENGTH
 M = MEASURED
 N = NORTH
 NE = NORTHEAST
 NN = NORTHWEST
 P.O.B. = POINT OF BEGINNING
 P.O.C. = POINT OF COMMENCEMENT
 R = RECORD
 RAD = RADIUS
 R.O.W. = RIGHT OF WAY
 S = SOUTH
 S.I.P. = SET IRON PIPE
 S.I.R. = SET IRON ROD
 SE = SOUTHEAST
 SW = SOUTHWEST
 W = WEST

CHAIN LINK FENCE
 WOOD FENCE
 METAL FENCE
 VINYL FENCE
 EASEMENT LINE
 SETBACK LINE
 INTERIOR LOT LINE

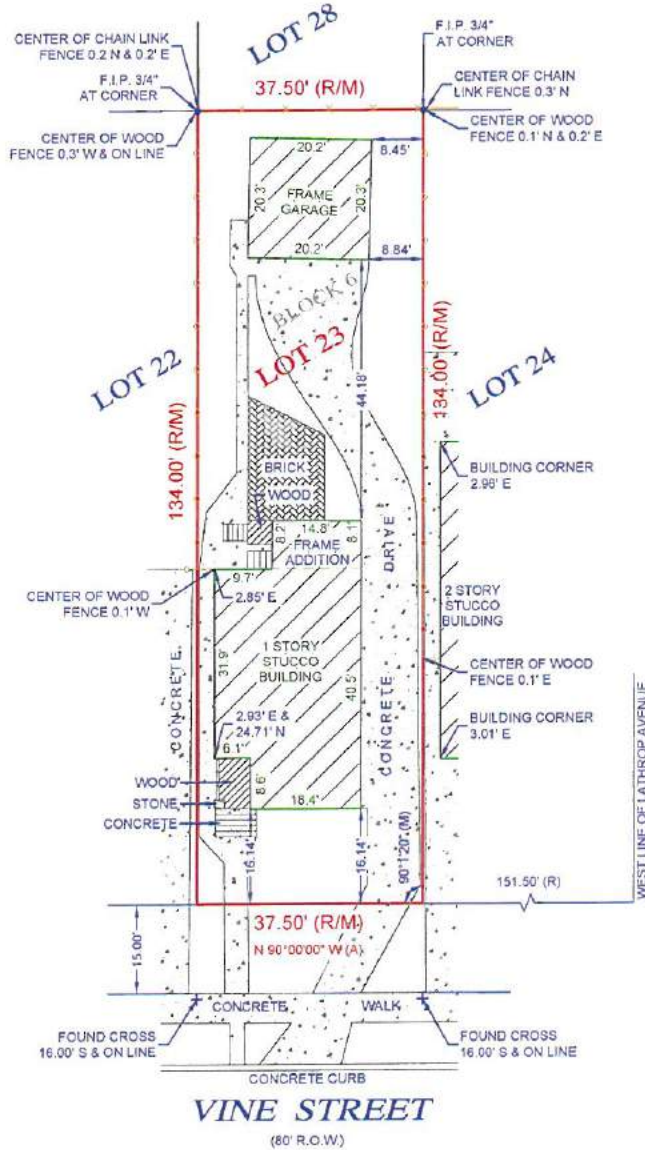
PLAT OF SURVEY OF

LOT 23, IN BLOCK 6 IN THE RESUBDIVISION OF BLOCKS 3 AND 6 AND THE NORTH 450 FEET OF BLOCK 7 IN HENRY FIELD'S SUBDIVISION OF THE EAST HALF OF THE EAST HALF OF THE SOUTHWEST QUARTER OF SECTION 12, TOWNSHIP 39 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.



AREA OF SURVEY:

CONTAINING 5.025 SQ. FT. OR 0.12 ACRES MORE OR LESS



VINE STREET
(80' R.O.W.)

A



Morris Engineering, Inc.
 515 Warrenville Road, Lisle, IL 60532
 Phone: (630) 271-0770
 FAX: (630) 271-0774
 WEBSITE: WWW.ECIVIL.COM

STATE OF ILLINOIS
 COUNTY OF DUPAGE

I, THE UNDERSIGNED, AN ILLINOIS PROFESSIONAL LAND SURVEYOR, DO HEREBY CERTIFY THAT THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY, AND THAT THE PLAT HEREON DRAWN IS A CORRECT REPRESENTATION OF SAID SURVEY.

DATED, THIS 24TH DAY OF AUGUST, A.D., 2020, AT Lisle, ILLINOIS.

J. C. Morrison
 ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 035-2317
 LICENSE EXPIRATION DATE NOVEMBER 30, 2020
 ILLINOIS BUSINESS REGISTRATION NO. 184-001245



NOTE:

1. ALL TIES SHOWN ON THIS SURVEY ARE MEASURED TO THE BUILDING'S SIDING (BRICK, FRAME, STUCCO, METAL, ETC.) AND NOT TO THE FOUNDATION, UNLESS NOTED OTHERWISE.
2. ROOF LINES AND OVERHANGS ARE TYPICALLY NOT SHOWN HEREON.
3. COMPARE ALL DISTANCES AND POINTS IN FIELD AND REPORT ANY DISCREPANCIES TO SURVEYOR AT ONCE.
4. NO DIMENSIONS SHALL BE ASSUMED BY SCALING.

ADDRESS COMMONLY KNOWN AS 7612 VINE STREET
 RIVER FOREST, ILLINOIS

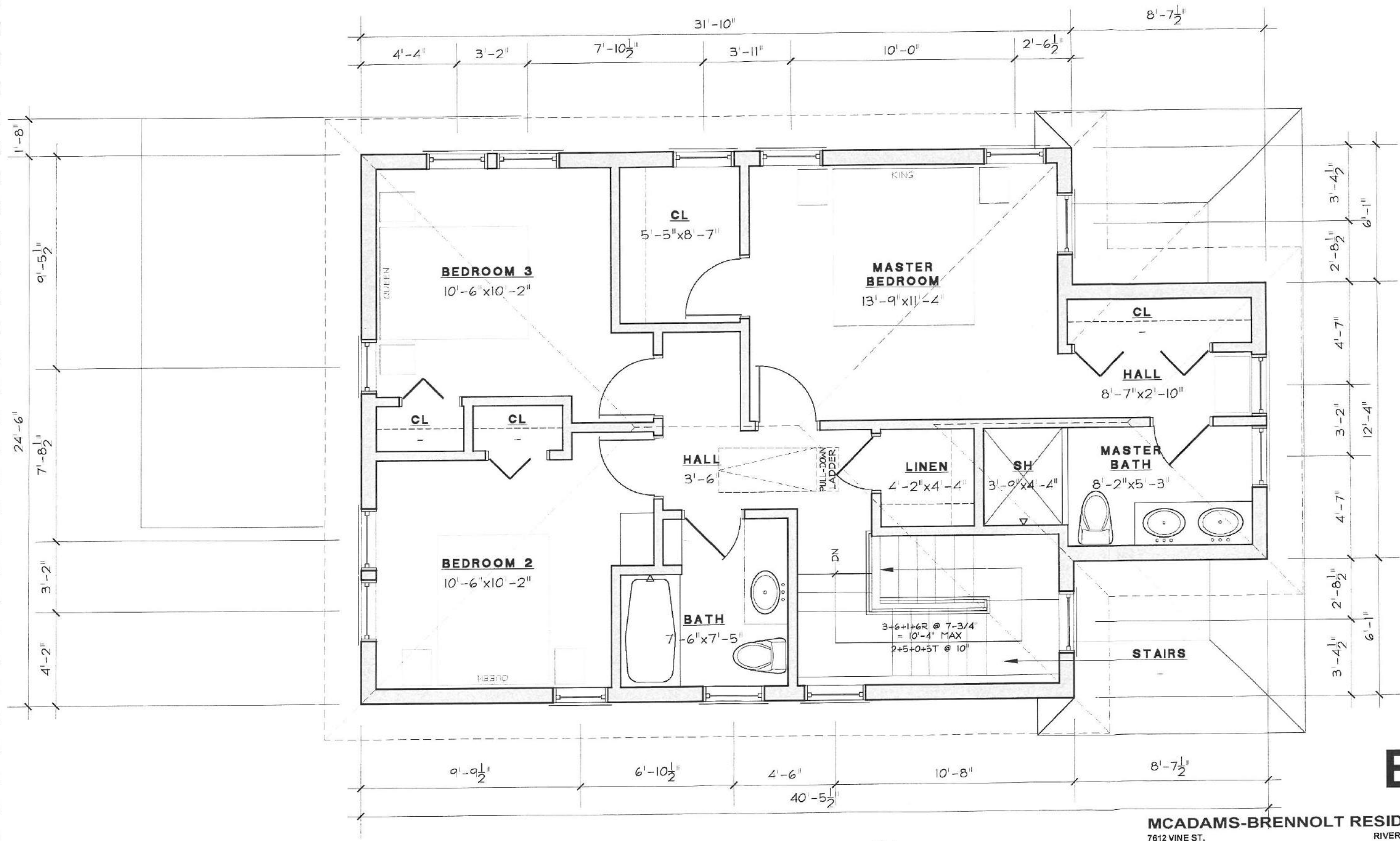
CLIENT CHARLIE TRAINOR

FIELDWORK DATE (CREW) 08/21/2020 (AT/MT)

DRAWN BY: RT REVISED: JOB NO. 20-08-0221



MZA 2-22-2021



B3

MCADAMS-BRENNOLT RESIDENCE
7612 VINE ST. RIVER FOREST, IL

SECOND FLOOR

IN PROGRESS
SCALE AS SHOWN

MZA 2-22-2021

ASPHALT ROOFING SYSTEM,
MATCH EXISTING -TYP

NEW METAL CLAD WINDOWS
AND DOORS -TYP

STUCCO FINISH SYSTEM,
MATCH EXISTING -TYP

T/ 2ND FLOOR F.F.
EL +10'-3 1/4"

T/ 1ST FLOOR F.F.
EL +0'-0"



WEST ELEVATION

NOTE: 1. -

SCALE: 3/16" = 1'-0"

B4

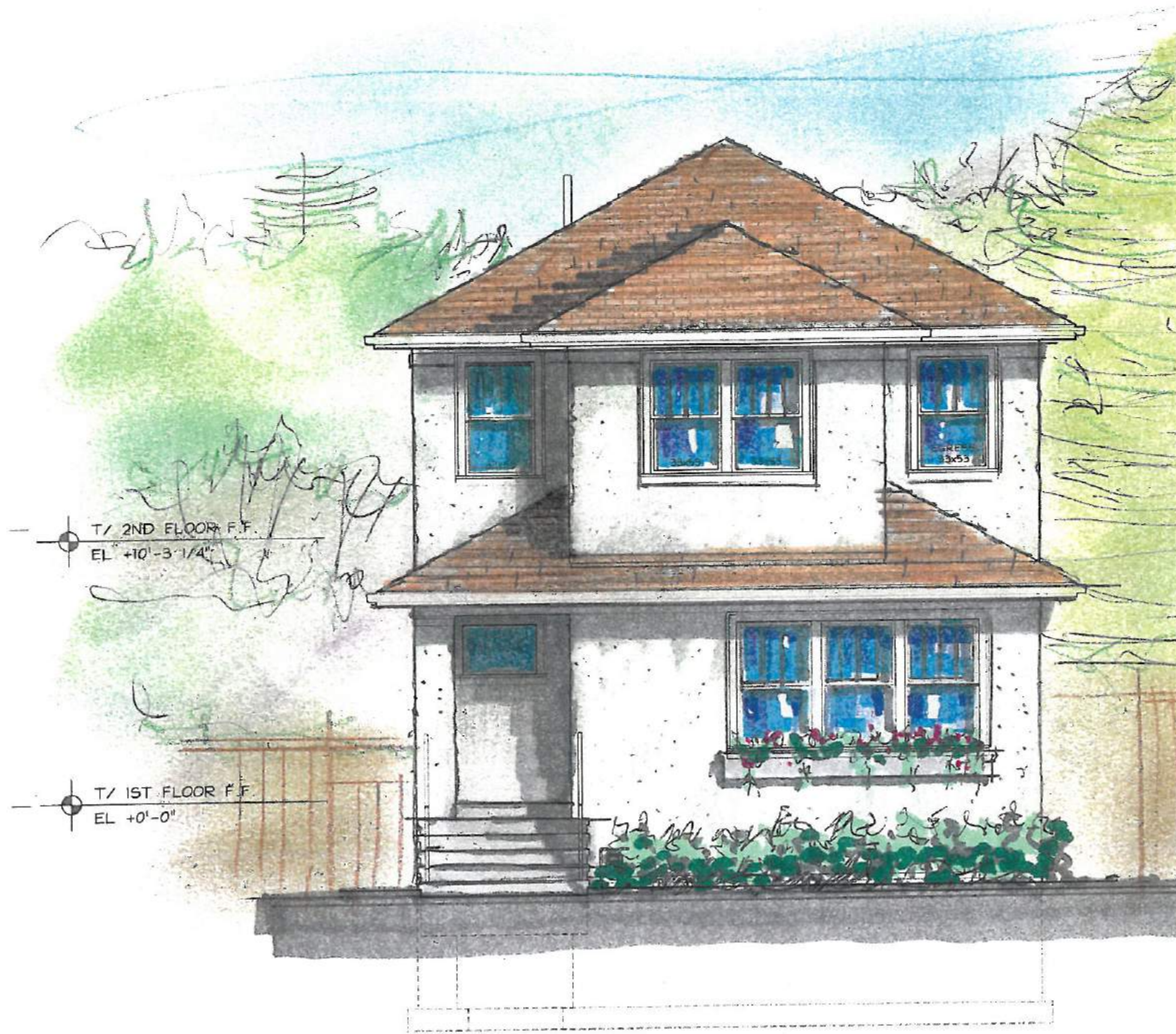
MCADAMS-BRENNOLT RESIDENCE
7612 VINE ST. RIVER FOREST, IL

WEST ELEVATION

IN PROGRESS

SCALE AS SHOWN

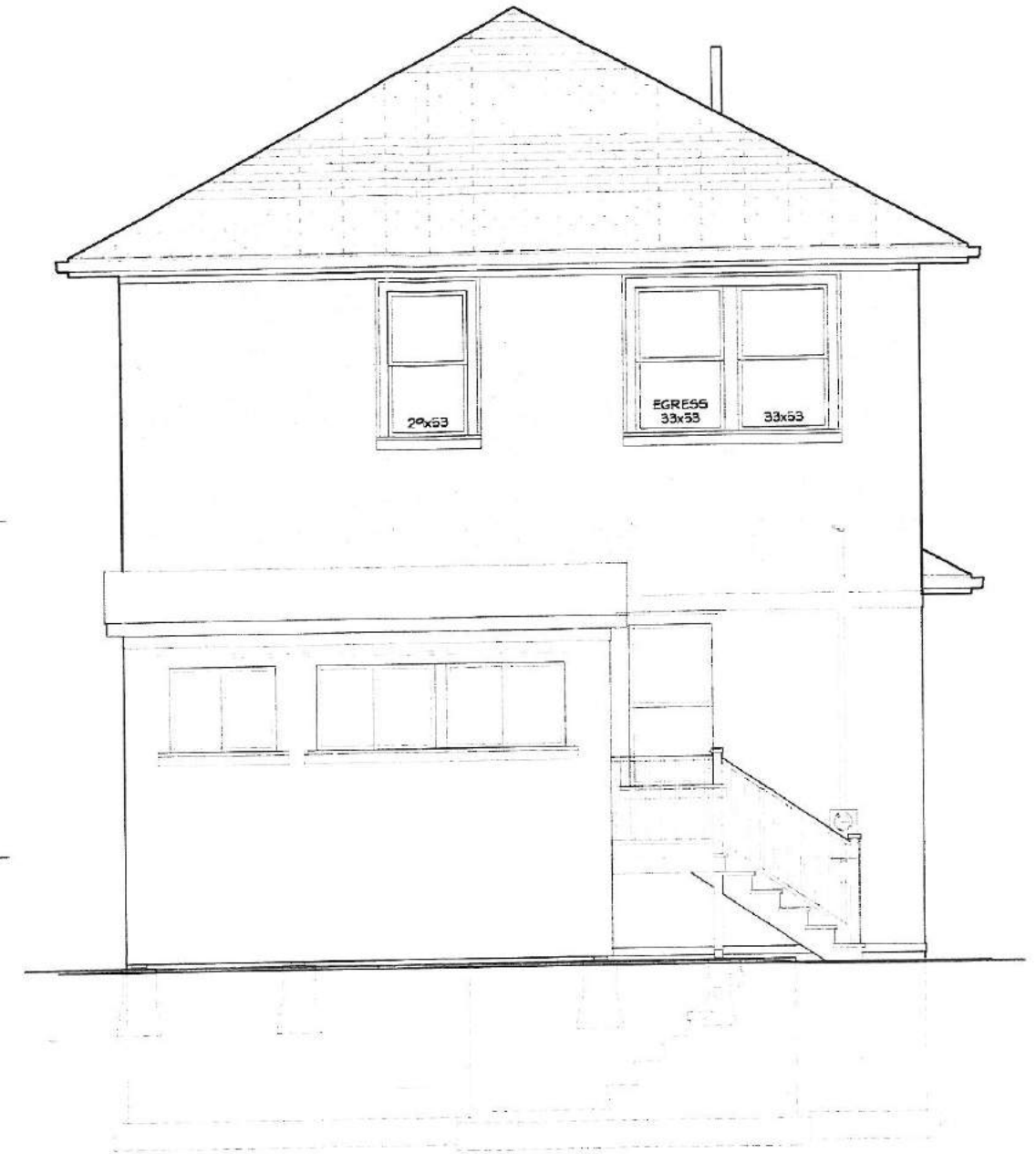
MZA 2-22-2021



FRONT - SOUTH ELEVATION

NOTE: 1. -

SCALE: 3/16" = 1'-0"



NORTH ELEVATION

NOTE: 1. -

SCALE: 3/16" = 1'-0"

B5

MCADAMS-BRENNOLT RESIDENCE
7612 VINE ST. RIVER FOREST, IL

SOUTH AND NORTH ELEVATION

IN PROGRESS

SCALE AS SHOWN

MZA 2-22-2021



EAST ELEVATION

NOTE: 1. -

SCALE: 3/16" = 1'-0"

B6

MCADAMS-BRENNOLT RESIDENCE
7612 VINE ST. RIVER FOREST, IL

EAST ELEVATION

IN PROGRESS

SCALE AS SHOWN

MZA 2-22-2021



EXISTING FRONT STREET ELEVATION – VINE STREET
SOUTH ELEVATION

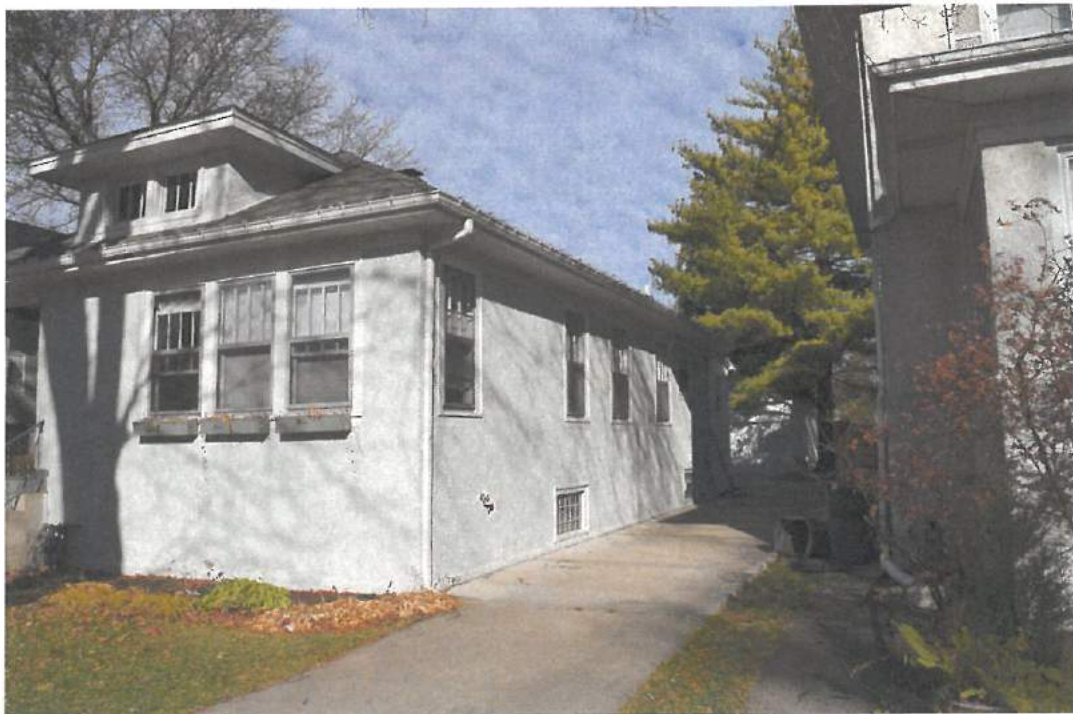


EXISTING NEIGHBOR'S DRIVEWAY
SOUTHWEST CORNER AND NEIGHBOR TO WEST

C1



EXISTING SIDE ELEVATION
WEST ELEVATION



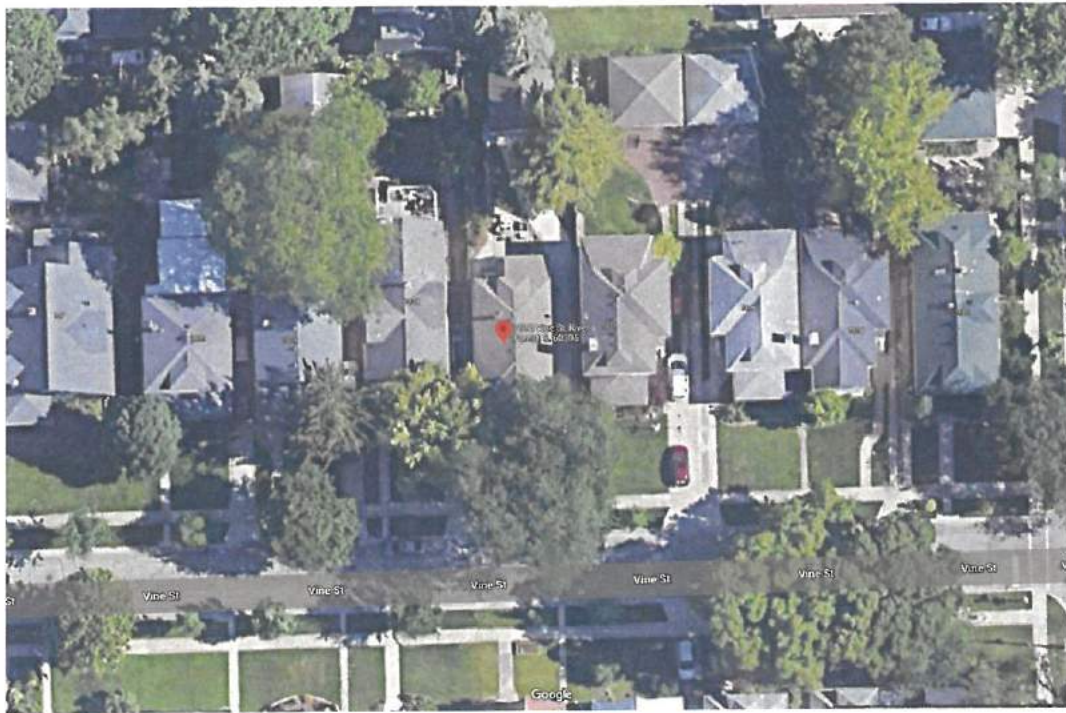
EXISTING SIDE ELEVATION – DRIVEWAY SIDE
EAST ELEVATION



EXISTING REAR ELEVATION
NORTHEAST CORNER



EXISTING REAR ELEVATION
NORTH ELEVATION



EXISTING SITE CONTEXT
SATELLITE VIEW

Zoning Analysis Table - 1

Project Address: McAdams-Brennolt Residence - 7612 Vine St.

Prepared by: MZA **Date:** 2/22/21

Telephone No: 708-366-2416

Zoning District: R2

Use: Single-Family Residence

| Line | Lot Area | Lot Width | Lot Depth | Lot Area |
|------|--------------------------------------|-----------------|-----------------|----------------------------|
| 1 | | 37.50 | 134.00 | 5025.0 |
| | Lot Coverage | Allowed | Existing | Existing + Proposed |
| 2 | 2A | 1507.5 | 2B 1523.0 | 2C 1523.0 |
| | Floor Area Ratio | Allowed | Existing | Existing + Proposed |
| 3 | 3A | 2010.0 | 3B 1070.6 | 3C 1956.7 |
| | Building Height at Roof Ridge | Allowed | Existing | Existing + Proposed |
| 4 | Above "grade" in feet | 4A 35.0 | 4B 19.10 | 4C 29.17 |
| 5 | Story Height | 5A 2.5 | 5B 1.0 | 5C 2.0 |
| | Off-Street Parking | Required | Existing | Proposed |
| 6 | 6A | 2 | 6B 2.00 | 6C 2.00 |

Zoning Analysis Table - 2

Project Address: McAdams-Brennolt Residence - 7612 Vine St.

| Line | Direction | Required Setback | Existing Setback | Proposed Setback at Addition |
|--|-----------|------------------|------------------|------------------------------|
| Front Yard | | South | | |
| 7 Property Line to Bldg | | 7B | 16.14 | 7C 16.14 |
| 8 Eave Length | | 8B | 1.67 | 8C 1.67 |
| 9 Setback to Eave / Average of Block | 9A | 14.39 | 9B 14.47 | 9C 14.47 |
| Secondary Front Yard | | N.A. | | |
| 10 Property Line to Bldg | | 10B | 0.00 | 10C 0.00 |
| 11 Eave Length | | 11B | 0.00 | 11C 0.00 |
| 12 Setback to Eave | 12A | | 12B 0.00 | 12C 0.00 |
| Side Yard | | West | | |
| 13 Property Line to Bldg | 13A | 3.75 | 13B 2.85 | 13C 2.85 |
| 14 Eave Length | | | 14B 1.67 | 14C 1.67 |
| 15 Setback to Eave | 15A | 3.00 min. | 14C 1.18 | 15C 1.18 |
| Side Yard | | East | | |
| 16 Property Line to Bldg | 16A | 3.75 | 16B 10.15 | 16C 10.15 |
| 17 Eave Length | | | 17B 1.67 | 17C 1.67 |
| 18 Setback to Eave | 18A | 3.00 min. | 18B 8.48 | 18C 8.48 |
| Combined Side Yard | | | | |
| 19 25% of Lot Width | 19A | 9.38 | 19B 13.00 | 19C 13.00 |
| Rear Yard | | North | | |
| 20 Property Line to Bldg | | 20B | 69.16 | 20C 77.36 |
| 21 Eave Length | | 21B | 1.67 | 21C 1.67 |
| 22 Setback to Eave / 15% Lot Depth or 26'-2" | 22A | 20.10 | 22B 67.49 | 22C 75.69 |

| | | |
|----------|------------|---------------------|
| Existing | + Proposed | = Existing+Proposed |
| 1523.0 | 0.0 | 1523.0 |

Floor Area Summary

Project Address: McAdams-Brennolt Residence - 7612 Vine St.

| Lot Area | | Allowed Floor Area |
|------------|------|-----------------------|
| 5,025.00 x | 0.40 | = 2010.0 |

| Existing Floor Area | Area |
|--|---------------|
| Existing Basement Floor Area (Note 1) | 0.0 |
| Existing First Floor Area | 1060.5 |
| Existing Second Floor Area | 0.0 |
| Existing Half-Story Area (Note 2) | 0.0 |
| Existing Detached Garage Area | 410.1 |
| Enclosed Off-Street Parking Allowance (Note 3) | -400.0 |
| | |
| Total Existing Floor Area (Enter in Box 3B) | 1070.6 |

| Existing + Proposed Floor Area | Area |
|--|---------------|
| Existing + Proposed Basement Floor Area (Note 1) | 0.0 |
| Existing + Proposed First Floor Area | 1060.5 |
| Existing + Proposed Second Floor Area | 886.1 |
| Existing + Proposed Half-Story Area (Note 2) | 0.0 |
| Existing + Proposed Detached Garage Area | 410.1 |
| Enclosed Off-Street Parking Allowance (Note 3) | -400.0 |
| | |
| Total Existing Floor Area (Enter in Box 3B) | 1956.7 |

Basement Floor Area

Project Address: McAdams-Brennolt Residence - 7612 Vine St.

See Attached Sheet

Existing Basement Floor Area

| Piece | Length | Width | Area |
|------------------------------------|--------|-------|------|
| N.A. | 0.00 | 0.00 | 0.0 |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| Total Existing Basement Floor Area | | | 0.0 |

Proposed Basement Floor Area

| Piece | Length | Width | Area |
|------------------------------------|--------|-------|------|
| N.A. | 0.00 | 0.00 | 0.0 |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| Total Proposed Basement Floor Area | | | 0.0 |

| Existing | + Proposed | = Existing+Proposed |
|----------|------------|---------------------|
| 0.0 | 0.0 | 0.0 |

| | | |
|----------|------------|---------------------|
| Existing | + Proposed | = Existing+Proposed |
| 1060.5 | 0.0 | 1060.5 |

Second Floor Area

Project Address: McAdams-Brennolt Residence - 7612 Vine St.

See Attached Sheet

Existing Second First Floor Area

| Piece | Length | Width | Area |
|----------------------------------|--------|-------|------|
| N.A. | 0.00 | 0.00 | 0.0 |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| Total Existing Second Floor Area | | | 0.0 |

Proposed Second Floor Area

| Piece | Length | Width | Area |
|----------------------------------|--------|-------|-------|
| P1 | 31.83 | 24.5 | 779.8 |
| P2 | 8.62 | 12.33 | 106.3 |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| Total Proposed Second Floor Area | | | 886.1 |

| | | |
|----------|------------|---------------------|
| Existing | + Proposed | = Existing+Proposed |
| 0.0 | 886.1 | 886.1 |

Half-Story (Attic) Floor Area

Project Address: McAdams-Brennolt Residence - 7612 Vine St.

See Attached Sheet

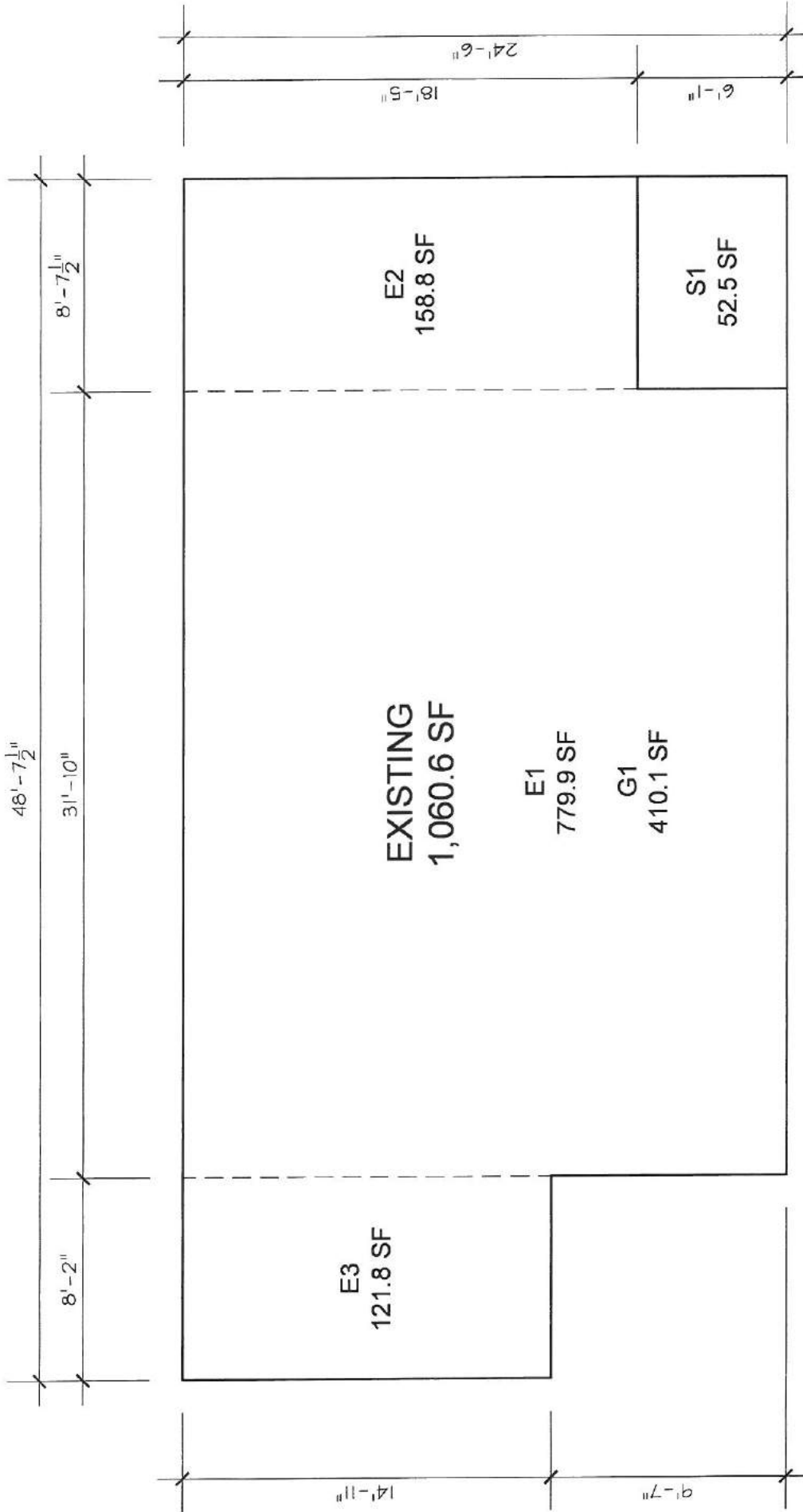
Existing Half-Story Floor Area

| Piece | Length | Width | Area |
|--------------------------------------|--------|-------|------|
| N.A. | 0.00 | 0.00 | 0.0 |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| Total Existing Half-Story Floor Area | | | 0.0 |

Proposed Half-Story Floor Area

| Piece | Length | Width | Area |
|--------------------------------------|--------|-------|------|
| N.A. | 0.00 | 0.00 | 0.0 |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| Total Proposed Half-Story Floor Area | | | 0.0 |

| | | |
|----------|------------|---------------------|
| Existing | + Proposed | = Existing+Proposed |
| 0.0 | 0.0 | 0.0 |



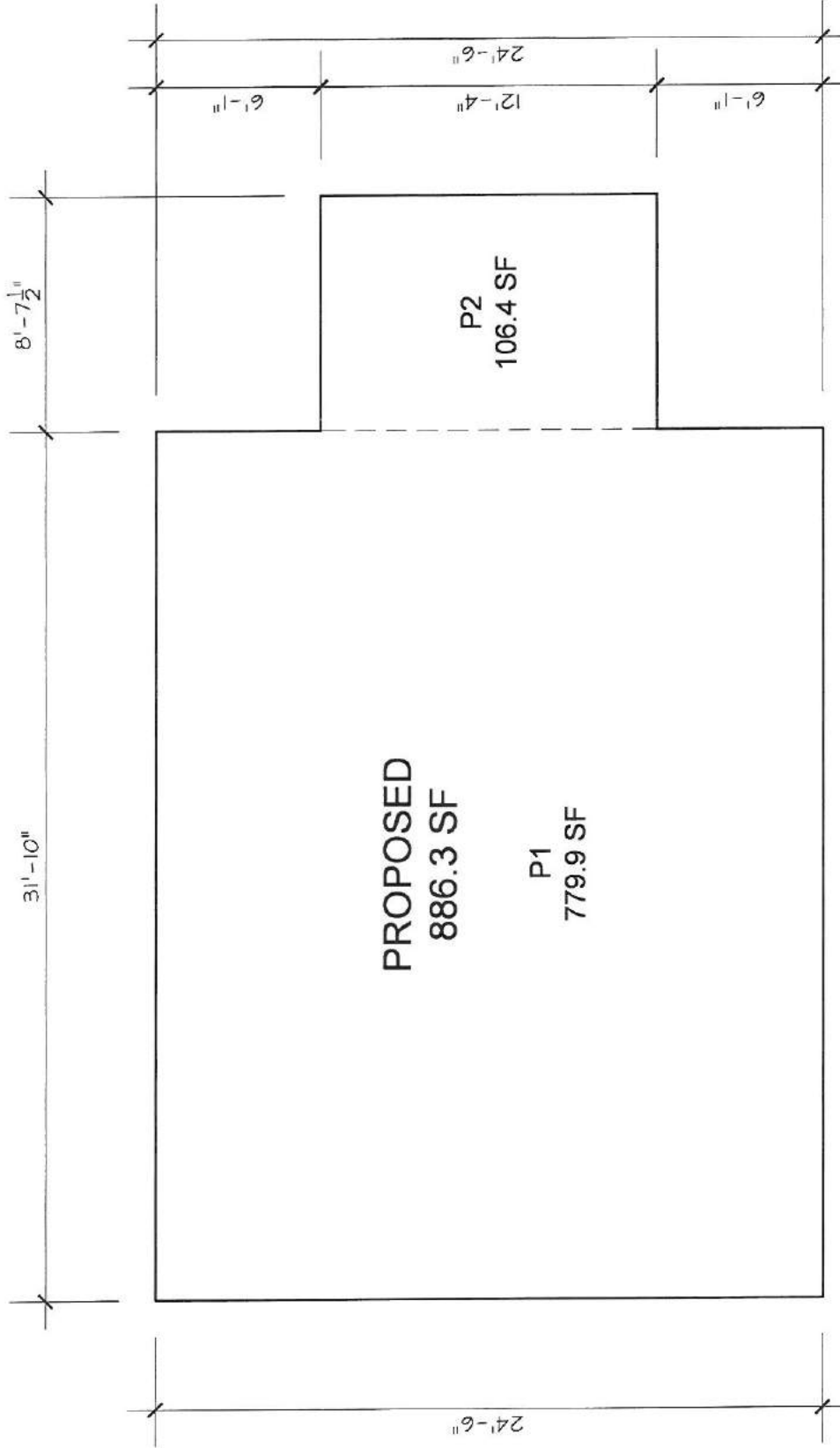
FIRST FLOOR AREA PLAN

NOTE: SCALE: 1/4" = 1'-0"

MCADAMS-BRENNOLT RESIDENCE
7612 VINE ST.
RIVER FOREST, IL

IN PROGRESS
SCALE AS SHOWN
NZA 2-22-2021

FIRST FLOOR AREA



SCALE: 1/4" = 1'-0"

SECOND FLOOR AREA PLAN

NOTE: 1. -

MCADAMS-BRENNOLT RESIDENCE
7612 VINE ST.
RIVER FOREST, IL

SECOND FLOOR AREA

IN PROGRESS

SCALE AS SHOWN

MZA 2-22-2021



Village of River Forest

Village Administrator's Office

400 Park Avenue
River Forest, IL 60305
Tel: 708-366-8500

MEMORANDUM

Date: April 21, 2021

To: Catherine Adduci, Village President
Village Board of Trustees

From: Lisa Scheiner, Acting Village Administrator

Subj: Diversity, Equity and Inclusion Advisory Group

Issue: On February 22, 2021, the Village Board of Trustees adopted a Resolution creating the Village's Diversity, Equity and Inclusion (DEI) Advisory Group as well as the purpose, mission, initial goals and responsibilities of the group. The Resolution was adopted with the expectation that it would be amended at a future Board Meeting once the number of members is determined and once again when the Advisory Group defines "diversity, equity and inclusion."

At that same Board Meeting, the Village Board directed Staff to disseminate the application for the Advisory Group members. The application was shared through the Village's e-newsletter, social media sites, and posted on the Village's website.

At its April 26, 2021 meeting, the Village Board of Trustees will consider the appointment of 43 individuals to the DEI Advisory Group plus three co-chairpersons. In anticipation of these appointments, attached please find an amended Resolution reflecting the group's composition.

Requested Action(s):

- Motion to adopt an amended Resolution establishing a Diversity, Equity and Inclusion *Ad Hoc* Advisory Group
- Motion to appoint the following members to the Diversity, Equity and Inclusion Ad Hoc Advisory Group: Erika Bachner, Co-Chairperson, Lisa Scheiner, Co-Chairperson, Members: Dwettri Addy, Guillermo Arauz, Stacey Austin, Tina Baird, David Bonner, Tim Brandhorst, Laurel Burkett, Mindy Credi, Alexandra DeSorbo-Quinn, Renee Duba-Clancy, James Norman, Holly Economos, Chuck Foster, Doug Garcia-Luce, Cecilia Graham, John Grant, Jessica Hartshorn, Anja Herrman, Jessica Iverson, Kirk Johnson, Stephanie Kang, Megan Keskitalo, Farzad Khaledan, Kent Kirk, Brett Kreisman, Susan Lucci, Susan Macaulay, Rosey McAdams, Claudia Moreno, Robert Navarro, Nancy Nicolas, Sharon Oates, Christina Papirnik, Teresa Peavy, Roshni Ray, Anthony Riley, Abigail Rogers, Cindy Shea, Liz Simon, Dorota Szerszenowicz-Olweny, Richard Schumacher, Glen Weissenberger, Sun-Hee Yoon

Attachment(s):

- Amended Resolution
- Applications

NO. _____

**A RESOLUTION ESTABLISHING A DIVERSITY, EQUITY
AND INCLUSION AD HOC ADVISORY GROUP**

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of River Forest, Cook County, Illinois, in the exercise of their authority pursuant to Section 1-6-6 of the Village of River Forest Village Code, as follows:

SECTION 1: *Ad Hoc* Advisory Group Created. That there is hereby established an *ad hoc* advisory group, to be known as the Diversity, Equity and Inclusion *Ad Hoc* Advisory Group (“Advisory Group”), which is charged with the duty to develop a diversity, equity and inclusion initiative for the Village of River Forest (“Initiative”) to be presented to the Village President and Board of Trustees.

The following criteria shall apply to the Advisory Group:

- A. **Membership:** The Advisory Group shall consist of not more than ~~forty-three~~ ~~(43)~~ members who shall be appointed by the Village President with the advice and consent of the Board of Trustees. Members shall include ~~one-two~~ ~~(2)~~ (21) members of the Board of Trustees and the Village Administrator. Members shall serve on the Advisory Group until the Advisory Group is dissolved. If a member is unable to remain on the Advisory Group until it is dissolved, the Village President may appoint a replacement with the advice and consent of the Board of Trustees. All members shall be residents of the Village, other than the Village Administrator. Members shall receive no additional compensation for their work on the Advisory Group, either for their attendance at meetings of the Advisory Group or their performance of any duty or thing connected with the Advisory Group.
- B. **Chair:** The Advisory Group shall have ~~two-three~~ ~~(23)~~ co-Chairs, the Board of Trustee members and the Village Administrator.
- C. **Charge:** The charge and mission of the Advisory Group is to explore ways to remove barriers that prevent the participation, engagement and an equitable and welcoming environment for all Village residents, business members, visitors, employees in municipal services community and civic engagement, and, in doing so, build trust amongst all parties, through development of the Initiative. The goals and responsibilities of the Advisory Group are set forth in **EXHIBIT A** attached hereto, which is made a part hereof.
- D. **Meetings:** The Advisory Group shall meet as often as it deems necessary in order to carry out its assigned tasks. All meetings of the Advisory Group shall comply with the Illinois Open Meetings Act, as amended, 5 ILCS 120/1,

et seq. Advisory Group members shall complete training on the Illinois Open Meetings Act within ninety (90) days of being appointed to the Advisory Group, as required by 5 ILCS 120/1.05(b).

- E. **Statement of Economic Interest:** Advisory Group members shall file statements of economic interest with the Cook County Clerk, as required by Section 1-23-3-1.C.12. of the Village of River Forest Village Code.
- F. **Report:** The Advisory Group shall submit reports on the Initiative to the Village President and Board of Trustees for their review and consideration from time to time. The Advisory Group shall submit an initial report and updates on the Initiative to the Village President and Board of Trustees.

SECTION 2: Severability. That if any Section, paragraph or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such Section, paragraph or provision shall not affect any of the remaining provisions of this Resolution.

SECTION 3: Repeal. That all resolutions, motions or parts thereof in conflict with this Resolution shall be and the same are hereby repealed.

SECTION 4: Effectiveness. That this Resolution shall be in full force and effect upon its passage and approval according to law.

ADOPTED this 26th day of April, 2021 by the Village President and Board of Trustees pursuant to a roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED by me this 26th day of April, 2021.

Catherine Adduci, Village President

ATTEST:

Kathleen Brand-White, Village Clerk

EXHIBIT A

MISSION, PURPOSE, GOALS AND RESPONSIBILITIES

(attached)

#1

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Wednesday, February 24, 2021 2:19:17 PM
Last Modified: Wednesday, February 24, 2021 2:45:43 PM
Time Spent: 00:26:25
IP Address: [REDACTED]

Page 2: Please review the responsibilities and complete the form.

Q1

Name

Mindy

Q2

Email address

[REDACTED]

Q3

Home address

| | |
|----------|--------------|
| Address | 1452 Parj |
| City | River Forest |
| State | IL |
| Zip Code | 60305 |

Q4

Phone number

[REDACTED]

Q5

Why are you interested in serving on the Diversity, Equity and Inclusion Advisory Group?

I have been involved in Diversity, Equity and Inclusion for 25+ years. It's a passion of mine. During this period of time, I became a single mother by choice, and was blessed with a beautiful gay son.

Q6

Have you ever served on a similar advisory group? If yes, please elaborate.

Yes, I was a member of PepsiCo's diversity and inclusion advisory group. I was also the HR liaison between PepsiCo's Diversity Board of Directors and the Executive Development department.

Q7

Please provide any knowledge and/or expertise you might bring to the Diversity, Equity and Inclusion Ad Hoc Advisory Group.

I researched and delivered, Executive Development programs designed to accelerate the advancement of African American and Latino high potential employees. Collaborators included institutions such as Harvard and UCLA, and civil rights group such as La Raza. Amazing leaders such as Earl Graves and Jesse Jackson.

Q8

Morning

For informational purposes, please indicate your preferred meeting time. Your selection will not prohibit your membership in this group.

#2

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Wednesday, February 24, 2021 3:04:17 PM
Last Modified: Wednesday, February 24, 2021 3:39:12 PM
Time Spent: 00:34:54
IP Address: [REDACTED]

Page 2: Please review the responsibilities and complete the form.

Q1

Name

Holly Economos

Q2

Email address

[REDACTED]

Q3

Home address

| | |
|----------|-------------------|
| Address | 1038 Keystone Ave |
| City | River Forest |
| State | IL |
| Zip Code | 60305 |

Q4

Phone number

[REDACTED]

Q5

Why are you interested in serving on the Diversity, Equity and Inclusion Advisory Group?

While I feel that the Village does a great job in this regard, especially over the last year or two, some issues may have changed or might need to be adjusted

Q6

Have you ever served on a similar advisory group? If yes, please elaborate.

No

Q7

Please provide any knowledge and/or expertise you might bring to the Diversity, Equity and Inclusion Ad Hoc Advisory Group.

I work in the RF schools and have talked about these issues from time to time. Might be able to offer ideas to the Village as well.

Q8

Evening

For informational purposes, please indicate your preferred meeting time. Your selection will not prohibit your membership in this group.

#3

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Thursday, February 25, 2021 10:14:46 AM
Last Modified: Thursday, February 25, 2021 10:20:27 AM
Time Spent: 00:05:40
IP Address: [REDACTED]

Page 2: Please review the responsibilities and complete the form.

Q1

Name

Guillermo Arauz

Q2

Email address

[REDACTED]

Q3

Home address

| | |
|----------|------------|
| Address | 18 Ashland |
| Unit # | 1 |
| City | CHICAGO |
| State | IL |
| Zip Code | 60647 |

Q4

Phone number

[REDACTED]

Q5

Why are you interested in serving on the Diversity, Equity and Inclusion Advisory Group?

Because I'd like to serve my community. I recently moved back to RF after being an empty nester and moving to Chicago but missing RF. We raised 4 children in RF and lived very happily here for many years.

Q6

Have you ever served on a similar advisory group? If yes, please elaborate.

I was a member of the Executive committee for Wicker Park Bucktown Chamber of commerce and serving as treasurer for many years

Q7

Please provide any knowledge and/or expertise you might bring to the Diversity, Equity and Inclusion Ad Hoc Advisory Group.

My only experience is running an accounting practice and making sure we are fair

Q8

Morning

For informational purposes, please indicate your preferred meeting time. Your selection will not prohibit your membership in this group.

#5

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Thursday, February 25, 2021 3:38:55 PM
Last Modified: Thursday, February 25, 2021 3:57:46 PM
Time Spent: 00:18:51
IP Address: [REDACTED]

Page 2: Please review the responsibilities and complete the form.

Q1

Name

Nancy Nicholas

Q2

Email address

[REDACTED]

Q3

Home address

| | |
|----------|------------------------|
| Address | 407 Ashland Ave Apt 2J |
| City | River Forest |
| State | IL |
| Zip Code | 60305 |

Q4

Phone number

[REDACTED]

Q5

Why are you interested in serving on the Diversity, Equity and Inclusion Advisory Group?

I am so glad we in River Forest are embracing this need with action. I was very encouraged to learn of partnering with Maywood. I have lived in RF for 50 years. I feel that this is a big change that may cause some controversy but that it is so important that we need to move forward while listening to all viewpoints and respecting all people to a place of positive action toward equity and reconciliation

Q6

Have you ever served on a similar advisory group? If yes, please elaborate.

No

Q7

Please provide any knowledge and/or expertise you might bring to the Diversity, Equity and Inclusion Ad Hoc Advisory Group.

I am part of a diversity and reconciliation team at First Pres Church in RF.

I volunteer with OPRF Young Life and Circle Urban Ministries in Chicago.

I have some training and experience with listening groups.

Q8

Afternoon

For informational purposes, please indicate your preferred meeting time. Your selection will not prohibit your membership in this group.

#6

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Thursday, February 25, 2021 4:05:35 PM
Last Modified: Thursday, February 25, 2021 4:15:26 PM
Time Spent: 00:09:51
IP Address: [REDACTED]

Page 2: Please review the responsibilities and complete the form.

Q1

Name

Susan Lucci

Q2

Email address

[REDACTED]

Q3

Home address

| | |
|----------|----------------|
| Address | 947 Clinton Pl |
| City | RIVER FOREST |
| State | IL |
| Zip Code | 60305 |

Q4

Phone number

[REDACTED]

Q5

Why are you interested in serving on the Diversity, Equity and Inclusion Advisory Group?

I am excited to read about this initiative and am a huge proponent of this necessary work. I bring both passion and experience.

Q6

Have you ever served on a similar advisory group? If yes, please elaborate.

I was on the initial committee that sparked the D90 Inclusivity Advisory Board years ago. I was also part of forming and served on the RF Park District Foundation.

Q7

Please provide any knowledge and/or expertise you might bring to the Diversity, Equity and Inclusion Ad Hoc Advisory Group.

Participated in trainings with ADL, Race Conscious Dialogues and two separate Black School for White Allies trainings. Am currently enrolled in Theory of Enchantment training. Tons of reading/dialogues. For the past 3 years, I have served on the OP Public Library Restorative Justice Conference committee. I am trained in Peace Circles and developed my own Circle model which I have practiced for 12+ years. I have served alongside volunteer efforts in Austin and have learned much in experiences and relationship-building while marching in the streets/protesting for justice.

Q8

For informational purposes, please indicate your preferred meeting time. Your selection will not prohibit your membership in this group.

Morning,

Afternoon

#7

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Thursday, February 25, 2021 5:45:25 PM
Last Modified: Thursday, February 25, 2021 6:13:11 PM
Time Spent: 00:27:45
IP Address: [REDACTED]

Page 2: Please review the responsibilities and complete the form.

Q1

Name

Robert Navarro

Q2

Email address

[REDACTED]

Q3

Home address

| | |
|----------|-------------------|
| Address | 1010 N Harlem Ave |
| Unit # | 203 |
| City | River Forest |
| State | IL |
| Zip Code | 60305 |

Q4

Phone number

[REDACTED]

Q5

Why are you interested in serving on the Diversity, Equity and Inclusion Advisory Group?

I am an avid walker and I have been working on issues of social justice and multi-cultural sensitivity for decades.
I am a retired Lutheran clergyman with time in my hands.

Q6

Have you ever served on a similar advisory group? If yes, please elaborate.

Yes, I have helped found cultural community activities and a Mexican-Native American Health Clinic and Cultural center; I worked for the J D and Catherine T Macarthur Foundation as a special consultant in empowering community groups in Chicago to address social service needs and racial equity concerns. I was the director of the Healthy Congregations- Healthy Communities project as an Outreach agent of the Community Renewal Society of Chicago. The list would be too long to list all the opportunities I had to work with community groups, churches and institutions in addressing social needs and racial concerns.

Q7

Please provide any knowledge and/or expertise you might bring to the Diversity, Equity and Inclusion Ad Hoc Advisory Group.

I am a Mexican American living in Illinois for decades. I am aware of the need to promote cooperative efforts where multi-racial and multi-cultural groups work with all other groups and institution of government, educational in need to develop internal change to become more able to not only welcome and serve non-White majority needs. My approach is not to come in with formulas and prepared plans of action but to work collaboratively with all parties concerned and committed to the development and practice of effective behavior that issues into a joyful experience of equality and capacity to live and work together in our communities.

Q8

For informational purposes, please indicate your preferred meeting time. Your selection will not prohibit your membership in this group.

Morning,
Afternoon,
Evening

#8

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Thursday, February 25, 2021 10:00:10 AM
Last Modified: Thursday, February 25, 2021 7:11:17 PM
Time Spent: 09:11:06
IP Address: [REDACTED]

Page 2: Please review the responsibilities and complete the form.

Q1

Name

David Bonner

Q2

Email address

[REDACTED]

Q3

Home address

| | |
|----------|-----------------|
| Address | 754 Bonnie Brae |
| City | River Forest |
| State | IL |
| Zip Code | 60305 |

Q4

Phone number

[REDACTED]

Q5

Why are you interested in serving on the Diversity, Equity and Inclusion Advisory Group?

I am interested in serving on the Diversity, Equity and Inclusion Advisory Group because I want to address the growing economic and educational disparities between River Forest and the surrounding communities. On average, black and brown communities have significantly lower levels of income and homeownership than white communities. The saddest part of this tragedy is our response to the problem. We have become a village unconcerned with our regional neighbors. I am still trying to answer why black communities lack grocery stores, retail businesses, major restaurant chains, and corporate headquarters. We need to support surrounding communities and find ways to collaborate with them. River Forest must eliminate this individualistic attitude and realize that River Forest's success is linked to regional survival. We can restore hope in our region, but we must work for it.

Q6

Have you ever served on a similar advisory group? If yes, please elaborate.

Yes. In January 2021, Secretary Grace Hou of the Illinois Department of Human Services (IDHS) appointed me to the African American Employment Plan Advisory Council. The African American Employment Plan Advisory Council examines: (1) the prevalence and impact of African Americans employed by State government; (2) the barriers faced by African Americans who seek employment or promotional opportunities in State government; (3) possible incentives that could be offered to foster the employment of and the promotion of African Americans in State government. The council meets quarterly to provide consultation to State agencies and the African American Employment Coordinator.

Additionally, I serve on the Board of Governors for Truman State University in Kirksville, MO. I advised the University President on hiring a diversity and inclusion consultant to create and find a new director of diversity and inclusion.

Q7

Please provide any knowledge and/or expertise you might bring to the Diversity, Equity and Inclusion Ad Hoc Advisory Group.

I am a highly motivated lawyer that diligently seeks out logical and results-oriented solutions. I have a continued passion for public service, having worked at the federal, state, and county levels on employment and inclusion issues. Currently, I serve as Deputy General Counsel for Labor and Employment at the Illinois Department of Human Services. Previously, I served as Labor Counsel at the Cook County Assessor's Office. In this position, I handle various labor and employment matters including litigation at the Illinois Department of Human Rights or EEOC. In 2016, I was appointed as an assistant legal advisor in the office of the Army Inspector General at the Pentagon in Washington, D.C.

Q8

Evening

For informational purposes, please indicate your preferred meeting time. Your selection will not prohibit your membership in this group.

#9

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Thursday, February 25, 2021 4:16:42 PM
Last Modified: Thursday, February 25, 2021 11:45:53 PM
Time Spent: 07:29:11
IP Address: [REDACTED]

Page 2: Please review the responsibilities and complete the form.

Q1

Name

Cecilia Graham

Q2

Email address

[REDACTED]

Q3

Home address

| | |
|----------|------------------|
| Address | 938 N Harlem Ave |
| City | River Forest |
| State | IL |
| Zip Code | 60305 |

Q4

Phone number

[REDACTED]

Q5

Why are you interested in serving on the Diversity, Equity and Inclusion Advisory Group?

Diversity, equity, and inclusion are three very important topics to me. I believe that diversity means representation across a wide range of traits, backgrounds, and experiences. When we can connect and engage with coworkers with different perspectives than our own, we can more successfully achieve our overall goals. Inclusion refers to a sense of belonging in any environment. For a company to really achieve the benefits of diversity, it has to work to be inclusive in recruiting, hiring, retention, and promotions. Employees in inclusive workplaces feel more comfortable sharing their unique ideas and perspectives because they can sense that their differences are genuinely respected and appreciated.

“Finally, equity is important for making sure that every employee's voice is included in the decision-making process, that everyone feels fairly compensated for their work, and that everyone has access to the same opportunities. It's very important to me that everyone I work with feels safe, accepted, and valued and has an equal opportunity to grow and succeed. Together, the values of diversity, equity, and inclusion help create a workplace culture that drives the business forward. Those are the reasons I am interested in serving on the DEI Advisory Group.

Q6

Have you ever served on a similar advisory group? If yes, please elaborate.

No

Q7

Please provide any knowledge and/or expertise you might bring to the Diversity, Equity and Inclusion Ad Hoc Advisory Group.

Unfortunately, there are still some people who do not understand the importance of workplace diversity, equity, and inclusion. With my good communication skill I could help to educate people who are don't understand its importance.

Q8

Afternoon

For informational purposes, please indicate your preferred meeting time. Your selection will not prohibit your membership in this group.

#10

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Friday, February 26, 2021 12:29:03 PM
Last Modified: Friday, February 26, 2021 12:51:00 PM
Time Spent: 00:21:56
IP Address: [REDACTED]

Page 2: Please review the responsibilities and complete the form.

Q1

Name

Rosey McAdams

Q2

Email address

[REDACTED]

Q3

Home address

| | |
|----------|------------------|
| Address | 7612 Vine Street |
| City | River Forest IL |
| State | IL |
| Zip Code | 60305 |

Q4

Phone number

[REDACTED]

Q5

Why are you interested in serving on the Diversity, Equity and Inclusion Advisory Group?

I am extremely interested in serving on the River Forest DEI advisory group. I grew up in River Forest and have recently moved back with my growing family. Growing up here and then eventually going on to OPRF for high school, as a white female, my life was transformed for the better through my exceptionally diverse group of friends in high school. Ever since I have been extremely passionate about racial justice and equity. Throughout my life I have been an ally to BIPOC, doing my best to speak out when I hear or see things that are problematic. This year I have challenged myself on how I can do more, and I see this as an amazing opportunity to really make a difference in our community.

Q6

Have you ever served on a similar advisory group? If yes, please elaborate.

No

Q7

Please provide any knowledge and/or expertise you might bring to the Diversity, Equity and Inclusion Ad Hoc Advisory Group.

I would bring the knowledge of my experiences growing up in River Forest and then in Oak Park and the things I saw and learned here, both negative and positive.

Q8

Evening

For informational purposes, please indicate your preferred meeting time. Your selection will not prohibit your membership in this group.

#11

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Friday, February 26, 2021 1:54:23 PM
Last Modified: Friday, February 26, 2021 1:59:17 PM
Time Spent: 00:04:54
IP Address: [REDACTED]

Page 2: Please review the responsibilities and complete the form.

Q1

Name

Jessica Iverson

Q2

Email address

[REDACTED]

Q3

Home address

| | |
|----------|------------------|
| Address | 344 Keystone Ave |
| City | River Forest |
| State | IL |
| Zip Code | 60305 |

Q4

Phone number

[REDACTED]

Q5

Why are you interested in serving on the Diversity, Equity and Inclusion Advisory Group?

My family moved to River Forest from Chicago in June 2019, and we have (despite the pandemic) been getting to know the community, its residents and its energy. In our first year in River Forest, we experienced so many positives - great schools, welcoming neighbors, beautiful outdoor spaces and resources, and a sense of local pride. We also experienced situations that left us wondering if we had made the right choice - our Black Lives Matter sign was removed from our yard and we heard about the incident at Jewel on Lake St in which a local resident was arrested for threatening a Black customer and using racial slurs. I am happy to have made our forever home here and I see opportunities for the community to improve. I want to see River Forest as an open, welcoming community for all, with true diversity and equity across racial, gender, LGBTQIA, and socioeconomic lines.

My husband is Black, my children are biracial and my step-children are Black. While I am white woman who has benefitted from the privilege that comes along with this and cannot know the lived experience of BIPOC individuals, I have witnessed firsthand discrimination aimed at my loved ones and been on the receiving end of derogatory comments as a result of these relationships. Diversity, equity and inclusion - particularly as it relates to race - is a personal issue for me and fighting for these ideals is a passion for me. I deeply desire to see change in the racial inequities and injustice in this country. For me, the best way to do my part is to start with my local community.

Q6

Have you ever served on a similar advisory group? If yes, please elaborate.

I have experience serving on advisory committees in both professional and personal capacities. From 2004-2010, I served on the diversity and equity advisory council for my employer, the Wisconsin Department of Revenue. Our work focused on recruitment strategies, cultural celebration, and training.

Additionally, I was selected to serve on the admissions committee for my alma mater, The University of Chicago Booth School of Business, a role I held for six years. One of our areas of focus was to improve the overall diversity of our student body by identifying non-traditional MBA students and candidates with backgrounds and experiences that could enrich the Booth community.

While not formal advisory committee experience, my professional background includes 20 years of advising CEOs and other executives in internal and external communications. In these roles, I was responsible for identifying issues, creating plans in response, and advising on how to implement the plans.

Q7

Please provide any knowledge and/or expertise you might bring to the Diversity, Equity and Inclusion Ad Hoc Advisory Group.

My professional background is in strategic communications, public relations and brand marketing. This includes developing communications and messaging strategies, creating websites, press releases, blogs, podcasts and other content, and building public awareness of initiatives and programs. Currently, I am independent consultant working with purpose-driven companies primarily in the technology, financial services and media sectors.

In 2012, I earned an MBA from Chicago Booth, with a focus on strategy, finance and marketing.

Q8

For informational purposes, please indicate your preferred meeting time. Your selection will not prohibit your membership in this group.

Morning,

Afternoon

#12

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Friday, February 26, 2021 9:08:28 PM
Last Modified: Friday, February 26, 2021 9:20:44 PM
Time Spent: 00:12:16
IP Address: [REDACTED]

Page 2: Please review the responsibilities and complete the form.

Q1

Name

Anthony Riley

Q2

Email address

[REDACTED]

Q3

Home address

| | |
|----------|----------------|
| Address | 722 William St |
| City | River Forest |
| State | IL |
| Zip Code | 60305 |

Q4

Phone number

[REDACTED]

Q5

Why are you interested in serving on the Diversity, Equity and Inclusion Advisory Group?

I have developed a sincere interest in addressing issues of racial equity, and I am looking for a way to actually do something beyond talking about it.

Q6

Have you ever served on a similar advisory group? If yes, please elaborate.

No. I have no experience whatever - I'll bring an open mind to the tasks.

Q7

Please provide any knowledge and/or expertise you might bring to the Diversity, Equity and Inclusion Ad Hoc Advisory Group.

I am an accountant. I haven't developed any knowledge or expertise in this area but I am willing to do the work to make a contribution to the effort.

Q8

Evening

For informational purposes, please indicate your preferred meeting time. Your selection will not prohibit your membership in this group.

#13

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Saturday, February 27, 2021 5:35:31 AM
Last Modified: Saturday, February 27, 2021 5:48:46 AM
Time Spent: 00:13:14
IP Address: [REDACTED]

Page 2: Please review the responsibilities and complete the form.

Q1

Name

Richard W Schumacher

Q2

Email address

[REDACTED]

Q3

Home address

| | |
|----------|----------------|
| Address | 934 William St |
| City | River Forest |
| State | IL |
| Zip Code | 60395 |

Q4

Phone number

[REDACTED]

Q5

Why are you interested in serving on the Diversity, Equity and Inclusion Advisory Group?

I spent many years in civil rights litigation and now that I'm retired I would like to assist my hometown navigate this important and overlooked aspect of village government

Q6

Have you ever served on a similar advisory group? If yes, please elaborate.

No

Q7

Please provide any knowledge and/or expertise you might bring to the Diversity, Equity and Inclusion Ad Hoc Advisory Group.

I have expertise in evaluating and applying ordinances to given sets of facts for issue resolution as well as interpretation of the US Constitution and civil rights laws and court decisions

Q8

Afternoon

For informational purposes, please indicate your preferred meeting time. Your selection will not prohibit your membership in this group.

#14

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Saturday, February 27, 2021 9:13:26 AM
Last Modified: Saturday, February 27, 2021 9:19:28 AM
Time Spent: 00:06:01
IP Address: [REDACTED]

Page 2: Please review the responsibilities and complete the form.

Q1

Name

Kirk Johnson

Q2

Email address

[REDACTED]

Q3

Home address

| | |
|----------|-----------------|
| Address | 138 ASHLAND AVE |
| Unit # | RIVER FOREST |
| City | RIVER FOREST |
| State | IL |
| Zip Code | 60305 |

Q4

Phone number

[REDACTED]

Q5

Why are you interested in serving on the Diversity, Equity and Inclusion Advisory Group?

Honestly, I feel like I need to do something.

Q6

Have you ever served on a similar advisory group? If yes, please elaborate.

No

Q7

Please provide any knowledge and/or expertise you might bring to the Diversity, Equity and Inclusion Ad Hoc Advisory Group.

Simply my life experiences and a desire to understand how these policies are shaped and enacted.

Q8

Evening

For informational purposes, please indicate your preferred meeting time. Your selection will not prohibit your membership in this group.

#15

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Friday, February 26, 2021 10:26:25 AM
Last Modified: Monday, March 01, 2021 10:32:48 AM
Time Spent: Over a day
IP Address: [REDACTED]

Page 2: Please review the responsibilities and complete the form.

Q1

Name

Dwetri Addy

Q2

Email address

[REDACTED]

Q3

Home address

| | |
|----------|------------------|
| Address | 7310 Holly Court |
| City | River Forest |
| State | IL |
| Zip Code | 60305 |

Q4

Phone number

[REDACTED]

Q5

Why are you interested in serving on the Diversity, Equity and Inclusion Advisory Group?

My husband and I are new-ish residents to River Forest (have been here about 18 months) with two children. As a Black family who often finds ourselves in predominantly White spaces, I want to do my part to make sure the community is one that acknowledges and embraces difference across all lines of identity - race, gender, sexuality, ability, etc. That work is hard because but it's important if River Forest wants to be a truly inclusive community.

Q6

Have you ever served on a similar advisory group? If yes, please elaborate.

I haven't served on a similar advisory group, but have chaired a non profit board.

Q7

Please provide any knowledge and/or expertise you might bring to the Diversity, Equity and Inclusion Ad Hoc Advisory Group.

I have been doing DEI work for my whole career, and as my "day job" for the last 5 years. I am committed to continued learning and growth - both from research and from hearing others' stories and perspectives.

Q8

Evening

For informational purposes, please indicate your preferred meeting time. Your selection will not prohibit your membership in this group.

#16

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Monday, March 01, 2021 4:48:48 PM
Last Modified: Monday, March 01, 2021 5:07:53 PM
Time Spent: 00:19:04
IP Address: [REDACTED]

Page 2: Please review the responsibilities and complete the form.

Q1

Name

Brett Kreisman

Q2

Email address

[REDACTED]

Q3

Home address

| | |
|----------|---------------|
| Address | 1402 Park Ave |
| City | River Forest |
| State | IL |
| Zip Code | 60305 |

Q4

Phone number

[REDACTED]

Q5

Why are you interested in serving on the Diversity, Equity and Inclusion Advisory Group?

To further enrich our community, we must prioritize diversity and inclusion. Those tenets play an important role in our household and how we raise our kids, and they are the pillars upon which my wife built her company EvolveHer. I am interested in serving the greater good of our community and ensuring a diverse & equitable future for all our neighbors.

Q6

Have you ever served on a similar advisory group? If yes, please elaborate.

I have not.

Q7

Please provide any knowledge and/or expertise you might bring to the Diversity, Equity and Inclusion Ad Hoc Advisory Group.

I work at Amazon in our advertising org and throughout my digital sales career (Twitter, Microsoft, Fox, etc) I have negotiated multi-million dollar deals working across a diverse group of companies and personalities. I'm passionate about D&I and pledge to do my best in service of our great community.

Q8

Evening

For informational purposes, please indicate your preferred meeting time. Your selection will not prohibit your membership in this group.

#17

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Tuesday, March 02, 2021 2:27:38 PM
Last Modified: Tuesday, March 02, 2021 4:10:16 PM
Time Spent: 01:42:37
IP Address: [REDACTED]

Page 2: Please review the responsibilities and complete the form.

Q1

Name

Susan Macaulay

Q2

Email address

[REDACTED]

Q3

Home address

| | |
|----------|--------------|
| Address | 310 Park Ave |
| City | River Forest |
| State | IL |
| Zip Code | 60305 |

Q4

Phone number

[REDACTED]

Q5

Why are you interested in serving on the Diversity, Equity and Inclusion Advisory Group?

Diversity, equity, and inclusion are principles that are, in my opinion, critical to the development and maintenance of a vibrant, productive community. I am proud to say that I have lived in River Forest for 20 years, and I know that its citizens are good people who care about one another, and whose hearts in in the right place. I also know that having a good heart doesn't always result in actions that are effective or that reflect our best intentions. We can do better, and I would very much like to be a part of that process.

Q6

Have you ever served on a similar advisory group? If yes, please elaborate.

I am a founder and managing partner of a minority-owned law firm, and a former partner of a women-owned law firm. In those positions, I have worked, and continue to work, as a member of a team that is focused on determining what diversity, equity, and inclusion mean for the organization, and how to implement these concepts within the organization and beyond.

Q7

Please provide any knowledge and/or expertise you might bring to the Diversity, Equity and Inclusion Ad Hoc Advisory Group.

I have been involved in issues of social justice throughout my adult life. As far back as during college, I worked in voter registration campaigns that sought to provide opportunities for persons of color to become registered voters. During that time as part of a school project, I also spent two months in Africa volunteering with a mobile clinic that administered vaccinations in rural communities there.

I am also the adoptive parent of two Asian children, both of whom attended both Lincoln and Roosevelt. Both were either the only Asian child, or one of two or three Asian children, in their entire class (not just classroom), and I saw firsthand the ways - both good and bad - in which they were affected by being ethnically different from their peers.

Prior to becoming a parent, I was an active volunteer with the Big Brothers/Big Sisters program, through which I was a Big Sister to an 11-year-old girl of color who lived in the inner city.

I was also a circle leader for the Oak Park community discussions of the Starz series "America to Me," which was filmed at OPRF when one of my daughters was a student there.

I am a former member of the board of trustees of AdoptionLink, a since-closed adoption agency that worked to find homes in the US for HIV-positive Haitian infants and children.

As a volunteer attorney with the National Immigrant Justice Center for more than 12 years, I have represented unaccompanied minors, most of whom had been trafficked to the US and all of whom were children of color, in their petitions for asylum and in some cases in obtaining US citizenship.

And until the pandemic temporarily suspended its operations, I was also a volunteer tutor in the Access to Literacy program through which I worked with an adult non-reader in his desire to become literate.

Q8

For informational purposes, please indicate your preferred meeting time. Your selection will not prohibit your membership in this group.

Morning,

Afternoon,

Evening

#18

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Tuesday, March 02, 2021 5:04:05 PM
Last Modified: Tuesday, March 02, 2021 5:13:03 PM
Time Spent: 00:08:57
IP Address: [REDACTED]

Page 2: Please review the responsibilities and complete the form.

Q1

Name

Kent Kirk

Q2

Email address

[REDACTED]

Q3

Home address

| | |
|----------|-----------------|
| Address | 1335 WILLIAM ST |
| City | RIVER FOREST |
| State | IL |
| Zip Code | 60305 |

Q4

Phone number

[REDACTED]

Q5

Why are you interested in serving on the Diversity, Equity and Inclusion Advisory Group?

I am a lifetime resident of River Forest and a business owner in our village. I have been interested in becoming involved in a committee that will have an impact on the future of our village and I think I can provide a resource and a unique perspective in the matter of diversity and social equity.

Q6

Have you ever served on a similar advisory group? If yes, please elaborate.

no

Q7

Please provide any knowledge and/or expertise you might bring to the Diversity, Equity and Inclusion Ad Hoc Advisory Group.

As a physician, I care for a wide variety of cultural and socioeconomically diverse patients. Through this interaction, I think that I can provide insight that will be helpful to this committee.

Q8

Evening

For informational purposes, please indicate your preferred meeting time. Your selection will not prohibit your membership in this group.

#19

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Thursday, March 04, 2021 10:49:30 AM
Last Modified: Thursday, March 04, 2021 1:01:27 PM
Time Spent: 02:11:57
IP Address: [REDACTED]

Page 2: Please review the responsibilities and complete the form.

Q1

Name

James E. Norman

Q2

Email address

[REDACTED]

Q3

Home address

| | |
|----------|-------------------|
| Address | 723 Thatcher Ave. |
| City | River Forest |
| State | IL |
| Zip Code | 60305 |

Q4

Phone number

[REDACTED]

Q5

Why are you interested in serving on the Diversity, Equity and Inclusion Advisory Group?

I am interested to applying my skills and experiences in diversity, equity and inclusion for the benefit of the community I live in for the benefit of current and future residents.

Q6

Have you ever served on a similar advisory group? If yes, please elaborate.

Served as President of the Employment Management Association Foundation and Vice President-at-Large for the Employment Management Association from 1999-2003. The Employment Management Association was a 7000 member national association of staffing and recruitment professionals.

Served on the Advisory Council for the American Institute for Managing Diversity (AMID) from 2002-2004. The AMID is the nation's leading nonprofit research and educational organization dedicated to promoting and furthering the field of diversity management and strengthening institutions and communities by changing the diversity dialogue.

From 2005 through 2008, I served on the Board of Trustees for Morris Tomorrow a group of political, community and business leaders committed to improving the quality of life for the residents of Morris County.

Served as the principal consultant for the last four years for a Northwest suburban Township to develop annual goals with the Village President and the Board of Trustees to deliver the long range plan.

I currently serve on the Archdiocese of Chicago Anti-Racism Committee integrating diversity, equity and inclusion into the Archdiocese of Chicago and its 300 Catholic Schools.

Q7

Please provide any knowledge and/or expertise you might bring to the Diversity, Equity and Inclusion Ad Hoc Advisory Group.

Served as Director of Diversity for Kraft Foods North America (5 years). Where I worked to expand the definition of diversity and develop strategies to advance the diversity agenda, enhance the organizational capability and align resources to drive key Kraft Foods' organization excellence strategies and build upon Kraft Foods' recognized best diversity practices. As Vice President Diversity and Community Involvement (3 years), I continued to work with senior leaders and employee resource groups to increase diversity representation and integrate diversity, equity and inclusion into business strategies to drive superior outcomes.

Q8

Evening

For informational purposes, please indicate your preferred meeting time. Your selection will not prohibit your membership in this group.

#20

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Thursday, March 04, 2021 2:27:16 PM
Last Modified: Thursday, March 04, 2021 2:36:34 PM
Time Spent: 00:09:17
IP Address: [REDACTED]

Page 2: Please review the responsibilities and complete the form.

Q1

Name

Anja Herrman

Q2

Email address

[REDACTED]

Q3

Home address

| | |
|----------|---------------------|
| Address | 530 Franklin Avenue |
| City | River Forest |
| State | IL |
| Zip Code | 60305 |

Q4

Phone number

[REDACTED]

Q5

Why are you interested in serving on the Diversity, Equity and Inclusion Advisory Group?

As a resident of the village who is disabled , I've seen and experienced firsthand the inaccessibility of that is present in our town, creating challenges for people with physical and mental disabilities. I believe that if I were to get into this group I would work to make the village more accessible, equitable and just

Q6

Have you ever served on a similar advisory group? If yes, please elaborate.

No

Q7

Please provide any knowledge and/or expertise you might bring to the Diversity, Equity and Inclusion Ad Hoc Advisory Group.

As an OPRF high school freshman, as well as a woman and a disabled person, I would bring a multitude of identities, some of which are often overlooked in local government. I am a member of multiple disability rights groups and coalitions, most notably the nationally acclaimed group ADAPT

Q8

Afternoon

For informational purposes, please indicate your preferred meeting time. Your selection will not prohibit your membership in this group.

#21

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Friday, March 05, 2021 4:48:43 PM
Last Modified: Friday, March 05, 2021 5:13:56 PM
Time Spent: 00:25:12
IP Address: [REDACTED]

Page 2: Please review the responsibilities and complete the form.

Q1

Name

Glen Weissenberger

Q2

Email address

[REDACTED]

Q3

Home address

| | |
|----------|------------------|
| Address | 110 Keystone Ave |
| City | River Forest |
| State | IL |
| Zip Code | 60305 |

Q4

Phone number

[REDACTED]

Q5

Why are you interested in serving on the Diversity, Equity and Inclusion Advisory Group?

I am interested in serving the community on a matter I consider to be of major importance.

Q6

Have you ever served on a similar advisory group? If yes, please elaborate.

I have served on several similar groups during my years as a law professor and dean. For example, as Dean of DePaul's law school, I oversaw the development of a comprehensive strategic plan, a major component of which pertained to diversity.

Q7

Please provide any knowledge and/or expertise you might bring to the Diversity, Equity and Inclusion Ad Hoc Advisory Group.

As a lawyer, I represented the Cincinnati Board of Education on matters pertaining to desegregation. I have studied issues relating to civil rights and inclusion virtually all my life, and most recently, to better understand our national social climate, I have read books by Isabel Wilkerson, Ibram X. Kendi, Helen Pluckrose and James Lindsay, among others. Finally, I am delighted to be in a bi-racial marriage.

Q8

Evening

For informational purposes, please indicate your preferred meeting time. Your selection will not prohibit your membership in this group.

#22

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Friday, March 05, 2021 5:34:15 PM
Last Modified: Friday, March 05, 2021 5:36:26 PM
Time Spent: 00:02:10
IP Address: [REDACTED]

Page 2: Please review the responsibilities and complete the form.

Q1

Name

Doug Garcia-Luce

Q2

Email address

[REDACTED]

Q3

Home address

| | |
|----------|--------------------|
| Address | 838 William Street |
| City | River Forest |
| State | IL |
| Zip Code | 60305 |

Q4

Phone number

[REDACTED]

Q5

Why are you interested in serving on the Diversity, Equity and Inclusion Advisory Group?

I would like to give back to a community that has given smooch pleasure to our family

Q6

Have you ever served on a similar advisory group? If yes, please elaborate.

none

Q7

Please provide any knowledge and/or expertise you might bring to the Diversity, Equity and Inclusion Ad Hoc Advisory Group.

Retired from many years in advertising before becoming a full-time stay at home parent here in RF

Q8

Morning

For informational purposes, please indicate your preferred meeting time. Your selection will not prohibit your membership in this group.

#24

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Monday, March 08, 2021 12:18:10 PM
Last Modified: Monday, March 08, 2021 12:25:26 PM
Time Spent: 00:07:16
IP Address: [REDACTED]

Page 2: Please review the responsibilities and complete the form.

Q1

Name

Christina Papirnik

Q2

Email address

[REDACTED]

Q3

Home address

| | |
|----------|----------------|
| Address | 550 William St |
| City | River Forest |
| State | IL |
| Zip Code | 60305 |

Q4

Phone number

[REDACTED]

Q5

Why are you interested in serving on the Diversity, Equity and Inclusion Advisory Group?

As a relatively new resident of River Forest, I would like to be an active participant in making the village a place that includes and supports a diverse group of fellow residents.

Q6

Have you ever served on a similar advisory group? If yes, please elaborate.

No; though I have served in DEI groups within my workplace

Q7

Please provide any knowledge and/or expertise you might bring to the Diversity, Equity and Inclusion Ad Hoc Advisory Group.

I have a public health background and currently work at a research and evaluation firm focused on improving public well being. I spend significant time responding to RFPs, which has prepared me to assist with developing one for the village.

Q8

Evening

For informational purposes, please indicate your preferred meeting time. Your selection will not prohibit your membership in this group.

#25

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Monday, March 08, 2021 2:12:47 PM
Last Modified: Monday, March 08, 2021 2:31:48 PM
Time Spent: 00:19:01
IP Address: [REDACTED]

Page 2: Please review the responsibilities and complete the form.

Q1

Name

Dorota Szerszenowicz-Olweny

Q2

Email address

[REDACTED]

Q3

Home address

| | |
|----------|-----------------|
| Address | 1518 Clinton Pl |
| City | River Forest |
| State | IL |
| Zip Code | 60305 |

Q4

Phone number

[REDACTED]

Q5

Why are you interested in serving on the Diversity, Equity and Inclusion Advisory Group?

We recently moved from the East Coast and one of the conditions for our move was to be close to a big city that is diverse. We are a biracial family of three and my husband and I are both immigrants (I grew up in Poland, and Ephrem, my husband, grew up in Kenya). We are smitten parents to the beautiful baby girl, Mila, who is almost two years old now. Our all-American, romantic story started in New York City years ago...

Diversity, equity, and inclusion are parts of our everyday lives on so many different levels. And although some immigrants and minorities struggle to assimilate, we both felt welcomed here. I personally love different cultures, diverse and cosmopolitan groups that embrace their differences and learn from each other. That is one of the reasons why America has been so attractive to me. At the same time, I know that my story may be an exception rather than reality for many other minorities.

As I learned about this new group, I immediately felt I could be a great addition to it not only because of my personal story and positive outlook and determination, but also because of my passion for community service and professional career as an employee research consultant. We live in remarkably interesting and constantly changing times and participation in community groups like this one is unquestionably an amazing way to make sure we all communicate and listen to each other. I want to build a strong community and be a part of River Forest progress and change, so our children can be proud of us and feel safe and respected where they live.

Q6

Have you ever served on a similar advisory group? If yes, please elaborate.

I have served on boards of non-profit organizations and managed multiple community projects. I was a member of YMCA's Togetherhood Committee, as well as a Fund Development Chair at Junior League for five years. Both in Summit, NJ. Since we moved to River Forest in August 2020, I have joined the Auxiliary Board of Hephzibah Children's Association and just recently the Resource Development Committee at Thrive Counseling Center.

In my professional career as employee research consultant, I served my clients in a similar manner as advisory groups while assessing their cultures and presenting action plans for their further development. I also completed my research fellowship in 2011 with NJ Institute for Social Justice, a social policy research and advocacy organization in Newark, NJ led by Cornell Brooks. My main research focused on fair employment and workforce development in NJ. Our organization served as an advisory body to the state of New Jersey and Newark Mayor, Cory Booker.

Q7

Please provide any knowledge and/or expertise you might bring to the Diversity, Equity and Inclusion Ad Hoc Advisory Group.

Educationally, I studied sociology and gender studies and received my master's degree in Sociology and Social Justice. Professionally, I dedicated myself to research and data analysis. I spent the last ten years in the employee research field where one of our research branches was inclusion and diversity in a workplace. As a research director, I worked with some of the largest and most diverse employers in the United States like the World Bank or Walmart to help them assess their culture and overcome any obstacles associated with diversity, equity, and inclusion. In 2014, I also conducted employee surveys across multiple counties in the U.S. and UK. I could easily identify and help engage consultants who will conduct the assessment for the village and further assist with their research process, review of their recommendations and implementation.

My passion has always been community work and serving people who need help at some point in their lives. That usually includes marginalized groups due to their socio-economic status, resources, gender, age, abilities, or race. I have served as a community resource and managed multiple community-based programs (just to name a few: community dinners for homeless families or group programs for seniors, etc.)

Also, as an immigrant woman, a wife and a mom of the biracial child who lives in a predominantly white town, my perspective and experience could be of value to the group and the village

Q8

Evening

For informational purposes, please indicate your preferred meeting time. Your selection will not prohibit your membership in this group.

#26

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Monday, March 08, 2021 4:57:01 PM
Last Modified: Monday, March 08, 2021 5:43:26 PM
Time Spent: 00:46:25
IP Address: [REDACTED]

Page 2: Please review the responsibilities and complete the form.

Q1

Name

Renee Duba-Clancy

Q2

Email address

[REDACTED]

Q3

Home address

| | |
|----------|--------------------|
| Address | 24 Franklin Avenue |
| City | River Forest |
| State | IL |
| Zip Code | 60305 |

Q4

Phone number

[REDACTED]

Q5

Why are you interested in serving on the Diversity, Equity and Inclusion Advisory Group?

I have always had a passion for diversity and equity, formed by two major influences in my life – my experience as a musician, and my father's very narrow view of people who did not look like him.

As a musician and artist, I had the good fortune to develop relationships with lots of folks who don't look like me, and I've worked (still am working) very hard to identify and push back on all the ways in which our societal systems are unfairly constructed to disadvantage certain people over others.

Most importantly, as the mother of a 14-year-old transgender daughter, I am personally "in the fight" for diversity, equity, and inclusion. Despite her dysphoria, both of my children are being raised to check their privilege regularly, and to come up with ways in which their privilege can be used to lift up those with less – a practice of mine that I'm proud to pass on to them.

And I view this advisory group as a wonderful opportunity for me to do just that! I am very grateful for how accepting our community has been of my daughter, but we can do more, and we can be better – and I want to roll up my sleeves and be a part of the driving force behind this kind of change.

Q6

Have you ever served on a similar advisory group? If yes, please elaborate.

I served on the board of directors and as Treasurer for the Community Renewal Society. CRS is the oldest social justice organization in Chicago, whose work has been vital in fighting inequality.

Q7

Please provide any knowledge and/or expertise you might bring to the Diversity, Equity and Inclusion Ad Hoc Advisory Group.

My professional career is in finance, and I have some knowledge in how our financial systems have implicit bias. Perhaps my expertise could add additional perspectives to issues of equity, as well as add value in the development of actionable strategies to improve diversity, equity, and inclusion.

Q8

For informational purposes, please indicate your preferred meeting time. Your selection will not prohibit your membership in this group.

Afternoon,

Evening

#27

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Thursday, March 11, 2021 8:50:24 PM
Last Modified: Thursday, March 11, 2021 9:11:20 PM
Time Spent: 00:20:55
IP Address: [REDACTED]

Page 2: Please review the responsibilities and complete the form.

Q1

Name

Sharon Oates

Q2

Email address

[REDACTED]

Q3

Home address

| | |
|----------|---------------|
| Address | 339 PARK AVE. |
| City | RIVER FOREST |
| State | IL |
| Zip Code | 60305 |

Q4

Phone number

[REDACTED]

Q5

Why are you interested in serving on the Diversity, Equity and Inclusion Advisory Group?

I've had concerns about racial inequity in the U.S., the city of Chicago and the Chicago suburbs for a long time and would like to see what I can do to help. I think it's wonderful that River Forest has started to address this issue in the last year or so and I would like to be a part of the ongoing process. I have no axe to grind, I simply want to offer what I have to contribute.

Q6

Have you ever served on a similar advisory group? If yes, please elaborate.

No.

Q7

Please provide any knowledge and/or expertise you might bring to the Diversity, Equity and Inclusion Ad Hoc Advisory Group.

I'm a social worker, raised in a fairly liberal family, and I'm in my 60's and working only part-time. As a result of at least the first two items, I've long been able to understand and respect differing points of view and help others as they struggle to do the same. As a result of my age and work status, I have time to participate, something I didn't when I was younger and working very long hours.

Q8

For informational purposes, please indicate your preferred meeting time. Your selection will not prohibit your membership in this group.

Afternoon,

Evening

#28

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Saturday, March 13, 2021 8:36:32 AM
Last Modified: Saturday, March 13, 2021 8:43:58 AM
Time Spent: 00:07:26
IP Address: [REDACTED]

Page 2: Please review the responsibilities and complete the form.

Q1

Name

Farzad Khaledan

Q2

Email address

[REDACTED]

Q3

Home address

| | |
|----------|-------------------|
| Address | 1139 Keystone ave |
| City | River Forest |
| State | IL |
| Zip Code | 60305 |

Q4

Phone number

[REDACTED]

Q5

Why are you interested in serving on the Diversity, Equity and Inclusion Advisory Group?

As a diverse member of community with expertise in subject, I would like to assist the village in achieving equity and inclusion all village operations and in village expenditures.

Q6

Have you ever served on a similar advisory group? If yes, please elaborate.

Yes, I have been involved throughout my career and now in Supplier Diversity program ensuring that women and diverse firms receive a certain percentage of total company expenditures. I work for a fortune 200 company and activity pursuing growing our supplier diversity programs.

Q7

Please provide any knowledge and/or expertise you might bring to the Diversity, Equity and Inclusion Ad Hoc Advisory Group.

I have 20 years experience in hiring diverse people at work as well as growing our company's spend with diverse and women owned companies. Currently working on advisory board in these initiatives,

Q8

For informational purposes, please indicate your preferred meeting time. Your selection will not prohibit your membership in this group.

Morning,
Afternoon,
Evening

#29

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Saturday, March 13, 2021 1:30:24 PM
Last Modified: Saturday, March 13, 2021 2:11:49 PM
Time Spent: 00:41:25
IP Address: [REDACTED]

Page 2: Please review the responsibilities and complete the form.

Q1

Name

Tina Baird

Q2

Email address

[REDACTED]

Q3

Home address

| | |
|----------|----------------|
| Address | 901 William St |
| City | River Forest |
| State | IL |
| Zip Code | 60305 |

Q4

Phone number

[REDACTED]

Q5

Why are you interested in serving on the Diversity, Equity and Inclusion Advisory Group?

I am a fairly new resident of River Forest. I moved to the village from out of state almost 4 years ago. I believe that a fresh, new experience would be an important asset to this advisory group. I am also the mother of an adult son with a disability. I have often seen individuals with neuro-diverse needs and adaptive needs not included in the conversation on Diversity and Equity.

Q6

Have you ever served on a similar advisory group? If yes, please elaborate.

Yes, in another community, in another state. ACAP (Adaptive Community Approach Program) is a non-profit interest of inclusion of adults with developmental disabilities. I served on the board for the entirety of my maximum commitment of 3 years. We advocated for, supported and managed the inclusion of adults in employment, service and the arts.

Q7

Please provide any knowledge and/or expertise you might bring to the Diversity, Equity and Inclusion Ad Hoc Advisory Group.

I am the mother of three sons, including an adult son on the Autism Spectrum, who resides with us. I have worked in the Speech Therapy field in a variety of environments, including long term and short term care facilities, private therapeutic settings, and schools. I have a degree in Early Childhood/Exceptional Education Needs and currently am the lead PK (3-4 year olds) at Grace Lutheran School in River Forest.

Q8

Afternoon,

For informational purposes, please indicate your preferred meeting time. Your selection will not prohibit your membership in this group.

Evening

#30

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Monday, March 15, 2021 11:12:43 AM
Last Modified: Monday, March 15, 2021 11:24:26 AM
Time Spent: 00:11:43
IP Address: [REDACTED]

Page 2: Please review the responsibilities and complete the form.

Q1

Name

Sun-Hee Yoon

Q2

Email address

[REDACTED]

Q3

Home address

| | |
|----------|-------------------|
| Address | 110 Keystone Ave. |
| City | River Forest |
| State | IL |
| Zip Code | 60305 |

Q4

Phone number

[REDACTED]

Q5

Why are you interested in serving on the Diversity, Equity and Inclusion Advisory Group?

Having been a member of Diversity Committee at my daughter's school for 8 years, I think I am quite experienced the small steps of changes in Diversity, Equity and Inclusion.

Q6

Have you ever served on a similar advisory group? If yes, please elaborate.

I've been a member of Diversity Committee at my daughter's school since 2014. I have organized lots of diverse cultural activities in the school community.

Q7

Please provide any knowledge and/or expertise you might bring to the Diversity, Equity and Inclusion Ad Hoc Advisory Group.

I have initiated many cultural experiences in the school community. For example, Chinese Hot pot social on Lunar New Year 2019, Korean drumming in After-school program, school wide Korean Drum & Dance in Spring Assembly in 2019.

I have also hosted International Pot Luck every year (except 2020) in my house to bring the multicultural friends and families to connect with each other.

Q8

Afternoon,

For informational purposes, please indicate your preferred meeting time. Your selection will not prohibit your membership in this group.

Evening

#31

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Monday, March 15, 2021 6:09:30 PM
Last Modified: Monday, March 15, 2021 7:02:51 PM
Time Spent: 00:53:20
IP Address: [REDACTED]

Page 2: Please review the responsibilities and complete the form.

Q1

Name

Chuck Foster

Q2

Email address

[REDACTED]

Q3

Home address

| | |
|----------|--------------|
| Address | 302 Ashland |
| City | River Forest |
| State | IL |
| Zip Code | 60305 |

Q4

Phone number

[REDACTED]

Q5

Why are you interested in serving on the Diversity, Equity and Inclusion Advisory Group?

Many times groups seeking change become "starry-eyed". I look at myself as being logical and pragmatic. I try to avoid "group-think". This group is important in shaping our future.

Q6

Have you ever served on a similar advisory group? If yes, please elaborate.

I haven't been involved in DEI, but have served on many church boards and committees including, Staffing, Finance, Foundation and Deacon.

Q7

Please provide any knowledge and/or expertise you might bring to the Diversity, Equity and Inclusion Ad Hoc Advisory Group.

I have been a Financial Advisor for 32 years and have experience serving a diverse group of clients.

Q8

For informational purposes, please indicate your preferred meeting time. Your selection will not prohibit your membership in this group.

Morning,
Afternoon,
Evening

#32

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Tuesday, March 16, 2021 12:58:31 PM
Last Modified: Wednesday, March 17, 2021 12:19:29 PM
Time Spent: 23:20:58
IP Address: [REDACTED]

Page 2: Please review the responsibilities and complete the form.

Q1

Name

Alexandra DeSorbo-Quinn

Q2

Email address

[REDACTED]

Q3

Home address

| | |
|----------|----------------|
| Address | 925 William St |
| City | River Forest |
| State | IL |
| Zip Code | 60305 |

Q4

Phone number

[REDACTED]

Q5

Why are you interested in serving on the Diversity, Equity and Inclusion Advisory Group?

I've been involved in this work professionally at a nonprofit serving Chicago's south and west sides and interested in making these connections to the River Forest community. I also have three young children and want this work to inform their future experience in the community.

Q6

Have you ever served on a similar advisory group? If yes, please elaborate.

Yes, I co-lead the DEI Task Force within my nonprofit organization.

Q7

Please provide any knowledge and/or expertise you might bring to the Diversity, Equity and Inclusion Ad Hoc Advisory Group.

I'm most familiar with it from an organizational perspective. I have knowledge/experience with building consensus around commitments to race equity and corresponding metrics, carrying out the work and communicating it.

Q8

For informational purposes, please indicate your preferred meeting time. Your selection will not prohibit your membership in this group.

Morning,

Evening

#33

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Thursday, March 18, 2021 9:52:34 AM
Last Modified: Thursday, March 18, 2021 10:04:16 AM
Time Spent: 00:11:42
IP Address: [REDACTED]

Page 2: Please review the responsibilities and complete the form.

Q1

Name

Teresa Peavy

Q2

Email address

[REDACTED]

Q3

Home address

| | |
|----------|----------------|
| Address | 13 ASHLAND AVE |
| City | RIVER FOREST |
| State | IL |
| Zip Code | 60305 |

Q4

Phone number

[REDACTED]

Q5

Why are you interested in serving on the Diversity, Equity and Inclusion Advisory Group?

I want to make sure the the village is not only diverse, but offers equitable opportunities for all.

Q6

Have you ever served on a similar advisory group? If yes, please elaborate.

Served as PTO President for Lincoln School from 2009-2011,

Q7

Please provide any knowledge and/or expertise you might bring to the Diversity, Equity and Inclusion Ad Hoc Advisory Group.

I am currently the Senior Specialist for the American Bar Association Division for Bar Services. In this roll, I have planned numerous DEI programs, worked closely with the ABA DEI center.

Q8

For informational purposes, please indicate your preferred meeting time. Your selection will not prohibit your membership in this group.

Afternoon,

Evening

#34

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Thursday, March 18, 2021 1:50:16 PM
Last Modified: Thursday, March 18, 2021 2:12:17 PM
Time Spent: 00:22:01
IP Address: [REDACTED]

Page 2: Please review the responsibilities and complete the form.

Q1

Name

Laurel Burkett

Q2

Email address

[REDACTED]

Q3

Home address

| | |
|----------|-------------------|
| Address | 1420 N Harlem Ave |
| Unit # | APT F |
| City | River Forest |
| State | IL |
| Zip Code | 60305 |

Q4

Phone number

[REDACTED]

Q5

Why are you interested in serving on the Diversity, Equity and Inclusion Advisory Group?

I am interested in serving on this advisory group because I am very passionate about challenging our unconscious bias and believe that communities thrive with a diverse and inclusive culture.

Q6

Have you ever served on a similar advisory group? If yes, please elaborate.

No, I have not

Q7

Please provide any knowledge and/or expertise you might bring to the Diversity, Equity and Inclusion Ad Hoc Advisory Group.

I am an experienced Talent Acquisition Specialist/HR professional for a Fortune 500 company. I believe that the skills that I learned in this role have prepared me to be an excellent fit for the DE &I advisory group. Some of my experience includes training managers on unconscious bias and how to mitigate the impact it has on our hiring decisions. I have successfully helped my company increase its diversity hires year over year. I would love to be a part of making a more inclusive river forest community,

Q8

Evening

For informational purposes, please indicate your preferred meeting time. Your selection will not prohibit your membership in this group.

#35

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Thursday, March 18, 2021 9:08:36 PM
Last Modified: Thursday, March 18, 2021 9:14:29 PM
Time Spent: 00:05:53
IP Address: [REDACTED]

Page 2: Please review the responsibilities and complete the form.

Q1

Name

Stephanie Kang

Q2

Email address

[REDACTED]

Q3

Home address

| | |
|----------|------------------|
| Address | 616 Thatcher Ave |
| City | River Forest |
| State | IL |
| Zip Code | 60305 |

Q4

Phone number

[REDACTED]

Q5

Why are you interested in serving on the Diversity, Equity and Inclusion Advisory Group?

I'm passionate about DEI and have become more educated through volunteering at my company. I have a bi-racial household and a child with unique learning needs so understand what it's like to feel a sense of belonging and what it's like to not belong. I think a sense of true belonging for all members of our community sits at the very top of the DEI pyramid and it should be the mission of this group to define a plan to achieve it. I am action oriented and like to roll up my sleeves to get things done.

Q6

Have you ever served on a similar advisory group? If yes, please elaborate.

District 90 Inclusiveness advisory board

Q7

Please provide any knowledge and/or expertise you might bring to the Diversity, Equity and Inclusion Ad Hoc Advisory Group.

I serve as a founding member of the D&I council at Beam-Suntory. I lead our Mentorship and Advocacy committee and stood up our first ever mentorship program for BIPOC. I serve on the Black and Asian employee impact groups.

Q8

Evening

For informational purposes, please indicate your preferred meeting time. Your selection will not prohibit your membership in this group.

#36

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Thursday, March 18, 2021 9:01:07 PM
Last Modified: Thursday, March 18, 2021 9:32:03 PM
Time Spent: 00:30:55
IP Address: [REDACTED]

Page 2: Please review the responsibilities and complete the form.

Q1

Name

Cindy Shea

Q2

Email address

[REDACTED]

Q3

Home address

| | |
|----------|------------------|
| Address | 325 Thatcher Ave |
| City | River Forest |
| State | IL |
| Zip Code | 60305 |

Q4

Phone number

[REDACTED]

Q5

Why are you interested in serving on the Diversity, Equity and Inclusion Advisory Group?

I've been involved in racial equity work for 10+ years through a mentoring program in Austin, as well as a member of the Community Council and Equity Committee at Oak Park River Forest High School. It is an issue that I have come to care deeply about, seeing first hand how many common policies and practices can have adverse impacts on our black communities.

Q6

Have you ever served on a similar advisory group? If yes, please elaborate.

The Community Council at OPRF is a board appointed advisory committee. It's role is to be a sounding board for potential board actions. I served on the Community Council for four years and was also a founding member of the Equity Committee of the Council. In addition, I served on the committee formed by the OPRF Board of Education that was tasked with bringing a recommendation to the Board on whether we should continue with a combined Superintendent/Principal role or split the role into two positions. We performed research, did school visits and interviews with other school districts that included feedback from parents, administrators and teachers before making our recommendations.

Q7

Please provide any knowledge and/or expertise you might bring to the Diversity, Equity and Inclusion Ad Hoc Advisory Group.

In my six years of mentoring a young black girl from 5th - 10th grade, I came to see first hand how school policies often did not benefit the children who had family situations that were not "traditional" or did not have access to as many resources. I continued this work at Oak Park River Forest High School through our equity discussions. As a high school, we have made tremendous progress in making changes to many policies and procedures involving restorative justice, educational tracking, revamping curriculum, modifying spaces and overall making the school a more welcoming and safe environment for our black teens. This took a lot of hard work and tough, raw conversations. Through that work, I have learned to be comfortable with the uncomfortable. There will be no real breakthrough as a community without some discomfort.

Q8

Evening

For informational purposes, please indicate your preferred meeting time. Your selection will not prohibit your membership in this group.

#37

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Saturday, March 20, 2021 1:48:18 PM
Last Modified: Saturday, March 20, 2021 2:48:02 PM
Time Spent: 00:59:44
IP Address: [REDACTED]

Page 2: Please review the responsibilities and complete the form.

Q1

Name

Liz Simon

Q2

Email address

[REDACTED]

Q3

Home address

| | |
|----------|------------------|
| Address | 234 Franklin Ave |
| City | RIVER FOREST |
| State | IL |
| Zip Code | 60305 |

Q4

Phone number

[REDACTED]

Q5

Why are you interested in serving on the Diversity, Equity and Inclusion Advisory Group?

As an employment law mediator and arbitrator working in the areas of employment law and housing, the topics of diversity, equity and inclusion resonate with me. In my experience, these issues impact people in a variety of ways, sometimes by uniting communities and groups and at other times dividing them. I have lived in this community for over 25 years and our three children attended the schools here. I am now watching the ways in which another generation of families make River Forest their home. For these reasons, I believe I offer a personal perspective that could be helpful as this Advisory Group explores the challenges and opportunities our Village faces in addressing the issues of diversity, equity and inclusion.

Q6

Have you ever served on a similar advisory group? If yes, please elaborate.

Earlier this year, I served as a volunteer facilitator for the Center for Conflict Resolution. We were tasked with facilitating discussions with Chicago neighborhood residents about the ways the Chicago Police Department could be more open in its policies and practices regarding individuals with disabilities.

Several years ago, I served on an advisory group created by the Cook County Circuit Court to explore the challenges and opportunities for creating an Elder Care Center. One of the lessons I learned from both these experiences was the importance of conveying the broad issues and concerns that will be relevant for the decision-makers to consider.

Q7

Please provide any knowledge and/or expertise you might bring to the Diversity, Equity and Inclusion Ad Hoc Advisory Group.

The ability to listen, ask questions and suspend judgment are integral to being a mediator and also serving in an advisory capacity to an organization. As the former Board president for our congregation, I have dealt firsthand with issues related to strategic planning, governance and how we define "community." I believe these skills and experiences could be helpful to this Advisory Group and the Village Board.

Q8

Afternoon,

For informational purposes, please indicate your preferred meeting time. Your selection will not prohibit your membership in this group.

Evening

#38

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Saturday, March 20, 2021 2:48:58 PM
Last Modified: Saturday, March 20, 2021 4:54:30 PM
Time Spent: 02:05:32
IP Address: [REDACTED]

Page 2: Please review the responsibilities and complete the form.

Q1

Name
Jessica Hartshorn

Q2

Email address
[REDACTED]

Q3

Home address
Address 35 Park Ave
City River Forest
State IL
Zip Code 60305

Q4

Phone number
[REDACTED]

Q5

Why are you interested in serving on the Diversity, Equity and Inclusion Advisory Group?

As the village of River Forest grows in diversity, it is the job of the village board to govern in the best interest of all residents, and to ensure that policies and public institutions are functioning equitably. This means that residents of color in RF are experiencing the same outcomes in areas like education, housing, and policing. I am interested in serving on the DEI Advisory Group to help ensure equity for residents of color in these specific areas.

The protests that occurred in the summer of 2020 present a unique and vital opportunity for power structures to be proactive about eradicating racism in their spheres of influence. River Forest is no exception. The uprisings occurred as a result of decades of police brutality, however systemic racism pervades all systems.

I am interested in serving on on the DEI AG to help River Forest take a proactive approach in revising its systems of policing, housing, and education in order to reflect that the lives of people of color matter in our village. As a show of support to Black Lives Matter, River Foresters lined Washington Street twice in solidarity with neighboring towns. As a resident of RF who sees the village's assets and recognizes its room for improvement on DEI, I am interested in helping RF follow up on this enthusiastic demonstration of support with tangible actions and policy change.

In terms of housing - where affordable housing exists in the village, it ought to be preserved and not demolished. Where new housing is developed, the village ought to explore opportunities to include affordable units. Separate from affordability, when people of color are looking to purchase homes in RF at market rate, and they are of the financial means to do so, there should be no extraneous or discriminatory barriers before them. The village board as well as the DEI Group should consider the fact that for a long time wealthy homebuyers of color were denied entry into towns like RF, not because they couldn't afford it but simply due to racial prejudice. It would behoove the village to make sure none of that exists today and to consider doing affirmative marketing - which makes a point to diversify interested buyers.

Q6

Have you ever served on a similar advisory group? If yes, please elaborate.

In 2017 I assisted with a church in Oak Park that was working to bridge and connect the Austin and Oak Park communities. I met with diverse leadership a handful of times to offer tips, recommendations, and best practices on attracting diversity to the church, building a church body that is both welcoming and responsive to members of a different ethnic and socioeconomic community.

Q7

Please provide any knowledge and/or expertise you might bring to the Diversity, Equity and Inclusion Ad Hoc Advisory Group.

In addition to the following professional experience listed below in civic work, civil rights work, and housing, I regularly read and write about issues of racial inequality and the history of systemic racism. While I hold this knowledge, my work in the Advisory Group would be focused on solutions. Please find some of my professional experience below.

From 2014-2016 I managed a grant program for housing and urban development in Austin, Chicago. Some of my duties included:

- Partnered with existing community organizations to strategically improve housing market
- Expanded outreach by speaking at community events and with civic leaders
- Researched housing, economic, and racial issues affecting Cook County and US.

From 2015-2016 I was an intern at the Chicago Lawyers Committee for Civil Rights working on the Fair Housing Project. I processed complaints about housing discrimination across Chicagoland.

In 2017 I was a Fellow with Chicago United for Equity. I participated in a training on using a racial equity lens to evaluate the effects of public policy on those who would be most impacted by said policies.

From 2018-2020 I worked at the Illinois Housing Development Authority doing foreclosure prevention work with a program known as the Hardest Hit Fund. Some of my duties included:

- Determined eligibility for funding for foreclosure prevention at the Hardest Hit Fund
- Reviewed mortgage statements, federal taxes, financial documents to determine income and eligibility
- Prepared and managed daily Excel reports used to manage/prioritize underwriter pipelines

Q8

Evening

For informational purposes, please indicate your preferred meeting time. Your selection will not prohibit your membership in this group.

#39

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Saturday, March 20, 2021 4:19:34 PM
Last Modified: Saturday, March 20, 2021 5:01:30 PM
Time Spent: 00:41:56
IP Address: [REDACTED]

Page 2: Please review the responsibilities and complete the form.

Q1

Name

Abigail Rogers

Q2

Email address

[REDACTED]

Q3

Home address

| | |
|----------|--------------|
| Address | 145 Park Dr. |
| City | River Forest |
| State | IL |
| Zip Code | 60305 |

Q4

Phone number

[REDACTED]

Q5

Why are you interested in serving on the Diversity, Equity and Inclusion Advisory Group?

I am interested in contributing positively to the level of consciousness in the community around different perspectives and experiences. I am also interested in advancing difficult, necessary discussions to promote inclusion and equity. Examining how our government systems and operations impact the community is a critical element of supporting progress in these areas.

Q6

Have you ever served on a similar advisory group? If yes, please elaborate.

I have not.

Q7

Please provide any knowledge and/or expertise you might bring to the Diversity, Equity and Inclusion Ad Hoc Advisory Group.

I am a labor and employment attorney and have worked with governmental entities for over two decades. Not only do I understand the legal landscape, but I have had broad exposure to historical and cultural influences on government operations. I also provide workplace non-discrimination and diversity training which has required me to learn and evolve in order to effectively communicate and to promote constructive discussions on sensitive issues. On the personal front, I am parenting three teens whose consciousness and voice around the issues of diversity, equity and inclusion keep me examining my own attitudes, perceptions and actions. I continue to challenge myself to examine my own accountability and openness to understanding the experiences of other members of our community.

Q8

Evening

For informational purposes, please indicate your preferred meeting time. Your selection will not prohibit your membership in this group.

#40

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Sunday, March 21, 2021 12:50:34 PM
Last Modified: Sunday, March 21, 2021 12:53:20 PM
Time Spent: 00:02:45
IP Address: [REDACTED]

Page 2: Please review the responsibilities and complete the form.

Q1

Name
Megan Keskitalo

Q2

Email address
[REDACTED]

Q3

Home address
Address 8125 Lake St
City River Forest
State IL
Zip Code 60305

Q4

Phone number
[REDACTED]

Q5

Why are you interested in serving on the Diversity, Equity and Inclusion Advisory Group?

From the time I was a child, I have had a passion for equity and justice. I grew up in an incredibly intolerant place and learned early on what needed to change. I translated that early passion into graduate studies in anthropology, exploring cultures, biology and the ways in which people interact with their environment. My guiding philosophy is to foster equity wherever I am in all the ways I can with all the tools at my disposal. In any capacity that I can, I will do this work, on this advisory group and/or in any other way.

River Forest is at an exciting phase of equity work, it is still nascent and in need of concrete guidance to help us reach the DEI goals we have set for ourselves. I have the passion, drive, skills and knowledge to help us get there. I became interested in doing DEI work with the village long before we started our equity initiative. For several years now, I've had applications in with both the Police and Fire Commissioners and Local Ethic Commissions with an open perspective of addressing racial equity, though I have not received a response to those applications. I've always believed we can address equity proactively or reactively and I think it benefits the village and its citizens to address it proactively. I'm so glad that we are forming this group now. My husband and I moved to River Forest in 2015 and I have loved living here. We were even featured in the Chicago Tribune talking about the wonderful home and life we found here. There is a perception of very expensive housing in the village, but my family, like 30% of the village, lives in multi-family housing. I find it a wonderful place to live. Because I care so much about River Forest and the residents here, I want to find ways to make it even better for all of us-those who live here, work here, commute through and study here.

Personally, I am a member of some communities I would like to see represented. I am a bisexual, Jewish woman. I live in a townhouse on the border of the village and Maywood. I think having representation from the middle class, people who live on the borders of our town, and who live in multi-family housing will be important to this group.

I've spent a good portion of my graduate studies researching disparities in health, and many of those fall along race and class divides. I've been active in leadership in social justice and LGBTQIA+ issues since high school. I've experienced instances of intolerance, sadly even here in our wonderful village and so have my kids-who are only 5 and 7 years old. They learned to navigate bomb threat drills at the age of 2 at West Suburban Temple Har Zion's early childhood center, because bomb threats were being phoned into Jewish preschools across the country. Hatred is something I will never accept, directed at me or at anyone else. We are none of us free until all of us are free. We are none of us equal until all of us are equal.

People often say to me "why do you love River Forest so much?" and it is because of the people. I love the people here. There is so much positive energy to try to make change and so much to enthusiasm for our village and its citizens.

Q6

Have you ever served on a similar advisory group? If yes, please elaborate.

I have long served on advisory and advocacy groups that promote equity. In River Forest, I co-founded the River Forest Rail Traffic Pollution Protection Group and worked with the village to achieve our goals around noise abatement and safety along the railways. I am a current board member at Oak Park Temple B'nai Abraham Zion and I am focused on equity and inclusion work in that context. I have been working with the group formulating the Maywood Twin Village Covenant and promoted the covenant to the community before it was voted on. I have helped with the beginnings of conceptualizing this specific group. I have been part of Race Conscious Dialogs and am currently facilitating a Race, Racism and Parenting learning circle at Oak Park Temple, which is very well received. I have worked to raise awareness of the need for affordable housing in our community and worked to rectify misconceptions of affordable housing. I am also in contact with Amy Omi at Dominican University to determine how best to leverage my skills and experience with the TRHT, as they can use the assistance of more research professionals.

Q7

Please provide any knowledge and/or expertise you might bring to the Diversity, Equity and Inclusion Ad Hoc Advisory Group.

I have a host of skills that can help this group. First, I'm skilled in both quantitative and qualitative data analysis, survey design and focus grouping. I can help to lead discussions on DEI topics and analyze and communicate data in meaningful ways from multiple perspectives. I am trained in Participatory Action Research, which will be particularly useful in working together with Dominican University and the villages of River Forest and Maywood to attract grant funding for shared goals. As a graduate trained anthropologist I have studied the cultural continuities as well as the social and health disparities within minority groups in the US and abroad. I have also worked as a Senior Statistician in wealth management in strategic planning, benchmarking and philanthropic evaluation. I have experience writing grants, evaluating data, strategic planning, community leadership, grass roots organization and teaching. My MA thesis topic was 3000 Years of Cultural Continuities among Yucatec Maya Women and my post-masters research topic was Bayesian Analysis of Underweight and Overweight among Urban US Children. I have also worked at the New York State Department of Health exploring health impacts of polychlorinated bisphenols among Vietnam Veterans. I am published on the topic of toxicology, including heavy metals exposure, noise and environmental pollution.

I'm the Secretary of the Glasser Preschool Board. We have worked diligently to keep the preschool open throughout the pandemic and to manage the economic fallout of the pandemic while keeping tuition level, staff salaries competitive, and staff and students safe. Nationally, around 40% of early childhood care centers have closed or are anticipated to close due to the pandemic. Our board had to make decisions about when and how we would balance the income of the preschool teachers, some of whom would be severely impacted by the loss of their jobs, and the needs of the families supporting the preschool. We were able to successfully manage the complex realities of the pandemic in a way that embraced the equity and humanity of all involved. We were able to maintain the jobs of those who were more dependent on their income with the hope that the teachers who were less dependent will be able to return soon. Prioritizing equity in a business on the precipice was necessary and difficult and I'm so proud we were able to do it. I understand that impact in equity will always outweigh intent.

I'm happy to write first drafts, dig deep into detail work and work with statistics and financial data. I'm skilled at distilling ideas into action steps. I can act in both leadership and support roles as the situation demands. I am well-versed in the nuances of DEI work and I'm able to hit the ground running with our very own DEI Advisory Group. Thank you for the opportunity to apply for this role.

Q8

For informational purposes, please indicate your preferred meeting time. Your selection will not prohibit your membership in this group.

Morning,

Evening

#41

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Monday, March 22, 2021 10:12:35 AM
Last Modified: Monday, March 22, 2021 10:23:04 AM
Time Spent: 00:10:29
IP Address: [REDACTED]

Page 2: Please review the responsibilities and complete the form.

Q1

Name

Roshni Ray Ricchetti

Q2

Email address

[REDACTED]

Q3

Home address

| | |
|----------|--------------|
| Address | 801 Park Ave |
| City | River Forest |
| State | IL |
| Zip Code | 60305 |

Q4

Phone number

[REDACTED]

Q5

Why are you interested in serving on the Diversity, Equity and Inclusion Advisory Group?

As someone who moved from California to River Forest virtually sight unseen specifically because of the diversity I hoped to find in the OPRF area, and , I am personally vested in our community being a diverse, inclusive, and equitable one.

Q6

Have you ever served on a similar advisory group? If yes, please elaborate.

I am in my 5th year of serving on the D90 Inclusiveness Advisory Board.

Q7

Please provide any knowledge and/or expertise you might bring to the Diversity, Equity and Inclusion Ad Hoc Advisory Group.

I bring to the table my own experience as a minority in River Forest as well as a minority who grew up in a predominantly white community in upstate NY. I'm in an interracial marriage and the mother of three mixed race children. I'm also a woman in a STEM career who studied engineering, and so I have lifelong experience of being a minority in spaces with other dominant groups. I tutored elementary school reading, writing, and math in underserved neighborhoods in San Francisco for several years. Professionally I work in medical research working with obese and diabetic populations and am involved in the African Cancer Genome Project, so I bring a breadth of experience working across a spectrum of vulnerable populations.

Q8

Evening

For informational purposes, please indicate your preferred meeting time. Your selection will not prohibit your membership in this group.

#42

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Monday, March 22, 2021 5:18:00 PM
Last Modified: Monday, March 22, 2021 5:25:55 PM
Time Spent: 00:07:54
IP Address: [REDACTED]

Page 2: Please review the responsibilities and complete the form.

Q1

Name

Tim Brandhorst

Q2

Email address

[REDACTED]

Q3

Home address

| | |
|----------|--------------------|
| Address | 601 Ashland Avenue |
| City | River Forest |
| State | IL |
| Zip Code | 60305 |

Q4

Phone number

[REDACTED]

Q5

Why are you interested in serving on the Diversity, Equity and Inclusion Advisory Group?

I have a long interest in diversity, equity, and inclusivity (see below) but my main interest in River Forest's effort is to try to bridge the gap and help bring everyone in our community forward. Over the past few years many in our town have become more racially aware, and better equipped to speak and act in an inclusive manner. But many in our town have not, whether from a lack of historical knowledge or a discomfort around thinking and speaking about race. How do we help everyone, wherever they fall on the spectrum of racial awareness and commitment to equity and inclusivity? It's my hope that this working group will identify meaningful activities and learnings to lift up as many residents as possible.

Q6

Have you ever served on a similar advisory group? If yes, please elaborate.

Yes. I was an active working member of the Imagine OPRF Working Group in 2017-19, including co-editing the group's final report and recommendations to the D200 school board. The role of the DEI Advisory Group in examining all Village "practices, policies, systems and structures" calls to mind the Imagine OPRF Working Group's charge to examine each of the million square foot of the high school--and will be a similarly large undertaking requiring organization and teamwork. The Imagine team's work led to the first major capital construction work at the high school in over 50 years. That group consisted of roughly 30 community members (plus OPRF staff), and the work involved research; analysis; outreach to stakeholders (students, teachers, parents, residents) including focus groups; weekly team meetings; engagement with residents on social media; and two-way communication with residents in town hall settings.

Prior to that I was an active member of the small group of River Forest residents advocating in 2017 for River Forest to become a Welcoming Village.

Q7

Please provide any knowledge and/or expertise you might bring to the Diversity, Equity and Inclusion Ad Hoc Advisory Group.

I have a long interest and track record in DEI work. In the late 90s, as director of labor relations for the Chicago Public Schools, I and the (all-white) school engineers union created an apprenticeship program for the predominantly Black and brown students of CPS, creating a new pipeline to good-paying jobs. Beginning in 2005, as an acquisitions editor and editorial director, I acquired a series of books on microinequities, inclusivity, equity and diversity, such as *What If I Say the Wrong Thing?: 25 Habits of Culturally Effective People* by Verna Myers (VP of Inclusion Strategy at Netflix). I learned a great deal from the Black authors whose works I edited and published.

In my current role as a literary attorney, I work primarily with book authors in the social impact space, helping them write and publish works of thought leadership. I help people create persuasive content, often through stories, that helps readers understand the world in a new way and feel compelled to act. I believe my experience and skills will be useful to the Diversity, Equity, and Inclusion Ad Hoc Advisory Group in engaging residents and stakeholders; articulating clear goals and calls to action; identifying the stories, data, history, and paradigms that will resonate; and crafting clear and digestible new content.

Q8

Evening

For informational purposes, please indicate your preferred meeting time. Your selection will not prohibit your membership in this group.

#43

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Tuesday, March 23, 2021 10:42:54 AM
Last Modified: Tuesday, March 23, 2021 10:50:14 AM
Time Spent: 00:07:19
IP Address: [REDACTED]

Page 2: Please review the responsibilities and complete the form.

Q1

Name

John Grant

Q2

Email address

[REDACTED]

Q3

Home address

| | |
|----------|-------------------|
| Address | 923 Thatcher Ave. |
| City | River Forest |
| State | IL |
| Zip Code | 60305 |

Q4

Phone number

[REDACTED]

Q5

Why are you interested in serving on the Diversity, Equity and Inclusion Advisory Group?

I am interested in serving on the advisory group because the presence or absence of diversity, equity, and inclusion is something that has been a factor in my life in many ways, and so I am passionate about the topic, and I believe I would bring value to this group through my life experience, professional experience, and community advocacy experience.

Q6

Have you ever served on a similar advisory group? If yes, please elaborate.

I have been active in efforts towards sustainability around town, and was part of the Green For Good group in the schools, and have participated as a parent in Boy Scouts, and other forms of civic engagement, including supporting candidates for elected office.

Q7

Please provide any knowledge and/or expertise you might bring to the Diversity, Equity and Inclusion Ad Hoc Advisory Group.

I will bring value in three ways:

1. My life experience:

- Growing up as the son of a single mother of very modest means, I felt the sting of life without many resources and social capital, and I experienced first hand how the power structures succeeded or failed at welcoming me into them.
- I have a close family member in the LGBTQ community, which has added to my awareness of LGTBQ issues.
- I have two children with disabilities/differences, and their experiences have added to my insight on DEI, and my experience advocating for DEI.
- DEI Is a family value. My wife served on the Inclusivity Advisory Board for District 90 in town.

2. My community experience:

- I have a history of advocating for fairness and equity on issues in River Forest, in a way that builds consensus and public support to achieve actual results. Just recently, my advocacy has resulted in the Village Board taking up the issue of government transparency and accountability. These ongoing democratic reforms will have a symbiotic relationship with DEI efforts.
- I have lent support to community leaders who are working on DEI initiatives
- I have already started conversations with community leaders in other municipalities and in non-governmental local organizations who would be very happy to play a part in successful DEI initiatives in River Forest.

3. Business experience:

- My experience as a successful small-business owner for close to 30 years could be very helpful in the sister city relationship with Maywood or other communities, in that small business will be a great way to cooperate and collaborate and get to know each other.
 - My experience may be helpful in the identification and engagement and oversight of an outside consultant for DEI. As a general contractor and builder, I have extensive experience in finding, vetting, engaging, and collaborating with contractors, attorneys, real estate agents, bankers, consultants, inspectors, and other professionals.
-

Q8

Morning

For informational purposes, please indicate your preferred meeting time. Your selection will not prohibit your membership in this group.



River Forest
Public Schools

Administration Building

7776 Lake Street
River Forest, IL 60305
708-771-8282

March 23, 2021

To Whom It May Concern,

It is with great enthusiasm that I offer my highest recommendation on behalf of John Grant to become a member of the Diversity, Equity and Inclusion Advisory Group. I have known Mr. Grant for almost three years. He is a parent I have collaborated with to support his students in River Forest District 90 and, by extension, our collaboration has created a positive impact for other students as well.

John is a great advocate for inclusion for all students. Together with student services teams, John and his wife have worked to ensure that classrooms are accessible to provide the most access to the general education classrooms and promote student independence including transitions from elementary to middle school. Likewise, John understands that students deserve to be provided with high quality education and make progress no matter what their learning profile may be. He is a critical thinker. As a parent in special education meetings, John is always an integral member. He has great ideas, asks critical questions and collaborates well with the team.

John's personal experiences make him an excellent candidate for the position. He is very aware of many of the challenges of equity and access for all. In addition, John has been a member of Green for Good for schools and other community engagement opportunities. John is the type of individual who I would want to have as a neighbor. He is compassionate and seeks ways to make his community better by backing up his words with actions.

John has a deep commitment to River Forest. He would be an asset to your program and I highly recommend him for any endeavor he chooses to pursue. If you need any information or have additional questions, please do not hesitate to contact me.

Sincerely,

Denise Matthews
Director of Special Education
(708) 771-8282
matthewsd@district90.org

#44

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Wednesday, March 24, 2021 8:34:02 AM
Last Modified: Wednesday, March 24, 2021 8:46:29 AM
Time Spent: 00:12:26
IP Address: [REDACTED]

Page 2: Please review the responsibilities and complete the form.

Q1

Name

Stacey Austin

Q2

Email address

[REDACTED]

Q3

Home address

| | |
|----------|-------------------|
| Address | 406 Franklin Ave. |
| Unit # | 1B |
| City | River Forest |
| State | IL |
| Zip Code | 60305 |

Q4

Phone number

[REDACTED]

Q5

Why are you interested in serving on the Diversity, Equity and Inclusion Advisory Group?

This is an area to which I am interested in committing some time and I enjoy working with others on these types of initiatives, which create significant value for the entities that have adopted them and individuals within those entities.

Q6

Have you ever served on a similar advisory group? If yes, please elaborate.

No, I have not served on a DEI group for any other municipality.

Q7

Please provide any knowledge and/or expertise you might bring to the Diversity, Equity and Inclusion Ad Hoc Advisory Group.

I have some familiarity with the working being done in various spaces with respect to DEI, the rules around discrimination, and also working with municipalities as a part of my day job. I also have experience with drafting and reviewing policies, ensuring diversity of vendor relationships, disadvantaged business entity certification, collecting and analyzing information, and working with/advising oversight and governing bodies.

Q8

For informational purposes, please indicate your preferred meeting time. Your selection will not prohibit your membership in this group.

Morning,
Afternoon,
Evening

#45

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Wednesday, March 24, 2021 7:49:04 PM
Last Modified: Wednesday, March 24, 2021 8:09:06 PM
Time Spent: 00:20:01
IP Address: [REDACTED]

Page 2: Please review the responsibilities and complete the form.

Q1

Name

Claudia Moreno

Q2

Email address

[REDACTED]

Q3

Home address

| | |
|----------|--------------------|
| Address | 210 Ashland Avenue |
| City | River Forest |
| State | IL |
| Zip Code | 60305 |

Q4

Phone number

[REDACTED]

Q5

Why are you interested in serving on the Diversity, Equity and Inclusion Advisory Group?

I strongly believe in continuous learning and growth through experiences. Being a member of the Group permits creating development opportunities for residents, businesses, and neighboring residents amongst others and engages folks of diverse backgrounds. I believe we as individuals and as a Village have the ability to demonstrate to younger generations breaking down barriers allows for personal and business savviness growth. As a first-time mom and newer resident of River Forest, I'd love to create examples for younger generations to see hard work done by the Village to remove barriers to become an even stronger community. I truly believe the more open and willing we are to work with others different than us the better we are individually and as a community.

Q6

Have you ever served on a similar advisory group? If yes, please elaborate.

Not yet

Q7

Please provide any knowledge and/or expertise you might bring to the Diversity, Equity and Inclusion Ad Hoc Advisory Group.

I have contacts who are experts in this area and who do this for a living.

I have collaborated via Employee Resources Groups on diversity events/opportunities.

Q8

Afternoon,

For informational purposes, please indicate your preferred meeting time. Your selection will not prohibit your membership in this group.

Evening



Village of River Forest

Village Administrator's Office

400 Park Avenue
River Forest, IL 60305
Tel: 708-366-8500

MEMORANDUM

Date: April 22, 2021

To: President Adduci
Village Board of Trustees

From: Lisa Scheiner, Acting Village Administrator

Subj: Update: Lake and Lathrop

An update will be provided to the Village Board of Trustees regarding the status of the Lake and Lathrop Development at the Village Board Meeting on April 26, 2021. Due to the file size, documents related to the development are available for viewing online [here](#).

Thank you.



Village of River Forest

Village Administrator's Office

400 Park Avenue
River Forest, IL 60305
Tel: 708-366-8500

MEMORANDUM

Date: April 21, 2021

To: President Adduci
Village Board of Trustees

From: Lisa Scheiner, Acting Village Administrator

Subj: FY 2021-2022 Budget

Issue: The proposed budget for the Village of River Forest for the Fiscal Year beginning on May 1, 2021 and ending on April 30, 2022 was presented at a Special Meeting of the Village Board of Trustees on April 12, 2021. The following is a summary of the Village's Proposed Fiscal Year 2022 Budget:

| Fiscal Year 2022 Budget | | | | |
|---------------------------|--------------|--------------|--------------|--------------|
| Revenues and Expenditures | | | | |
| | FY 2020 | FY 2021 | FY 2021 | FY 2022 |
| | Actual | Budget | Projected | Budget |
| Village | | | | |
| Revenues | \$27,951,038 | \$29,773,018 | \$35,582,833 | \$36,878,641 |
| Expenditures | 28,839,336 | 31,380,907 | 28,857,735 | 33,821,529 |
| | | | | |
| Library | | | | |
| Revenues | \$ 1,356,785 | \$ 1,393,000 | \$ 1,355,800 | \$ 1,426,600 |
| Expenditures | 1,678,749 | 1,499,000 | 1,419,100 | 1,733,600 |

The Ordinance Adopting the 2022 Annual Budget and the budget letter, summary schedules by fund, and detailed budget reports by fund and account for all Village funds and the River Forest Public Library from the Fiscal Year 2022 Annual Budget are attached to this memo. The River Forest Public Library Board approved their budget on March 16, 2021. There have been no changes to total revenues or expenditures in the budget that is being presented for approval.

A public hearing on the Village Fiscal Year 2022 Budget was held on April 12, 2021 at 7:00 p.m. A notice of the public hearing was published in the Wednesday Journal on March 31, 2021 as required by Illinois State Statute. The budget has been available for public inspection on the

Village's website and at the Village Hall. The final budget document will be compiled and distributed to the Board following approval.

Analysis: The Village is committed to long-term financial planning to ensure a stable and sustainable operation. The purpose of these long-term financial plans is to provide a tool for long-term decision making and a basis for the review of service levels, fund balances and revenue sources. It allows the Village Board to proactively address future potential financial challenges, identify areas of concern, and understand the long-term effects of current decisions. Financial trends and currently known information are used in preparing revenue and expenditure projections. Actual results may vary based on revenue performance, identification of other future economic development, future changes in fees or rates, and the actual expenditures incurred.

At the April 12, 2021 Village Board Meeting and following the meeting, questions were raised by members of the public and Village Board. Staff would like to take this opportunity to address the questions that were asked.

The Village has worked hard through the years to maintain a strong financial position with adequate General Fund reserves. With sound practices in place and clear direction from the Board, when needed we are able to make any necessary adjustments in a measured, thoughtful and deliberate manner to maintain this. Staff recommends the strategic use of fund reserves for the FY 2022 budget for certain non-recurring expenditures. This will not result in decreasing fund reserves below the levels required by Village policy. The Village's financial policies are incorporated in and approved by the Board annually as part of the budget document.

The Village has also utilized responsible and customary financing tools when determining how to fund capital improvement projects that will improve the quality of life for River Forest residents. On October 12, 2020, the Village Board of Trustees discussed moving forward with and financing several large scale infrastructure projects (Automated Metering Infrastructure, Keystone/Division Street Sewer Improvements, and the acceleration of the alley reconstruction program) using existing funds and alternative revenue bonds to finance these projects. As a back-up, the Village can also utilize its debt service extension base (DSEB) if needed in future years. Based on direction from the Board, these projects were included in the Capital Improvement Plan, presented to the Village Board of Trustees in January, 2021, and incorporated into the budget that is presented for the Board's approval.

The FY 2022 budget does not include any requests to increase the number of personnel on Staff. A recommendation was made that the Village hire a full time planning professional with economic development experience. Responsibilities associated with land use planning are currently performed by a combination of Village Staff (Zoning/Village Administrator, Assistant Village Administrator, Building Official) and planning consultant. Responsibilities associated with Economic Development are currently performed by a combination of Village Staff (Village Administrator, Assistant Village Administrator), the Economic Development Commission and consultants that provide the necessary expertise. This arrangement is an economical means of providing these services commensurate with the volume of work currently required. The

Village Administrator's office continually works with Department Heads to ensure adequate staffing is in place to meet the community's needs. Personal Services and Employee Benefits represent a significant portion of the Village's budget due to the service nature of the organization and Staff will present carefully vetted personnel recommendations for the Board's consideration when necessary.

The General Fund includes expenditures associated with the Village's advisory Boards, Commissions and Committees. Each advisory body is assigned a Staff liaison who can submit budgetary requests for consideration during the budget process. Expenditures associated with these advisory bodies were consolidated in FY 2019 in the "Boards and Commissions" General Fund budget. A question was raised by a Village Trustee regarding the purpose of Secretarial Service expenses in this budget. The Board of Fire and Police Commissioners (BFPC), a statutorily required body by the State of Illinois, creates civil service lists for the purpose of identifying candidates for the positions of Police Officer, Police Sergeant, Firefighter/Paramedic, and Fire Lieutenant. These new hire and promotional civil service lists must be created when exhausted or expired, whichever comes first, therefore, these expenses may fluctuate based on these statutory requirements and the clerical services associated with those duties.

A question was raised by a Village Trustee regarding the purpose of specific General Fund items including:

- *Administration - Community and Employee Services:* This account includes expenses for the senior snow removal program, community programs (e.g. the Memorial Day parade), and small celebrations associated with employee retirements.
- *Legal Services:* Legal services are divided into three areas: legal services provided by the Village's general counsel, prosecution of Village citations in the Circuit Court, and labor and employment legal services including, for example, union negotiations and interest arbitration.
- *Police - Community Support Services:* This account includes expenses related to the Village's contract with Andy Frain for crossing guard services, with offsetting revenue from School District 90 for a portion of these fees also included in the General Fund. This account also includes expenses related to the purchase of supplies for various community programs (crime prevention, Too Good for Drugs), and Thrive social services.
- *Police - Cannabis Tax Act Expenses:* The funds in this account must be utilized for qualifying expenses in accordance with State law to fund crime prevention programs, training, and interdiction efforts relating to the illegal cannabis market and cannabis-based DUIs.
- *Public Works - Damage Claims:* Each year the Village processes damage claims associated with damage to property, primarily from motorists who crash into Village property such as street lights, trees, fences, signs, etc. Repairs are made by the Village's contractors and the costs and claims are turned over to the Village's insurance carrier (IRMA) for subrogation. IRMA's subrogation efforts result in offsetting revenue back to the Village, which is also accounted for in the General Fund.
- *Public Works- Maintenance of Sidewalks:* The CIP includes a program to improve the condition of public sidewalks throughout the Village. Sidewalks are inspected on an ongoing basis and replacements are performed where needed. During annual inspections,

the Village offers residents the opportunity to participate in a cost sharing program for portions of sidewalk that need not be replaced immediately. This program is funded through both the General Fund and the Water/Sewer Fund and offsetting revenue is accounted for in the Budget.

- *Public Works - Dumping Fees:* This account includes expenses associated with the disposal of miscellaneous materials, including wood chips and logs.
- *Bonfire Permit Fees:* A Trustee requested clarification regarding Bonfire Permit revenue collected in FY 2020. Upon further review, the Finance Department has determined that, when additional line items were added to the budget, revenues spread over those accounts were grouped under “Bonfire Permit Revenue.” The total revenue for license and permits was correct and the budget has been updated to properly reflect the allocation of the revenue that was received. The Finance Department has verified that all other accounts are correct.

A question was also raised regarding the Village’s replacement schedule for computers. All Village equipment is routinely evaluated to determine whether replacement is required or whether it can be upgraded/refurbished, redeployed elsewhere, or simply deferred before purchases are made. Funding is set aside each year to ensure that, if replacement is required, sufficient funds exist to enable the purchase. A cyclical computer replacement schedule was implemented to avoid spikes in funding, to improve the standardization of equipment throughout the village, to ensure functional equipment is provided, take advantage of quantity purchasing discounts, and other benefits that have been documented in the CIP. The Village’s IT consultant recommends that computers be replaced once warranties expire and warranties typically expire after three years. However, before replacements are made Staff reviews computer inventory and defers purchases where possible and in line within available funds.

The Village also continues to evaluate its fleet for potential cost savings and opportunities to reduce the Village’s carbon footprint. The Public Works Department has been working with the Sustainability Commission on this matter and will continue to evaluate the Village’s fleet. Village Staff research all potential after-market modifications to ensure that they will not void the vehicle’s warranty and will continue to do so.

A question was also raised regarding water and sewer rate increases implemented by the City of Chicago and the Village of River Forest. The Village of River Forest has not added any local rate increases since 2018 and no Village rate increases are proposed in the FY 2022 budget. The Village purchases water from the City of Chicago with increases set by the City and passed along to the Village and its customers. The City of Chicago code currently authorizes an annual increase on June 1 of 5% or the increase in the CPI, whichever is lower. The City increased rates by .82% effective June 1, 2019, 2.45% effective June 1, 2020, and have announced a 1.10% increase effective June 1, 2021 based on the current CPI. The Village’s FY 2022 budget includes a \$0.05 water rate increase on June 1, 2021 to cover this Chicago rate increase.

Future budgets assume water rate increases of 3.93% and 3.78% on June 1, 2022 and 2023, respectively. These projected increases incorporate the estimated annual increases by the City of Chicago as well as a potential future local increase to help pay the debt expense associated with the various capital projects. These programs were recommended to and incorporated into

the budget based on direction from the Village Board of Trustees as they will improve customer service, water conservation, operating efficiency, and the quality of life for Village residents. There are no 30% water rate increases proposed in the budget document.

A resident suggested that there was an error in Pension amounts listed on pages 58 and 60 of the budget document. These amounts are correct. The amount projected for FY 2021 differs from the amount that was budgeted as collections are in arrears and the budget reflects future levy collections. More specifically, projected amounts recorded on page 58 reflect property tax receipts received in the Fall of 2020 and the spring of 2021. These collections include the second installment of the 2019 tax levy and the estimated 1st installment of the 2020 tax levy. The budget amounts shown on page 60 were amended to reflect the amount of taxes that will be included in the 2020 tax levy that was just approved in December, 2020. 2020 tax levy collections are as follows:

- 1st installment is based on the 2019 levy which are collected in FY 2021
- 2nd installment will be collected in the fall and will true up amounts owed to reflect the 2020 tax levy

Finally, with regard to the Property Tax Levy, in November, 2020, the Village Board of Trustees unanimously voted to approve tax levy, which forewent the expected annual increase based on the Consumer Price Index of 2.3% from December 2018 to December 2019 as permitted per the Property Tax Extension Limitation Law (PTELL). The Village also forewent any additional property taxes associated with assessed valuations tied to new construction projects. This measure was taken in light of the financial challenges residents have faced due to the COVID-19 pandemic and an emphasis at the Village Hall to hold the line on taxes and fees. The Village continues to hold that line and operate within its means, strategically using fund reserves and customary financing options to provide excellent services and infrastructure improvements. As a result of these efforts, and with the support of the Village Board, the proposed budget for FY 2022 is balanced.

Requested Board Action: Motion to Approve an Ordinance Adopting the Annual Budget for the Fiscal Year Commencing on the 1st Day of May, 2021 and Ending on the 30th Day of April, 2022 for the Village of River Forest, Illinois.

Document(s) Attached: Ordinance Adopting the Annual Budget for the Fiscal Year Commencing on the 1st Day of May, 2021 and ending on the 30th day of April, 2022 for the Village of River Forest, Illinois



VILLAGE OF RIVER FOREST, ILLINOIS



Annual Budget Fiscal Year 2022

400 Park Avenue, River Forest, Illinois 60305

www.vrf.us

**VILLAGE OF RIVER FOREST, ILLINOIS
ANNUAL OPERATING BUDGET
FISCAL YEAR 2022**

VILLAGE OFFICIALS



VILLAGE PRESIDENT
Catherine M. Adduci



VILLAGE CLERK
Kathleen Brand-White

VILLAGE TRUSTEES



Erika Bachner



Kathleen Brennan



Thomas Cargie



Patricia Henek



Robert O'Connell



Respicio Vazquez

ACTING VILLAGE ADMINISTRATOR

Lisa Scheiner

FINANCE DIRECTOR

Rosemary McAdams

FIRE CHIEF

Kurt Bohlmann

POLICE CHIEF

James O'Shea

PUBLIC WORKS DIRECTOR

John Anderson

Distinguished Budget Award

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the Village of River Forest, Illinois for its annual budget for the fiscal year beginning May 1, 2020. To receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, operations guide, financial plan, and as a communications device.

This award is valid for a period of only one year. The Village believes the current budget continues to conform to program requirements and will be submitting the budget document to the GFOA to determine its eligibility for another award.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

Village of River Forest

Illinois

For the Fiscal Year Beginning

May 1, 2020

A black and white cursive signature of Christopher P. Morill.

Executive Director

Reader's Guide

This Village of River Forest's Annual Budget is intended to serve as a policy document, operations guide and financial plan for the fiscal year. The budget also serves as a communication document for the citizens of the Village who wish to understand Village operations and the methods used for financing those operations. This Reader's Guide is intended to assist the reader in understanding the layout and contents of the budget document.

Organization of the Budget Document

Table of Contents

The Table of Contents lists and shows the page number for information in the Budget. Click on the item in the Table of Contents to go directly the page.

Budget Message

The budget message prepared by the Acting Village Administrator recaps current year activities and highlights challenges, opportunities and uncertainties affecting the development of the budget. Summarized financial information and key components of the FY 2022 Budget are also included.

Introduction

This section provides background information on the Village including its location, history and the structure of the organization and funds. The Village Board's long- and short-term goals, an explanation on the budget process and basis of budgeting and the long-term financial policies are also provided.

Exhibits

The exhibits include detailed information on Village fees, property taxes, revenue and expenditure trends, information on long-term financial planning, fund balance and some detailed personnel count history.

Budget Summary

The Budget Summary provides financial information on all Village funds organized by fund, source, category and account in table and chart formats.

Detailed Fund and Department Information

Each Fund and Department section provides a Budget Snapshot, Fund/Department description, narrative analysis on the budget and detailed financial information by account. Additional information is provided at the department level including a personnel summary, organizational chart, FY 2022 objectives tied to the Village Board goals, FY 2021 goals and accomplishments and performance and activity measures.

Jurisdictional Statistics

This section provides statistics and historical information on the Village including the size, development, infrastructure and property taxes.

Capital Improvement Program

The Capital Improvement Program a shows summary of the five-year plan for the purchase of vehicles, equipment and building and infrastructure improvements. A detailed sheet on each item to be replaced in FY 2022 is also presented that provides the funding history, project description and justification, project alternatives and project impact on the operating budget.

Budget Glossary

The glossary provides a description of terms and acronyms used in the document.

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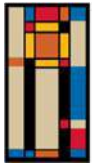
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RIVER FOREST

Proud Heritage • Bright Future

Village President
Catherine Adduci

Village Clerk
Kathleen Brand-White

Village Trustees
Kathleen Brennan
Erika Bachner
Robert O'Connell
Patricia Henek
Thomas Cargie
Respicio F. Vazquez

March 25, 2021

The Honorable Catherine Adduci, Village President
Village Board of Trustees
Residents of River Forest

On behalf of the Village Management Team, it is my pleasure to present to you the Fiscal Year 2022 Annual Budget and Capital Improvement Program of the Village of River Forest. The Village operates under the budget act as outlined in 65 ILCS 5/8-2-9 as adopted by the Village in 1981 and amended in 2011. The Village's fiscal year commences on May 1 and concludes on April 30.

It has now been a full year since the onset of the COVID-19 pandemic. Looking back on FY 2021, we must take a moment to reflect on the unprecedented challenges it has caused and the Village's response to this crisis. In River Forest, as in all other communities, the Village immediately adjusted its operations in order to provide services to the community while protecting the health of those that are served and those who serve. The Village also expanded the services offered to those most vulnerable to the COVID-19 virus to assist them during this time. Under the leadership of the Village Board of Trustees and the Village's management team, policies and procedures were enacted following guidelines established by the Centers for Disease Control and Prevention, Illinois Department of Public Health, and Cook County Department of Public Health.

Despite the economic and operational impact of the pandemic, the Village's financial policies and sound fiscal decisions over the past several years have positioned the Village to "weather the storm" without reducing core services. This is due, in large part, to the Village's ability to absorb a reduction in some revenues by relying on fund reserves that have been built over time. In addition, Village Staff worked hard to manage departmental budgets and defer purchases to future years. The Village also applied for financial assistance from FEMA and under the CARES Act and has received to date \$112,942 for COVID-response related expenses. As a result of sound financial management, and in an effort to assist residents, the Village was able to forego the Consumer Price Index increase of 2.3% as well as any additional property taxes associated with assessed valuations tied to new construction projects. Although the impact will vary, the average increase in the Village's corporate levy for individual homeowners should decrease slightly or remain flat.

Staff monitored revenues and expenditures and provided the Board a budget amendment in December, 2020, that reflected a more accurate expectation for revenue and expenditure projections. Staff will continue to examine how expenditures can be managed or reduced in response to revenue impacts from the pandemic and keep the Village Board apprised of its financial position. As of this writing, the Village has received word that it should expect to receive over \$1.3 million under the American Rescue Plan. While the FY 2021-2022 budget has been balanced without this revenue, this much needed assistance will allow the Village to continue to maintain service levels.

Though the pandemic is not over, this budget has been assembled as vaccine roll-outs continue and the economy is poised for broader reopening. During this time, the Village's goals and strategic plans are always at the forefront. Economic development continues to be a priority in order to continue to improve property values as well as stabilize property taxes. While no new development projects were proposed in FY 2021, The Sheridan, a 125 assisted living and memory care unit development was completed and will be open by the end of FY 2021. This facility will offer additional housing options that will allow residents to age in place and is designed to create an atmosphere in which residents can enjoy living in River Forest community with many different amenities. The facility is owned and operated by Senior Lifestyle. Once occupied, this development will be one of the top taxpayers in the community.



The Village and its Economic Development Commission have been working on redevelopment possibilities for the Madison Street TIF District. The Village continues to have a strong commercial presence at River Forest Town Center as well as strong grocery shopping options from stores such as Whole Foods, Jewel and Fresh Thyme Farmers Market. All of these efforts have positive effects on the Village's ability to help strengthen the overall property value in River Forest and add new value to stabilize the property tax base. Finally, the Village continues to look at efforts at Lake and Park for an infill development to complement the Lake Street corridor.

One of the single most important things the Village does each year is to adopt a budget. Besides providing for the obvious appropriation authority, the annual budget identifies, for example, the Village's goals, accomplishments, long-term financial outlook, and five-year capital plan. A significant amount of time, energy and commitment is spent by both the elected officials and the Village Staff to provide a comprehensive budget document. The budget is the foundation of the organization and upon which everything we do is built.

Each year we take a moment to reflect on the challenges (financial and otherwise) from the State of Illinois and legislation passed by the general assembly. Most notable was the criminal justice reform legislation. Among the legislation are items which will have an impact on the Village's budget, including new training requirements that River Forest employees must meet and a mandate to require that the Police Department implement officer-worn body cameras by January 1, 2025. Funding for the body-worn cameras will be incorporated in future Capital Improvement Plans.

As in previous years, staff has continued to find creative ways to harness revenue within the General Fund in the midst of making increased contributions to the public safety pensions. This challenge was met for FY 2022 by recommending and including:

- Identifying one time expenditures in the general fund as non-reoccurring and not attributable to a structural deficit as has done in past budgets. Village Staff makes a strategic decision to use General Fund reserves to fund these initiatives;
- Utilizing the recently imposed local \$.03 gasoline tax to perform maintenance work;
- Revenues from the cannabis tax to be used for crime prevention programs;

- Continuing to use motor fuel tax revenues to pay for a portion of street maintenance projects. The Village will also continue utilizing bond funds through the debt service extension base to fund other capital projects such as street resurfacing.

While this will balance the budget for the upcoming fiscal year, the Village will need to consider additional cost saving measures and revenue enhancements in order to seek the same outcome in subsequent years to address anticipated future deficits. The Village will need to undertake additional work and study for expense reductions and revenue enhancements post-COVID if it wishes to maintain the existing level of services.



Overall, the Village's General Fund continues to remain stable even with decreases seen in several revenues during the pandemic. Property tax revenues are also expected to decrease over the projected FY 2021 revenue collections due to the forgoing of both the expected annual increase to the levy based on the CPI of 2.3% increase in the December 2018 to December 2019 CPI and the value of new property. This was done to help minimize property tax increases for residents. With that being said, staff will continue to find new revenue sources to help offset contributions that have more than doubled to its

public safety pensions since FY 2014. While it is too early to know the extent of the impact, the Village anticipates that pressure on the General Fund to continually increase may see some stabilization based on the consolidation of the investment assets of public safety pension funds under Public Act 101-0601.

At the same time, the Village Board continues to outline an aggressive series of goals and objectives, many of which require funding. One of the many benefits of having sound financial practices is that it allows the organization flexibility as needs arise. In FY 2021, the implementation of the Comprehensive Plan began and some new Public Works equipment was purchased using reserves. General Fund reserves are above our minimum required threshold of 25% of subsequent year expenditures and it is prudent to utilize reserves for these non-recurring expenditures. The alternative would be to enhance other revenues, but because the deficit created is not a structural one, it is appropriate to use reserves in this instance. As a result of this strategic use of Village reserves, the Staff is pleased to provide a balanced General Fund operational budget, as presented, for FY 2022.

Process for Development of the FY 2022 Budget

The FY 2022 Budget was developed by the Village's Management Team consisting of the Village's Finance Director, Police Chief, Fire Chief, Public Works Director, the Assistant to the Village Administrator, Management Analyst and myself. The Finance Director and the Acting Village Administrator lead this process. The goals center around three central themes: protecting public safety, strengthening property values and stabilizing property taxes in the Village.

Each department was asked to outline various goals it sought to achieve in FY 2022 based on the themes and goals developed by the Board. Those goals and objectives were reviewed by the Budget Team and incorporated into this budget document.

The FY 2022 budget also includes a comprehensive five-year capital improvement program (which is updated annually) that will be used to guide the Village for years to come. Following completion of the capital improvement program, the Management Team met to review and discuss each department's FY 2022 goals, performance measures and the corresponding expenditure line items.

Budgetary Trends

Although the Village's revenues and expenditures exhibit signs of stability, it is important to examine trends throughout the budget in order to best plan for any future issues. It should be noted that these trends take into account how the recent COVID-19 pandemic has affected these revenues.

- Sales tax revenue showed a slight decrease in FY 2021. That was due to a vacancy at the Town Center, overall lower CPI and COVID-19. The FY 2022 Budget anticipates a slight increase over FY 2021 projections based on the CPI. Non-home rule sales tax revenues show a slight decrease in FY 2022. This revenue stream continues to lag due to COVID-19.
- Income tax revenues projections are expected to be above expectations for FY 2021. The amount budgeted in FY 2022 provides for an increase over FY 2021 projected amounts based on the Illinois Municipal League estimate and elimination of the five percent reduction. It is uncertain if these projections will change if provisions in the proposed FY 2022 State budget are approved. Based on IML estimates, use tax continues to increase as taxes from Internet sales keep growing, including purchases made on Amazon.com.
- Overall utility tax revenues are higher than FY 2021. This revenue source is weather dependent. Gas revenues have been higher due to cold winter temperatures; electric revenues are also up. FY 2022 budgeted revenues assume slightly above average weather conditions.
- The Village continues to beat industry trends for health insurance premiums through its membership with other municipalities in the Intergovernmental Personnel Benefit Cooperative (IPBC). This year, health insurance premiums are expected to decrease slightly overall with HMO premiums decreasing 4.4%, PPO premiums increasing 1.0% and dental premiums decreasing by 3.0%. Many retirees eligible for Medicare have been moved to the fully insured Benistar supplement plan as opposed to the Village's self-insured plan, reducing the annual subsidy contribution. The Village's participation in the IPBC as well as the Intergovernmental Risk Management Agency (IRMA) are great examples of long standing collaboration efforts with other municipalities.

The Village's statement of revenues over expenditures is listed in Table 1. Overall there is a surplus being shown for FY 2022. This is due to increases in revenues from bond proceeds that are expected from the issuance of debt for two large project initiatives. Those one-time expenditures in the General Fund are intended to be financed with fund reserves. In addition, capital expenditures in the Motor Fuel Tax, Capital Projects and Water and Sewer Funds, are also intended to be funded with reserves and bond proceeds.

Table 1. Village of River Forest, Illinois
Statement of Revenues over Expenditures - All Funds

| | FY 2020 Actual | FY 2021 Budget | FY 2021 Projected | FY 2022 Budget |
|--|---------------------------|---------------------------|------------------------------|---------------------------|
| Revenues | \$ 27,951,037 | \$ 29,773,018 | \$ 35,582,833 | \$ 36,878,641 |
| Expenditures | \$ 28,839,336 | \$ 31,380,907 | \$ 28,857,735 | \$ 33,821,529 |
| Excess (Deficiency) of Revenues over (under) Expenditures | \$ (888,299) | \$ (1,607,889) | \$ 6,725,098 | \$ 3,057,112 |

General Fund

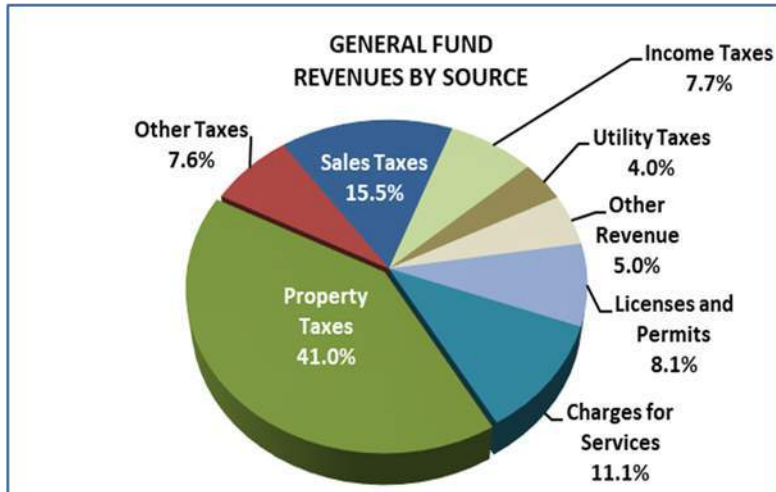
The Village's General Fund is the main operating fund for the Village and includes Administration, Building, Police, Fire and Public Works. The Boards and Commissions, E911 and Legal costs are also paid from the General Fund. The Village's General Fund operating budget, as presented, is balanced for FY 2022. Non-recurring expenditures are to be funded with reserves.

**Table 2. General Fund
Statement of Revenues over Expenditures**

| | FY 2020 Actual | FY 2021 Budget | FY 2021 Projected | FY 2022 Budget |
|---|---------------------------|---------------------------|------------------------------|---------------------------|
| Operating Revenues | | | | |
| Property Taxes | \$ 6,633,027 | \$ 6,702,507 | \$ 6,735,022 | \$ 6,556,697 |
| State Sales Tax | 1,844,478 | 1,725,566 | 1,807,544 | 1,832,850 |
| Non-Home Rule Sales Tax | 780,935 | 661,180 | 636,971 | 643,341 |
| Income Tax (LGDF) | 1,210,870 | 1,133,580 | 1,198,197 | 1,238,975 |
| Other Revenues | 6,242,709 | 5,686,503 | 5,752,570 | 5,720,025 |
| Total Revenues | 16,712,017 | 15,909,336 | 16,130,304 | 15,991,888 |
| Expenditures | | | | |
| Salaries and Benefits | 11,756,843 | 13,002,085 | 11,738,871 | 12,978,185 |
| Contractual Services | 3,638,902 | 3,270,092 | 3,333,797 | 3,286,373 |
| Commodities | 428,967 | 373,079 | 497,470 | 327,062 |
| Capital Outlay | 38,253 | - | - | - |
| Transfers | 456,795 | - | - | - |
| Total Expenditures | 16,319,760 | 16,645,256 | 15,570,138 | 16,591,620 |
| Total Revenues over Expenditures | \$ 392,257 | \$ (735,920) | \$ 560,166 | \$ (599,732) |
| Nonrecurring Expenditures and Transfers | 201,244 | 430,800 | 120,000 | 614,819 |
| Total Operating Revenues over Recurring Expenditures | \$ 593,501 | \$ (305,120) | \$ 680,166 | \$ 15,087 |

General Fund Revenues

General Fund revenues are up \$82,552 or .52%, from the previous year budget. The major General Fund revenue sources are property, sales, and income taxes. These revenues make up approximately 64.23% of the overall revenue in the General Fund.



Property tax revenues are projected to be lower due to the there being no increase to the 2020 tax levy. The second installment of the 2020 tax extension is collected in the fall of FY 2022 and the 1st installment of the 2021 tax levy collected in early 2022 is based on the estimated 2020 tax levy extension. Income and use tax revenues are higher based on the most recent IML projections.

FY 2022 sales tax revenues are slightly higher than the projected FY 2021 revenues but still are

trending lower. Non-home rule sales tax revenues are lower based on the CPI and because of the pandemic.

FY 2021 projected income tax revenues are higher than what was expected. Original projections had anticipated that this revenue would decline due to job losses from the pandemic. Actual job losses in high salaried positions remained low, and extended unemployment and other factors have changed the original projections. The FY 2022 budgeted amount assumes increases based on IML forecasts. The Governor's proposed 2022 budget that is being proposed could also affect these estimates.

Refuse revenues are higher due to an approved 2.00% increase on May 1, 2021. Use tax revenues are expected to increase due to continued revenues from online sales from vendors including Amazon.com. Telecommunication tax revenues are lower due to service bundling, data packages that are not subject to the tax, and a continued movement away from landlines. Revenues from the electric and natural gas taxes are weather dependent; therefore, budgeted numbers are based on five-year averages.

Property Taxes

FY 2022 total property tax revenues of \$6,556,697 are \$145,810 or 2.18% lower than the prior year budget due to the foregoing of any increases. The actual decrease is slightly more than the projected 2021 revenues, based on the extended 2019 Property Tax Levy, which was more than budgeted.

Sales Taxes

State sales tax revenues are expected to increase slightly from the FY 2021 amended budgeted amount despite retail vacancies and a relatively flat projection for next year for existing sales.



The Village's main sales tax generator is the River Forest Town Center. The center houses a Whole Foods, DSW Shoe store and other retail, service and restaurant establishments. There is one vacancy that has not been filled this past year. Non-home rule sales tax revenues are expected to decrease slightly. This 1% Non-Home Rule Tax is not applicable to food and drug purchases.



Income Tax

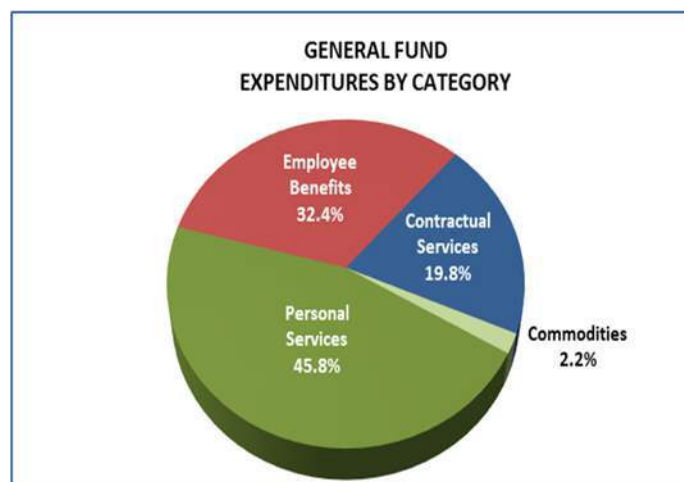
Income tax revenue from the Local Government Distributive Fund (LGDF) is distributed based on population. FY 2021 income tax receipts were higher than anticipated due to the discontinuation of the five percent reduction in this revenue enacted by the State of Illinois in 2017 and increased receipts. The Governor's proposed 2022 budget could have an impact on income tax revenues. The FY 2022 estimate is based on the Illinois Municipal League's most recent projections.

Other Revenues

Other revenues encompass all remaining General Fund revenues including license and permit fees, charges for services, fines, interest, and miscellaneous revenues. Residential and commercial construction activity continues throughout the Village and is expected to drive building, plumbing and electrical permit revenues higher. Village management continues to work with developers on economic development projects that will also drive the increases in these revenues as these projects are approved. Parking lot fees, both daily and monthly, were increased in FY 2019, FY 2020 and FY 2021. A new online portal was implemented in FY 2019 that allows residents to purchase their permits online instead of having to come to the Village Hall in person every month to make the purchase. Fees were increased based on the growing market and to keep pace with surrounding communities, however, this revenue was drastically impacted as many people worked from home. Projections for FY 2021 are approximately 50% less than the prior year. The FY 2022 has a slight increase but until restrictions are lifted and those who have been working from home return to the office, this will continue to decrease.

General Fund Expenditures

Excluding one-time expenditures, General Fund expenditures have decreased approximately \$237,655 from last year's budget. As the table below illustrates, 78.2% of the General Fund budget is attributed to Salaries and Benefits.



Employee salary and benefit costs are slightly lower overall by .18%. This is mainly due to personnel changes which replaced top step employees with new hires causing salaries to decrease. The budget does account for contractual salary increases. Because employee benefits account for a large portion of General Fund expenditures, the Village is a member of the Intergovernmental Personnel Benefit Cooperative (IPBC) to curtail the increasing cost of health insurance. Participation in the IPBC provides stability to health insurance rates and allows for flexibility in plan design.

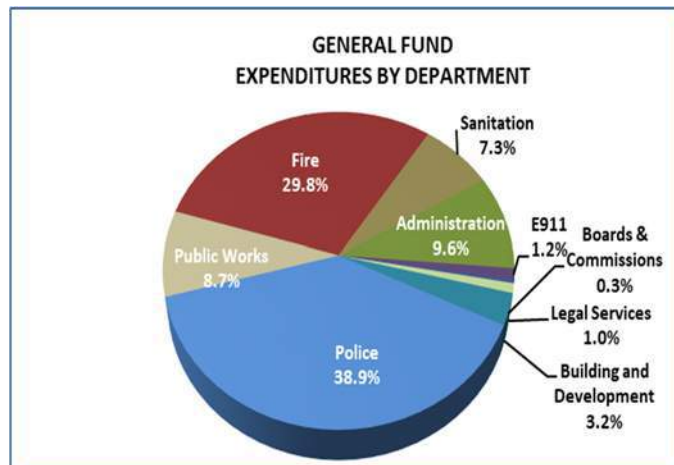
This year's budget maintains the same staffing level that was approved by the Village Board in FY 2021. The police department budget has decreased even though it is currently operating with two pre-hires. Funds continue to be budgeted for various projects and initiatives such as the implementation of the comprehensive plan and our strategic initiatives. A modest cost of living wage adjustment of 1.5% is proposed for non-union employees.

As the graph demonstrates, core Police, Fire and Public Works services account for 77.4% of the Village's General Fund expenditures. Following is a discussion of major initiatives in the General Fund Departments.

Administration

The Administration budget contains funding for several consulting projects:

- Communication Consulting – A total of \$5,000 is budgeted for a communications consultant for miscellaneous projects;
- Comprehensive Plan Implementation – \$25,000 for continued implementation of the Comprehensive Plan;
- Executive Recruitment – \$20,000;
- Consultant for the Diversity, Equity and Inclusion Advisory Group – \$35,000;
- Flex Spending, VEBA, COBRA Administration – \$12,000;
- Miscellaneous – \$10,000



The Comprehensive Plan Implementation, Executive Recruitment and the Consultant for the Diversity, Equity and Inclusion Advisory Group will all be funded with General Fund reserves.

Liability insurance for the organization is paid out of the Administration budget and accounts for a significant expenditure from the General Fund. The General Fund portion of this is expense \$229,396. In order to manage this expenditure, the Village is a member of the Intergovernmental Risk Management Agency (IRMA). As a result of sound fiscal management at IRMA, positive claims experience, and a safety-focused culture among Village Departments, the Village's annual premium has decreased again. The Village maintains a surplus reserve balance with IRMA that has accumulated and will allow the Village to draw upon this reserve in FY 2022 to assist with the costs of the annual contribution.

Police and Fire

The Police and Fire Department's budgets are relatively status quo, with the exception of increases to the pension contributions in both departments and decreases to salaries and other benefits in the Police budget. In FY 2021, budget amendments were made to increase pension contributions to reflect updated actuarial required contributions. In FY 2022, the police pension contribution will increase an additional 2.38%, or \$43,568 while the fire pension contribution will increase 4.35%, or \$73,599. These increases are recommended by the Village's actuarial consultant.

Public Works

The Public Works budget will decrease in FY 2022 by 4.86% primarily due to some one-time purchases that were made last fiscal year. There was a reduction in the street maintenance budget due to the one-year suspension of pavement rejuvenation due to the good condition of the Village streets and the demand on staff involvement on the large scale alley projects budgeted for FY 2022. Other contractual services and commodities budgets remain fairly flat. Salary and benefits budgets increased slightly due to contractual increases and benefit changes.

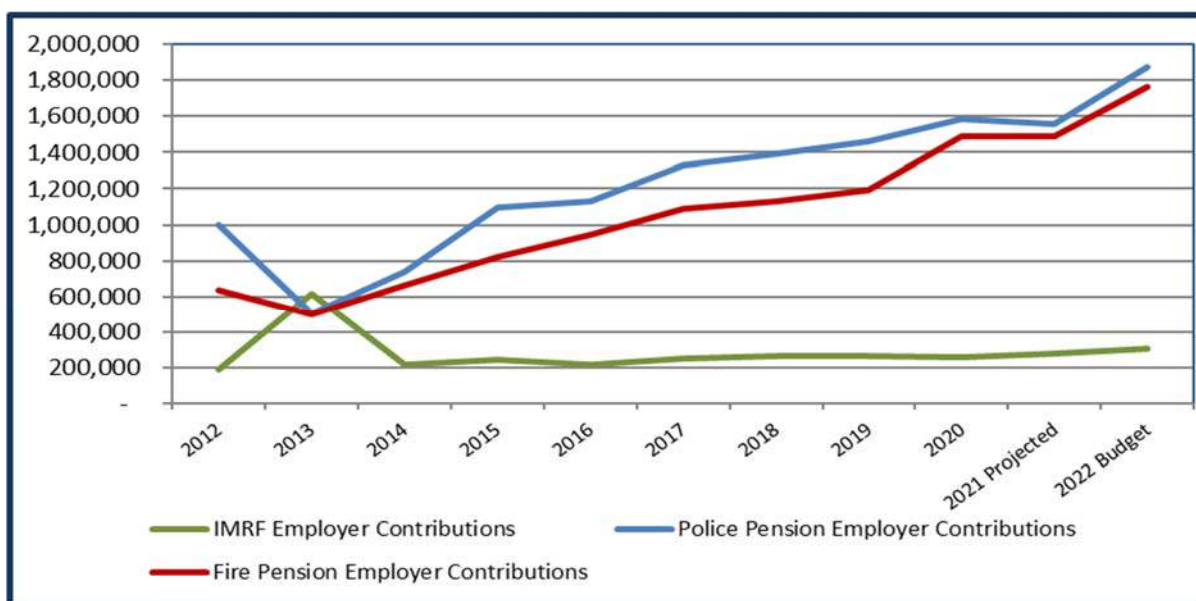
Boards & Commission Budget

In FY 2019 the creation of a dedicated fund for Boards & Commissions was established. Previously the Fire and Police Commission had its own budget within administration while other Commission expenses such as Sustainability and Traffic & Safety were folded into Administration. Now, all Commission expenses fall under their own sub-account (15) in Administration. There are no major changes to the budget for the coming fiscal year.

Pension Funding

The Village has three defined-benefit pension plans that cover all qualifying employees and are primarily funded through the General Fund. The funds include the Police Pension Fund (covering sworn police officers), the Firefighters Pension Fund (covering sworn members of the Fire Department), and one statewide fund, the Illinois Municipal Retirement Fund (IMRF), which covers all other qualified employees. The benefits of all three pension plans are governed by state law and may only be amended through acts of the Illinois General Assembly.

The following table is a history of the Village's pension contributions since 2012. As the following table demonstrates, Police and Fire pension contributions spiked in 2011 before the Illinois General Assembly changed the funding requirement from 100% by 2033 to 90% by 2040. The 2013 IMRF Employer Contribution was higher because the Village paid off the Early Retirement Incentive Program which was offered in 2009. By paying off the program early, the Village was projected to save more than \$140,000 in interest expense through FY 2020.



The Village Finance Committee and Police and Firefighter Pension Boards met during FY 2018 to discuss possible revisions to the Police and Firefighter Pension Fund Pension Funding Policies. Based on these discussions the Village made some adjustments to the policies for each fund. Both funds are now using the same assumptions which are as follows:

| | Actuarial Parameters for Normal Cost | Amortization of the Unfunded Liability | Rate of Return | Actuarial Value of Assets |
|----------------------------|--------------------------------------|--|----------------|--------------------------------------|
| Police Pension Fund | Entry Age Normal/Level % of Pay | 90% over 30 years/Level Dollar | 7.0% | 5 year smoothing of gains and losses |
| Fire Pension Fund | Entry Age Normal/Level % of Pay | 90% over 30 years/Level Dollar | 7.0% | 5 year smoothing of gains and losses |

The assumptions used are designed to ensure that employer contributions are sufficient to adequately pay future police and firefighter pension fund retirement and disability pensions. Each year the Village's actuary will prepare an actuarial report for each fund using these assumptions that provide the annual required employer contribution to each fund. The required contributions over the next five years are expected to be as follows:

| | Budget FY 2022 | Estimated FY 2023 | Estimated FY 2024 | Estimated FY 2025 | Estimated FY 2026 |
|----------------------------|----------------|-------------------|-------------------|-------------------|-------------------|
| Levy Year | 2020 | 2021 | 2022 | 2023 | 2024 |
| Police Pension Fund | \$1,874,179 | \$1,898,409 | \$1,922,898 | \$1,947,704 | \$1,972,829 |
| Fire Pension Fund | \$1,764,606 | \$1,785,428 | \$1,804,890 | \$1,824,743 | \$1,844,815 |

The combined increase in the employer contributions is 3.34% in the FY 2022 Budget from the FY 2021 Budget. In the future combined increases are expected to be less than 4% annually. Actual required contributions may vary from the estimated amounts if the funds' experience differs from what is expected. Through the consolidation of pension investments the opportunity exists to materially and dramatically improve the long-term portfolio performance of police and fire pension funds.

Motor Fuel Tax Fund

The Motor Fuel Tax (MFT) Fund is the primary source of revenue for the Village's Street Improvement Plan (SIP). The Motor Fuel Tax is distributed to municipalities by the State based on population. Also this year, a portion of the maintenance program, street patching and salt purchases will be funded out of MFT.

Capital Projects Funds

The **Capital Equipment Replacement Fund** accumulates monies for vehicle and equipment replacement and building improvements. In FY 2022, funds are appropriated for three vehicles for the Police Department, one utility pick-up truck and one administrative fire department vehicle for the Fire Department, and a dump truck and pick-up truck for the Public Works Department. Several of these items are deferred purchases from prior years. The replacement of the Village Hall camera system, a SCBA air compressor, and fuel system improvements are also budgeted. Details on each piece of equipment to be replaced in FY 2022 can be found in the Capital Improvement Program.

The **Capital Improvement Fund** was created in FY 2014 to account for alley, parking lot, building, information technology and other miscellaneous improvements. These projects are funded by automated traffic law enforcement



camera revenues, parking lot reserve funds, and grants. The FY 2022 Budget includes monies for Village Hall and the public works garage, alley improvements and information technology. There are also funds budgeted for the implementation of the street camera system strategic plan and the bicycle plan.

The **Economic Development Fund** accounts for the various projects that were committed to prior to the dissolution of the Lake Street TIF fund. This fund was closed in FY 2021. The **TIF – Madison Street Fund** provides for the newly created Tax Increment Financing District on Madison Street. Incremental property tax revenue collections began in FY 2019. The **TIF – North Avenue Fund** is being used for preliminary expenditures associated with the newly created Tax Increment Financing District on North Avenue. The **Infrastructure Improvement Bond Fund** is funded by proceeds from the 2020 General Obligation Limited Tax Bonds and will be used for street improvements.

Water and Sewer Fund

In FY 2016 the Village hired an engineering consulting firm to review its water and sewer rates. This study considered both operational and capital costs for the fund. The consultant provided an analysis of current and future operating and capital expenses including debt service payments on the IEPA Loan used to finance Phase I of the Northside Stormwater Management Project (NSMP). The consultant also reviewed water consumption and planned water and sewer rate increases and determined that the planned rate increases through FY 2021 were sufficient to cover future operating and capital costs. In FY 2022, a new water and sewer rate study has been budgeted to determine what future rate increases are needed to cover future operating and capital costs of the fund and if any additional debt issuances will be required.

The planned rate schedule includes increases on June 1st of each year to cover higher operating costs and increases in the cost of water charged by the City of Chicago. The City's ordinance provides for an annual increase on June 1 for the lesser of 5%, or the increase in the Consumer Price Index. The City increased rates 2.45% on June 1, 2020 and has announced another increase of 1.10% effective June 1, 2021.



Water consumption has slightly increased in FY 2021 compared to actuals in FY 2020 as a result of more people staying home due to the pandemic. Even though projected revenues are less than the budgeted amount, the reason for this is because the budget is calculated using a five-year average. The FY 2022 budget anticipates average weather conditions and consumption. A .45% increase in the combined water and sewer rate is included. The increase is solely to account for the June 1, 2021 increase in the cost of water charged by the City of Chicago. The City announced a 1.10% increase in the cost of water effective June 1, 2021.

The only debt outstanding is the IEPA loan for Phase I of the NSMP. In the capital improvement five-year plan there are some capital projects proposed that would require additional debt service funding. The Water Fund still maintains a healthy reserve at this time as seen in the following chart:

Water and Sewer Fund
Statement of Revenues over Expenditures

| | FY 2020 Actual | FY 2021 Budget | FY 2021 Projected | FY 2022 Budget |
|--|---------------------------|---------------------------|------------------------------|---------------------------|
| Operating Revenues | | | | |
| Water Sales | \$ 2,937,387 | \$ 3,224,702 | \$ 3,219,074 | \$ 3,244,387 |
| Sewer Sales | 1,927,463 | 1,934,052 | 2,084,218 | 2,084,213 |
| Other Revenue | 100,913 | 95,822 | 69,059 | 1,472,472 |
| Total Revenues | 4,965,763 | 5,254,576 | 5,372,351 | 6,801,072 |
| Expenses | | | | |
| Operating Expenses | 3,474,035 | 4,594,577 | 4,769,853 | 5,571,325 |
| Depreciation | 347,535 | 355,000 | 355,000 | 355,000 |
| Total Operating Expenses | 3,821,570 | 4,949,577 | 5,124,853 | 5,926,325 |
| Operating Revenues over Operating Expenditures including Depreciation | 1,144,193 | 304,999 | 247,498 | 874,747 |
| Capital Expenses | (604,877) | (1,195,500) | (877,464) | (1,893,000) |
| Total Revenues over Total Expenditures excluding Depreciation | \$ 886,850 | \$ (535,501) | \$ (274,966) | \$ (663,253) |

This past year, the Village once again contracted for a leak detection survey and continued its regular water meter replacement program to reduce the potential for water loss in the system. The FY 2022 Budget also includes \$188,894 for a permeable paver maintenance system for Village permeable paver alleys and parking lots. Additional expense highlights include:

- \$250,000 for a new lead water service line replacement program;
- \$180,000 in consulting for engineering services for the Stormwater Master Plan;
- \$110,000 for the replacement of pump #1 at the pumping station;
- \$1,320,000 for Advanced Metering Infrastructure (AMI) implementation and project management.



Police and Firefighter's Pension Funds

FY 2022 employer contributions to the pension funds are based on what is expected to be levied with the Village's 2021 property tax levy during the fiscal year. As previously discussed, the amount of employer contributions is based on the actuarial required contributions calculated by independent actuaries using the Pension Funding Policies.

Capital Improvement Plan

For the FY 2022 budget, the Village has presented a comprehensive five-year capital improvement plan (CIP) that identifies the Village's capital needs over six categories:

- Buildings and Improvements
- Vehicles
- Equipment
- Information Technology
- Streets, Curbs, Sidewalks, Alleys
- Water and Sewer Improvements



Revenue for these projects and equipment are derived from six sources:

- General Fund
- Motor Fuel Tax Fund
- Capital Equipment Replacement Fund (CERF)
- Water and Sewer Fund
- Capital Improvement Fund
- Infrastructure Improvement Bond Fund – Bond Proceeds

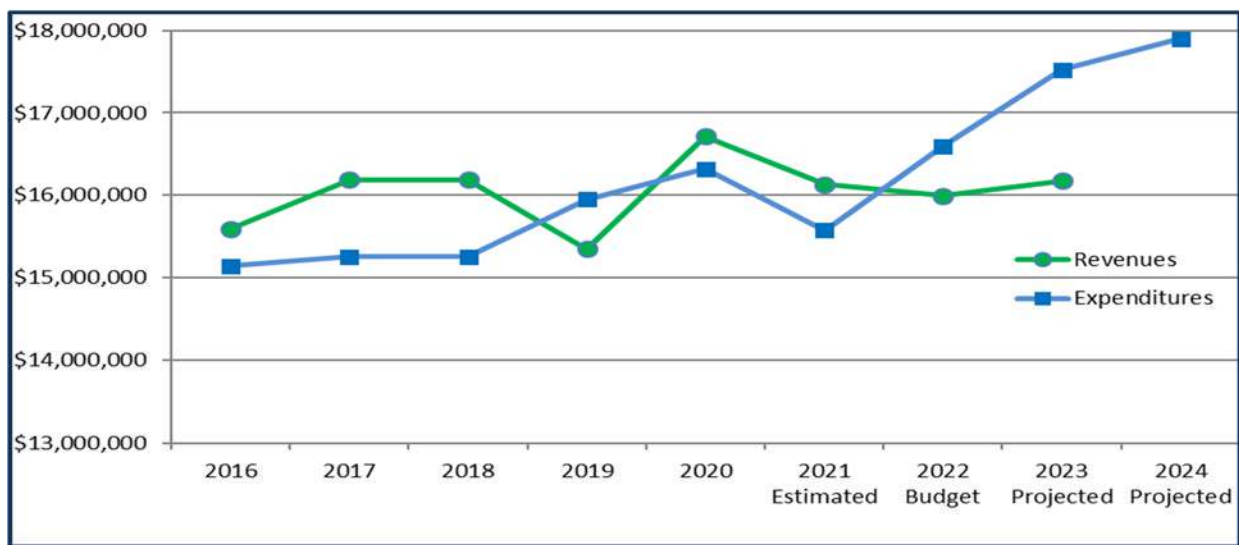
The CIP was previously reviewed and endorsed by the Village Board in January 2021. The CIP includes several yearly routine items such as police, fire and public works vehicles and equipment, sewer improvements and street maintenance. The FY 2022 budget also includes the following major capital items:

- ✓ Village Hall energy efficient lighting improvements - \$9,200
- ✓ Roof replacement over the WSCDC area - \$48,000
- ✓ Replacement of front door controls - \$11,000
- ✓ Interior door ADA access improvements - \$18,000
- ✓ Improvements to the Public Works Garage and salt storage shed - \$50,100
- ✓ Pumping Station stucco repairs – \$20,000
- ✓ Replacement of vehicles including:
 - Three new police squad cars - \$138,660
 - One fire administrative vehicle and utility pick-up truck - \$83,500
 - Public Works pick-up truck and large dump truck - \$215,000
- ✓ Fuel system replacement - \$180,000
- ✓ Permeable paver maintenance system - \$188,894
- ✓ Bike plan implementation - \$46,000
- ✓ Street camera implementation - \$94,000
- ✓ Street Improvement Program - \$650,000
- ✓ Street resurfacing on Hawthorne from Thatcher to Forest, Gale from Hawthorne to Washington, Keystone from Hawthorne to Madison and from Division to Thomas, Linden from Thatcher to Forest, Forest from Hawthorne to Cul de Sac and from Division to Thomas, Park from Division to Thomas and Thomas from Forest to Lathrop
- ✓ Alley Improvements - \$1,850,000
 - Acceleration of work on eighteen remaining alley locations south of Chicago Avenue

Long Term Financial Planning and Future Years

A Comprehensive Long-Term Financial Planning exhibit is included in this document. The exhibit includes information on the Village's financial planning process and assumptions, and three-year financial projections for the General, Capital Improvement and Water and Sewer Funds. Currently, the General Fund shows a deficit of \$1,342,136 in FY 2023, while FY 2024 projects a deficit of \$1,448,521. Staff will continue to identify means to improve efficiencies and reduce operating costs wherever possible. Should current revenue and expenditure projections hold, future budgets will require increases to existing revenues or additional revenue sources, which are limited because the Village is a non-home rule government. Absent revenue increases, the Village will have to identify acceptable cost or level of service reductions. These policy decisions will likely be contingent on economic conditions moving forward, as well as union negotiations.

**General Fund
Revenues and Expenditures**



FY 2016-2020 Actual

Fiscal Year 2021 estimated expenditures include \$120,000 of one-time expenditures including the purchase salt brine application equipment and a grapple bucket for \$45,000. Funding is from General Fund reserves. In Fiscal Year 2022, \$614,819 in nonrecurring expenditures are included that are intended to be funded with General Fund reserves or other reserves. Included in this amount is \$80,000 for consulting services, \$229,000 for the annual contribution to IRMA for liability insurance, and other miscellaneous one-time expenditures.

Conclusion

As this budget is being submitted to the Village Board of Trustees for consideration, the mass availability of COVID-19 vaccines is improving and we are preparing for final stages of the phased reopening of all sectors of the economy. The Village will continue to prepare for and respond to the long and short term impacts of the COVID-19 pandemic.

The Village will also continue to develop and implement strategies to operate with balanced budgets and maintain strong financial performance and healthy fund reserves, despite continued pressure on the General Fund. The Village has doubled its public safety pension contributions over the last several years, requiring a larger portion of property tax revenues be dedicated to meet these funding obligations. This

has been accomplished without a new revenue source, requiring continually creative solutions to present a balanced General Fund budget. The Village is again recommending the strategic use of its reserves for one-time projects and initiatives. This organization remains on a path of growing its assets, albeit slowly, against a backdrop of revenues that have remained fairly flat in most cases.

Moving forward toward future budget years, the Village must remain diligent and creative in its solutions while being mindful that additional revenue growth may be needed to maintain today's service levels and a structurally balanced budget. To that end, Staff will be working to identify potential revenue enhancements, including increases to certain fines and fees, that will be presented to the Village Board of Trustees for consideration.

The means to that end is never an easy one and is truly a team effort. From the Village Board that sets the goals and policies, to management staff who works with the Board to identify and implement those policies, to all of the front line employees who carry out those duties and responsibilities on a daily basis using the resources in a careful and deliberate fashion. Each person and group is equally important to ensuring the overall success – financial or otherwise – for the Village of River Forest.

The budget document is a reflection of the hard work of many individuals and is truly a team effort. My thanks to our department heads, and their deputies and staff, in their careful and thoughtful consideration of their budgets. There are several people that deserve special recognition for their assistance during the budget process. First and foremost, I extend my sincerest and deepest thanks to Finance Director Rosemary McAdams for working with me to lead our budget process. I appreciate all of her work and effort in ensuring this award-winning budget is compiled in a thorough and timely fashion. I would also like to thank Assistant Finance Director Keke Boyer whose meticulous attention to detail in reviewing and refining the document is greatly appreciated. I would also like to thank the Assistant to the Village Administrator Jonathan Pape whose willingness to assist with any item in a moment's notice is a tremendous asset, and Management Analyst Sara Phyfer who helped in the research and development of certain initiatives. I appreciate their help and efforts in ensuring we produce a thorough budget document.

Finally, on behalf of the entire Village Staff, I want to thank the Village Board for their continued leadership and to the Residents of River Forest for the privilege of serving you.

Respectfully submitted,

A handwritten signature in cursive script that reads "Lisa Scheiner".

Lisa Scheiner

Acting Village Administrator

Introduction

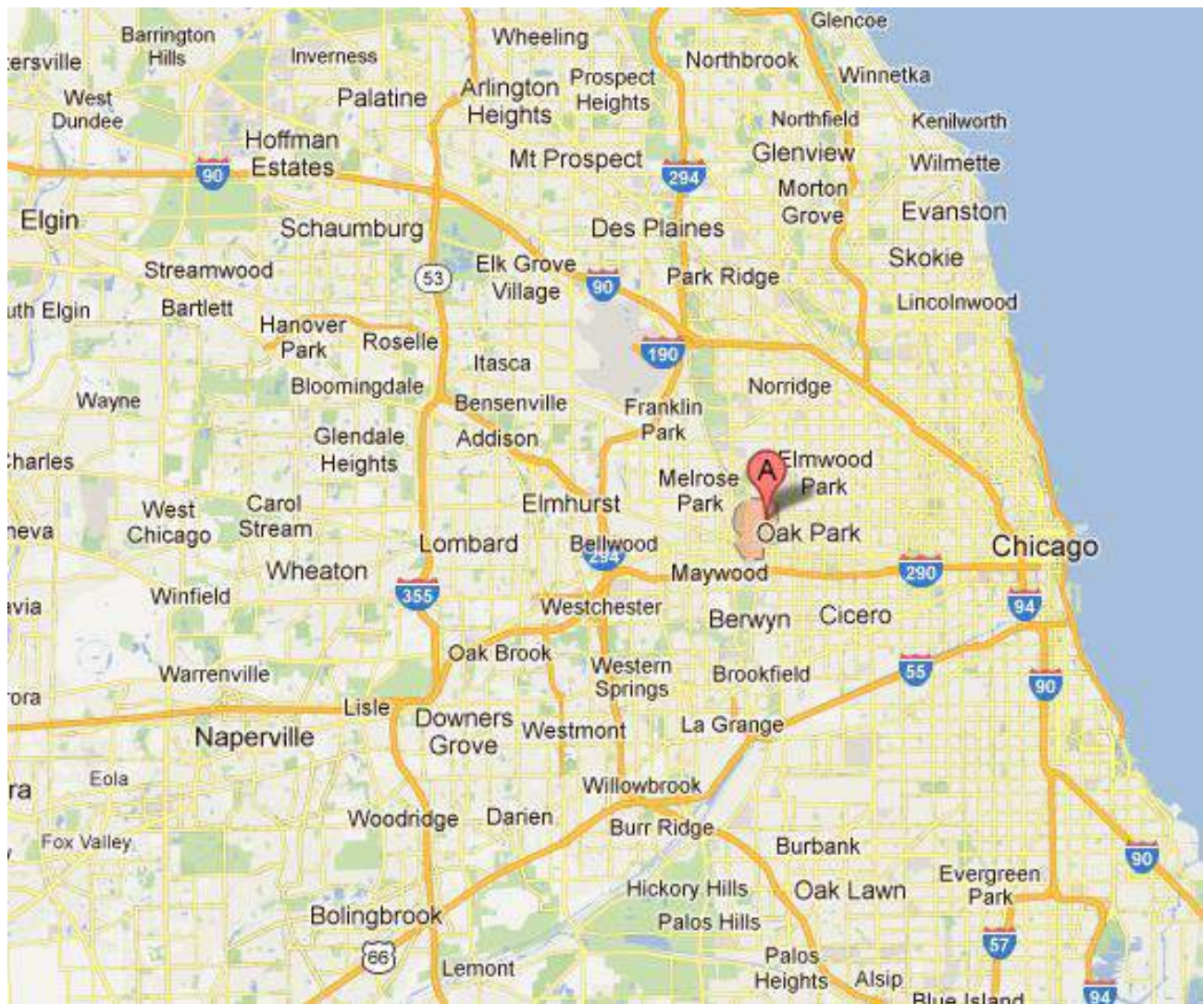
This section contains the Village Board's strategic goals which set the vision for the Budget document as well as a description of the Village, the budget process, fund structure, and detailed financial policies.

Location of River Forest

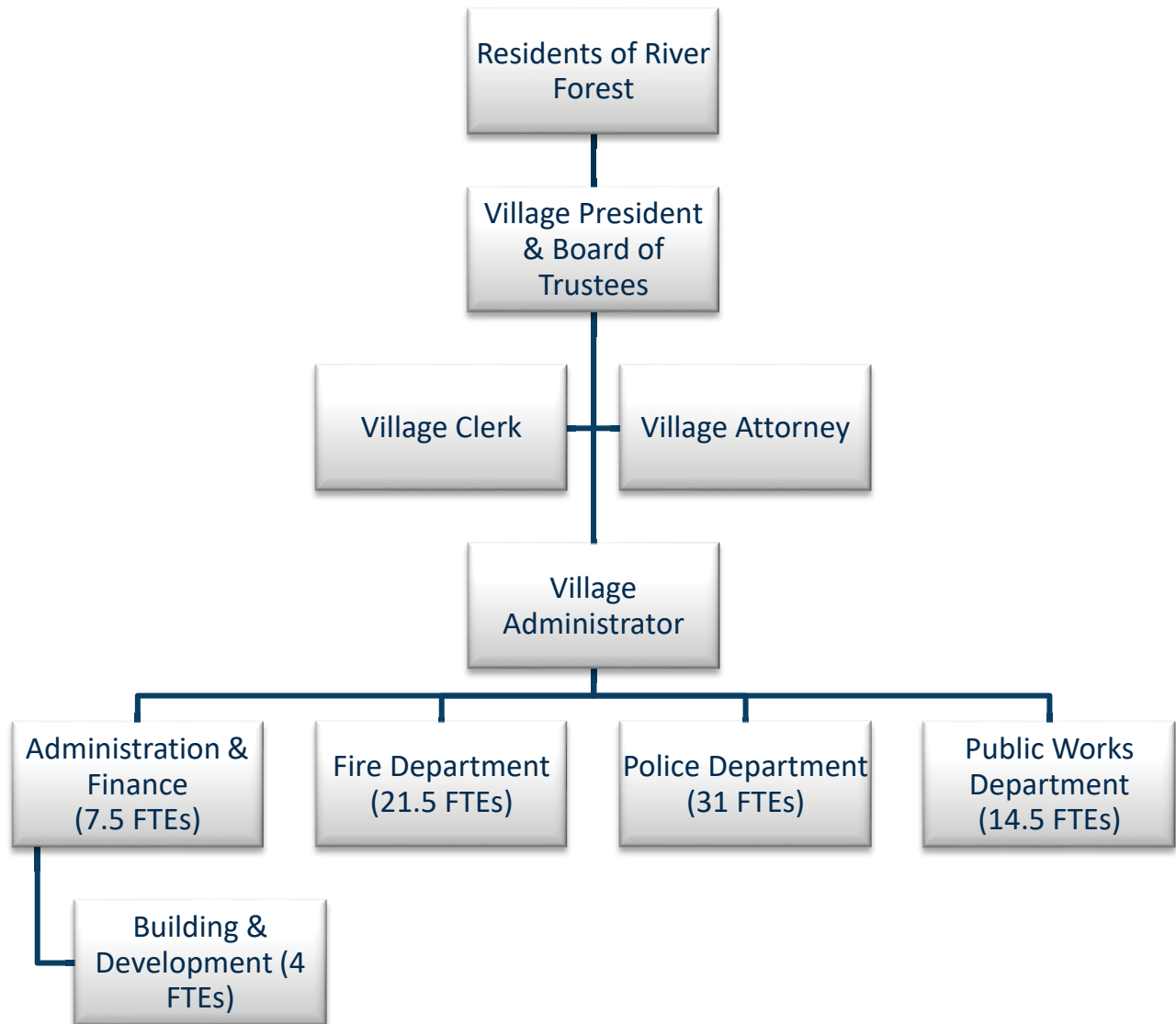
River Forest is located in Cook County, Illinois, approximately 10 miles west of downtown Chicago.

Given the Village's proximity to downtown Chicago, the community is well served by a network of public transportation systems, including the Metra Union Pacific West Line, the Chicago "El" Blue and Green Lines, Pace Bus Services, as well as Interstate 290.

The image below identifies River Forest's location in the Chicagoland area.



Village of River Forest Organizational Chart



Village Board Goals

Long Term Strategic Goals and Guiding Principles:

Every four years the Village President and Board of Trustees meet to discuss goals and objectives for the upcoming fiscal year. The goals for the Village are centered on three guiding principles:

1. Ensure that the Village provides a safe and welcoming community for its residents, business owners and institutional partners.
2. Enhancing our property values through strengthening our quality of life.
3. Implement strategies to stabilize property taxes.

This year's goals support these major guiding principles in the following categories:

Public Safety

- Continue to protect public health by responding to the needs of the community resulting from the COVID-19 pandemic.
- Support training and professional development opportunities for public safety employees.
- Continue investment in technological advancements that enhance the Village's efforts to address crime prevention as efficiently as possible.
- Continue community policing oriented strategies with outreach and engagement. This includes community crime safety meetings, attendance at community events and other engagement strategies.
- Develop strategies for relocation, training, and advanced technology of our emergency communication center.

Economic Development and Ensuring a Thriving Business Community

- Work to ensure that the Village's zoning regulations align with the Village's efforts to encourage reinvestment in the community.
- Utilize the expertise of the Economic Development Commission to identify strategies for reinvestment in key corridors and properties and in the TIF Districts.
- Retain existing and attract new businesses to River Forest to ensure a vibrant business community, working to address their needs in the wake of the COVID-19 pandemic.

Communication, Collaboration and Transparency

- Continue to promote a culture that prioritizes and integrates communication across all Village operations.
- Continue to enhance the Village's efforts to communicate with residents using strategies such as:
 - Utilizing information from the Village's e-news and social media platforms to guide the Village in selecting communications strategies that provide maximum impact and readership;
 - Promoting the use of the Village's website to access online services;

- Continually examining, updating, and expanding the content of the Village’s website in response to community needs; and
 - Continually leveraging technology to increase public participation and public education.
- Continue to review and implement smart city applications to enhance customer service and Village operations.
- Continue collaborative efforts to plan for the possible expansion and/or improvement of the River Forest Civic Center Authority Building.

Enhancing Property Values Through Strengthening our Quality of Life

- Support the mission, goals and responsibilities of the Diversity, Equity and Inclusion Advisory Group, the Truth, Racial Healing and Transformation partnership with Dominican University, and the Twin Village Covenant with Maywood.
- Continue implementation of the prioritized recommendations of the new Comprehensive Plan.
- Continue implementation of the recommendations of the Affordable Housing Plan.
- Utilize the expertise of the Village’s Age Friendly Committee and partnerships with other taxing bodies and institutional partners to identify, explore, and implement strategies that will ensure River Forest remains at the forefront of providing a high quality of life for aging residents.
- Complete implementation of the Automated Water Meter Reader System in order to improve customer service, water meter reading efficiency, leak identification, and water bill accuracy.
- Continue efforts to address stormwater issues throughout the community by:
 - Initiating an accelerated alley replacement program, reconstructing 18 alleys with permeable pavers over a two-year period; and
 - Completing a 20-year Stormwater Master Plan and utilize the report to guide and prioritize future capital projects that will address stormwater issues throughout the community.
- Support the Sustainability Commission’s implementation of the River Forest Climate Action Plan and Strategic Plan
- Maintain a pedestrian and bicyclist-friendly environment throughout the community by completing implementation of the Bicycle Plan

Each operating department creates its own set of operational goals which are included in the individual fund sections of this document.

Community Profile

Location

The Village of River Forest is a mature community with a population of 11,172. It is located in Cook County, approximately 10 miles west of downtown Chicago. The Village is bounded on its west side by the Des Plaines River and large tracts of Cook County Forest Preserves. River Forest is bordered to the east by Oak Park, to the south by Forest Park, to the north by Elmwood Park, and to the west, across the Des Plaines River, by Melrose Park and Maywood. River Forest is centrally and conveniently located in the Chicago metropolitan area and it is well served by an efficient roadway network and mass transportation system.

History

The character of River Forest today is the result of its early settlers: the Steeles, Thatchers, Quicks, Murphys, Griffens, Wallers, Boughtons, and Brookes. The affluence of these early settlers resulted in grand homes, upscale schools and churches and attracted other wealthy residents to River Forest.

River Forest was incorporated as a Village on October 30, 1880. Prior to that, it was considered part of a larger community called Harlem, which included parts of Oak Park and Forest Park. Fearing the possibility of alcohol-related problems if Harlem incorporated, River Forest residents banded together to incorporate a smaller and initially “dry” community. Forest Park and Oak Park followed suit and were incorporated in 1884 and 1902, respectively.

The original homes in River Forest were constructed along the east-west rail line between Chicago Avenue and Madison Street, primarily due to the importance of rail transportation. With the introduction of the automobile, homes began to sprout up farther away from the train stations that existed in the Village. Initially, the northern section of River Forest was largely undeveloped. In the early 1900’s, Concordia University, Rosary College (now Dominican) and the Priory of St. Dominic and St. Thomas acquired land and established their institutions in River Forest. Today, Concordia and Dominican Universities occupy approximately 110 acres of land in River Forest.

Village Services

Police

Police operations focus on the prevention of crime in the Village, enforcement of the law, parking and animal control, coordination of criminal investigations and maintenance of public order. Sworn personnel respond to calls for service and provide community and public safety services to River Forest residents.

Fire

The River Forest Fire Department is an all-hazard protection service providing fire suppression, hazardous materials, technical rescue and emergency medical care response to the Village and its residents. River Forest is served by one fire station which is located next to Village Hall on Park Avenue. The Village of River Forest is an ISO-Public Protection Class 3.

Public Works

The Village of River Forest Public Works Department is comprised of five divisions including: Administration, Buildings & Grounds, Engineering, Geographic Information Systems, and Operations (water, sewer, streets, and forestry). Public Works oversees the maintenance and improvement of the Village’s infrastructure and Right-of-Ways. The administrative functions of Public Works are performed at Village Hall while operations are performed out of the Public Works Garage and the Pumping Station.

Community Profile

Statistics

Socio-Economic Data (Updated 2019 Census Information)

| | |
|-------------------------|---------------|
| Population Total | 11,172 |
| Persons under 5 | 659 |
| Persons 5 to 18 | 2,201 |
| Persons 18 to 65 | 6,447 |
| Persons over 65 | 1,865 |

The Village of River Forest was recently accepted into the AARP Network of Age-Friendly States and Communities. This is the first step to becoming designated as an Age-Friendly Community. The Network provides a structured process to encourage communities to prepare for the nation's aging population.

| | |
|--|-----------|
| Median Age | 41.3 |
| Per Capita Income | \$62,034 |
| Median Home Value | \$568,900 |
| Median Family Income | \$158,000 |
| Unemployment Rate (IDES December 2020) | 7.8% |

Building Permits

| <u>Fiscal Year</u> | <u>Number Issued</u> | <u>Value of Permits</u> |
|--------------------|----------------------|-------------------------|
| 2011 | 210 | 23,127,993 |
| 2012 | 208 | 14,175,620 |
| 2013 | 190 | 10,200,076 |
| 2014 | 158 | 13,607,856 |
| 2015 | 219 | 14,634,612 |
| 2016 | 203 | 15,792,768 |
| 2017 | 210 | 29,807,464 |
| 2018 | 171 | 19,996,973 |
| 2019 | 175 | 13,297,123 |
| 2020 | 178 | 45,590,244 |

Water and Sewer

| | |
|--|---------|
| Population Served | 11,172 |
| 100 Cubic Feet of Water Pumped FY 2020 | 587,495 |
| 100 Cubic Feet of Water Billed FY 2020 | 433,381 |
| Average Daily Pumpage (mgd) | 1.26 |
| Miles of Water Mains | 40 |
| Miles of Combined Sewers | 33.13 |
| Miles of Storm Sewers | 3.37 |
| Miles of Dedicated Sanitary Sewers | 0.69 |
| Number of Metered Customers | 3,162 |
| Number of Fire Hydrants | 440 |

Community Profile

Water, Sewer and Refuse Rates

| | | |
|-------------------------|---------|----------------------------------|
| Water | \$ 6.77 | Per 100 cubic feet |
| Sewer | \$ 4.39 | Per 100 cubic feet of water used |
| Refuse- Base Service | \$59.40 | Bi-Monthly |
| Refuse- Special Service | \$88.08 | Bi-Monthly |

*The minimum bi-monthly water and sewer bill is \$39.06 for up to 350 cubic feet of water used.

Village Taxes

| Tax | Rate | Applied to |
|-----------------------------------|----------------|---|
| Municipal Sales Tax | 1.0% | Retail sales including groceries and drugs |
| Non Home Rule Sales Tax | 1.0% | Retail sales excluding groceries and drugs |
| Places for Eating Tax | 1.0% | Sales at places for eating |
| Real Estate Transfer Tax | \$1.00 | Each \$1,000 in residential real estate sales |
| Simplified Telecommunications Tax | 6.0% | Telephone bills |
| Natural Gas Use Tax | 5.0% | Natural gas bills |
| Electric Use Tax | \$0.34- \$0.61 | Per therm of electricity used |
| Local Motor Fuel Tax | \$.03 | Per gallon |

Housing Types (CMAP)

| | |
|---------------------|-------|
| Single Family Homes | 3,011 |
| 2 Units | 178 |
| 3 or 4 units | 54 |
| 5 or more units | 1,019 |

Land Use Percentages (CMAP)

| | |
|---------------------------|------|
| Single-Family Residential | 42.5 |
| Multi-Family Residential | 2.7 |
| Commercial | 2.9 |
| Industrial | N/A |
| Institutional | 7.8 |
| Mixed Use | 0.2 |
| Transportation and Other | 21.4 |
| Agricultural | N/A |
| Open Space | 22.6 |
| Vacant | 0.1 |

Budget Process

The Village of River Forest's budget, when adopted by the Village President and Board of Trustees, becomes the official financial plan for the Village's operating departments. Accordingly, preparation of the budget is one of the most important administrative functions performed each year. This budget process summary is designed to provide residents, elected officials and employees with an overview of the budget process. Since the budgetary process involves all operating departments, advisory boards and commissions, and Village Board members, it does not include every aspect of the budget process. However, it can be used as a guide in understanding how the Village creates its annual budget. The budget process ends after the Village Board conducts a series of public meetings to review and approve the proposed budget.

The Village takes a collaborative approach to budget development that begins each winter when the Village Board holds their strategic planning session to develop priorities for the upcoming fiscal year. This information is passed along to Village staff at the Budget Kickoff Meeting at which the budget schedule and applicable time deadlines are also relayed. After this meeting, department staff begins preparation of their budget requests.

Budget Calendar

Five-Year Capital Improvement Plan

October - December, 2020: Preparation of the Five-Year Capital Improvement Plan (CIP) begins in October when departments evaluate the condition of buildings, infrastructure, vehicles and equipment, identify projects and establish priorities. Outlays greater than \$10,000 are reflected in the CIP and are considered during the annual budget process. The CIP was presented to the Village Board on January 27, 2021.

Budget Kickoff

December 18, 2020: Village Staff responsible for budget preparation discuss the development of the budget for the fiscal year with the Village Administrator. Village Board goals and priorities and anticipated budget constraints are relayed and the budget schedule is distributed.

Budget Requests Due

January 25, 2021: The departments' Budget Request packets are submitted to the budget team (Village Administrator, Assistant Village Administrator and the Finance Director). The packet includes their activity counts, goals and accomplishments, performance measures, budget summary, budget detail, current fiscal year projections, personnel change requests and revenue projections.

Meetings with Budget Team

February 9-11, 2021: Each department meets with the budget team to discuss their Budget Request Submittal. Prior to the meetings, three-year revenue and expenditure projections are prepared for the General and Water and Sewer Funds based on their budget requests and projections. Requested budgets are adjusted based on discussions during these meetings to arrive at the recommended budget amounts.

Budget Presentation & Public Hearing

April 12, 2021: A preliminary budget document is prepared and the recommended budget is presented to the Village Board. The document includes the recommended budget along with Village-wide and fund summaries, department information, three-year projections and other information. The recommended budget is made available for public inspection at the Village Hall and on the Village website at this time. A Public Hearing is required by State Statutes to allow the public a final opportunity to provide input regarding the budget. The public hearing was held following the presentation.

Budget Process

Adoption of the Budget Ordinance

April 26, 2021: The budget is passed into law by the adoption of a budget ordinance. The final budget document is bound and made available on the Village's website.

Budget Monitoring

During the fiscal year, monthly financial reports are prepared that compare the budgeted amounts for each line item to the actual revenues or expenditures. These reports are reviewed by the Village Board, Management and Department staff. Variances from the budgeted amounts are examined. Budget transfers or amendments may be made during the fiscal year if necessary.

Transfers or Amendments to the Adopted Budget

The Village Board has delegated authority to the Budget Officer to revise the annual budget by transferring between line items in the same department category or same fund without Board approval. The annual budget may be further revised by a vote of two-thirds of the Village Board by deleting, adding to or changing budgeted items. No revision to the budget items shall be made which results in increasing the total budget unless funds are available to effectuate the purpose of the revision.

Fund Structure and Description of Funds

The financial transactions of the Village are reported in individual funds. A Fund is a fiscal and accounting entity with a self-balancing set of accounts that records transactions that are segregated for the purpose of carrying on specific activities or attaining certain objectives. Funds are organized into three categories: governmental, proprietary, and fiduciary funds. Additionally, under GASB Statement No. 34, funds within these categories are considered major or nonmajor. The following major funds are budgeted:

Governmental Funds

- General Fund
- Capital Equipment Replacement Fund
- Capital Improvement Fund
- Madison Street TIF Fund

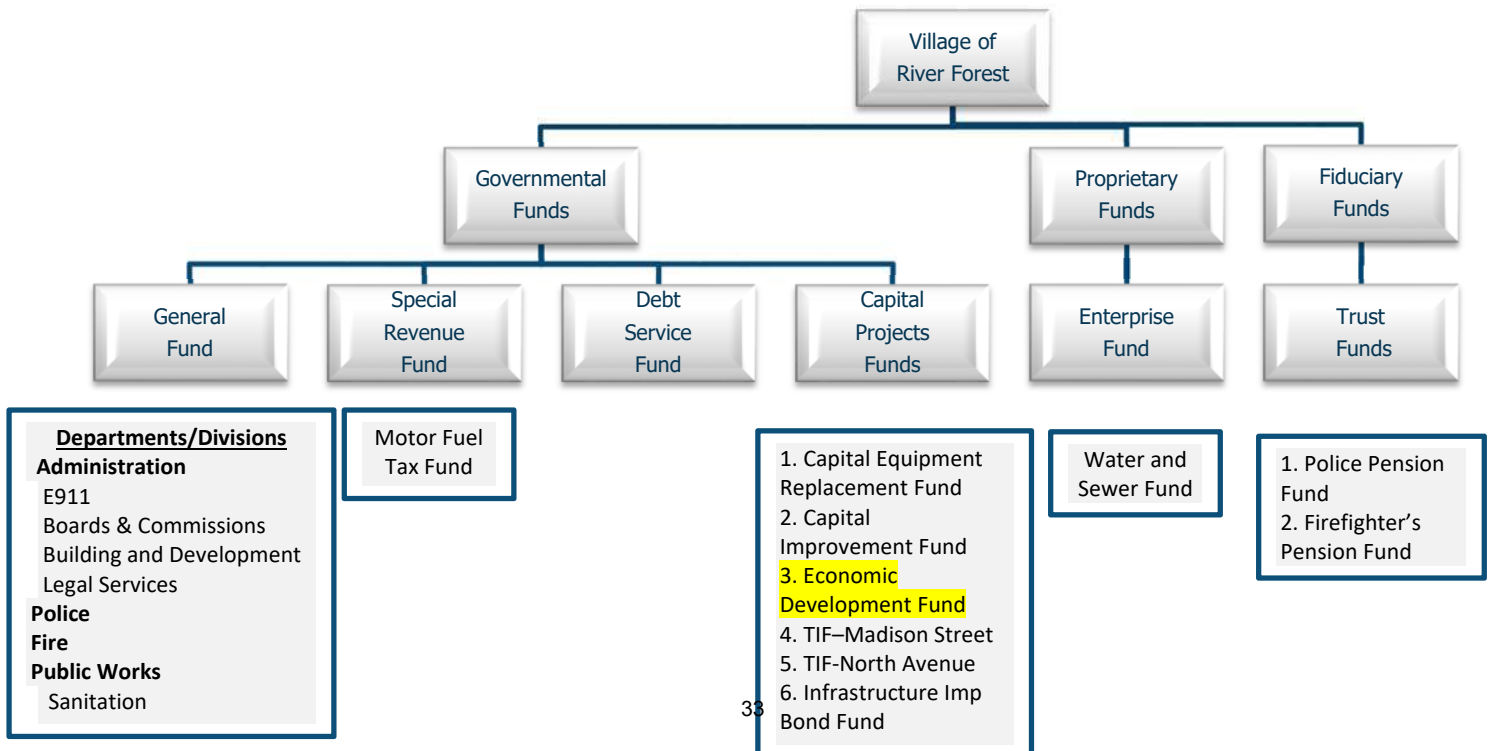
Proprietary Fund

- Water and Sewer Fund

A fund is considered major if it is the primary operating fund of the Village or meets the following criteria:

Total assets, liabilities, revenues, or expenditures / expenses of an individual governmental or enterprise fund are at least 10% of the corresponding total for all funds of that category or type, and

Total assets, liabilities, revenues, or expenditures / expenses of an individual governmental or enterprise fund are at least 5% of the corresponding total for all governmental and enterprise funds combined.



Fund Structure and Description of Funds

GOVERNMENTAL FUNDS

The Village maintains the following governmental funds:

General Fund

The **General Fund (01)** accounts for resources traditionally associated with the Village's operations which are not required legally or by sound financial management to be accounted for in another fund including Administration, Police, Fire and Public Works.

Special Revenue Fund

Special Revenue Funds are used to account for specific revenues that are legally restricted to expenditures for particular purposes. The **Motor Fuel Tax Fund (03)** is the Village's only Special Revenue Fund which accounts for the expenditures for street maintenance, improvements and construction authorized by the Illinois Department of Transportation. Financing is provided from the Village's share of State motor fuel taxes. State law requires that these taxes be used to maintain streets.

Debt Service Fund

Debt Service Funds are used to account for the accumulation of resources and payment of bond principal and interest. The Village maintains one **Debt Service Fund (05)** which is used to account for the accumulation of resources for the payment of the General Obligation Limited Tax Bonds, Series 2020. In prior years the fund accounted for the 2005 General Obligation Bonds that were used to finance library building improvements, the 2016 Bonds that were used to pay down a bank loan used for sewer improvements and the 2018 Bonds for street improvements. All of these prior year bond issues have been paid off. Financing is provided by property taxes.

Capital Projects Funds

Capital Projects Funds are used to account for the acquisition and construction of major capital facilities other than those financed by proprietary funds. The **Capital Equipment Replacement Fund (13)** is used to accumulate financial resources for the replacement of vehicles and equipment. The **Capital Improvement Fund (14)** is used to account for improvements to Village streets, commuter parking lots and alleys that are financed by Automated Traffic Enforcement System Revenue, grants and parking fees. The **Economic Development Fund (16)** was used to account for previous commitments entered into by the Village from funds originally received through the previous Tax Increment Financing (TIF) District Fund. Financing was provided by a transfer from the Pledged Taxes Fund that was closed in FY 2011. This fund was closed in FY 2021. The **TIF – Madison Street (31) and TIF – North Avenue (32) Funds** were both created in FY 2015 and are used to account for expenditures associated with Tax Increment Financing Districts on Madison Street and North Avenue. In FY 2017 the Madison Street TIF District was formally established. In August of 2018 the North Avenue TIF District was formally established. The **Infrastructure Improvement Bond Fund (35)** was established in FY 2018. This fund is used to account for the proceeds of the General Obligation Limited Tax Bonds, Series 2020. The funds will be used for street improvements.

Fund Structure and Description of Funds

PROPRIETARY FUNDS

The Village maintains the following proprietary funds:

Enterprise Fund

Enterprise Funds are used to account for operations that are financed and operated in a manner similar to private business enterprises. The intent of the Village Board is that the cost of providing these services be financed or recovered through user charges. The Village maintains only one enterprise fund. The **Water and Sewer Fund (02)** accounts for the provision of water and sewer services to the residents of the Village of River Forest. All activities necessary to provide such services are accounted for in this fund including, but not limited to, administration, operations, billing and collection, maintenance and capital improvements.

FIDUCIARY FUNDS

The Village maintains the following fiduciary funds:

Trust Funds

Trust funds are used to account for assets held by the Village in a trustee capacity. Two Pension Trust Funds are used to account for assets held in a trustee capacity by the Village for pension benefit payments. The **Police Pension Fund (09)** accounts for the accumulation of resources to pay pensions to the participants. The **Firefighters Pension Fund (10)** accounts for the accumulation of resources to be used to pay pensions to the participants. Resources for both funds are contributed by employees at a rate fixed by law and by the Village through an annual property tax levy based on an actuarial analysis.

| Village of River Forest Department /Function Matrix | Department/Function | | | | | | | | |
|--|-----------------------|------------------|----------------------|--------------------|------------|-----------------|----------|-------------------|----------------------------|
| | General Government | Public Safety | Highways/ Streets | Water and Sewer | Sanitation | Debt Service | Pensions | Capital Outlay | Other Financing Uses |
| General Fund | | | | | | | | | |
| Administration | | | | | | | | | |
| Police | | | | | | | | | |
| Fire | | | | | | | | | |
| Public Works | | | | | | | | | |
| Special Revenue Fund | | | | | | | | | |
| Motor Fuel Tax Fund | | | | | | | | | |
| Debt Service Fund | | | | | | | | | |
| Debt Service Fund | | | | | | | | | |
| Capital Projects Funds | | | | | | | | | |
| Capital Equip Replacement Fund | | | | | | | | | |
| Capital Improvements Fund | | | | | | | | | |
| Economic Development Fund | | | | | | | | | |
| Madison Street TIF Fund | | | | | | | | | |
| North Avenue TIF Fund | | | | | | | | | |
| Infrastructure Imp Bond Fund | | | | | | | | | |
| Enterprise Fund | | | | | | | | | |
| Water and Sewer Fund | | | | | | | | | |
| Trust Funds | | | | | | | | | |
| Police Pension Fund | | | | | | | | | |
| Fire Pension Fund | | | | | | | | | |

Basis of Budgeting

The basis of budgeting and accounting determine when revenues and expenditures are recognized for the purposes of financial reporting and budget control. Governmental Funds (General, Special Revenue, Debt Service, and Capital Projects Funds) are budgeted and accounted for in accordance with Generally Accepted Accounting Principles (GAAP), on a modified accrual basis. This means revenues are recorded when they are both measurable and available, and expenditures are recorded when they are expected to draw on current spendable resources. The two TIF Funds were budgeted as separate funds but were reported in the General Fund in Fiscal Year 2016 because they had not yet been legally established. Both the TIF-Madison Street Fund and the TIF-North Avenue Fund are reported as separate funds in the Village's financial statements.

Proprietary and Fiduciary Funds (Enterprise, Pension Trust) are accounted for in accordance with GAAP, on an accrual basis. Revenues and expenses are recorded at the time they are earned or incurred rather than when cash is actually received or spent.

In most cases, funds are budgeted and accounted for on the same basis with the following exceptions:

- Principal payments on long-term debt are applied to the outstanding liability for accounting purposes, but included as an expense for budget purposes.
- Debt proceeds are accounted for as liabilities in the financial statements, however, are included as revenue in the budget.
- Capital items in the enterprise fund are recorded as capital assets for accounting purposes, but are treated as expenses in the budget.
- The Transfer from the General Fund recorded in the TIF – Madison Street Fund will be recorded as an interfund receivable or payable in the General and TIF Madison Street Funds the financial statements.

RIVER FOREST PUBLIC LIBRARY

The River Forest Public Library has a separately elected, seven-member board which annually determines its budget and resulting tax levy. The Village does not possess Board appointment powers. The Village approves the Library's Budget and tax levy in a ministerial capacity only. The Library is not part of the Village's financial reporting entity, however, the Library budget is included in the Village budget document because the Library is in the Village's tax levy ordinance that is submitted to the County. The Budget Summary information does not include the River Forest Public Library.

Long-Term Financial Policies

The Village Board reviewed its financial policies and formally approved the policies listed below on November 14, 2011. The policies are reviewed from time to time and were last amended on June 18, 2012 to reflect changes to GASB 54. The Village Board approved comprehensive Pension Funding Policies in 2014 for both the Police and Firefighters Pension Fund.

The Village of River Forest's Financial Policies are the basic guidelines for the management of the Village's financial operations and have been developed within the parameters set forth in the Illinois State Statute and River Forest Municipal Code. These policies assist the Village Board and management in preparing the budget and managing the Village's fiscal affairs throughout the year. The policies are to be reviewed during the budget process, and modified as appropriate, to accommodate changing fiscal conditions, environmental challenges and Village Board policy initiatives. In addition to these Financial Policies the Village has separately issued and approved comprehensive policies on Purchasing, Travel, Investments, Pension Funding, Grant Administration and Fixed Assets.

Financial Planning Policies

1. The fiscal year of the Village will begin on May 1 of each year and end on April 30th of the following year. All accounting and budgeting functions of the Village will occur in conjunction with this fiscal time period.
2. The Budget Officer shall present a balanced budget to the Village Board annually. A balanced budget means that current operating expenditures, excluding major capital expenditures, are funded with current recurring revenues. The use of reserves to cover current operating expenditures should be avoided.
3. The Village will avoid budgetary procedures that balance current expenditures at the expense of meeting future year's expenses, such as postponing expenditures, accruing future year's revenues, or rolling over short term debt.
4. The budget will provide for adequate maintenance of capital plant and equipment and for their orderly replacement.
5. The Budget will provide for adequate funding of all retirement systems, with a uniform reduction of unfunded liabilities, in accordance with either state requirements or an independent actuarial study.
6. Within 30 days of the approval of the annual budget, the Budget Officer shall prepare a budget document that includes the legally adopted budget and other supplementary information. The document shall contain a transmittal letter describing the previous budget period's accomplishments and the Village's organization-wide goals, an estimate of revenues and budgeted expenditures by account, departmental goals and capital improvements.

Long-Term Financial Policies

7. The Village will prepare a three-year projection of revenues and expenditures annually. The projection will display the excess or deficiency of revenues over (under) expenditures and the resulting unassigned fund balance. Projections will include estimated operating costs associated with future capital improvements.
8. The Village will integrate performance measurement and productivity indicators within the budget where applicable.
9. The budget will maintain a budgetary control process, assisted by a financial accounting software system.
10. The Village will prepare a monthly financial report comparing actual revenues and expenditures to the approved budgeted amounts. The monthly report will provide a financial analysis that highlights major deviations from the approved budget.

Revenue Policies

1. The Village will maintain a diversified and stable revenue system to shelter it from short-term fluctuations in any single revenue source.
2. The Village shall estimate its annual revenues conservatively, using an objective analytical approach, taking into account all available information.
3. Potential revenue sources will be examined annually.
4. One-time revenues shall not be used to fund ongoing expenditures.
5. The year-to-year increase of actual revenues from the property tax will generally not exceed five percent.
6. The Village will set fees and user charges for the Waterworks and Sewerage Fund at a level that fully supports the total direct and indirect cost of the activity. Indirect costs include the cost of annual depreciation of capital assets.
7. The Village will establish all other user charges and fees at a level that attempts to recover the full cost of providing the service, including an amount for the cost associated with any capital assets used to provide the service.

Expenditure Policies

1. The Village will fund all operating expenditures in a particular fund from operating revenues generated by the fund. In developing the budget, recommendations will be made regarding

Long-Term Financial Policies

service level adjustments that may be necessary to meet this objective. Service levels will not be expanded beyond the Village's ability to utilize current revenues to pay for the expansion of services.

2. The Village will continually assess its organization and service provision efforts in order to provide service enhancements or cost reductions by increasing efficiency or effectiveness. The Village shall also constantly strive to provide the same highest quality of services using the most efficient means possible. During each budget process the Village will assess its current organization and service provision strategy and make adjustments if the analysis demonstrates that a particular enhancement would improve operations or reduce cost.
3. The Village will provide sufficient resources to train employees and thereby develop the specialized knowledge and expertise necessary to maintain and improve the quality of Village services.
4. The Village will strive to adopt new technologies and techniques that will improve efficiency and allow the Village to maintain or improve the level of service provided to residents.
5. The Village will attempt to maximize its financial resources by encouraging intergovernmental cooperation. The establishment of intergovernmental service agreements with other units of government may allow the Village to provide residents a higher level of service at a reduced cost. The Village will consider intergovernmental agreements as a means to enhance services or reduce costs.

Fund Balance and Reserve Policies

1. Definitions:

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

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

Restricted Fund Balance: Amounts that can be used only for specified purposes because of Village, State, or Federal Laws, or externally imposed conditions by grantors or creditors.

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

Assigned Fund Balance: Amounts the Village intends to use for specific purposes as determined by the Village Board. It is assumed that the creation of a fund automatically assigns fund balance for the purpose of that fund.

Long-Term Financial Policies

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

2. The Village will spend the most restricted dollars before the less restricted, in the following order:
 - a. Nonspendable (if funds become spendable),
 - b. Restricted,
 - c. Committed,
 - d. Assigned,
 - e. Unassigned.
3. The General Fund unassigned fund balance, plus the amount restricted for working cash, should be maintained at a minimum of 25% of the General Fund total budgeted annual expenditures in the most recently approved annual budget. This reserve is intended to provide financial resources for the Village in the event of an emergency or due to the loss of or reduction in a major revenue source and to provide adequate coverage for variations in cash flows due to the timing of receipts and disbursements.
4. Should the General Fund unassigned fund balance plus the amount restricted for working cash, drop below the required 25%, every effort shall be made to bring the balance back up to the desired level within three years.
5. The Village Board shall determine the disposition of excess fund reserves should the General Fund unassigned fund balance plus the amount restricted for working cash, increase above the required 25%.
6. No minimum committed fund balance has been established for the Capital Equipment and Improvements Fund but the fund will only expend the amount available from the combination of the committed fund balance, revenues or transfers. The Village shall transfer funds annually from the General and Waterworks and Sewerage Funds in an attempt to accumulate the funds necessary to replace vehicles and equipment and make capital improvements provided for in the fund. The maximum fund balance allowed in the Capital Equipment and Improvements Fund is equal to 3% of the equalized assessed value of the taxable real property located in the corporate boundaries of the Village (ILCS 5/8-2-9.5).
7. The Waterworks and Sewerage Fund shall maintain an operating reserve equivalent to three months of operating expenses. This reserve is intended to provide resources for unanticipated expenditures, to cover revenue shortfalls and to compensate for fluctuations in cash flows. A capital reserve shall be maintained in addition to the operating reserve.
8. Special revenue, debt service and pension trust funds do not have a minimum fund balance requirement. Motor Fuel Tax Funds are used to finance street maintenance and improvements and funds available may be expended for that purpose as provided for in the Village's Capital

Long-Term Financial Policies

Improvement plan. Reserves in the debt service funds are accumulated to fund future debt service payments. Pension Trust Funds are funded based on actuarial recommendations.

Capital Improvement Policies

1. The Village will make all capital improvements in accordance with an adopted Capital Improvement Plan (CIP).
2. The CIP shall include all capital equipment and improvements with a value of \$10,000 or more.
3. The Village will develop a five-year plan for capital improvements and update it annually. As part of this process, the Village will assess the condition of all major capital assets and infrastructure including, at a minimum, building, streets, alleys, water mains and sewer lines.
4. The Village will enact an annual capital budget based on the five-year Capital Improvement Plan.
5. The Village will coordinate development of the capital improvement budget with the development of the operating budget. Future operating costs associated with new capital improvements will be projected and included in operating budget projections.
6. The Village will use intergovernmental assistance to finance capital improvements in accordance with Village plans and priorities.
7. The Village will maintain all its assets at a level adequate to protect the Village's capital investment and to minimize future maintenance and replacement costs.
8. The Village will project its equipment replacement need for the next five years and update this projection each year. A replacement schedule will be developed from this projection.
9. The Village will project capital asset maintenance and improvement needs for the next five years and will update this projection each year. A maintenance and improvement schedule will be developed from this projection.
10. The Village will identify the estimated costs and potential funding sources for each capital project proposal before it is submitted to the board for approval.
11. The Village will determine the least costly financing method for each new project.

Debt Policies

1. The Village will confine long-term borrowing to capital improvements or projects which result in a product which will have a life of ten years or more and which cannot be financed from current revenues.

Long-Term Financial Policies

2. When the Village finances capital projects by issuing bonds, it will pay back the bonds within a period not to exceed the expected useful life of the project.
3. The Village will make every attempt to keep the average maturity of general obligation bonds at or below ten years.
4. Where feasible, the Village will use special assessment, revenue or other self-supporting bonds instead of general obligation bonds.
5. The Village will not use long-term debt to fund current operations.
6. The Village will maintain good communications with bond rating agencies about its financial condition. The Village will follow a policy of full disclosure on every financial report and bond prospectus.
7. The Village will make every effort to maintain a relatively level and stable annual debt service for all long-term general obligation bonds.

Accounting and Financial Reporting Policies

1. The Village will establish and maintain a high standard of accounting practices.
2. Following the conclusion of the fiscal year, the Village will prepare a Comprehensive Annual Financial Report (CAFR) in accordance with Generally Accepted Accounting Principles (GAAP) established by the Governmental Accounting Standards Board (GASB). The CAFR shall also satisfy all criteria for the Government Finance Officers Association's Certificate for Achievement for Excellence in Financial Reporting.
3. Monthly financial reports shall be prepared and submitted to the board. The reports shall include a summary of financial activity.
4. An independent certified public accounting firm will perform an annual audit in accordance with generally accepted auditing standards and will publicly issue a financial opinion.
5. The Village shall request proposals from qualified independent accounting firms to conduct the annual audit every five years using a request for proposal process.

Exhibits

This section contains detailed information on fees, property taxes, revenue and expenditure trends, long-term financial planning, fund balance and personnel.

Fee Schedule

| | 2021 Budget | 2022 Budget | Change |
|--|---|---|-----------|
| Vehicle Stickers: | | | |
| Passenger Cars | \$45 | \$45 | No Change |
| Motorcycles | \$25 | \$25 | No Change |
| Antique Vehicles | \$25 | \$25 | No Change |
| Trucks less than 5,000 lbs. | \$50 | \$50 | No Change |
| Trucks over 5,000 lbs. | \$70 | \$70 | No Change |
| Recreational Vehicles (RV) | \$50 | \$50 | No Change |
| Senior Citizen Discount | \$25 | \$25 | No Change |
| Licenses: | | | |
| Pet License | \$10 | \$10 | No Change |
| Liquor License | \$500 - \$4,000 | \$500 - \$4,000 | No Change |
| Temporary Liquor License | \$100 | \$100 | No Change |
| Contractor License | \$125 | \$125 | No Change |
| Landscaper and Snow Removal Contractor | \$187.50 | \$187.50 | No Change |
| Amusement and Amusement Events | \$25 | \$25 | No Change |
| Animal Care, Grooming and/or Sales | \$125 | \$125 | No Change |
| Child Daycare Centers | \$275 | \$275 | No Change |
| Financial Institutions | \$100 | \$100 | No Change |
| Food/Drug Retail- Under 3,000 Sq. Ft. | \$125 | \$125 | No Change |
| Food/Drug Retail- 3,001 - 10,000 Sq. Ft. | \$175 | \$175 | No Change |
| Food/Drug Retail- 10,001 + Sq. Ft. | \$225 | \$225 | No Change |
| Temporary Food Establishment/Event | \$125 | \$125 | No Change |
| Food Service- Low Risk | \$95 | \$95 | No Change |
| Food Service- Medium Risk | \$150 | \$150 | No Change |
| Food Service- High Risk | \$225 | \$225 | No Change |
| Food Service- Outdoor Seating | Fee + \$25 + \$0.50 per sq. ft. of public space | Fee + \$25 + \$0.50 per sq. ft. of public space | No Change |
| Manufacturing Operations | \$25 | \$25 | No Change |
| Peddlers | \$75 | \$75 | No Change |
| Recreational | \$25 | \$25 | No Change |
| Retail and Service | \$50 | \$50 | No Change |
| Taxicab/Livery | \$500 | \$500 | No Change |
| Use of Public Sidewalk | \$25 + \$0.50 per sq. ft. | \$25 + \$0.50 per sq. ft. | No Change |
| Vending Machine | \$30/machine | \$30/machine | No Change |
| Veterinary Hospitals | \$125 | \$125 | No Change |
| Waste Disposal Firms | \$1,000 | \$1,000 | No Change |
| House Movers | \$100 | \$100 | No Change |
| Fines: | | | |
| Parking Fines | \$30 | \$30 | No Change |
| Overweight Vehicles | \$75 - \$750 | \$75 - \$750 | No Change |
| Local Ordinance Violations | Up to \$750 | Up to \$750 | No Change |

Fee Schedule

| | 2021 Budget | 2022 Budget | Change |
|--|---|---|-----------|
| Service Charges: | | | |
| Solid Waste Bi-Monthly Collection-Base Service | \$59.40 | \$60.58 | +\$1.18 |
| Solid Waste Bi-Monthly Collection- Unlimited | \$88.08 | \$89.84 | +\$1.76 |
| Composting | \$20.36 | \$20.87 | +\$0.51 |
| Solid Waste Tags | \$3.15 | \$3.20 | +\$0.05 |
| Ambulance Transport Fee- Resident | BLS \$900/ALS I \$1,150/ ALS II \$1,350 + \$20/mile | BLS \$900/ALS I \$1,150/ ALS II \$1,350 + \$20/mile | No Change |
| Ambulance Transport Fee- Non-Resident | BLS \$1,150/ALS I \$1,350/ ALS II \$1,550 + \$22/mile | BLS \$1,150/ALS I \$1,350/ ALS II \$1,550 + \$22/mile | No Change |
| EMS Response- Additional manpower | \$100 | \$100 | No Change |
| ALS Refusal (when 1 ALS procedure performed) | \$300 | \$300 | No Change |
| EMS Citizens Assist (more than 3 in 3 months) | \$300 | \$300 | No Change |
| Extrication | \$500 | \$500 | No Change |
| CPR Class fee | \$40 | \$40 | No Change |
| Daily Parking Fee | \$5.00 | \$5.00 | No Change |
| Permits: | | | |
| Commuter Parking (Monthly) | \$55 | \$55 | No Change |
| Building Permit- Single-Family | 2% of Project Cost or \$100 minimum | 2% of Project Cost or \$100 minimum | No Change |
| Building Permit- All Other | 2.35% of Project Cost or \$100 minimum | 2.35% of Project Cost or \$100 minimum | No Change |
| Permit Extension (3 months) | 1/3 initial cost | 1/3 initial cost | No Change |
| Exterior Remodel | \$100 | \$100 | No Change |
| Roofing, Siding, Gutters | \$100 | \$100 | No Change |
| Fence or Brick Pavers | \$100 | \$100 | No Change |
| Windows | \$100 | \$100 | No Change |
| Generator | \$115 | \$115 | No Change |
| Driveway | \$100 | \$100 | No Change |
| HVAC | \$100 | \$100 | No Change |
| In-Ground Swimming Pool | 1.5% of Project Cost or \$150 minimum | 1.5% of Project Cost or \$150 minimum | No Change |
| Above-Ground Swimming Pool | \$25 | \$25 | No Change |
| Demolition- Primary Structure | \$1,500 | \$1,500 | No Change |
| Demolition- Accessory Structure | \$1 per sq. ft. or \$200 | \$1 per sq. ft. or \$200 | No Change |
| Electrical | \$100 Base Fee + \$9 per Circuit and \$1.75 per Opening | \$100 Base Fee + \$9 per Circuit and \$1.75 per Opening | No Change |
| Electrical Service Upgrade | Up to 200 Amps: \$75 201 to 399 Amps: \$100 400 to 799 Amps: \$150 800 + Amps: \$200 | Up to 200 Amps: \$75 201 to 399 Amps: \$100 400 to 799 Amps: \$150 800 + Amps: \$200 | No Change |

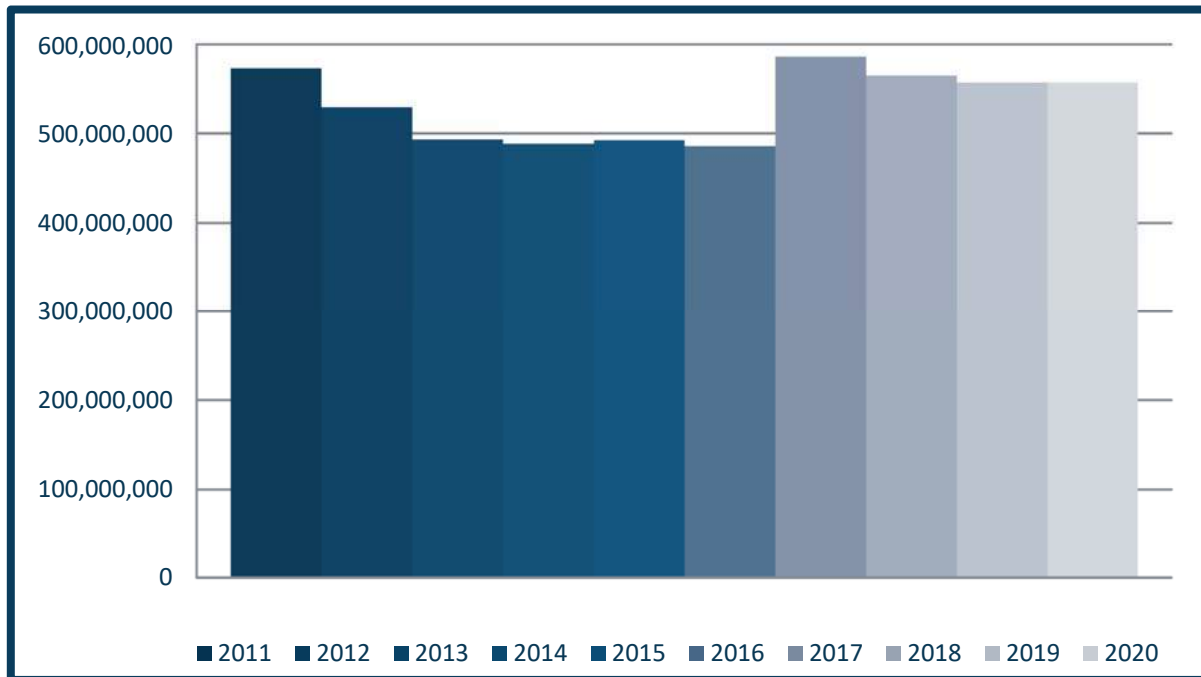
Fee Schedule

| | 2021 Budget | 2022 Budget | Change |
|---|----------------------------------|----------------------------------|-----------|
| Permits Con't: | | | |
| Parkway Opening | \$100 | \$100 | No Change |
| Lawn Sprinkling System | \$100 | \$100 | No Change |
| Drain Tile | \$115 | \$115 | No Change |
| Sign | \$100 | \$100 | No Change |
| Temporary Sign/Banner | \$50 | \$50 | No Change |
| Electric Sign | \$100 + \$0.05 per sq. ft. | \$100 + \$0.05 per sq. ft. | No Change |
| Film Production | \$100 plus \$250/day | \$100 plus \$250/day | No Change |
| Newsstand | \$50 manned / \$10 coin | \$50 manned / \$10 coin | No Change |
| Beekeeping Permit | \$25 | \$25 | No Change |
| Grading | \$50 + pass through costs | \$50 + pass through costs | No Change |
| Zoning & Administrative Building Fees: | | | |
| ZBA Variation Request | \$750 | \$750 | No Change |
| Certificate of Occupancy | \$50 | \$50 | No Change |
| Temporary Certificate of Occupancy | \$50 | \$50 | No Change |
| Removal of Stop Work Order | \$200 | \$200 | No Change |
| Placard Removal: Unfit for Occupancy | \$500 | \$500 | No Change |
| Work without Permit | 2 x Permit Cost | 2 x Permit Cost | No Change |
| Re-inspection Fee | \$75 | \$75 | No Change |
| Other: | | | |
| Impounded Dogs | \$30 + Cost | \$30 + Cost | No Change |
| Water & Sewer Fees: | | | |
| Water Rate | \$6.77/100 cubic feet | \$6.82/100 cubic feet | +\$0.05 |
| Sewer Rate | \$4.39/100 cubic feet | \$4.39/100 cubic feet | No Change |
| Water & Sewer Connection Fees: | | | |
| Single Family- Up to 1 inch service | \$500 water / \$500 sewer | \$500 water / \$500 sewer | No Change |
| Single Family- Greater than 1 inch service | \$750 water / \$750 sewer | \$750 water / \$750 sewer | No Change |
| Multi Family- Per Living Unit | \$500 water / \$500 sewer | \$500 water / \$500 sewer | No Change |
| All Other | \$1,000 water / \$1,000 sewer | \$1,000 water / \$1,000 sewer | No Change |
| Replace Service Line w/ Same Size | \$50 water / \$50 sewer | \$50 water / \$50 sewer | No Change |
| Replace Service Line w/ Increase in Size | \$300 water / \$300 sewer | \$300 water / \$300 sewer | No Change |

Property Tax Exhibit

| Tax levy Year | 2017 Extended | 2018 Extended | 2019 Extended | 2020 Estimated |
|----------------------------------|---------------------|---------------------|---------------------|---------------------|
| General Fund | \$ 3,892,461 | \$ 3,705,781 | \$ 3,758,979 | \$ 3,252,216 |
| Police Pension | \$ 1,434,683 | \$ 1,536,215 | \$ 1,566,179 | \$ 1,830,611 |
| Fire Pension | \$ 1,170,740 | \$ 1,386,554 | \$ 1,467,600 | \$ 1,691,856 |
| Total Corporate Levy | \$ 6,497,884 | \$ 6,628,550 | \$ 6,792,758 | \$ 6,774,683 |
| Bond and Interest Levy | \$ 266,263 | \$ 272,434 | \$ 277,772 | \$ 284,160 |
| River Forest Library Levy | \$ 1,254,688 | \$ 1,282,533 | \$ 1,313,495 | \$ 1,356,903 |
| Total Levy | \$ 8,018,835 | \$ 8,183,517 | \$ 8,384,025 | \$ 8,415,746 |

Equalized Assessed Valuations

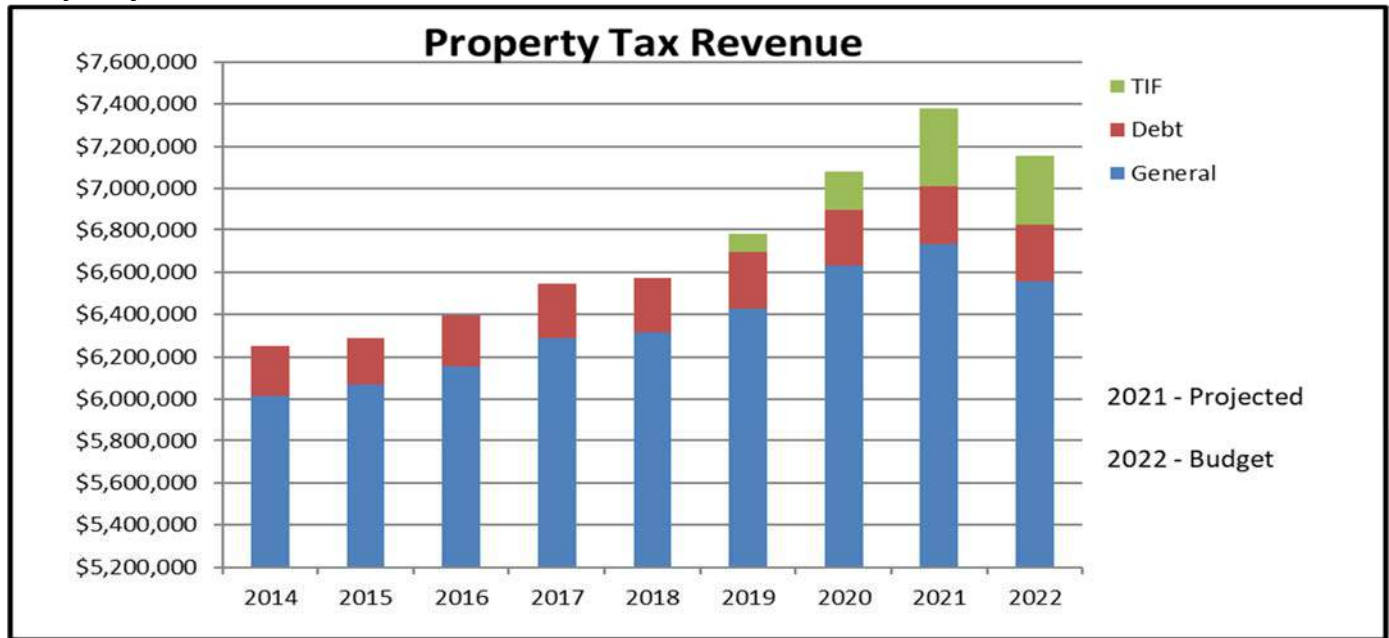


2011-2019: Actual 2020: Estimated

The Village's 2020 Equalized Assessed Value (EAV) is expected to stay flat due to no increase for new property. The Village's property was reassessed in 2020 but those assessments may be adjusted due to the COVID 19 pandemic. It is expected that there will be an overall EAV increase with offsetting property values increases. Property is reassessed every three years and the last reassessment was in 2017. The declines in 2015 and 2016 were primarily due to assessment appeals. Beginning in 2011 the Equalized Assessed Value decreased due to declining property values resulting from the real estate recession that began in 2008. The equalized assessed value increased in Tax Levy Year 2010 because the Village's Tax Increment Financing District was closed and was considered new property.

Trends & Projections

Property Tax



| YEAR | GENERAL | DEBT | TIF |
|----------------|-------------|-----------|-----------|
| 2014 Actual | \$6,017,575 | \$234,713 | - |
| 2015 Actual | \$6,067,286 | \$221,687 | - |
| 2016 Actual | \$6,155,884 | \$240,702 | - |
| 2017 Actual | \$6,287,691 | \$259,674 | - |
| 2018 Actual | \$6,317,256 | \$257,355 | - |
| 2019 Actual | \$6,425,943 | \$268,180 | \$87,293 |
| 2020 Actual | \$6,633,027 | \$264,333 | \$182,566 |
| 2021 Projected | \$6,735,022 | \$274,416 | \$373,080 |
| 2022 Budget | \$6,556,697 | \$268,931 | \$332,092 |

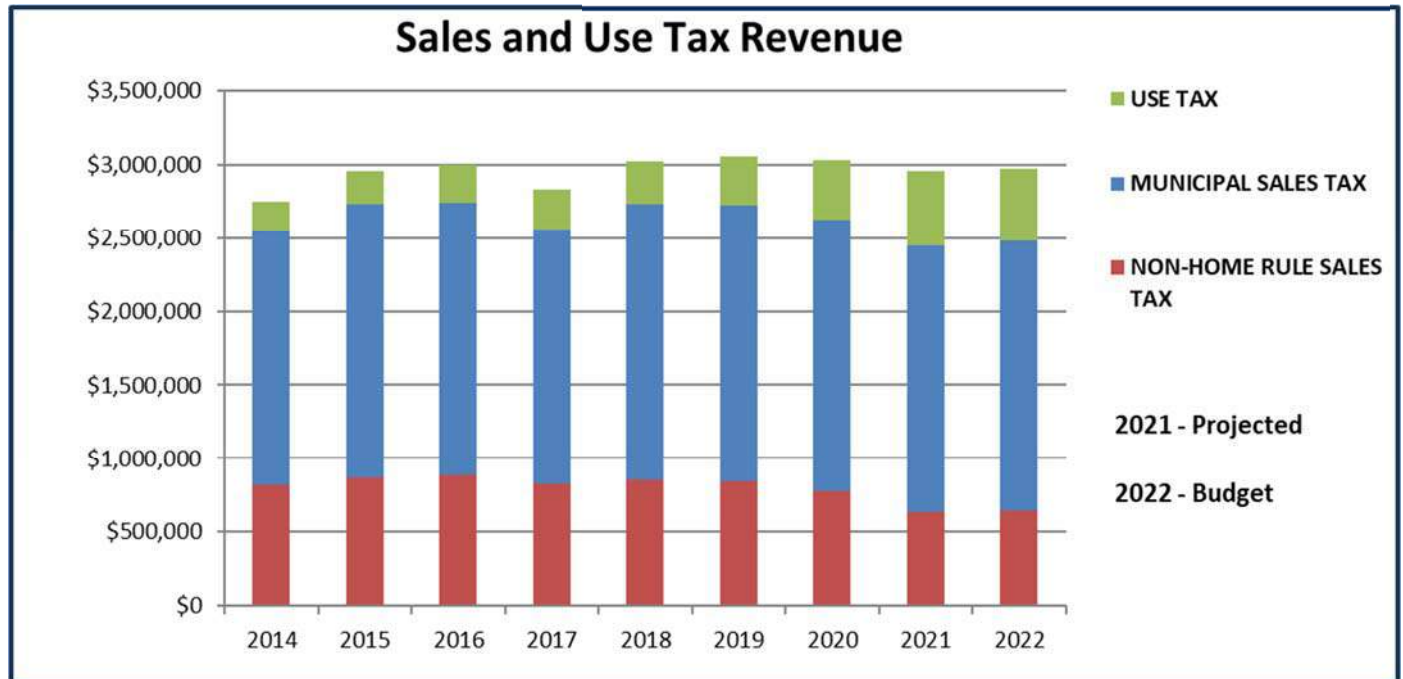
This category includes Property taxes in the General and Debt Service Funds and Incremental Property Taxes from the Village's Tax Increment Financing (TIF) Districts. The Madison Street TIF was established FY 2017. Property taxes are the Village's single largest source of revenue. Property taxes account for 15% - 27% of total revenues for the Village.

The amount of the Village's General Property Tax Levy is substantially restricted by the Property Tax Extension Limitation Law (PTELL). PTELL allows a non-home rule taxing district to receive a limited inflationary increase in the tax extensions on existing property, plus an additional amount for new construction, which includes new incremental equalized assessed value due to the closing of a TIF district, or voter approved tax increases. The limitation slows the growth of property tax revenues when assessments increase faster than the rate of inflation. Increases in property tax extensions are limited to five percent, or the December to December increase in the Consumer Price Index (CPI) for the preceding levy year, whichever is less.

In Fiscal Year 2022, General Fund property tax revenues are expected to decrease over the projected FY 2021 revenue collections due to the forgoing of the expected annual increase to the levy based on the annual CPI of 2.3% increase in the December 2018 to December 2019 CPI. The Debt Service Levy includes principal and interest payments on the 2020 General Obligation (GO) Limited Tax Bonds issued during FY 2020. The 2021 Property Tax Levy will be included in FY 2023 revenues and will reflect the December 2019 to December 2020 increase in the CPI which is 1.4%. Future levies will also be based on the annual increase in the CPI per PTELL.

Trends & Projections

Sales and Use Tax



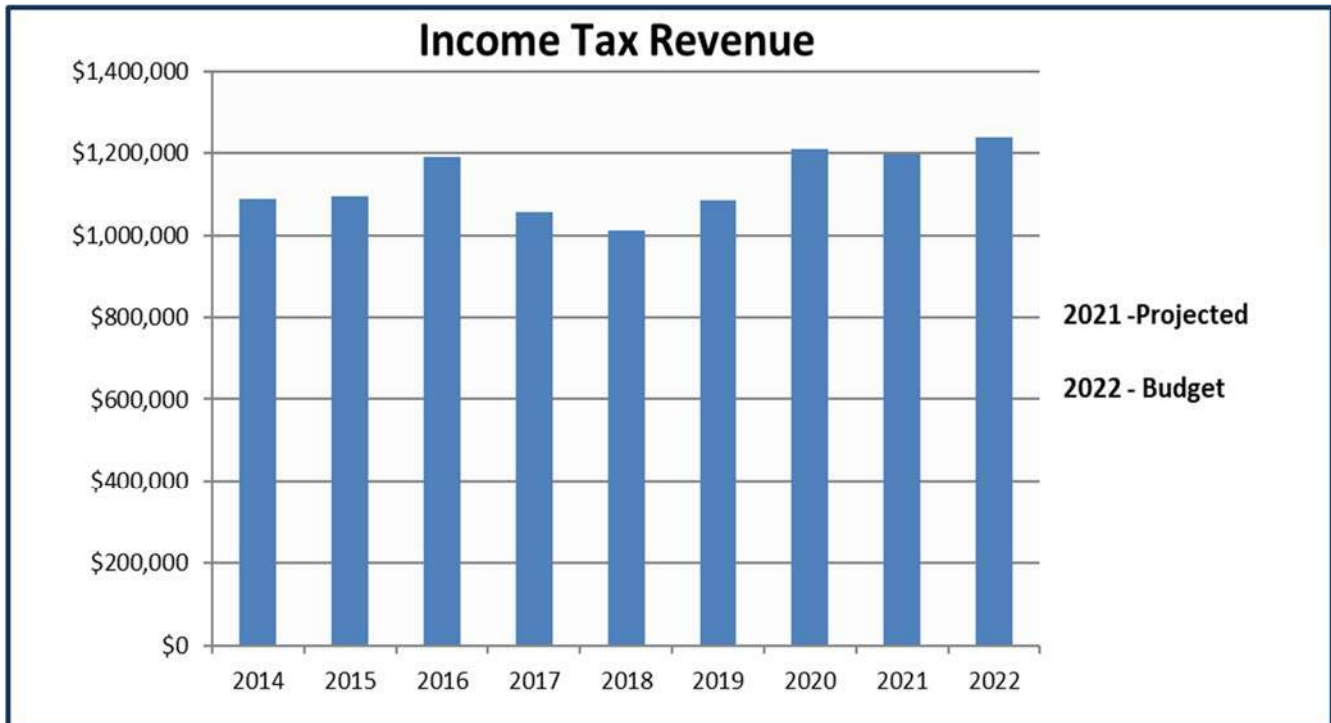
| YEAR | NON-HOME RULE SALES TAX | MUNICIPAL SALES TAX | USE TAX |
|----------------|----------------------------|------------------------|------------|
| 2014 Actual | \$819,156 | \$1,731,032 | \$196,829 |
| 2015 Actual | \$871,224 | \$1,855,258 | \$228,725 |
| 2016 Actual | \$885,574 | \$1,852,443 | \$260,894 |
| 2017 Actual | \$824,652 | \$1,727,402 | \$276,462 |
| 2018 Actual | \$855,825 | \$1,873,183 | \$294,862 |
| 2019 Actual | \$846,725 | \$1,871,397 | \$339,663 |
| 2020 Actual | \$780,935 | \$1,844,478 | \$406,340 |
| 2021 Projected | \$636,971 | \$1,807,544 | \$507,537 |
| 2022 Budget | \$643,341 | \$1,832,850 | \$497,154 |

Sales and use tax revenues are from the local portion of the State sales tax rate. Per Illinois law, a use tax (6.25%) must be paid on purchases made for use or consumption in Illinois when goods are purchased from businesses located outside Illinois and brought into or delivered to Illinois. The Village receives one cent (\$0.01) per dollar of retail sales, which is collected by the State and then distributed to the Village. The Municipal Sales Tax is on all retail sales including food and drugs. The Non-Home Rule Sales Tax is not on food and drugs. The 1% tax was approved by referendum in November of 2010 and became effective July 1, 2011. Use tax is distributed based on population.

This source of revenue is directly related to economic development activity within the Village and is also influenced by general economic conditions. In FY 2017 sales tax revenues were lower due to temporary retail vacancies and competition from new stores opening in neighboring communities. Sales tax and non-home rule sales tax revenues for FY 2022 are expected to be slightly higher than last year but continue to lag due to the effects of the Coronavirus Pandemic. In FY 2021, use tax revenues continued to perform well due to the tax on remote retailers. The Village will continue to explore economic development opportunities to increase this revenue source.

Trends & Projections

State Income Tax



| YEAR | INCOME TAX |
|----------------|-------------|
| 2014 Actual | \$1,088,668 |
| 2015 Actual | \$1,094,125 |
| 2016 Actual | \$1,190,627 |
| 2017 Actual | \$1,056,031 |
| 2018 Actual | \$1,013,098 |
| 2019 Actual | \$1,084,678 |
| 2020 Actual | \$1,210,870 |
| 2021 Projected | \$1,198,197 |
| 2022 Budget | \$1,238,975 |

Income tax is State-shared revenue that is distributed based on population. A history of income tax rates and local government allocations follows:

| Year | Individual Rate (I) | Corporate Rate (C) | Local Allocation |
|-----------|-----------------------|----------------------|------------------|
| 2011-2014 | 5.00% | 7.00% | 1 6%/C 6.86% |
| 2015-2016 | 3.75% | 5.25% | 1 8%/C 9.14% |
| 2017-2021 | 4.95% | 7.00% | 1 6.06%/C 6.85% |

The local allocation has changed to generate an equivalent amount of local government revenue regardless of the income tax rate. Net collections are the total collections less deposits into the refund fund. In FY 2021 the State budget removed the reduced holdback of income tax.

The FY 2020 actual amount is higher than originally projected despite the major job losses caused by the pandemic. It was expected that revenues would decline but because the pandemic did not affect those in high paying professional jobs, continued unemployment benefits and relief package offers this revenue has not suffered much. The FY 2021 projected actuals are up due to the 5% reduction imposed by the state being eliminated and the state lowering income-tax refund rates. The FY 2022 budgeted amount anticipates an increase assuming 100% of the local allocation is distributed based on the most current Illinois Municipal League(IML) projections. This may change due to the Governor's proposed State Fiscal Year 2022 budget that looks to reduce the local allocation. The IML has already responded to this opposing this reduction. In future years this revenue may fluctuate based on legislation.

Trends & Projections

Real Estate Transfer Tax

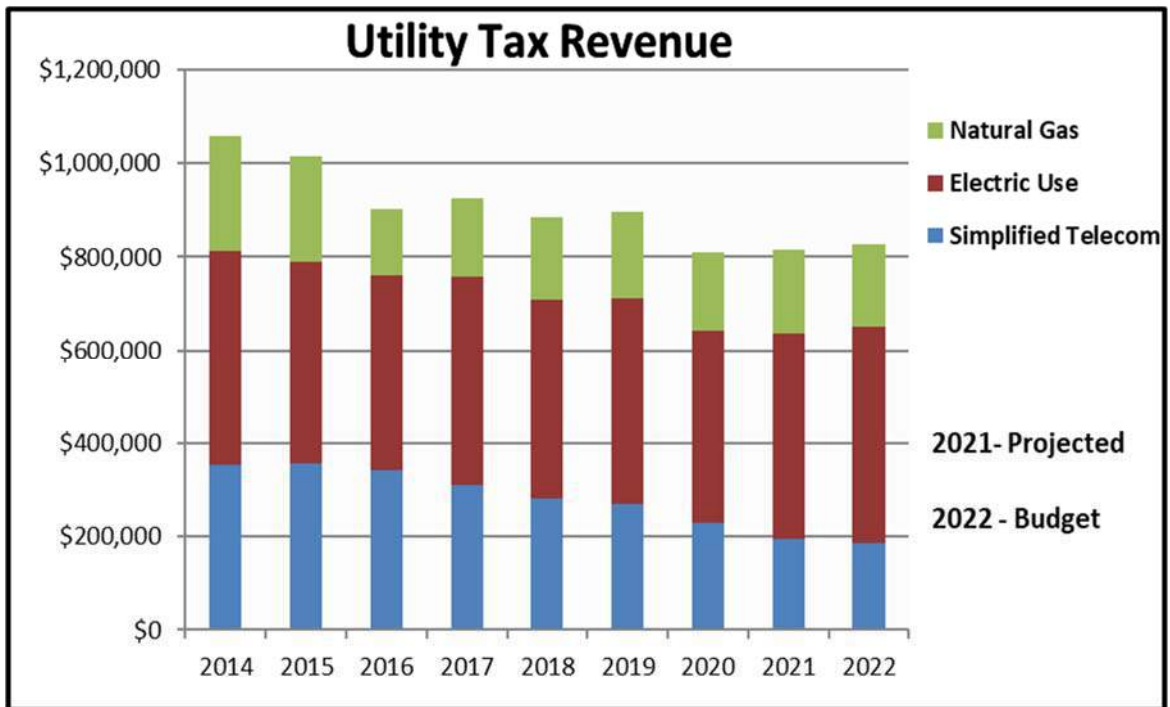


| YEAR | REAL ESTATE TRANSFER TAX |
|----------------|-----------------------------|
| 2014 Actual | \$127,103 |
| 2015 Actual | \$99,996 |
| 2016 Actual | \$110,084 |
| 2017 Actual | \$131,836 |
| 2018 Actual | \$127,827 |
| 2019 Actual | \$121,728 |
| 2020 Actual | \$126,594 |
| 2021 Projected | \$138,833 |
| 2022 Budget | \$128,614 |

The Village's real estate transfer tax is \$1.00 per \$1,000 in property value on residential property and is paid by the seller of the property. Revenues are affected by the value of real estate and the volume of real estate transactions. Transfer Tax revenue was lower through 2012 due to the downturn in the housing market and a decrease in home values. Revenues picked up beginning in Fiscal Year 2013 as the Village experienced a higher volume of home sales. In Fiscal Year 2021 revenues were high due to the volume of home sales due to low interest rates. In Fiscal Year 2022 the budgeted amount assumes a slight decline in activity. A general increase would be expected in this revenue source as home values rise.

Trends & Projections

Utility Taxes



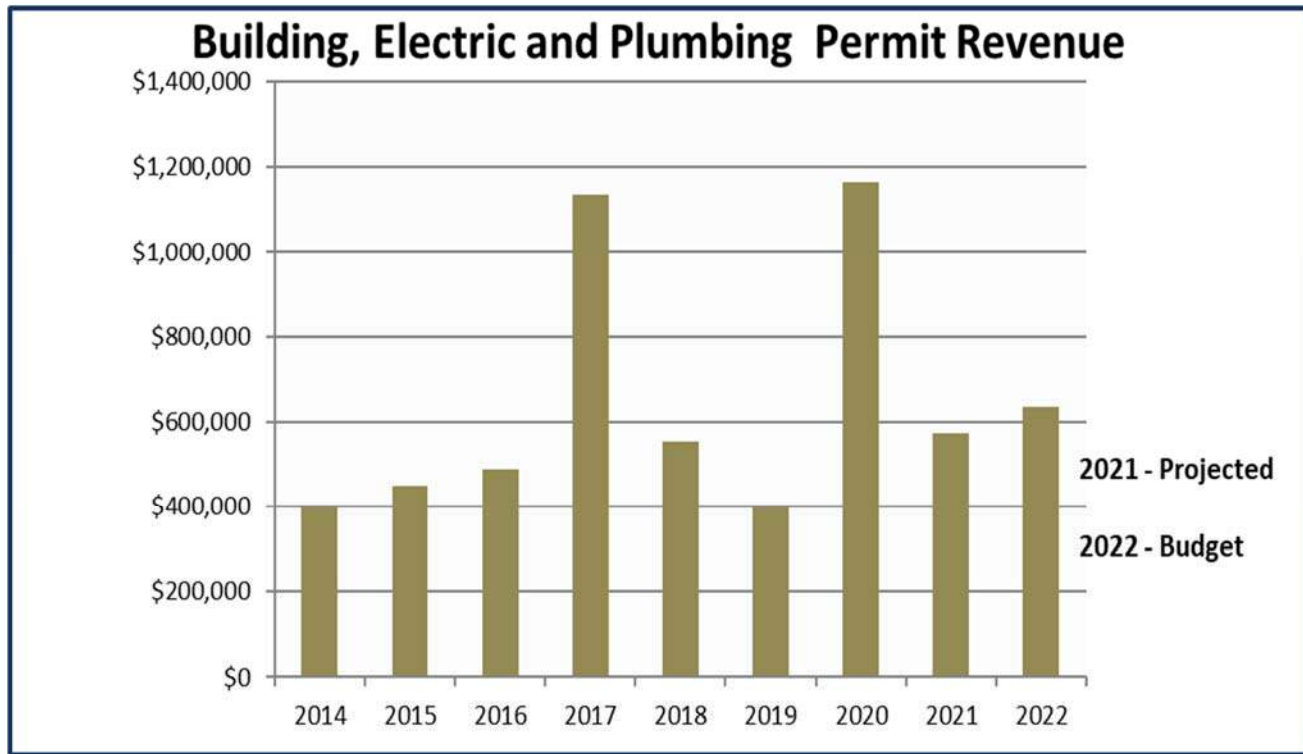
| YEAR | ELECTRIC USE | NATURAL GAS | TELECOM |
|----------------|-----------------|----------------|-----------|
| 2014 Actual | \$458,072 | \$245,036 | \$354,715 |
| 2015 Actual | \$432,000 | \$225,968 | \$357,535 |
| 2016 Actual | \$419,329 | \$139,689 | \$342,467 |
| 2017 Actual | \$447,592 | \$166,930 | \$309,679 |
| 2018 Actual | \$426,868 | \$176,902 | \$281,834 |
| 2019 Actual | \$441,078 | \$186,938 | \$269,441 |
| 2020 Actual | \$413,046 | \$167,825 | \$229,384 |
| 2021 Projected | \$441,885 | \$180,000 | \$194,726 |
| 2022 Budget | \$466,494 | \$176,496 | \$184,990 |

Utility taxes include the natural gas tax, electric use tax and Simplified Telecommunications Tax. The Natural Gas Utility Tax rate is 5% of the amount billed. Revenues are affected by weather, gas prices, and vacancies. Natural gas and electric use tax revenues have been inconsistent because they are affected by weather and consumption. Revenues were down in Fiscal Years 2016, 2018 and 2020. Projected revenues for electric use tax in FY 2021 are higher due to weather conditions. Higher natural gas revenue was realized in Fiscal Year 2019 because of extremely cold temperatures during the winter. The Electric Utility Tax varies based on the amount of kilowatt hours (kwh) used and is also dependent on weather conditions throughout the year. The budget for Fiscal Year 2022 also includes a monthly payment for the green electric aggregation program that supports renewable energy projects. Electric Tax rates were increased to the maximum amount per kwh allowed by Illinois Compiled Statutes effective June 1, 2010. Average weather conditions are assumed for the FY 2022 budgeted amounts. Future electric and gas revenues will be impacted by weather and consumption.

The Village's tax rate for the Simplified Telecommunications Tax is 6%. The tax is collected by the State of Illinois and remitted to the Village monthly. The Simplified Telecommunications Tax performed reliably until Fiscal Year 2011 during which a decline began likely due to bundling of services and a reduction in land lines. FY 2014 also included a reduction in revenue due to the settlement of a class action lawsuit. This revenue continues to show decreasing collections in FY 2021. We are expecting further reductions in the revenue in FY 2022 and in future years.

Trends & Projections

Building, Electric and Plumbing Permits



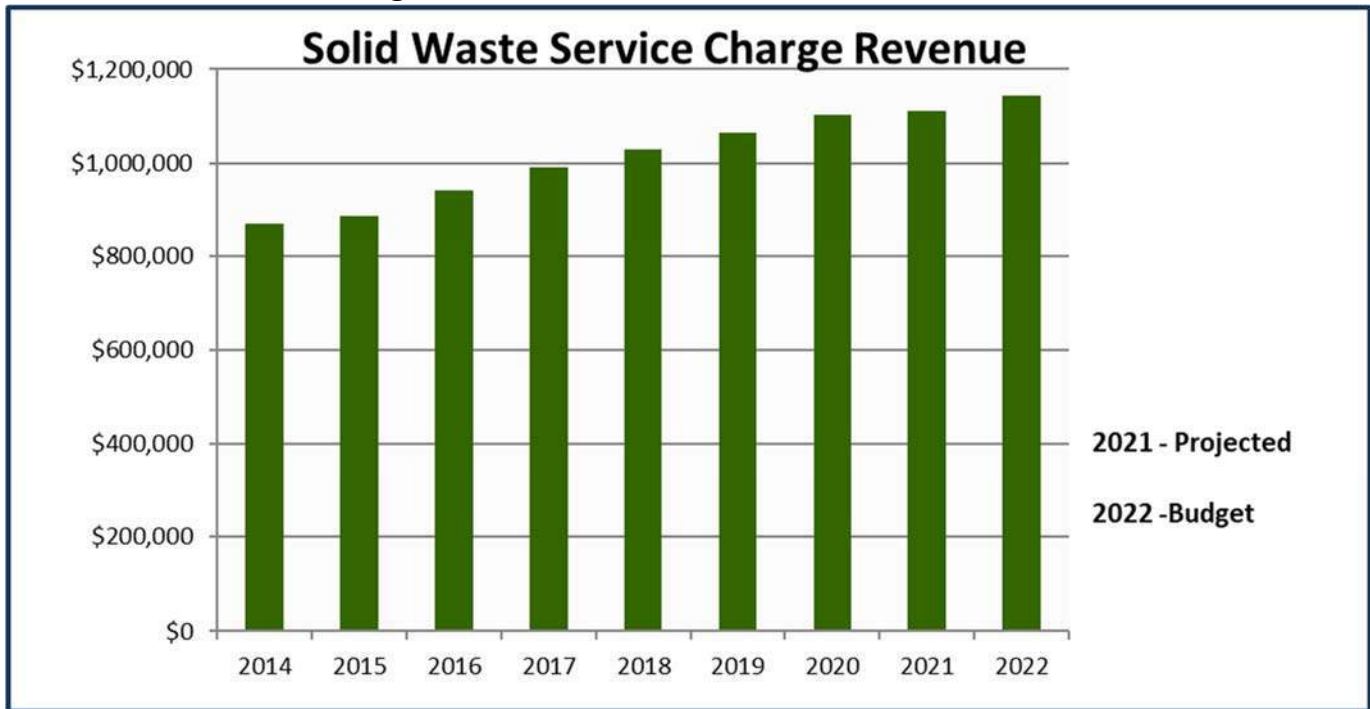
| YEAR | PERMITS |
|----------------|-------------|
| 2014 Actual | \$405,421 |
| 2015 Actual | \$449,794 |
| 2016 Actual | \$487,323 |
| 2017 Actual | \$1,133,995 |
| 2018 Actual | \$553,275 |
| 2019 Actual | \$396,820 |
| 2020 Actual | \$1,163,648 |
| 2021 Projected | \$573,369 |
| 2022 Budget | \$634,835 |

Building permit revenues, including electric and plumbing permit revenues, are directly tied to economic growth, development and the volume and magnitude of residential and commercial improvements within the Village.

Revenues are generally projected based on a four-year average. Permit activity has continued to increase since 2014. Revenues in Fiscal Year 2017 exceeded projections due to larger scale projects such as the Promenade Townhomes, Concordia University Residence Hall, Community Bank of Oak Park River Forest, Fresh Thyme, and an addition at 1530 Jackson (St. Vincent Ferrer Church). Fiscal year 2020 actuals were mainly from the permits issued for construction of the senior care community at Chicago and Harlem (The Sheridan). The Fiscal Year 2022 budget is based on a four-year average and those projects that are expected to begin in the fiscal year. As a result, building activity and reinvestment into the residential and commercial properties in River Forest remains strong.

Trends & Projections

Solid Waste Service Charge Revenue

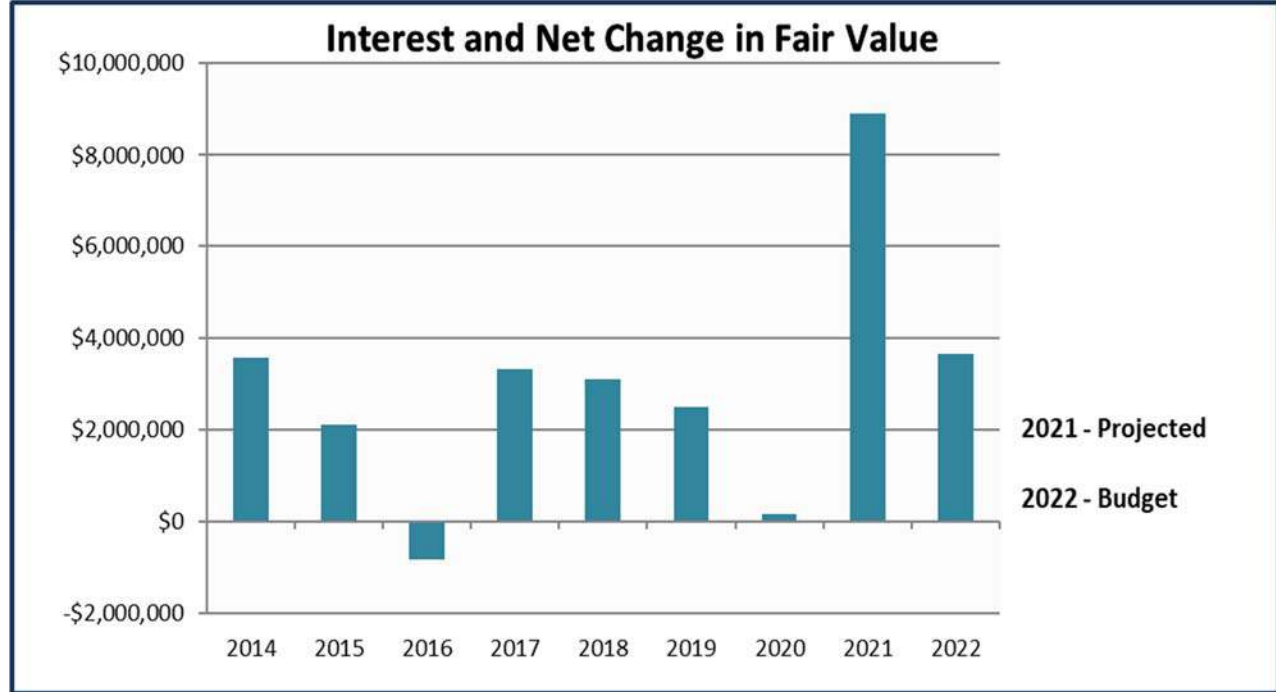


| YEAR | SOLID WASTE SERVICE CHARGE |
|----------------|-------------------------------|
| 2014 Actual | \$871,389 |
| 2015 Actual | \$886,057 |
| 2016 Actual | \$939,936 |
| 2017 Actual | \$990,304 |
| 2018 Actual | \$1,029,779 |
| 2019 Actual | \$1,063,818 |
| 2020 Actual | \$1,101,687 |
| 2021 Projected | \$1,110,697 |
| 2022 Budget | \$1,142,598 |

Solid waste service charges are billed on a bi-monthly basis and are included with the resident's Water and Sewer bill. Beginning in 2010, 100% of the cost of refuse service is passed on to the customer. The Village's solid waste service is provided by Roy Strom Company and through 2014 on May 1st of each year, the contract was adjusted by the Consumer Price Index (CPI) of the previous 12 months. The contract for the period beginning May 1, 2015 was approved in April of 2015 and included a 4% increase in May of 2015 and 2016, a 3.25% increase in May of 2017, a 2.75% increase in May of 2018, a 2.50% increase in May of 2019, a 2.50% in May of 2020, and in May of 2021 the increase will be 2.00%. Future increases will be based on approved contract rates.

Trends & Projections

Interest and Net Change in Fair Value

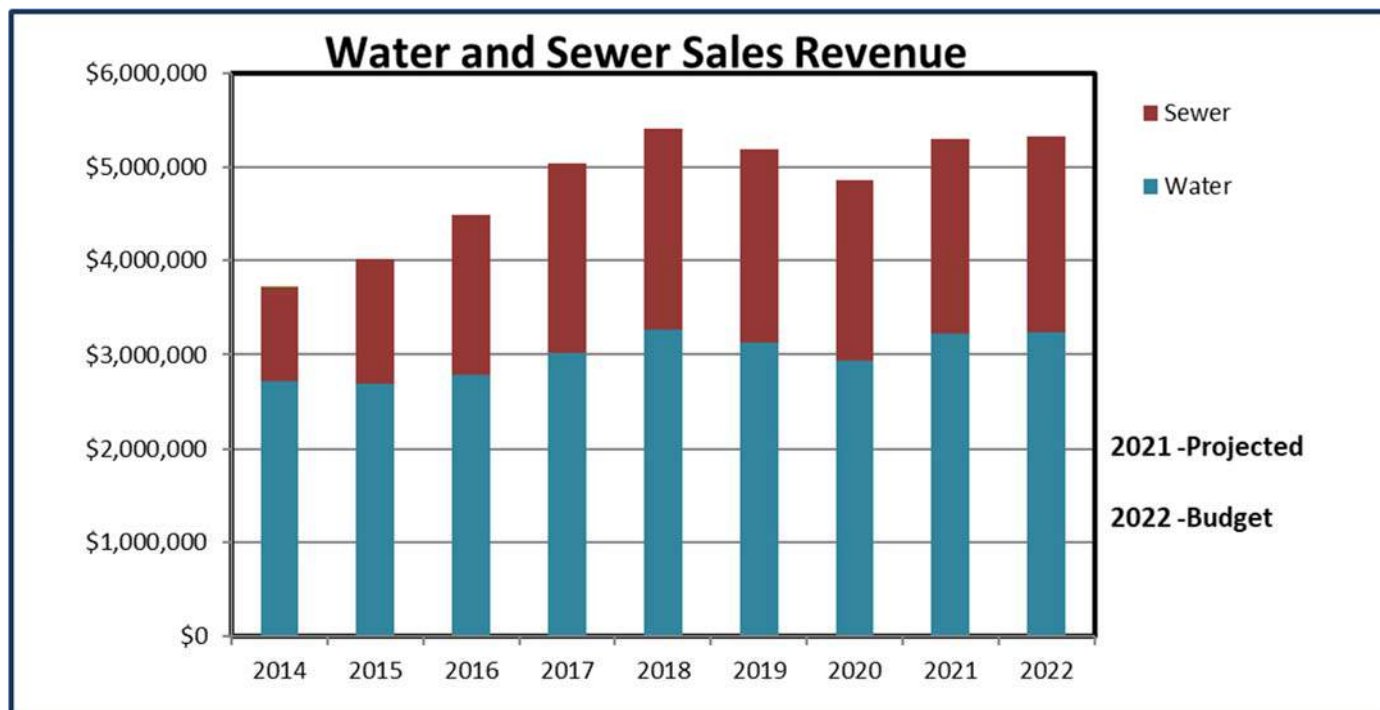


| YEAR | INTEREST | NET CHANGE IN FAIR VALUE | TOTAL |
|----------------|-------------|-----------------------------|-------------|
| 2014 Actual | \$922,534 | \$2,660,926 | \$3,583,460 |
| 2015 Actual | \$1,239,714 | \$872,830 | \$2,112,544 |
| 2016 Actual | \$941,910 | (\$1,787,338) | (\$845,428) |
| 2017 Actual | \$977,437 | \$2,335,556 | \$3,312,993 |
| 2018 Actual | \$1,068,995 | \$2,034,548 | \$3,103,543 |
| 2019 Actual | \$1,076,394 | \$1,411,947 | \$2,488,341 |
| 2020 Actual | \$1,361,051 | (\$1,198,780) | \$162,271 |
| 2021 Projected | \$1,149,081 | \$7,750,000 | \$8,899,081 |
| 2022 Budget | \$1,077,077 | \$2,574,396 | \$3,651,473 |

Interest and the Net Change in Fair Value are revenues generated on Village investments. The source of revenue is primarily from the Police and Firefighters Pension Funds. Interest and dividend revenues on Village investments had remained fairly stable and fluctuate based on the amount invested, current interest rates and dividends paid. In FY 2021 interest rates on short term investments plummeted to almost no return on investment. This is due to the Federal Reserve slashing its rates to almost zero during the pandemic. The significant increases in the net change is primarily impacted by the performance of the equities in the investment portfolio. A loss on equities was experienced in the spring of FY 2020 when the pandemic first began and the economy was shut down. Equity investments have seen a significant gain so far in FY 2021 and the FY 2022 budget expects more stable returns. Future revenues assume that the pension funds will earn their actuarial rate of return of 7.00%. Overall, revenues are expected to increase in the future as investable balances and interest rates increase.

Trends & Projections

Water and Sewer



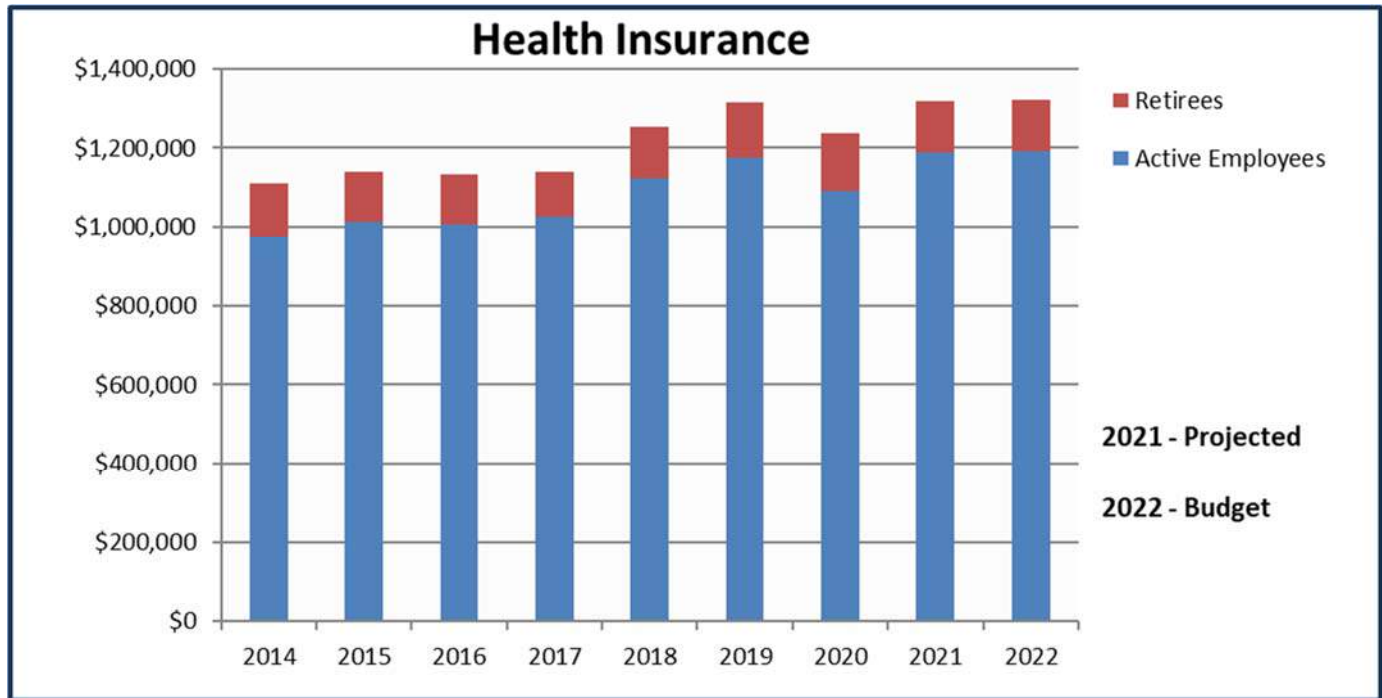
| YEAR | WATER | SEWER |
|----------------|-------------|-------------|
| 2014 Actual | \$2,715,223 | \$1,004,183 |
| 2015 Actual | \$2,695,101 | \$1,326,388 |
| 2016 Actual | \$2,779,077 | \$1,695,940 |
| 2017 Actual | \$3,026,568 | \$2,012,890 |
| 2018 Actual | \$3,264,414 | \$2,142,743 |
| 2019 Actual | \$3,129,411 | \$2,058,423 |
| 2020 Actual | \$2,937,387 | \$1,927,463 |
| 2021 Projected | \$3,219,074 | \$2,084,218 |
| 2022 Budget | \$3,244,387 | \$2,084,213 |

Customers, including residents and businesses, are billed bi-monthly for water and sewer services. Water and sewer revenues are based on the volume of water used. Water rates are developed to recover the cost of providing potable water to users. The Village receives its water from Lake Michigan, directly from the City of Chicago. Revenues are affected by water rates and water consumption. Water consumption is greatly affected by summer weather conditions. Warmer, drier summers are associated with higher consumption. Consumption dropped in FY 2016 due to weather conditions and possibly conservation measures. The Village experienced warmer, drier weather during FY 2017 and FY 2018 compared to the prior year resulting in an increase in consumption. Weather conditions and continued conservation measures reduced consumption again in FY 2019 and FY 2020. Higher consumption in FY 2021 is projected due to weather conditions and the impacts of higher residential demand for water during the Coronavirus pandemic. The FY 2022 Budget uses a five-year overall average.

The Village's Water and Sewer rates were reviewed by a consultant in FY 2016 to determine whether or not the planned water and sewer rates were sufficient to cover operating costs plus required capital improvements for the next five years. The FY 2022 budget includes funding to do a new study based on current data and planned projects. The Village purchases water from the City of Chicago. The Village water rates are adjusted based on operating needs and to offset any increases from the City of Chicago. City of Chicago increases may occur on June 1 of each year for the increase in the CPI or 5%, whichever is lower. The City increased rates 1.54% effective June 1, 2018, .82% effective June 1, 2019, 2.45% effective June 1, 2020. The FY 2022 budget includes a projected 1.10% increase based on the City of Chicago rate increase. No additional increases in water and sewer rates are planned in the FY 2022 Budget to cover operating expenditures in the Water and Sewer Fund.

Trends & Projections

Health Insurance



| YEAR | RETIREES | ACTIVE EMPLOYEES |
|----------------|-----------|------------------|
| 2014 Actual | \$136,909 | \$972,909 |
| 2015 Actual | \$127,111 | \$1,014,093 |
| 2016 Actual | \$125,288 | \$1,006,538 |
| 2017 Actual | \$113,597 | \$1,027,452 |
| 2018 Actual | \$127,971 | \$1,124,009 |
| 2019 Actual | \$140,442 | \$1,175,999 |
| 2020 Actual | \$144,671 | \$1,092,456 |
| 2021 Projected | \$128,828 | \$1,188,697 |
| 2022 Budget | \$131,343 | \$1,190,119 |

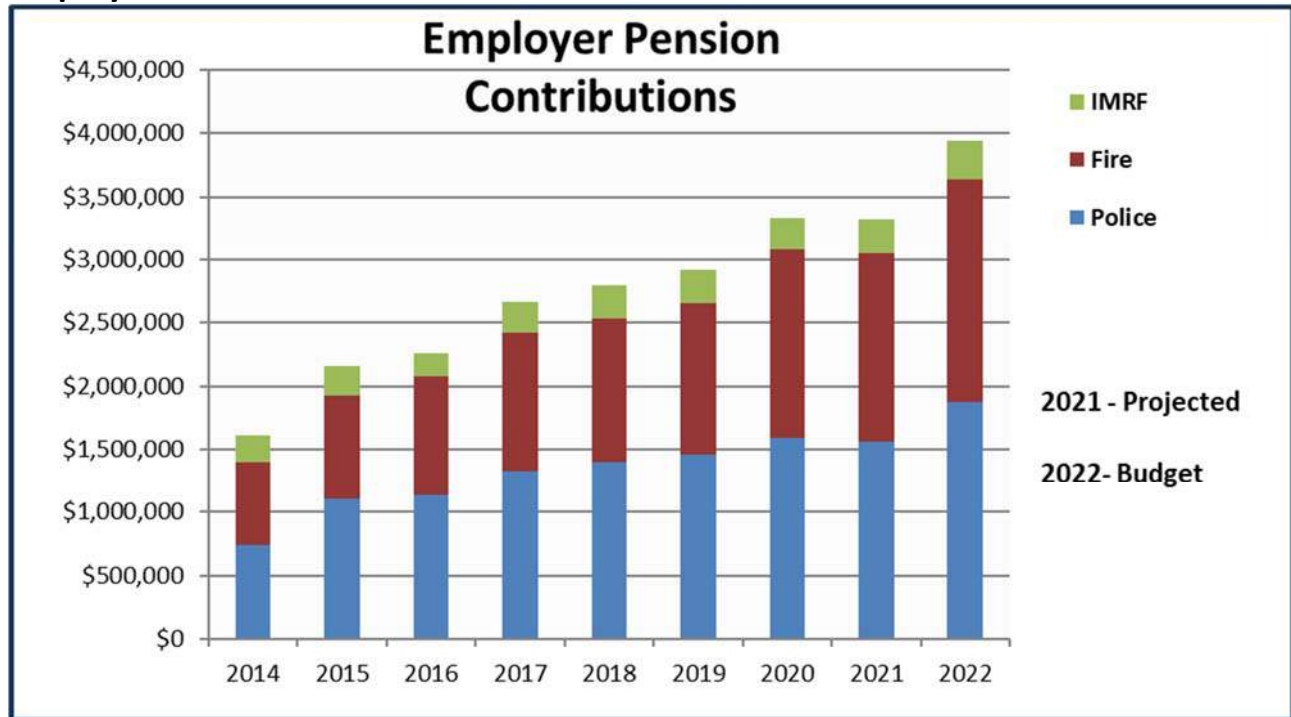
The Village provides health and dental insurance to employees through the Intergovernmental Personnel Benefit Cooperative (IPBC). The Village pays 85% for the HMO and 90% of the PPO HDHP premium as well as single dental coverage. Employees are responsible for paying for 15% of the HMO and 10% of the PPO HDHP for health insurance plus the dental premium for spouses and dependents.

Retirees meeting certain length of service and hire or retirement date requirements are eligible to remain on the Village's insurance plan and receive a 1/3 subsidy to offset the cost of the premium through age 65. Medicare-eligible retirees meeting length of service and hire or retirement date requirements may move to a fully-insured supplemental Medicare Plan to continue to receive the 1/3 subsidy. While non-union retirees remain eligible for this subsidy, the program has been phased out for all existing non-union employees, firefighters and police employees with 15 years of service or fewer.

As a member of IPBC, the Village avoids large fluctuations and volatility in future insurance expenses and continues to beat industry trends for insurance premiums. The Fiscal Year 2022 Budget includes a small increase in PPO and decreases in the other plans: (4.4%)for HMO, 1.0% for PPO and a (3.0%) for dental premiums.

Trends & Projections

Employer Pensions Contributions



| YEAR | IMRF | FIRE | POLICE |
|----------------|-----------|-------------|-------------|
| 2014 Actual | \$216,543 | \$660,354 | \$736,048 |
| 2015 Actual | \$240,586 | \$822,631 | \$1,098,682 |
| 2016 Actual | \$244,255 | \$946,756 | \$1,130,516 |
| 2017 Actual | \$252,958 | \$1,086,300 | \$1,329,644 |
| 2018 Actual | \$262,860 | \$1,133,699 | \$1,394,597 |
| 2019 Actual | \$265,919 | \$1,193,797 | \$1,462,304 |
| 2020 Actual | \$256,315 | \$1,490,909 | \$1,584,889 |
| 2021 Projected | \$277,621 | \$1,490,441 | \$1,559,491 |
| 2022 Budget | \$306,466 | \$1,764,606 | \$1,874,179 |

The Village funds three pensions including the Police Pension, the Firefighters' Pension and the Illinois Municipal Retirement Fund (IMRF). The IMRF plan covers all full-time and eligible part-time (1,000 annual hours or more) non-sworn municipal employees. The Village contributes for 30 employees in IMRF, 20 in the Firefighters Pension Plan and 28 in the Police Pension Plan.

Fire and Police pension expenses increased through 2011 due to pension benefit enhancements enacted by the State of Illinois General Assembly as well as poor investment performance. Changes in State law impacted the 2012 Budget as the actuarial funding requirement was extended from 100% by 2033 to 90% by 2040. The FY 2014 Fire and Police contributions increased significantly due to changes in the mortality table to more accurately reflect expected life spans. In FY 2014 Pension Funding Policies were approved by the Village and both pension boards. The recommendation included a five-year transition plan to bring the employer contributions up to the Pension Funding Policy level in five years ending in FY 2019. During FY 2018 the policies were reviewed and changed to use the same actuarial assumptions for both the Police and Fire Pension Funds. The FY 2022 Budget is increasing significantly based on the actuarial recommended contributions provided by licensed actuaries. The reasons include changes in assumptions to the mortality tables, plan changes for Tier II employees and lower than expected investment returns. The expectation is to see contributions become more stable in the years to come with the new laws put in to place for the consolidation of public safety pension funds.

Long-Term Financial Planning

The Village is committed to long-term financial planning to ensure a stable and sustainable operation. As part of the annual budget process the Village Board of Trustees sets long-term goals for the Village. In addition, a five-year Capital Improvement Program is developed and the Capital Equipment Replacement Fund is reviewed. Based on the established goals, and capital and operating needs, three-year financial projections for the major operating funds are prepared. The purpose of these long-term financial plans is to provide a tool for long-term decision making and a basis for the review of service levels, fund balances and revenue sources. It allows the Village Board to proactively address future financial challenges, identify areas of concern, and understand the long-term effects of current decisions.

Capital Improvement Plan

The Village develops a five-year Capital Improvement Program annually. The program provides for building and infrastructure improvements, as well as the replacement of vehicles and equipment valued at over \$10,000. These projects are funded in the General, Motor Fuel Tax, Water and Sewer, Capital Equipment Replacement, Infrastructure Improvement Bond and the Capital Improvement Funds. Village infrastructure is evaluated and rated annually. A formal Street Improvement Plan is prepared based on the condition of pavement surfaces throughout the Village. These projects are budgeted when necessary and as funds are available. The Village seeks grant funding when available and also joint project funding with adjacent municipalities when appropriate.

The Village uses a Capital Equipment Replacement Fund to fund vehicle and equipment purchases. The General Fund and Water and Sewer Funds contribute annually to the Capital Equipment Replacement Fund. The contribution is determined by taking the expected replacement cost of each piece of equipment or vehicle and dividing it by its useful life. The Capital Equipment Replacement Fund balance is evaluated annually to determine whether or not the funds on hand are sufficient to fund future planned purchases. The amount required in the current year to fund the future purchase of each vehicle and piece of equipment based on the expected replacement cost and planned replacement date is calculated and compared to the amount of available funds. Currently the General Fund items are funded at 101.91% and the Water and Sewer Fund items are funded at 40.26%. Overall, the Capital Equipment Replacement Fund is 93.22% funded.

The Village utilizes the Motor Fuel Tax and Infrastructure Improvement Bond Funds to finance improvements to Village roads. The State Motor Fuel Tax is the revenue source for the Motor Fuel Tax Fund and is fairly consistent. Improvements, street patching and salt purchases are budgeted in this fund as monies are available. The Infrastructure Improvement Bond Fund accounts for the proceeds of the General Obligation Limited Tax Bonds, Series 2020 that will also be used for street improvements. The General Fund provides for annual street maintenance costs including crack sealing and sidewalk, curb and gutter replacement. The Capital Improvement Fund provides for improvements to buildings, parking lots, municipal lighting systems, street and alley improvements and information technology, and is financed with Automated Traffic Enforcement System fines, parking lot fees and grant revenues when available.

Long-Term Financial Planning

Pension Funding

The Village and Police and Firefighters Pension Funds approved Pension Funding Policies for each fund. The policies stipulate the actuarial assumptions to be used in determining the Village's annual employer contribution to each fund. An actuarial analysis is prepared annually for each fund and the Village is required to contribute the planned amount or the required state minimum, whichever is lower. The Village Finance Committee met with the Police and Firefighter Pension Boards to review the policies and make any changes needed based on actual results and updates to the funding policies. The revised funding policies were approved in May, 2018. The planned contributions which are based on the actuarial required contributions to be included in the Property Tax Levy are as follows:

| | Actual FY 2020 | Budgeted FY 2021 | Budgeted FY 2022 | Estimated FY 2023 | Estimated FY 2024 |
|---------------------|-------------------|---------------------|---------------------|----------------------|----------------------|
| Levy Year | 2019 | 2020 | 2021 | 2022 | 2023 |
| Police Pension Fund | \$1,584,889 | \$1,830,611 | \$1,874,179 | \$1,898,409 | \$1,922,898 |
| Fire Pension Fund | \$1,490,909 | \$1,691,007 | \$1,764,606 | \$1,785,428 | \$1,804,890 |

These contributions are included in the Village's three-year financial plan for the General Fund.

Three-Year Financial Plans

As previously mentioned, the Village Board establishes the long-term strategic plans for the Village. Based on their long-term vision and future revenue and expenditure assumptions, the long-term financial plan is prepared for the General, Capital Improvement and Water and Sewer Funds. The Village has approved comprehensive Long-Term Financial Policies that address financial planning, revenues, expenditures, fund balance and reserves, capital improvements and accounting and financial reporting. The policies are listed in the Introduction Section of this document and are considered when preparing the plan.

The plan includes prior year actual results, current year budget and estimated amounts, and the budget and projected amounts for the following three years.

Revenue Assumptions

Financial trends and currently known information are used in preparing the revenue projections. Actual results may vary based on revenue performance, future economic development or future changes in fees or rates. An analysis of significant revenue trends and projections is included in the Budget Summary section of this document. The following revenue assumptions are used:

General Fund

Property Taxes: As a non-home rule community the Village is subject to the State of Illinois' Property Tax Extension Limitation Law. This law limits the increase in the Village property tax levy to the lesser of 5% or the increase in the December to December change in the Consumer Price Index (CPI). The change in the CPI from December 2019 to December 2020 was 1.4%. This increase is used to calculate the FY 2023 property tax revenue projections. The FY 2024 projection assumes a 2.0% increase.

Long-Term Financial Planning

Garbage Collection Charges: The Village has approved a seven-year agreement with Roy Strom Refuse Removal Service for garbage collection services. The increases for garbage service are based on this agreement and are 2.0% for FY 2023 and 2024, respectively.

Other Revenues:

| Revenue Source | % Change |
|---------------------------|----------|
| State Income Taxes | 3.00% |
| Real Estate Transfer Fees | 3.00% |
| PPRT/Use Tax | 2.00% |
| General/NHR Sales Taxes | 2.00% |
| Communications Tax | -2.00% |

| Revenue Source | % Change |
|------------------|----------|
| Restaurant Tax | 2.00% |
| Utility Taxes | 0.00% |
| Building Permits | 0.00% |
| Other Revenues | 0.00% |

Capital Improvement Fund

Revenues in the Capital Improvement Fund include parking lot fees and automated traffic enforcement system fines. 25% of revenue from parking fees are allocated to this fund. Sufficient funds have been accumulated in this fund to pay for future commuter parking lot improvements. The FY 2022 Budget anticipates an increase in automated traffic enforcement system fines. The Village has changed vendors and the new contract includes a flat rate per system, per month as opposed to a per ticket fee. Revenues are expected to increase in Fiscal Years 2022 and 2023. The projection assumes that revenues will increase because the Village will be incurring significantly reduced overhead costs.

Water and Sewer Fund

The Water and Sewer Rate Plan was updated in FY 2017. The updated plan was developed after the completion of a large sewer infrastructure improvement project, the Northside Stormwater Management Project (NSMP). This project was not anticipated in the previous study. The project involved installing a separate storm sewer system on the north side of town. The existing combined sewer is now being used as the sanitary sewer. The Village financed the project with fund reserves, a local bank loan and an Illinois Environmental Protection Agency loan. Sewer rates were increased \$0.75 per 100 cubic feet on 05/01/2014, \$0.90 on 05/01/2015 and \$0.44 on 05/01/2016 to cover the debt service and other expenses associated with the project. The water and sewer rate analysis included higher capital allocations for sewer relining, water main replacements and sewer point repairs annually, and the debt associated with the NSMP.

The Village purchases water from the City of Chicago. Water rate increases are passed on to customers when an increase is approved by the City. The City of Chicago code currently authorizes an annual increase on June 1 of 5% or the increase in the CPI, whichever is lower. The City increased rates by .82% effective June 1, 2019, 2.45% effective June 1, 2020, and have announced a 1.10% increase effective June 1, 2021 based on the current CPI. The FY 2022 budget includes a \$0.05 water rate increase on June 1, 2021 to cover this Chicago rate increase. An operating rate increase is not proposed for the FY 2022 budget.

Projections assume a 3.93% and 3.78% water rate increase on June 1, 2022 and 2023, respectively. These projections include increases to account for future projects and to cover an estimated annual 2% increase in

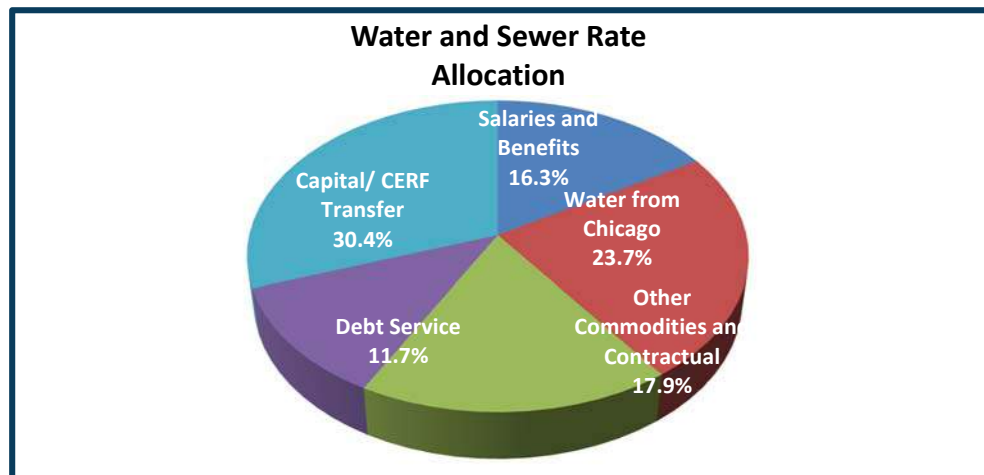
Long-Term Financial Planning

the cost of water by the City of Chicago. Included in the FY 2022 budget is a water and sewer rate study that will take into account the debt expense associated with the Automated Metering Infrastructure project and the Stormwater Master Plan. Based on this study, the Village will be able to refine the projected rate assumptions for Fiscal Years 2023 and 2024. The annual debt expense includes the IEPA principal and interest payments.

Water and sewer revenues are also affected by water consumption. Water consumption was lower through FY 2016 due to weather conditions, conservation measures and perhaps also newer appliances and fixtures that use less water. Consumption has risen in FY 2021. The increase can be attributed to the stay at home order that was issued in response to the COVID-19 pandemic, resulting in residents spending in more time at home and consuming more water in River forest. Weather conditions also played a role. The revenue projections assume average water consumption using a 5-year average, which remained flat compared to the FY 2020 usage.

Actual and Planned Water and Sewer Rates

| | 06/01/2020 | 06/01/2021 | 06/01/2022 | 06/01/2022 | 06/01/2023 | 06/01/2023 |
|---------------------|------------|--------------------|------------|--------------------|------------|--------------------|
| Reason for Increase | Current | Chicago Water Rate | Operating | Chicago Water Rate | Operating | Chicago Water Rate |
| Water Rate | \$6.77 | \$6.82 | \$7.02 | \$7.09 | \$7.29 | \$7.36 |
| % Increase | | .74% | 2.93% | 1.00% | 2.82% | .96% |
| Sewer Rate | \$4.39 | \$4.39 | \$4.44 | \$4.44 | \$4.49 | \$4.49 |
| % Increase | | 0.00% | 1.14% | 0.00% | 1.13% | 1.13% |
| Total Rate | \$11.16 | \$11.21 | \$11.46 | \$11.53 | \$11.78 | \$11.85 |
| Total % Increase | | .45% | 2.23% | 0.61% | 2.17% | 0.59% |



Long-Term Financial Planning

Expenditure Assumptions

Salaries

Village employees in the Police, Fire, and Public Works Departments are covered by four labor contracts:

| Employee Group | Organization |
|-------------------------------|---|
| Police Officers and Sergeants | Fraternal Order of Police |
| Firefighters | International Association of Firefighters |
| Public Works Employees | International Union of Operating Engineers, Local 150 |
| Fire Lieutenants | Memo of Understanding with Fire Lieutenants |

All other employees are not covered by a contract. All of the Village's labor contracts expired April 30, 2019. Local 150 negotiated a new contract that was ratified in February of 2020. This contract expires April 30, 2022. All other labor contracts are still being negotiated. Future salary increases for all employees range from 2.00% to 2.75% depending on the labor contract.

Other

| Account | % Change | Account | % Change |
|-----------------------------------|----------|--------------------------|----------|
| Employee Benefits | | Contractual | |
| FICA - % of Payroll | 6.20% | IRMA Liability Insurance | 4.00% |
| Medicare - % of Payroll | 1.45% | Other Contractual | 2.00% |
| IMRF - % of Payroll | 11.17% | Commodities | 2.00% |
| Health Insurance | 4.00% | Transfer to CERF | 2.00% |
| Health Insurance Retirees | 4.00% | | |
| Police/Fire Pension Contributions | Per Plan | | |
| Other Benefits | 2.00% | | |

Capital Improvements

The projected amounts for capital improvements are taken from the Capital Improvement Program. The complete Capital Improvement Program is included in this document.

Projected Results

General Fund

The General Fund projections show a deficit in Fiscal Years 2022, 2023 and 2024. The Village will continue to monitor and adjust revenues and expenditures to ensure that a balanced budget is presented each year. The Fiscal Year 2022 deficit is due to \$614,819 in one-time expenditures intended to be funded via reserves, including the implementation of the Comprehensive Plan and the use of IRMA reserves to pay the annual contribution for Liability Insurance. The General Fund balance exceeds the required 25% through FY 2022.

Capital Improvement Fund

It is estimated that the Capital Improvement Fund will have a fund balance of \$667,051 at the end of Fiscal Year 2023. Of this amount, \$320,526 will be reserved for municipal parking lot improvements. The remainder of the fund balance may be used for other capital improvements.

Long-Term Financial Planning

Water and Sewer Fund

The Water and Sewer Fund projections results show a decrease in cash reserves in FY 2022. FY 2022 includes the implementation of an Automated Metering Infrastructure (AMI) project included in the five-year Capital Improvement Plan. The budget includes bond proceeds to fund this project. The Village will continue to seek alternative funding sources, such as grant opportunities, to avoid issuing debt. Issuing debt will require Village Board approval. The budgeted Water and Sewer Rate Study in FY 2022 will help determine if the projected water and sewer rate increases provide adequate cash reserves to cover future operating and expected capital expenses, or whether they must be adjusted. The previous rate study recommended the Village maintain an operating reserve of 25% of operating expenses in addition to the capital reserve. The capital reserve was depleted in FY 2016 due to NSMP Phase 0 and I expenditures. The Village will drop below the recommended capital reserve balances in FY 2022 and continue to decrease in FY 2023 and FY 2024; however, the AMI project is still recommended for the reasons outlined in the Capital Improvement Plan.

Village of River Forest
General Fund Three Year Projections
Fiscal Years 2022-2024

| | FY 2020 Actual | FY 2021 Budget | FY 2021 Estimated | FY 2022 Budget | FY 2023 Projected | FY 2024 Projected |
|---|---------------------------|---------------------------|------------------------------|---------------------------|------------------------------|------------------------------|
| REVENUES | | | | | | |
| Property Taxes | 6,633,027 | 6,702,507 | 6,735,022 | 6,556,697 | 6,648,491 | 6,781,461 |
| Personal Prop Replcmt Tax | 151,747 | 177,760 | 148,301 | 146,818 | 149,754 | 152,749 |
| Restaurant Tax | 151,323 | 100,882 | 143,664 | 145,101 | 148,003 | 150,963 |
| General Sales Taxes | 1,844,478 | 1,725,566 | 1,807,544 | 1,832,850 | 1,869,507 | 1,906,897 |
| Use Tax | 406,340 | 441,294 | 507,537 | 497,154 | 507,097 | 517,239 |
| Non-Home Rule Sales Tax | 780,935 | 661,180 | 636,971 | 643,341 | 656,208 | 669,332 |
| State Income Taxes | 1,210,870 | 1,133,580 | 1,198,197 | 1,238,975 | 1,276,144 | 1,314,429 |
| Real Estate Transfer Taxes | 126,594 | 118,295 | 138,833 | 128,614 | 132,472 | 136,447 |
| Communication Taxes | 229,384 | 219,348 | 194,726 | 184,990 | 181,290 | 177,664 |
| Utility Taxes | 580,871 | 606,462 | 621,885 | 642,990 | 642,990 | 642,990 |
| Local Gasoline Tax | - | - | 92,862 | 95,000 | 60,000 | 60,000 |
| Cannabis Excise Taxes | 2,355 | 4,500 | 8,317 | 8,935 | 9,114 | 9,114 |
| Sub-Total | 12,117,922 | 11,891,374 | 12,233,859 | 12,121,465 | 12,281,070 | 12,519,285 |
| Other Intergovernmental Revenues | 53,963 | 47,861 | 25,875 | 30,961 | 30,961 | 30,961 |
| Building Permits | 1,058,868 | 517,525 | 481,966 | 541,605 | 541,605 | 541,605 |
| Other License/ Permits | 740,557 | 751,330 | 730,284 | 753,652 | 750,652 | 750,652 |
| Garbage Collection Charges | 1,101,687 | 1,120,195 | 1,110,697 | 1,142,598 | 1,165,450 | 1,188,759 |
| Other Charges for Services | 720,145 | 648,024 | 568,358 | 626,305 | 627,729 | 629,181 |
| Fines/Forfeits | 242,437 | 207,428 | 243,215 | 269,469 | 270,307 | 271,162 |
| Interest | 170,067 | 136,712 | 99,571 | 75,227 | 76,732 | 78,266 |
| Miscellaneous | 322,249 | 388,887 | 481,421 | 230,606 | 233,023 | 235,489 |
| IRMA Surplus | 184,122 | 200,000 | 155,058 | 200,000 | 200,000 | 200,000 |
| Sub-Total | 4,594,095 | 4,017,962 | 3,896,445 | 3,870,423 | 3,896,459 | 3,926,075 |
| Total Revenues | 16,712,017 | 15,909,336 | 16,130,304 | 15,991,888 | 16,177,529 | 16,445,359 |
| EXPENDITURES | | | | | | |
| Administration | 1,674,079 | 1,581,114 | 1,603,282 | 1,596,857 | 1,638,411 | 1,677,356 |
| E-911 | 334,193 | 167,976 | 138,468 | 200,749 | 204,764 | 208,859 |
| Boards & Commissions | 44,829 | 49,464 | 77,036 | 47,337 | 48,284 | 49,249 |
| Building and Development | 472,930 | 504,047 | 478,546 | 538,123 | 550,606 | 562,427 |
| Legal | 227,459 | 162,000 | 208,915 | 162,000 | 165,240 | 168,545 |
| Police Department | 5,874,257 | 6,674,045 | 5,793,597 | 6,446,691 | 6,590,810 | 6,725,872 |
| Fire Department | 4,470,125 | 4,793,461 | 4,573,206 | 4,938,161 | 5,044,528 | 5,156,000 |
| Public Works | 1,568,760 | 1,520,454 | 1,526,626 | 1,446,604 | 1,472,411 | 1,504,899 |
| Sanitation | 1,196,334 | 1,192,695 | 1,170,462 | 1,215,098 | 1,245,115 | 1,270,018 |
| Expenditures before CERF Transfer | 15,862,965 | 16,645,256 | 15,570,138 | 16,591,620 | 16,960,169 | 17,323,225 |
| Transfers-Out to CERF/CIF/TIF | 456,795 | - | - | - | 559,496 | 570,655 |
| Total Expenditures | 16,319,760 | 16,645,256 | 15,570,138 | 16,591,620 | 17,519,665 | 17,893,880 |
| Results of Operations | 392,257 | (735,920) | 560,166 | (599,732) | (1,342,136) | (1,448,521) |
| Est Available Fund Balances | | | | | | |
| Beginning of year | 4,826,781 | 5,219,038 | 5,219,038 | 5,779,204 | 5,179,472 | 3,837,336 |
| End of year | 5,219,038 | 4,483,118 | 5,779,204 | 5,179,472 | 3,837,336 | 2,388,815 |
| Percentage of Subsequent Year's Budgeted Expenditures | 31.35% | 27.02% | 34.83% | 29.56% | 21.44% | 13.35% |
| Target Fund Balance | | | | | | |
| (25% of subsequent year budgeted exp.) | 4,161,314 | 4,147,905 | 4,147,905 | 4,379,916 | 4,473,471 | 4,562,939 |
| Excess (Deficiency) | 1,057,723 | 335,213 | 1,631,299 | 799,556 | (636,134) | (2,174,124) |

**Village of River Forest
Capital Improvement Fund
Three Year Projections 2022-2024**

| Account Number | Description | FY 2020 Actual | FY 2021 Budget | FY 2021 Projected | FY 2022 Budget | FY 2023 Projected | FY 2024 Projected |
|---|-----------------------------------|--------------------|-------------------|----------------------|-------------------|----------------------|----------------------|
| 14 | Capital Improvement Fund | | | | | | |
| 14-00-00-43-3200 | Metra Daily Parking Fees | 13,268 | 15,100 | 1,254 | 15,100 | 15,100 | 15,100 |
| 14-00-00-43-3220 | Parking Lot Permit Fees | 34,586 | 43,236 | 23,961 | 43,236 | 43,236 | 43,236 |
| | Charges for Services | 47,854 | 58,336 | 25,215 | 58,336 | 58,336 | 58,336 |
| 14-00-00-44-4240 | Automated Traffic Enf Fines | 801,022 | 892,569 | 255,848 | 850,000 | 892,569 | 892,569 |
| | Fines & Forfeits | 801,022 | 892,569 | 255,848 | 850,000 | 892,569 | 892,569 |
| 14-00-00-45-5100 | Interest | 27,818 | 33,880 | 16,766 | 2,113 | 25,000 | 25,000 |
| 14-00-00-45-5200 | Net Change in Fair Value | 2,705 | - | - | - | - | - |
| | Interest | 30,523 | 33,880 | 16,766 | 2,113 | 25,000 | 25,000 |
| | Bond Proceeds | | | | 4,000,000 | - | - |
| 14-00-00-46-6527 | Grants | - | - | 56,192 | - | - | - |
| | Grants & Contributions | - | - | 56,192 | 4,000,000 | - | - |
| | Revenue | 879,399 | 984,785 | 354,021 | 4,910,449 | 975,905 | 975,905 |
| 14-00-00-53-4290 | License Fees | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 |
| | Contractual Services | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 |
| 14-00-00-55-0500 | Building Improvements | 56,304 | 60,160 | - | 136,300 | 32,000 | - |
| 14-00-00-55-0700 | Property Purchase | 361,616 | - | - | - | - | - |
| 14-00-00-55-1205 | Streetscape Improvements | 258,452 | 298,380 | 135,000 | 46,000 | 60,000 | - |
| 14-00-00-55-1210 | Parking Lot Improvements | 59,150 | - | - | - | 150,000 | 85,000 |
| 14-00-00-55-1250 | Alley Improvements | 917,471 | 300,000 | 239,000 | 1,850,000 | 2,150,000 | 50,000 |
| 14-00-00-55-8610 | Furniture & Equipment | 15,640 | 17,190 | 56,192 | - | - | - |
| 14-00-00-55-8620 | Information Tech Equipment | 281,656 | 888,600 | 195,000 | 402,820 | 268,100 | 229,100 |
| | Capital Outlay | 1,950,288 | 1,564,330 | 625,192 | 2,435,120 | 2,660,100 | 364,100 |
| 14-00-00-56-0000 | Debt Service | - | - | - | - | 200,000 | 200,000 |
| | Debt Service | - | - | - | - | 200,000 | 200,000 |
| | Expense | 1,962,288 | 1,576,330 | 637,192 | 2,447,120 | 2,872,100 | 376,100 |
| 14 | Capital Improvement Fund | (1,082,889) | (591,545) | (283,171) | 2,463,329 | (1,896,195) | 599,805 |
| Beginning Fund Balance | | 2,039,991 | 957,102 | 957,102 | 673,931 | 3,137,260 | 1,241,065 |
| Ending Fund Balance | | 957,102 | 365,557 | 673,931 | 3,137,260 | 1,241,065 | 1,840,870 |
| Committed for Parking Lot Improvements | | 386,754 | 445,090 | 411,969 | 470,305 | 378,641 | 351,977 |
| Committed for Other Capital Improvements | | 570,348 | (79,533) | 261,962 | 2,666,955 | 862,424 | 1,488,893 |

| | | | | | | | | | |
|---|--|--|--|--|--|--|--|--|--|
| Village of River Forest Water and Sewer Fund Three Year Projections 2022-2024 | | | | | | | | | |
|---|--|--|--|--|--|--|--|--|--|

| Account Number | Description | 2020 Actual | 2021 Budget | 2021 Projected | 2022 Budget | % Chg | 2023 Projected | % Chg | 2024 Projected |
|------------------|--------------------------------|------------------|-------------------|-------------------|------------------|----------|-------------------|----------|-------------------|
| 02 | Water & Sewer Fund | | | | | | | | |
| 02-00-00-42-2360 | Permit Fees | 19,500 | 18,820 | 22,333 | 22,780 | 0.00% | 22,780 | 0.00% | 22,780 |
| | Licenses & Permits | 19,500 | 18,820 | 22,333 | 22,780 | | 22,780 | | 22,780 |
| 02-00-00-43-3100 | Water Sales | 2,937,387 | 3,224,702 | 3,219,074 | 3,244,387 | Rate | 3,366,578 | Rate | 3,495,830 |
| 02-00-00-43-3150 | Sewer Sales | 1,927,463 | 1,934,052 | 2,084,218 | 2,084,213 | | 2,107,951 | | 2,131,690 |
| 02-00-00-43-3160 | Penalties on Water | 27,759 | 31,867 | 24,337 | 29,217 | | 30,110 | | 30,951 |
| 02-00-00-43-3515 | NSF Fees | - | 200 | 200 | 200 | | 200 | | 200 |
| | Charges for Services | 4,892,609 | 5,190,821 | 5,327,829 | 5,358,017 | | 5,504,839 | | 5,658,671 |
| 02-00-00-45-5100 | Interest | 38,906 | 27,935 | 11,089 | 3,275 | | 2,043 | | 4,151 |
| 02-00-00-45-5200 | Net Change in Fair Value | 1,927 | - | - | - | | - | | - |
| | Interest | 40,833 | 27,935 | 11,089 | 3,275 | | 2,043 | | 4,151 |
| 02-00-00-46-6410 | Miscellaneous | 900 | 5,000 | 100 | 5,000 | | 5,000 | | 5,000 |
| 02-00-00-46-6417 | IRMA Reimbursements | - | 2,000 | - | 2,000 | | 2,000 | | 2,000 |
| 02-00-00-46-6580 | Sale of Meters | 11,921 | 10,000 | 11,000 | 10,000 | 0.00% | 10,000 | 0.00% | 10,000 |
| | Miscellaneous | 12,821 | 17,000 | 11,100 | 17,000 | | 17,000 | | 17,000 |
| | Bond Proceeds | - | - | - | 1,400,000 | | - | | - |
| | Other Financing Sources | - | - | - | 1,400,000 | | - | | - |
| Revenues | | 4,965,763 | 5,254,576 | 5,372,351 | 6,801,072 | | 5,546,662 | | 5,702,602 |
| 02-60-06-51-0200 | Salaries Regular | 824,682 | 857,342 | 820,661 | 870,435 | 2.00% | 887,844 | 2.00% | 905,601 |
| 02-60-06-51-1500 | Specialist Pay | 2,100 | 2,100 | 2,100 | 2,100 | 0.00% | 2,100 | 0.00% | 2,100 |
| 02-60-06-51-1700 | Overtime | 8,625 | 12,000 | 15,000 | 12,000 | 2.00% | 12,240 | 2.00% | 12,485 |
| 02-60-06-51-1950 | Insurance Refusal Reimb | 1,575 | 1,535 | 1,535 | 10 | 0.00% | 10 | 0.00% | 10 |
| 02-60-06-51-3000 | Part-Time Salaries | 11,486 | 8,000 | - | 8,000 | 2.00% | 8,160 | 2.00% | 8,323 |
| | Personal Services | 848,468 | 880,977 | 839,296 | 892,545 | | 910,354 | | 928,519 |
| 02-60-06-52-0100 | ICMA Contract | 1,480 | 1,534 | - | - | 0.00% | 1,534 | 0.00% | 1,534 |
| 02-60-06-52-0320 | FICA | 50,655 | 53,495 | 50,277 | 54,349 | 6.20% | 56,442 | 6.20% | 57,568 |
| 02-60-06-52-0325 | Medicare | 12,168 | 12,884 | 12,024 | 13,052 | 1.45% | 13,200 | 1.45% | 13,464 |
| 02-60-06-52-0330 | IMRF | - | 95,923 | 90,150 | 99,230 | 10.94% | 98,699 | 10.94% | 100,668 |
| 02-60-00-52-0375 | Fringe Benefits | 5,623 | 5,616 | 5,577 | 5,664 | 2.00% | 5,777 | 2.00% | 5,893 |
| 02-60-00-52-0381 | IMRF Pension Expense | 90,202 | - | - | - | 0.00% | - | 0.00% | - |
| 02-60-06-52-0400 | Health Insurance | 160,418 | 169,635 | 171,638 | 199,049 | 4.00% | 207,011 | 4.00% | 215,291 |
| 02-60-06-52-0420 | Health Insurance - Retirees | 3,040 | 3,191 | 3,064 | 3,156 | 4.00% | 3,282 | 4.00% | 3,414 |
| 02-60-06-52-0421 | OPEB-Other Post Emp Benefits | 6,052 | - | - | - | 0.00% | - | 0.00% | - |
| 02-60-06-52-0425 | Life Insurance | 422 | 442 | 722 | 458 | 2.00% | 467 | 2.00% | 477 |
| 02-60-06-52-0430 | VEBA Contributions | 11,721 | 14,738 | 13,275 | 13,478 | 2.00% | 13,748 | 2.00% | 14,023 |
| | Benefits | 341,781 | 357,458 | 346,727 | 388,436 | | 400,161 | | 412,330 |
| 02-60-06-53-0100 | Electricity | 39,777 | 33,000 | 36,974 | 33,000 | 2.00% | 33,660 | 2.00% | 34,333 |
| 02-60-06-53-0200 | Communications | 5,460 | 5,460 | 8,028 | 8,160 | 2.00% | 8,323 | 2.00% | 8,490 |
| 02-60-06-53-0300 | Auditing | 10,749 | 9,600 | 9,632 | 9,900 | 2.00% | 10,098 | 2.00% | 10,300 |
| 02-60-06-53-0380 | Consulting Services | 35,395 | 84,500 | 58,000 | 341,400 | 2.00% | 60,000 | 2.00% | 61,200 |
| 02-60-06-53-0410 | IT Support | 40,472 | 64,802 | 78,628 | 73,257 | 2.00% | 74,722 | 2.00% | 76,217 |
| 02-60-06-53-1300 | Inspections | 260 | 1,000 | 1,000 | 1,000 | 2.00% | 1,020 | 2.00% | 1,040 |
| 02-60-06-53-1310 | JULIE Participation | 878 | 2,345 | 2,345 | 2,345 | 2.00% | 2,392 | 2.00% | 2,440 |
| 02-60-06-53-2100 | Bank Fees | 29,078 | 32,870 | 30,286 | 33,042 | 2.00% | 33,703 | 2.00% | 34,377 |
| 02-60-06-53-2200 | Liability Insurance | 35,903 | 40,021 | 36,852 | 35,903 | 4.00% | 37,339 | 4.00% | 38,833 |
| 02-60-06-53-2250 | IRMA Deductible | 6,536 | 9,500 | 4,700 | 9,500 | 2.00% | 9,690 | 2.00% | 9,884 |
| 02-60-06-53-3050 | Water System Maintenance | 73,948 | 120,500 | 140,000 | 123,500 | 2.00% | 125,970 | 2.00% | 128,489 |
| 02-60-06-53-3055 | Hydrant Maintenance | 1,649 | 25,000 | - | 10,000 | 0.00% | 10,000 | 0.00% | 10,000 |
| 02-60-06-53-3200 | Maintenance of Vehicles | 7,207 | 8,000 | 6,500 | 8,000 | 2.00% | 8,160 | 2.00% | 8,323 |
| 02-60-06-53-3300 | Maint of Office Equipment | 1,775 | 1,000 | 2,000 | 1,000 | 2.00% | 1,020 | 2.00% | 1,040 |
| 02-60-06-53-3600 | Maint of Buildings | 25,105 | 18,750 | 18,000 | 34,750 | 2.00% | 35,445 | 2.00% | 36,154 |
| 02-60-06-53-3620 | Maintenance of Streets | 12,501 | 15,000 | 15,000 | 15,000 | 2.00% | 15,300 | 2.00% | 15,606 |
| 02-60-06-53-3630 | Overhead Sewer Program | 25,710 | 59,000 | 110,000 | 59,000 | 0.00% | 50,000 | 0.00% | 50,000 |
| 02-60-06-53-3631 | Lead Service Line Program | - | - | - | 250,000 | 0.00% | 100,000 | 0.00% | 100,000 |
| 02-60-06-53-3640 | Sewer/Catch Basin Repair | 49,694 | 50,000 | 45,000 | 50,000 | 0.00% | 50,000 | 0.00% | 50,000 |
| 02-60-06-53-4100 | Training | - | 1,150 | 1,100 | 1,150 | 2.00% | 1,173 | 2.00% | 1,196 |
| 02-60-06-53-4250 | Travel & Meeting | 2,168 | 3,185 | - | 1,685 | 2.00% | 1,719 | 2.00% | 1,753 |
| 02-60-06-53-4300 | Dues & Subscriptions | 2,191 | 1,460 | 1,200 | 1,460 | 2.00% | 1,489 | 2.00% | 1,519 |
| 02-60-06-53-4350 | Printing | 3,470 | 4,550 | 2,341 | 2,500 | 2.00% | 2,550 | 2.00% | 2,601 |
| 02-60-06-53-4400 | Medical & Screening | - | 700 | 250 | 700 | 2.00% | 714 | 2.00% | 728 |
| 02-60-06-53-4480 | Water Testing | 3,025 | 4,280 | 4,280 | 3,590 | 2.00% | 3,662 | 2.00% | 3,735 |
| 02-60-06-53-5300 | Advertising/Legal Notice | - | 500 ⁶⁷ | 250 | 500 | 2.00% | 510 | 2.00% | 520 |
| 02-60-06-53-5350 | Dumping Fees | 22,916 | 20,000 | 30,000 | 20,000 | 2.00% | 20,400 | 2.00% | 20,808 |

| Village of River Forest Water and Sewer Fund Three Year Projections 2022-2024 | | | | | | | | | |
|---|---------------------------------|------------------|------------------|-------------------|------------------|----------|-------------------|----------|-------------------|
| Account Number | Description | 2020 Actual | 2021 Budget | 2021 Projected | 2022 Budget | % Chg | 2023 Projected | % Chg | 2024 Projected |
| 02-60-06-53-5400 | Damage Claims | 7,450 | 4,000 | 2,800 | 4,000 | 2.00% | 4,080 | 2.00% | 4,162 |
| | Contractual Services | 443,317 | 620,173 | 645,166 | 1,134,342 | | 703,139 | | 713,748 |
| 02-60-06-54-0100 | Office Supplies | 194 | 500 | 200 | 500 | 2.00% | 510 | 2.00% | 520 |
| 02-60-06-54-0200 | Gas & Oil | 10,198 | 10,944 | 9,873 | 10,959 | 2.00% | 11,178 | 2.00% | 11,402 |
| 02-60-06-54-0310 | Uniforms | 1,220 | 1,525 | 1,000 | 1,525 | 2.00% | 1,556 | 2.00% | 1,587 |
| 02-60-06-54-0500 | Vehicle Parts | 6,845 | 8,000 | 3,500 | 8,000 | 2.00% | 8,160 | 2.00% | 8,323 |
| 02-60-06-54-0600 | Operating Supplies | 56,515 | 73,700 | 55,000 | 232,994 | 2.00% | 55,000 | 2.00% | 56,100 |
| 02-60-06-54-1300 | Postage | 8,347 | 9,087 | 7,520 | 7,746 | 2.00% | 7,901 | 2.00% | 8,059 |
| 02-60-06-54-2200 | Water from Chicago | 1,480,397 | 1,602,515 | 1,831,873 | 1,850,897 | 2.45% | 1,896,244 | 2.45% | 1,942,702 |
| | Materials & Supplies | 1,563,716 | 1,706,271 | 1,908,966 | 2,112,621 | | 1,980,549 | | 2,028,693 |
| 02-60-06-56-0070 | Series 21 Principal* | - | - | - | - | | 85,437 | | 86,505 |
| 02-60-06-56-0071 | Series 21 Interest* | - | - | - | - | | 17,500 | | 16,432 |
| 02-60-06-56-0102 | Bank Loan Principal* | - | - | - | - | | - | | - |
| 02-60-06-56-0103 | Bank Loan Interest* | - | - | - | - | | - | | - |
| 02-60-06-56-0104 | IEPA Loan Principal | - | 648,794 | 648,794 | 663,212 | | 677,950 | | 677,950 |
| 02-60-06-56-0105 | IEPA Loan Interest | 276,753 | 268,352 | 268,352 | 253,934 | | 239,196 | | 239,196 |
| | Debt Service | 276,753 | 917,146 | 917,146 | 917,146 | | 1,020,083 | | 1,020,083 |
| *2019 Final Year | | | | | | | | | |
| 02-60-06-57-5013 | Transfer to CERF | - | 112,552 | 112,552 | 126,235 | 2.00% | 128,760 | 2.00% | 131,335 |
| 02-60-06-55-0010 | Depreciation | 379,731 | 355,000 | 355,000 | 355,000 | | 357,000 | | 360,000 |
| 02-60-06-55-0050 | Loss on Disposal of Assets | (32,196) | - | - | - | | - | | - |
| | Depreciation/Gain/Loss | 347,535 | 355,000 | 355,000 | 355,000 | | 357,000 | | 360,000 |
| Total Operating Expenses including Depreciation | | 3,821,570 | 4,949,577 | 5,124,853 | 5,926,325 | | 5,500,045 | | 5,594,707 |
| 02-60-06-55-0500 | Building Improvements | 25,740 | - | - | - | | - | | - |
| 02-60-06-55-1150 | Sewer System Improvements | 175,677 | 175,000 | 138,908 | 375,000 | | 175,000 | | 175,000 |
| 02-60-06-55-1300 | Water Distribution System | 312,170 | 943,000 | 660,000 | 1,448,000 | | 527,800 | | 515,000 |
| 02-60-06-55-1400 | Meter Replacement Program | 21,290 | 7,500 | 7,500 | - | | 11,000 | | 17,000 |
| 02-60-06-55-9100 | Street Improvements | 70,000 | 70,000 | 71,056 | 70,000 | | 70,000 | | 70,000 |
| | Capital Outlay | 604,877 | 1,195,500 | 877,464 | 1,893,000 | | 783,800 | | 777,000 |
| Total | Water & Sewer Fund | 4,426,447 | 6,145,077 | 6,002,317 | 7,819,325 | | 6,283,845 | | 6,371,707 |
| Total Rev over Total Exp excluding Depreciation (Impact on Cash and Investments) | | 886,850 | (535,501) | (274,966) | (663,253) | | (380,183) | | (309,105) |
| Operating Rev over Operating Exp incl Depreciation (Impact on Net Position) | | 1,144,193 | 304,999 | 247,498 | 874,747 | | 46,617 | | 107,895 |
| Cash and Investments | | 2,132,402 | 1,596,901 | 1,857,436 | 1,194,183 | | 814,000 | | 504,895 |
| % of subsequent year's operating expenses | | 41.61% | 26.95% | 31.34% | 21.71% | | 14.55% | | 8.80% |
| Ending Operating Reserve | | 1,237,394 | 1,481,581 | 1,481,581 | 1,375,011 | | 1,398,677 | | 1,433,644 |
| Ending Capital Reserve | | 895,008 | 115,319 | 375,854 | (180,828) | | (584,677) | | (928,749) |

Estimated Changes in Fund Balance

| | GENERAL 1. | MOTOR FUEL TAX 4. | DEBT SERVICE 4. | CAPITAL EQUIPMENT REPLACMNT 2. | CAPITAL IMPRVMTS 2. |
|---|---------------|-------------------------|-----------------------|---|---------------------------|
| Budgeted Revenues | \$ 15,991,888 | \$ 686,154 | \$ 269,146 | \$ 186,464 | \$ 4,910,449 |
| Budgeted Expenditures Excluding Depreciation | 16,591,620 | 544,488 | 265,511 | 684,710 | 2,447,120 |
| Excess of Rev over Exp Excluding Depreciation | (599,732) | 141,666 | 3,635 | (498,246) | 2,463,329 |
| Estimated Fund Balance/Net Position-Unassgnd/Unrstrctd April 30, 2021 | 5,779,204 | 570,227 | 234,394 | 3,950,604 | 673,931 |
| Estimated Fund Balance/Net Position-Unassgnd/Unrstrctd April 30, 2022 | 5,179,472 | 711,893 | 238,029 | 3,452,358 | 3,137,260 |

1. The General Fund unassigned fund balance, plus the amount restricted for working cash, should be maintained at a minimum of 25% of the General Fund total budgeted annual expenditures in the most recently approved annual budget. This General Fund reserve is expected to exceed this requirement as of April 30, 2022 and be at 29.56% of the subsequent years' budgeted expenditures.

2. No minimum assigned fund balance has been established for the Capital Equipment Replacement, Capital Improvement and Infrastructure Improvement Bond Funds but the funds will only expend the amount available from the combination of the assigned fund balance, revenues or transfers. The maximum fund balance allowed in the Capital Equipment and Replacement Fund is equal to 3% of the equalized assessed value of the taxable real property located in the corporate boundaries of the Village (ILCS 5/8-2-9.5).

Increases or Decreases exceeding 10%:

The fund balance in the General Fund, a major fund, is not expected to change by more than 10% in Fiscal Year 2022. The Capital Equipment Replacement (CERF) reserves will decrease slightly due to transfer from the General fund being suspended but not significantly due to fewer purchases in FY 2021. The Water & Sewer transfer is included to cover future planned equipment replacement purchases. The Capital Improvement Fund (CIF) is expected to decline during the fiscal year due to planned Capital Expenditures.

Estimated Changes in Fund Balance

| | TIF-MADISON STREET | TIF-NORTH AVENUE | INFRSTRCT IMP BOND | WATER AND SEWER | POLICE PENSION | FIRE PENSION |
|---|-----------------------|---------------------|-----------------------|--------------------|-------------------|--------------|
| | 3. | 3. | 2. | 5. | 4. | 4. |
| Budgeted Revenues | \$ 332,550 | \$ 200 | \$ 225 | \$ 6,801,072 | \$ 4,562,578 | \$ 3,137,915 |
| Budgeted Expenditures | | | | | | |
| Excluding Depreciation | 126,490 | 17,000 | 250,000 | 7,464,325 | 2,907,833 | 2,167,432 |
| Excess of Rev over Exp | | | | | | |
| Excluding Depreciation | 206,060 | (16,800) | (249,775) | (663,253) | 1,654,745 | 970,483 |
| Estimated Fund Balance/Net Position-Unassgnd/Unrstrctd April 30, 2021 | 132,881 | (16,479) | 245,031 | 1,857,436 | 27,189,667 | 18,225,783 |
| Estimated Fund Balance/Net Position-Unassgnd/Unrstrctd April 30, 2022 | 338,941 | (33,279) | (4,744) | 1,194,183 | 28,844,412 | 19,196,266 |

3. The Madison Street TIF Fund has received tax incremental revenues and now has a positive fund balance. There is an advance from the General fund that will be transferred back to the General Fund as more incremental property tax revenues becomes available.

4. Special revenue, debt service and pension trust funds do not have a minimum fund balance requirement.

5. The Waterworks and Sewerage Fund shall maintain an operating reserve equivalent to three months of operating expenses (25%). This reserve is intended to provide resources for unanticipated expenditures, to cover revenue shortfalls and to compensate for fluctuations in cash flows. A capital reserve shall be maintained in addition to the operating reserve. The total reserve at April 30, 2021 is expected to be at 31.37%. Operating reserves are 25% and capital reserves are at 6.37%. Construction on the North Side Stormwater Management Project began during FY 2015 and was completed during FY 2016. The costs of the project were funded with reserves, a bank loan and proceeds from an IEPA loan. The FY 2022 budget includes a Water & Sewer Rate Study to evaluate and determine what increases to rates are needed to cover ongoing operating and capital costs. The available cash and investment balance is used in this schedule for the Water and Sewer Fund.

Personnel History

| DEPARTMENT | Fiscal Years | | | | | | | | | | Total Change |
|--|--------------|-------------|-----------|-------------|-------------|--------------|--------------|--------------|-------------|-------------|--------------|
| | 2013 | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 2021 vs 2022 |
| Administration | | | | | | | | | | | |
| Village Administrator | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 0 |
| Assistant Village Administrator | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0 |
| Assistant to the Village Administrator | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 1 | 1 | 0 |
| Management Analyst/Deputy Clerk | 0 | 0 | 0 | 0 | 0 | 1 | 1 | 1 | 1 | 1 | 0 |
| Administrative Assistant | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Executive Secretary | 0 | 0 | 1 | 1 | 1 | 1 | 1 | 0 | 0 | 0 | 0 |
| Finance | | | | | | | | | | | |
| Finance Director | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 0 |
| Assistant Finance Director | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 0 |
| Cashier/Receptionist | 1 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Customer Service Assistant | 0 | 0 | 0.5 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Accounting Clerk – Customer Service/AP | 0 | 0 | 0 | 1 | 1.25 | 1.5 | 1.5 | 1.5 | 1.5 | 1.5 | 0 |
| Accounting Clerk – Customer Service | 0 | 0 | 0 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0 |
| Building & Zoning | | | | | | | | | | | |
| Assistant Village Administrator | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0 |
| Permit Clerk | 1 | 1 | 1 | 1.5 | 1.5 | 1.5 | 1.5 | 1.5 | 1.5 | 1.5 | 0 |
| Building/Zoning Inspector | 1 | 0.5 | 0.5 | 0.5 | 0.75 | 0.75 | 0.75 | 0.75 | 1 | 1 | 0 |
| Building Official | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 0 |
| Total General Government | 9 | 8.5 | 9 | 9.5 | 10 | 11.25 | 11.25 | 11.25 | 11.5 | 11.5 | 0 |
| Police | | | | | | | | | | | |
| Police Chief | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 0 |
| Deputy Chief(s) | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 0 |
| Lieutenant | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Commander | 0 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 0 |
| Sergeants | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 0 |
| Police Officers | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 20 | 0 |
| Total Sworn Police | 28 | 28 | 28 | 28 | 28 | 28 | 28 | 28 | 28 | 28 | 0 |
| Community Service Officer | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 0 |
| Police Records Clerk | 1 | 1 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0 |
| Police Records Supervisor | 0 | 0 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 0 |
| Administrative Assistant | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Part-Time Traffic Analyst | 0 | 0 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0 |
| Total Non-Sworn Police | 2 | 2 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 0 |
| Total Police | 30 | 30 | 31 | 31 | 31 | 31 | 31 | 31 | 31 | 31 | 0 |
| Fire | | | | | | | | | | | |
| Fire Chief | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 0 |
| Deputy Fire Chief | 1 | 1 | 1 | 1 | 1 | 1 | 0 | 0 | 0 | 0 | 0 |
| Lieutenants | 5 | 5 | 5 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 0 |
| Firefighters | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 15 | 0 |
| Fire Marshal | 0 | 0 | 0 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 0 |
| Administrative Assistant | 0 | 0 | 0 | 0 | 0 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0 |
| Total Fire | 22 | 22 | 22 | 22 | 22 | 22.5 | 21.5 | 21.5 | 21.5 | 21.5 | 0 |
| Public Works | | | | | | | | | | | |
| Public Works Director | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 0 |
| Engineering Technician | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Village Engineer | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 0 |
| Custodian | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 0 |
| Superintendent | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 0 |
| Crew Leaders | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 0 |
| Maintenance Workers | 6 | 6 | 6 | 6 | 6 | 6 | 6 | 6 | 6 | 6 | 0 |
| Water Operators | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 0 |
| Billing Clerk | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 0 |
| Customer Service Assistant | 0 | 0 | 0 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0.5 | 0 |
| Total Public Works | 14 | 14 | 14 | 14.5 | 14.5 | 14.5 | 14.5 | 14.5 | 14.5 | 14.5 | 0 |
| TOTAL VILLAGE | 75 | 74.5 | 76 | 77 | 77.5 | 79.25 | 78.25 | 78.25 | 78.5 | 78.5 | 0 |

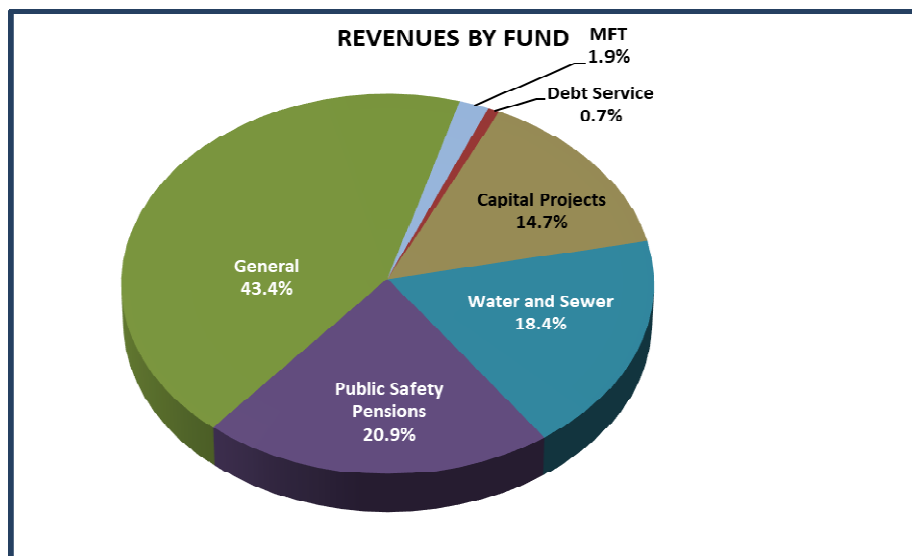
The FY 2022 budget has no changes to the number of authorized positions are proposed for FY 2022.

Budget Summary

This section provides a detailed analysis of revenues and expenses for all funds including summaries by Fund, by source/category and account.

Revenues by Fund- All Funds

| FUND | FY 2019 ACTUAL | FY 2020 ACTUAL | FY 2021 BUDGET | FY 2021 PROJECTED | FY 2022 BUDGET |
|---|----------------------|----------------------|----------------------|----------------------|----------------------|
| REVENUES AND OTHER FINANCING SOURCES | | | | | |
| General (01) | \$ 15,349,106 | \$ 16,712,017 | \$ 15,909,336 | \$ 16,130,304 | \$ 15,991,888 |
| Special Revenue Fund | | | | | |
| Motor Fuel Tax (03) | 382,674 | 442,182 | 500,581 | 664,191 | 686,154 |
| Debt Service Fund | | | | | |
| Debt Service Fund (05) | 272,457 | 269,737 | 276,123 | 275,181 | 269,146 |
| Capital Projects Funds | | | | | |
| Cap Equip Replacement (13) | 524,851 | 621,525 | 218,352 | 214,296 | 186,464 |
| Capital Improvements Fund (14) | 964,895 | 879,399 | 984,785 | 354,021 | 4,910,449 |
| Economic Dev (16) | 3,861 | 22,529 | - | 35 | - |
| TIF-Madison Street (31) | 104,477 | 184,854 | 156,251 | 373,660 | 332,550 |
| TIF-North Avenue (32) | 729 | 631 | 26,000 | 156 | 200 |
| Infrastructure Imp Bond Fund (35) | 7,357 | 528,287 | 4,000 | 1,492 | 225 |
| | 1,606,169 | 2,237,225 | 1,389,388 | 943,660 | 5,429,888 |
| Enterprise Fund | | | | | |
| Water and Sewer (02) | 5,289,478 | 4,965,763 | 5,254,576 | 5,372,351 | 6,801,072 |
| Trust and Agency Funds | | | | | |
| Police Pension (09) | 3,064,250 | 1,641,249 | 3,561,404 | 7,081,805 | 4,562,578 |
| Fire Pension (10) | 2,213,706 | 1,682,866 | 2,881,610 | 5,115,341 | 3,137,915 |
| | 5,277,956 | 3,324,115 | 6,443,014 | 12,197,146 | 7,700,493 |
| Total Village Revenue | \$ 28,177,840 | \$ 27,951,038 | \$ 29,773,018 | \$ 35,582,833 | \$ 36,878,641 |



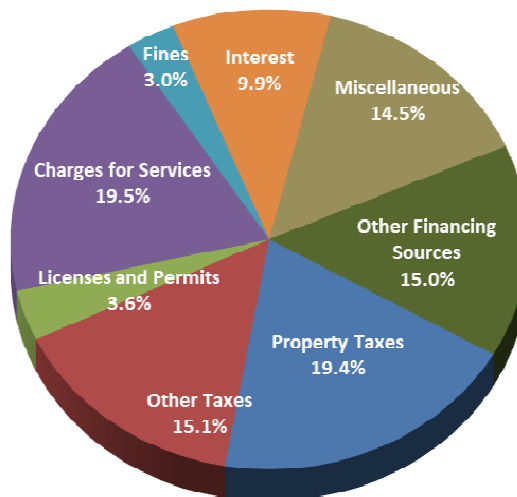
Revenues by Source- All Funds

| | 2,019 | 2,020 | 2,021 | 2,021 | 2,022 | \$CHNG | % CHNG |
|--|--------|--------|--------|-----------|--------|---------|---------|
| | Actual | Actual | Budget | Projected | Budget | FY21/22 | FY21/22 |

REVENUES BY SOURCE-ALL FUNDS

| | | | | | | | |
|-------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|---------------------|---------------|
| Property Taxes | \$ 6,781,416 | \$ 7,079,926 | \$ 7,126,825 | \$ 7,382,518 | \$ 7,157,720 | 30,895 | 0.43% |
| Other Taxes | 5,464,767 | 5,484,895 | 5,213,867 | 5,498,837 | 5,564,768 | 350,901 | 6.73% |
| Licenses and Permits | 1,071,086 | 1,818,925 | 1,287,675 | 1,234,583 | 1,318,037 | 30,362 | 2.36% |
| Charges for Services | 7,018,796 | 6,762,293 | 7,017,376 | 7,032,099 | 7,185,256 | 167,880 | 2.39% |
| Fines | 1,092,666 | 1,043,459 | 1,099,997 | 499,063 | 1,119,469 | 19,472 | 1.77% |
| Interest | 2,488,342 | 162,272 | 3,066,908 | 8,899,081 | 3,651,473 | 584,565 | 19.06% |
| Miscellaneous | 3,836,596 | 4,617,473 | 4,822,818 | 4,924,100 | 5,355,683 | 532,865 | 11.05% |
| Other Financing Sources | 424,171 | 981,795 | 137,552 | 112,552 | 5,526,235 | 5,388,683 | 3917.56% |
| Total Village Revenues | \$ 28,177,840 | \$ 27,951,037 | \$ 29,773,018 | \$ 35,582,833 | \$ 36,878,641 | \$ 7,105,623 | 23.87% |

REVENUES BY SOURCE - ALL FUNDS



Village of River Forest
Budget Summary by Account-All Funds
Fiscal Year 2022 Budget

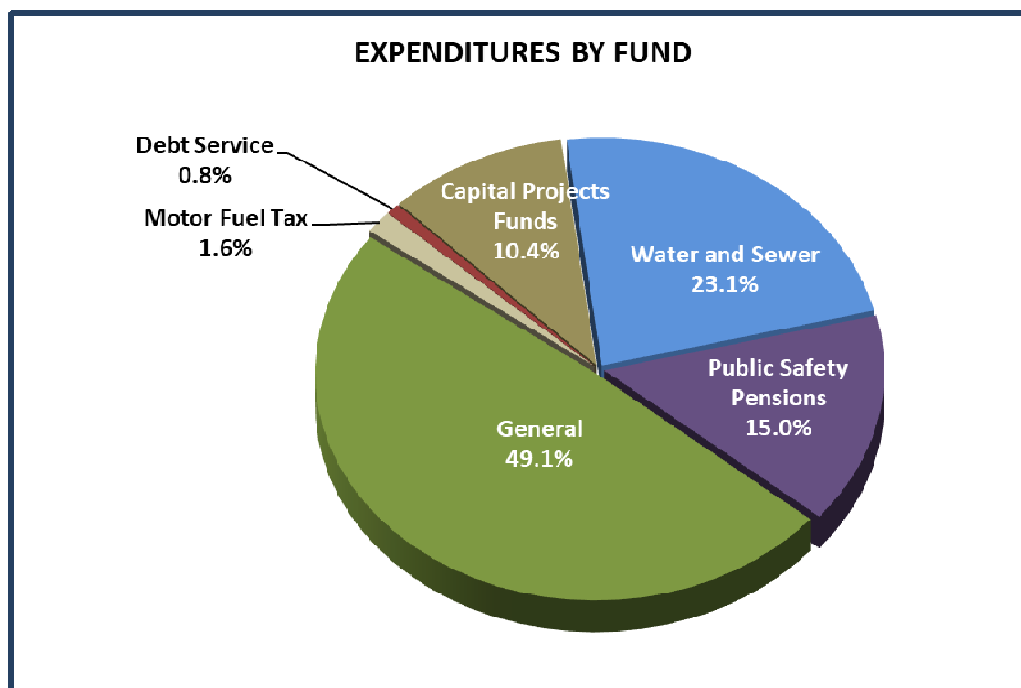
| Revenues by Account - All Funds | | 2019 Actual | 2020 Actual | 2021 Budget | 2021 Projected | 2022 Budget | Increase (Decrease) | % Inc (Dec) |
|---------------------------------|----------------------------------|------------------|------------------|------------------|-------------------|------------------|------------------------|----------------|
| 411000 | Property Taxes-Prior | \$ 3,224,088 | \$ 3,399,725 | \$ 3,483,486 | \$ 3,628,107 | \$ 3,449,173 | \$ (34,313) | -0.99% |
| 411021 | Property Taxes-Current | 3,557,328 | 3,680,201 | 3,643,339 | 3,754,411 | 3,708,547 | 65,208 | 1.79% |
| | Property Taxes | 6,781,416 | 7,079,926 | 7,126,825 | 7,382,518 | 7,157,720 | 30,895 | 0.43% |
| 411150 | Personal Property Replacement Ta | 138,628 | 151,747 | 177,760 | 148,301 | 146,818 | (30,942) | -17.41% |
| 411190 | Restaurant Tax | 164,490 | 151,323 | 100,882 | 143,664 | 145,101 | 44,219 | 43.83% |
| 411200 | State Sales Tax | 1,871,397 | 1,844,478 | 1,725,566 | 1,807,544 | 1,832,850 | 107,284 | 6.22% |
| 411205 | State Use Tax | 339,663 | 406,340 | 441,294 | 507,537 | 497,154 | 55,860 | 12.66% |
| 411210 | Non-Home Rule Sales Tax | 846,726 | 780,935 | 661,180 | 636,971 | 643,341 | (17,839) | -2.70% |
| 411250 | Income Tax | 1,084,678 | 1,210,870 | 1,133,580 | 1,198,197 | 1,238,975 | 105,395 | 9.30% |
| 411450 | Transfer Tax | 121,728 | 126,594 | 118,295 | 138,833 | 128,614 | 10,319 | 8.72% |
| 411460 | Communication Tax | 269,441 | 229,384 | 219,348 | 194,726 | 184,990 | (34,358) | -15.66% |
| 411475 | Utility Tax Electric | 441,078 | 413,046 | 431,462 | 441,885 | 466,494 | 35,032 | 8.12% |
| 411480 | Utility Tax Gas | 186,938 | 167,825 | 175,000 | 180,000 | 176,496 | 1,496 | 0.85% |
| 411490 | Local Gasoline Tax | - | - | 25,000 | 92,862 | 95,000 | 70,000 | 280.00% |
| 411600 | Cannabis Excise Tax | - | 2,355 | 4,500 | 8,317 | 8,935 | 4,435 | 98.56% |
| | Other Taxes | 5,464,767 | 5,484,895 | 5,213,867 | 5,498,837 | 5,564,768 | 350,901 | 6.73% |
| 422115 | Pet Licenses | 1,470 | 930 | 2,000 | 1,400 | 2,000 | - | 0.00% |
| 422120 | Vehicle Licenses | 307,159 | 294,338 | 295,000 | 279,014 | 290,000 | (5,000) | -1.69% |
| 422125 | Cab License | 500 | - | - | - | - | - | 0.00% |
| 422345 | Contractor's License Fees | 77,270 | 75,936 | 93,510 | 97,560 | 99,511 | 6,001 | 6.42% |
| 422350 | Business Licenses | 18,845 | 20,188 | 21,000 | 21,356 | 21,000 | - | 0.00% |
| 422355 | Tent Licenses | 180 | 90 | 300 | 90 | 300 | - | 0.00% |
| 422360 | Building Permits | 336,889 | 1,078,368 | 536,345 | 504,299 | 564,385 | 28,040 | 5.23% |
| 422361 | Plumbing Permits | 38,660 | 41,805 | 40,880 | 41,794 | 42,630 | 1,750 | 4.28% |
| 422362 | Electrical Permits | 38,421 | 62,975 | 49,600 | 49,609 | 50,600 | 1,000 | 2.02% |
| 422364 | Reinspection Fees | 6,300 | 4,200 | 5,000 | 3,900 | 5,000 | - | 0.00% |
| 422365 | Bonfire Permits | 30 | 90 | 60 | 60 | 60 | - | 0.00% |
| 422366 | Beekeeping Permit | 75 | - | 150 | 25 | 150 | - | 0.00% |
| 422368 | Solicitors Permits | 1,100 | 950 | 1,200 | 600 | 1,200 | - | 0.00% |
| 422369 | Zoning Variation Fee | - | - | - | 3,750 | 3,000 | 3,000 | 0.00% |
| 422370 | Film Crew License | 6,900 | 3,000 | 5,100 | 5,250 | 4,813 | (287) | -5.63% |
| 422520 | Liquor Licenses | 25,600 | 26,300 | 25,000 | 22,500 | 23,500 | (1,500) | -6.00% |
| 422570 | Cable Television Franchise | 211,687 | 209,755 | 212,530 | 203,376 | 209,888 | (2,642) | -1.24% |
| | Licenses and Permits | 1,071,086 | 1,818,925 | 1,287,675 | 1,234,583 | 1,318,037 | 30,362 | 2.36% |
| 433065 | Police Reports | 2,437 | 1,991 | 2,200 | 2,200 | 2,200 | - | 0.00% |
| 433070 | Fire Reports | 577 | 250 | 375 | 400 | 400 | 25 | 6.67% |
| 433100 | Water Sales | 3,129,411 | 2,937,387 | 3,224,702 | 3,219,074 | 3,244,387 | 19,685 | 0.61% |
| 433150 | Sewer Charges | 2,058,423 | 1,927,463 | 1,934,052 | 2,084,218 | 2,084,213 | 150,161 | 7.76% |
| 433160 | Water Penalties | 28,025 | 27,759 | 31,867 | 24,337 | 29,217 | (2,650) | -8.32% |
| 433180 | Garbage Collection | 1,063,818 | 1,101,687 | 1,120,195 | 1,110,697 | 1,142,598 | 22,403 | 2.00% |
| 433185 | Penalties on Garbage Fees | 7,205 | 7,333 | 7,475 | 7,282 | 7,625 | 150 | 2.01% |
| 433200 | Metra Parking | 61,933 | 53,070 | 18,146 | 5,015 | 23,890 | 5,744 | 31.65% |
| 433220 | Parking Lot Fees | 114,462 | 138,343 | 83,158 | 92,845 | 118,236 | 35,078 | 42.18% |
| 433225 | Administrative Towing Fees | 104,000 | 90,700 | 120,497 | 82,500 | 102,175 | (18,322) | -15.21% |
| 433230 | Animal Release Fees | 90 | - | - | - | - | - | 0.00% |
| 433515 | NSF Fees | 250 | 25 | 400 | 200 | 400 | - | 0.00% |
| 433530 | 50/50 Sidewalk Program | 5,344 | 1,770 | 10,000 | 93 | 10,000 | - | 0.00% |
| 433536 | Elevator Inspection Fees | 4,400 | 4,450 | 4,250 | 4,450 | 4,450 | 200 | 4.71% |
| 433537 | Elevator Reinspection Fees | 1,050 | 250 | 400 | 300 | 400 | - | 0.00% |
| 433540 | ROW Encroachment Fees | 1,100 | 1,200 | - | - | - | - | 0.00% |
| 433550 | Ambulance Fees | 388,119 | 404,824 | 396,000 | 333,463 | 350,000 | (46,000) | -11.62% |
| 433554 | CPR Fees | 1,480 | 680 | 1,000 | 960 | 1,000 | - | 0.00% |
| 433557 | Car Fire & Extrication Fee | 1,000 | 500 | 1,000 | 500 | 500 | (500) | -50.00% |
| 433560 | State Highway Maintenance | 45,672 | 62,612 | 61,659 | 63,565 | 63,565 | 1,906 | 3.09% |
| | Charges for Services | 7,018,796 | 6,762,293 | 7,017,376 | 7,032,099 | 7,185,256 | 167,880 | 2.39% |
| 444230 | Police Tickets | 184,382 | 163,689 | 98,944 | 110,628 | 162,126 | 63,182 | 63.86% |
| 444240 | Automated Traffic Enf Fines | 835,613 | 837,966 | 933,633 | 297,752 | 891,904 | (41,729) | -4.47% |
| 444300 | Dues & Subscriptions | 4,798 | 2,084 | 3,947 | 15,169 | 6,256 | 2,309 | 58.50% |
| 444430 | Court Fines | 46,581 | 32,585 | 49,687 | 48,913 | 46,143 | (3,544) | -7.13% |
| 444435 | DUI Fines | 9,542 | 6,750 | 5,938 | 6,359 | 4,851 | (1,087) | -18.31% |
| 444436 | Drug Forfeiture Revenue | - | - | 534 | 300 | 318 | (216) | -40.45% |
| 444439 | Article 36 Forfeited Funds | - | - | 2,314 | 800 | 1,871 | (443) | -19.14% |
| 444440 | Building Construction Citation | 11,750 | 385 | 5,000 | 19,142 | 6,000 | 1,000 | 20.00% |
| | Fines | 1,092,666 | 1,043,459 | 1,099,997 | 499,063 | 1,119,469 | 19,472 | 1.77% |

Village of River Forest
Budget Summary by Account-All Funds
Fiscal Year 2022 Budget

| Revenues by Account - All Funds | | 2019 | 2020 | 2021 | 2021 | 2022 | Increase | % Inc |
|---------------------------------|--------------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|---------------------|-----------------|
| | | Actual | Actual | Budget | Projected | Budget | (Decrease) | (Dec) |
| 455100 | Interest Earned | 1,076,395 | 1,361,052 | 1,408,445 | 1,149,081 | 1,077,077 | (331,368) | -23.53% |
| 455200 | Net Change in Fair Value | 1,411,947 | (1,198,780) | 1,658,463 | 7,750,000 | 2,574,396 | 915,933 | 55.23% |
| | Interest | 2,488,342 | 162,272 | 3,066,908 | 8,899,081 | 3,651,473 | 584,565 | 19.06% |
| 411100 | Employer Contribution | 2,656,090 | 3,075,798 | 3,144,474 | 3,049,931 | 3,638,786 | 494,312 | 15.72% |
| 466410 | Miscellaneous | 14,998 | 115,992 | 19,735 | 12,640 | 15,000 | (4,735) | -23.99% |
| 466411 | Miscellaneous Public Safety | 2,324 | 2,663 | 3,500 | 1,810 | 2,750 | (750) | -21.43% |
| 466412 | Reimb-Crossing Guards | 70,881 | 65,745 | 64,836 | 32,135 | 67,286 | 2,450 | 3.78% |
| 466415 | Reimb of Expenses | 44,820 | 472 | 10,000 | 5,000 | 10,000 | - | 0.00% |
| 466417 | IRMA Reimbursements | 187,073 | 43,557 | 52,000 | 85,004 | 52,000 | - | 0.00% |
| 466510 | T Mobile Lease | 41,503 | 36,000 | 36,000 | 36,000 | 36,000 | - | 0.00% |
| 466511 | WSCDC Rental Income | 50,688 | 51,720 | 52,874 | 52,752 | 53,570 | 696 | 1.32% |
| 466512 | Rental Income | 15,625 | - | - | - | - | - | 0.00% |
| 466521 | Law Enforcement Training Reimb | 3,976 | - | 5,700 | 3,800 | 5,700 | - | 0.00% |
| 466524 | ISEARCH Grant | 8,750 | 8,925 | 9,125 | 8,925 | 8,925 | (200) | -2.19% |
| 466525 | Bullet Proof Vest Reimb | 1,479 | 2,535 | 3,819 | 2,700 | 4,000 | 181 | 4.74% |
| 466528 | IDOT Safety Grant | 4,824 | 7,112 | 28,217 | 9,188 | 10,861 | (17,356) | -61.51% |
| 466532 | Grants | 75,000 | 29,400 | 160,942 | 312,372 | - | (160,942) | 0.00% |
| 466580 | Sales of Meters | 10,896 | 11,921 | 10,000 | 11,000 | 10,000 | - | 0.00% |
| 466615 | MABAS Grant | 1,017 | 232 | - | - | - | - | 0.00% |
| 466620 | State Fire Marshal Training | 1,114 | 5,759 | 1,000 | 1,262 | 1,475 | 475 | 47.50% |
| 467381 | Employee Contribution | 464,769 | 490,855 | 528,500 | 455,733 | 527,727 | (773) | -0.15% |
| 467388 | Sustainability Comm Donations | 83 | 12,000 | - | 5,000 | - | - | 0.00% |
| 477090 | State Grants and Reimbs | 87,334 | 20,259 | - | - | - | - | 0.00% |
| 477100 | State Allotment | 283,596 | 273,744 | 277,624 | 245,784 | 258,073 | (19,551) | -7.04% |
| 477200 | State Renewal Allotment | - | 138,521 | 188,472 | 167,580 | 182,104 | (6,368) | -3.38% |
| 477250 | State Rebuild Bond Fund Disb | - | - | - | 245,426 | 245,426 | - | 0.00% |
| 468001 | IRMA Excess Surplus | (199,131) | 184,122 | 200,000 | 155,058 | 200,000 | - | 0.00% |
| 488000 | Sale of Property | 8,887 | 40,140 | 26,000 | 25,000 | 26,000 | - | 0.00% |
| | Miscellaneous | 3,836,596 | 4,617,473 | 4,822,818 | 4,924,100 | 5,355,683 | 532,865 | 11.05% |
| 477001 | Transfer From General | 424,171 | 456,795 | 25,000 | - | - | (25,000) | 0.00% |
| 477002 | Transfer From Water and Sewer | - | - | 112,552 | 112,552 | 126,235 | 13,683 | 12.16% |
| 487090 | Bond Proceeds | - | 525,000 | - | - | 5,400,000 | 5,400,000 | 0.00% |
| | Total Other Financing Sources | 424,171 | 981,795 | 137,552 | 112,552 | 5,526,235 | 5,388,683 | 3917.56% |
| | Total Revenues | \$ 28,177,840 | \$ 27,951,037 | \$ 29,773,018 | \$ 35,582,833 | \$ 36,878,641 | \$ 7,105,623 | 23.87% |

Expenditures by Fund- All Funds

| FUND | FY 2019 ACTUAL | FY 2020 ACTUAL | FY 2021 BUDGET | FY 2021 PROJECTED | FY 2022 BUDGET |
|--|----------------------|----------------------|----------------------|----------------------|----------------------|
| EXPENDITURES AND OTHER FINANCING USES | | | | | |
| General (01) | \$ 15,950,250 | \$ 16,319,760 | \$ 16,645,256 | \$ 15,570,138 | \$ 16,591,620 |
| Special Revenue Fund | | | | | |
| Motor Fuel Tax (03) | 488,148 | 398,475 | 711,936 | 678,848 | 544,488 |
| Debt Service Fund | | | | | |
| Debt Service Fund (05) | 253,584 | 259,461 | 267,681 | 267,313 | 265,511 |
| Capital Project Funds | | | | | |
| Capital Equip Replacement (13) | 426,573 | 228,925 | 646,324 | 89,240 | 684,710 |
| Capital Improvements Fund (14) | 810,104 | 1,962,288 | 1,576,330 | 637,192 | 2,447,120 |
| Economic Development (16) | 13,861 | 181,373 | 50,000 | 50,374 | - |
| TIF-Madison Street (31) | 80,225 | 232,472 | 84,418 | 80,354 | 126,490 |
| TIF-North Avenue (32) | 18,744 | 1,565 | 17,000 | 66 | 17,000 |
| Infrastructure Imp Bond (35) | 225,411 | 289,652 | 275,000 | 277,174 | 250,000 |
| | 1,574,919 | 2,896,275 | 2,649,072 | 1,134,400 | 3,525,320 |
| Enterprise Fund | | | | | |
| Water and Sewer (02) | 4,267,255 | 4,426,447 | 6,145,077 | 6,002,317 | 7,819,325 |
| Trust and Agency Funds | | | | | |
| Police Pension (09) | 2,367,490 | 2,555,696 | 2,839,561 | 3,215,906 | 2,907,833 |
| Fire Pension (10) | 1,857,138 | 1,983,222 | 2,122,324 | 1,988,813 | 2,167,432 |
| | 4,224,629 | 4,538,918 | 4,961,885 | 5,204,719 | 5,075,265 |
| Total Village Expenditures | \$ 26,758,785 | \$ 28,839,336 | \$ 31,380,907 | \$ 28,857,735 | \$ 33,821,529 |



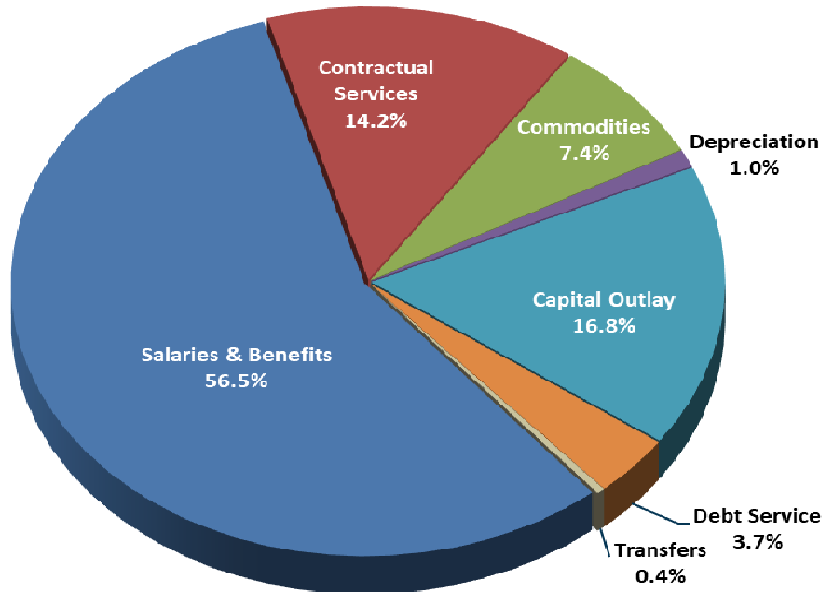
Expenditures by Category- All Funds

| | FY 2019 ACTUAL | FY 2020 ACTUAL | FY 2021 BUDGET | FY 2021 PROJECTED | FY 2022 BUDGET | \$CHNG FY21/22 | % CHNG FY21/22 |
|--|-------------------|-------------------|-------------------|----------------------|-------------------|-------------------|-------------------|
|--|-------------------|-------------------|-------------------|----------------------|-------------------|-------------------|-------------------|

EXPENDITURES BY CATEGORY-ALL FUNDS

| | | | | | | | |
|---------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|---------------------|--------------|
| Personal Services | \$ 7,854,790 | \$ 7,917,685 | \$ 8,515,064 | \$ 7,791,560 | \$ 8,491,165 | \$ (23,899) | -0.28% |
| Employee Benefits | 8,721,288 | 9,371,509 | 10,456,909 | 10,118,800 | 10,612,522 | 155,613 | 1.49% |
| Salaries & Benefits | 16,576,078 | 17,289,193 | 18,971,973 | 17,910,360 | 19,103,687 | 131,714 | 0.69% |
| Contractual Services | 4,610,359 | 4,358,311 | 4,365,047 | 4,373,523 | 4,805,174 | 440,127 | 10.08% |
| Commodities | 2,047,092 | 2,029,091 | 2,192,836 | 2,496,800 | 2,526,356 | 333,520 | 15.21% |
| Depreciation | 356,031 | 347,535 | 355,000 | 355,000 | 355,000 | - | 0.00% |
| Capital Outlay | 2,156,588 | 3,768,255 | 4,145,630 | 2,328,477 | 5,666,730 | 1,521,100 | 36.69% |
| Debt Service | 586,087 | 590,156 | 1,237,869 | 1,240,649 | 1,238,347 | 478 | 0.04% |
| Transfers | 426,550 | 456,795 | 112,552 | 152,926 | 126,235 | 13,683 | 12.16% |
| Total Expenditures | \$ 26,758,785 | \$ 28,839,336 | \$ 31,380,907 | \$ 28,857,735 | \$ 33,821,529 | \$ 2,440,622 | 7.78% |

EXPENDITURES BY CATEGORY - ALL FUNDS



Village of River Forest
Budget Summary by Account - All Funds
Fiscal Year 2022 Budget

| Expenditures by Account - All Funds | 2019 Actual | 2020 Actual | 2021 Budget | 2021 Projected | 2022 Budget | Increase (Decrease) | % Inc (Dec) |
|--|----------------|----------------|----------------|-------------------|----------------|------------------------|----------------|
| Personal Services | | | | | | | |
| 510100 Salaries Sworn | 4,484,695 | 4,471,593 | 4,988,217 | 4,299,141 | 4,905,053 | (83,164) | -1.67% |
| 510200 Salaries Regular | 2,358,163 | 2,424,487 | 2,539,339 | 2,437,915 | 2,600,408 | 61,069 | 2.40% |
| 511500 Specialist Pay | 186,841 | 191,675 | 188,417 | 182,987 | 192,820 | 4,403 | 2.34% |
| 511600 Holiday Pay | 187,106 | 189,418 | 218,622 | 198,794 | 213,215 | (5,407) | -2.47% |
| 511700 Overtime | 466,943 | 431,399 | 393,250 | 538,356 | 417,229 | 23,979 | 6.10% |
| 511727 IDOT STEP Overtime | 4,005 | 5,388 | 28,217 | 8,060 | 10,861 | (17,356) | -61.51% |
| 511750 Compensated Absences | 39,475 | 68,525 | - | - | - | - | 0.00% |
| 511800 Educational Incentives | 50,590 | 52,800 | 54,850 | 51,850 | 49,150 | (5,700) | -10.39% |
| 511950 Insurance Refusal Reimb | 5,400 | 5,950 | 6,069 | 5,663 | 2,443 | (3,626) | -59.75% |
| 513000 Part-Time Salaries | 71,572 | 76,451 | 98,083 | 68,794 | 99,986 | 1,903 | 1.94% |
| Total Personal Services | 7,854,790 | 7,917,685 | 8,515,064 | 7,791,560 | 8,491,165 | (23,899) | -0.28% |
| Employee Benefits | | | | | | | |
| 520100 ICMA Retirement Contribution | - | 14,800 | 15,339 | - | - | (15,339) | 0.00% |
| 520320 FICA | 151,759 | 151,096 | 162,455 | 157,224 | 167,123 | 4,668 | 2.87% |
| 520325 Medicare | 109,202 | 110,613 | 123,533 | 107,789 | 123,429 | (104) | -0.08% |
| 520330 IMRF | 188,176 | 166,113 | 294,892 | 277,621 | 306,466 | 11,574 | 3.92% |
| 520350 Employee Assistance Program | 1,804 | 1,827 | 1,850 | 1,850 | 1,850 | - | 0.00% |
| 520375 Fringe Benefits | 24,410 | 24,880 | 26,400 | 26,301 | 27,360 | 960 | 3.64% |
| 520381 IMRF Pension Expense | 77,743 | 90,202 | - | - | - | - | 0.00% |
| 520400 Health Insurance | 1,175,999 | 1,092,456 | 1,249,712 | 1,188,697 | 1,190,119 | (59,593) | -4.77% |
| 520420 Health Insurance - Retirees | 140,442 | 144,672 | 136,337 | 128,828 | 131,343 | (4,994) | -3.66% |
| 520421 OPEB - Other Post Employment Benefits | 4,596 | 6,052 | - | - | - | - | 0.00% |
| 520425 Life Insurance | 4,866 | 4,997 | 5,354 | 5,835 | 5,238 | (116) | -2.17% |
| 520430 VEBA Contributions | 146,108 | 142,882 | 184,716 | 185,542 | 176,288 | (8,428) | -4.56% |
| 520500 Wellness Program | 1,644 | 3,021 | 3,250 | 3,715 | - | (3,250) | -100.00% |
| 526100 Public Safety Pensions | 4,038,438 | 4,342,101 | 4,681,453 | 4,985,466 | 4,794,521 | 113,068 | 2.42% |
| 526150 Public Safety Pension Refunds | - | - | 50,000 | - | 50,000 | - | 0.00% |
| 530009 Police Pension Contributions | 1,462,304 | 1,584,889 | 1,830,611 | 1,559,491 | 1,874,179 | 43,568 | 2.38% |
| 530010 Fire Pension Contributions | 1,193,797 | 1,490,909 | 1,691,007 | 1,490,441 | 1,764,606 | 73,599 | 4.35% |
| Total Employee Benefits | 8,721,288 | 9,371,509 | 10,456,909 | 10,118,800 | 10,612,522 | 155,613 | 1.49% |
| Contractual Services | | | | | | | |
| 530100 Electricity | 33,834 | 41,984 | 34,000 | 38,574 | 34,000 | - | 0.00% |
| 530200 Communications | 41,392 | 34,815 | 34,322 | 53,759 | 50,157 | 15,835 | 46.14% |
| 530300 Auditing Services | 30,685 | 38,960 | 37,000 | 35,910 | 40,020 | 3,020 | 8.16% |
| 530350 Actuarial Services | 9,375 | 13,185 | 10,055 | 10,430 | 14,310 | 4,255 | 42.32% |
| 530360 Payroll Services | 32,565 | 31,460 | 42,385 | 43,025 | 44,035 | 1,650 | 3.89% |
| 530370 Professional Services | 9,335 | 9,552 | 10,470 | 12,910 | 13,045 | 2,575 | 24.59% |
| 530380 Consulting Services | 329,647 | 280,690 | 396,057 | 342,506 | 617,224 | 221,167 | 55.84% |
| 530385 Administrative Adjudication | 20,690 | 17,334 | 23,740 | 18,158 | 23,740 | - | 0.00% |
| 530390 Engineering Fees | 140,812 | - | - | - | - | - | 0.00% |
| 530400 Secretarial Services | 4,099 | 4,047 | 4,000 | 9,500 | 5,000 | 1,000 | 25.00% |
| 530410 IT Support | 224,342 | 224,000 | 211,489 | 277,448 | 246,665 | 35,176 | 16.63% |
| 530420 Legal Services | 49,484 | 83,293 | 118,000 | 108,840 | 64,000 | (54,000) | -45.76% |
| 530425 Village Attorney | 174,433 | 181,063 | 127,500 | 135,141 | 127,500 | - | 0.00% |
| 530426 Village Prosecutor | 12,533 | 10,504 | 12,000 | 12,000 | 12,000 | - | 0.00% |
| 530429 Vehicle Sticker Program | 15,442 | 16,070 | 17,355 | 17,645 | 18,625 | 1,270 | 7.32% |
| 530430 Animal Control | 940 | 1,050 | 2,500 | 1,892 | 2,200 | (300) | -12.00% |
| 530440 Property Taxes | 6,258 | - | - | 488 | - | - | 0.00% |
| 531100 Health/Inspection Services | 15,450 | 15,450 | 15,450 | 15,450 | 15,450 | - | 0.00% |
| 531250 Unemployment Claims | 9,405 | 32,126 | 5,000 | 3,500 | 5,000 | - | 0.00% |
| 531300 Inspections | 62,190 | 61,847 | 70,490 | 57,556 | 69,920 | (570) | -0.81% |
| 531305 Plan Review Services | 17,668 | 51,337 | 25,000 | 36,953 | 20,000 | (5,000) | -20.00% |
| 531310 Julie Notifications | 1,825 | 1,756 | 3,345 | 3,345 | 3,345 | - | 0.00% |
| 532100 Bank Fees | 42,149 | 50,266 | 52,858 | 51,788 | 55,913 | 3,055 | 5.78% |
| 532200 Liability Insurance | 311,030 | 303,520 | 295,560 | 275,433 | 265,299 | (30,261) | -10.24% |
| 532250 IRMA Liability Deductible | 157,592 | 50,773 | 24,500 | 35,000 | 19,500 | (5,000) | -20.41% |
| 533050 Water System Maintenance | 103,599 | 73,948 | 120,500 | 140,000 | 123,500 | 3,000 | 2.49% |
| 533055 Hydrant Maintenance | 3,818 | 1,649 | 25,000 | - | 10,000 | (15,000) | -60.00% |
| 533100 Maintenance of Equipment | 14,265 | 13,405 | 26,616 | 24,286 | 26,835 | 219 | 0.82% |

Village of River Forest
Budget Summary by Account - All Funds
Fiscal Year 2022 Budget

| Expenditures by Account - All Funds | | 2019 Actual | 2020 Actual | 2021 Budget | 2021 Projected | 2022 Budget | Increase (Decrease) | % Inc (Dec) |
|-------------------------------------|-------------------------------|----------------|----------------|----------------|-------------------|----------------|------------------------|----------------|
| 533200 | Maintenance of Vehicles | 109,942 | 126,197 | 135,195 | 143,677 | 141,635 | 6,440 | 4.76% |
| 533300 | Maint of Office Equipment | 11,231 | 12,861 | 12,540 | 11,600 | 12,540 | - | 0.00% |
| 533400 | Maintenance Traffic/St Lights | 92,475 | 57,320 | 67,400 | 55,000 | 67,400 | - | 0.00% |
| 533550 | Maintenance of Trees | 81,204 | 122,711 | 104,500 | 84,000 | 98,500 | (6,000) | -5.74% |
| 533600 | Maintenance of Buildings | 84,067 | 116,628 | 101,720 | 101,750 | 113,070 | 11,350 | 11.16% |
| 533610 | Maintenance of Sidewalks | 55,758 | 55,089 | 55,000 | 55,579 | 55,000 | - | 0.00% |
| 533620 | Maintenance of Streets | 119,187 | 174,605 | 203,000 | 198,932 | 163,000 | (40,000) | -19.70% |
| 533630 | Overhead Sewer Program | 58,054 | 25,710 | 59,000 | 110,000 | 59,000 | - | 0.00% |
| 533631 | Lead Service Line Program | - | - | - | - | 250,000 | 250,000 | 0.00% |
| 533640 | Sewer/Catch Basin Repair | 33,431 | 49,694 | 50,000 | 45,000 | 50,000 | - | 0.00% |
| 534100 | Training | 39,649 | 44,847 | 71,150 | 45,047 | 71,850 | 700 | 0.98% |
| 534200 | Community Support Services | 134,014 | 116,300 | 109,471 | 91,030 | 111,721 | 2,250 | 2.06% |
| 534250 | Travel & Meeting | 20,150 | 18,412 | 35,130 | 3,250 | 26,395 | (8,735) | -24.86% |
| 534275 | WSCDC Contribution | 339,499 | 325,370 | 148,426 | 129,568 | 182,199 | 33,773 | 22.75% |
| 534277 | Citizens Corps Council | - | 823 | 5,000 | 500 | 5,000 | - | 0.00% |
| 534278 | Medical Reserve Corps | - | - | 500 | - | 500 | - | 0.00% |
| 534290 | License Fees | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | - | 0.00% |
| 534300 | Dues & Subscriptions | 45,656 | 54,980 | 56,633 | 56,601 | 57,018 | 385 | 0.68% |
| 534350 | Printing | 16,526 | 14,417 | 14,250 | 11,509 | 11,000 | (3,250) | -22.81% |
| 534400 | Medical & Screening | 23,035 | 12,865 | 31,965 | 22,269 | 31,965 | - | 0.00% |
| 534450 | Testing | 20,282 | 3,959 | 15,000 | 9,200 | 6,000 | (9,000) | -60.00% |
| 534480 | Water Testing | 8,026 | 3,025 | 4,280 | 4,280 | 3,590 | (690) | -16.12% |
| 535300 | Advertising/Legal Notice | 12,931 | 8,322 | 6,850 | 12,860 | 10,000 | 3,150 | 45.99% |
| 535350 | Dumping Fees | 28,064 | 30,873 | 33,000 | 58,000 | 33,000 | - | 0.00% |
| 535400 | Damage Claims | 180,389 | 60,732 | 31,500 | 102,386 | 34,000 | 2,500 | 7.94% |
| 535450 | Street Light Electricity | 27,957 | 28,261 | 27,900 | 23,942 | 27,660 | (240) | -0.86% |
| 535500 | Collection & Disposal | 1,068,452 | 1,107,676 | 1,120,195 | 1,110,697 | 1,142,598 | 22,403 | 2.00% |
| 535510 | Leaf Disposal | 78,627 | 88,658 | 72,000 | 59,765 | 72,000 | - | 0.00% |
| 535600 | Community & Employee Programs | 34,896 | 41,890 | 24,250 | 41,544 | 29,250 | 5,000 | 20.62% |
| 535700 | GEMT Expenses | - | - | 12,000 | 12,000 | - | (12,000) | -100.00% |
| Total Contractual Services | | 4,610,359 | 4,358,311 | 4,365,047 | 4,373,523 | 4,805,174 | 440,127 | 10.08% |
| Commodities | | | | | | | | |
| 540100 | Office Supplies | 25,564 | 27,791 | 28,125 | 24,710 | 28,185 | 60 | 0.21% |
| 540150 | Equipment | 615 | 42,016 | 3,150 | 142,010 | 3,150 | - | 0.00% |
| 540200 | Gas & Oil | 89,180 | 84,173 | 80,898 | 69,742 | 78,366 | (2,532) | -3.13% |
| 540300 | Uniforms Sworn Personnel | 43,675 | 49,265 | 46,133 | 42,715 | 47,333 | 1,200 | 2.60% |
| 540310 | Uniforms Other Personnel | 7,346 | 7,050 | 8,175 | 5,333 | 8,175 | - | 0.00% |
| 540400 | Prisoner Care | 2,094 | 2,271 | 3,540 | 4,509 | 3,650 | 110 | 3.11% |
| 540500 | Vehicle Parts | 12,416 | 18,741 | 18,000 | 13,500 | 18,000 | - | 0.00% |
| 540600 | Operating Supplies/Equipment | 117,667 | 135,620 | 185,688 | 173,120 | 300,619 | 114,931 | 61.89% |
| 540601 | Radios | 7,330 | 4,179 | 8,350 | 7,810 | 8,350 | - | 0.00% |
| 540602 | Firearms and Range Supplies | 13,653 | 16,291 | 17,640 | 14,740 | 18,640 | 1,000 | 5.67% |
| 540603 | Evidence Supplies | 10,250 | 10,437 | 7,650 | 7,279 | 7,650 | - | 0.00% |
| 540605 | DUI Expenditures | 6,379 | 7,376 | 5,938 | 5,500 | 4,851 | (1,087) | -18.31% |
| 540610 | Drug Forfeiture Expenditures | 3,975 | 2,210 | 534 | 3,390 | 318 | (216) | -40.45% |
| 540615 | Article 36 Seizures | 8,895 | - | 2,314 | 2,100 | 1,871 | (443) | -19.14% |
| 540620 | Cannabis Tax Act Expenditures | - | - | 4,500 | 3,500 | 4,465 | (35) | -0.78% |
| 540800 | Trees | 27,626 | 29,656 | 36,000 | 36,000 | 36,000 | - | 0.00% |
| 541300 | Postage | 16,721 | 20,329 | 20,300 | 18,655 | 19,213 | (1,087) | -5.35% |
| 542100 | Snow & Ice Control | 33,867 | 54,883 | 81,876 | 60,000 | 54,428 | (27,448) | -33.52% |
| 542200 | Water From Chicago | 1,602,809 | 1,480,397 | 1,602,515 | 1,831,873 | 1,850,897 | 248,382 | 15.50% |
| 543100 | Miscellaneous Expenses | 17,030 | 36,408 | 31,510 | 30,314 | 32,195 | 685 | 2.17% |
| Total Commodities | | 2,047,092 | 2,029,091 | 2,192,836 | 2,496,800 | 2,526,356 | 333,520 | 15.21% |
| Depreciation/Gain/Loss | | | | | | | | |
| 550010 | Depreciation | 356,031 | 379,731 | 355,000 | 355,000 | 355,000 | - | 0.00% |
| 550050 | Gain on Disposal of Assets | - | (32,196) | - | - | - | - | 0.00% |
| Total Depreciation/Gain/Loss | | 356,031 | 347,535 | 355,000 | 355,000 | 355,000 | - | 0.00% |
| Capital Outlay | | | | | | | | |
| 550500 | Building Improvements | 374,722 | 82,044 | 60,160 | - | 136,300 | 76,140 | 126.56% |

Village of River Forest
Budget Summary by Account - All Funds
Fiscal Year 2022 Budget

| Expenditures by Account - All Funds | | 2019 | 2020 | 2021 | 2021 | 2022 | Increase | % Inc |
|-------------------------------------|--|-------------------|-------------------|-------------------|-------------------|-------------------|------------------|--------------|
| | | Actual | Actual | Budget | Projected | Budget | (Decrease) | (Dec) |
| 550700 | Property Purchase | - | 467,616 | - | - | - | - | 0.00% |
| 551150 | Sewer System Improvements | 173,990 | 175,677 | 175,000 | 138,908 | 375,000 | 200,000 | 114.29% |
| 551205 | Streetscape Improvements | 21,817 | 258,452 | 298,380 | 135,000 | 46,000 | (252,380) | -84.58% |
| 551210 | Parking Lot Improvements | 34,250 | 59,150 | - | - | - | - | 0.00% |
| 551250 | Alley Improvements | 234,300 | 917,471 | 300,000 | 239,000 | 1,850,000 | 1,550,000 | 516.67% |
| 551300 | Water System Improvements | 58,298 | 312,170 | 943,000 | 660,000 | 1,448,000 | 505,000 | 53.55% |
| 551400 | Meter Replacement Program | 16,195 | 21,290 | 7,500 | 7,500 | - | (7,500) | -100.00% |
| 554300 | Other Improvements | 36,012 | 187,087 | 14,576 | 14,576 | 54,000 | 39,424 | 270.47% |
| 558610 | Furniture and Equipment | 7,650 | 15,640 | 17,190 | 56,192 | - | (17,190) | -100.00% |
| 558620 | Information Technology Equip | 130,004 | 281,656 | 888,600 | 195,000 | 402,820 | (485,780) | -54.67% |
| 558700 | Police Vehicles | 85,861 | 123,640 | 45,780 | - | 138,660 | 92,880 | 202.88% |
| 558720 | Police Equipment | 77,557 | 22,505 | 58,444 | 20,220 | 22,450 | (35,994) | -61.59% |
| 558800 | Fire Vehicles | 27,233 | - | 33,500 | - | 83,500 | 50,000 | 149.25% |
| 558850 | Fire Equipment | 58,026 | 33,602 | 45,000 | - | 45,000 | - | 0.00% |
| 558910 | Public Works Vehicles | 177,821 | - | 213,500 | 65,600 | 215,000 | 1,500 | 0.70% |
| 558925 | Public Works Equipment | - | 87,431 | 250,000 | 3,420 | 180,000 | (70,000) | -28.00% |
| 559100 | Street Improvements | 642,852 | 722,824 | 795,000 | 793,061 | 670,000 | (125,000) | -15.72% |
| Total Capital Outlay | | 2,156,588 | 3,768,255 | 4,145,630 | 2,328,477 | 5,666,730 | 1,521,100 | 36.69% |
| Debt Service | | | | | | | | |
| 560033 | 2018 GO Bond Principal | 246,000 | 254,000 | - | - | - | - | 0.00% |
| 560034 | 2018 GO Bond Interest | 7,584 | 5,461 | - | - | - | - | 0.00% |
| 560035 | 2020 GO Bond Principal | - | - | 262,500 | 262,500 | 262,500 | - | 0.00% |
| 560036 | 2020 GO Bond Interest | - | - | 4,681 | 4,813 | 2,511 | (2,170) | -46.36% |
| 560071 | 2008B Alt Rev Interest (WS) | 4,059 | - | - | - | - | - | 0.00% |
| 560081 | Interfund Loan Interest | 37,520 | 53,942 | 53,542 | 56,190 | 56,190 | 2,648 | 4.95% |
| 560103 | Community Bk Loan Interest (WS) | 250 | - | - | - | - | - | 0.00% |
| 560104 | IEPA Loan Principal (WS) | - | - | 648,794 | 648,794 | 663,212 | 14,418 | 2.22% |
| 560105 | IEPA Loan Interest (WS) | 290,674 | 276,753 | 268,352 | 268,352 | 253,934 | (14,418) | -5.37% |
| Total Debt Service | | 586,087 | 590,156 | 1,237,869 | 1,240,649 | 1,238,347 | 478 | 0.04% |
| Transfers | | | | | | | | |
| 575000 | County Reimbursements | - | - | - | 40,374 | - | - | 0.00% |
| 575013 | Transfer to Capital Equipment Repl Fun | 424,171 | 456,795 | 112,552 | 112,552 | 126,235 | 13,683 | 12.16% |
| 575032 | Transfer to TIF-North Avenue | 2,379 | - | - | - | - | - | 0.00% |
| Total Transfers | | 426,550 | 456,795 | 112,552 | 152,926 | 126,235 | 13,683 | 12.16% |
| Total Expenditures | | 26,758,785 | 28,839,336 | 31,380,907 | 28,857,735 | 33,821,529 | 2,440,622 | 7.78% |

General Fund

The General Fund is used to account for all revenues and expenditures used to finance traditional services associated with municipal government which are not required to be accounted for in other funds. The main components of these expenditures consist of Administrative, Police, Fire, and Public Works. The primary revenues used to finance these functions are the property tax, sales tax, utility tax, income tax, real estate transfer tax, refuse charges, vehicle licenses, and various fees and permit charges.

**Village of River Forest
General Fund
Budget Detail by Account
Fiscal Year 2022 Budget**

| Account Number | Description | 2019 Actual | 2020 Actual | 2021 Budget | 2021 Projected | 2022 Budget | Increase (Decrease) | % Inc (Dec) |
|------------------|-------------------------------|------------------|------------------|------------------|-------------------|------------------|------------------------|----------------|
| 01 | General Fund | | | | | | | |
| 01-00-00-41-1000 | Property Tax-Prior Years | 3,047,411 | 3,162,428 | 3,278,104 | 3,270,715 | 3,153,861 | (124,243) | -3.79% |
| 01-00-00-41-1021 | Property Tax-Current Year | 3,378,532 | 3,470,599 | 3,424,403 | 3,464,307 | 3,402,836 | (21,567) | -0.63% |
| | Property Taxes | 6,425,943 | 6,633,027 | 6,702,507 | 6,735,022 | 6,556,697 | (145,810) | -2.18% |
| 01-00-00-41-1150 | Replacement Tax | 138,628 | 151,747 | 177,760 | 148,301 | 146,818 | (30,942) | -17.41% |
| 01-00-00-41-1190 | Restaurant Tax | 164,490 | 151,323 | 100,882 | 143,664 | 145,101 | 44,219 | 43.83% |
| 01-00-00-41-1200 | Sales Tax | 1,871,397 | 1,844,478 | 1,725,566 | 1,807,544 | 1,832,850 | 107,284 | 6.22% |
| 01-00-00-41-1205 | State Use Tax | 339,663 | 406,340 | 441,294 | 507,537 | 497,154 | 55,860 | 12.66% |
| 01-00-00-41-1210 | Non-Home Rule Sales Tax | 846,725 | 780,935 | 661,180 | 636,971 | 643,341 | (17,839) | -2.70% |
| 01-00-00-41-1250 | Income Tax | 1,084,678 | 1,210,870 | 1,133,580 | 1,198,197 | 1,238,975 | 105,395 | 9.30% |
| 01-00-00-41-1450 | Transfer Tax | 121,728 | 126,594 | 118,295 | 138,833 | 128,614 | 10,319 | 8.72% |
| 01-00-00-41-1460 | Communication Tax | 269,441 | 229,384 | 219,348 | 194,726 | 184,990 | (34,358) | -15.66% |
| 01-00-00-41-1475 | Utility Tax Elec | 441,078 | 413,046 | 431,462 | 441,885 | 466,494 | 35,032 | 8.12% |
| 01-00-00-41-1480 | Utility Tax Gas | 186,938 | 167,825 | 175,000 | 180,000 | 176,496 | 1,496 | 0.85% |
| 01-00-00-41-1490 | Local Gasoline Tax | - | - | - | 92,862 | 95,000 | 95,000 | 0.00% |
| 01-00-00-41-1600 | Cannabis State Excise Tax | - | 2,355 | 4,500 | 8,317 | 8,935 | 4,435 | 98.56% |
| | Other Taxes | 5,464,766 | 5,484,895 | 5,188,867 | 5,498,837 | 5,564,768 | 375,901 | 7.24% |
| 01-00-00-42-2115 | Pet Licenses | 1,470 | 930 | 2,000 | 1,400 | 2,000 | - | 0.00% |
| 01-00-00-42-2120 | Vehicle Licenses | 307,159 | 294,338 | 295,000 | 279,014 | 290,000 | (5,000) | -1.69% |
| 01-00-00-42-2125 | Cab License | 500 | - | - | - | - | - | 0.00% |
| 01-00-00-42-2345 | Contractor's License Fees | 77,270 | 75,936 | 93,510 | 97,560 | 99,511 | 6,001 | 6.42% |
| 01-00-00-42-2350 | Business Licenses | 18,845 | 20,188 | 21,000 | 21,356 | 21,000 | - | 0.00% |
| 01-00-00-42-2355 | Tent Licenses | 180 | 90 | 300 | 90 | 300 | - | 0.00% |
| 01-00-00-42-2360 | Building Permits | 319,739 | 1,058,868 | 517,525 | 481,966 | 541,605 | 24,080 | 4.65% |
| 01-00-00-42-2361 | Plumbing Permits | 38,660 | 41,805 | 40,880 | 41,794 | 42,630 | 1,750 | 4.28% |
| 01-00-00-42-2362 | Electrical Permits | 38,421 | 62,975 | 49,600 | 49,609 | 50,600 | 1,000 | 2.02% |
| 01-00-00-42-2364 | Reinspection Fees | 6,300 | 4,200 | 5,000 | 3,900 | 5,000 | - | 0.00% |
| 01-00-00-42-2365 | Bonfire Permits | 30 | 90 | 60 | 60 | 60 | - | 0.00% |
| 01-00-00-42-2366 | Beekeeping Permit | 75 | - | 150 | 25 | 150 | - | 0.00% |
| 01-00-00-42-2368 | Solicitors Permits | 1,100 | 950 | 1,200 | 600 | 1,200 | - | 0.00% |
| 01-00-00-42-2369 | Zoning Variation Fee | - | - | - | 3,750 | 3,000 | 3,000 | 0.00% |
| 01-00-00-42-2370 | Film Crew License | 6,900 | 3,000 | 5,100 | 5,250 | 4,813 | (287) | -5.63% |
| 01-00-00-42-2520 | Liquor Licenses | 25,600 | 26,300 | 25,000 | 22,500 | 23,500 | (1,500) | -6.00% |
| 01-00-00-42-2570 | Cable/Video Svc Provider Fees | 211,687 | 209,755 | 212,530 | 203,376 | 209,888 | (2,642) | -1.24% |
| | Licenses & Permits | 1,053,935 | 1,799,425 | 1,268,855 | 1,212,250 | 1,295,257 | 26,402 | 2.08% |
| 01-00-00-43-3065 | Police Reports | 2,437 | 1,991 | 2,200 | 2,200 | 2,200 | - | 0.00% |
| 01-00-00-43-3070 | Fire Reports | 577 | 250 | 375 | 400 | 400 | 25 | 6.67% |
| 01-00-00-43-3180 | Garbage Collection | 1,063,818 | 1,101,687 | 1,120,195 | 1,110,697 | 1,142,598 | 22,403 | 2.00% |
| 01-00-00-43-3185 | Penalties on Garbage Fees | 7,205 | 7,333 | 7,475 | 7,282 | 7,625 | 150 | 2.01% |
| 01-00-00-43-3200 | Metra Daily Parking | 46,717 | 39,803 | 3,046 | 3,761 | 8,790 | 5,744 | 188.58% |
| 01-00-00-43-3220 | Parking Lot Permit Fees | 85,847 | 103,757 | 39,922 | 68,884 | 75,000 | 35,078 | 87.87% |
| 01-00-00-43-3225 | Administrative Towing Fees | 104,000 | 90,700 | 120,497 | 82,500 | 102,175 | (18,322) | -15.21% |
| 01-00-00-43-3230 | Animal Release Fees | 90 | - | - | - | - | - | 0.00% |
| 01-00-00-43-3515 | NSF Fees | 125 | 25 | 200 | - | 200 | - | 0.00% |
| 01-00-00-43-3530 | 50/50 Sidewalk Program | 5,343 | 1,770 | 10,000 | 93 | 10,000 | - | 0.00% |
| 01-00-00-43-3536 | Elevator Inspection Fees | 4,400 | 4,450 | 4,250 | 4,450 | 4,450 | 200 | 4.71% |
| 01-00-00-43-3537 | Elevator Reinspection Fees | 1,050 | 250 | 400 | 300 | 400 | - | 0.00% |
| 01-00-00-43-3540 | ROW Encroachment Fees | 1,100 | 1,200 | - | - | - | - | 0.00% |
| 01-00-00-43-3550 | Ambulance Fees | 388,119 | 404,824 | 396,000 | 333,463 | 350,000 | (46,000) | -11.62% |
| 01-00-00-43-3554 | CPR Fees | 1,480 | 680 | 1,000 | 960 | 1,000 | - | 0.00% |
| 01-00-00-43-3557 | Car Fire & Extrication Fee | 1,000 | 500 | 1,000 | 500 | 500 | (500) | -50.00% |
| 01-00-00-43-3560 | State Highway Maintenance | 45,673 | 62,612 | 61,659 | 63,565 | 63,565 | 1,906 | 3.09% |
| | Charges for Services | 1,758,979 | 1,821,832 | 1,768,219 | 1,679,055 | 1,768,903 | 684 | 0.04% |
| 01-00-00-44-4230 | Police Tickets | 184,382 | 163,689 | 98,944 | 110,628 | 162,126 | 63,182 | 63.86% |
| 01-00-00-44-4240 | Automated Traffic Enf Fines | 35,531 | 36,944 | 41,064 | 41,904 | 41,904 | 840 | 2.05% |
| 01-00-00-44-4300 | Local Ordinance Tickets | 4,798 | 2,084 | 3,947 | 15,169 | 6,256 | 2,309 | 58.50% |
| 01-00-00-44-4430 | Court Fines | 46,581 | 32,585 | 49,687 | 48,913 | 46,143 | (3,544) | -7.13% |
| 01-00-00-44-4435 | DUI Fines | 9,542 | 6,750 | 5,938 | 6,359 | 4,851 | (1,087) | -18.31% |
| 01-00-00-44-4436 | Drug Forfeiture Revenue | - | - | 534 | 300 | 318 | (216) | -40.45% |

**Village of River Forest
General Fund
Budget Detail by Account
Fiscal Year 2022 Budget**

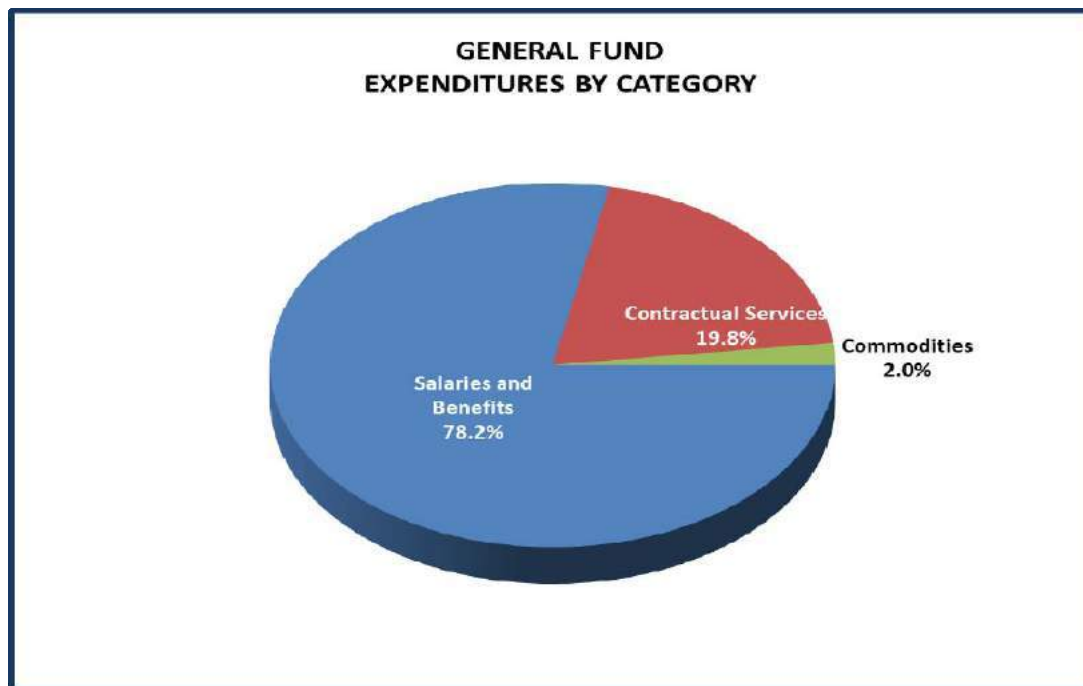
| Account Number | Description | 2019 Actual | 2020 Actual | 2021 Budget | 2021 Projected | 2022 Budget | Increase (Decrease) | % Inc (Dec) |
|------------------|-----------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|------------------------|----------------|
| 01-00-00-44-4439 | Article 36 Forfeited Funds | - | - | 2,314 | 800 | 1,871 | (443) | -19.14% |
| 01-00-00-44-4440 | Building Construction Citation | 11,750 | 385 | 5,000 | 19,142 | 6,000 | 1,000 | 20.00% |
| | Fines & Forfeits | 292,584 | 242,437 | 207,428 | 243,215 | 269,469 | 62,041 | 29.91% |
| 01-00-00-45-5100 | Interest | 130,766 | 156,411 | 136,712 | 99,571 | 75,227 | (61,485) | -44.97% |
| 01-00-00-45-5200 | Net Change in Fair Value | 10,400 | 13,656 | - | - | - | - | 0.00% |
| | Interest | 141,166 | 170,067 | 136,712 | 99,571 | 75,227 | (61,485) | -44.97% |
| 01-00-00-46-6410 | Miscellaneous | 8,849 | 110,093 | 9,735 | 7,540 | 10,000 | 265 | 2.72% |
| 01-00-00-46-6411 | Miscellaneous Public Safety | 2,324 | 2,663 | 3,500 | 1,810 | 2,750 | (750) | -21.43% |
| 01-00-00-46-6412 | Reimbursements-Crossing Guards | 70,881 | 65,745 | 64,836 | 32,135 | 67,286 | 2,450 | 3.78% |
| 01-00-00-46-6415 | Reimbursement of Expenses | 36,610 | 472 | 10,000 | 5,000 | 10,000 | - | 0.00% |
| 01-00-00-46-6417 | IRMA Reimbursements | 178,767 | 43,557 | 50,000 | 85,004 | 50,000 | - | 0.00% |
| 01-00-00-46-6510 | T-Mobile Lease | 41,503 | 36,000 | 36,000 | 36,000 | 36,000 | - | 0.00% |
| 01-00-00-46-6511 | WSCDC Rental Income | 50,688 | 51,720 | 52,874 | 52,752 | 53,570 | 696 | 1.32% |
| 01-00-00-46-8001 | IRMA Excess | (199,131) | 184,122 | 200,000 | 155,058 | 200,000 | - | 0.00% |
| | Miscellaneous | 190,492 | 494,373 | 426,945 | 375,299 | 429,606 | 2,661 | 0.62% |
| 01-00-00-46-6521 | Law Enforcement Training Reimb | 3,976 | - | 5,700 | 3,800 | 5,700 | - | 0.00% |
| 01-00-00-46-6524 | ISEARCH Grant | 8,750 | 8,925 | 9,125 | 8,925 | 8,925 | (200) | -2.19% |
| 01-00-00-46-6525 | Bullet Proof Vest Reimb-DOJ | 1,479 | 2,535 | 3,819 | 2,700 | 4,000 | 181 | 4.74% |
| 01-00-00-46-6528 | IDOT Traffic Safety Grant | 4,824 | 7,112 | 28,217 | 9,188 | 10,861 | (17,356) | -61.51% |
| 01-00-00-46-6532 | Grants | - | 29,400 | 160,942 | 256,180 | - | (160,942) | -100.00% |
| 01-00-00-46-6615 | MABAS Grant | 1,017 | 232 | - | - | - | - | 0.00% |
| 01-00-00-46-6620 | State Fire Marshal Training | 1,114 | 5,759 | 1,000 | 1,262 | 1,475 | 475 | 47.50% |
| 01-00-00-46-7388 | Sustainability Comm Donations | 83 | 12,000 | - | 5,000 | - | - | 0.00% |
| | Grants & Contributions | 21,242 | 65,963 | 208,803 | 287,055 | 30,961 | (177,842) | -85.17% |
| 01-00-00-48-8000 | Sale of Property | - | - | 1,000 | - | 1,000 | - | 0.00% |
| | Other Financing Sources | - | - | 1,000 | - | 1,000 | - | 0.00% |
| | Revenue | 15,349,106 | 16,712,017 | 15,909,336 | 16,130,304 | 15,991,888 | 82,552 | 0.52% |

General Fund- Expenditures by Category

| | FY 2019 ACTUAL | FY 2020 ACTUAL | FY 2021 BUDGET | FY 2021 PROJECTED | FY 2022 BUDGET | \$CHNG FY21/22 | % CHNG FY21/22 |
|--|-------------------|-------------------|-------------------|----------------------|-------------------|-------------------|-------------------|
|--|-------------------|-------------------|-------------------|----------------------|-------------------|-------------------|-------------------|

EXPENDITURES BY CATEGORY

| | | | | | | | |
|-----------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-----------------|---------------|
| Personal Services | 7,047,340 | 7,069,217 | 7,634,087 | 6,952,264 | 7,598,620 | (35,467) | -0.46% |
| Employee Benefits | 4,340,661 | 4,687,626 | 5,367,998 | 4,786,607 | 5,379,565 | 11,567 | 0.22% |
| Salaries and Benefits | 11,388,001 | 11,756,843 | 13,002,085 | 11,738,871 | 12,978,185 | (23,900) | -0.18% |
| Contractual Services | 3,768,669 | 3,638,902 | 3,270,092 | 3,333,797 | 3,286,373 | 16,281 | 0.50% |
| Commodities | 367,030 | 428,967 | 373,079 | 497,470 | 327,062 | (46,017) | -12.33% |
| Capital Outlay | - | 38,253 | - | - | - | - | 0.00% |
| Transfers | 426,550 | 456,795 | - | - | - | - | 0.00% |
| TOTAL | 15,950,250 | 16,319,760 | 16,645,256 | 15,570,138 | 16,591,620 | (53,636) | -0.32% |



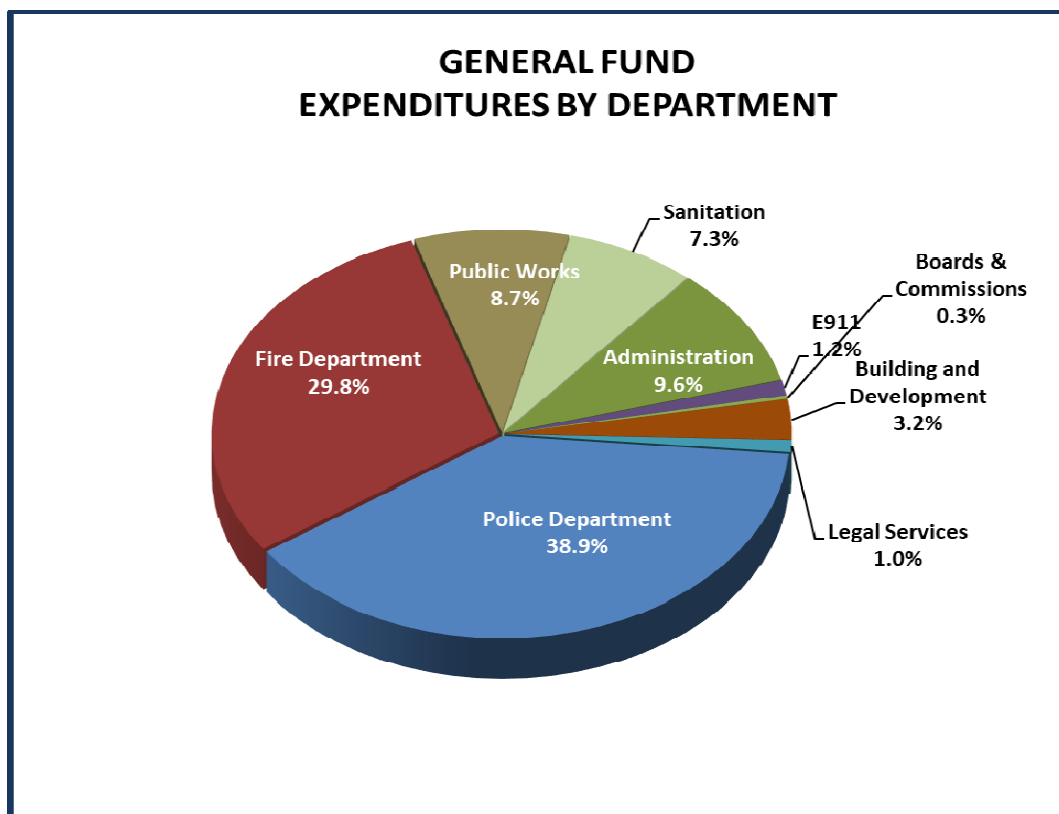
General Fund Expenditures by Department

| | FY 2019 ACTUAL | FY 2020 ACTUAL | FY 2021 BUDGET | FY 2021 PROJECTED | FY 2022 BUDGET | \$CHNG FY21/22 | % CHNG FY21/22 |
|--|-------------------|-------------------|-------------------|----------------------|-------------------|-------------------|-------------------|
|--|-------------------|-------------------|-------------------|----------------------|-------------------|-------------------|-------------------|

EXPENDITURES BY DEPARTMENT

| | | | | | | | |
|--------------------------|-----------|-----------|-----------|-----------|-----------|-----------|--------|
| Administration | 1,663,114 | 1,674,079 | 1,581,114 | 1,603,282 | 1,596,857 | 15,743 | 1.00% |
| E911 | 347,499 | 334,193 | 167,976 | 138,468 | 200,749 | 32,773 | 19.51% |
| Boards & Commissions | 122,456 | 44,829 | 49,464 | 77,036 | 47,337 | (2,127) | -4.30% |
| Building and Development | 438,294 | 474,370 | 504,047 | 478,546 | 538,123 | 34,076 | 6.76% |
| Legal Services | 206,534 | 227,459 | 162,000 | 208,915 | 162,000 | - | 0.00% |
| Police Department | 5,981,907 | 6,060,944 | 6,674,045 | 5,793,597 | 6,446,691 | (227,354) | -3.41% |
| Fire Department | 4,362,399 | 4,630,633 | 4,793,461 | 4,573,206 | 4,938,161 | 144,700 | 3.02% |
| Public Works | 1,680,967 | 1,676,919 | 1,520,454 | 1,526,626 | 1,446,604 | (73,850) | -4.86% |
| Sanitation | 1,147,079 | 1,196,334 | 1,192,695 | 1,170,462 | 1,215,098 | 22,403 | 1.88% |

| | | | | | | | |
|-------|------------|------------|------------|------------|------------|----------|--------|
| TOTAL | 15,950,250 | 16,319,760 | 16,645,256 | 15,570,138 | 16,591,620 | (53,636) | -0.32% |
|-------|------------|------------|------------|------------|------------|----------|--------|



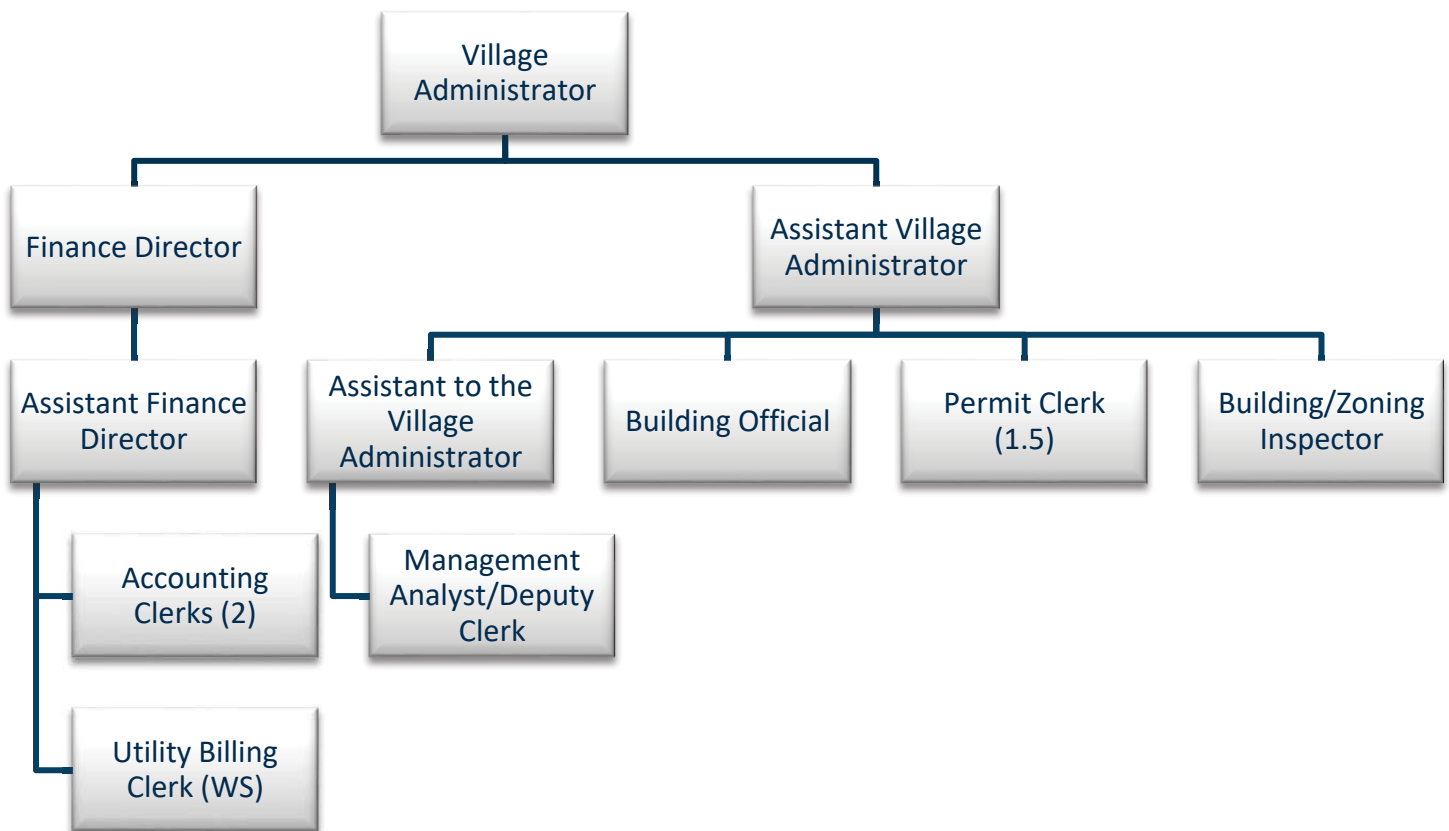
**Village of River Forest
General Fund
Budget Summary by Account
Fiscal Year 2022 Budget**

| ACCOUNT NUMBER | DESCRIPTION | 2019 Actual | 2020 Actual | 2021 Budget | 2021 Projected | 2022 Budget | Increase (Decrease) | % Inc (Dec) |
|-----------------------------|-------------------------------|----------------|----------------|----------------|-------------------|----------------|------------------------|----------------|
| Personal Services | | | | | | | | |
| 510100 | Salaries Sworn | 4,484,695 | 4,471,593 | 4,988,217 | 4,299,141 | 4,905,053 | (83,164) | -1.67% |
| 510200 | Salaries Regular | 1,564,506 | 1,599,805 | 1,681,997 | 1,617,254 | 1,729,973 | 47,976 | 2.85% |
| 511500 | Specialist Pay | 184,741 | 189,575 | 186,317 | 180,887 | 190,720 | 4,403 | 2.36% |
| 511600 | Holiday Pay | 187,106 | 189,418 | 218,622 | 198,794 | 213,215 | (5,407) | -2.47% |
| 511700 | Overtime | 461,864 | 422,774 | 381,250 | 523,356 | 405,229 | 23,979 | 6.29% |
| 511727 | IDOT STEP Overtime | 4,005 | 5,388 | 28,217 | 8,060 | 10,861 | (17,356) | -61.51% |
| 511750 | Compensated Absences-Retiremt | 39,475 | 68,525 | - | - | - | - | 0.00% |
| 511800 | Educational Incentives | 50,590 | 52,800 | 54,850 | 51,850 | 49,150 | (5,700) | -10.39% |
| 511950 | Insurance Refusal Reim | 4,972 | 4,375 | 4,534 | 4,128 | 2,433 | (2,101) | -46.34% |
| 513000 | Part-Time Salaries | 65,386 | 64,964 | 90,083 | 68,794 | 91,986 | 1,903 | 2.11% |
| | Total Personal Services | 7,047,340 | 7,069,217 | 7,634,087 | 6,952,264 | 7,598,620 | (35,467) | -0.46% |
| Employee Benefits | | | | | | | | |
| 520100 | ICMA Retirement Contract | - | 13,320 | 13,805 | - | - | (13,805) | -100.00% |
| 520320 | FICA | 103,317 | 100,441 | 108,960 | 106,947 | 112,774 | 3,814 | 3.50% |
| 520326 | Medicare | 97,693 | 98,445 | 110,649 | 95,765 | 110,377 | (272) | -0.25% |
| 520331 | IMRF | 188,177 | 166,113 | 198,969 | 187,471 | 207,236 | 8,267 | 4.15% |
| 520350 | Employee Assistance Program | 1,804 | 1,827 | 1,850 | 1,850 | 1,850 | - | 0.00% |
| 520376 | Fringe Benefits | 18,512 | 19,257 | 20,784 | 20,724 | 21,696 | 912 | 4.39% |
| 520401 | Health Insurance | 998,474 | 932,038 | 1,080,077 | 1,017,059 | 991,070 | (89,007) | -8.24% |
| 520421 | Health Insurance - Retirees | 137,544 | 141,632 | 133,146 | 125,764 | 128,187 | (4,959) | -3.72% |
| 520426 | Life Insurance | 4,398 | 4,575 | 4,912 | 5,113 | 4,780 | (132) | -2.69% |
| 520431 | VEBA Contributions | 132,997 | 131,160 | 169,978 | 172,267 | 162,810 | (7,168) | -4.22% |
| 520500 | Wellness Program | 1,644 | 3,021 | 3,250 | 3,715 | - | (3,250) | -100.00% |
| 530009 | Police Pension Contribution | 1,462,304 | 1,584,889 | 1,830,611 | 1,559,491 | 1,874,179 | 43,568 | 2.38% |
| 530010 | Fire Pension Contribution | 1,193,797 | 1,490,909 | 1,691,007 | 1,490,441 | 1,764,606 | 73,599 | 4.35% |
| | Total Employee Benefits | 4,340,661 | 4,687,626 | 5,367,998 | 4,786,607 | 5,379,565 | 11,567 | 0.22% |
| Contractual Services | | | | | | | | |
| 530200 | Communications | 34,628 | 29,355 | 28,862 | 45,731 | 41,997 | 13,135 | 45.51% |
| 530300 | Audit Services | 17,375 | 23,858 | 21,920 | 20,798 | 24,500 | 2,580 | 11.77% |
| 530350 | Actuarial Services | 2,730 | 6,405 | 3,175 | 3,335 | 6,680 | 3,505 | 110.39% |
| 530370 | Professional Services | 9,336 | 9,552 | 10,470 | 12,910 | 13,045 | 2,575 | 24.59% |
| 530380 | Consulting Services | 213,791 | 117,247 | 152,500 | 133,860 | 164,500 | 12,000 | 7.87% |
| 530385 | Administrative Adjudication | 20,690 | 17,334 | 23,740 | 18,158 | 23,740 | - | 0.00% |
| 530400 | Secretarial Services | 4,099 | 4,047 | 4,000 | 9,500 | 5,000 | 1,000 | 25.00% |
| 530410 | IT Support | 182,348 | 183,528 | 146,687 | 198,820 | 173,408 | 26,721 | 18.22% |
| 530420 | Legal Services | 36,846 | 60,562 | 38,000 | 74,840 | 40,000 | 2,000 | 5.26% |
| 530425 | Village Attorney | 160,130 | 171,113 | 120,000 | 134,075 | 120,000 | - | 0.00% |
| 530426 | Village Prosecutor | 12,533 | 10,504 | 12,000 | 12,000 | 12,000 | - | 0.00% |
| 530429 | Vehicle Sticker Program | 15,442 | 16,070 | 17,355 | 17,645 | 18,625 | 1,270 | 7.32% |
| 530430 | Animal Control | 940 | 1,050 | 2,500 | 1,892 | 2,200 | (300) | -12.00% |
| 531100 | Health/Inspection Services | 15,450 | 15,450 | 15,450 | 15,450 | 15,450 | - | 0.00% |
| 531250 | Unemployment Claims | 9,405 | 32,126 | 5,000 | 3,500 | 5,000 | - | 0.00% |
| 531300 | Inspection Services | 62,190 | 61,588 | 69,490 | 56,556 | 68,920 | (570) | -0.82% |
| 531305 | Plan Review Services | 17,668 | 51,337 | 25,000 | 36,953 | 20,000 | (5,000) | -20.00% |
| 531310 | Julie Notifications | 912 | 878 | 1,000 | 1,000 | 1,000 | - | 0.00% |
| 532100 | Bank Fees | 9,776 | 10,550 | 12,028 | 13,249 | 13,911 | 1,883 | 15.66% |
| 532200 | Liability Insurance | 272,553 | 267,617 | 255,539 | 238,581 | 229,396 | (26,143) | -10.23% |
| 532250 | IRMA Liability Deductible | 138,603 | 44,238 | 15,000 | 30,300 | 10,000 | (5,000) | -33.33% |
| 533100 | Maintenance of Equipment | 14,265 | 13,405 | 26,616 | 24,286 | 26,835 | 219 | 0.82% |
| 533200 | Maintenance of Vehicles | 95,688 | 118,990 | 127,195 | 137,177 | 133,635 | 6,440 | 5.06% |
| 533300 | Maint of Office Equipment | 10,185 | 11,086 | 11,540 | 9,600 | 11,540 | - | 0.00% |
| 533400 | Maintenance Traffic/St Lights | 92,475 | 57,320 | 67,400 | 55,000 | 67,400 | - | 0.00% |
| 533550 | Tree Maintenance | 81,204 | 122,711 | 104,500 | 84,000 | 98,500 | (6,000) | -5.74% |
| 533600 | Maintenance of Buildings | 63,481 | 82,284 | 78,170 | 83,750 | 73,520 | (4,650) | -5.95% |
| 533610 | Maintenance of Sidewalks | 55,758 | 55,089 | 55,000 | 55,579 | 55,000 | - | 0.00% |

**Village of River Forest
General Fund
Budget Summary by Account
Fiscal Year 2022 Budget**

| ACCOUNT NUMBER | DESCRIPTION | 2019 Actual | 2020 Actual | 2021 Budget | 2021 Projected | 2022 Budget | Increase (Decrease) | % Inc (Dec) |
|---------------------------|---------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|------------------------|----------------|
| 533620 | Maintenance of Streets | 103,630 | 132,551 | 58,000 | 59,915 | 8,000 | (50,000) | -86.21% |
| 534100 | Training | 37,682 | 43,052 | 65,500 | 41,697 | 65,200 | (300) | -0.46% |
| 534200 | Community Support Services | 134,014 | 116,300 | 109,471 | 91,030 | 111,721 | 2,250 | 2.06% |
| 534250 | Travel & Meeting | 17,662 | 15,303 | 29,445 | 2,000 | 22,210 | (7,235) | -24.57% |
| 534275 | WSCDC Contribution | 339,499 | 325,370 | 148,426 | 129,568 | 182,199 | 33,773 | 22.75% |
| 534277 | Citizens Corps Council | - | 823 | 5,000 | 500 | 5,000 | - | 0.00% |
| 534278 | Medical Reserve Corp | - | - | 500 | - | 500 | - | 0.00% |
| 534300 | Dues & Subscriptions | 42,876 | 51,199 | 53,553 | 53,811 | 53,968 | 415 | 0.77% |
| 534350 | Printing | 11,140 | 10,947 | 7,700 | 9,168 | 6,500 | (1,200) | -15.58% |
| 534400 | Medical & Screening | 21,235 | 9,235 | 26,265 | 20,219 | 27,265 | 1,000 | 3.81% |
| 534450 | Testing | 20,282 | 3,959 | 15,000 | 9,200 | 6,000 | (9,000) | -60.00% |
| 535300 | Advertising/Legal Notice | 7,549 | 7,146 | 4,250 | 12,610 | 7,500 | 3,250 | 76.47% |
| 535350 | Dumping Fees | 12,926 | 7,958 | 13,000 | 28,000 | 13,000 | - | 0.00% |
| 535400 | Damage Claims | 159,741 | 53,282 | 27,500 | 99,586 | 30,000 | 2,500 | 9.09% |
| 535450 | St Light Electricity | 27,957 | 28,261 | 27,900 | 23,942 | 27,660 | (240) | -0.86% |
| 535500 | Collection & Disposal | 1,068,452 | 1,107,676 | 1,120,195 | 1,110,697 | 1,142,598 | 22,403 | 2.00% |
| 535510 | Leaf Disposal | 78,627 | 88,658 | 72,000 | 59,765 | 72,000 | - | 0.00% |
| 535600 | Community and Emp Programs | 34,896 | 41,890 | 24,250 | 41,544 | 29,250 | 5,000 | 20.62% |
| 535700 | GEMT Expenses | - | - | 12,000 | 12,000 | - | (12,000) | 0.00% |
| | Total Contractual Services | 3,768,669 | 3,638,902 | 3,270,092 | 3,333,797 | 3,286,373 | 16,281 | 0.50% |
| Commodities | | | | | | | | |
| 540100 | Office Supplies | 24,886 | 27,597 | 27,625 | 24,510 | 27,685 | 60 | 0.22% |
| 540150 | Equipment | 615 | 42,016 | 3,150 | 142,010 | 3,150 | - | 0.00% |
| 540200 | Gas & Oil | 77,736 | 73,975 | 69,954 | 59,869 | 67,407 | (2,547) | -3.64% |
| 540300 | Uniforms Sworn Personnel | 43,675 | 49,265 | 46,133 | 42,715 | 47,333 | 1,200 | 2.60% |
| 540310 | Uniforms Other Personnel | 6,362 | 5,830 | 6,650 | 4,333 | 6,650 | - | 0.00% |
| 541300 | Postage | 8,928 | 11,982 | 11,113 | 11,085 | 11,417 | 304 | 2.74% |
| 540400 | Prisoner Care | 2,094 | 2,271 | 3,540 | 4,509 | 3,650 | 110 | 3.11% |
| 540500 | Vehicle Parts | 6,762 | 11,895 | 10,000 | 10,000 | 10,000 | - | 0.00% |
| 540600 | Operating Supplies | 83,997 | 79,105 | 111,988 | 118,120 | 67,625 | (44,363) | -39.61% |
| 540601 | Radios | 7,330 | 4,179 | 8,350 | 7,810 | 8,350 | - | 0.00% |
| 540602 | Firearms and Range Supplies | 13,653 | 16,291 | 17,640 | 14,740 | 18,640 | 1,000 | 5.67% |
| 540603 | Evidence Supplies | 10,250 | 10,437 | 7,650 | 7,279 | 7,650 | - | 0.00% |
| 540605 | DUI Expenditures | 6,379 | 7,376 | 5,938 | 5,500 | 4,851 | (1,087) | -18.31% |
| 540610 | Drug Forfeiture Expenditures | 3,975 | 2,210 | 534 | 3,390 | 318 | (216) | -40.45% |
| 540620 | Article 36 Exp | 8,895 | - | 2,314 | 2,100 | 1,871 | (443) | -19.14% |
| 540615 | Cannabis Tax Act Expenditures | - | - | 4,500 | 3,500 | 4,465 | (35) | 0.00% |
| 540800 | Trees | 27,626 | 29,656 | 36,000 | 36,000 | 36,000 | - | 0.00% |
| 542100 | Snow & Ice Control | 33,867 | 54,883 | - | - | - | - | 0.00% |
| | Total Commodities | 367,030 | 428,967 | 373,079 | 497,470 | 327,062 | (46,017) | -12.33% |
| Capital Outlay | | | | | | | | |
| 558700 | Police Vehicles | - | 38,253 | - | - | - | - | 0.00% |
| | Total Capital Outlay | - | 38,253 | - | - | - | - | 0.00% |
| Transfers | | | | | | | | |
| 575013 | Transfer to Capital Equipment Repl Fu | 424,171 | 456,795 | - | - | - | - | 0.00% |
| 575032 | Transfer to TIF-North Avenue | 2,379 | - | - | - | - | - | 0.00% |
| | Total Transfers | 426,550 | 456,795 | - | - | - | - | 0.00% |
| Total General Fund | | 15,950,250 | 16,319,760 | 16,645,256 | 15,570,138 | 16,591,620 | (53,636) | -0.32% |

Administration Organizational Chart



Administration

BUDGET SNAPSHOT

| | FY 2020 ACTUAL | FY 2021 BUDGET | FY 2021 PROJECTED | FY 2022 BUDGET |
|----------------------|--------------------|--------------------|----------------------|--------------------|
| Personal Services | \$619,179 | \$644,990 | \$630,671 | \$664,293 |
| Employee Benefits | \$214,829 | \$240,926 | \$229,244 | \$229,233 |
| Contractual Services | \$794,222 | \$666,635 | \$715,722 | \$673,854 |
| Commodities | \$45,850 | \$28,563 | \$27,645 | \$29,477 |
| Transfers | \$0 | \$0 | \$0 | \$0 |
| Total | \$1,674,079 | \$1,581,114 | \$1,603,282 | \$1,596,857 |

DEPARTMENT DESCRIPTION

The Administration Division reflects expenses of the Village Administrator's Office and Finance operations. The Village Administrator is responsible to the Village Board for enforcing Village policies, and supervising and coordinating the activities of all Village departments.

The Village Administrator's Office provides support to Village departments in the areas of human resources, employee benefits, organizational development, risk management, information technology as well as leading the Village's economic development efforts.

The Finance operations are responsible for the receipt and disbursement of Village funds and accounting of the Village's finances for use in management decisions.

BUDGET ANALYSIS

The Administration budget includes a variety of contractual services, some of which are specific to this Department and some that serve the overall organization including, for example, the Information Technology (IT) Support Services. The FY 2022 IT Support Services budget increased due to new licenses and an annual fee associated with the Village's new land and license management (LAMA) software. The Administration budget also includes the Village's annual premium for liability insurance for the entire organization. The Village is a member of the Intergovernmental Risk Management Agency (IRMA), which is a member-owned, self-governed public risk pool. A higher deductible, positive claims experience, and organizational culture focused on employee and public safety have resulted in another decrease in the Village's premium.

The Village is also member of the Intergovernmental Personnel Benefit Cooperative (IPBC), which allows the Village and other municipal groups to band together and hold the line on expenses related to employee benefits. In FY 2022, insurance premiums will *decrease*.

There are no staffing changes proposed for FY 2022 in the Administration or Finance divisions.

PERSONNEL SUMMARY

| | FY 2020 ACTUAL | FY 2021 BUDGET | FY 2022 BUDGET |
|----------------------------------|-------------------|-------------------|-------------------|
| Administration | 3.5 | 3.5 | 3.5 |
| Finance | 4.0 | 4.0 | 4.0 |
| TOTAL ADMINISTRATION FTEs | 7.5 | 7.5 | 7.5 |

LOOKING FORWARD: 2022 OBJECTIVES

Guiding Principle: Protecting Public Safety

1. Continue the Village's efforts to respond to the COVID-19 pandemic by implementing and communicating public health guidelines, supporting the roll-out of COVID-19 vaccinations to the community, examining Village operations and adapting where necessary, collaborating with the Senior Response team, and evaluating the financial impact to the Village and its stakeholders and offering assistance to the extent possible.
2. Continue collaborative efforts with the River Forest Township, Concordia University, and other community partners to expand and implement the Village's AARP Age Friendly and Dementia-friendly initiatives
3. Continue to assist the Police Department with implementation of smart city/public safety technology enhancements

Guiding Principle: Stabilizing Property Taxes

1. Develop and implement a plan to utilize funds from the American Rescue Plan Act to support Village operations and the Village's small business community.
2. Support the Building Department's efforts to implement the Village's new land and license management (permitting) software.
3. Work alongside the Public Works to finance, communicate and complete alley reconstruction and automated metering infrastructure projects.
4. Continue to seek grant funding for short and long term projects such as the Harlem Avenue viaduct project.
5. Cross train customer service personnel to improve customer service and enhance operating efficiency.
6. Improve the Village's performance measurement program by reevaluating the metrics used to measure organizational performance and improve the Village's ICMA Performance Measurement Certificate from "Certificate of Achievement" to "Certificate of Distinction"

Guiding Principle: Strengthening Property Values

1. The recently-formed Age-Friendly Committee will complete its a baseline assessment of age-friendliness in the Village and evaluate the results
2. Continue implementation of recommendations from the Comprehensive Plan.
3. Continue implementation of recommendations from the Affordable Housing Plan.
4. Continue to evaluate metrics and improve the Village's communications program.
5. Continue to review and implement "Smart City" applications to determine which applications may enhance customer service and/or Village operations.
6. Continue collaborative efforts to plan for the possible expansion and/or improvement of the River Forest Civic Center Authority Building.
7. Co-lead and support the mission, goals and responsibilities of the Village's Diversity, Equity and Inclusion Advisory Group.

REVIEWING THE YEAR: 2021 ACCOMPLISHMENTS

VILLAGE BOARD STRATEGIC GOAL: PROTECTING PROPERTY VALUES

| GOALS | STATUS |
|---|--|
| Continue to assist the Police Department with implementation of smart city/public safety technology enhancements | Administration Staff assisted the Police Department in upgrading video storage, executing a street camera maintenance agreement, and implementing solutions to increase bandwidth and speed for in-car IT equipment. |
| Examine impact of COVID-19 on Village operations, communication channels, infrastructure, finances and staff and recommend any changes, if needed | The Village deferred certain planned expenditures due to lost revenue as a result of COVID-19 and provided a status report on the state of the Village's mid-Fiscal Year. Staff projects that the Village will conclude the Fiscal Year with a surplus and will present a balanced budget for FY 2022. The Village invested in improvements to its communications program by implementing new software to manage and gather metrics on e-newsletter and branching out into other social media platforms. In addition, the Village invested in virtual meeting and other technology that allowed customers and stakeholders to conduct transactions and interact with the Village remotely. |
| Continue collaborative efforts with the River Forest Township, Concordia University, and other community partners to expand the Village's AARP Age Friendly and Dementia-friendly initiatives | The Village continued this partnership and worked with the Age Friendly Committee and Township Senior Services to execute an IGA with other organizations for a senior handyperson service, which will launch in FY22. Certain DFRF efforts were tabled due to the pandemic. However, in response to the pandemic, Staff worked with community partners to organize two COVID-19 vaccine events targeted to seniors. |
| Consider recommendations of the Deer Task Force Committee | This matter will be presented to the Village Board of Trustees in the fourth quarter. |

VILLAGE BOARD STRATEGIC GOAL: STABILIZING PROPERTY TAXES

| GOALS | STATUS |
|---|---|
| Continue to seek grant funding for short and long term projects such as the Harlem Avenue viaduct project. | While many short and long term projects were paused or deferred to focus on COVID-19, the Village's efforts to identify alternative funding sources for Village operations did not. To date, the Village has applied for grants from FEMA and under the CARES Act and has received funding in the amount of \$112,000 for COVID-19 related expenses |
| Identify processes that are currently completed manually or with dual entries in the Administration Department (including the Building and Finance Divisions) and | Implementation of the LAMA (land and license management software) in the fourth quarter of Fiscal Year 21 will result in the automation of processes |

| | |
|---|--|
| determine how they can be automated to improve efficiency and enhance customer service. | assigned to the Finance and Administration Staff. Further, the Finance Department implemented additional online and pay-by-phone options in response to the COVID-19 pandemic to enhance customer service and public safety. |
|---|--|

VILLAGE BOARD STRATEGIC GOAL: STRENGTHENING PROPERTY VALUES

| GOALS | STATUS |
|--|---|
| The recently-formed Age-Friendly Committee will conduct a baseline assessment of age-friendliness in the Village and evaluate the results | The Committee continues to work towards this goal and it is anticipated the baseline assessment will be completed in FY 2022. |
| Continue implementation of recommendations from the Comprehensive Plan update and allocate necessary resources to begin implementation. | The Village implemented the recommendation of the Comprehensive Plan to adopted an Affordable Housing Plan that met State requirements. The Village also implemented the Safe Walking Routes to School study recommendations. The Village also worked to identify a funding strategy to accelerate the construction of permeable paver alleys (green infrastructure) that will allow for the reconstruction of 18-19 alleys over the next two fiscal years. Further, the Economic Development Commission and Village Staff have been working to promote River Forest businesses with a multi-media Shop Local campaign. |
| Continue to implement improvements in the Village's communication with the public. Evaluate and implement strategies such as expanding the Village's social media presence as well as proactive communication. | The Village launched an Instagram account in FY 2021 and began utilizing Constant Contact the generate e-newsletters which improves the format and efficiency of creating e-newsletters and will also provide the Village with performance metrics to help improve the communications program |
| Continue to review and implement "Smart City" applications to determine which applications may enhance customer service and/or Village operations. | Despite certain expenditures being deferred due to the COVID-19 pandemic, the Village determined that new land and license management software was needed to enhance customer service and Village operations as it related to building permits, inspections, zoning processes, etc. The Village Board approved the purchase of this software, which also will improve the Village's ability to gather data and analyze information and trends in this area. |
| Continue collaborative efforts to plan for the possible expansion and/or improvement of the River Forest Civic Center Authority Building. | The collaborative efforts continued in FY 2021 as the partnering agencies discussed space needs and other related issues linked to the possible expansion and/or improvement of the River Forest Civic Center Authority Building. |

PERFORMANCE MEASURES

In Fiscal Year 2012 the Village implemented performance measures in each operating department to provide continuous feedback in order to ensure the delivery of efficient and effective services.

| MEASURES | FY 2020 | | FY 2021 | | FY 2022 |
|--|--|--|--|--|--|
| | GOAL | ACTUAL | GOAL | PROJECTED | GOAL |
| GFOA Certificate of Excellence in Financial Reporting | Obtain | Obtained | Obtain | Obtained | Obtain |
| GFOA Distinguished Budget Award | Obtain | Obtained | Obtain | Obtained | Obtain |
| Send Monthly E-mail Blast to Village Residents | 12 E-Mails | 12 E-Mails | 12 E-Mails | 12 E-Mails | 12 E-Mails |
| Increase Website Traffic by 5% | 5% Increase | 1% decrease | 5% Increase | Obtained; 60% increase | 5% Increase |
| Retain or Improve Number of Resident Email Addresses | Retain 95% of e-mail addresses | Obtained; Increased 3% (3,919 total addresses) | Retain 95% of e-mail addresses | Obtained; 21% increase (4,755 total addresses) | Retain 95% of e-mail addresses |
| Increase Number of Followers of Facebook page | 5% Increase | Obtained; Increased 20% (1,790 total followers) | 5% Increase | Obtained; 60% increase (2,857 total followers) | 10% Increase |
| Increase Number of Employees Participating in the Flexible Benefit Program (FSA-125) | Retain 100% of current enrollment | Obtained; Increased enrollment 23% over FY 2019 (27 total) | Retain 100% of current enrollment | Enrollment decreased by 7.4% from FY 2020 (25 total) | Retain 100% of current enrollment |
| Retain ICMA Performance Measurement Certificate of Achievement | Retain and create plan for improving to certificate of distinction | Plan creation deferred to FY 2022 | Retain and create plan for improving to certificate of distinction | Plan creation to be completed in FY 2022 | Retain and create plan for improving to certificate of distinction |
| FOIA Response Time - Commercial Requests responded to within state guidelines | 100% | 100% | 100% | 100% | 100% |
| FOIA Response Time - Non-Commercial Requests responded to within state guidelines | 100% | 100% | 100% | 100% | 100% |

ACTIVITY MEASURES

Projected through the end of the fiscal year.

| Measure | FY 2017 | FY 2018 | FY 2019 | FY 2020 | FY 2021 |
|--|-----------|-----------|-----------|-----------|-----------|
| Vehicle Stickers- Passenger | 5,571 | 5,448 | 5,827 | 5,618 | 5,139 |
| Vehicle Stickers- Seniors | 911 | 938 | 928 | 934 | 910 |
| Vehicle Stickers- Trucks | 129 | 114 | 132 | 141 | 107 |
| Vehicle Stickers- Motorcycles | 105 | 90 | 121 | 107 | 88 |
| Vehicle Stickers- Total | 6,716 | 6,590 | 7,008 | 6,800 | 6,244 |
| Vehicle Stickers- Late Notices Issued | 1,100 | 1,188 | 1,699 | 759 | - |
| Vehicle Stickers- Late Fees Assessed | 585 | 601 | 755 | 660 | 222 |
| Vehicle Stickers- Online Payments | 1,841 | 2,041 | 2,091 | 2,368 | 3,167 |
| Vehicle Sticker Sales | \$289,225 | \$285,378 | \$306,732 | \$289,331 | \$261,643 |
| Accounts Payable Checks Printed/Electronic Payments Made | 2,364 | 2,300 | 2,182 | 2,272 | 2,164 |
| Real Estate Transfer Stamps Issued | 256 | 232 | 232 | 233 | 241 |
| Animal Tags Issued | 213 | 227 | 207 | 131 | 68 |
| Cash Receipts | 27,033 | 27,500 | 26,677 | 25,404 | 22,889 |
| Invoices Issued | 188 | 145 | 167 | 112 | 135 |
| Freedom of Information Requests | 124 | 96 | 125 | 188 | 162 |
| Snow Removal Program Participants | - | - | - | 15 | 33 |
| Auto Liability Claims | 1 | 1 | 2 | 1 | 1 |
| Auto Physical Damage | 5 | 1 | 4 | 1 | 2 |
| General Liability Claims | 0 | 1 | 1 | 1 | 2 |
| Village Property Damage Claims | 6 | 8 | 12 | 10 | 6 |
| Workers Compensation Claims | 8 | 3 | 6 | 5 | 3 |

**Village of River Forest
Budget Detail by Account
Fiscal Year 2022 Budget**

| Account Number | Description | 2019 Actual | 2020 Actual | 2021 Budget | 2021 Projected | 2022 Budget | Increase (Decrease) | % Inc (Dec) |
|------------------|---------------------------------|------------------|------------------|------------------|-------------------|------------------|------------------------|----------------|
| 10 | Administration | | | | | | | |
| 01-10-00-51-0200 | Salaries Regular | 597,262 | 613,154 | 644,337 | 624,238 | 663,793 | 19,456 | 3.02% |
| 01-10-00-51-1700 | Overtime | 434 | - | 500 | - | 500 | - | 0.00% |
| 01-10-00-51-1950 | Insurance Refusal Reimb | 1,298 | 825 | 153 | 153 | - | (153) | -100.00% |
| 01-10-00-51-3000 | Part-Time Salaries | - | 5,200 | - | 6,280 | - | - | 0.00% |
| | Personal Services | 598,993 | 619,179 | 644,990 | 630,671 | 664,293 | 19,303 | 2.99% |
| 01-10-00-52-0100 | ICMA Retirement Contract | - | 13,320 | 13,805 | - | - | (13,805) | -100.00% |
| 01-10-00-52-0320 | FICA | 33,949 | 33,079 | 35,567 | 39,733 | 37,470 | 1,903 | 5.35% |
| 01-10-00-52-0325 | Medicare | 8,619 | 9,092 | 9,648 | 9,143 | 9,733 | 85 | 0.88% |
| 01-10-00-52-0330 | IMRF | 73,284 | 59,728 | 72,055 | 68,979 | 74,202 | 2,147 | 2.98% |
| 01-10-00-52-0350 | Employee Assistance Program | 1,804 | 1,827 | 1,850 | 1,850 | 1,850 | - | 0.00% |
| 01-10-00-52-0375 | Fringe Benefits | 8,523 | 9,748 | 10,032 | 10,338 | 10,224 | 192 | 1.91% |
| 01-10-00-52-0400 | Health Insurance | 52,945 | 61,908 | 77,938 | 76,908 | 79,936 | 1,998 | 2.56% |
| 01-10-00-52-0420 | Health Insurance - Retirees | 2,705 | 7,872 | - | - | - | - | 0.00% |
| 01-10-00-52-0425 | Life Insurance | 713 | 760 | 771 | 765 | 774 | 3 | 0.39% |
| 01-10-00-52-0430 | VEBA Contributions | 12,080 | 14,474 | 16,010 | 17,813 | 15,044 | (966) | -6.03% |
| 01-10-00-52-0500 | Wellness Program | 1,644 | 3,021 | 3,250 | 3,715 | - | (3,250) | -100.00% |
| | Benefits | 196,266 | 214,829 | 240,926 | 229,244 | 229,233 | (11,693) | -4.85% |
| 01-10-00-53-0200 | Communications | 28,190 | 23,942 | 21,680 | 38,596 | 32,785 | 11,105 | 51.22% |
| 01-10-00-53-0300 | Audit Services | 17,375 | 23,858 | 21,920 | 20,798 | 24,500 | 2,580 | 11.77% |
| 01-10-00-53-0350 | Actuarial Services | 2,730 | 6,405 | 3,175 | 3,335 | 6,680 | 3,505 | 110.39% |
| 01-10-00-53-0380 | Consulting Services | 103,937 | 100,473 | 110,000 | 95,000 | 112,000 | 2,000 | 1.82% |
| 01-10-00-53-0410 | IT Support | 131,507 | 136,838 | 91,928 | 138,622 | 113,072 | 21,144 | 23.00% |
| 01-10-00-53-0429 | Vehicle Sticker Program | 15,502 | 16,070 | 17,355 | 17,645 | 18,625 | 1,270 | 7.32% |
| 01-10-00-53-1100 | Health/Inspection Services | 15,450 | 15,450 | 15,450 | 15,450 | 15,450 | - | 0.00% |
| 01-10-00-53-1250 | Unemployment Claims | 9,405 | 32,126 | 5,000 | 3,500 | 5,000 | - | 0.00% |
| 01-10-00-53-2100 | Bank Fees | 9,776 | 10,550 | 12,028 | 13,249 | 13,911 | 1,883 | 15.66% |
| 01-10-00-53-2200 | Liability Insurance | 272,553 | 267,617 | 255,539 | 238,581 | 229,396 | (26,143) | -10.23% |
| 01-10-00-53-2250 | IRMA Liability Deductible | 138,603 | 44,238 | 15,000 | 30,300 | 10,000 | (5,000) | -33.33% |
| 01-10-00-53-3300 | Maint of Office Equipment | 10,185 | 11,086 | 11,040 | 9,600 | 11,040 | - | 0.00% |
| 01-10-00-53-4100 | Training | 4,540 | 9,082 | 10,500 | 2,000 | 5,500 | (5,000) | -47.62% |
| 01-10-00-53-4250 | Travel & Meeting | 8,343 | 12,236 | 12,585 | 100 | 7,875 | (4,710) | -37.43% |
| 01-10-00-53-4300 | Dues & Subscriptions | 30,156 | 32,877 | 33,485 | 34,251 | 33,070 | (415) | -1.24% |
| 01-10-00-53-4350 | Printing | 6,476 | 6,344 | 2,200 | 4,418 | 2,200 | - | 0.00% |
| 01-10-00-53-4400 | Medical & Screening | 909 | - | 1,500 | 5,564 | 1,500 | - | 0.00% |
| 01-10-00-53-5300 | Advertising/Legal Notice | 1,192 | 3,141 | 2,000 | 3,169 | 2,000 | - | 0.00% |
| 01-10-00-53-5600 | Community and Emp Programs | 34,896 | 41,890 | 24,250 | 41,544 | 29,250 | 5,000 | 20.62% |
| | Contractual Services | 841,725 | 794,222 | 666,635 | 715,722 | 673,854 | 7,219 | 1.08% |
| 01-10-00-54-0100 | Office Supplies | 14,213 | 16,198 | 14,475 | 13,885 | 15,085 | 610 | 4.21% |
| 01-10-00-54-0150 | Office Equipment | 615 | 2,080 | 3,000 | 2,700 | 3,000 | - | 0.00% |
| 01-10-00-54-0600 | Operating Supplies | - | 15,593 | - | - | - | - | 0.00% |
| 01-10-00-54-1300 | Postage | 8,923 | 11,979 | 11,088 | 11,060 | 11,392 | 304 | 2.74% |
| | Materials & Supplies | 23,751 | 45,850 | 28,563 | 27,645 | 29,477 | 914 | 3.20% |
| 01-10-00-57-5032 | Transfer to TIF-North | 2,379 | - | - | - | - | - | 0.00% |
| | Other Financing Uses | 2,379 | - | - | - | - | - | 0.00% |
| 10 | Administration | 1,663,114 | 1,674,079 | 1,581,114 | 1,603,282 | 1,596,857 | 15,743 | 1.00% |

BUDGET SNAPSHOT

| | FY 2020 ACTUAL | FY 2021 BUDGET | FY 2021 PROJECTED | FY 2022 BUDGET |
|----------------------|-------------------|-------------------|----------------------|-------------------|
| Contractual Services | \$334,193 | \$167,976 | \$138,468 | \$200,749 |
| Commodities | | | | |
| Total | \$334,193 | \$167,976 | \$138,468 | \$200,749 |

DEPARTMENT DESCRIPTION

The Village contracts with the West Suburban Consolidated Dispatch Center (WSCDC) for Police and Fire Emergency 9-1-1 Dispatch services. WSCDC provides service for the Villages of, Forest Park, Oak Park, and River Forest and serves more than 140,000 residents.

WSCDC was founded in 1999 as a cooperative venture voluntarily established by the Villages of Oak Park and River Forest pursuant to the Intergovernmental Cooperation Act, Chapter 5, Act 220 of the Illinois Compiled Statutes for the purpose of providing joint police, fire and other emergency communications.

WSCDC is governed by a Board of Directors comprised of the Village Manager of Oak Park, the Village Administrator of River Forest, and the Village Administrator of Forest Park. The agency has an annual budget of just over \$4 million and runs on a calendar fiscal year. Member dues are calculated according to the number of calls for service generated by each member agency.

BUDGET ANALYSIS

The 2021 WSCDC Budget increased by 5.16% from the previous budget amount. WSCDC FY begins January 1.

| | FY 2018 BUDGET | FY 2019 BUDGET | FY 2020 BUDGET | FY 2021 BUDGET |
|---------------------|-------------------|-------------------|-------------------|-------------------|
| WSCDC Budget | \$4,481,697 | \$4,788,549 | \$5,035,867 | \$4,169,271 |
| RF Costs | \$382,306 | \$435,434 | \$148,426 | \$182,199 |
| RF Percent of WSCDC | 12.02% | 13.73% | 7.40% | 9.74% |

WSCDC is funded by contributions from each member based on their respective call volume. Park Ridge and Elmwood Park are leaving WESCOM in this fiscal year. This change, balanced with budget cuts, accounts for the \$33,773 increase in the Village's FY 2022 contribution over FY 2021. When the State of Illinois passed the dispatch consolidation bill, River Forest's share of ETSB funds began being redistributed directly to WSCDC in November 2017. WSCDC is using those funds to discount each member's contribution, resulting in a \$224,042 savings on the FY 2022 budget for River Forest. River Forest's participant allocation increased to 9.74% of the WSCDC due to Park Ridge and Elmwood Park leaving WESCOM.

PERSONNEL SUMMARY

There are no personnel assigned to this division.

**Village of River Forest
Budget Detail by Account
Fiscal Year 2022 Budget**

| Account Number | Description | 2019 Actual | 2020 Actual | 2021 Budget | 2021 Projected | 2022 Budget | Increase (Decrease) | % Inc (Dec) |
|-----------------------|-----------------------------|------------------------|------------------------|------------------------|---------------------------|------------------------|--------------------------------|------------------------|
| 14 | E911 | | | | | | | |
| 01-14-00-53-0380 | Consulting Services | - | - | 3,000 | - | 3,000 | - | 0.00% |
| 01-14-00-53-0410 | IT Support | 8,000 | 8,000 | 8,000 | 8,400 | 8,500 | 500 | 6.25% |
| 01-14-00-53-3100 | Maintenance of Equipment | - | - | 500 | - | 500 | - | 0.00% |
| 01-14-00-53-4100 | Training | - | - | 1,050 | - | 1,050 | - | 0.00% |
| 01-14-00-53-4250 | Travel & Meeting | - | - | 1,500 | - | - | (1,500) | -100.00% |
| 01-14-00-53-4275 | WSCDC Contribution | 339,499 | 325,370 | 148,426 | 129,568 | 182,199 | 33,773 | 22.75% |
| 01-14-00-53-4277 | Citizens Corps Council | - | 823 | 5,000 | 500 | 5,000 | - | 0.00% |
| 01-14-00-53-4278 | Medical Reserve Corp | - | - | 500 | - | 500 | - | 0.00% |
| | Contractual Services | 347,499 | 334,193 | 167,976 | 138,468 | 200,749 | 32,773 | 19.51% |
| 14 | E911 | 347,499 | 334,193 | 167,976 | 138,468 | 200,749 | 32,773 | 19.51% |

Boards and Commissions

BUDGET SNAPSHOT

| | FY 2020 ACTUAL | FY 2021 BUDGET | FY 2021 PROJECTED | FY 2022 BUDGET |
|----------------------|-------------------|-------------------|----------------------|-------------------|
| Employee Benefits | \$1,311 | \$1,464 | \$2,486 | \$1,662 |
| Contractual Services | \$43,516 | \$47,825 | \$74,525 | \$45,550 |
| Commodities | \$3 | \$175 | \$25 | \$125 |
| Total | \$44,829 | \$49,464 | \$77,036 | \$47,337 |

DEPARTMENT DESCRIPTION

In FY 2019 the Village re-organized the budget to place all funds related to Village Boards, Commissions, and Committees into a single area within the budget. Funds included in this “Department” include expenses related to the functions of the following Boards and Commissions:

- Board of Fire and Police Commissioners
- Development Review Board
- Economic Development Commission
- Finance and Administration Committee
- Historic Preservation Commission
- Local Ethics Commission
- Plan Commission
- Sustainability Commission
- Traffic and Safety Commission
- Zoning Board of Appeals

Expenses related to other Village Boards and Commissions, including the Fire Pension Board and Police Pension Board are charged to those funds.

BUDGET ANALYSIS

Board of Fire and Police Commissioners

Under State statute, the Board of Fire and Police Commissioners is responsible for recruiting and appointing sworn Firefighter Paramedics and Police Officers. The Board also establishes the promotional lists for the sworn Fire and Police Department personnel and conducts hearings concerning disciplinary matters falling within its jurisdiction.

The total budget for the Board of Fire and Police Commissioners for FY 2022 is \$19,887, of which \$16,662 is for contractual services, which includes wages for the Secretary. The budget also includes \$1,662 for benefits for that position. A majority of the BFPC’s budget will be used toward the creation of new lists for public safety positions as outlined below.

| List | Expiration Date |
|-----------------------|-------------------|
| Patrol Officer | August 28, 2022 |
| Firefighter/Paramedic | August 24, 2022 |
| Police Sergeant | November 21, 2021 |
| Fire Lieutenant | December 7, 2021 |

**VILLAGE OF RIVER FOREST, ILLINOIS
BOARDS AND COMMISSIONS OVERVIEW
FISCAL YEAR 2022 BUDGET**

Development Review Board

The Development Review Board holds hearings and makes recommendations to the Village Board of Trustees regarding planned development applications. Most expenses related to the Development Review Board are charged to the applicant. Most of the costs associated with planned development applications heard by the Development Review Board are reimbursed by the applicant. There are no expenses budgeted for the Development Review Board for FY 2022.

Economic Development Commission

The Economic Development Commission will (1) advise the Village Board on the economic and community impact of potential developments, (2) Identify and assess underutilized properties to develop strategies for their highest and best use, (3) Encourage and support development within the Village in conjunction with existing corridor plans, land uses and the Village's development goals, (4) Investigate and recommend incentives to facilitate economic growth, (5) Maintain relationships with existing businesses and make recommendations to retain, enhance and market, (6) Receive direction from the Board of Trustees and provide feedback and recommendations, (7) Coordinate economic development outreach to surrounding units of local government. There are no expenses budgeted for the Economic Development Commission for FY 2022.

Historic Preservation Commission

The Historic Preservation Commission (HPC) holds hearings and reviews applications for Landmark properties and Certificates of Appropriateness. The Commission also acts as a resource to the public providing education in the areas of historic and architectural preservation. The total budget for the Historic Preservation Commission for FY 2022 is \$1,000 for legal services for review of demolition applications for historic properties.

Local Ethics Commission

The Local Ethics Commission receives all complaints about violations of the River Forest Ethics Ordinance. There are no expenses budgeted for the Local Ethics Commission for FY 2022. As of this writing, there have been no complaints received.

Plan Commission

The Plan Commission oversees the maintenance of the Comprehensive Plan that articulates the Village's general land use policies. The new Comprehensive Plan was adopted in FY 2020. There are no expenses budgeted for the Plan Commission for FY 2022.

Sustainability Commission

The Sustainability Commission's purpose is to enhance the quality of life of its residents through the study and promotion of sustainable practices that conserve natural resources and protect the environment. The total budget for the Sustainability Commission for FY 2022 is \$5,000 for consulting services.

Traffic and Safety Commission

The function of the Traffic and Safety Commission is to review transit, parking and potentially hazardous traffic matters of the Village that have been referred to them. The Commission serves in an advisory capacity to the Village Board of Trustees. There are no expenses budgeted for the Traffic and Safety Commission for FY 2022.

Zoning Board of Appeals

The Zoning Board of Appeals holds hearings and makes recommendations to the Village Board regarding applications for zoning variations, rezoning, zoning code text amendments, appeals and special use permits. The total budget for the

**VILLAGE OF RIVER FOREST, ILLINOIS
BOARDS AND COMMISSIONS OVERVIEW
FISCAL YEAR 2022 BUDGET**

Zoning Board of Appeals for FY 2022 is \$20,000, which includes legal/consulting fees for anticipated discussions about reviewing bulk standards, as well as \$9,000 for legal services related to zoning cases and \$2,000 for the publishing of legal notices.

PERSONNEL SUMMARY

There is one in-house position that acts in an interim secretarial role for the Board of Fire and Police Commissioners.

**Village of River Forest
Budget Detail by Account
Fiscal Year 2022 Budget**

| Account Number | Description | 2019 Actual | 2020 Actual | 2021 Budget | 2021 Projected | 2022 Budget | Increase (Decrease) | % Inc (Dec) |
|------------------|---------------------------------|----------------|----------------|----------------|-------------------|----------------|------------------------|----------------|
| 15 | Boards and Commissions | | | | | | | |
| 01-15-00-52-0320 | FICA | 254 | 251 | 248 | 589 | 310 | 62 | 25.00% |
| 01-15-00-52-0325 | Medicare | 59 | 59 | 58 | 138 | 73 | 15 | 25.86% |
| 01-15-00-52-0330 | IMRF | 411 | 401 | 438 | 1,039 | 559 | 121 | 27.63% |
| 01-15-00-52-0375 | Fringe Benefits | 400 | 600 | 720 | 720 | 720 | - | 0.00% |
| | Benefits | 1,125 | 1,310 | 1,464 | 2,486 | 1,662 | 198 | 13.52% |
| 01-15-00-53-0380 | Consulting Services | 85,237 | 9,378 | 15,000 | 28,000 | 15,000 | - | 0.00% |
| 01-15-00-53-0400 | Secretarial Services | 4,099 | 4,047 | 4,000 | 9,500 | 5,000 | 1,000 | 25.00% |
| 01-15-00-53-0420 | Legal Services | 2,915 | 14,721 | 8,000 | 12,000 | 10,000 | 2,000 | 25.00% |
| 01-15-00-53-4100 | Training | - | 2,000 | 1,000 | - | 500 | (500) | -50.00% |
| 01-15-00-53-4250 | Travel & Meeting | - | 48 | 200 | 150 | 175 | (25) | -12.50% |
| 01-15-00-53-4300 | Dues & Subscriptions | 375 | 375 | 375 | 375 | 375 | - | 0.00% |
| 01-15-00-53-4400 | Medical & Screening | 2,698 | 7,153 | 3,000 | 7,300 | 4,000 | 1,000 | 33.33% |
| 01-15-00-53-4450 | Testing | 20,282 | 3,959 | 15,000 | 9,200 | 6,000 | (9,000) | -60.00% |
| 01-15-00-53-5300 | Advertising/Legal Notice | 4,898 | 1,834 | 1,250 | 8,000 | 4,500 | 3,250 | 260.00% |
| | Contractual Services | 120,505 | 43,516 | 47,825 | 74,525 | 45,550 | (2,275) | -4.76% |
| 01-15-00-54-0100 | Office Supplies | 821 | - | 150 | - | 100 | (50) | -33.33% |
| 01-15-00-54-1300 | Postage | 5 | 3 | 25 | 25 | 25 | - | 0.00% |
| | Materials & Supplies | 826 | 3 | 175 | 25 | 125 | (50) | -28.57% |
| 15 | Boards and Commissions | 122,456 | 44,829 | 49,464 | 77,036 | 47,337 | (2,127) | -4.30% |

Building & Development

BUDGET SNAPSHOT

| | FY 2020 ACTUAL | FY 2021 BUDGET | FY 2021 PROJECTED | FY 2022 BUDGET |
|----------------------|-------------------|-------------------|----------------------|-------------------|
| Personal Services | \$262,710 | \$290,086 | \$271,399 | \$310,417 |
| Employee Benefits | \$87,102 | \$106,163 | \$98,136 | \$117,877 |
| Contractual Services | \$122,769 | \$106,145 | \$107,204 | \$108,450 |
| Commodities | \$349 | \$1,653 | \$1,807 | \$1,379 |
| Transfers | \$1,440 | \$0 | \$0 | \$0 |
| Total | \$474,370 | \$504,047 | \$478,546 | \$538,123 |

DEPARTMENT DESCRIPTION

The Building & Development Division administers all land use and zoning regulations and coordinates the planned development process in conjunction with the Village Administrator's Office. The Division is responsible for the enforcement of all building codes as well as zoning, sign, and subdivision ordinances.

The Division is responsible for the issuance of building permits for new construction and remodeling as well as sign and fence permits. The Division issues more than 1,000 permits annually and completes or coordinates more than 1,500 inspections annually.

The Building & Development Division provides staff support to the Zoning Board of Appeals, Plan Commission, Development Review Board, and Historic Preservation Commission.

BUDGET ANALYSIS

The FY 2022 budget is relatively stable compared to the FY 2021 budget. The FY 2021 included the replacement of the semi-full time Building and Zoning Inspector position with a full time employee. However, due to the COVID-19 pandemic, the hiring of that position was delayed until December, 2020. The full-time Building and Zoning Inspector position will help to reduce contractual services associated with sending certain plans for review to a third-party consultant. The Village's full-time permit clerk also retired in FY 2021 and that vacancy was filled in-kind. Additional training funds have been budgeted for these employees to obtain job-related certifications.

Contractual services associated with various Building and Development goals and zoning functions (i.e. Zoning Board of Appeals expenses) are included in the Boards and Commissions budget (i.e. Comprehensive Plan implementation).

PERSONNEL SUMMARY

| | FY 2020 BUDGET | FY 2021 BUDGET | FY 2022 BUDGET |
|------------------------|-------------------|-------------------|-------------------|
| Building & Development | 3.75 | 4.0 | 4.0 |

LOOKING FORWARD: 2022 OBJECTIVES

Guiding Principle: Protecting Public Safety

1. The Building Department will continue to deliver high quality permit reviews to ensure that building codes are met and safe building practices are planned for all structures within River Forest.
2. The Building Department will continue to deliver thorough building inspections to ensure that building codes are met in the field and safe building practices are implemented for all structures within River Forest
3. The Building Department will continue to oversee the health inspection program to ensure that licensed Food Establishments in River Forest meet all health code requirements.
4. Implement personnel changes to the Building and Zoning Inspector position to improve plan review response times and ensure properties are maintained as required by the IPMC.
5. The Building Department will continue to identify and monitor vacant and Village-owned properties to ensure sufficient maintenance and upkeep of the structure.

Guiding Principle: Stabilizing Property Taxes

1. The Building Department will utilize new Land and License Management (LAMA) software to operate more efficiently, enhance communication, and improve customer service in the areas of permitting, plan review, inspections, code enforcement, zoning entitlement, and licensing. The Building Department will also work to utilize the data collected through this software to analyze and identify trends.
2. The Building Department will continue working alongside the Development Review Board and Zoning Board for all Planned Development and Special Use permit applications.
3. Evaluate projects that require building permits, inspections, and the related fees to determine where, if any, fee adjustments are recommended for future Fiscal Years.

Guiding Principle: Strengthening Property Values

1. Work alongside the Plan Commission, Zoning Board of Appeals and Development Review Board to implement initiatives identified in the Comprehensive Plan and Affordable Housing Plan.
2. The Building and Administration teams will utilize existing communication channels to educate customers regarding the use and benefits of the Village's new LAMA software and other building-related topics.
3. The Building Department will work with the building community to understand and implement the 2018 building codes.

REVIEWING THE YEAR: 2021 ACCOMPLISHMENTS

VILLAGE BOARD STRATEGIC GOAL: PROTECTING PUBLIC SAFETY

| GOALS | STATUS |
|--|--|
| The Building Department will continue to deliver high quality permit reviews to ensure that building codes are met and safe building practices are planned for all structures within River Forest. | Village Staff and the Village's third-party plan reviewer continued to conduct high quality plan reviews that ensured structures built in River Forest met code requirements as designed. High quality plan reviews not only protect public safety, they assist contractors and homeowners with identifying issues before construction commences to increase the likelihood that work passes inspection. |
| The Building Department will continue to deliver thorough building inspections to ensure that building codes are met in the field and safe building practices are implemented for all structures within River Forest | The Village continued to utilize third-party consultants to conduct building inspections including for the new Senior Living community, The Sheridan, at Chicago and Harlem which included, for example, mechanical, plumbing, electrical, building, and food establishment inspections. No inspections were deferred or delayed due to the COVID-19 pandemic. |
| The Building Department will continue to oversee the health inspection program to ensure that licensed Food Establishments in River Forest meet all health code requirements. | The Building Department continued to oversee the health inspection program to ensure that all licensed food establishments operating and seeking to operate in River Forest comply with all code requirements. Further, the Village's health inspector worked with local businesses to understand and implement regulations related to the COVID-19 pandemic. |
| Implement personnel changes to the Building and Zoning Inspector position to improve plan review response times and ensure properties are maintained as required by the IPMC. | The Village Board approved filling the vacancy of the Building and Zoning Inspector position in February, 2020, however, hiring was postponed due to the COVID-19 pandemic. The position was filled with a full time employee in December, 2020, and immediately began working to support the Village's plan review and property maintenance programs. |
| Identify and continually monitor vacant and Village-owned properties to ensure sufficient maintenance and upkeep of the structure. | The Village's Building and Zoning Inspector has been monitoring vacant properties and working with property owners to maintain and improve properties, where needed, to comply with the Village's property maintenance requirements. |

VILLAGE BOARD STRATEGIC GOAL: STABILIZING PROPERTY TAXES

| GOAL | STATUS |
|---|--|
| The Building Department will implement new Land and License Management software that will assist the Department in improving the efficiency of operations | The Village Board of Trustees approved a contract with Davenport for the purchase and implementation of LAMA software that will allow the Building Department to improve customer service and efficiency in the areas of |

| | |
|---|--|
| while enhancing customer service through improved communication and online document submission. | permitting, plan review, inspections, code enforcement, zoning entitlement and licensing. It is anticipated that the new software will “go live” in the 4th quarter of FY 2021. |
| Continue working alongside the Development Review Board and Zoning Board for all Planned Development and Special Use permit applications. | While there were no special use applications filed by the 4th quarter of FY 2021, the Building Department began working with the property owner at 400 Ashland, Trinity High School, and the River Forest Public Library on amendments to existing planned development permits |
| Evaluate projects that require building permits, inspections, and the related fees. | The Village implemented an increase in contractor licensing fees in FY 2021 but held off on raising any other fees in light of the COVID-19 pandemic. |

VILLAGE BOARD STRATEGIC GOAL: STRENGTHENING PROPERTY VALUES

| GOALS | STATUS |
|---|---|
| Work alongside the Plan Commission, Zoning Board of Appeals and Development Review Board to implement initiatives identified in the Comprehensive Plan. | The Plan Commission recommended, and the Village Board of Trustees approved, an Affordable Housing Plan that complied with the Affordable Housing Planning and Appeals Act in the 1st quarter of FY 2021. The Zoning Board of Appeals began considering amendments to the Zoning Ordinance that were recommended in the plan in the 4th quarter of FY 2021. |
| Continue to support Sustainability Commission initiatives related to building and development (e.g. solar and beekeeping permits). | The Building Department continues to conduct solar permits and offer licenses to beekeepers in River Forest. |

PERFORMANCE MEASURES

In Fiscal Year 2012 the Village implemented performance measures in each operating department to provide continuous feedback in order to ensure the delivery of efficient and effective services.

| MEASURES | FY 2020 | | FY 2021 | | FY 2022 |
|---|---------|--------|---------|---|---------|
| | GOAL | ACTUAL | GOAL | ACTUAL (1 ST – 3 RD QUARTERS) | GOAL |
| Plan Reviews of Large Projects Completed in 3 Weeks or Less | 95% | 75% | 95% | 58% (Average review time: 21.7 days) | 95% |
| Re-Reviews of Large Projects Completed in 2 weeks or Less | 95% | 92% | 95% | 79% (Average review time 11.7 days) | 95% |
| Plan Reviews of Small Projects Completed in 1 week or Less | 95% | 100% | 95% | 97% | 95% |
| Express Permits Issued at Time of Application | 100% | 100% | 100% | 97% | 100% |
| Village Inspections Completed within 24 Hours of Request | 100% | 100% | 100% | 100% | 100% |
| Contractual Inspections Passed | 80% | 93% | 80% | 96% | 80% |

ACTIVITY MEASURES

Projected through the end of the fiscal year.

| Measure | FY 2018 | FY 2019 | FY 2020 | FY 2021 |
|---|---------|---------|---------|---------|
| Building Permits | 159 | 157 | 184 | 180 |
| Plumbing Permits | 219 | 263 | 204 | 274 |
| Electrical Permits | 195 | 194 | 174 | 251 |
| Temporary Obstruction Permits | 68 | 74 | 71 | 34 |
| Parkway Opening Permits | 26 | 34 | 52 | 26 |
| Street Opening Permits | 17 | 22 | 51 | 27 |
| Miscellaneous Permits* | 691 | 718 | 648 | 685 |
| Building Inspections | 950 | 929 | 894 | 836 |
| Electrical Inspections | 504 | 387 | 415 | 320 |
| Plumbing Inspections | 428 | 384 | 430 | 364 |
| Code Enforcement Inspections | 187 | 223 | 173 | 189 |
| Code Enforcement Citations | 73 | 53 | 39 | 43 |
| Food Service Establishment Inspections | | | | |
| Routine | 95 | 86 | 86 | 91 |
| Re-Inspection | 5 | 10 | 10 | 2 |
| Complaint/Other | 2 | 4 | 4 | 16 |
| Zoning Variation Applications** | 1 | 8 | 10 | 6 |
| Text Amendment Petitions** | 0 | 4 | 3 | 2 |
| Special Use Permit Applications** | 0 | 0 | 0 | 0 |
| Planned Development Permit Applications** | 2 | 4 | 1 | 0 |

*Miscellaneous permits include gutters, roofs, sidewalks, windows, masonry, drain tile, HVAC, exterior work, generator, fence, driveway, deck, sign, tuck-pointing, concrete, dumpster permits, and waterproofing.

** Applications for which a public hearing was held.

**Village of River Forest
Budget Detail by Account
Fiscal Year 2022 Budget**

| Account Number | Description | 2019 Actual | 2020 Actual | 2021 Budget | 2021 Projected | 2022 Budget | Increase (Decrease) | % Inc (Dec) |
|------------------|---------------------------------|----------------|----------------|----------------|-------------------|----------------|------------------------|----------------|
| 20 | Building and Development | | | | | | | |
| 01-20-00-51-0200 | Full-Time Salaries | 253,588 | 261,360 | 288,213 | 265,522 | 309,917 | 21,704 | 7.53% |
| 01-20-00-51-1700 | Overtime | - | - | 500 | 611 | 500 | - | 0.00% |
| 01-20-00-51-1950 | Insurance Refusal Reimbursemnt | 1,350 | 1,350 | 1,373 | 675 | - | (1,373) | -100.00% |
| 01-20-00-51-3000 | Part-Time Salaries | - | - | - | 4,591 | - | - | 0.00% |
| | Personal Services | 254,938 | 262,710 | 290,086 | 271,399 | 310,417 | 20,331 | 7.01% |
| 01-20-00-52-0320 | FICA | 15,389 | 15,524 | 17,296 | 16,881 | 18,229 | 933 | 5.39% |
| 01-20-00-52-0325 | Medicare | 3,599 | 3,720 | 4,212 | 3,957 | 4,530 | 318 | 7.55% |
| 01-20-00-52-0330 | IMRF | 25,477 | 24,720 | 31,640 | 29,048 | 34,729 | 3,089 | 9.76% |
| 01-20-00-52-0375 | Fringe Benefits | 1,980 | 1,840 | 2,136 | 2,166 | 2,376 | 240 | 11.24% |
| 01-20-00-52-0400 | Health Insurance | 36,358 | 35,079 | 43,236 | 37,275 | 49,429 | 6,193 | 14.32% |
| 01-20-00-52-0425 | Life Insurance | 134 | 127 | 147 | 115 | 148 | 1 | 0.68% |
| 01-20-00-52-0430 | VEBA Contributions | 6,104 | 6,091 | 7,496 | 8,694 | 8,436 | 940 | 12.54% |
| | Benefits | 89,042 | 87,102 | 106,163 | 98,136 | 117,877 | 11,714 | 11.03% |
| 01-20-00-53-0370 | Professional Services | 9,336 | 9,552 | 10,470 | 12,910 | 13,045 | 2,575 | 24.59% |
| 01-20-00-53-1300 | Inspection Services | 62,190 | 61,588 | 69,490 | 56,556 | 68,920 | (570) | -0.82% |
| 01-20-00-53-1305 | Plan Review Services | 17,668 | 51,337 | 25,000 | 36,953 | 20,000 | (5,000) | -20.00% |
| 01-20-00-53-3200 | Vehicle Maintenance | 42 | 224 | 400 | 50 | 50 | (350) | -87.50% |
| 01-20-00-53-4100 | Training | 230 | - | 500 | 500 | 6,200 | 5,700 | 1140.00% |
| 01-20-00-53-4300 | Dues & Subscriptions | 1,018 | 68 | 285 | 235 | 235 | (50) | -17.54% |
| | Contractual Services | 90,484 | 122,769 | 106,145 | 107,204 | 108,450 | 2,305 | 2.17% |
| 01-20-00-54-0100 | Office Supplies | 962 | - | 500 | 500 | 500 | - | 0.00% |
| 01-20-00-54-0150 | Office Equipment | - | - | 150 | 150 | 150 | - | 0.00% |
| 01-20-00-54-0200 | Gas & Oil | 183 | 349 | 503 | 157 | 229 | (274) | -54.47% |
| 01-20-00-54-0600 | Operating Supplies | - | - | 500 | 1,000 | 500 | - | 0.00% |
| | Materials & Supplies | 1,145 | 349 | 1,653 | 1,807 | 1,379 | (274) | -16.58% |
| 01-20-00-57-5013 | Transfer to CERF | 2,687 | 1,440 | - | - | - | - | 0.00% |
| | Other Financing Uses | 2,687 | 1,440 | - | - | - | - | 0.00% |
| 20 | Building and Development | 438,294 | 474,370 | 504,047 | 478,546 | 538,123 | 34,076 | 6.76% |

BUDGET SNAPSHOT

| | FY 2020 ACTUAL | FY 2021 BUDGET | FY 2021 PROJECTED | FY 2022 BUDGET |
|----------------------|-------------------|-------------------|----------------------|-------------------|
| Contractual Services | \$227,459 | \$162,000 | \$208,915 | \$162,000 |
| Total | \$227,459 | \$162,000 | \$208,915 | \$162,000 |

DEPARTMENT DESCRIPTION

The Legal Division provides the Village with legal and advisory services on a contractual basis.

The Legal Division represents the Village in courts and before administrative bodies, provides legal services such as ordinance preparation, legal opinions and advice to the Village Board, staff, boards and commissions. The Division is also responsible for the enforcement of Village ordinances and traffic regulations.

BUDGET ANALYSIS

The FY 2022 legal budget includes anticipated fees associated with negotiating collective bargaining agreements with the union (IAFF) representing the firefighter bargaining unit as well as and fire lieutenants. The Village and Fraternal Order of Police, which represents the Police Sergeants and Patrol Officers, completed its interest arbitration proceedings in FY 2021 regarding the collective bargaining agreement and anticipates a decision in the first quarter of FY 2022. Prior to arbitration, the parties settled all but one issues regarding the forum for deciding discipline, and agreed to a four-year contract that, once ratified, will expire April 30, 2023.

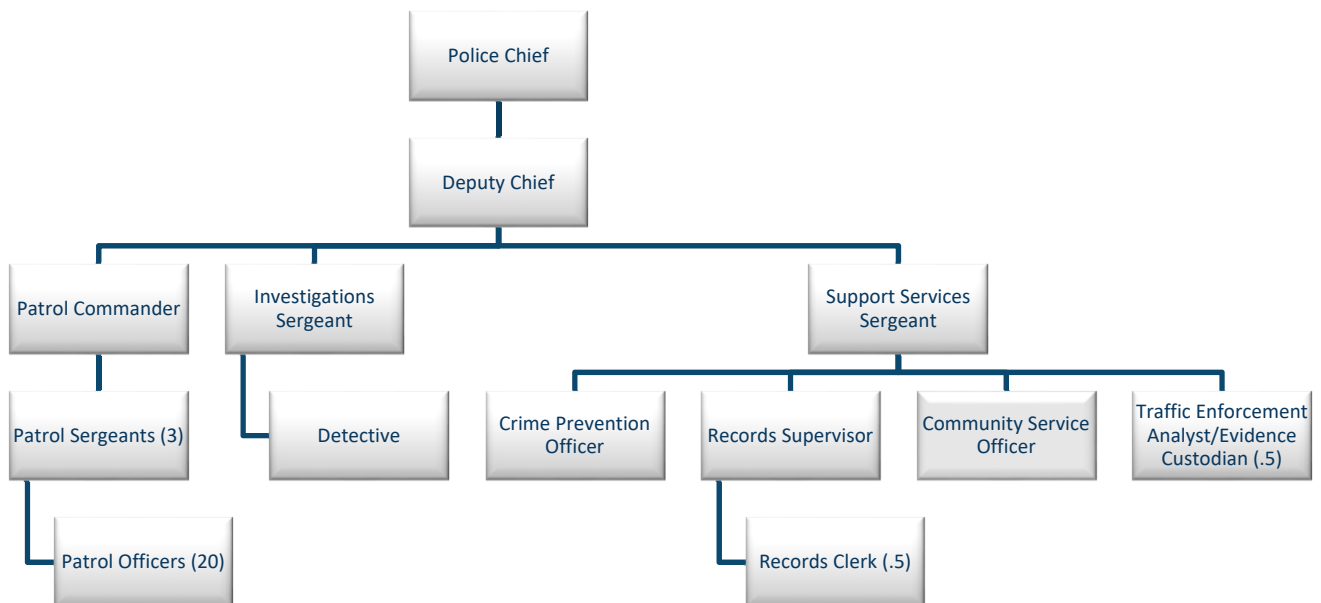
PERSONNEL SUMMARY

There are no personnel assigned to this division.

**Village of River Forest
Budget Detail by Account
Fiscal Year 2022 Budget**

| Account Number | Description | 2019 Actual | 2020 Actual | 2021 Budget | 2021 Projected | 2022 Budget | Increase (Decrease) | % Inc (Dec) |
|------------------|--------------------------------|----------------|----------------|----------------|-------------------|----------------|------------------------|----------------|
| 30 | Legal Services | | | | | | | |
| 01-30-00-53-0420 | Labor and Employment Legal Svc | 33,931 | 45,841 | 30,000 | 62,840 | 30,000 | - | 0.00% |
| 01-30-00-53-0425 | Village Attorney | 160,070 | 171,113 | 120,000 | 134,075 | 120,000 | - | 0.00% |
| 01-30-00-53-0426 | Village Prosecutor | 12,533 | 10,504 | 12,000 | 12,000 | 12,000 | - | 0.00% |
| | Contractual Services | 206,534 | 227,459 | 162,000 | 208,915 | 162,000 | - | 0.00% |
| 30 | Legal Services | 206,534 | 227,459 | 162,000 | 208,915 | 162,000 | - | 0.00% |

Police Organizational Chart



BUDGET SNAPSHOT

| | FY 2020 ACTUAL | FY 2021 BUDGET | FY 2021 PROJECTED | FY 2022 BUDGET |
|----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Personal Services | \$3,183,801 | \$3,650,336 | \$3,102,235 | \$3,459,587 |
| Employee Benefits | \$ 2,243,166 | \$2,619,902 | \$2,278,820 | \$2,578,335 |
| Contractual Services | \$239,423 | \$ 266,335 | \$288,226 | \$274,517 |
| Commodities | \$169,614 | \$137,472 | \$124,316 | \$134,252 |
| Transfers | \$224,940 | - | - | - |
| Total | \$6,060,944.00 | \$6,674,045.00 | \$5,793,597.00 | \$6,446,691.00 |

DEPARTMENT DESCRIPTION

The Police Department traditionally delivers a wide variety of law enforcement services to the community. The delivery of services is accomplished through the following divisions: Administration, Patrol and Investigations.

The Police budget provides funds for uniformed patrol, criminal investigations, traffic law enforcement, motor vehicle crash investigations, training, parking enforcement, court prosecution of criminal offenders, juvenile programs, community relations activities, crime prevention programs, and school safety programs.

The Patrol Division is the largest and most visible component of the department, consisting of 18 uniformed patrol officers, a patrol commander, three sergeants (one per shift), and three corporals (one per shift, which is included in the 18 uniformed patrol). Marked patrol vehicles are used to patrol the community, and the Patrol Division provides continuous policing to the community 24 hours a day, every day of the year. One officer is assigned as a hybrid traffic/tactical officer, who addresses traffic complaints and crime patterns plus works closely with the Investigations Division.

The Investigations Division consists of one detective sergeant and one detective, both serving as plain clothes investigators. The detectives provide specialized services and investigations that patrol officers cannot accomplish due to the time required to investigate complex incidents and crimes.

The Administrative Division includes the police chief, deputy chief, support services sergeant, crime prevention/school liaison officer, records supervisor, community service officer, and 2 part-time personnel. This division provides support to both patrol and investigations by developing the department's objectives, promoting community policing strategies, operating budget oversight, and making program recommendations, which are aligned with the Village's and department's goals. This division is also tasked with fiscal monitoring, oversight of personnel and benefits, records management and maintenance of the department's technical equipment, and automated traffic enforcement administration.

BUDGET ANALYSIS

Personal Services includes labor/management contractual obligations, which includes cost of living, holiday pay, IDOT Step overtime, and educational incentives. Overtime expenditures were higher due to COVID-19 response, civil unrest assignments, and lateral transfers by officers to other departments. Salary expenses are expected to decrease due to new hires starting at a lower rate of pay. Employee Benefits primarily include Medicare, health insurance, retiree health insurance, and pension contribution increases. Contractual Services include IT support, maintenance of vehicles, training, and community support services. Materials and Supplies include gas & oil costs and equipment purchases.

**VILLAGE OF RIVER FOREST, ILLINOIS
POLICE OVERVIEW
FISCAL YEAR 2022 BUDGET**

PERSONNEL SUMMARY

| | FY 2020 ACTUAL | FY 2021 BUDGET | FY 2022 BUDGET |
|--------------------------|---------------------------|---------------------------|---------------------------|
| Sworn Officers | 28 | 28 | 28 |
| Non-Sworn | 3 | 3 | 3 |
| TOTAL POLICE FTEs | 31 | 31 | 31 |

LOOKING FORWARD: 2022 OBJECTIVES

In FY 2021 the Village of River Forest modified its Objectives Section to incorporate the guiding principles set by the Village Board, which include Protecting Public Safety, Stabilizing Property Taxes, and Strengthening Property Values. The strategies in which the Village works to satisfy these principles is through providing exceptional customer service, ensuring efficient and effective municipal operations, protecting and enhancing the quality of life for Village residents, and continuing efforts towards economic development.

Guiding Principle: Protecting Public Safety

1. Continue to implement recommendations from the River Forest Bicycle Plan including: additional training to enhance Bicycle Officers knowledge and abilities; participate in Education and Enforcement programs as Ambassadors of bicycle use and safety; attend community events such as LemonAid and the Annual Food Truck Rally to encourage community members to practice bicyclist safety; organize community bicycle rides through existing programs such as the Junior Citizen Police Academy; and organize an additional Bike to Campus event for schools in River Forest. The Department will participate in events to the extent possible given COVID-19 restrictions.
2. Expand on existing platform used for overnight parking to include: access for residents to make vacation watch requests online; directed patrol assignments for traffic enforcement and foot patrols; and entry of information for at-risk residents for access by police to better respond to the needs of community members.
3. Further Community/Problem Policing Oriented Strategies - attend block parties, as well as expanding the Police Department's presence at community events and functions taking place at schools, parks, and the Community Center. The Department will participate in events to the extent possible given COVID-19 restrictions. Look for new opportunities to engage the public on ongoing police-related matters, including social, procedural, and restorative, in the community and identify crime or related traffic priorities. Host quarterly Community Safety Meetings, as part of a strong public outreach strategy, and utilizing electronic communications to broaden our outreach. Utilize existing Village communication tools (website, e-news, Facebook, crime alerts) as part of a well-rounded communications strategy.
4. Expand and enhance use of smart city technology to apprehend offenders and prevent criminal acts within the Village. Utilization and expansion of street cameras, license plate readers, and other emerging technologies has already proven to be a force-multiplier and has enhanced situational/command awareness.
5. Conduct enhanced traffic enforcement strategies to address resident, school official, and officer driven safety concerns. This will include tactics which are data driven and accomplished with the use of message boards, speed radar trailers, decoy squad cars, and high visibility patrols. Both educational and enforcement methods will be utilized.

**VILLAGE OF RIVER FOREST, ILLINOIS
POLICE OVERVIEW
FISCAL YEAR 2022 BUDGET**

Guiding Principle: Stabilizing Property Taxes

1. Collaborate with other Village Departments on the Commuter Parking Study in an effort to identify parking needs of community members and identify possible additional revenue streams.
2. Identify additional sources of funding for Department programs and equipment such as public and private grant opportunities. Examine utilizing a grant research, writing, and consulting service would be a professional strategy to help apply for and increase the likelihood of being a grant recipient.
3. Further develop the new scheduling system to enhance tracking of overtime, compensatory time, and staffing in an effort to reduce costs.
4. Improve Police Officer Candidate training and evaluation process to ensure quality candidates are attracted and retained.

Guiding Principle: Strengthening Property Values

1. Use crime analysis to identify the central locations of crime “hot spots” and identify strategies to address those patterns to ensure that River Forest neighborhoods remain desirable places to live and work.
2. Monitor and observe the effects of non-violent offenses, such as criminal damage and vandalism, and quality of life issues, such as homelessness, mental health, and drug abuse, to determine if additional resources or public/private partnerships are needed to strengthen community relations.
3. Implement community partnership programs such as Vacation Watch and shared residential security camera programs that can reinforce community pride and commitment to homeowner engagement in common public safety goals.

**VILLAGE OF RIVER FOREST, ILLINOIS
POLICE OVERVIEW
FISCAL YEAR 2022 BUDGET**

REVIEWING THE YEAR: 2021 ACCOMPLISHMENTS

VILLAGE BOARD STRATEGIC GOAL: PROTECTING PUBLIC SAFETY

| GOALS | STATUS |
|---|--|
| Implement recommendations from the River Forest Bicycle Plan including: additional training to enhance Bicycle Officers knowledge and abilities; participate in Education and Enforcement programs as Ambassadors of bicycle use and safety; attend community events such as LemonAid and the Annual Food Truck Rally to encourage community members to practice bicyclist safety; organize community bicycle rides through existing programs such as the Junior Citizen Police Academy; and organize an additional Bike to Campus event for schools in River Forest. | The Department had scheduled officers to attend additional training as Bicycle Officers. The training was cancelled due to the COVID-19 pandemic. Block parties and other community events were also affected by the pandemic, with many being cancelled. The Department modified efforts in response to COVID-19 and continued its support of the LemonAid event. Crime Prevention completed a bicycle safety video for presentation at local schools via the e-learning model. A modified version of the Junior Citizen Police Academy was held with bicycle safety as one of the items on the curriculum. Online Bicycle Registration was implemented to allow residents to register their bicycles electronically. |
| Expand on existing platform used for overnight parking to include: access for residents to make vacation watch requests online; directed patrol assignments for traffic enforcement and foot patrols; and entry of information for at-risk residents for access by police to better respond to the needs of community members. | Several key components of the existing platform were further developed to include drop down selections for directed patrols, foot patrols, and traffic enforcement assignments. The Department will continue to develop the platform for use by officers. |
| Host quarterly Community Safety Meetings, as part of a strong public outreach strategy, and utilizing electronic communications to broaden our outreach. Utilize existing Village communication tools (website, e- news, Facebook, crime alerts) as part of a well-rounded communications strategy. | The Department held quarterly Community Safety Meetings in January, April, July, and October 2020. The Department also hosted two Policing and Social Justice Forums in June and July 2020. Communication regarding the events were broadcast via the Village website, e-news and Facebook. |
| Further Community/Problem Policing Oriented Strategies -attend block parties, as well as expanding the Police Department's presence at community events and functions taking place at schools, parks, and the Community Center. Look for new opportunities to engage the public on ongoing police-related matters in the community and identify crime or related traffic priorities. | Many opportunities for customary community outreach were affected by the COVID-19 pandemic. The Department pivoted outreach through available technologies such as Facebook Live, YouTube, and Zoom. |
| Expand and enhance use of smart city technology to apprehend offenders and prevent criminal acts within the Village. Utilization and expansion of street cameras, license plate readers, and other emerging technologies has already proven to be a force-multiplier and has enhanced situational/command awareness. | The use of street cameras proved to be invaluable in several cases throughout the year. The systems assisted in developing suspects and identifying vehicles. The systems were also used during in-progress incidents to assist in locating offenders. Cameras were replaced inside Village Hall. Cameras were added to areas that lacked coverage in an effort to increase transparency and reduce liability. |
| Conduct enhanced traffic enforcement strategies to address resident, school official, and officer driven safety | Traffic enforcement was modified due to reduced pedestrian and vehicle traffic early in FY 2021. Officers began traffic calming missions to maintain high visibility |

**VILLAGE OF RIVER FOREST, ILLINOIS
POLICE OVERVIEW
FISCAL YEAR 2022 BUDGET**

concerns. This will include tactics which are data driven and accomplished with the use of message boards, speed radar trailers, decoy squad cars, and high visibility patrols. Both educational and enforcement methods will be utilized.

until normal traffic levels returned. Officers continued with traditional enforcement and education methods. The addition of pole-mounted radar units and use of traffic crash analysis were used for data driven response by officers.

VILLAGE BOARD STRATEGIC GOAL: STABILIZING PROPERTY TAXES

| GOAL | STATUS |
|--|---|
| Collaborate with other Village Departments and KLOA on the Commuter Parking Stud in an effort to identify parking needs of community members and identify possible additional revenue streams. | The Department continued to work on the Commuter Parking Study with other Village Departments. Much of the work was affected by the COVID-19 pandemic as commuter parking reduced significantly with most people working or learning from home. |
| Research and determine if it is feasible to raise parking citation and local ordinance fines from \$30 to a higher amount. Work in concert with Village Administrator's staff to research area communities and collar counties fine/fee schedules. Findings would be used for recommendations to the Village Administrator and Village Board. The increase of fines/fees would likely create a modern approach to additional sources of revenue. | Parking restrictions were modified or lifted during the COVID-19 pandemic. Many fine or fee based programs were placed on hold to reduce financial hardships placed on the community due to the pandemic. Research into increasing fines was put on hold as a result. |
| Identify additional sources of funding for Department programs and equipment such as public and private grant opportunities. Utilizing a grant research, writing, and consulting service would be a professional strategy to help apply for and increase the likelihood of being a grant recipient. | The Department was awarded a \$5,000 prize and Personal Protective Equipment from Aftermath, Inc. after entering a nationwide contest regarding the need for the equipment. The Department applied for a grant through Firehouse Subs for funding of new Automatic Electronic Defibrillators (AED). The results are pending. |
| Further develop the new scheduling system to enhance tracking of overtime, compensatory time, and staffing in an effort to reduce costs. | A multi-phase approach was implemented. The Department met with the Finance Department several times to ensure that the system is accurately tracking overtime and compensatory time. Department members now have access to scheduling via a web-based application. |
| Research and report findings of a study to determine if annual or one-time alarm fees should be assessed for commercial and residential security alarm systems. Also, determine if a registration for the installation of a new security alarm system should be mandated by ordinance with a fee assessed for the application or other police related services. | Many fine or fee based programs were placed on hold to reduce financial hardships placed on the community due to the COVID-19 pandemic. Research into increasing fines or fees was put on hold as a result. |

**VILLAGE OF RIVER FOREST, ILLINOIS
POLICE OVERVIEW
FISCAL YEAR 2022 BUDGET**









VILLAGE BOARD STRATEGIC GOAL: STRENGTHENING PROPERTY VALUES

| GOAL | STATUS |
|--|--|
| Use crime analysis to identify the central locations of crime “hot spots” and identify strategies to address those patterns to ensure that River Forest neighborhoods remain desirable places to live and work. | Crime analysis mapping was used to assist officers in identifying areas of focus and concern. Pattern and trend analysis were also used throughout the year. |
| Monitor and observe the effects of non-violent offenses, such as criminal damage and vandalism, and quality of life issues, such as homelessness, mental health, and drug abuse, to determine if additional resources or public/private partnerships are needed to strengthen community relations. | The Department worked closely with River Forest Township and Thrive Family Services. The Positive Youth Development program through Oak Park Township was highlighted at Community Safety Meetings. The Department continued support of Dementia Friendly River Forest. New opportunities to assist the Senior Citizen Response Program evolved in response to the COVID-19 pandemic. Officers also issued Local Ordinance citations in lieu of arrest for minor violations. |
| Examine if traffic calming and noise reducing strategies through education and enforcement enhance the reality or perception of safety and security. | Traffic enforcement was modified due to reduced pedestrian and vehicle traffic early in FY 2021. The addition of pole-mounted radar signs throughout the Village were believed to have a positive effect on speed reduction. The Department used citizen engagement for requests of traffic enforcement and deployment of speed trailers. |
| Identify community partnership programs such as Neighborhood Watch, Vacation Watch, and shared residential security camera programs that can reinforce community pride and commitment to homeowner engagement in common public safety goals. | The Vacation Watch program was offered to residents through traditional means. The existing platform that offers online vacation watch requests was further developed and plans to roll out the system to residents are on-going. The Department will continue to work with residents and existing camera system platforms such as Ring and Nest. |

VILLAGE OF RIVER FOREST, ILLINOIS
POLICE OVERVIEW
FISCAL YEAR 2022 BUDGET

PERFORMANCE MEASURES

In Fiscal Year 2012 the Village implemented performance measures in each operating department to provide continuous feedback in order to ensure the delivery of efficient and effective services.

| MEASURES | FY 2020 | | FY 2021 | | FY 2022 |
|--|---|--|--|--|--|
| | GOAL | ACTUAL (1 ST – 4 TH QTRS) | GOAL | ACTUAL (1 ST – 3 RD QTRS) | GOAL |
| 4:00 Minute Average Police Response Time for High Priority Calls for Service | 4 minutes | 3.35 minutes | 4 minutes | 2.87 minutes | 4 minutes |
| Staff Injuries on Duty Resulting in Lost Work Days |  50% | 4 Injuries 7 days |  50% | 0 Injuries 0 days | 0 days lost |
| Reduction in Number of Claims Filed for Property or Vehicle Damage Caused by the Police Department | 0 Claims  | 4 Claims | 0 Claims | 2 Claims | 0 Claims |
| Improve Communication with Bargaining Unit and Reduce Number of Grievances |  25% | 1 Grievance |  25% | 0 Grievance | 0 Grievances |
| Reduce Overtime and Improve Morale by Reducing Sick Leave Usage. Comparison of FY 2019 and FY 2020 |  10 % | 233 total days including 150 FMLA days |  10 % | 108.5 total days including 30 FMLA days |  10 % |

**VILLAGE OF RIVER FOREST, ILLINOIS
POLICE OVERVIEW
FISCAL YEAR 2022 BUDGET**

ACTIVITY MEASURES

Activity is measured by calendar year.

| Measure | 2017 | 2018 | 2019 | 2020 |
|--|--------|--------|--------|--------|
| Calls for Service/Events*** | 28,058 | 17,284 | 13,140 | 10,475 |
| Part I Offenses* | 307 | 248 | 245 | 202 |
| Part II Offenses** | 895 | 830 | 803 | 629 |
| Traffic Citations*** | 2,277 | 2,592 | 2,518 | 1,695 |
| Parking and Compliance Citations*** | 5,199 | 5,953 | 5,468 | 1,282 |
| Traffic Accidents*** | 566 | 541 | 521 | 323 |
| Part I Arrests- Adult | 133 | 110 | 87 | 93 |
| Part I Arrests- Juvenile | 8 | 6 | 15 | 2 |
| Part II Arrests- Adult | 609 | 536 | 483 | 351 |
| Part II Arrests- Juvenile | 36 | 21 | 14 | 19 |
| Special Event Permits*** | 16 | 13 | 14 | 5 |
| Film Permits | 10 | 15 | 6 | 9 |

* Part I offenses include Homicide, Criminal Sexual Assault, Robbery, Aggravated Battery, Burglary, Theft over \$500.00, Arson and Motor Vehicle Theft.

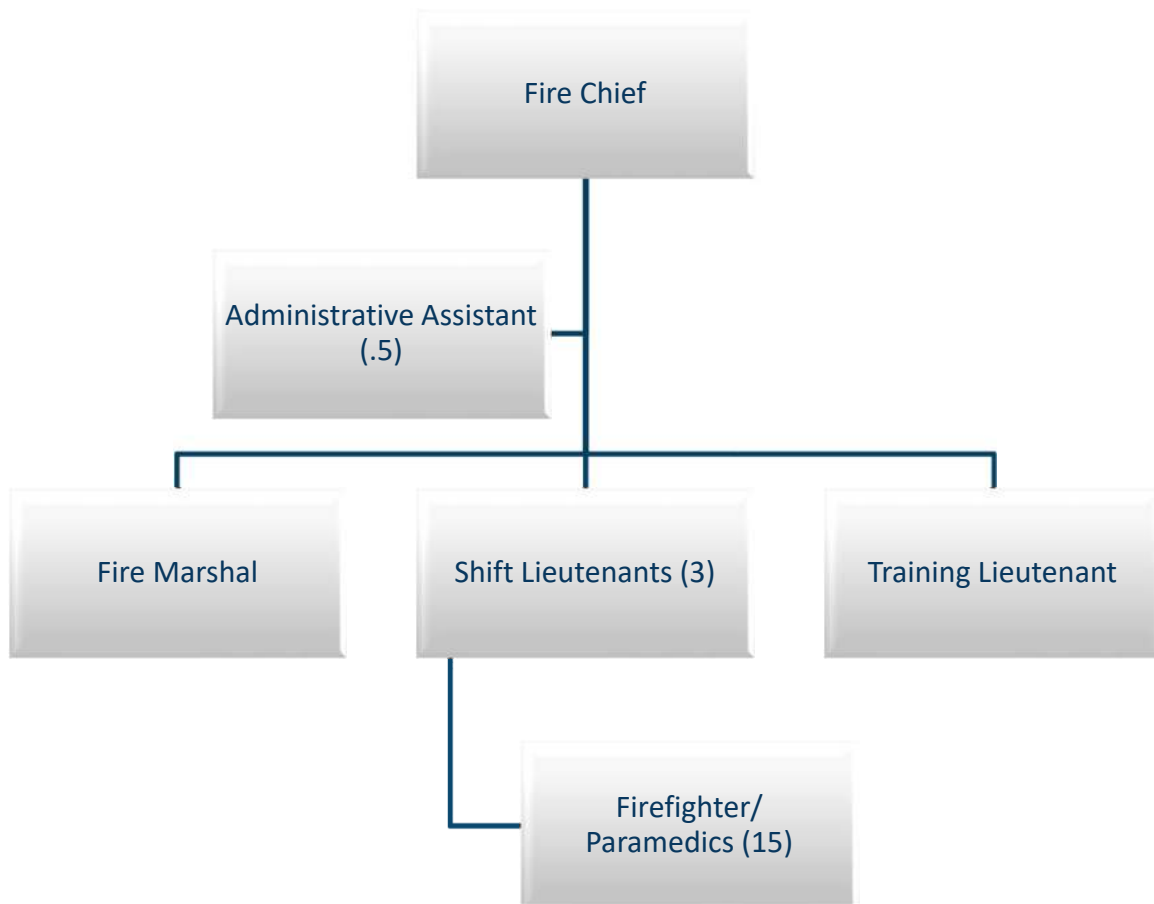
** Part II offenses include Simple Battery, Assault, Criminal Trespass, Disorderly Conduct and all other misdemeanor offenses.

*** The COVID-19 Pandemic had a significant effect on several measured categories. The result was a reduction in Calls for Service, Part I and Part II Offenses, Citations (including Traffic, Parking, and Compliance), and Traffic Accidents. Special Event Permits were also impacted.

**Village of River Forest
Budget Detail by Account
Fiscal Year 2022 Budget**

| Account Number | Description | 2019 Actual | 2020 Actual | 2021 Budget | 2021 Projected | 2022 Budget | Increase (Decrease) | % Inc (Dec) |
|------------------|---------------------------------|------------------|------------------|------------------|-------------------|------------------|------------------------|----------------|
| 40 | Police Department | | | | | | | |
| 01-40-00-51-0100 | Salaries Sworn | 2,679,609 | 2,629,234 | 3,043,282 | 2,483,705 | 2,841,733 | (201,549) | -6.62% |
| 01-40-00-51-0200 | Salaries Regular | 133,261 | 132,025 | 132,474 | 130,777 | 136,860 | 4,386 | 3.31% |
| 01-40-00-51-1500 | Specialist Pay | 34,227 | 35,780 | 40,708 | 30,801 | 40,718 | 10 | 0.02% |
| 01-40-00-51-1600 | Holiday Pay | 109,952 | 112,277 | 136,157 | 120,894 | 125,988 | (10,169) | -7.47% |
| 01-40-00-51-1700 | Overtime | 196,017 | 176,847 | 180,250 | 255,745 | 218,229 | 37,979 | 21.07% |
| 01-40-00-51-1727 | IDOT STEP Overtime | 4,005 | 5,388 | 28,217 | 8,060 | 10,861 | (17,356) | -61.51% |
| 01-40-00-51-1750 | Compensated Absences-Retiremt | 39,475 | 22,073 | - | - | - | - | 0.00% |
| 01-40-00-51-1800 | Educational Incentives | 35,740 | 37,800 | 39,800 | 37,800 | 35,100 | (4,700) | -11.81% |
| 01-40-00-51-1950 | Insurance Refusal Reim | 825 | 1,200 | 1,475 | 1,800 | 900 | (575) | -38.98% |
| 01-40-00-51-3000 | Part-Time Salaries | 34,189 | 31,176 | 47,973 | 32,653 | 49,198 | 1,225 | 2.55% |
| | Personal Services | 3,267,301 | 3,183,801 | 3,650,336 | 3,102,235 | 3,459,587 | (190,749) | -5.23% |
| 01-40-00-52-0320 | FICA | 10,186 | 9,945 | 12,305 | 9,838 | 12,956 | 651 | 5.29% |
| 01-40-00-52-0325 | Medicare | 44,599 | 43,547 | 52,521 | 41,605 | 50,164 | (2,357) | -4.49% |
| 01-40-00-52-0330 | IMRF | 17,148 | 14,861 | 17,829 | 17,017 | 18,773 | 944 | 5.29% |
| 01-40-00-52-0375 | Fringe Benefits | 1,375 | 1,200 | 2,160 | 1,920 | 2,640 | 480 | 22.22% |
| 01-40-00-52-0400 | Health Insurance | 482,288 | 438,157 | 521,499 | 469,574 | 446,145 | (75,354) | -14.45% |
| 01-40-00-52-0420 | Health Insurance - Retirees | 83,998 | 87,866 | 94,666 | 91,566 | 92,838 | (1,828) | -1.93% |
| 01-40-00-52-0425 | Life Insurance | 1,998 | 2,118 | 2,273 | 2,483 | 2,135 | (138) | -6.07% |
| 01-40-00-52-0430 | VEBA Contributions | 62,383 | 60,584 | 86,038 | 85,326 | 78,505 | (7,533) | -8.76% |
| 01-40-00-53-0009 | Contribution to Police Pension | 1,462,304 | 1,584,889 | 1,830,611 | 1,559,491 | 1,874,179 | 43,568 | 2.38% |
| | Benefits | 2,166,279 | 2,243,166 | 2,619,902 | 2,278,820 | 2,578,335 | (41,567) | -1.59% |
| 01-40-00-53-0200 | Communications | 4,439 | 3,167 | 3,472 | 3,454 | 3,472 | - | 0.00% |
| 01-40-00-53-0385 | Administrative Adjudication | 20,690 | 17,334 | 23,740 | 18,158 | 23,740 | - | 0.00% |
| 01-40-00-53-0410 | IT Support | 12,211 | 11,414 | 17,778 | 14,725 | 17,601 | (177) | -1.00% |
| 01-40-00-53-0430 | Animal Control | 940 | 1,050 | 2,500 | 1,892 | 2,200 | (300) | -12.00% |
| 01-40-00-53-3100 | Maint of Equipment | 5,242 | 5,781 | 15,316 | 14,875 | 15,535 | 219 | 1.43% |
| 01-40-00-53-3200 | Maintenance of Vehicles | 38,889 | 47,260 | 48,545 | 54,127 | 55,085 | 6,540 | 13.47% |
| 01-40-00-53-3600 | Maintenance of Buildings | 335 | 667 | 1,000 | 750 | 850 | (150) | -15.00% |
| 01-40-00-53-4100 | Training | 21,745 | 27,250 | 33,950 | 32,747 | 33,450 | (500) | -1.47% |
| 01-40-00-53-4200 | Community Support Services | 118,707 | 103,776 | 93,171 | 75,030 | 95,421 | 2,250 | 2.41% |
| 01-40-00-53-4250 | Travel & Meeting | 506 | 462 | 4,450 | 1,750 | 3,450 | (1,000) | -22.47% |
| 01-40-00-53-4300 | Dues & Subscriptions | 6,118 | 8,667 | 8,948 | 8,490 | 8,948 | - | 0.00% |
| 01-40-00-53-4350 | Printing | 4,665 | 4,602 | 5,500 | 4,750 | 4,300 | (1,200) | -21.82% |
| 01-40-00-53-4400 | Medical & Screening | 9,330 | 328 | 5,465 | 3,440 | 5,465 | - | 0.00% |
| 01-40-00-53-5400 | Damage Claims | 8,897 | 7,664 | 2,500 | 54,038 | 5,000 | 2,500 | 100.00% |
| | Contractual Services | 252,714 | 239,423 | 266,335 | 288,226 | 274,517 | 8,182 | 3.07% |
| 01-40-00-54-0100 | Office Supplies | 8,261 | 10,211 | 10,000 | 8,225 | 9,500 | (500) | -5.00% |
| 01-40-00-54-0150 | Equipment | - | 39,936 | - | - | - | - | 0.00% |
| 01-40-00-54-0200 | Gas & Oil | 42,264 | 43,726 | 41,855 | 35,378 | 39,269 | (2,586) | -6.18% |
| 01-40-00-54-0300 | Uniforms Sworn Personnel | 28,923 | 29,126 | 27,683 | 25,800 | 27,683 | - | 0.00% |
| 01-40-00-54-0310 | Uniforms Other Personnel | 941 | 85 | 1,200 | 965 | 1,200 | - | 0.00% |
| 01-40-00-54-0400 | Prisoner Care | 2,094 | 2,271 | 3,540 | 4,509 | 3,650 | 110 | 3.11% |
| 01-40-00-54-0600 | Operating Supplies | 4,342 | 3,766 | 6,268 | 5,120 | 6,805 | 537 | 8.57% |
| 01-40-00-54-0601 | Radios | 7,330 | 4,179 | 8,350 | 7,810 | 8,350 | - | 0.00% |
| 01-40-00-54-0602 | Firearms and Range Supplies | 13,653 | 16,291 | 17,640 | 14,740 | 18,640 | 1,000 | 5.67% |
| 01-40-00-54-0603 | Evidence Supplies | 10,250 | 10,437 | 7,650 | 7,279 | 7,650 | - | 0.00% |
| 01-40-00-54-0605 | DUI Expenditures | 6,379 | 7,376 | 5,938 | 5,500 | 4,851 | (1,087) | -18.31% |
| 01-40-00-54-0610 | Drug Forfeiture Expenditures | 3,975 | 2,210 | 534 | 3,390 | 318 | (216) | -40.45% |
| 01-40-00-54-0615 | Article 36 Exp | 8,895 | - | 2,314 | 2,100 | 1,871 | (443) | -19.14% |
| 01-40-00-54-0620 | Cannabis Tax Act Expenditures | - | - | 4,500 | 3,500 | 4,465 | (35) | -0.78% |
| | Materials & Supplies | 137,309 | 169,614 | 137,472 | 124,316 | 134,252 | (3,220) | -2.34% |
| 01-40-00-55-8700 | Police Vehicle | - | 38,253 | - | - | - | - | 0.00% |
| | Capital Outlay | - | 38,253 | - | - | - | - | 0.00% |
| 01-40-00-57-5013 | Transfer to CERF | 158,304 | 186,687 | - | - | - | - | 0.00% |
| | Other Financing Uses | 158,304 | 186,687 | - | - | - | - | 0.00% |
| 40 | Police Department | 5,981,907 | 6,060,944 | 6,674,045 | 5,793,597 | 6,446,691 | (227,354) | -3.41% |

Fire Organizational Chart



BUDGET SNAPSHOT

| CATEGORY | FY 2020 ACTUAL | FY 2021 BUDGET | FY 2021 PROJECTED | FY 2022 BUDGET |
|----------------------|--------------------|--------------------|----------------------|--------------------|
| Personal Services | \$2,422,231 | \$2,453,006 | \$2,328,480 | \$2,567,320 |
| Employee Benefits | \$1,898,344 | \$2,144,843 | \$1,923,636 | \$2,182,302 |
| Contractual Services | \$90,350 | \$139,521 | \$271,775 | \$132,645 |
| Commodities | \$59,200 | \$56,091 | \$49,315 | \$55,894 |
| Transfers | \$160,509 | \$0 | \$0 | \$0 |
| Total | \$4,630,633 | \$4,793,461 | \$4,573,206 | \$4,938,161 |

DEPARTMENT DESCRIPTION

The Fire Department is an all-hazard protection service providing fire suppression, emergency medical services (EMS), hazardous materials and technical rescue response as well as public education, fire prevention, fire investigation, and emergency management services.

The Fire Department operates 24 hours a day 365 days a year to limit loss of life, injury and property damage to the residents, businesses and visitors of River Forest by providing high quality fire protection, advanced life support and emergency services in the most cost effective manner.

The Fire Department is a member of MABAS Division XI. MABAS, the Mutual Aid Box Alarm System, is a group of seven fire departments in the River Forest region that work together to provide mutual aid for calls which cannot be handled by one department alone.

BUDGET ANALYSIS

The FY 2022 Budget reflects an 3% increase of \$144,700 from the FY 2021 Budget due to an increase of \$73,599 in pension contributions and an increase of \$118,385 in salaries of sworn personnel.

While the FY 2022 overtime budget is \$14,000 less than the \$150,000 budgeted for FY 2021, the FY 2022 budget recommends \$136,000 to more accurately reflect expected expenditures. The Fire Department is currently at full staff with only one member eligible for retirement. There was one vacancy for a large portion of FY 2021.

We have been unable to provide our usual amount of outside training activities due to the pandemic. What outside training we have been able to provide has come at little or no cost, saving \$11,300 from the training budget for FY 2021.

PERSONNEL SUMMARY

| | FY 2020 BUDGET | FY 2021 BUDGET | FY 2022 BUDGET |
|--|-------------------|-------------------|-------------------|
| Sworn Officers | 20 | 20 | 20 |
| Civilian Fire Marshal and Administrative Assistant | 1.5 | 1.5 | 1.5 |
| TOTAL FIRE FTEs | 21.5 | 21.5 | 21.5 |

VILLAGE OF RIVER FOREST, ILLINOIS
FIRE OVERVIEW
FISCAL YEAR 2022 BUDGET

LOOKING FORWARD: 2022 OBJECTIVES

In FY 2021 the Village of River Forest modified its Objectives Section to incorporate the guiding principles set by the Village Board. The means in which the Village works to satisfy these principles is through a variety of means such as providing excellent customer service, ensuring efficient and effective municipal operations, protecting and enhancing the quality of life for Village residents, and continuing efforts toward economic development.

Guiding Principle: Protecting Public Safety

1. Improve fire and safety awareness through public education in the schools and continue to expand public outreach programs.
2. Use Village website and social media to enhance public safety communications with residents.
3. Provide added CPR/AED classes for employees, residents and businesses throughout the community.
4. Attend and teach fire safety to residents at block parties, when not on emergency service calls.
5. Train with surrounding communities to be prepared for mass casualty incidents.
6. Exercise the Village's Emergency Operations Plan with all emergency preparedness drills, including TRIPCOM Pharmaceutical Distribution Plan.
7. Improve the community's emergency preparedness with programs participated in and taught by volunteers from our village, along with first responders, as train-the-trainer educators. Both Fire and Police personnel will work with our Community Emergency Response Team (CERT) to implement this goal.
8. Update Building Codes to the 2018 ICC Code Series.
9. Develop electronic platform to increase efficiency of property fire inspections.
10. Increase number of Firefighters certified in Vehicle Machinery Operations.
11. Increase number of Firefighters certified to level of Advanced Firefighter.
12. Update Rules and Regulations for the Fire Department.

Guiding Principle: Stabilizing Property Taxes

1. Improve Firefighter Candidate training and evaluation process to manage the cost of recruitment of the best candidates and minimize the cost of staff turnover.

Guiding Principle: Strengthening Property Values

1. Provide and promote the availability of voluntary home fire inspections with both fire prevention bureau and shift personnel, increasing safety in the Village.

VILLAGE OF RIVER FOREST, ILLINOIS
FIRE OVERVIEW
FISCAL YEAR 2022 BUDGET

REVIEWING THE YEAR: 2021 ACCOMPLISHMENTS

VILLAGE BOARD GUIDING PRINCIPLE: PROTECTING PUBLIC SAFETY

| GOALS | STATUS |
|---|--|
| Improve fire and safety awareness through public education in the schools and expand public outreach programs, emphasizing programs for the older adult population. | Completed 93 public safety education programs community-wide, making contact with 1,211 residents, students and businesses, an increase of 32.8% in programs. Due to COVID, a large portion of these contacts were "Drive-By Parades". |
| Use Village website and social media to enhance public safety communications with residents. | Published public safety articles in Village's e-newsletter on a regular basis. |
| Provide added CPR/AED classes for employees, residents and businesses throughout the community. | Provided CPR/AED classes for Fire, Police and Public Works. Provided CPR/AED classes for about 20 residents/businesses. |
| Exercise the Village's Emergency Operations Plan with all emergency preparedness drills, including TRIPCOM Pharmaceutical Distribution Plan. | Developed COVID vaccine distribution plan with TRIPCOM, subject to IDPH approval. |

VILLAGE BOARD GUIDING PRINCIPLE: STABILIZING PROPERTY TAXES

| GOALS | STATUS |
|--|---|
| Improve Firefighter Candidate training and evaluation process to ensure quality candidates are attracted and retained. | Worked with Fire and Police Commission to improve candidate attraction. Training Division redesigned candidate program. |

VILLAGE BOARD GUIDING PRINCIPLE: STRENGTHENING PROPERTY VALUES

| GOALS | STATUS |
|---|---|
| Provide and promote the availability of voluntary home fire inspections with both fire prevention bureau and shift personnel. | Continued to offer home fire inspections. |

VILLAGE OF RIVER FOREST, ILLINOIS
FIRE OVERVIEW
FISCAL YEAR 2022 BUDGET

PERFORMANCE MEASURES

In Fiscal Year 2012 the Village implemented performance measures in each operating department to provide continuous feedback in order to ensure the delivery of efficient and effective services.

| MEASURES | CALENDAR YEAR 2019 | | CALENDAR YEAR 2020 | | 2021 |
|---|---------------------|---------|---------------------|--------|---------------------|
| | GOAL | ACTUAL | GOAL | ACTUAL | GOAL |
| Maintain Fire / Rescue Quality Standard of high priority turnout times at an average of 1:20 minutes or less as established in NFPA 1710 (4.1.2.1) | 1:15 | 1:09 | 1:15 | 1:08 | 1:15 |
| Maintain Fire / Rescue Quality Standard of high priority response times at an average of 4:00 minutes or less as established in NFPA 1710 (4.1.2.1) | 4:00 | 4:10 | 4:00 | 4:05 | 4:00 |
| Customer complaints and/or public safety professional complaint of less than one percent of total call volume | <1% | 0% | <1% | 0% | <1% |
| Medical complaints filed by medical director and/or hospital personnel of less than one percent of total call volume | <1% | 0% | <1% | 0% | <1% |
| All commercial, multi-family, educational properties inspected once per year. High hazard properties inspected twice per year. | 383 | 359 | 383 | 286* | 358 |
| Complete 268 hours of training for each shift personnel. | 4,824 | 5,340.5 | 4,824 | 5,527 | 4,824 |
| Inspect and flush 445 fire hydrants within the village semiannually. Inspect, flush and flow test pressure annually. | 446 (once per year) | 477 | 445 (once per year) | 445 | 445 (once per year) |

*Total inspections down due to temporary suspension of in-person inspections when virus spread was at its height

VILLAGE OF RIVER FOREST, ILLINOIS
FIRE OVERVIEW
FISCAL YEAR 2022 BUDGET

ACTIVITY MEASURES

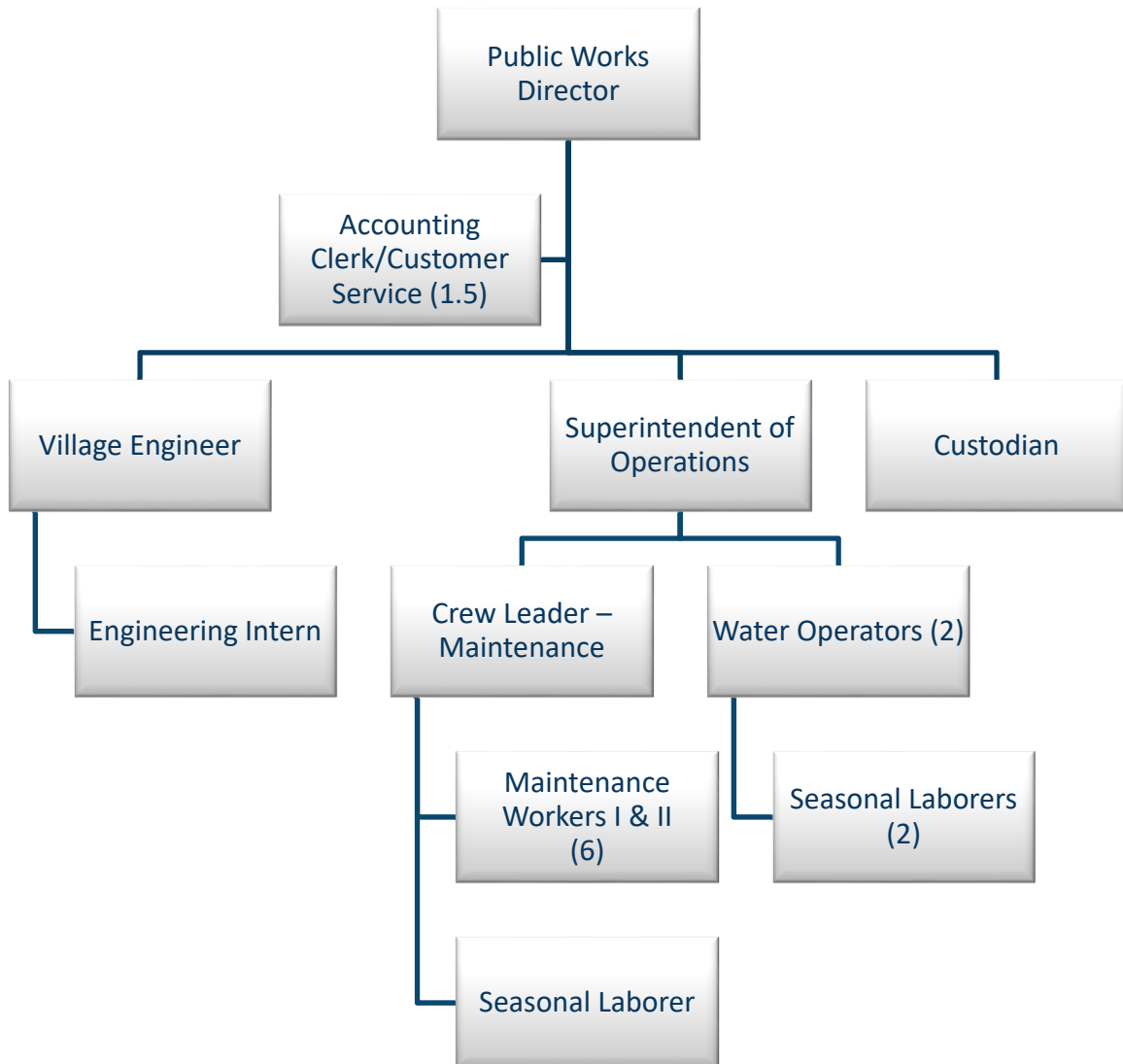
Activity evaluated on a continual basis to ensure delivery of efficient and effective services (measured by calendar year).

| MEASURES | 2016 | 2017 | 2018 | 2019 | 2020 |
|--|-------------|-------------|-------------|-------------|-------------|
| Emergency Fire Responses | 764 | 892 | 1,000 | 894 | 954 |
| Building Fires | 17 | 27 | 29 | 32 | 23 |
| Cooking related Fires | 39 | 20 | 58 | 37 | 41 |
| Other Fires | 14 | 27 | 20 | 24 | 33 |
| Severe Weather | 0 | 3 | 0 | 2 | 3 |
| Hazardous Conditions (no fire) | 85 | 59 | 85 | 62 | 73 |
| Service Calls | 132 | 142 | 177 | 165 | 166 |
| Good Intent Call | 207 | 255 | 334 | 284 | 306 |
| False Alarms | 270 | 357 | 294 | 298 | 309 |
| Emergency Medical Responses | 1,202 | 1,161 | 1,255 | 1,236 | 1,131 |
| Total Calls for Service | 1,966 | 2,053 | 2,255 | 2,130 | 2,085 |
| Patient Contacts | 1,226 | 1,233 | 1,329 | 1,260 | 1,196 |
| ALS | 594 | 501 | 477 | 499 | 570 |
| BLS | 632 | 732 | 852 | 761 | 626 |
| Refused Transport | 280 | 329 | 348 | 303 | 338 |
| Simultaneous Calls | 333 | 325 | 367 | 282 | 352 |
| Percent of Simultaneous Calls | 16.94% | 15.83% | 16.27% | 13.23% | 16.88% |
| Average Emergency Response Time (in minutes) | 4:03 | 3:59 | 4:11 | 4:10 | 4:05 |
| Dollar Value of Property | \$2,736,370 | \$3,736,000 | \$2,913,500 | \$3,875,000 | \$5,552,200 |
| Saved | \$2,703,750 | \$3,184,325 | \$2,808,408 | \$3,702,100 | \$5,539,050 |
| Percent Saved | 98.81% | 85.23% | 96.4% | 95.5% | 99.76% |
| Loss | \$32,620 | \$551,675 | \$105,020 | \$172,900 | \$13,150 |
| Public Education Programs/Contacts | 39/3,016 | 48/2,452 | 45/3,805 | 70/3,169 | 93/1,211 |

**Village of River Forest
Budget Detail by Account
Fiscal Year 2022 Budget**

| Account Number | Description | 2019 Actual | 2020 Actual | 2021 Budget | 2021 Projected | 2022 Budget | Increase (Decrease) | % Inc (Dec) |
|------------------|---------------------------------|------------------|------------------|------------------|-------------------|------------------|------------------------|----------------|
| 50 | Fire Department | | | | | | | |
| 01-50-00-51-0100 | Salaries Sworn | 1,805,086 | 1,842,359 | 1,944,935 | 1,815,436 | 2,063,320 | 118,385 | 6.09% |
| 01-50-00-51-0200 | Salaries Regular | 79,416 | 84,398 | 87,487 | 85,538 | 88,583 | 1,096 | 1.25% |
| 01-50-00-51-1500 | Specialist Pay | 141,964 | 146,145 | 138,959 | 143,286 | 143,352 | 4,393 | 3.16% |
| 01-50-00-51-1600 | Holiday Pay | 77,154 | 77,140 | 82,465 | 77,900 | 87,227 | 4,762 | 5.77% |
| 01-50-00-51-1700 | Overtime | 169,235 | 182,149 | 150,000 | 167,000 | 136,000 | (14,000) | -9.33% |
| 01-50-00-51-1750 | Compensated Absences-Retiremt | - | 46,452 | - | - | - | - | 0.00% |
| 01-50-00-51-1800 | Educational Incentives | 14,850 | 15,000 | 15,050 | 14,050 | 14,050 | (1,000) | -6.64% |
| 01-50-00-51-3000 | Part-Time Salaries | 26,154 | 28,588 | 34,110 | 25,270 | 34,788 | 678 | 1.99% |
| | Personal Services | 2,313,859 | 2,422,231 | 2,453,006 | 2,328,480 | 2,567,320 | 114,314 | 4.66% |
| 01-50-00-51-1950 | Insurance Refusal Reimb | 1,500 | 1,000 | 1,525 | 1,500 | 1,525 | - | 0.00% |
| 01-50-00-52-0320 | FICA | 6,473 | 6,624 | 7,628 | 6,600 | 7,694 | 66 | 0.87% |
| 01-50-00-52-0325 | Medicare | 32,063 | 33,697 | 35,600 | 33,000 | 37,247 | 1,647 | 4.63% |
| 01-50-00-52-0330 | IMRF | 10,710 | 10,383 | 13,303 | 12,000 | 13,780 | 477 | 3.59% |
| 01-50-00-52-0375 | Fringe Benefits | 1,200 | 1,200 | 1,440 | 1,440 | 1,440 | - | 0.00% |
| 01-50-00-52-0400 | Health Insurance | 297,550 | 277,573 | 316,240 | 304,609 | 280,469 | (35,771) | -11.31% |
| 01-50-00-52-0420 | Health Insurance - Retirees | 37,624 | 31,977 | 22,983 | 18,900 | 20,052 | (2,931) | -12.75% |
| 01-50-00-52-0425 | Life Insurance | 1,377 | 1,324 | 1,456 | 1,485 | 1,458 | 2 | 0.14% |
| 01-50-00-52-0430 | VEBA Contributions | 46,672 | 43,657 | 53,661 | 53,661 | 54,031 | 370 | 0.69% |
| 01-50-00-53-0010 | Contribution to Fire Pension | 1,193,797 | 1,490,909 | 1,691,007 | 1,490,441 | 1,764,606 | 73,599 | 4.35% |
| | Benefits | 1,628,966 | 1,898,344 | 2,144,843 | 1,923,636 | 2,182,302 | 37,459 | 1.75% |
| 01-50-00-53-0200 | Communications | 1,040 | 1,462 | 2,000 | 2,967 | 4,000 | 2,000 | 100.00% |
| 01-50-00-53-0410 | IT Support | 9,826 | 5,760 | 7,321 | 17,500 | 12,695 | 5,374 | 73.41% |
| 01-50-00-53-3100 | Maintenance of Equipment | 6,024 | 6,993 | 7,300 | 7,300 | 7,300 | - | 0.00% |
| 01-50-00-53-3200 | Maintenance of Vehicles | 39,595 | 53,735 | 50,250 | 53,000 | 50,500 | 250 | 0.50% |
| 01-50-00-53-3300 | Maint of Office Equipment | - | - | 500 | - | 500 | - | 0.00% |
| 01-50-00-53-3600 | Maintenance of Buildings | 5,042 | 1,203 | 3,500 | 10,000 | 1,000 | (2,500) | -71.43% |
| 01-50-00-53-4100 | Training | 10,777 | 4,403 | 17,300 | 6,000 | 17,300 | - | 0.00% |
| 01-50-00-53-4200 | Community Support Services | 15,307 | 12,524 | 16,300 | 16,000 | 16,300 | - | 0.00% |
| 01-50-00-53-4250 | Travel & Meeting | 4,130 | 704 | 4,250 | - | 4,250 | - | 0.00% |
| 01-50-00-53-4300 | Dues & Subscriptions | 2,739 | 3,114 | 3,800 | 3,800 | 3,800 | - | 0.00% |
| 01-50-00-53-4400 | Medical & Screening | 7,298 | 450 | 15,000 | 3,000 | 15,000 | - | 0.00% |
| 01-50-00-53-5400 | Damage Claims | 109,883 | - | - | 1,048 | - | - | 0.00% |
| 01-50-00-53-5700 | GEMT Expenses | - | - | 12,000 | 12,000 | - | (12,000) | -100.00% |
| | Contractual Services | 211,660 | 90,350 | 139,521 | 132,615 | 132,645 | (6,876) | -4.93% |
| 01-50-00-54-0100 | Office Supplies | 405 | 546 | 1,500 | 900 | 1,500 | - | 0.00% |
| 01-50-00-54-0150 | Equipment | - | - | - | 139,160 | - | - | 0.00% |
| 01-50-00-54-0200 | Gas & Oil | 12,781 | 13,114 | 12,841 | 9,500 | 11,444 | (1,397) | -10.88% |
| 01-50-00-54-0300 | Uniforms Sworn Personnel | 14,751 | 20,139 | 18,450 | 16,915 | 19,650 | 1,200 | 6.50% |
| 01-50-00-54-0600 | Operating Supplies | 31,884 | 25,401 | 23,300 | 22,000 | 23,300 | - | 0.00% |
| | Materials & Supplies | 59,821 | 59,200 | 56,091 | 188,475 | 55,894 | (197) | -0.35% |
| 01-50-00-57-5013 | Transfer to CERF | 148,093 | 160,509 | - | - | - | - | 0.00% |
| | Other Financing Uses | 148,093 | 160,509 | - | - | - | - | 0.00% |
| 50 | Fire Department | 4,362,399 | 4,630,633 | 4,793,461 | 4,573,206 | 4,938,161 | 144,700 | 3.02% |

Public Works Organizational Chart



Public Works- Administration & Operations

BUDGET SNAPSHOT

| CATEGORY | FY 2020 ACTUAL | FY 2021 BUDGET | FY 2021 PROJECTED | FY 2022 BUDGET |
|----------------------|--------------------|--------------------|----------------------|--------------------|
| Personal Services | \$580,296 | \$594,144 | \$617,979 | \$595,478 |
| Employee Benefits | \$243,875 | \$256,225 | \$255,785 | \$271,681 |
| Contractual Services | \$590,637 | \$521,460 | \$497,660 | \$474,010 |
| Commodities | \$153,952 | \$148,625 | \$155,202 | \$105,435 |
| Transfers | \$108,156 | - | - | - |
| Total | \$1,676,919 | \$1,520,454 | \$1,526,626 | \$1,446,604 |

DEPARTMENT DESCRIPTION

The Public Works Department is responsible for the operation, maintenance and improvement of public infrastructure; and providing for safe, reliable and efficient delivery of public services. The Public Works Department strives to enrich the quality of life in River Forest and enhance the overall character of the Village.

The Public Works Administration and Operations Division provides for the fabrication and maintenance of traffic signage, maintenance of street lighting and traffic signals, collection and disposal of leaves directly from Village streets that are transported to transfer stations, snow and ice removal, and the maintenance of streets, sidewalks and alleys.

The Department's forestry activities include the maintenance of public trees on parkways and Village owned property. This includes the removal of diseased trees, storm damage cleanup, tree pruning, and tree planting. The Department also monitors both public and private trees for Dutch Elm Disease and Emerald Ash Borer infestations.

The Public Works Department provides building maintenance for all Village-owned facilities and ensures a clean, healthy, safe and efficient working environment for employees and visitors.

BUDGET ANALYSIS

The 2022 Budget includes the following:

Tree Maintenance: The Budget maintains previous levels of funding for the contractual tree removals, contractual tree trimming, and GIS tree inventory data collection.

Trees: The Budget reflects a cost of \$36,000 for the purchase of trees lost due to typical reforestation needs and tree disease infestations.

Consulting Services: The Budget reflects an increase of \$5,000 due to additional construction engineering services needed for oversight of street resurfacing and sidewalk replacement projects.

Maintenance of Vehicles: The Budget reflects a decrease of \$3,000 due to the Village having a newer fleet of vehicles which require fewer repairs.

PERSONNEL SUMMARY

| | FY 2020 ACTUAL | FY 2021 BUDGET | FY 2022 BUDGET |
|--------------------------------|-------------------|-------------------|-------------------|
| TOTAL PUBLIC WORKS FTEs | 14.5 | 14.5 | 14.5 |

LOOKING FORWARD: 2022 OBJECTIVES

Guiding Principle: Protecting Public Safety

1. Snow and ice response will continue to be enhanced through the expansion of salt brining additional streets throughout the Village. More salt brining equipment will be purchased in order to have vehicles capable of applying brine throughout the fall leaf collection season. Due to limited availability of trucks during leaf collection it has not been possible to apply salt brine while the vehicles are setup for leaf collection. The purchase of additional brining tanks allows brining to take place in advance of a storm during the fall and provide more capacity for brining throughout the winter as well.
2. Public Works staff will continue to collaborate with the Police Department on the installation and operation of cameras positioned on street poles and traffic signal poles throughout the Village.
3. The installation of speed radar signs will continue to be performed by Public Works staff. These signs are selected and their locations are determined by the Police Department. Public Works staff keeps them in operating condition and handles issues related to maintenance and solar panel positioning.
4. Public Works staff will continue to perform proactive tree trimming on Village trees. It is important to keep trees trimmed on a regular basis in order to maintain the health of the tree, ensure fewer limbs fall during periods of high winds, and to improve traffic and pedestrian sightlines throughout Village streets.
5. The sidewalk replacement program will continue to improve the overall condition of public sidewalks and curb/gutters throughout the Village. The public safety purpose of this program is to eliminate all trip hazards for pedestrians and to bring all sidewalk ramps into compliance with the requirements set forth in the Americans with Disabilities Act (ADA).

Guiding Principle: Stabilizing Property Taxes

1. Ongoing maintenance tasks will continue to be evaluated on a regular basis for whether they should be performed with in-house staff or contractually. Many items may be more efficient and cost effective to have performed contractually, while some may make more sense to be done with in-house staff. These determinations are based not only on cost, but must also be balanced with customer service needs and performance.
2. Grants will continue to be sought after for projects and equipment identified within the Public Works budget. This can be seen in past projects including the LED street light replacements, interior lighting and HVAC energy efficiency projects, street rating analysis, bicycle plan implementation, and permeable paver alleys.
3. Public Works staff will continue to evaluate the viability of vehicles and equipment on an annual basis and re-adjust the vehicle and equipment replacement schedule if possible. Each vehicle and piece of equipment has an expected “useful life” which determines when replacement is needed. By evaluating each item annually we are able to adjust the “useful life” and keep vehicles/equipment that are in good working order thus saving money and not replacing item unnecessarily.

Guiding Principle: Strengthening Property Values

1. Alleys will be prioritized for reconstruction with a permeable paver solution on a regular basis. These alley reconstruction projects improve drainage, replace failing pavement, and restore the natural infiltration of stormwater underground and out of the combined sewer system.
2. Village streets will be maintained and re-paved on an ongoing basis through the use of a third party street ratings system. This ratings system will guide decision making for selecting the streets in most need of re-paving, cracksealing, patching, or rejuvenation.

3. Construction updates will continue to be communicated to residents and area stakeholders through the construction page of the Village website. The status of each construction project will be continually updated through project completion.
4. Public Works will continue to participate in community events such as the “touch a truck” event at the River Forest Library. These types of events allow the community to have direct interactions with Public works staff and see the vehicles and equipment used to maintain Village infrastructure.

REVIEWING THE YEAR: 2021 ACCOMPLISHMENTS

VILLAGE BOARD STRATEGIC GOAL: PROTECTING PUBLIC SAFETY

| GOALS | STATUS |
|--|--|
| Snow and ice response to be enhanced through the expansion of salt brining additional streets throughout the Village. More salt brining equipment will be purchased in order to have vehicles capable of applying brine throughout the fall leaf collection season. Due to limited availability of trucks during leaf collection it has not been possible to apply salt brine while the vehicles are setup for leaf collection. The purchase of an additional brining tank will allow brine to take place in advance of a storm during the fall and provide more capacity for brining throughout the winter as well. | Completed, and ongoing; The purchase of an additional salt brining piece of equipment was completed for additional snow and ice response capabilities during fall leaf collection. This equipment will be further expanded with an additional purchase of similar equipment in the near future. The Public Works Superintendent helped educate residents on the use of salt brine by being part of a video describing the benefits of brining in advance of snow and ice accumulation. |
| The installation of speed radar signs will continue to be performed by Public Works staff. These signs are selected and their locations are determined by the Police Department. Public Works staff keeps them in operating condition and handles issues related to maintenance and solar panel positioning. | Completed, and ongoing; This is a project that will continue as needed in collaboration with the Police Department. They provide Public Works staff with locations on Village streets where these installations are needed. |
| Public Works staff will continue to collaborate with the Police Department on the installation and operation of cameras positioned on street poles and traffic signal poles throughout the Village. | Completed, and ongoing; Public Works staff has provided ongoing assistance with the installation and troubleshooting of cameras within the Police Department network. |

VILLAGE BOARD STRATEGIC GOAL: STABILIZING PROPERTY TAXES

| GOALS | STATUS |
|--|---|
| Public Works staff will continue to evaluate the viability of vehicles and equipment on an annual basis and re-adjust the vehicle and equipment replacement schedule if possible. Each vehicle and piece of equipment has an expected "useful life" which determines when replacement is needed. By evaluating each item annually we are able to adjust the "useful life" and keep vehicles/equipment that are in good working order thus saving money and not replacing item unnecessarily. | Ongoing; This past year several vehicles that were planned to be purchased were able to be postponed due to the fact that current vehicles were sufficient and in stable working condition. |
| Grants will continue to be sought after for projects and equipment identified within the Public Works budget. This can be seen in past projects including the LED street light replacements, interior lighting and HVAC energy efficiency | Completed, and ongoing; This ongoing goal was continued and a grant was received for a portion of the implementation of the bicycle plan. |

| | |
|---|--|
| projects, street rating analysis, and permeable paver alleys. | |
| Ongoing maintenance tasks will continue to be evaluated on a regular basis for whether they should be performed with in-house staff or contractually. Many items may be more efficient and cost effective to have performed contractually, while some may make more sense to be done with in-house staff. These determinations are based not only on cost, but must also be balanced with customer service needs and performance. | Ongoing; This past year several maintenance items were evaluated to be more efficiently completed contractually. These include large tree removals and updating the Village tree inventory. Tree planting however continues to be more effective when performed by Public Works staff. |

VILLAGE BOARD STRATEGIC GOAL: STRENGTHENING PROPERTY VALUES

| GOAL | STATUS |
|--|---|
| Village streets will be maintained and re-paved on an ongoing basis through the use of a third party street ratings system. This ratings system will guide decision making for selecting the streets in most need of re-paving, cracksealing, patching, or rejuvenation. | Completed and ongoing; It is a regular practice to keep Village streets in the best condition possible. This past year we were provided with a street rating analysis through CMAP and will use these and other third party ratings for identifying locations where improvements are most needed. |
| Alleys will be prioritized for reconstruction with a permeable paver solution on a regular basis. These alley reconstruction projects improve drainage, replace failing pavement, and restore the natural infiltration of stormwater underground and out of the combined sewer system. | Completed and ongoing; Alley reconstruction continues to be completed on a regular basis with priority given to the alleys in most need of improvement. This will continue and accelerate due to multiple alleys where design engineering has been completed being planned for construction in the upcoming year. |
| Construction updates will continue to be communicated to residents and area stakeholders through the construction page of the Village website. The status of each construction project will be continually updated through project completion. | Completed and ongoing; It is an ongoing goal to notify and encourage residents to view the construction updates page of the Village website to view important updates on construction projects. |

PERFORMANCE MEASURES

In Fiscal Year 2012 the Village implemented performance measures in each operating department to provide continuous feedback in order to ensure the delivery of efficient and effective services.

| MEASURES | FY 2020 | | FY 2021 | | FY 2022 |
|--|-----------------|---|-----------------------------------|--|--------------|
| | GOAL | ACTUAL | GOAL | ACTUAL (1 ST – 3 RD QUARTERS) | GOAL |
| Complete Tree Trimming Service Requests Within 7 Working Days | 95% | 97% (209 of 216) | 95% | 99% (178 of 180) | 95% |
| Complete Service Requests for Unclogging Blocked Catch Basins Within 5 Working Days | 95% | 100% (5 of 5) | 95% | 100% (4 of 4) | 95% |
| Percent of Hydrants Out of Service More than 10 Working Days | <1% | 0% (0 of 440) | <1% | 0.00% (0 of 440) | <1% |
| Replace Burned Out Traffic Signal Bulbs Within 8 Hours of Notification | 99% | N/A | 99% | N/A | 99% |
| Complete Service Requests for Patching Potholes Within 5 Working Days | 95% | 100% (8 of 8) | 95% | 100% (6 of 6) | 95% |
| Repair Street Lights In-house, or Schedule Contractual Repairs, Within Five Working days | 95% | 100% (25 of 25) | 95% | 100% (19 of 19) | 95% |
| Safety: Not More than 2 Employee Injuries Resulting in Lost Time | ≤2 | 0 | ≤2 | 0 | ≤2 |
| Safety: Not More than 1 At-Fault Vehicle Accident | ≤1 | 0 | ≤1 | 0 | ≤1 |
| Televis 2,640 lineal feet (1/2 mile) of combined sewers each month (from April – Sept) | 2,640/per month | 243% (32,098 compared to 15,840/year goal) | 2,640 per month (15,840/ year) | 243% (28,054 of 13,200) | 2,640/ month |
| Exercise 25 Water System Valves Per Month | 25 per month | 88% (242 of 275) | 25/month (275/year) | 90% (158 of 225) | 25/ month |
| Complete First Review of Grading Plan Within 10 Working Days | 95% | 100% (103 of 103) | 95% | 100% (76 of 76) | 95% |

ACTIVITY MEASURES

*Projected through the end of the fiscal year.

| Measure | FY 2017 | FY 2018 | FY 2019 | FY 2020 | FY 2021* |
|------------------------------|---------|---------|---------|---------|----------|
| Street Sweeping (curb miles) | 2,042 | 1,988 | 2,190 | 2,171 | 2,180 |
| Street Sweeping Loads | 63 | 34 | 41 | 61 | 62 |
| Sign Repairs / Fabrication | 136 | 138 | 175 | 399 | 321 |
| Sewer Jetting (lineal feet) | 33,525 | 37,294 | 33,626 | 31,667 | 27,753 |
| Catch Basin Cleaning | 531 | 272 | 295 | 373 | 268 |
| Leaf Removal Loads | 568 | 508 | 519 | 532 | 520 |
| Leaf Removal (Tons) | 1,631 | 1,560 | 1,858 | 2,021 | 1,485 |
| Street Salting (Tons) | 365 | 650 | 580 | 437 | 345 |
| Trees Trimmed | 1,965 | 1,965 | 2,025 | 2,968 | 2,662 |
| Trees Removed | 176 | 145 | 150 | 133 | 160 |
| Trees Planted | 109 | 119 | 147 | 237 | 115 |
| Watering Young Trees | 422 | 334 | 323 | 400 | 247 |
| Ash Injections | 216 | 0 | 210 | 0 | 168 |
| Stumps Removed | 172 | 132 | 114 | 115 | 161 |
| Dutch Elm Cases | 33 | 28 | 8 | 21 | 22 |

**Village of River Forest
Budget Detail by Account
Fiscal Year 2022 Budget**

| Account Number | Description | 2019 Actual | 2020 Actual | 2021 Budget | 2021 Projected | 2022 Budget | Increase (Decrease) | % Inc (Dec) |
|------------------|-------------------------------------|------------------|------------------|------------------|-------------------|------------------|------------------------|----------------|
| 60 | Public Works | | | | | | | |
| 01-60-01-51-0200 | Salaries Regular | 500,979 | 508,868 | 529,486 | 511,179 | 530,820 | 1,334 | 0.25% |
| 01-60-01-51-1500 | Certification Pay | 8,550 | 7,650 | 6,650 | 6,800 | 6,650 | - | 0.00% |
| 01-60-01-51-1700 | Overtime | 96,178 | 63,778 | 50,000 | 100,000 | 50,000 | - | 0.00% |
| 01-60-01-51-1950 | Insurance Refusal Reim | - | - | 8 | - | 8 | - | 0.00% |
| 01-60-01-51-3000 | Part-Time Salaries | 5,043 | - | 8,000 | - | 8,000 | - | 0.00% |
| | Personal Services | 610,750 | 580,296 | 594,144 | 617,979 | 595,478 | 1,334 | 0.22% |
| 01-60-01-52-0320 | FICA | 37,066 | 35,019 | 35,916 | 33,306 | 36,115 | 199 | 0.55% |
| 01-60-01-52-0325 | Medicare | 8,752 | 8,329 | 8,610 | 7,922 | 8,630 | 20 | 0.23% |
| 01-60-01-52-0330 | IMRF | 61,146 | 56,020 | 63,704 | 59,388 | 65,193 | 1,489 | 2.34% |
| 01-60-01-52-0375 | Fringe Benefits | 5,034 | 4,669 | 4,296 | 4,140 | 4,296 | - | 0.00% |
| 01-60-01-52-0400 | Health Insurance | 129,335 | 119,320 | 121,164 | 128,693 | 135,091 | 13,927 | 11.49% |
| 01-60-01-52-0420 | Health Insurance - Retirees | 13,217 | 13,917 | 15,497 | 15,298 | 15,297 | (200) | -1.29% |
| 01-60-01-52-0425 | Life Insurance | 176 | 246 | 265 | 265 | 265 | - | 0.00% |
| 01-60-01-52-0430 | VEBA Contributions | 5,758 | 6,355 | 6,773 | 6,773 | 6,794 | 21 | 0.31% |
| | Benefits | 260,483 | 243,875 | 256,225 | 255,785 | 271,681 | 15,456 | 6.03% |
| 01-60-01-53-0200 | Communications | 959 | 784 | 1,710 | 714 | 1,740 | 30 | 1.75% |
| 01-60-01-53-0380 | Consulting Services | 24,617 | 7,395 | 24,500 | 10,860 | 34,500 | 10,000 | 40.82% |
| 01-60-01-53-0410 | IT Support | 20,804 | 21,516 | 21,660 | 19,573 | 21,540 | (120) | -0.55% |
| 01-60-01-53-1310 | Julie Notifications | 912 | 878 | 1,000 | 1,000 | 1,000 | - | 0.00% |
| 01-60-01-53-3100 | Maintenance of Equipment | 2,999 | 630 | 3,500 | 2,111 | 3,500 | - | 0.00% |
| 01-60-01-53-3200 | Maintenance of Vehicles | 17,162 | 17,771 | 28,000 | 30,000 | 28,000 | - | 0.00% |
| 01-60-01-53-3400 | Maintenance Traffic/St Lights | 92,475 | 57,320 | 67,400 | 55,000 | 67,400 | - | 0.00% |
| 01-60-01-53-3550 | Tree Maintenance | 81,204 | 122,711 | 104,500 | 84,000 | 98,500 | (6,000) | -5.74% |
| 01-60-01-53-3600 | Maintenance of Bldgs & Grounds | 58,104 | 80,413 | 73,670 | 73,000 | 71,670 | (2,000) | -2.71% |
| 01-60-01-53-3610 | Maintenance Sidewalks | 55,758 | 55,089 | 55,000 | 55,579 | 55,000 | - | 0.00% |
| 01-60-01-53-3620 | Maintenance Streets | 103,630 | 132,551 | 58,000 | 59,915 | 8,000 | (50,000) | -86.21% |
| 01-60-01-53-4100 | Training | 390 | 316 | 1,200 | 450 | 1,200 | - | 0.00% |
| 01-60-01-53-4250 | Travel & Meeting | 4,682 | 1,852 | 6,460 | - | 6,460 | - | 0.00% |
| 01-60-01-53-4300 | Dues & Subscriptions | 2,470 | 6,098 | 6,660 | 6,660 | 7,540 | 880 | 13.21% |
| 01-60-01-53-4400 | Medical & Screening | 1,001 | 1,304 | 1,300 | 915 | 1,300 | - | 0.00% |
| 01-60-01-53-5300 | Advertising/Legal Notice | 1,459 | 2,172 | 1,000 | 1,441 | 1,000 | - | 0.00% |
| 01-60-01-53-5350 | Dumping Fees | 12,926 | 7,958 | 13,000 | 28,000 | 13,000 | - | 0.00% |
| 01-60-01-53-5400 | Damage Claims | 40,961 | 45,618 | 25,000 | 44,500 | 25,000 | - | 0.00% |
| 01-60-01-53-5450 | St Light Electricity | 27,957 | 28,261 | 27,900 | 23,942 | 27,660 | (240) | -0.86% |
| | Contractual Services | 550,470 | 590,637 | 521,460 | 497,660 | 474,010 | (47,450) | -9.10% |
| 01-60-01-54-0100 | Office Supplies | 223 | 642 | 1,000 | 1,000 | 1,000 | - | 0.00% |
| 01-60-01-54-0200 | Gas & Oil | 22,508 | 16,786 | 14,755 | 14,834 | 16,465 | 1,710 | 11.59% |
| 01-60-01-54-0310 | Uniforms | 5,420 | 5,745 | 5,450 | 3,368 | 5,450 | - | 0.00% |
| 01-60-01-54-0500 | Vehicle Parts | 6,762 | 11,895 | 10,000 | 10,000 | 10,000 | - | 0.00% |
| 01-60-01-54-0600 | Operating Supplies & Equipment | 47,771 | 34,345 | 81,420 | 90,000 | 36,520 | (44,900) | -55.15% |
| 01-60-01-54-0800 | Trees | 27,626 | 29,656 | 36,000 | 36,000 | 36,000 | - | 0.00% |
| 01-60-01-54-2100 | Snow & Ice Control | 33,867 | 54,883 | - | - | - | - | 0.00% |
| | Materials & Supplies | 144,178 | 153,952 | 148,625 | 155,202 | 105,435 | (43,190) | -29.06% |
| 01-60-01-57-5013 | Transfer to CERF | 115,087 | 108,159 | - | - | - | - | 0.00% |
| | Other Financing Uses | 115,087 | 108,159 | - | - | - | - | 0.00% |
| | Public Works Admin & Ops | 1,680,967 | 1,676,919 | 1,520,454 | 1,526,626 | 1,446,604 | (73,850) | -4.86% |

Public Works Department- Sanitation

BUDGET SNAPSHOT

| CATEGORY | FY 2020 ACTUAL | FY 2021 BUDGET | FY 2021 PROJECTED | FY 2022 BUDGET |
|----------------------|-------------------|-------------------|----------------------|-------------------|
| Contractual Services | \$1,196,334 | \$1,192,195 | \$1,170,462 | \$1,214,598 |
| Commodities | \$0 | \$500 | \$0 | \$500 |
| Total | \$1,196,334 | \$1,192,695 | \$1,170,462 | \$1,215,098 |

DEPARTMENT DESCRIPTION

This account provides for the Village's residential refuse, recycling, yard waste and compost collection program. This service is performed contractually and provides for once per week refuse and recycling collection year-round, once per week yard waste collection for eight months of the year, and year-round compost collection. The majority of the Village's residences are serviced via back-door collection in which the refuse hauler walks to the side or back door of the residence to collect the refuse and recycling. There are approximately 2,960 households that are collected in this program, of which approximately 500 residences are collected from the alley.

The Village is under contract with the Roy Strom Refuse Removal Co. for the collection and disposal of solid waste. The current contract was renewed in April 2015. The new contract provides for annual rate increases between 2% and 4%. The renewed contract also includes an option for residents to participate in a composting program. They have been provided new 32-gallon recycling containers, and alley residents were provided with refuse and recycling carts.

The refuse program is fully funded by user fees that are added to each customer's bi-monthly utility bill.

BUDGET ANALYSIS

The FY 2022 Budget includes a \$18,215 increase for Collection & Disposal, which in part reflects a 2% increase for the Roy Strom Refuse Removal contract. The Budget also includes \$72,000 in leaf disposal expenses.

PERSONNEL SUMMARY

The Public Works Administration and Operations Division administers the refuse, recycling and yard waste collection programs.

**Village of River Forest
Budget Detail by Account
Fiscal Year 2022 Budget**

| Account Number | Description | 2019 Actual | 2020 Actual | 2021 Budget | 2021 Projected | 2022 Budget | Increase (Decrease) | % Inc (Dec) |
|-----------------------|---------------------------------|------------------------|------------------------|------------------------|---------------------------|------------------------|--------------------------------|------------------------|
| 60-05 | Public Works-Sanitation | | | | | | | |
| 01-60-05-53-5500 | Collection & Disposal | 1,068,452 | 1,107,676 | 1,120,195 | 1,110,697 | 1,142,598 | 22,403 | 2.00% |
| 01-60-05-53-5510 | Leaf Disposal | 78,627 | 88,658 | 72,000 | 59,765 | 72,000 | - | 0.00% |
| | Contractual Services | 1,147,079 | 1,196,334 | 1,192,195 | 1,170,462 | 1,214,598 | 22,403 | 1.88% |
| 01-60-05-54-0600 | Operating Supplies | - | - | 500 | - | 500 | - | 0.00% |
| | Materials & Supplies | - | - | 500 | - | 500 | - | 0.00% |
| 60 | Public Works-Sanitation | 1,147,079 | 1,196,334 | 1,192,695 | 1,170,462 | 1,215,098 | 22,403 | 1.88% |

Motor Fuel Tax Fund

The **Motor Fuel Tax Fund** accounts for the expenditure of the Village's allocation of the State Motor Fuel Tax. These monies are restricted to street construction improvements and related items.

Motor Fuel Tax (MFT)

BUDGET SNAPSHOT

| | FY 2020 ACTUAL | FY 2021 BUDGET | FY 2021 PROJECTED | FY 2022 BUDGET |
|---------------|-------------------|-------------------|----------------------|-------------------|
| Revenues | \$442,182 | \$500,581 | \$664,191 | \$686,154 |
| Expenditures | \$398,475 | \$711,936 | \$678,848 | \$544,488 |
| Fund Balance* | \$584,884 | \$373,529 | \$570,227 | \$711,893 |

*2021 and 2022 Fund Balances Estimated

DEPARTMENT DESCRIPTION

The Illinois Motor Fuel Tax (MFT) Fund is derived from a tax on motor fuel used by vehicles operating upon public highways and recreational watercraft operating upon the waters of the State of Illinois.

The motor fuel taxes deposited in the Illinois MFT Fund are:

- Motor fuel state allotment
- Transportation renewal fund allotment generated from the 2019 tax increase on gasoline and diesel fuel
- Rebuild Illinois funds distributions in incremental disbursements of \$122,713.13. The total amount to be received for the program is \$736,500

The Illinois Department of Transportation (IDOT) allocates these funds according to state statute. IDOT issues monthly warrants through the Illinois Department of Revenue to the Village based on a per capita allocation.

Permissible uses of MFT funds are dictated by the Illinois Highway Code and IDOT administrative policy. These uses include streets, storm sewers, sidewalks, and automated traffic control signals to name a few.

This account provides for a portion of the Village's annual street improvement program.

BUDGET ANALYSIS

The FY 2022 Budget reflects funding for snow and ice control, street patching and funding for the Village's annual Street Improvement Project (SIP) as follows (additional funding for the SIP can be found in the Water and Sewer Fund, and the Infrastructure Improvement Bond Fund):

- \$350,000 for road resurfacing of Hawthorne (Thatcher to Forest), Gale (Hawthorne to Washington), Keystone (Hawthorne to Madison), Linden (Thatcher to Forest), Forest (Hawthorne to Cul de sac), Keystone (Division to Thomas), Forest (Division to Thomas), Park (Division to Thomas), Thomas (Forest to Lathrop).
- \$140,000 for Patching and Cracksealing
- \$54,428 for the purchase of bulk rock salt and anti-icing liquid solution for snow and ice control

PERSONNEL SUMMARY

The Public Works Administration and Operations Division manages the street improvement program, street maintenance, and snow and ice control.

**Village of River Forest
Budget Detail by Account
Fiscal Year 2022 Budget**

| Account Number | Description | 2019 Actual | 2020 Actual | 2021 Budget | 2021 Projected | 2022 Budget | Increase (Decrease) | % Inc (Dec) |
|------------------|---------------------------------|------------------|----------------|------------------|-------------------|----------------|------------------------|-----------------|
| 03 | Motor Fuel Tax Fund | | | | | | | |
| 00 | | | | | | | | |
| 03-00-00-41-1490 | Local Gasoline Tax | - | - | 25,000 | - | - | (25,000) | -100.00% |
| | Other Taxes | - | - | 25,000 | - | - | (25,000) | -100.00% |
| 03-00-00-45-5100 | Interest | 11,134 | 9,658 | 9,485 | 5,401 | 551 | (8,934) | -94.19% |
| 03-00-00-45-5200 | Net Change in Fair Value | 609 | - | - | - | - | - | 0.00% |
| | Interest | 11,743 | 9,658 | 9,485 | 5,401 | 551 | (8,934) | -94.19% |
| 03-00-00-47-7090 | State Grants and Reimbursemnts | 87,335 | 20,259 | - | - | - | - | 0.00% |
| 03-00-00-47-7100 | State Allotment | 283,597 | 273,744 | 277,624 | 245,784 | 258,073 | (19,551) | -7.04% |
| 03-00-00-47-7200 | State Renewal Allotment | - | 138,521 | 188,472 | 167,580 | 182,104 | (6,368) | -3.38% |
| 03-00-00-47-7250 | State Rebuild Bond Fund Disb | - | - | - | 245,426 | 245,426 | 245,426 | 0.00% |
| | Intergovernmental | 370,932 | 432,524 | 466,096 | 658,790 | 685,603 | 219,507 | 47.09% |
| | Revenue | 382,674 | 442,182 | 500,581 | 664,191 | 686,154 | 185,573 | 37.07% |
| 00 | | | | | | | | |
| 03-00-00-53-0390 | Engineering Fees | 140,812 | - | - | - | - | - | 0.00% |
| 03-00-00-53-2100 | Bank Fees | - | - | 60 | - | 60 | - | 0.00% |
| 03-00-00-53-3620 | Street Maintenance | - | 29,553 | 130,000 | 124,017 | 140,000 | 10,000 | 7.69% |
| | Contractual Services | 140,812 | 29,553 | 130,060 | 124,017 | 140,060 | 10,000 | 7.69% |
| 03-00-00-54-2100 | Snow & Ice Control | - | - | 81,876 | 60,000 | 54,428 | (27,448) | -33.52% |
| | Materials & Supplies | - | - | 81,876 | 60,000 | 54,428 | (27,448) | -33.52% |
| 03-00-00-55-9100 | Street Improvement | 347,336 | 368,922 | 500,000 | 494,831 | 350,000 | (150,000) | -30.00% |
| | Capital Outlay | 347,336 | 368,922 | 500,000 | 494,831 | 350,000 | (150,000) | -30.00% |
| | Expenditures | 488,148 | 398,475 | 711,936 | 678,848 | 544,488 | (167,448) | -23.52% |
| 03 | Motor Fuel Tax Fund | (105,473) | 43,707 | (211,355) | (14,657) | 141,666 | 353,021 | -167.03% |

Debt Service Fund

This fund is used to account for the accumulation of resources for the payment of the Village's General Obligation Debt. Complete detail schedules of all of the Village's existing debt service requirements are included in this section.

Debt Service Fund

BUDGET SNAPSHOT

| | FY 2020 ACTUAL | FY 2021 BUDGET | FY 2021 PROJECTED | FY 2022 BUDGET |
|---------------|-------------------|-------------------|----------------------|-------------------|
| Revenues | \$269,737 | \$276,123 | \$275,181 | \$269,146 |
| Expenditures | \$259,461 | \$267,681 | \$267,313 | \$265,511 |
| Fund Balance* | \$226,526 | \$234,968 | \$234,394 | \$238,029 |

*2021 and 2022 Fund Balances Estimated

DESCRIPTION

Debt Service Fund expenditures included principal, interest and fees associated with the 2020 General Obligation Limited Tax Bonds which were issued for the capital improvements program. FY 2022 includes activity from the General Obligation Limited Tax Bonds, Series 2020. Revenues utilized to fund debt service payments are derived from property taxes. The Village's Bond Rating was upgraded to AAA from AA+ with a stable outlook by Standard & Poor's in August of 2014 reflecting very strong financial performance, good financial management and policies, budgetary flexibility, strong reserves and a low debt burden. The improved Bond Rating will reduce the Village's future borrowing costs.

BUDGET ANALYSIS

Principal and interest expenditures remain steady and are utilizing the maximum annual debt service extension base. The debt service extension base is the amount the Village is able to levy for debt service without referendum. The amount is increased annually by the increase in the CPI or 5% whichever is lower. Total outstanding general obligation debt as of April 30, 2021 will be \$262,500. A full schedule of debt service accompanies this budget.

LEGAL DEBT MARGIN

| | |
|---|----------------------|
| Assessed Valuation – 2019 | \$557,097,316 |
| Legal Debt Limit – 8.625% of Assessed Valuation | \$ 48,049,644 |
| Amount of Debt Applicable to Limit | <u>\$ 262,500</u> |
| Legal Debt Margin | <u>\$ 47,787,144</u> |

Chapter 65, 5/8-5-1 of the Illinois Compiled Statutes provides, "...no municipality having a population of less than 500,000 shall become indebted in any manner or for any purpose, to an amount, including indebtedness in the aggregate exceeding 8.625% on the value of the taxable property therein, to be ascertained by the last assessment for state and county purposes, previous to incurring of the indebtedness or, until January 1, 1983, if greater, the sum that is provided by multiplying the municipality's 1978 equalized assessed valuation by the debt limitation percentage in effect on January 1, 1929."

**Village of River Forest
Budget Detail by Account
Fiscal Year 2022 Budget**

| Account Number | Description | 2019 Actual | 2020 Actual | 2021 Budget | 2021 Projected | 2022 Budget | Increase (Decrease) | % Inc (Dec) |
|------------------|-----------------------------|----------------|----------------|----------------|-------------------|----------------|------------------------|----------------|
| 05 | Debt Service Fund | | | | | | | |
| 00 | | | | | | | | |
| 05-00-00-41-1000 | Prior Yrs Taxes | 119,859 | 120,899 | 129,622 | 132,752 | 130,910 | 1,288 | 0.99% |
| 05-00-00-41-1021 | Property Taxes Current | 148,322 | 143,434 | 141,661 | 141,664 | 138,021 | (3,640) | -2.57% |
| | Property Taxes | 268,180 | 264,333 | 271,283 | 274,416 | 268,931 | (2,352) | -0.87% |
| 05-00-00-45-5100 | Interest | 4,276 | 5,404 | 4,840 | 765 | 215 | (4,625) | -95.56% |
| | Interest | 4,276 | 5,404 | 4,840 | 765 | 215 | (4,625) | -95.56% |
| | Revenue | 272,457 | 269,737 | 276,123 | 275,181 | 269,146 | (6,977) | -2.53% |
| 00 | | | | | | | | |
| 05-00-00-53-2100 | Bank Fees | - | - | 500 | - | 500 | - | 0.00% |
| | Contractual Services | - | - | 500 | - | 500 | - | 0.00% |
| 05-00-00-56-0033 | 2018 GO Bond Principal | 246,000 | 254,000 | - | - | - | - | 0.00% |
| 05-00-00-56-0034 | 2018 GO Bond Interest | 7,584 | 5,461 | - | - | - | - | 0.00% |
| 05-00-00-56-0035 | 2020 GO Bond Principal | - | - | 262,500 | 262,500 | 262,500 | - | 0.00% |
| 05-00-00-56-0036 | 2020 GO Bond Interest | - | - | 4,681 | 4,813 | 2,511 | (2,170) | -46.36% |
| | Debt Service | 253,584 | 259,461 | 267,181 | 267,313 | 265,011 | (2,170) | -0.81% |
| | Expenditures | 253,584 | 259,461 | 267,681 | 267,313 | 265,511 | (2,170) | -0.81% |
| 05 | Debt Service Fund | 18,873 | 10,276 | 8,442 | 7,868 | 3,635 | (4,807) | -56.94% |

Debt Service Schedule

2020 General Obligation Limited Tax Bonds

| | |
|-------------------------|---------------------|
| Date of Issue | February 14, 2020 |
| Date of Maturity | December 1, 2021 |
| Authorized Issue | \$525,000 |
| Interest Rates | 1.10-1.20% |
| Interest Dates | December 1 |
| Principal Maturity Date | December 1 |
| Purpose | Street Improvements |

CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS

| Tax Levy Year | Tax Levy | | Totals |
|------------------------------|-------------------------|------------------------|---------------|
| | <u>Principal</u> | <u>Interest</u> | |
| 2020 | 262,500 | 3,150 | 265,650 |
| | \$ 262,500 | \$ 3,150 | \$ 265,650 |

Capital Projects Funds

The **Capital Equipment Replacement Fund** is a capital projects fund that is used to set aside funds for the future replacement of vehicles and equipment in order to avoid significant fluctuations in the operating budgets from one year to the next. The General Fund (Police, Fire and Public Works Departments) and the Water and Sewer Fund provide contributions.

The **Capital Improvement Fund** is a fund used to account for various infrastructure improvements including alleys, commuter parking lots and streets. Financing is provided by automated traffic enforcement fines, grants and parking lot fees.

The **Economic Development Fund** accounts for previous commitments by the Village from funds originally received through the previous Tax Increment Financing (TIF) District Fund.

The **TIF – Madison Street** accounts for revenues and expenditures associated with the Tax Increment Financing District established on Madison Street.

The **TIF – North Avenue Fund** is used to account for revenues and expenditures associated with the Tax Increment Financing District on North Avenue.

The **Infrastructure Improvement Bond Fund** is used to account for the proceeds from the 2020 General Obligation Bonds that will fund street improvements.

Capital Equipment Replacement Fund (CERF)

BUDGET SNAPSHOT

| | FY 2020 ACTUAL | FY 2021 BUDGET | FY 2021 PROJECTED | FY 2022 BUDGET |
|---------------|-------------------|-------------------|----------------------|-------------------|
| Revenues | \$621,525 | \$218,352 | \$214,296 | \$186,464 |
| Expenditures | \$228,925 | \$646,324 | \$89,240 | \$684,710 |
| Fund Balance* | \$3,825,548 | \$3,397,576 | \$3,950,604 | \$3,452,358 |

*FY 2021 and 2022 Fund Balances Estimated

DESCRIPTION

The Capital Equipment Replacement Fund (CERF) is a capital projects fund where the General (Police, Fire, Public Works) and Water and Sewer Funds set aside funds for the eventual replacement of existing vehicles and equipment to avoid significant fluctuations in the operating budget from one year to the next. Each fund or department shall annually contribute to the reserve fund in order to have sufficient funds on hand to replace an item at the end of its useful life.

The annual contribution from the General Fund to the CERF Fund was suspended in FY 2021 and is not included in the FY 2022 budget. This is mainly due to the negative impact of COVID 19 on Village funds this past fiscal year and that the CERF Fund has a healthy reserve balance to withstand this temporary reduction in contributions.

BUDGET ANALYSIS

Vehicles and Equipment to be replaced in the 2022 Budget includes:

| | |
|---|------------|
| ▪ Marked Squad Car #1– Police | \$ 46,695 |
| ▪ Marked Squad Car #4– Police | \$45,132 |
| ▪ Marked Squad Car #6– Police | \$46,833 |
| ▪ Administrative Vehicle – Fire | \$ 33,500 |
| ▪ Utility Pick-up Truck – Fire | \$50,000 |
| ▪ Large Int'l Dump Truck – Public Works | \$ 175,000 |
| ▪ Pick-up Truck –Public Works | \$ 40,000 |
| ▪ Village Hall Camera System – Police | \$ 22,450 |
| ▪ SCBA Breathing Air Compressor – Fire | \$ 45,000 |
| ▪ Fuel System Improvements – Public Works | \$ 180,000 |

**Village of River Forest
Budget Detail by Account
Fiscal Year 2022 Budget**

| Account Number | Description | 2019 Actual | 2020 Actual | 2021 Budget | 2021 Projected | 2022 Budget | Increase (Decrease) | % Inc (Dec) |
|------------------|---------------------------------------|----------------|----------------|------------------|-------------------|------------------|------------------------|-----------------|
| 13 | Capital Equip Replacement Fund | | | | | | | |
| 00 | | | | | | | | |
| 13-00-00-45-5100 | Interest | 68,887 | 90,084 | 75,800 | 71,744 | 35,229 | (40,571) | -53.52% |
| 13-00-00-45-5200 | Net Change in Fair Value | 17,906 | 29,506 | - | - | - | - | 0.00% |
| | Interest | 86,793 | 119,590 | 75,800 | 71,744 | 35,229 | (40,571) | -53.52% |
| 13-00-00-46-6410 | Miscellaneous | 5,000 | 5,000 | 5,000 | 5,000 | - | (5,000) | -100.00% |
| | Miscellaneous | 5,000 | 5,000 | 5,000 | 5,000 | - | (5,000) | -100.00% |
| 13-00-00-47-7001 | From General Fund | 424,171 | 456,795 | - | - | - | - | 0.00% |
| 13-00-00-47-7002 | Transfer from Water and Sewer | - | - | 112,552 | 112,552 | 126,235 | 13,683 | 12.16% |
| 13-00-00-48-8000 | Sale of Property | 8,887 | 40,140 | 25,000 | 25,000 | 25,000 | - | 0.00% |
| | Other Financing Sources | 433,058 | 496,935 | 137,552 | 137,552 | 151,235 | 13,683 | 9.95% |
| | Revenue | 524,851 | 621,525 | 218,352 | 214,296 | 186,464 | (31,888) | -14.60% |
| 00 | | | | | | | | |
| 13-00-00-53-2100 | Bank Fees | 75 | - | 100 | - | 100 | - | 0.00% |
| | Contractual Services | 75 | - | 100 | - | 100 | - | 0.00% |
| 13-00-00-55-8700 | Police Vehicles | 85,861 | 85,387 | 45,780 | - | 138,660 | 92,880 | 202.88% |
| 13-00-00-55-8720 | Police Equipment | 77,557 | 22,505 | 58,444 | 20,220 | 22,450 | (35,994) | -61.59% |
| 13-00-00-55-8800 | Fire Dept Vehicle | 27,233 | - | 33,500 | - | 83,500 | 50,000 | 149.25% |
| 13-00-00-55-8850 | Fire Dept Equipment | 58,026 | 33,602 | 45,000 | - | 45,000 | - | 0.00% |
| 13-00-00-55-8910 | PW Vehicles | 177,821 | - | 213,500 | 65,600 | 215,000 | 1,500 | 0.70% |
| 13-00-00-55-8925 | PW Equipment | - | 87,431 | 250,000 | 3,420 | 180,000 | (70,000) | -28.00% |
| | Capital Outlay | 426,498 | 228,925 | 646,224 | 89,240 | 684,610 | 38,386 | 5.94% |
| | Expense | 426,573 | 228,925 | 646,324 | 89,240 | 684,710 | 38,386 | 5.94% |
| 13 | Capital Equip Replacement Fund | 98,278 | 392,600 | (427,972) | 125,056 | (498,246) | (70,274) | 16.42% |

Capital Improvement Fund (CIF)

BUDGET SNAPSHOT

| | FY 2020 ACTUAL | FY 2021 BUDGET | FY 2021 PROJECTED | FY 2022 BUDGET |
|----------------------|---------------------------|---------------------------|------------------------------|---------------------------|
| Revenues | \$879,399 | \$984,785 | \$354,021 | \$4,910,449 |
| Expenditures | \$1,962,288 | \$1,576,330 | \$637,192 | \$2,447,120 |
| Fund Balance* | \$957,102 | \$365,557 | \$673,931 | \$3,137,260 |

*2021 and 2022 Fund Balances Estimated

DESCRIPTION

The Capital Improvement Fund was created in Fiscal Year 2014 to account for various infrastructure improvements in the Village including alley, commuter parking lot and street projects. Financing is provided by automated traffic enforcement fines, which is considered a non-recurring revenue for budgetary purposes, grants and parking lot fees. Projects will be completed as revenues are available.

BUDGET ANALYSIS

Improvements in the FY 2022 Budget include:

- Village Hall Improvements \$ 86,200
- Public Works Garage Improvements \$ 50,100
- Street Camera System Strategic Plan \$ 40,000
- Information Technology Improvements \$ 362,820
- Alley Improvement Program \$ 1,850,000
- Bicycle Plan Implementation \$ 46,000

**Village of River Forest
Budget Detail by Account
Fiscal Year 2022 Budget**

| Account Number | Description | 2019 Actual | 2020 Actual | 2021 Budget | 2021 Projected | 2022 Budget | Increase (Decrease) | % Inc (Dec) |
|------------------|-----------------------------------|----------------|--------------------|------------------|-------------------|------------------|------------------------|-----------------|
| 14 | Capital Improvement Fund | | | | | | | |
| 00 | | | | | | | | |
| 14-00-00-43-3200 | Metra Daily Parking Fees | 15,216 | 13,268 | 15,100 | 1,254 | 15,100 | - | 0.00% |
| 14-00-00-43-3220 | Parking Lot Permit Fees | 28,616 | 34,586 | 43,236 | 23,961 | 43,236 | - | 0.00% |
| | Charges for Services | 43,832 | 47,853 | 58,336 | 25,215 | 58,336 | - | 0.00% |
| 14-00-00-44-4240 | Automated Traffic Enf Fines | 800,082 | 801,022 | 892,569 | 255,848 | 850,000 | (42,569) | -4.77% |
| | Fines & Forfeits | 800,082 | 801,022 | 892,569 | 255,848 | 850,000 | (42,569) | -4.77% |
| 14-00-00-45-5100 | Interest | 41,308 | 27,818 | 33,880 | 16,766 | 2,113 | (31,767) | -93.76% |
| 14-00-00-45-5200 | Net Change in Fair Value | 4,672 | 2,705 | - | - | - | - | 0.00% |
| | Interest | 45,981 | 30,524 | 33,880 | 16,766 | 2,113 | (31,767) | -93.76% |
| 14-00-00-46-6532 | Grants | 75,000 | - | - | 56,192 | - | - | 0.00% |
| | Grants & Contributions | 75,000 | - | - | 56,192 | - | - | 0.00% |
| 14-00-00-48-7090 | Bond Proceeds | - | - | - | - | 4,000,000 | 4,000,000 | 0.00% |
| | Other Financing Sources | - | - | - | - | 4,000,000 | 4,000,000 | 0.00% |
| | Revenue | 964,895 | 879,399 | 984,785 | 354,021 | 4,910,449 | 3,925,664 | 398.63% |
| 00 | | | | | | | | |
| 14-00-00-53-4290 | License Fees | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | - | 0.00% |
| | Contractual Services | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | - | 0.00% |
| 14-00-00-55-0500 | Building Improvements | 370,082 | 56,304 | 60,160 | - | 136,300 | 76,140 | 126.56% |
| 14-00-00-55-0700 | Property Purchase | - | 361,616 | - | - | - | - | 0.00% |
| 14-00-00-55-1205 | Streetscape Improvements | 21,817 | 258,452 | 298,380 | 135,000 | 46,000 | (252,380) | -84.58% |
| 14-00-00-55-1210 | Parking Lot Improvements | 34,250 | 59,150 | - | - | - | - | 0.00% |
| 14-00-00-55-1250 | Alley Improvements | 234,300 | 917,471 | 300,000 | 239,000 | 1,850,000 | 1,550,000 | 516.67% |
| 14-00-00-55-8610 | Furniture & Equipment | 7,650 | 15,640 | 17,190 | 56,192 | - | (17,190) | -100.00% |
| 14-00-00-55-8620 | Information Technology Equipme | 130,004 | 281,656 | 888,600 | 195,000 | 402,820 | (485,780) | -54.67% |
| | Capital Outlay | 798,104 | 1,950,288 | 1,564,330 | 625,192 | 2,435,120 | 870,790 | 55.67% |
| | Expense | 810,104 | 1,962,288 | 1,576,330 | 637,192 | 2,447,120 | 870,790 | 55.24% |
| 14 | Capital Improvement Fund | 154,791 | (1,082,889) | (591,545) | (283,171) | 2,463,329 | 3,054,874 | -516.42% |

Economic Development Fund

BUDGET SNAPSHOT

| | FY 2020 ACTUAL | FY 2021 BUDGET | FY 2021 PROJECTED | FY2022 BUDGET |
|---------------|---------------------------|---------------------------|------------------------------|--------------------------|
| Revenues | \$22,529 | \$0 | \$35 | \$0 |
| Expenditures | \$181,374 | \$50,000 | \$50,374 | \$0 |
| Fund Balance* | \$50,339 | \$339 | \$0 | \$0 |

*FY 2021 Fund Balance Estimated

DESCRIPTION

The Economic Development Fund was created in FY 2011 to account for previous commitments entered into by the Village from funds originally received through the previous Lake Street Tax Increment Financing (TIF) District Fund.

BUDGET ANALYSIS

The fund was closed in FY 2021 and fund balance has been returned to the county to be distributed back to the taxing districts.

**Village of River Forest
Budget Detail by Account
Fiscal Year 2022 Budget**

| Account Number | Description | 2019 Actual | 2020 Actual | 2021 Budget | 2021 Projected | 2022 Budget | Increase (Decrease) | % Inc (Dec) |
|------------------|----------------------------------|-----------------|------------------|-----------------|-------------------|----------------|------------------------|-----------------|
| 16 | Economic Development Fund | | | | | | | |
| 16-00-00-45-5100 | Interest | 3,861 | 22,529 | - | 35 | - | - | 0.00% |
| | Interest | 3,861 | 22,529 | - | 35 | - | - | 0.00% |
| | | | | | - | | | |
| | Revenue | 3,861 | 22,529 | - | 35 | - | - | 0.00% |
| 00 | | | | | | | | |
| 16-00-00-53-0380 | Consulting Services | 1,018 | - | - | - | - | - | 0.00% |
| 16-00-00-53-0420 | Legal Services | 5,981 | 8,861 | 50,000 | 10,000 | - | (50,000) | -100.00% |
| | Contractual Services | 6,999 | 8,861 | 50,000 | 10,000 | - | (50,000) | -100.00% |
| 16-00-00-55-4300 | Other Improvements | 6,862 | 172,513 | - | - | - | - | 0.00% |
| | Capital Outlay | 6,862 | 172,513 | - | - | - | - | 0.00% |
| 16-00-00-57-5000 | County Reimbursements | - | - | - | 40,374 | - | - | 0.00% |
| | Other Financing Sources | - | - | - | 40,374 | - | - | 0.00% |
| | | | | | | | | |
| | Expense | 13,861 | 181,373 | 50,000 | 50,374 | - | (50,000) | -100.00% |
| 16 | Economic Development Fund | (10,001) | (158,844) | (50,000) | (50,339) | - | 50,000 | -100.00% |

TIF - Madison Street

BUDGET SNAPSHOT

| | FY 2020 ACTUAL | FY 2021 BUDGET | FY 2021 PROJECTED | FY 2022 BUDGET |
|---------------|---------------------------|---------------------------|------------------------------|---------------------------|
| Revenues | \$184,854 | \$156,251 | \$373,660 | \$332,550 |
| Expenditures | \$232,472 | \$84,418 | \$80,354 | \$126,490 |
| Fund Balance* | (\$160,425) | (\$88,592) | \$132,881 | \$338,943 |

* FY 2021 and 2022 Fund Balances Estimated

DESCRIPTION

The Tax Increment Financing District (TIF) – Madison Street Fund was created in Fiscal Year 2015 to account for expenditures associated with the formation of a TIF District in the Village along Madison Street. Preliminary financing has been provided by transfers from the General Fund. The General Fund will be reimbursed by TIF proceeds once sufficient revenue is generated. The TIF District was created during FY 2017.

BUDGET ANALYSIS

Contractual services including TIF consulting, auditing and legal fees are included and a portion of the Street Camera Strategic Plan is included in capital outlay. Debt service interest payments on the interfund loan are also included in the FY 2022 Budget.

**Village of River Forest
Budget Detail by Account
Fiscal Year 2022 Budget**

| Account Number | Description | 2019 Actual | 2020 Actual | 2021 Budget | 2021 Projected | 2022 Budget | Increase (Decrease) | % Inc (Dec) |
|------------------|-----------------------------|----------------|-----------------|----------------|-------------------|----------------|------------------------|----------------|
| 31 | TIF-Madison Street | | | | | | | |
| 00 | | | | | | | | |
| 31-00-00-41-1000 | Property Taxes-Prior Years | 56,818 | 116,399 | 75,760 | 224,640 | 164,402 | 88,642 | 117.00% |
| 31-00-00-41-1021 | Property Taxes-Current Year | 30,475 | 66,167 | 77,275 | 148,440 | 167,690 | 90,415 | 117.00% |
| | Property Taxes | 87,293 | 182,566 | 153,035 | 373,080 | 332,092 | 179,057 | 117.00% |
| 31-00-00-45-5100 | Interest | 1,559 | 2,288 | 3,216 | 580 | 458 | (2,758) | -85.76% |
| | Interest | 1,559 | 2,288 | 3,216 | 580 | 458 | (2,758) | -85.76% |
| 31-00-00-46-6512 | Rental Income | 15,625 | - | - | - | - | - | 0.00% |
| | Miscellaneous | 15,625 | - | - | - | - | - | 0.00% |
| | Revenue | 104,477 | 184,854 | 156,251 | 373,660 | 332,550 | 176,299 | 112.83% |
| 00 | | | | | | | | |
| 31-00-00-53-0100 | Electricity & Natural Gas | 1,145 | 2,207 | 1,000 | 1,600 | 1,000 | - | 0.00% |
| 31-00-00-53-0300 | Audit Services | - | - | 1,000 | 1,000 | 1,000 | - | 0.00% |
| 31-00-00-53-0380 | Consulting Services | 1,538 | 35,447 | 5,000 | 5,500 | 5,000 | - | 0.00% |
| 31-00-00-53-0425 | Village Attorney | 4,616 | 9,886 | 2,500 | 1,000 | 2,500 | - | 0.00% |
| 31-00-00-53-0440 | Property Taxes | 6,258 | - | - | 488 | - | - | 0.00% |
| 31-00-00-53-3600 | Maintenance of Buildings | - | 9,239 | 4,800 | - | 4,800 | - | 0.00% |
| 31-00-00-53-4350 | Printing | - | - | 1,000 | - | 1,000 | - | 0.00% |
| 31-00-00-53-5300 | Advertising/Legal Notice | - | 1,176 | 1,000 | - | 1,000 | - | 0.00% |
| | Contractual Services | 13,556 | 57,955 | 16,300 | 9,588 | 16,300 | - | 0.00% |
| 31-00-00-55-0700 | Property Purchase | - | 106,000 | - | - | - | - | 0.00% |
| 31-00-00-55-4300 | Other Improvements | 29,150 | 14,575 | 14,576 | 14,576 | 54,000 | 39,424 | 270.47% |
| | Capital Outlay | 29,150 | 120,575 | 14,576 | 14,576 | 54,000 | 39,424 | 270.47% |
| 31-00-00-56-0081 | Interest on Interfund Loan | 37,520 | 53,942 | 53,542 | 56,190 | 56,190 | 2,648 | 4.95% |
| | Debt Service | 37,520 | 53,942 | 53,542 | 56,190 | 56,190 | 2,648 | 4.95% |
| | Expense | 80,225 | 232,472 | 84,418 | 80,354 | 126,490 | 42,072 | 49.84% |
| 31 | TIF-Madison Street | 24,252 | (47,618) | 71,833 | 293,306 | 206,060 | 134,227 | 186.86% |

TIF - North Avenue

BUDGET SNAPSHOT

| | FY 2020 ACTUAL | FY 2021 BUDGET | FY 2021 PROJECTED | FY 2022 BUDGET |
|---------------|---------------------------|---------------------------|------------------------------|---------------------------|
| Revenues | \$ 631 | \$ 26,000 | \$156 | \$200 |
| Expenditures | \$ 1,565 | \$ 17,000 | \$66 | \$ 17,000 |
| Fund Balance* | (\$ 16,569) | (\$7,569) | (\$16,479) | (\$33,279) |

* FY 2021 and 2022 Fund Balances Estimated

DESCRIPTION

The Tax Increment Financing District (TIF) – North Avenue Fund was created in Fiscal Year 2015 to account for expenditures associated with the formation of a TIF District in the Village along North Avenue. Preliminary financing has been provided by transfers from the General Fund. The General Fund will be reimbursed by TIF proceeds once sufficient revenue is generated. The TIF District was created during FY 2019.

BUDGET ANALYSIS

TIF consulting and legal fees associated with the TIF District are provided for in the FY 2022 Budget.

**Village of River Forest
Budget Detail by Account
Fiscal Year 2022 Budget**

| Account Number | Description | 2019 Actual | 2020 Actual | 2021 Budget | 2021 Projected | 2022 Budget | Increase (Decrease) | % Inc (Dec) |
|-----------------------|--------------------------------|------------------------|------------------------|------------------------|---------------------------|------------------------|--------------------------------|------------------------|
| 32 | TIF - North Avenue | | | | | | | |
| 00 | | | | | | | | |
| 32-00-00-45-5100 | Interest | 729 | 631 | 1,000 | 156 | 200 | (800) | -80.00% |
| | Interest | 729 | 631 | 1,000 | 156 | 200 | (800) | -80.00% |
| | | | | | - | | | |
| 32-00-00-47-7001 | Transfer from General Fund | - | - | 25,000 | - | - | (25,000) | -100.00% |
| | Other Financing Sources | - | - | 25,000 | - | - | (25,000) | -100.00% |
| | | | | | - | | | |
| | Revenue | 729 | 631 | 26,000 | 156 | 200 | (25,800) | -99.23% |
| 00 | | | | | | | | |
| 32-00-00-53-0380 | Consulting Services | 3,675 | 1,500 | 10,000 | - | 10,000 | - | 0.00% |
| 32-00-00-53-0425 | Village Attorney | 9,688 | 65 | 5,000 | 66 | 5,000 | - | 0.00% |
| 32-00-00-53-4350 | Printing | - | - | 1,000 | - | 1,000 | - | 0.00% |
| 32-00-00-53-5300 | Advertising/Legal | 5,382 | - | 1,000 | - | 1,000 | - | 0.00% |
| | Contractual Services | 18,744 | 1,565 | 17,000 | 66 | 17,000 | - | 0.00% |
| | | | | | - | | | |
| | Expense | 18,744 | 1,565 | 17,000 | 66 | 17,000 | - | 0.00% |
| | | | | | - | | | |
| 32 | TIF - North Avenue | (18,015) | (933) | 9,000 | 90 | (16,800) | (25,800) | -286.67% |

Infrastructure Improvement Bond Fund

BUDGET SNAPSHOT

| | FY 2020 ACTUAL | FY 2021 BUDGET | FY 2021 PROJECTED | FY 2022 BUDGET |
|---------------|-------------------|-------------------|----------------------|-------------------|
| Revenues | \$528,287 | \$4,000 | \$1,492 | \$225 |
| Expenditures | \$289,652 | \$275,000 | \$277,174 | \$250,000 |
| Fund Balance* | \$520,713 | \$249,713 | \$245,031 | (\$4,744) |

* FY 2021 and 2022 Fund Balances Estimated

DESCRIPTION

The Infrastructure Improvement Bond Fund (IIBF) is used to account for the proceeds from the General Obligation Limited Tax Bonds, Series 2020. The proceeds will be used to fund street improvements.

BUDGET ANALYSIS

The FY 2022 Budget includes \$250,000 to fund a portion of the Village's FY 2022 Street Improvement Program included in the Capital Improvement Program.

**Village of River Forest
Budget Detail by Account
Fiscal Year 2022 Budget**

| Account Number | Description | 2019 Actual | 2020 Actual | 2021 Budget | 2021 Projected | 2022 Budget | Increase (Decrease) | % Inc (Dec) |
|------------------|-------------------------------------|------------------|----------------|------------------|-------------------|------------------|------------------------|-----------------|
| 35 | Infrastructure Imp Bond Fund | | | | | | | |
| 00 | | | | | | | | |
| 35-00-00-45-5100 | Interest | 7,357 | 3,287 | 4,000 | 1,492 | 225 | (3,775) | -94.38% |
| | Interest | 7,357 | 3,287 | 4,000 | 1,492 | 225 | (3,775) | -94.38% |
| 35-00-00-48-7090 | Bond Proceeds | - | 525,000 | - | - | - | - | 0.00% |
| | Other Financing Sources | - | 525,000 | - | - | - | - | 0.00% |
| | Revenue | 7,357 | 528,287 | 4,000 | 1,492 | 225 | (3,775) | -94.38% |
| 00 | | | | | | | | |
| 35-00-00-53-0380 | Consulting Services | - | - | 50,000 | 50,000 | - | (50,000) | -100.00% |
| 35-00-00-53-0420 | Legal Services | - | 5,750 | - | - | - | - | #DIV/0! |
| | Contractual Services | - | 5,750 | 50,000 | 50,000 | - | (50,000) | -100.00% |
| 35-00-00-55-9100 | Street Improvements | 225,411 | 283,902 | 225,000 | 227,174 | 250,000 | 25,000 | 11.11% |
| | Capital Outlay | 225,411 | 283,902 | 225,000 | 227,174 | 250,000 | 25,000 | 11.11% |
| | Expense | 225,411 | 289,652 | 275,000 | 277,174 | 250,000 | (25,000) | -9.09% |
| 35 | Infrastructure Imp Bond Fund | (218,054) | 238,634 | (271,000) | (275,682) | (249,775) | 21,225 | -7.83% |

Water and Sewer Fund

The Water and Sewer Fund accounts for revenues derived from residential water and sewer sales which are used to operate and maintain the Village's water and sewer system. Due to its business-like nature, this fund is classified as an enterprise type fund.

Public Works Department- Water & Sewer

BUDGET SNAPSHOT

| CATEGORY | FY 2020 ACTUAL | FY 2021 BUDGET | FY 2021 PROJECTED | FY 2022 BUDGET |
|----------------------|-------------------|-------------------|----------------------|-------------------|
| Personal Services | \$848,468 | \$880,977 | \$839,296 | \$892,545 |
| Employee Benefits | \$341,781 | \$357,458 | \$346,727 | \$388,436 |
| Contractual Services | \$443,317 | \$620,173 | \$645,166 | \$1,134,342 |
| Commodities | \$1,563,716 | \$1,706,271 | \$1,908,966 | \$2,112,621 |
| Capital Outlay | \$572,681 | \$1,195,500 | \$877,464 | \$1,893,000 |
| Depreciation | \$379,731 | \$355,000 | \$355,000 | \$355,000 |
| Debt Service | \$276,753 | \$917,146 | \$917,146 | \$917,146 |
| Transfers | - | \$112,552 | \$112,552 | \$126,235 |
| Total | \$4,426,447 | \$6,145,077 | \$6,002,317 | \$7,819,325 |

DEPARTMENT DESCRIPTION

The Public Works Department is responsible for the operation, maintenance and improvement of public infrastructure, and providing for safe, reliable and efficient delivery of public services. The Public Works Department strives to enrich the quality of life in River Forest and enhance the overall character of the Village.

The Water and Sewer Division ensures the adequate and continuous non-interrupted flow of high quality water for residential, commercial, and firefighting purposes, and ensures adequate and continuous non-interrupted flow of storm and sanitary material for conveyance through the Village's combined sewer system to the Metropolitan Water Reclamation District's sewer conveyance and treatment systems.

Water and Sewer Division personnel continuously monitor, inspect, maintain, and coordinate the improvement of water system infrastructure to ensure that the water distribution system is tight (minimal leaks) and properly metered. Water and Sewer Division personnel also continuously monitor, inspect, maintain, and coordinate the improvement of sewer system infrastructure to ensure that structural integrity of the combined sewer system supports the efficient collection and transportation of stormwater runoff and sanitary material.

BUDGET ANALYSIS

The following highlights ongoing and new project initiatives in the 2022 Budget:

Water from Chicago: Chicago's water rate, in conjunction with projected flat consumption and a 1.1% rate increase on June 1st, results in an estimate of \$1,850,897 for the cost of water in FY 2022.

Water System Maintenance: The budget maintains previous levels of funding for contractual water main break repairs due to the increased number of repairs being performed by Public Works staff.

Hydrant Maintenance: The budget includes \$10,000 for hydrant replacement.

Consulting Services: The budget reflects a \$180,000 increase due to the addition of consulting engineering services for the Stormwater Master Plan.

Operating Supplies: The budget includes \$188,894 to purchase permeable paver maintenance equipment for Village permeable paver alleys and parking lots.

Sewer System Improvements: The Budget includes \$175,000 for sewer lining, manhole lining, any necessary point repairs identified through ongoing sewer televising. It also includes \$200,000 for Keystone Avenue sewer improvements.

Water System Improvements: The Budget includes \$250,000 for the new lead water service replacement program. It also includes \$110,000 for the replacement of pump #1 at the pumping station, and \$1,320,000 for Advanced Metering Infrastructure implementation and project management.

PERSONNEL SUMMARY

Employees allocated to the Water and Sewer Fund are included in the Public Works Administration and Operations (General Fund) personnel summary.

ACTIVITY MEASURES

*Projected through the end of the fiscal year.

| Measure | FY 2017 | FY 2018 | FY 2019 | FY 2020 | FY 2021* |
|---|---------|---------|---------|---------|----------|
| Water Pumped from Chicago (million gallons) | 441 | 454 | 430 | 422 | 486 |
| Water Pumped to Residents (million gallons) | 445 | 456 | 442 | 439 | 497 |
| Actual Annual High (million gallons) | 2.24 | 2.56 | 2.11 | 2.40 | 3.00 |
| Actual Annual Low (million gallons) | 0.81 | 0.77 | 0.75 | 0.79 | 0.76 |
| Average Daily Average (million gallons) | 1.21 | 1.25 | 1.24 | 1.26 | 1.44 |
| Meters Installed | 148 | 171 | 115 | 46 | 55 |
| Service Calls | 2,731 | 3,272 | 3,007 | 3,239 | 3,084 |
| Water Main Breaks | 4 | 13 | 6 | 6 | 14 |
| Service Line Breaks | 20 | 12 | 11 | 3 | 7 |
| Exercised Valves | 205 | 188 | 110 | 512 | 355 |
| JULIE Locates | 1,753 | 1,484 | 1,512 | 1,986 | 1,828 |

**Village of River Forest
Budget Detail by Account
Fiscal Year 2022 Budget**

| Account Number | Description | 2019 Actual | 2020 Actual | 2021 Budget | 2021 Projected | 2022 Budget | Increase (Decrease) | % Inc (Dec) |
|------------------|--------------------------------|------------------|------------------|------------------|-------------------|------------------|------------------------|----------------|
| 02 | Water & Sewer Fund | | | | | | | |
| 00 | | | | | | | | |
| 02-00-00-42-2360 | Permit Fees | 17,150 | 19,500 | 18,820 | 22,333 | 22,780 | 3,960 | 21.04% |
| | Licenses & Permits | 17,150 | 19,500 | 18,820 | 22,333 | 22,780 | 3,960 | 21.04% |
| 02-00-00-43-3100 | Water Sales | 3,129,411 | 2,937,387 | 3,224,702 | 3,219,074 | 3,244,387 | 19,685 | 0.61% |
| 02-00-00-43-3150 | Sewer Sales | 2,058,423 | 1,927,463 | 1,934,052 | 2,084,218 | 2,084,213 | 150,161 | 7.76% |
| 02-00-00-43-3160 | Water Penalties | 28,025 | 27,759 | 31,867 | 24,337 | 29,217 | (2,650) | -8.32% |
| 02-00-00-43-3515 | NSF Fees | 125 | - | 200 | 200 | 200 | - | 0.00% |
| | Charges for Services | 5,215,984 | 4,892,608 | 5,190,821 | 5,327,829 | 5,358,017 | 167,196 | 3.22% |
| 02-00-00-45-5100 | Interest | 27,583 | 38,906 | 27,935 | 11,089 | 3,275 | (24,660) | -88.28% |
| 02-00-00-45-5200 | Net Change in Fair Value | 249 | 1,927 | - | - | - | - | 0.00% |
| | Interest | 27,832 | 40,833 | 27,935 | 11,089 | 3,275 | (24,660) | -88.28% |
| 02-00-00-46-6410 | Miscellaneous | 1,100 | 900 | 5,000 | 100 | 5,000 | - | 0.00% |
| 02-00-00-46-6415 | Reimbursement of Expenses | 8,210 | - | - | - | - | - | 0.00% |
| 02-00-00-46-6417 | IRMA Reimbursements | 8,306 | - | 2,000 | - | 2,000 | - | 0.00% |
| 02-00-00-46-6580 | Sale of Meters | 10,896 | 11,921 | 10,000 | 11,000 | 10,000 | - | 0.00% |
| | Miscellaneous | 28,512 | 12,821 | 17,000 | 11,100 | 17,000 | - | 0.00% |
| 02-00-00-49-8001 | Bond Proceeds | - | - | - | - | 1,400,000 | 1,400,000 | 0.00% |
| | Other Financing Sources | - | - | - | - | 1,400,000 | 1,400,000 | 0.00% |
| | Revenue | 5,289,478 | 4,965,763 | 5,254,576 | 5,372,351 | 6,801,072 | 1,546,496 | 29.43% |

**Village of River Forest
Budget Detail by Account
Fiscal Year 2022 Budget**

| Account Number | Description | 2019 Actual | 2020 Actual | 2021 Budget | 2021 Projected | 2022 Budget | Increase (Decrease) | % Inc (Dec) |
|------------------|---------------------------------|------------------|------------------|------------------|-------------------|------------------|------------------------|----------------|
| 60 | Public Works | | | | | | | |
| 02-60-06-51-0200 | Salaries Regular | 793,657 | 824,682 | 857,342 | 820,661 | 870,435 | 13,093 | 1.53% |
| 02-60-06-51-1500 | Specialists Pay | 2,100 | 2,100 | 2,100 | 2,100 | 2,100 | - | 0.00% |
| 02-60-06-51-1700 | Overtime | 5,079 | 8,625 | 12,000 | 15,000 | 12,000 | - | 0.00% |
| 02-60-06-51-1950 | Insurance Refusal Reimb | 428 | 1,575 | 1,535 | 1,535 | 10 | (1,525) | -99.35% |
| 02-60-06-51-3000 | Part-Time Salaries | 6,186 | 11,486 | 8,000 | - | 8,000 | - | 0.00% |
| | Personal Services | 807,450 | 848,468 | 880,977 | 839,296 | 892,545 | 11,568 | 1.31% |
| 02-60-06-52-0100 | ICMA Retirement | - | 1,480 | 1,534 | - | - | - | 0.00% |
| 02-60-06-52-0320 | FICA | 48,442 | 50,655 | 53,495 | 50,277 | 54,349 | 854 | 1.60% |
| 02-60-06-52-0325 | Medicare | 11,509 | 12,168 | 12,884 | 12,024 | 13,052 | 168 | 1.30% |
| 02-60-06-52-0330 | IMRF | - | - | 95,923 | 90,150 | 99,230 | 3,307 | 3.45% |
| 02-60-06-52-0375 | Fringe Benefits | 5,898 | 5,624 | 5,616 | 5,577 | 5,664 | 48 | 0.85% |
| 02-60-06-52-0381 | IMRF Pensio Expense | 77,743 | 90,202 | - | - | - | - | 0.00% |
| 02-60-06-52-0400 | Health Insurance | 177,525 | 160,418 | 169,635 | 171,638 | 199,049 | 29,414 | 17.34% |
| 02-60-06-52-0420 | Health Insurance - Retirees | 2,897 | 3,040 | 3,191 | 3,064 | 3,156 | (35) | -1.10% |
| 02-60-06-52-0421 | Other Post Employment Benefits | 4,596 | 6,052 | - | - | - | - | 0.00% |
| 02-60-06-52-0425 | Life Insurance | 468 | 422 | 442 | 722 | 458 | 16 | 3.62% |
| 02-60-06-52-0430 | VEBA Contributions | 13,111 | 11,721 | 14,738 | 13,275 | 13,478 | (1,260) | -8.55% |
| | Benefits | 342,190 | 341,781 | 357,458 | 346,727 | 388,436 | 30,978 | 8.67% |
| 02-60-06-53-0100 | Electricity | 32,689 | 39,777 | 33,000 | 36,974 | 33,000 | - | 0.00% |
| 02-60-06-53-0200 | Communications | 6,764 | 5,460 | 5,460 | 8,028 | 8,160 | 2,700 | 49.45% |
| 02-60-06-53-0300 | Auditing | 9,075 | 10,749 | 9,600 | 9,632 | 9,900 | 300 | 3.13% |
| 02-60-06-53-0380 | Consulting Services | 4,200 | 35,395 | 84,500 | 58,000 | 341,400 | 256,900 | 304.02% |
| 02-60-06-53-0410 | IT Support | 41,993 | 40,472 | 64,802 | 78,628 | 73,257 | 8,455 | 13.05% |
| 02-60-06-53-1300 | Inspections | - | 260 | 1,000 | 1,000 | 1,000 | - | 0.00% |
| 02-60-06-53-1310 | JULIE Participation | 912 | 878 | 2,345 | 2,345 | 2,345 | - | 0.00% |
| 02-60-06-53-2100 | Bank Fees | 25,281 | 29,078 | 32,870 | 30,286 | 33,042 | 172 | 0.52% |
| 02-60-06-53-2200 | Liability Insurance | 38,477 | 35,903 | 40,021 | 36,852 | 35,903 | (4,118) | -10.29% |
| 02-60-06-53-2250 | IRMA Deductible | 18,989 | 6,536 | 9,500 | 4,700 | 9,500 | - | 0.00% |
| 02-60-06-53-3050 | Water System Maintenance | 103,599 | 73,948 | 120,500 | 140,000 | 123,500 | 3,000 | 2.49% |
| 02-60-06-53-3055 | Hydrant Maintenance | 3,818 | 1,649 | 25,000 | - | 10,000 | (15,000) | -60.00% |
| 02-60-06-53-3200 | Maintenance of Vehicles | 14,254 | 7,207 | 8,000 | 6,500 | 8,000 | - | 0.00% |
| 02-60-06-53-3300 | Maint of Office Equipment | 1,046 | 1,775 | 1,000 | 2,000 | 1,000 | - | 0.00% |
| 02-60-06-53-3600 | Maintenance of Buildings | 20,586 | 25,105 | 18,750 | 18,000 | 34,750 | 16,000 | 85.33% |
| 02-60-06-53-3620 | Maintenance of Streets | 15,556 | 12,501 | 15,000 | 15,000 | 15,000 | - | 0.00% |
| 02-60-06-53-3630 | Overhead Sewer Program | 58,055 | 25,710 | 59,000 | 110,000 | 59,000 | - | 0.00% |
| 02-60-06-53-3631 | Lead Service Line Program | - | - | - | - | 250,000 | 250,000 | 0.00% |
| 02-60-06-53-3640 | Sewer/Catch Basin Repair | 33,431 | 49,694 | 50,000 | 45,000 | 50,000 | - | 0.00% |
| 02-60-06-53-4100 | Training | 397 | - | 1,150 | 1,100 | 1,150 | - | 0.00% |
| 02-60-06-53-4250 | Travel & Meeting | 831 | 2,168 | 3,185 | - | 1,685 | (1,500) | -47.10% |
| 02-60-06-53-4300 | Dues & Subscriptions | 1,191 | 2,191 | 1,460 | 1,200 | 1,460 | - | 0.00% |
| 02-60-06-53-4350 | Printing | 5,386 | 3,470 | 4,550 | 2,341 | 2,500 | (2,050) | -45.05% |
| 02-60-06-53-4400 | Medical & Screening | - | - | 700 | 250 | 700 | - | 0.00% |
| 02-60-06-53-4480 | Water Testing | 8,026 | 3,025 | 4,280 | 4,280 | 3,590 | (690) | -16.12% |
| 02-60-06-53-5300 | Advertising/Legal Notice | - | - | 500 | 250 | 500 | - | 0.00% |
| 02-60-06-53-5350 | Dumping Fees | 15,139 | 22,916 | 20,000 | 30,000 | 20,000 | - | 0.00% |
| 02-60-06-53-5400 | Damage Claims | 20,648 | 7,450 | 4,000 | 2,800 | 4,000 | - | 0.00% |
| | Contractual Services | 480,341 | 443,317 | 620,173 | 645,166 | 1,134,342 | 514,169 | 82.91% |
| 02-60-06-54-0100 | Office Supplies | 678 | 194 | 500 | 200 | 500 | - | 0.00% |
| 02-60-06-54-0200 | Gas & Oil | 11,444 | 10,198 | 10,944 | 9,873 | 10,959 | 15 | 0.14% |
| 02-60-06-54-0310 | Uniforms | 984 | 1,220 | 1,525 | 1,000 | 1,525 | - | 0.00% |
| 02-60-06-54-0500 | Vehicle Parts | 5,653 | 6,846 | 8,000 | 3,500 | 8,000 | - | 0.00% |
| 02-60-06-54-0600 | Operating Supplies | 33,670 | 56,515 | 73,700 | 55,000 | 232,994 | 159,294 | 216.14% |
| 02-60-06-54-1300 | Postage | 7,793 | 8,347 | 9,087 | 7,520 | 7,746 | (1,341) | -14.76% |
| 02-60-06-54-2200 | Water from Chicago | 1,602,809 | 1,480,397 | 1,602,515 | 1,831,873 | 1,850,897 | 248,382 | 15.50% |
| | Materials & Supplies | 1,663,032 | 1,563,716 | 1,706,271 | 1,908,966 | 2,112,621 | 406,350 | 23.82% |
| 02-60-06-55-0050 | Gain/Loss on Disposal of Asset | - | (32,196) | - | - | - | - | 0.00% |
| 02-60-06-55-0500 | Building Improvements | 4,640 | 25,740 | - | - | - | - | 0.00% |
| 02-60-06-55-1150 | Sewer System Improvements | 173,990 | 175,677 | 175,000 | 138,908 | 375,000 | 200,000 | 114.29% |
| 02-60-06-55-1300 | Water System Improvements | 58,298 | 312,170 | 943,000 | 660,000 | 1,448,000 | 505,000 | 53.55% |
| 02-60-06-55-1400 | Meter Replacement Program | 16,195 | 21,290 | 7,500 | 7,500 | - | (7,500) | -100.00% |
| 02-60-06-55-9100 | Street Improvements | 70,105 | 70,000 | 70,000 | 71,056 | 70,000 | - | 0.00% |

**Village of River Forest
Budget Detail by Account
Fiscal Year 2022 Budget**

| Account Number | Description | 2019 Actual | 2020 Actual | 2021 Budget | 2021 Projected | 2022 Budget | Increase (Decrease) | % Inc (Dec) |
|------------------|-------------------------------|------------------|------------------|------------------|-------------------|--------------------|------------------------|----------------|
| | Capital Outlay | 323,228 | 572,681 | 1,195,500 | 877,464 | 1,893,000 | 697,500 | 58.34% |
| 02-60-06-55-0010 | Depreciation Expense | 356,031 | 379,731 | 355,000 | 355,000 | 355,000 | - | 0.00% |
| | Depreciation | 356,031 | 379,731 | 355,000 | 355,000 | 355,000 | - | 0.00% |
| 02-60-06-56-0071 | Series 08B Interest | 4,059 | - | - | - | - | - | 0.00% |
| 02-60-06-56-0103 | Community Bank Loan Interest | 250 | - | - | - | - | - | 0.00% |
| 02-60-06-56-0104 | IEPA Loan Principal | - | - | 648,794 | 648,794 | 663,212 | 14,418 | 2.22% |
| 02-60-06-56-0105 | IEPA Loan Interest | 290,674 | 276,753 | 268,352 | 268,352 | 253,934 | (14,418) | -5.37% |
| | Debt Service | 294,983 | 276,753 | 917,146 | 917,146 | 917,146 | - | 0.00% |
| 02-60-06-57-5013 | Transfer to CERF | - | - | 112,552 | 112,552 | 126,235 | 13,683 | 12.16% |
| | Other Financing Uses | - | - | 112,552 | 112,552 | 126,235 | 13,683 | 12.16% |
| | Expenditures | 4,267,255 | 4,426,447 | 6,145,077 | 6,002,317 | 7,819,325 | 1,674,248 | 27.25% |
| 02 | Water & Sewer Fund | 1,022,223 | 539,315 | (890,501) | (629,966) | (1,018,253) | (127,752) | 14.35% |

Debt Service Schedule

Illinois Environmental Protection Agency Loan

Date of Issue December 3, 2015
 Date of Maturity December 3, 2035
 Authorized Issue \$14,708,901
 Interest Rates 2.21%
 Interest Dates December 3 and June 3
 Principal Payment Dates December 3 and June 3
 Purpose Northside Stormwater Management Project

CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS

| Fiscal Year | Tax Levy | | Totals | Interest Due On | | | |
|--|-----------|----------|---------|-----------------|---------|--------------|---------|
| | Principal | Interest | | Jun 3 | Amount | Dec 3 | Amount |
| 2022 | 663,212 | 253,934 | 917,145 | 2021 | 128,789 | 2021 | 125,145 |
| 2023 | 677,950 | 239,196 | 917,146 | 2022 | 121,461 | 2022 | 117,735 |
| 2024 | 693,016 | 224,130 | 917,146 | 2023 | 113,969 | 2023 | 110,161 |
| 2025 | 708,416 | 208,730 | 917,146 | 2024 | 106,311 | 2024 | 102,419 |
| 2026 | 724,159 | 192,987 | 917,146 | 2025 | 98,483 | 2025 | 94,504 |
| 2027 | 740,250 | 176,896 | 917,146 | 2026 | 90,482 | 2026 | 86,414 |
| 2028 | 756,700 | 160,446 | 917,146 | 2027 | 82,302 | 2027 | 78,144 |
| 2029 | 773,515 | 143,630 | 917,145 | 2028 | 73,940 | 2028 | 69,690 |
| 2030 | 790,705 | 126,441 | 917,146 | 2029 | 65,393 | 2029 | 61,048 |
| 2031 | 808,276 | 108,870 | 917,146 | 2030 | 56,656 | 2030 | 52,214 |
| 2032 | 826,238 | 90,908 | 917,146 | 2031 | 47,724 | 2031 | 43,184 |
| 2033 | 844,599 | 72,547 | 917,146 | 2032 | 38,594 | 2032 | 33,953 |
| 2034 | 863,366 | 53,780 | 917,146 | 2033 | 29,261 | 2033 | 24,519 |
| 2035 | 882,552 | 34,593 | 917,145 | 2034 | 19,721 | 2034 | 14,872 |
| 2036 | 902,165 | 14,981 | 917,146 | 2035 | 9,969 | 2035 | 5,012 |
| \$ 11,655,119 \$ 2,102,069 \$ 13,757,187 | | | | \$ 1,083,055 | | \$ 1,019,014 | |

Pension Trust Funds

The **Police Pension Fund** accounts for the benefit payments and administrative expenses of the statutory pension plan. All sworn police personnel are covered under this pension plan. This plan is administered locally. The resources used to fund the plan are the Village's employer contributions (shown as a benefit expense in General Fund Division 40), employee contributions and investment income.

The **Firefighter's Pension Fund** accounts for the benefit payments and administrative expenses of the statutory pension plan. All sworn fire personnel are covered under this pension plan. This plan is administered locally. The resources used to fund the plan are the Village's employer contributions (shown as a benefit expense in General Fund Division 50), employee contributions and investment income.

Police Pension Fund

BUDGET SNAPSHOT

| | FY 2020 ACTUAL | FY 2021 BUDGET | FY 2021 PROJECTED | FY 2022 BUDGET |
|---------------|-------------------|-------------------|----------------------|-------------------|
| Revenues | \$ 1,641,249 | \$ 3,561,404 | \$ 7,081,805 | \$ 4,562,578 |
| Expenditures | \$ 2,555,696 | \$ 2,839,561 | \$ 3,215,906 | \$ 2,907,833 |
| Fund Balance* | \$23,323,768 | \$24,045,611 | \$27,189,667 | \$28,844,412 |

* FY 2021 and 2022 Fund Balances Estimated

DESCRIPTION

This program provides funding for the Police Pension Fund as mandated by State law. The River Forest Police Pension Fund provides retirement and disability benefits in accordance with criteria outlined under the state statutes and covers only personnel employed as sworn police officers by the Village of River Forest. The Pension Board is responsible for the investments and payouts from the fund. Employees attaining the age of 50 or more with 20 or more years of creditable service are entitled to receive an annual retirement benefit of 2.5% of final salary for each year of service up to 30 years, to a maximum 75% of such salary. The monthly pension of a covered employee is subject to automatic annual increases, calculated at a rate of 3% of the amount of the pension payable at the time of the increase.

BUDGET ANALYSIS

Income for this fund is from participating employees' contributions of 9.91% of the salaries as specified by State regulations and interest income from investment of assets. The employer's share is shown as a contribution from the General Fund and is included in the Police Department (Division 40) employee benefit expense. An independent actuarial study is used to determine the amount of the employer's contribution. The Village's FY 2022 contribution of \$1,874,180 reflects the amount of property tax revenues expected to be levied with the 2021 Property Tax Levy during the fiscal year. The 2021 property tax levy, which is collected in calendar year 2022, will be based on an annual actuarial analysis prepared using the Village's Pension Funding Policy for the Police Pension Fund. The amount contributed is the amount based on the policy or the statutory minimum, whichever is higher. The budgeted FY 2022 employer contribution is significantly higher for Tax Levy Year 2021. This is due to changes in assumptions to the mortality tables, plan changes for Tier II employees that went into effect on January 1, 2020 as part of the public safety pension consolidation laws and lower than expected investment returns on 4/30/2020. The expected and actual contributions are as follows:

| | Actual FY 2020 | Budget 2021 | Budget 2022 |
|---------------------|-------------------|----------------|----------------|
| Levy Year | 2019 | 2020 | 2021 |
| Police Pension Fund | \$1,584,889 | \$1,609,434 | \$1,874,180 |

**Village of River Forest
Budget Detail by Account
Fiscal Year 2022 Budget**

| Account Number | Description | 2019 Actual | 2020 Actual | 2021 Budget | 2021 Projected | 2022 Budget | Increase (Decrease) | % Inc (Dec) |
|------------------|-----------------------------------|------------------|------------------|------------------|-------------------|------------------|------------------------|----------------|
| 09 | Police Pension Fund | | | | | | | |
| 00 | | | | | | | | |
| 09-00-00-45-5100 | Interest | 486,227 | 577,634 | 604,024 | 507,070 | 512,140 | (91,884) | -15.21% |
| 09-00-00-45-5200 | Net Change in Fair Value | 832,658 | (798,287) | 1,025,698 | 4,750,000 | 1,866,195 | 840,497 | 81.94% |
| | Interest | 1,318,885 | (220,653) | 1,629,722 | 5,257,070 | 2,378,335 | 748,613 | 45.94% |
| 09-00-00-46-6410 | Miscellaneous Revenue | 50 | - | - | - | - | - | 0.00% |
| | Miscellaneous | 50 | - | - | - | - | - | 0.00% |
| 09-00-00-41-1100 | Employer Contribution | 1,462,293 | 1,584,889 | 1,609,434 | 1,559,490 | 1,874,180 | 264,746 | 16.45% |
| 09-00-00-46-7350 | Employee Contribution | 283,023 | 277,013 | 322,248 | 265,245 | 310,063 | (12,185) | -3.78% |
| | Grants & Contributions | 1,745,315 | 1,861,902 | 1,931,682 | 1,824,735 | 2,184,243 | 252,561 | 13.07% |
| | Revenue | 3,064,250 | 1,641,249 | 3,561,404 | 7,081,805 | 4,562,578 | 1,001,174 | 28.11% |
| 00 | | | | | | | | |
| 09-00-00-52-6100 | Pensions | 2,261,441 | 2,446,249 | 2,661,289 | 3,090,466 | 2,725,138 | 63,849 | 2.40% |
| 09-00-00-52-6150 | Pension Refund | - | - | 50,000 | - | 50,000 | - | 0.00% |
| | Benefits | 2,261,441 | 2,446,249 | 2,711,289 | 3,090,466 | 2,775,138 | 63,849 | 2.35% |
| 09-00-00-53-0300 | Audit Services | 2,118 | 2,177 | 2,240 | 2,240 | 2,310 | 70 | 3.13% |
| 09-00-00-53-0350 | Actuarial Services | 3,508 | 3,578 | 3,677 | 3,730 | 3,815 | 138 | 3.75% |
| 09-00-00-53-0360 | Payroll Services | 18,720 | 17,225 | 28,890 | 28,325 | 28,890 | - | 0.00% |
| 09-00-00-53-0380 | Consulting Services | 61,505 | 53,827 | 53,470 | 56,000 | 56,000 | 2,530 | 4.73% |
| 09-00-00-53-0420 | Legal Services | 4,131 | 3,313 | 18,000 | 18,000 | 18,000 | - | 0.00% |
| 09-00-00-53-2100 | Bank Fees | - | 3,553 | 100 | 100 | 100 | - | 0.00% |
| 09-00-00-53-4100 | Training | 1,250 | 635 | 2,500 | 1,250 | 4,000 | 1,500 | 60.00% |
| 09-00-00-53-4250 | Travel & Meeting | 1,656 | 657 | 1,500 | 250 | 1,500 | - | 0.00% |
| 09-00-00-53-4300 | Dues & Subscriptions | 795 | 795 | 795 | 795 | 795 | - | 0.00% |
| 09-00-00-53-4400 | Medical & Screening | 1,800 | 3,630 | 3,000 | 1,800 | 3,000 | - | 0.00% |
| 09-00-00-53-5300 | Advertising/Legal Notice | - | - | 100 | - | - | (100) | -100.00% |
| 09-00-00-54-3100 | Misc Expenditures | 10,567 | 20,057 | 14,000 | 12,950 | 14,285 | 285 | 2.04% |
| | Contractual Services | 106,049 | 109,447 | 128,272 | 125,440 | 132,695 | 4,423 | 3.45% |
| | Expense | 2,367,490 | 2,555,696 | 2,839,561 | 3,215,906 | 2,907,833 | 68,272 | 2.40% |
| 09 | Police Pension Fund | 696,760 | (914,447) | 721,843 | 3,865,899 | 1,654,745 | 932,902 | 129.24% |

Fire Pension Fund

BUDGET SNAPSHOT

| | FY 2020 ACTUAL | FY 2021 BUDGET | FY 2021 PROJECTED | FY 2022 BUDGET |
|---------------|-------------------|-------------------|----------------------|-------------------|
| Revenues | \$ 1,682,866 | \$ 2,881,610 | \$ 5,115,341 | \$ 3,137,915 |
| Expenditures | \$ 1,983,222 | \$ 2,122,324 | \$ 1,988,813 | \$ 2,167,432 |
| Fund Balance* | \$ 15,099,255 | \$ 15,858,541 | \$ 18,225,783 | \$ 19,196,266 |

*FY 2021 and 2022 Fund Balances Estimated

DESCRIPTION

This program provides funding for the Firefighter's Pension Fund as mandated by State law. The Firefighter's Pension Fund provides retirement and disability benefits for River Forest Fire Department personnel in accordance with criteria as outlined under the State statutes. The Fund is controlled by the River Forest Firefighter's Pension Fund Board of Trustees. The Pension Board is responsible for the investments and payouts from the fund. Employees attaining the age of 50 or more with 20 or more years of creditable service are entitled to receive an annual retirement benefit of 2.5% of final salary for each year of service up to 30 years, to a maximum 75% of such salary. The monthly pension of a covered employee is subject to automatic annual increases, calculated at a rate of 3% of the amount of the pension payable at the time of the increase.

BUDGET ANALYSIS

Income for this fund is from participating employees' contributions of 9.455% of salaries as required by State law and interest income from investment of assets. The employer's share is shown as a contribution from the General Fund and is included in the Fire Department (Division 50) employee benefit expense. An independent actuarial study is used to determine the amount of the employer contribution. The Village's estimated 2022 contribution of \$1,764,606 reflects the amount of property tax revenues expected to be levied with the 2021 Property Tax Levy during the fiscal year. The 2021 property tax levy, which is collected in calendar year 2022, will be based on an actuarial analysis prepared using the Village's Pension Funding Policy for the Firefighters Pension Fund. The amount contributed will be based on the policy or the statutory minimum, whichever is higher. The budgeted FY 2022 employer contribution is significantly higher for Tax Levy Year 2021. This is due to changes in assumptions to the mortality tables, plan changes for Tier II employees that went into effect on January 1, 2020 as part of the public safety pension consolidation laws and lower than expected investment returns on 4/30/2020. The expected and actual contributions are as follows:

| | Actual FY 2020 | Budget FY 2021 | Budget FY 2022 |
|-------------------|-------------------|-------------------|-------------------|
| Levy Year | 2019 | 2020 | 2021 |
| Fire Pension Fund | \$1,490,909 | \$1,535,040 | \$1,764,606 |

**Village of River Forest
Budget Detail by Account
Fiscal Year 2022 Budget**

| Account Number | Description | 2019 Actual | 2020 Actual | 2021 Budget | 2021 Projected | 2022 Budget | Increase (Decrease) | % Inc (Dec) |
|------------------|-----------------------------------|------------------|------------------|------------------|-------------------|------------------|------------------------|----------------|
| 10 | Fire Pension Fund | | | | | | | |
| 00 | | | | | | | | |
| 10-00-00-45-5100 | Interest/Dividends | 292,708 | 426,402 | 507,553 | 434,412 | 447,444 | (60,109) | -11.84% |
| 10-00-00-45-5200 | Net Change in Fair Value | 545,454 | (448,286) | 632,765 | 3,000,000 | 708,201 | 75,436 | 11.92% |
| | Interest | 838,162 | (21,884) | 1,140,318 | 3,434,412 | 1,155,645 | 15,327 | 1.34% |
| 10-00-00-41-1100 | Employer Contribution | 1,193,797 | 1,490,909 | 1,535,040 | 1,490,441 | 1,764,606 | 229,566 | 14.96% |
| 10-00-00-46-7350 | Employee Contribution | 181,747 | 213,841 | 206,252 | 190,488 | 217,664 | 11,412 | 5.53% |
| | Grants & Contributions | 1,375,544 | 1,704,750 | 1,741,292 | 1,680,929 | 1,982,270 | 240,978 | 13.84% |
| | | | | | - | | | |
| | Revenue | 2,213,706 | 1,682,866 | 2,881,610 | 5,115,341 | 3,137,915 | 256,305 | 8.89% |
| 00 | | | | | | | | |
| 10-00-00-52-6100 | Pensions | 1,776,996 | 1,895,852 | 2,020,164 | 1,895,000 | 2,069,383 | 49,219 | 2.44% |
| | Benefits | 1,776,996 | 1,895,852 | 2,020,164 | 1,895,000 | 2,069,383 | 49,219 | 2.44% |
| 10-00-00-53-0300 | Audit Services | 2,118 | 2,177 | 2,240 | 2,240 | 2,310 | 70 | 3.13% |
| 10-00-00-53-0350 | Actuarial Services | 3,138 | 3,203 | 3,203 | 3,365 | 3,815 | 612 | 19.11% |
| 10-00-00-53-0360 | Payroll Services | 13,845 | 14,235 | 13,495 | 14,700 | 15,145 | 1,650 | 12.23% |
| 10-00-00-53-0380 | Consulting Services | 43,921 | 37,274 | 40,587 | 39,146 | 40,324 | (263) | -0.65% |
| 10-00-00-53-0420 | Legal Services | 2,526 | 4,807 | 12,000 | 6,000 | 6,000 | (6,000) | -50.00% |
| 10-00-00-53-2100 | Bank Fees | 7,017 | 7,085 | 7,200 | 8,153 | 8,200 | 1,000 | 13.89% |
| 10-00-00-53-4100 | Training | 320 | 1,160 | 2,000 | 1,000 | 1,500 | (500) | -25.00% |
| 10-00-00-53-4250 | Travel & Meeting | - | 283 | 1,000 | 1,000 | 1,000 | - | 0.00% |
| 10-00-00-53-4300 | Dues & Subscriptions | 795 | 795 | 825 | 795 | 795 | (30) | -3.64% |
| 10-00-00-53-4400 | Medical & Screening | - | - | 2,000 | - | 1,000 | (1,000) | -50.00% |
| 10-00-00-54-1300 | Postage | - | - | 100 | 50 | 50 | (50) | -50.00% |
| 10-00-00-54-3100 | Misc Expenditures | 6,463 | 16,351 | 17,510 | 17,364 | 17,910 | 400 | 2.28% |
| | Contractual Services | 80,142 | 87,370 | 102,160 | 93,813 | 98,049 | (4,111) | -4.02% |
| | Expense | 1,857,138 | 1,983,222 | 2,122,324 | 1,988,813 | 2,167,432 | 45,108 | 2.13% |
| 10 | Fire Pension Fund | 356,568 | (300,356) | 759,286 | 3,126,528 | 970,483 | 211,197 | 27.82% |

River Forest Public Library

The **River Forest Public Library** has a separately elected, seven-member board which annually determines its budget and resulting tax levy. The Village does not possess Board appointment powers. The Village approves the Library's Budget and tax levy in a ministerial capacity only. The Library is not part of the Village's financial reporting entity, however, the Library budget is included in the Village budget document because the Library is in the Village's tax levy ordinance that is submitted to the County. The Budget Summary information does not include the River Forest Public Library.

River Forest Public Library

BUDGET SNAPSHOT

REVENUES

| FY 2020 ACTUAL | FY 2021 BUDGET | FY 2021 PROJECTED | FY 2022 BUDGET |
|-------------------|-------------------|----------------------|-------------------|
| \$1,356,785 | \$1,393,000 | \$1,355,800 | \$1,426,600 |

EXPENDITURES

| FY 2020 ACTUAL | FY 2021 BUDGET | FY 2021 PROJECTED | FY 2022 BUDGET |
|-------------------|-------------------|----------------------|-------------------|
| \$1,678,749 | \$1,499,000 | \$1,419,100 | \$1,733,600 |

DESCRIPTION

The River Forest Public Library Fund is used to account for the resources necessary to provide the educational, cultural and recreational activities of the River Forest Public Library.

The Library has a separately elected, seven-member board which annually determines its budget and resulting tax levy. Upon approval of the Village Board, their levy is submitted to Cook County.

BUDGET ANALYSIS

The Library operating expenditures are projected to increase by \$33,600. The FY 2022 budget includes \$307,000 in capital expenditures that are intended to be funded with capital reserves and donations.

**Village of River Forest
Budget Detail By Account
Fiscal Year 2022 Budget**

| | FY 2019 ACTUAL | FY 2020 ACTUAL | FY 2021 BUDGET | FY 2021 PROJECTED | FY 2022 BUDGET | \$CHNG FY21/22 | % CHNG FY21/22 |
|--|---------------------------|---------------------------|---------------------------|------------------------------|---------------------------|---------------------------|---------------------------|
|--|---------------------------|---------------------------|---------------------------|------------------------------|---------------------------|---------------------------|---------------------------|

RIVER FOREST PUBLIC LIBRARY

REVENUES

Taxes

| | | | | | | | |
|--------------------|------------------|------------------|------------------|------------------|------------------|---------------|--------------|
| Property Taxes | 1,240,735 | 1,282,564 | 1,320,000 | 1,293,600 | 1,358,000 | 38,000 | 2.88% |
| Replacement Taxes | 12,421 | 16,353 | 12,000 | 11,000 | 9,000 | (3,000) | -25.00% |
| Total Taxes | 1,253,156 | 1,298,917 | 1,332,000 | 1,304,600 | 1,367,000 | 35,000 | 2.63% |

Charges for Services

| | | | | | | | |
|-----------------------------------|--------------|---------------|---------------|--------------|---------------|----------------|----------------|
| Connections Program | 3,264 | 2,464 | 8,400 | 3,000 | 9,000 | 600 | 7.14% |
| Lost Books | 2,786 | 3,618 | 3,500 | 2,000 | 3,500 | - | 0.00% |
| Book Sales | 558 | - | - | - | - | - | 0.00% |
| Copy Machine Revenues | 2,467 | 4,737 | 5,500 | 1,000 | 3,000 | (2,500) | -45.45% |
| Total Charges for Services | 9,075 | 10,819 | 17,400 | 6,000 | 15,500 | (1,900) | -10.92% |

Fines

| | | | | | | | |
|-------|-------|-----|---|---|---|---|-------|
| Fines | 5,952 | 225 | - | - | - | - | 0.00% |
|-------|-------|-----|---|---|---|---|-------|

Interest

| | | | | | | | |
|-----------------|--------|--------|-------|-------|-------|---------|---------|
| Interest Earned | 17,458 | 18,900 | 9,000 | 8,000 | 4,800 | (4,200) | -46.67% |
|-----------------|--------|--------|-------|-------|-------|---------|---------|

Miscellaneous

| | | | | | | | |
|----------------------------|---------------|---------------|---------------|---------------|---------------|--------------|---------------|
| Grants/Donations | 31,441 | 22,186 | 34,000 | 35,400 | 38,100 | 4,100 | 12.06% |
| Miscellaneous | 16,866 | 5,738 | 600 | 1,800 | 1,200 | 600 | 100.00% |
| Total Miscellaneous | 48,307 | 27,924 | 34,600 | 37,200 | 39,300 | 4,700 | 13.58% |

Total Revenues

| | | | | | | | |
|--|------------------|------------------|------------------|------------------|------------------|---------------|--------------|
| | 1,333,948 | 1,356,785 | 1,393,000 | 1,355,800 | 1,426,600 | 33,600 | 2.41% |
|--|------------------|------------------|------------------|------------------|------------------|---------------|--------------|

EXPENDITURES

Personal Services

| | | | | | | | |
|--------------------------------|----------------|----------------|----------------|----------------|----------------|---------------|--------------|
| Salaries | 641,426 | 673,905 | 712,500 | 660,000 | 737,000 | 24,500 | 3.44% |
| Total Personal Services | 641,426 | 673,905 | 712,500 | 660,000 | 737,000 | 24,500 | 3.44% |

Employee Benefits

| | | | | | | | |
|--------------------------------|----------------|----------------|----------------|----------------|----------------|--------------|--------------|
| Health Insurance | 40,255 | 41,912 | 57,500 | 41,000 | 57,500 | - | 0.00% |
| FICA/Medicare | 47,949 | 49,656 | 55,000 | 54,000 | 56,500 | 1,500 | 2.73% |
| IMRF Pension | 50,507 | 48,907 | 59,000 | 59,000 | 63,000 | 4,000 | 6.78% |
| Total Employee Benefits | 138,711 | 140,475 | 171,500 | 154,000 | 177,000 | 5,500 | 3.21% |

Contractual Services

| | | | | | | | |
|-------------------------|--------|--------|--------|--------|--------|----------|---------|
| Payroll Services | 3,227 | 3,756 | 3,500 | 3,500 | 3,500 | - | 0.00% |
| Staff Training | 1,806 | 1,159 | 2,500 | 2,500 | 2,500 | - | 0.00% |
| Membership Dues | 3,255 | 2,634 | 4,000 | 4,000 | 4,000 | - | 0.00% |
| Trustee Training | 450 | 475 | 1,000 | 500 | 800 | (200) | -20.00% |
| Professional Developmnt | 7,757 | 6,722 | 9,000 | 6,000 | 7,000 | (2,000) | -22.22% |
| Advertising | 2,896 | 1,752 | 3,000 | 1,500 | 2,500 | (500) | -16.67% |
| Other Programs | 28,730 | 26,421 | 23,200 | 23,200 | 31,300 | 8,100 | 34.91% |
| Connections Programs | 3,264 | 2,083 | 8,400 | 3,000 | 9,000 | 600 | 7.14% |
| Tech Support Services | 9,000 | 10,241 | 11,000 | 11,000 | 11,000 | - | 0.00% |
| Automation-Swan/Rails | 31,046 | 36,185 | 37,000 | 37,000 | 38,000 | 1,000 | 2.70% |
| Consulting/Legal | 5,654 | 7,000 | 17,500 | 17,500 | 7,000 | (10,500) | -60.00% |
| Auditing | 6,750 | 7,000 | 7,500 | 7,500 | 9,500 | 2,000 | 26.67% |
| Copier Lease & Maint | 2,613 | 2,377 | 4,400 | 4,400 | 4,800 | 400 | 9.09% |

**Village of River Forest
Budget Detail By Account
Fiscal Year 2022 Budget**

| | FY 2019 ACTUAL | FY 2020 ACTUAL | FY 2021 BUDGET | FY 2021 PROJECTED | FY 2022 BUDGET | \$CHNG FY21/22 | % CHNG FY21/22 |
|-------------------------------------|---------------------------|---------------------------|---------------------------|------------------------------|---------------------------|---------------------------|---------------------------|
| RIVER FOREST PUBLIC LIBRARY | | | | | | | |
| Automation - Subscription | 11,755 | 8,903 | 7,500 | 8,000 | 8,600 | 1,100 | 14.67% |
| Liability Insurance | 10,149 | 11,255 | 16,500 | 16,500 | 20,000 | 3,500 | 21.21% |
| Maintenance - Service | 66,535 | 53,686 | 60,000 | 60,000 | 60,500 | 500 | 0.83% |
| Utilities | 10,041 | 9,849 | 11,000 | 11,000 | 11,000 | - | 0.00% |
| Strategic Initiatives | 4,929 | 5,001 | 5,000 | 5,000 | 10,000 | 5,000 | 100.00% |
| Total Contractual Svcs | 209,857 | 196,499 | 232,000 | 222,100 | 241,000 | 9,000 | 3.88% |
| Commodities | | | | | | | |
| Printing | 4,450 | 4,697 | 5,500 | 5,500 | 5,500 | - | 0.00% |
| Inter-Library Expenses | (118) | 813 | 1,000 | 1,000 | 500 | (500) | |
| Postage and Delivery | 3,600 | 3,592 | 4,000 | 4,000 | 3,500 | (500) | -12.50% |
| Telephone/Internet | 13,100 | 11,955 | 15,000 | 15,000 | 15,000 | - | 0.00% |
| Books | 70,229 | 62,073 | 72,000 | 72,000 | 71,300 | (700) | -0.97% |
| Periodicals | 5,983 | 5,599 | 3,300 | 3,300 | 6,300 | 3,000 | 90.91% |
| Online E Content | 53,936 | 70,801 | 77,700 | 77,700 | 72,000 | (5,700) | -7.34% |
| Audio/Visual | 32,975 | 23,376 | 20,000 | 20,000 | 22,800 | 2,800 | 14.00% |
| Office Supplies | 4,542 | 3,993 | 4,000 | 4,000 | 4,000 | - | 0.00% |
| Library Supplies | 4,448 | 4,857 | 6,000 | 6,000 | 5,000 | (1,000) | -16.67% |
| Copier Supplies | 4,926 | 1,029 | 1,000 | 1,000 | 1,000 | - | 0.00% |
| Building Mat and Supplies | 3,680 | 4,862 | 11,000 | 11,000 | 7,700 | (3,300) | -30.00% |
| Equipment/ Furniture/Tech | - | - | 13,000 | 13,000 | 10,000 | (3,000) | -23.08% |
| Misc Expenditures | 1,997 | 2,523 | 2,500 | 2,500 | 2,000 | (500) | -20.00% |
| Total Commodities | 203,748 | 200,170 | 236,000 | 236,000 | 226,600 | (9,400) | -3.98% |
| Capital Reserve Contribution | - | - | 41,000 | 41,000 | 45,000 | 4,000 | 9.76% |
| Total Operating Expenditures | 1,193,742 | 1,211,049 | 1,393,000 | 1,313,100 | 1,426,600 | 33,600 | 2.41% |
| Capital Outlay | | | | | | | |
| Furniture & Equipment | 6,416 | 12,883 | - | - | - | - | 0.00% |
| Equipment Technology | 1,597 | 1,676 | 37,500 | 37,500 | 12,000 | (25,500) | -68.00% |
| Building Improvements | 71,754 | 453,141 | 68,500 | 68,500 | 295,000 | 226,500 | 330.66% |
| Total Capital Outlay | 79,767 | 467,700 | 106,000 | 106,000 | 307,000 | 201,000 | 189.62% |
| Total Expenditures | 1,273,509 | 1,678,749 | 1,499,000 | 1,419,100 | 1,733,600 | 234,600 | 15.65% |

Jurisdictional Statistics

This section provides general statistical data regarding size, development and infrastructure. This section also includes a history of the property tax for all direct and overlapping governments, information regarding the Village's Equalized Assessed Valuation and a list of principal taxpayers.

Size, Development and Infrastructure

| | |
|-----------------------|-----------------------|
| Date of incorporation | October 30, 1880 |
| Form of government | Council-Administrator |
| Area | 2.48 square miles |

Population

| | |
|------|--------|
| 1980 | 12,395 |
| 1990 | 11,669 |
| 2000 | 11,635 |
| 2010 | 11,172 |

2010 Census Highlights

| | |
|------------------------|-----------|
| Total housing units | 3,597 |
| Average household size | 2.60 |
| Median family income | \$156,835 |
| Median home value | \$618,200 |

Municipal Services & Facilities

| | |
|-------------------------------|-------|
| Number of full time employees | 77 |
| Miles of streets | 31.6 |
| Miles of alleys | 3.9 |
| Miles of sanitary sewers | 33.13 |
| Miles of storm sewers | 3.37 |
| Miles of water mains | 40 |
| Number of street lights | 1,998 |
| Refuse Collection Customers | 2,865 |
| Water Billing Customers | 3,162 |

Annual taxable sales

| | |
|------|---------------|
| 2011 | \$160,051,009 |
| 2012 | \$167,237,141 |
| 2013 | \$174,272,613 |
| 2014 | \$173,103,200 |
| 2015 | \$185,525,800 |
| 2016 | \$175,191,117 |
| 2017 | \$183,264,298 |
| 2018 | \$186,783,919 |
| 2019 | \$183,937,254 |

Property Tax Rates

Property Tax Rates - Direct and Overlapping Governments (Per \$100 Assessed Valuation)

Last Ten Levy Years

| Tax Levy Year | 2019 | 2018 | 2017 | 2016 | 2015 | 2014 | 2013 | 2012 | 2011 | 2010 |
|---|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| Calendar Year Collected | 2020 | 2019 | 2018 | 2017 | 2016 | 2015 | 2014 | 2013 | 2012 | 2011 |
| Village of River Forest | 1.270 | 1.222 | 1.154 | 1.357 | 1.389 | 1.319 | 1.286 | 1.175 | 1.051 | 0.840 |
| School Districts | 7.788 | 7.284 | 7.131 | 8.403 | 8.643 | 7.539 | 7.559 | 7.467 | 6.960 | 5.665 |
| Cook County | 0.454 | 0.489 | 0.496 | 0.533 | 0.552 | 0.568 | 0.560 | 0.531 | 0.462 | 0.423 |
| Park District | 0.293 | 0.294 | 0.276 | 0.324 | 0.331 | 0.316 | 0.307 | 0.279 | 0.249 | 0.209 |
| Water Reclamation | 0.389 | 0.396 | 0.402 | 0.406 | 0.426 | 0.430 | 0.417 | 0.370 | 0.320 | 0.274 |
| Public Library - Village Component Unit | 0.236 | 0.227 | 0.214 | 0.252 | 0.258 | 0.246 | 0.239 | 0.218 | 0.195 | 0.155 |
| Township | 0.111 | 0.109 | 0.103 | 0.121 | 0.124 | 0.115 | 0.115 | 0.104 | 0.093 | 0.075 |
| Other (1) | 0.105 | 0.075 | 0.108 | 0.080 | 0.120 | 0.089 | 0.116 | 0.078 | 0.097 | 0.062 |
| Total- all purposes | 10.646 | 10.096 | 9.884 | 11.476 | 11.843 | 10.622 | 10.599 | ##### | 9.427 | 7.703 |
| Share of total tax rate levied for the Village of River Forest | 11.93% | 12.10% | 11.68% | 11.82% | 11.73% | 12.42% | 12.13% | 11.49% | 11.15% | 10.90% |

Note:

(1) "Other" includes Consolidated Elections, Cook County Forest Preserve, and Des Plaines Valley Mosquito Abatement District.

Data Source:

Cook County Clerk's Office

Equalized Assessed Value

| Tax Levy Year | Residential | Commercial | Industrial/ Railroad | Total Assessed Value | Village Property Tax Rate | Total Equalized Assessed Value |
|---------------|----------------|---------------|-------------------------|----------------------|---------------------------|--------------------------------|
| 2019 | \$ 172,910,277 | \$ 17,724,645 | \$ 413,540 | \$ 191,048,462 | 1.270 | \$ 557,097,316 |
| 2018 | 175,548,574 | 18,147,605 | 399,350 | 194,095,530 | 1.222 | 564,992,679 |
| 2017 | 178,710,839 | | | 197,894,783 | 1.154 | 586,302,873 |
| 2016 | | | | 173,225,068 | 1.357 | 485,584,510 |
| 2015 | | | | 176,259,471 | 1.389 | 470,348,398 |
| 2014 | 162,447,990 | 18,530,942 | 430,763 | 181,409,695 | 1.319 | 488,390,939 |
| 2013 | | | | 186,371,020 | 1.286 | 493,186,293 |
| 2012 | 170,256,632 | 17,159,151 | 1,296,420 | 188,712,203 | 1.175 | 529,450,956 |
| 2011 | | | | | 1.051 | 573,104,464 |
| 2010 | 192,112,346 | 20,321,761 | 980,904 | 213,415,011 | 0.840 | 704,269,535 |

Notes:

Property in the Village is reassessed by the County every three years.

Refer to the Property Tax Rates - Direct and Overlapping Governments schedule for additional property tax rate information.

Equalized Assessed Value - The State of Illinois calculates an equalization factor each year to bring the assessed value of property to 1/3.

Data Source:

Cook County Clerk's Office - www.cookcountyclerk.com

Top Ten Principal Property Taxpayers

| Taxpayer | Type of Business | 2019 Levy Year | |
|------------------------------|---------------------|------------------------------|--|
| | | Equalized Assessed Valuation | Percentage of Total Equalized Assessed |
| River Forest Town Center One | Retail Center | \$ 10,916,501 | 2.0% |
| River Forest Town Center Two | Retail Center | 6,269,709 | 1.1% |
| Mac Neal | Medical Center | 5,900,765 | 1.1% |
| Albertson's (Jewel) | Grocery Store | 3,959,622 | 0.7% |
| Ell Bay (Fresenius) | Medical Center | 1,506,137 | 0.3% |
| Co Has (Loyola) | Medical Center | 1,437,466 | 0.3% |
| Mid America (Fresh Thyme) | Grocery Store | 1,141,473 | 0.2% |
| Jack Strand | Retail Center | 880,973 | 0.1% |
| Chicago Title Land Trust | Retail Center | 762,893 | 0.1% |
| River Forest Tennis Club | Recreation Facility | 708,763 | 0.1% |
| Totals | | <u>\$ 33,484,302</u> | <u>6.1%</u> |

Data Source:

Office of County Clerk

Capital Improvement Program

This section provides detailed information on the Village's Capital Improvements Program. The program provides for building and infrastructure improvements, as well as the replacement of vehicles and equipment in excess of \$10,000.

A summary of the 2022 – 2026 Five Year Capital Improvement Program is contained in this section. Detailed information on those capital items included in the 2022 Budget and the impact those items have on the 2022 operating Budget are included.

Capital Improvement Program

The Five Year Capital Improvement Program (CIP) is a planning tool for the Village that seeks to identify major capital projects and a corresponding funding source for projects that are \$10,000 or more.

The Five Year Capital Improvement Program is prepared by staff and reviewed by the Acting Administrator and the Finance Director. Departments are responsible for identifying capital projects which are then priorities based on need and availability of funding. The necessity of the capital acquisition or improvement is evaluated based on Village Board Goals, residents' concerns, current and future maintenance costs, revenue generation, ability to meet current levels of service, safety issues and legal requirements. Projects with currently available funding sources such as grant revenues may be prioritized. Following review the Capital Improvement Program is presented to the Village Board. The Program may be amended during the budget process as determinations are made for items to be moved forward or to be deferred based on current information.

Capital Improvement Categories

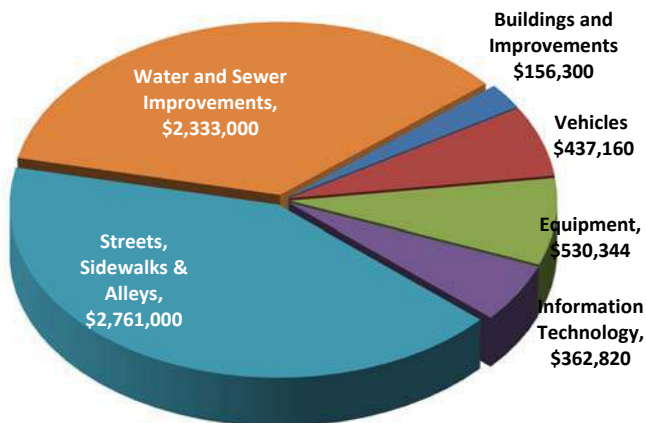
Capital Improvements included in the Fiscal Year 2022 Budget total \$6,580,624 from the following categories:

Buildings and Improvements

Village facilities include Village Hall which houses Administration, Finance, Building, Police, and Fire operations as well as the Public Works Garage which is located in a separate facility. Improvements at the Water Pumping Station are identified under the Water and Sewer CIP section.

3 Facilities

Capital Improvements by Category



Vehicles

48 vehicles in the fleet

The vehicle section includes the replacement or acquisition of Village vehicles and is subdivided into police, fire, and public works sections. The detail page of each vehicle to be replaced in 2022 provides a picture of the vehicle, historical cost and repair information, a description of how the vehicle is used, and its life expectancy.

Equipment

The Equipment section lists those capital equipment items that need to be replaced or acquired over the next five years. This section addresses equipment for the Fire, Police and Public Works operations.

Information Technology (IT)

The Village's third-party information technology consultant, ClientFirst, has prepared a strategic information technology business plan for the Village. The plan evaluated the Village's hardware and software capabilities to determine improvements that could be made to improve efficiencies, system security and capabilities. Recommendations from the plan are incorporated into the five-year CIP including an update to the Strategic Plan, network improvements, software upgrades, PC replacements, and IT security initiatives.

Streets, Sidewalks and Alleys

31.6 miles

This section includes improvements to alleys, sidewalks, curbs and streets. The annual Street Improvement Program is funded through the General, Motor Fuel Tax (MFT), Water and Sewer, Capital Improvement and Infrastructure Improvement Bond Funds.

Water and Sewer Improvements

76.5 miles of sewer and water mains

The Village annually budgets for the improvements and maintenance of the sewer system, including sewer lining, rehabilitation and repairs. The Village's water system serves a population of more than 11,000. Maintenance of the

Capital Improvement Program

pumping station and distribution system is essential to the water utility's operation. The Village's water rate includes funding for water main improvements. Water main replacement is indicated when a history of line failure or a lack of adequate fire flow exists. Whenever possible, water main replacement is scheduled to coincide with street improvements to limit the impact of construction activity to a particular area. Water Pumping Station equipment is also included in this section.

Capital Improvement Funding Sources

The Five Year Capital Improvement Program (CIP) is financed through the following Village funds or specific revenue sources. The individual project sheet will indicate if a project is intended to be financed with a specific revenue source, such as a grant, within the fund. The proposed FY 2022 funding sources are described below:

General Fund

The General Fund is the major operating fund in the Village's Budget and provides for all activities not accounted for in other funds.

Motor Fuel Tax Fund (MFT)

The State of Illinois has imposed a gasoline tax on the privilege of operating motor vehicles on public highways in Illinois. MFT dollars are collected by the State and remitted to the municipality on a per capita basis.

Water and Sewer Fund

The Water and Sewer Fund generates revenue via the water and sewer rates and has also used bank and IEPA loans to fund its capital improvements.

Capital Equipment Replacement Fund

The Capital Equipment Replacement Fund (CERF) is a capital projects fund that accumulates transfers from the General and Water and Sewer Funds for the eventual replacement of equipment and vehicles. The Building & Development, Police, Fire and Public Works departments in the General Fund and the Water and Sewer Fund transfer monies to the CERF fund annually to cover future replacements. These annual transfers are intended to avoid significant fluctuations in the operating budgets from year to year. Water and Sewer Fund vehicles and equipment to be replaced are designated with a funding source of CERF/WS.

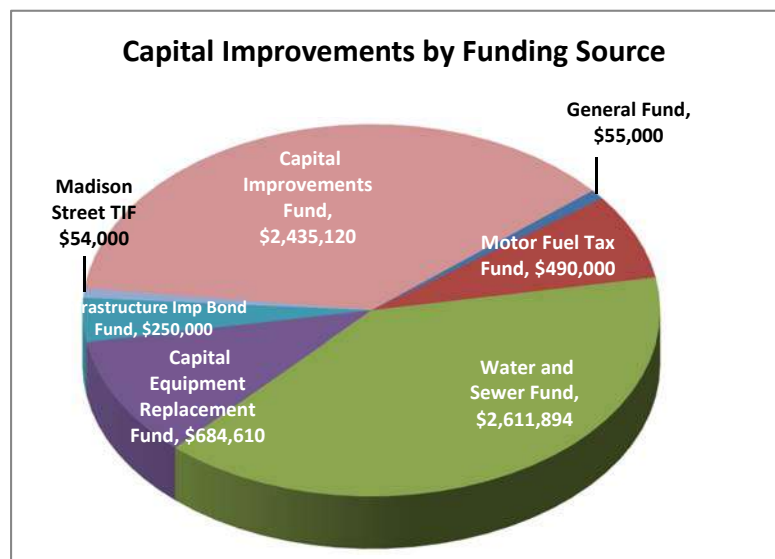
Capital Improvements Fund

The Capital Improvements Fund is used to account for improvements to buildings, parking lots, municipal lighting systems, alleys, streets and information technology. Revenue sources include red light camera revenue, parking lot fees, grants and transfers from other funds.

Infrastructure Improvement Bond Fund

The Infrastructure Improvement Bond Fund accounts for the proceeds of the 2020 General Obligation Limited Tax Bonds and is used to fund street improvements.

Five-Year Capital Improvement Program schedules and detailed project sheets for each capital item included in the FY 2022 Budget are included in this document.



Capital Improvement Program

Capital Budget Impact on Operating Budget

Below is an estimated impact on operating costs for capital items budgeted for the full 5-Year representation of the projects. Amounts represent an addition to or reduction of operating costs.

| PROJECT/DESCRIPTION | FY 2022 | FY 2023 | FY 2024 | FY 2025 | FY 2026 |
|-------------------------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| Vehicles – Marked Squad Car | \$2,735 | \$2,735 | \$2,735 | \$2,735 | \$2,735 |
| Vehicles – Marked Squad Car | \$2,735 | \$2,735 | \$2,735 | \$2,735 | \$2,735 |
| Vehicles-Administrative Fire | \$1,000 | \$1,000 | \$1,000 | \$1,000 | \$1,000 |
| Vehicles-Utility Pick up Fire | \$500 | \$500 | \$500 | \$500 | \$500 |
| Street Camera System | \$7,000 | \$7,000 | \$7,000 | \$7,000 | \$7,000 |
| SCBA Breathing Air Compressor | \$0 | \$0 | \$0 | \$1,500 | \$1,500 |
| Laserfiche software upgrade | \$5,550 | \$8,550 | \$8,550 | \$8,550 | \$8,550 |
| Office 365 software upgrade | \$30,000 | \$30,000 | \$30,000 | \$30,000 | \$30,000 |
| Computer Replacements | \$1,000 | \$1,000 | \$1,000 | \$1,000 | \$1,000 |
| IT Security Initiatives | \$0 | \$2,000 | \$2,000 | \$2,000 | \$2,000 |
| Total Operating Impact | \$50,520 | \$55,520 | \$55,520 | \$57,020 | \$57,020 |

Village of River Forest, Illinois
Five Year Capital Improvement Program
Fiscal Year 2022 Budget

| CATEGORY | Fiscal Year | | | | | Five Year Total |
|------------------------------|------------------|------------------|------------------|------------------|------------------|-------------------|
| | 2022 | 2023 | 2024 | 2025 | 2026 | |
| Buildings and Improvements | 156,300 | 32,000 | 317,000 | - | 40,000 | 545,300 |
| Vehicles | 437,160 | 719,945 | 304,549 | 439,488 | 797,917 | 2,699,059 |
| Equipment | 530,344 | 322,572 | 367,356 | 155,781 | 305,751 | 1,681,804 |
| Information Technology | 362,820 | 167,000 | 200,000 | 122,000 | 47,000 | 898,820 |
| Streets, Sidewalks & Alleys | 2,761,000 | 3,761,279 | 800,000 | 735,000 | 715,000 | 8,772,279 |
| Water and Sewer Improvements | 2,333,000 | 723,800 | 717,000 | 603,000 | 603,500 | 4,980,300 |
| Total | 6,580,624 | 5,726,596 | 2,705,905 | 2,055,269 | 2,509,168 | 19,577,562 |

| PROPOSED FUNDING SOURCE | Fiscal Year | | | | | Five Year Total |
|--|------------------|------------------|------------------|------------------|------------------|-------------------|
| | 2022 | 2023 | 2024 | 2025 | 2026 | |
| General Fund (GF) | 55,000 | 105,000 | 105,000 | 105,000 | 105,000 | 475,000 |
| Motor Fuel Tax Fund (MFT) | 490,000 | 1,226,279 | 490,000 | 490,000 | 490,000 | 3,186,279 |
| Water and Sewer Fund (WS) | 2,611,894 | 793,800 | 787,000 | 673,000 | 673,500 | 5,539,194 |
| Capital Equipment Replacement Fund (CERF) | 684,610 | 898,417 | 668,805 | 432,569 | 1,012,668 | 3,697,069 |
| CERF/WS | - | 43,000 | 221,000 | 118,500 | 91,000 | 473,500 |
| Capital Improvements Fund (CIF) | 2,435,120 | 2,660,100 | 279,100 | 216,200 | 137,000 | 5,727,520 |
| Capital Improvement Fund / Grant (CIF/Grant) | - | - | - | - | - | - |
| Capital Improvements Fund/Parking Reserve (CIF/PR) | - | - | 85,000 | 20,000 | - | 105,000 |
| Infrastructure Improvements Bond Fund (IIBF) | 250,000 | - | - | - | - | 250,000 |
| Madison Street TIF District (M-TIF) | 54,000 | - | - | - | - | 54,000 |
| North Avenue TIF District (N-TIF) | - | - | 70,000 | - | - | 70,000 |
| Totals | 6,580,624 | 5,726,596 | 2,705,905 | 2,055,269 | 2,509,168 | 19,577,562 |

BUILDINGS AND IMPROVEMENTS

Buildings and Improvements – Five Year Capital Improvement Program

The Buildings and Improvements section of the Capital Improvement Program (CIP) identifies proposed improvements to the Village Hall, including the Police and Fire Department areas, as well as the Public Works Garage and Water Pumping Station. Proposed improvements may include repair, replacement or the rehabilitation of Village buildings.

As with other sections of the CIP, these improvements are targeted for specific years and are financed through various methods such as the General Fund, Water and Sewer Fund, Capital Equipment Replacement Fund and the Capital Improvement Fund (CIF).

Improvements planned for FY 2022 include:

| Improvement | Cost of Improvement | Funding Source | Nature of Project |
|------------------------------|----------------------------|-----------------------|--------------------------|
| Village Hall Improvements | \$ 86,200 | CIF/CERF | Recommended |
| Garage Improvements | \$ 50,100 | CIF | Contingent |
| Pumping Station Improvements | \$ 20,000 | WS | Critical |
| Total | \$ 156,300 | | |

Each project in the CIP is categorized by the requesting department as follows:

Critical- The project must be completed in the year recommended due to safety or operational needs or as mandated by law.

Critical projects are highlighted in yellow.

Recommended- The project will significantly improve operations or safety. The project is strongly recommended for funding in the year recommended or the year after.

Contingent on Funding- The project would be a benefit to the Village and improve service levels but is only recommended if funds are available.

Village of River Forest, Illinois
Five Year Capital Improvement Program
Buildings and Improvements
Fiscal Year 2022 Budget

| | | Fiscal Year | | | | | Five Year Total | Funding Source |
|------------------------------|------------------|----------------|---------------|----------------|----------|---------------|--------------------|-------------------|
| | This Project is: | 2022 | 2023 | 2024 | 2025 | 2026 | | |
| Police | | | | | | | - | |
| Village Hall | | | | | | | - | |
| Village Hall Improvements | Recommended | 86,200 | 32,000 | 317,000 | - | 40,000 | 475,200 | CIF/CERF |
| Public Works | | | | | | | - | |
| Garage Improvements | Contingent | 50,100 | - | - | - | - | 50,100 | CIF |
| Pumping Station Improvements | Critical | 20,000 | - | - | - | - | 20,000 | WS |
| Total | | 156,300 | 32,000 | 317,000 | - | 40,000 | 545,300 | |

| | | Fiscal Year | | | | | Five Year Total |
|---|--|----------------|---------------|----------------|----------|---------------|--------------------|
| Proposed Funding Source | | 2022 | 2023 | 2024 | 2025 | 2026 | |
| Water and Sewer Fund (WS) | | 20,000 | - | - | - | - | 20,000 |
| Capital Equipment Replacement Fund (CERF) | | - | - | 317,000 | - | - | 317,000 |
| Capital Improvement Fund (CIF) | | 136,300 | 32,000 | - | - | 40,000 | 208,300 |
| Totals | | 156,300 | 32,000 | 317,000 | - | 40,000 | 545,300 |

Buildings and Improvements

Village Hall Improvements



| | | |
|---------|-----------|------|
| FY 2022 | \$86,200 | CIF |
| FY 2023 | \$32,000 | CIF |
| FY 2024 | \$317,000 | CERF |
| FY 2025 | \$0 | CIF |
| FY 2026 | \$40,000 | CIF |

☐ Critical

☒ Recommended

☐ Contingent on Funding

Spending History

| | |
|---------|---|
| FY 2021 | \$18,428 (HVAC compressor replacements and repairs) |
| FY 2020 | \$5,806 (LED lighting upgrades) |
| FY 2019 | \$2,870 (Repaired gutters and downspouts) |
| FY 2019 | \$2,300 (Rewired controls to WSCDC HVAC unit) |
| FY 2018 | \$7,303 (Repair to WSCDC HVAC unit) |
| FY 2017 | \$169,861 (Roof replacement) |

Project Description & Justification

The Village Hall, located at 400 Park Avenue, was constructed in 1999 and houses the Village's administrative Staff, both the Police and Fire Departments, and the West Suburban Consolidated Dispatch Center (WSCDC). The majority of janitorial and maintenance tasks and operations are performed and coordinated by the Village's Custodian. Tasks and operations that cannot be performed by in-house Staff are outsourced.

An evaluation of the energy efficiency of the building was performed by ComEd in FY 2019 to assess if there are any improvements to electrical systems/fixtures that would increase efficiency and be eligible for their incentive program. LED lighting upgrades were performed as a result of this analysis on the exterior lighting of the building and in the community room. The working condition of all Village Hall HVAC units is also monitored and the HVAC contractors assist in determining if replacement is needed in the next five years as well. The replacement of fluorescent lighting on the 2nd floor, stairways and 1st floor common areas of Village Hall with energy efficient LED lighting is planned for FY 2022. This is based on the recommendations of the ComEd facility assessment, and using their energy efficiency incentives saves approximately 30% off the purchase price of lighting fixtures. The front doors are in need of replacement due to their current operating condition. This replacement will require compliance with ADA egress requirements and updated controls for opening and closing. Several interior doors are also planned for improvements to better assist ADA egress issues.

A building envelope and roofing assessment was conducted in 2016 by the Garland company to provide thermal scans of the condition of the roof. Their report recommended roof replacement for this facility in FY 2017, as well as the future need to replace the roof over the dispatch center in the near future. The dispatch center has experienced several leaks within the past year. These leaks have been surface patched temporarily, but complete replacement is needed within the next year. This area was recently reassessed by the Garland company and is recommend for replacement. A Facility Condition Assessment (FCA) of the Village Hall has been performed to analyze the areas of the building and provide a timeframe for any needed future repairs or replacements. The purpose of the assessment is to evaluate the overall condition of the building, and provide information regarding the condition and life expectancy of the major components.

The following facility improvements are recommended within the next five years with higher priority items listed first:

| Repair/Improvement | Estimated Cost | Year |
|---|-----------------------|-------------|
| Replace roof above 2nd floor (WSCDC area) | \$48,000 | FY 2022 |
| Replace front door and controls | \$11,000 | FY 2022 |
| Energy efficient lighting improvements (interior) | \$9,200 | FY 2022 |
| Interior door ADA access improvements | \$18,000 | FY 2022 |
| Replace HVAC rooftop unit | \$32,000 | FY 2023 |
| Replace Emergency Generator | \$317,000 | FY 2024 |
| Tuck-pointing improvements | \$40,000 | FY 2026 |
| Total | \$475,200 | |

Project Impact

| Annual \$ Impact on Operating Budget | Description of Operating Budget Impact |
|---|---|
| None | None |

Buildings and Improvements - Public Works

Public Works Garage Improvements



| | | |
|---------|----------|-----|
| FY 2022 | \$50,100 | CIF |
| FY 2023 | \$0 | CIF |
| FY 2024 | \$0 | CIF |
| FY 2025 | \$0 | CIF |
| FY 2026 | \$0 | CIF |

☐ Critical

☐ Recommended

☒ Contingent on Funding

Spending History

| | |
|---------|---|
| FY 2021 | \$1,167 (Overhead Garage Door Repair, Lighting Replacements) |
| FY 2020 | \$3,183 (Overhead Garage Door Repair, PW Garage Security Camera Upgrades) |
| FY 2019 | \$111,529 (West Wall Repair and Replacement of Windows and Front Door) |
| FY 2018 | \$265,189 (East, North, and South Wall Repair, Replacement of 38 Windows) |
| FY 2017 | \$432,095 (Roof Replacement and West Parapet Wall Replacement) |

Project Description & Justification

The Public Works Garage, located at 45 Forest Avenue, is the facility that houses all vehicles, equipment, fuel (unleaded and diesel), road salt, and other materials (stone, asphalt, topsoil, etc.) and supplies necessary for Public Works Operations and Water/Sewer Divisions. The majority of janitorial and minor maintenance tasks and operations are performed and coordinated by Public Works personnel. Tasks and operations that cannot be performed in-house are outsourced. The rebuild of the salt storage shed and the replacement of two overhead garage doors are planned for FY 2022.

Based on current conditions and a facility site assessment, the following facility improvements are recommended within the next five years with higher priority items listed first:

| Repair/Improvement | Estimated Cost | Year |
|-----------------------------------|----------------|---------|
| Rebuild salt storage shed | \$ 30,100 | FY 2022 |
| Replace two overhead garage doors | \$ 20,000 | FY 2022 |
| Total | \$ 50,100 | |

Project Impact

| Annual \$ Impact on Operating Budget | Description of Operating Budget Impact |
|--------------------------------------|--|
| None | None |

Buildings and Improvements - Public Works

Pumping Station Improvements

Water & Sewer



| | | |
|---------|----------|----|
| FY 2022 | \$20,000 | WS |
| FY 2023 | \$0 | WS |
| FY 2024 | \$0 | WS |
| FY 2025 | \$0 | WS |
| FY 2026 | \$0 | WS |

☒ Critical

☐ Recommended

☐ Contingent on Funding

Spending History

| | |
|---------|---|
| FY 2021 | \$3,700 (Repairs to backup generator) |
| FY 2020 | \$54,289 (Relocation of ComEd transformers to outside of building) |
| FY 2019 | \$2,640 (Replacement of windows) |
| FY 2018 | \$98,500 (Replace lower roof, 2nd floor windows and boiler with combination HVAC) |
| FY 2017 | \$4,995 (Replace/add exterior lighting fixtures) |

Project Description & Justification

The Pumping Station, located at 7525 Berkshire Street, is the facility that houses all pumps, piping, valves, and auxiliary equipment (including the SCADA controls) that are all central and critical to the operation of the Village's water distribution system. The majority of janitorial and minor maintenance tasks and operations are performed and coordinated by Water Division personnel. Tasks and operations that cannot be performed in-house are outsourced.

An evaluation of the energy efficiency of the building was performed by ComEd in FY 2019 to assess if there are any improvements to electrical systems/fixtures that would increase efficiency and be eligible for their incentive program. LED lighting upgrades were performed as a result of this analysis on the interior lighting of the building. A Facility Condition Assessment of the Pumping Station was performed to evaluate the overall condition of the buildings and sites, and provide information regarding the condition and life expectancy of the major components. The report summarizes the recommended projects involving improvements and maintenance to this facility. The current condition of the exterior stucco of the building is deteriorating and is in need of a new application, this is planned for FY 2022.

| Repair/Improvement | Estimated Cost | Year |
|---|----------------|---------|
| Exterior application of stucco coating system | \$20,000 | FY 2022 |
| Total | \$20,000 | |

Project Impact

| Annual \$ Impact on Operating Budget | Description of Operating Budget Impact |
|--------------------------------------|--|
| None | None |

VEHICLES

Vehicles – Five Year Capital Improvement Program

The Village of River Forest recognizes the importance of maintaining, replacing and purchasing new vehicles to guarantee public safety and the efficient delivery of services. The following is a breakdown of current vehicular levels for all vehicles owned by the Village and the replacement schedule for FY 2022:

| Department | Number of Vehicles to be Replaced in FY 2022 | Cost of Vehicles to be Replaced in FY 2022 | Total Number of Vehicles in Fleet |
|-------------------|---|---|--|
| Building | - | \$ - | 1 |
| Police | 3 | \$ 138,660 | 17 |
| Fire | 2 | \$ 83,500 | 9 |
| Public Works | 2 | \$ 215,000 | 21 |
| Total | 7 | \$ 437,160 | 48 |

Financing

Projects in this section are financed through the Capital Equipment Replacement Fund (CERF).

Each project in the CIP is categorized by the requesting department as follows:

Critical- The project must be completed in the year recommended due to safety or operational needs or as mandated by law.

These projects are highlighted in yellow.

Recommended- The project will significantly improve operations or safety. The project is strongly recommended for funding in the year recommended or the year after.

Contingent on Funding- The project would be a benefit to the Village and improve service levels but is only recommended if funds are available.

Village of River Forest, Illinois
Five Year Capital Improvement Program
Vehicles
Fiscal Year 2022 Budget

| Vehicles | Fiscal Year | | | | | Five Year Total | Funding Source |
|--------------|----------------|----------------|----------------|----------------|----------------|--------------------|----------------|
| | 2022 | 2023 | 2024 | 2025 | 2026 | | |
| Building | - | - | 16,293 | - | - | 16,293 | CERF |
| Police | 138,660 | 214,945 | 44,256 | 202,488 | 97,917 | 698,266 | CERF |
| Fire | 83,500 | 230,000 | - | - | 700,000 | 1,013,500 | CERF |
| Public Works | 215,000 | 275,000 | 244,000 | 237,000 | - | 971,000 | CERF & CERF/WS |
| Total | 437,160 | 719,945 | 304,549 | 439,488 | 797,917 | 2,699,059 | |

| Proposed Funding Source | Fiscal Year | | | | | Five Year Total |
|---|----------------|----------------|----------------|----------------|----------------|--------------------|
| | 2022 | 2023 | 2024 | 2025 | 2026 | |
| Capital Equipment Replacement Fund (CERF) | 437,160 | 676,945 | 105,549 | 320,988 | 797,917 | 2,338,559 |
| CERF- Water and Sewer (CERF/WS) | - | 43,000 | 199,000 | 118,500 | - | 360,500 |
| Totals | 437,160 | 719,945 | 304,549 | 439,488 | 797,917 | 2,699,059 |

Village of River Forest, Illinois
Five Year Capital Improvement Program
Vehicles-Police
Fiscal Year 2022 Budget

| Police Department | Year | Vehicle # | This Project is: | Fiscal Year | | | | | Five Year Total | Funding Source |
|------------------------------|------|-----------|------------------|--|----------------|---------------|----------------|---------------|-----------------|----------------|
| | | | | 2022 | 2023 | 2024 | 2025 | 2026 | | |
| Marked Squad Car | 2018 | 1 | Recommended | 46,695 | - | - | 50,284 | - | 96,979 | CERF |
| Marked Squad Car | 2019 | 2 | Recommended | - | 48,649 | - | - | - | 48,649 | CERF |
| Marked Squad Car | 2020 | 3 | Recommended | - | 48,988 | - | - | 51,986 | 100,974 | CERF |
| Marked Squad Car | 2019 | 4 | Recommended | 45,132 | - | - | 48,517 | - | 93,649 | CERF |
| Marked Squad Car | 2020 | 5 | Recommended | - | 43,282 | - | - | 45,931 | 89,213 | CERF |
| Marked Squad Car | 2017 | 6 | Recommended | 46,833 | - | - | 50,139 | - | 96,972 | CERF |
| Unmarked Traffic/Patrol | 2020 | 8 | Recommended | - | - | - | 53,548 | - | 53,548 | CERF |
| Detectives Vehicle | 2017 | 12 | Recommended | - | 36,275 | - | - | - | 36,275 | CERF |
| Unmarked Tactical | 2018 | 13 | Recommended | - | - | 44,256 | - | - | 44,256 | CERF |
| Chief's Vehicle | 2015 | 17 | Recommended | - | 37,751 | - | - | - | 37,751 | CERF |
| Marked Patrol | 2009 | 7 | N/A | These vehicles are replaced with used police vehicles. | | | | | - | |
| Crime Prevention- Taurus | 2013 | 9 | N/A | | | | | | - | |
| Deputy Chief's Vehicle | 2007 | 11 | N/A | | | | | | - | |
| Admin Pool Vehicle | 2000 | 14 | N/A | | | | | | - | |
| Covert Detective Ford Fusion | 2015 | 15 | N/A | | | | | | - | |
| Patrol Commander-Taurus | 2013 | 16 | N/A | | | | | | - | |
| Total | | | | 138,660 | 214,945 | 44,256 | 202,488 | 97,917 | 698,266 | |

| Proposed Funding Source | | | Fiscal Year | | | | | Five Year Total |
|---|--|--|----------------|----------------|---------------|----------------|---------------|-----------------|
| | | | 2022 | 2023 | 2024 | 2025 | 2026 | |
| Capital Equipment Replacement Fund (CERF) | | | 138,660 | 214,945 | 44,256 | 202,488 | 97,917 | 698,266 |
| Totals | | | 138,660 | 214,945 | 44,256 | 202,488 | 97,917 | 698,266 |

Vehicles - Police

| | | | |
|--------------------------------|--|---|-------------|
| Marked Squad Car | FY 2022 | \$46,695 | CERF |
| Squad 1 | FY 2025 | \$50,284 | CERF |
| <input type="radio"/> Critical | <input checked="" type="radio"/> Recommended | <input type="radio"/> Contingent on Funding | |
| Make | Ford | | |
| Model | Explorer PUV | | |
| Year | 2018 | | |
| Cost | \$42,510 | | |
| Useful Life | 3 years | | |
| Current Life | <2 years | | |

Project Description & Justification

The estimated cost of the vehicle incorporates \$12,000/car for equipment and installation, which includes exterior police markings, light emitting diode (LED) light bar, and miscellaneous items needed to facilitate the installation of major components. The in-service date for this unit was May 4, 2018. The current mileage is 29,100 (as of 11/12/20). The average monthly miles driven is 1,000. Estimated mileage at time of replacement: 60,000.

Vehicle Description

This vehicle is a marked squad car used for daily patrol activities. The unit is equipped with laptop computers, moving radar units and forward facing video cameras. As the vehicles are rotated out of the fleet, the laptops, radars, and video equipment will be removed and reinstalled in the new cars. This vehicle also houses mission critical equipment for response to active shooter and other life-threatening events.

| Maintenance Costs FY 2018-2022 | | Average Cost per Repair |
|--|-------------------|-------------------------|
| Routine Maintenance as of May 2018 | \$2,296.60 | (16 @ \$143.54) |
| Cost of Repairs While Under Warranty (3-yr/36,000) | \$0.00 | |
| Total Spent on Maintenance and Repairs | \$2,296.60 | |

Project Alternative

Due to the nature of the use, deferral beyond three years is not recommended for patrol vehicles. The reliability decreases as age increases, and maintenance and repair costs often increase.

Operational Impact

These cars are used extensively for patrol activities, so breakdowns have a direct impact on the department's ability to respond to requests from residents, provide traffic control, respond to complaints of criminal activity, and perform routine investigations.

Project Impact

| Annual \$ Impact on Operating Budget | Description of Operating Budget Impact |
|--------------------------------------|--|
| Approximately \$2,735 | Routine maintenance and periodic repairs |

Carryover History

This car will be carried over from FY 2021 to FY 2022

Vehicles - Police

| | | | |
|--------------------------------|--|---|------|
| Marked Squad Car | FY 2022 | \$45,132 | CERF |
| Squad 4 | FY 2025 | \$48,517 | CERF |
| <input type="radio"/> Critical | <input checked="" type="radio"/> Recommended | <input type="radio"/> Contingent on Funding | |

Make Dodge
Model Durango
Year 2019
Cost \$41,910
Useful Life 3 years
Current Life <1 year

Project Description & Justification

The estimated cost of the vehicle incorporates \$12,000/car for equipment and installation, which includes exterior Police markings, light emitting diode (LED) light bar, and miscellaneous items needed to facilitate the installation of major components. The in-service date was June 1, 2019 for Squad #4. The current mileage is 29,100, as of 11/12/20. Estimated mileage at time of replacement: 80,000. Once it has reached its useful life, the car will then replace an older model in the fleet, be offered to another internal Village department or will be disposed of at auction.

Vehicle Description

This vehicle is a marked squad car used for daily patrol activities. The unit is equipped with laptop computers, moving radar units and forward facing video cameras. As the vehicles are rotated out of the fleet, the laptops, radars, and video equipment will be removed and reinstalled in the new cars.

| Maintenance Costs FY 2018-2022 | | Average Cost per Repair |
|--|------------|-------------------------|
| Routine Maintenance as of June 2019 | \$1,580.49 | (3 @ \$526.83) |
| Cost of Repairs While Under Warranty | \$0.00 | |
| Total Spent on Maintenance and Repairs | \$1,580.49 | |

Project Alternative

Due to the nature of the use, deferral beyond three years is not recommended for patrol vehicles. The reliability decreases as age increases, and maintenance and repair costs often increase.

Operational Impact

These cars are used extensively for patrol activities, so breakdowns have a direct impact on the department's ability to respond to requests from residents, provide traffic control, respond to complaints of criminal activity, and perform routine investigations.

Project Impact

| Annual \$ Impact on Operating Budget | Description of Operating Budget Impact |
|--------------------------------------|--|
| Approximately \$2,735 | Routine maintenance and periodic repairs |

Carryover History

None

Vehicles - Police

| | | | | |
|--------------------------------|----------|--|---|-------------|
| Marked Squad Car | | FY 2022 | \$46,833 | CERF |
| Squad 6 | | FY 2025 | \$50,139 | CERF |
| <input type="radio"/> Critical | | <input checked="" type="radio"/> Recommended | <input type="radio"/> Contingent on Funding | |
| Make | Ford | | | |
| Model | Explorer | | | |
| Year | 2017 | | | |
| Cost | \$41,474 | | | |
| Useful Life | 3 years | | | |
| Current Life | 4 years | | | |

Project Description & Justification

The estimated cost of the vehicle incorporates \$12,000/car for equipment and installation, which includes exterior police markings, light emitting diode (LED) light bar, automatic license plate reader, and miscellaneous items needed to facilitate the installation of major components. The in-service date was December 29, 2016. The current mileage is 90,000 (as of 11/12/20). The average monthly miles driven is 1,915. Estimated mileage at time of replacement: 110,000. The condition of this vehicle will be analyzed when it is removed from service to determine if it is suitable to be rotated to another department for administrative use, or if it should be disposed of at auction.

Vehicle Description

The recommended replacement model is a Ford Explorer or Chevy Tahoe. This vehicle would serve as a multi-purpose utility vehicle for deploying the speed trailer and rapid deployment equipment. It will also house the Automatic License Plate Reader System (ALPR), which is used for both traffic and parking operations. This vehicle will be a marked squad car used for daily patrol activities. The unit is equipped with laptop computers, moving radar units and forward facing video cameras. As the vehicles are rotated out of the fleet, reusable laptops, radars, and video equipment will be removed and reinstalled in the new cars.

| Maintenance Costs FY 2018-2022 | | Average Cost per Repair |
|---|--------------------|--------------------------------|
| Routine Maintenance as of December 2016 | \$15,251.94 | (33 @ \$462.18) |
| Cost of Repairs While Under Warranty | \$0.00 | |
| Total Spent on Maintenance and Repairs | \$15,251.94 | |

Project Alternative

Due to the nature of the use, deferral beyond three years is not recommended for patrol vehicles. The reliability decreases as age increases, and maintenance and repair costs often increase.

Village of River Forest, Illinois
Five Year Capital Improvement Program
Vehicles-Fire
Fiscal Year 2022 Budget

| Fire Department | Year | Vehicle # | This Project is: | Fiscal Year | | | | | Five Year Total | Funding Source |
|--------------------------------|------|-----------|------------------|---|----------------|----------|----------|----------------|--------------------|-------------------|
| | | | | 2022 | 2023 | 2024 | 2025 | 2026 | | |
| Administrative Vehicle | 2011 | 201 | Recommended | 33,500 | - | - | - | - | 33,500 | CERF |
| Ambulance | 2015 | 215 | Recommended | - | 230,000 | - | - | - | 230,000 | CERF |
| Utility Pick-up Truck | 2006 | 218 | Contingent | 50,000 | - | - | - | - | 50,000 | CERF |
| Pumper | 2001 | 222 | Recommended | - | - | - | - | 700,000 | 700,000 | CERF |
| Ambulance | 2006 | 214 | - | This vehicle is a reserve and replaced with frontline upon purchase | | | | | - | |
| Fire Prevention Bureau Vehicle | 2009 | 299 | Contingent | This vehicle is replaced with used police vehicles | | | | | - | |
| Total | | | | 83,500 | 230,000 | - | - | 700,000 | 1,013,500 | |

| Proposed Funding Source | Fiscal Year | | | | | Five Year Total |
|---|---------------|----------------|----------|----------|----------------|--------------------|
| | 2022 | 2023 | 2024 | 2025 | 2026 | |
| Capital Equipment Replacement Fund (CERF) | 83,500 | 230,000 | - | - | 700,000 | 1,013,500 |
| Totals | 83,500 | 230,000 | - | - | 700,000 | 1,013,500 |

Vehicles - Fire

Administrative Vehicle - C201

FY 2022

\$33,500

CERF

☐ Critical

☒ Recommended

☐ Contingent on Funding

Make Ford
Model Escape
Year 2011
Cost \$19,058
Useful Life 10 years (6 frontline)
Current Life 8 years



Vehicle Description

C201 is the administrative vehicle that is assigned to the Fire Marshal. This vehicle is purchased through the State of Illinois Central Management Service (CMS) program or at a local dealer that will match the cost in the State Purchasing program. This vehicle is equipped with emergency lights and siren for emergency response and administrative function and can serve as an incident command vehicle at emergency scenes in the absence of the Chief.

| Vehicle | Year | Date | Road Mileage |
|---------|------|---------|--------------|
| C-201 | 2011 | 11/2020 | 110,342 |

| Maintenance Costs for Past 2.5 Years | |
|--|----------------------|
| Routine Maintenance as of November, 2020 | \$1,851.00 (5 items) |
| Cost of Repairs | \$272.00 (2 items) |
| Total | \$2,123.00 |

Project Alternative

- Purchase an all-wheel drive SUV to place in service for severe weather conditions. This provides better traction ability during response in extreme weather conditions (four wheel vs. two wheel drive).
- Maintain current vehicle for another year and re-evaluate next budget.

Operational Impact

This vehicle was originally scheduled for a six-year useful life. The requested vehicle will replace the 2011 Ford Escape, that then will be used for travel to training and conferences, and provide an auxiliary vehicle in the Village fleet for other departments.

Project Impact

| Annual \$ Impact on Operating Budget | Description of Operating Budget Impact |
|--|--|
| Normal reduction in maintenance costs; \$1,000 Preventative maintenance and repairs | Reduce maintenance on fleet by providing new, warranty driven apparatus, replacing older, costlier vehicle |

Carryover History

Purchase is being deferred from FY 2020 to FY 2022.

Vehicles - Fire

Administrative Vehicle – C218

FY 2022

\$50,000

CERF

☐ Critical

☐ Recommended

☒ Contingent on Funding

Make Ford
Model F-250
Year 2006
Cost \$35,000
Useful Life 8 years
Current Life 13 years



Vehicle Description

C218 is the utility vehicle assigned to Haz-Mat & Technical Rescue. This vehicle is purchased through the State of Illinois Central Management Service (CMS) program or at a local dealer that will match the cost in the State Purchasing program. This vehicle is four-wheel drive for extreme weather conditions, and is equipped with emergency lights and siren for emergency response. It has the ability to tow safety trailers, including the Citizen Corps and MABAS trailers. Additionally, this vehicle serves as the Incident Command vehicle in disaster situations. This vehicle will be sold or will become a pool car after its useful life.

| Vehicle | Year | Date | Road Mileage |
|---------|------|---------|--------------|
| C-218 | 2006 | 11/2020 | 15,819 |

Maintenance Costs for Past 2.5 Years

| | | |
|--|-------------------|----------|
| Routine Maintenance as of November, 2020 | \$828.00 | (1 item) |
| Cost of Repairs | \$1,244.00 | (1 item) |
| Total | \$2,072.00 | |

Project Alternative

- Purchase an all-wheel drive SUV to place in service for severe weather conditions. This provides better traction ability during response in extreme weather conditions (four wheel vs. two wheel drive).
- Maintain current vehicle for another year and re-evaluate next budget.

Operational Impact

This vehicle was originally scheduled for an eight-year useful life. When purchased, it will replace the current vehicle used by Haz-Mat & Technical Rescue as well as towing MABAS-11 assets. The replaced vehicle can be utilized for school, training, travel, and auxiliary vehicle in the Village fleet for other departments, or sold at auction.

Project Impact

| Annual \$ Impact on Operating Budget | Description of Operating Budget Impact |
|---|--|
| Normal reduction in maintenance costs \$500 preventative maintenance | Reduce maintenance on fleet by providing new, warranty driven apparatus, replacing older, costlier vehicle |

Carryover History

This vehicle is being carried over from FY 2014 to FY 2022.

Village of River Forest, Illinois
Five Year Capital Improvement Program
Vehicles-Public Works
Fiscal Year 2022 Budget

| Public Works Department | Description | Year | Vehicle # | This Project is: | Fiscal Year | | | | | Five Year Total | Funding Source |
|-------------------------|---------------------------|------|-----------|------------------|----------------|----------------|----------------|----------------|----------|-----------------|----------------|
| | | | | | 2022 | 2023 | 2024 | 2025 | 2026 | | |
| Street Sweeper | Elgin Pelican | 2016 | 34 | Critical | - | - | - | 237,000 | - | 237,000 | CERF/WS |
| Dump Truck | International 7400 | 2012 | 41 | Critical | - | - | 175,000 | - | - | 175,000 | CERF/WS |
| Pick-Up Truck | F550 Super Duty | 2011 | 42 | Critical | - | 67,000 | - | - | - | 67,000 | CERF |
| Large Int'l Dump Truck | International 4000 Series | 1998 | 44 | Critical | 175,000 | - | - | - | - | 175,000 | CERF |
| Aerial Truck | International 4400 | 2003 | 46 | Critical | - | 165,000 | - | - | - | 165,000 | CERF |
| Pick-Up Truck | Ford F350 Super Duty | 2012 | 48 | Critical | 40,000 | - | - | - | - | 40,000 | CERF |
| Pick-Up Truck | Ford F350 Super Duty | 2015 | 49 | Critical | - | - | 45,000 | - | - | 45,000 | CERF |
| Pick-Up Truck | Ford F350 Super Duty | 2008 | 67 | Critical | - | 43,000 | - | - | - | 43,000 | CERF/WS |
| Cargo Van | Ford Transit Connect | 2015 | 68 | Recommended | - | - | 24,000 | - | - | 24,000 | CERF/WS |
| Total | | | | | 215,000 | 275,000 | 244,000 | 237,000 | - | 971,000 | |

| Proposed Funding Source | Fiscal Year | | | | | Five Year Total |
|---|----------------|----------------|----------------|----------------|----------|-----------------|
| | 2022 | 2023 | 2024 | 2025 | 2026 | |
| Capital Equipment Replacement Fund (CERF) | 215,000 | 232,000 | 45,000 | 118,500 | - | 610,500 |
| CERF - Water and Sewer (CERF/WS) | - | 43,000 | 199,000 | 118,500 | - | 360,500 |
| Water and Sewer Fund (WS) | - | - | - | - | - | - |
| Totals | 215,000 | 275,000 | 244,000 | 237,000 | - | 971,000 |

Vehicles - Public Works

Dump Truck #44 (previously #41)

FY 2022

\$175,000

CERF

☒ Critical

☐ Recommended

☐ Contingent on Funding

Make International
Model 4000 Series
Year 1998
Purchase Cost \$62,000
Purchased FY 1998
Useful Life 12 years
Current Life 24 years



Vehicle Description

Various personnel in the Operations Division operate this truck. The vehicle is equipped with a 13-foot dump body, 11-foot power angling snowplow, dump body tarp, emergency lighting, and two-way radio.

| | | | |
|---------------------|--------|------|------------|
| Total Vehicle Miles | 89,582 | Date | 10/12/2020 |
|---------------------|--------|------|------------|

Recent Maintenance Costs

| Date | Maintenance Performed | Cost |
|--------------|--|--------------------|
| 3/2014 | Replaced muffler, flexpipe, and slack adjusters | \$1,210.64 |
| 12/2014 | Replace turbo charger hose | \$606.78 |
| 5/2015 | Replace dump body lift cylinder | \$3,278.16 |
| 10/2015 | Replace hydraulic tank and weld crack in frame rail | \$1,877.02 |
| 12/2015 | Change oil and filters | \$101.26 |
| 9/2017 | Replace batteries | \$230.00 |
| 12/2017 | Replaced steering gear box | \$2,624.85 |
| 6/2018 | Replaced right front brake chamber | \$245.94 |
| 2/2019 | Replaced rusted headlight bucket | \$150.00 |
| 2/2020 | Replaced sensor and rear seal | \$790.00 |
| 3/2020 | Repair rusted and broken lift cylinder frame brace | \$3,000.00 |
| 4/2020 | Replace headlight and wheel hub oil cap | \$230.00 |
| 4/2020 | Repair power steering leak | \$130.00 |
| 8/2020 | Replace rusted and leaking air tank. Replace one brake chamber, lube and adjust brakes | \$1,270.00 |
| 10/2020 | Replace leaking fuel tank | \$1,770.00 |
| | | |
| Total | | \$17,514.65 |

Project Alternative

This vehicle was replaced in FY 2012 by truck #41. The vehicle was kept and refurbished in lieu of purchasing a new full size six-wheel dump truck.

Background

Recognizing that both of the Village's Packer trucks (used for leaf removal) were in mechanically poor condition, staff reevaluated the Village's leaf collection program and determined that hauling leaves utilizing the dump truck fleet is the most operationally efficient means for collecting and transporting leaves. As a result, staff recommended disposing of truck #31 and rehabilitating the larger tandem axle dump truck (old #41) based on the following reasons:

1. Although the cab and chassis in old truck #41 is in good operating condition, the dump body was rusted with significant deterioration. That was the primary reason it was replaced in FY 2012.
2. Old truck #41 is a tandem axle truck and can transport a larger, heavier load compared to truck #31, which is a single axle dump truck.
3. The dump body on old truck #41 is approximately two feet longer and has higher sides compared to truck #31.
4. It was expected that truck #31 could be sold at public auction as surplus property for approximately \$10,000 to \$15,000. The vehicle actually sold for \$23,350.

Staff recommended that the cab and chassis on dump truck #41 be reconditioned/refurbished and that the dump body and some of the hydraulic controls be replaced. Costs associated with these improvements are as follows (CERF Expenditures):

- \$7,000-Cab and chassis recondition/refurbish
- \$19,153-Replace dump body and update hydraulic controls

Cost Comparison:

- Sale of truck #31: \$23,350
- Cost to recondition current truck \$26,153
- Purchase of a new dump truck: \$175,000

This alternative allowed Public Works to maintain two tandem axle dump trucks in the fleet and extended the life of the old truck #41 by approximately ten years (replacement is scheduled in FY 2022). This is approximately 80% of the life cycle of a new dump truck.

Operational Impact

This is one of ten primary snow plowing vehicles in the Village's snow and ice control fleet. A breakdown reduces the Village's snow removal response by a tenth and extends the time needed to complete snow removal operations. This unit is used for other operations (hauling materials) which would also be impacted if it were removed from the fleet.

Project Impact

| Annual \$ Impact on Operating Budget | Description of Operating Budget Impact |
|--------------------------------------|--|
| None | None |

Carryover History

None

Vehicles - Public Works

Pickup Truck #48

FY 2022

\$40,000

CERF

☒ Critical

☐ Recommended

☐ Contingent on Funding

Make Ford
Model F350 Super Duty
Year 2012
Purchase Cost \$31,032
Purchased FY 2012
Useful Life 8 years
Current Life 10 years



Vehicle Description

Various personnel in the Operations Division use this pickup truck to perform tasks throughout the Village. This truck is equipped with emergency lighting, a two-way radio and a nine-foot angling snowplow, which is used for plowing alleys and parking lots during snow events. The vehicle is also one of three pickup trucks outfitted with a large broom attachment and is used during leaf season to push piles of leaves.

| | | | |
|---------------------|--------|------|------------|
| Total Vehicle Miles | 44,752 | Date | 10/12/2020 |
|---------------------|--------|------|------------|

Recent Maintenance Costs

| Date | Maintenance Performed | Cost |
|--------------|---|-------------------|
| 1/2015 | Repair rear bumper | \$365.00 |
| 12/2018 | Replaced battery | \$200.00 |
| 11/2018 | Replace hydraulic pump and motor relay for plow/broom | \$1,500.00 |
| 4/2019 | Body work and left rear backup sensor | \$1,440.00 |
| 10/2019 | Replace rear brake pads and rotors | \$422.00 |
| 1/2020 | Repair auto 4X4 system | \$280.00 |
| 10/2020 | Replace outer tie rod end and align front end | \$400.00 |
| | | |
| Total | | \$4,607.00 |

Project Alternative

The alternative is to defer the purchase to later years.

Operational Impact

This vehicle was originally scheduled for replacement in FY 2020, then moved to FY2021, and deferred again to FY2022. This is one of ten primary snow plowing vehicles in the Village's snow and ice control fleet. It is also one of three vehicles necessary during leaf season to push piles of leaves. These two operations are very demanding on the drivetrain and suspension systems. A breakdown reduces the Village's snow removal response and extends the time needed to complete snow and leaf removal operations. This unit is used for other tasks which would also be impacted if it were removed from the fleet.

Project Impact

| Annual \$ Impact on Operating Budget | Description of Operating Budget Impact |
|--------------------------------------|--|
| None | None |

Carryover History

Carried over from FY 2020 and FY 2021

EQUIPMENT

Equipment – Five Year Capital Improvement Program

The Equipment section of the Capital Improvement Program (CIP) identifies which capital equipment items need to be repaired, replaced or acquired new over the next five years. This section of the CIP identifies all equipment other than vehicles, which are noted in their own section of the CIP.

As with other sections of the CIP, these improvements are targeted for specific years and are usually financed through the Capital Equipment Replacement Fund (CERF). The following improvements are proposed for FY 2021:

| Equipment | Cost of Equipment | Funding Source | This Project is: |
|--|--------------------------|-----------------------|-------------------------|
| Village Hall Camera System (PD) | \$ 22,450 | CERF | Recommended |
| Street Camera System Optimization (PD) | \$ 94,000 | CIF/M-TIF/N-TIF | Critical |
| SCBA Breathing Air Compressor (FD) | \$ 45,000 | CERF | Recommended |
| Permeable Pavement Maintenance System | \$ 188,894 | WS | Recommended |
| Fuel System Improvements (PW) | \$ 180,000 | CERF | Recommended |
| Total | 530,344 | | |

Each project in the CIP is categorized by the requesting department as follows:

Critical- The project must be completed in the year recommended due to safety or operational needs or as mandated by law.

These projects are highlighted in yellow.

Recommended- The project will significantly improve operations or safety. The project is strongly recommended for funding in the year recommended or the year after.

Contingent on Funding- The project would be a benefit to the Village and improve service levels but is only recommended if funds are available.

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Contingent on Funding- The project would be a benefit to the Village and improve service levels but is only recommended if funds are available.

Village of River Forest, Illinois
Five Year Capital Improvement Program
Equipment
Fiscal Year 2022 Budget

| This Project is: | | Fiscal Year | | | | | Five Year | |
|--|-------------|-------------|---------|---------|---------|---------|-----------|-----------------|
| | | 2022 | 2023 | 2024 | 2025 | 2026 | Total | Funding Source |
| Police Department | | | | | | | | |
| Automatic License Plate Reader | Recommended | - | - | 47,052 | - | - | 47,052 | CERF |
| Live Scan System | Critical | - | - | 25,500 | - | - | 25,500 | CERF |
| Overweight Truck Scales | Recommended | - | 18,198 | - | - | - | 18,198 | CERF |
| Pole Mounted Radar | Recommended | - | - | - | 26,724 | - | 26,724 | CERF |
| Police Radios | Critical | - | 38,857 | 38,857 | 38,857 | 39,751 | 156,322 | CIF/CERF |
| Radar | Recommended | - | 36,955 | - | - | - | 36,955 | CERF |
| Village Hall Camera System | Recommended | 22,450 | - | - | - | - | 22,450 | CERF |
| Digital In-Car Cameras | Critical | - | - | 61,847 | - | - | 61,847 | CERF |
| Street Camera System Optimization | Critical | 94,000 | 101,100 | 99,100 | 44,200 | - | 338,400 | CIF/M-TIF/N-TIF |
| Taser | Recommended | - | 29,462 | - | - | - | 29,462 | CERF |
| Fire Department | | | | | | | | |
| SCBA Air Compressor | Recommended | 45,000 | - | - | - | - | 45,000 | CERF |
| ALS Defibrillator 1 | Recommended | - | - | 28,000 | - | - | 28,000 | CERF |
| Hydraulic Extrication Equipment | Contingent | - | - | 45,000 | - | - | 45,000 | CERF |
| Self-Contained Breathing Apparatus | Recommended | - | - | - | - | 175,000 | 175,000 | CERF |
| Public Works | | | | | | | | |
| Stump Grinder | Recommended | - | 50,000 | - | - | - | 50,000 | CERF |
| Stainless Steel V-Box Salt Spreader (Large) | Critical | - | 23,000 | - | - | - | 23,000 | CERF |
| Stainless Steel V-Box Salt Spreader (Small #1) | Critical | - | - | - | 20,000 | - | 20,000 | CERF |
| Sewer Televising System | Critical | - | - | - | - | 91,000 | 91,000 | CERF/WS |
| Asphalt Kettle | Recommended | - | 25,000 | - | - | - | 25,000 | CERF |
| Permeable Pavement Maintenance System | Recommended | 188,894 | - | - | - | - | 188,894 | WS |
| Fuel System Improvements | Recommended | 180,000 | - | - | - | - | 180,000 | CERF |
| Salt Brine Equipment | Recommended | - | - | - | 26,000 | - | 26,000 | CERF |
| 6" Trash Pump #1 | Critical | - | - | 22,000 | - | - | 22,000 | CERF/WS |
| Total | | 530,344 | 322,572 | 367,356 | 155,781 | 305,751 | 1,681,804 | |

| Proposed Funding Source | Fiscal Year | | | | | Five Year |
|--|----------------|----------------|----------------|----------------|----------------|------------------|
| | 2022 | 2023 | 2024 | 2025 | 2026 | Total |
| Capital Equipment Replacement Fund (CERF) | 247,450 | 221,472 | 246,256 | 111,581 | 214,751 | 1,041,510 |
| Capital Improvement Fund (CIF) | 40,000 | 101,100 | 29,100 | 44,200 | - | 214,400 |
| Capital Improvement Fund / Grant (CIF/Grant) | - | - | - | - | - | - |
| General Fund (GF) | - | - | - | - | - | - |
| Water/Sewer (WS) | 188,894 | - | - | - | - | 188,894 |
| CERF - Water and Sewer (CERF/WS) | - | - | 22,000 | - | 91,000 | 113,000 |
| Madison Street TIF Fund (M-TIF) | 54,000 | - | - | - | - | 54,000 |
| North Avenue TIF Fund (N-TIF) | - | - | 70,000 | - | - | 70,000 |
| Totals | 530,344 | 322,572 | 367,356 | 155,781 | 305,751 | 1,681,804 |

Equipment - Police

| | | | |
|----------------------------|---------|----------|------|
| Village Hall Camera System | FY 2022 | \$22,450 | CERF |
| | FY 2028 | \$67,795 | CERF |

☐ Critical

☒ Recommended

☐ Contingent on Funding

| | |
|------------------------|----------|
| Original Purchase Date | FY 2008 |
| Cost | \$90,500 |
| Funding History | N/A |



Project Description & Justification

The Village currently has 38 fixed digital cameras located inside and around the exterior of Village Hall. The camera system is supported by software and hardwired to the server. The cameras can be monitored by supervisors, the dispatch center and patrol officers on their squad car laptops, or desktop computers. They are used to monitor the booking room, interview rooms, and prisoner cells along with the front doors and lobby. These cameras are fixed with the majority mounted inside the building, they have no moving parts and therefore they have a longer useful life. The estimated life of this equipment is approximately seven to ten years. These cameras assist with providing overall building security for employees, public officials, residents, visitors, and arrestees. The system enhances the liability protection strategies recommended by IRMA, the Village's insurer. The Village's IT consultant and camera vendor estimate the cost of camera replacement at \$1,784 per camera. For FY 2021 the CIP included the replacement of Village Hall Camera System. Due to budgetary constraints, the project was split into two phases, with the 1st phase covering the inside cameras. Phase 2 will be deferred to FY 2022, which will cover the outdoor Village Hall Security cameras at a cost of \$22,450.

| Repair/Improvement | Estimated Cost | Fiscal Year |
|--|------------------|-------------|
| Replace internal cameras as needed (38 @ \$1,784 per unit) | \$ 67,795 | FY 2028 |
| Total Project Cost | \$ 67,795 | |

Project Alternative

As with any technology the hardware and software becomes outdated and should be replaced with newer technology. The continuation of this program is highly recommended. These cameras assist with providing overall building security for employees, public officials, residents, and visitors.

Project Impact


There is no annual service fee for this program.

| Annual \$ Impact on Operating Budget | Description of Operating Budget Impact |
|--------------------------------------|---|
| None | Once replaced there is no recurring annual costs for maintenance. |

Carryover History

Partial carryover from FY 2021 to FY 2022

Equipment - Police

| Street Camera System Strategic Plan | | CIF | M-TIF | N-TIF |
|---|-------------|--|----------|----------|
| Implementation | FY 2022 | \$40,000 | \$54,000 | \$0 |
| | FY 2023 | \$101,100 | \$0 | \$0 |
| | FY 2024 | \$29,100 | \$0 | \$70,000 |
| | FY 2025 | \$44,200 | \$0 | \$0 |
| | FY 2026 | \$0 | \$0 | \$0 |
| <input checked="" type="radio"/> Critical <input type="radio"/> Recommended <input type="radio"/> Contingent on Funding | |  | | |
| Original Purchase Date | N/A | | | |
| Cost | N/A | | | |
| Funding History | New Project | | | |

Project Description & Justification

The Village has worked to greatly improve and expand its street camera system over the past few years. This asset serves as a force multiplier for the Police Department and is a constant tool for day-to-day operations. Due to the expanding needs for wireless network, equipment, and storage, paired with the desire to continue to expand the system, the Village completed a review and planning process in FY 2020 to determine best practices and needs going forward. This plan formulated the following recommendations for future expansion and maintenance throughout the Village. During FY 2021, the Village completed upgrades to the storage and software system that operates the street cameras and entered into an agreement with a new vendor for maintenance service, and future expansion. Due to anticipated budget restrictions in FY 2021, Phase 1 of the implementation and subsequent phases are being deferred by one fiscal year.

Recommended for FY 2022

Phase 1 - South Expansion - \$94,000 (Madison - TIF - \$54,000, Washington/Central - CIF - \$40,000)

Phase 1 includes expansion of the Village's camera system to the south side of town, primarily along Madison Street and Washington Boulevard. In total, the expansion includes five camera sites consisting of seven cameras. The proposed cost includes all hardware, software, licensing, radio equipment, electric work, and consulting labor. Four of the seven proposed work locations are within the Madison Street TIF and are a TIF-eligible public safety enhancement. TIF funds will be used to help fund this project.

Recommended for FY 2023

Phase 2 - Middle Expansion - \$101,100

Phase 3 includes expansion of the Village's camera system to the central corridors of town, primarily along Chicago Avenue and Augusta Street as they intersect Harlem Avenue, Lathrop Avenue and Thatcher Avenue. In total, the expansion includes five camera sites consisting of seven cameras. The proposed cost includes all hardware, software, licensing, radio equipment, electric work, and consulting labor.

Recommended for FY 2024

Phase 3 - North Expansion - \$99,100 (North - TIF - \$70,000, Thatcher - CIF - \$29,100)

Phase 3 includes expansion of the Village's camera system to the central corridors of town, primarily along North Avenue and Division Street as they intersect Harlem Avenue, Lathrop Avenue and Thatcher Avenue. In total, the expansion includes five camera sites consisting of nine cameras. The proposed cost includes all hardware, software, licensing, radio equipment, electric work, and consulting labor. Five of the seven proposed work locations are within the North Avenue TIF and are a TIF-eligible public safety enhancement. TIF funds will be used to help fund this project.

Recommended for FY 2025

Phase 4 - Optimization of Existing Infrastructure - \$44,200

Phase 4 includes the replacement and standardization of existing equipment at five locations in total. The proposed cost includes all hardware, software, licensing, radio equipment, electric work, and consulting labor.

| | |
|--------------------------------|-----------|
| Phase 1 - South Expansion | |
| Hardware/Software/Licensing | \$44,000 |
| Installation and Configuration | \$40,000 |
| Electrical | \$10,000 |
| Phase 2 - Middle Expansion | |
| Hardware/Software/Licensing | \$49,100 |
| Installation and Configuration | \$42,000 |
| Electrical | \$10,000 |
| Phase 3 - North Expansion | |
| Hardware/Software/Licensing | \$54,100 |
| Installation and Configuration | \$35,000 |
| Electrical | \$10,000 |
| Phase 4 - Optimization | |
| Hardware/Software/Licensing | \$29,200 |
| Installation and Configuration | \$10,000 |
| Electrical | \$5,000 |
| Total | \$338,400 |

Project Alternative

Expansion: An alternative to this phasing plan would be to continue operating in a reactive manner and address issues as they arise. Additionally, the Village could elect to continue to expand on a case-by-case basis or not expand the system. These alternatives are not recommended due to difficulties created and efficiencies lost by completing the project piecemeal.

Project Impact

| Annual \$ Impact on Operating Budget | Description of Operating Budget Impact |
|--------------------------------------|--|
| \$7,000 | Projected annual maintenance contract. |

Equipment - Fire

SCBA Breathing Air Compressor

FY 2022

\$45,000

CERF

☐ Critical

☒ Recommended

☐ Contingent on Funding

Original Purchase Date

FY 1999

Cost

\$17,200

Funding History

N/A



Project Description & Justification

The purpose of this project is to upgrade and replace the Air Compressor that fills the self-contained breathing apparatus (SCBAs). This piece of equipment is a specialized compressor with a specific filtering system necessary to fill the breathing air required for firefighters to enter an IDLH (immediately dangerous to life and health) atmosphere. Staff has delayed the scheduled purchase of a new SCBA air compressor because the current equipment continues to last longer than anticipated. However, this piece of equipment is critical during times of fire suppression and training when SCBA's are in use.

Project Alternative

One alternative to this purchase is to continue maintenance of the equipment and keep it usable for as long as possible; however, if the equipment fails and is not repairable immediate purchase would be required. In the event of failure of this equipment, the River Forest Fire Department would be able to rely on neighboring communities to fill SCBA bottles until a new unit arrives.

Project Impact

| Annual \$ Impact on Operating Budget | Description of Operating Budget Impact |
|--------------------------------------|---|
| \$1,500 | Annual maintenance & flow testing after third year. |

Carryover History

This item was carried over from FY 2017

Equipment - Public Works

Permeable Paver Maintenance System

FY 2022

\$188,894

WS

☐ Critical

☒ Recommended

☐ Contingent on Funding

Make Triverus
Model Municipal Cleaning Vehicle (MCV)
Purchase Cost \$188,894
Purchased New Equipment
Useful Life 12 years
Current Life n/a



Project Description & Justification

This permeable paver maintenance cleaning machine performs pervious pavement cleaning and restoration for alleys, parking lots, and any other pervious concrete/asphalt/paver areas. It also includes multifunction capability since the cleaning platform and recovery module can be removed to allow other Bobcat attachments to be fitted for other operations. It has a high flow vacuum recovery system which provides a recovery of water and debris on pervious surfaces. Aggregate then needs to be swept back into the joints of the paver bricks once this cleaning is completed. This work has been performed in past years by a contractor.

Based on the amount of pavers installed and planned in Village alleys and parking lots costs will continue to rise for contractual maintenance. The most recent contractor charged \$225 per square foot. Since this maintenance should be done every two years at each location this would equate to \$50,000 needed for contractual services each year. By purchasing and performing this maintenance in-house there will be a return on investment for this purchase seen in less than four years.

Project Alternative

Use a contractor for all permeable paver maintenance services.

Operational Impact

Not having the ability for operations staff to perform maintenance on the permeable paver area of Village alleys and parking lots will continue to increase the cost to have this work done by a contractor as more alleys and parking lots are installed with permeable pavers.

Project Impact

| Annual \$ Impact on Operating Budget | Description of Operating Budget Impact |
|--------------------------------------|--|
| None | None |

Carryover History

None

Equipment - Public Works

Fuel System Improvements

FY 2022

\$180,000

CERF

☐ Critical

☒ Recommended

☐ Contingent on Funding

Purchase Cost \$90,000
 Purchased FY 1990
 Useful Life 30 years
 Current Life 32 years



Project Description & Justification

The improvement project that is proposed for FY 2022 involves the replacement of the existing fuel pumps, and upgrades to the fuel management system, and fuel island terminal software. The project would also involve the removal and replacement of the concrete fuel island, underground piping, interior leak detection, and concrete replacement over the fuel tanks. The upgraded system would use proximity card access and network access for multiple administrators to report fueling information. The existing underground storage tanks were recently inspected and found to be in good condition.

| Date | Maintenance Performed | Cost |
|-------|--|-------------|
| 2011 | Replaced Site sentinal control board | \$1,350.00 |
| 2012 | Replaced unleaded fuel suction pump | \$2,513.00 |
| 2014 | Replaced all hoses | \$250.00 |
| 2015 | Replaced spill buckets, manholes and a portion of the cement pads on | \$15,000.00 |
| 2016 | Removed internal moisture and sediment from bottom of diesel tank | \$287.00 |
| 2018 | Replaced two manhole covers | \$200.00 |
| 2019 | Replaced chip key reader / perform required testing | \$1,050.00 |
| Total | | \$20,650.00 |

The Village of River Forest fleet of vehicles and equipment in all departments and including Park District and School District 90 vehicles use this fuel system as their primary means of re-fueling vehicles. Approximately 41,000 gallons of gasoline and 14,500 gallons of diesel fuel is used per year on average. This fuel is purchased in bulk for a lower cost than purchasing directly from local gas stations. The current costs for gasoline and diesel fuel in bulk vs. being purchased at local stations is seen below:

| | <u>Gasoline</u> | <u>Diesel</u> |
|--------------------|-------------------|-------------------|
| Bulk Purchasing | \$1.68 per gallon | \$1.73 per gallon |
| Local gas stations | \$2.29 per gallon | \$2.59 per gallon |

The costs for purchasing fuel in bulk as compared to purchasing from local gas stations on an annual basis is seen below:

| | <u>Gasoline</u> | <u>Diesel</u> | <u>Total</u> |
|--------------------------------|-----------------|----------------|--------------|
| Fuel purchased per year (avg.) | 41,000 gallons | 14,500 gallons | |
| Bulk purchasing cost | \$68,880 | \$25,085 | \$93,965 |
| Local gas station cost | \$93,890 | \$37,555 | \$131,445 |

Purchasing fuel from local gas stations would result in a total cost increase of \$37,480 per year for gasoline and diesel fuel.

The primary alternative to these fuel system improvements is to eliminate the fuel system and purchase unleaded and diesel fuel at privately owned service stations. However, this would cost more in the long term due to higher fuel purchasing costs compared to bulk fuel purchasing. The Sustainability Commission is also examining alternative fuel vehicles and which vehicles in the Village's fleet would be most suitable for alternative fuel.

Underground Storage Tanks (USTs): The Village's two fiberglass USTs were installed in FY 1990 at a cost of \$90,000. A recent inspection revealed that these types of tanks have a useful life of approximately 50 years. The replacement of the fuel pumps, and upgrades to the fuel management system, and fuel island terminal software is incorporated in the CERF.

Operational Impact

Fuel needed during construction of replacement fuel system may need to be made at local gas stations

Project Impact

| Annual \$ Impact on Operating Budget | Description of Operating Budget Impact |
|---|---|
| None | None |

Carryover History

None

INFORMATION TECHNOLOGY

Information Technology – Five Year Capital Improvement Program

The Village's Information Technology (IT) function is responsible for purchasing and maintaining all computer systems and personal computers, providing technical support to all systems and supervision of Village hired consultants and vendors. The Village outsources its day-to-day and project specific IT support services to its current vendor, ClientFirst. In FY 2019 ClientFirst updated the Village's IT Strategic Plan with recommendations from that plan incorporated into the CIP. This plan evaluated the Village's hardware and software capabilities to determine any possible improvements that could be made in order to fully meet the Village's business needs.

The following improvements are proposed for FY 2022:

| Equipment | Cost of Equipment | Funding Source | This Project is: |
|-------------------------|--------------------------|-----------------------|-------------------------|
| Network Improvements | \$ 128,720 | CIF | Contingent |
| Software Upgrades | \$ 139,100 | CIF | Recommended |
| Computer Replacements | \$ 70,000 | CIF | Contingent |
| IT Security Initiatives | \$ 25,000 | CIF | Contingent |
| Total | \$ 362,820 | | |

Each project in the CIP is categorized by the requesting department as follows:

Critical- The project must be completed in the year recommended due to safety or operational needs or as mandated by law.

These projects are highlighted in yellow.

Recommended- The project will significantly improve operations or safety. The project is strongly recommended for funding in the year recommended or the year after.

Contingent on Funding- The project would be a benefit to the Village and improve service levels but is only recommended if funds are available.

Village of River Forest, Illinois
Five Year Capital Improvement Program
Information Technology
Fiscal Year 2022 Budget

| | | Fiscal Year | | | | | Five Year | Funding |
|-------------------------|------------------|----------------|----------------|----------------|----------------|---------------|----------------|---------|
| | This Project is: | 2022 | 2023 | 2024 | 2025 | 2026 | Total | Source |
| Network Improvements | Contingent | 128,720 | 25,000 | - | - | - | 153,720 | CIF |
| Software Upgrades | Recommended | 139,100 | 95,000 | 75,000 | 75,000 | - | 384,100 | CIF |
| Computer Replacements | Contingent | 70,000 | 47,000 | 125,000 | 47,000 | 47,000 | 336,000 | CIF |
| IT Security Initiatives | Contingent | 25,000 | - | - | - | - | 25,000 | CIF |
| Total | | 362,820 | 167,000 | 200,000 | 122,000 | 47,000 | 898,820 | |

| | | Fiscal Year | | | | | Five Year |
|--------------------------------|--|----------------|----------------|----------------|----------------|---------------|----------------|
| Proposed Funding Source | | 2022 | 2023 | 2024 | 2025 | 2026 | Total |
| Capital Improvement Fund (CIF) | | 362,820 | 167,000 | 200,000 | 122,000 | 47,000 | 898,820 |
| Totals | | 362,820 | 167,000 | 200,000 | 122,000 | 47,000 | 898,820 |

Information Technology

| | | | |
|----------------------|---------|-----------|-----|
| Network Improvements | FY 2022 | \$128,720 | CIF |
| | FY 2023 | \$25,000 | CIF |
| | FY 2024 | \$0 | CIF |
| | FY 2025 | \$0 | CIF |
| | FY 2026 | \$0 | CIF |

☐ Critical

☐ Recommended

☒ Contingent on Funding

Funding History

| | | |
|---------|----|--------|
| FY 2021 | \$ | 37,000 |
| FY 2020 | \$ | 12,500 |
| FY 2019 | \$ | 18,300 |
| FY 2018 | \$ | 20,300 |

Project Description & Justification

Recommended for FY 2022

Hyperconverged Infrastructure System - \$115,000

The Village's current server system was upgraded in FY 2019, but will ultimately need to be replaced. The scheduling of replacement in FY 2022 is consistent with the recommended seven year lifespan. This initiative will provide the Village with a stable and responsive platform for all computer related tasks and help ensure minimal down time.

A SAN (storage area network) is a high performance shared data storage solution. The SAN allows all servers to have access to the same data and provide server redundancy. The Village currently has one SAN with two expansion shelves in the production environment. The Village then utilizes its other SANs for backup storage to extend the useful life of the hardware. This project was originally proposed to complement the server replacement project in FY 2022.

Recently, systems that include processing power and disk in a single unit have been introduced to replace servers, SANs and the network equipment that interconnect the two. These systems are called hyperconverged infrastructure (HCI). The consolidation of three components reduces IT support and management time. The move to HCI also reduced the original projected budget for the server and SAN replacement by \$45,000.

Switch Replacement - \$11,000

A switch is a piece of hardware that connects other devices, in this case servers and computers, by using packet switching to receive and forward data to the destination device. The Village has three sets of switches, two edge switches and one core switch. Best practice is to replace these switches on a seven year cycle. The two edge switches are scheduled for replacement in FY 2022.

UPS (Uninterruptible Power Supply) Replacement - \$2,720

Uninterruptible Power Supply (UPS) devices provide reliable power for resilient computer systems and are critical to ensure uninterrupted and stable operations. The Village has three UPS devices, two at Village Hall and another off-site for a backup server. The UPS at the backup server contains a battery that is end of life and due for replacement during FY 2022.

Recommended for FY 2023

Switch Replacement - \$25,000

A switch is a piece of hardware that connects other devices, in this case servers and computers, by using packet switching to receive and forward data to the destination device. The Village has three sets of switches, two edge switches and one core switch. Best practice is to replace these switches on a seven year cycle. The core switch is scheduled for replacement in FY 2023.

| | |
|--|-----------|
| Hyperconverged Infrastructure System | |
| Hardware/Software/Licensing | \$110,000 |
| Consulting | \$5,000 |
| Switch Replacement | |
| Hardware/Software/Licensing | \$8,000 |
| Consulting | \$3,000 |
| UPS (Uninterruptible Power Supply) Replacement | |
| Hardware/Software/Licensing | \$1,700 |
| Consulting | \$1,020 |
| Switch Replacement | |
| Hardware/Software/Licensing | \$20,000 |
| Consulting | \$5,000 |
| Total | \$153,720 |

Project Alternative

Alternatives to all projects include continuing with the status quo or deferring the projects to a later date; however, it is not recommended. The Village continues to move toward management of its computer network based on best practices and these recommendations are consistent with that approach.

Project Impact

| Annual \$ Impact on Operating Budget | Description of Operating Budget Impact |
|--------------------------------------|--|
| \$0 | N/A |

Information Technology

| | | | |
|-------------------|---------|-----------|-----|
| Software Upgrades | FY 2022 | \$139,100 | CIF |
| | FY 2023 | \$95,000 | CIF |
| | FY 2024 | \$75,000 | CIF |
| | FY 2025 | \$75,000 | CIF |
| | FY 2026 | \$0 | CIF |

☐ Critical

☒ Recommended

☐ Contingent on Funding

Funding History

| | | |
|---------|----|---------|
| FY 2021 | \$ | 423,100 |
| FY 2020 | \$ | 230,600 |
| FY 2019 | \$ | 40,000 |
| FY 2018 | \$ | 85,500 |

Project Description & Justification

Recommended for FY 2022

ERP System Sustainability Planning Contribution - \$75,000

The Village utilizes Springbrook as its ERP tool. Currently, this system supports budgeting, payroll, accounts payable and receivable, building permits, and more. Use of the system is critical for day-to-day and long-term Village operations. In order to prepare for evaluating the enhancement, improvement, or replacement of the ERP system in the next one to four years, it is being recommended that the Village make annual contributions to begin to fund this project. Any contributions will be set aside for this purpose. The scheduled contribution of \$75,000 in FY21 is being differed to FY 25.

Laserfiche Gap Analysis and Improvement Plan - \$13,100

This project has previously been approved for FY 2020 and FY 2021, but is being deferred to FY 2022 to allow time and budget to be allocated to higher priority projects. The Village has been utilizing the Laserfiche document imaging program for several years to electronically store Village records. This has reduced physical storage needs at the Village Hall and improved productivity by making records easier to locate and reproduce when needed. While leveraged heavily by the Village today, Laserfiche has the ability to serve more purposes in the future. These services include an online web portal to improve ease of records searches, online form expansion, and better integration with GIS. Due to the complexity of some parts of the system and the scope of the work, a plan is recommended to outline best practices and workflows for the Village to use moving forward.

Office 365 Upgrade - \$45,000

The Village is currently using an on premise Microsoft Exchange server for Village email. The recommendation is to migrate from the on premise Exchange server to a cloud based Office 365. The cloud based service will provide more reliable service regardless of on site server performance. The estimated cost is based on 100 users at the G3 Licensing level which includes Exchange, One Drive, SharePoint, Teams, MS Word, Excel, PowerPoint, Outlook, Publisher, Access, Self Service Portal, eDiscovery tools, and more. This project is contingent and dependent on the upgrade to private fiber internet service in FY 2021.

Training for Office 365 - \$6,000

The migration to Office 365 will bring a change in the user experience of employees daily use of the Microsoft suite of products. To ensure a smooth transition and that employees create efficiencies in their work by utilizing improved software tools, training is being recommended to compliment the recommended upgrade to Office 365.

Recommended for FY 2023

Laserfiche Upgrades - \$20,000

The Village anticipates being able to implement improvements and upgrades to the Laserfiche system in FY 2021 that are products of the improvement plan. This is anticipated to include launching a web portal, improving online form access, and further integrating Laserfiche with GIS. Various upgrades to the Laserfiche system, over time, will allow the Village to achieve efficiencies and improve access to records.

| | |
|---|-----------|
| ERP System Sustainability Planning Contribution | |
| Hardware/Software/Licensing | \$75,000 |
| Consulting | \$0 |
| Laserfiche Gap Analysis and Improvement Plan | |
| Hardware/Software/Licensing | \$10,100 |
| Implementation Services | \$3,000 |
| Office 365 Upgrade | |
| Hardware/Software/Licensing | \$30,000 |
| Implementation Services | \$15,000 |
| Training for Office 365 | |
| Hardware/Software/Licensing | \$0 |
| Consulting | \$6,000 |
| Laserfiche Upgrades | |
| Hardware/Software/Licensing | \$18,000 |
| Consulting | \$2,000 |
| Total | \$159,100 |

Project Alternative

ERP contributions could be deferred or lowered but could create a larger cost if left to be a one-time payment. Laserfiche improvements could be deferred to allow for more critical projects to proceed. Staff can continue to utilize the current functions of Laserfiche as is today. Office 365 Upgrades could be deferred and the Village could continue using its on premise Microsoft servers, but could continue to experience unreliable service.

Project Impact

| Annual \$ Impact on Operating Budget | Description of Operating Budget Impact |
|--|--|
| \$5,550 in FY 2022, \$8,550 in FY 2023 | <i>Laserfiche:</i> Annual maintenance and licensing fee for Laserfiche was previously \$5,550. Adding the WebLink feature would increase the annual cost by \$3,000. |
| \$30,000 | <i>Office 365:</i> Annual subscription fees projected to be \$30,000. |

Information Technology

| | | | |
|-----------------------|---------|-----------|-----|
| Computer Replacements | FY 2022 | \$70,000 | CIF |
| | FY 2023 | \$47,000 | CIF |
| | FY 2024 | \$125,000 | CIF |
| | FY 2025 | \$47,000 | CIF |
| | FY 2026 | \$47,000 | CIF |

☐ Critical

☐ Recommended

☒ Contingent on Funding

Funding History

| | | |
|---------|----|---------|
| FY 2021 | \$ | 38,000 |
| FY 2020 | \$ | 124,070 |
| FY 2019 | \$ | 38,000 |
| FY 2018 | \$ | 43,490 |

Project Description & Justification

Recommended for FY 2022

PC Replacement - \$47,000

The purpose of this program is to upgrade the central processing units (CPUs) of the Village desktop and laptop computer inventory. The estimated service life of a computer is four to six years; however, the Village generally does not recommend keeping equipment after its warranty has expired. Replacements are prioritized based upon the job responsibilities of employees and some workstations may be assigned older but serviceable PCs while other workstations may receive a new computer on a more frequent basis. Currently, the Village owns approximately 50 desktop computers and 50 laptop computers.

Staff and the Village's IT consultant updated an inventory of Village-owned IT/communication equipment, identified warranty periods for each piece and determined a replacement schedule. Based on that information, equipment is rotated out when warranties expire. Funding IT replacements in this manner standardizes equipment throughout the organization, allows the Village to obtain bulk purchase pricing, improves IT support service efficiency, improves staff efficiency with fewer projected system interruptions, enhances system security, and avoids unnecessary spikes in IT expenses.

The Village has identified additional users that will be assigned laptops to replace their desktop computers as they are cycled off. While laptop computers are more expensive, this will allow more access to work remotely if needed or appropriate.

Increased Speeds for Police Department Squad Car Cellular - \$23,000

Increased demand for video camera views by Police Officers in the field has caused a re-evaluation of bandwidth needs in the vehicles. Staff is evaluating "dual SIM" cellular routers in FY 2021 to increase signal strength and, potentially, dramatically increase bandwidth in vehicles. Dual SIM technology allows for connection redundancy and routing for improved bandwidth speed. If proven to provide officers in the field with enhanced video capabilities, this project would be recommended for implementation in FY 2022.

Recommended for FY 2024

Public Safety In-Vehicle Laptops - \$125,000

Funding in FY 2020 was higher than other years due to the replacement of Police and Fire Department in-vehicle ruggedized laptops. This is expected to reoccur in FY 2024. The laptops that are in the public safety vehicles are specialized Panasonic Toughbooks that are tailored to the operating environment (a vehicle) and nearly constant usage for 24-hour shift operations. It is recommended that these machines are replaced every four years to maintain a stable and responsive platform for public safety personnel and ensure minimal downtime. It is recommended that the entire fleet of computers is replaced at one time to avoid differences in models that can cause operational issues for both the Public Safety Departments and IT. This cost also includes accessory items such as in-car mounts.

Periodic replacement of peripheral equipment such as monitors, keyboards and printers may still be required on an ad hoc basis and money has been set aside for that purpose in the General Fund.

| | |
|---|-----------|
| PC Replacement | |
| Hardware/Software/Licensing | \$37,000 |
| Consulting | \$10,000 |
| Increased Speeds for Police Department Squad Car Cellular | |
| Hardware/Software/Licensing | \$15,000 |
| Consulting | \$8,000 |
| Public Safety In-Vehicle Laptops | |
| Hardware/Software/Licensing | \$108,000 |
| Consulting | \$17,000 |
| Total | \$195,000 |

Project Alternative

If this project is not funded, computers would continue to be replaced in smaller quantities and over a longer period of time, potentially reducing the productivity of the units and ability to support newer versions of software. A possible alternative to the spike in FY 2024 is splitting the cost of the public safety in-vehicle laptops over two fiscal years. This is not recommended due to the complications that may be created by having multiple models in the field; however, if this option is selected staff will work to ensure that the number of models is minimized.

Project Impact

| Annual \$ Impact on Operating Budget | Description of Operating Budget Impact |
|--------------------------------------|--|
| \$1,000 | Minor maintenance costs to update software, monitors and minor repairs |

Information Technology

| | | | |
|-------------------------|---------|----------|-----|
| IT Security Initiatives | FY 2022 | \$25,000 | CIF |
| | FY 2023 | \$0 | CIF |
| | FY 2024 | \$0 | CIF |
| | FY 2025 | \$0 | CIF |
| | FY 2026 | \$0 | CIF |

☐ Critical

☐ Recommended

☒ Contingent on Funding

Spending History

| | | |
|---------|----|--------|
| FY 2021 | \$ | 25,500 |
| FY 2020 | \$ | - |
| FY 2019 | \$ | - |
| FY 2018 | \$ | 52,360 |

Project Description & Justification

Artificial Intelligence Tool - \$25,000

Artificial Intelligence (AI) tools would learn the Village's network over time (usually a few days) and then alert Staff to changes in behavior that may indicate a security breach of some kind. Security tools currently employed by the Village either analyze internet traffic and block malicious items (firewalls) or protect a specific device from attack (anti-virus). The Village does not have a tool that takes a holistic view of the IT infrastructure and detects potential issues. One such product in this category is called Artic Wolf, though the Village will evaluate several choices in this budget range if approved.

| | |
|------------------------------|----------|
| Artificial Intelligence Tool | |
| Hardware/Software/Licensing | \$20,000 |
| Consulting | \$5,000 |
| Total | \$25,000 |

Project Alternative

Security projects are integral in the Village's continual effort to keep its IT network secure. An alternative to the project would be to prioritize initiatives and implement them as funds allow over a longer period of time.

Project Impact

| Annual \$ Impact on Operating Budget | Description of Operating Budget Impact |
|--------------------------------------|--|
| Annual Maintenance Fees | Dependent on the tool selected, annual maintenance fee is expected to be approximately 10% of the projected \$20,000 purchase, recurring annually. |

STREETS, SIDEWALKS AND ALLEYS

Streets Improvements – Five Year Capital Improvement Program

The Village of River Forest recognizes the importance of consistently maintaining its streets, sidewalks and alleys to ensure the safety of drivers and pedestrians.

Street System Overview

The Village has 31.6 miles of centerline streets. The recommended funding level for the next five years will maintain the average street rating in a good or excellent condition. The Village conducts an annual pavement inventory study and has implemented a pavement preservation and crack sealing program to prevent degradation of the streets. The Village rates streets as follows:

| Streets | | |
|-------------------|-----------|--------------------------|
| Surface Condition | Ranking | Estimated Remaining Life |
| Excellent | 7.6 – 9.0 | 15 to 20 years |
| Good | 6.1 – 7.5 | 10 to 15 years |
| Fair | 4.6 – 6.0 | 6 to 10 years |
| Poor | 1.0 – 4.5 | 2 to 5 years |

Sidewalk & Curb System Overview

The Village of River Forest recognizes the need to have a network of safe pedestrian accesses throughout the community. The primary emphasis of the sidewalk program is to ensure the safety of the Village's sidewalks. To that end, the Village funds 100% of the replacement cost of sidewalks in immediate need of replacement.

The following improvements are proposed for FY 2022:

| Improvement | Cost | Funding Source | Nature of Project |
|----------------------------------|---------------------|--|-------------------|
| Street Patching | \$ 100,000 | MFT - \$90,000 WS - \$10,000 | Critical |
| 50/50 Sidewalk, Curb & Gutter | \$ 65,000 | GF - \$55,000 WS - \$10,000 | Critical |
| Alley Improvement Program | \$ 1,850,000 | CIF | Recommended |
| Street Improvement Program (SIP) | \$ 650,000 | MFT - \$350,000 WS - \$50,000 IIBF - \$250,000 | Critical |
| Street Maintenance Program | \$ 50,000 | GF - \$0,000 MFT - \$50,000 | Critical |
| Bicycle Plan Implementation | \$ 46,000 | CIF | Recommended |
| Total | \$ 2,761,000 | | |

Each project in the CIP is categorized by the requesting department as follows:

Critical- The project must be completed in the year recommended due to safety or operational needs or as mandated by law.

Critical projects are highlighted in yellow.

Recommended- The project will significantly improve operations or safety. The project is strongly recommended for funding in the year recommended or the year after.

Contingent on Funding- The project would be a benefit to the Village and improve service levels but is only recommended if funds are available.

Village of River Forest, Illinois
Five Year Capital Improvement Program
Streets, Sidewalks, Alleys
Fiscal Year 2022 Budget

| | This Project is: | Fiscal Year | | | | | Five Year | Funding Source |
|----------------------------------|------------------|------------------|------------------|----------------|----------------|----------------|------------------|----------------|
| | | 2022 | 2023 | 2024 | 2025 | 2026 | Total | |
| Street Patching Program | Critical | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 500,000 | MFT/WS |
| 50/50 Sidewalk, Curb & Gutter | Critical | 65,000 | 65,000 | 65,000 | 65,000 | 65,000 | 325,000 | GF/WS |
| Alley Improvement Program | Recommended | 1,850,000 | 2,150,000 | 50,000 | 50,000 | 50,000 | 4,150,000 | CIF |
| Parking Lot Improvements | Recommended | - | 150,000 | 85,000 | 20,000 | - | 255,000 | CIF & CIF/PR |
| Street Improvement Program (SIP) | Critical | 650,000 | 400,000 | 400,000 | 400,000 | 400,000 | 2,250,000 | MFT/WS/ IIBF |
| Street Maintenance Program | Critical | 50,000 | 100,000 | 100,000 | 100,000 | 100,000 | 450,000 | GF/MFT |
| Traffic Signals | Recommended | - | 60,000 | - | - | - | 60,000 | CIF |
| Bicycle Plan Implementation | Recommended | 46,000 | - | - | - | - | 46,000 | CIF |
| REBUILD Illinois Project | Recommended | - | 736,279 | - | - | - | 736,279 | MFT |
| Total | | 2,761,000 | 3,761,279 | 800,000 | 735,000 | 715,000 | 8,772,279 | |

| Proposed Funding Source | Fiscal Year | | | | | Five Year |
|---|------------------|------------------|----------------|----------------|----------------|------------------|
| | 2022 | 2023 | 2024 | 2025 | 2026 | Total |
| General Fund (GF) | 55,000 | 105,000 | 105,000 | 105,000 | 105,000 | 475,000 |
| Motor Fuel Tax (MFT) | 490,000 | 1,226,279 | 490,000 | 490,000 | 490,000 | 3,186,279 |
| Water and Sewer Fund (WS) | 70,000 | 70,000 | 70,000 | 70,000 | 70,000 | 350,000 |
| Capital Improvement Fund (CIF) | 1,896,000 | 2,360,000 | 50,000 | 50,000 | 50,000 | 4,406,000 |
| CIF/Parking Reserve (CIF/PR) | - | - | 85,000 | 20,000 | - | 105,000 |
| Infrastructure Improvement Bond Fund (IIBF) | 250,000 | - | - | - | - | 250,000 |
| Totals | 2,761,000 | 3,761,279 | 800,000 | 735,000 | 715,000 | 8,772,279 |

Streets, Sidewalks, Alleys - Public Works

Street Patching Program

Streets, Alleys and Parking Lots

| | MFT | WS |
|----------------|-----------------|-----------------|
| FY 2022 | \$90,000 | \$10,000 |
| FY 2023 | \$90,000 | \$10,000 |
| FY 2024 | \$90,000 | \$10,000 |
| FY 2025 | \$90,000 | \$10,000 |
| FY 2026 | \$90,000 | \$10,000 |

☒ Critical

☐ Recommended

☐ Contingent on Funding

Spending History

| Year | | GF | | WS | | Total |
|-------------|----|-----------|----|-----------|----|--------------|
| FY 2021 | \$ | 80,421 | \$ | 10,000 | \$ | 90,421 |
| FY 2020 | \$ | 72,600 | \$ | 10,000 | \$ | 82,600 |
| FY 2019 | \$ | 48,976 | \$ | 10,000 | \$ | 58,976 |
| FY 2018 | \$ | 54,212 | \$ | 10,000 | \$ | 64,212 |
| FY 2017 | \$ | 80,178 | \$ | 10,000 | \$ | 90,178 |

Program Description & Justification

The purpose of this program is to maintain and improve surface conditions of Village streets, alleys and parking lots by patching defective areas. This program is intended for pavements of all condition ratings to prolong their useful lives. To accomplish this goal, an annual funding level of \$90,000 to \$100,000 over the next five years is recommended. These funding levels are estimates and reflect inflationary increases for construction.

Village Staff annually inspects all streets and areas of pavement failure are placed on a patching list, which is provided to the Village's contractor. Village Staff also includes alleys and parking lots in their inspections and identifies patching needs on all pavements throughout the Village. Asphalt pavement patching utilizes hot mix asphalt (HMA), the standard material approved by the Illinois Department of Transportation for surface repairs. Two inches (thickness) of the failing surface pavement is milled and replaced with new HMA, unless deeper patches are required. This patching process is more permanent and resilient than the use of asphalt "cold" patch. The ideal timing for this maintenance project is when streets are evaluated with a good condition rating, but showing signs of early deterioration (cracking, potholes, etc.).

Included in this street patching program are Water and Sewer funds (\$10,000 annually) to install HMA patches on street openings created for the repair of the Village's water and sewer systems.

FY 2022 Recommended Project

In FY 2022 a total of \$100,000 is recommended for this maintenance project. Various locations to be patched are identified on a continual basis.

Program Alternative

The primary alternative is to resurface the street. Resurfacing, which is a more costly process, involves not only the replacement of defective surface but also additional surface areas that have not begun to deteriorate.

Project Impact

| Annual \$ Impact on Operating Budget | Description of Operating Budget Impact |
|--------------------------------------|--|
| None | None |

Streets, Sidewalks, Alleys - Public Works

50/50 Sidewalk, Curb & Gutter

Sidewalks, Aprons, and Curb

| | GF | WS |
|---------|----------|----------|
| FY 2022 | \$55,000 | \$10,000 |
| FY 2023 | \$55,000 | \$10,000 |
| FY 2024 | \$55,000 | \$10,000 |
| FY 2025 | \$55,000 | \$10,000 |
| FY 2026 | \$55,000 | \$10,000 |

☒ Critical

☐ Recommended

☐ Contingent on Funding

Spending History

| Year | GF | WS | Total |
|---------|-----------|-----------|-----------|
| FY 2021 | \$ 55,579 | \$ 10,000 | \$ 65,579 |
| FY 2020 | \$ 55,089 | \$ 10,000 | \$ 65,089 |
| FY 2019 | \$ 55,658 | \$ 10,000 | \$ 65,658 |
| FY 2018 | \$ 53,734 | \$ 10,000 | \$ 63,734 |
| FY 2017 | \$ 51,710 | \$ 10,000 | \$ 61,710 |

Program Description & Justification

The purpose of this program is to improve the overall condition of public sidewalks and curb/gutters throughout the Village. The objective is to eliminate all trip hazards for pedestrians and to bring all sidewalk ramps into compliance with the requirements set forth in the Americans with Disabilities Act (ADA). To accomplish these objectives, an annual funding level of \$50,000-\$75,000 is recommended. Failure to implement a sidewalk improvement program to repair deteriorated/damaged sidewalk can expose the Village to liability resulting from trips and falls.

For the purposes of this program, the Village is divided into three geographical areas. Village Staff conducts annual inspections of one area each year. Over the course of a three-year period, all public sidewalks are inspected. Additionally, Staff has begun analyzing sidewalk ramp criteria at as many locations as time allows. This will allow us to optimize replacement of sidewalk ramps over time to ensure compliance with ADA requirements. Trip hazards are rated according to the displacement of adjoining sidewalk squares. Furthermore, Staff intends to investigate the possibilities of including mud-jacking to remove trip hazards. This is a more cost-effective means of removing trip hazards as compared to full replacement, which is the current practice. The following table identifies the sidewalk condition ratings, description of condition, and the recommended action:

| Sidewalk | Joint Displacement | Recommended Action |
|----------|-----------------------------------|-----------------------|
| A | > 1/2" but < or = 1" | Consider Replacement |
| B | >1" but < 1 1/2" | Recommend Replacement |
| C | >1 1/2" with loose/missing pieces | Replace immediately |

During annual inspections, the Village offers participation in the 50/50 sidewalk replacement cost share program upon request for sidewalks with a “B” rating. A copy of the inspection form is delivered to property owners describing the sidewalk’s condition and requesting their participation. The Village replaces all sidewalks with a condition “C” rating. The Village also installs detectable warning pads, located at street crossings and intersections, that are designed for the visually impaired. The following is a summary of proposed expenditures for FY 2021:

General
Fund

| | |
|---|------------------------------|
| Sidewalk – Condition C (100% Village): | \$35,000 |
| Sidewalk – Condition A or B (50/50): | \$10,000 (revenue - \$5,000) |
| Driveway Aprons (100% Resident): | \$5,000 (revenue - \$5,000) |
| Detectable Warning Pads (100% Village): | \$5,000 |

Water and Sewer Fund

| | |
|-----------------------------|----------|
| Curb/gutter (100% Village): | \$10,000 |
|-----------------------------|----------|

Sidewalk and Curb Annual Inspection Areas:

| <u>Area No.</u> | <u>Area Limits</u> | <u>Inspection Years</u> |
|-----------------|--|-------------------------|
| 1 | Des Plaines River to Harlem Avenue/Hawthorne Avenue to Chicago Avenue | 2021, 2024, 2027 |
| 2 | Thatcher Avenue to Harlem Avenue/Chicago Avenue to Greenfield Street | 2022, 2025, 2028 |
| 3 | Thatcher Avenue to Harlem Avenue/Greenfield Street to North Avenue Thatcher Avenue to Lathrop Avenue/Madison Street to Hawthorne Avenue | 2020, 2023, 2026 |

In addition to the annual inspection of the aforementioned designated areas, Village Staff inspects all sidewalks in close proximity to schools, parks, and commercial/retail areas on an annual basis.

The Village also allows property owners to replace their driveway aprons and private courtesy walks within the public right of way through this program at 100% cost to the property owner (full payment due to the Village prior to commencement of work). The primary benefit to the property owner is that they receive competitively bid pricing for their improvement.

Program Alternative

Although the preferred option is sidewalk replacement, alternatives to this program involve the installation of asphalt cold patch in the displaced joints and/or grinding off the edge of the raised sidewalk. Not only is the patching option aesthetically unattractive, the asphalt can break loose and re-expose the displaced sidewalk that re-establishes liability to the Village and increases maintenance costs.

Another option is mud-jacking, which is a process of filling cavities or voids beneath settling concrete. The Village does not currently own equipment to perform this mud-jacking operation.

Project Impact

| Annual \$ Impact on Operating Budget | Description of Operating Budget Impact |
|---|---|
| None | None |

Streets, Sidewalks, Alleys - Public Works

| | | | |
|----------------------------------|----------------|--------------------|------------|
| Alley Improvement Program | FY 2022 | \$1,850,000 | CIF |
| | FY 2023 | \$2,150,000 | CIF |
| | FY 2024 | \$50,000 | CIF |
| | FY 2025 | \$50,000 | CIF |
| | FY 2026 | \$50,000 | CIF |

☐ Critical

☒ Recommended

☐ Contingent on Funding

Spending History

| | |
|---------|---|
| FY 2021 | \$230,767 (Thatcher Ave Alley) |
| FY 2020 | \$860,079 (Green Alley [3] and Thomas St. Alley Improvements) |
| FY 2019 | \$193,740 (Gale Ave Alley) |
| FY 2018 | \$0 |
| FY 2017 | \$258,600 (Quick and William Alleys) |

Project Description & Justification

The purpose of this program is to improve the condition of Village alleys. To accomplish this objective, a minimum annual funding level of \$250,000 has been budgeted each year over the past few years. This has allowed for at least one alley to be reconstructed on an annual basis. In FY 2020, budgeting was increased which allowed for the reconstruction of a total of five alleys and in FY 2021 the budget was also increased to allow for the construction of one alley and the design of a group of four additional alleys. The idea was that these additional alleys would then be "shovel-ready" in case grant funding became available.

The Village has a total of 32 alleys, each approximately one block in length. To date, 13 of them have been reconstructed with some portion of permeable materials to help mitigate stormwater impacts. As additional alleys are reconstructed, permeable materials continue to be utilized as they have proven to be effective measures to reducing ongoing stormwater issues for adjacent residents. Though the design of these alleys occasionally changes in regard to minor elements, the general application of an inward pavement slope with a 3'-4' width of permeable pavers along the alley centerline continues to be utilized throughout the Village.

FY 2022 Recommended Projects

The Village Board has expressed interest in reconstructing all remaining alleys throughout the Village in FY 2022. This project will include 18 locations, all of which are south of Chicago Avenue and most most of which are south of Hawthorne Avenue. Some of these remaining alleys experience stormwater issues and some have pavement in poor condition. Most consist of asphalt pavement with a few having concrete pavement. Their reconstruction is intended to provide for a better driving surface as well as increased stormwater

Design is being completed for four of these remaining alleys during FY 2021, however, money has not yet been budgeted for the design of the remaining 17 alleys. It is likely that this design work will take a significant portion of FY 2022, leaving less time than may be needed for construction in FY 2022. Staff recommends a two-year phasing plan that will allow all alleys to be completed by the end of FY 2023. Project locations could then be strategically selected based on minimizing resident impacts and conflicts with other CIP projects (e.g. roadway resurfacing, pavement preservation, etc.).

It should be noted that once all alleys are reconstructed with some portion of permeable materials, the Village's annual maintenance budget will need to be increased. In order to clean the paver joints (which act like filters as the stormwater is conveyed beneath the pavers) every two years, it is estimated that the annual maintenance cost will need to be increased to \$50,000 if the current practice of outsourced maintenance continues. This amount would not need to be budgeted if equipment was purchased for in-house maintenance. This equipment is currently listed in the Equipment section of the CIP and is targeted for purchase in FY 2022.

FY 2022 Cost Summary for Alley Improvement Plan

The estimated cost for this work includes the following:

- \$1,510,000 for construction (\$1,940,000 for construction in FY 2023)
- \$175,000 for design/permitting (all to be completed in FY 2022)
- \$165,000 for construction engineering services (\$210,000 for construction engineering in FY 2023)

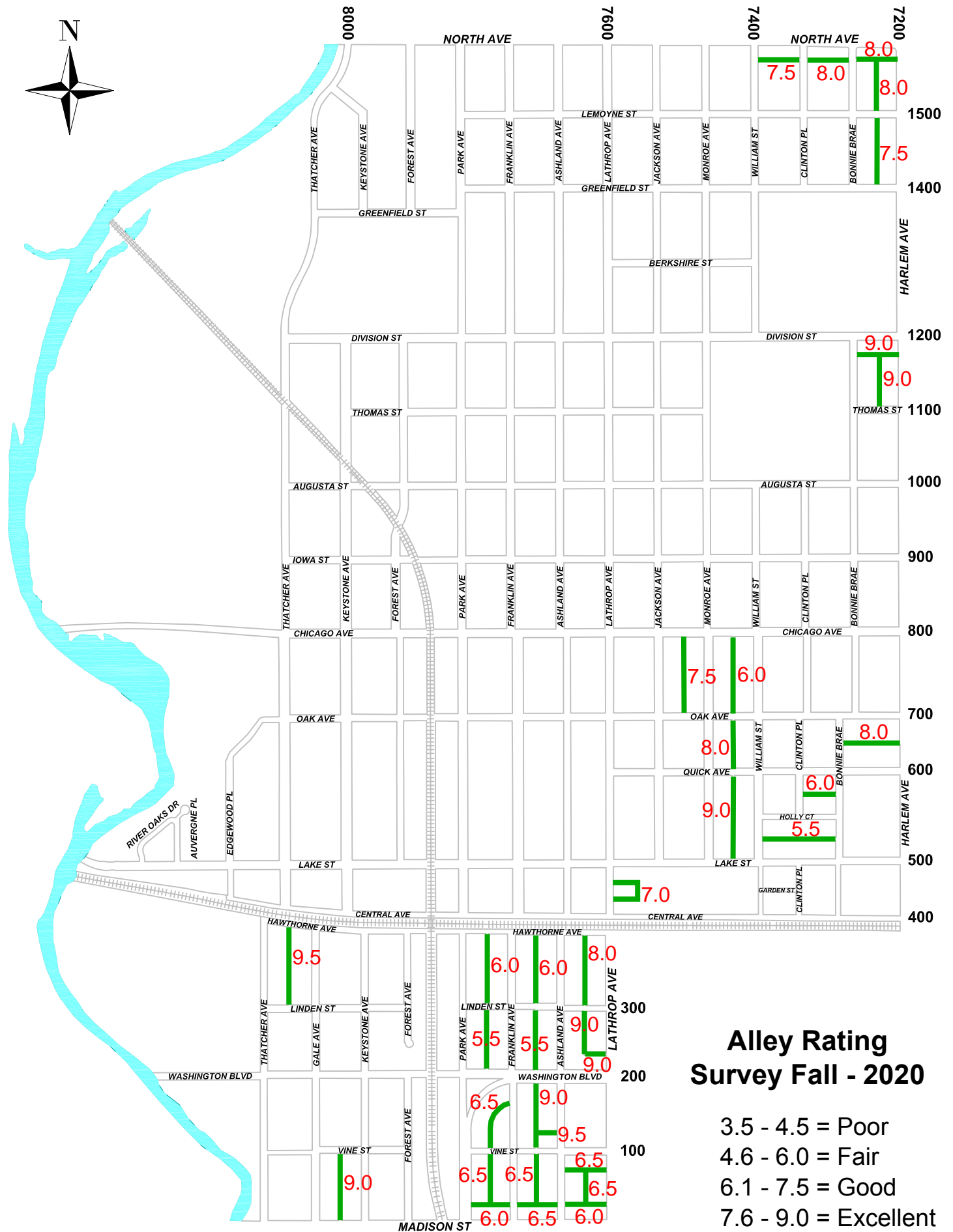
Program Alternative

The Village could continue to pursue completion of all alley design and construction in FY 2022, however, it may be difficult to find a contractor capable of performing this work when considering cooperative weather, construction personnel needed and the amount of time remaining in FY 2022 once design/permitting work is complete. Furthermore, with the location of these alleys being generally concentrated in the south portion of the Village, the amount of displaced vehicles would likely hinder activities like refuse/leaf collection and general vehicular traffic.

The Village can continue to budget for one or two alleys to be reconstructed each year, however, the timeline for completion of all alleys will be anywhere from 10-20 years. Regardless of the timeline, it is still recommended that alleys be fully reconstructed upon improvement rather than resurfaced, sealed or patched.

Project Impact

| Annual \$ Impact on Operating Budget | Description of Operating Budget Impact |
|---|---|
| None | None |



Alley Rating Survey Fall - 2020

3.5 - 4.5 = Poor
4.6 - 6.0 = Fair
6.1 - 7.5 = Good
7.6 - 9.0 = Excellent

Streets, Sidewalks, Alleys - Public Works

Street Improvement Program

| | MFT | WS | IIBF |
|---------|-----------|----------|-----------|
| FY 2022 | \$350,000 | \$50,000 | \$250,000 |
| FY 2023 | \$350,000 | \$50,000 | \$0 |
| FY 2024 | \$350,000 | \$50,000 | \$0 |
| FY 2025 | \$350,000 | \$50,000 | \$0 |
| FY 2026 | \$350,000 | \$50,000 | \$0 |

☒ Critical

☐ Recommended

☐ Contingent on Funding

Spending History

| Year | | MFT | | WS | | IIBF | | Total |
|---------|----|---------|----|--------|----|---------|----|---------|
| FY 2021 | \$ | 412,000 | \$ | 50,000 | \$ | 275,000 | \$ | 737,000 |
| FY 2020 | \$ | 230,658 | \$ | 50,000 | \$ | 283,902 | \$ | 564,561 |
| FY 2019 | \$ | 150,000 | \$ | 50,000 | \$ | 181,689 | \$ | 381,689 |
| FY 2018 | \$ | 188,000 | \$ | 38,000 | \$ | - | \$ | 226,000 |
| FY 2017 | \$ | 150,000 | \$ | 52,898 | \$ | - | \$ | 202,898 |

Program Description & Justification

The purpose of this program is to improve the condition of local streets. The objective is to improve all streets with condition ratings of "Fair" or "Poor" to condition ratings of "Good" to "Excellent." This program does not include capital improvements on state routes.

In years past, Village Staff would visually inspect all local streets and rated them according to the condition of the pavement. In 2018, however, Staff began utilizing a consultant to help analyze Village roadways for the sole purpose of pavement ratings. This consultant utilizes cell-phone images of the roadway (taken at 10' intervals) to analyze roadway conditions. The analysis at each point is compiled with others along the same block and a rating is then established. Streets rated "Poor" or "Fair" are prioritized for one of the construction options (rehabilitation, resurfacing, or reconstruction) depending on the condition, location, and estimated traffic volumes. The timing in improving streets is critical. Waiting too long to address street repairs will result in further deterioration, at which time a more costly repair becomes necessary.

The following table summarizes the general street rating system:

| Streets | | |
|-------------------|-----------------|---------------------------|
| Surface Condition | Pavement Rating | Estimated Remaining Life* |
| Excellent | 0-1.5 | 15 to 20 years |
| Good | 1.6-2.5 | 10 to 15 years |
| Fair | 2.6-3.5 | 6 to 10 years |
| Poor | 3.6-4.5 | 2 to 5 years |

*Life estimate is based upon time frame needed for resurfacing assuming a regular maintenance program.

FY 2022 Recommended Projects

| <u>Street</u> | <u>Replacement Cost</u> |
|-------------------------------------|--------------------------------|
| 1. Hawthorne (Thatcher to Forest) | \$70,650.00 |
| 2. Gale (Hawthorne to Washington) | \$66,815.00 |
| 3. Keystone (Hawthorne to Madison) | \$134,970.00 |
| 4. Linden (Thatcher to Forest) | \$57,820.00 |
| 5. Forest (Hawthorne to Cul de sac) | \$54,205.00 |
| 6. Keystone (Division to Thomas) | \$36,710.00 |
| 7. Forest (Division to Thomas) | \$31,680.00 |
| 8. Park (Division to Thomas) | \$64,495.00 |
| 9 Thomas (Forest to Lathrop) | \$92,655.00 |

The projected cost to resurface these streets and make other associated improvements is \$610,000

The budget for this project also includes an anticipated cost of \$40,000 for construction engineering services, to be contracted out to an engineering firm.

While the Capital Improvement Plan proposes funding for street improvements through FY 2026, these locations have not yet been determined. Staff recommends a minimum funding level of \$400,000 for each of those years, with specific locations selected based on annual street ratings surveys.

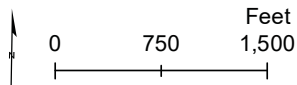
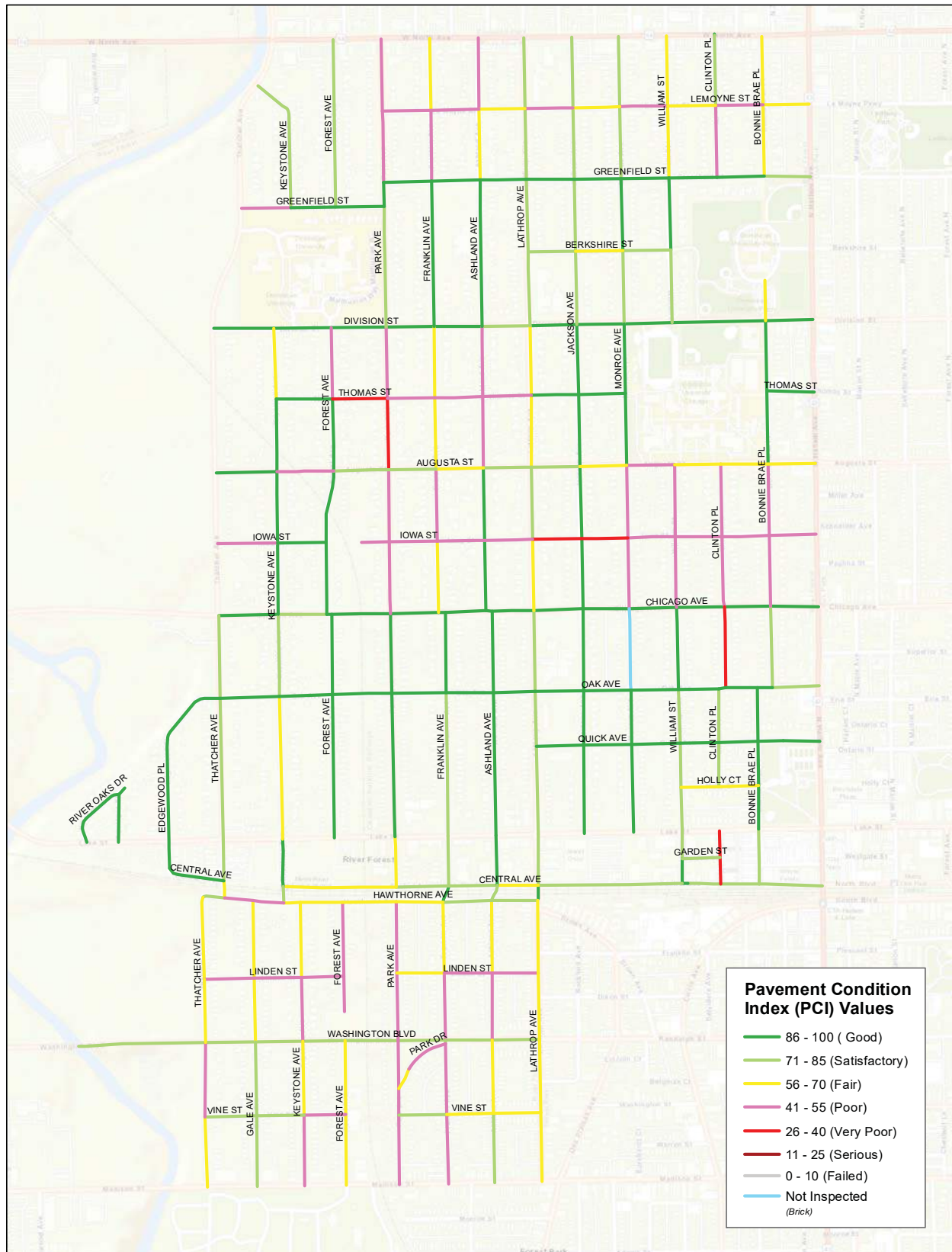
Program Alternative

Not performing any roadway maintenance, particularly for streets in “Poor” condition, will result in total pavement failure and require reconstruction (of base and surface), which is significantly higher in cost compared to resurfacing.

Extensive pavement patching may be somewhat cost effective initially for streets with a “Fair” condition rating, and may slow down the progression of potholes, but the pavement patching needs will be ongoing. This is likely to promote the continued deterioration of the street’s base, which will significantly increase eventual resurfacing costs.

Project Impact

| Annual \$ Impact on Operating Budget | Description of Operating Budget Impact |
|---|---|
| None | None |



Map A-3:
Pavement Condition Index
(PCI) Values

River Forest, Illinois

Pavement Management Program



Gorrandona &
Associates, Inc.



Urban GIS
your world, your way

Streets, Sidewalks, Alleys - Public Works

| | | | | | |
|----------------------------|---------|----------|----|----------|-----|
| Street Maintenance Program | FY 2022 | \$0 | GF | \$50,000 | MFT |
| | FY 2023 | \$50,000 | GF | \$50,000 | MFT |
| | FY 2024 | \$50,000 | GF | \$50,000 | MFT |
| | FY 2025 | \$50,000 | GF | \$50,000 | MFT |
| | FY 2026 | \$50,000 | GF | \$50,000 | MFT |

☒ Critical

☐ Recommended

☐ Contingent on Funding

Spending History

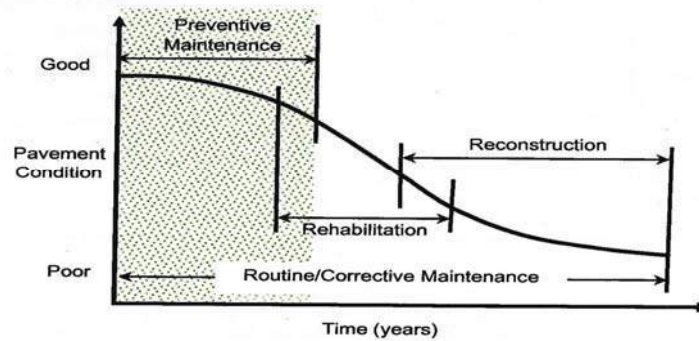
| | Crack Sealing | Preservation | Total |
|---------|---------------|--------------|-----------|
| FY 2021 | \$ 43,400 | \$ 50,000 | \$ 93,400 |
| FY 2020 | \$ 29,553 | \$ 51,905 | \$ 81,458 |
| FY 2019 | \$ 45,900 | \$ 43,722 | \$ 89,622 |
| FY 2018 | \$ 41,844 | \$ 37,258 | \$ 79,102 |
| FY 2017 | \$ 44,652 | \$ 46,620 | \$ 91,272 |

Program Description & Justification

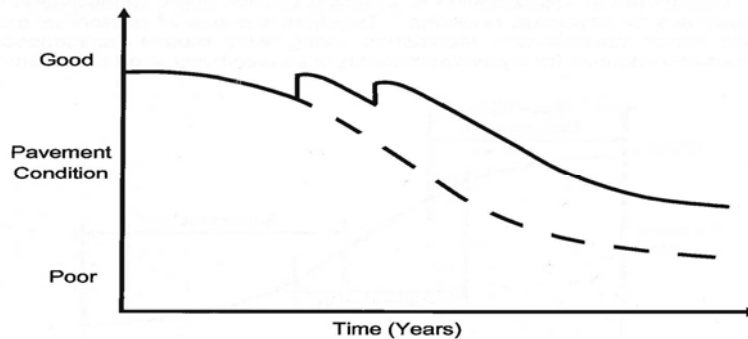
Over the past two years, the Village has utilized a High-Density Mineral Bond known as HA5 to help prolong the life of selected roadways as part of a Pavement Preservation Project. As this approach helps to extend the life of the pavement, it ultimately minimizes the overall cost of the pavement life cycle. With recent increases to the scopes of work associated with the Village's Street Improvement, Street Patching and Alley Reconstruction Projects, Staff has determined these projects should remain the focus of pavement improvements/maintenance and as a result, a Pavement Preservation Project is not recommended in FY22. It is anticipated that this work will resume in FY23.

Village Staff believes the practice of Crack Sealing to be invaluable. Ideally, this work is completed when the pavement is still in good condition with minimal cracking. This approach enables a pavement in good condition to remain as such for longer which ultimately extends the life of the pavement and minimizes the overall cost of the pavement life cycle.

The following figure demonstrates the relationship between pavement condition and typical types of pavement preservation and /or street improvements:



The following figure demonstrates how preventative maintenance can extend pavement performance:



FY 2022 Recommended Projects

With the Village continuing to resurface a significant amount of streets on an annual basis, Staff recommends maintaining a budget amount of \$50,000 for crack sealing. This will enable Staff to maintain these recently resurfaced pavements in good condition in hopes of preventing them from deteriorating as rapidly as they otherwise would.

Crack Sealing

In addition to the streets to be treated during the pavement preservation portion of this work, additional streets will be identified for crack sealing during each spring.

Program Alternative

The alternative is deferring this project to minimize disruption to residents who are working from home due to the ongoing COVID-19 pandemic. Another alternative is a reactive maintenance program that will accelerate deterioration of Village streets. These maintenance programs, along with pavement patching, will prolong the useful life of Village streets. By not pursuing these maintenance programs, the following infrastructure improvements will be necessary at more frequent intervals:

- **Resurfacing:** This is a more costly improvement that requires the removal and replacement of the existing worn pavement and minimal base improvement. This type of construction is normally completed over a several week period while rejuvenation can be completed in a few hours.
- **Reconstruction:** This is a significantly more costly improvement that is necessary in situations of surface pavement failure along with extensive base failure.

Project Impact

| Annual \$ Impact on Operating Budget | Description of Operating Budget Impact |
|--------------------------------------|--|
| None | None |

Streets, Sidewalks, Alleys - Public Works

Bicycle Plan Implementation

FY 2022

\$46,000

CIF

☐ Critical

☒ Recommended

☐ Contingent on Funding

Spending History

FY 2021 \$147,940 (Bike Plan phase I, projected)

Project Description & Justification

The purpose of this project is to implement the proposed improvements recommended as part of the Village Bicycle Plan that was prepared in 2019. The bike plan was established to provide a safe, comfortable and defined network of bicycle facilities that serves all ages and abilities and connects to key destinations in the Village, the adjoining communities, and the nearby Forest Preserves and regional trails. As part of this plan, many traffic control sign installations and pavement marking improvements were recommended.

FY 2022 Recommended Project

Implementation of portions of the Bicycle Plan on certain IDOT routes. This would include any signage and striping installations. Locations along Thatcher Avenue, North Avenue, and Harlem Avenue areas would not be included in this portion of the implementation due to the feasibility of sidepaths that are no longer being considered, and to avoid duplicative work with the ongoing design of a potential bike trail along Thatcher Avenue adjacent to the Des Plaines river by the Intergovernmental Coalition Phase I Study Trail Advisory Group. This phase of implementation includes Lake Street, and the eastern portion of Madison Street.

Project Alternative

The alternative to this project is the status quo and/or implementation could be delayed and phased in over time.

Project Impact

| Annual \$ Impact on Operating Budget | Description of Operating Budget Impact |
|---|---|
| None | None |

WATER AND SEWER IMPROVEMENTS

Water and Sewer Improvements – Five Year Capital Improvement Program

This section of the Capital Improvement Plan identifies funding for sewer and water improvements, which are scheduled to continue through FY 2026. The Village's sewer and water system is comprised of the following:

| Type of Sewer | Number of Miles |
|-------------------------|-----------------|
| Combined Sanitary Sewer | 33.13 |
| Storm Sewer | 3.37 |
| Water Main | 40 |

Improvements planned for FY 2022 include:

| Improvement | Cost | Funding Source | Nature of Project |
|---|------------------|----------------|-------------------|
| Sewer Lining | 140,000 | WS | Critical |
| Sewer Point Repairs | 35,000 | WS | Critical |
| Stormwater Master Plan | 180,000 | WS | Recommended |
| Water Distribution System – Pumping Station | 110,000 | WS | Contingent |
| 0.5 MG Underground Reservoir Improvements | 18,000 | WS | Critical |
| Water Meter Replacement Program | - | WS | Critical |
| Water Main Replacement | 250,000 | WS | Critical |
| Hydrant Replacement | 10,000 | WS | Recommended |
| Automated Metering Infrastructure | 1,320,000 | WS | Critical |
| Keystone Ave Sewer Improvements | 200,000 | WS | Recommended |
| Lake Street Berm Extension | 70,000 | WS | Recommended |
| Total | 2,333,000 | | |

Each project in the CIP is categorized by the requesting department as follows:

Critical- The project must be completed in the year recommended due to safety or operational needs or as mandated by law.

Critical projects are highlighted in yellow.

Recommended- The project will significantly improve operations or safety. The project is strongly recommended for funding in the year recommended or the year after.

Contingent on Funding- The project would be a benefit to the Village and improve service levels but is only recommended if funds are available.

Village of River Forest, Illinois
Five Year Capital Improvement Program
Water and Sewer Improvements
Fiscal Year 2022 Budget

| This Project is: | | Fiscal Year | | | | | Five Year Total | Funding Source |
|---|-------------|-------------|---------|---------|---------|---------|-----------------|----------------|
| | | 2022 | 2023 | 2024 | 2025 | 2026 | | |
| Sewer System | | | | | | | | |
| Sewer Lining | Critical | 140,000 | 140,000 | 140,000 | 140,000 | 140,000 | 700,000 | WS |
| Sewer Point Repairs | Critical | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 | 175,000 | WS |
| Stormwater Master Plan | Recommended | 180,000 | - | - | - | - | 180,000 | WS |
| Pumping Station | | | | | | | | |
| Water Distribution Improvements | Contingent | 110,000 | 25,000 | - | - | - | 135,000 | WS |
| Water Distribution Improvements | | | | | | | | |
| Water Tower Improvements | Critical | - | 10,000 | - | 4,000 | - | 14,000 | WS |
| 0.5 MG Underground Reservoir Improvements | Critical | 18,000 | - | - | 8,000 | - | 26,000 | WS |
| Water Meter Replacements | Critical | - | 11,000 | 17,000 | 6,000 | 18,500 | 52,500 | WS |
| Water Main Replacement | Critical | 250,000 | 425,000 | 515,000 | 400,000 | 400,000 | 1,990,000 | WS |
| Hydrant Replacement | Recommended | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 50,000 | WS |
| Automated Metering Infrastructure | Critical | 1,320,000 | 67,800 | - | - | - | 1,387,800 | WS |
| Keystone Ave Sewer Improvements | Recommended | 200,000 | - | - | - | - | 200,000 | WS |
| Lake Street Berm Extension | Recommended | 70,000 | - | - | - | - | 70,000 | WS |
| Total | | 2,333,000 | 723,800 | 717,000 | 603,000 | 603,500 | 4,980,300 | |

| Proposed Funding Source | Fiscal Year | | | | | Five Year Total |
|---------------------------|------------------|----------------|----------------|----------------|----------------|------------------|
| | 2022 | 2023 | 2024 | 2025 | 2026 | |
| Water and Sewer Fund (WS) | 2,333,000 | 723,800 | 717,000 | 603,000 | 603,500 | 4,980,300 |
| Totals | 2,333,000 | 723,800 | 717,000 | 603,000 | 603,500 | 4,980,300 |

Water and Sewer Improvements - Public Works

| | | | |
|-----------------------------|----------------|------------------|-----------|
| Sewer Lining Program | FY 2022 | \$140,000 | WS |
| Public Sewers | FY 2023 | \$140,000 | WS |
| | FY 2024 | \$140,000 | WS |
| | FY 2025 | \$140,000 | WS |
| | FY 2026 | \$140,000 | WS |

☒ Critical

☐ Recommended

☐ Contingent on Funding

Spending History

| | | | |
|---------|----|---------|-----------------------|
| FY 2021 | \$ | 125,163 | |
| FY 2020 | \$ | 113,207 | |
| FY 2019 | \$ | 150,545 | (including MH lining) |
| FY 2018 | \$ | 125,767 | (including MH lining) |
| FY 2017 | \$ | 122,230 | (including MH lining) |

Program Description & Justification

The purpose of this program is to improve the Village's sewer system and prevent costly repairs associated with failing sewer mains (collapsed, cracked, etc.). The objective is to evaluate the conditions of sewer mains (via televising), identify those in the worst condition, and perform lining of as many sections as possible. In some situations, sewer mains may have failed beyond the ability to line and a point repair (or replacement of a section) may be necessary. The Village's sewer system is a critically important infrastructure system.

The Water and Sewer Rate Study completed by Baxter & Woodman in FY 2017 recommends an annual funding level of \$140,000 for this program. This budget allows both the relining of damaged sewer main as well as the start of a systematic approach to relining all sewers throughout the village, regardless of their

The process of sewer lining consists of inserting a sleeve made of flexible material in the existing pipe. The sleeve is then filled with steam or water heated to a high temperature for curing and hardening. This process provides the existing failing pipes with the structural support needed to continue their service and avoid a costly complete replacement. This product has a life expectancy of 50-100 years.

In addition to the typical sewer lining completed each year, Village Staff also identifies manholes in need of lining or bench repair. Potential candidates are researched throughout the winter and lined in the summer. This work allows the manholes to be sealed and stabilized without requiring any excavation. The intent of this work is to prevent sinkholes and other pavement failures from occurring due to the decay of the interior walls and base of existing manholes.

Since the Village's first sewer lining project, nearly 50,885 lineal feet of sewers have been lined. This represents approximately 30% of the total sewer mains owned/maintained by the Village (approximately 171,000 lineal feet).

In 2011, the Public Works Department developed an in-house sewer televising program. Public Works Staff reviews the video recordings and the sections of failing sewer mains are identified and prioritized. This in-house sewer televising program has identified sewer mains in poor condition that will be lined in the coming years. Extreme weather conditions and the on-going root growth of trees have accelerated the rate of deterioration of the Village's combined sewers.

The following table identifies the sewer condition ratings, description of condition, and the recommended action:

| Condition Rating | Condition Description | Recommended Action |
|------------------|--|----------------------------|
| A | Random cracking/Some roots | Continue monitoring |
| B | Medium cracking/Medium root problem | Line in one to three years |
| C | Heavy cracking/Heavy root problem | Line immediately |
| D | Structural damage/Fully blocked by roots | Requires replacement |

FY 2022 Recommended Project

Specific project locations will be determined during the winter months. Public Works Staff will review all sewer televising completed throughout the year by the Operations Department. Each sewer line televised will be rated with the most severely deteriorated sewers being selected for lining. Other sections may also be lined, based on the need for a point repair.

Program Alternative

Once the structural integrity of the pipe is severely affected, beyond the ability to line, the sole option is to perform an open-trench point repair that will require heavy street construction, temporary interruption of traffic flow, and costs associated with restoring the street's driving surface. The preferred and more cost effective option to improving sewer mains is sewer lining.

Project Impact

| Annual \$ Impact on Operating Budget | Description of Operating Budget Impact |
|--------------------------------------|--|
| None | None |

Water and Sewer Improvements - Public Works

| | | | |
|----------------------------|----------------|-----------------|-----------|
| Sewer Point Repairs | FY 2022 | \$35,000 | WS |
| Public Sewers | FY 2023 | \$35,000 | WS |
| | FY 2024 | \$35,000 | WS |
| | FY 2025 | \$35,000 | WS |
| | FY 2026 | \$35,000 | WS |

☒ Critical

☐ Recommended

☐ Contingent on Funding

Spending History

| | | |
|---------|----|--------|
| FY 2021 | \$ | 28,800 |
| FY 2020 | \$ | 29,270 |
| FY 2019 | \$ | 23,445 |
| FY 2018 | \$ | 39,600 |
| FY 2017 | \$ | 30,770 |

Program Description & Justification

The purpose of this program is to improve the Village's sewer system by replacing failing (collapsed, cracked, etc.) sections of sewer main (also referred to as point repairs). Staff's objective is to evaluate the conditions of sewer mains (via televising), identify those in the worst condition, and perform relining of as many sections as possible. In some situations, sewer mains may have failed beyond the ability to reline and a point repair may be necessary. Most point repairs are made on an emergency basis and can be costly. The Water and Sewer Rate Study that was completed by Baxter & Woodman in FY 2017 recommends an annual funding level of \$15,000 for this program. Due to rising costs of underground work, the Village regularly budgets \$35,000 for point repairs.

In 2011, Public Works began an ongoing in-house sewer televising program. Village Staff reviews the video recordings to identify sections of failing sewer mains for repair.

Program Alternative

Once the structural integrity of the pipe is severely affected, beyond the ability to reline, the sole option is to perform an open-trench point repair.

Project Impact

| Annual \$ Impact on Operating Budget | Description of Operating Budget Impact |
|---|---|
| None | None |

Water and Sewer Improvements - Public Works

Stormwater Master Plan

FY 2022

\$180,000

WS

☐ Critical

☒ Recommended

☐ Contingent on Funding

Project Description & Justification

Over the past few years yard and alley flooding have become more and more prevalent, along with sewer back-up. In May, 2020 the Village experienced a heavy rain which was followed by a flooding event caused by a significant increase in the water elevation of the Des Plaines River. This event caused significant sewer back-up to residences and led to standing water in alleyways and backyards at many locations.

In an effort to combat increased severity in rain events, undersized municipal sewers and increases in impervious area associated with development, the Village Board has recommended that a Stormwater Master Plan (SMP) be created. This SMP would allow the Village to conduct a comprehensive analysis of the Village and to identify areas of concern that may require attention. It would also identify and prioritize Capital Improvement Plan (CIP) Projects that may be implemented to help mitigate the impacts of stormwater on the Village.

It is anticipated that creation of the SMP will take approximately one year to complete, with potential identification of CIP Projects to be constructed in FY 2023.

Project Alternative

The alternative is to continue to address stormwater issues as they arise and are made a priority, which does not allow for a comprehensive analysis and solution on a Village-wide basis.

Project Impact

| Annual \$ Impact on Operating Budget | Description of Operating Budget Impact |
|---|---|
| None | None |

Water and Sewer Improvements - Public Works

| | | | |
|---|---------|-----------|----|
| Water Distribution System - Pumping Station | FY 2022 | \$110,000 | WS |
| | FY 2023 | \$25,000 | WS |
| | FY 2024 | \$0 | WS |
| | FY 2025 | \$0 | WS |
| | FY 2026 | \$0 | WS |

☐ Critical

☐ Recommended

☒ Contingent on Funding

Spending History

| | | |
|---------|----|--------|
| FY 2021 | \$ | 17,200 |
| FY 2020 | \$ | 7,800 |
| FY 2019 | \$ | 16,825 |
| FY 2018 | \$ | 19,000 |
| FY 2017 | \$ | 15,600 |

Project Description & Justification

The Village purchases all of its potable water (for both general consumption and fire suppression) from the City of Chicago. The water received from Chicago is treated before arriving to the Village's water distribution system where it is stored and treated (once again) before entering the water distribution system for consumption. The Pumping Station is where the following components of the Village's water distribution system are located:

- SCADA (Supervisory Control and Data Acquisition) system: computer system that monitors and controls various components and equipment
- Three Pumps
 - Pump #1: 100 horsepower; 1,540 gallons per minute
 - Pump #2: 150 horsepower; 2,350 gallons per minute
 - Pump #3: 125 horsepower; 1,750 gallons per minute
- 40 valves
- Four meters: two for incoming water from the City of Chicago (located at an off-site location) and two for incoming/outgoing water at the Pumping Station.
- Water treatment system (sodium hypochlorite)
- Two underground storage reservoirs
 - 2.0 million gallon storage capacity
 - 0.5 million gallon storage capacity
- Emergency generator: backup power source in the event of a power outage (see CERF).

The following critical and recommended facility improvements should be completed in FY 2022:

| Repair/Improvement | Estimated Cost | Year |
|---|----------------|---------|
| 1. Replace pump #1 and associated piping as suggested in Baxter and Woodman efficiency study performed 11/2010. (see excerpt below) | \$110,000 | FY 2022 |
| Total | \$110,000 | |

The following prioritized facility improvement is recommended in the next two to five years:

| Repair/Improvement | Estimated Cost | Year |
|-----------------------|----------------|---------|
| 1. Add VFD to pump #2 | \$25,000 | FY 2023 |
| Total | \$25,000 | |

Project Description & Justification

Pump Replacement - Pump No. 1 should be replaced with a higher capacity pump. The pump capacity is too small to be used to meet the maximum daily demand and would have to operate in excess of 17 hours to meet the average daily demand. Pump No. 3 is capable of easily meeting the average daily demand but does not have the capacity to meet the maximum daily demand. The station is only capable of supporting three pumps, a minimum of two should be capable of meeting the maximum daily demand in the event one is out of service.

Project Alternative

There are no alternatives to maintaining the Village's water distribution system as it is the system that provides potable water to the entire community. Deferring these projects would result in emergency repairs that could increase project costs (compared to soliciting bids/proposals).

Project Impact

| Annual \$ Impact on Operating Budget | Description of Operating Budget Impact |
|--------------------------------------|--|
| None | None |

Water and Sewer Improvements - Public Works

.5 & 2 MG Underground Reservoir Improvements

Water & Sewer



| | | |
|---------|----------|----|
| FY 2022 | \$18,000 | WS |
| FY 2023 | \$0 | WS |
| FY 2024 | \$0 | WS |
| FY 2025 | \$8,000 | WS |
| FY 2026 | \$0 | WS |

☒ Critical

☐ Recommended

☐ Contingent on Funding

Spending History

| | |
|---------|---------|
| FY 2021 | \$0 |
| FY 2020 | \$0 |
| FY 2019 | \$8,000 |
| FY 2018 | \$0 |
| FY 2017 | \$0 |

Project Description & Justification

On August 14, 2018 Dixon Engineering Inc. performed a maintenance inspection on the 500,000 and 2,000,000 gallon underground storage reservoirs owned by the Village of River Forest. The purpose of the inspection was to evaluate the interior piping, surfaces and appurtenances, review safety and health aspects, and make budgetary recommendations for continued maintenance of the reservoir. Inspections are recommended every five years.

The following critical and recommended facility improvement should be completed in FY 2022:

| Repair/Improvement | Estimated Cost | Year |
|---|----------------|---------|
| Abrasive blast clean the wet interior piping and steel appurtenances on both reservoirs to a near-white metal (SSPC-SP10) condition and repaint with a three coat epoxy polyamide system. The estimated cost is \$18,000. Best pricing can be obtained if work is performed with another tank painting project. | \$18,000 | FY 2022 |
| Total | \$18,000 | |

The following prioritized facility improvement is recommended in the **next two to five years**:

| Repair/Improvement | Estimated Cost | Year |
|--|----------------|---------|
| Reinspect reservoirs (\$4,000/reservoir) | \$8,000 | FY 2025 |
| Total | \$8,000 | |

Project Alternative

There are essentially no alternatives to these improvements and maintenance projects as the water reservoir is a critically important part of the Village's water distribution system. Deferring these projects would result in emergency repairs that could increase project costs (compared to soliciting bids/proposals).

Project Impact

| Annual \$ Impact on Operating Budget | Description of Operating Budget Impact |
|--------------------------------------|--|
| None | None |

Water and Sewer Improvements - Public Works

| | | | |
|---------------------------------------|----------------|------------------|-----------|
| Water Main Replacement Program | FY 2022 | \$250,000 | WS |
| | FY 2023 | \$425,000 | WS |
| | FY 2024 | \$515,000 | WS |
| | FY 2025 | \$400,000 | WS |
| | FY 2026 | \$400,000 | WS |

☒ Critical

☐ Recommended

☐ Contingent on Funding

Spending History

| | | | |
|---------|----|---------|--|
| FY 2021 | \$ | 575,000 | (FY 2020 and FY 2021 Projects both completed in FY 2021) |
| FY 2020 | \$ | - | |
| FY 2019 | \$ | 318,712 | |
| FY 2018 | \$ | 396,000 | |
| FY 2017 | \$ | 441,613 | |

Program Description & Justification

The purpose of this program is to improve the condition of the Village's water distribution system by replacing aging and deteriorating infrastructure, or by installing new infrastructure where a need becomes apparent. This approach helps reduce costly water main breaks as well as the associated water-loss. The Village's water distribution system is a critically important infrastructure system.

The Village has approximately 40 miles of water main. The majority of the water mains are between 50 and 80 years old. On average, there are approximately seven water main breaks per year. It has been proven that as water mains become old and reach the end of their useful lives, performance deteriorates and results in high maintenance costs, loss of hydraulic capacity and water quality, and a significant increase in customer complaints. The AWWA recommends replacing one-percent of the distribution system every year.

In recent years, the Illinois Environmental Protection Agency (IEPA) and the Illinois Department of Public Health (IDPH) have discussed implementing lead reduction requirements for municipalities throughout the state. One such measure being discussed is a requirement that municipalities start tracking the number of lead water services within their boundaries as well as to create a program to begin replacing these services with copper water services. Given the importance in removing lead from the water distribution system, Village Staff recommends that a program for this purpose be created and funded in FY 2022 even though a state-mandate has not yet been announced.

Each year, Village Staff conducts an analysis of failing or problematic sections of water main for the purpose of determining the need to replace specific water mains based on history and number of breaks, outdated size, or any other defective condition. This analysis is then reviewed along with all identified needs for improvement based on the Water Distribution Model Report performed by Strand Associates Engineering in 2018.

Staff has reviewed water main break history and has not identified the need for a water main replacement based on this criteria for FY 2022. Furthermore, while a project has been identified in the 2018 Water Distribution Model Report, Staff believes that lead reduction measures as proposed should be prioritized.

FY 2022 Recommended Projects

The proposed project for FY 2022 includes the creation of a Lead Service Replacement Program that would allow property owners throughout the Village to replace lead water services between their building and the water main while receiving a reimbursement from the Village for a portion of the work. The program details would be submitted for review and approval to the Village Board in FY 2021 in order to establish program parameters, however, it would likely be created in a manner similar to the Sewer Backflow Reimbursement Program which is already offered to residents to help reduce risk of sewer back-ups.

The cost estimate for this project is as follows:

- \$250,000 for reimbursements in FY 2022

Future Water Main Projects

Staff reviews the modeling report and evaluates the Village's water distribution system and trends in water main breaks on an annual basis to identify and prioritize future projects. Staff has identified the following water system improvement project(s) for possible future fiscal years:

- FY 2023 - Installation of an 8" water main on two of the alternating blocks of LeMoyne between Park Avenue and Harlem Avenue as identified in the 2018 Strand Water Distribution System Modeling Report. This budget also includes \$150,000 for lead water service replacements.
- FY 2024 - Installation of an 8" water main on the remaining three alternating blocks of LeMoyne between Park Avenue and Harlem Avenue as identified in the 2018 Strand Water Distribution System Modeling Report. This budget also includes \$100,000 for lead water service replacements.

Program Alternative

As the Village's water distribution system is a critically important infrastructure system, it is important to plan/budget for the replacement of lead water services and water mains that have reached or exceeded the end of their useful service life. The primary alternative to this program is to not budget/plan for lead service replacements or water main replacement projects and respond to state-mandates and water main breaks as they occur, which could lead to much greater budget impacts.

Project Impact

| Annual \$ Impact on Operating Budget | Description of Operating Budget Impact |
|---|---|
| None | None |

Water and Sewer Improvements - Public Works

| | | | |
|------------------------------------|----------------|-----------------|-----------|
| Hydrant Replacement Program | FY 2022 | \$10,000 | WS |
| | FY 2023 | \$10,000 | WS |
| | FY 2024 | \$10,000 | WS |
| | FY 2025 | \$10,000 | WS |
| | FY 2026 | \$10,000 | WS |

☐ Critical

☒ Recommended

☐ Contingent on Funding

Spending History

| | | | |
|---------|----|--------|---|
| FY 2021 | \$ | 6,000 | Hydrant and two valves installed by in-house staff. |
| FY 2020 | \$ | - | |
| FY 2019 | \$ | - | |
| FY 2018 | \$ | 8,758 | |
| FY 2017 | \$ | 22,000 | |

Program Description & Justification

The Village's fire hydrant system is a critically important infrastructure system. The Village owns and operates approximately 446 fire hydrants. The purpose of this program is to maintain all of the Village's fire hydrants in excellent operating condition. The Village's Fire Department conducts a Village-wide hydrant flushing program each year. During the hydrant flushing events, Fire Department personnel identify hydrants in need of repair and provide a list of those hydrants to the Public Works Department to coordinate and/or make the necessary repairs. Hydrants that are not in operating condition, or are identified as being too low for proper operation are prioritized for immediate repair or replacement.

FY 2022 Recommended Project

The Public Works and Fire Departments may identify hydrants as operational, but "too low" (which is defined as less than 18 inches from the ground to port), which prevents the hydrant wrench from rotating freely around the main/steamer port and slows the time required to connect the fire hose to the hydrant. Hydrants that have a low flow rate due to a small supply line are also identified. Each year Village Staff attempts to replace these hydrants to try to eliminate any that do not operate efficiently or provide high flow rates. Public Works staff is often able to "rebuild" existing hydrants in lieu of replacement. This process involves replacement of the inner workings of the hydrant and is more cost effective than complete replacement.

Program Alternative

The Village's fire hydrant system is critically important infrastructure and it is important to budget for the replacement of hydrants that have reached or exceeded the end of their useful service lives. The primary alternative to this program is to not budget/plan for hydrant replacement and make more costly emergency repairs.

Project Impact

| Annual \$ Impact on Operating Budget | Description of Operating Budget Impact |
|---|---|
| None | None |

Water and Sewer Improvements - Public Works

| | | | |
|--|----------------|--------------------|-----------|
| Automated Metering Infrastructure (AMI) | FY 2022 | \$1,320,000 | WS |
| Water & Sewer | FY 2023 | \$67,800 | WS |
| | FY 2024 | \$0 | WS |
| | FY 2025 | \$0 | WS |
| | FY 2026 | \$0 | WS |

☒ Critical

☐ Recommended

☐ Contingent on Funding

Spending History

FY 2021 \$ 37,400 (Project Architecture, projected)

Program Description & Justification

This is a project to install automated metering infrastructure (AMI) technology in all water customer locations throughout the Village. Water meters will be upgraded with state-of-art equipment that will allow the Village to obtain meter readings without requiring Public Works to perform a "drive by" read, which is the current practice. This project will deliver better customer service by providing accurate bills based on actual consumption that can be seen in real time by providing meter reads on a daily basis. It can also help identify any irregularities in water usage such as leaks being experienced by residents. An enhanced system will be pursued that has customer service capabilities such as leak detection, email alerts, tamper resistance, and online usage reports, which are all desired components of the new AMI system. Currently meter reads are obtained only once per month. Every upgraded water meter will be connected to a small battery-powered device (mxu) that is installed close the meter. Typically, AMI systems will operate by having the mxu device read the meter several times each day and send a brief, low-powered radio signal to a nearby collector. Collectors then transmit all meter reads to the Village, thereby eliminating the need for manual or "drive by" meter readings. The use of leak sensors can also be incorporated into an AMI system in order to identify any leaks in the Village's water system.

This project will require upgrading over 2,000 of the Village's 3,180 existing water meters to new meters that have the ability to provide digital readings. The rest of the existing meters are digital and will be compatible with an AMI system. It will also require new mxu devices for all meters, radio read collector infrastructure and software capable of interpreting the data for Public Works/Water billing staff and water customers. Since these remote reads are collected by radio signal there will be the need to install various antenna(s) throughout the Village to collect reads of all water customers. The approximate cost of the materials and installation of tower infrastructure, network endpoints, and meters is \$952,500, the total project management, public relations campaign, and data integration cost is \$435,300. The need for initial project architecture in FY 2021 is projected to be \$37,400.

Program Alternative

The alternative to this project would be to not purchase an AMI system and continue to obtain meter reads by the once per month "drive by" method of collection.

Project Impact

| Annual \$ Impact on Operating Budget | Description of Operating Budget Impact |
|--------------------------------------|--|
| Software for data hosting | Technical communication |

Water and Sewer Improvements - Public Works

Keystone Ave Sewer Improvements

FY 2022

\$200,000

WS

☐ Critical

☒ Recommended

☐ Contingent on Funding

Project Description & Justification

The 1100 block of Keystone Avenue (from Division to Thomas) occasionally experiences on-street flooding during heavy rain events. This situation was originally created by design as the sewers were separated and flow restriction was added to the catch basins in the roadway. By doing so, the idea was to slow the entry of stormwater into the combined sewer system with the goal of reducing the frequency of sewer back-up for those further "downstream".

In addition to the occurrences of on-street flooding increasing over the last few years, the rain event in May, 2020 caused a significant amount of flooding that took a significant amount of time to dissipate. Through investigation of the existing combined sewer system, Staff determined that there were several areas of substantial flow restriction caused by tree root infiltration. These obstructions were removed and the sewer was lined to prevent further root infiltration along pipe joints. Staff also worked with an engineering consultant to conceptually design a sewer improvement that would mitigate the on-street flooding issues.

The conceptual design of this improvement includes multiple options that will allow for an iterative approach. Ultimately, sewer installation may need to be installed up to the Northside Stormwater Management Project (NSMP) system. However, Staff has identified a potential option that is much less invasive and expensive that may provide an adequate level of flood reduction. This project will include the re-routing of two catch basins at the Division/Keystone intersection into an adjacent Metropolitan Water Reclamation District (MWRD) pipe. This will provide a substantial reduction to the amount of water flowing through the Keystone Avenue sewer and will help prevent on-street flooding.

The cost associated with this project includes anticipated construction costs of \$180,000 and design engineering costs of \$20,000.

Project Alternative

The alternative is to continue to allow water to flow through the existing (restricted) catch basins which may continue to cause on-street flooding during heavy rain events.

Project Impact

| Annual \$ Impact on Operating Budget | Description of Operating Budget Impact |
|--------------------------------------|--|
| None | None |

Water and Sewer Improvements - Public Works

Lake Street Berm Extension

FY 2022

\$70,000

WS

☐ Critical

☒ Recommended

☐ Contingent on Funding

Project Description & Justification

Over the years, Village Staff has established a set routine of actions to be taken during flooding events to help prevent overland flooding from the Des Plaines River. Staff utilizes existing berms along Thatcher Avenue (at Chicago) and along the north side of Lake Street behind the homes of River Oaks Drive to help create a barrier that prevents the rising river from continuing eastward into the Village and inundating residential properties and the municipal sewer system.

One of the techniques used to prevent this type of flooding is to effectively extend the end of the berm along Lake Street (westward, toward the bridge) using stone and plastic sheeting. This effort requires a significant amount of effort and time to ensure the barrier is built at the right locations and elevations needed. Once the flooding event has subsided, the material then needs to be removed and the area restored to pre-flood conditions.

This project will allow for the berm to be permanently extended toward the bridge in a manner that matches the elevations and aesthetics of the existing berm. This will free up Village Staff before, during and after flood events to help address other issues that might be occurring throughout the Village.

The cost associated with this project includes anticipated construction costs of \$35,000 and Cook County Forest Preserve permitting costs of \$35,000.

Project Alternative

The alternative is to not extend the berm and leave the responsibility of installing additional material as needed during each flood event up to Public Works Operations Staff.

Project Impact

| Annual \$ Impact on Operating Budget | Description of Operating Budget Impact |
|--------------------------------------|--|
| None | None |

Glossary

| | |
|--|---|
| Accrual: | A basis of accounting in which revenues are recognized in the accounting period they are earned and become measurable. Expenditures are recognized in the period that they are incurred, if measurable. |
| Advanced Life Support (ALS): | A level of emergency care provided by the River Forest Fire Department. Fire fighter/paramedics are trained to use intravenous therapy, drug therapy, intubation and defibrillation. |
| Appropriation: | A legislative authorization for expenditures for specific purposes within a specific time frame. |
| Assessed Value: | The value placed on real and other property as a basis for levying taxes. |
| Balanced Budget: | A balanced budget means that recurring revenues equal recurring operating expenses. One-time capital expenditures normally are funded from the Capital Equipment Replacement Fund or the General Fund Reserve and are not factored into whether or not the budget is balanced. Nor should one-time revenues, such as a TIF surplus distribution, be used to cover ongoing operating expenditures. |
| Budget: | A description of the spending and general financial plans that focus on the accomplishment of specific goals and objectives established by the Village Board over a specified time period. |
| Budget Reserve: | A portion of a fund that is restricted for a specific purpose and not available for appropriation. |
| Capital Assets: | Land, improvements to land, building, building improvements, vehicles, machinery, equipment, infrastructure and other assets that are used in operations and have initial useful lives extending beyond a single reporting period. |
| Capital Equipment Replacement Fund (CERF): | A capital projects fund where departments 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. |
| Capital Improvements/ Capital Outlay: | Projects or products that are long-term assets. These expenditures generally have estimated useful lives of two years or longer and typically are in excess of \$10,000. |

Glossary

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|---|--|
| Capital Improvement Fund (CIF): | A fund used to account for infrastructure improvements including alleys, commuter parking lots and streets. |
| Capital Improvement Program (CIP): | A five-year projection of the Village's capital improvement needs. The program also includes the source of funding for each particular project. The first year of the program represents the current fiscal year capital budget. |
| Cash-basis: | A type of accounting in which revenue and expenditure transactions are recognized only when cash is increased or decreased. |
| Charges for Services: | User charges for services provided by the Village to those specifically benefiting from those services. |
| Communications Device: | The use of the budget as a means to communicate the process for preparing, reviewing, and adopting the budget for the coming fiscal year including summary information, an overview of significant budgetary issues, trends, and resource choices. |
| Computer Aided Design (CAD): | A software program that assists in the design of infrastructure improvements. |
| Congestion Mitigation And Air Quality (CMAQ): | The CMAQ program is one source of funds for Transportation Control Measures (TCM) employed for the purposes of reducing congestion and improving air quality. |
| Contractual Services: | Items of expenditure from services the Village received primarily from an outside company. Utilities, rent, travel, and advertising are examples of contractual services. |
| Debt Service: | The payment of principal and interest on borrowed funds. The Village has debt service for general obligation bonds. |
| Department: | A major administrative division of the Village with overall management responsibility for an operation or a group of related operations within a functional area. A department may have more than one program and may be accounted for in more than one fund. |
| Depreciation: | The allocation of the cost of a fixed asset over the asset's useful life. Through this process the entire cost of the asset, less the salvage value, is ultimately charged off as an expense. This method of cost allocation can be used in proprietary funds. |

Glossary

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| Division: | A component of the budget dedicated to a particular purpose in order to identify the costs related to that purpose. |
| Encumbrances: | Commitments related to unperformed contracts for goods or services. These are not legal liabilities of the Village but represent a reservation of funds. |
| Emerald Ash Borer (EAB): | The EAB is a destructive, small, metallic-green beetle native to Asia that only attacks ash trees. |
| Enterprise Fund: | A fund used to account for activities similar to those found in the private sector, where the determination of net income is necessary or useful for sound financial administration. The Water and Sewer Fund is an example of a Village enterprise fund. |
| Environmental Protection Agency (EPA): | Federal regulatory agency that provides for the protection of the environment. |
| Enterprise Resource Planning (ERP): | Computer software that integrates internal and external management information across the entire organization, including finance/accounting, building permits, customer contacts, utility billing, etc. |
| Financial Plan: | The use of the budget as a means to summarize the Village's finances including revenues and other financing sources, and of expenditures and other financing uses for the prior year actual, the estimated current year actual, and the proposed budget year. |
| Fiscal Year (FY): | A time period for which the Village's finances are recorded and maintained. The Village's fiscal year begins May 1 and ends April 30. |
| Fund: | Fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances that are segregated for the purpose of carrying on specific activities or attaining certain objectives. |
| Fund Balance: | Difference between assets and liabilities reported in a governmental fund. |

Glossary

Generally Accepted
Accounting Principles
(GAAP):

The standards used for financial report preparation, as determined by the Governmental Accounting Standards Board (GASB), so that the Village's financial statements may be fairly compared to prior reports and to the reports of other governmental entities.

General Fund:

The major fund in most governmental units, the general fund accounts for all activities not accounted for in other funds. Most tax funded functions are accounted for in the General Fund.

Geographic Information
System (GIS):

A software program that is a collection of people, data, procedures and systems that enable data to be stored and maintained geographically.

Government Finance
Officers Associations
(GFOA):

An association that aims to enhance and promote the professional management of governments for the public benefit by identifying and developing financial policies and practices.

Governmental
Accounting Standards
Board (GASB):

An independent board that establishes standards of financial accounting and reporting for state and local governmental entities. Its standards guide the preparation of external financial reports of those entities.

Governmental Funds:

Fund generally used to account for tax-supported funds.

Illinois Environmental
Protection Agency
(IEPA):

State regulatory agency that provides for the protection of the environment.

Illinois Green
Infrastructure Grant
Program (IGIG):

State grant to implement green infrastructure best management practices to control stormwater runoff for water quality protection.

Illinois Municipal
Retirement Fund
(IMRF):

State mandated pension fund for all full-time and eligible part-time Village employees, except sworn fire and police employees.

Illinois Transportation
Enhancement Program
(ITEP):

ITEP provides funding for community based projects that expand travel choices and enhance the transportation experience. Project sponsors receive up to 80% for eligible projects, funded by the Federal Government and awarded through the State of Illinois.

Glossary

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| Insurance Services Office (ISO): | A non-profit organization that assesses a Fire Department's ability to provide fire services to a community. |
| Information Technology: | A term used to broadly define computer operations and the processing of automated information in the Village organization. |
| Intergovernmental Personnel Benefit Cooperative(IPBC): | An intergovernmental health insurance cooperative comprised of a number of local governments and agencies established to provide and administer employee health and dental insurance to eligible employees of the member agencies. |
| Intergovernmental Risk Management Agency (IRMA): | A public entity risk pool comprised of seventy-two public entities in northeastern Illinois that have joined together to manage and fund their property/casualty/workers' compensation claims through a comprehensive risk management program. |
| Joint Utility Locating Information for Excavators (JULIE): | The Village uses this service to make arrangements for the prompt locating of all Village utilities in areas scheduled for construction work. |
| Levy: | To impose taxes for the support of government activities. |
| Long-term Debt: | Financial obligation with maturity of more than one year after the date of issuance. |
| Metropolitan Water Reclamation District of Greater Chicago (MWRD): | The agency that stores and treats sanitary sewage waste for the City of Chicago and 128 suburban communities, including River Forest. |
| Modified Accrual: | A basis of accounting in which revenues are recognized in the period they become available and measurable. Expenditures are recorded when the related fund liability has been incurred or the invoice is received. |
| Motor Fuel Tax (MFT): Mutual Aid Box Alarm System (MABAS): | Revenue allocated by the state to municipalities for funding street improvements. The mutual aid box alarm system (MABAS) was established to provide a swift, standardized and effective method of mutual aid assistance for extra alarm fires and mass casualty incidents. The MABAS system is divided into over 20 Divisions from the communities along I-53 and the Northwest Tollway corridor. |

Glossary

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| Net Position: | The difference between assets and deferred outflows and liabilities and deferred inflows as reported in the Government-wide Financial Statement of the Comprehensive Annual Financial Report. |
| Non-Home Rule: | A non-home rule unit of local government, pursuant to the Illinois State Constitution , may exercise only those powers and perform those functions as identified by the State. Non-Home Rule communities are limited in the power to regulate for the protection of the public health, safety, morals and welfare; to license; to tax and to incur debt. |
| National Pollutant Discharge Elimination System (NPDES): | Permit program that controls water pollution by regulating point sources that discharge pollutants into waters of the United States. |
| Northern Illinois Police Alarm System (NIPAS): | A cooperative agreement among over 100 area law enforcement agencies to address emergency law enforcement needs which exceed the capabilities of any single member agency. |
| Operations Guide: | The use of the budget as a means to describe the operations, activities, services and functions carried out by the Village's organizational units. |
| Operating Expenditures: | Expenditures that generally recur annually and are expected to continue in the future unless service levels are impacted. |
| Operating Revenues: | Revenues that recur annually with reasonable stability. By Village policy, operating revenues should exceed operating expenditures on an annual basis. |
| Policy Document: | The use of the budget as a means to translate policy into specific programs and activities. The budget reflects the Village's commitment to certain entity-wide non-financial goals, even though the ultimate achievement of those goals may be beyond the period covered by the budget. |
| Proprietary Fund: | Funds that focus on the determination of operating income, changes in net assets, financial position and cash flows. There are two different types of proprietary funds: enterprise and internal service activities. |
| Self-Contained Breathing Apparatus (SCBA): | Personal protective equipment worn to protect individuals from exposure to environments hazardous to the respiratory system. |

Glossary

| | |
|---|---|
| Special Revenue Fund: | A fund used to account for revenues legally earmarked for a particular purpose. |
| Standard & Poor's Rating Service: | An independent agency that analyzes the financial credit ratings of organizations. The ratings are based on debt issuance that carry a three letter coding. The Village possesses an AAA rating. |
| Strategic Planning: | The process of determining the Village's goals and then identifying the best approach for achieving those goals. |
| Street Improvement Program (SIP): | A program for the general maintenance of streets in the Village. |
| Supervisory Control And Data Acquisition (SCADA): | Computer system that assists in the operation of the water purification and distribution process. |
| Tax Extension: | The total amount of taxes applied to properties within a taxing district as a result of a tax levy. Extensions in Illinois are increased by a loss factor to ensure that each taxing body receives the full amount of its levy after recognition that a small amount of taxes will not be paid. |
| Tax Increment Financing (TIF) District: | A legal entity created by local resolution to promote improvements, jobs, etc. The taxes generated from the assessed value "increment" above the base year are used to finance the costs of the improvements which generate the increased assessed valuation. |
| Tax Levy: | An ordinance that directs the County Clerk to assess a tax proportionally against all properties located within a taxing district for the purpose of raising a specific amount of tax for taxing district. |
| Telecommunications Tax: | A tax on the gross sale of telecommunications services by telecommunications providers. |
| Transfers: | Movements of resources between two Funds. For River Forest, transfers regularly occur from the General Fund and Water and Sewer Fund into the Capital Equipment Replacement Fund. |
| Unrestricted Net Assets: | Net assets not invested in capital assets, net of related debt, that are accessible for the general use of the fund. |
| West Central Municipal Conference (WCMC): | A council of government comprised of municipalities and townships in the northwest suburbs. The WCMC provides legislative lobbying and information services, joint purchasing programs and other programs of joint interest to its members. |



Village of River Forest
Village Administrator's Office

400 Park Avenue
River Forest, IL 60305
Tel: 708-366-8500

MEMORANDUM

Date: April 22, 2021

To: Catherine Adduci, Village President
Village Board of Trustees

From: Sara Phyfer, Management Analyst/Deputy Clerk

Subj: Use of the Village Flag Pole

Issue:

At its June 22, 2020 Village Board of Trustees meeting, Staff was directed to look into creating a policy about the use of the Village's flag pole outside Village Hall. Staff consulted with the Village Attorney to develop this recommendation.

Considerations:

The First Amendment contains a "public forum" doctrine, which courts have described as follows:

- a. A traditional public forum, which includes streets or parks, and other property traditionally devoted to assembly or debate;
- b. A "limited" or designated public forum, which is a forum created by the government, not by inaction or by permitting limited discourse, but by intentionally opening a nontraditional public forum for public discourse. Courts look to policy and practice of the government to decide whether it intended to designate a place not traditionally open to assembly and debate as a public forum; and
- c. A nonpublic forum, which is a location where government can restrict access to properties so long as the restrictions are reasonable and are not an effort to suppress expression just because public officials oppose the speakers' view.

A Village flagpole flying only the US flag is considered a nonpublic forum. As such, no one has a right to demand another flag be flown on that pole. If the Village honors requests by other individuals or groups to fly their flag on the Village's flagpole, it has likely created a limited public forum. "Limited" or designated public forums are defined as "public property

which the state has opened for use by the public as a place for expressive activity" and are treated substantially the same as traditional public forums (streets, parks, and other locations where persons can freely express their opinions). Once a limited public forum is created, the Village may not determine which flags to fly based on viewpoint or content of the flags. Instead, it may only impose reasonable, content-neutral time, place and manner restrictions and only so long as the restrictions are necessary and narrowly tailored to serve a compelling state interest. Under these circumstances, an informal Village decision to grant a community group's request to fly a flag may be well-intended, but it can lead to unintended outcomes, like being compelled to fly other "message" flags proposed by individuals or organizations holding views Village officials may not agree with.

While the Village may not regulate speech or discriminate against speech based upon its content, the Village has the right and duty to engage in speech itself. The Village Board speaks whenever it sets policy or enacts legislation. Therefore, if the Village Board decides to take action to honor an anniversary or historic milestone, and part of that action provides that a flag will be flown for a period on the Village's pole as part of the honorarium, this action would not affect the pole as a nonpublic forum or violate free speech requirements. As such, the Village Board may include language in a commemorative resolution it approves that directs Staff to fly a special flag on the Village's flag pole:

The Village President and Board of Trustees hereby recognize _____ [Day], and commemorate, honor and indicate support for _____. As an expression of such commemoration and honor, and to demonstrate the Village's support for _____, Village staff are directed to fly the _____ flag immediately below the American Flag on the Village flag pole outside of Village Hall for a [number of weeks] period commencing on _____, 202_.

If such language were included in a Village Board-approved resolution, the Village would not be opening up its flagpole as a public forum or limited public forum.

Attached is a sample policy provided by Trustee Bachner for the Village Board's consideration. Of note, this policy accepts requests for use of the flag pole only through an elected official.

Recommendation:

Staff recommends exercising caution and carefully restricting the use of the Village's flag poles in order to avoid being forced to fly flags that may not align with the Village's public policy goals and messaging due to the "public forum" doctrine. Should the Village Board of Trustees wish to honor an anniversary or historic milestone by flying a certain flag, Staff recommends including the above language in a commemorative resolution for which the Village Board

would take action on, and to have requests from individuals or community organizations sponsored by a Village Trustee. If the Board agrees with this approach, Staff can prepare a flag pole display policy.

Requested Action:

Consider and approve Staff's recommendation to prepare a policy consistent with the information outlined in this memo.

Attachment:

City of Pittsburgh Outdoor Flag Pole Display Policy

CITY OF PITTSBURG OUTDOOR FLAGPOLE DISPLAY POLICY

The Pittsburgh City Council desires to establish a flagpole policy regarding: 1) the outdoor display of the United States Flag, the California State Flag, and the City of Pittsburgh Flag on Pittsburgh City Hall flagpoles; and 2) the outdoor display of commemorative flags on Pittsburgh City Hall flagpoles.

In adopting this policy, the City Council declares that the City of Pittsburgh's flagpoles are not intended to serve as a forum for free expression of the public, but rather for the display of Federal, State, and City Flags, and any commemorative flag as may be authorized by the City Council as an expression of the City Council's official sentiments.

The purpose of this flagpole policy is to provide procedural guidance for the outdoor display of flags on City-owned and/or maintained flagpoles.

Policy:

I. Standards

Flags shall be displayed in accordance with Federal and State statutes, including, but not limited to, Title 4, Chapter 1 of the United States Code and Sections 430 through 439 of the California Government Code, and this policy.

II. Procedure

A. United States Flag, California State Flag, and City of Pittsburgh Flag

1. No other flag shall be placed above the United States Flag and no other flag shall be larger than the United States Flag. Other flags may be flown at the same height and in the same size, in accordance with this policy. Where both the United State Flag and the California State Flags are flown, they shall be of the same size.
2. Flags should be hoisted briskly and lowered ceremoniously. The United States Flag should be hoisted first and lowered last.
3. Flags shall be displayed during operating hours on all days on which the City is open for business, and on national and state holidays, at a minimum. Flags may be displayed twenty-four (24) hours a day as long as they are illuminated during darkness.
4. Flags shall not be displayed during inclement weather, unless they are determined to be all-weather flags.

5. When flags are displayed on a single pole, the order from top to bottom shall be: the United States Flag, the California State Flag, and if displayed, the City of Pittsburg Flag.
6. When the flags are flown from adjacent flagpoles, the United States Flag shall be flown at the highest point of honor, which is either the tallest flagpole of the furthest point to the left from the standpoint of the observer ("the flag's right"). The "standpoint of the viewer," shall be considered right-of-way to which the City facility adjacent to the flagpole is addressed (e.g. City Hall is located at 65 Civic Avenue, thus the standpoint of the viewer shall be considered Civic Avenue). The California State Flag shall be placed in the second position of honor. The City of Pittsburg Flag, if displayed, shall be placed in the third position of honor.
7. The United States Flag, the State of California Flag and the City of Pittsburg Flag shall be flown on the City Hall flagpoles.

B. Commemorative Flags

1. The City's flagpoles are not intended to serve as a forum for free expression by the public. The City shall display commemorative flags only if authorized by the City Council as an expression of the City's official sentiments. Any such authorization shall be given at a duly noticed meeting of the City Council.
 - a) The City Council shall only consider a request to display a commemorative flag if the request is made by a member of the Pittsburg City Council.
2. Commemorative flags shall be displayed for a period of time that is reasonable or customary for the subject that is to be commemorated, but no longer than thirty-one (31) continuous days.
3. Commemorative flags shall be displayed exclusively on Pittsburg City Hall flagpoles and shall not be displayed on flagpoles at City Park or Small World Park.
4. Commemorative flags displayed on the Pittsburg City Hall flagpoles shall be displayed in the last position of honor beneath the City of Pittsburg Flag, unless otherwise directed by the City Council and to the extent such display does not conflict with federal law, state law, or this policy.